



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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126 S. Hamilton Street  
P.O. Box 2985  
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Phone: (608) 266-4635  
[www.cityofmadison.com](http://www.cityofmadison.com)

June 30, 2015

Re-Approved: July 3, 2017

Paul Spetz  
Isthmus Surveying, LLC  
450 N. Baldwin Street  
Madison, Wisconsin 53703

RE: File No. LD 1518 – Certified Survey Map – 5-19 S. Blair Street (Fisher)

Dear Mr. Spetz;

Your one-lot certified survey of property located at 5-19 S. Blair Street, Section 13, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned CC-T (Commercial Corridor–Transitional District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

**Please contact Brenda Stanley of the City Engineering Division at 261-9127 if you have questions regarding the following ten (10) items:**

1. Correct the 461-foot radius call in the legal description under the Surveyor's Certificate to 491 feet.
2. Add language after the SE  $\frac{1}{4}$  of the SW  $\frac{1}{4}$  text in the sheet headers and legal description that it is also Government Lot 4.
3. Add recorded as bearing data where appropriate along the boundary of the area conveyed for right of way purposes per Document Nos. 1852520 and 1845479.
4. The meander corner east of the SW corner of Section 13, per City of Madison Coordinate data, is not on the south line of Section 13, but is 0.38 feet north of the south line. The City of Madison Coordinate Value for the SW corner of Section 13 should be used for the position and all bearings adjusted accordingly.
5. Place the Document Nos. 1545479 and 1852520 in the area that was acquired for public right of way for S. Blair Street.
6. Correct the spelling of the word "Blocik" to be "Block" in the first paragraph of the Record Legal Description on page 3 of 5.

7. The following note shall be placed on the CSM: "No changes in drainage patterns associated with development on any or all lots within this CSM shall be allowed without prior approval of the City Engineer."
8. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM the applicant shall contact Brenda Stanley at 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. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel).
9. All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Janet Schmidt (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.
10. 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.

**Please contact Adam Wiederhoeft of the Madison Water Utility at 266-9121 if you have any questions regarding the following two (2) items:**

11. This property is located in wellhead protection district WP-17. This proposed residential use is allowed in this district. The proposed commercial use shall be approved by the Water Utility General Manager or his designee.
12. Note: All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility per MGO Sec. 13.21.

**Please contact Matt Tucker, Zoning Administrator, at 266-4551 if you have any questions regarding the following item:**

13. Before the Certified Survey Map can be approved for recording, the applicant shall receive site plan approval per Section 28.186 of the Zoning Code and any necessary building permits related to existing or proposed site and building conditions.

**Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following six (6) items:**

14. A certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s) and executed prior to CSM approval sign-off. Provide Satisfactions or releases for all mortgages (Madison Capital Revolving Fund and Frontal Lobotomy), liens, judgments, or other

instruments that no longer encumber the lands or ownership within the CSM boundary shall be recorded prior to CSM approval sign-off.

15. A Consent of Lessee shall be included for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.
16. Include the following Plan Commission certificate on the final CSM:

Approved for recording per the Secretary of the City of Madison Plan Commission.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Natalie Erdman, Secretary, Plan Commission

17. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes and special assessments that are accrued or delinquent for the subject property prior to CSM recording. All taxes and special assessments shall be paid in full prior to final CSM sign-off pursuant to MGO Section 16.23(5)(g)1.
18. If all parties of interest agree that certain easements from prior plats or CSMs of record are no longer necessary, the release documents for said easements shall be recorded prior to final sign-off of the CSM, with the recording information for the release(s) included as a note on the CSM.
19. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to the City's Office of Real Estate Services (hradlinger@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report submitted with the CSM application and include all associated documents that have been recorded since the initial title report. The surveyor shall update the CSM with the most recent information reported in the title update.
20. The owner shall email the document number of the recorded CSM to Heidi Radlinger at the City's Office of Real Estate Services as soon as the recording information is available.

**Note: Approval of this CSM does not confer any approval to demolish existing buildings or construct new buildings or site improvements. Approval for any such activities shall be obtain separately from the approval of this CSM.**

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

**A resolution re-approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division will be reviewed by the Common Council on July 18, 2017.**

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.

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Prior to City Engineering final sign-off by the main office of the CSM, the final CSM shall be submitted to the Engineering Division Surveyor/ Land Records Coordinator for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division signoff. E-mail submittal of the final CSM in PDF form is preferred. Transmit to [jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com).

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 twelve (12) 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: Brenda Stanley, City Engineering Division  
Jeff Quamme, City Engineering Division – Mapping Section  
Adam Wiederhoeft, Madison Water Utility  
Matt Tucker, Zoning Administrator  
Sally Sweeney, City Assessor's Office  
Heidi Radlinger, Office of Real Estate Services