



Department of Planning & Development
Planning Unit

Website: www.cityofmadison.com

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February 2, 2007

Dave Jenkins
Jenkins Survey & Design, Inc.
161 Horizon Drive, Suite 101
Verona, Wisconsin 53593

RE: File No. LD 0701 – Certified survey map – 5702 Raymond Road (Meadowood Plaza).

Dear Mr. Jenkins:

The two-lot certified survey of property located at 5702 Raymond Road, Section 31, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned C1 (Limited Commercial District) and C2 (General Commercial District).

The conditions of approval from the reviewing agencies for the CSM are:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following fifteen (15) conditions:

1. Dedicate fee title right of way to a line one foot behind existing encroaching sidewalk adjacent Raymond Road/ S. Whitney Way as identified on preliminary Certified Survey Map. The City Engineer may allow for the Certified Survey Map to create a permanent easement rather than right of way dedication.
2. Revise “Whitney Way” to “South Whitney Way”
3. Include detail of 0.17’ jog in property line between proposed Lots 1 and 2 for clarification.
4. Clarify the difference between public and private for the existing storm and sanitary sewer easements shown on the west side of proposed Lot 1. City of Madison records indicate that Document Nos. 1093114 and 1093115 are public storm and sanitary sewer facility easements and Document No. 3268390 is a private party sanitary sewer lateral easement.
5. The City Engineer may require additional storm water drainage measures be created by this Certified Survey Map or by separate recorded document between proposed Lots 1 and 2 complementing the existing storm water drainage easement agreement identified by Document No. 2712522.
6. A note shall be added to the CSM stating: “Each lot is responsible for meeting the Stormwater Management Requirements of MGO Chapter 37 at the time they redevelop”.

7. Each lot shall have a separate sanitary sewer lateral or there shall be an ownership agreement (recorded) in place for future maintenance replacement cost-sharing for a shared sanitary sewer lateral.
8. The developer shall enter into a City/ Developer agreement for the installation of public improvements required to serve this CSM. The developer shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The developer shall meet with the City Engineer to schedule preparation of the plans and the agreement. The City Engineer will not sign off on this CSM without the agreement executed by the developer.
9. The applicant shall dedicate right of way along S. Whitney Way one foot behind the existing sidewalk.
10. The applicant shall construct sidewalk along Russett Road to a plan approved by the City Engineer.
11. 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.
12. If 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.
13. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM the applicant shall contact Janet Dailey (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).

14. 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.
15. 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 John Leach, Traffic Engineering, at 267-8755 if you have questions about the following item:

16. The attached streetlight declaration of conditions and covenants shall be executed and returned.

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

17. Lot 2 will require a separate water service lateral, or will require a private water service lateral easement across Lot 1.

Please contact Kathy Voeck, the Assistant Zoning Administrator, at 266-4551 if you have questions regarding the following CSM revision:

18. Show cross access easements on the CSM.

Madison Gas & Electric also requests that the existing utility easement along Russett Road be shown on the final CSM as indicated on the attached exhibit.

Please note that the City Real Estate Office has reviewed the report of title provided with this survey and has provided comments to you separately. If you have any questions about those comments, 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 is scheduled to be considered by the Common Council on February 6, 2007.

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

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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 thirty (30) days from the date of this letter. The approval of this CSM shall be null and void if not recorded in **six months** from the date of the approving resolution. 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: Janet Dailey, Engineering Division
John Leach, Traffic Engineering
Dennis Cawley, Madison Water Utility
Kathy Voeck, Assistant Zoning Administrator
Jeff Ekola, Real Estate Development Unit
Norb Scribner, Dane County Land Records and Regulations