



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

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October 19, 2012

Deborah Scherer
Meriter Hospital, Inc.
202 S. Park Street
Madison, Wisconsin 53715

RE: File No. LD 1229 – Certified Survey Map – 201-205 S. Mills Street (1021 Mound Street)

Dear Ms. Scherer;

The one-lot Certified Survey Map combining your property located at 201-205 S. Mills Street, Section 23, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned PUD-SIP and was recently approved to allow the construction of a daycare. 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 three (3) conditions:

1. Please revise the CSM to remove the ambiguous “AND” contained in the legal description header.
2. 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).
3. 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.

Please contact Jennifer Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following six (6) items:

4. Prior to requesting final approval prior to recording, executed signature block certifications shall be included for all parties of interest, pursuant to MGO Section 16.23(5)(g)4 and Wis. Stats. 236.21(2)(a). The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. The title report shows the following parties have an ownership interest in the lands within the CSM and shall be signatories on the Owner’s Certificate:

→ Meriter Hospital, Inc.

5. A certificate of consent by each mortgagee/vendor shall be included following the Owner(s) Certificate.
6. Disclose any tenancy in excess of one year and provide the document number or tenancy description as a note on the face of the CSM.
7. Include the following Plan Commission Certificate on the CSM:

City of Madison Plan Commission Certificate: Pursuant to Madison City Ordinance Section 16.23(5) (e) 4 and Wis. Stats. 236.21(2) (a), all CSM's that are subject to the review and approval of the City of Madison shall contain the following certificate of approval:

Approved for recording per the Secretary of the City of Madison Plan Commission.

By: _____ Date: _____
Steven R. Cover, Secretary Plan Commission

8. As of October 4, 2012 the 2011 real estate taxes are paid for the subject property. The special assessment totals listed below represent the outstanding principal for final assessments. There are also outstanding stormwater fees for one of the subject parcels. The assessments owed for the following parcels are:

Parcel Address	Tax Parcel No.	Special Assessments		Stormwater Fees
		Street Imp.	Sewer	
201 S. Mills Street	251-0709-233-0501-9	\$214.68	\$0	\$0
205 S. Mills Street	251-0709-233-0502-7	\$1,092.11	\$478.08	\$293.42
Subtotal		\$1,306.79	\$478.08	\$293.42
Total		\$1,784.87		\$293.42

9. The following CSM revisions shall be made:
 - a.) Depict and identify by document number all existing easements that encumber the property.
 - b.) Please place a note on the face of the CSM that states that the lands within the CSM boundary are subject to plans recorded November 24, 2009 as Document No. 4613973.
 - c.) Depict and dimension all existing improvements (buildings, drives, parking lots, etc.), encroachments, wells and septic systems associated with the lands described for the proposed CSM. (Well abandonment: ref. NR 141).
 - d.) Create and record, or show as being dedicated in the proposed CSM, easements for utility and drainage rights of way when the utility or drainage physically exists, but no document for it exists in record title.
 - e.) 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.

The Planned Unit Development (PUD) zoning for the proposed daycare shall receive final staff approval and be received for recording by the Zoning Administrator prior to the final approval and recording of this CSM. Please contact my office at 261-9632 if you have questions about this requirement.

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 was approved by the Common Council on October 2, 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
Dennis Cawley, Madison Water Utility
Jennifer Frese, Office of Real Estate Services
Dan Everson, Dane County Land Records and Regulations