



Department of Planning & Community & Economic Development
Planning Division

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March 7, 2008

Paul Spetz
Isthmus Surveying, LLC
2146 Oakridge Avenue
Madison, Wisconsin 53704

RE: File No. LD 0804 – Certified survey map – 1513-1545 Lake Point Drive/ 1532-1574 West Broadway
(Norton Building Co.)

Dear Mr. Spetz:

The three-lot certified survey of your client's property located at 1513-1545 Lake Point Drive/ 1532-1574 West Broadway, Section 20, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned C2 (General Commercial District). The conditions of approval from the reviewing agencies to be satisfied before final approval and recording of the CSM are:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following eight conditions:

1. Coordinate a revised access restriction note with the City of Madison Engineering and Traffic Engineering Divisions along with the necessary Dane County Highway Department approvals relative to the proposed connection to the existing driveway to West Broadway located on this site. The Dane County Highway Department has received a revised driveway permit application, but requires additional detailed site plan information (paper copies) from the applicant to complete the permit revision process. If Dane County issues a new permit number, make reference to such on the face of this proposed CSM, or alternatively reference the prior permit number CE2-23, if applicable, prior to recording this CSM.

The following is the suggested access restriction note language to appear on the face of the CSM: "The original WisDOT controlled No Access to USH 12 & 18 & Bridge Road per the Monona Shores Subdivision Plat has deferred maintenance and jurisdiction to the Dane County Highway Department with the Beltline Highway by-pass and improvements. The applicant shall renew the previously approved Dane County Highway Driveway Permit No. CE2-23, which is currently expired, for the single approved driveway permit to West Broadway."

2. A separate sanitary sewer lateral shall serve each lot.
3. The City Engineer may allow a street excavation permit for the work required to provide service laterals to these lots in place of a Developer Agreement. Standard City Policy for street patching shall be applied. Please contact Janet Dailey at 261-9688 to schedule a meeting regarding this issue.
4. 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 survey are subject to a public easement 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 easement shall be 12-feet in width on the perimeter of the certified survey map. Easements shall not be required on property lines shared with green ways or public streets. No structures may be constructed within said easement and no other obstructions to drainage, including landscaping are permitted without the prior written approval of the City Engineer.

Note: In the event of the City of Madison Plan Commission and/or Common Council approve 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.

5. If the lots within this certified survey map are inter-dependent upon one another for storm water 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.
6. A minimum of two working days prior to requesting City Engineering 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 subdivision 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).
7. 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. 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 CSM. Note: Land tie to two PLS corners required.
8. Prior to 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. E-mail of the final CSM in PDF form is preferred. Please transmit to epederson@cityofmadison.com.

Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions about the following two items:

9. The applicant shall revise Sheet 1 of 4 note as follows: "No vehicular access per CSM 11912 and the plat of Monona Shores from any lot to Broadway Avenue and Bridge Road." The applicant shall revise Note 2B on Sheet 2 of 4 to read: "No vehicular access to West Broadway/ CTH BW except one driveway as permitted by Dane County."

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10. The applicant shall revise Note 1, Note 5 (Sheet 2 of 4) to "Reciprocal access and parking easement to benefit Lots 1,2, and 3 of this CSM."

Madison Gas & Electric requests that the existing utility easement located along the northerly ten feet of Lot 1 be shown on the final CSM per the attached easement drawing.

Please note that the City Real Estate Office is reviewing the report of title provided with this survey and may have comments. That office will send any comments to you by fax. If you have any questions, please contact Jeff Ekola at 267-8719 for more information.

A resolution authorizing the City to sign the CSM and any other documents related to the proposed land division was approved by the Common Council on March 4, 2008.

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (enclosed), 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.

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 thirty (30) days from the date of this letter. The approval of this CSM shall be null and void if not recorded in **six (6) months** from the date of the approving resolution. 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, Engineering Division
John Leach, Traffic Engineering Division
Jeff Ekola, Real Estate Development Unit
Norb Scribner, Dane County Land Records and Regulations