



Department of Planning & Community & Economic Development
Planning Division

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August 8, 2012

Michael S. Marty
Vierbicher Associates, Inc.
999 Fourier Drive; Suite 201
Madison, Wisconsin 53717

RE: File No. LD 1219 – Certified Survey Map – 1201-1211 Mound Street (Mike Fisher)

Dear Mr. Marty;

The four-lot certified survey of your client's property located at 1201-1211 Mound Street, Section 22, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The subject site was rezoned from R4 (General Residence District) to PUD-GDP-SIP by the Common Council on August 7, 2012. The conditions of approval from the reviewing agencies to be satisfied before final approval and recording of the CSM are:

Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following eight (8) conditions:

1. Depict and dimension all existing improvements within the CSM boundary that will be remaining on this site at the time of CSM recording.
2. A bolder line shall be used to represent underlying platted lot lines so that they are legible on recorded CSM. Staff also requests replacement of the dashed lines with solid lines to denote the new lot lines being created by this CSM.
3. There appears to be unrecorded private shared parking and ingress-egress arrangements between the two properties located at 1201 and 1211 Mound Street. Prepare and record private parking and ingress-egress documents with the Register of Deeds and provide copies to City Engineering for proper record keeping and future driveway permitting purposes. The proposed CSM shall reference these private recorded documents prior to CSM recording.
4. Each lot of the CSM shall have a separate sanitary sewer lateral. Lots 2 and 4 shall require new sewer laterals.
5. Arrows shall be added to the certified survey map indicating the direction of drainage for each property line not fronting on a public street. In addition, the certified survey map shall include lot corner elevations, for all lot corners, to the nearest 0.25-foot. The following notes shall be added to the certified survey map:
 - a. Arrows indicate the direction of surface drainage swale at individual property lines. Said drainage swale shall be graded with the construction of each principal structure and maintained by the lot owner unless modified with the approval of the City Engineer. Elevations given are for property corners at ground level and shall be maintained by the lot owner.
 - b. All lots within this certified survey are subject to public easements for drainage purposes which shall be a minimum of 6-feet in width measured from the property line to the interior of each lot except that the easements shall be 12-feet in width on the perimeter of the certified survey. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway

agreement, the public easement for drainage purposes shall be a minimum of six (6) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) feet in width along the perimeter of the certified survey. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water.

NOTE: In the event of a City of Madison Plan Commission and/or Common Council approved re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

Information to Surveyor's: In addition to notes such as this, WI State Plat Review now enforces the requirement that easements or other reference lines/areas be graphically shown, dimensioned and tied when they represent fixed locations. They will accept a "typical detail" when the easement or restriction can be effectively described and retraced from the typical detail.

6. The lots within this Certified Survey Map are inter-dependent upon one another for stormwater runoff conveyance, and/or a private drainage system exists for the entire site an agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the Certified Survey Map and recorded at the Dane County Register of Deeds.
7. A minimum of 2 working days prior to requesting City Engineering Division signoff on the CSM, the applicant shall contact Janet Dailey (261-9688) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel).
8. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The developer's surveyor and/or applicant must submit copies of required tie sheets or condition reports for all monuments, including center of sections of record, used in this survey, to Eric Pederson, City Engineering Division. If a new tie sheet is not required under A-E 7.08, Engineering requests a copy of the latest tie sheet on record with Dane County Surveyor's office. The applicant shall identify monument types on all PLS corners included on the plat or CSM. Note: Land tie to two PLS corners required.

Please contact Kay Rutledge of the Parks Division at 266-4714 if you have questions about the following item:

9. The developer shall pay park dedication and development impact fees for the additional residential units proposed in the approved PUD zoning. The fee in lieu of parkland dedication for 2012 is \$2,563.00 per new single-family or two-family dwelling unit; the park development fee for 2012 is \$978.33 per new single-family or two-family dwelling unit, for a combined fee \$3,541.33 per unit. The developer must select a method for payment of park fees before signoff on the CSM. This development is within the Brittingham Park impact fee district (SI27).

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have questions about the following item:

10. New property line locations shall not create a code violation with the existing structures.

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have questions about the following two (2) items:

11. There is no existing water service lateral serving proposed Lot 2. Each lot is required to have a separate water service lateral connected to a public water main.

12. All operating private wells shall be identified and permitted by the Water Utility in accordance with MGO Section 13.21. All unused private wells shall be abandoned in accordance with MGO section 13.21.

Please contact Jennifer Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following five (5) items:

13. Prior to requesting sign-off by the City's Office of Real Estate Services, the owner shall include and have fully executed the signature block certifications for all parties of interest, pursuant to Madison City Ordinance Section 16.23(5)(g)4 and Wis. Stats. 236.21(2)(a). The title and narrative of each certificate shall be prepared consistent with the interest involved and consistent with the most updated title report, e.g. ownership (sole proprietorship, corporate, Limited Liability Company, limited liability partnership, etc.) mortgage, tenancy, public body, etc. The title report shows the following parties have an ownership interest of record in the property and shall be signatories on the Owner's Certificate:

→ 1200 Mound Street, LLC

14. A certificate of consent by the mortgagee/vendor shall be included following the Owner(s) Certificate for each of the mortgagees/vendors listed below. If mortgages have been satisfied, please provide the document number of said release.

→ Anchorbank, FSB

→ Harvest Savings Bank, per Doc. No. 2566204 on January 12, 1994

15. Identify, depict and provide a certificate of consent for any tenancy in excess of one year. Said tenancy shall be made evident in record title and the document number shall be noted on the proposed CSM. A copy of the recorded document giving evidence of the tenancy shall be included with the title report.

16. All real estate taxes, stormwater management charges, and special assessments due against the properties involved in this subdivision shall be paid in full (with copies of receipts for recent payments not reflected in City records) prior to final signoff of the survey for recording.

→ As of July 12, 2012, real estate taxes in the amount of \$3,571.74 are due for 1201 Mound Street.

→ As of July 12, 2012, real estate taxes in the amount of \$3,571.74 are due for 1201 Mound Street.

→ There is a stormwater charge of \$137.82 due for 1211 Mound Street.

17. The following CSM revisions shall be made:

- a.) Depict and dimension all existing improvements (buildings, drives, parking lots, etc.), encroachments, wells and septic systems associated with the lands described for the proposed CSM. (Well abandonment: ref. NR 141).
- b.) Record satisfactions or releases for all mortgages, liens, judgments, or other instruments that encumber the title of the subject lands, but where the purpose for such instrument has been satisfied, fulfilled or resolved.

The Planned Unit Development (PUD) zoning of the subject property shall receive final staff approval and be received for recording by the Zoning Administrator prior to the final approval and recording of this CSM. Please contact my office at 261-9632 if you have questions about this requirement.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division was approved by the Common Council on August 7, 2012.

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (attached), the original along with the revised Certified Survey Map, with all signatures and approvals from the reviewing agencies, shall be brought to this office for final signoff. You or your client may then record the certified survey at the Dane County Register of Deeds. For information on recording procedures and fees, contact the Register of Deeds at 266-4141.

Prior to City Engineering final sign-off by the main office of the CSM, the final CSM shall be submitted to the Engineering Division Surveyor/ Land Records Coordinator for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division signoff. E-mail submittal of the final CSM in PDF form is preferred. Transmit to epederson@cityofmadison.com.

Upon acceptance and recording of the certified survey map by the Dane County Register of Deeds, please transfer the recorded volume, document number, and page numbers to the copies and forward a copy to this office for our records. The original survey map with the recording information is permanently kept on file in the Dane County Register of Deeds Office. A copy of the recorded document can be obtained from the Register of Deeds Office, Room 110, City-County Building or the Real Estate Office in the Madison Department of Planning and Development.

Any appeal from this action, including the conditions of approval, must be filed with the Circuit Court within 30 days from the date of this letter. **The approval of this CSM shall be null and void if not recorded six (6) months from the date of the approving resolution or this letter, whichever is later.** If you have any questions or if you may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Janet Dailey, City Engineering Division
Dan McCormick, Traffic Engineering Division
Dennis Cawley, Madison Water Utility
Kay Rutledge, Parks Division
Bill Sullivan, Madison Fire Department
Pat Anderson, Asst. Zoning Administrator
Jennifer Frese, Office of Real Estate Services
Dan Everson, Dane County Land Records and Regulations