



Department of Planning & Community & Economic Development
Planning Division

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December 19, 2007

Mike Ziehr
Calkins Engineering, LLC
5010 Voges Road
Madison, Wisconsin 53718

RE: Consideration of a three-lot Certified Survey Map (CSM) of the Knoche property located at 5714-5806 Old Sauk Road creating a deep residential lot.

Dear Mr. Ziehr;

The Plan Commission, meeting in regular session on December 17, 2007, **conditionally approved** your client's three-lot certified survey of property located at 5714-5806 Old Sauk Road creating a deep residential lot. The site is zoned R1 (Single-Family Residence District). The conditions of approval from the reviewing agencies for the CSM that will need to be addressed prior to the recording of the survey are:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following thirteen (13) conditions:

1. The proposed Certified Survey Map (CSM) includes a portion of platted Lot 4, Duff Subdivision. Identify the underlying Lot 4 lot line and include in the legal description of this proposed CSM.
2. There are sanitary sewer service issues for the proposed lots which may potentially require private sanitary easements either created by this CSM or private easements granted by the owner(s) of lands outside of this proposed CSM (across Lot 1, CSM 2231 to Old Middleton Road to serve proposed Lot 3). Necessary private sanitary easements, outside of the CSM boundary, must be negotiated by the owner, recorded and identified on the CSM prior to City Engineering sign-off and recording.
3. The existing driveway for 5806 Old Sauk Road encroaches on Knoche owned lands at 5810 Old Sauk Road, which is not part of this proposed CSM. This driveway will need to be relocated entirely within proposed Lot 1 of this CSM or a private driveway easement be created and recorded across the portion of Lot 2, CSM 8005 prior to Engineering sign-off and recording of this proposed CSM.
4. Each lot shall have a separate sanitary sewer lateral.
5. Show location of all existing sewer laterals and establish private easements as needed. Prior to approval, show proposed sewer service for proposed lot 3. If public main is extended, a Developer's Agreement shall be required.
6. Lots will drain across lot lines (outside of easements) so a drainage agreement will be required.
7. The applicant shall dedicate a 10-foot wide Permanent Limited Easement for grading and sloping along Old Sauk Road.

8. 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.

9. The lots within this certified survey map are inter-dependent upon one another for storm water runoff conveyance, and/or a private drainage system exists for the entire site an agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the certified survey map and recorded at the Dane County Register of Deeds.
10. 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.
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 CSM. Note: Land tie to two PLS corners required.
12. 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, which are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements.
13. 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.

Please contact Matt Tucker, Zoning Administrator, at 266-4569 if you have questions about the following item:

14. The lot lines must be reconfigured to ensure the house on Lot 2 provides the minimum 40' rear yard setback.

Please contact Dennis Cawley, Madison Water Utility, at 266-4651 if you have any questions regarding the following item:

15. Lot 3 will require a new water service lateral connected to a public water main.

Please contact my office at 261-9632 if you have questions about the following item:

16. That the Certified Survey Map be revised to show the following:

- a.) a building envelope on Lot 3 for the purpose of assuring tree preservation;
- b.) the relocation of the common lot line between Lots 1 and 2 to the north so as to provide the 40-foot rear yard required by R1 zoning for the residence on Lot 2;
- c.) the adjustment of the common line between Lots 2 and 3 to place the driveway for the Lot 2 residence entire on its property. In the alternative, the survey may be revised to show the removal of the portion of the driveway that will encroach over the proposed lot line.

Please contact Si Widstrand, Parks Division, at 266-4711 if you have questions about the following item:

17. The park dedication required for the additional single-family lot is 1,100 square feet. The required dedication shall be paid as a fee in lieu of land, based on the actual value of the acreage up to a maximum of \$1.82 per square foot. A park development fee of \$841.45 per lot is also due.

→ Land Fee Value: \$2,002 + Park Development Fee: \$841.45 = Total Park Fees: \$2,843.45

Park fee payment checks shall be payable to the City of Madison Treasurer, and all questions, payments and deliveries shall be made to the office of the Madison Parks Division. Prior to City signoff on this project, the developer shall select one of the following options for paying these fees:

- Payment of all fees in a lump sum prior to City signoff on the project, or;
- The fee payment may be paid within fourteen days of issuance of any zoning, conditional use or building permit. No certificate of occupancy may be issued for buildings on any parcel for which there are unpaid impact fees. Under this option, the fees shall be calculated and prorated to each lot on the development, and the developer shall record a notice of the outstanding impact fees for each lot prior to receiving City signoff for the project. All fees shall be paid at the rate in effect at the time of payment.

Please note that the City Real Estate Office is reviewing the report of title provided with this survey and may have comments. That office will send any comments to you by fax. If you have any questions, please contact Jeff Ekola at 267-8719 for more information.

A resolution authorizing the City to sign the CSM and any other documents related to the proposed land division will be approved by the Common Council on January 8, 2008.

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

LD 0738
5714-5806 Old Sauk Rd.
December 19, 2007
Page 4

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 **six (6) months** 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, Engineering Division
Matt Tucker, Zoning Administrator
Si Widstrand, Parks Division
Jeff Ekola, Real Estate Development Unit
Norb Scribner, Dane County Land Records and Regulations