



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, AICP, Director

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August 31, 2016

Paul Spetz
Isthmus Surveying, LLC
450 N. Baldwin Street
Madison, Wisconsin 53703

RE: LNDCSM-2016-00032 – Certified Survey Map – 700 S. Gammon Road (Highland Gates, LLC)

Dear Mr. Spetz;

The one-lot certified survey to combine the property located at 700 S. Gammon Road, Section 26, Township 7N, Range 8E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned PD (Planned Development District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

Please contact Tim Troester of the City Engineering Division at 267-1995 if you have questions regarding the following two (2) items:

1. A minimum of 2 working days prior to requesting City Engineering signoff on the CSM the applicant shall contact Tim Troester at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley at 261-9127 (bstanley@cityofmadison.com) 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).
2. Prior to approval, applicant shall provide an agreement for shared use of private sanitary sewer that extends from proposed CSM lot to the south. Private sewer is shared by both lots.

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following eight (8) items:

3. Add the note from CSM 4315 that the lot shall comply with Chapter 37 of the Madison General Ordinances.
4. Add a note that the CSM is subject to GDP per Document No. 1357726, modified by Document No. 1829495 and Document No. 1980026.
5. Add a note that the CSM is subject to Declaration of Restrictions, Covenants and Conditions per Document No. 1876950.

6. Add a note that the CSM is subject to Planned Commercial Development – Specific Implementation Plan per Document No. 2057809, altered by Document Nos. 2091953, 2674303, 2775814, 4119079, 4965196, 4979060, 4992245 and 5012430.
7. The applicant should consider releasing the Common Party Wall Agreement, Document No. 2197110, since the two lots affected are being combined by this CSM
8. Add a note that this CSM is subject to restrictions per Document No. 2664397.
9. The 15-foot Wide Water and Sanitary Sewer Easement per CSM 6830 bends and extends to the south line of the CSM. This shall be corrected on the map. Also add that the easement is per CSM 6830.
10. The Driveway Easement and Storm Water Control Easement noted per Document No. 2397989 shall also have Document No. 2381456 (CSM) added to the note as the limits were defined by CSM 6830.

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following item:

11. Note: The Madison Fire Department supports the creation of one commercial lot for this existing building due to the fact that the existing property line beneath the building creates a building code violation.

Please contact Jenny Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following eleven (11) items:

12. Signature block certifications shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary at the time of execution. The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. The executed original hard stock recordable CSM shall be presented at the time of sign-off.
13. A certificate of consent for all mortgagees/vendors shall be executed prior to CSM approval sign-off.
14. All ownership consents and certifications for the subject lands shall conform to Wis. Stats. 236.21(2) and 236.29 by including the language “...surveyed, divided, mapped and dedicated...”
15. A Consent of Lessee shall be included for all tenant interests in excess of one year, recorded or unrecorded, to be executed prior to CSM sign-off.
16. A Madison Common Council Certificate is required when dedication of land and the conveyance of rights in land are required. For parcels located within the City of Madison, a Madison Common Council Certificate shall appear as follows:

Resolved that this certified survey map located in the City of Madison was hereby approved by Enactment Number _____, File ID Number _____, adopted on the ____ day of _____, 20__, and that said enactment further provided for the acceptance of those lands

dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this ____ day of _____, 2016

Maribeth L. Witzel-Behl, City Clerk
City of Madison, Dane County Wisconsin

17. As of August 22, 2016, the 2015 real estate taxes are paid for the subject property. Per 236.21(3) Wis. Stats. and Sec. 16.23(5)(g)(1) of Madison General Ordinances, the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. This includes property tax bills for the prior year that are distributed at the beginning of the year.
18. As of August 22, 2016, there are no special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off.
19. 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 CSM approval sign-off.
20. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Jenny Frese in City's Office of Real Estate Services (jfrese@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (June 21, 2016) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. Surveyor shall update the CSM with the most recent information reported in the title update.
21. The owner shall email the document number of the recorded CSM to Jenny Frese at the City's Office of Real Estate Services as soon as the recording information is available.
22. The CSM shall be revised prior to sign-off as follows:
 - a.) Include the description of the Declarations per Doc. Nos. 1827304 and 1876950, as well as the Agreements per Doc. Nos. 2014430 and 2397989, in the Notes on Sheet 3.
 - b.) Depict the easements for the Wisconsin Telephone Company per Doc. No. 518039 and 1172678, and the MGE easement per Doc. No. 1605003, or provide a reason for their omission.
 - c.) Add CSM No. 6830 to the labels for the depiction of the joint driveway easement and the storm water control easement, as these easements were created by said CSM.

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 6, 2016.

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.

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: Tim Troester, City Engineering Division
Jeff Quamme, City Engineering Division–Mapping Section
Sally Sweeney, City Assessor's Office
Bill Sullivan, Madison Fire Department
Jenny Frese, Office of Real Estate Services