



PREPARED FOR THE PLAN COMMISSION

Project Address: 205-221 N. Gammon Road
Application Type: Certified Survey Map (CSM) Referral
Legistar File ID # [46113](#)
Prepared By: Timothy M. Parks, Planning Division
Report includes comments from other City agencies, as noted

Summary

Applicant: David and Maria Grams; 221 N. Gammon Road; Madison.

Property Owners: Jason Iverson and Katherine Novak; 205 N. Gammon Road; Madison, and David and Maria Grams; 221 N. Gammon Road; Madison (also owners of 213 N. Gammon Road).

Surveyor: Michael S. Marty, Vierbicher Associates, Inc.; 999 Fourier Drive, Suite 201; Madison.

Requested Action: Consideration of a Certified Survey Map (CSM) of property located at 205-221 N. Gammon Road to create four residential lots, including a deep residential lot.

Proposal Summary: The property owners wish to re-divide three parcels addressed as 205, 213 and 221 N. Gammon Road into a total of four single-family lots. Existing single-family residences at 205 and 221 N. Gammon Road will remain on reconfigured lots. The existing driveways from N. Gammon Road for the two homes will be removed in favor of access from a shared private drive to be extended west from a future extension of Acadia Court. Two new single-family lots will be created from the rear of 213 N. Gammon Road, including a deep residential lot. All four lots will be accessed from Acadia Court, which will be constructed as a condition of the proposed land division. The applicant wishes to record the CSM as soon as all regulatory approvals have been granted.

Applicable Regulations & Standards: Section 16.23, Land Subdivision Regulations, Madison General Ordinances provides the requirements for land divisions. Section 28.135(3) of the Zoning Code provides the requirements for the creation of deep residential lots (see page 3 of this report).

Review Required By: Plan Commission. A resolution approving the land division and any related dedications requires approval by the Common Council.

Review Schedule: The State's subdivision statute, Wis. Stats. Chapter 236, requires that action be taken on a Certified Survey Map within 90 days of submittal unless a written extension is granted by the applicant. If no action is taken within 90 days and no extension granted, the CSM is deemed approved. The proposed CSM application was originally submitted to the City on February 8, 2017. However, following discussions with staff, revised and expanded CSM was submitted to the City on March 15, 2017. Therefore, the 90-day review period for this CSM will end circa June 15, 2017.

Summary Recommendation: The Planning Division recommends that the Plan Commission find the standards for land divisions and deep residential lots met with this request and **approve** a Certified Survey Map of property located at 205-221 N. Gammon Road, creating one deep residential lot, subject to input at the public hearing and the conditions from reviewing agencies beginning on page 5 of this report.

Background Information

Parcel Location: The three subject parcels total 1.69 acres of land and are located on the east side of N. Gammon Road, approximately 400 feet south of Farmington Way and 800 feet north of Colony Drive; Aldermanic District 19 (Clear); Madison Metropolitan School District.

Existing Conditions and Land Use: 205 and 221 N. Gammon Road each contain a single-family residence, while 213 N. Gammon is undeveloped. All three lots are zoned SR-C1 (Suburban Residential–Consistent 1 District).

Surrounding Land Use and Zoning: The subject site is generally surrounded by single-family residences in SR-C1 (Suburban Residential–Consistent 1 District) zoning.

Adopted Land Use Plan: The Comprehensive Plan recommends the subject site and surrounding properties for Low-Density Residential development. There is no adopted neighborhood plan that includes the site.

Zoning Summary: The property is zoned SR-C1 (Suburban Residential–Consistent 1 District):

Requirements	Required	Proposed
Lot Area	8,000 sq. ft.	All proposed lots will comply
Lot Width	60'	All proposed lots will comply
Front Yard	30'	The bulk requirements to the left will be applied to Lots 1 and 2 at the time of building permit issuance.
Side Yards	6' for one-story 7' for two-story	
Rear Yard	Lesser of 30% lot depth or 35'	
Usable Open Space	1,300 sq. ft. per lot	
Building Height	2 stories/ 35 feet	
Maximum Lot Coverage	50%	The existing residences on proposed Lots 3 and 4 adequately meet these requirements.
Building Form	Single-Family Detached	
Other Critical Zoning Items		
Yes:	Utility Easements	
No:	Landmarks, Urban Design, Wellhead Protection, Waterfront Development, Floodplain, Barrier Free	
<i>Prepared by: Jenny Kirchgatter, Asst. Zoning Administrator</i>		

Environmental Corridor Status: The property is not located within a mapped environmental corridor.

Public Utilities and Services: The property is served by a full range of urban services.

Additional Requirements

Section 28.135(3) of the Zoning Code, entitled “Lot Division, Creation and Access” requires the following for deep residential lots:

(3) Development of Deep Residential Lots.

- (a) Statement of Purpose. This subsection is established to allow the intensive development of certain deep residential lots which could not otherwise be fully developed under this or any other development control ordinance. The intensive development of a deep lot is not a matter of right but instead a

privilege granted to the developer by the City when the Plan Commission makes a finding that such development is in the public interest.

- (b) General Regulations. The Plan Commission may allow, after a public hearing and notice as set forth in Sec. 28.183 and consideration of the [conditional use] standards set forth in Sec. 28.183(6), the development of a deep residential zoning lot into not more than four (4) zoning lots, provided that :
 1. The front lot(s) shall have a width not less than that required in the district in which it is located.
 2. The rear lot shall have frontage onto an improved public street for a width not less than 30 feet.
 3. The strip of land of land between the improved public street and the remainder of the rear lot shall not contain any buildings or structures and said strip of land shall not be used to satisfy any area, yard, or usable open space requirement for the rear lot.
 4. All of the lots proposed shall have the minimum required lot area.
 5. The house numbers for all lots shall be on a sign visible from the public street.
- (c) A building permit for residential construction shall be issued for any zoning lot legally created, pursuant to this section, prior to the effective date of this ordinance.

Project Description

The proposed Certified Survey Map (CSM) calls for three existing parcels addressed as 205, 213 and 221 N. Gammon Road to be divided into a total of four lots. The 1.69-acre overall site is zoned SR-C1 and is developed with single-family residences at 205 and 221 N. Gammon Road. The site is characterized by a modest slope from the south to the north and east, with mature tree cover present across most of the property. As part of the 2002 CSM that created the three subject parcels, CSM 10381 (attached), the northern half of a future cul-de-sac bulb for Acadia Court exists along the southern edge of 213 N. Gammon Road, which is an otherwise undeveloped lot connected to N. Gammon Road by a 30-foot wide “panhandle” that extends between the other two subject properties. Acadia Court is currently a dead-end public street that extends approximately 165 feet west from Acadia Drive; the existing street segment was dedicated and constructed in 1974 as part of the adjacent Everglade Addition to Parkwood Hills subdivision, and includes water and sanitary sewer mains, which extend to the end of the street segment at the southeastern corner of the subject site.

The four lots proposed with the current CSM will include two reconfigured lots for the existing residences at 205 and 221 N. Gammon on Lots 3 and 4, and two new single-family residences on Lots 1 and 2, which will generally front onto a reconfigured cul-de-sac of Acadia Court. Lot 1 of the proposed CSM will be an approximately 67-foot wide and 180-foot deep gore-shaped lot (14,813 square feet) that will extend along the eastern edge of the subject site and front onto the reconfigured Acadia Court cul-de-sac. Lot 2 will be located west of proposed Lot 1 and to the east and rear of the existing residence at 221 N. Gammon Road on proposed Lot 4. Most of the 16,903 square feet of area for Lot 2 will be located along the northern edge of the property and will be connected to Acadia Court by a 30-foot wide strip of land, which results in the proposed lot being characterized as a deep residential lot as defined in the Zoning Code and discussed later in this report. The current panhandle for 213 N. Gammon Road will be subsumed into proposed Lot 4, while Lot 3 will largely maintain its current frontage onto N. Gammon but extend further east than it currently does to also have lot frontage along the new cul-de-sac for Acadia Court.

As shown on the proposed CSM, the applicant is proposing to reconfigure the right of way for Acadia Court. Per CSM 10381, a standard 100-foot diameter bulb was dedicated to the City for future construction of a permanent street end once the remaining right of way was dedicated or acquired from the single-family parcel adjacent to the south at 117 N. Gammon Road. The applicant and City Engineer have agreed to allow for a less sweeping cul-de-sac bulb to be dedicated and constructed for Acadia Court than the one previously required. While like the

existing bulb, the proposed bulb will be centered on the existing centerline of Acadia Court, the proposed cul-de-sac will have an 80-foot diameter and will not extend as far west into the subject site as the existing cul-de-sac dedication. However, like with the existing configuration, dedication or acquisition of the remaining right of way for the cul-de-sac by the owner of 117 N. Gammon Road will be required before the permanent street end can be constructed. Additionally, portions of the existing dedicated right of way will need to be vacated before the CSM may be recorded.

As part of the proposed development, access for all four existing and future residences will be provided from a shared private drive that will extend west from the Acadia Court cul-de-sac. Individual driveways serving 205 and 221 N. Gammon Road will be removed and the terrace along N. Gammon restored once Acadia Court and the shared drive have been constructed. The property owners have indicated a desire to no longer take vehicular access from N. Gammon Road due to the existing and anticipated traffic volumes on that arterial roadway, as well as concerns about sight distance adequacy for those driveways near the crest of a hill located just south of the southwestern corner of the site. An exhibit showing the four proposed lots, shared private drive, reconfigured public cul-de-sac, and location of the existing driveways to be removed is included in the Plan Commission materials for this request.

Analysis and Conclusion

Approval of the Lot 2 deep residential lot requires Plan Commission approval following a public hearing and notice as set forth in Section 28.183 and consideration of the conditional use standards set forth in Section 28.183(6) (although the deep residential lot and resulting development are not themselves, conditional uses).

The Planning Division generally believes that the proposed land division to create an additional residential lot can meet the standards for approval, including the criteria for the creation of deep residential lots in Section 28.135(3), and the conditional use standards in Section 28.183(6). The proposed land division will create a somewhat unique configuration for two of the four lots, due in part to the desire by the owners of 205 N. Gammon Road (proposed Lot 3) to have lot frontage onto Acadia Court, and for all four lots to take access from the cul-de-sac. However, all of the proposed lots will conform to the minimum lot design requirements of the SR-C1 zoning district, and the Planning Division believes that the proposed lot configuration is consistent with the development pattern that extends north from the subject site along the east side of N. Gammon Road. The proposed lot configuration is also generally acceptable given the moderate topographical limitations present on the 1.69-acre. As a condition of approval, the Planning Division requests that building envelopes be identified on the final CSM for Lots 1 and 2, which shall be approved prior to final approval and recording. The envelopes will ensure that the new residences constructed on those lots are properly integrated into the site and its surroundings, and secondarily that impacts on the existing trees on the periphery of Lots 1 and 2 are limited.

Staff is also supportive of the proposed redesign of the Acadia Court cul-de-sac. The applicant has worked closely with the City Engineer on the revised design of Acadia Court, including the subsequent acquisition of the portion of cul-de-sac right of way located off-site, and construction of the public street end and private drive. The Traffic Engineering Division has also expressed support for the removal of the existing residential driveways from N. Gammon Road due to concerns about sight distance along that arterial. Due to similar concerns about traffic volumes, topography and sight distance, staff does not believe that an extension of Acadia Court to N. Gammon Road would be appropriate. The extension of Acadia Court to N. Gammon Road does not appear to have been contemplated when the adjacent Parkwood Hills subdivision was approved in 1974, with it likelier that the court was instead envisioned to provide access to the subject site and adjacent property at 117 N. Gammon Road to support their future development. The cul-de-sac for Acadia Court was first formalized in 2002

with the creation of the subject parcels by CSM 10381, and staff views the proposed revisions to the cul-de-sac right of way as a continuation of the 2002 approval.

Section 16.23(8)(a)1 of the Subdivision Regulations states that “Cul-de-sacs shall not be used in any street layout, unless the topography or other unique physical feature of a development makes cul-de-sacs the only, or most logical, street layout. Where cul-de-sacs are determined to be necessary, a sidewalk, connecting path or multi-use path shall be provided to connect to another public right of way unless topography or other unique physical features make this connection impossible.” As staff believes that the cul-de-sac of Acadia Court represents the most logical street layout for the reasons indicated above, it also believes that construction of a sidewalk or multi-purpose path extending from Parkwood Hills to N. Gammon Road would not be appropriate at this time.

There is currently no sidewalk along the east side of N. Gammon from Old Sauk Road south to a point 500 feet north of Colony Drive, including along the western edge of the subject site. N. Gammon was resurfaced in 2014, and pedestrian improvements were added along this corridor as part of that project, which did not include additional sidewalks in this section. Similarly, there are no on- or off-street bike facilities along this section of N. Gammon Road that could be connected to through the subject site. Until there is some combination of a sidewalk along the east side of N. Gammon, a safe crossing to the sidewalk on the west side of the street, or bike accommodations along the arterial, no east-west path or sidewalk connection is requested. However, staff recommends that the 30-foot wide shared driveway easement that will govern access to the proposed lots not preclude future public use for pedestrians or bicycles from Parkwood Hills to N. Gammon Road should the City wish to create a path or sidewalk in the future.

Recommendation

The Planning Division recommends that the Plan Commission find the conditional use standards and deep residential lot criteria met and **approve** a Certified Survey Map of property located at 205-221 N. Gammon Road creating a deep residential lot, subject to input at the hearing and the following conditions:

Planning Division (Contact Timothy M. Parks, 261-9632)

1. Building envelopes approved by the Planning Division shall be shown on the final Certified Survey Map for Lots 1 and 2 prior to final approval and recording. In establishing these envelopes, care shall be given to limit impacts on the mature trees present on Lots 1 and 2.
2. Plans for the private drive serving Lots 1-4 shall be approved by the Planning Division and City Engineering Division prior to final approval and recording of the CSM. Prior to the issuance of building permits for Lots 1 or 2, the shared private drive shall be constructed, the driveways for Lots 3 and 4 connected to the private drive, and the existing driveways to N. Gammon Road removed and the terrace restored.
3. Access to any garages on Lots 1 and 2 shall be provided from the shared private drive extending from Acadia Court.
4. An easement/agreement for the construction, maintenance, and perpetual right of use for the shared private drive shall be submitted for review by the Planning Division prior to final approval and recording of the CSM. The final executed easement/ agreement shall be recorded concurrently with the recording of the final CSM. This document shall not preclude use of the shared access by the public for pedestrians and

bicycles in the event that a connection from Acadia Drive/ Acadia Court and Parkwood Hills to a public sidewalk or off-street multi-purpose path is established along N. Gammon Road in the future.

Recommended Conditions of Approval Major/Non-Standard Conditions are Shaded

City Engineering Division (Contact Tim Troester, 267-1995)

5. The new development created by Lots 1 and 2 of this CSM appear to discharge to an enclosed depression (pond) on property that is not included with or under the control of the lots being created by this CSM. The lots shall not be allowed to discharge any additional runoff water to this enclosed depression without a cross lot drainage agreement being recorded. In the absence of this agreement, all lots shall detain the 100-year event and match volumetric flows in the 10-year event.
6. According to City records, it is unclear how the existing homes located on Lots 3 and 4 are being provided sanitary sewer service. The applicant shall show how the existing homes are currently being provided sanitary sewer service and how these homes will be provided sanitary sewer after the CSM is recorded.
7. It appears that a private sanitary sewer main is located on the eastern portion of these lots. If it is the intention to maintain the use of this sewer main, the applicant shall dedicate a private sanitary sewer easement.
8. The developer shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the CSM.
9. 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 (261-9250) to obtain the final MMSD billing a minimum of two working days prior to requesting City Engineering sign-off.
10. All outstanding City of Madison sanitary sewer connection charges are due and payable prior to Engineering Division sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. This property is subject to Sanitary Connection charges for the Gettle Avenue Pumping Station District (\$17.80/1000 sq. ft. of lot area).
11. 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.
12. The construction of this project will require that the applicant shall enter into a City / Developer agreement for the required infrastructure improvements. The applicant shall contact City Engineering to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. Note: Obtaining a developer's agreement generally takes approximately 4-6 weeks, minimum.
13. Two weeks prior to recording the CSM, a soil boring report prepared by a Professional Engineer, shall be submitted to the City Engineering Division indicating a ground water table and rock conditions in the area. If

the report indicates a ground water table or rock condition less than 9 feet below proposed street grades, a restriction shall be added to the CSM, as determined necessary by the City Engineer.

14. The developer shall construct Madison Standard street improvements for all streets within the CSM. The cul-de-sac will include work outside of this plat to the south. Due to existing topographical constraints, the City Engineer is not recommending the installation of sidewalk.
15. The approval of this land division does not include the approval of changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way, including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer.
16. The applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development.
17. It is unclear if 205 N. Gammon Road is currently connected to public sewer or if it has a septic system. If there is a septic system, the applicant shall provide proof of septic system abandonment from Public Health-Madison and Dane County as a condition of plan approval. Septic System abandonment application is available online at <http://www.publichealthmdc.com/environmental/septage/>

City Engineering Division – Mapping Section (Contact Jeff Quamme, 266-4097)

18. The developer shall construct off-site public street improvements and obtain the required public right of way lands and easements for the construction that is required to serve this development. Prior to installation of the off-site improvements, the developer shall acquire the necessary lands and dedicate the required public right of way and any temporary construction easements, as required by the City, at the developer's expense. In the event that the developer is unable to acquire the lands for dedication for public right of way and temporary construction easements, the City shall proceed to acquire the public right of way and temporary easements. The developer shall reimburse the City for all costs associated with the acquisition, including attorney's fees and any and all costs associated with any court-ordered awards. The developer shall provide a deposit at the time of contract execution to cover the estimated City staff expenses along with the land acquisition and easement acquisition costs. The developer shall note that separate, additional surety in an amount estimated to cover any potential court-ordered awards shall be retained by the City until such time as appeal rights have expired. The additional surety shall be provided prior to the City making an offer for the lands for public right of way and any temporary easements.
19. The portion of Acadia Court that will not be required for public right of way due to the proposed reconfiguration of the right of way shown on this Certified Survey Map shall be discontinued and vacated. The applicant shall Contact Jeff Quamme at jrquamme@cityofmadison.com or 266-4097 to coordinate the required process for the vacation and discontinuance of a portion of Acadia Court.
20. Add a sentence to the end of Note 3 on Sheet 4: "Notwithstanding the foregoing, all vehicular access points to N Gammon Road from any lands within this Certified Survey Map shall be removed within 18 months of the recording of this Certified Survey Map at the Dane County Register of Deeds." The CSM shall show and note the access to be removed.

21. The 30-foot cross access easement set forth on this CSM shall state the beneficiaries of the easement. The conditions of construction, maintenance, replacement and use shall be set forth for the new and existing easements either on the face of the CSM or by separate instrument recorded immediately after the recording of this CSM.
22. Any necessary private sanitary sewer, water service or stormwater drainage easements needed to serve the lots within this CSM shall be shown, dimensioned, labeled and the conditions stated on the document. If preferred, the easement conditions and restrictions may be set forth in a separate document recorded immediately after the CSM. All documents shall be provided prior to final sign off for review and comment.
23. Extend the existing 15-foot wide TLE for Grading and Sloping over Lot 4 as granted on the original CSM 10381.
24. Provide dimensions for the existing 6-foot utility easement shown per Document No. 3482383.
25. The CSM shall note that the lands included in the land division are subject to Deed Restrictions and Covenants per Document No. 3482547, or provide documentation stating otherwise.
26. The gas main for the easement per Document No. 3605274 shall be located and the approximate location shown and labeled on the CSM.
27. This pending Certified Survey Map application shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in the parcel database so that the permitting system can upload this data and permit issuance made available for this new land record.
28. 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 Jeff Quamme (jrquamme@cityofmadison.com), 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.
29. 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.

* The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any original submittal of data and prior to final sign off.

Traffic Engineering Division (Contact Eric Halvorson, 266-6527)

Note: Traffic Engineering is in favor of redirecting access from N. Gammon Road to Acadia Court as it is consistent with our access standards.

Zoning Administrator (Contact Jenny Kirchgatter, 266-4429)

This agency did not submit a response for this request.

Fire Department (Contact Bill Sullivan, 261-9658)

This agency submitted a response with no comments or conditions for this request.

Metro Transit (Contact Tim Sobota, 261-4289)

This agency submitted a response with no comments or conditions for this request.

Parks Division (Contact Janet Schmidt, 261-9688)

30. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(6) will be required for all new residential development associated with this project. This development is within the West Park-Infrastructure Impact Fee district. Please reference ID# 17108 when contacting Parks Division staff about this project.

31. The developer shall put the following note on the face of the CSM: "The lots/ buildings within this subdivision/ development are subject to impact fees that are due and payable at the time building permit(s) are issued."

32. Prior to sign off on the CSM, the applicant shall execute a declaration of conditions and covenants along with an impact fee schedule for the park impact fees for this development. This document will be recorded at the Register of Deeds. The applicant shall be responsible for all recording fees.

Water Utility (Contact Adam Wiederhoeft, 266-9121)

33. 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)). Depict how each proposed parcel is anticipated to be provided water service.

Office of Real Estate Services (Jenny Frese, 267-8719)

34. Signature block certifications shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to

the notary at the time of execution. The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. The executed original hard stock recordable CSM shall be presented at the time of sign-off.

35. A certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s) and executed prior to CSM approval sign-off.
36. An Environmental Site Assessment is required for the dedication areas.
37. As of April 14, 2017, the 2016 real estate taxes are paid for the subject property. Per 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), 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.
38. A deferred special assessment is reported for one of the parcels within the CSM boundary; however the City Finance Department verified that it has been paid in full. If additional special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to MGO Section 16.23(5)(g)1.
39. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to the City's Office of Real Estate Services (jfrese@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 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.
40. The owner shall email the document number of the recorded CSM to Jenny Frese at the City's Office of Real Estate Services as soon as the recording information is available.
41. The CSM shall be revised as follows prior to final approval and recording:
 - a) The title work provided with the application re-submittal is incomplete. Please note that the Office of Real Estate Services may have additional comments and conditions based upon the contents of the revised title report, once received.
 - b) Replace R/W with Right-of-Way throughout the CSM.
 - c) Depict the easement referred to in Note 8 on Sheet 4.
 - d) Dimension the 15' and 40' easement areas on Sheet 3.
 - e) Add the description for Document No. 3482547 to the label for the Cross Access Easement per the prior CSM, or include said document description in the Notes on Sheet 3.