



Department of Planning & Community & Economic Development

Planning Division

Meagan E. Tuttle, Director
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
Phone: (608) 266-4635
planning@cityofmadison.com

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

April 18, 2025

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

RE: Approving the final plat of *First Addition to Hill Valley* on property generally addressed as 1051 S Pleasant View Road and 1050 S High Point Road to create 162 lots for single-family detached and attached homes, three lots for future multi-family development, one lot for future mixed-use development, one outlot to be dedicated for public park, and three outlots to be dedicated for stormwater management (VH Hill Valley, LLC/ Veridian Homes). [ID 87472; LNDSP-2025-00004]

Dear Brett and Dan,

At its April 15, 2025 meeting, the Common Council **approved** the 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 Tim Troester of the City Engineering Division at (608) 267-1995 if you have questions regarding the following twenty-three (23) items:

1. An Erosion Control Permit is required for this project.
2. 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 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 (DSPS) and no separate submittal to this agency or Capital Area Regional Planning Commission (CARPC) is required for this project to proceed.
3. The developer shall provide projected wastewater flow volumes to the sanitary sewer on the streets that front this development- High Point Road (east of plat), Waldorf Boulevard (south of plat), Mica Road (south of plat), and Mid Town Commons Park (south of plat). The developer may be required to

build off-site sanitary sewer improvements as a condition for development. The applicant shall provide projected wastewater flows to Mark Moder mmoder@cityofmadison.com.

4. 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.
5. 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.
6. 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.
7. 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.
8. Construct Madison standard street, multi-use path, and sidewalk improvements for all streets and paths within the plat.
9. Construct sidewalk/path and terrace along the east side of S Pleasant View Road to a plan approved by the City Engineer.
10. Make improvements to S Pleasant View Road in order to facilitate ingress and egress to the development as required by City Traffic Engineer.
11. Construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.
12. This development is subject to impact fees for the Upper Badger Mill Creek Storm Impact Fee District, Valley View Sewer and Drainage Impact Fee (Storm & Sanitary (Lands draining toward Pleasant View Road)). All impact fees are due and payable at the time building permits are issued (MGO Ch 20). 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."
13. 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.
14. 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 Sewer Interceptor District (lands draining to the east and south).

15. A Storm Water Management Report and Storm Water Management Permit is required for this project.
16. A Phase 1 environmental site assessment (per ASTM E1527-13), is required for lands dedicated to the City. Provide one (1) digital copy and staff review will determine if a Phase 2 ESA is also required. Submit report(s) to Jack Brody ((608) 267-9408, jbrody2@cityofmadison.com).
17. 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.
18. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat, contact either Tim Troester (West) at (608) 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) at (608) 261-9127 (bstanley@cityofmadison.com) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel).
19. 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.
20. Include calculations in the stormwater management report that show how a 500-year storm event, as identified in MGO Chapter 37, would be handled by the proposed site design. These calculations are required to show that the proposed building does not flood during this design storm event using the site grades proposed.
21. Submit proposed lot corner grades with the stormwater management plan as these two items must be reviewed together to properly determine stormwater overflow conditions. Prior to the issuance of building permits, submit a master stormwater drainage plan with final as-built lot corner grades. These grades may be modified from the originally proposed grades provided they continue to meet design tolerances. No building permits shall be issued prior to City Engineering's final approval of this plan.
22. 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).
23. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and

Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website. The Storm Water Management Plan & Report shall include compliance with the following:

Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. 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 to City Engineering.

Detain the 2-, 5-, 10-, 100-, and 200-year storm events, matching post-development rates to pre-development rates and using the design storms identified in MGO Chapter 37.

Provide infiltration of 90% of the pre-development infiltration volume.

Reduce TSS by 80% (control the 5-micron particle) off of newly developed areas compared to no controls.

Provide substantial thermal control to reduce runoff temperature in cold water community or trout stream watersheds.

The applicant shall demonstrate that water can leave the site and reach the public right of way without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any Best Management Practices (BMP) used to meet stormwater management requirements on this project.

Please contact Julius Smith of the City Engineering Division–Mapping Section at (608) 264-9276 if you have any questions regarding the following twelve (12) items:

24. 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.
25. 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.
26. Dedicate the outlots for the purposes as listed on the face of the plat.
27. 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.

28. 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.

29. No Utility easements will be allowed within the limits of Outlots 8 and 9 along the side Lot lines of Lots 172, 173 182, and 183. All utility easements within Outlots being dedicated to the public will be reviewed and as they are proposed at the time of final platting. Notes may be required that protect the City's dedicated use.
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 (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).
31. 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.
32. 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.
33. Add label for 'S Pleasant View Rd/ CTH M' to Sheet 3 of 4.
34. Update the street name 'Ancient Oak Drive' to 'Ancient Oak Lane' and update the street name 'Nuclear Lane' to 'Velocity Lane'.

35. 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 ten (10) items:

36. Enchantment Road is classified as a Community Connector Street as defined by the current Complete Green Streets Guide.
37. Destiny Street, Sheep Dog Way, Fusion Drive, Velocity Lane, and Capacitor Street are classified as Neighborhood Streets as defined by the current Complete Green Streets Guide.
38. Out of Time Lane is classified as a Neighborhood Yield Street as defined by the current Complete Green Streets Guide.
39. Under The Sea Lane, Ancient Oak Lane, and Waldorf Boulevard are classified as Mixed-Use Neighborhood Streets as defined by the current Complete Green Streets Guide.
40. 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.
41. The applicant shall be responsible their reasonable and proportionate share of traffic signal costs, should they be warranted and installed.
42. 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.
43. The applicant shall execute and return a declaration of conditions and covenants (DCC) for streetlights prior to sign off of the final plat.
44. 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."

45. 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:

46. 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 Jeff Belshaw of the Madison Water Utility at (608) 261-9835 if you have any questions regarding the following two (2) items:

47. 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).
48. 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 three (3) items:

49. The southern portion of the proposed development is outside Metro Transit's paratransit service area. The closest bus stop with regularly scheduled bus service is at least one-half mile walking distance. Any parcels greater than the three-quarters of a mile regulatory distance from all day scheduled service would not be eligible for door-to- door paratransit service.
50. 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.
51. 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 Kathleen Kane of the Parks Division at (608) 261-9671 if you have any questions regarding the following eight (8) items:

52. 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# 24056.1 when contacting Parks Division staff about this project.

53. The following note should be included on the subdivision: "Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued." The Parks Division shall be required to sign off on this subdivision.
54. Prior to sign off on the final plat, the applicant shall execute a declaration of conditions and covenants along with an impact fee schedule for the park impact fees for this development. This document will be recorded at the Register of Deeds. The applicant shall be responsible for all recording fees.
55. 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 through the City of Madison Office of Real Estate Services.
56. The applicant shall prominently stake all boundaries and property irons for lands to be dedicated for park purposes.
57. The parkland dedication should meet the following guidelines for park development:
 - a. Areas within a park to be used for open space for active and passive recreation shall be graded at 1-2% for the area of field proposed.
 - b. No side slopes within the park dedication area shall exceed 4:1.
 - c. The applicant shall provide proposed grading plans prior to approval of the area for dedicated public park lands.
 - d. No propose utilities will be allowed on public park land without prior approval by the Parks Superintendent or his designee.
 - e. Areas that are wetlands shall not be dedicated as public parkland
58. The developer shall provide soil borings within any lands to be dedicated as parkland.
59. The applicant shall install a fence along the boundary of lands dedicated for public park purposes and any residential lots at the sole expense of the applicant. The fence shall be installed on private property to a design that is mutually agreeable to the applicant and Parks Division. The cost of the fence shall not be eligible for Park –Infrastructure Impact Fee credits. The applicant shall execute a deed restriction that would require the fence to be perpetually maintained by the property owners for any lots that are adjacent to publicly dedicated park lands.

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

60. 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 eleven (11) items:

61. 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.
62. 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).
63. A Consent of Lessee certificate shall be included on the plat for any tenancy in excess of one year, recorded or unrecorded, and executed by said tenant prior to agency plat approval sign-off. Notify Andy Miller (acmiller@cityofmadison.com) in ORES if any farm leases are in place over the lands being platted.
64. 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.
65. Include Matthew Wachter's full name in the Plan Commission Certificate.
66. As of March 28, 2025, the City Assessor's website shows no taxes are due for the parcels within the plat. 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.
67. As of March 28, 2025, no special assessments are due for the land within the plat area. 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.
68. Pursuant to MGO Section 16.23(4), the owner shall furnish an updated title report to ORES via email to Andy Miller (acmiller@cityofmadison.com) in the City's Office of Real Estate Services, as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial title report, which is November 27, 2025, and the date when sign-off approval is requested. A title commitment may be provided, but will only be considered as supplementary information to the title

report update. 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 title update contains changes that warrant revisions to the plat.

69. Depict, dimension, name, note and/or identify by document number all relevant easements, declarations, plans, conditions, agreements, and other documents cited in record title and the updated title report.
70. For properties not connected to municipal utility services, consider whether or not well abandonment ref. NR-141 needs to be addressed.
71. 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 four (4) items:

72. 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.
73. Prior to the recording of a final plat creating lots for two-family twin dwellings, 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.
74. Lots 143-160 and 191-202 will be developed with buildings and dwelling units that share a common wall or walls. Prior to final approval of this plat for recording, the applicant shall submit a joint cross access and maintenance agreement for approval, which shall be recorded to govern the common access to and maintenance of the shared common features of such buildings and structures, including but not limited to driveways, utilities, walkways, roofs, and exterior walls.
75. The applicant shall work with Planning and Zoning staff prior to final approval and recording of the plat to confirm that all of the TR-P-zoned lots comply with the minimum lot area and width requirements of that district and the approved TR-P master plan.

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,

A handwritten signature in cursive script that reads "Timothy M. Parks".

Timothy M. Parks
Planner