



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

Madison Municipal Building, Suite LL-100

215 Martin Luther King, Jr. Boulevard

P.O. Box 2985

Madison, Wisconsin 53701-2985

Phone: (608) 266-4635

Fax (608) 267-8739

www.cityofmadison.com

March 29, 2016

John Krebs
JSD Professional Services
161 Horizon Drive, Suite 101
Verona, Wisconsin 53593

RE: Approval of a preliminary plat in the City's extraterritorial plat approval jurisdiction at 3381-3391 Meadow Road to create 13 single-family lots and 2 outlots for stormwater management and open space in the Town of Middleton, with a third outlot to be created for future development in the City of Madison following attachment (Tommy Van Ess Realty).

Dear Mr. Krebs;

At its March 15, 2016 meeting, the City of Madison Common Council **conditionally approved** the preliminary plat of "Aspen Meadow Estates" subject to the following conditions of approval to be addressed through the final plat of the subdivision::

Please contact Tim Troester of the City Engineering Division at 267-1995 if you have questions regarding the following fourteen (14) items:

1. The developer is notified that Outlot 2 will require a separate stormwater management plan than the one for this plat. A note to this effect shall be placed on the plat.
2. Outlot 2 in this development is in the Lower Badger Mill Creek Storm and Sanitary Impact fee districts. Fees shall be paid for this prior to sign off on development plans for that site. A note to this effect shall be placed on the plat.
3. The applicant shall review the plan for stormwater discharge from the proposed development, such that it is safely conveyed across Meadow Road, to and through lands to the east of Meadow Road. This may require an easement and replacement of the pipe under Meadow Road.
4. The pavement cross section shall include 5.25 inches of asphalt pavement over 10 inches of crushed stone base.
5. When Outlot 2 ever develops in the future, it will be in the City of Madison. Pioneer Road represents the boundary line separating the Town of Middleton from the City of Madison. In the future, Outlot 2 will require a developer's agreement to extend City services to serve the lot. Outlot 2 will be subject to the City of Madison sanitary and storm sewer impact fees (Lower Badger Mill Creek

Sanitary Sewer and Storm Sewer Management Impact Fee District) and Madison Metropolitan Sewerage District sewer connection fees will also become due.

6. An erosion control plan and land disturbing activity permit shall be submitted to the Engineering Division for review and approval prior to grading or any other construction activities. The Preconstruction Meeting for Public Improvements shall not be scheduled prior to issuance of this permit. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 5.0-tons per acre per year.
7. This site appears to disturb over one (1) acre of land and requires a permit from the WDNR for stormwater management and erosion control. The City of Madison has been required by the Wisconsin Department of Natural Resources (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 Water Resources Application for Project Permits (WRAPP) or Notice of Intent Permit (NOI) process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement.
8. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including SLAMM DAT files, RECARGA files, TR-55/HYDROCAD/Etc., and Sediment loading calculations. If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided).
9. Two weeks prior to recording the final plat, a soil boring report prepared by a Professional Engineer, shall be submitted to the City Engineering Division indicating a ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than 9 feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.
10. The developer shall note the AASHTO design standards for intersection sight distance will be applied during the design of the streets within this plat.
11. The developer shall confirm that adequate sight distance exists at the Meadow Road/ Pioneer Road intersection. If adequate sight distance does not exist, the developer shall change the location of the street intersection or agree to make improvements to the roadways such that the sight distance is achieved or make other mitigating improvements as required by the City.
12. A triangle of right of way shall be dedicated on the Northwest corner of Pioneer Road and Meadow Road to allow for Meadow Road to tee into proposed Pioneer Road.
13. The applicant shall dedicate a Permanent Limited Easement for grading and sloping 25 feet wide along north side of Pioneer Road and east side of Meadow Road.
14. The developer shall provided City Engineering the proposed street centerline grades or street plans for review and approval to ensure they will work with future public improvements. Once approved these grades and/or plans will be placed on file with City Engineering for future reference.

Please contact Jeff Quamme of the City Engineering Division – Mapping Section at 266-4097 if you have any questions regarding the following twenty (20) items:

15. A note shall be added to the final plat that the common Access Easement per CSM No. 10312 over Outlot 1 and Lot 10 shall be released by separate document upon the completion of public road improvements for proposed Copper Trail as provided for by Document No. 3443959. The common access easement to Meadow Road is to remain per Document No. 3441613 until the driveway serving Lot 2 of CSM 10312 (proposed Lot 11) has been relocated and constructed providing an alternate access to a public road in favor of said Lot 2.
16. The street name Keystone already exists in a different location in the City of Madison / City of Fitchburg. If this plat were in the City of Madison, a new name would be needed to comply with USPS & 911 non-duplication requests. If you would like assistance with a new unique street name; please email the City's addressing coordinator, Lori Zenchenko (lzenchenko@cityofmadison.com).
17. The restriction regarding the public greenway and drainageway per CSM 10312 shall note be noted on the final plat and the restriction shall be released by the City of Madison. This plat shall address the required necessary public drainage facilities and easements required to convey the public stormwater drainage through the development. The release document shall prepared by City Office of Real Estate Services. The applicant must prepare a legal description and provide to Engineering Land Records Coordinator Jeff Quamme for review. Upon approval of the exhibits and payment of the required \$500 administration fee (check payable to City of Madison Treasurer) to cover staff time and recording costs, Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the release document(s) and record with the Dane County Register of Deeds. If any release is required to be completed prior to recording of the plat, acknowledgement of the release and document number shall be noted on the face of the plat.
18. The final plat shall note and identify all restrictions, covenants and easements that encumber this proposed plat.
19. That portion of the restriction of use limited to a landscape contractor business per Document No. 2278234 lying within this plat shall be released and recorded at the Register of Deeds.
20. The restrictive covenant per Doc. No. 3441613 requires a petition to attach to the City of Madison prior to any request for subdivision of Lot 1 and 2 of CSM 10312. Subsequent to this Restrictive Covenant, the City of Madison and Town of Middleton adopted a cooperative plan setting forth the future cooperative boundary between the City and Town along the centerline of the realigned Pioneer Road dedicated by an approved plat. The Restrictive Covenant per Doc. No. 3441613 shall be amended to acknowledge the approval of this development and to revise the attachment requirements in the future for proposed Outlot 2 of this plat.
21. The plat shall show and dimension with bearings and distances the sixteenth line that runs down Meadow Road. The relation of the sixteenth line to the existing right of way of Meadow Road shall be detailed.
22. All notes on the preliminary or final plat shall read "attachment" not "annexation."

23. In regard to the Public Rain Garden Easements, none are shown on the plat within Outlot 2. If any are planned within the outlot, provide the easements on the plat.
24. On the final plat, remove the labels and easement lines for the Existing Non-Exclusive Drainage Easements per CSM 10312. All of those previous easements for drainage purposes are released by the language contained in the standard drainage note required by the Madison General Ordinances.
25. Change to Public Recreation Trail note to reference Note 13 instead of Note 14 on the final plat.
26. Modify any notes for the portion of the plat outside of the City of Madison that the Town of Middleton/Dane County are the bodies responsible for enforcement of any storm water drainage plan in their jurisdiction.
27. Add the detail and lines for the typical Utility Easements under the legend of the final plat.
28. All roads shall have "Dedicated to the Public" added as required by statute.
29. Add a note for the Vision Triangle Easements - No structure, screening or embankment of any kind shall be erected, placed, maintained or grown between the heights of 2.5' and 10' above the curb level or its equivalent within the areas denoted as Public Vision Corner Easements.
30. 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 for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com). 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 and shall be attached to a signed and sealed monument condition report. The Applicant shall identify monument types on all PLS corners included on the Plat or CSM. Note: Land tie to two PLS corners required.
31. The applicant shall coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat.
32. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject plat, one (1) digital CADD drawing and one (1) signed copy of the final plat to the Mapping/GIS Section of the Engineering Division either as hard copy or Adobe PDF format. The digital CADD file shall be submitted in the WisDOT County Coordinate System, Dane County Zone datum in either Auto CAD Version compatible with MicroStation Version V8i, MicroStation Version V8i or older or Universal DXF Formats. The digital CADD file(s) shall contain the minimum of the items stated below, each on a separate layer name/level number. All line work shall be void of gaps and overlaps that would cause any parcel, street or easement to not properly close. All line work orientation and geometrics shall match the dimensioning as labeled on the final recorded plat: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (i.e. street, sanitary, storm (including wetland & floodplain boundaries) water, pedestrian/bike/walkway, or any

public and/or private interest easement except local service for Cable TV, gas, electric and fiber optics).

*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes.

*New electronic final plat transmittals and notification of changes which occur to the final plat during the time the Engineering Division signs off and receives the digital copies of said plat and the recording thereof, are the responsibility of the Developer/Surveyor.

33. Prior to Engineering final sign-off by main office for Plats, the final Plat or CSM must be submitted to Engineering Division Surveyor / Land Records Coordinator for final technical review and approval. This submittal must occur a minimum of 2 working days prior to final Engineering Division signoff. Electronic mail submittal of the FINAL Plat or CSM in PDF form is preferred. Transmit to jrquamme@cityofmadison.com.
34. The surveyor shall identify any deviation from City Master Control with recorded and measured designations for the section corners referenced on the final plat. City of Madison has established WCCS, Dane Zone Coordinates on all PLS corners within and adjacent its corporate boundary. Visit the Dane County Surveyor's Office for current tie sheets and control data that has been provided by the City of Madison.

Please contact Eric Halvorson of the Traffic Engineering Division at 261-9243 if you have any questions regarding the following item:

35. A declaration of conditions and covenants streetlight and traffic signals shall be executed and returned prior to signoff of the final plat for recording. The applicant will need to provide a deposit for their reasonable and proportionate share of traffic signal costs. If the DCC is not executed, the applicant shall pay a \$30.00 fee, which is payable to the City of Madison Treasurer to be delivered or mailed to Attention Eric Halvorson, Traffic Engineering, Madison Municipal Building, Suite 100, 215 Martin Luther King Jr. Blvd., P.O. Box 2986, Madison, Wisconsin 53701-2986.

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following item:

36. Provide the following information to the buyer of each individual lot: "The Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e)."

Please contact Janet Schmidt of the Parks Division at 261-9688 if you have any questions regarding the following two (2) items:

37. The City of Madison and Town of Middleton Cooperative Boundary Agreement calls for the realignment of Pioneer Road and Meadow Road to allow for one continuous north south route. It is anticipated that lands west of the realigned Pioneer Road will be within the Town and lands east will be within the City. Any lands within the City of Madison will be subject to Park impact fees which are

required for all new residential development. Fees will be determined at the time of any zoning or land use approvals for properties within the City. Reference Park Memo ID# 15164.

38. The following note shall be included on the plat: "Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued."

→ **Please see the attached memo from Jenny Frese of the City's Office of Real Estate Services dated December 29, 2015 regarding that office's comments on your preliminary plat.**

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

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. The approval of this final plat shall be null and void if not recorded in twelve (12) months from the date of this letter. If I may be of any further assistance, please do not hesitate to contact me at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Tim Troester, City Engineering Division
Jeff Quamme, City Engineering Division – Mapping Section
Janet Schmidt, Parks Division
Eric Halvorson, Traffic Engineering Division
Bill Sullivan, Madison Fire Department
Dennis Cawley, Madison Water Utility
Jenny Frese, Office of Real Estate Services
Dan Everson, Dane County Planning & Development