



Department of Planning & Community & Economic Development
Planning Division

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May 16, 2012

Paul Spetz
Isthmus Surveying, LLC
450 N. Baldwin Street
Madison, Wisconsin 53703

RE: File No. LD 1211 – Certified Survey Map – 6746 Fairhaven Road (Ellefson)

Dear Mr. Spetz;

The one-lot certified survey of property located at 6746 Fairhaven Road, Section 12, Township 6N, Range 8E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property was rezoned Amended PUD-GDP-SIP by the Common Council on May 15, 2012. The conditions of approval from the reviewing agencies to be satisfied before final approval and recording of the CSM are:

Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following six (6) conditions:

1. Complete the Condominium Amendment and Addendum application and approvals with the City and record the final condominium documents with the Register of Deeds prior to recording the CSM.
2. The document number for the existing ingress/egress parking agreement/easement is not shown on the CSM submitted for review and shall be added to the final CSM prior to final approval and recording with the Register of Deeds.
3. The City Engineering Mapping Section recommends that the recently adopted ordinance exception in MGO Section 16.23(7)(d)1., which effectively authorizes these types of CSM's in the City, be referenced on the CSM, preferably in either the Owner's or Plan Commission certificates, or both. Please work with Planning staff on the final form of this reference.
4. Field locate the existing sanitary sewer and water service laterals that serve 3902 Maple Grove Drive. If the service laterals are located on Lot 1 of the proposed CSM, private easements shall be required..
5. Place a note on the CSM stating the following: "Lot 1 of this CSM acknowledges and accepts surface drainage from the adjacent property described as Lot 1 of CSM 10769."
6. A minimum of 2 working days prior to requesting City Engineering Division 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).

Please contact Bryan Walker of the Traffic Engineering Division at 267-8754 if you have questions about the following item:

7. The applicant shall note the document number of the existing driveway ingress/egress and parking agreement(s) before final Certified Survey Map approval.

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have questions about the following item:

8. All operating private wells shall be identified and permitted by the Water Utility in accordance with MGO Section 13.21. All unused private wells shall be abandoned in accordance with MGO section 13.21.

Please contact my office at 261-9632 regarding the following item:

9. This CSM is approved subject to complying with all of the provisions contained in MGO Section 16.23(7)(d)1, adopted by Ord.-12-00014, January 24, 2012, which states (excerpt):

"For lands subject to a condominium plat, a lot or lots may be created from a lot in said plat provided that no part of a lot or lots to be created shall be part of a condominium and shall be capable of being served by City water and sewer. Service from a private water or sewer system shall not be permitted. The lot or lots created may share cross access, parking, and stormwater management facilities if such sharing was required by any zoning approval for the property and if adequate easements and/or agreements are provided, subject to the approval of the City Engineer, City Traffic Engineer, and Planning Director."

The final CSM shall include a note affirmatively stating that the proposed lot conforms to this section of MGO without exception or variance.

Please contact Jennifer Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following five (5) items:

10. Please update the name of the property owner in the surveyor's certificate.
11. Prior to requesting sign-off by the City's Office of Real Estate Services, the owner shall include and have fully executed the signature block certifications for all parties of interest, pursuant to Madison City Ordinance Section 16.23(5)(g)4 and Wis. Stats. 236.21(2)(a). The title and narrative of each certificate shall be prepared consistent with the interest involved and consistent with the most updated title report, e.g. ownership (sole proprietorship, corporate, Limited Liability Company, limited liability partnership, etc.) mortgage, tenancy, public body, etc.

→ Please update the name on the owner's certificate to match the name in the title report to Cornerstone Development II, LLC.
12. Please verify that the land contract recorded as Document No. 3251830 has been fully satisfied. If not, please include an owner's signature certificate for Nesbitt Farms, LLC.
13. As of April 25, 2012, the real estate tax bill is partially paid for the lands within the CSM boundary. Prior to CSM approval sign off and recording, the owner shall pay in full all real estate taxes that are

outstanding for the subject property. Paid receipts must be presented to the City's Office of Real Estate Services before or at the time of sign off of this CSM. The following is a summary of the taxes owed:

Parcel Address	Tax Parcel No.	Taxes	Amount Owed
6746 Fairhaven Road	251-0608-123-2002-0	\$4,416.11	\$2,208.06

14. As of May 1, 2012, a new 6-month stormwater assessment bill in the amount of \$179.62 is due. Special assessments shall be paid in full prior to final approval of a CSM by the City of Madison.
15. The following CSM revisions shall be made:
 - a.) Please add the following Document Numbers to Note #4 on Sheet 2: 3403802, 3397969, 3494937, 3613810, 3613811, 3920075, 4058574 and 4183534. If these documents no longer pertain to the lands within the CSM boundary, please provide an explanation of their omission, prior to CSM approval sign-off.
 - b.) Identify, depict and provide a certificate of consent for any tenancy in excess of one year. Said tenancy shall be made evident in record title and the document number shall also be cited on the proposed CSM. A copy of the recorded document giving evidence of the tenancy shall be included with and/or made part of the required title report.
 - c.) Record satisfactions or releases for all mortgages, liens, judgments, or other instruments that encumber the title of the subject lands, but where the purpose for such instrument has been satisfied, fulfilled, or resolved.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

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 review by the Common Council on June 12, 2012.

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.

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 six (6) months from the date of the approving resolution or this letter, whichever is later.** 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
Bryan Walker, Traffic Engineering Division
Dennis Cawley, Madison Water Utility
Jennifer Frese, Office of Real Estate Services
Dan Everson, Dane County Land Records and Regulations