



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 606-614 Little Dove Trail, 9206-9242 Gentle Feather Road, 9205-9229 Silver Maple Drive, et al

**Application Type:** Zoning Map Amendment, TR-P Master Plan Amendment, Preliminary Plat and Final Plat

**Legistar File ID #** [77207](#), [77375](#), and [76590](#)

**Prepared By:** Timothy M. Parks, Planning Division  
Report includes comments from other City agencies, as noted

## Summary

**Applicant & Property Owner:** Chris Ehlers, East South Point, LLC/ Veridian Homes; 6801 South Towne Drive; Madison.

**Contact Person:** Brian Munson; Vandewalle & Associates; 120 E. Lakeside Street; Madison.

**Surveyor:** Brett Stoffregan and Dan Day, D’Onofrio Kottke & Associates; 7530 Westward Way; Madison.

### Requested Actions:

- ID [77207](#) – Approval of a request to rezone 606-614 Little Dove Trail and 9205-9229 Silver Maple Drive, et al from TR-C3 (Traditional Residential–Consistent 3 District) to TR-P (Traditional Residential–Planned District);
- ID [77375](#) – Approval of an alteration to an approved Traditional Residential–Planned (TR-P) District master plan for the Acacia Ridge subdivision to reflect the proposed *Acacia Ridge Replat No. 5* subdivision.
- ID [76590](#) – Approving the preliminary plat and final plat of *Acacia Ridge Replat No. 5* on property generally addressed as 606-614 Little Dove Trail, 9205-9229 Silver Maple Drive, 9206-9242 Gentle Feather Road, et al; District 1.

**Proposal Summary:** The requests before the Plan Commission and Common Council include rezoning existing platted lots in the Acacia Ridge subdivision from TR-C3 to TR-P, amending the TR-P Master Plan governing Acacia Ridge, and the preliminary plat and final plat of the *Acacia Ridge Replat No. 5*, to allow 69 single-family lots in the recorded Acacia Ridge subdivision and two outlots to be replatted into 106 lots for single-family and two-family dwellings, with two outlots for private open space, and one outlot for a public alley.

Development of the Acacia Ridge subdivision is ongoing, with completion of the subdivision anticipated based on market demand for units.

**Applicable Regulations & Standards:** Section 28.182 of the Zoning Code provides the process for zoning map amendments. The requirements and process for the TR-P zoning district are outlined in Section 28.053 of the Zoning Code. The subdivision process is outlined in Section 16.23(5)(b) of the Subdivision Regulations.

The proposed subdivision was submitted on July 17, 2023 prior to the repeal and recreation of Section 16.23 of Madison General Ordinances by the Common Council on July 25 (Ordinance 23-00075 (ID 78130) and will be reviewed under the requirements of previous ordinance requirements.

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

**Review Schedule:** The State’s subdivision statute, Wis. Stats. 236, requires that a preliminary plat be approved, conditionally approved, or rejected (with stated reasons) within 90 days of submittal unless the time is extended by agreement with the applicant. If no action is taken within 90 days and no extension granted, the plat is deemed approved. The current application for preliminary plat and final plat approval was submitted to the City on July 17, 2023, so the 90-day review period for this plat is scheduled to expire circa October 15, 2023.

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find the standards met and forward Zoning Map Amendment ID 28.022–00626, rezoning various properties in the Acacia Ridge subdivision from TR-C3 to TR-P, and the preliminary plat and final plat of *Acacia Ridge Replat No. 5* to the Common Council with recommendations of **approval** and **approve** the amended TR-P Master Plan for the Acacia Ridge subdivision, all subject to input at the public hearing and the conditions from reviewing agencies beginning on page 6 of this report.

## Background Information

**Parcel Location:** The overall area of the requests comprises approximately 18 acres of land located east of Redan Drive and north of Watts Road; Alder District 1 (Duncan); Madison Metropolitan School District.

**Existing Conditions and Land Use:** Undeveloped land, zoned TR-C3 (Traditional Residential–Planned District).

### Surrounding Land Uses and Zoning:

North: Future single-family residences in the Acacia Ridge subdivision, zoned TR-C3 (Traditional Residential–Consistent 3 District) and TR-P (Traditional Residential–Planned District);

South: Acacia Ridge Park and land owned by the Madison Metropolitan School District (MMSD) for a future school, zoned TR-C3;

West: Future single-family residences in Acacia Ridge, zoned TR-P and TR-C3; and

East: Undeveloped land in the Town of Middleton.

**Adopted Land Use Plan:** The subject site is located within the boundaries of the 2018 [Pioneer Neighborhood Development Plan](#), which recommends that the area of the replat be developed with low-density residential uses up to eight units an acre in Residential Housing Mix 1.

**Zoning Summary:** The proposed lots will be zoned TR-P (Traditional Residential–Planned District). Review of the proposed lots for conformance with the TR-P district may be found in the ‘Analysis & Conclusion’ section of this report.

Other Critical Zoning Items	
Yes	Utility Easements
No:	Barrier Free, Urban Design, Wellhead Protection, Floodplain, Landmarks, Waterfront Development
<i>Prepared by: Jenny Kirchgatter, Assistant Zoning Administrator</i>	

**Environmental Corridor Status:** There are no mapped environmental corridors within the area of the replat.

**Public Utilities and Services:** The subject site will be served by a full range of urban services as it develops with the exception of Metro Transit, which currently does not provide service west of S Pleasant View Road. The closest service is located on S Junction Road south of Mineral Point Road (at the site of the future Bus Rapid Transit west terminal).

## Previous Approvals

On October 31, 2017, the Common Council approved a request to rezone 645-703 South Point Road from Temp. A (Agricultural District) to TR-P (Traditional Residential–Planned District), TR-C3 (Traditional Residential–Consistent 3 District) and CC-T (Commercial Corridor–Transitional District), and; approval of the preliminary plat of *Acacia Ridge*, creating 406 single-family lots, six lots for three (3) two-family-twin dwellings, one lot for future multi-family development, one lot for future mixed-use development, one outlot for a public park, one lot for a future public school, four outlots for private open space, and outlots to be dedicated to the public for stormwater management, alleys, and sidewalks.

On June 19, 2018 meeting, the Common Council approved a request to amend the TR-P master plan for the Acacia Ridge subdivision to add six single-family residences to the approved planned district and release a condition of the previous approval, and; approval of a revised preliminary plat and the final plat of *Acacia Ridge*, creating 412 single-family lots, six lots for three (3) two-family-twin dwellings, one lot for future multi-family development, one lot for future mixed-use development, one outlot for a public park, one lot for a future public school, four outlots for private open space, and outlots to be dedicated to the public for stormwater management, alleys, and sidewalks. The final plat was recorded on February 25, 2019.

On November 17, 2020, the Common Council approved a request to rezone land generally addressed as 540-550 Redan Drive and 804-836 and 809-837 Seven Winds Trail, et al from TR-C3 to TR-P; an amendment to the TR-P Master Plan for the Acacia Ridge subdivision and approval of the preliminary plat and final plat of *Acacia Ridge Replat No. 1*, replatting 39 lots approved for single-family residences into 53 single-family lots. The final plat was recorded on June 17, 2021.

On January 18, 2022, the Common Council approved a request to rezone land generally addressed as 9304-9332 Tawny Acorn Drive, 560-580 Redan Drive, et al from TR-C3 to TR-P; approval of an amendment to the TR-P Master Plan for the Acacia Ridge subdivision; and approval of the preliminary plat and final plat of *Acacia Ridge Replat No. 2*, replatting 100 single-family lots into 104 single-family lots and replatting two outlots for public alleys. The final plat was recorded on January 23, 2023.

On April 18, 2023, the Common Council approved the preliminary plat and final plat of *Acacia Ridge Replat No. 3*, replatting nine (9) single-family lots located at 9202-9252 Rustic Pine Road into 10 single-family lots. The final plat was recorded on August 18, 2023.

On June 6, 2023, the Common Council approved the preliminary plat and final plat of *Acacia Ridge Replat No. 4*, replatting 54 single-family lots and an outlot for a public alley into 66 lots for single-family and two-family dwellings, and one outlot for private open space. On May 22, 2023, the Plan Commission approved an amendment to the TR-P District master plan for Acacia Ridge to reflect the proposed Acacia Ridge Replat No. 4 subdivision and

approved a conditional use—residential building complex for 10 single-family detached dwellings on two lots. Recording of the final plat is pending.

## Project Description

The applicant, Veridian Homes, is requesting approval of the preliminary plat and final plat of *Acacia Ridge Replat No. 5* to replat 69 lots and two outlots in the northeastern quadrant of the Acacia Ridge subdivision. The applicant is also requesting that 16.6 acres of the approximately 18 acres to be replatted be rezoned from TR-C3 to TR-P, with a corresponding amendment to the approved TR-P master plan for Acacia Ridge also requested.

The 16.6 acres to be rezoned to TR-P are generally bounded by Little Dove Trail on the west, Silver Maple Drive on the north, Watts Road on the south, and the eastern plat limits. Beginning on the southern edge of the replat area, 12 lots for street-loaded single-family residences fronting onto the south side of Gentle Feather Road will be recreated as 18 lots for 9 two-family twin residences (side-by-side duplexes). Whereas Gentle Feather Road currently curves into Turning Pebble Street west of the eastern plat limits, the proposed replat calls for Gentle Feather to continue east to the plat limits. Another 9 two-family twin residences (18 lots) are proposed on the north side of Gentle Feather between Little Dove and Turning Pebble, which will be alley-loaded and accessed by a new mid-block public alley (Outlot 30), which will also provide access to 11 two-family twin residences (22 lots) that will front onto the south side of Hidden Fawn Trail. On the east side of Turning Pebble Street, 6 single-family lots and the platted eastern extension of Hidden Fawn Trail will be replatted as 6 lots for single-family residences and a two-family twin residence (2 lots).

On the north side of Hidden Fawn, the replat proposes 6 two-family twin residences (12 lots). To the north, 7 single-family lots will be platted along the south side of Silver Maple Drive. The 6 Hidden Fawn duplexes and 7 Silver Maple single-family lots will be accessed by a shared mid-block driveway to be located in a 30-foot wide private easement. The private easement driveway will extend between Cool Breeze Run and Turning Pebble Street. Finally, the area to be zoned TR-P will include 3 two-family twin residences (6 lots) on the west side of Cool Breeze Run, which will overlook a 0.83-acre private park parcel (Outlot 31); a 10-foot wide public easement for a sidewalk/path will extend through the park outlot to provide pedestrian access to the fronts of the adjacent residential units as required by Section 28.135(2) of the Zoning Code.

Outside the area to be rezoned TR-P, the replat calls for ten single-family lots to be replatted as 11 single-family lots, with minor adjustments to the adjacent streets to accommodate the revised lot configuration.

In all, the 106 lots proposed in *Acacia Ridge Replat No. 5* will be comprised of 28 lots for single-family residences and 78 lots for two-family twin units in 39 buildings. In addition to the Outlot 31 private park, the replat will provide a second outlot for private open space (Outlot 29) to primarily be located between the rears of the lots fronting onto the south side of Gentle Feather Road and the northern edge of Watts Road. Outlot 29 will be similar in character to existing platted Outlot 18 and will include an easement for a public sidewalk/ multi-purpose path.

## Analysis & Conclusion

All of the lots in the proposed *Acacia Ridge Replat No. 5* appear to meet the dimensional requirements of the TR-P zoning district. For single-family detached dwellings, the TR-P district requires a minimum of 30 feet of lot width

and 2,900 square feet of lot area, while two-family twin home dwellings are required to have 1,800 square feet of area and 25 feet of width per lot/unit. The proposed lots also meet or exceed the 80-foot minimum lot depth required by the Subdivision Regulations for lots in the TR-P and TR-C3 zoning districts.

The Planning Division also believes that the Plan Commission may find that the proposed replat is consistent with the Residential Housing Mix (HM) 1 recommendations for the site in the Pioneer Neighborhood Development Plan, which calls for the development of a mix of housing types and lot sizes at a density of up to eight (8) units per acre. Staff also believes that the adjustment in east-west streets extending to the eastern plat limits (Hidden Fawn Trail and Gentle Feather Road) proposed with the replat should not negatively impact the ability for the adjacent parcel to develop in the future consistent with the land use and street plan contained in the neighborhood development plan.

The layout of the proposed replat also generally conforms to the design requirements in the Subdivision Regulations, albeit in a somewhat unconventional fashion. When originally submitted, *Acacia Ridge Replat No. 5* included a second east-west public alley outlot to provide access to the rear-loaded garages for the future residences on Lots 719-737. However, the intersection of that alley outlot with the Cool Breeze Run public alley was determined to violate design provisions for alleys in the Subdivision Regulations, which do not allow for intersections in alleys (public or private).

In response to the alley design requirements, the applicant revised the replat to eliminate the convert the public alley outlot into a 30-foot wide private driveway easement, which will be used for private access and driveways for the abutting lots. Staff has determined that the intersection of the shared driveway with the Cool Breeze Run public alley does not constitute an intersection for the purposes of applying the alley design requirements, therefore allowing the current version of the replat to move forward. [Note: The inclusion of similar private easement driveways in lieu of alley outlots was approved in June 2023 with the *Acacia Ridge Replat No. 4* subdivision.]

Staff will note for the Plan Commission that the City of Madison Streets Division does not collect refuse or recycling from alleys, whether they are public or private. Therefore, many of the lots in the proposed *Acacia Ridge Replat No. 5* subdivision will either need to contract for private waste collection in the private driveway easement or alleys, or residents will need to move their City collection carts to the nearest public street frontage for collection on their assigned day. The City will also not maintain the shared private easement driveway, so maintenance like snow removal and pavement repair will be the responsibility of the abutting owners or an association that will levy assessments to the benefitting lots. In the case of the proposed replat, the applicant has indicated that it is their intent to create a homeowners association to oversee waste collection and maintenance of the private driveway within the replat.

## Recommendation

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

The Planning Division recommends that the Plan Commission find the standards met and forward to the Common Council with recommendations of **approval** Zoning Map Amendment ID 28.022–00626, rezoning various properties in the Acacia Ridge subdivision from TR-C3 to TR-P, and the preliminary plat and final plat of *Acacia*

*Ridge Replat No. 5* and **approve** the amended TR-P Master Plan for the Acacia Ridge subdivision, all subject to input at the public hearing and the conditions that follow.

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

**Planning Division**

1. 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 replat, including the shared private access driveway. 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.
2. That prior to final approval and recording of the final plat, the applicant shall demonstrate compliance with the requirements in Section 16.23(8)(f)8 of the (former) Subdivision Regulations for privately-owned and maintained open space, including the execution of land use restrictions and open space easements in a form acceptable to the Parks Division, Planning Division, and City Attorney's Office.
3. The width of pavement, corner radii, and right of way width for Cool Breeze Run shall be approved by the City Engineer, Fire Marshal and Streets Superintendent prior to final approval and recording of the final plat.
4. The two-family twin dwellings shall have a joint cross-access and maintenance agreement 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.

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

**City Engineering Division** (Contact Tim Troester, (608) 267-1995)

5. The stormwater management plan needs to be updated to reflect the higher density proposed by this development and verify that the stormwater management plan still is in compliance with ordinance.
6. The stormwater management plan shall have to be updated to address the increased density of the new development.
7. The text for intra-block drainage easements per (former) MGO Section 16.23(9)(d)2 (a. & b.) shall be included on the final plat.
8. Enter into a City / Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule the development and approval of the plans and the agreement.
9. The developer shall construct Madison standard street, multi-purpose path, and sidewalk improvements for all streets fronting the plat.
10. The developer shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.

11. This development is subject to impact fees for the Lower Badger Mill Creek Sanitary Sewer and Stormwater Management Impact Fee District. All impact fees are due and payable at the time building permits are issued. The following note shall put 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."
12. 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 signoff per MGO Section 16.23(9)(d)(4).
13. A minimum of two (2) working days prior to requesting City Engineering Division 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).
14. An Erosion Control Permit is required for this project.
15. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 and NR-151; however, a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at (608) 273-5612 of the WDNR to discuss this requirement. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or the Capital Area Regional Planning Commission (CARPC) is required for this project to proceed.
16. 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 9 feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.
17. Confirm that adequate sight distance exists where public 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. Note: The improvements indicated may require right of way outside of the plat.
18. The plat will need to be realigned such that alleys are not intersected at 90-degree angles.
19. 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.

**City Engineering Division – Mapping Section** (Contact Jeff Quamme, (608) 266-4097)

20. The existing public utility easements within this replat shall be released by separate document by the Utilities serving this area and by document prepared by City Office of Real Estate Services. Contact Jeff Quamme of Engineering Mapping (jrquamme@cityofmadison.com, (608) 266-4097) to coordinate the Real Estate project, and associated information and fees required. The other Utilities shall release the easements prior to the City of Madison recording its release. The easements shall be released prior to recording of the plat, acknowledgement of the release and document number shall be noted on the face of the plat.
21. The public easements for sidewalk and also the public easements for public water main and sanitary sewer within Outlot 17 and Outlot 18 of the plat of Acacia Ridge shall be released by separate document prepared by City Office of Real Estate Services. Contact Jeff Quamme of Engineering-Mapping Section (jrquamme@cityofmadison.com, (608) 266-4097) to coordinate the Real Estate project, and associated information and fees required. If any release is required prior to recording of the plat, acknowledgement of the release and document number shall be noted on the face of the plat.
22. The applicant shall coordinate the discontinuance of parts of Highland Gate Way, Summer Rain Pass, Long Timber Way, Silver Maple Drive, Little Dove Trail, Turning Pebble Street, Cool Breeze Run, Hidden Fawn Trail, and Gentle Feather Road with City Engineering Mapping staff. Provide a final map exhibit and legal description of the discontinuance areas prepared by a professional land surveyor to Jeff Quamme (jrquamme@cityofmadison.com). A resolution shall then be initiated, Lis Pendens, and public notices by the City under Section 66.1003(4) Wis. Stats. with conditions of the effective date of the discontinuance based upon the development agreement execution and final plat ready for recording.
23. Place a note for the 30-foot wide Private Access Easement behind Lots 719-737 to see a separately recorded instrument setting forth the terms and conditions for the construction, maintenance, repair and uses within the Easement Area. Provide a draft of the document for review prior to final sign-off. The document shall be recorded immediately after the plat.
24. Label and dimension the public drainage easement at its mapped locations on the face of the plat.
25. Add text to the public sidewalk easement that is within Outlot 31 specifying that the owners of lots adjacent to the sidewalk easement are responsible for the removal of snow and ice from the sidewalk adjacent to their respective lots.
26. Either provide the document releasing the Utility Easement per Document No. 5839153 or show and label the easement along the west side of Lot 760.
27. Dedicate the alley area within Outlot 30 as a typical dedication for street or alley purposes. Note: The latest revision to the subdivision ordinance does not allow streets or alleys to be dedicated as an outlot.



28. 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.
29. As required by Ordinance, provide private Easements or private Outlots to accommodate the current United States Postal Service (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 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 subdivision 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 subdivision. Construct the CBUs in accordance with the specifications approved by the Board of Public Works.

30. Add a portion of Little Dove Trail to the sheet headers and legal description, as it will be partially discontinued as well.
31. 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](mailto: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. Note: Land tie to two PLS corners required.
32. Prior to Engineering final sign-off by main office for plats, the final plat shall be submitted in PDF format by email transmittal to Engineering Land Records Coordinator Jeff Quamme ([jrquamme@cityofmadison.com](mailto:jrquamme@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.
33. The pending plat application for this property shall be completed and recorded with the Dane County Register of Deeds, the new parcel data created by the Assessor's Office, and the parcel data available to Zoning and Building Inspection staff prior to issuance of building permits for new construction.
34. Note: The letter of intent for the rezoning has missing information for Lot 250. It is recommended this exhibit be reviewed for accuracy by the applicant.

35. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject plat 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 plat: 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 and electronic data for any changes to the plat which occur subsequent to any submittal of data.

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

36. The applicant shall provide turning movement diagrams to be approved by the Streets and Traffic Engineering Divisions for Cool Breeze Run prior to sign-off.

37. Prior to final sign-off, the applicant shall work with the Traffic Engineering Division 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 street lights are needed. Easements are needed between Lots 723-724, 689-699, 708-709, 684-638, 676-675. Easements are needed on Lots 751, 746, 713, 725, 757, 759, 691, 726, 690, and 673.

38. 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 (6) 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.

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

39. Submit the updated Acacia Ridge Master Plan exhibits for the Amended TR-P Master Plan.

**Fire Department** (Contact Bill Sullivan, (608) 261-9658)

40. Provide fire access lanes in accordance with MGO Chapter 34.

41. The Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e). An upgrade to include a fire sprinkler system with a cost estimate shall be made available for all initial single- or two-family home sales.

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

42. 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.
43. The developer shall construct the public water distribution system and services required to serve the proposed subdivision plat per MGO Section 16.23.
44. 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.

**Parks Division** (Contact Ann Freiwald (608) 243-2848)

45. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sections 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.
46. 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.
47. The following note shall 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."

**City Forestry Section** (Brandon Sly, (608) 266-4816)

48. 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.

**Office of Real Estate Services** (Jenny Frese, (608) 267-8719)

49. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), all parties having an interest in the property, pursuant to Wis. Stats 236.21(2)(a), shall execute the Owner's Certificate on the plat. 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 possible, 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 prior to obtaining approval sign-off.

50. Prior to plat approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors, if applicable, shall be included following the Owner's Certificate(s).
51. 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.
52. Revise the Secretary Plan Commission name to Matthew Wachter.
53. Disclose any farm leases for the upcoming 2023 season.
54. 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.
55. Per the title report dated February 14, 2023, the 2022 real estate taxes are paid for the subject property. If this plat is recorded in 2024, the taxes for 2023 shall be due in full. Per Section 236.21(3) Wis. Stats. and MGO 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, including 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, Wisconsin 53701
56. 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 ORES in advance of final plat approval sign-off.
57. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish to the City's Office of Real Estate Services ([jfrese@cityofmadison.com](mailto:jfrese@cityofmadison.com)), as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial title report (February 14, 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. Staff reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the plat.
58. Please revise the final plat as follows:
  - a. For the three easements to be released from existing Outlots 17 and 18, revise labels to "see Note 6" on Sheet 2.
  - b. For properties not connected to municipal utility services, consider whether or not well abandonment ref. NR-141 needs to be addressed.
  - c. Record satisfactions or releases for all recorded instruments that encumber or benefit the subject lands, if all interested parties agree that the purpose for such instrument is no longer necessary or relevant for the purposes of the land division.
  - d. Initiate requests to all applicable utilities to record releases of their interests in utility easements in underlying plats or CSMs, if this proposed plat is a re-division of existing plats or CSMs with utility easements that will no longer be applicable.

- e. 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 16, 2013.

## **Appendix A: Tradition Residential–Planned District Requirements**

The following excerpts summarize the requirements for residential development in the Traditional Residential-Planned (TR-P) District (Section 28.053) of the Zoning Code:

(1) Statement of Purpose. The TR-P District is established to encourage the development of new traditional neighborhoods in close-in or outlying parts of the City that incorporate the characteristics of existing traditional neighborhoods. Features include a variety of lot sizes and integrated housing types, detached or alley-loaded garages, traditional architectural features such as porches, an interconnected street system and the creation of a high-quality public realm.

A large-scale TR-P development will be designed through a master planning process. Where a TR-P District is developed in conjunction with or in proximity to an existing or planned mixed-use or higher-density district (for example, a Neighborhood Mixed-Use District, Traditional Shopping Street District, or Traditional Residential-Urban District) the TR-P District is also intended to meet the goals of traditional neighborhood development as established by the State of Wisconsin and Dane County. These goals include the following:

- a.) Reduce public costs by making more efficient use of infrastructure.
- b.) Protect the environment through reduced land consumption, preservation of on-site environmental features, and reduced automobile travel.
- c.) Increase public safety and welfare through street design that results in slower driver speeds and reduced accidents, injuries and fatalities.
- d.) Promote the reinvestment in existing developed areas.
- e.) Foster community through attractive streets and public spaces that create opportunities for encounters and gatherings.

(3) Required Mix of Residential Uses. After the effective date of this ordinance, development sites or projects within the TR-P District that are 10 acres or more in size or that include 50 or more dwelling units shall meet the following standards:

- a.) A minimum of 3 residential building types from the following categories shall be included within the site:
  1. Single-family detached dwellings with street-accessed garages.
  2. Single-family detached dwellings with alley-accessed garages.
  3. Two-family and single-family attached buildings.
  4. Accessory dwelling units.
  5. Multi-family dwellings (3 units or more), including senior housing.
  6. Special-needs housing such as community living arrangements and assisted living facilities.

- b.) A minimum of ten percent (10%) of the units on the site shall be in two-family, attached or multi-family residential dwelling types.
- c.) For infill development, the required mix of residential uses may be satisfied by existing adjacent residential uses within a one-quarter mile radius.
- d.) All residential lots shall be located within one-quarter mile of existing or planned public or common open space.

(4) Dimensional Standards, Permitted and Conditional Uses. [See table on page 2 as it applies to this project.]

(5) Site Design Standards.

- a.) Open Space. Open space shall be available to the residents of the district for recreational purposes or similar benefit. Land reserved for stormwater management and other required site improvements shall not be applied to this requirement, unless designed as open space that will meet resident needs.
  - 1. Open space shall be designed to meet the needs of residents of the district and the surrounding neighborhoods to the extent practicable for parks, playgrounds, playing fields, and other recreational facilities.
  - 2. A diversity of open spaces shall be provided within the TR-P district, including but not limited to community parks, neighborhood squares and commons, and playgrounds.
  - 3. Open spaces included with the subdivision shall be dispersed throughout the development and walkable from most areas within the subdivision.
  - 4. Land donated for any public purpose, which is accepted by the City, may be credited towards the open space requirement at the discretion of the Common Council.
- b.) Street Layout. A TR-P site development plan shall maintain the existing street grid where present and restore the street grid where it has been disrupted. In newly developing areas, streets shall be designed to maximize connectivity, except where environmental or physical constraints make this infeasible. All streets shall terminate at other streets, at public land, or at an environmentally sensitive area, except that local streets may terminate in stub streets when those will be connected to other streets in future phases of the development or adjacent developments.
- c.) Street Design. Flexibility in street design may be allowed within a TR-P District in order to create a safe and pleasant environment for residents, emphasizing pedestrian and bicycle circulation.
- d.) Non-Residential Uses. Non-residential land uses, including but not limited to schools, places of worship and neighborhood-serving commercial uses located within a subdivision zoned TR-P, shall be designed in a compact fashion and reflect the design of other uses within the master-planned development. Parking for such uses shall be located in the side or rear yards and shall be well screened to preserve the continuity of the public realm.

(6) Submittal Requirements.

- a.) After the effective date of this ordinance, a Master Plan shall be required for all TR-P projects that are proposed to be 10 acres or larger in size or those that will include 50 dwelling units or more. All TR-P Master Plans shall include each of the following elements:
  - 1. A map of the proposed development that identifies all of the lots and outlots to be contained in the proposed development and which contains all of the information required for preliminary plats in Sec. 16.23(7)(a), MGO. The map shall identify each of the following items:

- a. The use of each lot or outlot, including any spaces to be dedicated to the public.
  - b. The number of dwelling units to be provided on each lot.
  - c. The number of floors of all buildings to be constructed on a lot – minimum and maximum.
  - d. The orientation of buildings in relation to all streets.
  - e. The yards and building setbacks for each developable lot.
  - f. Stormwater management, including proposed treatments at the lot, block and subdivision level.
2. A phasing plan for the implementation of the master planned development.
  3. Building design standards for the proposed development recorded in the covenants, conditions and restrictions for the subdivision, shall include:
    - a. Massing and composition of structures, orientation of windows and entries; doors and other elements of the facade, and primary facade materials and colors.
    - b. A process for the application of such building design standards, through an architectural review committee or similar review body.
  4. A detailed letter of intent for the project that outlines the specific goals and objectives for the master planned development. Sec. 28.053(6)(b)

b.) Standards for Approval of Master Plans.

1. The proposed TR-P Master Plan shall be consistent with the recommendations of the Comprehensive Plan and any adopted neighborhood plan, including the objectives established for traditional neighborhood development in the Comprehensive Plan.
2. The proposed TR-P Master Plan shall contain a highly connective circulation pattern and shall be conducive to multiple forms of transportation.
3. The proposed master planned development shall include a variety of integrated residential dwelling unit types. Segregation of dwelling unit types shall be avoided.
4. The proposed TR-P Master Plan shall be consistent with the statement of purpose of this section.
5. The TR-P Master Plan shall also comply with all of the requirements for preliminary plats in MGO Section 16.23.

(7) Review Procedures. A Master Plan for a TR-P district will be reviewed as part of the zoning map amendment and subdivision plat.