



Department of Planning & Community & Economic Development
Planning Division

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September 13, 2007

Thom Grenlie Surveying
400 S. Nine Mound Road
Verona, Wisconsin 53593

RE: File No. LD 0720 – Certified survey map – 6650 Odana Road (Market Square, LLC)

Dear Mr. Grenlie:

The three-lot certified survey of your client's property located at 6650 Odana Road, Section 25, Township 7N, Range 8E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned C3L (Commercial Service & Distribution District) and PUD-GDP-SIP. The conditions of approval from the reviewing agencies for the CSM are:

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

1. Numerous technical revisions and map comments regarding the submitted Certified Survey Map were noted by Engineering mapping and communicated via telephone directly to Harry Combs at Thom R. Grenlie Land Surveying office. Transmit to Eric Pederson, Engineering Division Surveyor / Land Records Coordinator, the updated Certified Survey Map reflective of the changes discussed two working days prior to anticipated Engineering Division sign-off either via email epederson@cityofmadison.com or fax at 264-9273.
2. Arrows shall be added to the certified survey map indicating the direction of drainage for each property line not fronting on a public street. In addition, the certified survey map shall include lot corner elevations, for all lot corners, to the nearest 0.25-foot. The following notes shall be added to the certified survey map:
 - a.) Arrows indicate the direction of surface drainage swale at individual property lines. Said drainage swale shall be graded with the construction of each principal structure and maintained by the lot owner unless modified with the approval of the City Engineer. Elevations given are for property corners at ground level and shall be maintained by the lot owner.
 - b.) All lots within this survey are subject to a public easement for drainage purposes which shall be a minimum of 6-feet in width measured from the property line to the interior of each lot except that the easement shall be 12-feet in width on the perimeter of the certified survey map. Easements shall not be required on property lines shared with green ways or public streets. No structures may be constructed within said easement and no other obstructions to drainage, including landscaping are permitted without the prior written approval of the City Engineer.

Note: In the event of the City of Madison Plan Commission and/or Common Council approve re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

3. 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.
4. 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 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).
5. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Dailey (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
6. 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.
7. 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 Plat or Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. City of Madison has established WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the City of Madison Engineering Division web address http://gis.ci.madison.wi.us/Madison_PLSS/PLSS_TieSheets.html for current tie sheets and control data. If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact Engineering Division for this information.
8. 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 transmit to epederson@cityofmadison.com.

Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions about the following item:

9. The applicant shall note on the face of the CSM reciprocal cross-access easements between Lots 1, 2 and 3.

Please contact Dennis Cawley, Madison Water Utility, at 266-4651 if you have any questions regarding the following item:

10. There is an existing water service lateral that serves proposed Lot 2 that crosses proposed Lot 3. A private water service lateral easement shall be dedicated over proposed Lot 3 and shall be shown on the Certified Survey Map.

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

11. That the applicant secure cross access and parking easements and a reciprocal agreement for maintenance of common elements shared between the proposed condominium development and Market Square Shopping Center, and that those agreements be noted in the recorded planned unit development and Certified Survey Map of the site.
12. The final CSM shall include a drawing showing the entire three-lot site on one sheet for reference purposes.
13. Madison Gas & Electric has requested utility easements as shown on the attached drawings and references to all previously obtained utility easements obtained in 1980, 1984, 1985 and 1986.

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

A resolution authorizing the City to sign the CSM and any other documents related to the proposed land division was approved by the Common Council on August 7, 2007.

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 **six (6) months** 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, Engineering Division
John Leach, Traffic Engineering Division
Dennis Cawley, Madison Water Utility
Jeff Ekola, Real Estate Development Unit
Norb Scribner, Dane County Land Records and Regulations