



Department of Planning & Community & Economic Development
Planning Division

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February 15, 2012

Kevin Pape & Bill Suick
D'Onofrio Kottke & Associates
7530 Westward Way
Madison, Wisconsin 53717

RE: File No. LD 1201 – Certified Survey Map – 6701-6921 McKee Road et al (MAD Grove, LLC)

Gentlemen;

The two-lot certified survey of your client's property located at 6701-6921 McKee Road, Section 12, Township 6N, Range 8E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned PUD-GDP and PUD-SIP. 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 sixteen (16) conditions:

1. The applicant shall revise final right of way dedication as determined by the City Engineer after final street geometry has been determined.
2. The applicant shall construct improvements on Maple Grove Drive in accordance with the plans approved by the City Engineer and City Traffic Engineer. The improvements shall consist of widening the west side of Maple Grove Drive from McKee Road to East Pass to provide for turn lanes into the development. Median reconstruction and utility work are also required.
3. The applicant shall install sidewalk along Maple Grove Drive adjacent to this development according to plans approved by the City Engineer.
4. Public sanitary sewer and water easements shall be added to the CSM (15-foot width for each utility). Eric Pederson will send the appropriate easement terms and conditions that shall be added to the CSM separately via e-mail.
5. The subject property is subject to the City's Prairie Interceptor (\$12.10/1,000 square feet) for the properties connecting to the City's sewer west of the property. If the City sewer on Maple Grove Drive is connected to the City's Maple Grove–McKee Interceptor (\$16.84/1,000 square feet and interest (9.5%) 1/22/91), will become due.
6. Proposed Lot 2 shall be graded and developed such that runoff is conveyed to existing storm sewer on Maple Grove Drive. The southwest corner of Lot 2 is presently low and shall not be permitted to discharge to adjacent developed lots.
7. Add the private street designation, "Mader Drive – Private Street", where appropriate on the CSM.

8. The developer shall enter into a City / Developer agreement for the installation of public improvements required to serve this CSM. The developer shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The developer shall meet with the City Engineer to schedule preparation of the plans and the agreement. The City Engineer will not sign off on this CSM without the agreement executed by the developer.
9. The Developer shall make improvements to Maple Grove Drive to facilitate ingress and egress to the CSM.
10. Installation of "Private" street signage in accordance with MGO Section 10.34 is required.
11. Remove drainage arrows, notes (unless otherwise provided by City Engineering), and elevations from the face of the CSM.
12. If 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 CSM, and recorded at the Dane County Register of Deeds.
13. 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).
14. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Janet Dailey (608-261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.
15. 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.
16. In accordance with Section s.236.34(1)(c) which says a CSM shall be prepared in accordance with s.236.20(2)(c)&(f), Wisconsin Statutes, the applicant shall show the type, location and width of any and all easements. Clearly identify the difference between existing easements (cite Register of Deeds recording data) and easements that are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements.

Please contact Bryan Walker of the Traffic Engineering Division at 267-8754 if you have questions about the following four (4) items:

17. The developer shall enter into a subdivision contract and make improvements to Maple Grove Drive and McKee Road (CTH PD), as determined by the City Traffic Engineer and City Engineer.

18. The applicant shall modify the CSM to accommodate Maple Grove Drive right of way needs according to the subdivision contract.
19. The applicant shall be responsible for securing all proper permits and approvals from any municipality or government unit having jurisdiction with the project. In particular, the applicant shall contact Dane County Department of Public Works, Highway, and Transportation, with site plans sets for review and approval. The applicant shall return a set of stamped site plans or a letter with Dane County approval to the City of Madison Traffic Engineering Division.
20. The applicant shall execute and return the attached declaration of conditions and covenants for streetlights and traffic signals prior to sign off. The applicant will need to provide a deposit for their reasonable and proportionate share of traffic signal costs.

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

21. The proposed minimum 20-foot wide public water main easement shall be included with the recorded document.
22. All operating private wells shall be identified and permitted by the Water Utility in accordance with MGO Section 13.21. 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 about the following item:

23. Note 4 on page 2 of the CSM shall be revised to note the recording of a separate cross-access easement to serve the proposed lots and the adjacent property located south of Mader Drive. The applicant shall record a reciprocal access easement to govern these properties at the Dane County Register of Deeds following approval by the City Engineer, Traffic Engineer, and Director of Planning and Community & Economic Development.

Please contact Jennifer Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following six (6) items:

24. The Owner's Certificate on the proposed CSM shall be executed by all parties having an ownership interest in the property. For parties other than sole proprietorships, the signatories shall provide to the City, prior to approval, documentation, which proves that, said signatories have legal authority to sign the Owner's Certificate. The title report shows the following parties have an ownership interest of record in the property and said parties shall be signatories on the Owner's Certificate:

→ Mad Grove, LLC

25. A certificate of consent by the mortgagee/vendor shall be included following the Owner(s) Certificate for each of the mortgagees/vendors listed below:

→ The Park Bank

26. An Environmental Site Assessment **is** required.

27. All real estate taxes, stormwater management charges, and special assessments due against the properties involved in this final plat shall be paid in full (with copies of receipts for recent payments not reflected in City records) prior to final signoff of the survey for recording.

→ As of February 7, 2012, the first installment of the real estate tax bills is paid, with the second installment outstanding. Prior to circulating the proposed Certified Survey Map for final sign off and recording, the owner shall pay all real estate taxes that are outstanding for the subject property in full. Paid receipts must be presented to the City's Office of Real Estate Services before or at the time of sign off. There are no special assessments for the subject parcels and all stormwater fees have been paid in full.

28. The following CSM revisions shall be made:

- a.) Please reconcile the discrepancy between the width of the public utility easement on Lot 1 of the proposed CSM, which runs perpendicular to Maple Grove Road (10 feet), and the width of the easement shown in between Lot 247 and the Verona School District lot (15 feet) on the East Pass Addition to Country Grove subdivision plat, recorded as document #2781492.
- b.) Identify, depict and provide a certificate of consent for any tenancy in excess of one year. Said tenancy shall be made evident in record title and the document number shall also be cited on the proposed CSM. A copy of the recorded document giving evidence of the tenancy shall be included with and/or made part of the required title report.
- c.) Create and record, or show as being dedicated in the proposed CSM, easements for utility and drainage rights of way when the utility or drainage physically exists, but no document for it exists in record title.
- d.) Record satisfactions or releases for all mortgages, liens, judgments, or other instruments that encumber the title of the subject lands, but where the purpose for such instrument has been satisfied, fulfilled, or resolved.

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 February 7, 2012.

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.

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 two years from the date of the approving resolution or this letter, whichever is later.** If you have any questions or if you 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
Bryan Walker, Traffic Engineering Division
Dennis Cawley, Madison Water Utility
Jennifer Frese, Office of Real Estate Services
Dan Everson, Dane County Land Records and Regulations