



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 4404 Hoepker Road  
**Application Type:** Zoning Map Amendment, Preliminary Plat, and Final Plat  
**Legistar File ID #** [80636](#) and [80236](#)  
**Prepared By:** Timothy M. Parks, Planning Division  
Report includes comments from other City agencies, as noted

## Summary

**Applicant & Property Owner:** Mark Lake, Wangard Development LLC/Prairie Creek I, LLC; 1200 N Mayfair Road, Suite 410; Milwaukee.

**Surveyor:** John P. Casucci, RA Smith; 16745 Bluemound Road; Brookfield.

**Requested Actions:** Approval of a request to rezone 4404 Hoepker Road from A (Agricultural District) to NMX (Neighborhood Mixed-Use District) and TR-U1 (Traditional Residential–Urban 1 District); approving the preliminary plat of *Pumpkin Hollow*, creating six lots for future residential, three lots for future mixed-use development, and three outlots for various public or private drainage and open space uses, and approving the final plat of *Pumpkin Hollow–Phase 1*, creating two lots for future residential development and one of the outlots.

**Proposal Summary:** The preliminary plat of *Pumpkin Hollow* proposes to subdivide an undeveloped 33.5-acre parcel located at the northwestern corner of Hoepker Road and Portage Road into six lots for future residential in TR-U1 zoning and three lots for future mixed-use development in NMX zoning; the Phase 1 final plat will create two of the residential lots and one of the outlots. A concept plan submitted with the zoning and subdivision requests suggests that approximately 500 dwelling units would be built on the site, which would be located in a variety of building types, including 40-unit multi-family dwellings, 26-unit “stacked flats” multi-family dwellings, six- and eight-unit townhouses, and multi-family units located in two mixed-use buildings planned for the Portage-Hoepker intersection. A note on the preliminary plat indicates that Outlots 1-3 may be dedicated for “park, playground, drainage way or other public use,” though the letter of intent indicates that the outlots may be kept as private.

The applicant hopes to begin construction of Phase 1 of the subdivision in fall 2024, with completion of the first units anticipated in spring 2025.

**Applicable Regulations & Standards:** Section 28.182 of the Zoning Code provides the process for zoning map amendments. The subdivision process is outlined in Section 16.23(4)(b) of the Subdivision Regulations.

**Review Required By:** Plan Commission and Common Council.

**Summary Recommendation:** The Planning Division recommends that the Plan Commission forward Zoning Map Amendment ID 28.022–00655 and ID 28.022–00656, rezoning 4404 Hoepker Road from A to NMX and TR-U1, the preliminary plat of *Pumpkin Hollow*, and the final plat of *Pumpkin Hollow–Phase 1* to the Common Council with recommendations of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning on page 8 of this report.

**Background Information**

**Parcel Location:** Approximately 33.5 acres of land generally located in the northwestern quadrant of Portage Road and Hoepker Road; Alder District 17 (Madison); DeForest Area School District. The subject site surrounds a 2.0-acre parcel containing a single-family residence located at 5835 Portage Road in the Town of Burke, which is not part of the proposed development.

**Existing Conditions and Land Use:** Undeveloped land, zoned A (Agricultural District).

**Surrounding Land Uses and Zoning:**

North: Undeveloped land in the City of Madison, zoned A (Agricultural District);

South: Single-family residences and undeveloped land across Hoepker Road in the Town of Burke and City, zoned A;

West: Undeveloped land in the City, zoned A; Interstate 39/90/94; and

East: Across Portage Road, single-family residences, Kris’s Custom Sewing, and undeveloped land in the Town of Burke; undeveloped land in the City, zoned A.

**Adopted Land Use Plan:** The 2008 [Pumpkin Hollow Neighborhood Development Plan](#) recommends the subject site for a variety of residential uses at a range of potential densities surrounding a mixed-use neighborhood center at the corner of Hoepker and Portage Roads. An open space corridor is recommended through the center of the site corresponding to an intermittent street and drainage channel that extend through the property

The land use polygons for the site in the neighborhood development plan are generally reflected on the future land use maps in the 2018 [Comprehensive Plan](#), which recommends Neighborhood Mixed-Use (NMU), Medium Residential (MR), Low-Medium Residential (LMR), Low Residential (LR), and Park and Open Space (P).

**Zoning Summary:** The site will be zoned NMX (Neighborhood Mixed-Use District) and TR-U1 (Traditional Residential–Urban 1 District)

Requirements	NMX District	Proposed (Lots 6-8)	TR-U1 District	Proposed (Lots 1-5, 9)
Lot Area (sq. ft.) – Residential Buildings	500 sq. ft. per unit	Exceeds 2,900 sq. ft.	2,000 sq. ft./unit	Lots 4 – 11; 17
Lot Area (sq. ft.) – Mixed-Use Bldgs.	N/A	N/A		
Lot Width	30’	Will exceed	15’ per unit for Townhouse 50’ for Multi-Family	Will exceed
Front Yard Setback	0’ or 5’	To Be Determined at the Time Of Permitting	15’	To Be Determined at the Time Of Permitting
Maximum Front Yard Setback	N/A		30’ or up to 20% greater than block average	
Side Yard Setback	0’ or 5’		Exterior end walls: 6’	
Rear Yard Setback	20’		Varies: 20-25’	
Usable Open Space	40 sq. ft. per unit		160 sq. ft. per unit	

Maximum Lot Coverage	75%		Townhouse: 90% Multi-Family: 75%	
Maximum Building Height	3 stories/40'	TBD	Townhouse: 3 stories/40' Multi-Family: 5 stories/65'	TBD
<b>Other Critical Zoning Items</b>				
Yes:	Utility Easements, Wetlands			
No:	Barrier Free, Urban Design, Wellhead Protection, Floodplain, Landmarks, Waterfront Development			
<i>Prepared by: Planning and Zoning Staff</i>				

**Environmental Corridor Status:** The intermittent stream and drainage corridor are located in a mapped environmental corridor.

**Public Utilities and Services:** The subject site is located in the Central Urban Service Area and will be served by a full range of urban services as it develops, with the exception of Metro Transit service. The closest bus stop with scheduled bus service is approximately three-quarters of a mile walking distance to the south in the American Center, with little pedestrian infrastructure between that bus stop and the site.

Development in the Pumpkin Hollow planning area (including the subject plat) will be reliant upon extension of sanitary sewer northeast into the area from across Interstate 39/90/94 by the City. The City Engineering Division has planned for the sewer extension, and work on the extension can commence once at least one development project to be served by the sewer has been approved and recorded, and an impact fee district to help fund the cost of the extension has been created by the Common Council.

## Project Description

Wangard Development, LLC, is requesting approval of a request to rezone an undeveloped 33.5-acre parcel located at 4404 Hoepker Road at Portage Road to allow the subdivision of the property into nine lots for future multi-family and mixed-use development by the proposed plat of *Pumpkin Hollow*.

The subject site is characterized by a grade that falls over 50 feet from the northeastern corner to a low-laying in the southwestern corner area adjacent to Hoepker Road. The property also features two water bodies that cross the site, including an intermittent stream that is part of the headwaters of Starkweather Creek (West Branch), which crosses the site from east to southwest, and a smaller, less defined drainage corridor that extends from the northwestern corner of the site to the low-laying area. Both water bodies drain under Hoepker Road in a culvert. At the time the Pumpkin Hollow Neighborhood Development Plan was written, the intermittent stream was believed to be navigable; however, the Wisconsin Department of Natural Resources has more recently determined that the section through the subject site is not navigable. A small wooded area buffers a portion of the intermittent stream near Portage Road, with most of the rest of the site under tillage. The subject property surrounds a single-family residence on a 2.0-acre parcel at 5835 Portage Road, which is not part of the proposed development.

The applicant is requesting NMX (Neighborhood Mixed-Use District) zoning for three of the proposed lots and part of a fourth. The proposed NMX zoning will begin at the corner of Hoepker Road and Portage Road and extend west to encompass all of Lots 6-8 of the proposed plat. The concept plan accompanying the zoning and plat indicates Lot 6 adjacent to the intersection may be developed in the future with two four-story mixed-use

buildings that will contain a total of approximately 15,000 square feet of ground floor commercial space and 60 apartments. The letter of intent indicates that Lots 7 and 8 extending west along the Hoepker Road frontage may be used “for automobile oriented neighborhood uses.” A portion of proposed Lot 9 will also be zoned NMX, although the applicant anticipates that most of that site will be used for a common pool and clubhouse that will be shared by some or all of the residential units to be developed across the subdivision; the remainder of Lot 9 as well of the rest of the subdivision will be zoned TR-U1 (Traditional Residential–Urban 1 District).

Lot 9 will also have frontage on Street ‘A’, which is planned to enter the site from Hoepker Road before curving west to parallel Hoepker to provide access to proposed Lot 5 and the undeveloped parcel adjacent on the west. The applicant has been working over the last 18 months or so with the property owner adjacent on the west and north about sharing access from Hoepker Road, which may be impacted by a project being led by the Wisconsin Department of Transportation (WisDOT) to study the construction of an interchange for Hoepker Road and Interstate 39/90/94. The construction of an interchange at Hoepker Road may affect the location of local street intersections west and east of it; however, no such project has been approved as of the submittal of the preliminary plat. The interchange is also not currently shown in the City’s adopted Pumpkin Hollow Neighborhood Development Plan. Lot 5 will also be bounded by Street ‘E’, which will extend north-south along most of the western line of the site before continuing onto the adjacent property. The concept plan for the project suggests that Lot 5 may be developed with four 40-unit apartment buildings (160 units) with underground parking.

The northern half of the proposed development will primarily be accessed from Street ‘B’, which will extend east-west across the site from Portage Road to Street E. Lot 1 will be located on the south side of Street B at Portage Road and is planned for development by the applicant with four 40-unit apartment buildings on the western two-thirds of the 5.5-acre lot, while the portion closest to Portage Road will be developed with two six-unit townhouse buildings. Two eight-unit townhouse buildings and a 40-unit apartment building are planned for Lot 2 (2.66 acres) on the north side of Street B, while Lots 3 and 4 are each planned for development with a two-story, 26-unit “stacked flat”-style apartment building to be located on either side of Street ‘D’, a north-south local street that will be extended north when the adjacent property develops in the future. Likewise, Street ‘C’, which will form the western edge of Lot 2, will extend further north upon the development of the adjacent property.

The *Pumpkin Hollow* preliminary plat also proposes to create three outlots for various public or private drainage and open space uses. A note on the preliminary plat indicates that Outlots 1-3 may be dedicated for “park, playground, drainage way or other public use,” though the letter of intent indicates that the outlots may be kept as private and not dedicated to the City.

In addition to approval of the preliminary plat of the *Pumpkin Hollow* subdivision, the applicant is requesting approval of a final plat for the first phase of development. The *Phase 1* final plat will create Lot 1 as shown on the preliminary plat, as well as Lot 9 of the preliminary plat, which is proposed Lot 2 of the final plat. Outlot 1, which will contain most of the intermittent stream and northwestern drainage corridor, will also be created by the final plat. Access to Lot 1 will be provided by the dedication of approximately 675 feet of Street B west from Portage Road.

[Note: There are some inconsistencies between the future development outlined on the concept plan, preliminary plat, and letter of intent. Planning staff will note that the concept plan and letter of intent are illustrative of how the site may develop; however, subsequent zoning approvals will be required, which will formally determine what may be developed on these lots. Likewise, the final plats of the subdivision may not be recorded until the use and ownership of the outlots are determined.]

## Analysis

### Consistency with Adopted Plans

In order to approve the zoning map amendment, the Common Council shall find that the zoning map amendment is *consistent with* the City's Comprehensive Plan as required by Section 66.1001(3) of Wisconsin Statutes. "Consistent with" is defined as "furthers or does not contradict the objectives, goals and policies contained in the comprehensive plan." By extension, the Comprehensive Plan encourages consistency with adopted neighborhood and other sub-area plans, which are adopted as supplements to the Comprehensive Plan.

The Pumpkin Hollow Neighborhood Development Plan was adopted in 2008 to guide development of the existing and future City of Madison generally bounded by STH 19 and the Village of Windsor on the north, Interstate 39/90/94 on the west, Hanson Road and the American Center on the south, and Rattman Road and the City of Sun Prairie on the east. The neighborhood development plan recommends that Hoepker Road frontage of the site be developed with a mixed-use neighborhood center, while the rest of the developable land on the site is recommended for development with a variety of residential land uses of varying type and density. The two stream/drainage corridors through the site are recommended for open space and stormwater management.

The neighborhood development plan recommends that a mixed-use neighborhood center be developed on the north side of Hoepker Road on both sides of Portage Road, including the Hoepker frontage of the subject site as well as the adjacent residence at 5835 Portage in the Town of Burke, which is not part of this development. The plan generally recommends that the planned mixed-use center "be an engaging pedestrian-friendly focal point for neighborhood activity, and the location for limited development of retail and service businesses primarily serving residents of the Pumpkin Hollow neighborhood and other nearby neighborhoods. While the district is the recommended location for neighborhood commercial activity, mixed-use development is encouraged..." Large-scale retail or service uses intended to serve community-wide or regional markets are discouraged. The plan favors the greatest intensity and scale of mixed-use and commercial development at the Portage-Hoepker corner, with the potential for the sites further west along Hoepker to be more appropriate for "certain businesses that may not be as compatible with the design recommendations for mixed-use sites near the Portage Road intersection. In particular, it is recommended that automobile-oriented neighborhood uses, such as service stations or businesses requiring drive-through windows, for example, not be located at the Hoepker-Portage corners; but these uses might be acceptable on the western sites if properly designed."

The neighborhood center is planned to become a focal point for neighborhood activities and neighborhood-oriented commerce. It is recommended that the neighborhood center be developed with an "urban" character and closely integrated with the higher density residential development on surrounding adjacent properties. Multi-story buildings are encouraged, particularly at corner sites, with buildings up to four stories in height considered appropriate at most neighborhood center locations. Buildings should be generally located close to the sidewalk, with parking lots to the rear or the interior of sites rather than in front of buildings, and with high levels of pedestrian and bicycle amenity provided.

North of the Hoepker Road mixed-use, the neighborhood development plan recommends Residential Housing Mix (HM) 4 for the parcels on the north side of the intermittent stream and drainage corridors extending north to proposed Street B. HM4 is recommended for development with multi-unit apartment and condominium buildings at relatively high densities, though limited rowhouse/townhome development may also be appropriate. Development in HM4 should be limited to 40 units an acre and up to four-story buildings.

North of Street B, the neighborhood development plan recommends HM1–HM3 extending north to the northern property line. HM1–HM3 increase in density and scale of development from single-family residences up to 8 units an acre in HM1, to rowhouses or townhomes and multi-unit apartment or condominium buildings in up to three-story buildings at densities up to 40 units an acre in HM3, while HM2 allows two-story buildings and a full spectrum of residential uses, though multi-family dwellings are recommended not to exceed 12 units per building.

The land use polygons for the site in the Pumpkin Hollow Neighborhood Development Plan are generally reflected on the future land use maps in the 2018 Comprehensive Plan, which recommends Neighborhood Mixed-Use (NMU), Medium Residential (MR), Low-Medium Residential (LMR), Low Residential (LR), and Park and Open Space (P).

The Planning Division believes the Plan Commission can find that the proposed NMX and TR-U1 zoning and *Pumpkin Hollow* preliminary plat are generally consistent with the plan recommendations summarized above. The layout of the subdivision generally follows the development pattern recommended for the site in the Pumpkin Hollow Neighborhood Development Plan, including most of the planned street pattern, and the proposed residential uses are generally consistent with the residential categories recommended for the site. The location of Streets B and E follow the recommended layout in the neighborhood development plan, though Street E is not proposed to intersect Hoepker Road as is shown in the plan; rather, the street intersecting Hoepker will be Street A, with the intersection shifted further east to accommodate the spacing likely required if the WisDOT interchange project moves ahead. Likewise, Streets C and D are generally consistent with the planned street network that will extend north from Street B to serve future residential development on the adjacent property.

Staff believes that the NMX zoning proposed for Lots 6-8 of the preliminary plat is appropriate to implement the recommended mixed-use neighborhood center, though careful adherence to the design recommendations in the neighborhood development plan will be expected at such time as future projects are proposed for those lots to ensure that the planned urban character and pedestrian and bicycle amenity are implemented to the greatest extent possible. While the maximum permitted height in NMX zoning is three stories and 40 feet unless greater height is approved as a conditional use, staff anticipates that well-designed buildings exceeding the three-story limit will be supported.

The TR-U1 zoning requested for the balance of the development is an appropriate district to implement the varied residential uses planned for the site – particularly the HM3 and HM4 sub-districts. In general, staff is supportive of the mix of housing types proposed on the overall site, which includes the residential units in planned mixed-use buildings. While the 26-unit buildings conceptually proposed on the portions of the site recommended for HM1 and HM2 are not fully consistent with the development pattern and intensity recommended for that corner of the site, staff feels that the building type and relative density of that portion of the site can be supported as a means of slightly increasing density within the development in support of implementation of the mixed-use neighborhood center, which will require a moderately high density in the surrounding area to succeed.

### Subdivision Design

The *Pumpkin Hollow* preliminary plat was submitted following the repeal and recreation of Section 16.23 of Madison General Ordinances by the Common Council on July 25, 2023 (Ordinance 23-00075 (ID 78130) and will therefore be reviewed using the amended regulations, including for consistency with the Complete Green Streets Guide. This preliminary plat will be the first subdivision reviewed by the Plan Commission using the new Subdivision Regulations.

The adopted [Complete Green Streets Guide](#) incorporates a more nuanced, equity-based approach to the design of streets that prioritizes pedestrians, transit, and bicycles over motor vehicles and parking compared to how streets have been designed since about 1950. The Guide intends to design and operate the entire right of way to prioritize safety, connectivity for people traveling whether they are walking, taking transit, biking, or driving, and to ensure the green infrastructure needs of the City. The Guide identifies 11 street types and specifies for each (see pages 58-61 of the Guide) the minimum and preferred walkway width; minimum and preferred “flex zone” width (including curb, gutter, terrace, and on-street parking (if present)); minimum, maximum, and preferred travel way width (including for a typical two-way street all travel lanes, transit lanes, on-street bike lanes, center turn lanes, and medians, but not on-street parking); and the minimum and maximum width of the overall right of way. The design parameters for each street type includes a “typical average daily trips (ADT),” which informs how new streets are determined. The 11 street types have been incorporated into the amended Subdivision Regulations, which defer to the Guide for the implementation of those streets when proposed in a new subdivision or land division.

The preliminary plat shows that Streets A, B, and E will have 66-foot wide rights of way, while Streets C and D are shown with 60-foot rights of way. The [Pumpkin Hollow Neighborhood Development Plan](#) identifies parts of Streets B and E as “framework streets,” which are local streets with right of way widths between 60 and 66 feet that tend to be longer streets extending throughout the planning area and which provide connections to neighborhood features like parks or the mixed-use neighborhood center. Streets B–E in the *Pumpkin Hollow* plat appear to meet the criteria for a Neighborhood Street according to the Complete Green Streets Guide, including “framework” streets B and E. Neighborhood Streets may have a travel way between 18-22 feet in width in a right of way that is typically 64 feet wide, though a wider right of way than 64 feet is allowed. The rights of Streets C and D will need to be increased to 64 feet to satisfy the typical right of way for a Neighborhood Street.

Staff believes that Street A could meet the criteria for a Mixed-Use Neighborhood Street given the land uses proposed adjacent to it within this plat as well as because the street may serve as a primary means of access for the adjacent property in the event that the WisDOT project to construct an interchange of Interstate 39/90/94 at Hoepker Road proceeds and the adjacent parcel is barred by WisDOT from having its own access to Hoepker Road. While a decision on the WisDOT project is pending, designating Street A as a Mixed-Use Neighborhood Street that could serve both the subject site and one to the west is appropriate whether the adjacent property gets its own access from Hoepker Road or not. The right of way for a Mixed-Use Neighborhood Street can range from a minimum of 50 feet to a typical width of 78 feet (66 feet is proposed). Prior to final approval and recording of a final plat dedicating Street A to the City, staff requests that the applicant work with Planning, City Engineering, and Traffic Engineering staff on the final right of way width to ensure that a cross-section for that street can comply with the criteria and specifications for a Mixed-Use Neighborhood Street, which may require more than the 66-foot right of way currently being shown.

Additionally, the Parks Division has reviewed the proposed subdivision and determined that Outlots 1-3 are not acceptable for dedication to the City for parkland. Parks Division staff has found that Outlots 2 and 3 are discontinuous to Outlot 1, divided by Street B and Street A, respectively. Outlot 3 is further bounded by Hoepker Road to the south, and is unlikely to be possible to combine with future adjacent development into a larger park and open space area. Outlot 1 has a non-navigable waterway and is configured in such a manner that development for public park amenities is unlikely. The [Pumpkin Hollow Neighborhood Development Plan](#) proposes land use of Park, Open Space and Drainage in the area to the north of Hoepker Road and west of Portage Road; however, lands sought for parkland dedication within individual plats are considered relative to adjacent uses, connectivity

to existing open space area(s), and the opportunity to develop recreational amenities. Parks' staff would be amenable to exploring the configuration of the outlots separate from the areas required for drainage purposes prior to the execution of the final plat to allow for the designation of separate outlot(s) to be dedicated to the public for park purposes.

## Conclusion

The applicant and property owner are requesting approval of a request to rezone an undeveloped 33.5-acre parcel located at 4404 Hoepker Road to NMX and TR-U1 as well as approval of the preliminary plat of *Pumpkin Hollow*. The applicant is also requesting approval of a final plat for the first phase of development. Staff has reviewed the proposed zoning districts and preliminary plat for the subdivision and believes that they are generally consistent with the land uses and development pattern recommended for the site in the Pumpkin Hollow Neighborhood Development Plan and Comprehensive Plan. The streets in the proposed plat can also comply with the applicable street types in the Complete Green Streets Guide with minor modifications as noted in the recommended conditions.

The Parks Division, however, has determined that it will not accept Outlots 1-3 on the preliminary plat for public parkland, and the applicant will need to work with City staff to determine the use and ownership of those outlots prior to final approval of final plat for recording.

## Recommendation

### Planning Division Recommendation (Contact Timothy M. Parks, (608) 261-9632)

The Planning Division recommends that the Plan Commission forward Zoning Map Amendment ID 28.022-00655 and ID 28.022-00656, rezoning 4404 Hoepker Road from A to NMX and TR-U1, the preliminary plat of *Pumpkin Hollow*, and the final plat of *Pumpkin Hollow-Phase 1* to the Common Council with recommendations of **approval** subject to input at the public hearing and the conditions from reviewing agencies that follow:

### **Recommended Conditions of Approval** Major/Non-Standard Conditions are Shaded

#### Planning Division

1. The phasing plan on the preliminary plat shall be revised to identify phasing for the entire plat, including when Lots 7 and 8 will be platted and developed; the phasing plan shall be removed from the final plat.
2. Prior to final approval and recording of a final plat dedicating Street 'A' to the City, the applicant shall work with staff on the final width of right of way to ensure that a cross-section for that street can comply with the criteria and specifications for a Mixed-Use Neighborhood Street as specified in the Complete Green Streets Guide.
3. The right of ways for Street 'C' and Street 'D' shall be revised to be increased to 64 feet to satisfy the typical right of way requirement for a Neighborhood Street per the Complete Green Streets Guide. The final width of those rights of way and the street cross-section to be constructed therein shall be determined prior to final approval and recording of final plats that include those streets.



4. That the applicant work with the Planning Division and Capital Area Regional Planning Commission to revise the environmental corridor map to reflect any changes to the mapped corridor proposed by the development prior to final approval and recording of the final plat.
5. Note: Approval of the zoning map amendment and subdivision by the Plan Commission and Common Council does not constitute approval of the development conceptually shown for Lots 1-9 of the plat. Following approval and recording of a final plat or plats of the subdivision, the applicant or successor will be required to submit applications to obtain approvals as stipulated by the Zoning Code. Future development of those lots is required to comply with the applicable bulk and design requirements of the Zoning Code, including the general provisions for residential districts in Section 28.031 for the lots in TR-U1 zoning, the general provisions for mixed-use and commercial districts in Section 28.060 for the lots in NMX zoning, and the building form standards in Sub-Chapter 28K. Any future conditional uses will be reviewed using the standards and process in Section 28.183 of the Zoning Code.

**The following conditions of approval have been submitted by reviewing agencies:**

**City Engineering Division** (Contact Brenda Stanley, (608) 261-9127)

6. The applicant shall construct a north/south running 10-foot multi-use path through the plat limits to a plan as approved by the City Engineer. The path shall be a 20-foot minimum easement.
7. The applicant shall provide a wetland delineation for the site from an accredited delineator. Depending on the results of the survey, a modification of the plan or a Wisconsin Department of Natural Resources (WDNR)/ United States Army Corps of Engineer permit may be required.
8. 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 Brynn Bemis ((608) 267-1986, [bbemis@cityofmadison.com](mailto:bbemis@cityofmadison.com)).
9. Realign the intersection of Street A and Hoepker Road as required by the City Traffic Engineer.
10. Outlot 3 is shown as public stormwater management. However, the applicant is notified that this outlot will not be accepted by the Stormwater Utility as public.
11. This development is dependent on City sanitary sewer being built across the Interstate and up to Hoepker Road and Portage Road. This City sewer project across the Interstate will be funded with the Pumpkin Hollow Neighborhood Sanitary Sewer Improvement Impact Fee District, which is not yet created. The plat will need to be recorded prior to the City moving forward with building the sanitary sewer improvements.
12. 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.
13. Construct Madison standard street, multi-use path, and sidewalk improvements for all streets within the plat.
14. Construct sidewalk/path, terrace, curb and gutter, and up to 14 feet of pavement along Hoepker Road and Portage Road to a plan approved by City Engineer.

15. Construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.
16. This development is subject to impact fees for the Pumpkin Hollow Neighborhood Sanitary Sewer Impact Fee District. All impact fees are due and payable at the time building permits are issued. 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."
17. 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 (261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering Division sign-off.
18. An Erosion Control Permit is required for this project.
19. A Storm Water Management Report and Storm Water Management Permit is required for this project.
20. 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.
21. A portion of this plat may come under the jurisdiction of the US Army Corp of Engineers and Wisconsin Department of Natural Resources for wetland, floodplain, or navigable waterway issues. A permit for these items may be required prior to construction. Contact the WDNR and USACOE for a jurisdictional determination. Provide a digital copy of the wetland delineation, which shall be less than five (5) years old.
22. 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.
23. 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.
24. This project will disturb 20,000 square feet or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" 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.

25. Demonstrate compliance with MGO Section 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.
26. 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.
27. 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. (POLICY and MGO 37.09(2))
  - 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.
  - 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 BMP used to meet stormwater management requirements on this project.

**City Engineering Division – Mapping Section** (Contact Julius Smith, (608) 264-9276)

28. Grant a 20-foot wide minimum north-south public sidewalk and bike path easement to the City on the face of both the preliminary plat and the final plat. The final location and width of the path easement shall be determined by City Engineering and Traffic Engineering. Contact Jule Smith with Engineering Mapping (Jsmith4@cityofmadison.com) with the required language to be included on the face of the final plat.
29. The applicant shall dedicate a 60-foot total right of way measured from the South line for the SE 1/4 along Hoepker Road for the entire length of the final plat as shown in preliminary plat.
30. The applicant shall dedicate a 40 foot total right of way measured from the East line for the SE 1/4 along Portage Road for the entire length of the final plat as shown in preliminary plat.

31. Per City of Madison requirements, remnant parcels of less than 40 acres need to be platted. Revise the final plat to include two more outlots to encompass the entire area of ownership and plat/dedicate all of the adjacent existing right-of-way and required additional right-of-way of Hoepker Road and Portage Road. State the purpose of the additional outlots as "reserved for future development." Amend the legal description and plat limits accordingly.
32. In accordance with Chapter 236, Wisconsin Statutes, the applicant must show the type, location and width of any and all easements on the plat. Clearly identify the difference between existing easements (cite recording data) and easements which are being conveyed by the land division. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by this land division. State the width of the 1 Rod or 16.5-foot easement to Wisconsin Telephone and state what portion will remain effecting the platted parcels. show this for both the preliminary and final plats. For the final plat, have any portion of the easement that is affect the area to be dedicated for public road released.
33. Provide a list of proposed street names to Lori Zenchenko (lzenchenko@cityofmadison.com) for review and approval.
34. Show a temporary limited easement for a temporary turnaround on the final plat in a location to be determined by City Engineering and Traffic Engineering if needed. The easement text is as follows: "Temporary Limited Easement benefitting the City of Madison for temporary turnaround improvement purposes. Said Easement shall terminate upon the extension of Street B West of this of this plat along with the removal of the public temporary turnaround improvements within the easement area."
35. 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.
36. Add standard note for public utility easements: "Public Utility Easements as herein set forth are for the use by Public Bodies and Private Public Utilities having to right to serve the area."
37. A note shall be added under all of the street names labeled and to be dedicated on the plat, "Dedicated to the Public" as required by WS 236.20(4)(b). Revised the note for (D).
38. 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 any required U.S. public land survey monument record provided to the County Surveyor's Office, or, in instances where a public the monuments and witness ties area recovered under A-E 7.08(1g), the surveyor shall provide to the City of Madison monument condition reports (with current tie sheet attached) for all Public Land Survey monuments, including center of sections of record, used in this survey, to Julius Smith (JSmith4@cityofmadison.com) of City Engineering, Land Information.
39. 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 for current tie sheets and control data that has been provided by the City of Madison.

40. Prior to Engineering final sign-off by main office for plats, the final plat must 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 City Engineering Division sign-off.
41. For ease of future approval, the final plat name should reflect the same name as the preliminary plat of Pumpkin Hollow. Future final plats can follow as additions. Additionally, the preliminary plat lot numbering should at least have Lot 2 numbered correctly at this time. Revise the number of this lot on the preliminary plat from '9' to '2' and the other lots accordingly.
42. Per WS 236.20(3)(e)(e), abutting street and state highway lines of adjoining plats shown in their proper location by dotted or dashed lines. The width of these streets and highways shall also be given. Portage Road does not appear to vary at all and only a small portion of the northerly side of the existing right of way on the West end of Hoepker could be found to vary. Accurately show and label the exiting right of way of both Portage and Hoepker on both the preliminary plat and the final plat. Labeling the non-varying, non-skewed parallel and perpendicularly jogs. Show the existing 62-foot and 40-foot on the southerly side of Hoepker, The existing 60-foot and 33-foot on the easterly side of Portage Road and the curves at the intersection along with the proper road width heading South and East from the intersection. The right of way in front of CSM 8211 should be shown as 40 feet existing and 33 feet for the remainder along the westerly side of Portage Road.
43. The varying portion of Hoepker Road. The 359.32-foot and 17-foot existing portion shown at the Southwest corner should be confirmed against the its acquisition, Document No. 987951 this area was shown incorrectly in CSM 10965 and should be verified. Label this portion of the right of way as acquired per the document on the final plat.
44. Per A-E 7.05(3) and 236.20(2)(c) ... Where the exterior boundary lines show bearings or lengths that vary from those recorded in abutting plats or certified survey maps, there shall be the following note placed along the lines, "recorded as (show recorded bearing or length or both)." Show the "Recorded as" Bearings and distances for CSM 8211.
45. Verify that City Engineering and the Parks Division want any outlot to be dedicated and name the use of all outlots. All outlots to be dedicated should be marked as "Dedicated to the Public" on the face of the map and need to be dedicated for only a single use. They may have easement areas for additional uses across them. Do this for both the preliminary plat and the final plat.
46. The current Lots 2 and 3 in the preliminary plat need re-adjustment, as the centerline radius is substandard Work with Traffic Engineering staff on alignment for Street C on the preliminary plat.
47. Intersection radii are required. The standard is 15 feet at minor street intersections and 25 feet at major intersections. Work with Traffic Engineering and City Engineering staff as needed to define intersection radii.
48. Remove Dane county from objecting authority in the owner's certificate. Confirm if WisDOT review is required from the Department of Administration.

49. On the preliminary plat, show the 596.21 feet along the section line in front of CSM 8211. On both the preliminary plat and the final plat, show the distance from the overall parcel limits to the East 1/4 corner of Section 9 and the distance to the South 1/4 corner Section 9.
50. For both the preliminary and final plat, refer to the Section corners as the major corner, the South 1/4 corner, the Southeast Corner and the East 1/4 Corner.
51. For the final plat show per 236.20(5)(b), all watercourses, drainage ditches and other existing features pertinent to proper subdivision. as further defined per Plat review Checklist Show and identify all navigable watercourses, intermittent streams and drainage ditches, wetlands, overhead utility towers, quarries, and other pertinent features. Show the intermittent stream/drainage ditch on this site on the Final Plat.
52. The City of Madison requires WCCS or WiSCRS coordinates on all plats. Therefore per A-E 7.05(11), when coordinate values are shown on the face of the map, the map shall comply with and be subject to the provisions of WS 236.18, and include the coordinate system, datum, and adjustment used.
53. 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..

**Traffic Engineering Division** (Contact Sean Malloy, (608) 266-5987)

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| <ol style="list-style-type: none"><li>54. All streets within the proposed plat shall be designed in accordance to the current Complete Green Streets guide.</li><li>55. The applicant shall work with Traffic Engineering staff on determining the final location of the Street 'A'/Hoepker Road intersection.</li><li>56. The applicant shall work with Traffic Engineering on determining the final geometry for Street 'C' and Street 'E'. The applicant shall provide a minimum 150-foot centerline radius on these streets.</li></ol> |
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57. 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.
  58. The applicant shall dedicate seven (7) feet of right of way along their frontage of Portage Road for a total of 40 feet from the centerline.
  59. The applicant shall dedicate 27 feet of right of way along their frontage of Hoepker Road for a total of 60 feet from the centerline.

60. The applicant shall execute and return the declaration of conditions and covenants for streetlights prior to sign-off.

61. 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.

**Parking Division** (Contact Trent W. Schultz, 608-246-5806)

62. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required at this time. 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.

**Zoning Administrator** (Contact Jenny Kirchgatter, (608) 266-4429)

This agency has reviewed this request and recommended no conditions of approval.

**Fire Department** (Contact Matt Hamilton, (608) 266-4457)

This agency has reviewed this request and recommended no conditions of approval.

**Water Utility** (Contact Jeff Belshaw, (608) 261-9835)

63. 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.

64. 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).

65. 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.

**Metro Transit** (Contact Tim Sobota, (608) 261-4289)

This agency has reviewed this request and recommended no conditions of approval. The proposed development is outside Metro Transit's paratransit service area. The closest bus stop with scheduled bus service is at least one mile walking distance, and the parcels would be greater than the three-quarters mile regulatory distance from all day scheduled service for passengers who might be eligible for door-to-door paratransit service.

**Parks Division** (Contact Kathleen Kane, (608) 261-9671)

66. Outlots 1-3 are not acceptable as parkland dedication. Outlots 2 and 3 are discontinuous to Outlot 1, divided by Street B and Street A, respectively. Outlot 3 is further bounded by Hoepker Road to the south, and is unlikely to be possible to combine with future adjacent development into a larger park and open space area. Outlot 1 has a non-navigable waterway and is configured in such a manner that development for public park amenities is unlikely.
67. The Pumpkin Hollow Neighborhood Development Plan proposes land use of Park, Open Space and Drainage in the area to the north of Hoepker Road and west of Portage Road. However, lands sought for parkland dedication within individual plats are considered relative to adjacent uses, connectivity to existing open space area(s) and the opportunity to develop recreational amenities.
68. The Parks Division would be amenable to exploring the configuration of the outlots separate from the areas required for drainage purposes prior to the execution of the final plat document to allow for the designation of separate outlot(s) to be dedicated to the public for park purposes.

69. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 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 North Park-Infrastructure Impact Fee district. Please reference ID# 22051.1 when contacting Parks Division staff about this project.

70. The preliminary plat, as currently proposed, includes six lots for future residential, three lots for future mixed-use development; and three outlots described as "Outlots 1 thru 3 may be park, playground, drainage way or other public use". The parkland dedication requirement for a single family / duplex unit is 1,081 square feet and for a multi-family unit is 734 square feet per MGO Section 16.23(8)(f) and 20.08(2).

71. The Phase 1 final plat, as currently proposed, includes two lots future residential development and 1 outlot (175,751 square feet/ 4.03 +/- acres) described as "Outlot 1 may be park, playground, drainage way or other public use"

72. 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.

73. The following note should be included on the final plat: "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.

**Forestry Section** (Contact Jeffrey Heinecke, (608) 266-4890)

This agency did not submit comments or conditions for this project.

**Office of Real Estate Services** (Contact Andy Miller, (608) 261-9983)

74. Prior to 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. The executed original hard stock recordable plat shall be presented at the time of sign-off.

75. Prior to 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.
76. 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.
77. 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.
78. A certificate for the Dane County Register of Deeds to enter time, date and recording location information shall appear on the final plat.
79. As of November 17, 2023, real estate taxes are paid for the subject property. 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
80. As of November 17, 2023, there are no special assessments reported for the parcels within the plat boundary. Pursuant to MGO Section 16.23(5)(e)1 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.
81. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report to ORES via email to Andy Miller ([acmiller@cityofmadison.com](mailto: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 September 19, 2023, 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.
82. Revise the plat prior to final approval and recording:
  - a. For properties not connected to municipal utility services, consider whether or not well abandonment ref. NR-141 needs to be addressed.
  - b. Create and record, or show as being dedicated in the proposed plat, easements for utility and drainage rights of way when the utility or drainage physically exists, but no document for it exists in record title.

- c. Create notes that define the purpose of and the ownership of (whether public or private) all outlots. The note for an outlot dedicated to the public shall say: "Dedicated to the public for \_\_\_\_\_ purposes."
- d. 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 Resolution13-00247 (ID 29183), adopted April 16, 2013.
- e. Include the following sentence with the dedicated utility easements depiction in the Legend: "Utility Easements as herein set forth are for the use of public bodies, as well as private utilities having the right to serve the area."