



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

215 Martin Luther King Jr. Blvd.
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Madison, Wisconsin 53701-2985
Phone: (608) 266-4635
www.cityofmadison.com

August 19, 2019

Brian Molenaar
Strand Associates
910 W Wingra Drive
Madison, WI 53715

RE: LNDCSM-2019-00032; ID 56580 – Certified Survey Map – 3322 Agriculture Drive

Dear Mr. Molenaar;

Your one-lot certified survey of property located at 3322 Agriculture Drive, Section 22, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned Industrial Limited (IL). 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 Engineering Division at 261-9127 if you have questions regarding the following eleven (11) items:

1. The applicant shall provide a site plan showing proposed lot improvements to determine the exact easement requirements for the public storm sewer relocation.
2. The storm sewer easements require city access to the facilities. Provide an access easement showing the approved route through the facility in order to access the facilities. No fencing or obstructions will be allowed that preclude access to the public storm sewer.
3. Remove the first note on page 2 of 3 that refers to stormwater management and drainage easements.
4. All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))
5. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. The permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
6. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/csm the applicant shall contact either Tim Troester at 261-1995 (ttroester@cityofmadison.com) or Brenda

Stanley at 608-261-9127 (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). (POLICY)

7. The following note shall be placed on the CSM: No changes in drainage patterns associated with development on any or all lots within this CSM shall be allowed without prior approval of the City Engineer.
8. The following note shall be added to the certified survey map. "All lots created by this certified survey map are individually responsible for compliance with Chapter 37 of the Madison General Ordinances in regard to storm water management at the time they develop."
9. A wetland delineation will be required for this site and wetlands and the appropriate wetland setback shall be shown on the CSM. Submit digital files to the City Engineer prior to final recording of the CSM. NOTE: A portion of this project may come under the jurisdiction of the US Army Corp of Engineers and WDNR for wetland or flood plain issues. A permit for those matters shall be required prior to construction on any of the lots currently within the jurisdictional flood plain. (NOTIFICATION)
10. The construction of this project will require that the applicant shall enter into a City / Developer agreement for the required infrastructure improvements. The applicant shall contact City Engineering to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. Obtaining a developer's agreement generally takes approximately 4-6 weeks, minimum. (MGO 16.23(9)c)
11. The Applicant shall Construct Sidewalk to a plan approved by the City along Femrite Dr. and Agriculture Dr.

Please contact Sean Malloy of the Traffic Engineering Division at 266-5987 if you have any questions regarding the following item:

12. The applicant shall Dedicate a Permanent Limited Easement for sidewalk purposes or dedicate Right of Way along Femrite Drive and Agriculture Drive to allow for construction of 8' grass terrace & 5' sidewalk & 1' behind sidewalk for maintenance.

Please contact Jeff Quamme of the Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following twenty (20) items:

13. The applicant shall Dedicate a Permanent Limited Easement for sidewalk purposes or dedicate Right of Way along Femrite Drive and Agriculture Drive within the existing Official Map right of way reservation to allow for construction of 8' grass terrace & 5' sidewalk & 1' behind sidewalk for maintenance. An enlarged detail of this area shall be provided showing the dedication and all easements and any other items encumbering the area of easement or dedication.
14. The Storm Sewer Easement to be granted by this CSM shall have language placed on the CSM setting forth the terms and conditions for the easement. Additional terms will address fences, gates or any

other improvements that will restrict and/or provide access to the storm sewer facilities within the easement. Coordinate with Jeff Quamme (jrquamme@cityofmadison.com)

15. The Storm Sewer Easements Per Document No's 3467327, 3467329 and 3492279 shall be released by separate recorded documents upon the construction of the new storm sewer bypassing these easement areas. Coordinate with Jeff Quamme the required exhibits and administrative fees necessary for the Real Estate project to draft, administer and record the release(s).
16. Add notes to the Storm Sewer Easements per Document No's 3467327, 3467329 and 3492279: To be released by the City of Madison by separate instrument.
17. Provide all required dimensions for the proposed Storm Sewer Easement along Femrite Drive, including the eastern most terminus. Also provide a tie to a lot corner for the southern end of the same easement.
18. Better label and show each storm sewer easement per Doc No's 3467327 and 3467329 to clearly show the limits of each easement area. A detail may be necessary.
19. Accurate depiction, labeling and dimensioning of the MG&E right of ways within this CSM are the responsibility of the surveyor. Review of this information is not part of the review by the Mapping Division of City Engineering.
20. The 33 feet within the public right of way areas adjacent to the metes and bounds parcels in the northeastern corner of the CSM shall be dedicated by this CSM. There are not any recorded conveyances of those areas. The Owner would have underlying title to these areas and the City wishes to clear title to those areas with this CSM as was done with the previous Rhodia Plat.
21. The 75' wide buffer area shall be established where not already done.
22. All of the applicable notes from Rhodia Plat and CSM 12791 shall be individually numbered in the notes and identified which land division they originated. Notes on the face of the CSM map shall be made to correlate to the specific note that that is applicable.
23. The No Vehicular Access per Rhodia Plat shall be shown on the map.
24. Revise the CSM header and the header for the legal description to acknowledge PART of Lot 1 of CSM 12791 and PART of Outlot 35 of Assessor's Plat No. 3.
25. Separate the first sentence of the first note on sheet 2 from the rest of the text. There are two different notes within this first paragraph.
26. 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 monument condition reports for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com). 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 and shall be attached to a signed and sealed monument condition report.

27. A note shall be added to all of the rights of way to be dedicated on the CSM, "Dedicated to the Public for Public Street" as required by 236.20(4)(b).
28. The Applicant shall submit to Jeff Quamme, prior to Engineering sign-off of the subject plat, one (1) digital CADD drawing and one (1) signed copy of the final plat/CSM 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:
 - a) Right-of-Way lines (public and private)
 - b) Lot lines
 - c) Lot numbers
 - d) Lot/Plat dimensions
 - e) Street names
 - f) 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).

NOTE: This Transmittal is a separate requirement from the required Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any original submittal of data and prior to final sign off.

29. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM must be submitted to 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 sign-off. Electronic mail submittal of the FINAL Plat or CSM in PDF form is preferred. Transmit to jrquamme@cityofmadison.com
30. This pending Certified Survey Map application 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 CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in GEO so that the Accela system can upload this data and permit issuance made available for this new land record.
31. Add the word Dedicated to the Owner's Certificate as there are easements and possible dedications on this CSM.
32. Correct the call in the first course after the point of beginning in the legal description, it only follows Lot 1 of CSM 12791.

Please contact Lance Vest of the Office of Real Estate Services at 245-5794 if you have any questions regarding the following ten (10) items:

33. 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.
34. 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.
35. 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....
36. City of Madison Plan Commission Certificate: Natalie Erdman is no longer Secretary of the Plan Commission. Nan Fey is the interim Secretary of the Plan Commission. Coordinate with the city on how to format the signature block prior to sign-off. Pursuant to Madison City Ordinance Section 16.23(7)(d)3 and Wis. Stats. 236.21(2) (a), all CSM's that are subject to the review and approval of the City of Madison shall contain the following certificate of approval:

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

By: _____ Date: _____
Nan Fey, Interim Secretary of the Plan Commission

37. As of 08/16/19, the 2018 real estate taxes are paid for the subject property. Per 236.21(3) Wis. Stats. and 16.23(5)(g)(1) 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. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off. Payment is made to:

City of Madison Treasurer
210 Martin Luther King, Jr. Blvd.
Madison, WI 53701
38. As of 08/16/19, special assessments are reported for lands within the CSM boundary. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to Madison General Ordinance Section 16.23(5)(g)1. In lieu of this requirement, the owner may present written documentation from the City's Board of Public Works that the special assessments may be continued to be paid on the installment basis authorized by the Board of Public Works. However, if lands within the CSM boundary are to be dedicated, the special assessments levied against the dedicated lands are to be paid in full.
39. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish updated title reports to Lance Vest in City's Office of Real Estate Services (lvest@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The reports shall search the period subsequent to the date of the initial title reports (04/16/19) submitted with the CSM application and include all associated documents that have been recorded since the initial title reports. A title commitment

may be provided, but will be considered only as supplementary information to the title report update. Surveyor shall update the CSM with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.

40. Depict or include a note referencing the Underground Electric Easement recorded with the Dane County Register of Deeds as document No. 4742685.
41. Record a termination of easement for the Underground Electric Easement recorded with the Dane County Register of Deeds as document No. 2041520. Contact Greg Murray at MG&E at gmurray@mge.com to coordinate.
42. Depict and dimension all existing improvements including, but not limited to: buildings, drives, parking lots, encroachments, wells, septic systems, etc. located within the CSM boundary.

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 at its September 3, 2019 meeting.

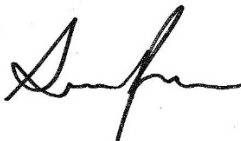
Prior to City Engineering final sign-off by the main office of the CSM, the final CSM shall be submitted to the Engineering Division Surveyor/ Land Records Coordinator for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division signoff. E-mail submittal of the final CSM in PDF form is preferred. Transmit to jrquamme@cityofmadison.com.

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.

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 243-0554.

Sincerely,



Sydney Prusak
Planner

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3322 Agriculture Drive

August 19, 2019

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cc: Brenda Stanley, Engineering Division
Sean Malloy, Traffic Engineering Division
Jeff Quamme, Engineering Division—Mapping Section
Lance Vest, Office of Real Estate Services