



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

126 S. Hamilton Street
P.O. Box 2985
Madison, Wisconsin 53701-2985
Phone: (608) 266-4635
www.cityofmadison.com

March 3, 2017

Ron Klaas
D'Onofrio Kottke & Associates
7530 Westward Way
Madison, Wisconsin 53717

RE: Approval of a request to rezone 17 acres of land from MXC (Mixed-Use Center District) to SE (Suburban Employment District); approval of a preliminary plat creating four future commercial/employment lots, and; approval of a Certified Survey Map (CSM) creating one lot for employment use, one lot for an existing parking lot, and one lot for future development.

Dear Mr. Klass;

At its February 28, 2017 meeting, the Common Council **approved** your request to rezone 17 acres of land to the SE district (proposed Lot 1) and **conditionally approved** the preliminary plat of "CUNA Lands" and related three-lot Certified Survey Map. The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

Please contact Tim Parks of the Planning Division at 261-9632 or Tim Troester of the City Engineering Division at 267-1995 if you have questions regarding the following two (2) jointly required items:

1. The following note shall be added to the CSM prior to final sign-off and recording: "Prior to issuance of building permits for Lot 2, the owner shall enter into an agreement with the City for the extension of sewer and water to serve the lot, or provide sewer and water service from an adjacent lot after combining Lot 2 with an adjacent lot which is already served. Sewer service is not required in Genomic Drive to serve Lot 1, and therefore may not exist in Genomic Drive at the time of development of Lot 2."
2. The following note shall be added to the CSM prior to final sign-off and recording: "Lot 3 cannot be developed until all public infrastructure serving the lot is made available in accordance with Madison General Ordinances."

Please contact Tim Troester of the City Engineering Division at 267-1995 if you have questions regarding the following twenty-three (23) items:

3. The developer shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the Lot 3 of the plat/CSM. At a minimum, public sewer will need to be extended from the west in Mineral Point Road to serve the Lot 3 frontage on Mineral Point Road. If Lot 3 is not improved at this time, this can be considered an informational comment.

4. This entire area is currently drained to an enclosed depression near Odana Road. The applicant shall provide a master drainage plan for the entire development prior to approval of the plat/ CSM showing how the lots shall drain and a public drainage system shall be accommodated.
5. The applicants shall be aware that this property drains in multiple directions and storm sewer capacity in all of them is limited or non-existent. The applicant will be required to provide additional detention and volume control to match the capacity of the downstream systems. A meeting to discuss stormwater management is recommended.
6. Proposed Lot 2 drains to the north and is currently being used as a parking lot. There is not public sewer in the neighboring lot to the north (Lot 2, CSM 1616). This will not be a problem if the property is to be sold to the property to the north, but will be problematic if the proposed Lot 2 is to be provided sanitary sewer service otherwise. This must be clarified and / or resolved with the City Engineer prior to CSM signoff.
7. The applicant shall execute a waiver of their right to notice and hearings for the improvement of the extension of A Street northerly along the easterly line of Lot 2 generally in accordance with the preliminary plat in a form acceptable to the City Engineer. Said waiver shall include the entire easterly property line of lot 2 in the event that A Street continues north along the entire easterly frontage of Lot 2. Said waiver shall include all public improvements and associated incidentals including but not limited to street, sidewalk, lighting, water main, storm sewer, stormwater management, and compensable public and private utility relocations associated with the extension of the street.
8. The developer shall enter into a City/Developer agreement for the installation of public improvements required to serve this plat/ 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 plat without the agreement executed by the developer. [Obtaining a developer's agreement generally takes approximately 4-6 weeks, minimum.]
9. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL zone. The project will be expected to meet a higher standard of erosion control than the minimum standards set by the Wisconsin Department of Natural Resources (WDNR) in order to comply with TMDL limits.
10. The developer shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat/CSM.
11. The applicant shall dedicate an exclusive 20-foot wide Permanent Limited Easement for grading and sloping along the easterly lot limits of Lot 2.
12. The developer shall construct Madison standard street and sidewalk improvements for all streets within the plat/CSM.
13. The developer shall note the AASHTO design standards for intersection sight distance will be applied during the design of the streets within this plat/CSM.

14. The developer shall confirm that adequate sight distance exists where public streets intersect. If adequate sight distance does not exist, the developer shall change the location of the street intersection or agree to make improvements to the roadways such that the sight distance is achieved or make other mitigating improvements as required by the City.
15. 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.
16. A minimum of 2 working days prior to requesting City Engineering Division signoff on the CSM, the applicant shall contact either 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).
17. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 and NR-151 however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement.
18. The applicant shall demonstrate compliance with Sections 37.07 and 37.08 of Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.
19. Prior to approval, this project shall comply with Chapter 37 of Madison General Ordinances regarding stormwater management. Specifically, this development is required to: reduce TSS by 80% (control the 5 micron particle) off of newly developed areas compared to no controls; detain the 2-, 10-, and 100-year storm events, matching post development rates to predevelopment rates; and, provide infiltration in accordance with MGO Chapter 37.
20. The lots within this Certified Survey Map are interdependent upon one another for storm water 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 CSM, and recorded at the Dane County Register of Deeds.
21. Two weeks prior to recording the final plat, a soil boring report prepared by a Professional Engineer, shall be submitted to the City Engineering Division indicating a ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than 9 feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.

22. The applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the City Engineering Division. The digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the only the following data, each on a separate layer name/level number. The digital copies shall be drawn to scale and represent final construction including: building footprints; internal walkway areas; internal site parking areas; other miscellaneous impervious areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.); right-of-way lines (public and private); plat name and lot lines (metes & bounds parcel lines if unplatted); platted lot numbers (noted "unplatted lands" if not platted); lot/plat property dimensions; street names; private on-site sanitary sewer utilities (including all connections to public sanitary); private on-site storm sewer utilities (including all connections to public storm). All other levels (contours, elevations, etc) are not to be included with this file submittal. E-mail CAD file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement, private on-site sanitary sewer utilities, or private on-site storm sewer utilities during construction will require a new CAD file.
23. The applicant shall submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. E-mail PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). The digital copies shall be to scale, and shall have a scale bar on the plan set. PDF submittals shall contain the following information: a) Building Footprints; b) Internal Walkway Areas; c) Internal Site Parking Areas; d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.); e) Right-of-Way lines (public and private); f) Lot lines or parcel lines if unplatted; g) Lot numbers or the words unplatted; h) Lot/Plat dimensions; i) Street names; j) Stormwater Management Facilities; k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).
24. Prior to the issuance of building permits, the developer shall submit a master stormwater drainage plan to the City Engineering Division for review and approval which shows lot corner elevations to the nearest 0.25-foot. For purposes of the plan, it shall be assumed that grading shall be done on a straight-line grade between points unless other information is provided. The proposed slope between points shall always be greater than or equal to .0075 ft/ft. If a break in grade is required between lot corners a shot shall be taken at that break in grade to provide the Engineer with enough information to interpret the plan. The developer shall also show proposed drainage arrows on the plan to indicate the proposed direction of drainage.

The master storm water drainage plan shall be submitted to City Engineering in digital format with elevations/grades/contours shown on the recorded plat map of the development. The digital record shall be provided using the state plane coordinate system—NAD 27. Note: It is required that this plan shall be stamped by and Registered Land Surveyor.

The following note shall accompany the master stormwater drainage plan: "For purposes of this plan, it is assumed that grading shall be a straight-line grade between points unless otherwise

indicated. All slopes shall be 0.75% or steeper. Grade breaks between lot corners are shown by elevation or through the use of drainage arrows. No building permits shall be issued prior to the City Engineering Division's approval of this plan."

25. A Phase 1 environmental site assessment (Phase 1 ESA), compliant with ASTM E1527-13, is required for the project area (due to the dedicated stormwater outlet). The applicant shall provide 1 digital copy and a paper copy only if specifically requested. Staff review of this Phase 1 ESA will determine if a Phase 2 ESA is also required. Please submit report(s) to Brynn Bemis (267-1986, bbemis@cityofmadison.com) and Sally Swenson (266-4862, sswenson@cityofmadison.com) for review.

Please contact Jeff Quamme of the City Engineering Division—Mapping Section at 266-4097 if you have questions regarding the following thirty-three (33) items:

26. The preliminary plat shall indicate the first and future phase(s) of platting and development. It shall also show the temporary turnaround easement required for a phased development. Coordinate the geometry and location of the temporary cul-de-sac with City Engineering staff.
27. The applicant shall add a proposed 15-foot wide public sidewalk and bike path easement adjacent to the north right of way of Research Park Boulevard. Contact Jeff Quamme (jrquamme@cityofmadison.com) for easement language to be included on the CSM.
28. The preliminary plat shall indicate at what stage of the final land division process(s) the restrictions and easements are to be coordinated and released.
29. The City of Madison will not release of the remnant of the 16-foot roadway reservation per CSM 4896 along Odana Road. This area shall be shown on the preliminary plat and CSM.
30. The applicant has confirmed that the Building Setback lines, per CSM 4896 will not be released as part of this CSM application. Therefore all building setback lines per CSM 4896 shall be shown, dimensioned and labeled accordingly.
31. The public bicycle and sidewalk easement per CSM 4896 shall be released by a separate instrument drafted by the City Office of Real Estate Services. The applicant shall provide a map exhibit, legal description and any required administrative fee. Coordinate with Jeff Quamme (jrquamme@cityofmadison.com) to set up a Real Estate project to release the easement.
32. The 30-foot wide Access Easement per CSM 4896 shall be released by recorded instrument by the current owner prior to final CSM sign off.
33. As per the preliminary plat of CUNA Lands, any future land division of Lot 3 will require the discontinuance and vacation of a portion of Woodford Drive. The applicant/developer shall be responsible for the required petition and all required associated materials for any future resolution to discontinue and vacate any public right of way. This requirement will also include all materials required to be provided for any street name changes resulting from any such land division.

34. The preliminary plat indicates a future discontinuance and vacation of a portion of Woodford Drive. Upon the application for the land division creating Lots 3 and 4 requiring the vacation, the applicant/developer shall be responsible for the required petition and all required associated materials for the vacation. This requirement will also include all materials required to be provided for any street name changes resulting from any such land division and street vacation.
35. Based upon conversations with the applicant, "A" Street shall be revised to be Genomic Drive. Additionally, a note shall be added to the Preliminary plat where Woodford Drive is not to be vacated. The note shall state: "Upon the final land division creating Lots 3 and 4, and as a condition of the vacation of part of Woodford Drive as shown on this preliminary plat, the subdivider shall provide a petition and materials to rename the remaining Woodford Drive right of way to Genomic Drive." The street name change would be required to comply with City of Madison ordinances and policies for street names if the configuration shown on the preliminary plat is ultimately platted.
36. The applicant shall confirm the geometry and location of the Temporary Easement for Turnaround Purposes with City of Madison Engineering staff.
37. Correct the street name Rosa Road to S. Rosa Rd (South Rosa Road).
38. Label the curve numbers from the table on the map at the locations of those curves.
39. The name and address of the owner shall be added to the preliminary plat as required by ordinance.
40. The inverts of all adjacent storm and sanitary sewers shall be added to the preliminary plat as required by ordinance.
41. Provide benchmark location, elevation and monument types on the preliminary plat map.
42. To be consistent, add bearing and distance for the 90 degree central angle curve along Mineral Point Road and Woodford Drive on both the drawing and in the legal description. Number the curve and add to the curve table.
43. Fix distance discrepancy between the legal description and map drawing for the 74.18' / 74.19' distance along Odana Road.
44. Add Document No. 2195720 to the third item under note 2 on sheet 2.
45. Correct the recorded as chord bearing for curve 6 to S 74°01'13" W.
46. Add Document No. 2694680 to the note for the vacated Research Park Boulevard note on the map.
47. Add recorded as data per Doc No. 2215607 to curve 8, 9 and 10 and to the two tangents between curve 9 and curve 10.
48. The 10-foot wide Wisconsin Bell Easement Document Nos. 1887988 and 1906033 lies between Odana Road and the Northeast corner of Lot 5 of 6300 Odana Office Park and shall be shown as

such. The remainder of the easement to the north appears to be a Public Utility Easement set forth by CSM 4896, Document No. 1926526.

49. Insert the standard language pre MGO 16.23(9)(d)2.a. verbatim. If this is done, all of the previous nonexclusive easements for drainage easements are released and new drainage easements defined by the current proposed Certified Survey Map.
50. The applicant has confirmed that only one Public Utility Easement area per CSM 4896 will be released as part of this CSM application and has provided the information for this release. Therefore all other public utility easements and underground utility easements per CSM 4896 shall be shown, dimensioned and labeled accordingly on the Certified Survey Map. The easement area to be released shall be recorded prior to final CSM sign off.
51. The CSM shall show and dimension the area "Lands Reserved for Underground Utility and Public Street Grading Purposes" along Research Park Blvd.
52. Revise the Temporary Limited Easement for Turnaround Improvement purposes to read that the easement shall "terminate upon Woodford Drive being extended to the north and the removal of the temporary turnaround improvements.
53. Show the existing parking lot improvements that exist on Lot 2 on the CSM.
54. Add a lot line distance of 409.68 along the northerly portion of the west line of Lot 1. Also correct on the fifth line after the point of commencement of the legal description "along a curve to file right" to along a curve to the right.
55. 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.
56. In accordance with Section s.236.34(1m)(c), which states 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 plat or CSM. 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. Include any and all language required to properly and legally create any easement by the plat or CSM.
57. Any portion(s) of a public easement that is intended to be released shall be released by separate document prepared by City Office of Real Estate Services. Applicant must 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. If any release is required to be completed prior to recording of the plat, acknowledgement of the release and document number shall be noted on the face of the plat.

58. 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 Adam Wiederhoeft of the Madison Water Utility at 266-9121 if you have any questions regarding the following item:

59. All public water mains and water service laterals shall be installed by a standard City subdivision contract.

Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following item:

60. The applicant shall revise the CSM to dedicate up to 26 feet of additional right of way for Odana Road. This dedication shall include the 16-foot wide strip reserved for Odana Road by CSM 4896 as well as up to 10 additional feet of right of way as required by the City Engineer and City Traffic Engineer.

Please contact Janet Schmidt of the Parks Division at 261-9688 if you have any questions regarding the following item:

61. The developer shall put the following note on the face of the subdivision plat/CSM or development plans: "Lots within this subdivision are subject to impact fees that are due and payable at the time

building permit(s) are issued.” The Parks Division will be required to sign off on the preliminary plat and CSM. Please reference ID# 16162 when contacting Parks Division staff about this project.

Please contact Jenny Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following fourteen (14) items:

62. 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.
63. A certificate of consent for all mortgagees/vendors shall be included following the Owner’s Certificate(s) and executed prior to CSM approval sign-off. If mortgages of record are paid off prior to final approval, a copy of the recorded satisfaction for said mortgage shall be provided prior to sign-off.
64. All consents and certifications for any holder of interests in the subject lands shall conform with Wis. Stats. 236.21(2) and 236.29, i.e., to include the language “...surveyed, divided, mapped and dedicated...”
65. A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.
66. Replace 2016 with 2017 in the Madison Common Council Certificate, etc.
67. Update the City of Madison Plan Commission Certificate with the current Secretary’s name, Natalie Erdman.
68. An Environmental Site Assessment is required for the public dedication areas within the CSM boundary.
69. As of December 21, 2016, the 2016 real estate taxes are due and payable for the subject property. Per 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that are accrued for the subject property prior to CSM recording.
70. As of December 21, 2016, there are no special assessments reported. If special assessments are levied against the property in the interim, they shall be paid in full prior to CSM approval sign-off.
71. 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 (July 29, 2016) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the required title report update. The surveyor shall update the CSM with the most recent information reported in the title update.

72. For the preliminary plat, include notes that describe non-traceable documents of record by their title and document number.
73. For the preliminary plat, correctly depict the limits and location of all easements created by prior CSM 4896 and the University Research Park, University of Wisconsin–Madison, Second Addition plat.
74. For the preliminary plat, clean up the line work for the MG&E Easement per Document No. 2194699, as it does not appear to accurately depict the easement boundary.
75. The following revisions shall be made to the CSM prior to final sign-off:
 - a.) Add the document number for the vacated Research Park Boulevard to the legal in the header on each sheet of the CSM.
 - b.) Label the underlying Lots 2 and 3 from prior CSM 4896.
 - c.) Depict, name, and identify by document number all existing easements cited in record title and the updated title report that are not being released prior to CSM recording. Provide explanation for those easements of record that are not depicted.
 - d.) Depict and dimension the existing parking lot on proposed Lot 2.
 - e.) Clearly depict the limits of the Wisconsin Bell easements per Document Nos. 1887988 and 1906033.
 - f.) Describe and include Document No. 1926721 in the Notes section on Sheet 2.
 - g.) Add Document No. 2195720 to the third item under Note 2 on Sheet 2.
 - h.) Add the word “private” to the label for the landscaping easement per Document No. 3047865.
 - i.) Correct the typo in the label for the public sidewalk easement adjacent to Research Park Boulevard.
 - j.) The Office of Real Estate Services is aware that certain documents need to be completed and recorded to facilitate the approval of this CSM and will coordinate with City Engineering for said items.

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

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.

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: Doug Buck, Foley & Lardner, LLP (by e-mail)
Steve Sirkis, General Capital Group (by e-mail)
Tim Troester, City Engineering Division
John Sapp, City Engineering Division
Jeff Quamme, City Engineering Division—Mapping Section
Adam Wiederhoeft, Madison Water Utility
Eric Halvorson, Traffic Engineering Division
Jenny Kirchgatter, Assistant Zoning Administrator
Jenny Frese, Office of Real Estate Services