



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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December 19, 2022

Dave Gullickson
Vierbicher
999 Fourier Drive, Suite 201
Madison, WI 53717

RE: LNDCSM-2022-00055; Legistar ID 74547 – Certified Survey Map – 1 Exact Lane & 650 Forward Drive

Dear Dave Gullickson,

Your two-lot certified survey of property located at 1 Exact Lane and 650 Forward Drive, Section 25, Township 07N, Range 08E, 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 Timothy Troester of the City Engineering Division at 267-1995 if you have questions regarding the following three (3) items:

1. Applicant shall add note to CSM "The proposed Lot #1 will be required to have a sanitary sewer and water service installed as part of building permit for the said lot".
2. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/csm contact either Tim Troester (West) at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) 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 and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel). (POLICY)
3. The proposed parcels within this development (and/or adjacent to) are dependent on each other for overland and subsurface storm water drainage. A private Storm Sewer/Drainage Easement/Agreement for all parcels within (and/or adjacent to) this development shall be drafted, executed and recorded prior to building permit issuance.

Please contact Jeff Belshaw of the Water Utility at 261-9835 if you have any questions regarding the following one (1) item:

4. Upon development, a separate water service lateral and water meter will be 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)). A water lateral is not required if the parcel remains undeveloped.

Please contact Julius Smith of the City Engineering Division – Mapping Section at 264-9276 if you have questions regarding the following twenty-two (22) items:

7. The Applicant shall Dedicate a 6 foot wide strip of Right of Way along Rayovac Drive along the portion of the Existing Public Sidewalk Easement Per Document No. 5370485. The dedication shall either match the existing easement limits or be at least 1' behind the existing sidewalk. The final location of the dedication limits shall be approved by City Engineering and Traffic Engineering.
8. Provide for review, comprehensive reciprocal easements and agreements including, but not limited to, access, parking, utilities, common areas, storm management that are necessary to accomplish the land division or site development as proposed prior to final sign off. The document(s) shall be executed and recorded immediately subsequent to the CSM recording and prior to building permit issuance.
9. The current property is administratively split into 2 tax parcel property records along a school district boundary line. Lot 2 of the CSM will likewise have 2 parcel identification records for the Lot until the property is petitioned into the same school district.

10. In accordance with Chapter 236, Wisconsin Statutes, the Applicant must show the type, location and width of any and all easements on a Plat or CSM. Clearly identify the difference between existing easements (cite recording data) and easements which are being conveyed by the land division. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by this land division.
11. Show the portion of Vacated Forward Drive per document 1150183 being included with this CSM and not it as part of the lands in the caption of the Legal description. additionally show the limits of the others side as well on the map.
12. Provide 60 year Title Report as specified in CSM application. Title work provided was a commitment for title insurance.
13. On Sheet 3 of 10 for the Private access, parking, retaining wall, utility, storm water and storm sewer easement, note that all the lands that make up the CSM benefit from this easement. this easement will need to be amended to either include language to address the new lot and its portion of the agreement or it will need to be directly excluded. Provide a draft of this agreement for record and make a note on the CSM.

14. Note that the MGE easements per documents 5535101 ,5738716 and 5468245 should all be referenced as existing underground electric easements to MG&E
15. A note shall be added under all of the street names labeled and to be dedicated on the CSM/plat, "Dedicated to the Public" as required by 236.20(4)(b).
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 monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jule Smith, City Engineering (jsmith4@cityofmadison.com)
17. 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 Jule Smith (jsmith4@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.
18. On sheet 6 label Sybold Road and update the lots around it with CSM 15341
19. Label the 60' radius for the Cul de Sac at the end of Forward Drive
20. Label the lots on sheet 2 of 10
21. Show/Label and define the private drive Exact Lane
22. Add commas to lot area labels. Show lot areas as 399,039 and 1,037,949 Sq. Ft.
23. amend the no access to highway call out on sheet 1 to say per document no 802720 as well as note 3 on sheet 7 of 10
24. On sheet 3 of 10 correct the leader callout for the 20' wide storm sewer easement to the City of Madison, Doc 5370487 to only point to the southerly portion of the easement. The northerly portion is variable in width and should have a separate leader as it additionally has a storm water component. Label this portion Existing Storm Sewer and Storm Water Easement to the City of Madison Doc #5370487
25. Delineate the endpoint of the 6' wide sidewalk easement per Doc. 5370485
26. Correct the Document No Shown for the ATC Easement to 4922721 and fully delineate and detail the easement.
27. The listed distance for L-1 988.00 and that as called for in the legal description 987.99 differ by .01' verify which is correct.
28. Submit to Jule Smith, prior to Engineering sign-off of the subject plat, 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, preferably closed polylines for lot lines, shall be void of gaps and overlaps and match 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. all shown on the plat including wetland & floodplain boundaries.)

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 Lance Vest of the Office of Real Estate Services at 245-5794 if you have any questions regarding the following seven (7) items:

29. OWNER'S CERTIFICATION

Prior to approval sign-off by the Office of Real Estate Services ("ORES"), the Owner's Certificate(s) on the CSM 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 or authentication attorney at the time of execution. The title of each certificate shall be consistent with the ownership interest(s) 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.

30. MORTGAGEE/VENDOR CERTIFICATION

Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).

31. CERTIFICATE AND CONSENT REQUIREMENTS

All ownership consents and certifications for the subject lands shall conform to Wis. Stats. 236.21(2) and 236.29 by including the language ...surveyed, divided, mapped and dedicated....

32. REAL ESTATE TAXES

As of December 2, 2022, the 2021 real estate taxes are 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. 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. Payment is made to:

- a. City of Madison Treasurer
- b. 210 Martin Luther King, Jr. Blvd.
- c. Madison, WI 53701

33. SPECIAL ASSESSMENTS

As of December 2, 2022, there are 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.

In lieu of this requirement, the owner may present written documentation from the City's Board of Public Works that the special assessments may be continued to be paid on the installment basis authorized by the Board of Public Works. However, if lands within the CSM boundary are to be dedicated, the special assessments levied against the dedicated lands are to be paid in full.

34. TITLE REPORT

Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish a title report to ORES via email to Lance Vest (lvest@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall include all associated documents.

A title commitment may be provided, but will be considered only as supplementary information to the title report. Surveyor shall update the CSM with the most recent information reported in the title report. ORES reserves the right to impose additional conditions of approval in the event the title report contains changes that warrant revisions to the CSM.

35. ADDITIONAL REQUIREMENTS

Depict, name, and identify by document number all existing easements cited in record title and the title report.

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 January 3, 2022 meeting. Please now follow the procedures listed below for your certified survey map:

1. 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 make the City Clerk's Office aware that the Common Council certificate may be executed.

2. Once all of the necessary City signatures have been affixed to the Certified Survey Map, the instrument may be recording at the Dane County Register of Deeds Office. For information on recording procedures and fees, please contact the Register of Deeds at (608) 266-4141.
3. 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 243-0554.

Sincerely,



Lisa McNabola
Planner

cc: Timothy Troester, City Engineering Division
Julius Smith, City Engineering Division—Mapping Section
Jeff Belshaw, Water Utility
Andy Miller, Office of Real Estate Services