



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

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March 12, 2013

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

RE: File No. LD 1303 – Certified Survey Map – 1901-1909 Freeport Road (James Hottman)

Dear Mr. Adams;

The one-lot certified survey combining your client's property located at 1901-1909 Freeport Road, Section 32, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned IL (Industrial-Limited District). 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 five (5) conditions:

1. The CSM map portion on Sheet 1 of 4 appears to contain an incorrect dimension of 407.10 feet that is called out as 798.15 feet in the Surveyor's Certificate legal description on Sheet 2 of 4.
2. Any pending site plan applications and approvals shall require this CSM to be approved by the City and recorded with the Register of Deeds prior to issuance so that Accela permits are issued under the proper APO and parcel land record.
3. The applicant shall dedicate a 15-foot wide sanitary sewer easement and vacate the old easement Document No. 0926373 or dedicate a 9-foot wide easement immediately south of the existing sanitary sewer easement Document No. 0926373.
4. 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).
5. 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 Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following item:

6. Per MGO Section 13.21, all wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

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:

7. 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). All signatory parties shall provide documentation that proves said signatories have legal authority to sign the Owner's Certificate. The title of each certificate shall be consistent with the ownership interest reported in the most recent title report.
8. A certificate of consent for mortgagee/vendor shall be included following the Owner's Certificate for any mortgagees/vendors of record.
9. 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.
10. As of March 12, 2013, the 2012 real estate taxes are paid for the subject property and there are no special assessments reported.
11. The applicant shall verify that stormwater management charges are paid in full by contacting Janet Dailey with City Engineering (261-9688) or Sharon Pounders with the Madison Water Utility (266-4641).
12. The following CSM revisions shall be made:
 - a.) Correct the minor typo in the legal description header on each sheet of the CSM.
 - b.) Depict and label the building setback line, per the Summit Ridge plat recorded as Document No. 442962.
 - c.) Place a Note on the CSM that the lands are subject to Sewer plans filed as Document No. 947694.
 - d.) Document No. 3177979 labels a 10-foot MGE easement on the CSM, but this document is a mortgage. In addition, this document is not reported in record title. Please correct and/or verify the existence of this easement.
 - e.) Verify with City staff whether or not drainage arrow depiction and associated Note #2 is relevant for this one-lot CSM.
 - f.) 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.
 - g.) Initiate requests to all applicable utilities to record releases of their interests in utility easements in underlying plats or CSMs, if this proposed CSM is a re-division of existing plats or CSM's with utility easements that will no longer be applicable; and, prior to requesting sign-off, place a note in the proposed CSM citing the recording data for the City's recorded release of same.
 - h.) The CSM reveals minor encroachments onto adjacent Wisconsin Department of Transportation-owned lands that were converted from railroad to bike path use. In the event the buildings are razed and the property is redeveloped, the new structures must conform to current building setback requirements, as the City cannot approve encroachments onto State-owned lands.

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 February 26, 2013.

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.

The owner shall furnish to the Office of Real Estate Services and the survey firm preparing the CSM an updated title report covering the period between the date of the initial title report and the date when final signoff is requested. The surveyor shall update the CSM with the most recent information reported in the title update.

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