



Project Address: 8033-8101 Excelsior Drive (9th Aldermanic District – Ald. Conklin)
Application Type: Demolition Permit and Certified Survey Map
Legistar File ID # [67274](#) & [67275](#)
Prepared By: Colin Punt, Planning Division
Report includes comments from other City agencies, as noted.
Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Brad McClain; University of Wisconsin Credit Union; 3500 University Avenue; Madison, WI 53705

Contact: David Ewanowski; KEE Architecture Inc.; 3220 Syene Rd #200; Madison, WI 53713

Requested Action: Approval of a demolition permit to raze an office building to enable a building addition on the existing office building at 8033 Excelsior Drive and a CSM to create one lot.

Proposal Summary: The applicant is seeking the approvals to demolish the office building at 8101 Excelsior Drive in order to expand the existing office building at 8033 Excelsior Drive and to combine the two lots into one lot. No conditional use or other land use approvals are requested at this time.

Applicable Regulations & Standards: Section 28.185 MGO provides the process for demolition and removal permits. Section 16.23 MGO provides the process for demolition and removal permits.

Review Required By: Plan Commission (demolition permit), Common Council (CSM)

Summary Recommendations: The Planning Division recommends that the Plan Commission find the standards met and **approve** a demolition permit at 8101 Excelsior Drive and recommend the accompanying CSM to Common Council with a recommendation to **approve**. These recommendations are subject to input at the public hearing and the conditions from reviewing agencies in this report.

Background Information

Parcel Location: The subject site includes two existing lots totaling 10.27 acres located on the west side of Excelsior Drive, between Old Sauk Road and Fourier Drive. It is within Aldermanic District 9 (Ald. Conklin) and the Middleton/Cross Plains School District.

Existing Conditions and Land Use: 8033 Excelsior Drive is currently developed with a two-story, 37,000-square foot office building constructed in 1994. 8101 Excelsior Drive is currently developed with one-story, 11,000-square foot office building constructed in 1989. The site is zoned SEC (Suburban Employment Center district).

Surrounding Land Uses and Zoning:

North: Office buildings zoned SEC (Suburban Employment Center district);

East: Across Excelsior Drive, a hotel and office buildings zoned SEC;

South: Office buildings zoned SEC; and

West: Office buildings zoned SEC.

Adopted Land Use Plan: The [Comprehensive Plan](#) (2018) recommends Employment uses for this site. The site is not located within the boundaries of any special area plans.

Zoning Summary: The subject property is zoned SEC (Suburban Employment Center district):

Requirements	Required	Proposed
Lot Area (sq. ft.)	1 acre (43,560)	447,235
Lot Width	100 ft	710 ft
Front Yard Setback	10 ft	106 ft
Side Yard Setback	10 ft	176 ft
Rear Yard Setback	30 ft	356 ft
Maximum Building Coverage	50%	17%
Maximum Lot Coverage	75%	67%
Minimum Building Height	22 ft	47 ft
Maximum Building Height	None	47 ft

Site Design	Required	Proposed
Number Parking Stalls	No minimum	541
Accessible Stalls	11	11
Loading	2	None (see Zoning comment 7)
Number Bike Parking Stalls	1 per 2000 sq ft floor area = 76	76 (see Zoning comment 8)
Landscaping	Yes	Yes (see Zoning comment 4)
Lighting	Yes	No see Zoning comment (9)
Building Forms	Yes	Free-Standing Commercial

Other Critical Zoning Items	Utility Easements, Wellhead Protection District
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Table prepared by Jacob Moskowitz, Assistant Zoning Administrator

Environmental Corridor Status: The site is not within a mapped environmental corridor.

Public Utilities and Services: The site is served by a full range of urban services.

Project Description, Analysis & Conclusion

The applicant, representing UW Credit Union, intends to demolish the existing one-story office building at 8101 Excelsior Drive. [Photos](#) provided by the applicant and the application materials do not indicate specific deficiencies with the structure, and staff have not physically inspected the property. Following demolition, the applicant intends to build a 115,000-square foot addition to the existing building at 8033 Excelsior Drive to provide space for approximately 550 employees. The applicant intends to begin construction in early 2022, with occupancy of the building by late 2023. Please note, based on recently approved changes to the Demolition Ordinance, the plans for the future use are not before the Plan Commission as Planning staff understands that they are permitted uses under the zoning code.

Adopted Plan Recommendations

The [Comprehensive Plan](#) (2018) recommends Employment uses for this site. Employment uses are intended predominantly for office, research and development, medical, and specialized employment, with some low-impact manufacturing. The site is not located within the boundaries of any special area plans.

Demolition Standards

At its October 5, 2021 meeting, the Common Council revised the City of Madison's demolition permits ordinance section to remove consideration of proposed future use for demolition applications. In order to approve a demolition request, the Plan Commission must consider the factors and information specified in §28.185(9)(c) MGO and find that the proposed demolition or removal is consistent with the statement of purpose of the demolition permits section and with the health, prosperity, safety, and welfare of the City of Madison. The standards state that the Plan Commission shall consider the report of the City's historic preservation planner regarding the historic value of the property as well as any report that may be submitted by the Landmarks Commission. At its August 16, 2021 meeting, the Landmarks Commission found that the existing building at 8101 Excelsior Drive has no known historic value.

Certified Survey Map

Staff believes the accompanying CSM for the property at 8033-8101 Excelsior Drive meets the requirements found in Section 16.23 MGO and is consistent with the requirements for lots in the SEC district.

Conclusion

Considering the adopted plan recommendations and the recommendation of the Landmarks Commission the Planning Division believes that the Plan Commission can find the standards for demolition met to allow a the demolition of 8101 Excelsior Drive to enable a building addition on the existing office building at 8033 Excelsior Drive. Staff also believes the requirements for the accompanying CSM can be found to be satisfied.

At time of report writing, staff is unaware of any written comments from the public.

Recommendation

Planning Division Recommendations (Contact Colin Punt 243-0455)

The Planning Division recommends that the Plan Commission find the standards met and **approve** a demolition permit at 8101 Excelsior Drive to enable a building addition and forward the accompanying CSM to Common Council with a recommendation to **approve**. These recommendations are subject to input at the public hearing and the following conditions:

Demolition Permit Recommended Conditions of Approval: Major/Non-Standard Conditions are Shaded

Items not directly related to the demolition permit are reference items for future permitted use site plan review

Zoning Administrator (Contact Jacob Moskowitz, 266-4429)

1. Section 28.185(7)(a)5. requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Bryan Johnson (608-266-4682).
2. Section 28.185(10) Every person who is required to submit a reuse and recycling plan pursuant to Sec. 28.185(7)(a)5. shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
3. Section 28.185(9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.

4. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.
5. Provide elevations with glass detail consistent with Sec. 28.129 Bird-Safe Glass Requirements.
6. Provide at least 10% EV ready parking stalls and 1% EV installed parking stalls.
7. Required loading facilities shall comply with MGO Section 28.141(13). Provide 2 10' x 50' loading areas with 14' vertical clearance to be shown on the plan. The loading areas shall be exclusive of drive aisle and maneuvering space. The required number of loading spaces may be reduced through conditional use approval.
8. Provide a detail of the proposed bicycle parking facility.
9. Exterior lighting provided shall be in accordance with City of Madison General Ordinances Section 10.085. Provide an exterior lighting plan and fixture cut sheets with the final plan submittal.

City Engineering Division (Contact Tim Troester, 267-1995)

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| <p>10. Applicant shall confirm existing lateral size into property. City has conflicting information in records. Lateral may be 4" or 8". If lateral is 4", applicant shall either downsize building lateral connection to 4" or plan for lateral replacement into the Excelsior Drive</p> |
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11. Obtain a Street Terrace permit for the proposed work (installation of the driveway apron, landscaping, etc.) This permit application is available and must be completed on line at <http://www.cityofmadison.com/engineering/permits.cfm> (MGO 10.08)
 12. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. 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. (MGO 16.23(9)(d)(4))
 13. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
 14. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
 15. A Storm Water Management Report and Storm Water Management Permit is required for this project. See Storm comments for report and permit specific details and requirements.
 16. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.

17. This site appears to disturb over one (1) acre of land and requires a permit from the WDNR for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR216 and NR-151 however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement. Information on this permit application is available on line:
<http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm>.
The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or CARPC is required for this project to proceed.
18. Revise the site plan to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)
19. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE and therefore will be regulated to meet a higher standard.
20. This project will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval. Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year. The WDNR provided workbook to compute USLE rates can be found online at <https://dnr.wi.gov/topic/stormwater/publications.html>
This project will require a concrete management plan and a construction dewatering plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit.
(POLICY)
This project appears to require fire system testing that can result in significant amounts of water to be discharged to the project grade. The Contractor shall coordinate this testing with the erosion control measures and notify City Engineering 608-266-4751 prior to completing the test to document that appropriate measures have been taken to prevent erosion as a result of this testing.
Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website - as required by Chapter 37 of the Madison General Ordinances.
21. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.
The Storm Water Management Plan & Report shall include compliance with the following:
Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.
Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic

modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

22. This area is considered both redevelopment and new development. In the redevelopment portion of the site, if the proposed impervious cover that exceeds 80% of the existing site impervious cover, the site shall meet the following requirements:
Peak Runoff shall be reduced by 15% compared to existing conditions during the 10-year design storm.
Run-off volume shall be reduced by 5% compared to the existing conditions during a 10-yr design storm.
Green infrastructure shall be required for rate and volume reductions for at least the first 1/2inch of rainfall.
Rate Control: Detain the difference from the 100-200 -year storm events, matching post development rates to predevelopment rates and using the design storms identified in Madison General Ordinances Chapter 37.
Infiltration: Provide infiltration of 90% of the pre-development infiltration volume.
In areas that can be deemed as new development, provide the following for TSS: Reduce TSS by 80% (control the 5-micron particle) off of newly developed areas compared to no controls.
In areas that can be deemed as redevelopment with TMD, provide the following for TSSL: Reduce TSS by 80% off of the proposed development when compared with the existing site.
Oil/Grease Control: Treat the first 1/2 inch of runoff over the proposed parking facility and/or drive up window.
Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.
23. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
24. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

City Engineering Division – Mapping Section (Contact Eric Pederson, 266-4056)

25. The concurrent Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction. This Certified Survey Map will also dissolve the underlying lot line.

26. Revise plans to clearly indicate the existing 15ft wide jogging trail currently shown along the common line between platted lots 9 and 10, per Doc 2103265, be revised to depict that it is a private (not public) jogging trail and easement. Owner/applicant shall proceed as necessary to either relocate/remove/release this private jogging trail easement to allow for proposed construction across such.

Fire Department (Contact Bill Sullivan, 866-4691)

27. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Paul Ripp at pripp@cityofmadison.com or (608)712-6277.

Forestry Section (Contact Wayne Buckley, 266-4892)

28. Damaging Contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. Contractor shall operate equipment in a manner as to not damage the branches of the street tree(s). This may require using smaller equipment and loading and unloading materials in a designated space away from trees on the construction site. Any damage or injury to existing street trees (either above or below ground) shall be reported immediately to City Forestry at 266-4816. Penalties and remediation shall be required. Add as a note on the plan set.
29. Excavation As defined by the Section 107.13 of City of Madison Standard Specifications for Public Works Construction: No excavation is permitted within 5 feet of the trunk of the street tree or when cutting roots over 3 inches in diameter. If excavation is necessary, the Contractor shall contact Madison City Forestry (266-4816) prior to excavation. City of Madison Forestry personnel shall assess the impact to the tree and to its root system prior to work commencing. Tree protection specifications can be found on the following website: <https://www.cityofmadison.com/business/pw/specs.cfm> Add as a note on the plan set.
30. Protection On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition, grading or construction begins. The fence shall include the entire width of terrace and, extend at least 5 feet on both sides of the outside edge of the tree trunk. Do not remove the fencing to allow for deliveries or equipment access through the tree protection zone. Add as a note on the plan set.
31. Pruning Street tree pruning shall be coordinated with Madison Forestry at a minimum of two weeks prior to the start of construction for this project. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on the plan set.
32. Soil Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction addresses soil compaction near street trees and shall be followed by Contractor. The storage of parked vehicles, construction equipment, building materials, refuse, excavated spoils or dumping of poisonous materials on or around trees and roots within five (5) feet of the tree or within the protection zone is prohibited. Add as a note on the plan set.
33. Street All proposed street tree removals within the right of way shall be reviewed by City Forestry before the Plan Commission meeting. Street tree removals require approval and a tree removal permit issued by City Forestry. Any street tree removals requested after the development plan is approved by the Plan Commission or the Board of Public Works and City Forestry will require a minimum of a 72-hour review period which shall include the notification of the Alderperson within who's district is affected by the street tree removal(s) prior to a tree removal permit being issued. Add as a note on the plan set.
34. Tree An existing inventory of street trees located within the right of way shall be included on the landscape, site, demo, and utility plans. The inventory shall include the following: location, size (diameter at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.
35. Tree City Forestry will issue a street tree removal permit for (X) tree(s) (dbh) diameter (variety) tree due to (reason) at (location). Add as a note on the plan set.

Water Utility (Contact Jeff Belshaw, 261-9835)

36. This property is in a Wellhead Protection District–Zone (WP-28). Applicant shall provide the Madison Water Utility with confirmation that no hazardous and/or toxic materials will be stored on site, and that all proposed uses of this site comply with the City of Madison Wellhead Protection Ordinance. Any future change in use for this property will require review by the Madison Water Utility General Manager or his designated representative. Contact Jeff Belshaw at jbelshaw@madisonwater.org for additional information, including a summary of the submittal requirements.

37. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility’s Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

38. Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

39. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.

Metro Transit (Contact Tim Sobota, 261-4289)

40. The applicant shall identify an accessible pedestrian connection between the building entrance(s) and the existing public sidewalk along the 8033-8101 Excelsior Drive frontage as well as an accessible pedestrian connection crossing to the adjoining property to the west (8413/8417 Excelsior Drive) generally parallel to the proposed motor vehicle connection between the parking lots of these adjoining parcels.

41. In coordination with any public works improvements, the applicant shall maintain or replace/expand the concrete boarding pad surface at the existing Metro bus stop on the west side of Excelsior Drive, adjacent the 8101 Excelsior Drive frontage (#6796).

42. The applicant shall include the location of these facilities on the final documents filed with their permit application, so that Metro Transit may review and effectively plan for City transit access to this and adjoining properties.

43. Metro Transit operates daily all-day transit service along Excelsior Drive, adjacent this property. Bus stop ID #6796 is on the west side of Excelsior Drive, near the south edge of the 8101 Excelsior Drive frontage.

The Planning Division, Traffic Engineering Division, and Parks Division have reviewed this request and have recommended no conditions of approval.

Certified Survey Map Recommended Conditions of Approval: Major/Non-Standard Conditions are Shaded

City Engineering Division (Contact Tim Troester, 267-1995)

1. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. 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. (MGO 16.23(9)(d)(4))
2. 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). (POLICY).

City Engineering Division – Mapping Section (Contact Eric Pederson, 266-4056)

3. 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 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)
4. Revise 15ft wide jogging trail easement linework and text so that it clearly depicts this as the PRIVATE (not public) jogging trail (unimproved at this time) and easement. Also revise the CSM to depict the true location of the private jogging trail easement per Doc 2103265, which is along the original platted line between lots 9 and 10. Owner/applicant shall proceed as necessary to relocate/release/remove from title all that portion of Doc 2103265 to facilitate this development plan.
5. Submit to Eric Pederson, prior to Engineering sign-off of the subject plat, 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, preferably closed polylines for lot lines, shall be void of gaps and overlaps and match the final recorded plat:
 - a) Right-of-Way lines (public and private)
 - b) Lot lines
 - c) Lot numbers
 - d) Lot/Plat dimensions
 - e) Street names
 - f) Easement lines (i.e. all shown on the plat including wetland & floodplain boundaries.)NOTE: This Transmittal is a separate requirement from the required Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data for any changes subsequent to any submittal.

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

6. Prior to 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 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.

7. Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).
8. All ownership consents and certifications for the subject lands shall conform to Wis. Stats. 236.21(2) and 236.29 by including the language ...surveyed, divided, mapped and dedicated....
9. City of Madison Plan Commission Certificate: Revise the Plan Commission Certificate to name Matthew Wachter as Secretary of the Plan Commission, as follows:

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

By: _____ Date: _____
Matthew Wachter, Secretary of the Plan Commission

10. As of October 8th, 2021, the 2020 real estate taxes are paid for the subject property. Per 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 CSM recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. 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

11. As of October 8th, 2021, there are special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to Madison General Ordinance Section 16.23(5)(g)1. In lieu of this requirement, the owner may present written documentation from the City's Board of Public Works that the special assessments may be continued to be paid on the installment basis authorized by the Board of Public Works. However, if lands within the CSM boundary are to be dedicated, the special assessments levied against the dedicated lands are to be paid in full.
12. 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 survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (September 28, 2021) 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. 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.

13. Depict and dimension all existing improvements including, but not limited to: buildings, drives, parking lots, encroachments, wells, septic systems, etc. located within the CSM boundary.

14. Depict the existing lot lines for the underlying Lots 9 and 10 of Old Sauk Trails Park.

The Planning Division, Office of the Zoning Administrator, Traffic Engineering Division, Fire Department, Parks Division, Water Utility, and City's Assessor's Office reviewed this request and have recommended no conditions or approval.