



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

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February 12, 2016

Dan Day

D'Onofrio Kottke & Associates

7530 Westward Way

Madison, Wisconsin 53717

RE: Approval of a preliminary plat and final plat to create 5 lots to coincide with the proposed construction of up to 35,000 square feet of commercial space in 5 buildings on the "B Block" at Grandview Commons Town Center on parcels addressed as 6001-6033 Gemini Drive (MREC VH Madison, LLC/ Veridian Homes).

Dear Mr. Day;

At its February 2, 2016 meeting, the Common Council **conditionally approved** the preliminary and final plat for "Grandview Commons Replat No. 3" subject to the following conditions of approval to be addressed through the final approval and recording of the subdivision:

Please contact Brenda Stanley of the City Engineering Division at 261-9127 if you have questions regarding the following eleven (11) items:

1. Lots within this replat are individually responsible for compliance with Chapter 37 MGO regarding erosion control and stormwater management.
2. Stormwater impact fees or connection fees may be due for this plat. Contact the City Engineer prior to plat signoff for any amounts due for the Door Creek North Phase 2 Impact Fee District.
3. 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 Mark Moder (261-9250) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.
4. If sanitary sewer extending through property is to be public, the applicant shall dedicate a 20-foot wide sanitary sewer easement centered over public sanitary sewer as a condition of plan approval.
5. The developer shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.
6. The developer shall enter into a City/Developer agreement for the installation of public improvements required to serve this project. 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. [Obtaining a developer's agreement generally takes approximately 4-6 weeks, minimum.]

7. The lots within this site plan are inter-dependent upon one another for stormwater runoff conveyance, and/or a private drainage system exists for the entire site an agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the site plan and recorded at the Dane County Register of Deeds.
8. A minimum of 2 working days prior to requesting City Engineering signoff on the plat, the applicant shall contact Brenda Stanley (261-9127) to obtain the final stormwater utility charges that are due and payable prior to subdivision 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).
9. The applicant shall replace all sidewalk and curb and gutter that abuts the property that is damaged by the construction, or any sidewalk and curb and gutter, which the City Engineer determines needs to be replaced because it is not at a desirable grade, regardless of whether the condition existed prior to beginning construction.
10. All work in the public right-of-way shall be performed by a City licensed contractor.
11. All damage to the pavement on North Star Drive, Sharpsburg Drive, Gemini Drive and Cottage Grove Road adjacent to this development shall be restored in accordance with the City's Pavement Patching Criteria.

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following seven (7) items:

12. The applicant shall provide for review reciprocal easements and agreements including, but not limited to, access, parking, utilities, common areas and storm water management that are necessary to accomplish the development as proposed. The easement/agreements shall be recorded immediately after the final plat has been recorded to allow proper reference to the proposed lots of this land division. Copies of the recorded documents shall be provided prior to final any issuance of a building permit on any of the proposed lots. This requirement shall include the amendment/modification or termination of Document No. 5097043.
13. Add Document No. 5143981 to Note 2(a) referencing the 11th Amendment of the covenants.
14. Provide an overall dimension for the south line of Lots 1009 - 1011.
15. 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.

16. This plat shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded plat image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data so that the permitting system can upload this data and permit issuance made available for this new land record.
17. Insert the standard language per MGO 16.23(9)(d)2.a. verbatim. Once this is done, all of the previous nonexclusive easements for drainage easements are released and new drainage easements defined by the current plat.
18. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject plat, one (1) digital CADD drawing and one (1) signed copy of the final plat to the Mapping/GIS Section of the Engineering Division either as hard copy or Adobe PDF format. The digital CADD file shall be submitted in the WisDOT County Coordinate System, Dane County Zone datum in either Auto CAD Version compatible with MicroStation Version V8i, MicroStation Version V8i or older or Universal DXF Formats. The digital CADD file(s) shall contain the minimum of the items stated below, each on a separate layer name/level number. All line work shall be void of gaps and overlaps that would cause any parcel, street or easement to not properly close. All line work orientation and geometrics shall match the dimensioning as labeled on the final recorded plat: 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.

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

19. Each lot of record shall have a separate water service lateral connection to a public water main.
20. 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 Janet Schmidt of the Parks Division at 261-9688 if you have any questions regarding the following item:

21. The rezoning application for PD(GDP) to Amended PD(GDP-SIP) eliminates residential units from the original zoning. If residential units are incorporated into the development in the future, park impact fees will be due. Please reference ID # 14136.1 when contacting Parks Division staff.

Please contact my office at 261-9632 if you have questions about the following two (2) items:

22. The developer shall submit reciprocal cross-access and shared parking easements and agreements necessary to govern development and operation of the B Block for the review and approval of the City Engineer, City Traffic Engineer and Planning Division Director prior to final approval and recording of the final plat.
23. The approved lot lines and limits of any shared parking and access easements shall be reflected on the final PD (GDP-SIP) plan sheets for reference.

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following four (4) items:

24. Per Chapter 236.21(3) of 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 properties prior to final approval of the final plat for recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. As of January 14, 2016, the 2015 real estate taxes are unpaid for the subject property. Receipts are to be provided on or before sign-off of the final plat. As of January 14, 2016, there are no special assessments owed for the subject property. All special assessments levied prior to sign-off and recording must be paid in full pursuant to MGO Section 16.23(5)(e)1 and Wis. Stats. 236.21(3).
25. Please coordinate with Tim Troester (267-1995) or Brenda Stanley (261-9127) in the City Engineering Division to obtain any outstanding storm water management fees from the City of Madison Water Utility. Receipts for the payment of the prorated fee shall be presented prior to final plat sign-off.
26. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish to the City's Office of Real Estate Services, as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial title report (November 18, 2015) and the date when sign-off of the final plat is requested. The surveyor shall update the plat with the most recent information available in the title report update.
27. The following revisions shall be made to the final plat prior to final approval and recording:
 - a.) Note 2, Item A: Missing Document Nos. 4744838 and 5143981.
 - b.) Add a Public Utility depiction to the Legend and include the following sentence: "Utility Easements as herein set forth are for the use of public bodies, as well as private utilities having the right to serve the area."
 - c.) The title report contains documents that are not applicable to the lands within the plat boundary. Thoroughly research each document to determine if it benefits or encumbers the subject property. Depict or note those that are appropriate.

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

Any appeal regarding the plat, including the conditions of approval related thereto, must be filed with the Circuit Court within thirty (30) days from the date of this letter. The approval of this final plat shall be null and void if not recorded in twelve (12) months from the date of this letter.

Prior to City Engineering final sign-off by the main office of the plat, the final plat 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 plat 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 plat 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 plat with the most recent information reported in the title update.

As soon as the comments and conditions have been satisfied for the final plat as verified with a completed affidavit form (attached), the original along with the revised final plat, 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 final plat at the Dane County Register of Deeds. For information on recording procedures and fees, contact the Register of Deeds at 266-4141.

If I may be of any further assistance, please do not hesitate to contact me at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division–Mapping Section
Janet Schmidt, Parks Division
Eric Halvorson, Traffic Engineering Division
Jenny Kirchgatter, Assistant Zoning Administrator
Bill Sullivan, Madison Fire Department
Dennis Cawley, Madison Water Utility
Heidi Radlinger, Office of Real Estate Services

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