



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

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February 28, 2011

John Brey  
BT Squared  
2830 Dairy Drive  
Madison, Wisconsin 53718-6751

RE: File No. LD 1103 – Certified survey map – 666 Wisconsin Avenue & 2 E. Gilman Street  
(Edgewater Hotel – National Guardian Life)

Dear Mr. Brey:

The three-lot certified survey subdividing properties located at 666 Wisconsin Avenue and 2 E. Gilman Street, Section 14, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned [unrecorded] PUD-GDP-SIP and R6H (General Residence 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 if you have questions about the following items:**

1. Revise the Certified Survey Map (CSM) to show the width of the connecting section of Lot 3 located between the N. Pinckney Street and E. Gilman Street portions of that lot.

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

2. Coordinate with appropriate City agency staff all necessary public easement projects. City agency contacts: (City Attorney Office – Anne Zellhoefer, Office of Real Estate Services – Heidi Fischer (RE Project Nos. 9499-9506), and City Engineering – Eric Pederson. All pre-CSM documents affecting the intended resultant public easements shall be recorded prior to and referenced thereto, with the exception of any new public easements created by this CSM.
3. All EXISTING recorded easements shall be shown on the CSM: The easement type and/or use shall be identified as well as the location dimensioned on the CSM so that they are retraceable in accordance with Wis. Stats. 236.20(2)(c)&(f). The EXISTING easements shall reference the Dane County Register of Deeds recorded document number which created the same.
4. All NEW recorded easements shall be shown on the CSM: The easement type and/or use shall be identified as well as the location dimensioned on the CSM so that they are retraceable in accordance with Wis. Stats. 236.20(2)(c)&(f). The NEW easements created by this CSM shall be referenced to such in some manner.
5. Sheet 1 of 11 calls out the same PLSS section corner for each of the PLSS corner land ties. One of the corners identified shall be revised to relate to the South ¼ Corner.

6. All final public easements, maintenance agreement, encroachment agreement, lease, shared drainage agreement, and private contract documents affecting the resultant public easements, as well as the Certified Survey Map, shall be completed to the point of satisfying all city agency conditional approval requirements.
7. An inter-lot drainage agreement shall be required for Lots 1, 2, and 3 of the proposed CSM. The agreement should address maintenance, cost sharing, and general rights and responsibilities of each party. The agreement should also provide the right of the development to direct overland storm runoff onto proposed Lot 3 of the CSM. Provide a copy of the agreement to City staff for review and comment. This agreement shall be recorded at the Dane County Register of Deeds and the recorded document number cited on the CSM.
8. The 4-foot public storm sewer easement is not sufficient for the City to perform repairs. The applicant shall provide a 15-foot easement or an agreement that allows the City to access the adjacent property and perform maintenance, inspection or construction activities. The agreement shall allow the City the right to use the private drive to access the storm sewer. This agreement shall be recorded at the Dane County Register of Deeds and the recorded document number cited on the CSM.
9. Owners of proposed Lots 1 and 2 shall execute a deed restriction restricting the sale or transfer of said lots until the development agreement, surety, and deposits are in place. Upon receipt of the surety and deposits the City shall draft a release of the restrictions.
10. The applicant shall enter into a City / Developer agreement for the improvements required to serve this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the agreement. The City Engineer will not sign off on this CSM without the agreement executed by the developer.
11. 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).
12. 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 (261-9688) to obtain the final MMSD billing a minimum of two working days prior to requesting City Engineering signoff.
13. 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.

14. In accordance with Section Wis. Stats. 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 John Leach, Traffic Engineering Division, at 267-8755 if you have questions about the following item:**

15. The applicant shall execute and return the attached declaration of conditions and covenants for streetlights and traffic signals prior to sign off.

**Please contact Bill Sullivan, Madison Fire Department, at 261-9658 if you have questions about the following item:**

16. Ensure all easements/property line adjustments address issues of building across property lines for the proposed building construction. Proposed building crosses from Lot 1 to Lot 2 and a portion of the building is proposed to be built on City property.

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

17. Proposed Lot 2 does not have a water service lateral. If public water service is required, a separate water lateral shall be installed from a public water main.
18. 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.

**The Planned Unit Development (PUD) zoning of proposed Lots 1 and 2 shall receive final staff approval and be received for recording by the Zoning Administrator prior to the final approval and recording of this CSM. By condition of the PUD approval, the approved CSM shall be recorded immediately following recording of the PUD.**

**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 is scheduled for approval by the Common Council on March 1, 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 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: Amy Supple, Hammes Company (by e-mail only)

Janet Dailey, City Engineering Division  
John Leach, Traffic Engineering Division  
Matt Tucker, Zoning Administrator  
Dennis Cawley, Madison Water Utility  
Jeff Ekola, Office of Real Estate Services  
Dan Everson, Dane County Land Records and Regulations