



Department of Planning & Community & Economic Development

Planning Division

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June 5, 2015

Steve DeJong
Meridian Surveying, LLC
N8774 Fire Lane 1
Menasha, Wisconsin 54952

RE: File No. LD 1516 – Certified Survey Map – 4702-4724 Tradewinds Parkway (B-R Enterprises of Madison, LLC)

Dear Mr. DeJong;

Your two-lot Certified Survey Map of property located at 4702-4724 Tradewinds Parkway, Section 27, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned IL (Industrial–Limited District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following eighteen (18) items:

1. Show, dimension and label the 75-foot Vegetative Buffer per the plat of Tradewinds Business Centre. Also place Note 11 from the plat on the Certified Survey Map (CSM) in reference to the buffer.
2. Note the FEMA Panel Number, effective date and base flood elevation for the floodplain shown and noted on the CSM.
3. Place all of notes and acknowledge this CSM is subject to the TRANS 233 notes from the plat of Tradewinds Business Center on the CSM.
4. Place Note 5 and Note 15 from the plat of Tradewinds Business Center in the notes on the CSM.
5. Replace note 2 on the CSM with the standard drainage note per Madison General Ordinance: 16.23(9)(d)2. (a. & b.). This will release the previous drainage easements and place the new easements. Also remove the drainage easement reference to the plat on the east side of the CSM.
6. Provide dimensioning for the Transmission Line Easement per Document No. 4786201 to allow it to be located accurately on the CSM.

7. The Declaration of Conditions, Covenants and Restrictions per Document No. 3774415 shall be released/amended/superseded by the new agreement to be drafted and referenced on the CSM. This new document shall also properly release the private Drainage Easement between Lots 1 and 2 shown on the plat of Tradewinds Business Centre. Provide a draft copy of the new document for review and comment. The new document shall be recorded and the recording information placed on the face of the CSM and provided for on the face of the CSM. Also remove note 3 on the CSM as that note refers to the original easement being released.
8. Add a note that this CSM is subject to Declaration of Conditions and Covenants per Document No.'s 3867652 and 3867653.
9. Add a note that this CSM is subject to Declaration of Covenants, Conditions and Restrictions per Document No. 4241003 and First Amendment per Document No. 4383145.
10. Add a note that this CSM is subject to a Deed Restriction per Document No. 4241004.
11. The bearing shown on the East line of the NW $\frac{1}{4}$ should be S 00°02'48" E per City of Madison control and the coordinates noted on the map. This shall be rectified.
12. Add the word dedicated to the owner's and mortgagee's certificate.
13. These two lots were to complete stormwater management to be shared between the lots. The easement shall be released and each lot shall be responsible for stormwater management individually.
14. These lots drain to an outlot at 4601 Tradewinds Parkway. Said outlot is owned by entity with ownership ties to these lots. The outlot was to be dedicated to the public when Tradewinds was platted. Prior to approval of this CSM, ownership shall cause outlot at 4601 to be dedicated to the public.
15. The following notes shall be included on the CSM:
 - a.) All lots within this CSM are subject to public easements for drainage purposes which shall be a minimum of 6-feet in width measured from the property line to the interior of each lot except that the easements shall be 12-feet in width on the perimeter of the plat. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of six (6) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) feet in width along the perimeter of the plat. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes, without the approval of the City Engineer at the time of site plan review. Fences may be placed in the easement only if they do not impede the anticipated flow of water.

NOTE: In the event of a City of Madison Plan Commission and/or Common Council approved re-division of a previously subdivided property, the underlying public easements for drainage

purposes are released and replaced by those required and created by the current approved subdivision.

- b.) The intra-block drainage easements shall be graded with the construction of each principal structure in accordance with the approved storm water drainage plan on file with the City Engineer and the Zoning Administrator, as amended in accordance with the Madison General Ordinances.

Information to Surveyor's: In addition to notes such as this, WI State Plat Review now enforces the requirement that easements or other reference lines/areas be graphically shown, dimensioned and tied when they represent fixed locations. They will accept a "typical detail" when the easement or restriction can be effectively described and retraced from the typical detail.

16. The following note shall be added to the Certified Survey Map: "All lots created by this certified survey map are individually responsible for compliance with Chapter 37 of the Madison General Ordinances in regard to storm water management at the time they develop."
17. A minimum of 2 working days prior to requesting City Engineering signoff on the plat, the applicant shall contact Janet Schmidt (261-9688) to obtain the final stormwater utility charges that are due and payable prior to subdivision 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).
18. 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. 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. Note: Land tie to two PLS corners required.

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following two (2) items:

19. This property will be located in a future wellhead protection district. All future uses on this site shall be approved by the Water Utility General Manager or his designee.
20. Note: All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility per MGO Sec. 13.21.

Please contact Heidi Radlinger of the Office of Real Estate Services at (608) 266-6558 if you have any questions regarding the following six (6) items:

21. 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..."

22. This certificate is required when dedication of land and the conveyance of rights in land are required. For parcels located within the City of Madison, a Madison Common Council Certificate shall appear as follows:

Resolved that this certified survey map located in the City of Madison was hereby approved by Enactment Number _____, File ID Number 38156, adopted on the ____ day of _____, 2015, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this ____ day of _____, 2015

Maribeth L. Witzel-Behl, City Clerk
City of Madison, Dane County Wisconsin

23. Include the following Plan Commission certificate on the final CSM:

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

By: _____
Natalie Erdman, Interim Secretary, Plan Commission

Date: _____

24. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all special assessments that are accrued or delinquent for the subject property prior to CSM recording. As of the date of this letter, there are special assessments and real estate taxes due for this property.

25. Prior to final CSM sign-off, please verify with Janet Schmidt of the City Engineering Division (261-9688) or Pam Mousley at the Water Utility (261-9132) that stormwater management fees are paid in full.

26. Please revise the CSM prior to final sign-off:

- a.) Satisfactions or releases for all mortgages, liens, judgments, or other instruments that no longer encumber the lands or ownership within the CSM boundary shall be recorded prior to CSM approval sign-off.
- b.) Note any relevant restrictions in record title.
- c.) Mention Document Nos. 1068145 and 1089808 are sewer easements.
- d.) Record amended Stormwater Drainage Easement prior to recording CSM.
- e.) Remove City Treasurer and Urban Design Commission certificates.
- f.) Work with City Engineering to release the Restriction of Sale created by Document No. 3632744.

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 June 2, 2015.

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.

The owner shall furnish to the Office of Real Estate Services and the survey firm preparing the CSM an updated title report covering the period between the date of the initial title report and the date when final signoff is requested. 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.**

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: Janet Schmidt, City Engineering Division
Dennis Cawley, Madison Water Utility
Sally Sweeney, City Assessor's Office
Heidi Radlinger, Office of Real Estate Services