



**SUBDIVISION APPLICATION**  
**Madison Plan Commission**

215 Martin Luther King Jr. Blvd; Room LL-100  
 PO Box 2985; Madison, Wisconsin 53701-2985  
 Phone: 608.266.4635 | Facsimile: 608.267.8739

Date Stamp

**\*\* Please read both pages of the application completely and fill in all required fields\*\***  
**This application form may also be completed online at [www.cityofmadison.com/planning/plan.html](http://www.cityofmadison.com/planning/plan.html)**

**1a. Application Type.** (Choose ONE)

- Preliminary Subdivision Plat     Final Subdivision Plat     Land Division/ Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: \_\_\_\_\_

**1b. Review Fees.** Make checks payable to "City Treasurer."

- For Preliminary and Final Plats, an application fee of \$200, plus \$35 per lot and outlot contained on the plat drawing.  
 For Certified Survey Maps, an application fee of \$200 plus \$150 per lot and outlot contained on the certified survey map.

**2. Applicant Information.**

Name of Property Owner: Heidi Stiller Representative, if any: John Eskrich  
 Street Address: 2055 Woods Rd City/State: Madison WI Zip: 53593  
 Telephone: (608) 848-8869 Fax: ( ) Email: john.eskrich@meadhunt.com  
 Firm Preparing Survey: Mead & Hunt Inc Contact: Sean Walsh  
 Street Address: 6501 Watts Rd City/State: Madison, WI Zip: 53719  
 Telephone: (608) 273-6380 Fax: (608) 273-6391 Email: sean.walsh@meadhunt.com

Check only ONE – ALL Correspondence on this application should be sent to:  Property Owner     Survey Firm

**3a. Project Information.**

Parcel Address: 2055 Woods Rd in the City or Town of: Madison  
 Tax Parcel Number(s): 060804101024 School District: Madison  
 Existing Zoning District(s): TA Development Schedule: None  
 Proposed Zoning District(s) (if any): RI Provide a Legal Description of Site on Reverse Side

**3b. For Surveys Located Outside the Madison City Limits and in the City's Extraterritorial Jurisdiction:**

Date of Approval by Dane County: \_\_\_\_\_ Date of Approval by Town: \_\_\_\_\_  
 In order for an exterritorial request to be accepted, a copy of the approval letters from both the town and Dane County must be submitted.  
 Is the subject site proposed for annexation?  No  Yes If YES, approximate timeframe: \_\_\_\_\_

**4. Survey Contents and Description.** Complete table as it pertains to the survey; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	1		1.53
Retail/Office			
Industrial			
Outlots Dedicated to City			
Homeowner Assoc. Outlots			
Other (state use)		1	9.04
<b>TOTAL</b>	1	1	10.57

Describe the use of the lots and outlots on the survey
<u>See attached</u>
<u>Letter of Intent</u>

OVER →

**5. Required Submittals.** Your application is required to include the following (check all that apply):

- Surveys** (prepared by a Registered Land Surveyor):
  - For Preliminary Plats, **eighteen (18) copies** of the drawing drawn to scale are required. The drawing is required to provide all information as it pertains to the proposed subdivision as set forth in Section 16.23 (7)(a) of the Madison General Ordinances. The drawings shall include, but are not limited to, a description of existing site conditions and natural features, delineation of all public and private utilities that serve the site (denote field located versus record drawings), the general layout of the proposed subdivision, the dimensions of lots and outlots, widths of existing and proposed rights of way, topographic information, and any other information necessary for the review of the proposed subdivision.
  - For Final Plats, **sixteen (16) copies** of the drawing are required to be submitted. The final plat shall be drawn to the specifications of Section 236.20 of the Wisconsin Statutes.
  - For Certified Survey Maps (CSM), **sixteen (16) copies** of the drawing are required. The drawings shall include all of the information set forth in Sections 16.23 (7)(a) and (d) of the Madison General Ordinances, including existing site conditions, the nature of the proposed land division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.
  - All surveys submitted with this application are required to be collated, stapled and folded so as to fit within an 8 1/2" X 14" case file. In addition, an **8-1/2 X 11 inch reduction of each sheet** must also be submitted.
- Report of Title and Supporting Documents:** All plats and certified surveys submitted to the City of Madison for approval shall include a Report of Title satisfactory to the Real Estate Division as required in Section 16.23 of the Madison General Ordinances. A minimum of **two (2) copies** of the City of Madison standard 60/30 year Report of Title shall be obtained from a local, reputable title insurance company. **Title insurance or a title commitment policy is NOT acceptable** (i.e. a Preliminary Title Report or a Record Information Certificate). The owner or applicant must deliver a **third copy** of the Report of Title to the survey firm preparing the plat or CSM. The applicant shall submit a copy of all documents listed in the Report of Title for each copy of the report submitted.
- For Residential Preliminary Plats ONLY:** If the proposed project will result in **ten (10) or more dwelling units**, it is required to comply with the City's Inclusionary Zoning requirements under Section 28.04 (25) of the Zoning Ordinance. A separate **INCLUSIONARY ZONING DWELLING UNIT PLAN APPLICATION** explaining the project's conformance with these ordinance requirements shall be submitted with your application.
- For Surveys Creating Residential Lots:** The applicant shall include a certified copy of the accepted option or offer, including all terms of the purchase and any other information that may be deemed necessary by the Real Estate Division to assist them in determining Fair Market Value for the purpose of establishing park fees.
- For Surveys Outside the Madison City Limits:** A copy of the approval letters from both the town in which the property is located and Dane County must be submitted with your request. The City of Madison may not consider a survey within its extraterritorial jurisdiction without it first having been approved by the **town and Dane County**.
- For Surveys Conveying Land to the Public:** A Phase I Environmental Site Assessment Report may be required if any interest in these lands are to be conveyed to the public. Please contact the City's Real Estate Division at 267-8719, ext. 305 for a determination as soon as possible.
- Completed application and required Fee (from Section 1b on front):** \$ \_\_\_\_\_ Make all checks payable to "City Treasurer."
- Electronic Application Submittal:** All applicants are required to submit a copy of the completed application form, legal description and preliminary and/or final plats or certified survey map as individual Adobe Acrobat PDF files compiled either on a non-returnable CD-ROM to be included with their application materials, or in an e-mail sent to [pcapplications@cityofmadison.com](mailto:pcapplications@cityofmadison.com). The e-mail shall include the name of the project and applicant. Applicants unable to provide the materials electronically should contact the Planning Unit at 266-4635 for assistance.

The signer attests that this application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name Heidi L Stiller Signature Heidi Stiller  
Date 5.19.09 Interest In Property On This Date owner

For Office Use Only Date Rec'd: 5/20/09 PC Date \_\_\_\_\_ Alder. District: 7 Amount Paid: \$ 350





**DANE COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_ CONT'D**

BEING PART OF LOT 2 OF DANE COUNTY CSM 9278 LOCATED  
IN PART OF THE NORTHWEST QUARTER OF THE NORTHEAST  
QUARTER OF SECTION 4, TOWNSHIP 6 NORTH, RANGE 8 EAST,  
CITY OF MADISON, DANE COUNTY, WISCONSIN.

SURVEY FOR:	SURVEY BY:
HEIDI L. STILLER	SEAN M. WALSH, RLS
2055 WOODS ROAD	MEAD & HUNT INC.
VERONA, WI 53593	6501 WATTS ROAD
	MADISON, WI 53719

**SURVEYOR'S CERTIFICATE**

I, SEAN M. WALSH, REGISTERED WISCONSIN LAND SURVEYOR, DO HEREBY CERTIFY:  
THAT THIS SURVEY HAS BEEN MADE UNDER MY DIRECTION AND SUPERVISION;  
THAT THIS SURVEY AND MAP ARE IN FULL COMPLIANCE WITH THE PROVISIONS OF  
CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE CITY OF MADISON SUBDIVISION ORDINANCE;  
THAT UNDER THE DIRECTION OF HEIDI STILLER, OWNER OF SAID LANDS I HAVE SURVEYED, DIVIDED AND MAPPED THE  
LANDS SHOWN HEREON;  
THAT THIS MAP CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF,  
BEING DESCRIBED AS:

ALL THAT PART OF LOT 2 OF DANE COUNTY CSM 9278 BEING LOCATED IN PART OF THE NORTHWEST QUARTER OF THE  
NORTHEAST QUARTER AND PART OF THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 6  
NORTH, RANGE 8 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 4;  
THENCE SOUTH 00°11'07" WEST, ALONG THE WEST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 4, 600.89 FEET;  
THENCE NORTH 89°21'14" EAST, 52.09 FEET TO THE SOUTHWEST CORNER OF LOT 33 OF HAWKS MEADOW SUBDIVISION AND  
THE POINT OF BEGINNING OF THE LANDS HEREINAFTER DESCRIBED;  
THENCE CONTINUING NORTH 89°21'14" EAST, ALONG THE SOUTH LINE OF HAWKS LANDING SUBDIVISION AND THE PROPOSED  
HAWKS RIDGE SUBDIVISION, 1254.30 FEET TO THE NORTHWEST CORNER OF LOT 21 OF HAWKS RIDGE ESTATES SUBDIVISION;  
THENCE SOUTH 00°01'56" WEST, 366.91 FEET ALONG THE WEST LINE OF HAWKS RIDGE ESTATES TO THE SOUTHWEST CORNER  
OF SAID HAWKS RIDGE ESTATES;  
THENCE SOUTH 89°21'46" WEST, 1257.62 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF WOODS ROAD;  
THENCE NORTH 01°42'04" EAST, 366.78 FEET TO THE POINT OF BEGINNING, CONTAINING 460,565 SQUARE FEET OF LAND.

**OWNER'S CERTIFICATE**

AS OWNER, I, HEIDI L. STILLER, DO HEREBY CERTIFY THAT I CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY  
MAP TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED HEREON. I ALSO CERTIFY THAT THIS  
CERTIFIED SURVEY MAP IS REQUIRED TO BE SUBMITTED TO THE CITY OF MADISON FOR APPROVAL OR REJECTION.

WITNESS THE HAND AND SEAL OF SAID OWNER THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009

IN PRESENCE OF:

HEIDI L. STILLER

STATE OF WISCONSIN)  
SS  
DANE COUNTY)

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009,  
THE ABOVE NAMED \_\_\_\_\_ KNOWN TO BE THE SAME PERSON WHO EXECUTED THE  
FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

(NOTARY SEAL) \_\_\_\_\_

NOTARY PUBLIC, \_\_\_\_\_ WISCONSIN

MY COMMISSION EXPIRES \_\_\_\_\_

**CITY OF MADISON COMMON COUNCIL APPROVAL**

RESOLVED THAT THIS CERTIFIED SURVEY MAP LOCATED IN PART OF THE NORTHWEST QUARTER OF THE NORTHEAST  
QUARTER AND PART OF THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 6 NORTH, RANGE  
8 EAST, CITY OF MADISON, HEIDI L. STILLER, OWNER IS  
HEREBY APPROVED BY THE COMMON COUNCIL.

DATE \_\_\_\_\_ APPROVED \_\_\_\_\_

DATE \_\_\_\_\_ SIGNED \_\_\_\_\_

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION DULY ADOPTED BY THE COMMON COUNCIL OF THE  
CITY OF MADISON.

CITY CLERK \_\_\_\_\_ DATE \_\_\_\_\_



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