



# SUBDIVISION APPLICATION

## Madison Plan Commission

215 Martin Luther King Jr. Blvd; Room LL-100  
 PO Box 2985; Madison, Wisconsin 53701-2985  
 Phone: 608.266.4635 | Facsimile: 608.267.8739

**\*\* Please read both pages of the application completely and fill in all required fields\*\***

This application form may also be completed online at [www.cityofmadison.com/planning/plan.html](http://www.cityofmadison.com/planning/plan.html)

**NOTICE REGARDING LOBBYING ORDINANCE:** If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of \$10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (Sec. 2.40, MGO). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

### 1a. Application Type.

Preliminary Subdivision Plat       Final Subdivision Plat       Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: \_\_\_\_\_

### 1b. Review Fees. Make checks payable to "City Treasurer." Note: New fees effective May 2012 (!)

- For Preliminary and/or Final Plats, an application fee of \$250, plus \$50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of \$250 plus \$200 per lot and outlot contained on the CSM.

### 2. Applicant Information.

Name of Property Owner: Korean Presbyterian Church of Madison Representative, if any: Lindsay Gallagher

Street Address: 6906 Colony Dr City/State: Madison Zip: WI

Telephone: (608) 513-2628 Fax: (888) 882-4052 Email: lindsay@lindsaygallagher.com

Firm Preparing Survey: Williamson Surveying & Associates, LLC Contact: Chris Adams (agent)

Street Address: 104A W. Main St City/State: Wauunakee/WI Zip: 53597

Telephone: (608) 255-5705 Fax: (608) 849-9760 Email: chris@williamsonsurveying.com

Check only ONE – ALL Correspondence on this application should be sent to:  Property Owner, OR  Survey Firm

### 3a. Project Information.

Parcel Addresses (note town if located outside City): 6906 Colony Drive

Tax Parcel Number(s): 0708-242-0095-4

Zoning District(s) of Proposed Lots: SR-C1 School District: Madison

→ Please provide a Legal Description on your CSM or plat. Note your development schedule in your Letter of Intent.

### 3b. For Properties Located Outside the Madison City Limits in the City's Extraterritorial Jurisdiction:

Date of Approval by Dane County: \_\_\_\_\_ Date of Approval by Town: \_\_\_\_\_

→ For an extraterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.

### 4. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	1		1.74
Retail/Office	1		2.59
Industrial			
Other (state use):			

Land Use	Lots	Outlot	Acres
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
<b>PROJECT TOTALS</b>	2		4.35

OVER →

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5. **Required Submittals.** Your application is required to include the following (check all that apply):

- Map Copies** (prepared by a Registered Land Surveyor):
  - For Preliminary Plats, **eighteen (18) copies** of the drawing drawn to scale are required. The drawing is required to provide all information as set forth in Section 16.23 (7)(a) of the Madison General Ordinances. The drawings shall include, but are not limited to, a description of existing site conditions and natural features, delineation of all public and private utilities that serve the site (denote field located versus record drawings), the general layout of the proposed subdivision, the dimensions of lots and outlots, widths of existing and proposed rights of way, topographic information, and any other information necessary for the review of the proposed subdivision.
  - For Final Plats, **sixteen (16) copies** of the drawing are required to be submitted. The final plat shall be drawn to the specifications of Section 236.20 of the Wisconsin Statutes.
  - For Certified Survey Maps (CSM), **sixteen (16) copies** of the drawing are required. The drawings shall include all of the information set forth in Sections 16.23(7)(a)&(d) of the Madison General Ordinances, including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.
  - All surveys submitted with this application are required to be collated, stapled and folded so as to fit within an 8 1/2" X 14" folder. An **8-1/2 X 11-inch reduction of each sheet** shall also be submitted.
- Letter of Intent: Twelve (12) copies** of a letter describing the proposed subdivision in detail including, but not limited to: the number and type/ use of lots proposed with this subdivision; existing conditions and uses of the property; development and phasing schedule for the project, and; the names of persons involved (contractor, architect, landscaper, business manager, etc.). **\*The letter of intent for a subdivision can be the same document as the letter of intent required for a concurrent Land Use Application for the same property. \*\*A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.**
- Report of Title and Supporting Documents:** All plats and certified surveys submitted for approval shall include a Report of Title satisfactory to the Office of Real Estate Services as required in Section 16.23 of the Madison General Ordinances. A minimum of **two (2) copies** of a City of Madison standard 60-year Report of Title shall be obtained from a title insurance company. **Title insurance or a title commitment policy is NOT acceptable** (i.e. a Preliminary Title Report or a Record Information Certificate). The applicant shall submit a copy of all documents listed in the Report of Title for each copy of the report submitted.
- For any plat or CSM creating common areas to be maintained by private association: Two (2) copies** of proposed development restrictions and covenants shall be submitted for City approval prior to recording of the survey instrument.  
N/A
- For Surveys Outside the Madison City Limits:** A copy of the approval letters from both the Town where the property is located and Dane County must be submitted with your request. The City of Madison may not consider a survey within its extraterritorial jurisdiction without prior approval **Town and Dane County**.  
N/A
- For Surveys Conveying Land to the Public:** A Phase I Environmental Site Assessment Report may be required if any interest in these lands are to be conveyed to the public. Please contact the City's Office of Real Estate Services at 266-4222 for a determination as soon as possible.  
N/A
- Electronic Application Submittal:** All applicants are required to submit a copy of this completed application form, and preliminary and/or final plats or Certified Survey Map as individual Adobe Acrobat PDF files compiled either on a non-returnable CD-ROM to be included with their application materials, or in an e-mail sent to pcapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant.

6. **Applicant Declarations:**

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name John Scott Signature John Scott  
 Date 8-17-16 Interest In Property On This Date Purchaser of Lot 1



# WILLIAMSON SURVEYING & ASSOCIATES, LLC

104A WEST MAIN STREET, WAUNAKEE, WI 53597

NOA T. PRIEVE and CHRIS W. ADAMS

PHONE: 1-608-255-5705 WEB: WILLIAMSONSURVEYING.COM

## Letter of Intent

The Korean Presbyterian Church of Madison is requesting approval of a 2 lot certified survey map to separate their church building and parking lot area from the remainder of vacant land located on their parcel. They are asking to create a new parcel to sell for new construction. The church parcel will be 1.74 acres and remain SR-C1 zoning. The new vacant parcel will be 2.59 acres and we will request city staff's recommendation for zoning change if necessary.

This parcel is located at the corner of Gammon Road and Colony Drive, and the address is 6906 Colony Drive. The potential buyer and any plans for the vacant land have not yet been set at this time.

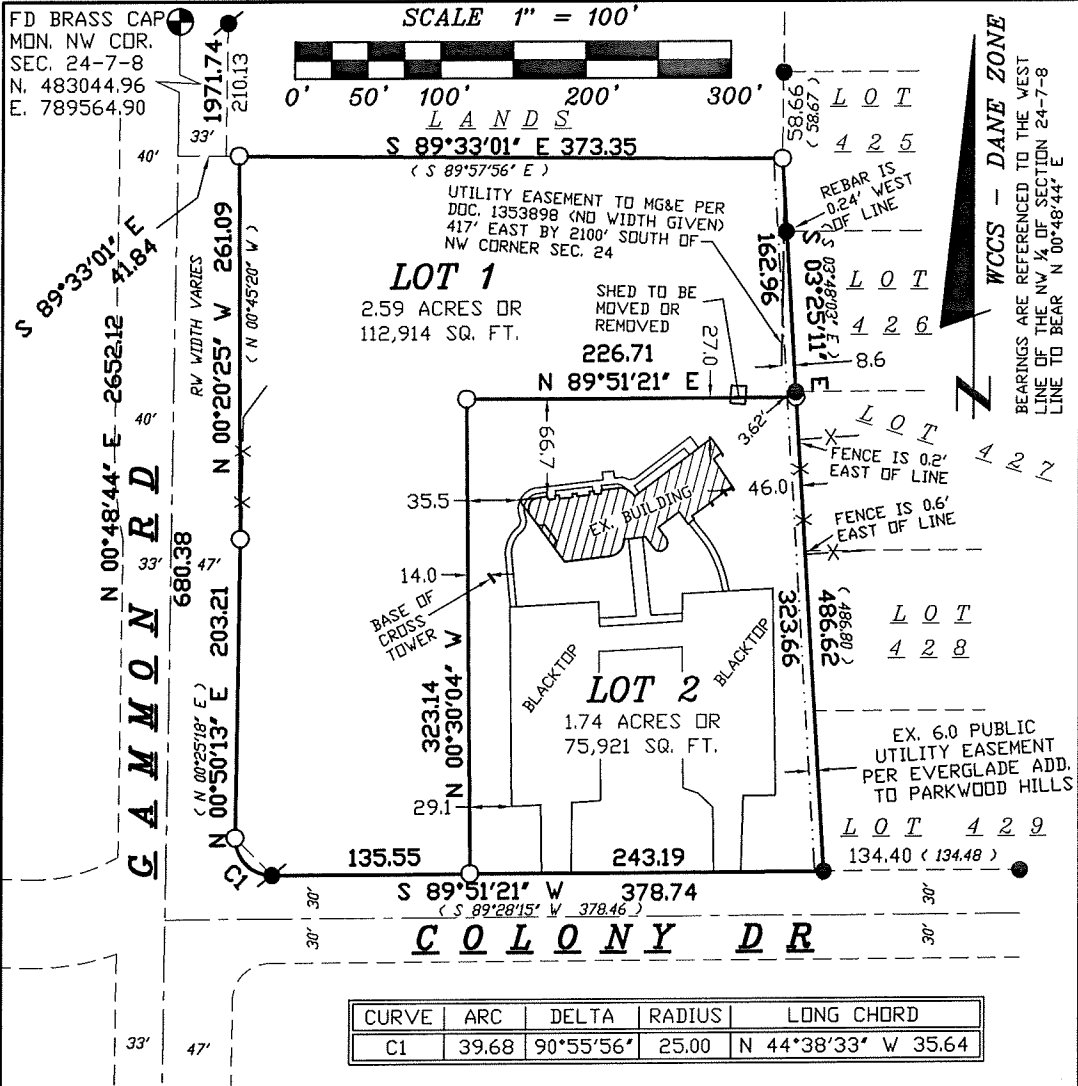


# CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS  
 104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW 1/4 of the NW 1/4 of Section 24, T7N, R8E, City of Madison, Dane County, Wisconsin. Including all of Lot 430, Everglade Addition to Parkwood Hills.



FD 1 1/4" RB  
 W 1/4 COR.  
 SEC. 24-7-8  
 N. 480393.11  
 E. 789527.30

**PREPARED FOR:**  
 KOREAN PRESBYTERIAN  
 CHURCH OF MADISON  
 6906 COLONY DR  
 MADISON, WI 53717

- LEGEND**
- = SET 3/4"x24" REBAR  
 WT 1.5 LB PER LIN FT
  - = FOUND 3/4" REBAR
  - ⊙ = FOUND 1 1/4" REBAR
  - < ## > = RECORDED AS
  - X- = EX. FENCE

DOCUMENT NO. \_\_\_\_\_  
 CERTIFIED SURVEY MAP NO. \_\_\_\_\_

**SURVEYORS SEAL**

16W-119



# CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS  
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW ¼ of the NW ¼ of Section 24, T7N, R8E, City of Madison, Dane County, Wisconsin. Including all of Lot 430, Everglade Addition to Parkwood Hills.

**NOTES:**

- 1.) THIS SURVEY WAS PERFORMED PER THE 60 YEAR REPORT OF TITLE BY PREFERRED TITLE DATED APRIL 16, 2016, FILE NO. 116040535.
  - EASEMENT TO WISCONSIN POWER AND LIGHT COMPANY DDC. 487902 IS BLANKET IN NATURE. (PERTAINS TO MAINTAINANCE OF OVERHEAD ELECTRIC LINES)
  - RESTRICTIONS CONTAINED IN LAND CONTRACT DDC. 1406773 AND MODIFIED IN 1430389 AFFECT SUBJECT PROPERTY BUT IS BLANKET IN NATURE.
- 2.) THIS PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS RECORDED AND UNRECORDED.
- 3.) WETLANDS, IF PRESENT, HAVE NOT BEEN DELINEATED OR SHOWN.
- 4.) ALL LOTS CREATED BY THIS CERTIFIED SURVEY MAP ARE INDIVIDUALLY RESPONSIBLE FOR COMPLIANCE WITH CHAPTER 37 OF THE MADISON GENERAL ORDINANCES IN REGARDS TO STORM WATER DETENTION AT THE TIME THEY DEVELOP.
- 5.) 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 EASEMENT FOR DRAINAGE PURPOSES ARE RELEASED BY THOSE REQUIRED AND CREATED BY THE CURRENT APPROVED SUBDIVISION.

**OWNERS' CERTIFICATE:**

Korean Presbyterian Church of Madison, a church duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner of the described land, does hereby consent to the surveying, dividing, dedication and mapping of the land described on this certified survey map.

IN WITNESS WHEREOF, the said Korean Presbyterian Church of Madison, has caused these presents to be signed by its authorized representative listed below at Madison, Wisconsin and its authorizing signature hereunto affixed on this \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

*Korean Presbyterian Church of Madison*

*Yao Tang - Authorized Representative*

STATE OF WISCONSIN)  
DANE COUNTY)

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, Yao Tang, authorized representative of the Korean Presbyterian Church of Madison, to me known to be the person who executed the foregoing instrument and to me known to be such representative of said church, and acknowledge that they executed the foregoing instrument as such representative as the deed of said church, by its authority.

\_\_\_\_\_ County, Wisconsin.

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Notary Public

**SURVEYORS SEAL**

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# CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NOA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS

104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW ¼ of the NW ¼ of Section 24, T7N, R8E, City of Madison, Dane County, Wisconsin. Including all of Lot 430, Everglade Addition to Parkwood Hills.

### SURVEYOR'S CERTIFICATE

I, Chris W. Adams, Professional Land Surveyor hereby certify that in full compliance with the provisions of Chapter 236.34 Wisconsin Statutes, the subdivision regulations of the City of Madison, and by the direction of the owners listed below, I have surveyed, divided, and mapped a correct representation of the exterior boundaries of the land surveyed and the division of that land, being part of the SW ¼ of the NW ¼ of Section 24, T7N, R8E, City of Madison, Dane County, Wisconsin, more particularly described as follows:

Lot 430, Everglade Addition to Parkwood Hills, recorded in Volume 41 on Page 26 and 27, in the City of Madison, Dane County, Wisconsin. This parcel contains a total of 4.34 acres or 188,835 sq. ft.

Williamson Surveying and Associates, LLC  
by Noa T. Prieve & Chris W. Adams

Date \_\_\_\_\_

Chris W. Adams S-2748  
Professional Land Surveyor

### CITY OF MADISON COMMON COUNCIL:

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 \_\_\_\_\_, 20\_\_\_\_

Maribeth Witzel-Behl  
City of Madison, Dane County

### CITY OF MADISON PLAN COMMISSION:

Approved for recording per Secretary, Madison Planning Commission action of \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Natalie Erdman  
Secretary Plan Commission

### REGISTER OF DEEDS:

Received for recording this \_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_ o'clock \_\_\_M. and recorded in Volume \_\_\_\_\_ of Dane County Certified Surveys on pages \_\_\_\_\_ through \_\_\_\_\_.

Kristi Chlebowski  
Register of Deeds

DOCUMENT NO. \_\_\_\_\_

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Sheet 3 of 3

SURVEYORS SEAL

16W-119

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