



Department of Planning & Community & Economic Development  
**Planning Division**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

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February 15, 2013

Chris Adams  
Williamson Surveying & Associates, LLC  
104A W. Main Street  
Waunakee, Wisconsin 53597

RE: File No. LD 1242 – Certified Survey Map – 1129 S. Park Street (Noor Investments, LLC)

Dear Mr. Adams;

The one-lot certified survey combining your client's property located at 1129 S. Park Street, Section 26, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned CC-T (Commercial Corridor-Transitional District). The conditions of approval from the reviewing agencies to be satisfied before final approval and recording of the CSM are:

**Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following four (4) conditions:**

1. Delete Notes 5 on page 2 of 4. Modify Note 6 as follows: "Arrows indicate the direction of drainage at individual property lines and elevations given are for property corners at ground level, which shall be maintained by the Lot Owner."
2. The following note shall be placed on the CSM: "No changes in drainage patterns associated with development on any or all lots within this CSM shall be allowed without prior approval of the City Engineer."
3. A minimum of 2 working days prior to requesting City Engineering Division signoff on the CSM, the applicant shall contact Janet Dailey (261-9688) 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).
4. 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.

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

5. Per MGO Section 13.21, all wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

**Please contact Jennifer Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following seven (7) items:**

6. Prior to requesting final approval prior to recording, executed signature block certifications shall be included for all parties of interest, pursuant to MGO Section 16.23(5)(g)4 and Wis. Stats. 236.21(2)(a). The title of each certificate shall be consistent with the ownership interest reported in the most recent title report.
7. A certificate of consent for mortgagee/vendor shall be included following the Owner's Certificate for any mortgagees/vendors of record:
8. Disclose any tenancy in excess of one year and provide the document number or tenancy description as a Note on the face of the CSM.
9. Pursuant to MGO Section 16.23(5)(e)4 and Wis. Stats. 236.21(2) (a), all CSMs that are subject to the review and approval of the City of Madison shall contain the following certificate of approval:

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

By: \_\_\_\_\_  
Steven R. Cover, Secretary Plan Commission

Date: \_\_\_\_\_

10. As of January 13, 2013 there are no special assessments reported for the subject property. Please verify that stormwater management charges are paid in full by contacting Janet Dailey with City Engineering (261-9688) or Sharon Pounders with the Madison Water Utility (266-4641).
11. As of January 31, 2013, the 2012 real estate taxes were partially paid for the subject property, with the second installment owed prior to final signoff. The amount due is \$1,772.20; provide a receipt showing the taxes paid in full prior to final signoff.
12. The following CSM revisions shall be made:
  - a.) Please describe and Note on Sheet 2 the Restrictions in Document No. 479378.
  - b.) Include a Note on Sheet 2 that the lands are subject to the terms set forth in Exhibit B of Special Warranty Deed, recorded as Document No. 3153199.
  - c.) Describe and Note on Sheet 2 the Agreement recorded as Document No. 4355507.
  - d.) Please research Document No. 4540931 to determine if any interests are retained within the CSM boundary.
  - e.) Coordinate with City staff regarding encroachments listed in Special Warranty Deed 3153199, as well as the proposed site plan for redevelopment. If the existing encroachments into the public right-of-way remain, or if there are encroachments planned in redevelopment of the

property, they will need review by the City's Privilege in Streets advisory staff. If approved, an Encroachment Agreement will be prepared and recorded by the Office of Real Estate Services.

- f.) 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 sign-off.

**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 January 22, 2013.**

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 [epederson@cityofmadison.com](mailto:epederson@cityofmadison.com).

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 six (6) 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 Dailey, City Engineering Division  
Dennis Cawley, Madison Water Utility  
Anne Zellhoefer, City Attorney's Office  
Jennifer Frese, Office of Real Estate Services  
Dan Everson, Dane County Land Records and Regulations