



Meeting Date: 9/24/2012
Agenda Item: # 6d

Mission Statement

Delivering quality services in a courteous, cost-effective and efficient manner

VILLAGE BOARD MEETING STAFF REPORT

REPORT TO: President Burt McIntyre and Village Board of Trustees
REPORT FROM: Dave Wiese, Director of Community Development
AGENDA ITEM: Review and take action on the Certified Survey Map for Outlot 2 located on Woodman Drive

ACTION REQUESTED: ___Ordinance ___Resolution Motion ___Receive/File

POLICY ISSUE

Does the Village Board want to approve the Certified Survey Map on Woodman Drive for WRC, Inc., VH-2051?

RECOMMENDED ACTION BY VILLAGE BOARD

Village staff recommends the Village Board approve the Certified Survey Map with the conditions that a stormwater management plan is approved by the Village Engineering Department and all laterals are installed to the new lots at actual cost. If the Village Board is in favor of this policy action, the following motion may be made:

"Motion to approve the CSM for WRC Howard Inc., VH-205, with the conditions a stormwater management plan is approved by the Village Engineering Department and all laterals are installed to the new lots at actual cost."

POLICY ALTERNATIVE(S)

The Village Board could take the following action:

- Amend the CSM or provide additional considerations
- Deny the request
- Table the item and request additional information

POLICY REFERENCE

Wisconsin Statutes: 236

Howard Municipal Code: 46-2.04

Policies & Procedure Manual: N/A

KEY METRIC SYNOPSIS

The Village Code Administration Department keeps track of the number of lots created on an annual basis.

FINANCIAL INFORMATION

FISCAL IMPACT:

- 1. Is There A Fiscal Impact? Yes
- 2. Is it Currently Budgeted? N/A
- 3. If Budgeted, Which Line? N/A

FISCAL SYNOPSIS:

The Village of Howard CSM review fee is \$25.00.

BACKGROUND INFORMATION

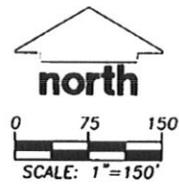
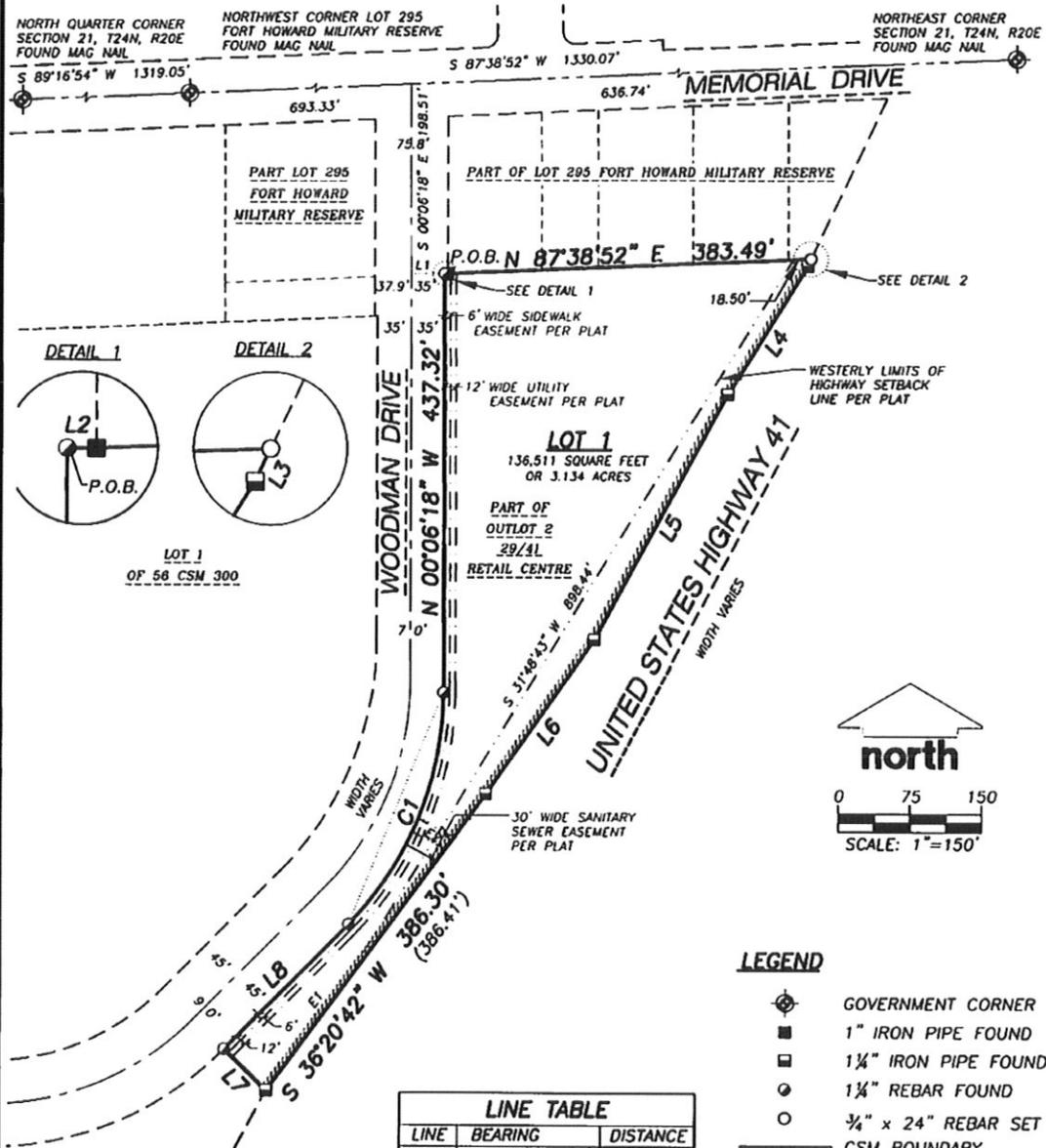
Parcel VH-2051 is currently owned by WRC Inc. The property is zoned B-1 Business. The applicant is proposing to take the current stormwater pond and convert it to a buildable parcel. The new lot would meet the minimum setback requirements and lot frontage requirements of the zoning code. The stormwater pond behind Woodmans is being modified in order to handle any future stormwater needs for the area.

ATTACHED INFORMATION

- I. Area Map
- II. Proposed CSM
- III. Subdivision Regulations

CERTIFIED SURVEY MAP NO. _____

RETRACEMENT OF LANDS DESCRIBED IN DOCUMENT NUMBER 1760927 AND 2472246 AS OUTLOT 2, 29/41 RETAIL CENTRE, EXCEPT PARCEL NUMBER 2 OF TRANSPORTATION PROJECT PLAT NO: 1133-03-22-4.01, LOCATED IN PART OF LOT 295 OF FORT HOWARD MILITARY RESERVE, TOWN TWENTY FOUR (24) NORTH, RANGE TWENTY (20) EAST, VILLAGE OF HOWARD, BROWN COUNTY, WISCONSIN



- LEGEND**
- GOVERNMENT CORNER
 - 1" IRON PIPE FOUND
 - 1 1/4" IRON PIPE FOUND
 - 1 1/4" REBAR FOUND
 - 1/4" x 24" REBAR SET
 - CSM BOUNDARY
 - CHORD LINE
 - CENTERLINE
 - RIGHT-OF-WAY LINE
 - SETBACK LINE
 - SECTION LINE
 - PLATTED LOT LINE
 - EASEMENT LINE
 - NO ACCESS
 - () RECORDED INFORMATION

LINE TABLE		
LINE	BEARING	DISTANCE
L-1	N 89°53'42" E	35.00'
L-2	N 89°53'42" E	2.90'
L-3	S 25°15'53" W	8.24'
L-4	S 31°49'41" W	157.23'
L-5	S 28°35'29" W	291.90'
L-6	S 35°24'34" W	197.53'
L-7	N 45°34'04" W	60.87'
L-8	N 44°25'56" E	184.37'

EASEMENT LINE TABLE		
LINE	BEARING	DISTANCE
E1	N 36°20'42" E	314.26'
E2	N 62°13'16" W	38.28'

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD	CHORD BEARING
C1	268.17'	345.00'	44°32'14"	261.47'	N 22°09'49"E

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PREPARED BY: 161 HORIZON DRIVE, SUITE 101 VERONA, WISCONSIN 53593 PHONE: (608)848-5060	PREPARED FOR: WRG HOWARD INC. C/O WOODMAN'S FOOD MARKET, INC. 2631 LIBERTY LANE JAMESVILLE, WI 53545	PROJECT NO: 10-4255B FILE NO: B-217 FIELDBOOK/PG: - SHEET NO: 1 OF 4	SURVEYED BY: - DRAWN BY: PRK CHECKED BY: JK APPROVED BY: HPJ	VOL. _____ PAGE _____ DOC. NO. _____ C.S.M. NO. _____
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CERTIFIED SURVEY MAP NO. _____

RETRACEMENT OF LANDS DESCRIBED IN DOCUMENT NUMBER 1760927 AND 2472246
AS OUTLOT 2, 29/41 RETAIL CENTRE, EXCEPT PARCEL NUMBER 2 OF TRANSPORTATION PROJECT PLAT
NO: 1133-03-22-4.01, LOCATED IN PART OF LOT 295 OF FORT HOWARD MILITARY RESERVE,
TOWN TWENTY FOUR (24) NORTH, RANGE TWENTY (20) EAST, VILLAGE OF HOWARD, BROWN COUNTY, WISCONSIN

BROWN COUNTY PLAN COMMISSION APPROVAL

APPROVED FOR RECORDING PER BROWN COUNTY PLAN COMMISSION ACTION OF _____, 20__.

PETER SCHLEINZ, DATE
SENIOR PLANNER

VILLAGE OF HOWARD – VILLAGE BOARD APPROVAL CERTIFICATE

RESOLVED THAT THIS CERTIFIED SURVEY MAP, WHICH HAS BEEN DULY FILED FOR THE APPROVAL OF THE VILLAGE OF HOWARD, VILLAGE BOARD, BE AND THE SAME IS HEREBY APPROVED AND THE DEDICATIONS, IF ANY DESIGNATED HEREON, ARE HEREBY ACKNOWLEDGED AND ACCEPTED BY THE VILLAGE OF HOWARD.

I HEREBY CERTIFY THAT THE ABOVE IS A TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY THE VILLAGE OF HOWARD ON THIS ____ DAY OF _____, 20__.

PAUL F. EVERT, VILLAGE ADMINISTRATOR

BROWN COUNTY TREASURER CERTIFICATE

STATE OF WISCONSIN) SS
BROWN COUNTY) SS

I, KERRY M. BLANEY, BEING THE DULY ELECTED, ACTING AND QUALIFIED TREASURER OF THE COUNTY OF BROWN, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF _____, 20__ ON ANY OF THE LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP.

KERRY M. BLANEY, COUNTY TREASURER DATE

OFFICE OF THE REGISTER OF DEEDS	
_____ COUNTY, WISCONSIN	
RECEIVED FOR RECORD _____	
20__ AT _____ O'CLOCK ____ M AS	
DOCUMENT # _____	
IN VOL. _____ OF CERTIFIED SURVEY	
MAPS ON PAGE(S) _____	
REGISTER OF DEEDS	

PREPARED BY: JSD Professional Services, Inc. <small>• Engineers • Surveyors • Planners</small> 181 HORIZON DRIVE, SUITE 101 VERONA, WISCONSIN 53593 PHONE: (608)848-5060	PREPARED FOR: WRC HOWARD INC. C/O WOODMAN'S FOOD MARKET, INC. 2831 LIBERTY LANE JANESVILLE, WI 53545	PROJECT NO: 10-4255B FILE NO: B-217 FB/PG: - SHEET NO: 4 OF 4	SURVEYED BY: - DRAWN BY: PRK CHECKED BY: JK APPROVED BY: HPJ
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Sec. 46-204. - Certified survey maps. 

(a)

Requirements. A certified survey map shall be prepared in compliance with the requirements of Wis. Stats. § 236.34, which is hereby adopted by reference and incorporated herein as though fully set forth. There is a fee of \$25.00 for the review of the certified survey map (CSM) to the village clerk.

(b)

Procedure. The subdivider shall file 12 copies of said certified survey map with the village clerk or deputy clerk. The village board shall review the proposed certified survey map (CSM) to ensure it is in accordance with the village comprehensive plan and official map, and within 20 days, approve, conditionally approve, or reject the map. The subdivider shall be notified in writing of any conditions of approval or reasons for rejection.

(c)

Certificates.

(1)The map shall include the certificate of the surveyor who surveyed and mapped the parcel as required by Wis. Stats. § 236.34, and shall be signed by the property owner.

(2)The certificate of approval of the village board shall be typed, lettered or reproduced legibly with nonfading black ink on the face of the map.

(d)

Map. The map shall be filed by the subdivider for recording with the register of deeds of the county. A copy of the final approved map shall be forwarded to the county regional planning commission. Additional copies of the final approved map shall be forwarded to the village board and appropriate agencies. The volume and page number of the recording file shall be noted on the final approved map.

(e)

Public improvements. Procedures for installation of public improvements shall conform to pertinent requirements of division 5 of article III of this chapter or as determined by the village board.

(Comp. Ords. 2000, § 18.07(1); Ord. No. 2001-2, § 1(18.07(1)), 2-12-2001)