



Department of Planning & Community & Economic Development

Planning Division

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June 23, 2014

Chris Adams
Williamson Surveying & Associates, LLC
104A W. Main Street
Waunakee, Wisconsin 53597

RE: File No. LD 1414 – Certified Survey Map – 626 Langdon Street (Roundhouse Apartments, LLC)

Dear Mr. Adams;

The one-lot certified survey of property located at 626 Langdon Street, Section 14, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned DR-2 (Downtown Residential 2 District). The conditions of approval from the reviewing agencies to be satisfied 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 thirteen (13) items:

1. The 6-foot wide easement, per Document No. 1258666, extends to the east line of Lot 3, Block 3 of the Original Plat of Madison to connect to the north-south portion of the easement. Revise and label the easement accordingly.
2. Provide “recorded as” bearings and distances as applicable along the exterior boundary as required by statute.
3. The location header and legal description incorrectly includes Lot 5 in the text. This Certified Survey Map (CSM) does not include Lot 5 and all references shall be removed..
4. Provide ties from the existing building to the exterior boundary as required by City of Madison Ordinance.
5. Provide a vertical datum statement and benchmark used for the elevations noted on the CSM.
6. Add a note that the CSM is subject to a Non-Exclusive Installation and Distribution Agreement per Document No. 4563741 as modified by Memorandum Agreement per Document No. 5015793.
7. Add appropriate adjoiner calls to the legal description under the Surveyor’s Certificate. Particularly when following platted lot and right of way lines.

8. Revise the Owner's Certificate: The current language is for a consent of mortgagee certificate, not an owner's certificate.
9. Correct the bearing to N 88°45'46" W in the bearing reference note next to the north arrow.
10. Remove drainage arrows, notes (unless otherwise provided by City Engineering) and elevations from the face of the CSM.
11. A minimum of 2 working days prior to requesting City Engineering Division signoff on the CSM, the applicant shall contact Janet Schmidt (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).
12. 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.
13. 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 which are being conveyed by the Plat/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:

14. Note: 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 Jenny Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following seven (7) items:

15. Prior to requesting approval sign-off of the CSM, executed signature block certifications shall be included for all parties of interest, pursuant to MGO Section 16.23(5)(g)4 and Wis. Stats. All signatory parties shall provide documentation that proves said signatories have legal authority to sign the Owner's Certificate. The certificate shall be prepared with the correct ownership interest and title shown in the title report. Include language regarding tenancy interests, certifying that the CSM will not have an adverse affect on any of the leasehold or possessory interests.
16. A certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s) and executed prior to final sign-off.

17. Per Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g), the property owner shall pay all real estate taxes and special assessments for the subject property prior to CSM recording. As of June 20, 2014, the second installment of the 2013 real estate taxes are owed for the subject property, and there are special assessments reported in the amount of \$14,795.84. Please provide staff with proof of payment prior to final signoff and recording of the CSM.
18. Please verify that stormwater management charges are paid in full by contacting Janet Schmidt with City Engineering (261-9688) or Sharon Pounders with the Madison Water Utility (266-4641).
19. Revise the CSM prior to final sign-off as follows:
 - a.) Replace Note #2 with specific information from the title report, describing the applicable encumbrances separately by document number.
 - b.) Depict all easements that can be graphically depicted.
 - c.) Remove Lot 5 from the legal descriptions on each sheet, as it does not appear to be included in the CSM boundary, nor is it included in the title report.

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

Note: Approval of this CSM does not connote any expression of approval of the conditional use application currently pending before the Plan Commission for this address.

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 July 1, 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 jrquamme@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.

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

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