



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

Madison Municipal Building, Suite LL-100

215 Martin Luther King, Jr. Boulevard

P.O. Box 2985

Madison, Wisconsin 53701-2985

Phone: (608) 266-4635

Fax (608) 267-8739

www.cityofmadison.com

May 11, 2015

Jeff Osgood
Kwik Trip, Inc.
1626 Oak Street
La Crosse, Wisconsin 54602

RE: File No. LD 1512 – Certified Survey Map – 4701 American Parkway

Dear Mr. Osgood;

Your one-lot certified survey of property located at 4701 American Parkway, Section 22, Township 8N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned CC (Commercial Center 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 (608) 261-9688 if you have questions regarding the following fifteen (15) items:

1. Private street name is Amcenter Drive (not American Center Drive). Update Certified Survey Map (CSM) accordingly.
2. Add a note: "Per note Document No. 2520937, there shall be no vehicular access to American Center Boulevard or to American Parkway except as by common access easements."
3. Add a note: "Per note Document No. 2520937, Outlot 10 adjacent to this Certified Survey Map is reserved for an egress and ingress easement for what is known as the "Commercial Service Complex" described in Document No. 2379020. Outlot 10 is also reserved for a public water and sewer easement."
4. Document No. 4237505, Joint Driveway, Common Access and Cross Parking Easements shall be fully referenced on the CSM. Denote that the 26-foot wide common access easement per Document No. 2520937 is also subject to this document.
5. The Drainage Arrow note under the legend on Sheet 2 shall be referenced to Document No. 2520937 (plat) and the language shall be modified to exactly reflect the language on the original plat.
6. Add a note that this CSM is subject to Declaration of Protective Covenants and Conditions per Document No. 2379020.

7. Provide the appropriate owner and consent of Mortgagee information in the Owner's Certificate on sheet 3.
8. Remove the utility easement note on sheet 2. This CSM is not granting any public utility easements.
9. Revise the Secretary of Plan Commission approval certificate replacing Steven Cover with Natalie Erdman, Interim Secretary Plan Commission.
10. Remove drainage arrows, notes (unless otherwise provided by City Engineering) and elevations from the face of the CSM.
11. The following note shall be added to the CSM: "All lots created by this certified survey map are individually responsible for compliance with Chapter 37 of Madison General Ordinances in regard to stormwater management at the time they develop."
12. 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).
13. 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 Schmidt (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.
14. 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. Note: Land tie to two PLS corners required.
15. In accordance with Section s.236.34(1m)(c), which states that a CSM shall be prepared in accordance with the plat requirements stated per s.236.20(2)(c)&(f), Wisconsin Statutes, the applicant must show the type, location and width of any and all easements on the CSM. Clearly identify the difference between existing easements (cite Register of Deeds recording data) and easements which are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by the CSM.

Please contact Dennis Cawley of the Madison Water Utility at (608) 261-9243 if you have any questions regarding the following item:

16. Note: All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility per MGO Sec. 13.21.

Please contact Heidi Radlinger of the Office of Real Estate Services at (608) 266-6558 if you have any questions regarding the following six (6) items:

17. Prior to requesting final CSM sign-off by the Office of Real Estate Services, executed signature block certifications shall be included for all parties of interest, pursuant to Wis. Stats. 236.21(2)(a). All signatory parties shall provide documentation that proves said signatories have legal authority to sign the Owner's Certificate. The title of each certificate shall be consistent with the ownership interest reported in the most recent title report.
18. No mortgage certification is needed as there is no mortgage in record title.
19. Include the following Plan Commission certificate on the final CSM:

Approved for recording per the Secretary of the City of Madison Plan Commission.

By: _____
Natalie Erdman, Interim Secretary, Plan Commission

Date: _____

20. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes and special assessments that are accrued or delinquent for the subject property prior to CSM recording. As of the date of this letter, the 2014 real estate taxes are paid for the subject property and no special assessments are reported.
21. Prior to final CSM sign-off, please verify with Janet Schmidt of the City Engineering Division (261-9688) or Sharon Pounders at the Water Utility (266-4641) that stormwater management fees are paid in full.
22. Satisfactions or releases for all liens and/or judgments shall be recorded prior to CSM sign-off.

Note: Approval of this CSM does not confer any approval to construct any new buildings. A letter regarding the related conditional use for this property has been sent separate from this letter.

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 on May 19, 2015.

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 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
Dennis Cawley, Madison Water Utility
Sally Sweeney, City Assessor's Office
Heidi Radlinger, Office of Real Estate Services
Dan Everson, Dane County Land Records and Regulations