



**CITY OF MADISON
INTER-DEPARTMENTAL
CORRESPONDENCE**

TO: William A. Fruhling, AICP
Interim Planning Division Director

Date: May 15, 2013

FROM: Jenny Frese, Real Estate Agent

Project No.: 9934

SUBJECT: Review of the proposed final plat (FP):

The proposed FP is recommended for approval subject to the following conditions:

1. CERTIFICATE REQUIREMENTS

Please update the date typo in the City of Madison Common Council Certificate.

2. 2012 REAL ESTATE TAXES & SPECIAL ASSESSMENTS

Parcel Address	Tax Parcel No.	2 nd Installment Due
JAD Condo Unit 1	014-0810-243-4001-0	\$0
JAD Condo Unit 2	014-0810-243-4004-0	\$0
JAD Condo Unit 3	014-0810-243-4007-0	\$0
JAD Condo Unit 4	014-0810-243-4010-0	\$0
JAD Condo Unit 5	014-0810-243-4013-0	\$0
JAD Condo Unit 6	014-0810-243-4016-0	\$0
JAD Condo Unit 7	014-0810-243-4019-0	\$0
JAD Condo Unit 8	014-0810-243-4022-0	\$0
JAD Condo Unit 9	014-0810-243-4025-0	\$0
JAD Condo Unit 10	014-0810-243-4028-0	\$5,173.87
3372 Burke Rd., JAD Condo Unit 11	014-0810-243-4031-0	\$4,092.78
Total		\$9,266.65

As of May 15, 2013 the 2012 real estate taxes are paid in full for the subject property, with the exception of the second installment for two of the parcels listed above. The amounts paid and owed include special assessments, if applied.

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.

3. TITLE REPORT UPDATE

The owner shall furnish to the City's Office of Real Estate Services, as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial

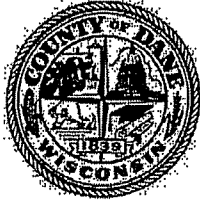
title report (April 11, 2012) and the date when final signoff is requested. The surveyor shall update the plat with the most recent information available in the title report update.

4. PLAT RECORDING INFO

The owner shall email the document number of the recorded plat to Jenny Frese at the Office of Real Estate Services after it is available. jfrese@cityofmadison.com

5. PLAT REVISION REQUIREMENTS

- a. Include a complete and accurate legal description of the lands that are to be included in the FP. The legal description shall be reconciled with the legal description of said lands in record title.
- b. Please add a Note that some of the land to be platted is subject to a Stormwater Maintenance Plan recorded as Doc No. 3760938. If possible, depict Exhibit A from this recorded document on the face of the final plat. If this document is no longer applicable, provide the appropriate release document prior to approval sign-off.
- f. Update Note #10 to include Doc. No. 2177780 as well.
- g. Clearly depict the 40-foot Electric Line Easement and add the Doc. No. 2251172 to the label, per #C5 in title report dated April 11, 2012.



Dane County Planning & Development Land Division Review

March 20, 2013

Birrenkott Surveying, Inc.
PO Box 237
1677 N. Bristol St.
Sun Prairie, WI 53590

Re: Wood Ger Development (final plat)
Town of Burke, Section 24
(11 lots, 52 acres)
Zoning Petition #10295 A-1 to C-2

The Dane County Board approved rezone Petition #10295 on July 21, 2011.

Attention to whom it may concern:

The Dane County Zoning and Land Regulation Committee, at its meeting of March 19, 2013, considered the above-named plat proposal. The committee approved the plat, subject to the following conditions:

1. Rezone Petition #10295 is to become effective and all conditions established are to be timely satisfied. (September 11, 2013)
 - Recording of a Subdivision Plat Map with the Dane County Register of Deeds.
 - *The petitioner shall record a condominium removal document for the entire JAD Condominium Plat. The petitioner shall also remove the recorded storm water maintenance plan as note under Register of Deeds document #3760938.*
 - *A subdivision plat, pursuant to Wisconsin Statutes 236, shall be recorded with the Dane County Register of Deeds that defines the proposed lots as shown on the concept plan within 2 years.*
 - *The proposed "Maly Road" shall be dedicated to the public for road right-of-way. The road right-of-way shall extend from the eastern right-of-way line of Reiner Road to the north property line as depicted on the concept plan.*
 - *Lots 1 through 8 shall be deed restricted to limit the land uses to:*
 1. *Major repairs to motor vehicles inside buildings - Parking and storing of motor vehicles - Warehouses - Mini-warehouses - Medical, dental and veterinary clinics - Banks, offices, office buildings and condominium office buildings - Woodworking shops - Machine shops - Manufacturing and assembly plants - Rental businesses, except for motor vehicles and construction machinery/equipment - Distribution centers - Wholesale businesses - Warehousing and inside storage incidental to a permitted use - General, mechanical and landscape contracting businesses - Inside storage, maintenance and repairs of construction equipment necessary for the operation of a general, mechanical or landscape contracting business*
 2. *Conditional Uses that may be permitted are: Residence for a watchman or caretaker - Communication towers - Governmental uses - Agricultural uses*

- Lot 11 shall be deed restricted to limit the land uses to:
 1. *Retail sales limited to automotive parts and accessories - Major repairs to motor vehicles inside buildings - Warehouses - Mini-warehouses - Medical, dental and veterinary clinics - Banks, offices, office buildings and condominium office buildings - Woodworking shops - Machine shops - Manufacturing and assembly plants - Rental businesses, except for motor vehicles and construction machinery/equipment - Distribution centers - Wholesale businesses - Warehousing and inside storage incidental to a permitted use - General, mechanical and landscape contracting businesses - Inside storage, maintenance and repairs of construction equipment necessary for the operation of a general, mechanical or landscape contracting business.*
 2. *Conditional Uses that may be permitted are: Residence for a watchman or caretaker - communication towers - Governmental uses - Agricultural uses.*
 - *All property zoned C-2 within the subdivision plat shall be deed restricted to prohibit billboard signs.*
2. Compliance with the Dane County Comprehensive Plan is to be established.
 - *See Pam Andros, Senior Planner letter dated March 8, 2012.*
 3. Lot boundaries and zoning district boundaries are to be coterminous.
 4. All lots and outlots are to meet the minimum area and width requirements of the zoning districts that are applicable.
 5. The locations of existing driveways are to be shown.
 6. The approximate locations of the intermittent stream(s) are to be shown.
 7. The public parkland appropriation requirement is to be satisfied (private park land does not satisfy this requirement).
 8. Street names with respect to Ch. 76 of the Dane County Code of Ordinances are to be assigned.
 - *Dane County Surveyor approval is to be obtained.*
 9. All public land dedications are to be clearly designated "dedicated to the public."
 10. Compliance with Ch. 14.45 DCCO, Erosion Control Plan is to be established.
 11. Compliance with Ch. 14.46 DCCO, Stormwater Control Permit is to be established.
 12. Utility easements are to be provided.
 13. All streets shall be graded and surfaced in accordance with plans, specifications and requirements of the Dane County Highway Commission and the Town of Windsor.
 14. Street lights and street signs shall be provided in accordance with applicable town specifications.

15. The improvements shall be installed and approval of a final plat shall be given only after the work has been completed or there shall have been filed with the appropriate governmental jurisdiction or with the committee, one of the following:
 - *Surety bond in an amount sufficient to complete the work.*
 - *Certified check in an amount sufficient to complete the work.*
16. Town of Burke approval is to be obtained.
17. City of Madison approval is to be obtained with respect to the extraterritorial jurisdiction.
18. A notation is to be included that states: "Lands covered by this plat are within an area subject to height limitations owing to the operation of aircraft and equipment from a nearby airport. Owners of lands within the area covered by this plat are required by law to restrict the height of trees, other vegetation and man-made structures to less than the height limitations set forth in that certain map dated April 24, 2008, entitled 'Height Limitation Zoning Map, Dane County Regional Truax Field, Madison, Wisconsin', said map being on file in the Dane County Clerk's office."
19. A notation is to be included that states: "Lands covered by this plat are located within an area subject to heightened noise levels emanating from the operation of aircraft and equipment from a nearby airport."
20. A notation is to be included that states: "Lots in this plat which are within 300-feet of the ordinary high water mark of the intermittent stream are subject to the Dane County Shoreland-Wetland Zoning regulations."

When the above conditions have been fully satisfied, the final plat along with any supporting documents may be submitted for review and the plat will be scheduled for a future Dane County Zoning and Land Regulation Committee for approval. If approved the approving signature will be affixed by the Chair of the committee. Any questions regarding this letter, please contact myself.

Sincerely,

Daniel Everson
Assistant Zoning Administrator
267.1541

CC:
Clerk, Town of Burke
City of Madison Planning – Tim Parks
Dane County Highway – Pam Dunphy
Dane County Land & Water – Jeremy Balousek

Town of Burke Board Meeting Minutes – January 16, 2013

6:00 p.m.

Board members in attendance: Acting Chairman Hess, Supervisor Berg, Supervisor Searls and Supervisor Munson. Excused: Chairman Viney. Also in attendance: Brenda Ayers, Clerk/Treasurer; Ron Kurt, Public Works Lead; Kim Peterson, Deputy Clerk/Treasurer; Chris Hughes, Town Attorney and Anne Anderson, Town Engineer. See attached list for other interested parties in attendance

1. ADMINISTRATIVE

- a. It was determined that a quorum was present and that the meeting was properly posted.
- b. The meeting was called to order at 6:00 p.m. by acting Chairman Hess.
- c. The Pledge of Allegiance was recited.
- d. Approval of minutes from the December 19, 2012 Board meeting.
Motion: Hess /Munson to approve the minutes as presented. Motion carried.
- e. Public Works report. Kurt reported that although he has received the bill for the December storm, he feels that the 2012 salt expenses will be under budget. There is a brake problem on Peterbuilt and the 2001 one-ton had a water pump problem. He worked with General Communications to reprogram and/or replace the Public Works radios and upgrade the FCC license to be narrow band compliant at year end.
- f. Clerk/Treasurer report. No report.
- g. Finance Report. The Cash on Hand report as of December 31, 2012, was included in the packets. Peterson reported on amount of taxes collected since the 12/19 Board meeting.
- h. Approval of Bills. Board members reviewed the bills and signed the Town Board Approval cover sheet for check number 25607-25742 and payroll related disbursements number 2551-2580 (note: payroll check numbers 2251-2550 were erroneously skipped between December 19 and January 16).
- i. Public Concerns: none.

2. NEW BUSINESS

- a. Resolution 01162013 Conditionally Approving the Plat of the Wood Ger Development. Hess noted that he wanted to make sure that the applicant (Jerry Wood) understands that the resolution includes several items that need to be resolved prior to the signing of the Final Plat. Hess stated that the Plan Commission adopted Resolution 121212 recommending conditional approval of the final plat. Hughes went through Resolution 01162013 and provided further explanation of the conditions. He noted that all documents need to be acceptable to the Town Attorney and Chair. Hughes said he will also have Anderson and Ayers review the documents. Anderson went through the list of outstanding items from her letter dated Jan 16, 2013 (attached to the Resolution). Hughes noted that item number 3 of the resolution should be revised to remove the reference to high water consumption by striking everything after the word "prepared." Hess noted that the word "Homeowners" in item number 12 of the resolution should

be replaced with "Lot Owners" Motion: Hess/Berg to approve Resolution 01621013 with noted changes. Motion carried.

- b. Revision to the Lothe Drainage Easement. Hughes reported that Dan Lothe contacted him about removing the 20 foot strip along Templeton Terrace from the easement. Lothe also reported that the contractors who worked on the pond killed a portion of his grass and damaged a culvert in his drive. Since the project is still under warranty, Anderson will contact the contractor regarding repairs to the grass and culvert. Hughes reported that if the Board is comfortable with removing this portion of the easement they could make a motion to authorize the Chair to sign the revised easement agreement in a form that is acceptable to the Town Attorney and Engineer. Motion Berg/Searls to authorize the Chair to sign the revised easement agreement in a form that is acceptable to the Town Attorney and Engineer. Motion carried.
- c. Zeier Sanitary District pipe repair- Kurt reported that a crack in the sewer pipe was noted when Roto-Rooter televised the line. Kurt provided pictures of the pipe. He noted that he was looking for direction on how to proceed. Options include working with Mead and Hunt to determine how to repair and asking the City of Madison to repair the pipe in the same manner that they use for repairs. Anderson will have someone from Mead and Hunt look at the DVD and make a recommendation for the repair.
- d. Operator's licenses. Motion: Searls/Berg to deny the issuance of an Operator's License to Terry Flint due to lack of responsibility with alcohol. Motion carried.

3. OLD/UNFINISHED BUSINESS

- a. Update on Charlotte's Walk Pond 2 un-named tributary (BB1) study. No update.
- b. Status of the possibility of extending/connecting Token Rd, Rebel Rd and Bull Run as requested by the City of Sun Prairie. Anderson will contact Darryl Severson at the City of Sun Prairie to discuss this item. There is a concern about traffic back ups and excess traffic on Rattman if these roads are opened.

4. COMMITTEE REPORTS (AS APPLICABLE)

- a. Plan Commission- met on January 9 regarding a CUP for Madison Block and Stone. Plan Commission recommended conditional approval including a \$2,000 annual road maintenance fee.
- b. ETZ Committee- met on January 3 regarding the Camping World CUP and site plan. The landscaping required by Village Ordinances was a key issue at the meeting. As a compromise, the ETZ recommended reducing the number of landscaping points required from 1,176 to 700.
- c. Events Committee- nothing to report.
- d. Parks Commission- nothing to report.
- e. Fire Commission- meeting on January 23.
- f. NECC meeting on January 28.
- g. JRTC- meeting January 21.
- h. NE FUDA- meeting February 14 at Burke Town Hall.

5. ADJOURNMENT. Motion: Searls/Hess to adjourn. Motion carried. Meeting adjourned at 7:01 p.m.

Brenda Ayers, Clerk/Treasurer
Town of Burke
2/15/2013