

# CITY OF MADISON

# Proposed Plat & Rezoning

Plat Name: Emerick Oaks

Location: 9624 Old Sauk Road

Applicant: Donald & Blanche Emerick/Michelle Burse - Burse Surveying and Engineering

Preliminary       Within City

Final               Outside City

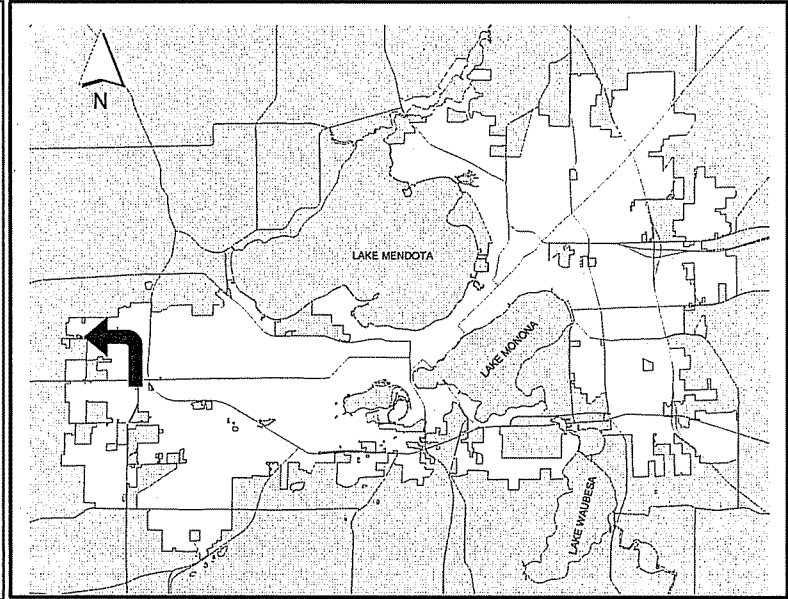
From Temp A To: R2S

Proposed Use: 6 Single Family Lots

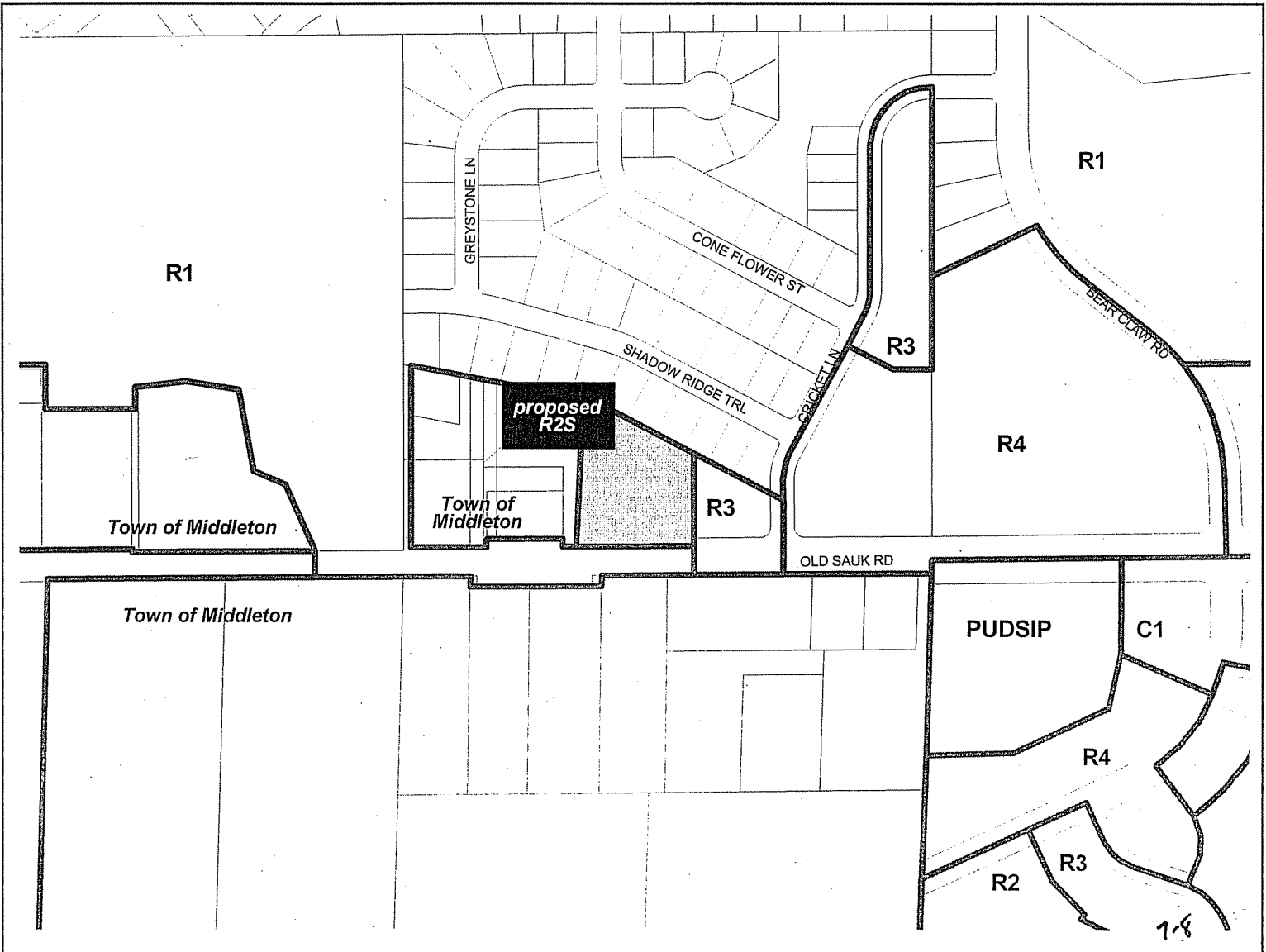
Public Hearing Dates:

Plan Commission 20 February 2006

Common Council 07 March 2006



For Questions contact: Pete Olson at: 267-1150 or polson@cityofmadison.com or City Planning at 266-4635



# 9624 Old Sauk Road

0 100 Feet

Date of Aerial Photography - April 2003



76



**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: EMERICK OAKS

**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: Donald & Blanche Emerick Representative, if any: Blanche Emerick  
 Street Address: 9624 Old Sauk Road City/State: Madison, WI Zip: 53562  
 Telephone: (608) 828-9823 Fax: ( ) Email: emerick@chorus.net

Firm Preparing Survey: Burse Surveying and Engineering, Inc. Contact: Michelle L. Burse  
 Street Address: 1400 E. Washington Avenue, Ste 158 City/State: Madison, WI Zip: 53703  
 Telephone: (608) 250-9263 Fax: (608) 250-9266 Email: burse@chorus.net

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

**3a. Project Information.**

Parcel Address: 9624 Old Sauk Road in the City or Town of: Madison, WI  
 Tax Parcel Number(s): 0708-163-9791-0 School District: mid-cross plains  
 Existing Zoning District(s): A-1 Development Schedule: spring 2006  
 Proposed Zoning District(s) (if any): R2S 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: \_\_\_\_\_ Date of Approval by Town: \_\_\_\_\_

In order for an exterritorial 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	6		1.65
Retail/Office			
Industrial			
Outlots Dedicated to City			
Homeowner Assoc. Outlots			
Other (state use)			
<b>TOTAL</b>	6		1.65

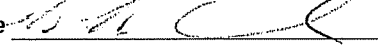
Describe the use of the lots and outlots on the survey
5 lots vacant home lots, Lot 4 consists of an existing single family home.

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):** \$ 410 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 Blanche Emerick Signature   
 Date 12/28/2005 Interest In Property On This Date Owner

<b>For Office Use Only</b>	Date Rec'd: _____	PC Date: _____	Alder. District: _____	Amount Paid: \$ _____
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# LAND USE 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

- The following information is required for all applications for Plan Commission review.
- Please read all 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)
- All zoning application packages should be filed directly with the Zoning Administrator's desk.
- All applications will be reviewed against the applicable standards found in the City Ordinances to determine if the project can be approved.

### FOR OFFICE USE ONLY:

Amt. Paid N/A Receipt No. \_\_\_\_\_  
 Date Received 12-28-05  
 Received By KOW  
 Parcel No. \_\_\_\_\_  
 Aldermanic District 9 - Paul Skidmore  
 GQ \_\_\_\_\_  
 Zoning District Temp Ag.  
**For Complete Submittal**  
 Application  Letter of Intent   
 IDUP  Legal Descript.   
 Plan Sets \_\_\_\_\_ Zoning Text \_\_\_\_\_  
 Alder Notification  Waiver \_\_\_\_\_  
 Ngrhd. Assn Not.  Waiver \_\_\_\_\_  
 Date Sign Issued \_\_\_\_\_

**1. Project Address:** 9624 Old Sauk Road **Project Area in Acres:** 2.02

**Project Title (if any):** EMERICK OAKS

**2. This is an application for:** (check at least one)

<input checked="" type="checkbox"/> <b>Zoning Map Amendment</b> (check only ONE box below for rezoning and fill in the blanks accordingly)		
<input checked="" type="checkbox"/> Rezoning from <u>TEMP A</u> to R2S	<input type="checkbox"/> Rezoning from _____ to PUD/PCD-SIP	
<input type="checkbox"/> Rezoning from _____ to PUD/PCD-GDP	<input type="checkbox"/> Rezoning from PUD/PCD-GDP to PUD/PCD-SIP	
<input type="checkbox"/> <b>Conditional Use</b>	<input type="checkbox"/> <b>Demolition Permit</b>	<input type="checkbox"/> <b>Other Requests</b> (Specify): _____

**3. Applicant, Agent & Property Owner Information:**

Applicant's Name: Donald & Blanche Emerick Company: \_\_\_\_\_

Street Address: 9624 Old Sauk Road City/State: Madison, WI Zip: 53562

Telephone: (608) 828-9823 Fax: ( ) Email: emerick@chorus.net

Project Contact Person: Michelle L. Burse Company: Burse Surveying and Engineering, Inc.

Street Address: 1400 E. Washington Ave., Suite 158 City/State: Madison, WI Zip: 53703

Telephone: (608) 250-9263 Fax: (608) 250-9266 Email: burse@chorus.net

Property Owner (if not applicant): \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

**4. Project Information:**

Provide a general description of the project and all proposed uses of the site: Existing large home site to be subdivided into 6 lots total. The existing home is to remain on proposed lot 4. The property was recently attached to the City of Madison.

Development Schedule: Commencement Spring 2006 Completion Lat Summer 2006



**5. Required Submittals:**

- Site Plans** submitted as follows below and depicts all lot lines; existing, altered, demolished or proposed buildings; parking areas and driveways; sidewalks; location of any new signs; existing and proposed utility locations; building elevations and floor plans; landscaping, and a development schedule describing pertinent project details:
  - *Seven (7) copies* of a full-sized plan set drawn to a scale of one inch equals 20 feet (collated and folded)
  - *Seven (7) copies* of the plan set reduced to fit onto 11 inch by 17 inch paper (collated, stapled and folded)
  - *One (1) copy* of the plan set reduced to fit onto 8 ½ inch by 11 inch paper
- Letter of Intent: Twelve (12) copies** describing this application in detail but not limited to, including: existing conditions and uses of the property; development schedule for the project; names of persons involved (contractor, architect, landscaper, business manager, etc.); types of businesses; number of employees; hours of operation; square footage or acreage of the site; number of dwelling units; sale or rental price range for dwelling units; gross square footage of building(s); number of parking stalls, etc.
- Legal Description of Property:** Lot(s) of record or metes and bounds description prepared by a land surveyor.
- Filing Fee:** \$\_\_\_\_\_ See the fee schedule on the application cover page. Make checks payable to: *City Treasurer.*

**IN ADDITION, THE FOLLOWING ITEMS MAY ALSO BE REQUIRED WITH YOUR APPLICATION; SEE BELOW:**

- For any applications proposing demolition of existing (principal) buildings, photos of the structure(s) to be demolished shall be submitted with your application. Be advised that a *Reuse and Recycling Plan* approved by the City's Recycling Coordinator is required to be approved by the City prior to issuance of wrecking permits.
- A project proposing **ten (10) or more dwelling units** may be required to comply with the City's Inclusionary Zoning requirements outlined in Section 28.04 (25) of the Zoning Ordinance. A separate **INCLUSIONARY DWELLING UNIT PLAN** application detailing the project's conformance with these ordinance requirements shall be submitted concurrently with this application form. Note that some IDUP materials will coincide with the above submittal materials.
- A *Zoning Text* must accompany **all** Planned Community or Planned Unit Development (PCD/PUD) submittals.

**FOR ALL APPLICATIONS:** All applicants are required to submit copies of all items submitted in hard copy with their application (including this application form, the letter of intent, complete plan sets and elevations, etc.) as **INDIVIDUAL** Adobe Acrobat PDF files compiled either on a non-returnable CD 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 who are unable to provide the materials electronically should contact the Planning Unit at (608) 266-4635 for assistance.

**6. Applicant Declarations:**

- Conformance with adopted City plans:** Applications shall be in accordance with all adopted City of Madison plans:  
 → *The site is located within the limits of \_\_\_\_\_ Plan, which recommends:*

\_\_\_\_\_ *for this property.*

- Pre-application Notification:** Section 28.12 of the Zoning Ordinance requires that the applicant notify the district alder and any nearby neighborhood or business associations by mail no later than **30** days prior to filing this request:  
 → *List below the Alderperson, Neighborhood Association(s), Business Association(s) AND dates you sent the notices:*  
 Mr. Skidmore, 08/29/2005

*If the alder has granted a waiver to this requirement, please attach any such correspondence to this form.*

- Pre-application Meeting with staff:** Prior to preparation of this application, the applicant is required to discuss the proposed development and review process with Zoning Counter and Planning Unit staff; note staff persons and date.  
 Planner: Tim Parks Date 08/24/2005 | Zoning Staff \_\_\_\_\_ Date \_\_\_\_\_

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

Printed Name Blanche Emerick Date 12/28/2005

Signature  Relation to Property Owner Owner

Authorizing Signature of Property Owner \_\_\_\_\_ Date \_\_\_\_\_

**December 28, 2005**

Mr. Bradley J. Murphy, AICP  
Director of Planning  
Dept. of Planning & Development  
215 Martin Luther King Jr., Blvd  
PO Box 2985  
Madison, WI 53701-2985

Re: Letter of Intent  
EMERICK OAKS  
9624 Old Sauk Road  
Preliminary Plat/Final Plat/Rezoning Request

Dear Mr. Murphy:

The following is submitted together with the plat, application and rezoning application for plan commission and council consideration of approval of the proposed development.

Owners: Donald & Blanche Emerick  
9624 Old Sauk Road  
Madison, WI 53562  
Contact: Blanche Emerick  
(608) 828-9823

Project: PRELIMINARY & FINAL PLAT OF EMERICK OAKS  
9624 Old Sauk Road  
Madison, Wisconsin

Engineer: Burse Surveying and Engineering, Inc  
1400 E. Washington Avenue, Suite 158  
Madison, WI 53703  
Contact: Michelle Burse  
(608) 250-9263  
(608) 250-9266 Fax

Site Development Statistics:

The proposed 2.02 acre development consists of a total of 6 lots. Lots 1 - 3, 5 and 6 are single family home sites to be available for new home construction. Lot 4 contains the existing Emerick home, which is proposed to remain.

Project Schedule:

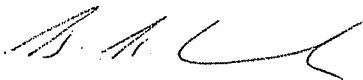
It is the developer's intent to obtain the necessary approvals for the preliminary plat on or before March 7, 2006. The subdivision contract covering the public infrastructure will then be finalized and construction of the plat improvements beginning in the late spring of 2006 with completion scheduled for the late summer of 2006. After completion of the plat improvements, individual lots will be available for building permit. It is anticipated that the lots within this development will be built-out by spring of 2007. Landscaping will be completed with the construction of each lot.

Service Management and Maintenance:

Each lot within this district will be privately owned and managed. Building and site maintenance will be the responsibility of the property owner. The City will provide typical public services such as snow and trash removal and public street maintenance. The maintenance of any private service driveways and walkways will be the responsibility of the individual lot owner.

Thank you for your time in reviewing our proposal. Should you need any additional information, please do not hesitate to call my Surveyor, Michelle L. Burse, at (608) 250-9263.

Sincerely,



Blanche Emerick