



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, AICP, Director

126 S. Hamilton Street
P.O. Box 2985
Madison, Wisconsin 53701-2985
Phone: (608) 266-4635
www.cityofmadison.com

May 8, 2018

Tim Moore
Moore Surveying, LLC
2918 Marketplace Drive, Suite 108
Fitchburg, Wisconsin 53719

RE: Approval of a Certified Survey Map (CSM) to create two lots from land addressed as 7080 Applewood Drive, Town of Middleton, in the City of Madison's Extraterritorial Jurisdiction (Meinholz).

Dear Mr. Moore;

The City of Madison Plan Commission, meeting in regular session on May 7, 2018, **conditionally approved** your clients' Certified Survey Map of property located at 7080 Applewood Drive, Town of Middleton. The conditions of approval from the reviewing agencies to be satisfied before final City approval and recording of the CSM are:

Please contact Tim Troester of the City Engineering Division at 267-1995 if you have questions regarding the following condition:

1. The applicant shall dedicate a 15-foot wide Permanent Limited Easement for grading and sloping along Applewood Drive.

Please contact Jeff Quamme of the City Engineering Division—Mapping Section at 266-4097 if you have questions regarding the following fifteen (15) conditions:

2. The CSM shall specifically show and label the 50- and 30-foot Building Setback Lines that were set forth by the plat of Applewood Hill.
3. It is preferred that zoning district labels and any associated setbacks per the Dane County Zoning Ordinance not be shown on the CSM, as they change over time.
4. Any new building setback restrictions to be set forth by this Certified Survey Map shall be distinctly shown (different graphics from existing setbacks) and labeled as such on the Certified Survey Map.
5. In accordance with Section s.236.34(1m)(c), which states a CSM shall be prepared in accordance with the plat requirements stated per s.236.20(2)(c) & (f), Wisconsin Statutes, the applicant shall show the type, location and width of any and all easements on the CSM. Clearly identify the difference between existing easements (cite Register of Deeds recording data) and easements which are being granted by the new CSM. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by the CSM.

6. Label the 10-foot Utility Easement along the south boundary that it is per Applewood Hill, Document No. 1174937.
7. Provide tangent bearings for the curves. Most are not tangent to the adjacent lines or curves. Also provide recorded as data for the chords in the curvetable.
8. The applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Certified Survey Map. The surveyor shall identify any deviation from City Master Control with recorded and measured designations.
9. Add the City of Madison as an approving agency to the Owner's Certificate.
10. Revise the Mortgagee in the Mortgagee Certificate to be Monona Bank.
11. Add a note that lands within this Certified Survey Map are subject to Declaration of Covenants and Restrictions per Document No. 1174939, the time frame of which was most recently extended per Document No. 4772105.
12. The Stormwater Easement shown being granted by this CSM shall note that it is a Public Stormwater Easement granted by this CSM.
13. Recheck distance of the interior line between Lot 1 and Lot 2. COGO of individual lots does not close. Revise accordingly.
14. Prior to City Engineering final sign-off by main office for Certified Survey Maps (CSM), the final CSM must be submitted to 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 sign-off. Electronic mail submittal of the **final** CSM in PDF form is preferred. Transmit to jrquamme@cityofmadison.com
15. 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 Jeff Quamme (jrquamme@cityofmadison.com), City Engineering. 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. Note: Land tie to two PLS corners required.
16. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject plat, one (1) digital CADD drawing and one (1) signed copy of the final plat to the Mapping/GIS Section of the Engineering Division either as hard copy or Adobe PDF format. The digital CADD file shall be submitted in the WisDOT County Coordinate System, Dane County Zone datum in either Auto CAD Version compatible with MicroStation Version V8i, MicroStation Version V8i or older or Universal DXF Formats. The digital CADD file(s) shall contain the minimum of the items stated below, each on a separate layer name/level number. All line work shall be void of gaps and overlaps that would cause

any parcel, street or easement to not properly close. All line work orientation and geometrics shall match the dimensioning as labeled on the final recorded plat: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (i.e. street, sanitary, storm (including wetland & floodplain boundaries) water, pedestrian/bike/walkway, or any public and/or private interest easement except local service for Cable TV, gas, electric and fiber optics).

*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any original submittal of data and prior to final sign off.

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

17. Provide the following information to the buyer/builder of the new lot: Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e).

Please contact my office at 261-9632 if you have questions about the following condition:

18. The applicant and surveyor shall explore whether the common line between Lots 1 and 2 may be revised to eliminate the proposed turn south of the residence on Lot 1. Staff recommends that the applicant reduce the side yard of the existing house to the proposed common line from 25 feet to 20, and draw a consistent line from roughly where the common line is currently proposed to meet the east-west section of Applewood Drive to the southwesterly corner of the parcel adjacent to the north-south section of the road.

Please contact Lance Vest of the City's Office of Real Estate Services at 245-5794 if you have questions regarding the following seven (7) conditions:

19. Signature block certifications shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary at the time of execution. The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. The executed original hard stock recordable CSM shall be presented at the time of sign-off.
20. A certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate and executed prior to CSM approval sign-off. Please modify the first sentence of the Consent of Mortgagee to read as follows: Monona Bank, Mortgagee of the above described parcel, does hereby consent to the surveying, dividing, mapping and dedicating of the land described above, and does hereby consent to the above Certificate of Todd J. Meinholz, Owner.
21. All ownership consents and certifications for the subject lands shall conform to Wis. Stats. 236.21(2) and 236.29 by including the language "...surveyed, divided, mapped and dedicated..."
22. Revise the Secretary of the City of Madison Plan Commission to state: "Natalie Erdman".

23. As of April 25, 2018, the 2017 real estate taxes and special assessments are paid for the subject property. Per 236.21(3) Wis. Stats. the property owner shall pay all real estate taxes and special assessments that are accrued or delinquent for the subject property prior to CSM recording. This includes property tax bills for the prior year that are distributed at the beginning of the year.
24. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Lance Vest in City's Office of Real Estate Services (lvest@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (February 16, 2018) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the title report update. The surveyor shall update the CSM with the most recent information reported in the title update.
25. The owner shall email the document number of the recorded CSM to Lance Vest in the City's Office of Real Estate Services as soon as the recording information is available.
26. The following revisions shall be made to the CSM prior to final approval and recording:
 - a.) Label building setbacks on map.
 - b.) Label the 10-foot utility easement with the document number for the Plat of Applewood Hill.
 - c.) Ensure all notes from the prior Plat of Applewood Hill are carried over to the CSM notes, where applicable.
 - d.) Depict, name, and identify by document number all existing easements cited in record title and the updated title report.
 - e.) Include a note on the CSM describing the Declaration of Covenants and Restrictions recorded as Document No. 1174939, Modification recorded as Document No.2089638, and Second Extension of Declarations recorded as Document No.4772105.
 - f.) Paragraph 8(c) of the Declaration of Covenants and Restrictions recorded as Document No.1174939 states: "No lots in the plat may be subdivided". Record a release of this restriction prior to recording this CSM if required by Dane County.
 - g.) Include a complete and accurate legal description of the lands that are to be included in the proposed CSM. The legal description shall be reconciled with the legal description of said lands in record title. Please remove the reference to the recorded and unrecorded restrictions, reservations, rights-of-way and easements in the legal description.

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

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 jrquamme@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 in twelve (12) months from the date of the approving resolution or this letter, whichever is later.**

If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Tim Troester, City Engineering Division
Jeff Quamme, City Engineering Division – Mapping Section
Bill Sullivan, Madison Fire Department
Lance Vest, Office of Real Estate Services
Dan Everson, Dane County Land Records and Regulations