



Department of Planning & Community & Economic Development

Planning Division

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****BY E-MAIL ONLY****

September 1, 2021

Dave Betsch
Oakwood Village
6205 Mineral Point Road
Madison, Wisconsin 53705

RE: LNDCSM-2021-00022; ID 66599 – Certified Survey Map – 6145 Mineral Point Road & 502 Genomic Drive

Dear Dave;

The Certified Survey Map (CSM) to re-divide 6145 Mineral Point Road and 502 Genomic Drive, Section 25, Township 7N, Range 8E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned PD. 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 five (5) items:

1. The applicant shall provide an ownership/ maintenance agreement and private sanitary sewer easement (recorded) for the private sewer being connected to by Lot 1 and 2 of the proposed CSM.
2. Enter into a City / Developer agreement for the required infrastructure improvements to serve this project. The agreement shall be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement.
3. Construct Madison Standard street extension and temporary turnaround for Genomic Drive as required by the City Engineer.
4. 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 two (2) working days prior to requesting City Engineering signoff.
5. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM, contact either Tim Troester (West) at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) 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 and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel).

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

6. The applicant shall coordinate the acquisition and dedication, or alternatively, a grant of a Permanent Easement for Street Purposes over a 66 foot wide by 100-foot long strip adjacent to the east line of proposed Lot 2 and the north end of Genomic Drive at no cost to the City. Also, any Temporary Limited Easement area required for construction of the public street improvements shall be granted. Coordinate with Jeff Quamme regarding the City of Madison Real Estate project for the drafting, administration and recording of the conveyance of lands or grant of easements to the City of Madison. If the option of a Permanent Easement is exercised, the easement shall have a clause included that upon any future extension of or connection to Genomic Drive, the owner of the lands underlying the easement shall dedicate the Permanent Street Easement area as public right of way at no cost to the City.
7. The site plan conditional approval and this land division review require additional right of way and / or easements to be conveyed or granted and are located on adjacent CUNA lands to the east of this site. The developer shall coordinate the right of way and / or easements as required by the City at the developer's expense. In the event that the developer is unable to acquire the right of way and / or easements required, the City shall proceed to acquire the right of way and / or easements. The developer shall reimburse the City for all costs associated with the acquisition, including attorney's fees and any and all costs associated with court ordered awards. The developer shall provide a deposit at the time of contract execution to cover the estimated City staff expenses and easement cost for the acquisition. The developer shall note that separate, additional surety in an amount estimated to cover any potential court ordered awards shall be retained by the City until such time as appeal rights have expired. The additional surety shall be provided prior to the City making an offer for the easement.
8. The applicant shall coordinate with the adjacent CUNA lands in order to provide a temporary limited easement to the City of Madison for a temporary cul-de-sac adjacent to the extension of Genomic Drive having a radius of 60 feet and a reverse curve radius of 50 feet. Coordinate with Jeff Quamme regarding the City of Madison Real Estate project for the drafting, administration and recording of the easement document.
9. Provide for review a draft of comprehensive reciprocal easements and agreements (also amend or release the existing agreements that may not be adequate) including, but not limited to, access, parking, utilities (private storm sewer, sanitary sewer and water main), common areas, storm management, fire lanes that are necessary to accomplish the land division, site development and accommodate the current uses throughout the entire campus prior to final sign off. The document(s) shall be executed and recorded subsequent to the recording of this CSM and prior to final building permit issuance.
10. The "Bird's Head" shaped portion of Lot 1 lying northerly of the southeasterly line of Lot 1, CSM 1616 shall be removed from the CSM (currently part of Lot 1). This area can only be included if the rest of

Lot 1, CSM 1616 is included as another Lot on this CSM. The current parcels consisting of the remaining portions of Lots 1 and 2 of CSM 1616 have historically had identical ownership. Therefore, the southeast platted lot line between those two parcels cannot be changed between those two parcels without a land division. Conveyances between adjacent parcels are required between legally separate owners.

11. There is a note that there are many existing easements to be released. In accordance with Chapter 236, Wisconsin Statutes, the applicant must show the type, location and width of any and all easements on a CSM. Clearly identify the difference between existing easements to remain (cite recording data) and easements which are being conveyed by the land division and those that have not yet been released. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by this land division.
12. Show the area of the required Genomic Drive Extension on the CSM and label it "Genomic Drive Extension by other separately recorded instrument."
13. Add a note that this CSM is subject to Declaration of Covenants for Stormwater Management Measures per Document Nos. 3954003 and 5975936.
14. Add a note that Lot 2 is subject to Declaration of Covenants, Conditions and Restrictions recorded as Document No. 1926527; amended by Document Nos. 2195721 and 5318215.
15. Show or provide the release of the Landscaping Easement per Document No. 3047865.
16. Owner's Certificate of Oakwood Village University Woods Homes Inc does not match what the Assessor's Office has on file for the owner entity. Provide a copy of the title work to the City Assessor's Office.
17. 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 (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com).
18. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to Zoning and Building Inspection staff prior to issuance of building permits for new construction.
19. Prior to Engineering final sign-off by main office for Certified Survey Maps, the final CSM shall be submitted in PDF format by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.
20. Identify the portions of the buildings that are to be demolished on the CSM. The chapel portion of the building to be demolished is shown to remain. The chapel appears to have portions of the building

possibly crossing the Lot line. Additionally, a skywalk is to remain connecting from the Chapel building to the Heritage Oaks building on the adjacent parcel. The applicant shall verify and show any encroachment(s), adjust the property line if necessary to conform with any zoning requirements for a setback and provide a recorded agreement addressing the skywalk connection between the two parcels.

21. Show all recorded as information where missing as required by statute.
22. Ties to property lines from the existing buildings shall be shown as required by MGO.
23. Correct the labels for the section corners on sheet 1.
24. Correct Surveyor's Certificate. Commencement is at the NE 1/4 Corner.
25. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject CSM, 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 (including wetland and floodplain boundaries).

*This transmittal is a separate requirement than the required submittals to 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 submittal.

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

26. The applicant shall work with Traffic Engineering and Engineering staff on the future Genomic Drive extension geometrics.

Please contact Jeff Belshaw of the Madison Water Utility at 261-9835 if you have any questions regarding the following item:

27. Upon development, a separate water service lateral and water meter will be required to serve each parcel. The water laterals shall be directly connected to the public water main with the shut-off valve located in the public right-of-way (per PSC 185.52 (2)). A water lateral is not required if the parcel remains undeveloped.

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following two (2) items:

28. Future comments about fire separation distances may be warranted based on the relationship of the proposed building and the lot lines. Provide details on the location of the proposed building as it

relates to the property lines. Provide details on fire separation at the proposed below grade connection as it relates to the property lines.

29. Cross access easements with adjacent lots should include required fire apparatus access lanes.

Please contact Ann Freiwald of the Parks Division at 243-2848 if you have any questions regarding the following two (2) items:

30. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the West Park-Infrastructure Impact Fee district. Please reference ID# 21018 when contacting Parks Division staff about this project.

31. The following note shall be included on the CSM: "Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued." Prior to sign off on the CSM the applicant shall execute a declaration of conditions and covenants for impact fees. The Parks Division shall be required to sign off on this CSM.

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following nine (9) items:

32. Add Owner's Certificate for Oakwood Village University Woods Apartments, Inc., owner per title report. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), the Owner's Certificates on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). When possible, the executed original hard stock recordable CSM shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.

33. 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.

34. 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.

35. There are no special assessments reported on the subject parcels. 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 MGO Section 16.23(5)(g)1.

36. 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 (April 6, 2021) 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 title report update. The surveyor shall update the CSM with the most recent information reported in the title update. Staff reserves the

right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.

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

38. The following revisions shall be made to the CSM prior to final sign-off:

- a) Depict and dimension all existing improvements including, but not limited to, buildings, drives, parking lots, encroachments, etc. located within the CSM boundary.
- b) Liens or judgments levied against the lands within the CSM boundary shall be satisfied, with proof of satisfaction provided prior to CSM approval sign-off.

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

39. Note: The proposed lot arrangement and dedication for the extension of Genomic Drive depicted on the CSM at the southeastern corner of the site should be reflected on the final Planned Development plan materials for 6145-6301 Mineral Point Road and 502 Genomic Drive (LNDUSE-2021-00037).

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 was approved by the Common Council at its August 31, 2021 meeting.

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, may be appealed to the Plan Commission for consideration in accordance with MGO Section 16.23. An appeal otherwise 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.**

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If you have any questions or if you may need any further assistance, please do not hesitate to contact my office at (608) 261-9632 or tparks@cityofmadison.com.

Sincerely,



Timothy M. Parks
Planner

cc: Tim Troester, City Engineering Division
Jeff Quamme, City Engineering Division—Mapping Section
Sean Malloy, Traffic Engineering Division
Jeff Belshaw, Madison Water Utility
Ann Freiwald, Parks Division
Bill Sullivan, Madison Fire Department
Heidi Radlinger, Office of Real Estate Services