Department of Planning & Community & Economic Development
Planning Division

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February 19, 2009

Al Kaukl
Badger Surveying & Mapping Service, LLC
3602 Atwood Avenue
Madison, Wisconsin 53714

RE: File No. LD 0901 – Certified survey map – 2702-2710 Todd Drive (Nationwide, LP)

Dear Mr. Kaukl:

The two-lot certified survey of your client's property generally located at 2702-2710 Todd Drive, Section 34, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned C3L (Commercial Service & Distribution District). The conditions of approval from the reviewing agencies to be satisfied before final approval and recording of the CSM are:

Please contact Janet Dailey, City Engineering Division, at 261-9688 if you have questions regarding the following ten conditions:

1. Prior to approval, provide location of all sanitary sewer laterals serving the existing buildings.

2. Better identify "public" and "private" ownership of all existing easements of record shown on this CSM.

3. Contact Jerry Lund in the City's Office of Real Estate Services at 267-8718 or jlund@cityofmadison.com regarding the remedy for the existing building encroachment into the Todd Drive right of way.

4. If the lots within this certified survey map are inter-dependent 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 certified survey map and recorded at the Dane County Register of Deeds.

5. A minimum of two working days prior to requesting City Engineering signoff on the CSM, the applicant shall contact Janet Dailey (261-9688) to obtain the final stormwater utility charges that are due and payable prior to subdivision 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).

6. Property shall either have two separate sanitary sewer laterals or a recorded ownership/ maintenance agreement shall be in place prior to CSM approval.

7. 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 or CSM. Note: Land tie to two PLS corners required.

8. The applicant shall submit to Eric Pederson, prior to Engineering sign-off of the subject plat, two (2) digital and one (1) hard copy of the final plat to the Mapping/GIS Section of the Engineering Division. The digital copies shall be submitted in both NAD27 & WIDOT County Coordinate System, Dane County Zone datums in either Auto CAD Version 2001 or older, MicroStation Version J or older or Universal DXF Formats and contain the minimum of the following, each on a separate layer name/level number: 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).

   NOTE: This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes.

   NOTE: 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.

9. In accordance with Section s.236.34(1) (c) which says a CSM shall be prepared in accordance with s.236.20(2)(c)&(f), Wisconsin Statutes, the applicant must show type, location and width of any and all easements. Clearly identify the difference between existing easements (cite Register of Deeds recording data) and easements that are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements.

10. Prior to Engineering final sign-off by main office for Certified Survey Maps (CSM), 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 working days prior to final Engineering Division sign-off. Electronic mail submittal of the FINAL CSM in PDF form is preferred.

Please contact Patrick Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following item:

11. The applicant shall submit a scaled site plan for the entire subject site for site plan approval prior to final signoff of the CSM that shows the proposed common lot line. The site plan shall be submitted at 1" = 20' and include the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing and proposed property lines, all easements, all pavement markings, building placement, parking stalls, the location of open vehicle storage (with dimensions from proposed lot lines), adjacent driveway approaches, signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two feet overhang. The site plan shall be reviewed for conformance with City ordinances. Please submit ***six (6) copies*** of the above plan set to the Zoning Administrator for the review and approval required above.

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

12. The applicant shall submit a copy of the 30-foot wide ingress-egress easement document proposed to govern this land division for review and approval prior to final signoff of this CSM for recording. The approved and executed reciprocal land use agreement and easements shall be recorded concurrent with the proposed CSM.

13. Madison Gas & Electric and AT&T request that a 10-foot underground utility easement be dedicated along the southern property lines of Lots 1 and 2 and along the western property line of Lot 2 as shown on the attached map.

Please note that the City Office of Real Estate Services is reviewing the report of title provided with this survey and may have comments. That office will send any comments to you by fax or e-mail. If you have any questions, please contact Jeff Ekola at 267-8719 for more information.

A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division will be approved by the Common Council on March 3, 2009.

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (enclosed), 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.

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 thirty (30) days from the date of this letter. The approval of this CSM shall be null and void if not recorded in **two years** from the date of the approving resolution. 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: Janet Dailey, City Engineering Division
John Leach, Traffic Engineering Division
Pat Anderson, Assistant Zoning Administrator
Jeff Ekola, Office of Real Estate Services
Norb Scribner, Dane County Land Records and Regulations

For Official Use Only, Re: Site Plan Routing Per #11			
☐	Planning Division (Parks)	☐	Parks Division
☒	Zoning Administrator	☒	Fire Department
☒	City Engineering	☐	Urban Design Commission
☒	Traffic Engineering	☐	Other: