



Department of Planning & Community & Economic Development
Planning Division

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September 20, 2007

Melissa Huggins, AICP
Meriter Hospital – Planning Dept.
202 S. Park Street
Madison, Wisconsin 53715

RE: Approval of a revised Certified Survey Map creating two lots at 8001 Raymond Road.

Dear Ms. Huggins:

The Plan Commission, meeting in regular session on September 17, 2007, **conditionally approved** your revised two-lot certified survey of property located at 8001 Raymond Road. The Common Council adopted a resolution related to the revised Certified Survey Map on September 18, 2007. The conditions of approval for the earlier land division request and rezoning of Lot 2 to O1 (Limited Office-Residence District) contained in the July 24, 2007 approval letter shall continue to apply unless modified by the conditions of approval that follow:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following sixteen (16) items on the revised CSM:

1. The developer shall dedicate a 20-foot wide easement for a bike and pedestrian path in the 50-foot “proposed conservancy zone and a portion of the 300-foot proposed environmental buffer” between CTH PD (McKee Road) and Raymond Road. The developer shall grade the easement and place crushed stone. The City shall pave the path at some point in the future probably when the path is extended north to CTH M. The City Engineer shall determine the exact location of the path after consulting with the developer and considering topography and existing trees. The general location of the path is anticipated to be near the east property line. Surety shall be required for the bike path and shall be carried until such time as the bike path is constructed. A \$500 Real Estate fee shall be required for the administration of this easement.
2. The developer shall construct the 8-foot wide sidewalk adjacent to CTH PD. Surety shall be required for the sidewalk along CTH PD and shall be carried until such time as the sidewalk is constructed.
3. The developer shall dedicate a Permanent Limited Easement 15 feet wide for grading, sloping, drainage and sidewalk along Raymond Road. The construction of the sidewalk will be deferred until further development occurs or the need arises.
4. Each lot of this CSM is individually responsible for compliance with the stormwater management requirements of Chapter 37 of the Madison General Ordinances. A note to this affect shall be added to this CSM.
5. Show proposed private sanitary sewer easement across Lot 1 in favor of Lot 2. Prior to approval, provide ownership and maintenance agreement for the shared private sanitary sewer.

6. 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.
7. The developer is required to pay impact fees for the Upper Badger Mill Creek Impact Fee District for Lot 2 of the 8001 Raymond Road CSM. The current rate is \$ 60.0037/1,000SF for a total of \$162,716.29. The developer shall select one of the following two options for payment of these fees:
 - 1) Impact fees shall be paid in full prior to Engineering sign-off of the CSM.
 - 2) The developer has elected to defer the payments until such time as the building permits are applied for, in which case the owner(s) shall have fourteen (14) days after receiving the invoices to pay the outstanding impact fees. The following shall be required prior to plat sign off;
 - a) The developer shall supply an Excel spreadsheet with lot numbers, lot areas, and number of dwelling units per lot. The developer shall supply a CADD file of the proposed FINAL CSM, in a format compatible with Microstation J. This information shall be required to calculate the Impact Fees, which will then be recorded at the Register of Deeds against each lot in the subdivision.
 - b) All information shall be transmitted to Janet Dailey by e-mail at: Jdailey@cityofmadison.com, or on a CD to:
Janet Dailey
City of Madison Engineering Division
210 Martin Luther King Jr. Blvd
Room 115
Madison, WI 53703
 - c) A minimum of three (3) weeks shall be required for staff to calculate the impact fees and record the documents prior to CSM sign-off.
 - d) The developer shall put the following note on the face of the plat: "All the lots within this subdivision are subject to impact fees that are due and payable within fourteen days of the issuance of building permit(s)."
8. The developer shall construct Madison Standard street improvements for all streets within the CSM.
9. The applicant shall construct sidewalk to a plan approved by the City Engineer along McKee Road/ CTH PD.
10. The developer shall make improvements to McKee Road/CTH PD to facilitate ingress and egress to the CSM.
11. 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 certified survey are subject to public easements 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 easements shall be 12 feet in width on the perimeter of the certified survey. For purposes of two (2) or more lots combined for a single development site, or where two (2) or

more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of six (6) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) feet in width along the perimeter of the certified survey. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water.

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

Information to Surveyor's: In addition to notes such as this, WI State Plat Review now enforces the requirement that easements or other reference lines/areas be graphically shown, dimensioned and tied when they represent fixed locations. They will accept a "typical detail" when the easement or restriction can be effectively described and retraced from the typical detail.

12. 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.
13. 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 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).
14. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
15. In accordance with Section s.236.34(1)(c), which says a CSM 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 (cite Register of Deeds recording data) and easements that are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements.
16. Prior to Engineering final sign-off by main office for final plats, the plat 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 submittal of the final plat in PDF form is preferred. Transmit to epederson@cityofmadison.com.

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

17. The applicant shall modify on the CSM with a 66-foot proposed Meriter Way right-of-way along the easterly property line of Lot 2 from McKee Road northerly to end at a "T" intersection at the future Stratton Way.

The applicant shall modify Stratton Way to 66 feet of width to run from the existing Stratton Way to the westerly property line to the proposed westerly street as shown on the High Point-Raymond Neighborhood Development Plan noted as lands over Lot 2. Stratton Way shall be shown as future Stratton Way running easterly to westerly to the undeveloped land. The 66-foot street right-of-way will be required to accommodate vehicle and bike facilities on the street.

18. The applicant shall be responsible to secure all proper permits and approvals from any municipality or government unit having jurisdiction at the proposed street approach on McKee Road or CTH PD. In this case, Dane County Highway Department has access control on CTH PD. The applicant shall provide copies of all approved permits from Dane County Highway Department to Traffic Engineering prior to approval.
19. The developer shall enter into a subdivision contract and make improvements to the public streets considered temporary until such time as the ultimate improvements are undertaken. The improvements on McKee Road shall be reviewed by Dane County and the City Traffic Engineer prior to submittal of site plans.
20. The applicant shall note on the face of the CSM a bike and pedestrian facilities/path easements along the easterly side of Lot 2 from McKee Road to Raymond Road as determined and approved by the City Traffic Engineer and City Engineer.
21. The applicant shall execute and return the attached declaration of conditions and covenants for streetlights and traffic signals prior to sign off. The applicant will need to provide a deposit for their reasonable and proportionate share of traffic signal costs.

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

22. That the September 5, 2007 Certified Survey Map be revised per Planning Division approval as follows:
 - a.) the environmental corridor shall be shown as 150 feet in depth parallel to McKee Road on proposed Lot 2 following the approval of the Capital Area Regional Planning Commission staff and the City of Verona of an alteration to the environmental corridor map for the reduced depth of the frontage landscaped buffer zone along McKee Road;
 - b.) Note 1 on Page 1 shall be revised to add the following: "However, the final location will be determined by the Traffic Engineering Division and the easement shall be provided to the City of Madison for acceptance by November 1, 2008."
 - c.) Note 3 on Page 1 shall be revised to indicate that the sidewalk easement between Ice Age Falls and Lot 2 will be granted to the City of Madison as required by the City Engineer's Office;
 - d.) the word "future" shall be removed from the public road easements;
 - e.) the right of way of Meriter Way and public road easements shall be dimensioned.

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.

Specific questions regarding comments or conditions should be directed to the commenting agency.

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, City Engineering
John Leach, Traffic Engineering
Si Widstrand, Parks Division
Dennis Cawley, Madison Water Utility
Jeff Ekola, Real Estate Unit
Norb Scribner, Dane County Land Records and Regulations