



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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August 31, 2017

Tim Thorson  
Royal Oaks & Associates, Inc.  
3678 Kinsman Boulevard  
Madison, Wisconsin 53704

RE: ID 47757 | LNDCSM-2017-00023 – Certified Survey Map – 5003-5027 Tradewinds Pkwy (Alex Li)

Dear Mr. Thorson;

The two-lot Certified Survey Map re-dividing two existing platted lots in the Genesis plat located at 5003-5027 Tradewinds Pkwy, Section 27, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The subject property is zoned IL (Industrial–Limited District) and is located in Urban Design District 1. 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 seven (7) items:**

1. Each of the proposed lots shall have a separate sanitary sewer laterals.
2. Because of the location of the floodplain, the Capital Area Regional Planning Commission(CARPC) will be requiring a sewer extension review of the property (including site level stormwater management and a FEMA letter of map revision for the existing Lot 7 of the Genesis plat, which is the easterly existing lot included with the proposed CSM), prior to development.
3. Notice: The lots within this CSM will required by the Wisconsin Department of Natural Resources (WDNR) to complete a wetland delineation as part of the Notice Of Intent process given the hydric soils on the site.
4. 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 (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff of the CSM.
5. This property has deferred assessments for the assessment district that shall be paid in full as a condition of the subdivision approval.
6. The lots within this Certified Survey Map are interdependent 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 Certified Survey Map, and recorded at the Dane County Register of Deeds.

7. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM the applicant shall contact Tim Troester at 261-1995 (ttroester@cityofmadison.com) or 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).

**Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following nineteen (19) items:**

8. The Sanitary Sewer Easement to MMSD per Document No. 1184163 shall be shown, labeled and its location dimensioned along the southerly side of the Certified Survey Map.
9. The 30-foot Gas Electric Easement shown along the south line of the Certified Survey Map shall be relabeled Utility Easement to Madison Gas & Electric per CSM 12423, Document No. 4412331.
10. The 75-foot wetland setback line is not to the south property line, but is to the delineated wetland line. Dimensions and notations shall be revised accordingly.
11. The 100-foot wide Private Stormwater Management Easement label shall have language added that it is per the Plat of Genesis, Document No. 4770373.
12. Lot 8 of Genesis plat has a minimum opening elevation modified from 861 to 860 NAVD 88 per Document No 5231708. The impacts proposed Lot 1 and a part of proposed Lot 2. The document no and elevation modification shall be noted and the limits of the restriction shall be dimensioned on the Certified Survey Map.
13. Add a note that this CSM is subject to Declaration of Conditions, Covenants and Restrictions per Document Nos. 4772072, 4772073 and 4874294.
14. The right of way to MG&E per Document No. 4992704 shall be shown, labeled and dimensioned on the Certified Survey Map.
15. The Private Stormwater Management Easement shall have a note added that it is subject to a Declaration of Stormwater Management Easement agreement per Document No. 5199214.
16. The 100-year floodplain shall be shown as it lies within the CSM per the current FEMA flood panel, unless a FEMA Letter of Map Removal is obtained prior to final recording.
17. The minimum building elevation note per the plat of Genesis for the current Lot 7 area shall be shown and noted on the Certified Survey Map.

18. All of the notes under the Surveyor's Notes per the plat of Genesis that apply and encumber this CSM shall be added as notes to this CSM and shall reference the plat. Also the noise restriction from the plat of Genesis shall be added to the CSM.
19. The Temporary Cul-de-sac easement shown on the CSM shall have text added that it is per the plat of Genesis, Document No. 4770373.
20. 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 for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com ). 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 and shall be attached to a signed and sealed monument condition report. The Applicant shall identify monument types on all PLS corners included on the Plat or CSM. Note: Land tie to two PLS corners required.
21. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Plat or Certified Survey Map in areas where this control exists. The surveyor shall identify any deviation from City Master Control with recorded and measured designations. City of Madison has established WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the Dane County Surveyor's Office (web address <https://www.countyofdane.com/PLANDEV/records/surveyor.aspx>) for current tie sheets and control data that has been provided by the City of Madison. If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact Engineering Division for this information.
22. 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.

23. Insert the standard language pre MGO 16.23(9)(d)2.a. verbatim. If this is done, all of the previous non- exclusive easements for drainage easements are released and new drainage easements defined by the current proposed Certified Survey Map or Plat.
24. Modify the Owner's certificate as it does not have the current owner per the Title Report provided.
25. The chord bearing of the last curve in the legal description shall be corrected. Also the resolution number under the Common Council Certificate will be a 17, not a 15.
26. In accordance with Section s.236.34(1m) (c), which states a CSM shall be prepared in accordance with the plat requirements stated per s.236.20(2)(c)&(f), Wisconsin Statutes, the applicant must show the type, location and width of any and all easements on the CSM. Clearly identify the difference between existing easements (cite Register of Deeds recording data) and easements which are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by the CSM.

**Please contact Adam Wiederhoeft of the Madison Water Utility at 266-9121 if you have questions regarding the following three (3) items:**

27. The following information shall be noted on the CSM prior to final approval: "These properties are located within Wellhead Protection District–Zone (WP-31). Hazardous and/or toxic materials are not to be stored on site, and any proposed uses will be required to 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."
28. A separate water service lateral and water meter is required to serve each parcel. The water laterals shall be directly connected to the public water main with the shut-off valve located in the public right-of-way (per PSC 185.52 (2)).
29. This property has deferred assessments for the assessment district that shall be paid in full as a condition of the subdivision approval.

**Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following ten (10) items:**

30. Signature block certifications shall be executed by all parties of interest, pursuant to Wis. Stats. 236.21(2)(a). Ensure the Owners Certificate reflects owner of record title.
31. Remove Consent of Mortgagee as there is no mortgage per record title.
32. 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..."
33. A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.

34. Madison Common Council Certificate: The resolution Enactment Number will begin with RES-17-\_\_\_\_\_.
35. 2016 real estate taxes are still owed 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.
36. There are special assessments reported on both parcels. All special assessments shall be paid in full prior to CSM signoff pursuant to MGO Section 16.23(5)(g)1. Contact Heidi Radlinger for procedure to waive assessments.
37. 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 ([hradlinger@cityofmadison.com](mailto:hradlinger@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 (June 21, 2017) 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.
38. The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.
39. Depict, name, and identify by document number all existing easements cited in record title and the updated title report.

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

40. Revise the CSM to show the existing line between Lots 7 and 8 of Genesis as a light, dashed line, and those lot numbers (with dashed underlines similar to how the other existing Genesis lots adjacent are depicted).

**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 at its September 5, 2017 meeting.**

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](mailto:jrquamme@cityofmadison.com).

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  
Jeff Quamme, City Engineering Division—Mapping Section  
Adam Wiederhoeft, Madison Water Utility  
Sally Sweeney, City Assessor's Office  
Heidi Radlinger, Office of Real Estate Services