



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

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October 28, 2009

Donald & Mary Roth
221 Knutson Drive
Madison, Wisconsin 53704

RE: File No. LD 0933 – Certified survey map – 221 Knutson Drive

Dear Mr. & Mrs. Roth:

The two-lot certified survey of your property located at 221 Knutson Drive, Section 22, Township 8N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned R1 (Single-Family Residence 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 Division, at 261-9688 if you have questions regarding the following nine conditions:

1. The following are the approved addresses for this Certified Survey Map when final approved and recorded:
 - Lot 1 = 217 Knutson Drive
 - Lot 2 = 221 Knutson Drive
2. There is a discrepancy in the bearings shown for the Knutson Drive right of way between the map and legal description. Revise as necessary.
3. The applicant shall dedicate a 5-foot wide Permanent Limited Easement for grading and sloping along Knutson Drive.
4. The applicant shall execute a waiver of their right to notice and hearings on the assessments for the installation of sidewalk and street along Knutson Drive in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO.
5. 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.

6. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to City Engineering Division signoff, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering Division signoff.
7. Property shall either have two separate sanitary sewer laterals or an ownership/maintenance agreement (recorded) shall be in place prior to CSM approval.
8. 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.
9. 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 contact Bryan Walker, Traffic Engineering Division, at 267-8754 if you have questions about the following item:

10. The applicant shall note on the face of the CSM that a cross-access easement exists between Lot 1 and the asphalt driveway for the adjacent property to the west.

Please contact Dennis Cawley, Madison Water Utility, at 261-9243 if you have any questions about the following two items:

11. Proposed Lot 1 will require a new water service lateral from the public main in Knutson Drive. The Water Utility will not need to sign off the final plans, but will need a copy of the approved plans.
12. All operating private wells shall be identified and permitted by the Water Utility in accordance with MGO 13.21. All unused private wells shall be abandoned in accordance with MGO 13.21.

Please contact Tom Maglio, Parks Division, at 266-4711 if you have questions about the following item:

13. Park impact fees of \$3,122.65 will be required for the additional single-family lot. The applicant will be required to select a method for payment of park fees for the additional lot prior to sign off on the CSM.

Park Dedication required for the single-family = 1,100 square feet per unit. The Fee in Lieu of Dedication is based on current property values up to \$2.01 per square foot for 2009 = \$2,211+Park development fees = \$911.65 per SF unit = \$3,122.65.

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

A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division will be approved by the Common Council on November 3, 2009.

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 30 days from the date of this letter. **The approval of this CSM shall be null and void if not recorded in two years 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 Division
Bryan Walker, Traffic Engineering Division
Dennis Cawley, Madison Water Utility
Tom Maglio, Parks Division
Pat Anderson, Assistant Zoning Administrator
Jeff Ekola, Office of Real Estate Services
Norb Scribner, Dane County Land Records and Regulations