

**VILLAGE OF WINDSOR
VILLAGE BOARD RESOLUTION 2016-41**

**APPROVAL OF PRELIMINARY PLAT FOR
HAPPY VALLEY ADDITION TO WINDSOR GARDENS**

WHEREAS, Don Tierney ("Petitioner" or "Developer") has submitted a preliminary plat for an addition to Windsor Gardens to be known as the Happy Valley Addition to Windsor Gardens (the "Plat"), and which is located in the Village of Windsor, Dane County, WI; and

WHEREAS, the Developer's application states that the Plat will contain 10 single family residential lots which will be developed in 2016 and will be immediately adjacent to a plat Developer owns and is developing in the Town of Bristol; and

WHEREAS, the Developer's application requests approval of the preliminary Plat and rezoning of the lots within the preliminary Plat; and

WHEREAS, the Town Planner has reviewed the request and prepared a Staff Report dated March 17, 2016 ("Staff Report") recommending approval, subject to certain conditions specified in the Staff Report; and

WHEREAS, the Plan Commission has reviewed the preliminary Plat and the Staff Report, conducted a public hearing and recommended approval of same to the Village Board, subject to those conditions specified in the Staff Report; and

WHEREAS, the Village Board has considered the foregoing and shall take action as set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Windsor as follows:

The Village of Windsor Village Board **Approves** the Preliminary Plat request for Happy Valley Addition to Windsor Gardens (Petitioner Don Tierney) located in part of the NE ¼ of the NE ¼ and part of the SE ¼ of the NE ¼, Section 25, T9N, R10E, Village of Windsor, Dane County, Wisconsin, subject to the following conditions:

1. The Petitioner shall obtain approval for the Preliminary Plat from all other approving authorities, as required by law.
2. The Petitioner shall address the technical comments set forth in the Planner Comments section of this Staff Review to the satisfaction of the Village Planner.
3. The Petitioner shall address the technical comments set forth in the Surveyor Comments section of this Staff Review to the satisfaction of the Village Planner.
4. The Petitioner shall address the technical comments set forth in the Engineer Comments section of this Staff Review to the satisfaction of the Village Engineer.
5. Prior to recording of the Final Plat, the Petitioner shall present to the Village Director of Planning & Development the following fully executed original documents:

- a. A Developer Agreement, in a form satisfactory to the Village Board, Village Attorney and Village Engineer, covering the installation of public improvements for the proposed development including security acceptable to the Village Board, Village Attorney and Village Engineer and in the amount of 120 percent of the cost of the public improvements.
 - b. A Declaration of Covenants and Restrictions, in a form satisfactory to the Village Board, Village Attorney and Director of Planning & Development, ensuring the quality of the development.
 - c. A Stormwater Management Agreement, in a form satisfactory to the Village Board, Village Attorney and Village Engineer, for all stormwater management facilities.
6. The Petitioner shall obtain approval of an Erosion & Sedimentation Control Plan and Stormwater Management Plan by the Village of Windsor, Dane County, and the Wisconsin Department of Natural Resources (WDNR).
 7. The Petitioner shall obtain approval of the Construction Plans and Specifications, in a form satisfactory to the Village Engineer, for all public improvements prior to construction.
 8. The Petitioner shall obtain approval of the Preliminary Plat and Final Plat by the DeForest Area Fire & EMS Inspector (or designee). The Petitioner shall comply with any and all recommendations by the DeForest Area Fire & EMS Inspector (or designee) prior to the Village signing the Final Plat.
 9. The Petitioner shall satisfy the Village of Windsor's requirement for Fees in Lieu of Land pursuant to Section 38-636 of the Village of Windsor Code of Ordinances prior to the Village signing the Final Plat. The Petitioner shall provide a map of the greater geographical area so that it includes parkland in the Town of Bristol (as well as the Village of Windsor), parkland connections between Bristol and Windsor, and other relevant information.
 10. The Petitioner shall submit cash payment to the Village of Windsor for Fees for Initial Improvement of Parkland in the amount determined pursuant to Section 38-638(e) of the Village of Windsor Code of Ordinances prior to the Village signing the Final Plat.
 11. The Petitioner shall obtain rezoning of the lots as ER Estate Residential.
 12. The Petitioner shall promptly reimburse the Village of Windsor for all costs and expenses incurred by Windsor in connection with the review and approval of the Final Plat, including, but not limited to, the cost of professional services incurred by the Village of Windsor for the review and preparation of required documents, attendance at meetings or other related professional services.

[Signatures on following page.]

The above and foregoing Resolution was duly adopted at a meeting of the Village Board of the Village of Windsor held on the 24th day of March, 2016, by a vote of 3 in favor and 0 opposed.

VILLAGE OF WINDSOR

Robert E. Wipperfurth
Robert E. Wipperfurth, President

Excused Absence
Donald G. Madelung, Trustee

Bruce Stravinski
Bruce Stravinski, Trustee

Excused Absence
Alan Buchner, Trustee

Monica M. Smith
Monica M. Smith, Trustee

Attested by:

Tina Butteris
Tina Butteris, Deputy Village Clerk

Incorporated by Reference:

Exhibit A Staff Report



TO: Village of Windsor Plan Commission
CC: Robert Wipperfurth, Tina Butteris, Amy Anderson Schweppe, Kevin Richardson, Connie Anderson
FROM: Jamie Rybarczyk, Planning Consultant
RPT DATES: March 17, 2016
MTG DATES: March 24, 2016
APRVL DATE: N/A
FOTH FILE: 16W027.01/06
RE: Happy Valley Addition to Windsor Gardens - Preliminary Plat Request

BACKGROUND:

1. Petitioner/Agent: Don Tierney
2. Property Owner: Don Tierney
3. Location/Address: Part of the NE ¼ of the NE ¼ and part of the SE ¼ of the NE ¼, Section 25, T9N, R10E, Village of Windsor, Dane County, Wisconsin
4. Taxkey Number: 0910-251-8000-2 and 0910-251-9500-5
5. Area: 10.017 acres
6. Existing Zoning: AG-35ac, Agricultural District
7. Proposed Zoning: ER, Estate Residential District (Pending Approval)
8. Future Land Use: Traditional Single Family Residential (Pending Approval)

OVERVIEW:

The Petitioner is requesting discussion and action of a Preliminary Plat for the Happy Valley Addition to Windsor Gardens located in part of the NE ¼ of the NE ¼ and part of the SE ¼ of the NE ¼, Section 25, T9N, R10E, Village of Windsor, Dane County, Wisconsin. The Preliminary Plat covers land both in the Town of Bristol and Village of Windsor. Within the Village of Windsor, the Preliminary Plat consists of ten (10) single family residential lots and one (1) outlot on 10.017 acres. The single family residential lots range in size from 24,600 square feet to 41,300 square feet. The outlot will be dedicated to the public for stormwater management purposes. All public rights-of-way will be constructed in the Town of Bristol.

PLANNER COMMENTS:

Staff has the following planning comments regarding the Preliminary Plat for the Happy Valley Addition to Windsor Gardens.

1. The Village of Windsor recently recertified its Farmland Preservation Plan. Through the recertification process, the subject 10.017 acres did not qualify for farmland preservation zoning or farmland preservation tax credits. As a result, the subject 10.017 acres were removed from the Farmland Preservation Plan.
2. The Village of Windsor is in the process of updating its Comprehensive Plan: 2035 as a result of the recent incorporation. To be consistent with the decisions made regarding the farmland preservation recertification

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process, Staff recommends the land use designation for the subject 10.017 acres be changed from Agricultural Preservation / Agricultural Enterprise Area to Traditional Single Family Residential.

3. The Village of Windsor is in the process of creating a Zoning Ordinance. Staff is currently preparing the residential zoning districts. To be consistent with the Farmland Preservation Plan and Comprehensive Plan: 2035, Staff recommends the zoning for the subject 10.017 acres be changed from Ag-35ac, Agricultural District to ER, Estate Residential District. The ER District allows for minimum lot sizes of 20,000 (Unsewered) with a minimum lot width of 100 feet.
4. The Preliminary Plat illustrates the extension of Wagner's Vineyard Trail west of Street B between Lot 9 and Lot 10. This extension dead-ends into the Village of Windsor's Agricultural Preservation / Agricultural Enterprise Area. This area is not intended for residential development; therefore, the extension of Wagner's Vineyard Trail west of Street B should be removed. As a result, Lot 10 will need to be reconfigured to have sufficient lot width on Street B or Wagner's Vineyard Trail.
5. Prior to recording the Final Plat, the Village of Windsor requires the Petitioner to fully execute a Developer's Agreement, Declaration of Covenants and Restrictions, and Stormwater Management Agreement. However, in this circumstance, most of the subdivision is located in the Town of Bristol. The Village of Windsor Plan Commission and Village Board should discuss whether the Petitioner shall be required to develop the aforementioned documents for the portion of the subdivision that is within the Village of Windsor only, or should the Village of Windsor be third party to the Developer's Agreement, Declaration of Covenants and Restrictions, and Stormwater Management Agreement between the Town of Bristol and Petitioner (Happy Valley Addition to Bristol Gardens).

SURVEYOR COMMENTS:

Staff has the following surveying comments regarding the Preliminary Plat for the Happy Valley Addition to Windsor Gardens.

1. Note #9 shall state: Current zoning is AG-35ac, Agricultural District. Proposed zoning is ER, Estate Residential District.

ENGINEER COMMENTS:

Staff has the following engineering comments regarding the Preliminary Plat for the Happy Valley Addition to Windsor Gardens.

1. The Petitioner shall obtain approval from Dane County Land Conservation for a Stormwater Management Plan.
2. The Petitioner shall obtain approval from Dane County Land Conservation for an Erosion & Sedimentation Control Plan.

COMPREHENSIVE PLAN CONSISTENCY:

Subject to the above mentioned comments, the Preliminary Plat for the Happy Valley Addition to Windsor Gardens is consistent with the Village of Windsor Comprehensive Plan: 2035.

ORDINANCE CONSISTENCY:

Subject to the above mentioned comments, the Preliminary Plat for the Happy Valley Addition to Windsor Gardens is consistent with the Village of Windsor Code of Ordinances.

STAFF RECOMMENDATION:

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Depending on confirmation by the Village of Windsor Plan Commission of the above described comments, the Village of Windsor Plan Commission may take the following action:

The Village of Windsor Plan Commission recommends to the Village of Windsor Board **Approval** of the Preliminary Plat request for Happy Valley Addition to Windsor Gardens (Petitioner Don Tierney) located in part of the NE ¼ of the NE ¼ and part of the SE ¼ of the NE ¼, Section 25, T9N, R10E, Village of Windsor, Dane County, Wisconsin, subject to the following conditions:

1. The Petitioner shall obtain approval for the Preliminary Plat by the Village of Windsor and any other approving authorities, as required by law.
2. The Petitioner shall address the technical comments set forth in the Planner Comments section of this Staff Review to the satisfaction of the Village Planner.
3. The Petitioner shall address the technical comments set forth in the Surveyor Comments section of this Staff Review to the satisfaction of the Village Planner.
4. The Petitioner shall address the technical comments set forth in the Engineer Comments section of this Staff Review to the satisfaction of the Village Engineer.
5. Prior to recording of the Final Plat, the Petitioner shall present to the Village Director of Planning & Development the following fully executed original documents:
 - a. A Developer Agreement, in a form satisfactory to the Village Board, Village Attorney and Village Engineer, covering the installation of public improvements for the proposed development including security acceptable to the Village Board, Village Attorney and Village Engineer and in the amount of 120 percent of the cost of the public improvements.
 - b. A Declaration of Covenants and Restrictions, in a form satisfactory to the Village Board, Village Attorney and Director of Planning & Development, ensuring the quality of the development.
 - c. A Stormwater Management Agreement, in a form satisfactory to the Village Board, Village Attorney and Village Engineer, for all stormwater management facilities.
6. The Petitioner shall obtain approval of an Erosion & Sedimentation Control Plan and Stormwater Management Plan by the Village of Windsor, Dane County, and the Wisconsin Department of Natural Resources (WDNR).
7. The Petitioner shall obtain approval of the Construction Plans and Specifications, in a form satisfactory to the Village Engineer, for all public improvements prior to construction.
8. The Petitioner shall obtain approval of the Preliminary Plat and Final Plat by the DeForest Area Fire & EMS Inspector (or designee). The Petitioner shall comply with any and all recommendations by the DeForest Area Fire & EMS Inspector (or designee) prior to the Village signing the Final Plat.
9. The Petitioner shall submit cash payment to the Village of Windsor for Fees in Lieu of Land in the amount determined pursuant to Section 38-636(b) of the Village of Windsor Code of Ordinances prior to the Village signing the Final Plat.
10. The Petitioner shall submit cash payment to the Village of Windsor for Fees for Initial Improvement of Parkland in the amount determined pursuant to Section 38-638(e) of the Village of Windsor Code of Ordinances prior to the Village signing the Final Plat.
11. The Petitioner shall obtain rezoning of the lots as ER Estate Residential.
12. The Petitioner shall promptly reimburse the Village of Windsor for all costs and expenses incurred by Windsor in connection with the review and approval of the Final Plat, including, but not limited to, the cost of professional services incurred by the Village of Windsor for the review and preparation of required documents, attendance at meetings or other related professional services.

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Staff Review

EXHIBIT:

A. Petitioner Application

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Preliminary Plat (PC) v2.doc

Lincoln Center II • 2514 South 102nd Street, Suite 278 • West Allis, WI 53227 • (414) 336-7900 • Fax: (414) 336-7901

VILLAGE OF WINDSOR

General Information and Application for Development, Land Division, Site Plan and Zoning

The Village of Windsor Plan Commission typically meets on the Third Tuesday of every month at 6:00 p.m., and the Windsor Village Board typically reviews planning issues on the third Thursday of every month at 5:00 p.m. (or as otherwise scheduled) at the Village Hall, 4084 Mueller Road. Applicants must submit a complete application and materials no less than 30 days prior to the next regularly scheduled Plan Commission meeting.

Requested Action:

Rezone Concept Plan Site Plan Review
 Conditional Use Permit Preliminary Plat Final Plat
 Variance Certified Survey Map

Other Agencies that may need to be addressed (staff will provide direction):

Dane County
 City of Sun Prairie
 Village of DeForest
 Token Creek Conservancy Committee or Windsor Parks Commission
 Capital Area Regional Plan Commission (CARPC)
 Wisconsin Department of Transportation (DOT)
 Wisconsin Department of Natural Resources (DNR)

Project Location:

NE 1/4-NE 1/4, SE 1/4-NE 1/4, SEC 25 ; HAPPY VALLEY ROAD

Parcel Number(s)

0910-251-8000-2 0910-251-9500-5

Current Zoning Classification:

A-1(Ex)

Applicant Statement (Must be signed prior to the time the Application is reviewed by staff).

I have reviewed and understand the Village of Windsor subdivision ordinance, site plan review ordinance and applicable zoning ordinance as they relate to technical specifications, required submittal information, and standards for approval relating to this request and those standards governing the Village's recommendations and decisions.

I understand an administrative fee will be assessed for review of my project by the Village and its consultants, and that payment in full is required as a condition for approval. Consultant fees are invoiced and paid separately by the applicant in addition to any application fees.

Donald F. [Signature]
Applicant Signature

2/11/2016
Date

Contact Information

Applicant:

Name: DON TIERNEY

Address: 3564 EGRE ROAD

City, State, Zip: DEFOREST, WI 53532

Phone Number(s): 837-0102

Cell Phone(s): 575-6538

Email Address(es): JKTIERNEY@1791.COM

Surveyor:

Name: BIRRENKOTT SURVEYING, INC.

Address: 1677 N. BRISTOL STREET

City, State, Zip: SUN PRAIRIE, WI 53590

Phone Number(s): 837-7463

Cell Phone(s): CONTACT: MARK PYNNONEN

Email Address(es): MPYNNONEN@BIRRENKOTTSURVEYING.COM

Attorney:

Name: MIKE LAWTON

Address: 1 S. PINCKNEY STREET, STE. 410

City, State, Zip: MADISON, WI 53701-0927

Phone Number(s): 286-7236

Cell Phone(s): _____

Email Address(es): MLAWTON@BOARDMANCLARK.COM

Owner:

Name: SEE APPLICANT

Address: _____

City, State, Zip: _____

Phone Number(s): _____

Cell Phone(s): _____

Email Address(es): _____

Engineer:

Name: MSA PROFESSIONAL SERVICES

Address: 1230 SOUTH BLVD.

City, State, Zip: BARABOO, WI 53913

Phone Number(s): 608-355-8924

Cell Phone(s): CONTACT: KRISTA SOMMERFELDT

Email Address(es): KSOMMERFELDT@MSA-PS.COM

APPENDIX A. - ENVIRONMENTAL ASSESSMENT REPORT

Name and location of development HAPPY VALLEY ADDITION TO WINDSOR GARDENS	
Developer's name DON TIERNEY	
Date submitted FEBRUARY 11, 2016	

The environmental assessment report shall be filed with the preliminary plat and shall include all information pertaining to these questions.

The assessment checklist shall be prepared based on available materials from all applicable sources. The information sought will assist the plan commission and town board in determining the suitability of the land for development as required by this chapter. All "yes" answers must be explained in detail by attaching maps and supporting documents describing the impact of the proposed development.

(1) Land resources:

	Does the project site involve:	Yes	No
A.	Site is within 100 feet or includes a landform or topographic feature of local or regional interest? (see section 4)		X
B.	Site involves or is it within 100 feet of a floodplain? A copy of the DNR and NRCS floodplain maps shall be attached. FEMA FLOOD MAP PANEL NOT PRINTED FOR AREA		X
C.	An area of soil instability—greater than 12% slopes or organic soils, peats, or mucks at or near the surface?		X
D.	An area of bedrock within six feet of the soil surface?		X
E.	An area with the groundwater table within ten feet of the soil surface?	X	
F.	An area with fractured bedrock within ten feet of the soil surface?		X
G.	A drainage-way for 50 or more acres of land?		X
H.	Lot coverage of more than 50 percent impermeable surfaces?		X
I.	Prime agricultural land, class i, ii or iii?	X	

J.	Does the site include or is it within 100 feet of wetlands or marshes?	X	
K.	Does the site include or is it within 100 feet of mapped environmental corridors?		X

(2) Water resources:

Does the proposed project have:		Yes	No
A.	A location within an area traversed by a navigable stream?		X
B.	Proposed use of septic tank-soil absorption fields or holding tanks for on-site waste disposal?	X	
C.	Does the site propose any wells?	X	
D.	Is this site known to be in a groundwater recharge area?		X

(3) Biological resources:

Does the project site involve:		Yes	No
A.	Critical habitat for plants/animals of community interest?		X
B.	Endangered, unusual or rare species of:		
	1. Land animals		X
	2. Birds		X
	3. Plants?		X
C.	Are there existing trees and shrubs greater than six inch caliper measured 3 feet above ground height?		X
D.	Does site development propose removal or disturbance of 20% or more of the site area?		X

(4) Human and scientific interest:

Does the project site involve:		Yes	No
A.	An area of known archaeological interest such as Indian mounds, cemeteries or historic encampments or settlements?		X
B.	An area of historical interest?		X
	1. Are there buildings over 50 years old on the site?		X
	2. Are there buildings or monuments of unique architecture on the site.		X
C.	An area of identified community recreational use?		X

(5) Energy, transportation and communications:

Does the project site involve:		Yes	No
A.	Does the development increase the traffic flow in any collector system by more than 10%?		X
B.	Is the development within 100 feet or traversed by an existing or planned utility corridor (gas, electricity, water, sewer interceptor, communications, storm sewer)?	X	
C.	Is the site within or traversed by existing or planned rail corridors or operations?		X
D.	Is the site within the Dane County airport noise abatement zone or final approach patterns of the airport?		X

(6) Population:

Does the project site involve:		Yes	No
A.	Does the development increase the school population of any school serving the		

development by more than 10%?	X
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(7) Significant comments. Please attach comments on any of the above which may have a significant environmental impact.

(8) Appendices and supporting material. Please attach any appendices and supporting material, including in all cases the Dane County soil survey map for the area, as prepared by the Department of Natural Resources Conservation Service (NRCS).

(b) Environmental criteria. The following criteria shall serve as guidelines to assist the plan commission and town board in determining suitability of the land for development:

(1) Recommendations as to soil suitability contained in the national resource conservation service soil survey of Dane County shall be considered.

(2) Land with slopes between 12 percent and 18 percent will require special design for sewerage systems and for limiting stormwater runoff and erosion.

(3) Soils with severe erosion hazard potential as determined by the national resource conservation service will require special design to limit stormwater runoff and erosion.

(4) Suitability of land for private sewerage systems shall be determined in accordance with Wis. Admin. Code ch. COMM 83.

(5) Development of shoreland or wetlands shall be governed by Dane County code, chapter 11.

(6) Lands known to be habitat for endangered species, as determined by the department of natural resources bureau of endangered resources, shall not be developed unless methods, satisfactory to the DNR, are implemented to protect such species or habitat.

(7) Where areas of archaeological, historical, or geological interest exist, the plan commission may require the developer to consult with the state historical or geological society.

(Ord. No. 2003-08, § 2.1, 8-21-2003)

COMMENTS TO ENVIRONMENTAL ASSESSMENT REPORT

(Addresses "Yes" answers)

Section (1) Land resources:

E. An area with the groundwater table within ten feet of the soil surface.

Evidence of ground water with 10 feet of the soil surface is observed at several locations. Please refer to the Soil Evaluation Report, dated November 11, 2016.

I. Prime agricultural land, class I, II or III?

The enclosed area of the plat is made up of Type II (~76%) and Type III (~24%) soils. Please refer to the Soils sheet from the Wetlands Delineation Report.

J. Does the site include or is it within 100 feet of wetlands or marshes?

The site contains a small area of delineated wetlands. Please refer to the Wetlands Delineation Report.

Section (2) Water resources:

B. Proposed use of septic tank-soil absorption fields or holding tanks for on-site waste disposal?

The plat will be served by private septic systems.

C. Does the site propose any wells?

The plat will be served by private wells.

Section (5) Energy, transportation and communications:

B. Is the development within 100 feet or traversed by an existing or planned utility corridor?

An overhead utility line extends in the right-of-way of Happy Valley Road along the northern boundary of the proposed plat.

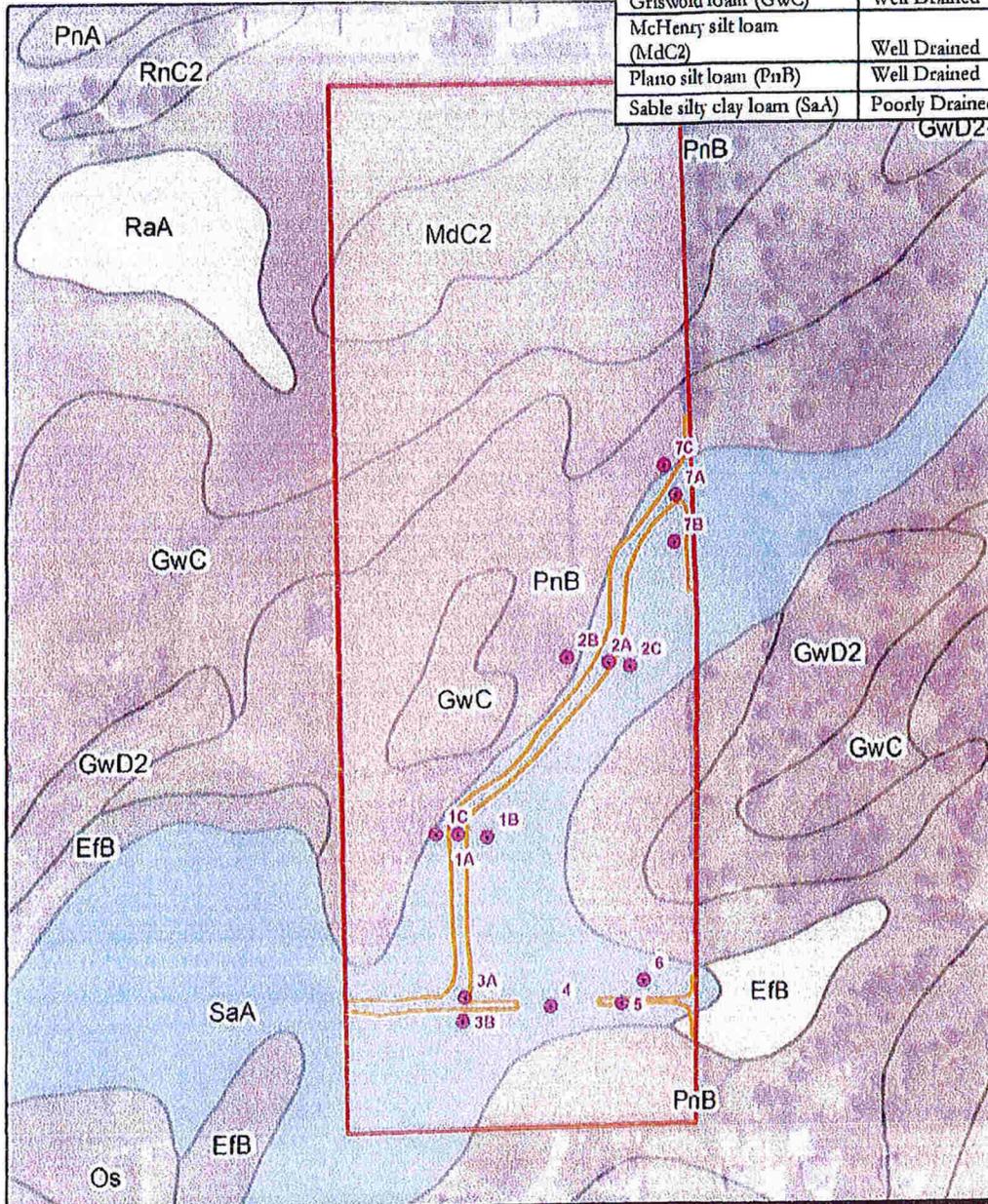
USE STATEMENT

The purpose of this plat is to develop a high quality residential development in the Village of Windsor, having 10 detached single residential lots, that will complement the adjoining plat proposed in the Town of Bristol. The plat will be developed in 2016. All of the land will be used for single family lots, except for any land required for stormwater management or Village park. The number of dwelling units will not exceed 10. The total acreage of the plat is 10.017 acres. There will not be any commercial or industrial uses in the plat. The proposed zoning will be the zoning classification created by the Village for its quality suburban detached single-family residential zoning district, which we anticipate to be zoning similar to the zoning used for Windsor Gardens in the Village of Windsor.

Figure 4: Soils.

Source: Natural Resource Conservation Service.

Investigation Area Soils	Drainage class	Percent Hydric
Griswold loam (GwC)	Well Drained	0%
McHenry silt loam (MdC2)	Well Drained	0%
Plano silt loam (PnB)	Well Drained	0%
Sable silty clay loam (SaA)	Poorly Drained	85%



<p>Columbia</p> <p>Dane ★</p>	<p>Town of Bristol Dane County Section 30, T9N, R11E Section 25, T9N, R10E</p> <p>N 280 Feet</p>	<p>Legend</p> <ul style="list-style-type: none"> ● Sample Plots — Investigation Area Boundaries — Wetland Boundaries — Partially Hydric Soils — Hydric Soils — Non-Hydric Soils 
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STORM WATER MEMO GRADING MEMO

Mark Pynnonen

From: Krista Sommerfeldt <ksommerfeldt@msa-ps.com>
Sent: Thursday, February 11, 2016 1:47 PM
To: Mark Pynnonen
Cc: Dan Birrenkott
Subject: stormwater comment for prelim plat submtital

Grading within the Happy Valley Addition to Windsor Gardens development will generally be limited to the right of way with some instances of the grading extending into the front lot areas. There will also be grading concerning storm water basins and associated directional or side lot grading; however, this will generally occur within the development in the portion located in the Town of Bristol due to the site's existing topography and location of the tributary to Token Creek. The development will be looked at as a whole (combination of areas in the Village of Windsor and those in the Town of Bristol) in regards to stomwater regulations and standards.



Krista Sommerfeldt, PE | Senior Project Engineer

MSA Professional Services, Inc.

+1 (608) 355-8924



Town of Windsor

Preliminary Plat Application

Preliminary Plat Application Form

The Town of Windsor Plan Commission typically meets on the third Tuesday of every month at 6:00 p.m., and the Town Board typically reviews planning issues on the third Thursday of every month at 5:00 p.m. (or as otherwise scheduled) at the Town Hall, 4084 Mueller Road. Applicants must submit an application no less than 30 days prior to the next regularly scheduled Plan Commission meeting.

The application shall: 1) be on forms made available from the Town and accompanied by the required application fee and review escrow deposit, 2) include 15 copies of the preliminary plat drawn per the requirements of Chapter 38, Article IV, Division 3 (Preliminary Plats) of the Town Land Division Ordinance, and 3) include a digital pdf copy of all submitted drawings and supplementary data.

The applicant is responsible for adhering to all requirements of Town ordinances, regulations, plans, and policies. This form shall not be deemed a substitute for the applicant's thorough reading and understanding of applicable Town ordinances, regulations, plans, and policies.

If the Plat is within the Windsor Sanitary District #1; The applicant is responsible for adhering to all requirements of the Sanitary District ordinances, regulations and policies. This form shall not be deemed a substitute for the applicant's thorough reading and understanding of the Windsor Sanitary District #1 ordinances, regulations and policies.

Process for Review and Approval (per Chapter 38, Article IV, Division 3 of the Town Land Division Ordinance)

- 1) Consultation meeting with Town Staff
- 2) Submittal (at least 30 days prior to next plan commission meeting) of application form, fees and review escrow, and Preliminary Plat and supplementary materials as described above
- 3) Staff review of application materials for compliance with requirements. The statutory 90 day review period shall commence upon submission of a complete application to the Town Planning and Development Coordinator.
- 4) Plan Commission review, public hearing, and recommendation
- 5) Town Board review, public hearing, and action
- 6) Submit revised Preliminary Plat materials reflecting any conditions the Town Board placed upon approval, if applicable.
- 7) Preliminary plat approval shall be deemed an expression of the 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 and Town Board at the time of its submission. Approval or conditional approval of preliminary plat shall not constitute automatic approval of the Final Plat. Except that if the Final Plat is submitted within 36 months of Preliminary Plat approval, and conforms substantially to the Preliminary Plat layout, the Final Plat incorporating all or part of the area encompassed in the Preliminary Plat shall be entitled to approval with respect to such layout. If a Final Plat has not been submitted within the 36 month period, then the Preliminary Plat is null and void and the Subdivider must restart the process.

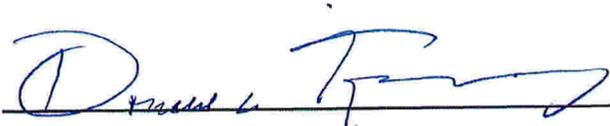
Coordination with Zoning Map Amendments

In the event that the Subdivider is proposing to rezone the property concurrently with the approval of a proposed preliminary plat, the Subdivider may simultaneously submit both applications for review and approval, provided the Subdivider executes a waiver extending the statutory review period to include the final approval of the rezoning.

Is there a proposed rezone submitted simultaneously with this preliminary plat?

YES NO

If yes, the undersigned executes a waiver extending the statutory preliminary plat review period to include the final approval of the rezoning.



 Applicant Signature Date

Technical Requirements of Preliminary Plat (Sec 38-161)

A preliminary plat shall be required for all subdivisions and shall be based upon an accurate exterior boundary and topographic survey prepared by a registered land surveyor and shall include the following information on the face of the drawing:

Item	Applicant
1 Title under which proposed subdivision is to be recorded	✓
2 Legal description by government lot, quarter section, township, range, county, and state	✓
3 Location map	✓
4 Date of original drawing and all revisions	✓
5 North arrow	✓
6 Names and addresses of the Owner, Subdivider, and Land Surveyor preparing the plat	✓
7 Surveyor's Affidavit	✓
8 Plat shall be drawn to scale of not more than 1" = 100'	✓
9 Exact length and bearing of the exterior boundaries of the proposed subdivision referenced to two section corners established in the U.S. Public Land Survey and the total acreage encompassed thereby	✓
10 Locations of all existing parcel lines within the plat boundary	✓
11 Lot numbering (all lots to be consecutively numbered)	✓

12	Lot data (approximate dimensions and area in square feet of each lot)	✓
13	Density characteristics (total number of dwellings, the % mix of unit types, and the density of development excluding drainage outlots)	✓
14	Building setback lines required by applicable zoning ordinance and the proposed building envelopes	✓
15	Location and approximate dimensions of any sites to be dedicated or reserved for parks, playgrounds, drainageways, detention or retention ponds, or other public uses (draft grading and erosion plans shall be submitted for dedicated lands)	✓
16	Location of all existing structures, paved or gravel drives, fences, water wells, cisterns, on-site waste water treatment facilities, rock outcrops, wooded areas, railroad tracks, and other significant features within the boundaries of the plat or within 100' therefrom	✓
17	Location and width of all existing streets, alleys, or other public ways, easements, railroad and utility rights of way within the boundaries of the plat or within 100' therefrom	✓
18	All section and quarter section lines within the exterior boundaries of the plat or within 100' therefrom	✓
19	Existing and proposed zoning within and adjacent to the exterior boundaries of the plat or within 100' therefrom	✓
20	Location and names of any adjacent subdivisions, public parks, cemeteries, and owners of record of abutting unplatted lands	✓
21	Type, width, and centerline elevation of any existing street pavements, curb and gutter and roadside ditches within the exterior boundaries of the plat or within 100' therefrom	✓
22	Location, size, and direction of flow of any existing sanitary sewers, storm sewers, culverts and bridges, the location and rim and invert elevations of any existing manholes and catch basins, the location and size of any existing water mains, valves and hydrants, the location of any existing electric, telephone and cable television facilities, whether overhead or underground and the location of existing gas mains and valves within the exterior boundaries of the plat or within 100' therefrom	✓
23	Corporate limit lines within the exterior boundary of the plat or within 100' therefrom	✓
24	Contours within the exterior boundaries of the plat and within 100' of the exterior boundary, including the entire widths of rights of way of adjacent public streets, or greater distance as required by the Town Engineer. Contours shall be drawn to National Map Accuracy Standards at vertical intervals of not less than 2'. At least one permanent benchmark per plat shall be located in the immediate vicinity of the plat. The locations of benchmarks shall be indicated on the plat together with their elevations referenced to Mean Sea Level Datum and the monumentation of the benchmarks shall be clearly and completely described.	✓
25	Boundary of all wetlands mapped by the Wisconsin Wetland Inventory, and where applicable the NRCS Wetland Map that are within the exterior boundary of the plat or within 100' therefrom	✓
26	Ordinary high water elevation and meander lines, if available, of all ponds, streams, lakes, flowages, and wetlands within the exterior boundary of the plat or within 100' therefrom	
27	Special flood hazard area boundaries as mapped by the FEMA that are within the proposed plat or within 100' therefrom	NONE MAPPED
28	Floodway and floodplain within the proposed plat or within 100' therefrom	NONE MAPPED
29	Soil types and their boundaries, as shown by the operational soil survey maps prepared by the Department of Natural Resources or the U.S. Department of Agriculture's Natural Resources Conservation Service	✓
30	Location of any soil boring tests conducted within the exterior boundary of the plat	✓
31	Delineation of areas with depths from the existing and proposed ground surfaces of less than 3' to ground water and less than 6' to bedrock	IN SOILS REPORT

32	Location of all percolation tests within the exterior boundaries of the plat conducted in accordance with the Wisconsin Administrative Code where the subdivision will not be served by public sanitary sewer service	✓
33	Location, width, and names of all proposed streets and public rights of way	✓
34	Approximate centerline radii of all street curves	
35	Location and approximate dimensions of all easements for public and private utilities	✓
36	Location and approximate dimensions of all easements for storm water facilities and erosion and sedimentation control facilities	✓
37	Contours of proposed final grades within the boundaries of the plat shall be shown on the grading plan	
38	Location and dimensions of any proposed lake and stream improvement or relocation	NONE
39	Proposed phasing of development	✓

Supplementary Data to be Filed with Preliminary Plat (per Sec. 38-160 Town Subdivision Ordinance)

The following shall be filed with the preliminary plat:

Item		Applicant
1	Use statement – summary statement including intent, schedule of development, itemized proposed land uses, acreages, type and number of proposed dwelling units, maximum amount of commercial and industrial building footage that would be possible under proposed zoning, types of business or industry proposed	
2	Zonin – current zoning shall be shown on the plat, and the proposed zoning plan for the areas, including setbacks and dimensions, shall be provided	✓
3	Area Plan – plan showing proposed subdivision, all adjoining and adjacent lands, adjoining and adjacent lands marked as owned or controlled by the subdivider, and sufficient information about streets, utilities, and drainage to show the relationship of the proposed subdivision with the surrounding area	✓
4	Road Design Report – provide street plans of typical cross sections and indicate existing grade and proposed centerline profile of all proposed streets within the plat boundary and extending a minimum of 100' therefrom, including modifications to existing roads	✓
5	Soils Investigation Report – preliminary soils report listing the results of all soil boring and percolation tests performed within the plat boundary, including the types of soil in the proposed subdivision. Town Board may require that borings and soundings be made in specified areas to ascertain subsurface soil, rock, and water conditions.	✓
6	Environmental Assessment Report – provide the final Environmental Assessment Report pursuant to Section 3.4 of Town Subdivision Ordinance	✓
7	Stormwater Management Report – runoff calculations and proposed storm water management facility plans for the proposed subdivision as it relates to the entire drainage basin in which it is located. Information must contain sufficient detail as required by Town Engineer to ascertain adequacy or deficiency of the proposed system.	✓ MEMO FROM MSA
8	Draft Grading and Erosion Control Plans for Dedicated Lands – submit for lands dedicated or reserved for parks, playgrounds, drainageways, detention or retention ponds or other public use.	✓ MEMO FROM MSA

9	Area Utility Plan – indicating the existing and proposed location of all gas, electrical power, cable television, and telephone distribution and transmission lines required to service the plat.	EASEMENTS ON PRELIM. PLAT																
10	Preliminary Sanitary Sewer and Water System Plans – as required by the applicable utility district. If no sewers or water mains are located on or immediately adjacent to the plat, a map indicating the direction, distance to, size, and inverts of the sewers and/or water mains within 1,320' of the plat must be provided along with preliminary plans to extend sewer and water services to the subdivision.	NA																
	A. Preliminary layout and sizing of proposed water mains and sanitary sewer system including connection to existing water and sanitary systems.																	
	B. Proposed fireflow requirements for land use classifications above minimum flow noted below:																	
	<table border="1"> <thead> <tr> <th>Land Use</th> <th>Minimum Fire Flow (pm)</th> </tr> </thead> <tbody> <tr> <td>Single-Family Residential</td> <td>1,500</td> </tr> <tr> <td>Multi-Family Residential</td> <td>2,500</td> </tr> <tr> <td>Commercial - Light Densities</td> <td>2,500</td> </tr> <tr> <td>Office/Research</td> <td>2,500</td> </tr> <tr> <td>Commercial - Dense</td> <td>3,000</td> </tr> <tr> <td>Institutional/Large Offices</td> <td>3,000</td> </tr> <tr> <td>Industrial</td> <td>3,000</td> </tr> </tbody> </table>	Land Use	Minimum Fire Flow (pm)	Single-Family Residential	1,500	Multi-Family Residential	2,500	Commercial - Light Densities	2,500	Office/Research	2,500	Commercial - Dense	3,000	Institutional/Large Offices	3,000	Industrial	3,000	
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	C. Proposed average and maximum day water demand requirements.																	
	D. Proposed average and peak sanitary sewer flow contributions with I/I.																	
	E. Proposed system pressures during peak hour of the maximum day and fire flow availability at critical locations.																	
11	Map of Streams, Lakes, Ponds, Flowa es, or Wetlands –provide an accurate map showing the above water features within the plat, or within 300' of the proposed plat showing location and normal water elevations.	SEE WETLANDS REPORT																
12	Preliminary Public Facility Plans – include 3 copies of all preliminary public facility plans, typical cross sections and profiles, engineering calculations, and required documents and reports	✓																

Checklist Legend:	
✓	submitted completely
N/S	not submitted
N/A	not applicable to project
W	waived for reasons to be described in staff report
P	submittal pending, material must be submitted prior to meeting as requested by staff
A	submittal pending, material required as condition for approval

Date Complete Application Submitted: 2-12-2016

John

PRELIMINARY PLAT OF HAPPY VALLEY ADDITION TO WINDSOR GARDENS

Part of the Northeast 1/4 of the Northeast 1/4, and part of the Southeast 1/4 of the Northeast 1/4, Section 25, 19th T19N, R10E, Village of Windsor, Dane County, Wisconsin

Scale 1" = 100'

Surveyor's Certificate

I, Daniel V. Birrenkott, Professional Land Surveyor S-1531, do hereby certify that in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Village of Windsor, and under the direction of the aforesaid Village, I have surveyed, divided and mapped HAPPY VALLEY ADDITION TO WINDSOR GARDENS and that such plat correctly represents all external boundaries and the subdivision of the land surveyed and is a portion of land as described below.

Part of the Northeast 1/4 of the Northeast 1/4 and part of the Southeast 1/4 of the Northeast 1/4, Section 25, 19th T19N, R10E, Village of Windsor, Dane County, Wisconsin, described as follows: Beginning at the Northeast corner of said Section 25, thence S87°12'27" W, 2644.52 feet along the East line of said Northeast 1/4 to the East 1/4 Corner of said Section 25, thence S83°40'40" W, 165.00 feet along the South line of said Northeast 1/4, thence N00°19'12" W, 2644.49 feet to the North line of said Northeast 1/4, thence N85°55'20" E, 165.00 feet along said North line to the said Northeast corner and the point of beginning, containing 436,333 square feet, or 10.017 acres.

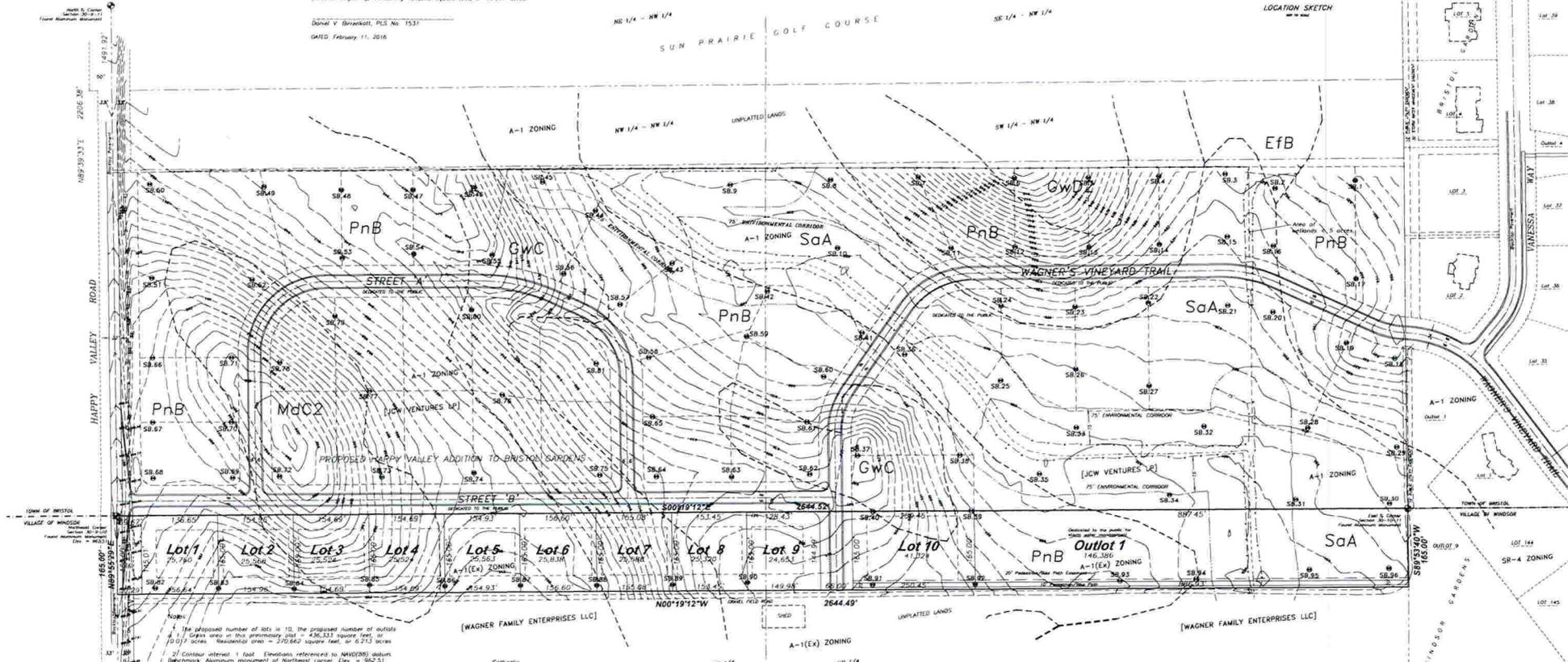
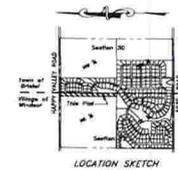
Daniel V. Birrenkott, PLS No. 1531

DATED February 11, 2016

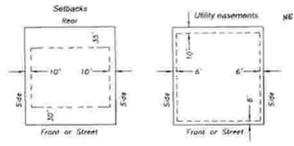
Reference is made to the East line of the Northeast 1/4 of Section 25, bearing S87°12'27" W

Soils

GwC, Griswold loam, 8 to 12 percent slopes	Type III	10%
MdC2, Menomny silt loam, 6 to 12 percent slopes, eroded	Type III	14%
PnB, Plano silt loam, 2 to 6 percent slopes	Type II	56%
SaA, Sable silty clay loam, 0 to 3 percent slopes	Type II	20%
Totals -- Type II 76% Type III 24%		100%



- The proposed number of lots is 10; the proposed number of outlots is 1.
- Grass area on this preliminary plat is 436,333 square feet, or 10.017 acres. Observed area is 272,642 square feet, or 6.213 acres.
- Contour interval 1 foot. Elevation referenced to NAVD83 datum. Benchmark: Aluminum monument of Northeast corner, Elev = 562.51.
- Utility easements shall be subject to requirements of appropriate utility companies and appear on the final plat.
- This is a PRELIMINARY PLAT. All distances and areas are approximate and subject to change upon final platting.
- This survey is subject to any and all agreements and easements of record and issue that may hereinafter be recorded.
- Before any digging, boring, construction, etc., is done on or near the plat in this subdivision, Digging Notice shall be given at 1-800-242-6511 for the safety and liability purposes for all involved.
- The lands within this subdivision shall be served by underground utilities.
- The lots of this plat to be served by private waste systems and wells.
- Current zoning is A-1(E). Proposed zoning is A-1.
- No zoning for this plat. All lots developed at same time.
- No FEMA flood map exists for this area.



Dwelling Unit Density Information (proposed)
SINGLE FAMILY: 10 Dwelling Units, 6.213 Acres, 1.81 D.U./Acres

Legend

--- (dashed line)	Deinked wetlands	--- (dashed line with dots)	Overhead Utility Lines (with Power Poles)
--- (dashed line)	75' Environmental Corridor	--- (dashed line with arrow)	Intermittent Stream (with Direction of Flow)
--- (dashed line)	Soil type boundary	--- (dashed line)	Owner of Adjacent Unplatted Lands
● (circle)	Soil boring location	--- (dashed line)	Fence

BIRRENKOTT SURVEYING
BIRRENKOTT SURVEYING INC
1827 N. BRISTOL STREET
DANE COUNTY, WI 53500
608-837-7463

Dweller/Subscriber:
JOHN REARDY
324 W. COOK ROAD
SUN PRAIRIE, WI 53152
608-837-0152