



Department of Planning & Community & Economic Development

Planning Division

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November 5, 2015

Ron Klaas

D'Onofrio, Kottke & Associates, Inc.

7530 Westward Way

Madison, Wisconsin 53717

RE: Approval of a request to rezone 10202 and 10304 Valley View Road from Temp. A (Agricultural District) to SR-C1 (Suburban Residential-Consistent 1 District) and PR (Parks and Recreation District) and approval of a preliminary plat for the future creation of 139 single-family lots, 4 outlots for public park and stormwater management purposes, 3 outlots to be dedicated to the City for a mid-block pedestrian/ bike path, and 6 private outlots for future development (Tony Heinrichs, Heinrichs Development Group).

Dear Mr. Klaas;

At its November 3, 2015 meeting, the Common Council **conditionally approved** your client's zoning map amendment and the preliminary plat of "Bridlewood" subject to the addition of the subject property to the Central Urban Service Area and the following conditions of approval to be addressed through the final plat of the subdivision:

Please contact Tim Troester of the City Engineering Division at 267-1995 if you have questions regarding the following twenty-three (23) items:

- 1.) Outlot 2 shall be removed from the plat as the City of Madison does not require this area to be dedicated to the public. Extend Lots 17, 18 and 21 to encompass all portions of Outlot 2. Show the delineated wetland boundary and required wetland buffer (30-foot minimum) around the perimeter of the wetland. Also add the following note to those lots containing any of the wetland area: "Owners of Lots 17, 18 and 21 that share ownership of the wetland area are notified of restricted uses of this land in accordance with State and Federal Law. Owners shall limit their use of the land to maintenance (mowing, trimming trees, weeding, etc) and passive recreation (trails may be maintained around the wetland but not through it); no dumping of any material is allowed; filling of the wetland area is prohibited; and hunting is not allowed in this area."
- 2.) In order to provide sanitary sewer service to this development, the sanitary sewer interceptor will need to be extended by the City along Valley View Rd, Outlot 12, Outlot 13 and Bridlewood Drive. The applicant shall provide a right of entry to the City or 15-foot wide temporary construction easements along the corridor on both sides of the of the proposed sewer in addition to providing permanent sanitary sewer easements in Outlot 12 and Outlot 13 if required by the City Engineer.

- 3.) This development is subject to the Lower Badger Mill Creek Storm and Sanitary Sewer Impact Fee District Charges. Contact Tim Troester (267-1995, ttroester@cityofmadison.com) for more information.
- 4.) A condition shall be added to the plat that all lots that share a property line with Outlot 13 shall install and maintain privately owned fences along these shared property lines with Outlot 13.
- 5.) 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. Obtaining a developer's agreement generally takes approximately 4-6 weeks, minimum.
- 6.) 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.
- 7.) The applicant shall be responsible for improvements of Valley View Road including 4 feet of pavement, concrete curb and gutter, concrete sidewalk along the plat limits, and tapers beyond plat limits.
- 8.) The developer shall make improvements to Valley View Road to facilitate ingress and egress to the plat.
- 9.) The developer shall note the AASHTO design standards for intersection sight distance will be applied during the design of the streets within this plat.
- 10.)The developer shall construct Madison standard street and sidewalk improvements for all streets within the plat.
- 11.)The developer shall confirm that adequate sight distance exists on Valley View Road where public streets intersect. If adequate sight distance does not exist, the developer shall change the location of the street intersection or agree to make improvements to the roadways such that the sight distance is achieved or make other mitigating improvements as required by the City.
- 12.)The applicant shall dedicate a 15-foot wide sanitary sewer easements in Outlot 13 along Valley View Road, along the west side of Lots 135 to 139 and along north side of Lot 139 as a condition of approval.
- 13.)The applicant shall dedicate a 15-foot wide sanitary sewer easement across Outlot 12 as a condition of approval.
- 14.)The applicant shall provide proof of septic system abandonment from Public Health-Madison and Dane County as a condition of plan approval.

15.)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.

16.)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."

- 17.) 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, matching post development rates to predevelopment rates; control 80% TSS (5 micron particle) off of newly developed areas compared to no controls; provide infiltration in accordance with Chapter 37 of Madison General Ordinances; provide substantial thermal control, 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.
- 18.) This site appears to disturb over 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 continue to review projects for compliance with NR-216 and NR-151 but a separate permit submittal is now required to the WDNR for this work as well. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their Notice of Intent Permit (NOI) or Water Resources Application for Project Permits (WRAPP) permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement.
- 19.) The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including SLAMM DAT files, RECARGA files, TR-55/HYDROCAD/Etc., and Sediment loading calculations. 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).
- 20.) A minimum of 2 working days prior to requesting City Engineering signoff on the plat, the applicant shall contact Tim Troester (267-1995) 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).
- 21.) The developer shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.
- 22.) 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 Mark Moder (261-9250) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.
- 23.) 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) for further review.

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have any questions regarding the following nine (9) items:

- 24.) The No Vehicular Access restriction per CSM 6411 shall be released by separate document prepared by City's Office of Real Estate Services. The applicant shall prepare metes and bounds legal descriptions and scale map exhibits for the portions to be released and provide them to Engineering Land Records Coordinator Jeff Quamme for review (266-4097, jrquamme@cityofmadison.com). Upon approval of the exhibits and payment of the required \$500 administration fee (check payable to "City of Madison Treasurer") to cover staff time and recording costs, City Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the release document(s) and record with the Dane County Register of Deeds. Any new vehicular access restrictions required for this preliminary plat along Valley View Road shall be added to the plat.
- 25.) Provide the intent in regard to the common driveway currently used by lands comprising this plat and the two parcels to the east. It is assumed that the common access will be removed. This will require the release of the 66-foot wide Private Ingress-Egress Easement per CSM 6411 and Document No. 2334874 by all parties of interest.
- 26.) A portion of the PLE and TLE for Public Sanitary Sewer shall be released by separate document prepared by the Office of Real Estate Services. The applicant shall prepare metes and bounds legal descriptions and scale map exhibits for the portions to be released and provide them to Engineering Land Records Coordinator Jeff Quamme for review (266-4097, jrquamme@cityofmadison.com). Upon approval of the exhibits and payment of the required \$500 administration fee (check payable to City of Madison Treasurer) to cover staff time and recording costs, City Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the release document(s) and record with the Dane County Register of Deeds. Coordinate the revision of the proposed sanitary sewer route with City of Madison Sewer Engineering Staff. Any new easements required as a result of this plat shall be granted by the plat or provided at no cost to the City of Madison.
- 27.) A public pedestrian and bicycle path easement over the entirety of Outlot 12 and Outlot 13 shall be provided.
- 28.) Continue coordination of all necessary replacement street names for the plat with City Engineering Program Specialist Lori Zenchenko at lzenchenko@cityofmadison.com.
- 29.) 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.
- 30.) Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of required tie sheets or 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.

- 31.)The underground electric easements per Document Nos. 2609646 and 2609647 adversely encumber many lots. If these facilities are to be moved, recorded releases of these easements will be required.
- 32.)Provide topographic information in the northeast corner of the preliminary plat as required by ordinance.

Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following three (3) items:

- 33.)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.
- 34.)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.
- 35.)Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following two (2) items:

- 36.)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.
- 37.)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.

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following item:

- 38.)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)."

Please contact Janet Schmidt of the Parks Division at 261-9688 if you have any questions regarding the following ten (10) items:

- 39.)The Bridlewood Plat, as currently proposed, includes 139 single-family lots (one single-family lot currently exists). The parkland dedication requirement for a single-family lot is 1100 square feet per MGO Sec. 16.23(8)(f) and 20.08(6); the total dedication requirement for the 138 new single-family lots is 151,800 square feet. The dedication as proposed in Outlot 1 is acceptable for parkland dedication. The dedication as proposed in Outlot 2 is inconsistent with the neighborhood plan and is insufficient in size to meet the standards for dedication of useable park space; Outlot 2 lands will not be accepted as public parkland dedication. The dedication as proposed in Outlot 13 has not yet been defined but may be considered for public park dedication. Public parkland dedication shall be

provided by a dedicated separate parcel and not combined with the stormwater management parcel. It is unclear if the parkland dedication will be sufficient to meet the requirement for this plat. If necessary, the applicant shall work with Parks staff to expand any required parklands to fully meet parkland dedication requirements.

- 40.) Park Development Impact Fees per MGO Sec. 20.08(2) will be required for all new residential development in this subdivision. The developer must select a method for payment of park impact fees prior to signoff of the rezoning and final plat. This development is within the Elver park impact fee district (SI31). Please reference ID# 15154 when contacting Parks Division staff about this project.
- 41.) Since the stormwater management and parkland dedications are shown in same parcel, a final determination of the area that will be proposed for parkland dedication cannot be calculated until after the final stormwater master plan is completed.
- 42.) The following note should be included on the plat: "Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued."
- 43.) Lands that are dedicated for park purposes to fulfill the parkland dedication shall be suitable for park development. The Applicant shall provide proposed grading plans prior approval of the area of dedicated public parklands.
- 44.) 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.
- 45.) The applicant shall install a fence along the boundary of lands dedicated for public park purposes at the sole expense of the applicant. The fence shall be installed on private property to a design that is mutually agreeable to the applicant and Parks Division. The cost of the fence shall not be eligible for park development fee credits. The applicant shall execute a deed restriction that would require the fence to be perpetually maintained by the property owners for any lots that are adjacent to publicly dedicated park lands, including proposed Lots 1-3, 115-123, and potentially Lots 135-139.
- 46.) The applicant shall modify Outlot 13 to provide for a 20-foot wide connection to Malmquist Road between Lot 116 and 117. The applicant shall construct 10ft wide asphalt path that extends from Malmquist Road to the south line of Lot 116 and Lot 117.
- 47.) General guidelines for park development include:
 - a.) Areas within a park to be used for open space for active and passive recreation shall be graded at 1-2% for the area of field proposed.
 - b.) No side slopes within the park dedication area shall exceed 4:1.
 - c.) Provide for grading and a crushed stone path that would allow for a walking path to be constructed around the stormwater management property within OL 13.
- 48.) 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.

Please contact my office at 261-9632 if you have any questions about the following items, including the ten (10) conditions jointly required by the City Engineering Division, Traffic Engineering Division and Planning Division and the three (3) Planning Division conditions, which shall be satisfied as part of the submittal of a revised preliminary plat and final plat of the Bridlewood subdivision:

- 49.)The applicant shall show Augie Street extended to the east line of the plat. This will allow for the section of Malmquist Road between Bridlewood Drive and the east plat line to be eliminated and with it the need for the developer to acquire off-site lands for street dedication to complete the intersection of Malmquist Road and Sugar Maple Lane. Also, Augie Street shall be renamed to Fallen Oak Drive and widened to a 60-foot right of way. This street shall eventually align with Fallen Oak Drive to the west (at Pioneer Road).
- 50.)The applicant shall modify the angle at which Saddle Street/ Saddle Court intersects Watts Road to place the centerline of Saddle Street approximately 450 feet west of the eastern plat line (currently 530 feet west), which will allow for a more typical subdivision pattern at such time as 7416 Valley View Road is developed.
- 51.)The final alignment of Augie Street/ Fallen Oak Drive and Saddle Street/ Saddle Court shall be approved by the Traffic Engineering Division, City Engineering Division and Planning Division as part of the approval of the revised preliminary plat and final plat of this subdivision and may require the applicant to provide a plan for how the extended streets will traverse properties west and east of the site in a manner that facilitates their development in general accordance with the land use and street pattern shown on the neighborhood development plan.
- 52.)Outlots 10 and 11 shall be replaced by a 56-foot wide east-west public street to connect between the west line of the plat and Bridlewood Drive. As a result of the block length that will result from proposed May Street and the required extension of Augie Street/ Fallen Oak Drive, the Outlot 9 public path shall be removed, as the City does not wish to maintain this path.
- 53.)Copper Kettle Lane shall be extended south to intersect with Malmquist Road and a 20-foot wide section of Outlot 13 shall be extended between Lots 116 and 117 opposite extended Copper Kettle Lane to create a pedestrian connection from Malmquist Road into the proposed open space.
- 54.)Sugar Maple Lane shall be widened to an 80-foot right of way for its entire length through the plat.
- 55.)Bridlewood Drive may be narrowed to a 60-foot right of way north of Augie Street/ Fallen Oak Drive but shall remain a 66-foot wide right of way from that intersection south to Valley View Road as shown.
- 56.)Following the required extension of Augie Street/ Fallen Oak Drive, Malmquist Road shall be narrowed to a 56-foot wide right of way.
- 57.)The applicant shall dedicate sufficient right of way for the installation of roundabouts to be designed by the Traffic Engineering Division at the intersections of Sugar Maple Lane and Watts Road and Sugar Maple Lane and extended Augie Street/ Fallen Oak Drive. Sugar Maple Lane and Watts Road are expected to convey substantial collector traffic, and the neighborhood roundabout will help to slow traffic on these roadways.

- 58.)The applicant shall dedicate an easement on the final plat for a public pedestrian-bike path [east-west] through the subdivision as a continuation of the 1000 Oaks bike path.
- 59.)The approval of this preliminary plat grants no specific authority to demolish or remove the single-family residence at 10202 Valley View Road. Concurrent with the review of the final plat of Bridlewood, 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. [Note: Plan Commission approval is not required to demolish or remove any *accessory* structures on the site, including the stable and garage. However, the Building Inspection Division requires that raze permits be issued for these structures prior to work commencing.]
- 60.)The final plat shall be revised to include a note approved by the Planning Division in consultation with the Traffic Engineering Division that notifies future property owners and residents of the Bridlewood subdivision of the planned future extension of Sugar Maple Lane south and east of the plat and Watts Road east and west of the plat per the adopted Pioneer Neighborhood Development Plan.
- 61.)The developer shall establish a 20-foot side yard building setback line on the final plat for Lots 134 and 135 adjacent to Valley View Road.

Please contact Jenny Frese of the Office of Real Estate Services at 267-8719 if you have any questions regarding the following nine (9) items:

- 62.)Owner's Certificates shall be included and 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 on the final plat.
- 63.)If any mortgages are secured against the lands within the plat boundary, executed certificates of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s) on the final plat.
- 64.)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..."
- 65.)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.
- 66.)An Environmental Site Assessment is required for the areas dedicated to the public on the plat.
- 67.)Per Chapter 236.21(3) of Wis. Stats. and MGO Section 16.23(5), 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.

- 68.) Please coordinate with Tim Troester (267-1995) or Brenda Stanley (261-9127) in the City Engineering Division to obtain any outstanding stormwater management fees from the City of Madison Water Utility. Receipts for the payment of the prorated fee shall be presented prior to final plat approval sign-off.
- 69.) Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish to 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 and the date when sign-off of the final plat is requested. The surveyor shall update the plat with the most recent information available in the title report update. When preparing the title update, the title company shall also reference the new parcel numbers for the two existing tax parcels within the plat boundary.
- 70.) The following revisions shall be made to the final plat prior to final approval and recording:
- a.) Include 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.
 - b.) Note and identify by document number any existing agreements or declarations of record.
 - c.) Depict the access restriction along Valley View Road, as set forth by the prior CSM. Coordinate with City staff regarding the need for a partial release of said restriction, if Bridlewood Drive is approved in its proposed location.
 - d.) Include the word 'private' in the label for the 33-foot ingress-egress easement set forth by the prior CSM, if it is intended to remain. Record an easement release document for said easement if it is no longer necessary.
 - e.) Depict and dimension all existing improvements (buildings, drives, parking lots, etc.), encroachments, wells and septic systems associated with the lands described for the proposed plat. (Well abandonment: ref. NR 141).
 - f.) Create and record, or show as being dedicated in the proposed plat, public utility and public drainage easements required to serve the new lots.
 - g.) 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.
 - h.) Include the following sentence with the dedicated utility easements depiction in the Legend: "Public 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."

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

Bridlewood Preliminary Plat
10202-10304 Valley View Rd.
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Any appeal regarding the plat, including the conditions of approval related thereto, must be filed with the Circuit Court within thirty (30) days from the date of this letter. If I may be of any further assistance, do not hesitate to contact me at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Tim Troester, City Engineering Division
Jeff Quamme, City Engineering Division–Mapping Section
Eric Halvorson, Traffic Engineering Division
Janet Schmidt, Parks Division
Jenny Kirchgatter, Assistant Zoning Administrator
Bill Sullivan, Madison Fire Department
Dennis Cawley, Madison Water Utility
Jennifer Frese, Office of Real Estate Services