



Department of Planning & Development  
**Planning Unit**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

Madison Municipal Building  
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September 6, 2006

Ron Williamson  
Williamson Surveying Co., Inc.  
104A W. Main Street  
Waunakee, Wisconsin 53597

RE: File No. LD 0641 – Certified survey map – 4216 Jerome Street (Wingrove property).

Dear Mr. Williamson:

The four-lot certified survey of property located at 4216 Jerome Street, Section 16, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned R1 (Single-Family Residence District) and is currently developed with a single-family residence and detached garage.

The conditions of approval from the reviewing agencies for the CSM are:

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

1. Clarify that the PLSS coordinates shown on this map and bearing reference are NAD27 calculated (WISCON 1.7b) based on Wisconsin County Coordinate System, Dane Zone as furnished by the City of Madison.
2. Verify the land tie to the PLSS line. The mapped location of this CSM, using the land tie as shown, indicates an error in placement too far to the East.
3. Include underlying plat name within the CSM boundary map on page 1.
4. Dimension the platted building (set back) line.
5. The developer shall construct concrete curb and gutter and a public concrete sidewalk along Coldspring Avenue and Jerome Street to a plan approved by the City Engineer and grade the right of way line to a grade established by the City Engineer.
6. City sanitary sewer will be required to be installed with a City-developer agreement. Sanitary sewer laterals will also need to be installed. MMSD fees will be due when new sewer is installed. The applicant must schedule and fully execute this Developer Agreement prior to CSM approval.
7. The developer shall enter into a City/developer agreement for the installation of public improvements required to serve this CSM. The developer shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The developer shall meet with the City Engineer to schedule preparation of the plans and the agreement. The City Engineer will not sign off on this CSM without the agreement executed by the developer.

8. 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.
9. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM, the applicant shall contact Janet Dailey 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).
10. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to connection to the public sewerage system.
11. 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 Plat or CSM. Note: Land tie to two PLS corners required.
12. In accordance with Section s.236.34(1) (c) which says a plat shall be prepared in accordance with s.236.20(2) (c) & (f), Wisconsin Statutes, the Applicant must show type, location and width of any and all easements. Clearly identify the difference between existing easements (site Register of Deeds recording data) and easements that are being conveyed by the plat. Identify the owner and/or benefiting interest of all easements.

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

13. The attached streetlight and tree declaration of conditions and covenants shall be executed and returned.

**Please contact Kathy Voeck, the Assistant Zoning Administrator, at 266-4551 if you have questions regarding the following two items:**

14. An accessory building cannot be located on a lot without a principal use. The garage in the required front yard shall be shown as "to be removed" on the CSM. Also remove the pavement that goes from the Lot 1 driveway to the Lot 2 garage and remove any garage pavement. The detached garage and pavement shall be removed prior to selling Lot 1 or Lot 2, or prior to development of Lot 2, whichever comes first.

15. Dimension the platted building setback line shown on the CSM.

**Please contact Si Widstrand, Parks Division, at 266-4711 if you have questions about the following item:**

16. The park dedication required for the three additional single-family lots is 3,300 square feet. The required dedication shall be paid as a fee in lieu of land, based on the actual value of the acreage up to a maximum of \$1.74 per square foot. A park development fee of \$815.36 per lot is also due.

→ Land Fee Value: \$5,742 + Park Development Fee: \$2,446.08 = Total Park Fees: \$8,188.08

The park fees shall be paid prior to the final approval of the CSM. Approval of the CSM does not include approval of pruning, removal or planting of trees in the public right of way. Permission for such activities must be obtained from the City Forester, 266-4816.

**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 September 5, 2006.

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 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 Gebert, Engineering Division  
John Leach, Traffic Engineering  
Kathy Voeck, Assistant Zoning Administrator  
Jeff Ekola, Real Estate Development Unit  
Norb Scribner, Dane County Land Records and Regulations