



Department of Planning & Development  
**Planning Unit**

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

Madison Municipal Building  
215 Martin Luther King, Jr. Boulevard  
P.O. Box 2985  
Madison, Wisconsin 53701-2985  
TDD 608 266-4747  
FAX 608 266-8739  
PH 608 266-4635

January 5, 2007

Mike Marty  
Calkins Engineering, LLC  
5010 Voges Road  
Madison, Wisconsin 53718

RE: File No. LD 0654 – Certified survey map – 5901 S. Highlands Avenue (Thomas Sharkey).

Dear Mr. Marty:

The two-lot certified survey of property located at 5901 S. Highlands Avenue, Section 18, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned R1R (Rustic Residence District) and is developed with a single-family residence. 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 seven conditions:**

1. Each lot shall have a separate sanitary sewer lateral. If proposed Lot 1 intends to connect to the private sanitary sewer main on S. Highlands Avenue, applicant shall provide evidence of permission of connection from the owner. If proposed Lot 1 intends to connect to the public sewer main on Old Middleton Road, dedicate appropriate easement across proposed Lot 2.
2. Confirm and identify NAD83(97) horizontal datum for coordinates shown on Certified Survey Map. Obtain City of Madison PLSS tie sheet for Southwest Corner Section 18-07-09 (City of Madison PLSS Corner No. 709079). Revise incorrect "Assumed" bearing reference to reflect City of Madison PLSS NAD83(97).
3. 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.

4. 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.
5. A minimum of two (2) 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 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).
6. 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.
7. Prior to Engineering final sign-off by main office for Certified Survey Maps (CSM), 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. Please transmit to [epederson@cityofmadison.com](mailto:epederson@cityofmadison.com)

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

8. The applicant shall note on the face of the CSM the cross-access easements between Lots 1 and 2.

**Please contact Dennis Cawley, Madison Water Utility, at 266-4651 if you have any questions regarding the following item:**

9. Lot 1 will require a new water service lateral.

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

10. Park dedication required for the additional single-family lot is 1,100 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 \$1.82 per square foot. The park development fee is \$841.45 per additional lot.

→ Land Fee Value: \$2,002 + Park Development Fee: \$841.45 = **Total Park Fees: \$2,843.45**

Park fee payment checks shall be payable to the City of Madison Treasurer, and all questions, payments and deliveries shall be made to the office of the Madison Parks Division. Prior to City signoff on this project, the developer shall select one of the following options for paying these fees:

- Payment of all fees in a lump sum prior to City signoff on the project, or;

- The fee payment may be paid within fourteen days of issuance of any zoning, conditional use or building permit. No certificate of occupancy may be issued for buildings on any parcel for which there are unpaid impact fees. Under this option, the fees shall be calculated and prorated to each lot on the development, and the developer shall record a notice of the outstanding impact fees for each lot prior to receiving City signoff for the project. All fees shall be paid at the rate in effect at the time of payment.

**Please note that the City Real Estate Office has reviewed the report of title provided with this survey and has provided comments to you separately. If you have any questions about those comments, 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 January 2, 2007.

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