



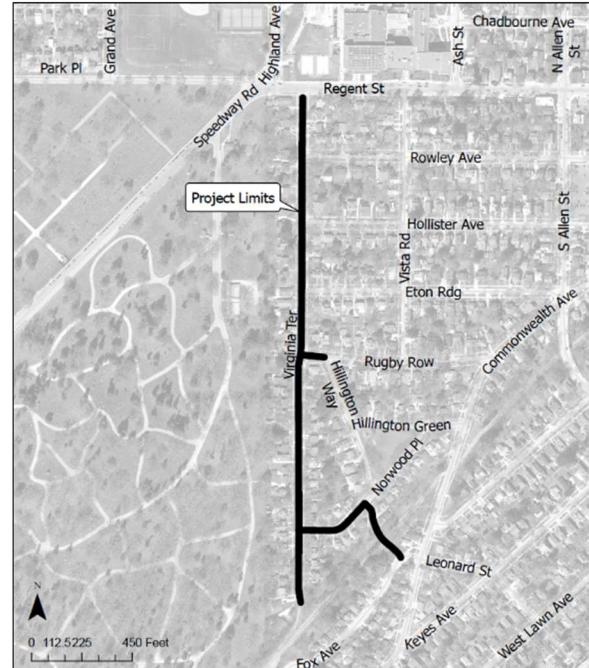
Department of Public Works  
Engineering Division

#### PROJECT CONTACTS

» Project Manager: Grecia Izquierdo Torres  
608-266-4763, [gizquierdo@cityofmadison.com](mailto:gizquierdo@cityofmadison.com)

## Fact and Details Sheet: VIRGINIA TERRACE, NORWOOD PLACE, RUGBY ROW, AND HILLINGTON WAY CONSTRUCTION PROJECT

### Project Location Map



#### Project Details – Proposed Work

**Sanitary Sewer:** The existing sanitary main will be replaced along Virginia Terrace, Norwood Place (Virginia Terrace to Hillington Way), and Rugby Row (Virginia Terrace to Hillington Way). Sanitary laterals will be replaced from the new main to the property line (*sanitary laterals assessable*). The existing 6" clay sanitary main on Virginia Terrace and Rugby Row (from Virginia Terrace to Hillington Way) will be replaced with 8" PVC. The existing 8" clay sanitary main on Norwood Place (Virginia Terrace to Hillington Way) will be replaced with 8" PVC. The sanitary main on Hillington Way south of Norwood Pl to the street end will be replaced. In limited cases where the existing lateral is cast iron, appears to be in good condition upon inspection, and runs under a tree, the lateral will only be replaced to the back of curb. In those cases, the owner will not be assessed for the additional footage of replacement that is not completed. If you would like a full lateral replacement to the property line in cases such as this, please contact the Project Manager listed to the right.

**Water Main:** The City will replace the existing water main and reconnect existing water services to the new main with 8-inch ductile iron pipe.

**Storm Sewer:** The City will replace and improve the existing storm sewer on Virginia Terrace (from Norwood Place to Rugby Row), Norwood Place, Rugby Row, and Hillington Way, and on the intersections. Additional storm sewer may be replaced pending the review of the existing condition of the storm sewer.

**Rain Gardens:** Property owners may be eligible for a terrace rain garden installation as part of this street project if the site meets certain criteria. The terrace must have a minimum area of 10 ft. X 15 ft. in a relatively flat, open space away from trees and utilities. Rain gardens are partially assessable up to \$100. Rain garden maintenance would be the homeowner's responsibility if installed. If you are interested, please contact Phil Gaebler of City Engineering at (608) 266-4059, [PGaebler@cityofmadison.com](mailto:PGaebler@cityofmadison.com). More information on the terrace rain garden program is available at [www.cityofmadison.com/engineering/stormwater/raingardens/terracerraigardens.cfm](http://www.cityofmadison.com/engineering/stormwater/raingardens/terracerraigardens.cfm)

**Street:** The City will replace the existing asphalt pavement (*10 ft. of pavement are assessable*), gravel base along Virginia Terrace (from cul-de-sac south of Norwood Place to Regent St), Norwood Place (Virginia Terrace to Hillington Way), Rugby Row (Virginia Terrace to Hillington Way), and Hillington Way (Norwood Place to Southwest Commuter Path). Sidewalk, curb and gutter, and driveway aprons will be spot replaced, which includes those in poor condition or removed during utilities installation.

**Driveway Aprons:** Driveway aprons constructed with the project will be replaced with concrete. Driveway widths will be replaced per the City of Madison standard detail (*driveway aprons assessable*). Any driveway removal behind the proposed sidewalk will be replaced with concrete or asphalt depending on the existing material.

**Bus Pads:** Bus pads will not be installed along Virginia Ter, Norwood Pl, Rugby Row, or Hillington Way.

**Street Lights:** There are no proposed changes to street lighting within the project limits.

**Assessments:** The project will have special assessments for the street construction. The assessments are a special charge for work being done that has a direct benefit to the property. The preliminary assessments are mailed during the design phase and will give the property owner an estimated cost due after construction is complete. The final assessment bill will be mailed in 2028 to adjacent property owners. The bill is calculated based on measured quantities for driveway aprons removed and replaced during construction.

The bill is calculated based on measured quantities for driveway aprons, pavement, and terrace walks are based on 2026 street improvement rates and will carry over from the preliminary assessment. The sanitary sewer laterals and private storm sewer connections will also be billed based on bid prices and measured quantities during construction. The property payment options include payment by lump sum or over 8 years with 4.5% interest.

**Trees:** Terrace trees may be pruned prior to construction to provide required clearance for construction equipment. Efforts are being made in the street design to save as many of the existing trees as possible. For example, matching the existing elevations of the street, and setting up tree protection to keep construction equipment away from the root zone. There are 3 planned tree removals (18" American Basswood (509 Virginia Terrace), 36" Pin Oak (453 Virginia Terrace), and 19" Norwood Maple (2505 Norwood Place)) with this project because of poor condition and these trees are planned to be removed ahead of construction. If, during the course of construction, it is determined that any additional trees must be removed, adjacent property owners will be notified, prior to removal of the tree. The trees within the project limits that remain may have the roots trimmed during construction. The trees within the project limits that remain may have the roots trimmed during construction.

Tree pruning in advance of the project is required to reduce the risk of damage to the trees during construction. The City of Madison Forestry Section will perform the necessary work. For certain species, especially oak and elm trees, the pruning must be completed between October 15<sup>th</sup> and April 15<sup>th</sup> to reduce the chance of disease transmission. If additional trees need to be removed, City Engineering will notify the adjacent property owner prior to removal.

Item	Property Owner Share	City Share
10' Pavement Replacement*	100%	0%
Driveway Apron Replacement	50%	50%
Remove & Replace Terrace Walk	50%	50%
Curb & Gutter Replacement	0%	100%
Sidewalk Replacement	0%	100%
Sanitary Sewer Main	0%	100%
Sanitary Laterals to Property Line	25%	75%
Water Main	0%	100%
Water Main Services	0%	100%
Storm Sewer Main	0%	100%
Private Storm Connections (if any)	100%	0%

\*Pavement assessed per linear ft. of frontage. 50% discount for single or two-family corner lots fronting two streets.  
- 50% discount for single or two-family corner lots fronting two streets  
- 67% discount for single or two-family corner lots fronting three streets

Street trees provide many benefits to our city and are considered an important part of the city's infrastructure. Forestry Section staff will evaluate the terrace for new planting sites and potential replacement sites when the project is complete. There is no additional cost to the adjacent property owner for tree planting. Street trees are typically planted in the spring of the year following the completion of the construction project. Per Madison General Ordinance 10.10, City Forestry determines tree species and planting locations. Residents cannot choose or plant their own tree on the terrace.

For any questions regarding street tree maintenance or planting, please contact the general forestry line at 266-4816.

**Project Website:** Please visit the project website for the latest information and sign-up for email updates too.  
<https://www.cityofmadison.com/VirginiaNorwood>

### Construction Schedule & Impacts

**Tentative Schedule:** This project is scheduled to be bid spring of 2026. Construction along Virginia Terrace, Norwood Place, Rugby Row, and Hillington Way is expected to begin summer of 2026 and be completed by summer 2027. Allowed work hours are 7am to 7pm Mon-Sat and 10am to 7pm Sun.

**Traffic Impacts:** Virginia Terrace, Norwood Place, Rugby Row, and Hillington Way will be closed to thru traffic within project limits until the project is complete. Local access to Virginia Terrace, Norwood Place, Rugby Row, and Hillington Way will be provided. Per City's standard specs, residential driveways may be closed for a cumulative of 20 days during the project, primarily when concrete driveway aprons, curb & gutter, and sidewalks are being installed. No parking is allowed within the construction zone during working hours (7AM to 7PM), so when your driveway is not accessible, you will need to park on the adjacent streets outside the project limits. The contractor will notify impacted residents prior to the driveway access being closed for an extended period, but there likely be several short-duration closures during utility work and asphalt paving that may not have much advance notice. During these shorter disruptions, the Contractor will work with residents to provide access as quickly as possible. Contact the project manager if you have accessibility concerns and need to request special accommodations.

**Water Shut-offs:** An average of two water shut-offs are expected for each property within the project limits. A minimum of 48 hours of notice will be provided prior to the shutoffs. Each shutoff may last up to 8 hours, but typically last about 4 hours. The water will be shutoff when the new water main is connected to the existing main and connecting the services to the new main. At the start of construction, the existing main will remain in service until the new main is installed and connected to; emergency shutoffs may occur if the old, brittle main is damaged during construction. If this happens, crews will work to notify affected properties as quickly as possible.

**Refuse Collection & Mail Delivery:** It will be the contractor's responsibility to allow for refuse collection and mail delivery to continue during construction. Please mark your address on your cart to make sure it is returned if moved. We ask that you place your carts at the street the evening prior to or at the very latest 6:00 a.m. the morning of your scheduled refuse/recycling day.

**Landscaping:** Existing concrete terrace walkways (area between sidewalk and curb) will be replaced as needed with the project (terrace walkways assessable), unless the property owner requests that they are removed. Existing landscaping plantings, raised planting beds, stone or brick pavers, and wood retaining walls, etc. within the terrace (between curb & sidewalk) will be impacted. If you wish to save any landscaping, it should be removed prior to the start of work in 2026 and reinstalled by you after construction is complete. If left in place, these items will be removed by the contractor. The contractor will not replace or reinstall these items following completion of the project. Please contact the project manager to request the removal of an existing concrete terrace walkway or to evaluate the impact of construction in the right-of-way.