



Department of Planning & Community & Economic Development

Planning Division

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****BY E-MAIL ONLY****

May 14, 2026

Brett Stoffregan and Dan Day
D'Onofrio Kottke & Associates
7530 Westward Way
Madison, Wisconsin 53717

RE: Approving the revised final plat of *First Addition to Hill Valley* to create 162 lots for single-family detached and attached homes (including two-family residences and townhouses), two lots for future multi-family development, one lot for future mixed-use development, one outlot to be dedicated for public park, three outlots to be dedicated for stormwater management, one outlot for private open space, and one outlot for future development (VH Hill Valley, LLC/ Veridian Homes). [ID 92388; LNDSP-2026-00003]

Dear Brett and Dan,

At its May 5, 2026 meeting, the Common Council **approved** the revised final plat of *First Addition to Hill Valley* subject to the conditions of approval in the following sections, which shall be addressed prior to final approval and recording of the final plat.

Please contact Kathleen Kane of the City Engineering Division at (608) 266-4098 if you have questions regarding the following eighteen (18) items:

1. The developer shall enter into a City/Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign-off of the final plat. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule the development and approval of the plans and the agreement.
2. The developer shall construct Madison standard street, multi-use path, and sidewalk improvements for all streets within the plat.
3. The developer shall construct sidewalk/path, terrace, curb and gutter, and pavement to a plan as approved by City Engineer along S Pleasant View Road.
4. Make improvements to S Pleasant View Road in order to facilitate ingress and egress to the development as required by City Traffic Engineer.
5. This development is subject to impact fees for the Upper Badger Mill Creek Impact Fee District of

\$107.08/1,000 square feet (2026 Rate). All impact fees are due and payable at the time building permits are issued (MGO Ch 20).

6. This development is subject to impact fees for the Valley View Road Sewer and Drainage Improvement Impact Fee District; Sanitary: \$108.93/1,000 square feet (2026 rate), Storm: \$148.07/1,000 square feet (2026 rate). All impact fees are due and payable at the time building permits are issued (MGO Ch 20).
7. Add the following note on the face of the plat: “Lots / buildings within this development are subject to impact fees that are due and payable at the time building permit(s) are issued.”
8. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder ((608) 261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering Division sign-off.
9. All outstanding City of Madison sanitary sewer connection charges are due and payable prior to Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. This property is subject to Sanitary Connection charges for the Valley Ridge Interceptor Assessment District are \$94.92/1,000 square feet (2026 Rate).
10. An Erosion Control Permit is required for this project.
11. A Storm Water Management Report and Storm Water Management Permit is required for this project.
12. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 and NR-151 however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at (608) 273-5612 of the WDNR to discuss this requirement. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DPS) and no separate submittal to this agency or Capital Area Regional Planning Commission (CARPC) is required for this project to proceed.
13. Submit a soil boring report that has been prepared by a Professional Engineer two weeks prior to recording the final plat to the City Engineering Division indicating the ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than nine (9) feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.
14. Confirm that adequate sight distance exists where streets intersect per AASHTO design standards for intersection sight distance. If adequate sight distance does not exist, change the location of the street intersection or agree to make improvements to the roadways such that the

sight distance is achieved or make mitigating improvements as required by the City. Caution: The improvements indicated may require right of way outside of the plat limits.

15. This project will disturb 20,000 square feet or more of land area and require an Erosion Control Plan. Please submit an 11- by 17-inch copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.
16. Demonstrate compliance with MGO Sections 37.07 and 37.08 regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.
17. Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by MGO Chapter 37.
18. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

Please contact Julius Smith of the City Engineering Division–Mapping Section at (608) 264-9276 if you have any questions regarding the following eleven (11) items:

19. Dedicate Outlots 7-9 and 11 for the purposes listed on the plat and grant a storm water drainage and storm sewer easement over the entirety of Outlot 8.
20. Grant a Public Sidewalk and Bike Path Easement(s) to the City along the S Pleasant View Road right of way to provide 8 feet of terrace, a 10-foot multi-use plat and a 1-foot maintenance strip on the face of the plat. The final location and width of this easement is to be approved by Traffic Engineering and City Engineering staff. Contact Jule Smith of Engineering Mapping (jsmith4@cityofmadison.com, (608) 264-9276) for the final required language.
21. The applicant shall dedicate all proposed streets as shown or as further dictated and guided by the Complete Green Streets Guide and as required by the Traffic Engineering and City Engineering Divisions on the face of the plat or as further amended by the notes herein made.
22. Any portion(s) of an existing easement or rights currently present that may be held by the fiber optic and communications lines existing along the portions being dedicated for Pleasant View Road shall be released. Any such existing rights in an easement or prescriptive, are required prior to dedicating the proposed widening and recording of the plat and shall be released by a separate document prepared and recorded. Acknowledgement of the release and document number shall be noted on the face of the plat
23. Prior sales of portions of the overall parcels that make up the lands being platted hereon between the first revision to the preliminary plat and this second revision were done so without the divisions of the lands as described within the transfer being formally recognized as a division

which results in portions of the lands being by different owners with and common interest within the land. Record any necessary deeds or documents that may be required to clarify the ownership of the lands. Prior to proceeding with additional plats. Work with City Real Estate and Engineering Mapping to clear up any inerrant ownership issues.

24. As required by Ordinance, provide private Easements or private Outlots to accommodate the current USPS required centralized delivery of mail using Cluster Box Units (CBUs). Coordinate the locations of the CBUs with the USPS Development Coordinator, City Engineering and City Traffic Engineering Staff and in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works. CBUs serving this land division will not be permitted within any publicly owned or dedicated lands.

If the Developer is not able to determine the final locations of the CBUs prior to recording the final plat, the final placement of CBUs for each phase of development within this land division shall be determined prior to construction. The locations for each phase shall as required by Ordinance, in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works and in compliance with United States Postal Service requirements.

The required CBU documents shall be recorded prior to the start of construction of the public improvements serving any Lot or Outlot. In the instance of land divisions that do not require the construction of public improvements or a contract with the developer, the required approved CBU documents shall be recorded simultaneously with the final approved land division. Construct the CBUs in accordance with the specifications approved by the Board of Public Works.

25. Provide a current 60-year report of title as required per Madison General Ordinances. Further comments may be required upon receipt of the report.
26. 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 monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jule Smith, City Engineering (jsmith4@cityofmadison.com).
27. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the plat in areas where this control exists. The surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office web address for current tie sheets and control data that has been provided by the City of Madison.
28. Prior to Engineering Division final sign-off for plats, the final plat shall be submitted in PDF format by email transmittal to Engineering Land Records Coordinator Jule Smith (jsmith4@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.

29. The applicant shall submit to Jule Smith, prior to final Engineering sign-off of the subject CSM, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any submittal.

Please contact Sean Malloy of the Traffic Engineering Division at (608) 266-5987 if you have any questions regarding the following twelve (12) items:

30. The applicant shall work the Traffic Engineering and City Engineering Divisions to determine the final right of way dedication required for S Pleasant View Road.

31. Enchantment Road is classified as a Community Connector Street as defined by the current Complete Green Streets Guide.

32. Capacitor Street, Velocity Lane, Sheepdog Way, Destiny Street, Fusion Drive, and Guitar Lane are classified as Neighborhood Streets as defined by the current Complete Green Streets Guide.

33. Out of Time Lane is classified as a Neighborhood Yield Street as defined by the current Complete Green Streets Guide.

34. Waldorf Boulevard, Mica Road, Under the Sea Lane, and Ancient Oak Lane are classified as Mixed-Use Neighborhood Streets as defined by the current Complete Green Streets Guide.

35. The applicant shall dedicate sufficient right of way to allow for minimum eight (8)-foot terraces on all streets in this plat. Any variances shall be approved by the City Traffic Engineer.

36. The applicant shall provide a minimum 150-foot centerline radius and a minimum 100-foot tangent between curves on all public right of ways in this plat per MGO Section 16.23(6)(a)(11).

37. The applicant shall be responsible their reasonable and proportionate share of traffic signal costs, should they be warranted and installed.

38. Prior to final sign-off, the applicant shall work with the Traffic Engineering Division's Electrical Section to record the necessary easements for streetlights. Typically, Traffic Engineering requires a 12-foot easement between lots and 6-foot easements on corner lots where streetlights are needed.

39. The applicant shall execute and return a declaration of conditions and covenants (DCC) for streetlights prior to sign off of the final plat.
40. The developer shall demonstrate/provide how private streetlights will be installed and maintained in the public alleys. The plat shall provide the following note on the face of the plat: "The City will not install lighting in the alleys, but the developer or property owners may request the City to approve a private light(s) in the alley right-of-way. Such private light(s) to be operated and maintained by private interests."
41. The applicant shall add a note to the plat stating no driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six inches in width shall be constructed between all pedestrian ramps and driveway entrances. This is especially important at 'T' intersections where lot and building layout become critical; to prevent interference with the pedestrian ramp, lots intersecting or adjacent 'T' intersection may require a shared driveway and access.

Please contact Trent W. Schultz of the Parking Division at (608) 246-5806 if you have any questions regarding the following item:

42. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of subdivision review. As development progresses in the subdivision, residential uses with 10 or more dwelling units and other applicable uses in MGO Section 16.03 will be subject to TDM Plan review.

Please contact Jenny Kirchgatter, Assistant Zoning Administrator, at (608) 266-4429 if you have any questions regarding the following item:

43. Provide a copy of the agreement for the joint cross access and maintenance agreement for the two-family twin dwellings. A two-family twin dwelling divided by a lot line shall have a joint cross access and maintenance agreement that has been submitted with the land division application and which shall be recorded with the land division.

Please contact Jeff Belshaw of the Madison Water Utility at (608) 261-9835 if you have any questions regarding the following three (3) items:

44. Upon development, a separate water service lateral and water meter will be required to serve each parcel. The water laterals shall be directly connected to the public water main with the shut-off valve located in the public right-of-way (per PSC 185.52 (2)). A water lateral is not required if the parcel remains undeveloped.
45. The developer shall construct the public water distribution system and services required to serve the proposed subdivision plat per MGO 16.23(9)(d)(3).
46. All public water mains and water service laterals shall be installed by a standard City subdivision contract / City- Developer agreement. Applicant shall contact City Engineering Division to

schedule the development of plans and the agreement. See Engineering Division comments for additional information.

Please contact Tim Sobota of Metro Transit at (608) 261-4289 if you have any questions regarding the following item:

47. In coordination with any public works improvements, the applicant shall maintain or replace the concrete boarding terrace surface at the existing Metro bus stop pullout on the east side of S Pleasant View Road, north of Ancient Oak Lane. The applicant shall include the location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review the design.

Please contact Izzy Wilde of the Parks Division at (608) 261-9671 if you have any questions regarding the following item:

48. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Secs. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the West Park-Infrastructure Impact Fee district. Please reference ID# 24056 when contacting Parks Division staff about this project.

Please contact Zachary Eckberg of the City Forestry Section at zeckberg@cityofmadison.com if you have any questions regarding the following item:

49. As defined by MGO Section 10.10, City Forestry will assess the full cost of the street tree installation to the adjacent property owner. City Forestry will determine street tree planting sites and tree species type. Street tree planting will be scheduled after there is substantial completion of the new plat development along the street segment.

Please contact Andy Miller of the Office of Real Estate Services at (608) 261-9983 if you have questions about the following eight (8) items:

50. Prior to final plat approval sign-off, the Owner's Certificate(s) on the final plat shall be executed by all parties having an interest in the property, pursuant to Wis. Stats. 236.21(2)(a). Certificates shall be prepared with the ownership interests consistent with the most recent title report. Signatories shall provide documentation that proves legal authority to sign the Owner's Certificate. When possible, the executed original hard stock recordable plat shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the plat containing electronic signatures shall be provided to ORES to obtain approval sign-off.
51. Prior to final plat approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s). If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the plat boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to plat approval sign-off.

52. A Consent of Lessee certificate shall be included on the plat for any tenancy, including for farming purposes, in excess of one year, recorded or unrecorded, and executed by said tenant prior to agency plat approval sign-off.
53. If any portion of the lands within the plat boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder and executed prior to approval sign-off.
54. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to plat recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts are to be provided on or before sign-off and checks are payable to: City of Madison Treasurer, 210 Martin Luther King, Jr. Blvd., Madison, WI 53701.
55. Pursuant to MGO Section 16.23(4) and Wis. Stats. 236.21(3), all special assessments, including accrued interest in the case of delinquencies, shall be paid by the owner prior to plat approval sign off. Receipts for payment shall be provided to the City's Office of Real Estate Services in advance of plat approval sign-off.
56. Pursuant to MGO Section 16.23(4), the owner shall provide a title report to ORES via email to Andy Miller (acmilller@cityofmadison.com) in the City's Office of Real Estate Services, as well as the surveyor preparing the plat. The surveyor shall update the plat with the most recent information available in the title report update. ORES reserves the right to impose additional conditions of approval in the event the report contains changes that warrant revisions to the plat.
57. No farming or use of lands to be dedicated to the public for Park purposes shall be allowed unless specifically approved by the Parks Superintendent and permitted under a farm lease administered by ORES. If the lands within the plat boundary are farmed agricultural lands, the applicant shall enter into a lease with the City for those lands to be dedicated and/or conveyed to the City through plat recording. Please contact a Real Estate Specialist in ORES to discuss the potential lease terms. Said leases are authorized by Resolution 13-00247 (ID 29183), adopted on April 6, 2013.

Please contact my office at (608) 261-9632 if you have questions about the following two (2) items:

58. Prior to the recording of a final plat creating lots for dwellings with common walls (two-family and single-family attached/ townhouse), all such units shall have a joint cross access and maintenance agreement approved by the City and recorded that addresses the shared maintenance of the exterior elements of those units (roof, walls, etc.) consistent with the requirements in Section 28.151 of the Zoning Code and Section 16.23(3)(a)9 of the Subdivision Regulations.
59. The applicant shall submit to the Planning Division two copies of private subdivision covenants, conditions and restrictions, and easements that will govern the organizational structure, use,

maintenance and continued protection of the development and any common services, open areas or other facilities to serve the proposed plat. These documents shall be approved by the Planning Division in consultation with the City Attorney's Office prior to final approval of the plat for recording.

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

In order to commence the process for obtaining the necessary City signatures on the final plat, the applicant shall e-mail the revised plat, updated title report, and any other materials required by reviewing agencies to the reviewing planner. The reviewing planner will share the updated materials with the relevant commenting City agencies for them to verify that their conditions have been satisfied and that the secretary or designee may sign the Plan Commission approval certificate. Once the Plan Commission certificate is executed, the Planning Division will notify the City Clerk's Office that the Common Council certificate may be executed and the City Treasurer that his signature may be affixed.

Once all of the necessary City signatures have been affixed to the final plat, the instrument may be recorded at the Dane County Register of Deeds Office. For information on recording procedures and fees, please contact the Register of Deeds at (608) 266-4141.

Any appeal regarding the plat, including the conditions of approval related thereto, must be filed with the Circuit Court within thirty (30) days from the date of this letter.

If I may be of any further assistance, please do not hesitate to contact me at (608) 261-9632 or tparks@cityofmadison.com.

Sincerely,

Timothy M Parks

Timothy M. Parks
Planner