



Department of Planning & Community & Economic Development  
**Planning Division**

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January 8, 2010

Frank Thousand  
Arnold & O'Sheridan, Inc.  
1111 Deming Way  
Madison, Wisconsin 53717

RE: File No. LD 0938 – Certified survey map – 1 & 7 Hawks Landing Circle (Jeff Haen, JAKS Investments)

Dear Mr. Thousand:

The four-lot certified survey of your client's property located at 1 & 7 Hawks Landing Circle, Section 34, Township 7N, Range 8E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned PUD-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 eighteen (18) conditions:**

1. This proposed Certified Survey Map (CSM) states to include only part of Lot 62. It is unclear from the CSM as prepared and submitted for review, what certain part of Lot 62 is not included. It appears to be part of Lot 62 along Mid Town Road. Revise the CSM boundary and legal description to include all of Lot 62 and clearly depict and identify any portion of Lot 62 that is intended to be dedicated as Mid Town Road right-of-way by this instrument. If Mid Town Road dedication is in fact intended, include the appropriate dedication certificate language in the Surveyor's Certificate.
2. Clarify the 393.71' dimension currently shown as an interior Lot 4 dimension. It appears this dimension is an exterior dimension along Mid Town Road.
3. Midtown Road is incorrectly labeled and shall be revised to the correct City of Madison street name, which is Mid Town Road.
4. Correct errors appropriately that were identified within the curve table and corresponding legal description. Curve 3-4 lists a different overall chord value than the legal description and the chord bearing for Lot 2 appears to be in error.
5. The "20' PUBLIC SANITARY SEWER EASEMENT" noted on the CSM shall be revised to clarify this as an existing platted public sanitary sewer easement and not being created by this CSM. The easement exists per the Hawks Landing Golf Club, Document No. 3219695.
6. Please correct the typographical spelling error contained within the existing "permanent" limited easement on Sheet 1 of 5.
7. Each lot shall have a separate sanitary sewer lateral.
8. Although it is noted on the CSM, the existing public sewer easement in the southeast corner of Lot 1 is not clearly shown (Doc. # 4250836).

9. Sheet 4 shows a proposed 12-foot public sanitary sewer easement. The City has no request for public sewer. Remove this notation from the CSM or revise to a 'private' sanitary sewer easement. Clarify on the CSM which lot this easement will serve by extension of the easement line or by note.
10. A private sanitary sewer maintenance agreement shall be required for any shared sanitary sewer facilities. The maintenance agreement shall be recorded at the Dane County Register of Deeds and have the document number cited on the CSM.
11. This development is subject to impact fees for the Upper Badger Mill Creek\_Impact Fee District. All impact fees are due and payable at the time building permits are issued. (MGO Chapter 20) The following note shall put the face of the plat/CSM:

*"Lots/ buildings within this subdivision/ development are subject to impact fees that are due and payable at the time building permit(s) are issued."*

12. 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.

13. The lots within this certified survey map are inter-dependent upon one another for stormwater 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 CSM and recorded at the Dane County Register of Deeds.
14. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to Engineering signoff, unless otherwise collected with a Developer's/ Subdivision Contract. Please contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of two working days prior to requesting City Engineering Division signoff.
15. 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 or CSM. Note: Land tie to two PLS corners required.
16. 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 plat/CSM. Identify the owner and/or benefiting interest of all easements.

17. 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.
18. City of Madison Environmental Project Staff are 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 (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 two items:**

19. The applicant shall note on the face of the CSM the reciprocal cross-access easements between Lots 1 and 2.
20. The applicant shall graphically show the "No Vehicular Access Restriction to Mid Town Road" on the face of the face of the CSM.

**Please contact Dennis Cawley, Madison Water Utility, at 261-9243 if you have any questions about the following item:**

21. Proposed Lot 1 will require a new water service lateral.

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions about the following two items:**

22. The applicant shall receive approval of a minor alteration to the existing specific implementation plan for the subject site prior to final staff approval of the CSM and recording. The minor alteration form shall be signed by the owner, the Alderperson and Planning Division Director. This application shall be made at the Zoning Administrator. Please work with zoning staff to determine the recording fee.
23. Provide cross access and maintenance agreements for the driveway, loading, parking and access to the residential building from the commercial site and vice versa. The agreement shall include adequate parking for each lot in the CSM; said agreements shall be recorded with the land division.

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

**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 January 5, 2010.**

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 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 you may need 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  
Dennis Cawley, Madison Water Utility  
Pat Anderson, Assistant Zoning Administrator  
Jeff Ekola, Office of Real Estate Services  
Norb Scribner, Dane County Land Records and Regulations