



Department of Planning & Community & Economic Development

Planning Division

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August 18, 2016

Chris Adams
Williamson Surveying & Associates, LLC
104A W. Main Street
Waunakee, Wisconsin 53597

RE: LNDCSM-2016-00029 – Certified Survey Map – 5725 Old Middleton Road (Matthews (Lauer))

Dear Mr. Adams;

The City of Madison Plan Commission, meeting in regular session on August 8, 2016, **conditionally approved** your two-lot Certified Survey Map of property located at 5725 Old Middleton Road, Section 18, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin. The property is zoned SR-C1 (Suburban Residential–Consistent 1 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 five (5) items:

1. Proposed Lot 1 will contain the sewer lateral serving proposed Lot 2, possibly in conflict with any proposed dwelling unit on Lot 1. Prior to approval, either provide an easement within Lot 1 in the favor of Lot 2, or provide the City Engineer a plan to serve Lot 2 that is not reliant on crossing Lot 1.
2. 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 working days prior to requesting City Engineering sign-off.
3. Property shall either have two separate sanitary sewer laterals or a recorded ownership/maintenance agreement shall be in place prior to CSM approval
4. A minimum of 2 working days prior to requesting City Engineering signoff on the CSM, the applicant shall contact Brenda Stanley at 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 recording the land division (and subsequent obsolesces of the existing parcel).

5. The lots within this Certified Survey Map are interdependent 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 Certified Survey Map, and recorded at the Dane County Register of Deeds.

Please contact Jeff Quamme of the City Engineering Division—Mapping Section at 266-4097 if you have questions regarding the following nine (9) items:

6. It appears that sewer and water laterals serving Lot 2 will cross proposed Lot 1. If this is accurate, a private sanitary sewer and water lateral easement in favor of Lot 2 shall be shown, dimensioned and labeled on the CSM. Additionally a separate document shall be drafted setting forth the conditions for the easement along with maintenance and construction requirements. The separate document shall be recorded immediately after the CSM has been recorded.
7. The proposed lots within this CSM are dependent on each other for overland stormwater drainage. A private Storm Drainage Easement/Agreement for all lots within this CSM shall be drafted, executed and recorded immediately after the recording of the CSM.
8. Per the plat of Highlands, there is not a tangent along the right of way along the northeast side of Lot 25. It is a curve (cl = 4 degree curve). Additionally the radius and length of curve 1 is substantially different than the plat. The surveyor shall evaluate this, make necessary modifications and provide a synopsis of the mythology of determining this right of way.
9. 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 the parcel database so that the permitting system can upload this data and permit issuance made available for this new land record.
10. Provide all recorded-as information along the exterior boundary from the deeds, plat and adjacent CSMs 3318 and 6770, as required by statute.
11. The east right of way of Old Middleton Road does not curve concentrically with the west right of way, it remains as a tangent going northerly. Correct this on the drawing.
12. 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 Jeff Quamme (jrquamme@cityofmadison.com), 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. Note: Land tie to two PLS corners required.
13. 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.
- The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any original submittal of data and prior to final sign off.

14. 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 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 address 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 the City Engineering Division for this information.

Please contact Adam Wiederhoeft of the Madison Water Utility at 266-9121 if you have any questions regarding the following two (2) items:

15. Proposed Lot 1 will contain the water lateral serving proposed Lot 2, possibly in conflict with any proposed dwelling unit on Lot 1. Prior to approval, either provide an easement within Lot 1 in favor of Lot 2 (see City Engineering – Mapping Section comments), or provide Madison Water Utility a plan to serve Lot 2 that is not reliant on crossing Lot 1.
16. All operating private wells shall be identified and permitted by the Water Utility and any unused private wells shall be abandoned in accordance with MGO Section 13.21.

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

17. Note: 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 Janet Schmidt of the Parks Division at 261-9688 if you have any questions regarding the following two (2) items:

18. Park impact fees (comprised of the Park Development Impact Fee per MGO Sec. 20.08(2) and the Parkland Impact Fee in lieu of land dedication per MGO Sections 16.23(8)(f) and 20.08(6)) will be

required for all new residential development. The developer must select a method for payment of park fees before sign off on the land division. This development is within the Garner impact fee district (SI 29). Please reference ID# 16135 when contacting Parks Division staff about this project.

19. The developer shall put the following note on the face of the CSM: "The lots/ buildings within this subdivision/ development are subject to impact fees that are due and payable at the time building permit(s) are issued."

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

20. The applicant shall revise the CSM to provide a minimum average lot depth of 100 feet for Lot 1 as required Section 16.23(8)(d)3 of the Subdivision Regulations. Staff recommends that adequate depth for the lot could be provided by the removal of the bend proposed along the westerly, rear lot line of Lot 1, which would still leave a complying front yard setback for the residence on Lot 2 (30-foot minimum per SR-C1).

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following four (4) items:

21. The 2015 real estate taxes are paid for the subject property. Per Section 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. As of July 27, 2016, there are no special assessments reported. If special assessments are levied against the property they shall be paid in full prior to final sign-off.
22. Please coordinate with Tim Troester (267-1995) or Brenda Stanley (261-9127) in the City Engineering Division to obtain any outstanding storm water management fees from the City of Madison Water Utility. Receipts for the payment of the prorated fee shall be presented prior to CSM approval sign-off.
23. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to the City's Office of Real Estate Services (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 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.
24. The owner shall email the document number of the recorded CSM to Heidi Radlinger at the City's Office of Real Estate Services as soon as the recording information is available.

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 will be reviewed by the Common Council on September 6, 2016.

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.

The owner shall email the document number of the recorded CSM to Heidi Radlinger at the City's Office of Real Estate Services as soon as the recording information is available.

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 you 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
Jeff Quamme, City Engineering Division—Mapping Section
Janet Schmidt, Parks Division
Jenny Kirchgatter, Assistant Zoning Administrator
Adam Wiederhoeft, Madison Water Utility
Bill Sullivan, Madison Fire Department
Heidi Radlinger, Office of Real Estate Services