



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

Madison Municipal Building, Suite LL-100

215 Martin Luther King, Jr. Boulevard

P.O. Box 2985

Madison, Wisconsin 53701-2985

Phone: (608) 266-4635

Fax (608) 267-8739

www.cityofmadison.com

April 22, 2016

Todd Buhr
JSD Professional Services, Inc.
161 Horizon Drive
Verona, Wisconsin 53593

RE: LNDCSM-2016-00007 – Certified Survey Map – 2418-2518 Winnebago Street (Gorman & Co., Inc.)

Dear Mr. Buhr;

The one-lot certified survey of property located at 2418-2518 Winnebago Street, Section 6, Township 7N, Range 10E, 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 261-9127 if you have questions regarding the following three (3) items:

- 1.) A minimum of 2 working days prior to requesting City Engineering signoff on the CSM the applicant shall contact Brenda Stanley at 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. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel).
- 2.) All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Mark Moder (261-9250) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.
- 3.) Based on historical documents (WDNR BRRS #06-13-506291), the property may contain residual contaminated soil. If contaminated soil is encountered as part of this redevelopment, all WDNR and DSPS regulations shall be followed for proper handling and disposal.

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following seven (7) items:

- 4.) Add Document No. 5220822 to Note 11 and to appropriate note on sheet 3. Add Document No. 5220817 to Note 12 and to appropriate note on sheet 3. Add Document No. 5220823 to Note 13 and to appropriate note on sheet 3.

- 5.) Add to note 10 that the Document has been amended and restated by Document No. 5220825.
- 6.) Update railroad corridor owner to WisDOT. Union Pacific is no longer the owner.
- 7.) Update legal description error: Course line (2) distance is incorrect; it should be 613.86 feet.
- 8.) This pending CSM shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in the parcel database so that the City's permitting system can upload this data and permit issuance made available for this new land record.
- 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 Division. 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 or CSM. Note: Land tie to two PLS corners required.
- 10.) The applicant shall submit to Jeff Quamme, prior to Engineering sign-off of the subject CSM, one (1) digital CADD drawing and one (1) signed copy of the final CSM to the Mapping/GIS Section of the Engineering Division either as hard copy or Adobe PDF format. The digital CADD file shall be submitted in the WISDOT County Coordinate System, Dane County Zone datum in either Auto CAD Version compatible with MicroStation Version V8i, MicroStation Version V8i or older or Universal DXF Formats. The digital CADD file(s) shall contain the minimum of the items stated below, each on a separate layer name/level number. All line work shall be void of gaps and overlaps that would cause any parcel, street or easement to not properly close. All line work orientation and geometrics shall match the dimensioning as labeled on the final recorded plat: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (i.e. street, sanitary, storm (including wetland & floodplain boundaries) water, pedestrian/bike/walkway, or any public and/or private interest easement except local service for Cable TV, gas, electric and fiber optics).

*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes.

*New electronic final plat transmittals and notification of changes which occur to the final plat during the time the Engineering Division signs off and receives the digital copies of said plat and the recording thereof, are the responsibility of the Developer/Surveyor.

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following item:

- 11.) Note: All operating private wells shall be identified and permitted by the Water Utility and all unused private wells shall be abandoned in accordance with MGO Section 13.21.

Please contact my office at 261-9632 if you have any questions regarding the following item:

12.)As a condition of recording the lot combination CSM, a “minor” alteration to the Planned Development–Specific Implementation Plan (PD(SIP)) to show the dissolution of the existing lot line by this CSM on the site plans, etc. will be required. This will allow the Specific Implementation Plan to be consistent with the state of the parcel during the construction process (2 lots now, 1 lot later) and allow full permits to be issued once the minor SIP alteration and one-lot CSM are approved and recorded.

Please contact Janet Schmidt of the Parks Division at 261-9688 if you have any questions regarding the following item:

13.)The developer shall put the following note on the face of the CSM or development plans: “Lots/ buildings within this subdivision/ development are subject to impact fees that are due and payable at the time building permit(s) are issued.” The Parks Division will be required to sign off on this CSM.

Please contact Jenny Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following five (5) items:

14.)The parties of interest signing the Owner’s Certificate shall be consistent with the ownership interest(s) reported in the title update to be provided prior to CSM approval sign-off, pursuant to Wis. Stats. 236.21(2)(a). The executed original hard stock recordable CSM shall be presented at the time of sign-off.

15.)A certificate of consent for all mortgagees/vendors shall be included following the Owner’s Certificate and executed prior to CSM approval sign-off. The Office of Real Estate Services (ORES) can assist with obtaining signatures for any Consents of Mortgagee required by the City.

16.)Revise the City of Madison Plan Commission Certificate to include the name of the current Secretary of the City of Madison Plan Commission: Natalie Erdman.

17.)As of April 11, 2016, the 2015 real estate taxes are paid for the subject property and there are no special assessments reported. If special assessments are levied against the property in the interim, they shall be paid in full pursuant

18.)The CSM shall be revised prior to sign-off as follows:

- a.) Add a description of the amendment per Document No. 5220825 to Note #10 on Sheet 2.
- b.) Include the newly recorded document numbers reported in title to Note #11, #12 and #13, as well as the labels for said documents on Sheet 3.
- c.) Include the description of Document No. 5218208 under Notes on Sheet 2.
- d.) Add a leader identifying that portion of the No-Build Easement area on former Lot 3 CSM No. 13940, as well.

- e.) Revise the label for Document No. 5220817 on Sheet 3 to include the entire title of the easement, as described in Note #12 on Sheet 2.
- f.) Ensure the line work for all the storm water easement areas depicted on Sheet 3 are consistent. The easement line shown on existing Lot 2 CSM No. 13940 appears to be the same as the line for the No-Build easement area.

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 was approved by the Common Council on April 19, 2016.

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.

Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger in City's Office of Real Estate Services (jfrese@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 (March 20, 2016) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. 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.**

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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
Jeff Quamme, City Engineering Division–Mapping Section
Sally Sweeney, City Assessor's Office
Janet Schmidt, Parks Division
Dennis Cawley, Madison Water Utility
Jenny Frese, Office of Real Estate Services