



Department of Planning & Community & Economic Development

## Planning Division

Katherine Cornwell, Director

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January 15, 2014

Michael S. Marty  
Vierbicher Associates, Inc.  
999 Fourier Drive, Suite 201  
Madison, Wisconsin 53717

RE: File No. LD 1346 – Consideration of a revised Certified Survey Map (CSM) creating 3 lots for a future apartment complex and 1 outlot for future development at 9414 Silicon Prairie Parkway (NEW WEI, LLC/ John McKenzie).

Dear Mr. Marty;

The City of Madison Plan Commission, meeting in regular session on January 13, 2014, **conditionally approved** your four-lot Certified Survey Map at 9414 Silicon Prairie Parkway in Section 28, Township 7N, Range 8E, City of Madison, Dane County, Wisconsin. The site is zoned TR-U1 (Traditional Residential – Urban 1 District) and A (Agricultural District). The conditions of approval from the reviewing agencies to be satisfied before final City approval and recording of the CSM are:

**Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following twenty-one (21) items:**

1. Add a 15-foot dimension for the Grading and Sloping Easement in the northeast corner of Outlot 1 to correlate to the Easement 2 label that exists at that location.
2. The street names Vintage Glen Drive and Falcon Ridge Drive are not acceptable names. The USPS considers these as double suffix names. Submit new street names suggestions to Lori Zenchenko for approval ([Lzenchenko@cityofmadison.com](mailto:Lzenchenko@cityofmadison.com)).
3. Remove reference for Easement 4 on sheet 1. Insert the standard language per MGO Section 16.23(9)(d)2a. verbatim. When this is added, all of the previous non-exclusive easements for drainage easements are released and new drainage easements defined by the current proposed Certified Survey Map. Also remove the easements and associated dimensions on the map showing the non-exclusive drainage easements per the plat of Cardinal Glenn.
4. The applicant shall coordinate and provide the easements necessary to adequately serve the Lots of this CSM as required by the utility companies serving this area. The easements required shall be appropriately shown and noted on the Certified Survey Map. It being acknowledged that internal easements for Lots 1-3 will likely be coordinated during the future design and development of those lots.

5. Provide a space under the Legend between the Found  $\frac{3}{4}$ " rebar and the "all other corners" note.
6. Remove the "Vow Statement" clause under the Owner's Certificate of Dedication.
7. Coordinate with City Engineering staff any temporary grading and sloping easements and temporary turnaround easements required to be placed on this CSM.
8. Provide a 25-foot return radius at the westerly side of the intersection of Falcon Ridge Drive with Mineral Point Road.
9. The City shall construct the public infrastructure on Cross Oak Drive, Vintage Glen Drive and all public utilities related to the street construction. This will be done under a public works construction contract, which shall be administered by City Engineering. If for any reason the City is unable to construct these improvements, the developer shall enter into a Development Agreement to construct the public infrastructure required to serve the CSM.
10. The developer shall sign a waiver of hearing and notice for the future street, storm sewer, sanitary sewer, water main, lighting, and other public infrastructure improvements and assessments for the north-south street to be located between Mineral Point Road and the proposed east-west street. The developer shall execute a waiver of hearing and notice for the future street, storm sewer, sanitary sewer, water main, lighting, and other public infrastructure improvements on Cross Oak Drive and Vintage Glen Drive to serve the CSM.
11. The developer shall construct Silicon Prairie Parkway from the existing easterly end of the street to the easterly CSM limits. A temporary turnaround may be required at the end of the street based to accommodate Fire Department access needs. If a temporary turnaround is required, the applicant may be required to dedicate additional easement on Lot 1 to accommodate the construction of the turnaround. Correct the square footage in the legal description (shows "Contains 653,4126 sq. ft." – revise to "653,426 sq. ft.").
12. 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.
13. The following note shall put the face of the CSM: "Lots/ buildings within this subdivision/ development are subject to impact fees that are due and payable at the time building permit(s) are issued."
14. The following notes shall be included on the final CSM:
  - a. All lots are subject to public easements 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 easements shall be 12-feet in width on the perimeter of the CSM. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of six (6)

feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) feet in width along the perimeter of the CSM. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water.

Note: In the event of a City of Madison Plan Commission and/or Common Council approved 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.

- b. The intra-block drainage easements shall be graded with the construction of each principle structure in accordance with the approved storm water drainage plan on file with the City Engineer and the Zoning Administrator, as amended in accordance with Madison General Ordinances.

Information to Surveyor's: In addition to notes such as this, WI State Plat Review now enforces the requirement that easements or other reference lines/areas be graphically shown, dimensioned and tied when they represent fixed locations. They will accept a "typical detail" when the easement or restriction can be effectively described and retraced from the typical detail.

15. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
16. Per MGO 16.23(9)(d)(2) and 16.23(7)(a)(13), two weeks prior to recording the CSM, a soil boring report prepared by a Professional Engineer, shall be submitted to the City Engineering Division indicating a ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than 9 feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.
17. 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.
18. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to: detain the 2, 10, & 100-year storm events; control 80% TSS (5 micron particle) off of new paved surfaces; provide infiltration in accordance with Chapter 37 of MGO; provide substantial thermal control; provide oil and grease control from the first 1/2" of runoff from parking areas, and; complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by Chapter 37 of MGO.

19. A minimum of 2 working days prior to requesting City Engineering Division 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).
20. 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 Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering Division signoff.
21. 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 Division. 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.

**Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following item:**

22. Note: Per MGO Section 13.21, all wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

**Please contact Bill Sullivan of the Madison Fire Department at (608) 261-9658 if you have any questions regarding the following item:**

23. Fire access lanes shall be included in the easement agreements between the parcels.

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following item:**

24. Pursuant to MGO Section 28.137(2)(a), a planned multi-use site, shall have a plan and reciprocal land use agreement approved by the Traffic Engineer, City Engineer and Director of Planning and Community and Economic Development recorded in the office of the Dane County Register of Deeds.

**Please contact Jenny Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following seven (7) items:**

25. Prior to requesting final approval of the CSM, executed signature block certifications shall be included for all parties of interest, pursuant to MGO Section 16.23(5)(g)4 and Wis. Stats. Section 236.21(2)(a). All signatory parties shall provide documentation that proves said signatories have legal authority to sign the Owner's Certificate.
26. If there are no leasehold interests on the land within the CSM boundary, please remove the leasehold language from the Owner's Certificate.

27. A certificate of consent by all mortgagees/vendors as shown on the report of title and update shall be included following the Owner(s) Certificate and shall be executed prior to final sign-off.
28. Under Section 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)4, the property owner shall pay all real estate taxes that are due for the subject property prior to CSM recording and provide staff with proof of payment.
29. Per MGO Section 16.23(5)(g)4, the property owner shall pay all special assessments levied against the subject property prior to CSM recording and provide staff with proof of payment. The following street-lighting and street improvement assessments are due:

<b>SPECIAL ASSESSMENTS</b> (Source: City website)			
<b>Charge</b>	<b>Year</b>	<b>Type</b>	<b>Amount</b>
URD-UCD Street Lighting	2011	Preliminary	\$18,946.93
Street Improvement	2012	Final	\$21,209.46
Street Improvement - Deferred	2013	Preliminary	\$11,439.83
<b>Total</b>			<b>\$51,596.22</b>

30. Please verify that stormwater management charges are paid in full by contacting Janet Dailey with City Engineering (261-9688) or Sharon Pounders with the Madison Water Utility (266-4641).
31. An Environmental Site Assessment is required because of the public road dedication.

**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 is scheduled for approval by the Common Council on January 21, 2014.**

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](mailto:jrquamme@cityofmadison.com).

The owner shall furnish to the Office of Real Estate Services and the survey firm preparing the CSM an updated title report covering the period between the date of the initial title report and the date when final signoff is requested. The surveyor shall update the CSM with the most recent information reported in the title update.

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 30 days from the date of this letter. **The approval of this CSM shall be null and void if not recorded in six (6) months from the date of the approving resolution or this letter, whichever is later.**

If you have any questions or if 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, City Engineering Division  
Maureen Richards, City Assessor's Office  
Eric Halvorson, Traffic Engineering Division  
Pat Anderson, Assistant Zoning Administrator  
Dennis Cawley, Madison Water Utility  
Bill Sullivan, Madison Fire Department  
Jennifer Frese, Office of Real Estate Services  
Dan Everson, Dane County Land Records and Regulations