



Department of Planning & Community & Economic Development

## Planning Division

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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 1349 – Consideration of a three-lot Certified Survey Map (CSM) of the Mustang Properties, LLC properties located at 2510 W. Beltline Highway and 2714 W. Badger Road, Town of Madison, in the City of Madison's Extraterritorial Jurisdiction.

Dear Mr. Marty;

The City of Madison Plan Commission, meeting in regular session on January 13, 2014, **conditionally approved** your client's three-lot Certified Survey Map of property located at 2510 W. Beltline Highway and 2714 W. Badger Road, Town of Madison. 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 eight (8) conditions:**

1. Document No. 464622 covers the East 22 feet of the NW  $\frac{1}{4}$  of the SW  $\frac{1}{4}$ . This Certified Survey Map is not within that portion of the quarter-section. Confirm that this easement does or does not encumber this property, and if it does not, remove the note from the Certified Survey Map.
2. Provide a dimension for the portion of Document No. 2068990 that extends into Lot 1 of this proposed Certified Survey Map.
3. Dimension the 150-foot length of Document No. 1920382 and the 70-foot length of Document No. 2048999.
4. Add a note 5 to Sheet 1: "See Note 2 on Sheet for access restrictions for Lot 2 and Lot 3 of this Certified Survey Map."
5. Add the "recorded as" curve information for curve C1.
6. Label and dimension the east side of the concrete bunker that is on the east lot line (noted on referenced ALTA survey).

7. The lot line adjustment creates the need for a cross access/parking agreement between the three lots. A recorded agreement shall be recorded and referenced on this Certified Survey Map.
8. Provide additional information on drainage as it currently exists on the site.
9. Proposed Lot 2 does not appear to have a sanitary sewer lateral. Any future development on this site will likely require connection to the existing sanitary sewer on frontage road.
10. 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.
11. A minimum of 2 working days prior to requesting City Engineering signoff on the plat, the applicant shall contact Janet Dailey (261-9688) to obtain the final stormwater utility charges that are due and payable prior to subdivision 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).
12. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection 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 signoff.
13. 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. 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. Note: Land tie to two PLS corners required.
14. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone, 1997Coordinates 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. The City of Madison has established WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the City of Madison Engineering Division web address [http://gis.ci.madison.wi.us/Madison\\_PLSS/PLSS\\_TieSheets.html](http://gis.ci.madison.wi.us/Madison_PLSS/PLSS_TieSheets.html) for current tie sheets and control data. If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact the City Engineering Division for this information.

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

15. Note: Future proposed signage may be subject to approval under Madison General Ordinances Section 31.

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

16. New property line locations shall not create building code violations due to required fire separation distances.

**Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following two (2) items:**

17. Proposed Lot 2 will require a new water service lateral connected to the public water main.
18. 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 Jenifer Frese of the City's Office of Real Estate Services if you have questions regarding the following four (4) items:**

19. Prior to requesting final sign-off, executed signature block certifications shall be included for all parties of interest, pursuant to MGO Section 16.23(5)(g)4 and 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.
20. The mortgagee/vendor certificate shown on the CSM should be revised to reflect BMO Harris Bank N.A.
21. Any tenancy in excess of one year shall sign a Consent of Lessee Certificate prior to CSM sign-off. If possible, unrecorded leases shall be described in a note on Sheet 4 of the CSM.
22. Per 236.21(3) Wis. Stats, the 2013 taxes shall be paid in full prior to final CSM sign-off if the tax bills have been distributed.

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

23. As a planned multi-use site, as defined in the City's Zoning Code and Subdivision Regulations, the land division shall have a plan and reciprocal land use agreement approved by the City Traffic Engineer, City Engineer and Director of Planning and Community and Economic Development and recorded in the office of the Dane County Register of Deeds. Specifically, an easement shall be declared across proposed Lot 2 to formalize and maintain the access to the rear of the warehouse on proposed Lot 1.

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

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 [epederson@cityofmadison.com](mailto:epederson@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  
Jennifer Frese, Office of Real Estate Services  
Pat Anderson, Assistant Zoning Administrator  
Dennis Cawley, Madison Water Utility  
Bill Sullivan, Madison Fire Department  
Dan Everson, Dane County Land Records and Regulations