



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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Madison, Wisconsin 53703
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February 4, 2022

Eric Welch
1341 Spaight Street
Madison, Wisconsin 53703

RE: Approval of a request to rezone 511 S Ingersoll Street from TR-C4 (Traditional Residential–Consistent 4 District) to PD (Planned Development District) and approval of a General Development Plan, Specific Implementation Plan, and Certified Survey Map creating two residential lots and one lot for an institutional use [LNDCSM-2021-00039; ID 68647 and 68198]

Dear Eric;

At its February 1, 2022 meeting, the Common Council **approved** the rezoning of 511 S Ingersoll Street from TR-C4 to PD and **approved** a General Development Plan, Specific Implementation Plan, and Certified Survey Map. Prior to recording of the PD zoning and CSM, the conditions of approval in the following sections shall be satisfied:

Please contact Brenda Stanley of the City Engineering Division at (608) 261-9127 if you have questions regarding the following three (3) items:

1. Each proposed lot shall have a separate sanitary sewer lateral or have a recorded ownership/maintenance agreement for any proposed shared sanitary sewer lateral.
2. 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. Please 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.
3. 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).

Please contact Jeff Quamme of the City Engineering–Mapping Section at (608) 266-4097 if you have any questions regarding the following eight (8) items:

4. The CSM shall show and label the existing Joint Driveway Easement over the northeast 4 feet of Lot 3 and over the southwest 4 feet of the property to the northeast as per Document Nos. 414513, 724050 and 4590558.

5. It appears as pedestrian access will be over a part of Lot 2 for the ramp located on Lot 1. If so, immediately after the CSM has been recorded a pedestrian access easement / agreement shall be recorded and a recorded copy provided.
6. 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 the 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 Jeff Quamme, City Engineering (jrquamme@cityofmadison.com).
7. Prior to City Engineering Division final sign-off by main office for CSMs, the final CSM submitted by email transmittal in PDF format must be to Jeff Quamme, Engineering Land Records Coordinator (jrquamme@cityofmadison.com), for final technical review and approval. This submittal must occur a minimum of two working days prior to final City Engineering Division sign-off.
8. Provide a bearing on the northeast line of Lot 2.
9. Correct the document number for Farwell's Replat to Document No. 106.
10. Correct the overall quarter line distance to 2629.61 per measured coordinates. Adjust any ties to the CSM accordingly.
11. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject CSM, 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 shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any submittal.

Please contact Sean Malloy of the Traffic Engineering Division at (608) 266-5987 if you have any questions regarding the following item:

12. The applicant shall provide a recorded copy of any joint driveway ingress/egress and crossing easements and shall be noted on face of plan.

Please contact Jacob Moskowitz, Assistant Zoning Administrator, at (608) 266-4450 if you have any questions regarding the following item:

13. Work with Planning and Zoning staff to finalize the PD (GDP-SIP) zoning text for the project.

Please contact Bill Sullivan of the Madison Fire Department at (608) 261-9658 if you have any questions regarding the following item:

14. The proposed property line between Lot 1 and Lot 2 shall not create a Building Code violation as it relates to fire separation distances. Confirm/construct the wall of the existing garage shown on Lot 1 to the required fire rated walls and limit of openings.

Please contact Kathleen Kane of the Parks Division at (608) 261-9671 if you have any questions regarding the following item:

15. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)) will be required for all new residential development associated with this project. 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."

Please contact Jeff Belshaw of the Madison Water Utility at (608) 261-9835 if you have any questions regarding the following item:

16. Upon development, a separate water service lateral and water meter will be required to serve each parcel. The water laterals shall be directly connected to the public water main with the shut-off valve located in the public right of way (per PSC 185.52 (2)). A water lateral is not required if the parcel remains undeveloped.

Please contact Heidi Radlinger of the Office of Real Estate Services at (608) 266-6558 if you have any questions regarding the following nine (9) items:

17. Prior to final 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 Office of Real Estate Services (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.
18. A Certificate of Mortgage for Bank of Sun Prairie needed as referenced in title commitment.
19. 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.
20. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder and executed prior to CSM sign-off.
21. 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.

22. 2021 real estate taxes are owed for the subject property. Per 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), 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. Payment is made to: City of Madison Treasurer; 210 Martin Luther King, Jr. Blvd.; Madison, WI 53701.
23. There are special assessments reported on the subject parcel(s). Special assessments shall be paid in full pursuant to MGO Section 16.23(5)(g)1.
24. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger, 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. A title commitment may be provided, but will be considered only as supplementary information to the title report update. The 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.
25. The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.

Please contact my office at (608) 261-9632 if you have any questions regarding the following item:

26. The applicant shall work with Planning and Zoning staff on the final form and contents of the zoning text prior to final approval and recording of the PD zoning and Certified Survey Map. The final zoning text shall include the final design review process recommended by the Urban Design Commission on December 15, 2021.

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

Please now follow the procedures listed below for obtaining final approvals for your project:

1. In order to commence the process for obtaining the necessary City signatures on the Certified Survey Map, the applicant shall resubmit a PDF copy of the Planned Development zoning materials, the revised CSM, updated title report, and any other materials required by reviewing agencies to the reviewing planner. The reviewing planner will share the updated materials with the relevant commenting City agencies for them to verify that their conditions have been satisfied.
2. City Agencies who submitted conditions of approval will review your revised plans and CSM to verify that their conditions, along with any applicable requirements, have been satisfied.
3. Once agencies have determined that the final PD materials are ready for recording, the Zoning Administrator shall record them with the Dane County Register of Deeds Office. The applicant is responsible for providing the recording fee. The recorded originals will be returned to the applicant,

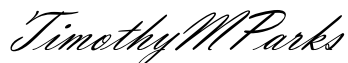
with the recording information noted, when the Register of Deeds has completed the recording process.

4. This Planned Development approval shall expire five (5) years after the date of the Common Council approval of the last Specific Implementation Plan. No alteration of this proposal shall be permitted unless approved by the Plan Commission, provided, however, the Zoning Administrator may approve minor alterations that are approved by the Director of Planning and Community and Economic Development following consideration by the alderperson of the district, and which are compatible with the concept approved by the Common Council.
5. The secretary or designee may sign the Plan Commission approval certificate on the CSM once all of the conditions of the land division have been met and the PD zoning has been received for recording. Once the Plan Commission certificate is executed, the Planning Division will make the City Clerk's Office aware that the Common Council certificate may be executed. Once all of the necessary City signatures have been affixed to the Certified Survey Map, the instrument may be recording at the Dane County Register of Deeds Office. For information on recording procedures and fees, please contact the Register of Deeds at (608) 266-4141.

Any appeal from the approval of the land division, 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 regarding obtaining your building permits, please contact the Zoning Administrator at (608) 266-4551. If you have any questions or if you may be of any further assistance, please do not hesitate to contact my office at (608) 261-9632 or tparks@cityofmadison.com.

Sincerely,



Timothy M. Parks
Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division
Sean Malloy, Traffic Engineering Division
Jacob Moskowitz, Asst. Zoning Administrator
Bill Sullivan, Madison Fire Department
Jeff Belshaw, Madison Water Utility
Kathleen Kane, Parks Division
Jessica Vaughn, Urban Design Commission
Heather Bailey, Landmarks Commission
Heidi Radlinger, Office of Real Estate Services