



## Report to the Plan Commission

March 4, 2013

**Legistar ID #28790**  
**2033-2055 Woods Road**  
**Preliminary Plat & Final Plat**

Report Prepared By:  
Timothy M. Parks, Planner  
Planning Division

**Requested Action:** Approval of a preliminary plat creating a total of 25 single-family residential lots and 2 outlots for stormwater management, and approval of a final plat creating 16 single-family residential lots, 1 outlot for public stormwater management, and 1 outlot for future development in accordance with the proposed preliminary plat at 2033-2055 Woods Road.

**Applicable Regulations & Standards:** The subdivision process is outlined in Section 16.23 of the Subdivision Regulations.

**Summary Recommendation:** The Planning Division recommends that the Plan Commission forward the preliminary plat and final plat of Hawks Woods Estates at 2033-2055 Woods Road to the Common Council with a recommendation of **approval**, subject to input at the public hearing and the conditions from reviewing agencies beginning on page 4 of this report.

### Background Information

**Applicant & Property Owner:** Patrick Sweet; 2055 Woods Road; Madison.

**Surveyor:** Michael S. Marty, Vierbicher Associates, Inc. 999 Fourier Drive, Suite 201; Madison.

**Proposal:** The applicant is requesting approval of a preliminary plat creating 25 future single-family lots and 2 outlots for stormwater management, and approval of a first phase final plat creating 16 single-family residential lots, 1 outlot for public stormwater management, and 1 outlot for future development. The letter of intent indicates that construction of phase 1 will begin in the spring 2013. Future phases of this project will proceed with approvals and development at a later date.

**Parcel Location:** Approximately 10.6 acres of land located approximately 300 feet south of Mid Town Road on the east side of Woods Road, Aldermanic District 1 (Subeck); Madison Metropolitan School District.

**Existing Conditions:** The subject site is undeveloped with the exception of a single-family residence located in the southwestern quadrant of the site, approximately 200 feet east of Woods Road. The site is zoned SR-C1 (Suburban Residential-Consistent District 1).

### Surrounding Land Use and Zoning:

North: Hawks Meadows and Hawks Ridge Estates subdivisions, zoned SR-C1 (Suburban Residential-Consistent District 1) [formerly R1 (Single-Family Residence District)] and TR-C3 (Traditional Residential-Consistent District 3) [formerly R2T (Single-Family Residence District)];

South: University Ridge Golf Course, zoned PR (Parks and Recreation District);

East: Hawks Ridge Estates Subdivision, zoned SR-C1;

West: Undeveloped lands (approved but unrecorded Hawks Valley single-family subdivision), zoned SR-C1 and SR-C2 (Suburban Residential-Consistent District 2).

**Adopted Land Use Plan:** The Mid-Town Neighborhood Development Plan identifies the subject site and properties to the north and east for low-density residential uses up to 8 units and acre. The property west of the site across Woods Road is located in the Shady Wood Neighborhood Development Plan, which calls for low-density residential subdivision opposite the subject site. The extension of Ashworth Drive the subject site and across Woods Road from its current terminus at the western edge of the Hawks Ridge Estates plat is recommended in the Shady Wood NDP to provide local street access for future development in that neighborhood planning area.

**Environmental Corridor Status:** The subject site is not located within a mapped environmental corridor. However, the southern half of the property is identified on the corridor map due to the presence of woodlands.

**Public Utilities and Services:** The property is served by a full range of urban services except Metro Transit, which does not operate in this portion of the City's far west side.

**Zoning Summary:** See the 'Project Review' section below. With the exception of utility easements, the Zoning staff indicates that there are no "Critical Zoning Items" affecting the subject site.

## **Previous Approval**

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On August 4, 2009, the Common Council approved a request to rezone approximately 10.6 acres located at 2055 Woods Road from Temp. A (Agriculture District) to R1 (Single-Family Residence District) [1966 Zoning Code]; and approved a preliminary plat creating a total of 21 single-family residential lots and 1 outlot for stormwater management, and a two-lot Certified Survey Map creating 1 lot for an existing single-family residence and 1 outlot for future development in accordance with the proposed preliminary plat.

## **Project Review**

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The applicant and property owner is requesting approval of the Hawks Woods Estates subdivision to allow the future creation of 25 single-family lots and 2 outlots for public stormwater management. The 25 proposed lots are shown on the preliminary plat. Lots 5-12 and 13-20 of the preliminary plat are shown on the concurrent final plat, which also proposes the creation of the first of two stormwater management outlots and an outlot for the future development of the remainder of the subdivision.

The 10.6-acre subject site, which is located approximately 300 feet south of Mid Town Road, has approximately 367 feet of frontage along the east side of Woods Road and extends 1,257 feet in depth adjacent to the northern boundary of the University Ridge Golf Course. The property is developed with a two-story residence with 3,732 square feet of living space according to City Assessor records. The house is located in the southwestern portion of the site and includes a six-car attached garage connected to Woods Road by an asphalt driveway. The residence is currently served by private well and septic systems located between the house and Woods Road. The site is characterized by substantial tree cover on the southern three-quarters of the site and by approximately 80 feet of slope that falls generally from east to west, with the high point of the property in the southeastern corner of the site and the low point in the southwestern corner abutting Woods Road. In addition to the adjacent golf course, the subject site is bordered on the north and the east by three residential developments

approved since 2004, when the property and another approximately 50 acres of adjacent land were annexed to the City from the Town of Verona.

The preliminary plat calls for the 25 future single-family lots to front onto both sides of Ashworth Drive, which will extend from its current western terminus in the Hawks Ridge Estates subdivision to Woods Road across the site. The proposed street layout in the plat largely follows the street layout in the Mid-Town Neighborhood Development Plan, which calls for an east-west street parallel to the northern edge of University Ridge Golf Course, with a mid-block north-south street between proposed Ashworth Drive and the next east-west street to the north, Silverstone Lane. The proposed plat also includes a 12-foot wide public easement for pedestrian access that was called for in the neighborhood development plan to extend between Ashworth Drive and the golf course opposite the north-south street, identified as Hawkstone Way. All of the future single-family lots shown on the preliminary plat will exceed the minimum 60-foot lot width and 8,000 square feet of lot area required in the SR-C1 Suburban Residential-Consistent District 1 zoning.

The eastern 16 single-family lots will be platted on the concurrent final plat, with access to be provided to the first phase of development from the east and north by the extensions of Ashworth Drive and Hawkstone Way, respectively. The applicant is not proposing to develop the remaining single-family lots called for by the preliminary plat and instead proposes to identify most of that land as an outlot for future development. The completion of Ashworth Drive through the 10.6-acre site to Woods Road is proposed to occur in a subsequent phase of this subdivision.

## **Analysis & Conclusion**

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The Planning Division believes that the proposed subdivision of the 10.6-acre subject site into 25 single-family lots, including a lot for the existing residence, is substantially in conformance with the recommendations for the site in the Mid-Town Neighborhood Development Plan. The proposed density of under 4 units an acre is well within the 0-8 unit per acre density range recommended in the neighborhood development plan and continues a development pattern established in recent years on properties located to the north and east in the Hawks Meadows and Hawks Ridge Estates subdivisions.

Staff from the Planning Division, City Engineering Division, Traffic Engineering Division and Fire Department, however, believe that the proposed final plat should be revised to show the dedication of Ashworth Drive across the entire subject property from Woods Road to the existing section of that road. Ashworth is planned in both the Mid-Town Neighborhood Development Plan and Shady Wood Neighborhood Development Plan to provide local street access for residential development on both sides of Woods Road, including the approved but unconstructed Hawks Valley subdivision on the west side of Woods. While the actual construction of Ashworth Drive across the subject site may be phased in accordance with a subdivision agreement between the developer and City Engineer, staff feels that the dedication of the full length of Ashworth Drive right of way with the first final plat is necessary to ensure that this local street connection across Woods Road can be constructed in the future.

Finally, it appears likely that most of the mature woodlands present on the property will be lost through the implementation of the proposed subdivision. A brief inspection of the tree cover was conducted by a certified arborist (attached), who concluded that the tree cover present was of limited value and would be significantly impacted by the construction of Ashworth Drive. However, in an effort to preserve any valuable trees present along the edge of the development shared with University Ridge Golf Course, the applicant proposes a 23-foot deep tree preservation easement along the southern edge of most of the plat. A 12-foot drainage and utility easement is proposed adjacent to the tree preservation easement, which should limit the impacts on whatever valuable trees exist within the 23-foot deep area

from site preparation. As a condition of approval, Planning staff will work with the applicant to identify the 18-inch or larger species trees present within the tree preservation easement and develop a note to be placed on the final plat prior to recording to govern the development activities that may occur within the easement and to serve as notice to future owners that disturbance within the easement is discouraged.

### **Recommendation and Proposed Conditions of Approval**

Major/Non-Standard Conditions are shaded

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#### **Planning Division Recommendation** (Contact Timothy M. Parks, 261-9632)

The Planning Division recommends that the Plan Commission forward to the Common Council the preliminary plat and final plat of Hawks Woods Estates located at 2033-2055 Woods Road with a recommendation of **approval**, subject to input at the public hearing and the following conditions:

1. That the final plat be revised per Planning Division approval prior to final approval for recording as follows:
  - 1a.) clarify that future development of Outlot 2 shall be in accordance with the approved preliminary plat of Hawks Woods Estates;
  - 1b.) show the dedication of the full right of way of Ashworth Drive across the site from Woods Road to its current terminus adjacent to the eastern edge of the property.
2. Prior to recording of the final plat, that a final tree preservation plan and grading plan be approved by staff, which identifies areas of land disturbance within and immediately adjacent to the proposed tree preservation easement. The final plan will be reviewed by the Planning Division to identify areas where existing vegetation may be preserved as part of the implementation of the subdivision. The tree preservation plan shall contain an inventory noting the size and species of existing trees over 18 inches in diameter so that opportunities for tree preservation, tree replanting and any protective measures related thereto can be noted the final plat.

The following conditions have been submitted by reviewing agencies:

#### **City Engineering Division** (Contact Janet Dailey, 261-9688)

3. The final plat shall dedicate right of way for Ashworth Drive extending to Woods Road and provide a 15-foot wide grading and sloping easement along the privately owned outlots and proposed lots that are outside the initial phase of construction.
4. It is likely that the storm sewer shall have to be extended up Woods Road, outside the limits of the plat to serve this development.
5. The stormwater management should be designed to capture all the street water in the northerly basins and remove the bioretention basin on the south side of the plat. This smaller bioretention basin is undesirable for the City to own and maintain.
6. There is an existing 18-inch storm sewer main extended on Hawkstone Way. Connect the proposed storm sewer at the north plat line to connect into this system as opposed to draining it across Hawkstone Way and down the proposed drainage swale.

7. It appears that the existing house on proposed Lot 23 of the preliminary plat has a retaining wall encroachment that goes onto the adjacent University property. At the time of the final plat, the standard drainage note for the perimeter drainage easements will have to be modified to exclude this lot since the retaining wall will also encroach into any standard easements.
8. Provide proof of septic and well abandonment from Dane County for the existing house prior to acceptance of the final plat improvements for proposed Lots 23-25.
9. The developer shall extend sanitary sewer to the plat limits as designed by the City Engineer.
10. Clearly denote that Outlot 1 shall either be dedicated to the City for public stormwater drainage purposes or be designated as private with an easement to allow public drainage.
11. If Outlot 1 is to be privately owned, revise the public sanitary sewer easement that terminates at Outlot 1 so it extends to Woods Road.
12. Provide utility easements for the underground electric and telephone across the front yards of proposed Lots 24 and 25 to benefit proposed Lot 23 if the existing private utilities are to remain. A better option is to remove the existing utilities serving the house and reconstruct them in the right of way or within a utility easement.
13. The developer shall construct sidewalk and curb and gutter and any necessary ditching along Woods Road adjacent to the plat.
14. The developer shall remove the existing temporary turn around located on Lot 21 of Hawks Ridge Estates with the first phase of this project. If Ashworth Drive is not extended to Woods Road, the developer shall construct a temporary turnaround that complies with MGO Section 16.23(3)(a) at the west end of Ashworth Drive. Place a note on the plat that this easement will expire upon the extension of Ashworth Drive to Woods Road.
15. Engineering-Mapping may provide further technical review comments on the final plat depending on the final lot configuration.
16. The developer shall enter into a City/Developer agreement for the installation of public improvements required to serve this plat/ CSM. 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 plat without the agreement executed by the developer.
17. Two weeks prior to recording the final plat, a soil boring report prepared by a Professional Engineer, shall be submitted to the City Engineering Division indicating a ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than 9 feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.
18. This development is subject to impact fees for the Lower Badger Mill Creek Sanitary Sewer and Stormwater Impact Fee District. All impact fees are due and payable at the time building permits are issued. The following note shall be put the face of the plat/CSM: "Lots/ buildings within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued."

19. The developer shall construct Madison standard street improvements for all streets within the plat.
20. Extensive grading may be required due to steep roadway grades.
21. The developer shall note that AASHTO design standards for intersection sight distance will be applied during the design of the streets within this plat.
22. An erosion control plan and land disturbing activity permit shall be submitted to the City Engineering Division for review and approval prior to grading or any other construction activities. The Pre-construction Meeting for Public Improvements shall not be scheduled prior to issuance of this permit. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
23. The following notes shall be included on the final plat:
  - a.) All lots within this plat are subject to public easements for drainage purposes which shall be a minimum of 6-feet in width measured from the property line to the interior of each lot except that the easements shall be 12-feet in width on the perimeter of the plat. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of six (6) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) feet in width along the perimeter of the plat. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water.
  - b.) The intra-block drainage easements shall be graded with the construction of each principle structure in accordance with the approved storm water drainage plan on file with the City Engineer and the Zoning Administrator, as amended in accordance with the Madison General Ordinances.

NOTE: In the event of a City of Madison Plan Commission and/or Common Council approved re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

Information to Surveyor's: In addition to notes such as this, WI State Plat Review now enforces the requirement that easements or other reference lines/areas be graphically shown, dimensioned and tied when they represent fixed locations. They will accept a "typical detail" when the easement or restriction can be effectively described and retraced from the typical detail.

24. Arrows shall be added to the certified survey map indicating the direction of drainage for each property line not fronting on a public street. In addition, the certified survey map shall include lot corner elevations, for all lot corners, to the nearest 0.25-foot. The following notes shall be added to the certified survey map.
  - a.) Arrows indicate the direction of surface drainage swale at individual property lines. Said drainage swale shall be graded with the construction of each principal structure and maintained

by the lot owner unless modified with the approval of the City Engineer. Elevations given are for property corners at ground level and shall be maintained by the lot owner.

- b.) All lots within this survey are subject to a public easement for drainage purposes which shall be a minimum of 6-feet in width measured from the property line to the interior of each lot except that the easement shall be 12-feet in width on the perimeter of the certified survey map. Easements shall not be required on property lines shared with green ways or public streets. No structures may be constructed within said easement and no other obstructions to drainage, including landscaping are permitted without the prior written approval of the City Engineer.

Note: In the event of the City of Madison Plan Commission and/or Common Council approve re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

25. Prior to the issuance of building permits, the developer shall submit a master stormwater drainage plan to the City Engineering Division for review and approval which shows lot corner elevations to the nearest 0.25-foot. For purposes of the plan, it shall be assumed that grading shall be done on a straight line grade between points unless other information is provided. The proposed slope between points shall always be greater than or equal to .0075 ft/ft. If a break in grade is required between lot corners a shot shall be taken at that break in grade to provide the Engineer with enough information to interpret the plan. The Developer shall also show proposed drainage arrows on the plan to indicate the proposed direction of drainage. The master storm water drainage plan shall be submitted to City Engineering in digital format with elevations/grades/contours shown on the recorded plat map of the development. The digital record shall be provided using the state plane coordinate system – NAD 27. No building permits shall be issued prior to City Engineering's approval of this plan.

The following note shall accompany the master storm water drainage plan:

*"For purposes of this plan, it is assumed that grading shall be a straight line grade between points unless otherwise indicated. All slopes shall be 0.75% or steeper. Grade breaks between lot corners are shown by elevation or through the use of drainage arrows."*

26. The following note shall be added to the certified survey map. "All lots created by this certified survey map are individually responsible for compliance with Chapter 37 of the Madison General Ordinances in regard to storm water management at the time they develop."
27. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to detain the 2, 10 & 100-year storm events; control 80% TSS (5 micron particle), provide infiltration in accordance with Chapter 37 of MGO; provide substantial thermal control, and; complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by Chapter 37 of MGO.
28. Effective January 1, 2010, the Wisconsin Department of Commerce's authority to permit commercial sites for stormwater and erosion control has been transferred to the Wisconsin Department of Natural Resources (WDNR). As this site is greater than one acre, the applicant is required by State Statute to obtain a Water Resources Application for Project Permits (WRAPP) from the WDNR prior to beginning construction. This permit was previously known as a Notice of Intent Permit (NOI). Contact Eric Rortvedt of the WDNR at 273-5612 to discuss this requirement. The City of Madison

cannot issue an erosion control and stormwater management permit until concurrence is obtained from the WDNR.

29. A minimum of two working days prior to requesting City Engineering signoff on the plat, the applicant shall contact Janet Dailey 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).
30. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to Engineering 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 two working days prior to requesting City Engineering signoff.
31. 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. 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.
32. In accordance with Section s. 236.18(8), Wisconsin Statutes, the Applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Plat or Certified Survey Map in areas where this control exists. The surveyor shall identify any deviation from City Master Control with recorded and measured designations. City of Madison has established WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the City of Madison Engineering Division website for current tie sheets and control data. If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact the Engineering Division for this information.
33. The applicant shall submit to Eric Pederson, prior to Engineering sign-off of the subject plat, two (2) digital and one (1) hard copy of the final plat to the Mapping/GIS Section of the Engineering Division. The digital copies shall be submitted in both NAD27 & WIDOT County Coordinate System, Dane County Zone datums in either Auto CAD Version 2001 or older, MicroStation Version J or older or Universal DXF Formats and contain the minimum of the following, each on a separate layer name/level number: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; 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).

\*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes.

\*New electronic final plat transmittals and notification of changes which occur to the final plat during the time the Engineering Division signs off and receives the digital copies of said plat and the recording thereof, are the responsibility of the Developer/Surveyor.



**Traffic Engineering Division** (Contact Scott Langer, 266-5987)

34. The applicant shall dedicate right of way for Ashworth Drive extending to Woods Road with the first final plat as shown on the preliminary plat.

35. The applicant shall execute and return a declaration of conditions and covenants for streetlights and traffic signals prior to sign off. The applicant will need to provide a deposit for their reasonable and proportionate share of traffic signal costs.

36. Utility easements shall be provided as follows. The applicant shall show a detail drawing of the 12-foot utility easement dimensions and lot lines on the face of the plat.

| Between Lots               | Between Lots | Between Lots |
|----------------------------|--------------|--------------|
| Easterly 10 feet of Lot 12 | 17 & 18      | 1 & Outlot 1 |
| 9 & 10                     | 20 & 21      | 24 & 25      |

37. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

**Zoning Administrator** (Contact Pat Anderson, 266-5978)

This agency did not submit a response for this request.

**Parks Division** (Contact Kay Rutledge, 266-4714)

38. The developer shall pay approximately \$88,511.04 for park dedication and development fees for the 24 new single-family lots proposed. [Fee in lieu of dedication=\$64,416.00 (24 single-family units at \$2,684 per unit); Park development fees=\$24,095.04 (\$1,003.96 per single-family unit)] The developer must select a method for payment of park fees before signoff on the final plat. This development is within the Elver Park impact fee district (SI31). Please reference ID# 13101 when contacting the Parks Division about this project.

**Fire Department** (Contact Bill Sullivan, 261-9658)

39. Per MGO Sec. 34.503 and IFC 503.2.5: A fire apparatus access road that is longer than 150 feet shall terminate in a turnaround. Provide an approved turnaround (cul-de-sac, 45 degree “Y”, 90 degree “T”) at the end of the fire apparatus access road. This turnaround shall be constructed of concrete or asphalt only, and designed to support a minimum load of 85,000 lbs. MFD prefers that Ashworth Drive be extended to Woods Road during Phase I to more efficiently serve the area in an emergency.

40. Provide the following information to the buyer of each individual lot: “The Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e).”

**Water Utility** (Contact Dennis Cawley, 261-9243)

41. All public water mains and water service laterals shall be installed by a standard City subdivision contract.
42. In accordance with Madison General Ordinance 13.21, all wells located on this property shall be abandoned, and all operating private wells shall be identified and permitted by the Madison Water Utility.

**Metro Transit** (Contact Tim Sobota, 261-4289)

This agency did not submit a response for this request.

**Office of Real Estate Services** (Contact Jennifer Frese, 267-8719)

43. Prior to final sign-off, the owner's certificates shall be executed by all parties having an interest in the property, pursuant to MGO Section 16.23(5)(g)4 and Wis. Stats. 236.21(2)(a). Certificates shall be prepared with the ownership interests consistent with the most recent title report.
44. The mortgages in record title do not appear to encumber the lands within the plat boundary. Please verify and remove the mortgage consent certificate, if necessary.
45. Because of the public right of way dedication, an Environmental Site Assessment is required for the lands within the plat boundary.
46. As of January 24, 2013, the real estate tax bills and special assessments are paid for the subject property.
47. Please verify with Janet Dailey in the City Engineering Division (261-9688) or Sharon Pounders with the Water Utility (261-9133) that stormwater management fees are paid in full.
48. The following revisions shall be made to the final plat prior to final sign-off:
  - a.) The title report lists restrictions for the property recorded as Doc. No. 3107358. These were in place prior to City annexation of the lands and may no longer be relevant, according to Affidavit Doc. No. 4605530. Please verify with the title company if the lands to be platted are, or are not subject to this restriction document.
  - b.) Please include notes from CSM 12741, as shown on the Preliminary Plat, as applicable.
  - c.) Create notes that define the purpose of and the ownership of (whether public or private) all outlots. The note for an outlot dedicated to the public shall say: "Dedicated to the public for \_\_\_\_\_ purposes."
  - d.) Record satisfactions or releases for all mortgages, liens, judgments, or other instruments that encumber the title of the subject lands, but where the purpose for such instrument has been satisfied, fulfilled, or resolved.