



Department of Planning & Community & Economic Development

Planning Division

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April 3, 2014

Dan Day

D'Onofrio Kottke & Associates

7530 Westward Way

Madison, Wisconsin 53717

RE: File No. LD 1401 – Certified Survey Map – 300 S. Bedford Street and 302-304 Dow Court (J.H. Findorff & Son, Inc.)

Dear Mr. Day;

The one-lot certified survey of property located at 300 S. Bedford Street and 302-304 Dow Court, Section 23, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. A separate application to rezone the property from UMX (Urban Mixed-Use District) and PD (Planned Development District) to PD is scheduled for approval by the Common Council on April 8, 2014. The conditions of approval from the reviewing agencies to be satisfied following the approval of the PD zoning of the entire property and prior to final approval and recording of the CSM are:

Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following twenty-seven (27) items:

1. It has been shared with staff and also documented in Document No. 4250823 that the northeast half of the remainder of Dow Court to be vacated will be conveyed from the National Conference of Bar Examiners to J.H. Findorff and Son, Inc. to be included in this CSM. If this conveyance does occur, provide recorded documentation of the conveyance and revise the exterior boundary of the CSM accordingly
2. The pending releases of Public Sanitary Sewer Easement and Water Main Easement per Document No. 4204089 and Water Utility Easement per Document No. 3274037 shall be recorded prior to final sign off of the CSM. City of Madison Real Estate Project No. 10392 has been set up to accomplish the releases.
3. It is understood that the applicant shall abandon the existing public water main from cul-de-sac on W. Wilson Street that runs southerly towards North Shore Drive. Coordinate the abandonment of this water main with the Water Utility.
4. The water main from S. Bedford Street within the private drive access is currently shown as a public water main in the City's records. It is the City's desire to have this as a private water main. If the intent is to keep this as a private main, provide a 20-foot wide public water main easement with the

CSM. If this will become a private water main and if it serves multiple properties, provide a water main easement document as part of the CSM.

5. Show the underlying lot lines of plats Lots 1 and 2, Block 2 of Dow Replat.
6. The 40-foot wide Access Easement per Document No. 4250823 shall be amended to address the additional area of Dow Court to be discontinued/vacated or a new agreement created. The amendment, or the new agreement, shall be recorded and the recording information placed on the CSM prior to final sign off. Note that portions of this access easement will be subject to the required Public Sanitary Sewer and Water Main Easements required by the discontinuance/vacation of the remaining portion of Dow Court.
7. Madison Gas & Electric Easements per Document No.'s 3325148 and 4786801 shall be released by recorded document or they shall be shown on the CSM.
8. The southwestern most Madison Gas & Electric easement area per Document No. 4329453 shall be partially released by recorded document or it shall be shown on the CSM.
9. Provide the coordinate value at the East quarter corner of Section 23-7-9 and at the North Meander Corner as well. If the values differ from City of Madison values, show the coordinates of record along with the measured values.
10. The bearing of the north line of the SE quarter of Section 23-7-9 shall be revised to N89°15'06"W.
11. Dimension the location and show the northwest end of the Madison Gas & Electric Easement per Document No. 4250656.
12. Provide the recorded document information, show and note on the CSM the cul-de-sac area taken by Document No. 4890285.
13. The bearing reference shall include a reference to the north line of the SE quarter of Section 23-7-9.
14. The 26.47-foot dimension of the southwest leg of the Stormwater Drainage and Access Drive Easements per Document No. 4244771 and 4250824 is incorrect and should be 26.28 feet. Also provide "recorded as" information with the dimensions along the easement lines.
15. Note "f" on sheet to refers to an alteration that appears to encumber the National Conference of Bar Examiners site and not lands within this Certified Survey Map. Confirm applicability and remove if appropriate.
16. Provide the missing bearing and distance along the southeast side for the Driveway Ramp Easement on sheet 2, Document No. 4250824.
17. The description under the Surveyor's Certificate shall use the full name of "Dow Replat of Lots 4, 5, 6 & S.W. 57' of 7, Block 28". Dow Court shall be noted as "discontinued/vacated" not just vacated. The distance of 71.17 feet in the sixth line from the bottom shall be revised to 73.17 feet.

18. Any rights to access North Shore Drive across City of Madison park land utilizing the current existing driveway serving this Certified Survey Map shall be confirmed with the City's Parks Division. A new easement or agreement may be required.
19. The CSM shall show all existing buildings, structures and other features pertinent to proper division. This would include the approximate limits of the existing underground parking structure.
20. With the proposed street vacation of Dow Court, the sanitary sewer, storm sewer and water main, hydrants and laterals serving this development on Dow Court shall be considered private and will have private maintenance.
21. Public infrastructure construction or restoration may require a Developer's Agreement. Contact Janet Dailey at 261-9688 to discuss the requirements further.
22. The developer shall enter into a City/ Developer agreement for the installation of public improvements required to serve this 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 CSM without the agreement executed by the developer.
23. 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).
24. 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.
25. 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.
26. 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 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). If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact the City Engineering Division for this information.

27. In accordance with Section s.236.34(1)(c), which says a CSM shall be prepared in accordance with s.236.20(2)(c)&(f), Wisconsin Statutes, the applicant must show type, location and width of any and all easements. Clearly identify the difference between existing easements (cite Register of Deeds recording data) and easements that are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements.

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following item:

28. The Madison Water Utility shall be notified to remove the water meter prior to demolition. All operating private wells shall be identified and permitted by the Madison Water Utility and all unused private wells shall be abandoned in accordance with MGO Sec. 13.21.

Please contact Kay Rutledge of the Parks Division at 266-4714 if you have any questions regarding the following item:

29. The following note shall be added to the final CSM prior to recording: "Lots/ buildings within this subdivision/ development are subject to impact fees that are due and payable at the time building permit(s) are issued."

Please note that the City's Office of Real Estate Services is reviewing the report of title provided with this survey and may have comments to be addressed prior to final sign-off of the CSM. That office will send any comments to you by e-mail. If you have any questions, please Jenny Frese at 267-8719 for more information.

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 is scheduled for review by the Common Council on April 8, 2014.

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.

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 [jqumme@cityofmadison.com](mailto:jrqumme@cityofmadison.com).

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.

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Upon acceptance and recording of the Certified Survey Map by the Dane County Register of Deeds, please transfer the recorded volume, document number, and page numbers to the copies and forward a copy to this office for our records. The original survey map with the recording information is permanently kept on file in the Dane County Register of Deeds Office. A copy of the recorded document can be obtained from the Register of Deeds Office, Room 110, City-County Building or the Real Estate Office in the Madison Department of Planning and Development.

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: Janet Schmidt, City Engineering Division
Maureen Richards, City Assessor's Office
Dennis Cawley, Madison Water Utility
Kay Rutledge, Parks Division
Jennifer Frese, Office of Real Estate Services
Dan Everson, Dane County Land Records and Regulations