



Department of Planning & Community & Economic Development

## Planning Division

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**\*\*BY E-MAIL ONLY\*\***

November 11, 2024

Eric Hohol  
Danisco USA, Inc.  
3322 Agriculture Drive  
Madison, Wisconsin 53716

RE: LNDCSM-2024-00033; ID 85419 – Certified Survey Map – 3322 Agriculture Drive and 5017-5025 Femrite Drive

Dear Eric,

The one-lot Certified Survey Map to combine property located at 3322 Agriculture Drive and 5017-5025 Femrite Drive, Sections 22 and 27, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned IL (Industrial–Limited District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

**Please contact Brenda Stanley of the City Engineering Division at (608) 261-9127 if you have questions regarding the following four (4) items:**

1. Enter into a City/Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign-off. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule the development and approval of the plans and the agreement.
2. Construct sidewalk, terrace, curb and gutter, and pavement along Femrite Drive and Agriculture Drive to a plan approved by the City Engineer.
3. 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 (2) working days prior to requesting City Engineering signoff.
4. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM, contact either Tim Troester (West) at (608) 261-1995 ([ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com)) or Brenda Stanley (East) at (608) 261-9127 ([bstanley@cityofmadison.com](mailto: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 and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel).

**Please contact Jeffrey Quamme of the City Engineering Division–Mapping Section at (608) 266-4097 if you have questions regarding the following twenty (20) items:**

5. The applicant shall dedicate lands on the face of the Certified Survey Map (CSM) along the south side of Femrite Drive along the north line of this CSM to accommodate future public sidewalk improvements. The southerly limits of the dedication shall provide a terrace and pavement width as required by the City of Madison Traffic Engineering and City Engineering Divisions with a minimum one (1) foot strip behind the sidewalk to allow for maintenance. This area of the CSM is subject to an existing City of Madison Official Map Road Reservation per Ordinance No. 2091 adopted August 11, 1966.
6. The applicant shall consider granting a Public Storm Sewer Easement(s) to the City on the face of this CSM to accommodate the proposed future proposed development of the northerly portion of this CSM. Coordinate any proposed realignment of storm sewer with City of Madison Engineering Storm Water staff. Contact Jeff Quamme (jrquamme@cityofmadison.com) for the required text and terms for the easement.
7. Dimension each storm sewer easement per Document Nos. 3467327 and 3467329 to clearly show the limits of each easement area (the limits between Document No. 3467327 and 3467329).
8. Note: The Storm Sewer Easements Per Document Nos. 3467327, 3467329 and 3492279 shall be released by separate recorded documents upon the construction any new / future storm sewer bypassing these easement areas. Upon this becoming necessary, coordinate with Jeff Quamme the required exhibits and administrative fees necessary for the Real Estate project to draft, administer and record the release(s).
9. The applicant shall dedicate lands on the face of the CSM along the west side of Agriculture Drive along the east line of this CSM in the northeasterly corner of the CSM to accommodate the existing and recently proposed public sidewalk improvements. The westerly limits of the dedication shall provide a minimum one-foot strip behind the sidewalk to allow for maintenance.
10. The 33 feet within the public right of way areas of Femrite Drive adjacent to the metes and bounds Parcel 4 of the title report 2291069 shall be dedicated by this CSM. The owner would have underlying title to this area and the City wishes to clear title to that area with this CSM.
11. Accurate depiction, labeling and dimensioning of the MG&E right of ways within this CSM are the responsibility of the surveyor to conform with platting statutes. Comprehensive review of this information is not part of the review by the Mapping Section of the City Engineering Division. The surveyor may wish to specifically label the easements that are centered on the facilities as installed where dimensioning would not be possible.
12. The buffer area and building setback lines are coterminous. The limits of both shall be fully dimensioned on the face of the CSM. Correctly dimension and label the Existing Stormwater Management Area for Lot 8 (now this CSM) per the Rhodia Plat.

13. Add a note that this CSM is subject to Declaration of Covenants, Conditions and Restrictions per Document No. 3365759.
14. Add a note that this CSM is subject to Declaration of Conditions, Covenants and Restrictions for Maintenance of Stormwater Management Measures per Document Nos. 4609817 and 5895378.
15. Add a note that this CSM is subject to Agreement Regarding Easements, Shared Use, and Declarations of Conditions, Covenants and Restrictions per Document No. 5479110.
16. Show and label the general area of the Consent to Occupy Easement per Document No. 5932158.
17. 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 monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com)).
18. 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.
19. Prior to Engineering final sign-off by main office for Certified Survey Maps, the final CSM shall be submitted in PDF format by email transmittal to Engineering Land Records Coordinator Jeff Quamme ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com)) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.
20. Correctly show Dairy Drive right of way that abuts the west end of the 66' wide strip that extends to the east. Lands were acquired per Doc No's 5554969 and 5550785. Contact Jeff Quamme for a copy of the Relocation Order to correctly show the right of way to the north and the City of Madison future transportation parcel.
21. The No Vehicular Access restriction per Rhodia Plat shall be shown on the map to US Highways 12 and 18. Also, the Access Restriction Clause note from the plat shall be added.
22. All of the applicable notes from Rhodia Plat and CSM 12791 shall be individually added as notes and identified which land division they originated. Notes or items shown on the face of the CSM map shall also have necessary text to correlate it to specific note that that is applicable. (Stormwater, Highway Setback, Buffer Restrictions, Planting Strip restrictions, etc.)
23. This pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds, the new parcel data created by the Assessor's Office, and the parcel data available to Zoning and Building Inspection staff prior to issuance of building permits for new construction or early start permits.

24. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject CSM, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

\*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 submittal..

**Please contact Luke Peters of the Traffic Engineering Division at (608) 266-6543 if you have any questions regarding the following two (2) items:**

25. The applicant shall work with the Traffic Engineering Division on dedicating right of way for the construction of a continuous sidewalk along their frontages on Femrite Drive and Agriculture Drive. Where feasible, desired dimensions are five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance.

26. The applicant shall dedicate right of way for a minimum 15-foot radius at the intersection of the Femrite Drive and Agriculture Drive right of way lines.

**Please contact Trent W. Schultz of the Parking Division at (608) 246-5806 if you have any questions regarding the following item:**

27. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of Certified Survey Map review.

**Please contact Jeff Belshaw of the Madison Water Utility at (608) 261-9835 if you have any questions regarding the following item:**

28. The following information shall be noted on the CSM prior to final approval: “The properties are located within Wellhead Protection District—Zone (WP-31). Uses of the properties are required to comply with the City of Madison Wellhead Protection requirements as provided under MGO Sections 13.22 and 28.102.”

**Please contact Heidi Radlinger of the Office of Real Estate Services at (608) 266-6558 if you have any questions regarding the following six (6) items:**

29. Prior to final approval sign-off by the Office of Real Estate Services (“ORES”), the Owner’s Certificate(s) on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary or authentication attorney at the time of execution. The title of each certificate shall be consistent with the ownership interest(s) reported in the most recent title report. When possible, the executed original hard stock recordable CSM shall be presented at the time of Office of Real Estate Services (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.

30. Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s). If a mortgage or other financial instrument is reported in record title but has been satisfied or no longer encumbers the lands or ownership within the CSM boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to CSM approval sign-off.
31. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder and executed prior to CSM sign-off.
32. Per 236.21(3) Wis. Stats. and MGO Section 16.23(4)(f), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording.
33. All known special assessments are due and payable prior to CSM approval sign-off pursuant to MGO Section 16.23(4)(f).
34. Pursuant to MGO Section 16.23(4)(f), the owner shall furnish an updated title report to the ORES 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. A title commitment may be provided, but will be considered only as supplementary information to the title report update. The 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.

**Note: The Office of Real Estate Services is still reviewing the CSM and title report and may have additional comments to be addressed prior to final sign-off and recording of the CSM.**

**Please contact my office at (608) 261-9632 if you have any questions regarding the following item:**

35. A wetland delineation will be required for this site and the wetlands identified in the delineation and any required setback shall be shown on the final CSM. Submit digital files to the Planning Division and City Engineer prior to final recording of the CSM.

**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.**

**A resolution approving the Certified Survey Map and authorizing the City to sign it and any other documents related to the CSM will be reviewed by the Common Council at its November 26, 2024 meeting.**

In order to commence the process for obtaining the necessary City signatures on the Certified Survey Map, the applicant shall e-mail the revised CSM, updated title report, and any other materials required by

reviewing agencies to the reviewing planner. The reviewing planner will share the updated materials with the relevant commenting City agencies for them to verify that their conditions have been satisfied and that the secretary or designee may sign the Plan Commission approval certificate. Once the Plan Commission certificate is executed, the Planning Division will make the City Clerk's Office aware that the Common Council certificate may be executed.

Once all of the necessary City signatures have been affixed to the Certified Survey Map, the instrument may be recording at the Dane County Register of Deeds Office. For information on recording procedures and fees, please contact the Register of Deeds at (608) 266-4141.

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 may be of any further assistance, please do not hesitate to contact my office at (608) 261-9632 or [tparks@cityofmadison.com](mailto:tparks@cityofmadison.com).

Sincerely,



Timothy M. Parks  
Planner

cc: Margo Anderson, IFF  
Michelle Burse, Burse Surveying and Engineering, Inc.  
Brenda Stanley, City Engineering Division  
Julius Smith, City Engineering Division—Mapping Section  
Luke Peters, Traffic Engineering Division  
Trent W. Schultz, Parking Division  
Jeff Belshaw, Madison Water Utility  
Heidi Radlinger, Office of Real Estate Services