



Department of Planning & Community & Economic Development

## Planning Division

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June 24, 2014

Dan Day

D'Onofrio Kottke & Associates

7530 Westward Way

Madison, Wisconsin 53717

RE: File No. LD 1416 – Certified Survey Map – 6023 Gemini Drive (MREC VH Madison Investors, LLC)

Dear Mr. Day;

The two-lot certified survey of property located at 6023 Gemini Drive, Section 11, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned PD (Planned Development District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

**Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following fourteen (14) items:**

1. Add a note that the Certified Survey Map (CSM) is subject to Declaration of Easements, Restrictions and Covenants per Document No. 5007395.
2. Add a note that the CSM is subject to Declaration of Conditions, Covenants and Restrictions per Document No. 5007891.
3. Add a note that the CSM is subject to Declaration of Conditions and Covenants per Document No. 5007892.
4. Note 2 (D) on sheet 2 regarding the Declaration of Restriction Covenant does not appear to encumber this CSM. Confirm the applicability and remove the note if appropriate.
5. Note 2 (G) on sheet 2 regarding Document No. 4897643 is for a parcel not within this CSM and should be removed from the note.
6. Remove the public stormwater easement on the lot line between Lots 1 and 2. Remove Note 5 on sheet 3 regarding the drainage easement. Remove Note 3 on sheet 3 regarding the standard drainage easement.

7. Revise the distance on the east side of the CSM to 283.56 feet to match the recorded distance and provide individual lot distances for Lot 1 and Lot 2.
8. Revise the distance on the south side of the CSM to 323.06 feet to match the recorded distance.
9. Provide individual lot distances for Lot 1 and Lot 2 along the southern most tangent of Sharpsburg Drive.
10. Provide all interior lot line dimensions and distances for common lines between Lot 1 and Lot 2.
11. The following note shall be added to the CSM: "No changes in drainage patterns associated with development on any or all lots within this CSM shall be allowed without prior approval of the City Engineer."
12. If the lots within this Certified Survey Map are inter-dependent 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 CSM and recorded at the Dane County Register of Deeds.
13. A minimum of 2 working days prior to requesting City Engineering Division signoff on the CSM, the applicant shall contact Janet Schmidt (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).
14. 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:**

15. Note: All operating private wells shall be identified and permitted by the Madison Water Utility and all unused private wells shall be abandoned in accordance with MGO Sec. 13.21.

**Please contact Kay Rutledge of the Parks Division at 266-4714 if you have any questions regarding the following item:**

16. The following note shall be added to the final CSM prior to recording: "Lots/ buildings within this subdivision/ development are subject to impact fees that are due and payable at the time building permit(s) are issued."

**Please note that the City's Office of Real Estate Services is reviewing the report of title provided with the revised survey and may have comments to be addressed prior to final sign-off of the CSM. That office will send any comments to you by e-mail. If you have any questions, please Jenny Frese at 267-8719 for more information. In order for the CSM to receive final staff approval prior to recording, the CSM shall include executed owner and consent of mortgagee certificates to match an updated title report to be submitted for the property; all taxes and special assessments shall be paid in full (including receipts for any payments not reflected in the updated title report); all stormwater fees shall be paid; and the final plat revised to include any revisions identified by Office of Real Estate Services staff based on a review of the updated title report.**

**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 review by the Common Council on July 1, 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).

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

LD 1416  
6023 Gemini Drive  
June 24, 2014  
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cc: Janet Schmidt, City Engineering Division  
Dennis Cawley, Madison Water Utility  
Kay Rutledge, Parks Division  
Jennifer Frese, Office of Real Estate Services  
Dan Everson, Dane County Land Records and Regulations