



Department of Planning & Community & Economic Development
Planning Division

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

January 14, 2013
Re-Issued: August 7, 2013

Chris Adams
Williamson Surveying & Associates, LLC
104A W. Main Street
Waunakee, Wisconsin 53597

RE: File No. LD 1236 – Certified Survey Map – 313-315 N. Frances Street (Scott Faust)

Dear Mr. Adams;

The one-lot certified survey combining your client's property located at 313-315 N. Frances Street, Section 23, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site was recently rezoned to PUD-SIP. The conditions of approval from the reviewing agencies to be satisfied before final 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 five (5) conditions:

1. Delete Note 1 on page 2. Replace with the following: "No changes in drainage patterns associated with development of the lots within this CSM shall be allowed without prior approval of the City Engineer."
2. Modify Note 2 on page 2 as follows: "Arrows indicate the direction of drainage at the property lines. The approved drainage shall be established with the construction of each principal structure and maintained by the lot owner unless modified with the approval of the City Engineer. Elevations given are for property corners at ground level and shall be maintained by the Lot Owner."
3. 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.
4. 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).

5. 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 Jennifer Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following four (4) items:

6. Prior to requesting final approval prior to recording, 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.
7. A certificate of consent by the mortgagee/vendor shall be included following the Owner's Certificate for all mortgagees/vendors listed below:

→ US Bank, NA
8. As of November 20, 2012, the 2011 taxes have been paid, there are no special assessments owed, and no stormwater fees outstanding. 2012 real estate taxes have been levied against this property, and shall be paid in full prior to final signoff of the CSM.
9. The following CSM revisions shall be made:
 - a.) Please research whether or not the Stipulation Agreement, recorded with Warranty Deed Document No. 3114507 carries through title after redevelopment. If so, include a note on the face of the CSM that identifies the Agreement by document number.
 - b.) Record satisfactions or releases for all mortgages, liens, judgments, or other instruments that encumber the title of the subject lands, but where the purpose for such instrument has been satisfied, fulfilled or resolved.

The Planned Unit Development (PUD) zoning of the subject property shall receive final staff approval and be received for recording by the Zoning Administrator prior to the final approval and recording of this CSM. Please contact my office at 261-9632 if you have questions about this requirement.

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 was approved by the Common Council on January 22, 2013.

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

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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.

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 you 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
Dan Everson, Dane County Land Records and Regulations