



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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126 S. Hamilton Street  
P.O. Box 2985  
Madison, Wisconsin 53701-2985  
Phone: (608) 266-4635  
[www.cityofmadison.com](http://www.cityofmadison.com)

March 23, 2017

Nick Corgiat  
8533 Prairie Hill Road  
Madison, Wisconsin 53719

RE: LNDCSM-2017-00005 – Certified Survey Map – 8533 Prairie Hill Road

Dear Mr. Corgiat;

The two-lot certified survey of property located at 8533 Prairie Hill Road, Section 34, Township 7N, Range 8E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned SR-C3 (Suburban Residential–Consistent 3 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. The applicant shall dedicate a private sanitary sewer easement as a condition of plan approval if the lateral for the proposed Lot 2 crosses the proposed Lot 1.
2. This lot subdivision creates a new lot 1 that is subject to the upper badger mill creek impact fee district which shall be collected prior to a building permit being issued. A note to this affect shall be placed on the face of the CSM.
3. Proposed Lot 1 contains the onsite sewerage disposal system for the existing structure on proposed Lot 2. To build on Lot 1, both lots shall connect to public sewer and allow the abandonment or removal of the onsite system on Lot 1. Both lots may also be subject to assessments for the required sanitary connections.
4. The applicant shall dedicate a Permanent Limited Easement for public sidewalk 3 feet wide along S. Pleasant View Road.
5. The applicant shall a construct a 5-foot wide sidewalk to a plan approved by the City Engineer along S. Pleasant View Road.
6. 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 Mark Moder (261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.

7. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM, the applicant shall contact Brenda Stanley at 608-261-9127 (bstanley@cityofmadison.com) 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).
8. The construction of this project will require the applicant shall enter into a City/ Developer agreement for the required infrastructure improvements. The applicant shall contact City Engineering to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. Note: Obtaining a developer's agreement generally takes approximately a minimum of 4-6 weeks.
9. The approval of this zoning approval does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer.
10. The applicant shall replace all sidewalk and curb and gutter that abuts the property that is damaged by the construction, or any sidewalk and curb and gutter, which the City Engineer determines needs to be replaced because it is not at a desirable grade, regardless of whether the condition existed prior to beginning construction.
11. All work in the public right of way shall be performed by a City-licensed contractor.
12. All damage to the pavement on S. Pleasant View Road and Prairie Hill Road adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria.

**Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have questions regarding the following item:**

13. Due to relative high speeds a vehicle exiting the CTH M right-of-way onto the Prairie Hill Road right-of-way, Lot 1 shall not have access for vehicular ingress to Prairie Hill Road or CTH M. This condition shall be noted on the CSM prior to final sign off and Lot 1 shall take access for vehicular ingress from the South View Road right-of-way through the existing Joint Driveway Easement.

**Please contact Jeff Quamme of the City Engineering–Mapping Section at 266-4097 if you have any questions regarding the following twenty-two (22) items:**

14. A note shall be placed on the Certified Survey Map that lands within the CSM are subject to Declaration of Conditions and Covenants per Document No. 2858969 and 3357866.
15. A note shall be placed on the Certified Survey Map that lands within the CSM are subject to Declaration of Protective Covenants per DocumentNo.2846303.
16. In accordance with Section s.236.34(1m)(c), which states a CSM shall be prepared in accordance with the plat requirements stated per s.236.20(2)(c) and (f), Wisconsin Statutes, the applicant shall 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 plat/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.

17. Dimension and label the existing 10-foot Utility Easement per Document No. 2846302 along the northerly and easterly sides of this CSM.
18. Insert the standard language pre MGO 16.23(9)(d)2.a. verbatim. If this is done, all of the previous non- exclusive easements for drainage easements are released and new drainage easements are defined and granted by the current proposed Certified Survey Map.
19. Remove existing zoning setback lines from the CSM.
20. Show and dimension and label the 42-foot building setback per Document No. 2846302.
21. Show and dimension and label the vision easement per Document No. 2846302.
22. Add the note to this CSM from Document No. 2846302 regarding the Utility Easements that were set forth under the legend on the original plat.
23. Add the No Vehicular Access restriction to the CSM as set for the by Document No. 2846302.
24. Add the two notes regarding the future installation of public utilities as set forth on the Plat of Westview Hills Document No. 2846302.
25. Add the note from sheet 2 of the Plat of Westview Hills regarding the additional right of way that may be needed in the future.
26. Add a note to the CSM that any existing well and septic system within this CSM shall be abandoned and both lots shall connect to City of Madison Sanitary Sewer and Water Utilities.
27. The beneficiaries and the conditions of use, construction and maintenance for the Joint Driveway Easement shall be set forth. This may be accomplished on the CSM or the additional conditions may be set forth by a separate recorded instrument recorded immediately after the CSM.
28. The following note shall be added to the CSM: "The Owners and Occupants of existing and future residences on lots contained within this Certified Survey Map acknowledge the presence of high levels of noise and vibration resulting from the adjacent County Trunk Highway and shall hold harmless Dane County and the City of Madison from any impacts on the use, enjoyment or value of these properties resulting from existing or future highway traffic volumes."
29. The applicant shall provide a CSM fully compliant Section 236.34 of the Wisconsin Statutes for review and comment prior to final sign off. All required certificates shall be included in the document as well. Sheets 2 and 3 were not submitted. They will need to be reviewed before any sign-off.
30. This pending Certified Survey Map application shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction.

When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in parcel database so that the permitting system can upload this data and permit issuance made available for this new land record.

31. 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 Division. 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.
32. 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 Plat or Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. City of Madison has established WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the Dane County Surveyor's Office web site for current tie sheets and control data that has been provided by the City of Madison. If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact Engineering Division for this information.
33. Add S. Pleasant View Road along side of CTH M. City of Madison Resolution 10-00324 changed the name to S. Pleasant View Road within the City Limits.
34. Correct the spelling of 'reference' on Sheet 1 (refenece line).
35. The applicant shall submit to Jeff Quamme, prior to Engineering sign-off of the subject CSM, one (1) digital CADD drawing and one (1) signed copy of the final CSM to the Mapping/GIS Section of the Engineering Division either as hard copy or Adobe PDF format. The digital CADD file shall be submitted in the WISDOT County Coordinate System, Dane County Zone datum in either Auto CAD Version compatible with MicroStation Version V8i, MicroStation Version V8i or older or Universal DXF Formats. The digital CADD file(s) shall contain the minimum of the items stated below, each on a separate layer name/level number. All line work shall be void of gaps and overlaps that would cause any parcel, street or easement to not properly close. All line work orientation and geometrics shall match the dimensioning as labeled on the final recorded plat: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (i.e. street, sanitary, storm (including wetland & floodplain boundaries) water, pedestrian/bike/walkway, or any public and/or private interest easement except local service for Cable TV, gas, electric and fiber optics).

\*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes.

\*New electronic final plat transmittals and notification of changes which occur to the final plat during the time the Engineering Division signs off and receives the digital copies of said plat and the recording thereof, are the responsibility of the Developer/Surveyor.

**Please contact Janet Schmidt of the Parks Division at 261-9688 if you have any questions regarding the following two (2) items:**

36. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(6) will be required for all new residential development associated with this project. This development is within the West Park -Infrastructure Impact Fee district. Please reference ID# 12139 when contacting Parks Division staff about this project.
37. The developer shall put the following note on the face of the CSM: "Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued." The Parks Division will be required to sign off on this CSM.

**Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following item:**

38. Provide the following information to the buyer of each individual lot: "The Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e)."

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator, at 266-4429 if you have any questions regarding the following item:**

39. Provide a calculation for lot coverage for Lot 2 with the existing two-family twin residence. The lot coverage maximum is 60%. Lot coverage is defined as the total area of all buildings, measured at grade, all accessory structures including pools, patios, etc., and all paved areas as a percentage of the total area of the lot, with the following exceptions: sidewalks or paved paths no wider than five (5) feet, pervious pavement, green roofs and decks.

**Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following eleven (11) items:**

40. Signature block certifications shall be executed by all parties of interest, pursuant to Wis. Stats. 236.21(2)(a). The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. The executed original hard stock recordable CSM shall be presented at the time of sign-off.
41. A certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s) and executed prior to CSM approval sign-off. If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the CSM boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to CSM approval sign-off.
42. 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..."
43. A Consent of Lessee shall be included for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.

44. A Madison Common Council Certificate is required when dedication of land and the conveyance of rights in land are required. For parcels located within the City of Madison, a Madison Common Council Certificate shall appear as follows:

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 \_\_\_\_\_, 2017

\_\_\_\_\_  
Maribeth L. Witzel-Behl, City Clerk  
City of Madison, Dane County Wisconsin

45. Pursuant to Madison City Ordinance Section 16.23(5)(e)4 and Wis. Stats. 236.21(2) (a), all CSMs that are subject to the review and approval of the City of Madison shall contain the following certificate of approval:

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

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

46. The 2016 real estate taxes are paid for the subject property. Per 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. This includes property tax bills for the prior year that are distributed at the beginning of the year.
47. As of the date of this letter there are no special assessments reported. If special assessments are levied against the property before the proposed CSM is recorded, they shall be paid in full pursuant to MGO Section 16.23(5)(g)1.
48. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger in City's Office of Real Estate Services ([hradlinger@cityofmadison.com](mailto:hradlinger@cityofmadison.com)), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (May 2, 2016) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. The surveyor shall update the CSM with the most recent information reported in the title update.
49. The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.
50. The following revisions shall be made prior to final approval of the CSM for recording:

- a. Depict, name, and identify by document number all existing easements cited in record title and the updated title report.
- b. Depict and dimension all existing improvements (buildings, drives, parking lots, etc.), encroachments, wells, and septic systems located within the CSM boundary.
- c. Label dashed setback lines.
- d. For created easements, include easement language as a Note on the plat or record as a separate document

**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 was approved by the Common Council on March 21, 2017 (see ID 46055).**

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).

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

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: Tim Troester, City Engineering Division  
John Sapp, City Engineering Division  
Jeff Quamme, City Engineering Division—Mapping Section  
Sally Sweeney, City Assessor's Office  
Eric Halvorson, Traffic Engineering Division

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Bill Sullivan, Madison Fire Department  
Adam Wiederhoeft, Madison Water Utility  
Heidi Radlinger, Office of Real Estate Services