



Department of Planning & Community & Economic Development  
**Planning Division**

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May 9, 2011

Chris Adams  
Williamson Surveying & Associates, LLC  
104A W. Main Street  
Waunakee, Wisconsin 53597

RE: File No. LD 1110 – Certified survey map – 4126 E. Washington Avenue (Lake City Plaza, LLC)

Dear Mr. Adams;

The two-lot certified survey re-subdividing properties located at 4126 E. Washington Avenue, Section 28, Township 8N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned C2 (General Commercial District). The conditions of approval from the reviewing agencies to be satisfied before final approval and recording of the CSM are:

**Please contact my office at 261-9632 or Pat Anderson, Assistant Zoning Administrator at 266-5978, if you have questions about the following item:**

1. The subject site is a Planned Commercial Site as defined in the City's Zoning Ordinance and Subdivision Regulations. Prior to final staff approval of the land division for recording, a reciprocal land use agreement and reciprocal access easement for the proposed lots shall be recorded with the Dane County Register of Deeds following approval by the Traffic Engineer, City Engineer and Director of Planning and Community & Economic Development.

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

2. Easements are typically released, not vacated. The existing easement identified across proposed Lot 1 of this CSM as "EX. 10' EASEMENT TO BE VACATED" was declared and created by Register of Deeds Document No. 2696373 and terminated/released by Document No. 4756826. Either remove this existing easement reference from the CSM or revise to include reference to the recorded termination/release document.
3. The existing easement identified across proposed Lot 1 of this CSM as "EX. 6' EASEMENT TO BE VACATED" is an exclusive underground electric easement grant to Madison Gas & Electric easement as created by Register of Deeds Document No. 1563778. This easement grant shall be released by Madison Gas & Electric.
4. The applicant will need to modify and update the stormwater management and retaining wall maintenance agreements and provide separate agreements for both Lot 1 and Lot 2.
5. Reference the Declaration of Stormwater Management Easement on the face of the CSM and cite the recorded document number.

6. Modify note 1 on page 2 of 4 to remove reference to the 6-foot interior easement.
7. The applicant shall dedicate a 5-foot wide Permanent Limited Easement for grading and sloping along E. Washington Avenue.
8. The applicant shall construct sidewalk along E. Washington Avenue according to a plan approved by the City Engineer.
9. A minimum of 2 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).
10. 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 Division. 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.
11. 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 which are being conveyed by the CSM. Identify the owner and/or benefiting interest of all easements.

**Please contact Dennis Cawley, Madison Water Utility, at 261-9243 if you have any questions regarding the following items:**

12. Note: All operating private wells shall be identified and permitted by the Water Utility in accordance with MGO 13.21. All unused private wells shall be abandoned in accordance with MGO 13.21.
13. Note: Proposed Lot 2 will require a new water service lateral.

**Please note that the City's 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 was approved by the Common Council on May 3, 2011.**

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

Prior to City Engineering final sign-off by the main office of the CSM, the final CSM shall be submitted to the 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 signoff. E-mail submittal of the final CSM in PDF form is preferred. Transmit to [epederson@cityofmadison.com](mailto:epederson@cityofmadison.com).

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 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 this letter.** 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  
Dennis Cawley, Madison Water Utility  
Pat Anderson, Assistant Zoning Administrator  
Jeff Ekola, Office of Real Estate Services  
Dan Everson, Dane County Land Records and Regulations