



PREPARED FOR THE PLAN COMMISSION

Project Address: 3401 East Washington Avenue (District 12 – Alder Abbas)
Application Type: Zoning Map Amendment, Demolition Permit, Conditional Use, Certified Survey Map
Legistar File ID # [71655](#), [71657](#), [71884](#), [72188](#)
Prepared By: Colin Punt, Planning Division

As noted in the Plan Commission staff report dated July 11, 2022, the City Office of Real Estate Services has additional recommended conditions for this request, which were not finalized in time for publication with the staff report. The Planning Division’s conclusions and recommendations included in the report have not changed.

Recommended Conditions of Approval

Major/Non-Standard Conditions are Shaded

The following condition shall be added to those in the staff report dated July 11, 2022 for the CSM:

Office of Real Estate Services (Contact Heidi Radlinger, 266-6558)

1. Prior to approval sign-off by the Office of Real Estate Services, the Owner’s Certificate shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. When possible, the executed original hard stock recordable CSM shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.
2. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest, include a Certificate of Consent for the option holder and have it executed prior to CSM sign-off, if said ownership interest meets the criteria set forth by Wis. Stat. Sec. 236.34 and Sec. 236.21(2)(a).
3. A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.
4. There are special assessments reported on the 3401 parcel. All special assessments shall be paid in full pursuant to Madison General Ordinance Section 16.23(5)(g)1.
5. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger in City’s Office of Real Estate Services 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 (5/31/2022) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the title report update. Surveyor shall update the CSM with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.
6. The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.