

**TOWN OF WINDSOR
TOWN BOARD RESOLUTION 2015-80**

**RESOLUTION APPROVING CERTIFIED SURVEY MAP (CSM),
REZONE and CONDITIONAL USE PERMIT (CUP)
TO RECONFIGURE LOTS**

**[James Grothman for Petitioner and Owner of 4506 Lake Circle,
Town of Windsor, Dane County, Wisconsin]**

RECITALS

WHEREAS, James Grothman for petitioners and owners Windsor Real Estate LLC and JIAH LLC (collectively herein, "Petitioner") for 4506 Lake Circle, Town of Windsor, Dane County, Wisconsin ("Property") is requesting approval of a certified survey map to adjust the boundary lines, rezone of the Property from Commercial District C-1 to Commercial District C-2, and a conditional use permit (CUP) in order to allow for reconfiguration of lots in order to reflect the terms of Petitioner's purchase of the Super 8 and single family home; and

WHEREAS, Petitioner submitted a similar application to the Town of Windsor ("Town") in March 2015, which application was reviewed by the Plan Commission and conditionally recommended for approval to the Town Board as provided in Plan Commission Resolution 2015-03, and thereafter withdrawn by the Petitioner and said withdrawal approved by the Town Board on April 16, 2015 as provided in Town Board Resolution 2015-08;

WHEREAS, the Town Planner has reviewed the request and prepared a Staff Report dated October 12, 2015 for the Plan Commission which has been updated for the Town Board ("Staff Report") recommending approval, subject to certain conditions specified in the Staff Report; and

WHEREAS, following review of the Petitioner's application materials and Staff Report, and consideration of input provided to the Plan Commission at its March 17, 2015 meeting as well as the adopted Plan Commission Resolution 2015-15, the Town Board finds that the request is consistent with the Town of Windsor Comprehensive Plan 2025 and the intent of relevant ordinances, subject to those conditions specified herein; and

WHEREAS, the Town Board has reviewed the foregoing and wishes to approve the request, subject to the conditions set forth in this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Windsor as follows:

A. The Town of Windsor Board **Approves** the Certified Survey Map, Rezone, and Conditional Use request for Windsor Real Estate LLC & JIAH LLC located at Lot 1 of CSM 2195 and Lot 1 of CSM 2314, **subject to the following conditions:**

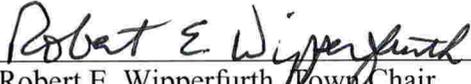
1. The Conditional Use Permit for the single family home located on the newly created Lot 2 shall reflect the following:
 - a. The single family home shall comply with the setback requirements for the C-1 Commercial District.
 - b. The exterior of the single family home shall match the exterior of the hotel. The single family home shall remain on footings or foundation and connected to public water and sewer.
 - c. The single family home shall be maintained solely for the purposes of providing a residence for the caretaker employed by the Super 8 Hotel and cannot be rented or sold to another party.
 - d. The single family home shall be removed upon expansion of the hotel.
2. The Certified Survey Map shall depict the location of the underground stormwater culvert system on the newly created Lot 1.
3. The Certified Survey Map shall include notations that satisfactorily notice the access issues related to the newly created Lot 1, all in accordance with Town Ordinance Sections 38-257 and 38-399(2) as in effect on this date, and as approved by the Town Attorney and Town Planner. The newly created Lot 1 technically has frontage on Interstate 90-94; however, there is no access along said frontage due to the Interstate. The newly created Lot 1 does not have access to C.T.H. CV and/or Lake Circle by means of a public right-of-way. The private easements are insufficient means of access for property in a Commercial District. In addition, the petitioner shall record a deed restriction on the property or provide such alternative documentation that addresses the unique fact situation presented, all in a form approved by the Town Attorney, stating the same.
4. The Certified Survey Map shall add a notation stating that the newly created Lot 1 is determined unbuildable until such time as:
 - a. Lot 1 is served by a public right-of-way access to C.T.H. CV and/or Lake Circle; or
 - b. Lot 1 is combined with an adjoining parcel that has a public right-of-way access to C.T.H. CV and/or Lake Circle.In addition, the petitioner shall record a deed restriction on the property or provide such alternative documentation that addresses the unique fact situation presented, all in a form approved by the Town Attorney, stating the same.
5. The petitioner must obtain approval of the Certified Survey Map from the Village of DeForest. The petitioner shall address the technical comments received by the Village of DeForest staff dated March 4, 2015.
6. The petitioner must obtain approval of the Certified Survey Map, Rezone, and Conditional Use from Dane County, including confirmation of suitable public access.
7. The petitioner shall satisfy all conditions of approval by the Town of Windsor, Village of DeForest, and Dane County, and shall thereafter promptly record the CSM with the Dane County Register of Deeds.

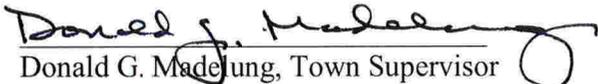
8. The Town of Windsor Plan Commission confirms that the petitioner shall not be required to make any payment toward Fees in Lieu of Parkland Dedication and Fees for Initial Improvement of Parkland.
9. The petitioner must reimburse the Town of Windsor for all costs and expenses incurred by Windsor in connection with the review and approval of the CSM, Rezone, and Conditional Use, including, but not limited to, the cost of professional services incurred by the Town of Windsor for the review and preparation of required documents, attendance at meetings or other related professional services.

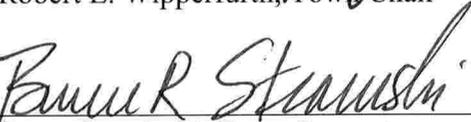
B. The Town Board's conditional approval expires six (6) months from the date of adoption of this Resolution. Time is of the essence. If the Petitioner fails to satisfy all of the conditions and record the CSM prior to expiration, then this matter shall be re-referred to the Plan Commission prior to further action by the Town Board.

The above and foregoing Resolution was duly adopted at the regular meeting of the Town Board of the Town of Windsor on the 29th day of October, 2015, by a vote of 5 in favor and 0 opposed.

TOWN OF WINDSOR

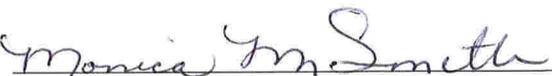

Robert E. Wipperfurth, Town Chair


Donald G. Madelung, Town Supervisor


Bruce Stravinski, Town Supervisor


Alan Buchner, Town Supervisor

Attested by:


Monica M. Smith, Town Supervisor


Christine Capstran, Town Clerk

Document No.	DEED RESTRICTION
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Reserved for Recording

Name and Return Address:
Amy Anderson Schweppe
Town of Windsor
4084 Mueller Road
DeForest, WI 53532-2332

068/0910-314-9805-1
Parcel Identification Number(s)

RECITALS:

WHEREAS, First American Equity, LLC (the "**Owner**") is the owner of the real estate more specifically described as follows:

Lot One (1) of Certified Survey Map No. 2314 recorded in Volume 9 of Certified Surveys on Page 161-162, as Document No. 1508289, in the Town of Windsor, Dane County, Wisconsin, EXCEPT the North 100 feet of said Lot One (1), which was conveyed by an instrument recorded as Document No. 1599270 (the "**Property**");

WHEREAS, the Owner desires to subject the Property to a land division as shown on Exhibit A, attached hereto and incorporated herein (the "**New CSM**");

WHEREAS, the Property will become Lot 1 of the New CSM (the "**New Lot 1**");

WHEREAS, the approval of the New CSM is conditioned upon a deed restriction being recorded to preclude the building of any structures on the New Lot 1 until the conditions set forth herein are satisfied; and

WHEREAS, it's the Owner's intent to bind the Owner, the New Lot 1, and those who may acquire title hereafter.

RESTRICTIONS:

NOW, THEREFORE, the Owner hereby restricts the New Lot 1 as follows:

1. Recitals. The Recitals are incorporated into these Restrictions.

2. Restriction. The New Lot 1 shall not have any structure built upon it until such time as either: (i) the New Lot 1 is served by a public right-of-way access to County Trunk Highway CV and/or Lake Circle; or (ii) the New Lot 1 is combined with an adjoining parcel that has a public right-of-way access to County Trunk Highway CV and/or Lake Circle. The New Lot 1 may be used for vehicular parking and gravel may be placed upon the New Lot 1 for such parking, provided that the Owner shall take such measures as are necessary to meet Dane County's and other applicable stormwater management requirements.

In the event a successor to the Owner ("Successor") acquires the New Lot 1 and the property immediately adjacent to the north, then before any structures can be built on New Lot 1, the Successor shall prepare and record a certified survey map that combines the New Lot 1 and the property immediately adjacent to the north.

A notation shall be placed upon the New CSM specifically referencing this deed restriction.

3. Successors and Assigns. This deed restriction shall be binding upon the Owner's successors and assigns and it shall run with the land. This deed restriction shall not be released without the approval of the Town of Windsor or the Town of Windsor's successor, if applicable.

IN WITNESS WHEREOF, the undersigned executed this Deed Restriction on _____, 2015

FIRST AMERICAN EQUITY, LLC

By: _____

ACKNOWLEDGEMENT

STATE OF WISCONSIN)
) SS.
COUNTY OF DANE)

Personally came before me on this _____, 2015, _____, to me known to be the _____ of First American Equity, LLC, and the person who executed this instrument and acknowledged the same.

Notary Public, State of Wisconsin
My commission expires: _____

This instrument was drafted by:
Attorney Gregory C. Collins
Axley Brynerson, LLP



TO: Town of Windsor Board

CC: Robert Wipperfurth, Chairman
Tina Butteris, Office Manager
Amy Anderson Schweppe, Planning & Development Coordinator
Kevin Richardson, Engineer
Connie Anderson, Attorney

FROM: Jamie Rybarczyk, Planning Consultant

RPT DATE: October 23, 2015

MTG DATE: October 29, 2015

APRVL DATE: December 15, 2015

FOTH FILE: 15W027.01/01

RE: Windsor Real Estate LLC & JIAH LLC – CSM, Rezone, & Conditional Use

BACKGROUND:

1. Petitioner/Agent: James Grothman
2. Property Owner: Windsor Real Estate LLC & JIAH LLC
3. Location/Address: Lot 1 of CSM 2195 & Lot 1 of CSM 2314
4. Taxkey Number: 9835-5 & 9805-1
5. Area: 5.56 acres
6. Existing Zoning: C-1, Commercial District & C-2, Commercial District
7. Proposed Zoning: Partial Rezone from C-2, Commercial District to C-1, Commercial District
8. Future Land Use: Regional Commercial

OVERVIEW:

Lot 1 of CSM 2195 contains an existing Super 8 Hotel that is accessed by Lake Circle. The Super 8 Hotel was recently purchased by JIAH LLC from The Premier Bank. A stipulation to the sale of the Super 8 Hotel was that the adjacent single family home on Lot 1 of CSM 2314 was to be included in the sale. The Premier Bank has agreed to adjust the property line. The newly created Lot 2 will include the Super 8 Hotel and single family home with access to Lake Circle. The newly created Lot 1 will be a vacant parcel with access to C.T.H. CV through a 30' and 50' wide easement and access to Lake Circle through a 50' wide easement.

Lot 1 of CSM 2195 is zoned C-1, Commercial District. The portion of Lot 1 of CSM 2314 where the single family home is located is zoned C-2, Commercial District. In addition to the property line adjustment, the portion of Lot 1 of CSM 2314 will be rezoned from C-2, Commercial District to C-1, Commercial District to allow for the single family home. The remaining portion of Lot 1 of CSM 2314 will continue to be zoned C-2, Commercial District. Last, to permit a single family home in the C-1, Commercial District, a conditional use permit must be obtained by the Town of Windsor and Dane County.



PLANNER COMMENTS:

On March 24, 2015, the Town of Windsor received a letter from Attorney Gregory Collins who is representing the owner and operator of the Wisconsin Kenworth property located immediately north of the subject property. Attorney Collins raised the following concerns and comments regarding the petitioner's CSM, Rezone, and Conditional Use request:

1. Single Family Home. When the house was originally constructed, the motel, truck wash, truck dealership and Johnson Industries buildings were all in existence. The house was constructed for the family who operated the motel. There is no garage or driveway for the house. Rather, the persons who occupy the house park their vehicles on the hotel parking lot. Given the high degree of motor vehicle traffic in the area, especially large heavy-duty trucks, I am concerned about the safety of children who may live in the home and may walk around the area. Since the house was permitted to be constructed for use by the operator of the motel, I believe it would be appropriate to record a document restricting the occupants of the house to people who operate the motel and precluding the renting of the home.

Planner Note: Condition #1 of this staff review addresses the concern and comment regarding the single family home.

2. Underground Stormwater System. There is located within the grassy area of the proposed Lot 1 an underground culvert which allows surface water to flow from the Lake Windsor area, south to the wetlands that are located north of the subject property, and eventually to the Interstate right-of-way. The buried culvert runs diagonally across the grassy area in a southwest direction. The culvert was installed a long time ago to replace the natural surface water channel that previously existed. It would be important to have the exact location of the culvert located on the map so any future owner of Lot 1 would not unknowingly damage the culvert.

Planner Note: Condition #2 of this staff review addresses the concern and comment regarding the underground stormwater system.

3. Lot 1 Access. The proposed Lot 1 does not have frontage on a public right-of-way. The only means of ingress and egress is through the motel parking lot which contains a 50 foot wide easement. Located within this easement area are approximately 55 parking stalls. Chapter 38, Article IV, Section 38-93 of the Town of Windsor Code states in part that the Town will not issue a building permit until "the subject lot is directly accessible from an improved public road..." I am concerned about any development on the proposed Lot 1 since the only access the lot has to an improved public road is across the motel parking lot.

Planner Note: Upon review of CSM 2195, CSM 2314, the Easement Agreement, and correspondence from Dan Everson, I provided the Town Board with the following findings:

- ***Lot 1 of CSM 2314 (Lot 1 of the proposed CSM) is a legal conforming lot with frontage on Interstate 90-94.***
- ***Lot 1 of CSM 2314 does not have access by means of a public right-of-way to C.T.H. CV or Lake Circle.***
- ***Lot 1 of CSM 2314 has a notation stating "Lot 1 of this Certified Survey is not to be used as a separate building site until such time that public street frontage is provided."***
- ***The Easement Agreement recorded two years after the recording of CSM 2195 and CSM 2314 grants a 30' and 50' easement to Lot 1 of CSM 2314 from the north to C.T.H. CV and a 50' easement from the south through the existing parking lot of the Super 8 Hotel to Lake Circle. However, Lot 2 of CSM 2314 has a notation that no vehicular access is allowed along the frontage on C.T.H. CV. Therefore the 30' and 50' easement to Lot 1 from the north may not be legal. In addition, the access from the south through the existing parking lot may not be a viable access for future commercial development.***



Condition #3 and #4 of this staff review suggest a resolution to the concern and comment regarding the access to Lot 1.

SURVEYOR COMMENTS:

The petitioner has addressed the technical comments regarding the Certified Survey Map.

TOWN/COUNTY POLICY CONCERN:

In reviewing the Certified Survey Map, the Town of Windsor and Dane County have struggled with the notion of allowing the creation of a lot (Lot 1) without sufficient means of access to a public right-of-way.

At the October 20, 2015 Plan Commission meeting, it was brought to the attention of Town Staff that the newly created Lot 1 will be purchased by Mr. Jim Moeller, a partner of the Kenworth facility. Mr. Moeller also owns the land where the new Kenworth facility is being constructed. Mr. Moeller's long-term intention is to consolidate the lands that encompass the existing and new Kenworth facility and the newly created Lot 1. However, in order to do so, Mr. Moeller needs to wait until the franchise lease agreement expires on the existing Kenworth facility in order for Mr. Moeller to acquire the land under his limited liability company and consolidate the parcels under a single ownership.

Due to the issue of ownership and the notion of allowing the creation of a lot without sufficient means of access to a public right-of-way, Town Staff recommends that a notation be placed on the Certified Survey Map stating that the newly created Lot 1 is determined unbuildable until such time as: (a) Lot 1 is served by a public right-of-way access to C.T.H. CV and/or Lake Circle; or (b) Lot 1 is combined with an adjoining parcel that has a public right-of-way access to C.T.H. CV and/or Lake Circle. In addition, Town Staff recommends that the petitioner record a deed restriction on the property or provide such alternative documentation that addresses the unique fact situation presented.

These recommendations have been presented to Mr. Roger Lane, Dane County Zoning Administrator. Mr. Lane stated that proposed shift in the property line is acceptable to County Staff given a note is placed on the new certified survey map that states that the property is not buildable until the lot is either consolidated with the property to the north or the boundaries of the lot revised to provide adequate frontage onto Lake Road or Lake Circle. Mr. Lane also stated the deed restriction is acceptable, but language as stated above will still need to be on the CSM for easy reference.

STAFF RECOMMENDATION:

Provided that the Town of Windsor Board concurs with the comments set forth above, the following action by the Town of Windsor Board is recommended:

The Town of Windsor Board **Approves** the Certified Survey Map, Rezone, and Conditional Use request for Windsor Real Estate LLC & JIAH LLC located at Lot 1 of CSM 2195 and Lot 1 of CSM 2314, subject to the following conditions:

1. The Conditional Use Permit for the single family home located on the newly created Lot 2 shall reflect the following:
 - a. The single family home shall comply with the setback requirements for the C-1 Commercial District.
 - b. The exterior of the single family home shall match the exterior of the hotel. The single family home shall remain on footings or foundation and connected to public water and sewer.
 - c. The single family home shall be maintained solely for the purposes of providing a residence for the watchman or caretaker employed by the Super 8 Hotel and cannot be rented or sold to another party.
 - d. The single family home shall be removed upon expansion of the hotel.



2. The Certified Survey Map shall depict the location of the underground stormwater culvert system on the newly created Lot 1.
3. The Certified Survey Map shall include notations that satisfactorily notice the access issues related to the newly created Lot 1, all in accordance with Town Ordinance Sections 38-257 and 38-399(2) as in effect on this date, and as approved by the Town Attorney and Town Planner. The newly created Lot 1 technically has frontage on Interstate 90-94; however, there is no access along said frontage due to the Interstate. The newly created Lot 1 does not have access to C.T.H. CV and/or Lake Circle by means of a public right-of-way. The private easements are insufficient means of access for property in a Commercial District. In addition, the petitioner shall record a deed restriction on the property or provide such alternative documentation that addresses the unique fact situation presented, all in a form approved by the Town Attorney, stating the same.
4. The Certified Survey Map shall add a notation stating that the newly created Lot 1 is determined unbuildable until such time as:
 - a. Lot 1 is served by a public right-of-way access to C.T.H. CV and/or Lake Circle; or
 - b. Lot 1 is combined with an adjoining parcel that has a public right-of-way access to C.T.H. CV and/or Lake Circle.

In addition, the petitioner shall record a deed restriction on the property or provide such alternative documentation that addresses the unique fact situation presented, all in a form approved by the Town Attorney, stating the same.

5. The petitioner must obtain approval of the Certified Survey Map from the Village of DeForest. The petitioner shall address the technical comments received by the Village of DeForest staff dated March 4, 2015.
6. The petitioner must obtain approval of the Certified Survey Map, Rezone, and Conditional Use from Dane County, including confirmation of suitable public access.
7. The petitioner shall satisfy all conditions of approval by the Town of Windsor, Village of DeForest, and Dane County, and shall thereafter promptly record the CSM with the Dane County Register of Deeds.
8. The Town of Windsor Plan Commission confirms that the petitioner shall not be required to make any payment toward Fees in Lieu of Parkland Dedication and Fees for Initial Improvement of Parkland.
9. The petitioner must reimburse the Town of Windsor for all costs and expenses incurred by Windsor in connection with the review and approval of the CSM, Rezone, and Conditional Use, including, but not limited to, the cost of professional services incurred by the Town of Windsor for the review and preparation of required documents, attendance at meetings or other related professional services.

WINDSOR COMPREHENSIVE PLAN:

The Certified Survey Map, Rezone, and Conditional Use are consistent with the goals, objectives, and policies of the Town of Windsor Comprehensive Plan: 2025.

WINDSOR PLANNING & DEVELOPMENT ORDINANCE:

The Certified Survey Map is consistent with the provisions of the Town's Planning and Development Ordinance.

DANE COUNTY ZONING ORDINANCE:

The Rezone is consistent with the provisions of Dane County's Zoning Ordinance.

EXHIBIT:

- A. Petitioner Application



September 15, 2015

Town of Windsor Planning & Development
Attn: **Amy Anderson Schweppe**
4084 Mueller Road
De Forest, WI 53532

**RE: Property Line Adjustment – REZONE from C2 to C1
& Revision to an Existing Conditional Use Permit**
(Parcel Numbers: 9805-1 & 9835-5)
Windsor Real Estate, LLC / First American Equity Properties JIAH LLC
Properties Location: Lake Circle Road
Southeast Quarter – Southeast Quarter
Section 31, Town 9 North, Range 10 East
Town of Windsor, Columbia County, WI
File No. 1113-506

Dear Ms. Anderson:

We are resubmitting our application for the above subject property. We had pulled our request due to the northerly lot not having public street frontage, (*Lot 1, Certified Survey Map, No. 2314*). However, our plan has since changed and the owner of the Kenworth Truck Dealership has agreed to purchase this lot and add it to his property which has existing road frontage.

I have attached a copy of our proposed Certified Survey Map and have completed the Rezone & Conditional Use Permit forms as requested. In addition, I have attached copies of the two previous Certified Survey Maps as well. They are Certified Survey Map, No. 2915 and Certified Survey Map, No. 2314.

I have outlined a brief summary of the current surveys with the newly proposed re-configuration as Lots 1 and 2 on our proposed Certified Survey Map.

Lot 1, Certified Survey Map, No. 2195: (No change in circumstances)

1. Contains the Super 8 Hotel and was purchased recently from The Premier Bank by JIAH, LLC
2. A stipulation in this sale was that the existing single-family home (North of the Hotel) was to be included in this sale. It was discovered before the sale had occurred that the home was not on Lot 1, Certified Survey Map, No. 2195. The bank agreed to rezone and re-configure these lots and to combine enough land around the house and add it to the Lot 1, Certified Survey Map, No. 2195 parcel.
3. Lot 1, Certified Survey Map, No. 2195 is currently zoned C1 and the vacant lot (Lot 1, Certified Survey Map, No. 2314) lying North of Lot 1, Certified Survey Map, No. 2195 is zoned C2 and contains the single-family home. In addition, there is currently a Conditional Use Permit for the single-family home. A Conditional Use Permit and boundary revision is needed to include that part of Lot 1, Certified Survey Map, No. 2314 where the house is located. That part of Lot 1, Certified Survey Map, No. 2314 will need to be rezoned to C2. (*It is mapped as Lot 2 on our proposed Certified Survey Map.*)

Lot 1, Certified Survey Map, No. 2314: (The current status has changed)

1. The remaining portion of Lot 1, Certified Survey Map, No. 2314 will remain zoned C2. *(It is mapped as Lot 1 on our proposed Certified Survey Map.)*

This parcel will now be owned by the adjacent landowner to the North. Premier Bank has agreed to sell the parcel to Windsor Properties, Inc., 5100 East Park Boulevard, Suite 210, Madison, WI 53718.

This parcel will need to be combined with the Windsor Properties, Inc. parcel which abuts County Trunk Highway CV. I have reviewed this parcel consolidation with Windsor Properties, Inc. and the Premier Bank representatives. There appears to be an issue consolidating these parcels with a certified survey boundary consolidation. Therefore, we are agreeing to include additional notations and prepare Covenants and Restriction to ensure that these parcels remain "combined" with the Windsor Properties, Inc. properties.

I have also attached check No. 1611 in the amount of \$1,000.00 for the review and escrow fee.

I am requesting that you place this on your Tuesday, October 20th Planning Commission agenda. I am anticipating that we will appear before the Town Board on Thursday, November 5, 2015.

Please let me know if you should have any questions or concerns.

Sincerely,

GROTHMAN & ASSOCIATES, SC



James R. Grothman
Professional Land Surveyor, No. 1321

JRG/kag

Enclosures

Contact Information

Applicant:

Name: _____

Address: _____

City, State, Zip: _____

Phone Number(s): _____

Cell Phone(s): _____

Email Address(es): _____

Surveyor:

Name: James R. Grothman PLS

Address: 625 E. St. Jee St. (PO Box 373)

City, State, Zip: Portage WI 53901

Phone Number(s): 608 - 742 - 7788

Cell Phone(s): 608 - 697 - 7688

Email Address(es): jgrothman@grothman.com

Attorney:

Name: _____

Address: _____

City, State, Zip: _____

Phone Number(s): _____

Cell Phone(s): _____

Email Address(es): _____

Owner:

Name: Windsor Real Estate LLC JIAH, LLC

Address: 70 N. Main St. 1524 E. Racine St

City, State, Zip: Fort Atkinson WI 53538 Janesville WI 53545

Phone Number(s): (920) - 563 - 6616 ext 3016

Cell Phone(s): _____

Email Address(es): rbudlong@bankwithpremier.com

Engineer:

Name: NA

Address: _____

City, State, Zip: _____

Phone Number(s): _____

Cell Phone(s): _____

Email Address(es): _____

Town of Windsor Conditional Use Permit Review

Dane County Conditional Use Permit Review

Dane County Technical Requirements for a Conditional Use Permit. Standards for review shall follow Section 10.255 (2) (h) of the Dane County Code of Ordinances

Item		Applicant
1	Legal Description – of the land for which the permit is requested. Include the size of the CUP area in acres or square feet.	
2	Tax parcel Number(s) – of the lot(s) or parcel(s) for the CUP.	
3	Site Plan – drawn to scale large enough to show detail; including all existing and proposed buildings and outdoor uses labeled with dimensions and setbacks and showing provisions for water and sewer; location and width of all driveway entrances onto public or private roadways and all interior roads or driveways and indicating traffic patterns; parking lot layout; zoning district boundaries in the immediate area; and more complicated CUP's shall show additional detail such as contours, drainage, screening, fences, landscaping, lighting, signs, refuse dumpsters, possible future expansion areas, etc.	
4	<p>Written Statement – including existing uses of the property, existing uses on all neighboring properties, proposed uses of the CUP area indicating why the CUP is appropriate, and a time schedule for development.</p> <p style="margin-left: 40px;">a. Existing Zoning C-2</p> <p style="margin-left: 40px;">b. Proposed Zoning (if a rezone is required) C-1</p> <p style="margin-left: 40px;">c. Type of activity proposed Single-Family Use</p> <p style="margin-left: 40px;">_____</p> <p style="margin-left: 40px;">_____</p> <p style="margin-left: 40px;">d. Hours of Operation </p> <p style="margin-left: 40px;">e. Number of Employees </p> <p style="margin-left: 40px;">f. Anticipated Customers </p> <p style="margin-left: 40px;">g. Outside Storage (describe) </p> <p style="margin-left: 40px;">h. Outdoor Activities (describe) </p> <p style="margin-left: 40px;">i. Outdoor Lighting (describe) </p> <p style="margin-left: 40px;">j. Outside Loudspeakers? </p> <p style="margin-left: 40px;">k. Proposed Signs (describe) </p> <p style="margin-left: 40px;">l. Trash Removal (describe) </p>	
5	<p>Provide answers to the following 6 questions completely. The proposed land use must meet all 6 conditions in order to be approved.</p> <p>#1 The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or general welfare.</p> <p>#2 The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by establishment, maintenance or operation of the conditional use.</p> <p>#3 The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.</p> <p>#4 That adequate utilities, access roads, drainage and other necessary site improvements have been or are being made.</p> <p>#5 Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.</p> <p>#6 That the conditional use shall conform to all applicable regulations of the district in which it is located.</p>	

Town of Windsor

Certified Survey Map Review

Certified Survey Map Application Form

The Town of Windsor Plan Commission typically meets on the third Tuesday of every month at 6:00 p.m., and the Town Board typically reviews planning issues on the third Thursday of every month at 5:00 p.m. (or as otherwise scheduled) at the Town Hall, 4084 Mueller Road. Applicants must submit an application for a Certified Survey Map no less than 30 days prior to the next regularly scheduled Plan Commission meeting.

The application shall: 1) be on forms made available from the Town and accompanied by the required fee and review escrow, 2) include 15 copies of the certified survey map drawn per the requirements of the Town Subdivision Ordinance, Chapter 38 - Article IV - Division 6; and 3) include a digital pdf copy of all submitted drawings and supplementary data.

The applicant is responsible for adhering to all requirements of Town ordinances, regulations, plans, and policies. This form shall not be deemed a substitute for the applicant's thorough reading and understanding of applicable Town ordinances, regulations, plans, and policies.

Process for Review and Approval

- 1) Consultation meeting with Town Staff (Optional)
- 2) Submittal (at least 30 days prior to next plan commission meeting) of application form, application fee, review escrow, and CSM with supplementary materials as described above
- 3) Staff review of application materials for compliance with requirements
- 4) Plan Commission review, public hearing, and recommendation
- 5) Town Board review, public hearing, and action
- 6) Subdivider shall record the CSM with the Dane County Register of Deeds within 30 days of approval by Town Board and any other approving agencies, and provide a copy of executed documents to Town Clerk

Technical Requirements of CSM

The CSM shall show correctly on its face all the information required by Wis. Statute 236.34, and shall meet all the surveying and monumenting requirements of Wis. Statute 236.15. In addition, the applicant shall submit the following documents which shall be considered to be incorporated with and made part of the CSM:

	<i>Item</i>	Applicant
1	Deed Restrictions	
2	Joint Maintenance Agreements	

3	All certificates required by Wis. Stat. 236.34	
4	Final Street Plan	
5	Final Stormwater Management Plan	
6	Final Erosion and Sedimentation Control Plan	
7	Soil and Subsurface Investigation Report	
5	Traffic Control Plan	
8	Water and Sewer Plans	
9	Opinion of Probable Cost	
10	Additional Plans or Information	
11	Owner's and Mortgagee's certificates for Street Dedication	

Checklist Legend:	
✓	submitted completely
N/S	not submitted
N/A	not applicable to project
W	waived for reasons to be described in staff report
P	submittal pending, material must be submitted prior to meeting as requested by staff
A	submittal pending, material required as condition for approval

Date Complete Application Submitted: 9/17/2015

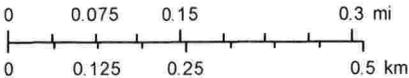
Windsor Real Estate LLC



October 12, 2015

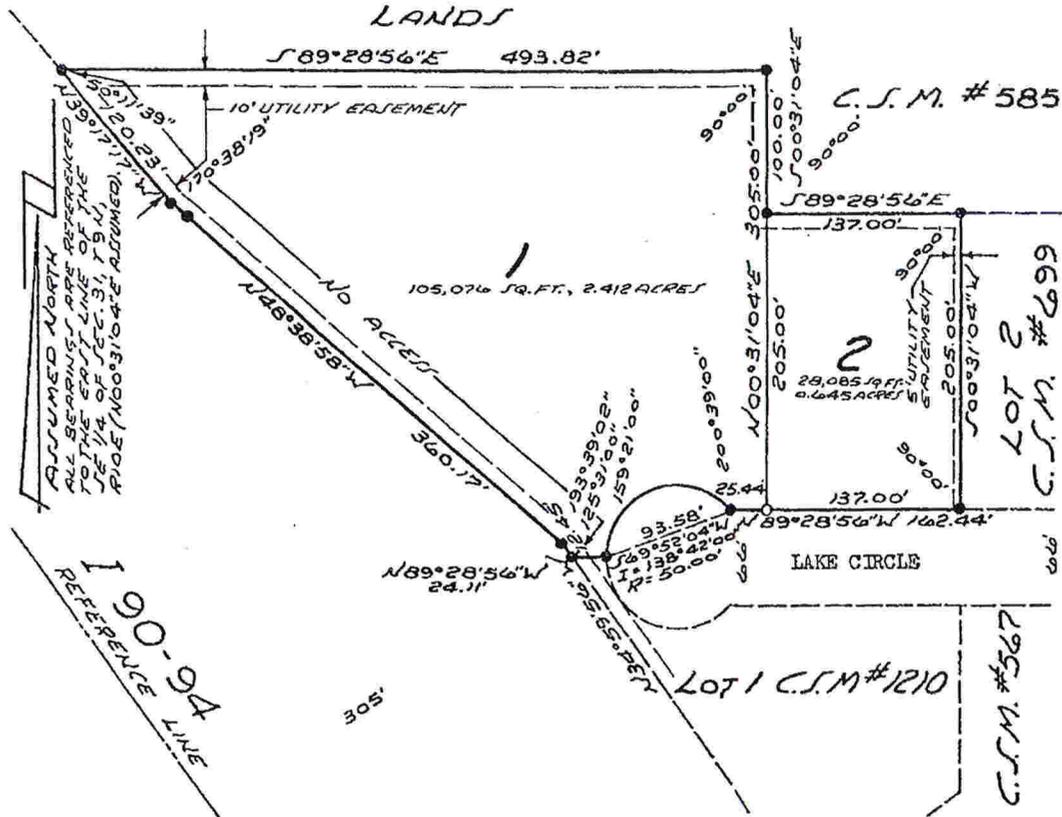
 Tax Parcels

1:10,031



Planning
Geophysical
Water Resources
Recreation
ParcelText

CERTIFIED SURVEY MAP
 Anthony Thousand
 Land Surveyor
 Madison, Wisconsin



"Approved for recording per Dane County
 Agriculture, Zoning, Planning and Water
 Resources Committee action of

October 11, 1976."

M. Scribn #1597
 Authorized Representative

"Approved for recording by the Town Board
 of the Town of Windsor action of the
 day of _____, 197__."

~~Town Clerk, Town of Windsor~~

Received for recording this 11 day of
Oct, 1976, at 3:05 o'clock,
P.M., and recorded in Volume 9 of
 Certified Surveys, Pages 443 & 444.

Harold K. Hill
 Harold K. Hill, Register of Deeds
 By: Marian Jordan, Deputy



Scale 1" = 100'
 ● Iron Stake Found
 ○ Iron Stake Placed
 7/8"x24", 2.04 lbs/ft.

DOCUMENT NO. 1490719
 CERTIFIED SURVEY NO. 2195

Drawn by RBN
 Date 9-24-76
 Folder No. 5-76173
 Map No. 4-7664

Sheet 1 of 2 443
444

#2195

CERTIFIED SURVEY MAP
Anthony Thousand
Land Surveyor
Madison, Wisconsin

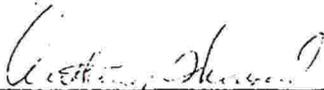
SURVEYOR'S CERTIFICATE

I, Anthony Thousand, Registered Land Surveyor, hereby certifies that in full compliance with Section 236.34, Wisconsin Statutes, and according to the instructions and descriptions furnished to me by the owner, I have made a survey as hereon drawn and that such map correctly represents that survey and is a parcel of land located in all of Lot 2 of Certified Survey Map No. 1210, and part of S.E. 1/4 of the S.E. 1/4 of Section 31, T9N, R10E, Town of Windsor, Dane County, Wisconsin, to-wit:

Commencing at the Southeast corner of said Lot 2, C.S.M. No. 1210; thence N 89°-28'-56" W, 162.44 feet to a point on a curve; thence Southwesterly on a curve to the left which has a radius of 50.00 feet and a chord which bears S 69°-52'-04" W, 93.58 feet; thence N 89°-28'-56" W, 24.11 feet to the Easterly R/W line of I 90-94; thence along said Easterly line N 34°-59'-56" W, 12.45 feet; thence N 48°-38'-58" W, 360.17 feet; thence N 39°-17'-17" W, 120.23 feet to the end of said Easterly line; thence S 89°-28'-56" E, 493.82 feet; thence S 00°-31'-04" E, 100.00 feet; thence S 89°-28'-56" E, 137.00 feet; thence S 00°-31'-04" W, 205.00 feet to the point of beginning.

This parcel contains 133,161 sq. ft., 3.057 acres.

Dated this 24 day of Sept, 1976.



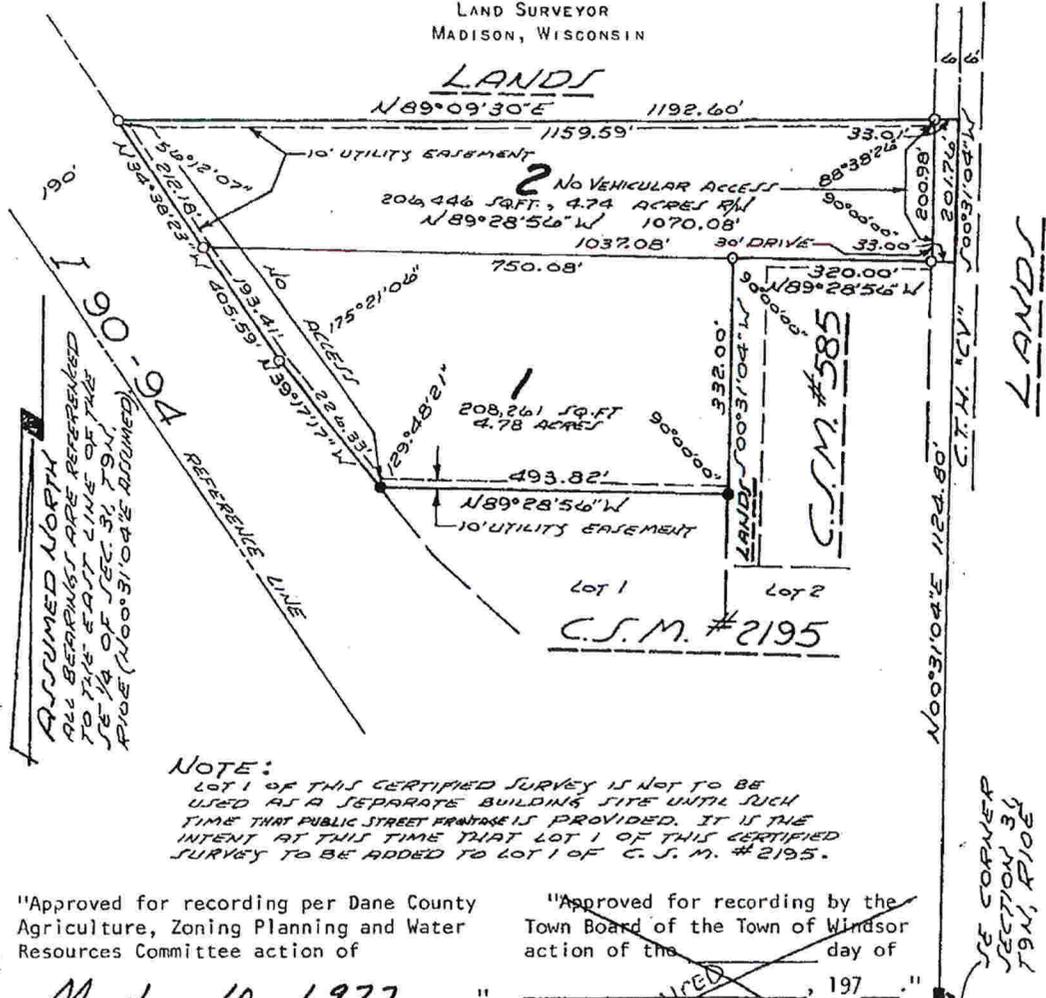
Anthony Thousand, S-363
Registered Land Surveyor



DOCUMENT NO. 1490719
CERTIFIED SURVEY NO. 2195

DRAWN BY REM
DATE 9-24-76
FOLDER No. S-76173
MAP No. 4-76604

CERTIFIED SURVEY MAP
 ANTHONY THOUSAND
 LAND SURVEYOR
 MADISON, WISCONSIN



ASSUMED NORTH
 ALL BEARINGS ARE REFERENCED
 TO THE EAST LINE OF THE
 SE 1/4 OF SEC. 31, T9N,
 R10E (N00°31'04\"/>

NOTE:
 LOT 1 OF THIS CERTIFIED SURVEY IS NOT TO BE
 USED AS A SEPARATE BUILDING SITE UNTIL SUCH
 TIME THAT PUBLIC STREET FRONTAGE IS PROVIDED. IT IS THE
 INTENT AT THIS TIME THAT LOT 1 OF THIS CERTIFIED
 SURVEY TO BE ADDED TO LOT 1 OF C. S. M. # 2195.

"Approved for recording per Dane County
 Agriculture, Zoning Planning and Water
 Resources Committee action of

March 10, 1977

M. Scribner #146
 Authorized Representative

"Approved for recording by the
 Town Board of the Town of Windsor
 action of the _____ day of _____, 1977

~~NOT REQUIRED~~
 Town Clerk, Town of Windsor

Received for recording this 11 day of
March, 1977, at 9:15 o'clock,
11 A.M., and recorded in Volume 9 of
 Certified Surveys, Page 1614/62

Harold K. Hill
 Harold K. Hill, Register of Deeds
 By: *Marian Jordan*, Deputy

OWNER:
 HOWARD McCORMICK
 P.O. BOX 443
 4500 CEDAR LAKE
 WINDSOR, WIS. 53598

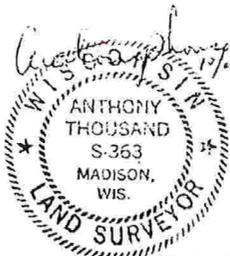
REVISED 1-14-77
 Scale 1"=200'

- Iron Stake Found
 - Iron Stake Placed
- 7/8"x24", 2.04 lbs/ft.

Drawn by ARM
 Date 10-26-76
 Folder No. 5-76173
 Map No. 47681
 Sheet 1 of 2.

DOCUMENT NO. 1508289
 CERTIFIED SURVEY NO. 2314

Vol 9 pg 161



CERTIFIED SURVEY MAP
Anthony Thousand
Land Surveyor
Madison, Wisconsin

SURVEYOR'S CERTIFICATE

I, Anthony Thousand, Registered Land Surveyor, hereby certifies that in full compliance with Section 236.34, Wisconsin Statutes, and according to the instructions and descriptions furnished to me by the owner, I have made a survey as hereon drawn and that such map correctly represents that survey and is a parcel of land located in the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 31, T9N, R10E, Town of Windsor, Dane County, Wisconsin, to-wit:

Commencing at the SE corner of said Section 31; thence N00°31'04"E, 1124.80 feet to the point of beginning; thence N89°28'56"W, 320.00 feet; thence S00°31'04"W, 332.00 feet; thence N89°28'56"W, 493.82 feet to the easterly line of 190-94; thence N39°17'17"W, 226.33 feet; thence continuing along said easterly line N34°38'23"W, 405.59 feet; thence N89°09'30"E, 1192.60 feet; thence S00°31'04"W, 201.76 feet to the point of beginning.

This parcel contains 9.67 acres. Subject to an easement for lake road across the most easterly 33.00 feet thereof.

*ALONG SAID EASTERLY LINE

Dated this 26th day of Oct., 1976.
REVISED THIS 14TH DAY OF JANUARY, 1977.



Anthony Thousand
Anthony Thousand, S-363
Registered Land Surveyor

Document No. 1508289
Certified Survey No. 2314

Drawn by FLM
Date 10-26-76
Folder No. S-760173
Map No. A-76081

Sheet 2 of 2

As prepared by:

GROTHMAN & ASSOCIATES S.C.

LAND SURVEYORS

625 EAST SUFER STREET, P.O. BOX 373 PORTAGE, WI 53901
PHONE: PORTAGE: (808) 742-7788 SAUK: (608) 644-8877
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

SEAL:



G & A FILE NO. **1113-506**

DRAFTED BY: SMS

CHECKED BY: IG

PROJ. 1113-503

DWG. 1113506CSM

SHEET 1 OF 5

12-05-2014

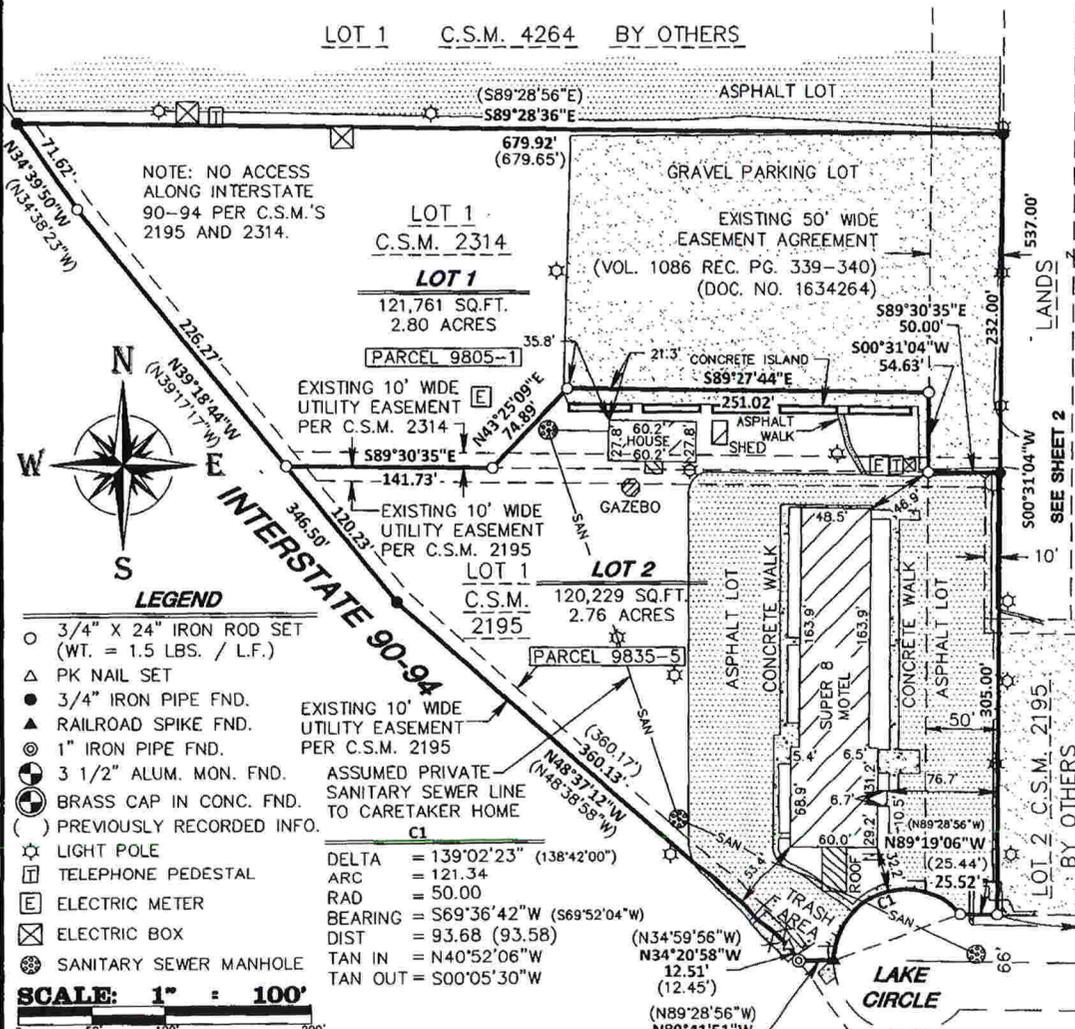
DANE COUNTY CERTIFIED SURVEY MAP NO. _____

GENERAL LOCATION

Volume _____ Page _____

BEING LOT 1, C.S.M. NO. 2195 AS RECORDED IN VOL 8 OF C.S.M.'S, PG. 443-444 AS DOCUMENT NO. 1490719 AND PART OF LOT 1, C.S.M. 2314 AS RECORDED IN VOL 9 OF C.S.M.'S, PG 161-162 AS DOCUMENT NO. 1508289, LOCATED IN PART OF THE SE1/4 OF THE SE1/4, SECTION 31, T. 9 N, R. 10 E, TOWN OF WINDSOR, DANE COUNTY, WISCONSIN. CONTAINING: 241,990 SQ. FT. 5.56 ACRES

LOT 1 C.S.M. 4264 BY OTHERS



- LEGEND**
- 3/4" X 24" IRON ROD SET (WT. = 1.5 LBS. / L.F.)
 - △ PK NAIL SET
 - 3/4" IRON PIPE FND.
 - ▲ RAILROAD SPIKE FND.
 - ⊙ 1" IRON PIPE FND.
 - ⊙ 3 1/2" ALUM. MON. FND.
 - ⊙ BRASS CAP IN CONC. FND.
 - () PREVIOUSLY RECORDED INFO.
 - ☆ LIGHT POLE
 - ☐ TELEPHONE PEDESTAL
 - ⓔ ELECTRIC METER
 - ⓧ ELECTRIC BOX
 - ⊗ SANITARY SEWER MANHOLE

SCALE: 1" = 100'

CLIENT: ROY H. BUDLONG
PREMIER BANK
70 NORTH MAIN STREET
FORT ATKINSON, WI 53538

OWNER C.S.M. 2314: WINDSOR REAL ESTATE LLC
FIRST AMERICAN EQUITY LLC
70 NORTH MAIN STREET
FORT ATKINSON, WI 53538

BASIS OF BEARINGS: IS THE EAST LINE OF THE SE1/4, SECTION 31 WHICH BEARS N00°31'04"E PER C.S.M. 2314.

OWNER C.S.M. 2195: JIAH LLC
1524 EAST RACINE STREET
JANESVILLE, WI 53545

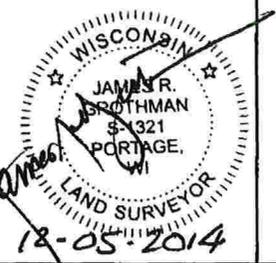
COPY

As prepared by:

G & A GROTHMAN & ASSOCIATES S.C.
LAND SURVEYORS

625 EAST SLIPER STREET, P.O. BOX 373 PORTAGE, WI. 53901
PHONE: PORTAGE: (608) 742-7788 SAUK: (608) 644-8877
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

SEAL:



G & A FILE NO. **1113-506**

DRAFTED BY: SMS

CHECKED BY: IG

PROJ. 1113-503

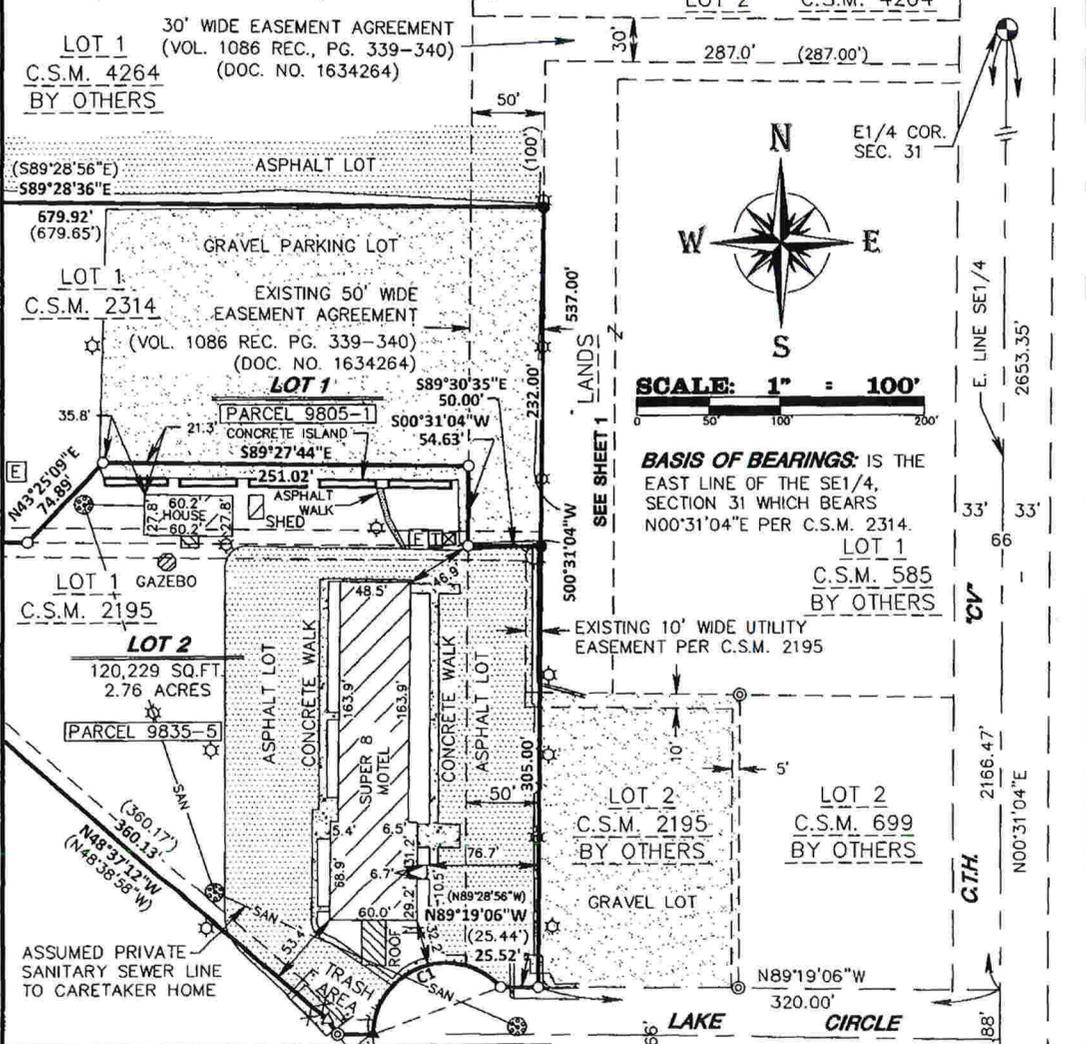
DWG. 1113506CSM

SHEET 2 OF 5

DANE COUNTY CERTIFIED SURVEY MAP NO.
GENERAL LOCATION

Volume _____ Page _____

BEING LOT 1, C.S.M. NO. 2195 AS RECORDED IN VOL. 8 OF C.S.M.'S, PG. 443-444 AS DOCUMENT NO. 1490719 AND PART OF LOT 1, C.S.M. 2314 AS RECORDED IN VOL. 9 OF C.S.M.'S, PG. 161-162 AS DOCUMENT NO. 1508289, LOCATED IN PART OF THE SE1/4 OF THE SE1/4, SECTION 31, T. 9 N, R. 10 E, TOWN OF WINDSOR, DANE COUNTY, WISCONSIN.



SCALE: 1" = 100'

BASIS OF BEARINGS: IS THE EAST LINE OF THE SE1/4, SECTION 31 WHICH BEARS N00°31'04"E PER C.S.M. 2314.

CLIENT: ROY H. BUDLONG
PREMIER BANK
70 NORTH MAIN STREET
FORT ATKINSON, WI 53538

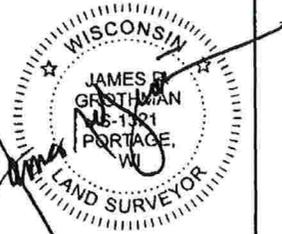
OWNER C.S.M. 2314: WINDSOR REAL ESTATE LLC
FIRST AMERICAN EQUITY LLC
70 NORTH MAIN STREET
FORT ATKINSON, WI 53538

OWNER C.S.M. 2195: JIAH LLC
1524 EAST RACINE STREET
JANESVILLE, WI 53545

As prepared by:

GA GROTHMAN & ASSOCIATES S.C.
LAND SURVEYORS
625 EAST SUFER STREET, P.O. BOX 373 PORTAGE, WI. 53901
PHONE: PORTAGE: (608) 742-7788 SAUK: (608) 644-8877
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

SEAL:



G & A FILE NO. 1113-506

DRAFTED BY: SMS

CHECKED BY: IG

PROJ. 1113-503

DWG. 1113506CSM

SHEET 3 OF 5

DANE COUNTY CERTIFIED SURVEY MAP NO. _____
GENERAL LOCATION

Volume _____ Page _____

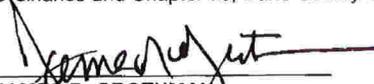
BEING LOT 1, C.S.M. NO. 2195 AS RECORDED IN VOL. 8 OF C.S.M.'S, PG. 443-444 AS DOCUMENT NO. 1490719 AND PART OF LOT 1, C.S.M. 2314 AS RECORDED IN VOL. 9 OF C.S.M.'S, PG. 161-162 AS DOCUMENT NO. 1508289, LOCATED IN PART OF THE SE1/4 OF THE SE1/4, SECTION 31, T. 9 N, R. 10 E, TOWN OF WINDSOR, DANE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, **JAMES R. GROTHMAN**, Professional Land Surveyor, do hereby certify that by the order of **Windsor Real Estate, LLC** and **First American Equity, LLC**, I have surveyed, monumented, mapped, and divided a part of Lot 1, Certified Survey Map No. 2195 as recorded in Volume 8 of Certified Survey Maps, Pages 443 and 444, as Document No. 1490719 and part of Lot 1, Certified Survey Map No. 2314 as recorded in Volume 9 of Certified Survey Maps, Pages 161 and 162 as Document No. 1508289 located in part of the Southeast Quarter of the Southeast Quarter of Section 31, Town 9 North, Range 10 East, Town of Windsor, Dane County, Wisconsin, described as follows:

Commencing at the Southeast corner of Section 31;
thence North 00°31'04" East along the east line of the Southeast Quarter of said Section 31, 486.88 feet;
thence North 89°19'06" West along the north right-of-way line of Lake Circle, the south line of Lot 2, Certified Survey Map No. 699, the South line of Lot 2, Certified Survey Map No. 2195 and the easterly extension thereof, 320.00 feet to the southeast corner of Lot 1, Certified Survey Map No. 2195 and the point of beginning;
thence continuing North 89°16'06" West along the north right-of-way line of Lake Circle and the south line of said Lot 1, 25.52 feet;
thence Southwesterly along a 50.00 foot radius curve to the left in the northerly right-of-way line of Lake Street and the South line of said Lot 1 having a central angle of 139°02'23" and whose long chord bears South 69°36'42" West, 93.68 feet;
thence North 89°41'51" West along the south line of said Lot 1, 24.17 feet to the southwest corner of said Lot 1, said point also being in the east right-of-way line of Interstate 90 - 94;
thence North 34°20'58" West along the west line of said Lot 1 and the east right-of-way line of Interstate 90 - 94, 12.51 feet;
thence North 48°37'12" West along the west line of said Lot 1 and the east right-of-way line of Interstate 90 - 94, 360.13 feet;
thence North 39°18'44" West along the west line of Lot 1, Certified Survey Map No. 2195 and the west line of Lot 1, Certified Survey Map No. 2314, 346.50 feet;
thence North 34°39'50" West along the west line of Lot 1, Certified Survey Map No. 2314 and the east right-of-way line of Interstate 90 - 94, 71.62 feet to the southwest corner of Lot 1, Certified Survey Map No. 4264;
thence South 89°28'36" East along the south line of said Lot 1, Certified Survey Map No. 4264, 679.92 feet to a point in the east line of Lot 1, Certified Survey Map No. 2314;
thence South 00°31'04" West along the east line of said Lot 1, Certified Survey Map No. 2314 and the east line of Lot 1, Certified Survey Map No. 2195, 537.00 feet to the point of beginning.
Containing 241,990 square feet, (5.56 acres), more or less.

I DO FURTHER CERTIFY that this survey is a true and correct representation of the boundaries of the land surveyed and I have fully complied with the Provisions of Chapter 236.34 of the Wisconsin State Statutes, Chapter 13 of the Village of DeForest Subdivision Ordinance, the Town of Windsor Subdivision Ordinance and Chapter 75, Dane County Code of Ordinance to the best of my knowledge and belief.


JAMES R. GROTHMAN
Professional Land Surveyor, No. 1321
Dated: December 5, 2014
File No. 1113-506

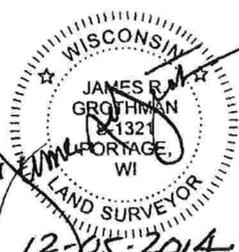
As prepared by:

GA GROTHMAN & ASSOCIATES S.C.

LAND SURVEYORS

625 EAST SLIFER STREET, P.O. BOX 373 PORTAGE, WI. 53901
PHONE: PORTAGE: (608) 742-7788 SAUK: (608) 644-8877
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

SEAL:



G & A FILE NO. 1113-506

DRAFTED BY: SMS

CHECKED BY: TG

PROJ. 1113-503

DWG. 1113506CSM

SHEET 4 OF 5

DANE COUNTY CERTIFIED SURVEY MAP NO. _____

GENERAL LOCATION

Volume _____, Page _____

BEING LOT 1, C.S.M. NO. 2195 AS RECORDED IN VOL. 8 OF C.S.M.'S, PG. 443-444 AS DOCUMENT NO. 1490719 AND PART OF LOT 1, C.S.M. 2314 AS RECORDED IN VOL. 9 OF C.S.M.'S, PG 161-162 AS DOCUMENT NO. 1508289, LOCATED IN PART OF THE SE1/4 OF THE SE1/4, SECTION 31, T. 9 N, R. 10 E, TOWN OF WINDSOR, DANE COUNTY, WISCONSIN.

TOWN of WINDSOR APPROVAL CERTIFICATION

Approved for recording by the **Town of Windsor** this _____ day of _____, 20__.

Authorized Representative of the Town of Windsor

VILLAGE of DEFOREST APPROVAL CERTIFICATION

Approved for recording by the **Village of DeForest** this _____ day of _____, 20__.

Authorized Representative of the Village of DeForest

OWNER'S CERTIFICATE

As Owner(s), I hereby certify that I caused the land on this certified survey map to be surveyed, divided, and mapped as represented on this certified survey map. I also certify that this certified survey map is required by S.75.17(1)(a), Dane County Code of Ordinance to be submitted to the Dane County Zoning and Natural Resources Committee for approval.

Witness the hand and seal of said Owner(s) this _____ day of _____, 20__.

First American Equity, LLC

Windsor Real Estate, LLC

STATE of WISCONSIN)

SS)

COUNTY OF _____)

Personally came before me this _____ day of _____, _____, the above named _____ and _____ to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public

_____ County, Wisconsin

My commission expires: _____





VILLAGE OF DEFOREST

306 DEFOREST STREET
DEFOREST, WI 53532
PHONE (608) 846-6751
WWW.VI.DEFOREST.WI.US

March 4, 2015

James Grothman
Grothman & Associates, S.C.
625 E. Slifer Street
Portage, WI 53901
Sent via email only to jgrothman@grothman.com

RE: Approval of a 2-lot CSM for lot line adjustment located east of I-39/90/94, west of Lake Street and north of Lake Circle, Town of Windsor (DeForest Extraterritorial Jurisdiction)

Dear Mr. Grothman:

I am pleased to inform you that the attached Certified Survey Map dated 12-5-14 for 5.56 acres of land located east of I-39/90/94, west of Lake Street and north of Lake Circle in the Town of Windsor, adjusting the lot line between Lot 1 of CSM 2314 and Lot 1 of CSM 2195, is approved subject to the following conditions:

1. The surveyor's certificate shall be modified to state that the CSM complies with the Village of DeForest Chapter 13 Subdivision Ordinance.
2. The CSM shall be recorded, and a recorded copy filed with the Village, within 180 days of this approval, or such CSM approval shall be null and void.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Rachel Holloway".

Rachel Holloway
Planning & Zoning Administrator

Enclosure: Preliminary CSM

CC: LuAnn Leggett, Village Clerk
Mark Roffers, Village Planning Consultant
Amy Anderson Schweppe, Windsor Planning & Development Coordinator