



SUBDIVISION APPLICATION

Madison Plan Commission

215 Martin Luther King Jr. Blvd; Room LL-100
 PO Box 2985; Madison, Wisconsin 53701-2985
 Phone: 608.266.4635 | Facsimile: 608.267.8739

**** Please read both pages of the application completely and fill in all required fields****

This application form may also be completed online at www.cityofmadison.com/planning/plan.html

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of \$10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (Sec. 2.40, MGO). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1a. Application Type.

Preliminary Subdivision Plat Final Subdivision Plat Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: WILLOWS I

1b. Review Fees. Make checks payable to "City Treasurer." Note: New fees effective May 2012 (I)

- For Preliminary and/or Final Plats, an application fee of \$250, plus \$50 per lot or outlot contained on the plat. $2300 + 250 = \$2550$
 - For Certified Survey Maps, an application fee of \$250 plus \$200 per lot and outlot contained on the CSM. $45 \text{ LOTS} \times 1 + 1 \text{ OUTLOT} \times 200 = 46 \times 250 = \2550
- $\$2550$

2. Applicant Information.

Name of Property Owner: T.R. MCKENZIE, INC. Representative, if any: ALEX MCKENZIE

Street Address: 1910 HAWKS RIDGE DR. City/State: VERONA, WI. Zip: 53593

Telephone: (608) 848-0111 Fax: () Email: ALEX@TRMCKENZIE.COM

Firm Preparing Survey: MEAD & HUNT, INC. Contact: WILL KOTLER / RON GUTHRIE

Street Address: 2440 DEMING WAY City/State: MIDDLETON, WI Zip: 53562

Telephone: (608) 273-6380 Fax: () Email: RON.GUTHRIE@MEADHUNT.COM

Check only ONE – ALL Correspondence on this application should be sent to: Property Owner, OR Survey Firm

3a. Project Information.

Parcel Addresses (note town if located outside City): 555 SCHEWE ROAD.

Tax Parcel Number(s): 038/0708-212-9090-8

Zoning District(s) of Proposed Lots: SR-C1 School District: Middleton/Cross-Plains

→ Please provide a Legal Description on your CSM or plat. Note your development schedule in your Letter of Intent.

3b. For Properties Located Outside the Madison City Limits in the City's Extraterritorial Jurisdiction:

Date of Approval by Dane County: _____ Date of Approval by Town: _____

→ For an extraterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.

4. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	45	1	17.342
Retail/Office			
Industrial			
Other (state use):			

Land Use	Lots	Outlot	Acres
Outlots Dedicated to the Public (Parks, Stormwater, etc.)		1	2.041
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS		1	2.041

OVER →

5. Required Submittals. Your application is required to include the following (check all that apply):

- Map Copies (prepared by a Registered Land Surveyor):**
 - For Preliminary Plats, **eighteen (18) copies** of the drawing drawn to scale are required. The drawing is required to provide all information as set forth in Section 16.23 (7)(a) of the Madison General Ordinances. The drawings shall include, but are not limited to, a description of existing site conditions and natural features, delineation of all public and private utilities that serve the site (denote field located versus record drawings), the general layout of the proposed subdivision, the dimensions of lots and outlots, widths of existing and proposed rights of way, topographic information, and any other information necessary for the review of the proposed subdivision.
 - For Final Plats, **sixteen (16) copies** of the drawing are required to be submitted. The final plat shall be drawn to the specifications of Section 236.20 of the Wisconsin Statutes.
 - For Certified Survey Maps (CSM), **sixteen (16) copies** of the drawing are required. The drawings shall include all of the information set forth in Sections 16.23(7)(a)&(d) of the Madison General Ordinances, including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.
 - All surveys submitted with this application are required to be collated, stapled and folded so as to fit within an 8 1/2" X 14" folder. An 8-1/2 X 11-inch reduction of each sheet shall also be submitted.
- Letter of Intent: Twelve (12) copies** of a letter describing the proposed subdivision in detail including, but not limited to: the number and type/ use of lots proposed with this subdivision; existing conditions and uses of the property; development and phasing schedule for the project, and; the names of persons involved (contractor, architect, landscaper, business manager, etc.). ***The letter of intent for a subdivision can be the same document as the letter of intent required for a concurrent Land Use Application for the same property. **A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.**
- Report of Title and Supporting Documents:** All plats and certified surveys submitted for approval shall include a Report of Title satisfactory to the Office of Real Estate Services as required in Section 16.23 of the Madison General Ordinances. A minimum of **two (2) copies** of a City of Madison standard 60-year Report of Title shall be obtained from a title insurance company. Title insurance or a title commitment policy is **NOT** acceptable (i.e. a Preliminary Title Report or a Record Information Certificate). The applicant shall submit a copy of all documents listed in the Report of Title for each copy of the report submitted.
- For any plat or CSM creating common areas to be maintained by private association:** Two (2) copies of proposed development restrictions and covenants shall be submitted for City approval prior to recording of the survey instrument.
- For Surveys Outside the Madison City Limits:** A copy of the approval letters from both the Town where the property is located and Dane County must be submitted with your request. The City of Madison may not consider a survey within its extraterritorial jurisdiction without prior approval Town and Dane County.
- For Surveys Conveying Land to the Public:** A Phase I Environmental Site Assessment Report may be required if any interest in these lands are to be conveyed to the public. Please contact the City's Office of Real Estate Services at 266-4222 for a determination as soon as possible.
- Electronic Application Submittal:** All applicants are required to submit a copy of this completed application form, and preliminary and/or final plats or Certified Survey Map as individual Adobe Acrobat PDF files compiled either on a non-returnable CD-ROM to be included with their application materials, or in an e-mail sent to pcapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant.

6. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name Jessie Crooks, T.R. McKenzie **Signature** Jessie Crooks
Date 1/19/16 **Interest In Property On This Date** member/owner

T.R. MCKENZIE, INC.
CONSTRUCTION * DEVELOPMENT * MANAGEMENT

January 19, 2016

TRMcKenzie Inc.
1910 Hawks Ridge Dr. Suite 322
Verona, WI 53593

RE: Letter of Intent, The Willows Phase 2 Preliminary Plat

Our plan for The Willows Phase 2 Preliminary Plat is to divide the parcel containing 17.34 acres (net of street and out lot dedications) into 45 single family lots and 1 outlot used for storm water detention. We are proposing two ponds, one near Lot 27 and one near Lots 19 and 20. A diversion swale along Schewe Road would carry offsite water from the north and west storm water contributions. The ponds will be a combination of detention and bio-retention and will be dry most of the time. The plat is mostly an east-west piece with the western portion of the plat extending to the north.

We would like to split Phase II into two sub-phases. Phase IIa would be lots 1-14 and 40-45 for a total of 20 lots and Phase IIb would be the remaining lots. The purpose of this would be to allow the city to focus efforts on Phase IIa and have lots available to build in the summer of 2016 and Phase IIb would be secondary and ready to build in early fall.

The land currently vacant and has no improvements on it. The western edge of the plat is planted with corn.

The people involved include:

Engineer: Ron Guthrie, Mead & Hunt

Landscaper: Unknown

General Contractor for all public improvements will be chosen by a bid process with the assistance of our engineering firm. The contractor has not been selected as of this date.

TRMcKenzie Inc.

By: Jessie Crooks
Jessie Crooks, Member



First American

First American Title Insurance Company
3330 University Avenue, 3rd Floor P.O. Box
5512
Madison, WI 53705-5512
Phone: (608)236-1300
Fax: (866)363-1095

**SUBDIVISION APPROVAL REPORT
30/60 TITLE SEARCH**

FOR: TR McKenzie, Inc.

Order No: 2595662

We have examined the records relative to the premises described below for a period of sixty (60) years and find that as of the date of this report those parties listed in Part "A" have an interest of record in the described property. This property is further subject to mortgages, liens and other encumbrances set forth in Part "B".

DESCRIPTION OF PROPERTY:

Parcel A:

Lot Three (3), Certified Survey Map No. 6407, recorded in the Office of the Register of Deeds for Dane County, Wisconsin on May 21, 1991 in Volume 31 of Certified Survey Maps, pages 120, 121 and 122, as Document No. 2263459, located in the City of Madison, Dane County, Wisconsin.

Parcel No. 251/0708-212-0102-0

Parcel B:

Lot Four (4), Certified Survey Map No. 6407, recorded in the Office of the Register of Deeds for Dane County, Wisconsin on May 21, 1991 in Volume 31 of Certified Survey Maps, pages 120, 121 and 122, as Document No. 2263459, located in the Town of Middleton, Dane County, Wisconsin.

Parcel No. 038/0708-212-9090-8

PART "A"

Order No.: 2595662

Names of all individuals or companies presently having a recorded interest in the property included within the search. Search covers a thirty (30) year period from date of report:

Parcel A:

*** TRMcKenzie, Inc., according to Trustee's Deed recorded July 31, 2013 as Document No. 5011947

Parcel B:

*** George R. Machian and Judith L. Machian, according to Warranty Deed recorded November 30, 1995 as Document No. 2721950

Existing land contracts, notices of land contracts, leases, notice of lis pendens, including holders of such documents and recording data:

None

Easements and Restrictions recorded during the past sixty (60) years from the date hereof and recording data:

1. Public or private rights in such portion of the subject premises as may be presently used, laid out or dedicated in any manner whatsoever, for street, highway, and/or alley purposes.
2. Right of way for drainage ditches, feeders, laterals, and underground drain tile or pipes, if any.
3. Reservations for easements, building setback lines and all other notes and matters shown on the recorded certified survey map of the subject property referred to in Schedule A herein.
4. Easement for Ingress and Egress as disclosed in Warranty Deed recorded March 16, 1993 as Document No. 2446529 (encumbers Parcel B; benefits Parcel A and other property).
5. Private Sewage System Maintenance Agreement Covenant recorded February 23, 1994 as Document No. 2577690 (affects Parcel A only).
6. Private Sewage System Maintenance Agreement Covenant recorded September 1, 1994 as Document No. 2629075 (affects Parcel A only).
7. Rights of tenants, if any, in possession under unrecorded leases.

* * * * *

Covenants, conditions or restrictions indicating a preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status or national origin are hereby deleted to the extent such covenants, conditions or restrictions violate 42 USC 3604(c).

PART "B"

Order No.: 2595662

Outstanding mortgages/assignments of mortgages and names of individuals or companies holding mortgages covering a thirty (30) year period from the date of report:

None

Unpaid real estate taxes up to and including those for 2014, deferred real estate taxes, deferred and unpaid special assessments as set out in the City of Madison Special Assessments Status Report only (no search is made for special assessments outside of the City of Madison):

1. Net taxes for the year 2013 in the amount of \$7,529.23, including specials or charges in the amount of \$ 154.67 and after application of the Lottery Tax Credit in the amount of \$121.17 and the First Dollar Credit of \$71.15, are paid in full, as to Parcel A - underlying Parcel No. 0708-212-8500-3.
2. Net taxes for the year 2013 in the amount of \$78.45 have been paid, as to Parcel B.
3. 2014 Special Assessment for Private Septic Maintenance in the principal sum of \$8.67 , as to Parcel A.

Construction or mechanics liens for the past two (2) years and recording data:

None

Unsatisfied money judgments, State of Wisconsin delinquent tax warrants, or federal tax liens, and pending bankruptcy proceedings against the parties having an interest in the property for the past ten (10) years and recording data:

None

Other: None

We have examined the records relative to the premises described herein and hereby certify the foregoing as to those matters of record in the Dane County Register of Deeds Office, Clerk of Circuit Court, Register in Probate, U.S. District Court, County Treasurer and Office of the Treasurer of the City of Madison. This report does not represent an opinion of title to the above described premises. An abstract certified from government entry to date or a title insurance commitment should be obtained to determine legal or merchantable title.

IMPORTANT - READ CAREFULLY: THIS REPORT IS NOT AN INSURED PRODUCT OR SERVICE OR A REPRESENTATION OF THE CONDITION OF TITLE TO REAL PROPERTY. IT IS NOT AN ABSTRACT, LEGAL OPINION, OPINION OF TITLE, TITLE INSURANCE COMMITMENT OR PRELIMINARY REPORT, OR ANY FORM OF TITLE INSURANCE OR GUARANTY. THIS REPORT IS ISSUED EXCLUSIVELY FOR THE BENEFIT OF THE APPLICANT THEREFOR, AND MAY NOT BE USED OR RELIED UPON BY ANY OTHER PERSON. THIS REPORT MAY NOT BE REPRODUCED IN ANY MANNER WITHOUT FIRST AMERICAN'S PRIOR WRITTEN CONSENT. FIRST AMERICAN DOES NOT REPRESENT OR WARRANT THAT THE INFORMATION HEREIN IS COMPLETE OR FREE FROM ERROR, AND THE INFORMATION HEREIN IS PROVIDED WITHOUT ANY WARRANTIES OF ANY KIND, AS-IS, AND WITH ALL FAULTS. AS A MATERIAL PART OF THE CONSIDERATION GIVEN IN EXCHANGE FOR THE ISSUANCE OF THIS REPORT, RECIPIENT AGREES THAT FIRST AMERICAN'S SOLE LIABILITY FOR ANY LOSS OR DAMAGE CAUSED BY AN ERROR OR OMISSION DUE TO INACCURATE INFORMATION OR NEGLIGENCE IN PREPARING THIS REPORT SHALL BE LIMITED TO THE FEE CHARGED FOR THE REPORT. RECIPIENT ACCEPTS THIS REPORT WITH THIS LIMITATION AND AGREES THAT FIRST AMERICAN WOULD NOT HAVE ISSUED THIS REPORT BUT FOR THE LIMITATION OF LIABILITY DESCRIBED ABOVE. FIRST AMERICAN MAKES NO REPRESENTATION OR WARRANTY AS TO THE LEGALITY OR PROPRIETY OF RECIPIENT'S USE OF THE INFORMATION HEREIN.

The information contained herein is NOT intended to be used for due diligence inquiry under "CERCLA" or other federal or state environmental legislation.

Dated: October 31, 2014 at 7:00 o'clock A.M.

First American Title Insurance Company

Lorraine A. Fleming
Senior Title Examiner