



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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**\*\*BY E-MAIL ONLY\*\***

June 30, 2015

Re-Approved: December 20, 2016

Kevin Pape  
D'Onofrio Kottke & Associates  
7530 Westward Way  
Madison, Wisconsin 53717

RE: File No. LD 1519 – Certified Survey Map – 5404 Lake Mendota Drive (Sheriff/ Morgan)

Dear Mr. Pape;

Your one-lot certified survey of property located at 5404 Lake Mendota Drive, Section 18, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned TR-C1 (Traditional Residential–Consistent 1 District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

**Please contact Tim Troester of the City Engineering Division at 267-1995 if you have questions regarding the following twelve (12) items:**

1. Show and label the easement per the Permissive Use Agreement Document Nos. 3603374 and 3664315.
2. Show the Ordinary High Water Mark as determined by the Wisconsin Department of Natural Resources for Lake Mendota, Elevation 850.7.
3. Include the required note from Wis. Stats. Sec. 236.20(6): “Any land below the ordinary high water mark of a lake or a navigable stream is subject to the public trust in navigable waters that is established under article IX, section 1, of the state constitution.”
4. Show on the map the area of the lot and provide a lot number.
5. Provide recorded as distances on the southwest and southeast lines of the CSM.
6. Correct the Surveyor’s Certificate by removing the reference to the City of Fitchburg and placing the City of Madison in the text. Correct the spelling of “from” near the end of line number 8 of the legal description.

7. The coordinates of the section corners deviate somewhat from those published as City Control. Provide the record City Coordinates at each section corner.
8. The applicant shall show the regulatory 100-year floodplain boundary on the CSM.
9. A minimum of 2 working days prior to requesting City Engineering Division signoff on the CSM, the applicant shall contact Janet Schmidt (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).
10. All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Janet Schmidt (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.
11. 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. Note: Land tie to two PLS corners required.
12. In accordance with Section s.236.34(1m)(c), which states that a CSM shall be prepared in accordance with the plat requirements stated per s.236.20(2)(c)&(f), Wisconsin Statutes, the applicant must show the type, location and width of any and all easements on the CSM. Clearly identify the difference between existing easements (cite Register of Deeds recording data) and easements which are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by the CSM.

**Please contact Adam Wiederhoeft of the Madison Water Utility at 261-9121 if you have any questions regarding the following item:**

13. Note: All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility per MGO Sec. 13.21.

**Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following five (5) items:**

14. All ownership consents and certifications for the subject lands shall conform to Wis. Stats. 236.21(2) and 236.29 by including the language ...surveyed, divided, mapped and dedicated... Also add "We further certify that this Certified Survey Map is required by S236.34, Wisconsin Statutes and City of Madison Code of Ordinances to be submitted to the City of Madison for approval."
15. On the Surveyor's Certificate, correct reference to "City of Fitchburg".

16. Include the following Plan Commission certificate on the final CSM:

Approved for recording per the Secretary of the City of Madison Plan Commission.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Natalie Erdman, Secretary, Plan Commission

17. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes and special assessments that are accrued or delinquent for the subject property prior to CSM recording. As of the date of this letter, there are outstanding real estate taxes for the subject property, which shall be paid in full prior to final sign-off. No special assessments are reported.

18. Prior to final CSM sign-off, please verify with Tim Troester of the City Engineering Division (267-1995) that stormwater management fees are paid in full.

**Note: Approval of this CSM does not confer any approval to demolish existing buildings or construct new buildings. An application to demolish the existing single-family residence and construct a new residence was conditionally approved separately by the Plan Commission.**

**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.**

**A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division will be reviewed by the Common Council on January 3, 2017.**

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (attached), 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.

Prior to City Engineering final sign-off by the main office of the CSM, the final CSM shall be submitted to the 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 signoff. E-mail submittal of the final CSM in PDF form is preferred. Transmit to [jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com).

The owner shall furnish to the Office of Real Estate Services and the survey firm preparing the CSM an updated title report covering the period between the date of the initial title report and the date when final signoff is requested. The surveyor shall update the CSM with the most recent information reported in the title update.

The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.

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**

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**recorded in twelve (12) months from the date of the approving resolution or this letter, whichever is later.**

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: Tim Troester, City Engineering Division  
Jeff Quamme, City Engineering Division—Mapping Section  
Adam Wiederhoeft, Madison Water Utility  
Sally Sweeney, City Assessor's Office  
Heidi Radlinger, Office of Real Estate Services