

PLANNING DIVISION STAFF REPORT

October 2, 2023

PREPARED FOR THE PLAN COMMISSION



Project Address: 3100 East Washington Avenue (District 12 – Alder Latimer-Burris)
Application Type: Demolition Permit, Conditional Use, Certified Survey Map (CSM)
Legistar File ID # [79331](#), [79332](#), [79337](#)
Prepared By: Colin Punt, Planning Division
Report includes comments from other City agencies, as noted.
Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Nick Orthmann; Bear Development, LLC; 4011 80th St; Kenosha, WI 53142

Surveyor: Brett Karns; JSD Professional Services, Inc.; 161 Horizon Dr, Ste 101; Verona, WI 53593

Owner: LLS Enterprises, LLC; 2695 Ashbourne Lane; Madison, WI 53711

Requested Action: The applicant is seeking approval of a one-lot certified survey map; approval of demolition permits for the existing auto sales building; and the following conditional uses:

- A multi-family building of more than 36 dwelling units (§28.061(1) MGO)
- A rear yard height transition to a residential district exceeding the height and/or ratio limitation (§28.067(3)(c) MGO)

Proposal Summary: The applicant is seeking approvals to demolish a former auto sales building to construct a five-story residential building with 192 dwelling units on a single lot to be created by CSM.

Applicable Regulations & Standards: Standards for conditional use approval are found in §28.183(6) M.G.O. Standards of approval for demolition permits are found in §28.185(6) M.G.O. Standards for certified survey maps are found in §16.23(5) M.G.O.

Review Required By: Urban Design Commission, Plan Commission, Common Council (CSM only)

Summary Recommendations: The Planning Division recommends the following to the Plan Commission regarding the applications for 3100 East Washington Avenue. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies.

- That the Plan Commission find that the standards for demolition permits are met to approve demolition of the building at 3100 East Washington Avenue; subject to the conditions from reviewing agencies beginning on page 6;
- That the Plan Commission find that the standards for conditional uses are met for the proposed development, subject to the conditions from reviewing agencies beginning on page 6;
- That the Plan Commission forward the certified survey map to the Common Council with a recommendation to approve, subject to the conditions from reviewing agencies beginning on page 15;

Background Information

Parcel Location: The 2.21-acre subject site includes most of the block created by East Washington Avenue, Melvin Court, Ridgeway Avenue, and Aberg Avenue. The site is within Alder District 12 (Alder Latimer-Burris), Urban Design District 5, and the Madison Metropolitan School District.

Existing Conditions and Land Use: The site, zoned CC-T (Commercial Corridor-Transitional), is currently occupied by a 2,094 square foot auto sales office originally constructed in 1959 and previously used as a drive-in restaurant. The majority of the site is surface parking.

Surrounding Land Uses and Zoning:

Northwest: A variety of small (2-12 unit) multifamily buildings zone SR-V1 (Suburban Residential – Varied 1 district) and SR-V2 (Suburban Residential – Varied 2 district);

Southwest: Aberg Avenue/Highway 30 offramp, with small multifamily residential buildings zoned SR-V2 beyond;

Southeast: Across East Washington Avenue, a motel and various commercial buildings including warehouse, office, and retail buildings, zoned TE (Traditional Employment district) and CC-T; and

Northeast: Small multifamily buildings zoned SR-V1 and, across Melvin Court, a carwash zoned CC-T.

Adopted Land Use Plan: The [Comprehensive Plan](#) (2018) recommends Medium Residential (MR) for the site. The [Hawthorne-Truax Neighborhood Plan](#) (2023) also recommends MR. The [Carpenter-Hawthorne-Ridgeway-Sycamore-Truax Neighborhood Plan](#) (2001) does not provide land use recommendations for this site.

Zoning Summary: The subject property is proposed to be zoned CC-T (Commercial Corridor - Transitional District):

Requirements	Required	Proposed
Lot Area (sq. ft.): For exclusive residential use	500 sq. ft./d.u. (96,000 sq. ft.)	96,161 sq. ft.
Front Yard Setback	0' or 5'	0' (2)(3)
Max. Front Yard Setback: TOD	20'	18'
Side Yard Setback: Street side yard setback	0' or 5'	0' (2)(3)
Side Yard Setback: For exclusive residential use	10'	Adequate (2)
Rear Yard Setback	The lesser of 20% of lot depth or 20'	Adequate (2)
Usable Open Space: TOD	Not required	Adequate
Maximum Lot Coverage	85%	72%
Minimum Building Height: TOD	2 stories	5 stories
Maximum Building Height	5 stories/ 78'	5 stories/ <78'

Site Design	Required	Proposed
Number Parking Stalls: TOD	No minimum required	53 surface 89 underground (142 total)
Electric Vehicle Stalls	10% EVR: 14 2% EV: 3	14 EVR 3 EV
Accessible Stalls	Yes	Yes
Loading	Not required	Loading zone
Number Bike Parking Stalls	Multi-family dwelling: 1 per unit up to 2-bedrooms, ½ space per add'l bedroom (192) 1 guest space per 10 units (19) (211 total)	26 surface 192 underground (218 total) (4)
Landscaping and Screening	Yes	Yes (5)(6)(7)
Lighting	Yes	Yes

Building Form and Design	Yes	Large multi-family building (8)(9)
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Other Critical Zoning Items	Urban Design (UDD 5), Utility Easements, Barrier Free (ILHR 69), TOD Overlay	
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Table Prepared by Jenny Kirchgatter, Assistant Zoning Administrator

Environmental Corridor Status: The property is not located within a mapped environmental corridor.

Public Utilities and Services: The site is served by a full range of urban services. The planned East-West BRT corridor includes a stop on East Washington Avenue at Melvin Court.

Project Description

The applicant is seeking approvals to demolish an existing multitenant commercial building. The [demolition photos](#) submitted by the applicant show a building with design typical of the periodic updates and renovations it has received over past decades. According to the letter of intent, the building is in need of repairs and updates. There are no major structural issues known to Planning Division staff, who has not inspected the building.

Upon demolition, the applicant proposes to construct a five-story residential building with 192 dwelling units, a mix composed of 86 one-bedroom units and 106 two-bedroom units. The building is ‘L’-shaped in plan. The primary pedestrian entrance is along the East Washington Avenue facade, near the intersection with Melvin Court. This primary entrance is approximately five feet above grade and accessed by a ramp from the Melvin Court corner sidewalk or stairs from the East Washington Avenue sidewalk. Due to grade changes across the site, the level of underground structured vehicle parking is approximately five feet above the grade of the sidewalk at the corner of East Washington Avenue and Melvin Court. Two additional pedestrian connections run from the building’s secondary entrances to Ridgeway Avenue. A resident courtyard is located in the interior “crook” of the L, near the dog run. In addition to dwelling units, the first floor includes a leasing office, mail and package room, fitness room, and resident lounge with attached outdoor terrace. Lower level includes vehicle parking, bicycle parking, mechanical equipment, trash and recycling, and WHEDA-required storage lockers.

A surface parking lot located inside the crook of the ‘L’-shaped building. Access to the structured underground parking is approximately in the center of the northwest facade of the building. Vehicle access to the site is from Melvin Court. Plans show 89 structured vehicle-parking stalls (three of which are EV-installed and 14 are EV-ready) and 53 surface vehicle parking stalls. Additionally, there are 192 indoor bicycle parking stalls and 20 outdoor bicycle parking stalls.

Primary façade materials are a white fiber cement panel and gray fiber cement panel, and a gray fiber cement plank lap siding, as well as gray concrete brick on the first floor. Accent and trim materials include vinyl windows, aluminum storefront units, additional fiber cement panel colors, and metal railings and awnings.

Landscaping includes low-level planting around the base of the majority of the building, except the portions nearest the corner of East Washington Avenue and Melvin Court. Ornamental trees, evergreens, and overstory trees are located around the southern perimeter of the site and within the parking lot and interior courtyard areas. The submitted landscape plan shows the existing rows of arborvitae between the parking lot and Ridgeway Avenue and along the property line of the adjacent residential buildings at the corner of Ridgeway Avenue and Melvin Court remaining. In addition to the aforementioned courtyard and dog run, there are two additional artificial turf dog pads.

According to the letter of intent, the applicant intends to start construction in late 2023. The buildings will be constructed in phases with the initial phase being completed by early 2025.

Analysis & Conclusion

This request is subject to the standards for demolition permits, conditional uses, and certified survey maps. This section begins with a summary of adopted plan recommendations, followed by demolition permit standards, conditional use standards, land division standards, and finally a conclusion.

Conformance with Adopted Plans

The [Comprehensive Plan](#) (2018) recommends MR (Medium Residential) uses on the site. MR Areas may include a variety of relatively intense housing types, including rowhouses, small multifamily buildings, and large multifamily buildings at heights of two to five stories. The [Carpenter-Hawthorne-Ridgeway-Sycamore-Truax Neighborhood Plan](#) (2001) does not provide land use recommendations for this site. The [Hawthorne-Truax Neighborhood Plan](#) (2023), like the Comprehensive Plan, recommends MR. Adopted plans that are in place at the time of application should be considered as part of their review. As a reference, the [Northeast Area Plan](#) planning process is currently underway and will include recommendations for this area, but the plan has not been completed nor adopted. Staff anticipates the plan will be adopted in 2024.

Demolition Permit Standards

At its October 5, 2021 meeting, the Common Council adopted Ordinance 21-00065 (ID [67074](#)) to revise the standards and process for demolition and removal permits in Section 28.185 of the Zoning Code to remove approval of proposed future use as a factor in approving demolition requests. In order to approve a demolition request under the revised standards, the Plan Commission shall consider the seven approval standards in §28.185(9)(c) M.G.O. when making a determination regarding demolition requests. The factors include a finding that the proposed demolition or removal is consistent with the statement of purpose of the demolition permits section and with the health, prosperity, safety, and welfare of the City of Madison.

The Planning Division believes that the standards for Demolition Permits can be met, but provides the following comments regarding standard 4, *“That the Plan Commission has received and considered the report of the City’s Historic Preservation Planner regarding the historic value of the property as well as any report that may be submitted by the Landmarks Commission.”* At its May 15, 2023 meeting, the Landmarks Commission found that the existing building at 3100 East Washington Avenue has no known historic value. Staff believes that all other applicable demolition permit standards of approval can be found met.

Conditional Use Standards

The applicant is requesting approval of a conditional use within the CC-T district for a multi-family building of more than 36 dwelling units and a rear yard height transition to a residential district exceeding the height and/or ratio limitation. In regards to conditional use approval standards, the Plan Commission shall not approve a conditional use without due consideration of the City’s adopted plan recommendations, design guidelines, supplemental regulations, and finding that all of the conditional use standards of §28.183(6) M.G.O. are met. Staff advises the Plan Commission that in evaluating the conditional use standards, State law requires that conditional use findings must be based on “substantial evidence” that directly pertains to each standard and not based on personal preference or speculation.

Staff's raises a question regarding this application as it relates to conditional use approval standard 1, which states, "The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare." Related to the addition of residential uses at the site is the resolution adopted by the Common Council in September 2019 responding to the Draft Environmental Impact Statement (EIS) for the Air National Guard F-35A Operational Beddown National Guard Environmental Impact Statement (EIS) pertaining to the 115th Fighter Wing at Truax Field (Legislative File ID [57364](#)), to the north of this site. According to the [F-35 EIS Staff Analysis](#), the site falls within the "65 decibel" Day and Night Average Sound Level (DNL) area. The FAA has determined the 65 decibel DNL area is the noise exposure level where land use compatibility issues may begin to arise surrounding airports. Additionally, the site is subject to considerable road noise as it is adjacent not only to East Washington Avenue, but also to Aberg Avenue at its transition from a limited access freeway to a surface arterial, as well as the Aberg on- and off-ramps. In order to address the noise impacts on the site, staff have provided an advisory note recommending that the applicant provide noise mitigation efforts in the design and construction of the building, such as sound-insulating materials and wall materials. Additional vegetation should also be considered. A condition has been recommended strongly encouraging noise attenuation to be included in the proposal. Such techniques would likely be required as part of an agreement for financial support from the City of Madison in the event the City provides any financial support, and such strategies would be reviewed prior to issuance of building permits and inspected at appropriate stages of construction by Building Inspection staff.

Staff also provides the following comments regarding Condition Use approval standard nine (9): "The Plan Commission shall find that the project creates an environment of sustained aesthetic desirability compatible with the existing or intended character of the area and the statement of purpose for the zoning district. In order to find that this standard is met, the Plan Commission may require the applicant to submit plans to the Urban Design Commission (UDC) for comment and recommendation." As the site is within Urban Design District 5, this proposal has already been reviewed by the UDC. At its September 20, 2023, meeting, the UDC granted initial approval with the following conditions:

- Update the landscape plan notes to state that a new fence will be installed versus the existing fence material being reinstalled.
- Replanting the arborvitaes along the northwest property line that is shared with adjacent residential properties.
- Updating the lighting plan shall be updated to match existing site plan and MGO 29.36.
- Provide a final materials board.
- Provide additional details shall be provided related to the application of materials and material transitions, including providing details that show the relief in the transitions between materials, detailing of the coping at the top of the building, etc.
- Provide perspectives and final design details for the building elevations that are interior to the site, including the "cube".
- Provide additional information regarding the site circulation in particular with regard to passenger vehicles and truck turning movements.

See [Legislative Item 77926](#) for more details.

Staff has additional concerns related to standard 9, specifically with regards to the corner of the building at the intersection of East Washington Avenue and Melvin Court. The building is set back from the back of the sidewalk approximately eight inches, according to the testimony at the September 20 UDC meeting, and that it may be treated with gravel. While plantings would be preferred, the space is likely too narrow to support any decorative plantings. As such, staff recommend concrete in that area, rather than gravel. Further, updated plans were

provided by the applicant for the proposal to be consistent with the requirements of the Transit Oriented Development overlay district and include a ramped walkway along the East Washington Avenue sidewalk to the entrance door. The construction material for the wall of the ramp is not labeled on the plans and the exterior wall of the resident lounge adjacent to the ramp includes several very narrow windows. Staff recommends the ramp wall be a finished (e.g. sandblasted or textured) or colored concrete, rather than an unfinished gray concrete. Staff further recommends that additional or larger windows be installed in the community lounge facing East Washington Avenue.

With the recommended conditions of approval, the comments and recommendations from UDC and the requirement to obtain final approval, staff believe that standard 9 can be found met.

Land Division

The applicant has submitted a certified survey map to create one lot. Staff believe that all applicable standards for land divisions can be found met.

Conclusion

Staff believes that the proposal is consistent with the underlying Medium Residential future land use recommendation in the Comprehensive Plan. Further, staff believes that the standards of approval for demolition permits and the standards for land divisions can be found to be met. When considering the recommendations and findings from the UDC and the recommended conditions of approval, staff believes the standards of approval for conditional uses can be found met.

At time of writing, Staff is unaware of any written comment from the public regarding these requests.

Recommendation

Planning Division Recommendations (Contact Colin Punt 243-0455)

The Planning Division recommends the following to the Plan Commission regarding the applications for 3100 East Washington Avenue. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies.

- That the Plan Commission find that the standards for demolition permits are met to approve demolition of the building at 3100 East Washington Avenue; subject to the conditions from reviewing agencies beginning below;
- That the Plan Commission find that the standards for conditional uses are met for the proposed development, subject to the conditions from reviewing agencies beginning below;
- That the Plan Commission forward the certified survey map to the Common Council with a recommendation to approve, subject to the conditions from reviewing agencies beginning on page 15;

Recommended Conditions of Approval: Major/Non-Standard Conditions are Shaded

Land Use Request – Demolition Permit & Conditional Uses

Planning Division (Contact Colin Punt, 243-0455)

1. That the applicant is strongly encouraged to include noise attenuation measures in the construction of the

building, including, but not limited to noise barriers, noise-insulated windows, additional soundproofing within wall insulation, and wall construction techniques. In the event the City of Madison provides financial support, more specific noise mitigation techniques may be required as part of an agreement for said financial support, and such strategies would be reviewed prior to issuance of building permits and inspected at appropriate stages of construction by Building Inspection staff.

2. That the applicant make the following changes and additions to the northeast corner of the building near East Washington Avenue, with details to appear on the plans submitted for UDC final review and approval:
 - The space between the building and back of sidewalk shall be concrete.
 - The vertical wall of the pedestrian ramp to the front entrance shall be a finished or colored concrete.
 - Increase fenestration for the community lounge adjacent to the pedestrian ramp.
3. No HVAC “wall-pack” penetrations/louvers are shown on the street-facing facades. Unless specifically approved by the Plan Commission, the addition of wall packs on outward-facing walls is not included in this approval and will require approval of an alteration to this conditional use should they be proposed at a later time.

Zoning Administrator (Contact Jenny Kirchgatter, 266-4429)

4. Section 28.185(9)(b) requires that every applicant for a demolition or removal approval that requires approval by the Plan Commission is required to get a Reuse and Recycling Plan approved by the City Recycling Coordinator, Bryan Johnson at streets@cityofmadison.com prior to receiving a raze permit. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(9)(b) shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for two (2) years from the date of the Plan Commission approval.
5. Show the building setback distances as measured from the building to the property lines.
6. Show the distance between the curb and property line to verify the front (E Washington Ave) and street side yard (Melvin Ct) setback requirements. The front and street side yard setbacks are 0 if the distance between the curb and property line is equal to or greater than 15 feet. A no-build easement may be used to achieve the 15 foot distance. If the distance between the curb and property line is less than 15 feet, the front yard setback is 5 feet.
7. Bicycle parking for the residential dwelling units shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and shall be designated as short-term or long-term bicycle parking. A minimum of 192 resident bicycle stalls are required plus a minimum of 19 short-term guest stalls. Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. Show the dimensions of the bicycle stalls and the access aisles. NOTE: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Submit details showing the models of bike racks to be installed.
8. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.
9. Screening is required adjacent the Zoning district boundary along the northeast and northwest property lines. Screening shall be provided along side and rear property boundaries between commercial/ mixed-use districts

and residential districts. Screening shall consist of a solid wall, solid fence, or hedge with year-round foliage, between six (6) and eight (8) feet in height. Submit a detail of the screening fence with the final plans.

10. Provide details for the pergola structure and the dog run fencing.
11. Provide details showing that the primary street façade meets the door and window opening requirements of Section 28.060(2)(d). For residential uses at ground level, a minimum of fifteen percent (15%) of the ground level of residential facades or side and rear facades not fronting a public street shall consist of windows and door openings. On upper stories, window or balcony openings shall occupy a minimum of fifteen percent (15%) of the upper-story wall area.
12. Provide details demonstrating compliance with bird-safe glass requirements Section 28.129. For building façades where the first sixty (60) feet from grade are comprised of less than fifty percent (50%) glass, at least eighty-five percent (85%) of the glass on glass areas fifty (50) square feet or over must be treated. Of all glass areas over fifty (50) square feet, any glass within fifteen (15) feet of a building corner must be treated. Identify which glass areas are 50 sq. ft. or greater and which glass areas will be treated. Provide a detail of the specific bird-safe glass treatment product that will be used.
13. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.
14. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances and Chapter 33 Urban Design District ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

City Engineering Division (Contact Brenda Stanley, 261-9127)

15. As a result of the projected wastewater flows from the proposed development, developer will be required to build public offsite sewer improvements or a private sanitary sewer lateral across E. Washington Ave. as a condition for development. Developer will also be required to abandon sewer mains no longer serving the property with concrete slurry.
16. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)
 17. Construct sidewalk, terrace, curb & gutter and pavement as needed along Ridgeway Ave, Melvin Court & E Washington Ave to a plan as approved by City Engineer
 18. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))
 19. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the

development. The procedures and fee schedule is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))

20. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
21. This site appears to disturb over one (1) acre of land and requires a permit from the WDNR for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR216 and NR-151 however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement. Information on this permit application is available on line: <http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm>. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or CARPC is required for this project to proceed.
22. Revise the site plan to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)
23. Revise the plans to show a proposed private internal drainage system on the site. Include the depths and locations of structures and the type of pipe to be used. (POLICY AND MGO 10.29)
24. The proposed development proposes to construct underground parking. The proposed entrance to the underground parking is adjacent to a street low point. The applicant shall provide at a minimum of one (1) foot of rise from the adjacent back of walk in the driveway before breaking grade to the down ramp to the underground parking to protect the underground parking from inundation. The stated elevation is intended to be protective but does not guarantee a flood proof structure. The Developer/Owner are strongly encouraged to complete their own calculations and determine an elevation that protects their property to a level of service that they are comfortable with.
25. The applicant shall show storm water "overflow" paths that will safely route runoff during the 100-year 24-hour design storm when the storm sewer is at capacity. Public Stormwater shall be contained to public right of way, easements or public lands for the 100-year 24-hr design storm for new development. (POLICY)
26. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE and therefore will be regulated to meet a higher standard.
27. This project will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval. Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year. The WDNR provided workbook to compute USLE rates can be found online at <https://dnr.wi.gov/topic/stormwater/publications.html>
This project appears to require fire system testing that can result in significant amounts of water to be discharged to the project grade. The Contractor shall coordinate this testing with the erosion control measures and notify City Engineering 608-266-4751 prior to completing the test to document that appropriate measures

have been taken to prevent erosion as a result of this testing.

Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website - as required by Chapter 37 of the Madison General Ordinances.

28. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.

The Storm Water Management Plan & Report shall include compliance with the following:

Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

Rate Control New Development: Detain the 2, 5, 10, 100, & 200 - year storm events, matching post development rates to predevelopment rates and using the design storms identified in Madison General Ordinances Chapter 37.

Rate Control Redevelopment: By design detain the 10-year post construction design storm such that the peak discharge during this event is reduced 15% compared to the peak discharge from the 10-year design storm in the existing condition of the site. Further, the volumetric discharge leaving the post development site in the 10-year storm event shall be reduced by 5% compared to the volumetric discharge from the site in an existing condition during the 10-year storm event. These required rate and volume reductions shall be completed, using green infrastructure that captures at least the first 1/2 inch of rainfall over the total site impervious area. If additional stormwater controls are necessary beyond the first 1/2 inch of rainfall, either green or non-green infrastructure may be used.

Unintended detention: If the plat or subdivision has an enclosed area with provides existing storage, the existing storage will need to be accounted for in addition to meeting the requirements for detention.

Infiltration: Provide infiltration of 90% of the pre-development infiltration volume.

TSS New Development: Reduce TSS by 80% (control the 5-micron particle) off of newly developed areas compared to no controls.

TSS Redevelopment not TMDL: Reduce TSS by 40% (control the 20-micron particle) off of new paved surfaces as compared to no controls.

TSS Redevelopment with TMDL: Reduce TSS by 80% off of the proposed development when compared with the existing site.

Oil/Grease Control: Treat the first 1/2 inch of runoff over the proposed parking facility and/or drive up window.

Volume Control: Provide onsite volumetric control limiting the post construction volumetric discharge to the predevelopment discharge volume as calculated using the 10-year storm event.

Thermal Control: Provide substantial thermal control to reduce runoff temperature in cold water community or trout stream watersheds.

100-year Overflow: The applicant shall demonstrate that water can leave the site and reach the public ROW without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.

29. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.

The Storm Water Management Plan & Report shall include compliance with the following:

Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

Rate Control Redevelopment: By design detain the 10-year post construction design storm such that the peak discharge during this event is reduced 15% compared to the peak discharge from the 10-year design storm in the existing condition of the site. Further, the volumetric discharge leaving the post development site in the 10-year storm event shall be reduced by 5% compared to the volumetric discharge from the site in an existing condition during the 10-year storm event. These required rate and volume reductions shall be completed, using green infrastructure that captures at least the first 1/2 inch of rainfall over the total site impervious area. If additional stormwater controls are necessary beyond the first 1/2 inch of rainfall, either green or non-green infrastructure may be used.

TSS Redevelopment with TMDL: Reduce TSS by 80% off of the proposed development when compared with the existing site.

Oil/Grease Control: Treat the first 1/2 inch of runoff over the proposed parking facility and/or drive up window.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.

30. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

City Engineering Division – Mapping Section (Contact Julius Smith, 264-9276)

31. Grant a Public Storm Sewer Easement(s) to the City on the face of concurrent Certified Survey Map in the place of easement being displaced by proposed building. size and location of the easement shall be approved by City Engineering. Contact Jule Smith of Engineering Mapping (jsmith4@cityofmadison.com) for the final required easement language.

32. Any portion(s) of a public easement that is intended to be released shall be released by separate document prepared by City Office of Real Estate Services. Contact Jule Smith of Engineering Mapping (jsmith4@cityofmadison.com) to coordinate the Real Estate project, and associated information and fees required. If any release is required prior to recording of the plat, acknowledgement of the release and document number shall be noted on the face of the plat. Assuming Approval of release of existing easement by City Engineering. Provide Legal Description, Exhibit and Fee for Release of existing Public Storm Sewer Easement per Doc 1488066. it is unclear via the provided CSM but given the plans it appears the City Sanitary easement in Doc 852776 will need to be released given the current building placement and proposed routing.

Additionally the deed restriction per Doc 3085824 should be formally released with this rezone. Sanitary Sewer easements may also be required to be released depending on proposed plans.

33. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat.
34. The site plan shall include all lot/ownership lines, existing building locations, proposed building additions, demolitions, parking stalls, driveways, sidewalks (public and/or private), existing and proposed signage, existing and proposed utility locations and landscaping.
35. Provide a full and complete legal description of the site or property being subjected to this application on the site plan.
36. The address of 3100 E Washington Ave will be inactivated and archived with the demolition of the building. The new apartment address is 808 Melvin Ct. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.
37. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), 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 or early start permit for new construction.
38. Submit a site plan and a complete building Floor Plan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan of each floor level on a separate sheet/page for the development of a complete interior addressing plan. Also, include a unit matrix for apartment buildings. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the verification submittal stage of this LNDUSE with Zoning. The final approved stamped Addressing Plan shall be included in said Site Plan Verification application materials or a revised plan shall provided for additional review and approval by Engineering. Per 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department. For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved.

Traffic Engineering Division (Contact Sean Malloy, 266-5987)

39. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along Ridgeway Avenue.
40. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; vision triangles; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and

percent of slope.

41. The Developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the Developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.
42. The City Traffic Engineer may require public signing and marking related to the development; the Developer shall be financially responsible for such signing and marking.
43. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
44. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
45. All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.
46. Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.
47. The applicant shall adhere to all vision triangle requirements as set in MGO 27.05 (No visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing landscaping elements. If applicant believes public safety can be maintained they shall apply for a reduction of MGO 27.05(2)(bb) - Vision Clearance Triangles at Intersections Corners. Approval or denial of the reduction shall be the determination of the City Traffic Engineer.
48. City of Madison radio systems are microwave directional line of sight to remote towers citywide. The building elevation will need to be reviewed by Traffic Engineering to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds three stories prior to sign-off to be reviewed and approved by Andrew Oliver, (267-1979, aoliver@cityofmadison.com) Traffic Engineering Shop, 4151 Nakoosa Trail. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.
49. The driveway slope to the underground parking is not identified in the plan set, Traffic Engineering recommends driveway slope under 10%; if the slope is to exceed 10%, the applicant shall demonstrate inclement weather mitigation techniques to provide safe ingress/egress to be approved by the City Traffic Engineer.
50. The applicant shall provide a clearly defined 5' walkway clear of all obstructions to assist citizens with disabilities, especially those who use a wheel chair or are visually impaired. Obstructions include but are not limited to tree grates, planters, benches, parked vehicle overhang, signage and doors that swing outward into walkway.
51. "Stop" signs shall be installed at a height of seven (7) feet from the bottom of the sign at all class III driveway

approaches, including existing driveways, behind the property line and noted on the plan. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.

52. The applicant shall show the dimensions for the proposed class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut.
53. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
54. Note: This site presents difficult constructability issues; access to neighboring sites must be maintained at all times, protected walkways will be constructed and maintained as soon as possible and little to no access to the Public Right-of-Way on East Washington Avenue will be granted for construction purposes. Provide a detailed construction plan to Traffic Engineering for review by the Traffic Control Specialist (Mike Duhr) prior to final signoff.
55. Note: The applicant has submitted the requested Traffic Impact Analysis study; the study has been reviewed and accepted by Traffic Engineering.

Fire Department (Contact Bill Sullivan, 886-4691)

56. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Jeff Larson at jtlarson@cityofmadison.com or (608) 2665946.

Parks Division (Contact Kate Kane, 261-9671)

57. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. Please reference ID# 23031 when contacting Parks about this project.
58. Pursuant to the authority established under Wis. Stat. § 66.0617(7), and in the interests of promoting the development of low-cost housing in the City, low-cost housing is exempt from the park impact fees beginning January 1, 2017. This exemption only applies to those dwelling units or bedrooms within a development that are determined to be low-cost housing. This exemption does not extend to the land dedication requirements set forth under Sec. 16.23(8)(f), MGO, nor any other impact fees that may apply to a development.
59. The park impact fee will be exempt for developments that meet the “low-cost housing” requirements, as defined as rental or owner-occupied housing units that are affordable, as that term is defined in Sec. 4.22(2), MGO, and which meet the deed restriction requirements of Sec. 4.22(7). The determination whether a proposed development will create low-cost housing, and how much low-cost housing it will create, shall be made by the Community Development Division.

Water Utility (Contact Jeff Belshaw, 261-9835)

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| <ol style="list-style-type: none">60. The proposed water connection should be shifted approximately 15'-20' SE in order to connect to an 8 inch water main. The connection point currently shown would be connecting to a 6 inch water main. |
|--|

61. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

Metro Transit (Contact Tim Sobota, 261-4289)

62. Metro Transit operates daily all-day transit service along East Washington Avenue adjacent this property - with trips at least every 30 minutes.
63. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 77 Weekday & 60 Weekend (average). Please contact Metro Transit if additional analysis would be of interest.

Parking Utility (Contact Trent Schultz, 246-5806)

64. The applicant shall provide additional documentation clarifying how specific Transportation Demand Management (TDM) measures will be implemented. At this time measures needing additional documentation include:
- Dedicated access to bike parking
 - Unbundle parking
 - Provide affordable housing at 60% AMI
 - Delivery supportive amenities - Package drop-off area
65. During the resubmittal stage of the project, following Plan Commission and Common Council approval, the applicant shall provide applicable TDM Plan fees. The TDM fees applying to this project will be based on the minimum required TDM points and are a base \$100 fee plus \$15/mitigation point.

Certified Survey Map

City Engineering Division (Contact Brenda Stanley, 261-9127)

1. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)
2. Construct sidewalk, terrace, curb & gutter and pavement as needed along Ridgeway Ave, Melvin Court & E Washington Ave to a plan as approved by City Engineer

3. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))
4. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/csm contact either Tim Troester (West) at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) at 608-261-9127 (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). (POLICY)

City Engineering Division – Mapping Section (Contact Julius Smith, 264-9276)

5. Grant a Public Storm Sewer Easement(s) to the City on the face of this Certified Survey Map in the place of easement being displaced by the proposed development. The size and location of the easement shall be approved by City Engineering. Contact Jule Smith of Engineering Mapping (jsmith4@cityofmadison.com) for the final required easement language.
6. Any portion(s) of a public easement that is intended to be released shall be released by separate document prepared by City Office of Real Estate Services. Contact Jule Smith of Engineering Mapping (jsmith4@cityofmadison.com) to coordinate the Real Estate project, and associated information and fees required. If any release is required prior to recording of the plat, acknowledgement of the release and document number shall be noted on the face of the plat. Assuming approval of release of existing easement by City Engineering. Provide legal description, exhibit and fee for release of existing Public Storm Sewer Easement per Doc 1488066. Also it appears in the development plans the Sanitary sewer easement will no longer be required. Supply any easement and exhibit for this as well if this is approved by City Engineering. Additionally apply for Rezoning to fit proposed development upon receiving conditional approval provide any needed documents to release deed restriction Document no. 3085824
7. In accordance with Chapter 236, Wisconsin Statutes, the Applicant must show the type, location and width of any and all easements on a Plat or CSM. Clearly identify the difference between existing easements (cite recording data) and easements which are being conveyed by the land division. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by this land division.
8. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat.
9. Make a note on CSM to the effect of the dumpster easement per Document 1717458 has been presumed terminated but hereon forth both this easement and the ingress egress easement that have not been shown on this CSM are considered terminated via merger both into a common parcel and a common title owner within the limits of this parcel.
10. Offsite access, ingress egress and light pole easement as shown affecting Part of Outlot 36 per Doc 1461295, 1504924(not listed) and Doc 3011360, the developer should consider to release. The easement which appears to date back to the late 1970s, the building on the portion of lot 36 was constructed in 1984 directly

over it, apparently without any recorded contest. This easement should be further explored from the adjacent parcel's title record to see if it actually still exists before any attempt is made to further perpetuate it.

11. 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 Jule Smith, City Engineering (jsmith4@cityofmadison.com)
12. 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 Plat or Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office (web address <https://www.countyofdane.com/PLANDEV/records/surveyor.aspx>) for current tie sheets and control data that has been provided by the City of Madison.
13. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jule Smith (jsmith4@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.
14. per A-E 7.05(3) The map shall show the length and bearing of the boundaries of the parcels surveyed. Bearings, angles, and distances on any property survey map shall be in accordance with s. A-E 7.06 (5). Where the boundary lines show bearings, lengths or locations which vary from those recorded in deeds, abutting plats, or other instruments, there shall be the following note placed along such line, "recorded as (show recorded bearing, length or location)".
Show the "Recorded As" Bearings of those in Special Warranty Deed Doc 2886526 and Warranty Deeds Doc 1280465, 1285750, 1488065 and 3323673
15. Use a solid line for the CSM boundary. While technically not directly in state stats. The following can be found on plat review website checklist and is the standard of care throughout the county...
s. 236.20 (2) (a) The exterior boundaries of the land surveyed and divided must be clearly shown. [Use a solid heavy line.] https://doa.wi.gov/DIR/WI_CSM_Checklist.pdf
16. Cite datum and adjustment for coordinate system used. Per A-E 7.05(11)(11)? When coordinate values are shown on the face of the map, the map shall comply with and be subject to the provisions of s. 236.18, Stats., and include the coordinate system, datum, and adjustment.
17. Update the legend, Remove the setback line and match the Scale/perspective of the model space 1" Iron Pipe found to the paper space 1" Iron Pipe found. It is hard to differentiate the two symbols the 3/4" rebar and 1" Iron Pipe in the legend when printed. It can be seen in the model space version though.
18. Remove owner and address information and do not label the accesses.
19. Re-label those areas as exception = as right-of-way acquired per Doc....
20. Use the Updated Common Council Certificate. Contact Jule Smith of Engineering Mapping (jsmith4@cityofmadison.com) for the required language.

21. Submit to Jule Smith, prior to Engineering sign-off of the subject plat, 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, preferably closed polylines for lot lines, shall be void of gaps and overlaps and match the final recorded plat:
- a) Right-of-Way lines (public and private)
 - b) Lot lines
 - c) Lot numbers
 - d) Lot/Plat dimensions
 - e) Street names
 - f) Easement lines (i.e. all shown on the plat including wetland & floodplain boundaries.)

NOTE: This Transmittal is a separate requirement from the required Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data for any changes subsequent to any submittal.

Traffic Engineering Division (Contact Sean Malloy, 266-5987)

22. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along Ridgeway Avenue.

Parks Division (Contact Kate Kane, 261-9671)

23. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. Please reference ID# 23031 when contacting Parks about this project.
24. The following note should be included on the CSM: "LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED."
25. The Parks Division shall be required to sign off on this CSM

Office of Real Estate Services (Contact Andy Miller, 261-9983)

26. Prior to 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 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.
27. 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.

28. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest, include a Certificate of Consent for the option holder and have it executed prior to CSM sign-off if said ownership interest meets the criteria set forth by Wis. Stats. Sec. 236.34 and Sec. 236.21(2)(a).
29. A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.
30. Madison Common Council Certificate: This certificate is required when dedication of land and the conveyance of rights in land are required. For parcels located within the City of Madison, a Madison Common Council Certificate shall appear as follows:

Resolved that this certified survey map located in the City of Madison was hereby approved by Enactment Number _____, File ID Number _____, adopted on the ____ day of _____, 20__, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this ____ day of _____, 20__

Maribeth L. Witzel-Behl, City Clerk
City of Madison, Dane County Wisconsin

31. As of September 8, 2023, real estate taxes are paid for the subject property. Per 236.21(3) Wis. Stats. and 16.23(5)(g)(1) Madison General Ordinances, the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off.
32. As of September 8, 2023, there are no special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to Madison General Ordinance Section 16.23(5)(g)1.
33. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report via email to Andy Miller in the ORES (acmiller@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the initial title report, dated June 22, 2023, 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. 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.
34. Depict, dimension, name, note and/or identify by document number all relevant easements, declarations, plans, conditions, agreements, and other documents cited in record title and the updated title report, and include relevant notes from plats or CSMs of record. If documents included in the 12-23-2019 title report do not apply to the area within the proposed CSM, have them removed from the updated title report.

35. Depict and dimension public easements for utilities and storm water drainage rights-of-way to be dedicated on the proposed CSM where necessary.
36. If all parties of interest agree that certain easements from prior plats or CSM's of record are no longer necessary, the release documents for said easements shall be recorded prior to CSM approval sign-off, with the recording information for the release included as a Note on the proposed CSM.

The Planning Division, Office of the Zoning Administrator, Fire Department, Forestry Section, City Assessor, Water Utility, Metro Transit, and Parking Utility have reviewed this request and have recommended no conditions of approval.