



Department of Planning & Development  
**Planning Unit**

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

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P.O. Box 2985  
Madison, Wisconsin 53701-2985  
TDD 608 266-4747  
FAX 608 266-8739  
PH 608 266-4635

March 29, 2006

Theresa Hottenroth  
4321 Westport Road  
Madison, Wisconsin 53704

RE: File No. LD 0608 – Certified survey map – 4321 Westport Road.

Dear Ms. Hottenroth:

Your two-lot certified survey of property located at 4321 Westport Road, Section 26, Township 8N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned R1.

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

**Please contact Janet Gebert, City Engineering, at 266-4751 if you have questions regarding the following fourteen conditions:**

1. Proposed Lot 2 appears to be un-buildable due to the existing 58-foot wide utility easement. Prior to approval provide the intended uses and/or restrictions for proposed Lot 2.
2. Arrows representing drainage shall indicate the direction of drainage. If there is a break in grade additional shots shall be provided to show the drainage divide. Also correct arrows so they point the same direction as elevations indicate.
3. A separate sanitary sewer lateral shall serve each lot.
4. Incomplete survey, need sheets 2 and 3 before signoff/review can be completed.
5. Westport Road adjoiner shown incorrectly. Portions have been vacated and additional right-of-way acquired. Revise accordingly.
6. The applicant 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 applicant shall construct sidewalk and record a waiver of their right to notice and hearings for the assessments for the improvement of Westport Road in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO. Said sidewalk shall be constructed in front of and waiver recorded for Lots 1 and 2.
8. The applicant shall construct sidewalk along Westport Road to a plan approved by the City Engineer.
9. The following note shall be added to the certified survey map. "All lots created by this certified survey map are individually responsible for compliance with Chapter 37 of the Madison General Ordinances in regard to storm water detention at the time they develop."
10. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM the applicant shall contact Randy Whitehead (266-4099) 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).
11. 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.
12. In accordance with Section s. 236.18(8), Wisconsin Statutes, the Applicant shall reference City of Madison NAD 1927 Coordinates on all PLS corners on the Plat or Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. City of Madison has established NAD 1927 Coordinates on all PLS corners within its corporate boundary. Visit the City of Madison Engineering Division web address site for current tie sheets and control data. If a surveyor encounters an area without a published NAD 1927 value, contact Engineering Division for this information.
13. 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 (site Register of Deeds recording data) and easements that are being conveyed by the Plat/CSM. Identify the owner and/or benefiting interest of all easements.
14. 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.

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

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

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

16. The applicant shall dedicate a 12-foot bike path easement along the west side of Lot 2. Alternatively, a 20-foot wide bike path easement may be provided along the east and north sides of Lot 2, with a 20-foot radius to be provided on the corner.

17. Park dedication required for the single-family additional lot is 1100 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.

→ Land Fee Value: \$1,914 + Park Development Fee: \$815.36 = Total Park Fees: \$2,729.36

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

18. The CSM shall be revised to show any overhead utility equipment on the subject property, including the location of any overhead transmission structures or ground facilities. The CSM should also show the approximate location of the overhead transmission lines within the 58-foot wide easement.

19. The buildable area shown on the exhibit faxed to the Planning Unit on February 12, 2006 appears adequate to support construction of a new residence. A copy of that exhibit shall be recorded as part of the CSM, either on a separate sheet or on the survey map in the form of a dimensioned building envelope.

**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.**

**Please also note that the Zoning Office may have comments about this land division. Please contact Kathy Voeck, Assistant Zoning Administrator, at 266-4551 for more information.**

A resolution authorizing the City to sign the CSM and any other documents related to the proposed land division was adopted by the Common Council on March 21, 2006.

The new residential unit will require a separate water service lateral. Please contact Dennis Cawley in the Madison Water Utility for additional information at 266-4651.

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

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