



PREPARED FOR THE PLAN COMMISSION

Project Address: 5501 Mineral Point Road and 425-441 Charmany Dr (19th Aldermanic District, Alder Furman)

Application Type: Zoning Map Amendment; Preliminary Plat

Legistar File ID # [63441](#) and [63210](#)

Prepared By: Colin Punt, Planning Division
Report includes comments from other City agencies, as noted

Reviewed By: Kevin Firchow, Planning Division

As noted in the Plan Commission staff report for this proposal, recommended conditions of approval from the Office of Real Estate, were anticipated to be published in a staff report addendum prior to the Plan Commission public hearing.

Staff recommend the following additional condition of approval:

Office of Real Estate Services (Contact Lance Vest, 245-5794)

1. Prior to approval sign-off by the Office of Real Estate Services (“ORES”), all parties having an interest in the property, pursuant to Wis. Stats 236.21(2)(a), shall execute the Owner’s Certificate on the plat. Certificates shall be prepared with the ownership interests consistent with the most recent title report. Signatories shall provide documentation that proves legal authority to sign the Owner’s Certificate. When possible, the executed original hard stock recordable plat 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 plat containing electronic signatures shall be provided to ORES to obtain approval sign-off.
2. A certificate of consent for all mortgagees/vendors shall be included following the Owner’s Certificate(s) and executed prior to plat approval sign-off. If the plat is signed electronically, a PDF of the plat containing electronic signatures shall be provided to ORES to obtain approval sign-off. In particular, include certificates of consent for mortgages to First Business Bank and City of Madison.
3. A Consent of Lessee certificate shall be included on the plat for any tenancy in excess of one year, recorded or unrecorded, and executed by said tenant prior to agency plat approval sign-off.
4. All consents and certifications for any holder of interests in the subject lands shall conform with Wis. Stats. 236.21(2) and 236.29, i.e., to include the language “...surveyed, divided, mapped and dedicated....”.
5. As of January 22nd, 2021, the 2020 real estate taxes are due for the subject property. Under 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 Plat recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts are to be provided on or before sign-off and checks are payable to:
City of Madison Treasurer
210 Martin Luther King, Jr. Blvd.
Madison, WI 53701

6. As of January 22nd, 2021, there are no special assessments reported for the parcels within the plat boundary. Pursuant to Madison City Ordinance Section 16.23(5)(e)1 and Wis. Stats. 236.21(3), all special assessments, including accrued interest in the case of delinquencies, shall be paid by the owner prior to plat approval sign off. Receipts for payment shall be provided to ORES in advance of plat approval sign-off.
7. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report to ORES via email to Lance Vest (lvest@cityofmadison.com), as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial title report (08/07/20) and the date when sign-off approval is requested. A title commitment may be provided, but will only be considered as supplementary information to the title report update. The surveyor shall update the plat with the most recent information available in the title report update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the plat.
8. Depict, name, and identify by document number on the proposed plat all existing easements cited in record title. In particular, please depict the easements recorded as Doc. Nos. 1977935, 3008952, 3248979, 4222424, 5518608, 5529586.
9. Include a reference to the Declaration of Conditions, Covenants and Restrictions for Maintenance of Stormwater Management Measures, recorded as Doc. No. 4218374, if applicable.
10. Include a reference to the Amendment to Declaration of Covenants, Conditions and Restrictions for the Plat of University Research Park Second Addition, recorded as Doc. No. 5057434, if applicable.
11. Include a reference to the Amended and Restated Declaration of Covenants, Conditions and Restrictions for CSM No. 10343, recorded as Doc. No. 5389302, if applicable.
12. Depict the Access Restrictions to Mineral Point Road and South Whitney Way per CSM No. 10343, recorded as Doc. No. 5389302.
13. Depict and dimension all existing improvements including, but not limited to: buildings, drives, parking lots, encroachments, wells, septic systems, etc. associated with the lands described for the proposed plat.
14. Record satisfactions or releases for all recorded instruments that encumber or benefit the subject lands, if all interested parties agree that the purpose for such instrument is no longer necessary or relevant for the purposes of the land division.