



Department of Planning & Community & Economic Development  
**Planning Division**

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

Madison Municipal Building  
215 Martin Luther King, Jr. Boulevard  
P.O. Box 2985  
Madison, Wisconsin 53701-2985  
TDD 608 266-4747  
FAX 608 266-8739  
PH 608 266-4635

December 6, 2011

Michael S. Marty  
Vierbicher Associates, Inc.  
999 Fourier Drive, Suite 201  
Madison, Wisconsin 53717

RE: Consideration of a Certified Survey Map (CSM) of property owned by Badger Mill Creek, LLC, located at 2653 Jeffy Trail/ 2414 Trevor Way creating 3 single-family residential lots, including 2 deep residential lots, and 1 outlot for public stormwater management

Dear Mr. Marty:

The Plan Commission, meeting in regular session on December 5, 2011, **conditionally approved** your client's four-lot certified survey of property located at 2653 Jeffy Trail/ 2414 Trevor Way. The conditions of approval from the reviewing agencies for the CSM to be satisfied prior to recording are:

**Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following sixteen (16) conditions:**

1. Coordinate the necessary dedication of lands for public stormwater management purposes out of proposed Lot 2 with the City Engineering Division.
2. The developer shall dedicate additional lands for right of way for a cul-de-sac for Trevor Way from Lots 1, 2 and 3 to be determined by the City Engineer.
3. The developer shall dedicate additional lands for right of way at 2554 Jeffy Trail for a cul-de-sac to be determined by the City Engineer.
4. The developer shall dedicate an easement at 2556 Jeffy Trail for a pedestrian-bike easement and sanitary sewer easement to be determined by the City Engineer.
5. Offsite sewer improvements will be required to provide sanitary sewer service to the proposed three-lot CSM. The likely route would be to connect to the Madison Metropolitan Sewerage District (MMSD) sewer located on the south side of Raymond Road, which shall require public sanitary sewer easements across lots of the CSM and across other lands not included with the proposed CSM. This route may also encroach or cross low-lying wetland areas requiring permitting from the Wisconsin Department of Natural Resources. Alternate private pumping systems shall also be considered. The City Engineer, after consultation with the developer, shall determine how the proposed lots will be served and determine any easement requirements prior to the City signing off on the CSM.
6. The developer shall be required to execute a contract addendum to Contract 53B2131 and 53B2138 for the subdivision improvements to the First Addition to Hawk's Creek and the Second

Addition to Hawk's Creek, respectively, for the installation of the cul-de-sacs and public infrastructure required to complete Trevor Way and Jeffy Trail.

7. The developer shall enter into a City/Developer agreement for the installation of public improvements required to serve this plat. 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 plat without the agreement executed by the developer.
8. The developer shall construct Madison standard street improvements for all streets within the CSM.
9. An erosion control plan and land disturbing activity permit shall be submitted to the City Engineering Division for review and approval prior to grading or any other construction activities. The Pre-construction Meeting for Public Improvements shall not be scheduled prior to issuance of this permit. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
10. The following notes shall be included on the final CSM:
  - a.) All lots within this plat 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 plat. 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 plat. 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.
  - b.) The intra-block drainage easements shall be graded with the construction of each principle structure in accordance with the approved storm water drainage plan on file with the City Engineer and the Zoning Administrator, as amended in accordance with the Madison General Ordinances.

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.

Note: In addition to notes such as this, 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.

11. Prior to the issuance of building permits, the developer shall submit a master stormwater drainage plan to the City Engineering Division for review and approval which shows lot corner elevations to the nearest 0.25-foot. For purposes of the plan, it shall be assumed that grading shall be done on a

straight line grade between points unless other information is provided. The proposed slope between points shall always be greater than or equal to .0075 ft/ft. If a break in grade is required between lot corners a shot shall be taken at that break in grade to provide the Engineer with enough information to interpret the plan. The Developer shall also show proposed drainage arrows on the plan to indicate the proposed direction of drainage. The master storm water drainage plan shall be submitted to City Engineering in digital format with elevations/grades/contours shown on the recorded plat map of the development. The digital record shall be provided using the state plane coordinate system – NAD 27. No building permits shall be issued prior to City Engineering's approval of this plan.

The following note shall accompany the master storm water drainage plan:

*“For purposes of this plan, it is assumed that grading shall be a straight line grade between points unless otherwise indicated. All slopes shall be 0.75% or steeper. Grade breaks between lot corners are shown by elevation or through the use of drainage arrows.”*

12. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to detain the 2, 10 & 100-year storm events; control 80% TSS (5 micron particle), provide substantial thermal control, and; provide infiltration in accordance with NR-151. Stormwater management plans shall be submitted and approved by the City Engineering Division prior to signoff of the CSM.
13. A minimum of 2 working days prior to requesting City Engineering Division signoff on the final plat, 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 subdivision (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 to 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 working days prior to requesting City Engineering signoff.
15. 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.
16. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Certified Survey Map in areas where this control exists. The surveyor shall identify any deviation from City Master Control with recorded and measured designations. The City has established WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the City Engineering Division web address [http://gis.ci.madison.wi.us/Madison\\_PLSS/PLSS\\_TieSheets.html](http://gis.ci.madison.wi.us/Madison_PLSS/PLSS_TieSheets.html) for current tie sheets and control data. If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact the City Engineering Division for this information.

**Please contact Kay Rutledge of the Parks Division at 266-4714 if you have questions about the following item:**

17. The developer shall pay \$10,190.58 in park dedication and development fees for the 3 new single family lots. The developer must select a method for payment of park fees before signoff on the CSM. This development is within the Elver park impact fee district (SI31).

Park dedication required=3 units at 1,100 square feet per unit=3,300 square feet. The fee in lieu of dedication is based on current property values up to \$2.22 per square foot for 2011=\$ 7,326.00. Park development fees for a single-family unit in 2011=(3 sf units X \$954.86 per unit)=\$2,864.58.

**Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following two (2) items:**

18. This lot division will require the installation of public water main and water service laterals by a standard City of Madison Subdivision Contract.
19. In accordance with MGO 13.21, all operating wells shall be identified and permitted by the Water Utility and all unused private wells shall be abandoned.

**Please contact my office at 261-9632 if you have questions about the following three (3) items:**

20. That a grading plan identifying areas of land disturbance throughout the subdivision be submitted for approval by the Planning Division and City Engineering Division prior to final approval of the CSM. The grading plan shall be overlaid on top of an inventory of mature vegetation (showing the size and species) to assist staff in identifying areas where existing vegetation may be preserved. Final satisfaction of this condition may include the grant of easements to the City and the establishment of building envelopes or setback lines on the face of the CSM to ensure the long-term protection of any vegetation preserved through the site preparation process.
21. That the CSM be revised to establish a front building line on Lots 2 and 3 generally parallel to the Trevor Way cul-de-sac radius where those lots become 100 feet wide.
22. That the exterior of the buildings constructed on the 3 proposed lots be constructed with materials to match an exterior materials palette to be approved by the Planning Division prior to the recording of the CSM and that those materials be detailed on any building permit submittals for these lots.

**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 Jennifer Frese 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 is scheduled for approval by the Common Council on December 13, 2011.**

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 or this letter, whichever is later.** If you have any questions or if you may need 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  
Pat Anderson, Assistant Zoning Administrator  
Jennifer Frese, Office of Real Estate Services  
Dan Everson, Dane County Land Records and Regulations