



Department of Planning & Community & Economic Development

Planning Division

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June 4, 2020

Gary Blazek
Vierbicher Associates
999 Fourier Drive, Suite 201
Madison, Wisconsin 53717

RE: LNDCSM-2020-00017; ID 60163 – Certified Survey Map – 4015-4057 Kipp Street, et al (Tom DeBeck, QRS Company, LLC/ Marsh Road Development Corporation)

Dear Mr. Blazek;

On May 18, 2020, the City of Madison Plan Commission **conditionally approved** your Certified Survey Map of property generally addressed as 4015-4057 Kipp Street in Section 26, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin. The property is zoned IL (Industrial–Limited District). A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division was **approved** by the Common Council on June 2, 2020.

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 261-9127 if you have questions regarding the following four (4) items:

1. Enter into a City/ Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign-off. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule the development and approval of the plans and the agreement.
2. Construct Madison standard street and sidewalk improvements for Kipp Street and Tradesmen Drive from Marsh Road to existing Kipp Street terminus.
3. A minimum of two (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).
4. A note shall be added to the CSM stating the each outlot is responsible for compliance with MGO Chapter 37 at the time that they develop.

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following nineteen (19) items:

5. The interior portions of the existing public utility easements inside of Outlot 1 shall be released by separate document prepared by City Office of Real Estate Services. The applicant shall be responsible to obtain the releases of the easements by the other public/private utilities serving this plat. Contact Jeff Quamme of Engineering Mapping (jrquamme@cityofmadison.com, 266-4097) to coordinate the Real Estate project, and associated information and fees required. If any release is required prior to recording of the CSM, acknowledgement of the release and document number shall be noted on the face of the CSM.
6. Insert standard language pre MGO Section 16.23(9)(d)2.a. verbatim. When done, all of the previous non-exclusive easements for drainage easements are released and new drainage easements defined by the current proposed Certified Survey Map.
7. Show label and dimension the 30-foot wide Pipeline Easement per Document No. 2110505 along the southern line of Outlot 1. Also, note Assignment of Koch Refining Company as Document No. 2231689 and Assignment and Assumption Agreement as Document No. 4759810.
8. Grant a new Public Utility Easement over the north 10 feet of vacated Ballast Drive to tie the easements together along the southerly side of the public right of way of Tradesmen Drive and Kipp Street.
9. Add a note under the Labels of Outlot 1 and Outlot 2 to refer to notes on sheet 4.
10. Show and label the 10-foot wide right of way to MG&E for underground electric over the east 10 feet of Outlot 2 and adjacent to the northeastern side of the gas pipeline easement per Document No. 3822087.
11. Add notes 2, 10, 12, 14 and 15 from the Plat of Tradesmen Commerce Park to the CSM and reference that they are notes that apply to this CSM. Also, show any wetland area and the required 75-foot setback within Outlot 2.
12. Add the Wisconsin Department of Transportation Note 3 from the plat of Tradesmen Commerce Park.
13. The pending vacation and discontinuance of Ballast Drive shall be adopted, any conditions met, and the resolution recorded prior to final sign off of the CSM.
14. 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 Jeff Quamme, 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.

15. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Certified Survey Map in areas where this control exists. The surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office web address for current tie sheets and control data that has been provided by the City of Madison. Also, the coordinates noted for the West Quarter Corner and Center to not match the bearings between the corners, nor the plat of Tradesmen Commerce Park.
16. Prior to final Engineering sign-off by the main office for Certified Survey Maps (CSM), the final 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 (2) working days prior to final Engineering Division sign-off. E-mail submittal of the **final** CSM in PDF form is preferred; transmit to jrquamme@cityofmadison.com.
17. Correct the dimension of the south line of Outlot 1 to 2017.21 feet
18. Add Tradesmen Drive to the adjoiner call in the legal description. Tradesmen lies to the west of vacated Ballast Drive.
19. Remove the "to be vacated" text for Ballast Drive on sheet 1. Add "Vacated by the City of Madison, Document No. _____."
20. There is a pending CSM to divide CSM 10313 to the west of this proposed CSM. If adjacent CSM is recorded first, update CSM information on maps and in legal description.
21. Label the street name of Tradesmen lying west of vacated Ballast Drive.
22. On sheets 1 and 2, label the full street names for adjoining streets: Red Barn Run, Bellingrath Street, Bellingrath Court, Kuehling Drive, and Tradesmen Drive.
23. Submit to Jeff Quamme, prior to Engineering sign-off of the subject plat, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (i.e. all shown on the plat/CSM (including wetland & floodplain boundaries).

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 for any changes subsequent to any submittal.

Please contact my office at 261-9632 if you have any questions regarding the following item:

24. Note: No construction shall be allowed on the proposed outlots. Prior to the future development of the proposed outlots, subsequent subdivision and zoning approvals will be required, including eliminating the split zoning of proposed Outlot 1, and creating buildable lots from the outlots.

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following seven (7) items:

25. 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). 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.

26. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other option interest, please include a Certificate of Consent for the option holder.

27. 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.

28. The Secretary of the City of Madison Plan Commission is Matt Wachter.

29. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger in City's Office of Real Estate Services (hradlinger@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 (February 21, 2020) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. The surveyor shall update the CSM with the most recent information reported in the title update.

30. The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.

31. The CSM shall be revised as follows prior to final staff approval for recording:

- a.) Depict, name, and identify by document number all existing easements cited in record title and the updated title report.
- b.) Include relevant notes from the Tradesmen Commerce Park plat.

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

****NEW**** In order to commence the process for obtaining the necessary City signatures on the Certified Survey Map, the applicant shall e-mail the revised CSM, updated title report, and any other materials required by reviewing agencies to the reviewing planner. The reviewing planner will share the updated materials with the relevant commenting City agencies for them to verify that their conditions have been

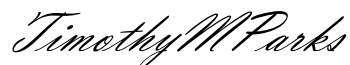
satisfied and that the secretary or designee may sign the Plan Commission approval certificate. Once the Plan Commission certificate is executed, the Planning Division will transmit the CSM to the City Clerk's Office for execution of the Common Council certificate.

Once all of the necessary City signatures have been affixed to the Certified Survey Map, the instrument will be returned electronically to the applicant by the Planning Division for printing and recording at the Dane County Register of Deeds Office. For information on recording procedures and fees, please 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 261-9632.

Sincerely,



Timothy M. Parks
Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division–Mapping Section
Heidi Radlinger, Office of Real Estate Services