



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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January 28, 2020

Michael S. Marty
Vierbicher Associates, Inc.
999 Fourier Drive, Suite 201
Madison, WI 53717

RE: LNDCSM-2019-00051; ID 58672 – Certified Survey Map – 4510 Regent Street & 4513 Vernon Boulevard

Dear Mr. Marty;

Your one-lot certified survey of property located at 4513 Vernon Boulevard and 4510 Regent Street, Section 20, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property will be zoned TR-U2 (Traditional Residential- Urban 2 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 Engineering Division at 267-1995 if you have questions regarding the following five (5) 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 along Regent St to a plan as approved by City Engineer to allow for a 14' terrace (1' behind sidewalk, 5' sidewalk, 8' grass terrace to face of curb)
3. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/csm the applicant shall contact either Tim Troester at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley 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. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel). (POLICY)
4. The approval of this zoning approval does not include the approval of the changes to roadways, sidewalks or utilities. 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. (MGO 16.23(9)(d)(6))
5. Add the following note to the CSM: No changes to the existing drainage shall be allowed without the approval of the City Engineer.

Please contact Jeff Quamme of the Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following ten (10) items:

6. Traffic Engineering is requesting either a dedication or public sidewalk easement as necessary to accommodate required minimum terrace and sidewalk improvements. The map shall show a dedication or a Public Sidewalk Easement. If the option of a Public Sidewalk Easement is used, contact Jeff Quamme for the required Easement language to be placed on the Certified Survey Map.
7. Add a note that this CSM is subject to use restrictions as set forth in Document No's 1007770, 1052286 & 1071061.
8. Correct the page headers and the header for the legal description, this CSM is located in part of the SW 1/4 of the NE 1/4 (Not the SW 1/4 of the NW 1/4).
9. The Public Utility Easement crossing this site shall be partially released by the City of Madison by separate document prepared by City Office of Real Estate Services. Contact Jeff Quamme of Engineering Mapping (jrquamme@cityofmadison.com, 608-266-4097) to coordinate the Real Estate project, and associated information and fees required. The recorded releases of the easement area from the Private Public Utility Companies serving this site will be required prior to the City releasing the easement. This release is required prior to recording of the Certified Survey Map, acknowledgement of the release and document number shall be noted on the face of the Certified SurveyMap.
10. Record sale of Lot 4 to Hamptons at Hilldale LLC or add Peter & Rella Shulla as owners on Owners Certificate.
11. 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.
12. Provide tangent bearings in the curve table for all non tangent curves.
13. The covenants recorded under Document No's 955115 & 992073 have been repealed by Doc No 4061524. These shall be removed from the Title report.
14. The 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.
15. Submit to Jeff Quamme, prior to Engineering sign-off of the subject plat, one (1) digital CADD drawing and one (1) signed copy of the final plat/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:

- a) Right-of-Way lines (public and private)
- b) Lot lines
- c) Lot numbers
- d) Lot/Plat dimensions
- e) Street names
- f) 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).

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 questions regarding the following item:

16. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along Regent Street.

Please contact Sarah Lerner of the Parks Division at 261-4281 if you have any questions regarding the following three (3) items:

17. 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(2) will be required for all new residential development associated with this project. This development is within the North Park -Infrastructure Impact Fee district. Please reference ID# 18166.2 when contacting Parks about this project.
18. The following note should be included on the CSM: "LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED."
19. Prior to sign off on the CSM the applicant shall execute a declaration of conditions and covenants for impact fees.
20. The Parks Division shall be required to sign off on this CSM.

Please contact Andy Miller of the Office of Real Estate Services at 261-9983 if you have any questions regarding the following eight (8) items:

21. 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.

22. 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.
23. 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 _____, adopted on the ____ day of _____, 20__, 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 _____, 2020

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

24. As of January 23, 2020, the 2019 real estate taxes are not paid for the subject property. Per 236.21(3) Wis. Stats. and 16.23(5)(g)(1) Madison General Ordinances, the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off.
25. As of January 23, 2020, there are no special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If 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 Madison General Ordinance Section 16.23(5)(g)1.
26. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Andy Miller in City's Office of Real Estate Services (acmilller@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 (11-20-19) 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. Office of Real Estate Services reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.
27. Add a note that this CSM is subject to the Parking Agreement recorded as Document No. 1243650, and amended by Document No. 1254791. Or, provide evidence that the Parking Agreement has been terminated and released.
28. Add dimensions to all existing improvements including, but not limited to: buildings, drives, parking lots, encroachments, wells, septic systems, etc. located within the CSM boundary.

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 will be reviewed by the Common Council at its February 4, 2020 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 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.

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 you may be of any further assistance, please do not hesitate to contact my office at 243-0554.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sydney Prusak', written in a cursive style.

Sydney Prusak
Planner

cc: Tim Troester, Engineering Division
Jeff Quamme, Engineering Division—Mapping Section
Sean Malloy, Traffic Engineering
Sarah Lerner, Parks Division
Andy Miller, Office of Real Estate Services