



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 9803 Old Sauk Road  
**Application Type:** Preliminary Plat  
**Legistar File ID #** [36296](#)  
**Prepared By:** Timothy M. Parks, Planning Division  
Report includes comments from other City agencies, as noted

## Summary

**Applicant & Property Owner:** Jessie Crooks and Alex McKenzie, TR McKenzie, Inc.; 1910 Hawks Ridge Drive, Suite 322; Madison.

**Surveyor:** Ron Guthrie, Mead & Hunt, Inc.; 2440 Deming Way; Middleton.

**Requested Action:** Approval of a preliminary plat for the future creation of 35 single-family lots and 1 outlot to be dedicated to the City for stormwater management purposes.

**Proposal Summary:** The applicant is requesting approval of the preliminary plat of “The Willows”, which will include 35 street-loaded single-family lots and an outlot for public stormwater management. Implementation of the subdivision will begin in spring 2015 following approval and recording of a final plat, with completion of the first phase of subdivision improvements anticipated later this year.

**Applicable Regulations & Standards:** The subdivision process is outlined in Section 16.23(5)(b) of the Subdivision Regulations.

**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 proposed preliminary plat application was submitted to the City on November 19, 2014. Therefore, the 90-day review period for this plat will end circa February 19, 2015.

**Summary Recommendation:** The Planning Division recommends that the Plan Commission forward the preliminary plat of The Willows subdivision located at 9803 Old Sauk Road to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning on page 4 of this report.

## Background Information

**Parcel Location:** An approximately 15.2-acre parcel generally located on the south side of Old Sauk Road between Pioneer Road and Cricket Lane and opposite platted but unconstructed Big Stone Trail; Aldermanic District 9 (Skidmore); Middleton-Cross Plains Area School District.

**Existing Conditions and Land Use:** Single-family residence and detached accessory building, zoned SR-C1 (Suburban Residential-Consistent 1 District).

**Surrounding Land Use and Zoning:**

- North: Undeveloped land in the Town of Middleton (“Town”); future single-family lots in the Blackhawk subdivision in the City of Madison (“City”), zoned SR-C1 (Suburban Residential-Consistent 1 District);
- South: Undeveloped agricultural land in the Town; future single-family lots in the Autumn Ridge Reserve subdivision in the City, zoned SR-C2 (Suburban Residential-Consistent 2 District);
- East: Single-family residences along Old Sauk Road with undeveloped agricultural land in the Town; Sauk Heights single-family subdivision in the City; zoned SR-C2;
- West: Undeveloped agricultural land in the Town; Middleton Community Church in the City, zoned A (Agricultural District).

**Adopted Land Use Plan:** The [Elderberry Neighborhood Development Plan](#) identifies the subject site for low-density residential uses up to 8 units an acre with the exception of an enclosed depression located along the eastern property line, which is recommended for park, drainage and open space uses.

**Zoning Summary:** The following bulk requirements apply in SR-C1 (Suburban Residential-Consistent 1 District):

	<b>Required</b>	<b>Proposed</b>
Lot Area (sq. ft.)	8,000 sq. ft per lot	All proposed lots will exceed
Lot Width	60’	All proposed lots will exceed
Front yard setback	30’	TBD at permitting
Side yard setback	One story: 6’ / two story: 7’	TBD at permitting
Rear yard	Lesser of 30% lot depth or 35’	TBD at permitting
Maximum lot coverage	50%	TBD at permitting
Maximum building height.	2 stories/35’	TBD at permitting
Usable open space (sq. ft. per unit)	1,300	TBD at permitting; See Zoning Condition
<b>Other Critical Zoning Items</b>		
Yes:	Utility Easements (to be established with final plat)	
No:	Urban Design, Wellhead Protection, Floodplain, Landmarks, Waterfront Development, Adjacent to Parkland	
<i>Prepared by: Pat Anderson, Assistant Zoning Administrator</i>		

**Environmental Corridor Status:** The enclosed depression that will be dedicated to the City for stormwater management for this subdivision is located within a mapped environmental corridor (see Map A8).

**Public Utilities and Services:** The site will be served by a full range of urban services as it develops with the exception of Metro Transit, which does not currently provide service west of Pleasant View Road.

**Previous Approval**

On June 20, 2013, the Common Council attached the subject property to the City from the Town of Middleton approved a request to zone the property to the SR-C1 (Suburban Residential-Consistent 1) district for an existing single-family residence and potential future residential subdivision ([ID 30144](#)). The ordinance also authorized an application to amend the Central Urban Service Area (CUSA) to include the property, which was approved by the Wisconsin Department of Natural Resources on December 13, 2013 following approval by the Capital Area Regional Planning Commission on October 10, 2013.

## Project Description

The applicants are requesting approval of a preliminary plat to allow a 15.2-acre parcel located on the south side of Old Sauk Road between Pioneer Road and Cricket Lane and opposite platted but unconstructed Big Stone Trail to be subdivided into 35 single-family lots in SR-C1 (Suburban Residential–Consistent 1 District), zoning. The site is developed with a one-story single-family residence with exposed basement and attached three-car garage; a large detached accessory building is located to the southwest of the residence. As noted in the preceding section, the property was attached to the City from the Town of Middleton and zoned SR-C1 in 2013.

Primary access to the proposed subdivision will be provided by the extension of Big Stone Trail south of Old Sauk Road. Big Stone Trail is a 60-foot wide local street that provides access to the western portions of the Blackhawk residential subdivision located north of Old Sauk. At this time, Big Stone has been platted but not constructed; completion of that street is anticipated as the Eighth Addition to Blackhawk builds out. The preliminary plat of “The Willows” calls for 26 of the 35 future single-family lots to front either partially or entirely onto Big Stone Trail. The remaining lots proposed include 1 lot that will front onto Old Sauk Road and 4 lots that will front onto White Fox Lane, an east-west street proposed to parallel the southern edge of the site and provide street access to serve future development of the adjoining agricultural parcels located west and east of the site in the Town. The preliminary plat also calls for the extension of two local streets – Callie Way and Hanna Lane – west from Big Stone Trail to provide access for future development on the adjacent parcel.

While the applicants are only seeking preliminary plat approval for the 15.2-acre site, they have submitted a concept plan with the preliminary plat that shows how the adjacent parcels west and south of the site could develop based on the proposed street layout.

The applicants have not submitted a demolition permit for the existing single-family residence located in the northwestern portion of the proposed subdivision, and no specific authority to demolish or remove the house is granted with the approval of this preliminary plat. The house generally occupies the area where Lots 1-4 and Callie Way are proposed. Per Section 16.23(5)(c)4 of the Subdivision Regulations, approval or conditional approval of a preliminary plat does not constitute approval of the final plat, but is rather an expression of approval or conditional approval of the layout submitted as a guide to the preparation of the final plat, which will be subject to further consideration by the Plan Commission. Staff believes that the proposed preliminary plat can be approved with the flexibility that the residence may or may not remain as part of the subdivision, and that the final plat submitted subsequently will either provide a suitable lot for the relocated house or include a separate demolition permit application for the Plan Commission to consider pursuant to Section 28.185 of the Zoning Code.

## Analysis & Conclusion

The Planning Division generally believes that the proposed preliminary plat creating 35 single-family lots conforms to the applicable lot design standards in the SR-C1 zoning district and in the Subdivision Regulations. All of the proposed lots appear to provide the minimum 65 feet of lot frontage and 8,000 square feet of lot area required by the existing zoning. The proposed subdivision is also generally consistent with the land uses and street pattern recommended for the site in the Elderberry Neighborhood Development Plan. The net density of the proposed subdivision will be 3.8-units per acre based on 35 single-family units on approximately 9.28 net acres of development exclusive of the proposed public outlot and street rights of way. The proposed density is well within the density recommendations in the neighborhood development plan, which recommends that low-density residential development not exceed 8 units an acre. In general, The Willows subdivision follows the

development pattern that has emerged gradually from east to west across the Elderberry neighborhood over the last 10 years, including the Autumn Ridge Reserve, Sauk Heights and Woodstone single-family subdivisions, Blackhawk Church Town Center mixed-use planned development, and Paragon Place medium-density residential subdivision.

However, in order for the project to be considered fully consistent with the street pattern recommended for this portion of the Elderberry neighborhood, staff requests that modest revisions to the layout of the subdivision be required as conditions of approval of the preliminary plat, which will be implemented through the approval of the final plat.

First, staff requests that the proposed width of White Fox Lane, which is shown as a 60-foot wide east-west street on the preliminary plat, be increased. The Elderberry Neighborhood Development Plan recommends that an east-west collector street extend across the northern half of the neighborhood roughly midway between Old Sauk and Elderberry roads. This collector street was first established east of the subject site in the Sauk Heights subdivision, and is planned to eventually connect to the east-west segment of Schewe Road located west of the site. The neighborhood plan recommends that collector streets be 80 feet wide. At a minimum, the proposed extension of White Fox Lane through The Willows should be 70 feet to be consistent with the 70-foot right of way platted for same in Sauk Heights. Notwithstanding the increased right of way width needed, staff has reviewed the conceptual alignment of extended White Fox Lane through and west of the site and believes that it can facilitate the future development of the adjacent properties in accordance with the land uses and street pattern shown on the neighborhood development plan.

Staff also recommends that proposed Hanna Lane be extended across Big Stone Trail to the eastern edge of the subject site instead of the “eyebrow” street design currently proposed. While a second local street is not shown extending east from this site between Old Sauk Road and the extension of White Fox Lane on the Elderberry Neighborhood Development Plan, Planning staff believes that an easterly extension of Hanna Lane will result in a more compact and efficient lot pattern for the subject site, and should result in 1-2 additional developable lots compared to the 5 lots proposed to front onto the eyebrow. The extended street may also result in a more efficient development pattern for the adjacent parcel, where an east-west street is shown on the neighborhood plan generally on the same alignment as proposed Hanna Lane, though that street is not planned to extend to the parcel line shared with the subject site.

Finally, the 35 lots proposed represent the first phase of The Willows subdivision. Staff is aware of the applicant’s interest in developing an adjacent parcel located south and west of the subject site, which extends west to Schewe Road. However, the zoning and subdivision of that property as part of The Willows development cannot proceed until the property is attached to the City of Madison from the Town of Middleton. The attachment of that property is proceeding separately, and staff and the applicants anticipate the submittal of an expanded subdivision plat during the first half of 2015 following the incorporation of that property into the City.

## **Recommendation**

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

The Planning Division recommends that the Plan Commission forward the preliminary plat of The Willows on land located at 9803 Old Sauk Road to the Common Council with a recommendation of **approval** subject to input at the public hearing and the following conditions:

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

1. As required by the **Planning Division, City Engineering Division and Traffic Engineering Division**, a condition of the approval of The Willows subdivision shall be that the applicant submit the final plat showing proposed White Fox Lane as a minimum 70-foot wide neighborhood collector street consistent with its platting further to the east and as generally recommended in the Elderberry Neighborhood Development Plan. The final width and alignment of extended White Fox Lane shall be approved by the Traffic Engineering Division, City Engineering Division and Planning Division as part of the approval of the final plat of this subdivision, and may require the applicant to provide a revised concept plan for how the extended street will traverse properties west of the site in a manner that facilitates their development in general accordance with the land uses and street pattern shown on the neighborhood development plan.

**Planning Division**

2. That the proposed “eyebrow” street bulb on the east side of Big Stone Trail opposite proposed Hanna Lane be revised to a through public street extending to the eastern line of the proposed plat. The extension of Hanna Lane and revised lot configuration in this portion of the subdivision shall be shown on the final plat, subject to final approval by the Planning Division, Traffic Engineering Division, and City Engineering Division.
3. The approval of this preliminary plat grants no specific authority to demolish or remove the single-family residence at 9803 Old Sauk Road. Concurrent with the review of a final plat, the applicant shall receive approval of a demolition permit pursuant to Section 28.185 of the Zoning Code. The future application to demolish the residence shall include photographs of the interior and exterior of the building as well as a written assessment of its condition and the potential for the building to be relocated to another site, including a proposed lot in the subdivision. If the final plat is submitted in a manner that maintains the residence, the proposed lot for the existing residence shall meet the bulk requirements for the SR-C1 zoning district (yards, usable open space, etc.).
4. Note: Hanna Lane and Callie Way appear to qualify for a 56-foot wide local street right of way width (28 feet of pavement curb to curb) per Section 16.23(8)(a)8.a.iv of the Subdivision Regulations.

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

**City Engineering Division** (Contact Janet Schmidt, 261-9688)

5. The three preliminary street names are not approved. The submitted street names are personal names, duplicated street names, and also have alternative spellings. Submit new street name suggestions to Lori Zenchenko ([lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com)) for approval.
6. The Old Sauk Road right of way was not formally dedicated by Certified Survey Map 6407. The right of way shall be included in the plat boundary and shall be dedicated along with the additional width required for Old Sauk Road as required by City Engineering and Traffic Engineering staff.
7. Denote the “No Vehicular Access Restriction” along Old Sauk Road as noted on CSM 6407. Any release of this restriction will require a separate release document drafted by the City of Madison Office of Real Estate Services.

8. Denote the Building Setback Line shown on CSM 6407. Any release of this restriction will require a separate release document drafted by the City of Madison Office of Real Estate Services.
9. Show correctly the existing right of way at the intersection of Big Stone Trail and Old Sauk Road per the plat of Eighth Addition to Blackhawk Subdivision.
10. Denote on the plat the buildings and improvements "To Be Demolished".
11. Show and label the current corporate boundary on the preliminary plat of the City of Madison.
12. Show "recorded as" information along the exterior boundary of the plat.
13. Add Document Nos. 5110205 and 5110206 to the Public Storm Sewer and Sanitary Sewer Easement adjacent to the east side of the plat.
14. The property lines at street intersections shall be rounded with 15-foot radii, except the radii shall be 25 feet at the intersection with Old Sauk Road.
15. The minimum tangent lengths required by ordinance shall be provided between reverse curves. The current configuration does not comply with the ordinance.
16. Outlot 1 shall have Public Sanitary Sewer and Public Storm Sewer added to the dedication language.
17. Elevations shall be referenced to NAVD 1988 per City of Madison Control. Also the datum is "approximately" 845.6 above City Datum and the note shall be revised as necessary.
18. 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.
19. Provide an outlot 30 feet in width between Lots 8 and 9, which shall be dedicated to the City for stormwater management purposes to allow for the safe overflow of stormwater from the west. The developer shall be required to construct public storm sewer main to convey this water. Off-site grading easements may be required to direct the drainage to the storm sewer until the lands to the west develop. The developer shall also be required to construct a paved access road within the outlot for access to the future pond. The access road requirements shall be determined by the City Engineer.
20. Stormwater management coordination between this plat and the remaining areas of the Eighth Addition to Blackhawk Subdivision is required as part of this development.
21. Significant stormwater infiltration and detention are required beyond the limits of MGO Chapter 37. The applicant shall meet with City Engineering staff to discuss these requirements prior to final platting.
22. The stormwater management in Outlot 1 does not appear to accommodate a berm and access road, as required for the public sanitary sewer. The developer shall work with City Engineering staff to determine a suitable layout of the sanitary sewer and access road. If necessary, additional sanitary sewer easements

outside Outlot 1 may be required. Further comments will be provided upon the review of the stormwater management plan.

23. Offsite public sanitary sewer will need to be installed by the developer east of the plat to serve the proposed subdivision development. The applicant has already acquired the necessary 30-foot public storm sewer and sanitary sewer easements to build this sewer.
24. Prior to final plat sign off and recording, the applicant shall provide evidence that the septic system for the residence has been removed and abandoned with appropriate permitting from Public Health of Madison and Dane County if the residence will be demolished.
25. The developer and the City shall work on a cost sharing arrangement for the work that is required on Old Sauk Road. The developer is financially responsible for improvements to Old Sauk Road including sidewalk, curb and gutter, base course, a 4-foot wide section of pavement, and restoration adjacent to the development. Due to the difficulty of the construction for this small frontage, the City may request that the Developer construct the public frontage of half the street adjacent to Outlot 1 (which the City is financially responsible for) in exchange for a portion or all the street improvements on Old Sauk Road. The developer shall still be responsible for construction of the sidewalk along the Old Sauk Road frontage and any ingress and egress improvements as necessary to provide access to the plat.
26. The developer shall enter into a City/Developer agreement for the installation of public improvements required to serve this plat/ CSM. The developer shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The developer shall meet with the City Engineer to schedule preparation of the plans and the agreement. The City Engineer will not sign off on this plat without the agreement executed by the developer.
27. Two weeks prior to recording the final plat, a soil boring report prepared by a Professional Engineer, shall be submitted to the City Engineering Division indicating a ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than 9 feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.
28. This development is subject to impact fees for the Lower Badger Mill Creek Sanitary Sewer, Stormwater and Sanitary Sewer Lift Station. All impact fees are due and payable at the time building permits are issued. The following note shall be put the face of the plat: "Lots/ buildings within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued."
29. The applicant shall dedicate 27 feet of right of way along Old Sauk Road.
30. The plat shall show a temporary limited turn around easement or a temporary cul-de-sac on proposed Callie Way. The easement(s) shall expire when the streets are extended.
31. The developer shall construct sidewalk and complete ditching along Old Sauk Road according to a plan approved by the City Engineer.
32. The developer shall construct Madison standard street and sidewalk improvements for all streets within the plat.

33. The developer shall make improvements to Old Sauk Road to facilitate ingress and egress to the plat.
34. An erosion control plan and land disturbing activity permit shall be submitted to the City Engineering Division for review and approval prior to grading or any other construction activities. The Preconstruction Meeting for Public Improvements shall not be scheduled prior to issuance of this permit. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
35. The following notes shall be included on the final plat:
- a.) All lots within this plat are subject to public easements for drainage purposes which shall be a minimum of 6-feet in width measured from the property line to the interior of each lot except that the easements shall be 12-feet in width on the perimeter of the plat. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of six (6) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) feet in width along the perimeter of the plat. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water.
  - b.) The intra-block drainage easements shall be graded with the construction of each principle structure in accordance with the approved storm water drainage plan on file with the City Engineer and the Zoning Administrator, as amended in accordance with the Madison General Ordinances.

NOTE: In the event of a City of Madison Plan Commission and/or Common Council approved re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

Information to Surveyor's: In addition to notes such as this, WI State Plat Review now enforces the requirement that easements or other reference lines/areas be graphically shown, dimensioned and tied when they represent fixed locations. They will accept a "typical detail" when the easement or restriction can be effectively described and retraced from the typical detail.

36. Prior to the issuance of building permits, the developer shall submit a master stormwater drainage plan to the City Engineering Division for review and approval which shows lot corner elevations to the nearest 0.25-foot. For purposes of the plan, it shall be assumed that grading shall be done on a straight-line grade between points unless other information is provided. The proposed slope between points shall always be greater than or equal to .0075 ft/ft. If a break in grade is required between lot corners a shot shall be taken at that break in grade to provide the Engineer with enough information to interpret the plan. The developer shall also show proposed drainage arrows on the plan to indicate the proposed direction of drainage.

The master storm water drainage plan shall be submitted to City Engineering in digital format with elevations/grades/contours shown on the recorded plat map of the development. The digital record shall be provided using the state plane coordinate system—NAD 27. Note: It is required that this plan shall be stamped by and Registered Land Surveyor.



The following note shall accompany the master stormwater drainage plan: "For purposes of this plan, it is assumed that grading shall be a straight-line grade between points unless otherwise indicated. All slopes shall be 0.75% or steeper. Grade breaks between lot corners are shown by elevation or through the use of drainage arrows. No building permits shall be issued prior to the City Engineering Division's approval of this plan."

37. Prior to approval, this project shall comply with Chapter 37 of Madison General Ordinances regarding stormwater management. Specifically, this development is required to: detain the 2-, 10- and 100-year storm events; control 80% TSS (5 micron particle) off of new paved surfaces; provide infiltration in accordance with Chapter 37 of Madison General Ordinances, and; complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by Chapter 37 MGO.
38. Effective January 1, 2010, the Department of Commerce's authority to permit commercial sites for stormwater and erosion control has been transferred to the Wisconsin Department of Natural Resources (WDNR). As this site is greater than 1 acre, the applicant is required by State Statute to obtain a Water Resources Application for Project Permits (WRAPP) from the WDNR, prior to beginning construction. This permit was previously known as a Notice of Intent Permit (NOI). Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement. The City of Madison cannot issue an erosion control and stormwater management permit until concurrence is obtained from the WDNR.
39. A minimum of 2 working days prior to requesting City Engineering signoff on the plat, the applicant shall contact Janet Schmidt (261-9688) to obtain the final stormwater utility charges that are due and payable prior to subdivision of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel).
40. The developer shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.
41. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Janet Schmidt (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.
42. 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 condition reports for all monuments, including center of sections of record, used in this survey, to Eric Pederson, City Engineering. 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. The Applicant shall identify monument types on all PLS corners included on the Plat. Note: Land tie to two PLS corners required.
43. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone 1997Coordinates 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. The City has established WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the City Engineering Division website for current tie sheets and control data

([http://gis.ci.madison.wi.us/Madison\\_PLSS/PLSS\\_TieSheets.html](http://gis.ci.madison.wi.us/Madison_PLSS/PLSS_TieSheets.html)). If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact the City Engineering Division for this information.

44. In accordance with Section s.236.20(2)(c)&(f), Wisconsin Statutes, the applicant must show type, location and width of any and all easements. Clearly identify the difference between existing easements (cite Register of Deeds recording data) and easements which are being conveyed by the plat. Identify the owner and/or benefiting interest of all easements.
45. City of Madison Environmental Projects staff have reviewed the subject site and determined that a Phase I ESA **will** be required of the applicant. The applicant shall provide 1 digital and 2 hard copies of an ASTM Phase I ESA prepared by an environmental professional. Staff review of this Phase I ESA will determine if a further investigative Phase II ESA is also required. Please submit any relevant Phase I and Phase II ESAs to Brynn Bemis (267-1986, [bbemis@cityofmadison.com](mailto:bbemis@cityofmadison.com)) for further review.

**Traffic Engineering Division** (Contact Eric Halvorson, 266-6527)

46. No vehicular access shall be provided to Old Sauk Road for Lots 2 and 35. This restriction shall be shown graphically and as a note on the final plat.
47. Access to Lot 1 shall be limited to one residential driveway to serve the existing residence or a new residence to be constructed on said lot. The driveway shall be located within the westernmost 30 feet of Lot 1. This access restriction shall be acknowledged as a note on the final plat. Additionally the final plat shall include the following note: "Old Sauk Road will be reconstructed in the future as an arterial roadway expected to include a center median. The owner of Lot 1 acknowledges if a median is to be installed no break shall be constructed in the future median to provide westbound access to his/ her lot."

48. A declaration of conditions and covenant for streetlights and traffic signals shall be executed and returned prior to signoff of the final plat. The applicant will need to provide a deposit for their reasonable and proportionate share of traffic signal costs.
49. Utility easements shall be provided on the final plat as required by the City Traffic Engineer. The applicant shall show a detail drawing of the 12-foot utility easement dimensions and lot lines on the face of the final plat.
50. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

**Zoning Administrator** (Contact Pat Anderson, 266-5978)

This agency did not provide comments for this request.

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

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

**Water Utility** (Contact Dennis Cawley, 261-9243)

52. All public water mains and water service laterals shall be installed by a standard City of Madison Subdivision Contract. The Water Utility will not need to sign off the final plans, but will need a copy of the approved plans.
53. All operating private wells shall be identified and permitted by the Madison Water Utility and all unused private wells shall be abandoned in accordance with MGO Sec. 13.21.

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

This agency did not provide comments for this request.

**Parks Division** (Contact Kay Rutledge, 266-4714)

54. Park impact fees (comprised of the Park Development Impact Fee per MGO Sec. 20.08(2) and the Parkland Impact Fee in lieu of land dedication per MGO Sec. 16.23(8)(f) and 20.08(6)) will be required for all new residential development in this subdivision. The developer must select a method for payment of park fees before signoff on the final plat. This development is within the Far West park impact fee district (SI30). Please reference ID# 15101 when contacting Parks Division staff about this project.

55. Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right of way. Permission for such activities must be obtained from the City Forester, 266-4816.

**Office of Real Estate Services** (Heidi Radlinger, 266-6558)

56. Owner's Certificates shall be included and prepared for the final plat 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 on the final plat.
57. A certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s) on the final plat.
58. All consents and certifications required for the owner and any holder of interests in the subject lands shall be included on the final plat in a manner that is in conformance with Wis. Stats. Section 236.21(2) and 236.29, i.e., include language "...surveyed, divided, mapped and dedicated..."
59. When submitted, the final plat shall include current Dane County Treasurer, Dane County Register of Deeds, City of Madison Common Council, City of Madison Treasurer certificates. A signature block for the City Plan Commission is not required but would be appreciated.
60. An Environmental Site Assessment is required because of the public dedications.
61. Per Chapter 236.21(3) of Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes and special assessments that are accrued or delinquent for the subject properties prior to final approval of the final plat for recording.

62. The following revisions shall be made to the final plat prior to final approval and recording:

- a.) Accurately reflect the contents of the title report in the proposed plat.
- b.) Depict, name, and identify by document number on the proposed plat all existing easements cited in record title.
- c.) Include on the proposed plat a complete and accurate legal description of the lands that are to be included in the proposed plat. The legal description shall be reconciled with the legal description of said lands in record title.
- d.) Record satisfactions or releases for all mortgages, liens, judgments, or other instruments that encumber the title of the subject lands, but where the purpose for such instrument has been satisfied, fulfilled, or resolved.
- e.) Include the following sentence with the dedicated utility easements depiction in the Legend: Utility Easements as herein set forth are for the use of public bodies, as well as private utilities having the right to serve the area.