



Department of Planning & Community & Economic Development

Planning Division

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August 26, 2015

Brett Stoffregan
D'Onofrio Kottke & Associates
7530 Westward Way
Madison, Wisconsin 53717

RE: File No. LD 1529 – Certified Survey Map – 6851-6901 McKee Road (Mad Grove, LLC)

Dear Mr. Stoffregan;

Your two-lot certified survey of property located at 6851-6901 McKee Road, Section 12, Township 6N, Range 8E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned PD (Planned Development 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 266-4537 if you have questions regarding the following nine (9) items:

1. The applicant's surveyor shall confirm the areas listed for each lot.
2. Provide a private Ingress – Egress easement for the common access area over the easterly portion of Lot 1 where the north-south common drive and pedestrian access is planned. The easement would be for the benefit of Lot 1 and Lot 2 of this CSM (formerly Lot 1, CSM 13302), Lot 2 of Certified Survey Map No. 13302 and Lots 250 and 251 of East Pass Addition to Country Grove. Label the easement "Golden Copper Lane – Private Street". Separate previously recorded reciprocal access easement documents will require amendments/restatements to include this new area. Drafts of these amendments shall be provided for comment prior to final sign-off.
3. Remove Note 2(e) on sheet 4; these lands are not subject to the declaration.
4. This CSM is also subject to the alteration to an approved Planned Development-Specific Implementation Plan per Document No. 4768114 and the Planned Development-General Development Plan plans per Document No. 4845727. Revise the notes accordingly.
5. Show the easement areas near the southern boundary per the Access Easement Agreement, Doc No. 4881507 on the map and refer to note 2(b) on sheet 4.
6. The private sanitary sewer and water main that serve the 2 buildings on Lot 1 of the proposed CSM will require an easement agreement that dictates the rights and responsibilities of the property

owners. The easement will be reviewed and approved by City Engineering and recorded at the Register of Deeds.

7. The lots within this CSM are inter-dependent upon one another for stormwater runoff conveyance, and/or a private drainage system exists for the entire site an agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the CSM and recorded at the Dane County Register of Deeds.
8. A minimum of 2 working days prior to requesting City Engineering Division signoff on the CSM, the applicant shall contact Janet Schmidt (261-9688) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel).
9. 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 Scott Langer of the Traffic Engineering Division at 266-5987 if you have any questions regarding the following item:

10. The proposed development on these lots are likely to increase traffic impacts to the Maple Grove Drive-McKee Road intersection; especially an increase in westbound left turns that are already near capacity. The applicant shall revise the CSM to dedicate public right-of-way for a future roundabout to be designed by the City Traffic Engineering Division.

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

11. 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.
12. Each lot shall have a separate water service lateral connected to a public water main.

Please contact my office at 261-9632 if you have any questions regarding the following two (2) items:

13. The following note shall be added to the CSM: "Lots/ buildings within this subdivision / development are subject to impact fees that are due and payable at the time building permit(s) are issued."
14. The applicant is proposing to re-divide a Planned Multi-Use Site as defined in the City's Zoning Code and Subdivision Regulations. Prior to final staff approval of the CSM for recording, the applicant shall receive approval of the reciprocal land use agreements, reciprocal access easements and shared parking agreements sufficient to govern the proposed lots. Any new or amended agreement(s) and easement(s) necessary for this land division shall be recorded with the Dane County Register of

Deeds following approval by the City Engineer, Traffic Engineer, and Director of the Department of Planning and Community & Economic Development and prior to recording of the CSM. A site plan showing the proposed lot lines and easements and existing and proposed improvements on the 2 lots shall be approved by staff and recorded as part of the PD(SIP) for Lot 1.

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following three (3) items:

15. Pursuant to MGO Section 16.23(5)(e)4 and Wis. Stats. 236.21(2) (a), all CSMs that are subject to the review and approval of the City of Madison shall contain the following certificate of approval:

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

By: _____
Natalie Erdman, Secretary of Plan Commission

Date: _____

16. 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. As of August 14, 2015, the 2014 real estate taxes are paid for the subject property. There is a special assessment is reported for the subject property, which shall be paid in full prior to final sign-off of the CSM.

17. Prior to final CSM sign-off, please verify with Janet Schmidt of the City Engineering Division (261-9688) or Pam Mousley at the Water Utility (261-9132) that stormwater management fees are paid in full.

Note: Approval of this CSM does not confer approval to construct new buildings on the site. Approval to develop proposed Lot 1 will be considered by the Common Council at its September 1, 2015 meeting, and if approved, will be subject to separate conditions to be satisfied prior to issuance of permits for construction activities.

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

A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division will be reviewed by the Common Council on September 1, 2015.

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 jrquamme@cityofmadison.com.

The owner shall furnish to the Office of Real Estate Services and the survey firm preparing the CSM an updated title report covering the period between the date of the initial title report and the date when final signoff is requested. The surveyor shall update the CSM with the most recent information reported in the title update.

Upon acceptance and recording of the Certified Survey Map by the Dane County Register of Deeds, please transfer the recorded volume, document number, and page numbers to the copies and forward a copy to this office for our records. The original survey map with the recording information is permanently kept on file in the Dane County Register of Deeds Office. A copy of the recorded document can be obtained from the Register of Deeds Office, Room 110, City-County Building or the Real Estate Office in the Madison Department of Planning and Development.

Any appeal from this action, including the conditions of approval, must be filed with the Circuit Court within 30 days from the date of this letter. **The approval of this CSM shall be null and void if not recorded in 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
Dennis Cawley, Madison Water Utility
Sally Sweeney, City Assessor's Office
Scott Langer, Traffic Engineering Division
Heidi Radlinger, Office of Real Estate Services