



SUBDIVISION APPLICATION

Madison Plan Commission

126 S. Hamilton St.
 PO Box 2985; Madison, Wisconsin 53701-2985
 Phone: 608.266.4635 | Facsimile: 608.267.8739

**** Please read both pages of the application completely and fill in all required fields****

This application form may also be completed online at www.cityofmadison.com/planning/plan.html

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, of if you are seeking assistance from the City with a value of \$10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison’s lobbying ordinance (Sec. 2.40, MGO). You are required to register and report your lobbying. Please consult the City Clerk’s Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1a. Application Type.

Preliminary Subdivision Plat Final Subdivision Plat Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

1b. Review Fees.

Make checks payable to “City Treasurer.” **Note: New fees effective May 2012 (!)**

- For **Preliminary** and/or **Final Plats**, an application fee of **\$250, plus \$50 per lot or outlot** contained on the plat.
- For **Certified Survey Maps**, an application fee of **\$250 plus \$200 per lot and outlot** contained on the CSM.

2. Applicant Information.

Name of Property Owner: _____ Representative, if any: _____

Street Address: _____ City/State: _____ Zip: _____

Telephone: () _____ Fax: () _____ Email: _____

Firm Preparing Survey: _____ Contact: _____

Street Address: _____ City/State: _____ Zip: _____

Telephone: () _____ Fax: () _____ Email: _____

Check only ONE – ALL Correspondence on this application should be sent to: Property Owner, **OR** Survey Firm

3a. Project Information.

Parcel Addresses (note town if located outside City) : _____

Tax Parcel Number(s): _____

Zoning District(s) of Proposed Lots: _____ School District: _____

→ Please provide a Legal Description on your CSM or plat. Note your development schedule in your Letter of Intent.

3b. For Properties Located *Outside* the Madison City Limits in the City’s Extraterritorial Jurisdiction:

Date of Approval by Dane County: _____ Date of Approval by Town: _____

→ For an extraterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.

4. Subdivision Contents and Description.

Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential			
Retail/Office			
Industrial			
Other (state use): MIXED USE			

Land Use	Lots	Outlot	Acres
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS			

OVER →

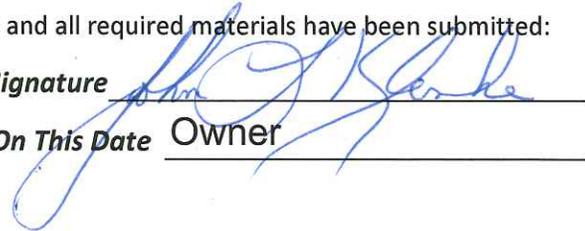
5. **Required Submittals.** Your application is required to include the following (check all that apply):

- Map Copies** (prepared by a Registered Land Surveyor):
 - For Preliminary Plats, **eighteen (18) copies** of the drawing drawn to scale are required. The drawing is required to provide all information as set forth in Section 16.23 (7)(a) of the Madison General Ordinances. The drawings shall include, but are not limited to, a description of existing site conditions and natural features, delineation of all public and private utilities that serve the site (denote field located versus record drawings), the general layout of the proposed subdivision, the dimensions of lots and outlots, widths of existing and proposed rights of way, topographic information, and any other information necessary for the review of the proposed subdivision.
 - For Final Plats, **sixteen (16) copies** of the drawing are required to be submitted. The final plat shall be drawn to the specifications of Section 236.20 of the Wisconsin Statutes.
 - For Certified Survey Maps (CSM), **sixteen (16) copies** of the drawing are required. The drawings shall include all of the information set forth in Sections 16.23(7)(a)&(d) of the Madison General Ordinances, including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.
 - All surveys submitted with this application are required to be collated, stapled and folded so as to fit within an 8 1/2" X 14" folder. An **8-½ X 11-inch reduction of each sheet** shall also be submitted.
- Letter of Intent: Twelve (12) copies** of a letter describing the proposed subdivision in detail including, but not limited to: the number and type/ use of lots proposed with this subdivision; existing conditions and uses of the property; development and phasing schedule for the project, and; the names of persons involved (contractor, architect, landscaper, business manager, etc.). ***The letter of intent for a subdivision can be the same document as the letter of intent required for a concurrent Land Use Application for the same property. **A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.**
- Report of Title and Supporting Documents:** All plats and certified surveys submitted for approval shall include a Report of Title satisfactory to the Office of Real Estate Services as required in Section 16.23 of the Madison General Ordinances. A minimum of **two (2) copies** of a City of Madison standard 60-year Report of Title shall be obtained from a title insurance company. **Title insurance or a title commitment policy is NOT acceptable** (i.e. a Preliminary Title Report or a Record Information Certificate). The applicant shall submit a copy of all documents listed in the Report of Title for each copy of the report submitted.
- For any plat or CSM creating common areas to be maintained by private association: Two (2) copies** of proposed development restrictions and covenants shall be submitted for City approval prior to recording of the survey instrument.
- For Surveys Outside the Madison City Limits:** A copy of the approval letters from both the Town where the property is located and Dane County must be submitted with your request. The City of Madison may not consider a survey within its extraterritorial jurisdiction without prior approval **Town and Dane County**.
- For Surveys Conveying Land to the Public:** A Phase I Environmental Site Assessment Report may be required if any interest in these lands are to be conveyed to the public. Please contact the City's Office of Real Estate Services at 266-4222 for a determination as soon as possible.
- Electronic Application Submittal:** All applicants are required to submit a copy of this completed application form, and preliminary and/or final plats or Certified Survey Map as individual Adobe Acrobat PDF files compiled either on a non-returnable CD-ROM to be included with their application materials, or in an e-mail sent to pcapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant.

6. **Applicant Declarations:**

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name John Klenke

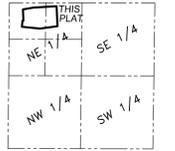
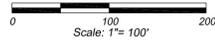
Signature 

Date 7/25/18

Interest In Property On This Date Owner

MADISON YARDS at HILL FARMS

Lot 2, Certified Survey Map No. XXXXX, as recorded in Volume XX of Certified Survey Maps of Dane County on Pages XX-XX, being part of the Northwest 1/4 of the Northwest 1/4 and part of the Northeast 1/4 of the Northwest 1/4, Section 20, T7N, R9E, City of Madison, Dane County, Wisconsin



LOCATION SKETCH
SECTION 20, T7N, R9E
CITY OF MADISON
WIS. STAT.

Surveyor's Certificate

I, Daniel V. Birrenkott, Professional Land Surveyor S-1531, do hereby certify that in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Ordinances of the City of Madison, and under the direction of the owners listed hereon, I have surveyed, divided and mapped MADISON YARDS AT HILL FARMS and that such plat correctly represents all exterior boundaries and the subdivision of the land surveyed and is a parcel of land as described below:

Lot 2, Certified Survey Map No. XXXXX, as recorded in Volume XX of Certified Survey Maps of Dane County on Pages XX-XX, being part of the Northwest 1/4 of the Northwest 1/4 and part of the Northeast 1/4 of the Northwest 1/4, Section 20, T7N, R9E, City of Madison, Dane County, Wisconsin; Containing 594,863 square feet, or 13.656 Acres.

Daniel V. Birrenkott, PLS S-1531

Owner's Certificate

As owner, State of Wisconsin Building Commission Payables does hereby certify that it has caused the land described on this plat or MADISON YARDS AT HILL FARMS to be surveyed, divided, mapped and dedicated as represented on this plat. It also certifies that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

City of Madison
Department of Administration
Dane County Zoning and Land Regulation Committee

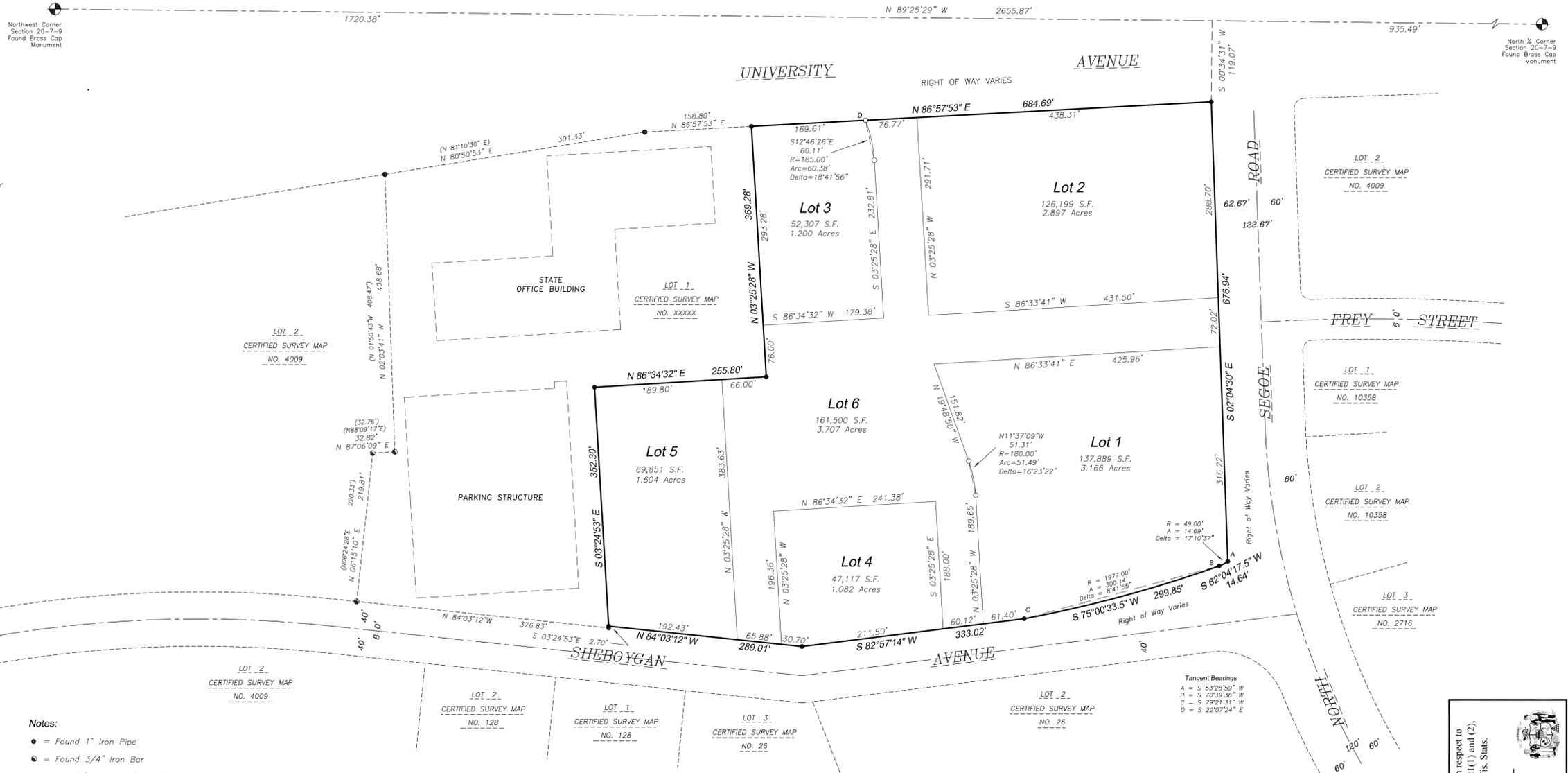
Authorized Representative
Wisconsin Building Commission Payables

State of Wisconsin)
County of Dane ss)

Personally came before me this _____ day of _____, 20____, the above-named xxxxxxxxxxxxxxxx to me known to be the person who executed the foregoing instrument and acknowledged the same.

My commission expires _____
Notary Public

Bearings referenced to the North line of the Northwest 1/4, Section 20, bearing N89°25'29" W



Notes:

- This survey is subject to any and all agreements and easements of record and those that may have not been recorded.
- Before any digging, boring, construction, etc., is done on or near the lands in this subdivision, Diggers Hotline shall be called at 1-800-242-8511 for the safety and liability purposes for all involved.
- UTILITY EASEMENTS: No utility pedestals may be constructed along street rights of way without the developer and other servicing utility companies consent.
- Wetlands, if present, have been delineated.
- This plat shows above-ground improvements. No guarantee is made for below-ground structures.
- All lots created by this subdivision plat are individually responsible for compliance with Chapter 37 of Madison General Ordinances in regard to stormwater management at the time they develop.

Notes:

- = Found 1" Iron Pipe
 - = Found 3/4" Iron Bar
 - = 1-1/4" O.D. x 30" Iron Rebar
Set, Weight = 4.303 Lbs/Ft
- All other lot and outlot corners set with 1" x 24" Iron Pipes. Weight = 1.68 Lbs/Ft

City of Madison Treasurer Certificate:

I, David Gawenda, being the duly appointed, qualified and acting Treasurer of the City of Madison, Dane County, Wisconsin, do hereby certify that, in accordance with the records in my office, there are no unpaid taxes or unpaid special assessments as of this _____ day of _____, 20____, on any _____ of the lands included in the plat of MADISON YARDS AT HILL FARMS.

David Gawenda, City Treasurer
City of Madison, Dane County, Wisconsin

County Treasurer's Certificate

I, Adam Gallagher, being the duly elected, qualified and acting treasurer for the County of Dane, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of this _____ day of _____, 20____, affecting any of the lands included in this plat of MADISON YARDS AT HILL FARMS.

Adam Gallagher, Treasurer
Dane County

Register of Deeds Certificate

Received for recording this _____ day of _____, 20____, at _____ o'clock, _____ m., and recorded in Volume _____ of Plats on Pages _____ as Document No. _____

Kristi Chlebowski, Register of Deeds
Dane County

City of Madison Certificate

Resolved that this plat known as MADISON YARDS AT HILL FARMS, located in the City of Madison was approved by Resolution No. RES-xx-xxxxx, I.D. No. xxxxxx, and adopted on this _____ day of _____, 20____, and further resolve that the conditions of said approval were fulfilled on _____ day of _____, 20____.

Dated this _____ day of _____, 20____.

Maribeth Witzel-Behl, Clerk
City of Madison

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.



Department of Administration

Certified _____ 20____

July 31, 2018
BIRRENKOTT SURVEYING

BIRRENKOTT SURVEYING INC.
1677 N. BRISTOL STREET
SUN PRAIRIE, WIS. 53590
608-837-7463



Prepared for:
SG Hill Farms LLC
889 E. Johnson Street
Fond du Lac, WI 54935