



Department of Planning & Community & Economic Development

Planning Division

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August 26, 2015

William Keenan
5501 Greening Lane
Madison, Wisconsin 53705

RE: File No. LD 1527 – Certified Survey Map – 5501 Greening Lane and 1714 Fritz Avenue

Dear Mr. Keenan;

Your two-lot certified survey of property located at 5501 Greening Lane and 1714 Fritz Avenue, Section 18, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned TR-C1 (Traditional Residential–Consistent 1 District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

Please contact Brenda Stanley of the City Engineering Division at 266-4537 if you have questions regarding the following eleven (11) items:

1. The 15-foot Public Sanitary Sewer Easement, 15-foot Public Storm Sewer Easement and 5-foot Temporary Construction Easements per CSM 3199 shall be released by separate document prepared by the City's Office of Real Estate Services. The applicant shall prepare metes and bounds legal descriptions and scale map exhibits for the portions to be released and provide to Engineering Land Records Coordinator Jeff Quamme for review (608-266-4097) (jrquamme@cityofmadison.com). Upon approval of the exhibits and payment of the required \$500 administration fee (check payable to City of Madison Treasurer) to cover staff time and recording costs, Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the release document(s) and record with the Dane County Register of Deeds. The Sanitary Sewer Easement cannot be released until the new sanitary access structure (as coordinated with and approved by City Engineering) has been constructed and accepted by the City of Madison near the southwesterly line of this CSM.
2. The CSM requires new public sanitary sewer, public storm sewer and temporary storm sewer construction easements are being granted by the Certified Survey Map. Contact Jeff Quamme – jrquamme@cityofmadison.com to receive the appropriate easement terms/conditions language for inclusion on this CSM.
3. The new easements for drainage purposes shown adjacent to public right of ways are not required and shall be removed from the CSM.

4. The fencing and shed within the public right of way of Fritz Avenue shall be removed. As an alternative, the applicant may also make an application with the City for a privilege in streets agreement administered by the Office of Real Estate Services to permit improvements within the public right of way that are subject to conditions. All encroachment agreements require an annual fee and a certificate of insurance. An approval of the CSM does not constitute or guarantee approval of any encroachments within a public right of way.
5. Provide recorded-as data of CSM 11976 and 13582 as appropriate. Also provide the recorded-as bearing and distance of the southeasterly line of the CSM.
6. Show the record 1991 Madison Coordinates on the West Quarter Corner of Section 18 on the map.
7. Add the following language to the end of Note 3 on Sheet 4: "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."
8. Change the Secretary of the Plan Commission to Natalie Erdman.
9. Label Greening Lane and Fritz Avenue on Sheet 2.
10. 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.
11. 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.

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following two (2) items:

12. 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.
13. Each lot shall have a separate water service lateral connected to a public water main.

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following five (5) items:

14. A Consent of Lessee shall be included for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.
15. 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, Secretary, Plan Commission

Date: _____

16. 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 August 18, 2015, the 2014 real estate taxes are paid for the parcels within the CSM boundary and there are no special assessments reported.
17. Prior to final CSM sign-off, please verify with Janet Schmidt of the City Engineering Division (261-9688) or Pam Mousley at the Water Utility (261-9132) that stormwater management fees are paid in full.
18. If all parties of interest agree that certain easements from prior plats or CSMs of record are no longer necessary, the release documents for said easements shall be recorded prior to CSM approval sign-off, with the recording information for the release included as a note on the proposed CSM.

Please contact my office if you have any questions about the following item:

19. Per Section 16.23(8)(d)4, side lot lines shall be as nearly as possible at right angles to straight street lines or radial to curved street lines on which the lots face. Revise the CSM to create a consistent common line between the proposed lots to effectively eliminate the turn in that line proposed 58.72 feet from the prolongation of the Fritz Avenue right of way.

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 September 1, 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

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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: Brenda Stanley, City Engineering Division
Dennis Cawley, Madison Water Utility
Sally Sweeney, City Assessor's Office
Heidi Radlinger, Office of Real Estate Services