



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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126 S. Hamilton Street  
P.O. Box 2985  
Madison, Wisconsin 53701-2985  
Phone: (608) 266-4635  
Fax (608) 267-8739  
[www.cityofmadison.com](http://www.cityofmadison.com)

**\*\*BY E-MAIL ONLY\*\***

February 13, 2014

Re-Approved: September 4, 2015

Re-Approved: November 30, 2016

Paul Spetz  
Isthmus Surveying, LLC.  
450 N. Baldwin Street  
Madison, Wisconsin 53703

RE: Certified Survey Map – 149 E. Wilson Street (McGrath Property Group, LLC)

Dear Mr. Spetz;

The one-lot certified survey of property located at 149 E. Wilson Street, Section 24, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally re-approved**. The rezoning of the property from UMX (Urban Mixed-Use District) to DC (Downtown Core District) was approved separately subject to conditions. **The approval of this one-lot CSM shall not be construed as any approval of the related rezoning and redevelopment proposal for the subject site.** The conditions of approval from the reviewing agencies to be satisfied before final approval and recording of the CSM are:

**Please contact Brenda Stanley of the City Engineering Division at 261-9127 if you have questions regarding the following seventeen (17) items:**

1. The improved street is known as S. Butler Street; please update street name on the map.
2. The railroad right of way is owned by Union Pacific Railroad. Update railroad name on map and in legal description.
3. Provide the required “recorded as” data along the boundary of the Certified Survey Map (CSM).
4. Provide full bearings and distances and “recorded as” data to fully dimension the Fire Lane Easement on the map for the fire lane easement per Document No. 4110564, amended by Document No. 4259756.
5. Provide a benchmark for the site within reasonable proximity of the CSM. Also provide the monument and the elevation of which was the basis of elevations referred to on this CSM.
6. Change the headers of the sheets of the Certified Survey Map to “Part of Lot 8...”

7. The legal description must commence at a Section corner or Quarter Section Corner, not a meander corner. Begin at the computed corner and provide a course to the appropriate meander corner. Also modify "Northwest ¼ Corner" to "Northwest Corner" within the body of the measured description under the Surveyor's Certificate.
8. Label the computed corners as the Northwest and North Quarter Corners on the map at the computed location labels.
9. Provide the exact language per City of Madison General Ordinances for Note 2 on sheet 2.
10. Provide the coordinates of record at each true corner location.
11. Remove Note 2 on page 2.
12. The developer shall enter into a City/ Developer agreement for the installation of public improvements required to serve the proposed development on this CSM site. 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.
13. 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."
14. 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).
15. 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 Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering Division signoff.
16. 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.
17. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone 1997Coordinates on all PLS corners on the plat in areas where this control exists. The surveyor shall identify any deviation from City Master Control with recorded and

measured designations. The City has established WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the City Engineering Division website for current tie sheets and control data ([http://gis.ci.madison.wi.us/Madison\\_PLSS/PLSS\\_TieSheets.html](http://gis.ci.madison.wi.us/Madison_PLSS/PLSS_TieSheets.html)). If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact the City Engineering Division for this information.

**Please contact Adam Wiederhoeft of the Madison Water Utility at 261-9121 if you have any questions regarding the following two (2) items:**

18. Lands in this CSM are located in City of Madison Wellhead Protection District WP-17. The proposed use is allowed in this district. Any proposed changes in use shall be approved by the Water Utility General Manager or his designee.
19. Note: 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 Jenny Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following five (5) items:**

20. Prior to requesting approval sign-off of the CSM, executed signature block certifications shall be included for all parties of interest, pursuant to MGO Section 16.23(5)(g)4 and Wis. Stats. Section 236.21(2)(a). The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. If the property is not sold prior to final CSM sign-off, the Owner's Certificate on the CSM shall be revised to include the current owner.
21. If the property is sold prior to final sign-off and a mortgage is obtained, a Consent of Mortgagee certificate will need to be executed prior to sign-off. If a satisfaction is not recorded for the current mortgage to First Business Bank, they must also sign a consent certificate on the CSM. A certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate and executed prior to final CSM sign-off.
22. Any leasehold interest in excess of one year shall sign a Consent of Lessee certificate prior to CSM sign-off. If recorded, provide the document number of the recorded lease. If the lease is unrecorded, provide a description as a note on the face of the CSM, if available.
23. Per Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g), the property owner shall pay all real estate taxes and special assessments for the subject property prior to CSM recording. Please provide staff with proof of payment prior to final signoff and recording of the CSM.
24. Please verify that stormwater management charges are paid in full by contacting Brenda Stanley with City Engineering (261-9127).

**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.**

**A resolution re-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 on December 6, 2016.**

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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.

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.

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](mailto:jrquamme@cityofmadison.com).

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.

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: Lance McGrath, McGrath Property Group, LLC  
Brenda Stanley, City Engineering Division  
Jeff, Quamme, City Engineering Division—Mapping Section  
Sally Sweeney, City Assessor's Office  
Adam Wiederhoeft, Madison Water Utility  
Jenny Kirchgatter, Assistant Zoning Administrator  
Jennifer Frese, Office of Real Estate Services