



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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January 13, 2022

John Krebs
JSD Professional Services
161 Horizon Dr, Ste 101
Verona, WI 53593

RE: LNDCSM-2021-00040; Legistar ID 68203 – Certified Survey Map – 504-525 West Johnson Street, 308-312 North Bassett Street, and 505-527 Conklin Place

Dear John Krebs;

Your one-lot certified survey of property located at 504-525 West Johnson Street, 308-312 North Bassett Street, and 505-527 Conklin Place, Section 23, Township 07N, Range 09E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned UMX (Urban Mixed Use district). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

Please contact Tim Troester of the City Engineering Division at 267-1995 if you have questions regarding the following three (3) items:

1. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)
2. Construct sidewalk, terrace, path, curb & gutter and pavement to a plan as approved by City Engineer
3. 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)

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following twelve (12) items:

4. The majority of N Bassett St along the Northeasterly side of this CSM is originally platted as 66 feet wide, but shown as right of way varies. Provide the width of N Bassett St to CSM 13325 where the right of ways are originally platted as parallel and 66 feet wide.
5. The north boundary of this CSM is considerably long in length, well beyond deeds of record and surveys of record. The rest of the block to the west with this boundary appears to be short. There are conflicting surveys of record on the proration of this block. The surveyor shall provide how the block has been broken down providing the basis for the location of the western boundary.
6. Grant a Public Sidewalk Easement to the City on the face of the Certified Survey Map that encompasses the proposed new public sidewalk along W Johnson St within the proposed new Lot. Contact Jeff Quamme (jrquamme@cityofmadison.com) for the required easement text to be placed on the Certified Survey Map.
7. Per the Right of Way Plat for State Project SU 1114(6) there is a 0.25' jog in the right of way along W Johnson St that is not shown and acknowledged on this CSM. Additionally Curve 2 is significantly out of tangent and the point of curvature is significantly west of the point of curvature as per the right of way plat and Birrenkott Survey 2012-00789. The right of way along W Johnson shall be correctly retraced per the acquisitions along that corridor.
8. 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)
9. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.
10. Modify the header for each sheet and the legal description acknowledging that a part of Lot 7 of University Addition is included in the CSM, not the entire original lot.
11. The Title Report does not reflect singular common ownership of the lands within this CSM as represented on the CSM. An updated title report shall be provided prior to final sign off having matching ownership and mortgages on the CSM.
12. There is incorrect dimensioning along the north line of the CSM, therefore the boundary as dimensioned and described does mathematically close. The 128.20' dimension is to the NW corner of existing Lot 1, not the section line, the overall 152.75' dimension is incorrect and the L-1 and recorded as 17.4' dimension are not correlated as one is the north dimension of existing Lot 1 and L-1 is a dimension to the quarter line. Correct the dimensioning and the legal description as necessary.

13. The CSM shall show and label the areas acquired for street right of way purposes per Doc No's 1206498, 1152821, 1152473, 1153612 and 1155219.
14. This pending 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 or early start permit.
15. Submit to Jeff Quamme, 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
 - 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.

Please contact Sean Malloy of the Traffic Engineering Division at 266-5987 if you have any questions regarding the following one (1) item:

16. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a six (6)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along W. Johnson Street.

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following seven (7) items:

17. 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). 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.
18. A certificate of consent for all mortgagees shall be included following the Owner's Certificate(s) and executed prior to CSM approval sign-off. If the CSM is signed electronically, a PDF of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.
19. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder and executed prior to

CSM sign-off.

20. 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.
21. As of the date of this letter, here are no special assessments reported on the subject parcels. If special assessments are levied against the property during the review period prior to CSM approval sign-off they shall be paid in full pursuant to Madison General Ordinance Section 16.23(5)(g)1.
22. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger, 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 (10/26/2021) 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.
23. The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.

Please contact Debra Crary of the City Assessor's Office at 266-4580 if you have any questions regarding the following one (1) item:

24. The owner signature line does not match the Assessor's ownership records. Provide the correct owner information.

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 reviewed by the Common Council at its January 18, 2021 meeting.

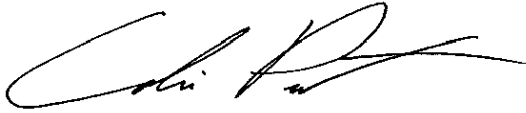
Prior to City Engineering final sign-off by the main office of the CSM, the final CSM shall be submitted to the Engineering Division Surveyor/ Land Records Coordinator for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division signoff. E-mail submittal of the final CSM in PDF form is preferred. Transmit to jrquamme@cityofmadison.com.

As soon as the comments and conditions have been satisfied, 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.

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 243-0455.

Sincerely,

A handwritten signature in black ink, appearing to read "Colin Punt". The signature is fluid and cursive, with a large initial "C" and a long, sweeping underline.

Colin Punt
Planner

cc: Tim Troester, City Engineering Division
Jeff Quamme, City Engineering Division—Mapping Section
Sean Malloy, Traffic Division
Heidi Radlinger, Office of Real Estate Services
Debra Crary, City Assessor's Office