



Department of Planning & Community & Economic Development

## Planning Division

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January 28, 2014

Kevin Pape  
D'Onofrio Kottke & Associates  
7530 Westward Way  
Madison, Wisconsin 53717

RE: Approval of a request to rezone 901-1001 Sugar Maple Lane from A (Agricultural District) to TR-C3 (Traditional Residential–Consistent 3 District) and TR-U1 (Traditional Residential–Urban 1 District); approval of a demolition permit to demolish 3 existing single-family residences, and approval of a revised preliminary plat creating 44 single-family residential lots, 2 lots for future multi-family development, and 2 outlots to be dedicated to the public for stormwater management. (Alex McKenzie/ Sugar Maple, LLC)

Dear Mr. Pape;

At its January 21, 2014 meeting, the Common Council **conditionally approved** your client's zoning map amendment, demolition permits and preliminary plat of Sugar Maple subject to the following conditions of approval to be addressed through the final plat of the subdivision:

**Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following thirty-seven (37) items:**

1. Overlaps or gaps, if any exist, between this plat and any adjacent property shall be identified and resolved prior to an approval of the final plat.
2. The City of Madison Corporate Boundary shall be shown on the preliminary plat. The plat boundary and corporate boundary shall be verified by the surveyor to be conterminous along the southerly and easterly sides of the preliminary plat.
3. The preliminary plat shall note: 1) The total acreage of the plat. 2) The distance and direction to the nearest public sanitary sewer and water main along with size and invert. 3) Insert 25-foot return radii at the intersection of Lost Pine Trail and Sugar Maple Lane.
4. An additional 7 feet of right of way along Valley View Road shall be dedicated to the public. The return radius at the intersection with Sugar Maple Lane shall be 25 feet.
5. A full right of way width of 60 feet shall be dedicated for the entire length of "C" Street. This will require a realignment of at least a portion of the street. [Note: This condition is generally addressed by the revised preliminary plat included in the January 13, 2014 Plan Commission materials.]

6. The final plat shall clearly designate all easements within this plat boundary as either existing or new and public versus private ownership. Any easements within this plat that already exist, if any, shall include the Register of Deeds recording information that created the same. For any new public use easements to be dedicated and conveyed by this subdivision plat, contact City Engineering-Mapping staff (Jeff Quamme – [jquamme@cityofmadison.com](mailto:jquamme@cityofmadison.com) ) to receive the appropriate easement terms/conditions language for inclusion on this subdivision plat.
7. Submit potential street names for “C/ Cherry Blossom Way” street and “D/ Wild Petunia Road” street to Lori Zenchenko of the City Engineering-Mapping section ([Lzenchenko@cityofmadison.com](mailto:Lzenchenko@cityofmadison.com)) for approval.
8. Verify and modify the plat accordingly to ensure that the zoning setbacks coincide with the required drainage easement widths.
9. The developer shall modify the layout of “C” Street to provide for a full 60-foot wide right of way. The Developer shall construct “C” Street between Ancient Oak Lane and the north line of Lot 42 with a full pavement width, curb and gutter on both sides, and sidewalk on the west side. A full typical street section shall be required on “C” Street south of north line of Lot 42. [Note: This condition is generally addressed by the revised preliminary plat included in the January 13, 2014 Plan Commission materials.]
10. It shall be the developer’s responsibility to obtain any necessary grading easements from the lands to the east for the construction of “C” Street.
11. The developer shall dedicate temporary turnaround easements and shall construct temporary turnarounds at the ends of “D Street/ Wild Petunia Road” and Lost Pines Trail. The lots that will have the temporary turnarounds constructed on them will receive building permit holds until the streets are extended to the east or unless a grading and landscape plan is approved by the City Engineer.
12. The developer shall install sidewalk, curb and gutter, pavement and storm sewer along Valley View Road and Sugar Maple Lane, in accordance with the plans approved by the City Engineer.
13. The developer shall dedicate right of way on Valley View Road to accommodate a left turn lane from Valley View Road onto Sugar Maple Lane.
14. A method to collect the well distributed drainage coming off the USDA property the east must be determined so that it may be directed to the new greenway. This may require easements and grading on Lots 22 and 35.
15. The developer may be required to obtain off-site easements for the sanitary sewer construction required downstream of the plat.
16. The developer shall construct sanitary sewer downstream of the plat connecting on Feather Edge Drive. A sewer maintenance road will be required over the easement.

17. The developer shall be required to construct a bike path amenity within the public greenway located in Outlot 1, in accordance with the plans approved by the City Engineer and City Traffic Engineer.
18. The developer may be required to upgrade the existing culverts under Sugar Maple Lane and install new RCP pipe to replace the existing corrugated metal pipes.
19. The developer shall remove the septic systems with the building demolition and take out a septic system removal permit with the Public Health Department of Madison and Dane County. The developer shall provide evidence of application submittal prior to the approval of the final plat.
20. 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.
21. 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.
22. This development is subject to impact fees for the Lower Badger Mill Creek Sanitary Sewer and Stormwater Impact Fee District. 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."
23. The applicant shall dedicate 7 feet of right of way for Valley View Road and 4 feet of right of way for Sugar Maple Lane with the final plat.
24. The developer shall construct Madison standard street and sidewalk improvements for all streets within the plat.
25. The developer shall show a 30-foot building setback line along Valley View Road for all adjacent lots in the plat.
26. The developer shall grade the right of way line to a grade established by the City Engineer and complete ditching along Sugar Maple Lane as specified by the City Engineer.
27. The developer shall make improvements to Sugar Maple Lane to facilitate ingress and egress to the plat.
28. 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.

29. 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."

30. 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; 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.

31. A minimum of 2 working days prior to requesting City Engineering signoff on the plat, the applicant shall contact Janet Dailey (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).
32. The developer shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.
33. 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 Dailey (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.
34. 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.
35. The applicant shall submit to Eric Pederson, prior to Engineering sign-off of the subject plat, two (2) digital and one (1) hard copy of the final plat to the Mapping/GIS Section of the Engineering Division. The digital copies shall be submitted in both NAD27 & WIDOT County Coordinate System, Dane County Zone datums in either Auto CAD Version 2001 or older, MicroStation Version J or older or Universal DXF Formats and contain the minimum of the following, each on a separate layer name/level number: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (i.e. street, sanitary, storm (including wetland & floodplain boundaries) water, pedestrian/bike/walkway, or any public and/or private interest easement except local service for Cable TV, gas, electric and fiber optics).  
  
\*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes.  
  
\*New electronic final plat transmittals and notification of changes which occur to the final plat during the time the Engineering Division signs off and receives the digital copies of said plat and the recording thereof, are the responsibility of the Developer/Surveyor.
36. 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.

37. 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.

**Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following two (2) items:**

38. Utility easements shall be provided on the final plat between the lots in the following table. The applicant shall show a detail drawing of the 12-foot utility easement dimensions and lot lines on the face of the final plat.

Between Lots	Between Lots	Between Lots	Between Lots
Westerly 10' of Lot 1	17, 18	31, 32	7, Outlot 2
4, 5	Easterly 10' of Lot 21	Easterly 10' of Lot 35	29, Outlot 1

39. 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 Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following item:**

40. Per Section 28.185 of the Zoning Code, provide a reuse/recycling plan, to be reviewed and approved by the City's Recycling Coordinator, George Dreckmann, prior to a demolition permit being issued. Section 28.185(7)(a)5 of the Zoning Code requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.

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

41. 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.
42. 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:**

43. 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 Kay Rutledge of the Parks Division at 266-4714 if you have any questions regarding the following three (3) items:**

44. According to the Mid-Town Neighborhood Development Plan, a neighborhood park is identified on the opposite side of Sugar Maple Lane, which will provide park recreational amenities for this development. Therefore, the developer shall pay approximately \$739,556.36 for park dedication and development fees for 41 new single-family lots and 250 future multi-family units proposed (an \$11,068.88 credit is given for the 3 single-family residences to be demolished). [Fee in lieu of dedication=\$545,096.00 (44 single-family units at \$2,684.00 per unit and 250 multi-family units at \$1708.00 per unit); Park development fees=\$205,524.24 (\$1,003.96 per single-family unit and \$645.40 per multi-family unit)] The developer must select a method for payment of park fees before signoff on the final plat. This development is within the Elver Park impact fee district (SI31). Please reference ID# 13153 when contacting the Parks Division about this project. Note: Park impact fees are adjusted on January 1 of each calendar year, and the park impact fees due at the time of building permit issuance may be higher than the amounts stated above to reflect these annual adjustments.
45. A preliminary evaluation of the existing trees indicates that there are at least 5 existing oak trees greater than 2 inches in diameter on this property that may be removed as part of this development. Two of these trees are located north and south of the proposed Lost Pine Trail along Sugar Maple Lane, one of these trees is located within the proposed right of way of Lost Pine Trail, and two of these trees are located within the proposed residential lots on Lost Pine Trail. The developer shall work with Parks Division staff to preserve these existing specimen trees as part of the final plat. Existing trees shall be shown on the preliminary and final plat.
46. 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 Jenny Frese of the Office of Real Estate Services at (608) 267-8719 if you have any questions regarding the following five (5) items:**

47. Prior to final sign-off, the Owner's Certificate(s) on the final plat shall be executed by all parties having an interest in the property, pursuant to MGO Section 16.23(5)(g)4 and Wis. Stats. 236.21(2)(a). 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. The title report shows the following party has an ownership interest of record in the lands to be platted and shall sign an Owner's Certificate: Sugar Maple Lane, LLC
48. Certificates of consent from all mortgagees/vendors shall be included on the final plat following the Owner's Certificate(s).
49. An Environmental Site Assessment will be required because of the public dedications.
50. All real estate taxes, special assessments and stormwater management fees due for this property shall be paid in full prior to final approval and recording of the final plat of this subdivision. A final special assessment of \$8.67 for private septic is also due for each tax parcel number within the plat boundary, for a total of \$26.01.

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

- a.) 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.
- b.) Carry over all applicable notes from CSM 1364.
- c.) Include Dane County and City of Madison Treasurer's certificates, a Common Council certificate, and all consents and certifications required for the owner and any holder of interests in the subject lands in a manner that is in conformance with Wis. Stats. Ch. 236.21(2) and 236.29.
- d.) Include a Note that states the lands within the plat boundary are subject to an adjacent easement, recorded as Document No. 4374780, conveyed together with the vesting Warranty Deed.
- e.) Create and record, or show as being dedicated in the proposed plat, easements for utility and drainage rights of way when the utility or drainage physically exists, but no document for it exists in record title.
- f.) 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 and private public utilities having the right to serve the area.

**Please contact my office at 261-9632 if you have any questions about the three (3) items:**

- 52. In order to reduce the block length between Ancient Oak Lane and Lost Pine Trail, the applicant shall work with Planning staff to incorporate a connection between Sugar Maple Lane and Street C roughly midway between Ancient Oak Lane and Lost Pine Trail as generally called for in the Mid-Town Neighborhood Development Plan. This connection may take the form of a public street, public multi-purpose path or public walkway across Lot 45 in a location and to a design to be determined by the Traffic Engineering Division, City Engineering Division and Planning Division as part of the final plat of this subdivision.
- 53. That prior to final approval and recording of the final plat dedicating the stormwater outlot(s) to the City, an adjustment to the environmental corridor map be approved by the Capital Area Regional Planning Commission or its staff to reflect the final platting of Outlots 1 and 2.
- 54. Prior to recording of the final plat, that a final tree preservation plan and grading plan be approved by staff. The final plan will be reviewed by the Planning Division, Parks Division and City Engineering Division to identify areas where existing vegetation may be preserved as part of the implementation of the subdivision. The tree preservation plan shall contain an inventory noting the general size and species of existing trees so that opportunities for tree preservation, tree replanting and any protective measures related thereto (including tree preservation easements) can be noted the final plat.

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

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. The approval of this final plat shall be null and void if not recorded in twelve (12) months from the date of this letter. If I may be of any further assistance, please do not hesitate to contact me at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

cc: Janet Dailey, City Engineering Division  
Eric Halvorson, Traffic Engineering Division  
Kay Rutledge, Parks Division  
Pat Anderson, Assistant Zoning Administrator  
Bill Sullivan, Madison Fire Department  
Dennis Cawley, Madison Water Utility  
Jennifer Frese, Office of Real Estate Services  
Dan Everson, Dane County Planning & Development