



# City of Madison

## Proposed Certified Survey Map

CSM Name  
Matthews CSM

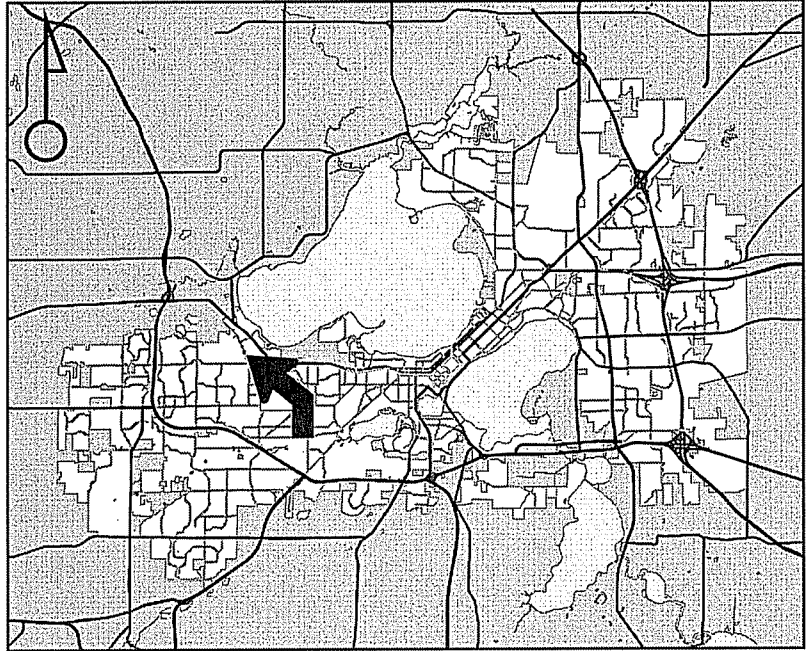
Location  
5725 Old Middleton Road

Applicant  
Sara Matthews/Chris Adams-  
Williamson Surveying and Associates

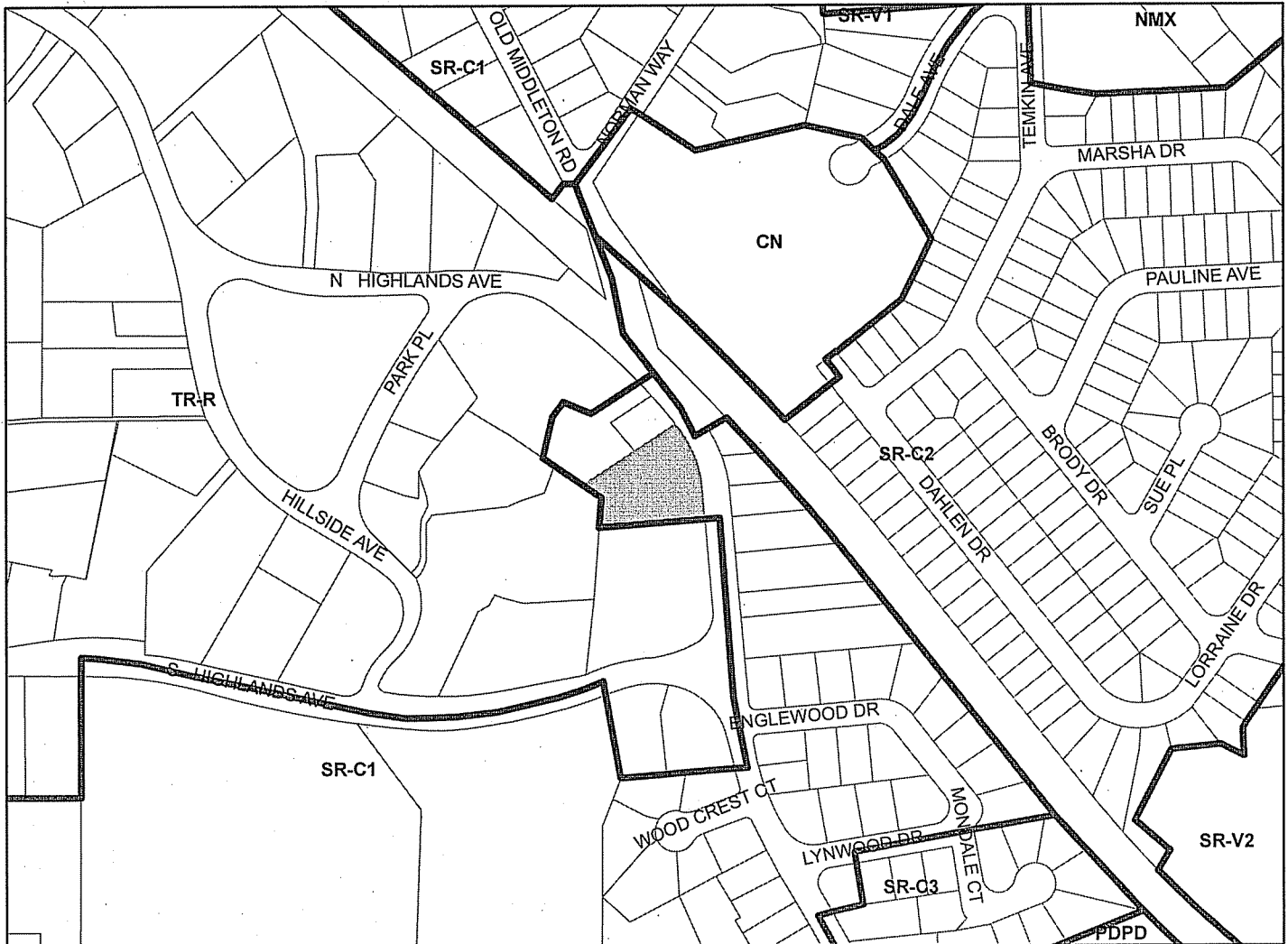
Within City    Outside City

Proposed Use  
Create 2 residential lots, including  
consideration of a deep residential lot

Public Hearing Date  
Plan Commission  
08 August 2016  
Common Council  
n/a

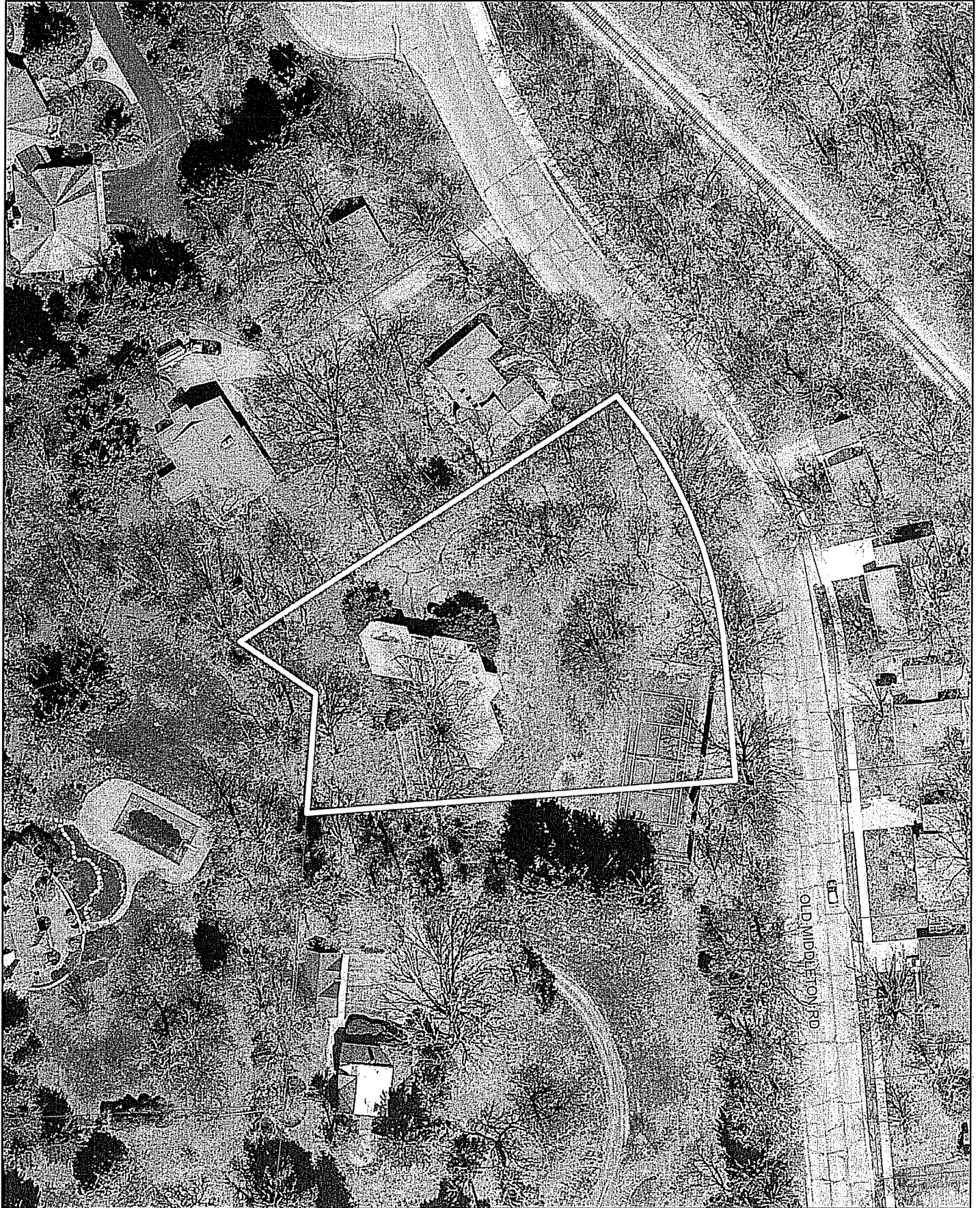


For Questions Contact: Tim Parks at: 261-9632 or [tparks@cityofmadison.com](mailto:tparks@cityofmadison.com) or City Planning at 266-4635



Scale : 1" = 400'

City of Madison, Planning Division : RPJ : Date : 29 July 2016





# 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)

**NOTICE REGARDING LOBBYING ORDINANCE:** If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of \$10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (Sec. 2.40, MGO). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

### 1a. Application Type.

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." Note: New fees effective May 2012 (!)

- For **Preliminary and/or Final Plats**, an application fee of **\$250, plus \$50 per lot or outlot** contained on the plat.
- For **Certified Survey Maps**, an application fee of **\$250 plus \$200 per lot and outlot** contained on the CSM.

### 2. Applicant Information.

Name of Property Owner: Sara Matthews      Representative, if any: Liz Lauer

Street Address: 5725 Old Middleton Rd      City/State: Madison      Zip: WI

Telephone: (608) 886-6475      Fax: ( )      Email: saragouvea@sbcglobal.net

Firm Preparing Survey: Williamson Surveying & Associates, LLC      Contact: Chris Adams (agent)

Street Address: 104A W. Main St      City/State: Waunakee/WI      Zip: 53597

Telephone: (608) 255-5705      Fax: (608) 849-9760      Email: chris@williamsonsurveying.com

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

### 3a. Project Information.

Parcel Addresses (note town if located outside City) : 5725 Old Middleton Rd

Tax Parcel Number(s): 251/0709-183-1304-3

Zoning District(s) of Proposed Lots: SR-C1      School District: madison

→ Please provide a Legal Description on your CSM or plat. Note your development schedule in your Letter of Intent.

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

Date of Approval by Dane County: \_\_\_\_\_      Date of Approval by Town: \_\_\_\_\_

→ For an extraterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.

### 4. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	2		1.38
Retail/Office			
Industrial			
Other (state use):			

Land Use	Lots	Outlot	Acres
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
<b>PROJECT TOTALS</b>	2		1.38

OVER →


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

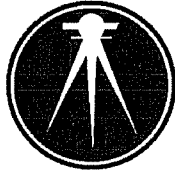
- Map Copies** (prepared by a Registered Land Surveyor):
  - For Preliminary Plats, **eighteen (18) copies** of the drawing drawn to scale are required. The drawing is required to provide all information as set forth in Section 16.23 (7)(a) of the Madison General Ordinances. The drawings shall include, 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)&(d) of the Madison General Ordinances, including existing site conditions, the nature of the proposed 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" folder. An **8-1/2 X 11-inch reduction of each sheet** shall also be submitted.
- Letter of Intent: Twelve (12) copies** of a letter describing the proposed subdivision in detail including, but not limited to: the number and type/ use of lots proposed with this subdivision; existing conditions and uses of the property; development and phasing schedule for the project, and; the names of persons involved (contractor, architect, landscaper, business manager, etc.). **\*The letter of intent for a subdivision can be the same document as the letter of intent required for a concurrent Land Use Application for the same property. \*\*A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.**
- Report of Title and Supporting Documents:** All plats and certified surveys submitted for approval shall include a Report of Title satisfactory to the Office of Real Estate Services as required in Section 16.23 of the Madison General Ordinances. A minimum of **two (2) copies** of a City of Madison standard 60-year Report of Title shall be obtained from a 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 applicant shall submit a copy of all documents listed in the Report of Title for each copy of the report submitted.
- For any plat or CSM creating common areas to be maintained by private association: Two (2) copies** of proposed development restrictions and covenants shall be submitted for City approval prior to recording of the survey instrument.  
N/A
- For Surveys Outside the Madison City Limits:** A copy of the approval letters from both the Town where 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 prior approval **Town and Dane County**.  
N/A
- 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 Office of Real Estate Services at 266-4222 for a determination as soon as possible.  
N/A
- Electronic Application Submittal:** All applicants are required to submit a copy of this completed application form, 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. The transmittal shall include the name of the project and applicant.

6. **Applicant Declarations:**

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

Applicant's Printed Name Chris Adams Signature 

Date 6-13-2016 Interest In Property On This Date Surveyor



# WILLIAMSON SURVEYING & ASSOCIATES, LLC

104A WEST MAIN STREET, WAUNAKEE, WI 53597

NOA T. PRIEVE and CHRIS W. ADAMS

PHONE: 1-608-255-5705 WEB: WILLIAMSONSURVEYING.COM

## Letter of Intent

Dear Planning Commission:

June 23, 2016

Sara Matthews is asking for approval of a 2 lot certified survey map which will create 1 new lot adjacent to her existing home in the Highlands subdivision on Old Middleton Road. The new lot will be marketed for sale once this process is complete.

Per application guidelines, I am providing the following information:

**1. Number and Type/use of proposed lots:**

Proposed Lot 1 (20,448 sq.ft.) and will be for new residential single family home.  
Proposed Lot 2 (39,801 sqs.ft.) is Sara's existing house and conditions would not change.

**2. Existing conditions and uses of property:**

The property is currently residential and surrounded by residential.

**3. Development and phase schedule:**

Once the CSM is approved and recorded the lot will be marketed for sale. After that sale is complete, the new owners will apply for building permits to construct a new home on the new lot.

**4. Names of persons involved:**

Williamson Surveying & Associates LLC – Surveyors  
Lauer Realty Group (Liz Lauer) - Broker

Property owner: Sara Matthews  
5725 Old Middleton Rd  
Madison, WI 53705

Agent: Chris Adams or Noa Prieve  
Williamson Surveying and Associates LLC





# CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NOA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS  
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

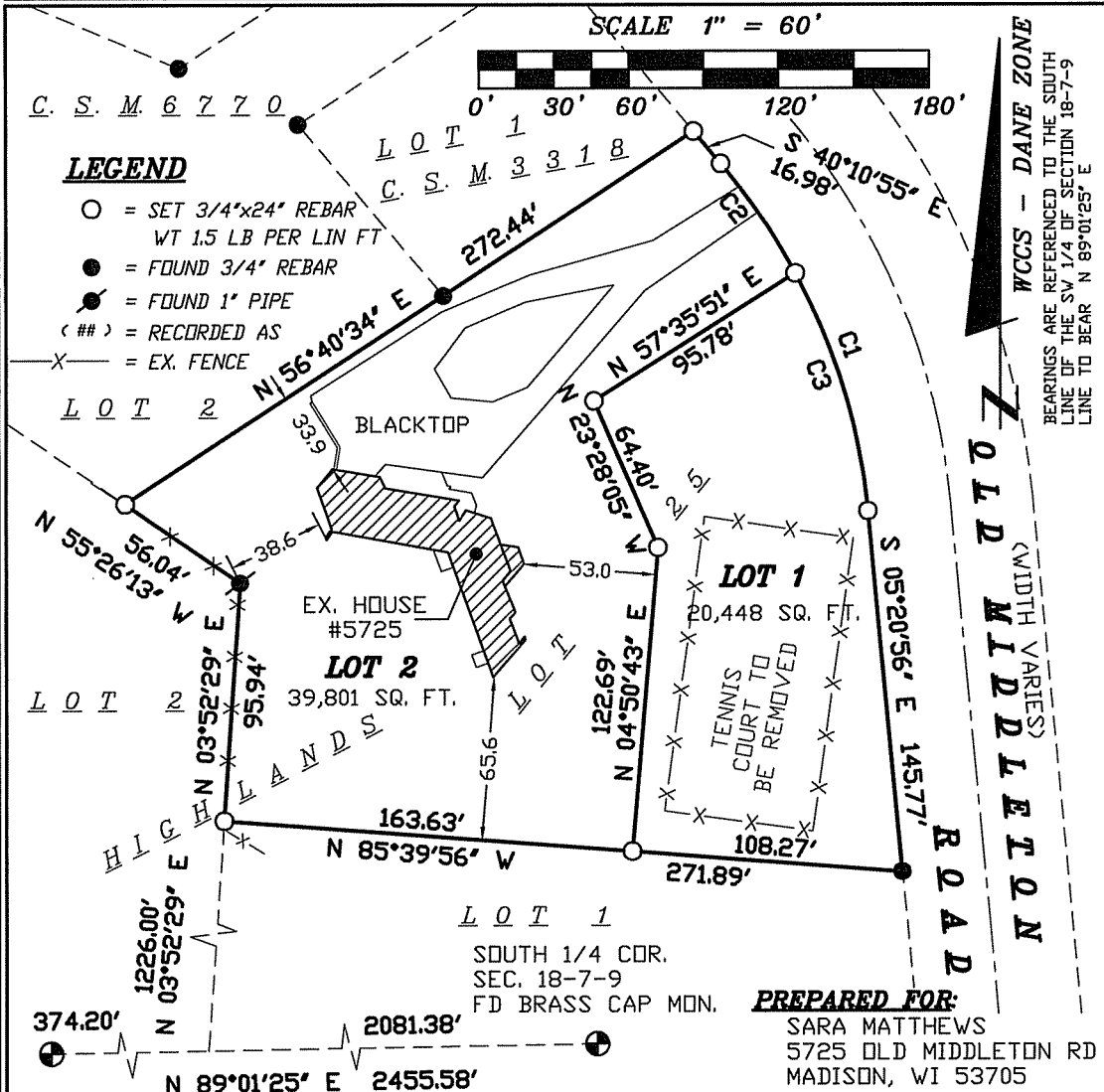
Located in the NW & SW 1/4 of the SW 1/4 of Section 18, T7N, R9E, City of Madison, Dane County, Wisconsin. Including part of Lot 25, Highlands, Vol. 5 Pg. 3

SCALE 1" = 60'



### LEGEND

- = SET 3/4"x24" REBAR  
WT 1.5 LB PER LIN FT
- = FOUND 3/4" REBAR
- ⊙ = FOUND 1" PIPE
- (##) = RECORDED AS
- X- = EX. FENCE



WCCS - DANE ZONE  
 BEARINGS ARE REFERENCED TO THE SOUTH  
 LINE OF THE SW 1/4 OF SECTION 18-7-9  
 LINE TO BEAR N 89°01'25" E

OLD MIDDLETON ROAD  
 (WIDTH VARIES)

SW COR.  
SEC. 18-7-9  
FD 1 1/4" RB

**NOTES:**  
SEE SHEET 3 FOR ALL NOTES

**PREPARED FOR:**  
SARA MATTHEWS  
5725 OLD MIDDLETON RD  
MADISON, WI 53705

CURVE	RADIUS	LONG CHORD	ARC	DELTA
C1	252.95	S 22°45'56" E 151.43	153.78	34°50'00"
C2	252.95	S 34°09'30" E 53.09	53.19	12°02'51"
C3	252.95	S 16°44'30" E 99.93	100.59	22°47'09"

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

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

**SURVEYORS SEAL**

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# CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NOA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS  
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the NW & SW 1/4 of the SW 1/4 of Section 18, T7N, R9E, City of Madison, Dane County, Wisconsin. Including part of Lot 25, Highlands, Vol. 5 Pg. 3

### **SURVEYOR'S CERTIFICATE**

I, Chris W. Adams, Professional Land Surveyor hereby certify that in full compliance with the provisions of Chapter 236.34 Wisconsin Statutes, the subdivision regulations of the City of Madison, and by the direction of the owners listed below, I have surveyed, divided, and mapped a correct representation of the exterior boundaries of the land surveyed and the division of that land, being part of the the NW & SW 1/4 of the SW 1/4 of Section 18, T7N, R9E, City of Madison, Dane County, Wisconsin, including part of Lot 25, Highlands, Vol. 5 Pg. 3 being more particularly described as follows:

Commencing at the Southwest corner of said Section 18; thence N 89°01'25" E, 374.20 feet; thence N 03°52'29" E, 1226.00 feet to the southwest corner of said Lot 25 and the point of beginning.

thence continue N 03°52'29" E, 95.94 feet; thence N 55°26'13" W, 56.04 feet to the southwest corner of C.S.M. No. 6770; thence N 56°40'34" E along the south line on said C.S.M. 6770 and the south line of C.S.M. 3318, 272.44 feet to the southwesterly right of way of Old Middleton Road; thence S 40°10'55" E along said right of way, 16.98 feet; thence continue along said right of way and along the arc of a curve concaved southwesterly having a radius of 252.95 feet and a long chord bearing S 22°45'56" E, a distance of 151.43 feet; thence S 05°20'56" E along said right of way, 145.77 feet to the southeast corner of said Lot 25; thence N 85°39'56" W, 271.89 feet to the point of beginning. This parcel contains 1.38 acres.

Williamson Surveying and Associates, LLC  
by Noa T. Prieve & Chris W. Adams

Date \_\_\_\_\_

\_\_\_\_\_  
Chris W. Adams S-2748  
Professional Land Surveyor

### **OWNERS' CERTIFICATE:**

As owner, I hereby certify that I caused the land described on this certified survey map to be surveyed, divided, dedicated and mapped as represented on the certified survey map. I also certify that this certified survey map is required to be submitted to the City of Madison for approval.

WITNESS the hand seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Sara Matthews

STATE OF WISCONSIN  
DANE COUNTY

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ the above named Sara Matthews to me known to be the person who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_ County, Wisconsin.

My commission expires \_\_\_\_\_

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

\_\_\_\_\_  
Print Name

**SURVEYORS SEAL**



# CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS

104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the NW & SW 1/4 of the SW 1/4 of Section 18, T7N, R9E, City of Madison, Dane County, Wisconsin. Including part of Lot 25, Highlands, Vol. 5 Pg. 3

**NOTES:**

- 1.) THIS SURVEY WAS PREPARED WITH CITY OF MADISON STANDARD LETTER REPORT OF TITLE, PREPARED BY HOMESTEAD TITLE INSURANCE COMPANY, FILE NO. H2016060746. SAID REPORT IS THE SOLE SOURCE OF EASEMENTS, AGREEMENTS, RESTRICTIONS AND STATEMENT OF FACTS FOR THE SUBJECT PARCELS.
- 2.) WETLANDS, IF PRESENT, HAVE NOT BEEN LOCATED, DELINEATED OR SHOWN.
- 9.) THIS PROPERTY IS LOCATED IN THE ZONE X (AREAS NOT LOCATED INSIDE THE 500-YEAR FLOOD) AS PER FLOOD INSURANCE RATE MAP FOR THE CITY OF MADISON, DANE COUNTY, WISCONSIN, MAP NO. 55025C403G WITH AN EFFECTIVE DATE OF JANUARY 2, 2009.

**CITY OF MADISON COMMON COUNCIL:**

Resolved that this Certified Survey Map located in the City of Madison was hereby approved by Enactment number \_\_\_\_\_, File ID Number \_\_\_\_\_, adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Maribeth Witzel-Behl  
Clerk

**CITY OF MADISON PLAN COMMISSION:**

Approved for recording per Secretary, Madison Planning Commission action of \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Natalie Erdman  
Secretary Plan Commission

**REGISTER OF DEEDS:**

Received for recording this \_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_ o'clock \_\_.M. and recorded in Volume \_\_\_\_\_ of Dane County Certified Surveys on pages \_\_\_\_\_ through \_\_\_\_\_.

\_\_\_\_\_  
Kristl Chlebowski  
Register of Deeds

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

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

**SURVEYORS SEAL**

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