



PREPARED FOR THE PLAN COMMISSION

Project Address: 623 Schewe Road and 10122 White Fox Lane
Application Type: Demolition Permit, Zoning Map Amendment, and Preliminary Plat and Final Plat
Legistar File ID # [85001](#), [85428](#), and [85032](#)
Prepared By: Timothy M. Parks, Planning Division
Report includes comments from other City agencies, as noted

Summary

Applicant: Matt Brink, VH CET, 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.

Property Owner: Eggert Living Trust; 1027 River Birch Road; Madison.

Requested Actions:

- ID [85001](#) – Consideration of a demolition permit to demolish a single-family residence at 623 Schewe Road (formerly 3978 Schewe Road);
- ID [85428](#) – Consideration of a request to rezone 623 Schewe Road and 10122 White Fox Lane from Temporary A (Agricultural District) to TR-P (Traditional Residential–Planned District); and
- ID [85032](#) – Approval of the preliminary plat and final plat of *The Crest at Eagle Trace*, creating 45 lots for single-family and two-family dwellings and one outlot for public stormwater management.

Proposal Summary: *The Crest at Eagle Trace* subdivision proposes to subdivide two parcels containing approximately 6.1 acres of land located at the northeastern corner of Schewe Road and White Fox Lane into a total of 45 lots, including nine (9) lots that will be developed with single-family detached residences and 36 lots that will be developed with 18 two-family twin home (shown in the application materials as “attached single-family”) residences. All of the units in the development are proposed to be accessed by public alleys. The plat will also dedicate a 1.8-acre outlot for stormwater management. In order to facilitate construction of the subdivision, a one-story single-family residence and an accessory barn and two silos located near the center of the subject site will be demolished. The applicant hopes to begin construction of subdivision improvements in spring 2025, with completion planned for 2027 or based on market demand for the future residences.

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 and are attached as Appendix A at the end of this report. Section 28.185 provides the process and standards for the approval of demolition and removal permits. The subdivision process is outlined in Section 16.23(4) of the Subdivision Regulations.

Review Required By: Plan Commission and Common Council.

Summary Recommendation: Summary Recommendation: The Planning Division recommends the following to the Plan Commission:

- That the Plan Commission that the standards for demolition permits are met to **approve** the demolition of a single-family residence at 623 Schewe Road;
- That the Plan Commission forward Zoning Map Amendment ID 28.022–00692, rezoning 623 Schewe Road and 10122 White Fox Lane from Temp. A to TR-P, to the Common Council with a recommendation of **approval**; and
- That the Plan Commission find the standards met and forward the preliminary plat and final plat of *The Crest at Eagle Trace* to the Common Council with a recommendation of **approval**, all subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 7** of this report.

Background Information

Parcel Location: Approximately 6.1 acres of land generally located at the northeastern corner of Schewe Road and White Fox Lane; Alder District 9 (Conklin); Middleton-Cross Plains Area School District.

Existing Conditions and Land Use: Single-family residence and accessory barn and two silos, zoned Temporary A (Agricultural District).

Surrounding Land Uses and Zoning:

North: Middleton Community Church, zoned TR-C3 (Traditional Residential–Consistent 3 District); Lower Badger Mill Creek/Schewe Path;

South: Single-family residences in the Eagle Trace subdivision, stormwater management facilities, and Eagle Trace Park across White Fox Lane, zoned TR-C3; single-family residences in The Willows II subdivision, zoned SR-C1 (Suburban Residential–Consistent 1 District);

West: Single-family residences in the Eagle Trace subdivision, zoned TR-C3; undeveloped land, zoned A (Agricultural District); and

East: Cottages at Chapel View Condominiums, zoned TR-V2 (Traditional Residential–Varied 2 District); single-family residences in the Chapel View subdivision, zoned TR-C3; and stormwater management facilities and Lower Badger Mill Creek/Schewe Path.

Adopted Land Use Plan: The 2018 [Elderberry Neighborhood Development Plan](#) recommends the subject site and lands to the west, south, and east for Residential Housing Mix (HM) 1. The land to the north developed with the church is recommended for Institutional uses. The adjacent City-owned greenway is recommended for Open Space and Stormwater Management.

The 2023 [Comprehensive Plan](#) recommends the subject site and surrounding properties for Low Residential (LR), with the adjacent greenway recommended for and Park and Open Space (P).

Zoning Summary: The proposed lots will be zoned TR-P (Traditional Residential–Planned District). Review of the proposed lots for conformance with those districts may be found in the Appendix B, Zoning Criteria, at the end of this report.

Environmental Corridor Status: The subject site is not located in a mapped environmental corridor; the adjacent City-owned greenway is 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, which does not currently provide bus service west of Old Sauk Road and Heartland Trail (Route F). The nearest bus stop with scheduled bus service is located approximately 1.75 miles from the subject site, and the parcels would be greater than the three-quarter mile regulatory distance from all day scheduled service for passengers who might be eligible for door-to-door paratransit service.

Project Description

VH CET, LLC/ Veridian Homes is requesting approval of a zoning map amendment and subdivision plat to develop a 6.1-acre site located at the northeastern corner of Schewe Road and White Fox Lane with a variety of single- and two-family residences following demolition of an existing single-family residence and an accessory barn and silos. The subject site, which is located approximately 700 feet south of Old Sauk Road, was attached to the City from the Town of Middleton on May 13, 2024 following Common Council approval on May 7, 2024.

Information on the existing single-family residence to be razed is limited. The one-story dwelling is approximately 20 years old based on a review of historic orthophotography, and the existing house is not shown on the 2000 Certified Survey Map that created most of the subject parcel (an older home located closer to Schewe Road on the CSM was demolished between 2010 and 2014 while in the Town of Middleton). The current residence is located near the center of the property and includes a three-car attached garage that is accessed from a driveway from Schewe Road. A large barn and two silos are located south of the house; the area south and east of the barn is paved, with a driveway from the now abandoned east-west section of Schewe Road located between the barn and White Fox Lane. Photos of the interior and exterior of the residence and a photo of the barn are included in the application materials attached to the demolition permit file, ID [85001](#). [Note: The barn and silos are accessory structures, and their demolition is not subject to Plan Commission approval per Section 28.185 of the Zoning Code.]

The site is characterized by approximately 25 feet of grade that falls gradually from west to east from Schewe Road towards a City-owned greenway that forms the eastern edge of the subject site. Tree cover on the site includes lines of conifers along the northern and eastern property lines and mix of deciduous and coniferous trees scattered around the house and accessory structures. Of note, a large caliper deciduous tree is located due west of the southwestern corner of the barn and adjacent to Schewe Road; the tree is noteworthy for its prominence and for having been preserved within the last ten years during the construction of the larger Eagle Trace subdivision, which is generally located south and west of the subject site.

The proposed subdivision calls for a total of 45 lots and one outlot to be created. Fourteen lots of the proposed lots will be developed with seven two-family twin homes that will front onto the east side of Schewe Road. The remaining lots will front onto Street "A," a 56-foot-wide local street that will primarily parallel Schewe Road. The nine lots located on the west side of Street A will be developed with single-family detached residences, while Lots 1-22 on the northern and eastern sides of the new street will be developed with 11 two-family twin homes, which the application materials refer to as "attached single-family." Vehicular access to all 45 lots will be provided by

public alleys adjacent to the rear lot lines. Outlot 1, which will be dedicated to the City for stormwater management, will be located between the alley at the rear of Lots 1-22 and the northern and eastern property lines.

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. Similarly, a preliminary plat shall conform to the Comprehensive Plan, as well as any adopted neighborhood, sub-area, or transportation-related plan, the Official Map, and the Complete Green Street Guide.

The subject site is located within the boundaries of the Elderberry Neighborhood Development Plan, which was first adopted in 2002 and amended in 2018 to provide detailed land use, utility/service, design, and transportation recommendations for the area of the existing and future City roughly bounded by Old Sauk Road on the north, Pioneer Road on the west, Mineral Point Road on the south, and N Pleasant View Road on the east.

The 2018 plan recommends that the subject site be developed consistent with the Residential Housing Mix (HM) 1 category, with a local street paralleling Schewe Road to serve the future development. HM1 in the Elderberry planning area is primarily recommended for the development of detached single-family housing on individual lots with a range of house types and lot sizes to be provided. Duplexes, four-unit dwellings, and townhouses that provide higher-density housing options may also be appropriate at "limited locations," though larger groupings of the non-single-family housing types are recommended to be located closer to areas recommended the Housing Mix 2 or Housing Mix 3 districts in the plan. The neighborhood development plan also recommends that alleys may be used to provide access to garages "at appropriate locations" to provide design flexibility and improve the appearance of neighborhood streetscapes, particularly on streets with relatively small or narrow lots. Consistent with the HM1 recommendation in the neighborhood development plan, the 2023 Comprehensive Plan recommends the site for Low Residential (LR) development.

The Planning Division believes that the TR-P zoning request and proposed subdivision layout are largely consistent with the HM1 and LR development pattern recommended for the subject site in adopted plans. While the Elderberry Neighborhood Development Plan encourages that residential uses other than single-family detached residences generally be limited in HM1, staff feels that the 18 two-family twin home/single-family attached structures and lots proposed for the subject site provide an important addition to the housing mix in this part of the Elderberry planning area, which predominantly features detached single-family residences either on fee simple platted lots (in the Eagle Trace, Chapel View, and The Willows subdivisions) or in groupings of condominiums (Cottages at Chapel View).

Consideration of Demolition Permit Standards

In order to approve a demolition request, the Plan Commission shall consider the factors and information specified in Section 28.185(9)(c) and find that the proposed demolition or removal is consistent with the statement of

purpose of the demolition permits section and with the health, prosperity, safety, and welfare of the City of Madison. The standards for demolition approval state that the Plan Commission shall consider the report of the City's historic preservation planner regarding the historic value of the property as well as any report that may be submitted by the Landmarks Commission. On April 15, 2024, the Landmarks Commission recommended to the Plan Commission that the existing building had no known historic value. The letter of intent indicates that the residence cannot be retained in the proposed subdivision "due to incompatibility with development of an effective street network" and that relocation is financially infeasible. The Planning Division has no information to suggest that the demolition of the residence would not meet the standards for approval in Section 28.185(9)(c) despite its age (approximately 20 years) and recommends that the demolition be approved.

In approving a demolition permit, the Plan Commission may stipulate conditions and restrictions on the proposed building demolition as deemed necessary to promote the public health, safety and general welfare of the community, and to secure compliance with the standards of approval. The proposed conditions for this demolition may be found in the 'Recommendation' section of the report, which follows.

Conformance with TR-P District Requirements

The proposed TR-P zoning of the property is required to meet the provisions outlined in Section 28.053 of the Zoning Code, which are included in Appendix A and B at the end of this report. The Zoning Administrator has reviewed the proposed subdivision and determined that a master plan is not required pursuant to Section 28.053(6) of the Zoning Code because the proposed TR-P-zoned project is under 10 acres in area and contains fewer than 50 dwelling units. [Developments in TR-P zoning that are 10 acres or larger in size or those that will include 50 or more dwelling units are required to have a master plan approved by the Plan Commission, and are also required to provide a broader mix of residential unit types than the two proposed in *The Crest at Eagle Trace* subdivision.] The Planning Division believes that the proposed TR-P zoning meets the standards for approval in Section 28.053(6)(b) of the Zoning Code.

However, the proposed subdivision will need to be revised to comply with the minimum dimensional requirements in the TR-P district, which require that lots for a two-family twin home be a minimum of 1,800 square feet of area and 25 feet of width per dwelling unit. Specifically, the applicant will be required to show that Lots 7-12 will be a minimum of 25 feet wide at the 15-foot front yard setback distance, while the width of Lots 15, 16, 19, and 20 will need to be increased to a minimum of 25 feet wide.

Subdivision Design

Street "A" in the proposed subdivision has been classified by staff from the Traffic Engineering Division and City Engineering Division as a Neighborhood Street per the adopted [Complete Green Streets Guide](#). As noted on pages 58-61 of the Guide, Neighborhood Streets are recommended to have a minimum right of way width of 50 feet and a typical right of way width of 64 feet, with 18- to 22-foot travel ways, five-foot wide sidewalks, and a 10- to 15-foot "flex zone" per side, which includes the curb, gutter, terrace, and on-street parking (if proposed). Staff anticipates that Street "A" will be 28 feet wide as measured from curb face to curb face to accommodate parking on one side of the street. Consistent with other recent subdivision approvals, staff is also recommending that the rights of way for Street "A" and the section of currently unimproved frontage of Schewe Road be wide enough to accommodate at least eight-foot wide terraces on both sides of Street "A" and the east side of Schewe Road (as shown on the preliminary plat, a portion of the Schewe Road frontage and the White Fox Lane frontage of the plat

are improved to an urban cross-section having previously been constructed with the surrounding Eagle Trace subdivision).

The Streets Division has commented that it will not provide refuse collection in either alley in the proposed subdivision consistent with its current policies, and instead will require that residents served by those alleys move their trash and recycling carts to the alley ends at Schewe Road and White Fox Lane or to the frontages of those lots along Schewe Road or Street "A" for collection.

Finally, staff is recommended that a protection plan be submitted to the Planning Division for approval prior to final approval and recording of the final plat, which includes the strategies the developer will use to preserve the existing large caliper tree located adjacent to Schewe Road on the proposed line between Lots 34 and 35 of the plat. While the tree preservation provisions in the Subdivision Regulations pertain to "stands of mature trees" in subdivisions, staff feels that the prominence of that tree is such to merit protection using the strategies outlined in the ordinance (building setback lines, limitations on grading and utility installation, and the use of easements or restrictions limiting future owners from impacting the mature trees, etc.).

Conclusion

The applicants are requesting approval of TR-P zoning and the preliminary plat and final plat for *The Crest at Eagle Crest* subdivision for a 6.1-acre parcel located at the northeastern corner of Schewe Road and White Fox Lane following demolition of a single-family residence and accessory buildings. Staff feels that the proposed development is generally consistent with the land use and development pattern recommended for the site in the [Elderberry Neighborhood Development Plan](#) and [Comprehensive Plan](#), and that the standards for approval for demolition permits can be met despite the relatively young age of the single-family residence. While some of the lots in the proposed subdivision will need to be adjusted to meet the minimum required lot width in the TR-P zoning district, staff will work with the project team prior to final approval and recording to ensure compliance with those requirements.

Recommendation

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

- That the Plan Commission find that the standards for demolition permits are met to **approve** the demolition of a single-family residence at 623 Schewe Road;
- That the Plan Commission forward Zoning Map Amendment ID 28.022-00692, rezoning 623 Schewe Road and 10122 White Fox Lane from Temp. A to TR-P, to the Common Council with a recommendation of **approval**; and
- That the Plan Commission find the standards met and forward the preliminary plat and final plat of *The Crest at Eagle Trace* to the Common Council with a recommendation of **approval**, all 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. Consistent with the minimum dimensional requirements in the TR-P zoning district, the plat shall be revised to provide 25 feet of width for Lots 7-12 when measured at the 15-foot front yard setback distance, and Lots 15, 16, 19, and 20 shall be increased to a minimum of 25 feet wide.
2. The applicant shall submit a protection plan to the Planning Division for approval prior to final approval and recording of the final plat, which includes the strategies that will be used to preserve the existing large caliper tree located adjacent to Schewe Road on the proposed line between Lots 34 and 35. Additionally, the final plat shall include a note requiring the written approval of the Director of the Planning Division of any future pruning or removal of the tree, which may require a statement by a certified arborist on the condition of the tree as a condition of future approval to prune or remove the tree.
3. At the time of final plat recording, 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)

4. 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).
5. 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.
6. Construct Madison standard street, multi-use path, and sidewalk improvements for all streets within the plat.
7. Construct sidewalk, terrace, curb and gutter, and up to 10 feet of pavement along Schewe Road to a plan approved by City Engineer.
8. Construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.
9. This development is subject to impact fees for the Lower Badger Mill Creek Storm and Sanitary Sewer Impact Fee Districts. 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."
10. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder

((608) 261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering Division sign-off.

11. A minimum of two (2) working days prior to requesting City Engineering Division sign-off 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).
12. Provide proof of septic system abandonment from Public Health–Madison and Dane County.
13. An Erosion Control Permit is required for this project.
14. A Storm Water Management Report and Storm Water Management 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 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 nine (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 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.
18. Provide calculations for the 500-year storm event, as identified in MGO Chapter 37, as part of the plat design and stormwater management plan. The flows from this design storm event will be routed through the development and used to determine an anticipated safe top of concrete foundation elevation for future buildings in critical areas.
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.

20. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE and therefore will be regulated to meet a higher standard.
21. 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.
22. 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.
23. 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.
24. 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.
 - Provide substantial thermal control to reduce runoff temperature in cold water community or trout stream watersheds.The applicant shall demonstrate that water can leave the site and reach the public right of way without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.
 - Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.

25. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

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

26. The applicant shall dedicate a two (2)-foot wide strip of right of way along Schewe Road as shown on the plat.

27. The developer shall request the petition for the street discontinuance and vacation of the small corner radius and triangle of Schewe Road. Provide petition (if applicable) along with legal description and sketch of the right of way to be vacated and other required materials after first consulting with Engineering Mapping staff.

28. Any portion(s) of a public easement that is intended to be released shall be released by separate document prepared by City Office of Real Estate Services. Contact Jule Smith of Engineering-Mapping (jsmith4@cityofmadison.com, (608) 264-9276) 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.

29. For the demolition permit, the site plan shall include all lot/ownership lines, existing building locations, proposed building additions, demolitions, parking stalls, driveways, sidewalks (public and/or private), existing and proposed signage, existing and proposed utility locations and landscaping. Provide the required demolition plan per the Land Use Application and attachments.

30. The applicant shall dedicate Street "A" at a width approved by the City Engineering and Traffic Engineering Divisions. The applicant shall dedicate 26 feet of right of way for the public alleys as shown on the plat.

31. The applicant shall dedicate Outlot 1 to the public for stormwater management as shown on the face of the plat.

32. 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.

33. Insert standard language pre MGO Section 16.23(9)(d)2.a. verbatim. When done, all of the previous non-exclusive easements for drainage easements are released and new drainage easements defined by the current proposed plat, which may be reduced to five (5) feet due to zoning setbacks.

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

If the Developer is not able to determine the final locations of the CBUs prior to recording the final plat, the final placement of CBUs for each phase of development within this land division shall be determined prior to construction. The locations for each phase shall as required by Ordinance, in accordance with the Policies for

Cluster Box Units as adopted by the City of Madison Board of Public Works and in compliance with United States Postal Service requirements.

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

35. Title work is incomplete and does not include the lands of Outlot 1 of Eagle Trace. Please provide a complete title report; additional comments may be required when a complete report is provided.
36. Release the portions of the Public Utility Easements in Eagle Trace Document No. 5434851 that are located in portions of the areas to be dedicated to the public for streets. Obtain releases from the utility companies and release from the City of Madison.
37. Show the building setback line on the preliminary plat as set forth in CSM 6407 Document No. 2263459 and release the setback for the final plat. Obtain release of setback from the now City of Madison-controlled roadway from the City of Madison Office of Real Estate Services.
38. Release the 10-foot wide Sloping and Grading Easement and the flow arrow restrictions set forth in CSM 9672, Document No. 3209045. Obtain release of restrictions from the now City of Madison-controlled roadway from the City of Madison Office of Real Estate Services.
39. Street "A" shall be split along the extended lot line of Lots 8 and 9. Submit street name suggestions to Lori Zenchenko (LZenchenko@cityofmadison.com) for approval of the two new street segments.
40. Release the restrictive covenant per Document No. 3209046 with the City of Madison Office of Real Estate Services at which time any conditions required within the document have been met.
41. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The developer's surveyor and/or applicant must submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jule Smith, City Engineering (Jsmith4@cityofmadison.com).
42. 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.
43. 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 Jule Smith (jsmith4@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.

44. 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)

45. Street "A" shall be classified as a Neighborhood Street as defined by the current Complete Green Streets Guide.

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

47. Per MGO Section 16.23(6)(a)11, the applicant shall have separate street names for the North-South street and East- West street.

48. Prior to final sign-off, the applicant shall work with the Traffic Engineering Division's Electrical Section to provide 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.

49. The applicant shall execute and return a declaration of conditions and covenants (DCC) for streetlights prior to sign-off of the final plat.

50. 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)

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

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

52. Verify that the two-family twin lots will meet the minimum lot size requirements. A two-family twin home lot shall be a minimum of 1,800 square feet per dwelling unit and 25 feet wide per dwelling unit. Specifically, show that Lots 7-12 will be a minimum of 25 feet wide at the 15-foot front yard setback distance. Increase the width of Lots 15, 16, 19, and 20 to a minimum of 25 feet wide.

53. Note: The proposed TR-P Zoned subdivision plat The Crest at Eagle Trace will not be required to have a Master Plan. A Master Plan shall be required for all TR-P projects that are proposed to be ten (10) acres or larger in size or those that will include fifty (50) dwelling units or more.
54. Section 28.185(9)(b) requires that every applicant for a demolition or removal approval that requires approval by the Plan Commission is required to get a Reuse and Recycling Plan approved by the City Recycling Coordinator, Bryan Johnson at streets@cityofmadison.com prior to receiving a raze permit. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(9)(b) shall submit documents showing compliance with the plan within 60 days of completion of demolition. A demolition or removal permit is valid for two (2) years from the date of the Plan Commission 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)

55. 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).
56. 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)

57. 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 West Park-Infrastructure Impact Fee district. Please reference ID# 24049 when contacting Parks Division staff about this project.
58. Park impact fees are due for the net gain in residential units with this proposal. Credit will be given for the existing residential units removed as part of the development.
59. 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.
60. 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 Bradley Hofmann, (608) 267-4908)

61. 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 (Contact Lance Vest, (608) 245-5794)

62. 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, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the plat containing electronic signatures shall be provided to ORES to obtain approval sign-off.

63. Prior to final plat approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner’s Certificate(s).

64. 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.

65. As of October 11, 2024, there are no 2023 real estate taxes due for the subject property. Under Wis. Stats. 236.21(3) and MGO Section 16.23(4), 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

66. As of October 11, 2024, there are no special assessments reported for the parcels within the plat boundary. Pursuant to MGO Section 16.23(4) and Wis. Stats. 236.21(3), all special assessments, including accrued interest in the case of delinquencies, shall be paid by the owner prior to plat approval sign off. Receipts for payment shall be provided to the City’s Office of Real Estate Services in advance of plat approval sign-off.

67. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report to ORES via email to Lance Vest (lvest@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 (July 1, 2024), 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.

68. Revise the plat prior to final approval and recording:

- a) Include a search of Tax Parcel ID 251-0708-201-1301-0 in the updated title report.

- b) 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.
- c) 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 redivision of existing plats or CSMs with utility easements that will no longer be applicable; and, prior to requesting sign-off, place a note in the proposed plat citing the recording data for the City's recorded release of same.

Appendix A: Tradition Residential–Planned District Requirements

The following excerpts summarize the requirements for residential development in the Traditional Residential-Planned (TR-P) District in 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 below for more information.]

(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.

Appendix B: Zoning Criteria – TR-P Zoning District

Requirements	Required: Single-family detached	Proposed	Required: Two-family twin	Proposed
Lot Area (sq. ft.)	2,900 sq. ft.	Will Exceed	1,800sq. ft./unit	Will Exceed
Lot Width	30'	Greater than 30'	25'/unit	(See Conditions)
Minimum Front Yard Setback	15'	To be determined at the time of permitting	15'	To be determined at the time of permitting
Maximum Front Yard Setback	30' or up to 20% greater than block average	"	30' or up to 20% greater than block average	"
Side Yard Setback	5'	"	5'	"

Reverse Corner Side Yard Setback	8' (10' for garage)	"	8' (10' for garage)	"
Rear Yard Setback	Street-accessed: 20' Alley-accessed: 2'	"	Street-accessed: 20' Alley-accessed: 2'	"
Usable Open Space	None	"	None	"
Maximum Lot Coverage	75%	"	75%	"
Maximum Building Height	3 stories/ 35'	"	3 stories/ 35'	"

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