



Department of Planning & Community & Economic Development
Planning Division

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June 2, 2009

Hans Justeson
JSD Professional Services, Inc.
161 Horizon Drive, Suite 101
Verona, Wisconsin 53593

RE: File No. LD 0911 – Certified survey map – 904-906 Regent Street and 909-913 College Court
(Degen)

Dear Mr. Justeson:

The one-lot certified survey combining your client's property located at 904-906 Regent Street and 909-913 College Court, Section 23, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned (unrecorded) PUD-GDP-SIP. 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 Common Council must approve the sale of surplus College Court and N. Park Street right of ways and the resultant deed recorded, and made reference to on the proposed CSM prior to recording the CSM. The owner shall also grant the necessary public sidewalk easements adjacent to all three public street right of ways (College Court / N. Park Street / Regent Street) by separate recorded document with easement language acceptable to the City Engineer. Reference the location of the public sidewalk easement per conveyance and identify the recorded document number on the face of the CSM.

INFORMATIONAL NOTE: Refer to City of Madison Office of Real Estate Services Project No. 8055 for the administration of both items listed above and also Project No. 9164 for CSM review and approval.

2. Revise the "Easement" Sheet No. 2 of 5 to correctly identify the location of the intended public sidewalk easement conveyance areas. These easement areas are currently not shown along N. Park Street and Regent Street on the CSM application.
3. Legal description headers shall be revised to reflect the correct Subdivision Plat name of "Central Home Addition to the City of Madison". Also revise the legal description to include the platted lands resulting from the disposal sale deed recording.
4. The developer 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.

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. A minimum of 2 working days prior to requesting City Engineering signoff on the CSM, 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 land division (and subsequent obsolesces of the existing parcel).
7. 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 (cite Register of Deeds recording data) and easements that are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements.
8. 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 transmit to epederson@cityofmadison.com
9. City of Madison Environmental Project Staff is not aware of any land dedications required for this CSM. As a result, a Phase 1 Environmental Site Assessment (ESA) **will not** be required of the applicant. If Right of Way is dedicated as a result of the project, the applicant shall notify Brynn Bemis (608.267.1986) to determine if a Phase I ESA will be required.

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

10. The applicant shall execute and return the attached declaration of conditions and covenants for streetlights prior to sign off. The applicant will need to provide a deposit for their reasonable and proportionate share of traffic signal costs.

Please note that the City Office of Real Estate Services has reviewed the report of title provided with this survey and verbally indicated their approval for this CSM. Please contact Jeff Ekola at 267-8719 for more information about this review.

A resolution approving the sale of City of Madison surplus property located at College Court and N. Park Street and authorizing the City to sign the CSM and any other documents related to the proposed land division was approved by the Common Council on May 19, 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 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 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
John Leach, Traffic Engineering Division
Jeff Ekola, Office of Real Estate Services
Norb Scribner, Dane County Land Records and Regulations