



Department of Planning & Community & Economic Development
Planning Division

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October 3, 2012

Christopher Jackson
CJ Engineering
9205 W. Center Street, Suite 214
Milwaukee, Wisconsin 53222

RE: Approval of a preliminary plat creating 4 lots for future industrial development and an outlot for stormwater management at 4800-4950 Voges Road, and approval of a Certified Survey Map (CSM) creating 3 of the industrial lots and the outlot (St. John Properties, Inc.).

Dear Mr. Jackson;

At its October 2, 2012 meeting, the Common Council **conditionally approved** your client's preliminary plat of Voges Road Business Park and the related four-unit Certified Survey Map (CSM) subject to the following conditions of approval from reviewing agencies. In order for the CSM to be approved for recording, the following conditions shall be met:

Please contact Janet Dailey, City Engineering Division, at (608) 261-9688 if you have questions regarding the following twenty-four (24) items:

1. It is understood that this preliminary plat was submitted for planning purposes only and a final plat will not be submitted for approval and recording. There will be two separate Certified Survey Map applications for approval and recording. The City is currently reviewing the three-lot, one-outlot CSM for lands west of the City of Madison-owned greenway. Further City Engineering comments will be provided at the time the additional CSM application is presented for review and approval for the owner's lands lying easterly of the City-owned greenway.
2. Outlot 1 shall be dedicated to the public for all public purposes, including transportation, sanitary sewer, storm sewer, water and stormwater management. Revise the CSM so that this dedication is clearly stated.
3. The wetlands shown along the drainage ditch that was constructed by the City in 2002 are not jurisdictional and shall not be shown as wetlands on the plat. Furthermore, no setback is required. The applicant has copies of this information from the Wisconsin Department of Natural Resources (WDNR). The wetland boundary shall be revised to remove the City of Madison greenway from the delineated area consistent with WDNR guidance.
4. The lands within this plat are low and flat which will likely require fill materials to provide proper drainage for the proposed lots.
5. The development is subject to both Madison Metropolitan Sewerage District (MMSD) and City of Madison Sewer Area Charges when property develops. The City fee will depend on how property is provided sanitary sewer service.

6. The properties at 4800 and 4950 Voges Road have deferred assessments for water main installed in 1999. Deferred assessments shall be paid in full as a condition of any subdivision approval.
7. The correct name for the north-south public street is Galleon Run, which shall be reconciled on the final CSM.
8. Provide suggested street names to Lori Zenchenko (lzenchenko@cityofmadison.com) for review and approval for the public dedication of "Proposed Road". Include the approved street name on the final CSM prior to final approval and recording.
9. The applicant shall dedicate right of way east of the city owned drainage way with a subsequent CSM or by separate real estate transaction to secure the City's interest for any future public right of way in the event that Galleon Run is relocated in the future.
10. The CSM currently states "proposed R.O.W." for the additional Voges Road right of way. Revise the final CSM so that it clearly states "Dedicated to the Public" for the additional Voges Road right of way.
11. A temporary turnaround and easement will be required at the end of the proposed east-west public street north of Lot 1.
12. The developer shall enter into a City/Developer agreement for the installation of public improvements required to serve this plat. 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. (MGO 16.23(9)c)
13. Two weeks prior to recording the CSM, a soil boring report prepared by a Professional Engineer, shall be submitted to the City Engineering Division indicating a ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than 9 feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer. (per MGO 16.23(9)(d)(2) and 16.23(7)(a)(13))
14. The developer shall construct Madison standard street improvements for all streets within the CSM.
15. The developer shall make improvements to Voges Road to facilitate ingress and egress to the CSM.
16. An erosion control plan and land disturbing activity permit shall be submitted to the City Engineering Division for review and approval prior to grading or any other construction activities. The Pre-construction Meeting for Public Improvements shall not be scheduled prior to issuance of this permit. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
17. The following notes shall be included on the CSM:
 - a.) All lots within this plat are subject to public easements for drainage purposes which shall be a minimum of 6 feet in width measured from the property line to the interior of each lot except that

the easements shall be 12 feet in width on the perimeter of the plat. For purposes of 2 or more lots combined for a single development site, or where 2 or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of 6 feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be 12 feet in width along the perimeter of the plat. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water.

Note: In the event of a City of Madison Plan Commission and/or Common Council approved re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

- b.) The intra-block drainage easements shall be graded with the construction of each principle structure in accordance with the approved storm water drainage plan on file with the City Engineer and the Zoning Administrator, as amended in accordance with Madison General Ordinances.

Information to Surveyor's: In addition to notes such as this, Wisconsin State Plat Review now enforces the requirement that easements or other reference lines/areas be graphically shown, dimensioned and tied when they represent fixed locations. They will accept a "typical detail" when the easement or restriction can be effectively described and retraced from the typical detail.

18. The following note shall be added to the CSM: "All lots created by this Certified Survey Map are individually responsible for compliance with Chapter 37 of the Madison General Ordinances in regard to stormwater management, infiltration and oil and grease control at the time they develop."
19. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to: detain the 2 & 10-year storm events; control 40% TSS (20 micron particle), and; control 80% TSS (5 micron particle). Stormwater management plans shall be submitted and approved by City Engineering prior to signoff.
20. Effective January 1, 2010, the Department of Commerce's authority to permit commercial sites for stormwater and erosion control has been transferred to the Wisconsin Department of Natural Resources (WDNR). As this site is greater than 1 acre, the applicant is required by State Statute to obtain a Water Resources Application for Project Permits (WRAPP) from the WDNR, prior to beginning construction. This permit was previously known as a Notice of Intent Permit (NOI). Please contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement.
21. A minimum of two working days prior to requesting City Engineering Division signoff on the plat, the applicant shall contact Janet Dailey 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).
22. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to City Engineering Division signoff, unless

otherwise collected with a Developer's/ Subdivision Contract. Contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of two working days prior to requesting City Engineering signoff.

23. This subdivision contains or is adjacent to facilities of MMSD. Prior to approval, the applicant shall provide evidence that MMSD has reviewed and approved the proposed land division.
24. 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 Dan McCormick, Traffic Engineering Division, at (608) 267-1969 if you have questions about the following three (3) items:

25. The developer shall post a deposit and reimburse the City for all costs associated with any modifications to traffic signals, street lighting, signing and pavement marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.
26. The applicant shall execute a declaration of conditions and covenants for streetlights in a form prescribed by the City prior to sign off.
27. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

Please contact Dennis Cawley, Madison Water Utility, at (608) 261-9243 if you have any questions regarding the following two (2) items:

28. All public water mains and water service laterals shall be installed by standard City of Madison Subdivision Contract. The Water Utility will not need to sign off on the final plans, but will need a copy of the approved plans.
29. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility in accordance with MGO 13.21.

Please contact my office at (608) 261-9632 if you have questions about the following five (5) items:

30. That the Certified Survey Map (CSM) be revised to clearly identify the proposed setback parallel to the May 2012 delineated wetland. Staff will work with the Capital Area Regional Planning Commission (CARPC) to reflect the contemporary wetland delineation and setback on an amended environmental corridor map as part of the approval of this CSM if required by CARPC. Planning and City Engineering staff will work with the applicant and CARPC to properly show any required wetland setback on the final CSM and environmental corridor map. The amended environmental corridor map shall be approved by CARPC prior to final approval of the CSM for recording.

31. That the CSM be revised to include a vehicular access restriction for Lot 1 along the northern right of way line of Voges Road. The restriction shall be shown graphically on the face of the CSM and a note included acknowledging that no vehicular access shall be granted.
32. That the CSM be revised to provide 25-foot corner radii at the two proposed intersections of Galleon Run.
33. That a note be included on the final CSM acknowledging that the site is located in Urban Design District 1, which will require Urban Design Commission approval prior to the issuance of building permits for individual lots.
34. That a tree preservation and management plan be developed for proposed Lots 2 and 3 for approval by the Planning Division Director prior to final approval of the CSM for recording. The tree preservation and management plan shall include an inventory of the trees located within 50 feet of the northern property line and the grading plan for those two lots. The tree preservation and management plan shall identify opportunities for the mature tree cover along the northern 25 feet of those two lots to be preserved during the implementation and build-out of the development. Disturbance within these areas may be limited, and the final location of subdivision utilities may be varied to allow areas of mature tree cover to be avoided. The tree preservation and management area and reference to the approved plan shall be noted on the final CSM.

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

Please note that the City's Office of Real Estate Services is reviewing the report of title provided with this proposal and may have comments. That office will send any comments to you by fax or e-mail. If you have any questions about this review, please contact Jenny Frese at 267-8719 for more information.

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (attached), the original along with the revised Certified Survey Map, with all signatures and approvals from the reviewing agencies, shall be brought to this office for final signoff. You or your client may then record the certified survey at the Dane County Register of Deeds. For information on recording procedures and fees, contact the Register of Deeds at 266-4141.

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

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 six (6) months from the date of the approving resolution or this letter, whichever is**

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later. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at (608) 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Janet Dailey, City Engineering Division
Dan McCormick, Traffic Engineering Division
Dennis Cawley, Madison Water Utility
Pat Anderson, Assistant Zoning Administrator
Jenny Frese, Office of Real Estate Services
Dan Everson, Dane County Land Records and Regulations