



CSM Name

Skaar CSM II

Location

3682 County Trunk Highway N

Applicant

Larry Skaar-Skaar Living Trust/  
Dan Birrenkott-Birrenkott Surveying, Inc.

Within City  Outside City

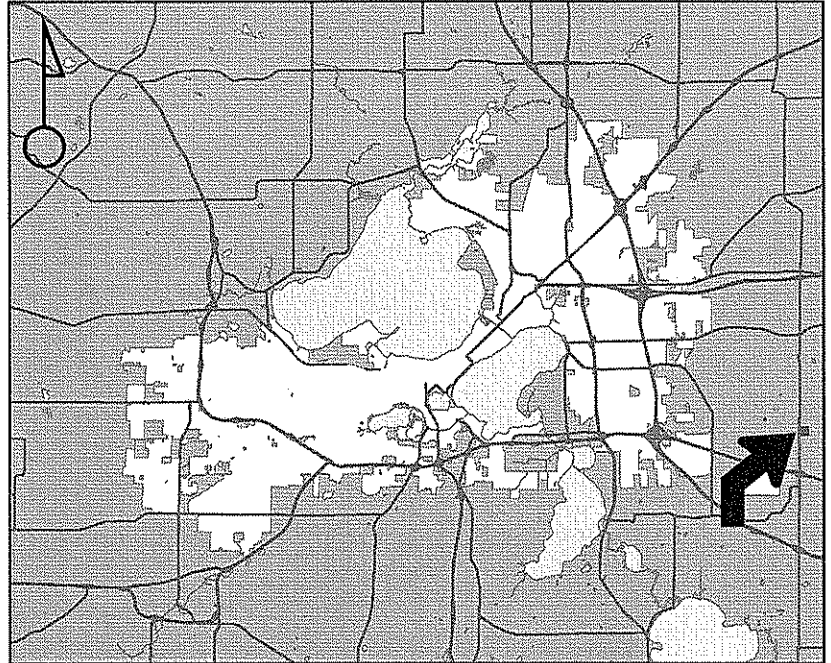
Proposed Use

1 Residential Lot

Public Hearing Date

Plan Commission

26 July 2010



For Questions Contact: Tim Parks at: 261-9632 or [tparks@cityofmadison.com](mailto:tparks@cityofmadison.com) or City Planning at 266-4635



Scale : 1" = 400'

City of Madison, Planning Division : RPJ : Date : 13 July 2010







**SUBDIVISION APPLICATION**

**Madison Plan Commission**

215 Martin Luther King Jr. Blvd; Room LL-100  
PO Box 2985; Madison, Wisconsin 53701-2985  
Phone: 608.266.4635 | Facsimile: 608.267.8739



**\*\* Please read both pages of the application completely and fill in all required fields\*\***  
**This application form may also be completed online at [www.cityofmadison.com/planning/plan.html](http://www.cityofmadison.com/planning/plan.html)**

**1a. Application Type.** (Choose ONE)

- Preliminary Subdivision Plat
- Final Subdivision Plat
- Land Division/ Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: \_\_\_\_\_

**1b. Review Fees.** Make checks payable to "City Treasurer."

- For Preliminary and Final Plats, an application fee of \$200, plus \$35 per lot and outlot contained on the plat drawing.
- For Certified Survey Maps, an application fee of \$200 plus \$150 per lot and outlot contained on the certified survey map.

**2. Applicant Information.**

Name of Property Owner: LARRY SKAAR Representative, if any: \_\_\_\_\_  
 Street Address: 3287 FIELD VIEW LANE City/State: COTTAGE GROVE, WI Zip: 53527  
 Telephone: (608) 839-4300 Fax: ( ) Email: \_\_\_\_\_  
CELL = 608-692-5510

Firm Preparing Survey: BIRRENKOTT SURVEYING INC. Contact: DAN BIRRENKOTT  
 Street Address: P.O. Box 237 City/State: SUN PRAIRIE, WI Zip: 53590  
 Telephone: (608) 837-7463 Fax: (608) 837-1081 Email: BIRRENKOTT@SPWL.NET

Check only ONE – ALL Correspondence on this application should be sent to:  Property Owner  Survey Firm

**3a. Project Information.**

Parcel Address: 3682 COUNTY HIGHWAY N in the City or Town of COTTAGE GROVE  
 Tax Parcel Number(s): 0711-281-8500-3 School District: MONONA GROVE  
 Existing Zoning District(s): A-1EX Development Schedule: \_\_\_\_\_  
 Proposed Zoning District(s) (if any): A-2(2) Provide a Legal Description of Site on Reverse Side

**3b. For Surveys Located Outside the Madison City Limits and in the City's Extraterritorial Jurisdiction:**

Date of Approval by Dane County: MARCH 23, 2010 Date of Approval by Town: FEBRUARY 1, 2010

In order for an extraterritorial request to be accepted, a copy of the approval letters from both the town and Dane County must be submitted.

Is the subject site proposed for annexation?  No  Yes If YES, approximate timeframe: \_\_\_\_\_

**4. Survey Contents and Description.** Complete table as it pertains to the survey; do not complete gray areas.

| Land Use                  | Lots | Outlots | Acres |
|---------------------------|------|---------|-------|
| Residential               | 1    |         | 2.53  |
| Retail/Office             |      |         |       |
| Industrial                |      |         |       |
| Outlots Dedicated to City |      |         |       |
| Homeowner Assoc. Outlots  |      |         |       |
| Other (state use)         |      |         |       |
| <b>TOTAL</b>              | 1    |         | 2.53  |


| Describe the use of the lots and outlots on the survey |
|--|
| LOT 1 OF PROPOSED CSM IS                               |
| TO BE RESIDENTIAL LOT WITH                             |
| EXISTING HOME AND FARM BUILDINGS                       |
|  |
|  |

OVER →

**5. Required Submittals.** Your application is required to include the following (check all that apply):

- Surveys** (prepared by a Registered Land Surveyor):
  - For Preliminary Plats, **eighteen (18) copies** of the drawing drawn to scale are required. The drawing is required to provide all information as it pertains to the proposed subdivision as set forth in Section 16.23 (7)(a) of the Madison General Ordinances. The drawings shall include, but are not limited to, a description of existing site conditions and natural features, delineation of all public and private utilities that serve the site (denote field located versus record drawings), the general layout of the proposed subdivision, the dimensions of lots and outlots, widths of existing and proposed rights of way, topographic information, and any other information necessary for the review of the proposed subdivision.
  - For Final Plats, **sixteen (16) copies** of the drawing are required to be submitted. The final plat shall be drawn to the specifications of Section 236.20 of the Wisconsin Statutes.
  - For Certified Survey Maps (CSM), **sixteen (16) copies** of the drawing are required. The drawings shall include all of the information set forth in Sections 16.23 (7)(a) and (d) of the Madison General Ordinances, including existing site conditions, the nature of the proposed land division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.
  - All surveys submitted with this application are required to be collated, stapled and folded so as to fit within an 8 1/2" X 14" case file. In addition, an **8-1/2 X 11 inch reduction of each sheet** must also be submitted.
- Report of Title and Supporting Documents:** All plats and certified surveys submitted to the City of Madison for approval shall include a Report of Title satisfactory to the Real Estate Division as required in Section 16.23 of the Madison General Ordinances. A minimum of **two (2) copies** of the City of Madison standard 60/30 year Report of Title shall be obtained from a local, reputable title insurance company. **Title insurance or a title commitment policy is NOT acceptable** (i.e. a Preliminary Title Report or a Record Information Certificate). The owner or applicant must deliver a **third copy** of the Report of Title to the survey firm preparing the plat or CSM. The applicant shall submit a copy of all documents listed in the Report of Title for each copy of the report submitted.
- For Residential Preliminary Plats ONLY:** If the proposed project will result in **ten (10) or more dwelling units**, it is required to comply with the City's Inclusionary Zoning requirements under Section 28.04 (25) of the Zoning Ordinance. A separate *INCLUSIONARY ZONING DWELLING UNIT PLAN APPLICATION* explaining the project's conformance with these ordinance requirements shall be submitted with your application.
- For Surveys Creating Residential Lots:** The applicant shall include a certified copy of the accepted option or offer, including all terms of the purchase and any other information that may be deemed necessary by the Real Estate Division to assist them in determining Fair Market Value for the purpose of establishing park fees.
- For Surveys Outside the Madison City Limits:** A copy of the approval letters from both the town in which the property is located and Dane County must be submitted with your request. The City of Madison may not consider a survey within its extraterritorial jurisdiction without it first having been approved by the **town and Dane County**.
- For Surveys Conveying Land to the Public:** A Phase I Environmental Site Assessment Report may be required if any interest in these lands are to be conveyed to the public. Please contact the City's Real Estate Division at 267-8719, ext. 305 for a determination as soon as possible.
- Completed application and required Fee (from Section 1b on front):** \$ 350.00 Make all checks payable to "City Treasurer."
- Electronic Application Submittal:** All applicants are required to submit a copy of the completed application form, legal description and preliminary and/or final plats or certified survey map as individual Adobe Acrobat PDF files compiled either on a non-returnable CD-ROM to be included with their application materials, or in an e-mail sent to [pcapplications@cityofmadison.com](mailto:pcapplications@cityofmadison.com). The e-mail shall include the name of the project and applicant. Applicants unable to provide the materials electronically should contact the Planning Unit at 266-4635 for assistance.

The signer attests that this application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name DANIEL V. BIRRENKOTT Signature   
 Date 5-28-2010 Interest In Property On This Date AGENT

|                     |             |         |                  |                 |
|---------------------|-------------|---------|------------------|-----------------|
| For Office Use Only | Date Rec'd: | PC Date | Alder. District: | Amount Paid: \$ |
|---------------------|-------------|---------|------------------|-----------------|



# CERTIFIED SURVEY MAP

DATED: APRIL 26, 2010



**BIRRENKOTT  
SURVEYING, INC.**

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, Wisconsin 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

**Surveyor's Certificate:**

I, Daniel V. Birrenkott, hereby certify that this survey is in full compliance with Chapter 236.34 of Wisconsin Statutes. I also certify that by the direction of the owners listed hereon, I have surveyed and mapped the lands described hereon and that the map is a correct representation of all of the exterior boundaries of the land surveyed and division of that land, in accordance with the information provided.

Daniel V Birrenkott, Registered Land Surveyor No. S-1531 I,

**Description:**

Part of the Northwest 1/4 of the Northeast 1/4 of Section 28, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin more particularly described as follow: commencing at the North 1/4 corner of said Section 28; thence along the North line of the said Northeast 1/4 N88°18'11"E, 50.03 feet to the East right of way line of County Trunk Highway N and the point of beginning; thence continuing along said North line N88°18'11"E, 409.56 feet; thence S00°23'28"W, 269.36 feet; thence S88°18'11"W, 409.56 feet to the said East right of way line of County Trunk Highway N; thence along said East right of way line N00°23'28"E, 269.36 feet to the said North line of the Northeast 1/4 and the point of beginning. The above described parcel contains 110,244 square feet or 2.530 acres.

**Owners Certificate:**

As owner, Larry G. Skaar hereby certifies that I have caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as shown on this Certified Survey Map. I also certify that this Certified Survey Map is required by S75.17(1)(a), Dane County Code of Ordinances, to be submitted to the Dane County Zoning and Land Regulation Committee for approval. This Certified Survey Map is required by the City of Madison as an approving authority.

\_\_\_\_\_  
Larry G. Skaar

**State of Wisconsin )**

**Dane County ) ss** Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2010, the above named Larry G. Skaar, to me known to me to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
*Printed name*

My Commission Expires \_\_\_\_\_

**Owners Certificate:**

As owner, John H. Skaar hereby certifies that I have caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as shown on this Certified Survey Map. I also certify that this Certified Survey Map is required by S75.17(1)(a), Dane County Code of Ordinances, to be submitted to the Dane County Zoning and Land Regulation Committee for approval. This Certified Survey Map is required by the City of Madison as an approving authority.

\_\_\_\_\_  
John H. Skaar

**State of Wisconsin )**

**Dane County ) ss** Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2010, the above named John H. Skaar, to me known to me to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
*Printed name*

My Commission Expires \_\_\_\_\_

**Owners Certificate:**

As owner, Vicki L. Kraus hereby certifies that I have caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as shown on this Certified Survey Map. I also certify that this Certified Survey Map is required by S75.17(1)(a), Dane County Code of Ordinances, to be submitted to the Dane County Zoning and Land Regulation Committee for approval. This Certified Survey Map is required by the City of Madison as an approving authority.

\_\_\_\_\_  
Vicki L. Skaar

**State of Wisconsin )**

**Dane County ) ss** Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2010, the above named Vicki L. Kraus, to me known to me to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
*Printed name*

My Commission Expires \_\_\_\_\_

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

VOLUME \_\_\_\_\_, PAGE \_\_\_\_\_

DOCUMENT NO. \_\_\_\_\_

# CERTIFIED SURVEY MAP

DATED: APRIL 26, 2010



**BIRENKOTT  
SURVEYING, INC.**

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, Wisconsin 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

**Town of Cottage Grove Approval Certificate:**  
This Certified Survey Map is hereby acknowledged and accepted by the Town of Cottage Grove.

\_\_\_\_\_  
Kim Banigan, Clerk  
Town of Cottage Grove

\_\_\_\_\_  
Dated

**City of Madison Plan Commission Certificate:**  
Approved for recording per the Secretary of the city of Madison Plan Commission.

\_\_\_\_\_  
Mark A. Olinger, Secretary  
City of Madison Plan Commission

\_\_\_\_\_  
Dated

Any future subdivision of this property may be subject to the review of the City of Madison using its extraterritorial jurisdiction.  
Wetlands if present have not been delineated.  
Refer to building site information contained in Dane County Soil Survey.  
This survey is subject to any and all easements and agreements both recorded and unrecorded.  
The disturbance of a survey stake by anyone is in violation of Section 236.32 of Wisconsin Statutes.  
This survey shows visible, above-ground improvements only.  
No guarantee is made for below-ground structures.

**Surveyed for:**  
Skaar Trust  
Larry Skaar  
3287 Field View Lane  
Cottage Grove, WI 53527

Approved for recording per Dane County Zoning and Land Regulation Committee action of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Authorized Representative

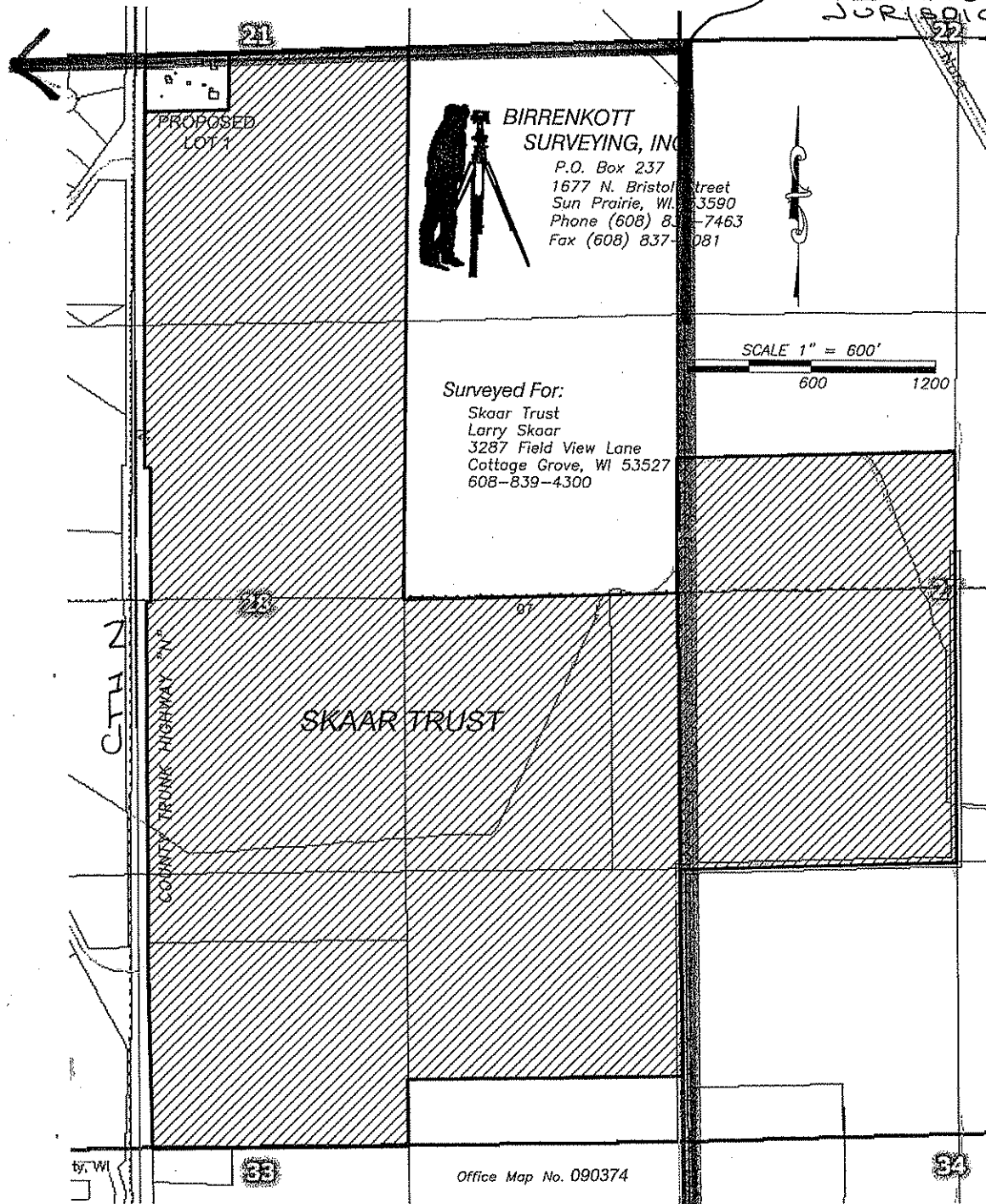
Surveyed: PFMC / TS  
Drawn: PFMC  
Checked:  
Approved: DVB  
Field book: 322/26, 323/40  
File: J:\2009\Carlson\090374

**Register of Deeds Certificate:**  
Received for recording this \_\_\_\_ day of \_\_\_\_\_, 2010  
at \_\_\_\_\_ o'clock \_\_ m and recorded in Volume \_\_\_\_\_ of Certified Survey Maps of  
Dane County on Pages \_\_\_\_\_.

\_\_\_\_\_  
Kristi Chlebowski, Register of Deeds

Document No. \_\_\_\_\_

LIMITS OF  
CITY'S EXTRA-  
TERRITORIAL  
JURISDICTION



**BIRRENKOTT  
SURVEYING, INC.**  
P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, WI 53590  
Phone (608) 837-7463  
Fax (608) 837-0081

Surveyed For:  
Skaar Trust  
Larry Skaar  
3287 Field View Lane  
Cottage Grove, WI 53527  
608-839-4300

SCALE 1" = 600'  
600 1200

Office Map No. 090374