Department of Planning & Community & Economic Development
Planning Division
Heather Stouder, Director
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd
P.O. Box 2985
Madison, Wisconsin 53701-2985
Phone: (608) 266-4635
www.cityofmadison.com

July 26, 2023

John Schulz
Rueker & Mielke, Inc.
4639 S Biltmore Lane
Madison, WI 53718

RE: LNDSPP-2023-00004; Legistar ID 77938 – Preliminary and Final Plat – The American Center Eastpark Sixth Addition – 4711 Eastpark Blvd

Dear John Schulz:

Your Preliminary and Final Plat of The American Center Eastpark Sixth Addition, City of Madison, Dane County, Wisconsin, are hereby **conditionally approved**. The property is zoned SEC (Suburban Employment Center district). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the plat are:

Please contact Brenda Stanley of the City Engineering Division at 261-9127 if you have questions regarding the following two (2) items:

1. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))

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)

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following twelve (12) items:

3. Add a note that lands within this subdivision are subject to the Amended Declaration of Easements and Maintenance Agreement for Private Drive, Secondary Access Road North and South Drive Lanes and Plaza per Document No 5705050. Applicant should consider an amendment to this agreement after the recording of the plat to remove the Lot 57 area from the agreement.

4. Add text to Note 5 that 2379020 is subject to a revision per Document No. 2379020.

5. 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)

6. 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.

7. Add text to the labels of the Ingress/Egress Area 3 Easement that it is as Amended and Replaced by Document No. 5705050

8. Move the bearing reference language to be next to the north arrow.

9. Correct the Lot numbers in note 9 to Lots 56 and 57.

10. Correct the page headers and the header for the legal description, this plat does not include all of Lot 1 of CSM 15252, it includes part of the Lot. The previous plat moved the southerly most line.

11. Remove the monument symbol at the computed location at the North Quarter Corner of Section 22. Unless there is now a brass monument.

12. Note that the subdivision east of this plat may change with recently submitted plats that may be recorded prior to final approval of this plat.

13. This plat 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.

14. Submit to Jeff Quamme, 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 note that the City's Office of Real Estate Services is reviewing the report of title provided with this plat and may have comments. That office will work with you separately for any additional requirements. If you have any questions, please contact Heidi Radlinger at 266-6558 for more information.

15. Prior to approval sign-off by the Office of Real Estate Services, the Owner's Certificate on the Plat shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a).

16. Per 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that may become due prior to Plat recording. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off. Any special assessments shall also be paid in full pursuant to Plat Section 16.23(5)(g)1.

17. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger (hradlinger@cityofmadison.com), as well as the survey firm preparing the proposed Plat. The report shall search the period subsequent to the date of the initial title report submitted with the Plat 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 Plat with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the Plat.

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

A resolution approving the plat and authorizing the City to sign it and any other documents related to the proposed land division was reviewed by the Common Council at its July 25, 2023 meeting.

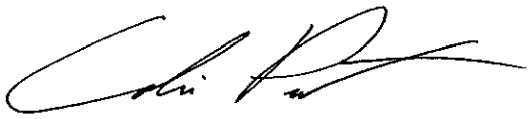
Prior to City Engineering final sign-off by the main office of the plat, the final plat shall be submitted to the Engineering Division Surveyor/ Land Records Coordinator for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division signoff. E-mail submittal of the final plat in PDF form is preferred. Transmit to jrquamme@cityofmadison.com.

As soon as the comments and conditions have been satisfied, the original along with the revised plat, 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 plat 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 243-0455.

Sincerely,



Colin Punt
Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division–Mapping Section
Heidi Radlinger, Office of Real Estate Services