



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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October 7, 2020

Paul Knudson
Vierbicher & Associates, Inc.
999 Fourier Drive, Suite 201
Madison, Wisconsin 53717

RE: LNDCSM-2020-00041; ID 61822 – Certified Survey Map – 1750 and 2002 City View Drive (IA Crossroads, LLC)

Dear Mr. Knudson;

The one-lot Certified Survey Map of property generally addressed as 1750 and 2002 City View Drive, Section 27, Township 8N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned SE (Suburban Employment District). The conditions of approval from the reviewing agencies to be satisfied prior to 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 five (5) items:

1. The applicant shall provide Engineering with a drawing overlaying the approved pond grading plan with the proposed CSM to document that the stormwater storage/treatment proposed is contained fully within the proposed Outlot 1.
2. Remove Note 1 on page 2 that refers to all lots being individually responsible for meeting MGO Chapter 37 stormwater requirements. Those requirements are being met at the plat level, in accordance with the approved stormwater management plan on file.
3. 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 (2) working days prior to requesting City Engineering signoff.
4. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM, contact either Tim Troester (West) at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) at 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 and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel).

5. A Phase 1 environmental site assessment (per ASTM E1527-13), is required for lands dedicated to the City. Provide one (1) digital copy and staff review will determine if a Phase 2 ESA is also required. Submit report(s) to Brynn Bemis (267-1986, bbemis@cityofmadison.com).

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following thirteen (13) items:

6. Change note 4 to read: “The Drainage Arrow and swale construction restriction per the plat of High Crossing Fifth Addition for lands within this CSM are hereby released by the City of Madison and are superseded by the Drainage Easement requirements per Note 3 above.”
7. Remove the drainage arrows from the map.
8. Grant a Public Sidewalk and Bike Path Easement to the City over the entirety of Outlot 1 on the face of the CSM. Contact Jeff Quamme for required text to be added to the CSM.
9. Provide dimensions for the MMSD Sanitary Sewer Easement per Document No. 2798260 on the face of the map.
10. Denote the Environmental Corridor per High Crossing Fifth Addition on the map and place a note referring to Note 5 on sheet 2.
11. Add text to the existing 75-foot wide Drainage Easement and Highway Building setback line to "See Note 6 on Sheet 2".
12. Note 9 shall be amended to include all of the text verbatim from the plat of High Crossing Fifth Addition.
13. The new public Sanitary, Storm, Water Main and Access Easements over the south side of Lot 64 shall be recorded or be at a level of completion that is satisfactory to the City Engineer prior to final sign off.
14. Outline and label the area acquired by the City of Madison per Document No. 3322088.
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 monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com).
16. Prior to Engineering final sign-off by main office for Certified Survey Maps, the final CSM shall be submitted in PDF format 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.

17. Per statute, the location of the CSM shall be indicated by bearing and distance from a boundary line of a quarter section, recorded private claim or federal reservation in which the subdivision is located. A tie to a quarter line of the SW quarter shall be added to the map.
18. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject CSM, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

*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 submittal.

Please contact Sean Malloy of the Traffic Engineering Division at 266-5987 if you have any questions regarding the following item:

19. Grant a Public Sidewalk and Bike Path Easement to the City over the entirety of Outlot 1. Contact Jeff Quamme of Engineering Mapping (jrquamme@cityofmadison.com) for required text to be added to the CSM.

Please contact Jeff Belshaw of the Madison Water Utility at 267-8735 if you have any questions regarding the following three (3) items:

20. Note that records indicate deferred water main assessments exist against this parcel. Improvements which substantially change the use of the property may require any outstanding deferred assessments to be paid in full prior to proceeding with the proposed improvements (MGO Section 4.081(4)). Please contact Wendy Murkve of the City of Madison Finance Department to review the status of the deferred water main assessment associated with this property at 266-4008 or wmurkve@cityofmadison.com.
21. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days' notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Avenue. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. If you have questions regarding water service applications, please contact Madison Water Utility at 266-4646.
22. Note: The Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following five (5) items:

23. 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). The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. When possible, the executed original hard stock recordable CSM shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.
24. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder.
25. There is a special assessment reported on the 2002 City View Drive parcel. All known special assessments are due and payable prior to final CSM sign-off pursuant to MGO Section 16.23(5)(g)1.
26. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger in City's Office of Real Estate Services (hradlinger@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 (August 3, 2020) 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. The surveyor shall update the CSM with the most recent information reported in the title update. Staff reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.
27. The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.

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 at its October 6, 2020 meeting.

In order to commence the process for obtaining the necessary City signatures on the Certified Survey Map, the applicant shall e-mail the revised CSM, updated title report, and any other materials required by reviewing agencies to the reviewing planner. The reviewing planner will share the updated materials with the relevant commenting City agencies for them to verify that their conditions have been satisfied and that the secretary or designee may sign the Plan Commission approval certificate. Once the Plan Commission certificate is executed, the Planning Division will transmit the CSM to the City Clerk's Office for execution of the Common Council certificate.

Once all of the necessary City signatures have been affixed to the Certified Survey Map, the instrument will be returned electronically to the applicant by the Planning Division for printing and recording at the

Dane County Register of Deeds Office. For information on recording procedures and fees, please 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 may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,



Timothy M. Parks
Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division—Mapping Section
Sean Malloy, Traffic Engineering Division
Jeff Belshaw, Madison Water Utility
Heidi Radlinger, Office of Real Estate Services