

**TOWN OF WESTPORT**  
**REGULAR PLAN COMMISSION MEETING**  
Kennedy Administration Building  
Community Meeting Room  
5387 Mary Lake Road  
Town of Westport, Wisconsin

AGENDA - March 14, 2022 7:00 p.m.

*AMENDED*

This meeting is being noticed as a possible gathering of a quorum of the Westport Town Board due to the possible attendance of Supervisors not appointed to the Commission. Supervisors may discuss items on this agenda, or gather information on these items, but no action will be taken on these items as the Town Board.

1. Call to Order
2. Public Comment on Matters Not On the Agenda
3. Approve Minutes
4. Design Review and CUP (Allow Sanitary Features in Accessory Buildings), Lake Pointe Apartments Improvements, Lake Pointe Associates, Westport Road (Town Zoning), PUBLIC HEARING/Discussion/Recommendation/Action
5. Land Division and Rezone (PDD to *R-1 and County A-1*, Create 2 Single Family Residential Lots), Nonn/Lucke, Wegenke Property Near Briggs Road, CTH Q (Middleton ETZ), Discussion/Recommendation
6. Initial Consultation, Remove Restrictions to Allow Single Family Home (Outlot by Town Well), Bunbury, Cobblestone Drive, Carriage Ridge (Waunakee ETZ)
7. Land Division and Rezone (ER-1 to Create Additional Single Family Home), Ensign, Emerald Grove Lane (Waunakee ETZ), Discussion/Recommendation
8. Sign System Proposals, Discussion/Recommendation
9. Park Committee Report/Items for Action
10. Historic Preservation Commission Report/Items for Action
11. Waunakee/Westport Joint Planning Committee Report/Items for Action
12. Middleton/Westport Joint Zoning Committee Report/Items for Action
13. Miscellaneous Matters/Forthcoming Events
14. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.



## TOWN OF WESTPORT

PLAN COMMISSION - February 14, 2022

The regular monthly meeting of the Plan Commission was called to order at 7:01 p.m. in the Community Meeting Room of the Bernard J. Kennedy Administration Building by Chair Grosskopf. Members present: Bruskewitz, Cuccia, Grosskopf, Kennedy, Manering, Ohm. Members absent: Pichette. Also attending: Adam Nonn, Cory Lucke and Tom Wilson.

No one was present for Public Comment on Matters not on the Agenda. The minutes of the January 10, 2022 regular meeting were approved as presented on a motion by Bruskewitz, second Manering.

After a report on the status of the matter by Wilson, action was postponed on the Design Review, Lake Pointe Apartments Improvements, Lake Pointe Associates, Westport Road (Town Zoning), as requested and agreed to by the petitioner until after the March Town Plan Commission meeting on a motion by Manering, second Kennedy.

Bruskewitz then recused herself due to a personal relationship with the previous owner for the next item and left her Commission seat.

A Consultation was then held for a Land Division and Rezone (Create 2-3 Single Family Residential Lots), Nonn, Wegenke Property Near Briggs Road, CTH Q (Middleton ETZ). After a brief introduction by Wilson and a presentation by the owners, the Commissioners advised of issues to address prior to filing. There was general support for the project with the following items needing to be addressed:

- The Town Engineer will need to review proposed plans for tree removal, changes to the driveway and the neighbors would have to be involved in the development of that plan
- Contact Dane County Highway regarding the driveway
- Encouraged the petitioners to save sight lines of the neighbors as much as possible
- Fire and EMS will need to review the plans
- Commission is amenable to private well and septic on the lots
- Petitioners will maintain as many trees as possible
- Storm water/runoff plans will have to be part of the planning process
- Three homes was likely not acceptable
- Home placement still to be determined

Bruskewitz then returned to her place with the Commissioners.

Wilson reported on the work of the Park Committee and the Historic Preservation Commission. Grosskopf and Wilson reported on the work of the Waunakee/Westport Joint Planning Committee and Middleton/Westport Joint Zoning Committee.

There were no Miscellaneous Matters or Forthcoming Events raised.

Motion to adjourn by Cuccia, second Manering. The meeting adjourned at 7:43 p.m.

Mary Manering, Secretary



AGENDA ITEM #4:

Design Review and CUP (Allow Sanitary Features in Accessory Buildings), Lake Pointe Apartments Improvements, Lake Pointe Associates, Westport Road (Town Zoning),  
PUBLIC HEARING/Discussion/Recommendation/Action





## Town of Westport GIS

DISCLAIMER: The Town of Westport does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1 = 380'

Town of Westport  
5387 Mary Lake Road  
Waunakee, WI 53597  
(608) 849-4372

Print Date: 2/9/2022



**General Engineering Company**  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



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**TO:** Town of Westport – Bob Anderson  
Knothe-Bruce Architects – Arianne Wolske

**FROM:** Kory D. Anderson, P.E., Town of Westport Zoning Administrator  
Mary Dussling, Town of Westport Zoning Assistant

**DATE:** January 31, 2022 (Revised)

**SUBJECT:** Zoning Review for proposed Site Improvements  
Lakepointe Apartments – 5312-5336 Westport Road  
Tax Parcels 0809-262-8570-5 and 0809-262-8590-1

The two properties contain a total of 6 two-story apartment buildings with 17 to 20 units each, all with underground parking garages. The properties are zoned R-4 Residential District in the Legacy zoning. We are not aware of any CUPs for the properties and we assume that the current site and buildings meet all the required zoning ordinances, including Dane County's requirements for setbacks to environmentally sensitive areas.

In summary, the owner is proposing to construct a clubhouse/office/exercise building (Bldg A), a storage shed (Bldg B) associated with a fenced in dog run, a firepit, a new walkway/trail, and pool with associated pool building (Bldg C) and grilling gazebo (Bldg D). Eight (8) new parking stalls will be provided near the clubhouse to replace the parking stalls lost due to the construction of this new building. Refer to the attached site plan.

We are treating Bldg A as a principal structure with all other proposed buildings as accessory structures. As proposed, Bldg A appears to meet the front and side yard setback requirements for principal structures but will require a location survey. All the other proposed buildings meet the side and rear yard setback requirements for accessory structures.

Per 10.08(3)(c), accessory buildings cannot exceed 12 feet in height. Bldgs C and **B** do not meet this requirement. Also, per 10.04(1)(b)(2), sanitary fixtures are prohibited in accessory structures. Again, Bldg C would not meet this requirement. However, a CUP can be issued to allow sanitary fixtures in sanitary structures.

The properties could be rezoned to Multi-Family Residence in the new zoning ordinance which allows accessory structures up to 35ft. The sanitary fixtures would require a CUP in the new zoning ordinance, but the CUP would trigger the rezone anyway.

All proposed construction will need to meet Dane County stormwater and erosion control requirements, if applicable. Permits from Dane County, including sanitary permits, will be needed prior to issuing a Land Use Permit from the Town.

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**ZONING ADMINISTRATOR REVIEW REPORT**

**TO:** Town of Westport Plan Commission, Town Board, Town Clerk/Treasurer

**FROM:** Kory D. Anderson, P.E., Town of Westport Zoning Administrator

**DATE:** (for) March 14, 2022 Plan Commission Meeting

**SUBJECT:** CUP Review for Lake Pointe Apartments  
Tax Parcels 0809-262-8570-5 and 0809-262-8590-1

**GEC NO.:** 2-0122-46B

**Background Information**

Owner / Applicant: Lake Pointe Associates, LLP  
c/o Craig Enzenroth  
101 E. Main St., Suite 500  
Mt Horeb, WI 53572

Architect: Knothe-Bruce Architects

Location: 5320-22, 5324-26, 5312-14, 5316-18 Westport Road  
In part of the NW¼ of the NW ¼ of Section 26 and SW ¼ of the SW ¼ of Section 23, all in T8N, R9E, Town of Westport, Dane County, WI.

Request: CUP for Sanitary Fixtures in Accessory Structure

Existing Zoning: Tax Parcels 0809-262-8570-5, 0809-262-8590-1      R-4(Legacy) 6.0 Acres  
Total 6.0 Acres  
There are no current CUPs associated with the two tax parcels that we are aware of.

Existing Land Use: The Subject properties contain a total of 6 two-story apartment buildings with 17-20 units each, all with underground parking garages. We assume that the current site and buildings meet all the required zoning ordinances, including Dane County's requirements for setbacks to environmentally sensitive areas.

Adjacent Land Uses: North: Multi-Family Residential  
West: Westport Road, Multi-Family Residential  
East: Railroads Tracks followed by STH 113 (Northport Drive)  
South: Wetlands

**Proposal**

Zoning Change: None

Applicant submitted information for a Conditional Use Permit (CUP) for a proposed accessory building (pool building) that will have plumbing/sanitary fixtures.

**Submittals/Attachments**

1. Town of Westport Plan Commission Application, received February 11, 2022.
2. Proposed Site Plan, received February 11, 2022.

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GEC reviewed the attachments and the information submitted by the applicant/agent and has the following comments outlined below:

**Comprehensive Plan**

I'll always defer to the Town on how the proposed rezoning is affected by the Town's Comprehensive Plan and their future land use map/plan.

**Zoning Ordinance/Town Ordinances**

**1. Conditional Use Permit**

Per 10.04(1)(b)(2) of the Legacy zoning, sanitary fixtures are prohibited in accessory structures but are allowed by CUP. The CUP would trigger a rezone in the newer zoning ordinance, but the Town prefers to issue the CUP under the Legacy zoning.

**2. Zoning Review Memo**

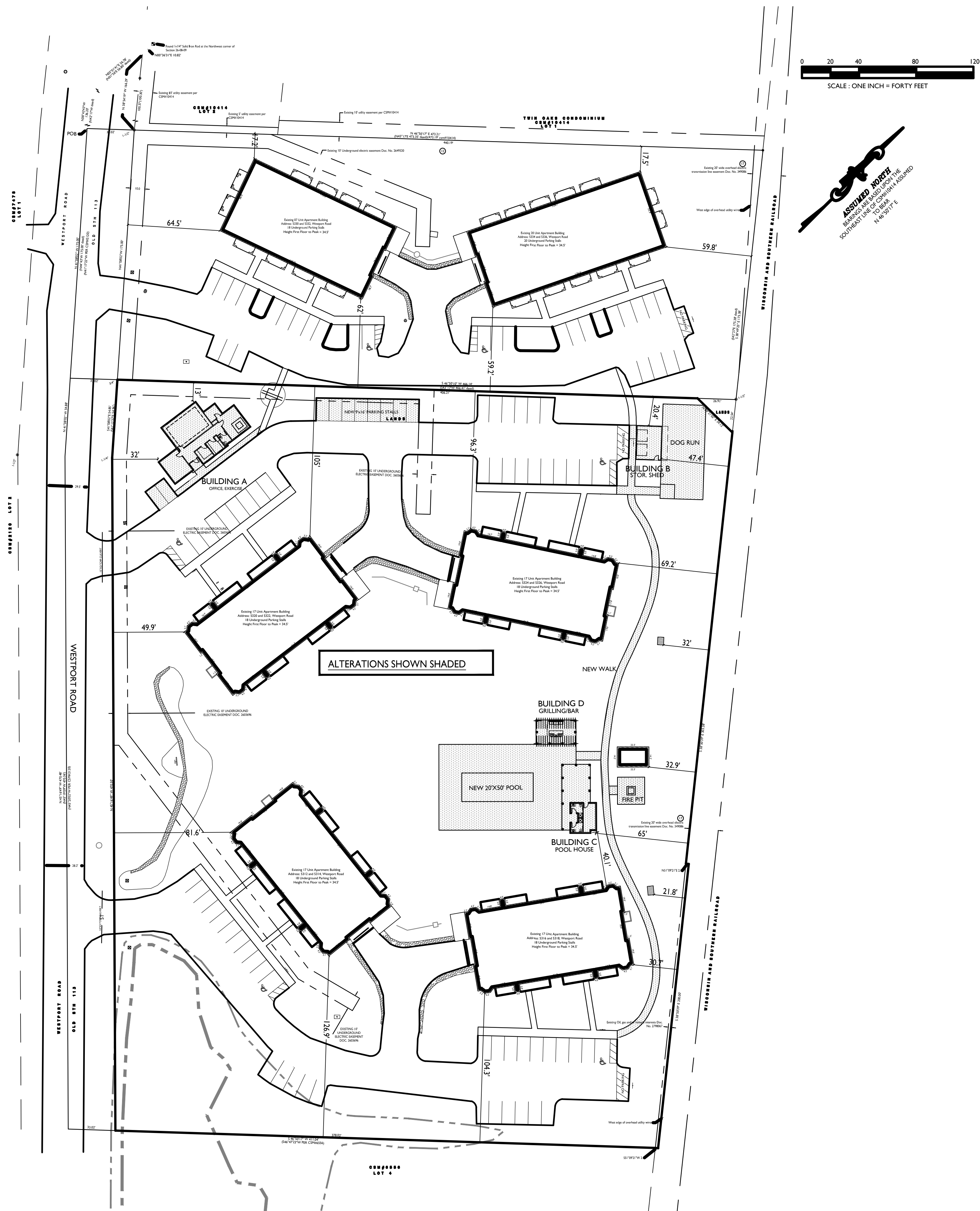
See attached memo regarding correspondence on the proposed site plan/ zoning review.

**Recommendation**

Recommend approval of the proposed CUP request to have plumbing/sanitary fixtures in a proposed accessory structure (pool building) on Tax Parcel 0809-262-8570-5 that is already zoned R-4 Multi-Family Residential District, with the following conditions or restrictions:

1. The Town hold a public hearing for the CUP request.
2. Town Plan Commission/Town Board discuss any concerns with above comments.
3. Any comments or conditions from the Town's Attorney shall be addressed.





SHEET INDEX	
SITE INFORMATION	
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C-2.1	SITE LIGHTING
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C-400	UTILITY PLAN
L-1.0 LANDSCAPE PLAN AT BLDG. A	
L-1.1	LANDSCAPE PLAN AT POOL
L-1.2	LANDSCAPE PLAN AT COURTYARD
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OFFICE / EXERCISE	
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POOL HOUSE	
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BUILDING D	
GRILLING / BAR SHELTER	
A-1.1d FLOOR PLAN AND ELEVATIONS	

kb2

knothe • bruce  
ARCHITECTS

Phone: 7601 University Ave., Ste 201  
608.836.3690 Middleton, WI 53562

ISSUED  
Issued To Westport - Jan. 26, 2022  
Reissued To Westport - Feb 16, 2022




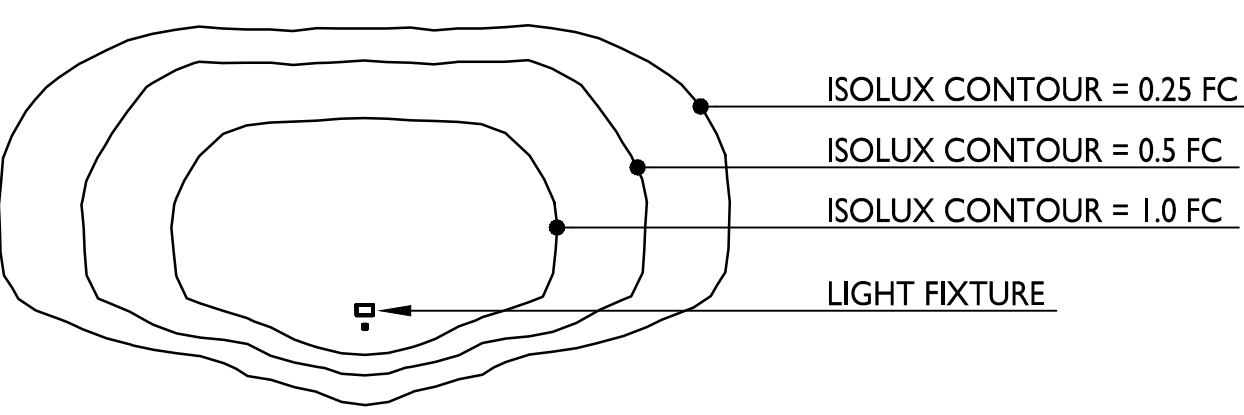
PROJECT TITLE  
LAKEPOINTE  
APARTMENTS  
COMMON SPACE  
ALTERATIONS

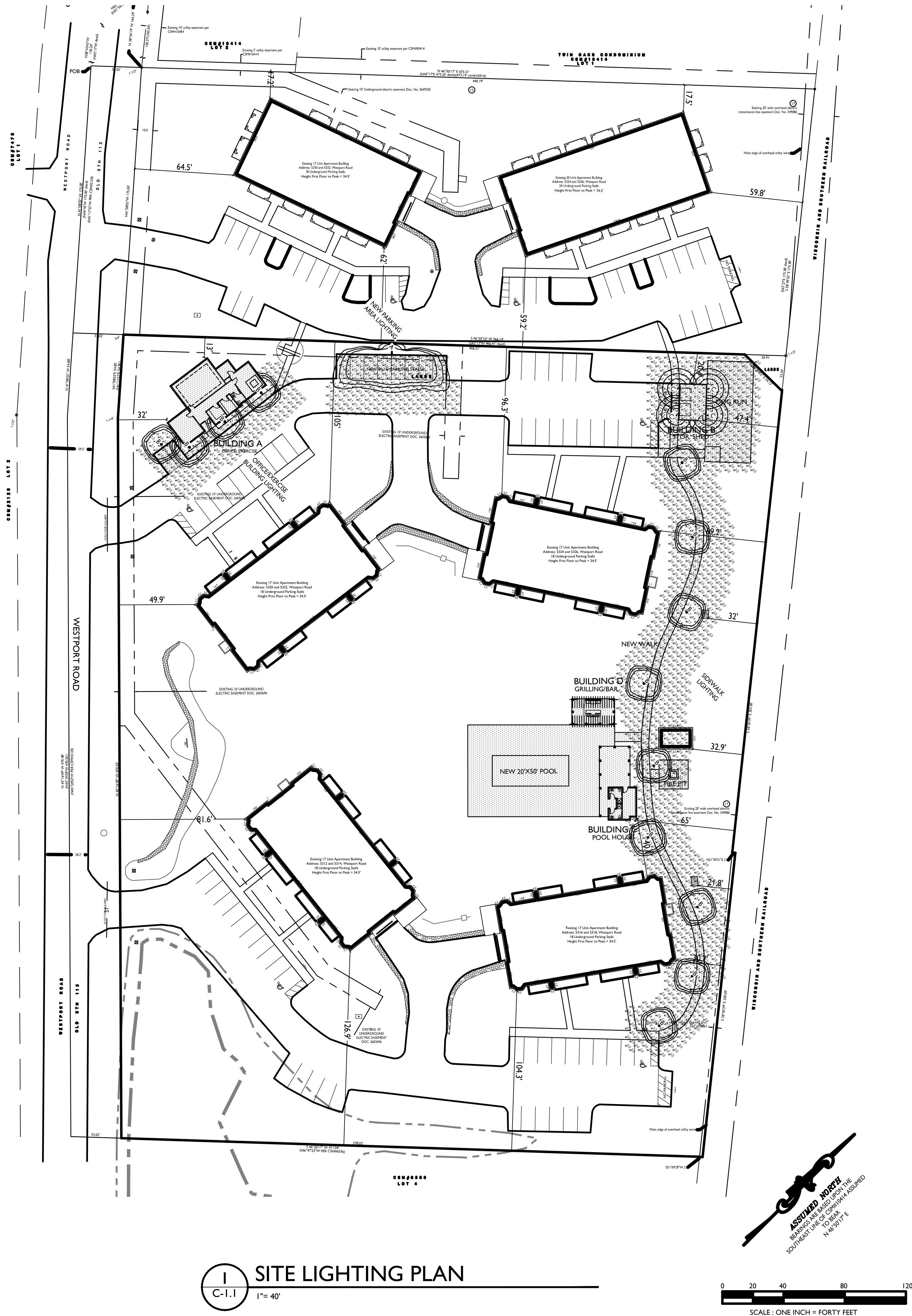
5324 Westport Rd.  
SHEET TITLE  
Site Plan

SHEET NUMBER



LIGHT LEVEL STATISTICS						
DESCRIPTION	SYMBOL	AVG.	MAX.	MIN.	MAX. / MIN.	AVG. / MIN.
New Parking Area Lighting	+	1.4 fc	12.6 fc	0.0 fc	N/A	N/A
Sidewalk Lighting	+	0.7 fc	6.6 fc	0.0 fc	N/A	N/A
Office / Exercise Building Lighting	+	0.5 fc	7.3 fc	0.0 fc	N/A	N/A

LUMINAIRE SCHEDULE						
SYMBOL	LABEL	QTY.	MANUF.	CATALOG	DESCRIPTION	MOUNTING
	A	I	COOPER LIGHTING SOLUTIONS - MCGRAW-EDISON	GALN-SA1C-730 -U-SL3-HSS	GALLEON AREA AND ROADWAY LUMINAIRE (I) 70 CRI, 3000K 1050mA LIGHTSQUARE WITH 16 LEDs AND TYPE III SPILL LIGHT ELIMINATOR OPTICS WITH HOUSE SIDE SHIELD	GALN-SAIC-730 -U-SL3-HSS-5359 LUMENS.ies 8'-0" POLE ON 2'-0" TALL CONC. BASE
	B	12	SOLUS	N/A	LINE-VOLTAGE BLACK LED EXTERIOR LANDSCAPE BOLLARD LIGHT WITH SURFACE MOUNTED ALUMINUM CONSTRUCTION	N/A 3'-6" ABOVE GRADE ON CONC. BASE
	C	4	T.B.D.	N/A	GENERIC LED SOFFIT MOUNTED LIGHT FIXTURE SHOWN WITH 60 WATT EQUIVALENT BULB	N/A 10'-0" ABOVE GRADE IN BLDG. SOFFIT
<div>EXAMPLE LIGHT FIXTURE DISTRIBUTION</div> <div></div>						



**knothe • bruce**  
**ARCHITECTS**  
Phone: 7601 University Ave, Ste 201  
608.836.3690 Middleton, WI 53562

**ISSUED**  
Issued To Westport - Jan. 26, 2022

**PROJECT TITLE**  
**LAKEPOINTE**  
**APARTMENTS**  
**COMMON SPACE**  
**ALTERATIONS**

**5324 Westport Rd.**  
**SHEET TITLE**  
**Site Lighting Plan**

**SHEET NUMBER**

**C-1.2**

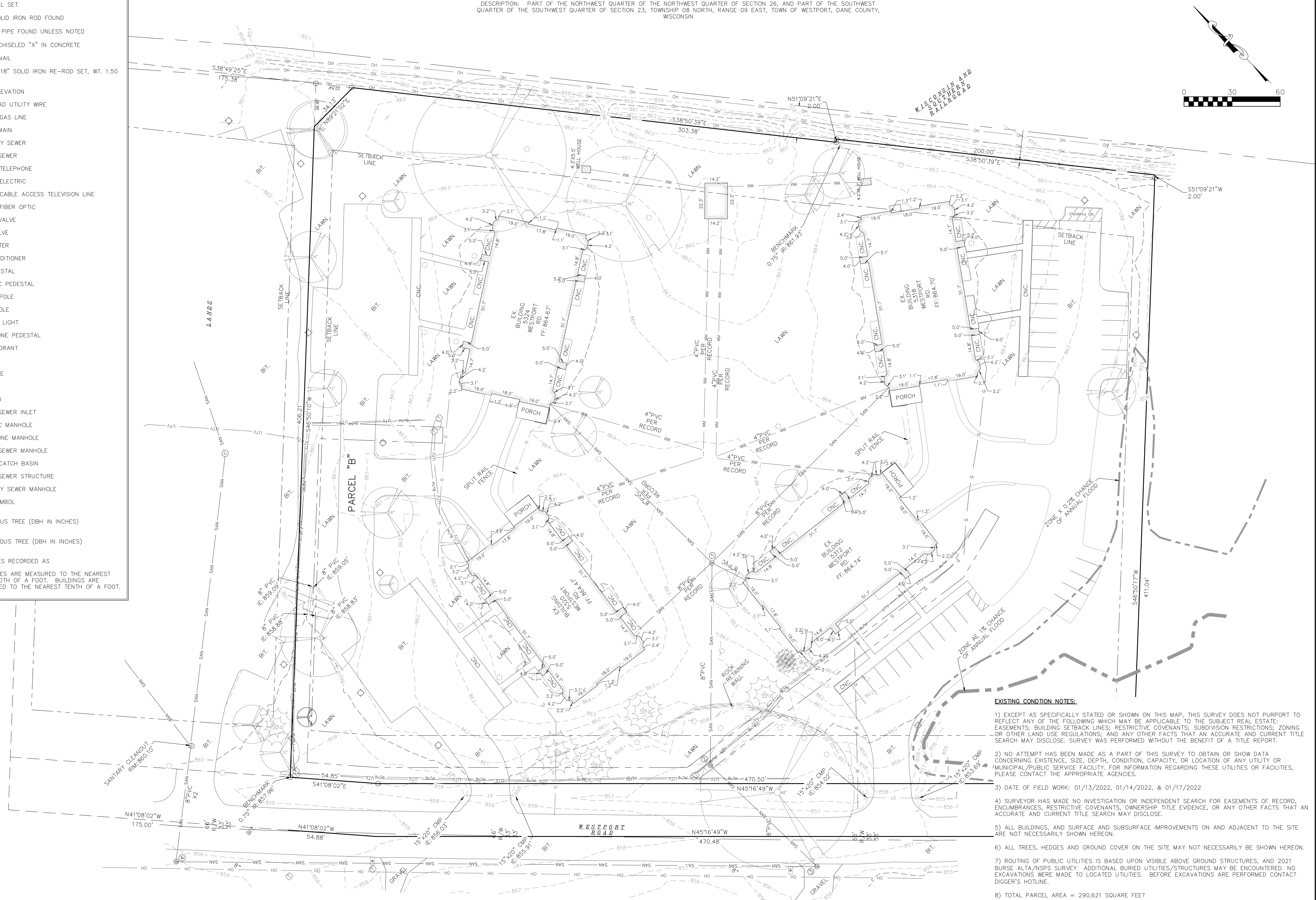
**PROJECT NO. 2147**  
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LEGEND

- MAG NAIL SET
- 3/4" SOLID IRON ROD FOUND
- 1" IRON PIPE FOUND UNLESS NOTED
- FOUND CHISELED "X" IN CONCRETE
- FOUND NAIL
- 3/4" X 18" SOLID IRON RE-ROD SET, WT. 1.50 lbs./ft.
- 851.23 SPOT ELEVATION
- OH OVERHEAD UTILITY WIRE
- G BURIED GAS LINE
- WM WATER MAIN
- SAN SANITARY SEWER
- ST STORM SEWER
- UT BURIED TELEPHONE
- UE BURIED ELECTRIC
- UTV BURIED CABLE ACCESS TELEVISION LINE
- FO BURIED FIBER OPTIC
- WATER VALVE
- GAS VALVE
- GAS METER
- AC AIR CONDITIONER
- TV PEDESTAL
- ELECTRIC PEDESTAL
- UTILITY POLE
- LIGHT POLE
- GROUND LIGHT
- TELEPHONE PEDESTAL
- FIRE HYDRANT
- SIGN
- GUY WIRE
- MAILBOX
- BOLLARD
- STORM SEWER INLET
- ELECTRIC MANHOLE
- TELEPHONE MANHOLE
- STORM SEWER MANHOLE
- ROUND CATCH BASIN
- STORM SEWER STRUCTURE
- SANITARY SEWER MANHOLE
- MISC SYMBOL
- DECIDUOUS TREE (DBH IN INCHES)
- CONIFEROUS TREE (DBH IN INCHES)
- ( ) INDICATES RECORDED AS

DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT. BUILDINGS ARE MEASURED TO THE NEAREST TENTH OF A FOOT.



1/20/2022 5312-5324 Westport Road															
SEWER STRUCTURE ELEVATION TABLE															
Topo #	NUMBER	RIM/TC	DEPTH	ELEVATION	SIZE	MATERIAL	DEPTH	ELEVATION	SIZE	MATERIAL	DEPTH	ELEVATION	SIZE	MATERIAL	DESCRIPTION
1024	1	863.18	10.70	SW 852.48	8"	PVC	10.60	W 852.58	8"	PVC	10.65	N 852.53	8"	PVC	In grass, ~25' NW of 5312
1008	2	857.52	5.60	NE 851.92	8"	PVC	5.65	S 851.87	8"	PVC					In grass, b/w driveways, ~20' NE from Westport Rd
1007	3	856.83	5.40	N 851.43	8"	PVC	7.40	NW 849.43	8"		7.2	SW 849.63	6"		In gravel driveway @ 5301
1049	4	859.11	11.05	SE 848.06	8"		7.95	NE 851.16	8"x2	PVC	11.15	NW 847.96	8"		In grass, ~25' SW from Westport, @ 5325

- EXISTING CONDITION NOTES:
- EXCEPT AS SPECIFICALLY STATED OR SHOWN ON THIS MAP, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY BE APPLICABLE TO THE SUBJECT REAL ESTATE: EASEMENTS; BUILDING SETBACK LINES; RESTRICTIVE COVENANTS; SUBDIVISION RESTRICTIONS; ZONING OR OTHER LAND USE REGULATIONS; AND ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE. SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT.
  - NO ATTEMPT HAS BEEN MADE AS A PART OF THIS SURVEY TO OBTAIN OR SHOW DATA CONCERNING EXISTENCE, SIZE, DEPTH, CONDITION, CAPACITY, OR LOCATION OF ANY UTILITY OR MUNICIPAL/PUBLIC SERVICE FACILITY. FOR INFORMATION REGARDING THESE UTILITIES OR FACILITIES, PLEASE CONTACT THE APPROPRIATE AGENCIES.
  - DATE OF FIELD WORK: 01/13/2022, 01/14/2022, & 01/17/2022
  - SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
  - ALL BUILDINGS, AND SURFACE AND SUBSURFACE IMPROVEMENTS ON AND ADJACENT TO THE SITE ARE NOT NECESSARILY SHOWN HEREON.
  - ALL TREES, HEDGES AND GROUND COVER ON THE SITE MAY NOT NECESSARILY BE SHOWN HEREON.
  - ROUTING OF PUBLIC UTILITIES IS BASED UPON VISIBLE ABOVE GROUND STRUCTURES, AND 2021 BURSE ALTA/NSPS SURVEY. ADDITIONAL BURIED UTILITIES/STRUCTURES MAY BE ENCOUNTERED. NO EXCAVATIONS WERE MADE TO LOCATED UTILITIES. BEFORE EXCAVATIONS ARE PERFORMED CONTACT DIGGER'S HOTLINE.
  - TOTAL PARCEL AREA = 290,621 SQUARE FEET
  - ELEVATIONS ARE BASED UPON NAVD83 DATUM. ELEVATIONS ARE TRANSFERRED TO THE SITE UTILIZING RTK GPS SURVEYING WHILE OBSERVING THE WISCONSIN NETWORK. WI GEOID 12B
  - BOUNDARY SHOWN PER 2021 BURSE SURVEYING & ENGINEERING, INC. ALTA/NSPS SURVEY.
  - PRIVATE UTILITIES WERE NOT LOCATED FOR THIS SURVEY.

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**Burse**  
Surveying and Engineering, Inc.  
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Madison, WI 53704  
Phone: 608-250-9263  
Fax: 608-250-9266  
e-mail: MBurse@BSE-INC.net  
www.bursesurveyeng.com

APPROVALS	PROJECT ENG	MLB	DESIGNED BY	MLB	DRAWN	DPH	CHECKED BY	PDF	APPROVED	MLB

**LAKEPOINTE APARTMENTS COMMUNITY SPACE**  
5320 WESTPORT RD  
TOWN OF WESTPORT, WI, 53704  
**LAKE POINTE ASSOCIATES, LLP**  
101 E. MAIN STREET, SUITE 500  
MOUNT HOREB, WI 53572

PROJECT #: BSE1158-07  
PLOT DATE: 1/25/2022

REVISION DATES:	

ISSUE DATES:	
	1/25/2022

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**C-100**



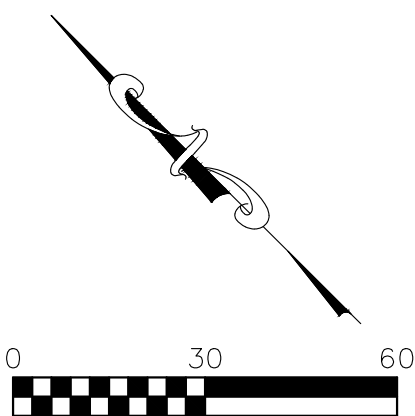




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SITE PLAN NOTES:

PARKING STALLS ADDED = 10  
PARKING STALLS REMOVED = 6



**Burse**  
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[www.bursesurveyengr.com](http://www.bursesurveyengr.com)

<b>APPROVALS</b>
<b>PROJECT ENG:</b> <b>MLB</b>
<b>DESIGNED BY:</b> <b>DRH</b>
<b>DRAWN BY:</b> <b>DRH</b>
<b>CHECKED BY:</b> <b>PDF</b>
<b>APPROVED:</b> <b>MLB</b>

# LAKEPOINTE APARTMENTS COMMUNITY SPACE

5320 WESTPORT RD

TOWN OF WESTPORT, WI, 53704  
LAKE POINTE ASSOCIATES, LLP

101 E. MAIN STREET, SUITE 5  
MOUNT HOREB, WI 53572

PROJECT #:	BSE1158-07
PLOT DATE:	1/25/2022

## REVISION DATES:

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## ISSUE DATES:

1/25/2022

## SITE PLAN

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Fax: 608-250-9266  
e-mail: Mburse@BSE-INC.net  
www.bursesurveyeng.com

APPROVALS	MLB	DPH	PDF	MLB
PROJECT ENG.	DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED

**LAKEPOINTE APARTMENTS COMMUNITY SPACE**  
5320 WESTPORT RD  
TOWN OF WESTPORT, WI, 53704  
**LAKE POINTE ASSOCIATES, LLP**  
101 E. MAIN STREET, SUITE 500  
MOUNT HOREB, WI 53572

**PROJECT #:** BSE1158-07  
**PLOT DATE:** 1/25/2022

<b>REVISION DATES:</b>

**ISSUE DATES:**  
1/25/2022

**GRADING PLAN**

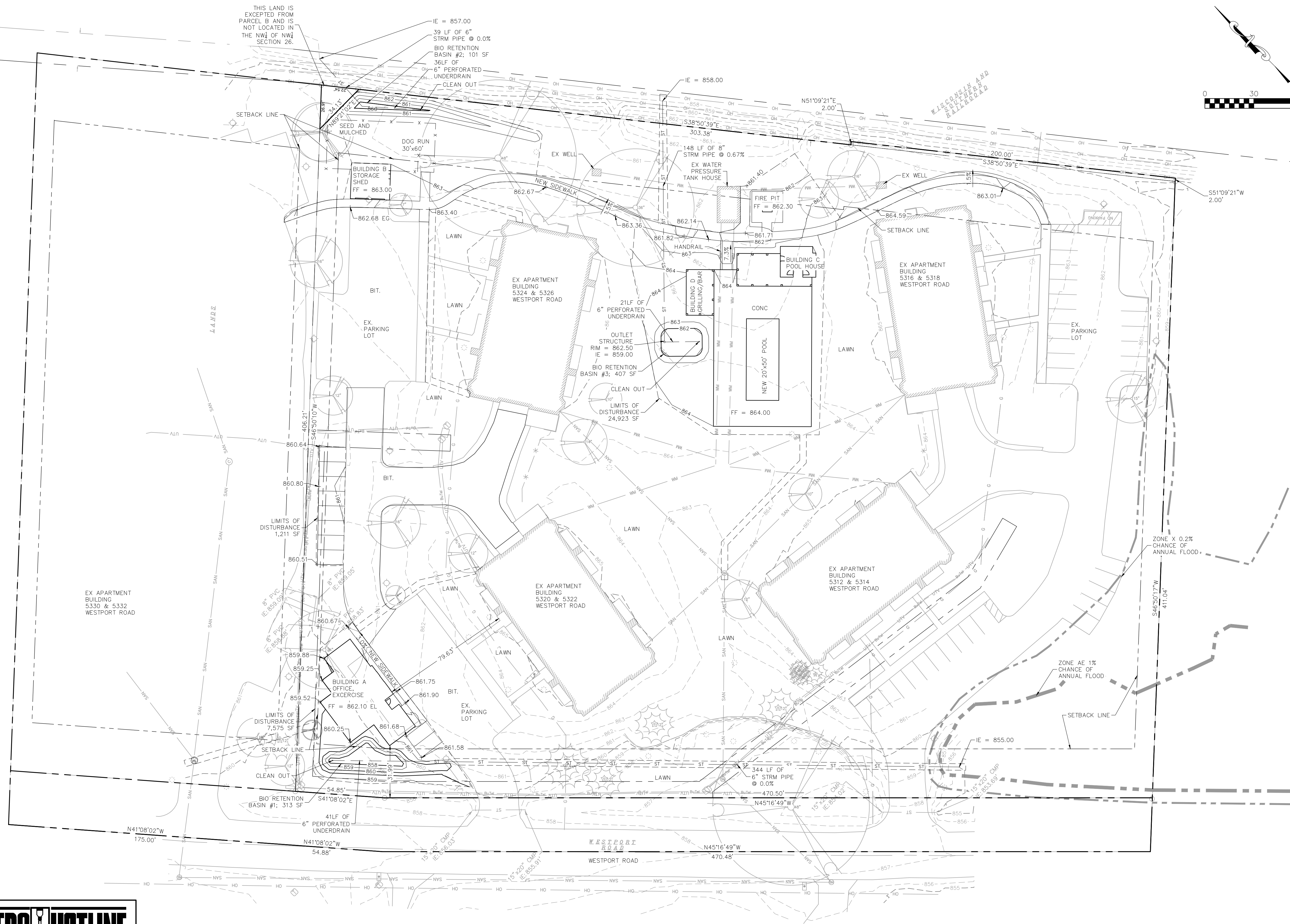
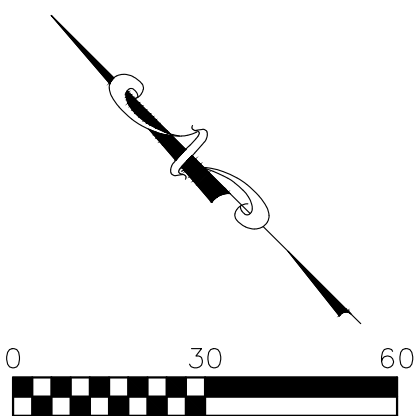
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**C-300**

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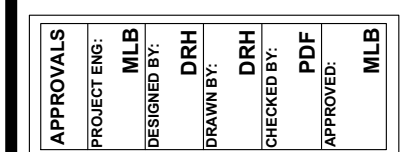
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5320 WESTPORT RD  
TOWN OF WESTPORT WI 53704

**LAKE POINTE ASSOCIATES, LLP**  
101 E. MAIN STREET, SUITE 500  
MOUNT HOREB, WI 53572

REVISION DATES:

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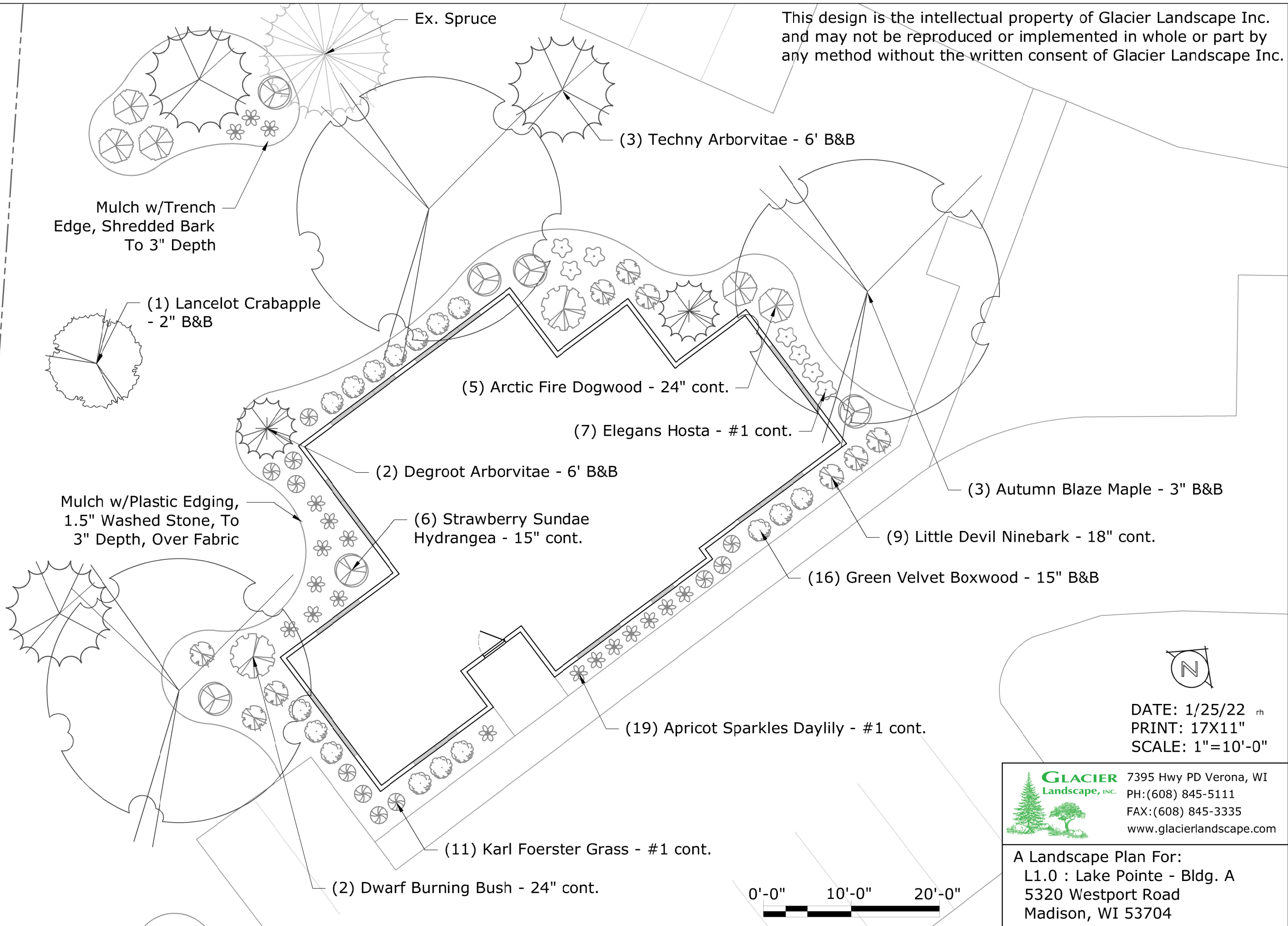
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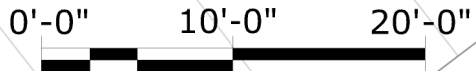


DATE: 1/25/22<sup>rh</sup>  
PRINT: 17X11"  
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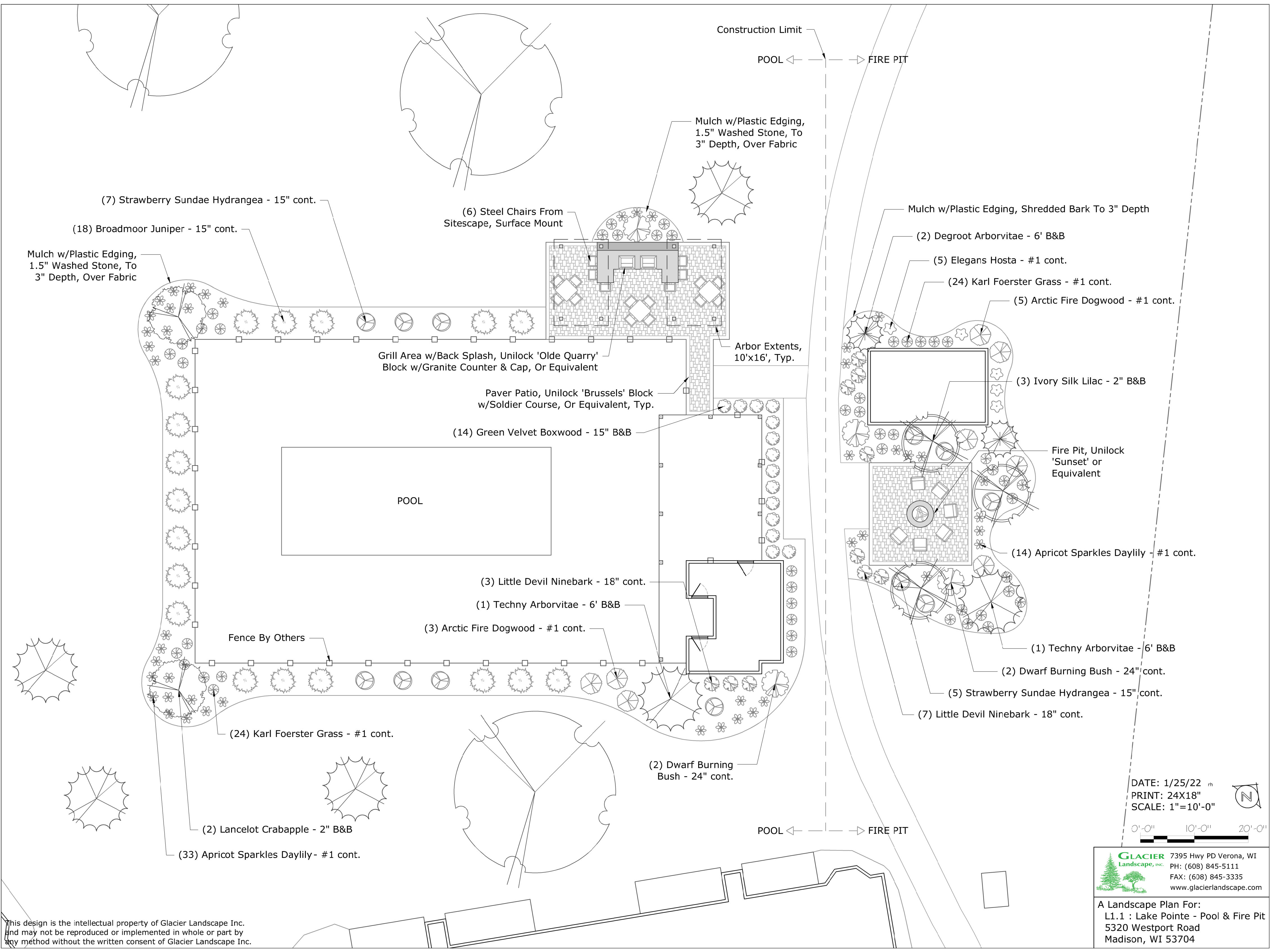


7395 Hwy PD Verona, WI  
PH: (608) 845-5111  
FAX: (608) 845-3335  
www.glacierlandscape.com

A Landscape Plan For:  
L1.0 : Lake Pointe - Bldg. A  
5320 Westport Road  
Madison, WI 53704

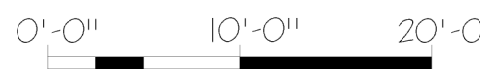






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DATE: 1/25/22<sup>th</sup>  
 PRINT: 24X18"  
 SCALE: 1"=10'-0"





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 FAX: (608) 845-3335  
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A Landscape Plan For:  
 L1.1 : Lake Pointe - Pool & Fire Pit  
 5320 Westport Road  
 Madison, WI 53704

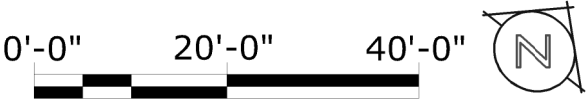


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(5) Autumn Blaze Maple - 3" B&B

(6) Techny Arborvitae - 6' B&B

DATE: 1/25/22<sup>rh</sup>  
PRINT: 17X11"  
SCALE: 1"=20'-0"





**GLACIER**  
Landscape, INC.

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PH:(608) 845-5111  
FAX:(608) 845-3335  
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A Landscape Plan For:  
L1.2 : Lake Pointe - Courtyard  
5320 Westport Road  
Madison, WI 53704





BUILDING A - OFFICE/EXERCISE - FRONT ELEVATION

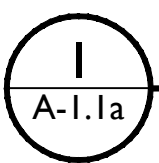
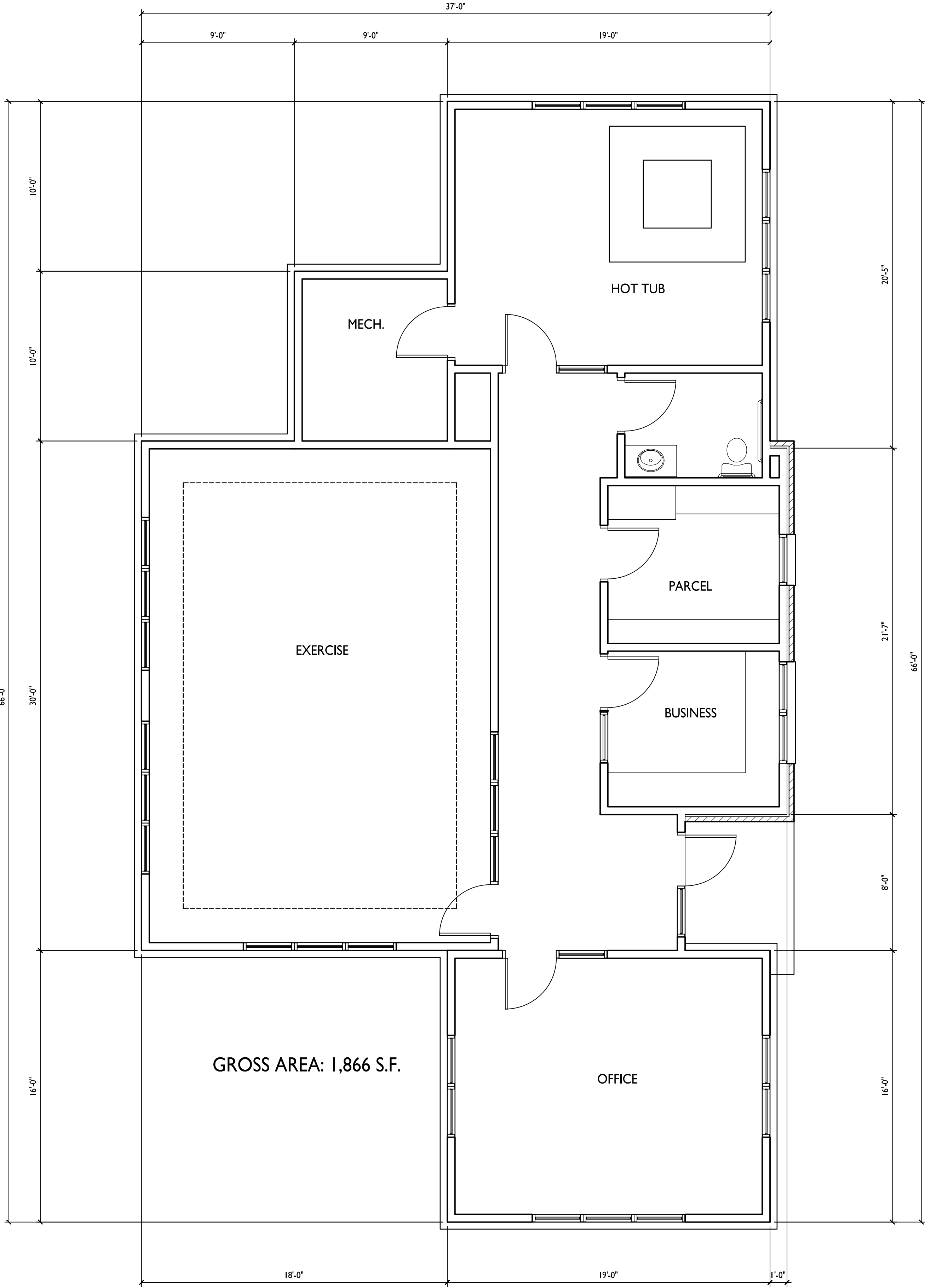


BUILDING B- STORAGE SHED - FRONT ELEVATION



BUILDING C - POOL HOUSE - FRONT ELEVATION





FLOOR PLAN

1/4" = 1'-0"



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608.836.3690 Middleton, WI 53562

ISSUED  
Issued To Westport - Jan 26, 2022

PROJECT TITLE  
LAKEPOINTE  
APARTMENTS  
COMMON SPACE  
ALTERATIONS

5324 Westport Rd.  
SHEET TITLE  
Building A  
Office/Exercise  
Floor Plan

SHEET NUMBER

A-1.1a

PROJECT NO. 2147

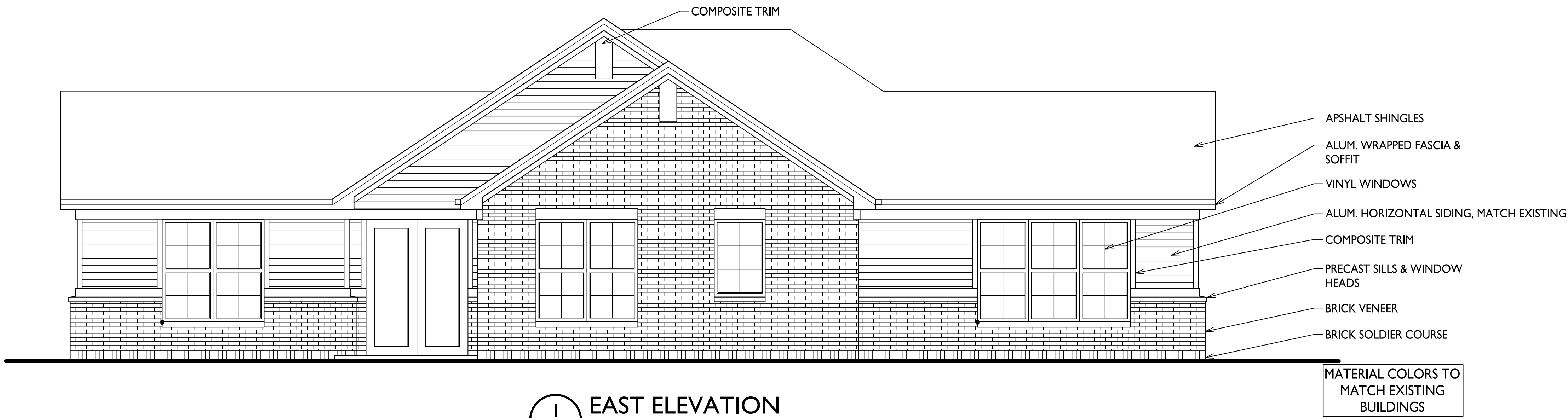
© Knothe & Bruce Architects, LLC



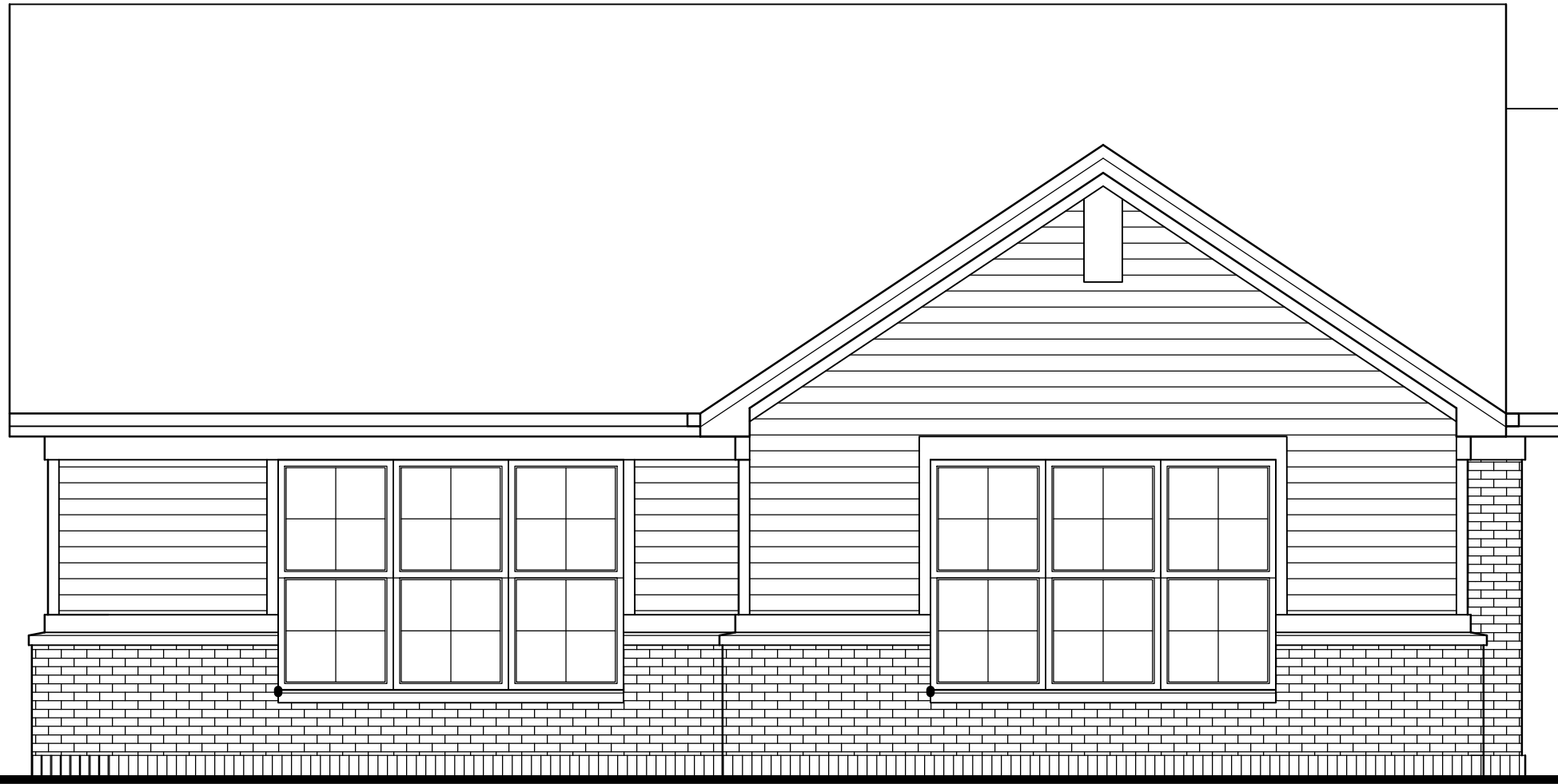


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ARCHITECTS

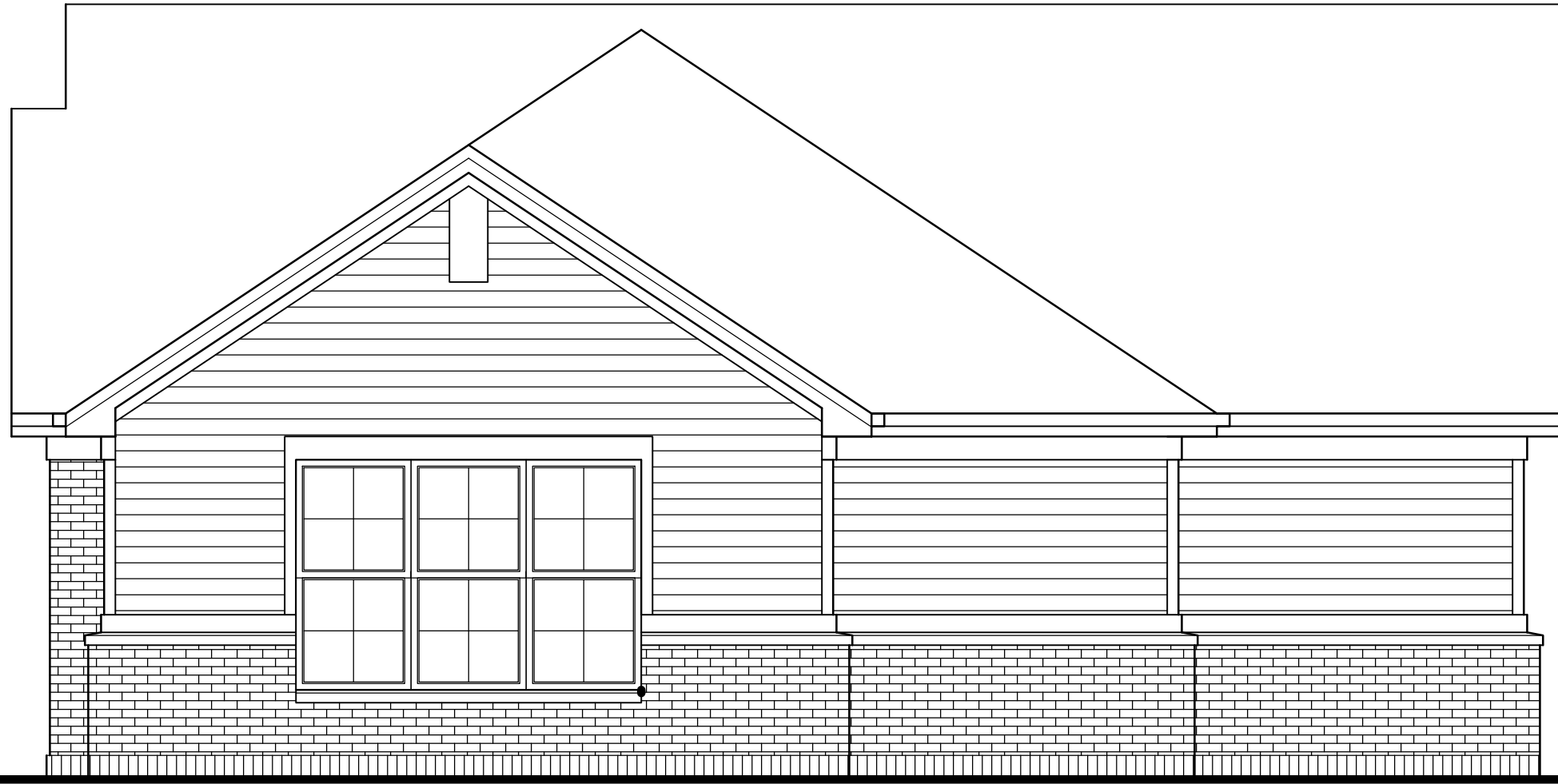
Phone: 7601 University Ave, Ste 201  
608.836.3690 Middleton, WI 53562



1 EAST ELEVATION  
A-2.1a 1/4" = 1'-0"



2 SOUTH ELEVATION  
A-2.1a 1/4" = 1'-0"



3 NORTH ELEVATION  
A-2.1a 1/4" = 1'-0"



4 WEST ELEVATION  
A-2.1a 1/4" = 1'-0"

ISSUED  
Issued To Westport - Jan. 26, 2022

PROJECT TITLE  
LAKEPOINTE  
APARTMENTS  
COMMON SPACE  
ALTERATIONS

5324 Westport Rd.  
SHEET TITLE  
Building A  
Office/Exercise  
Exterior  
Elevations

SHEET NUMBER

A-2.1a

PROJECT NO. 2147

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Revised and Issued To Westport - Feb 16, 2022

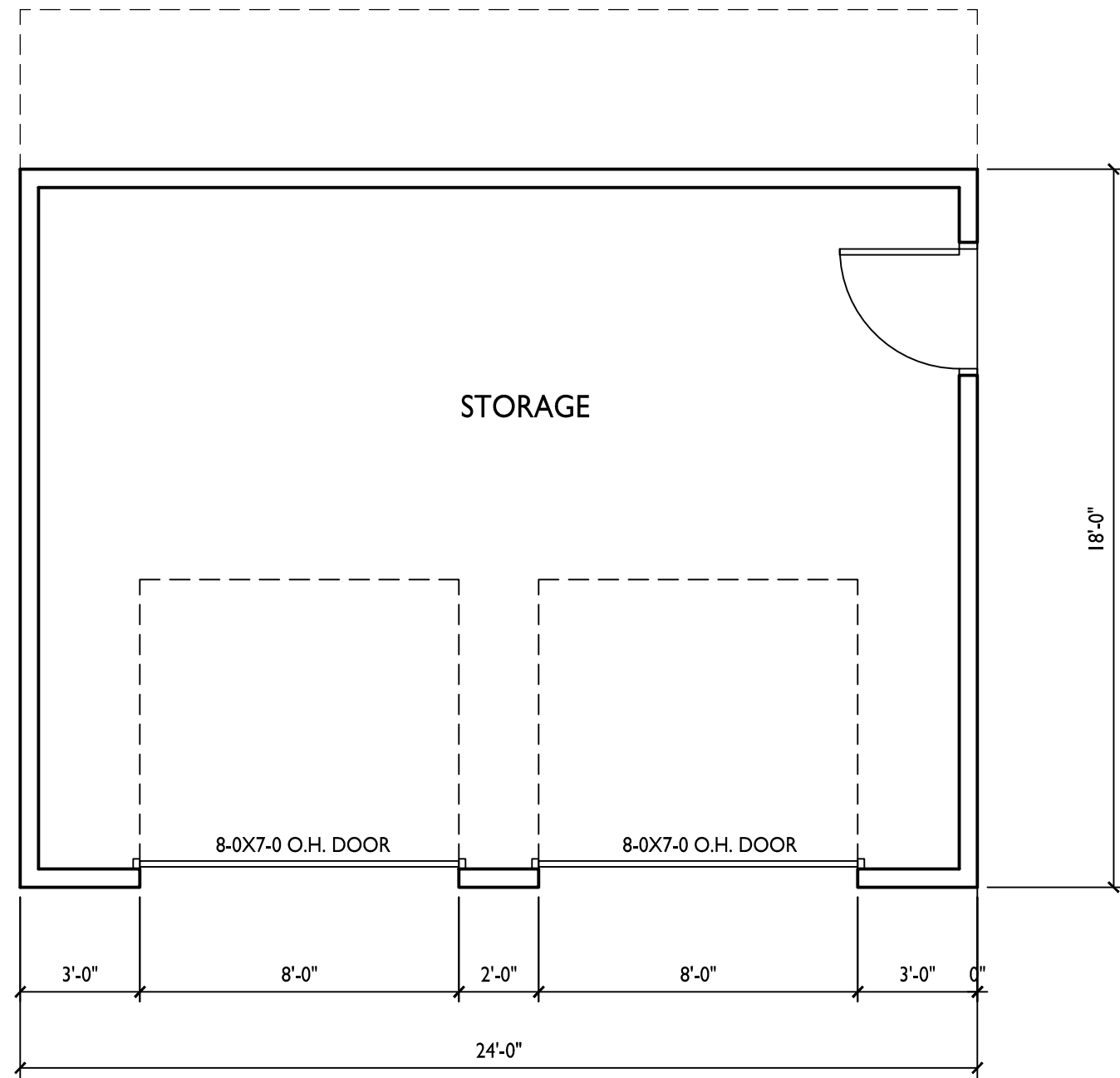
PROJECT TITLE  
LAKEPOINTE  
APARTMENTS  
COMMON SPACE  
ALTERATIONS

5324 Westport Rd.  
SHEET TITLE  
Building B  
Storage Shed Plan  
And Elevations

SHEET NUMBER

A-I.1b

PROJECT NO. 2147  
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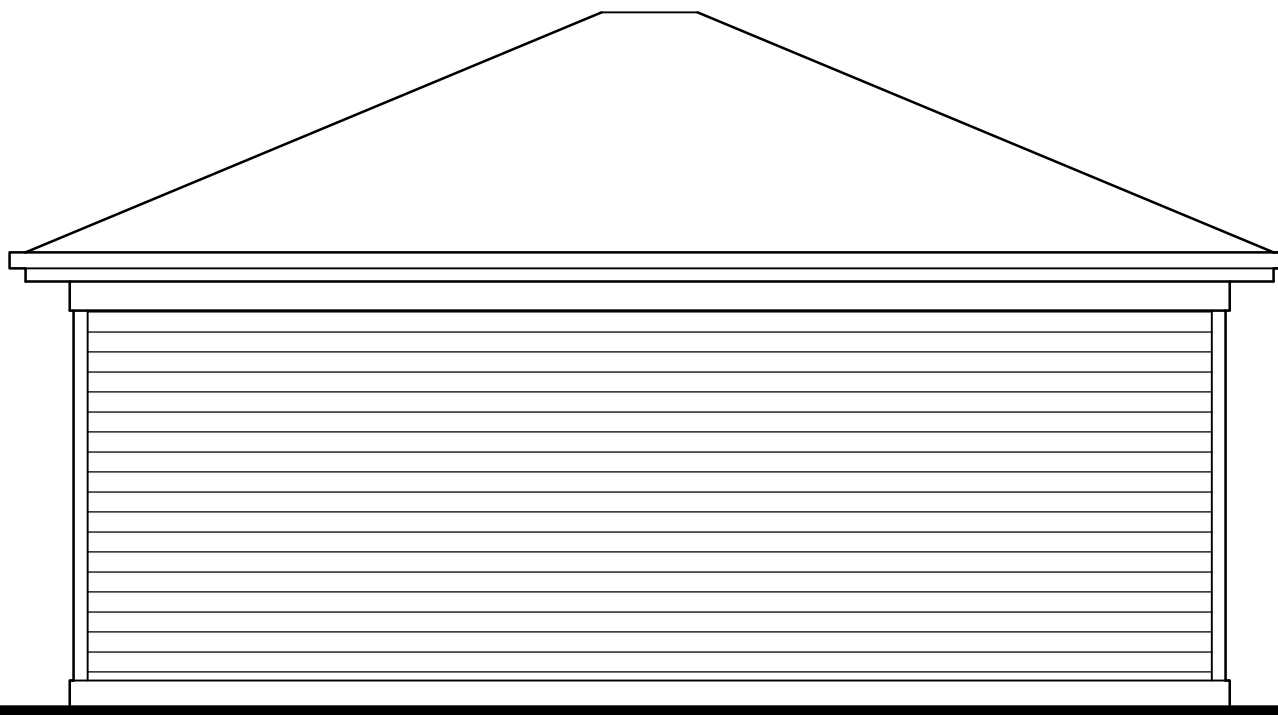


GROSS AREA: 432 S.F.

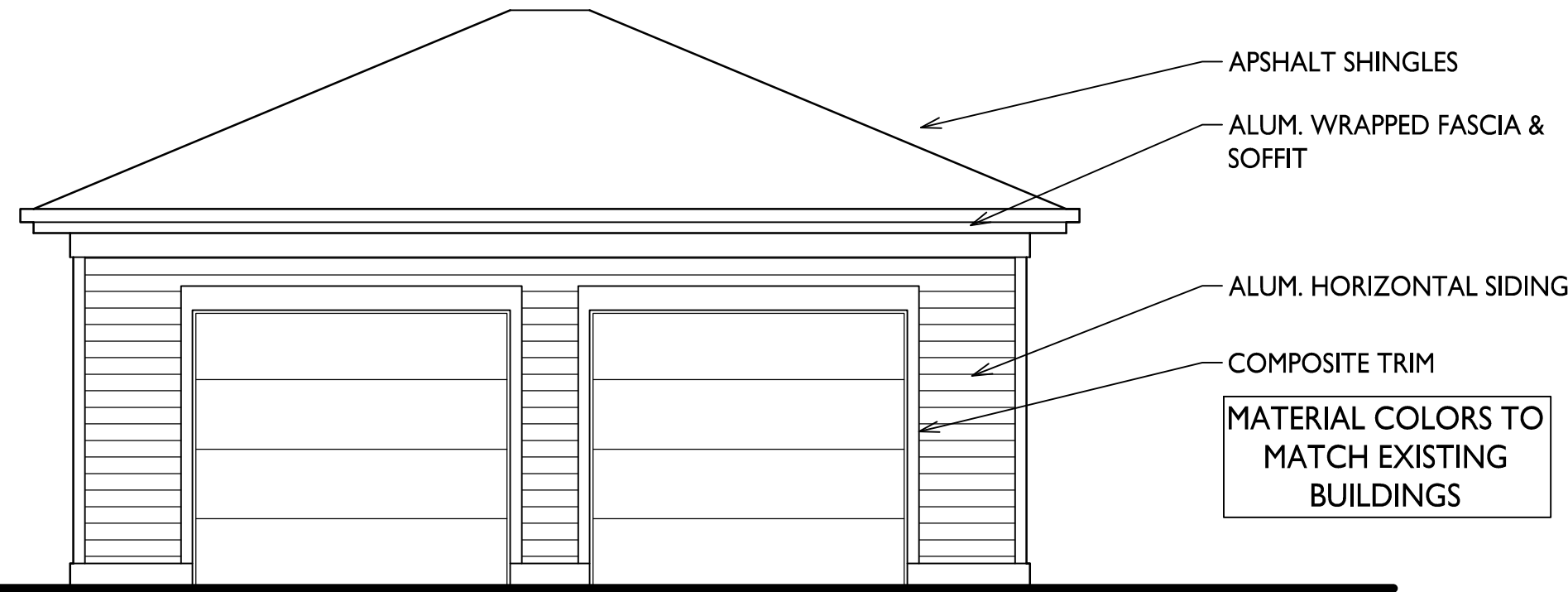
1 FLOOR PLAN  
A-I.1b 1/4" = 1'-0"



2 SOUTHEAST ELEVATION  
A-I.1b 1/4" = 1'-0"



3 NORTHEAST REAR ELEVATION  
A-I.1b 1/4" = 1'-0"



4 SOUTHWEST ELEVATION  
A-I.1b 1/4" = 1'-0"





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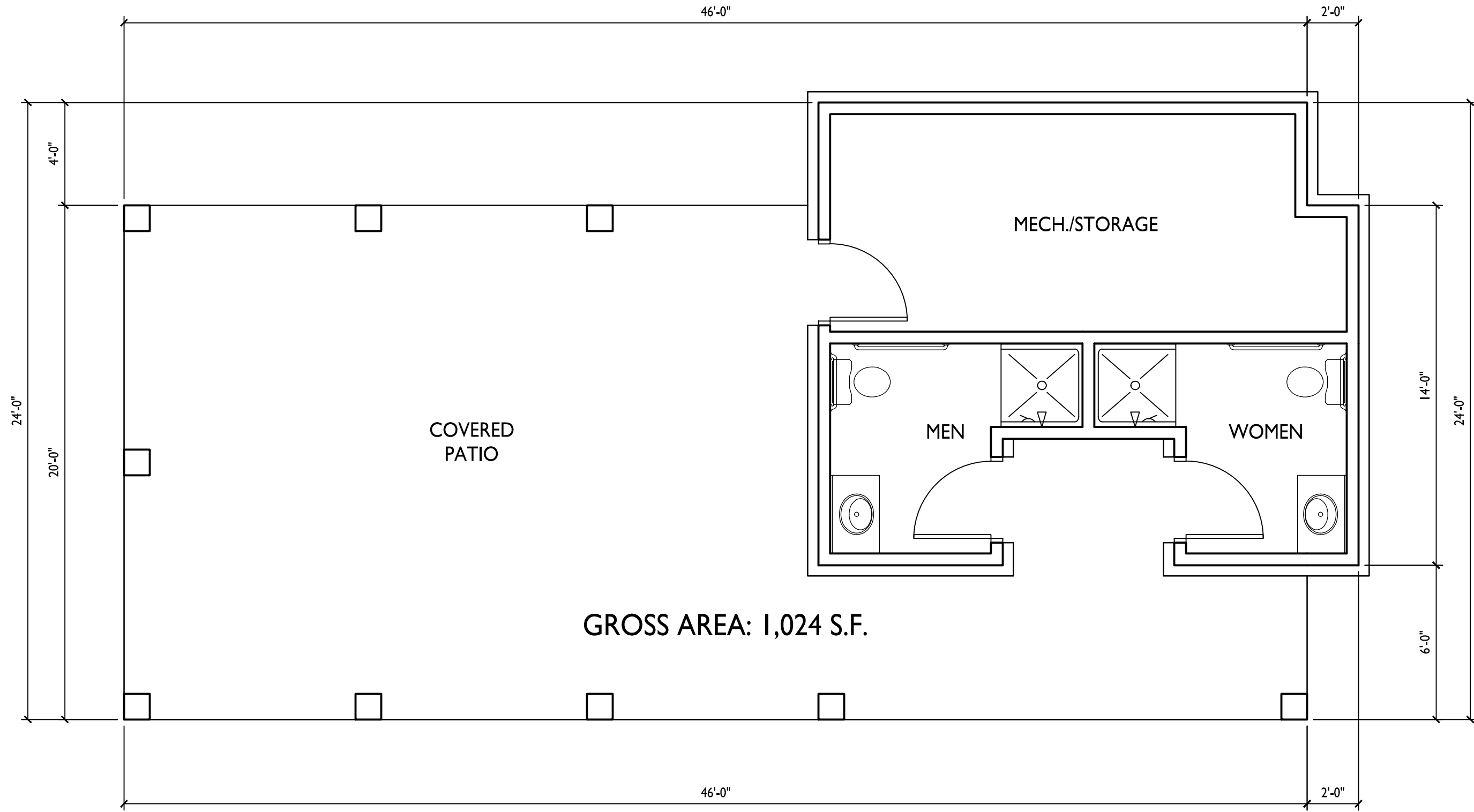
PROJECT TITLE  
**LAKEPOINTE  
APARTMENTS  
COMMON SPACE  
ALTERATIONS**

5324 Westport Rd.  
SHEET TITLE  
**Building C  
Pool House Plans  
And Elevations**

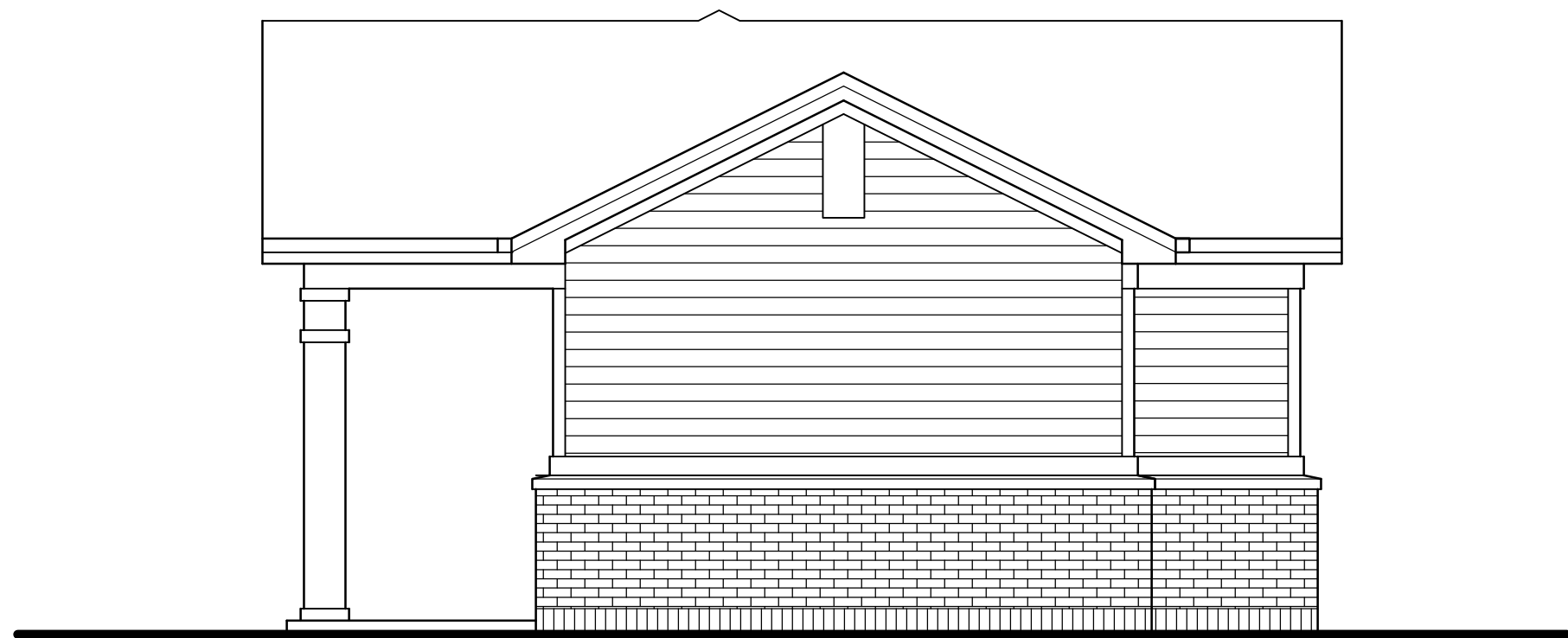
SHEET NUMBER

**A-I.I.c**

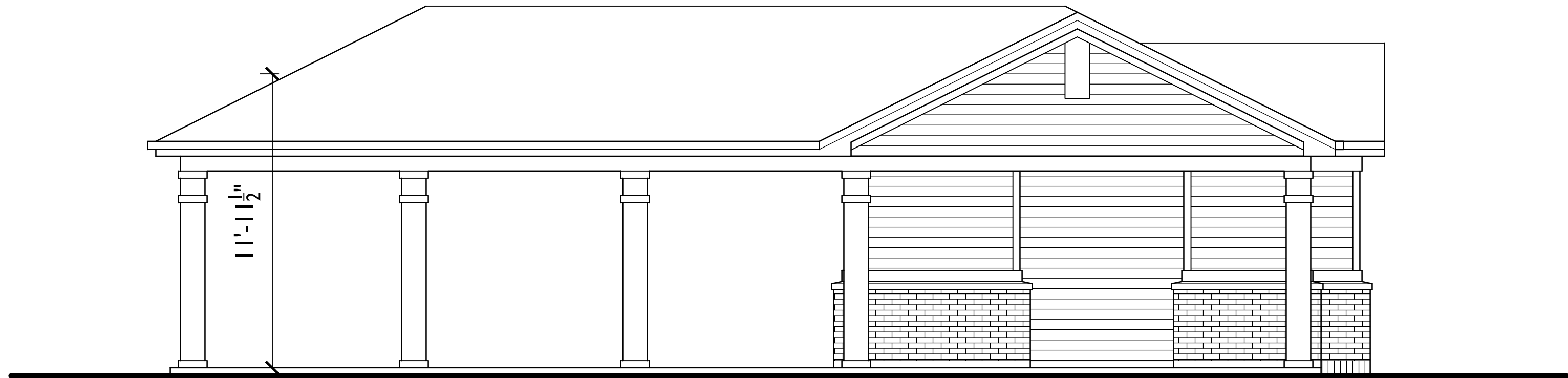
PROJECT NO. **2147**  
© Knothe & Bruce Architects, LLC



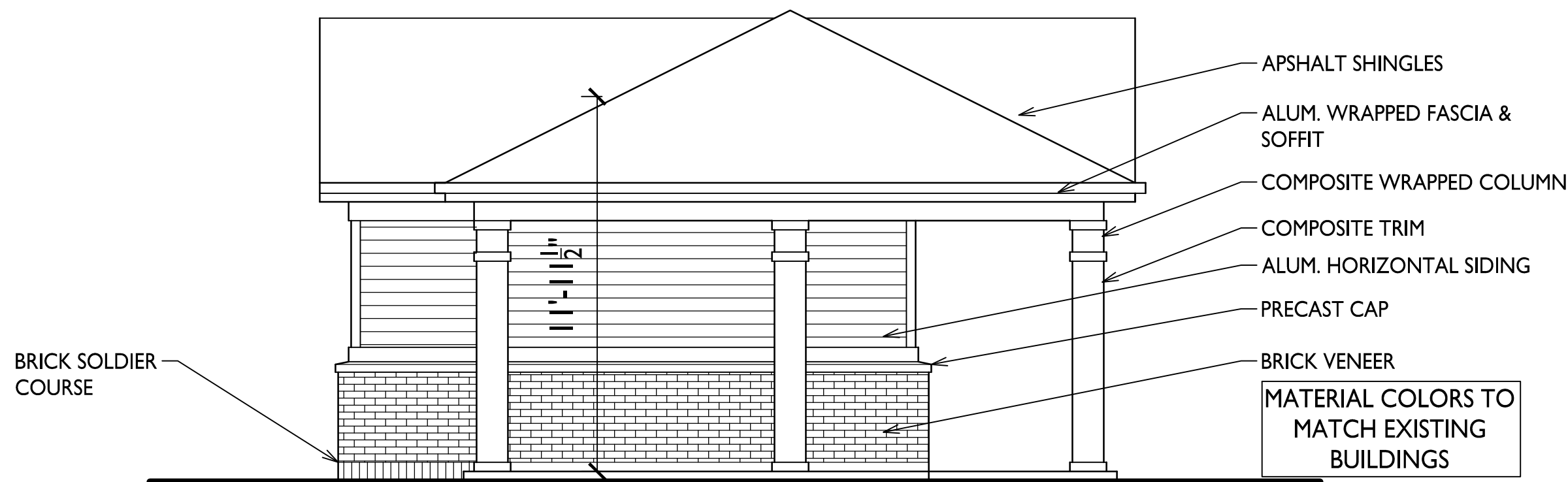
**1 FLOOR PLAN**  
A-I.I.c 1/4" = 1'-0"



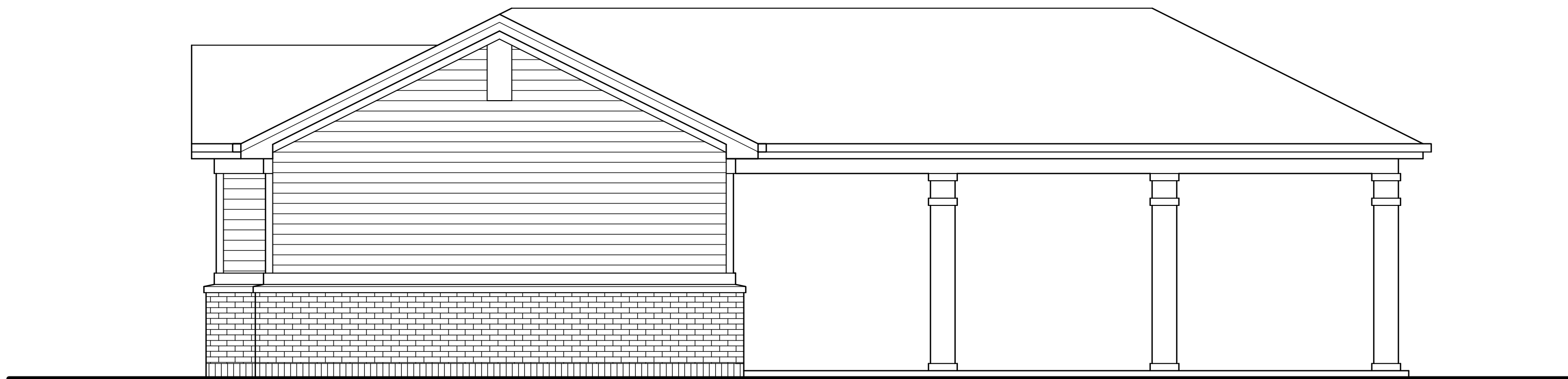
**2 SOUTHEAST SIDE ELEVATION**  
A-I.I.c 1/4" = 1'-0"



**3 SOUTHWEST FRONT ELEVATION**  
A-I.I.c 1/4" = 1'-0"

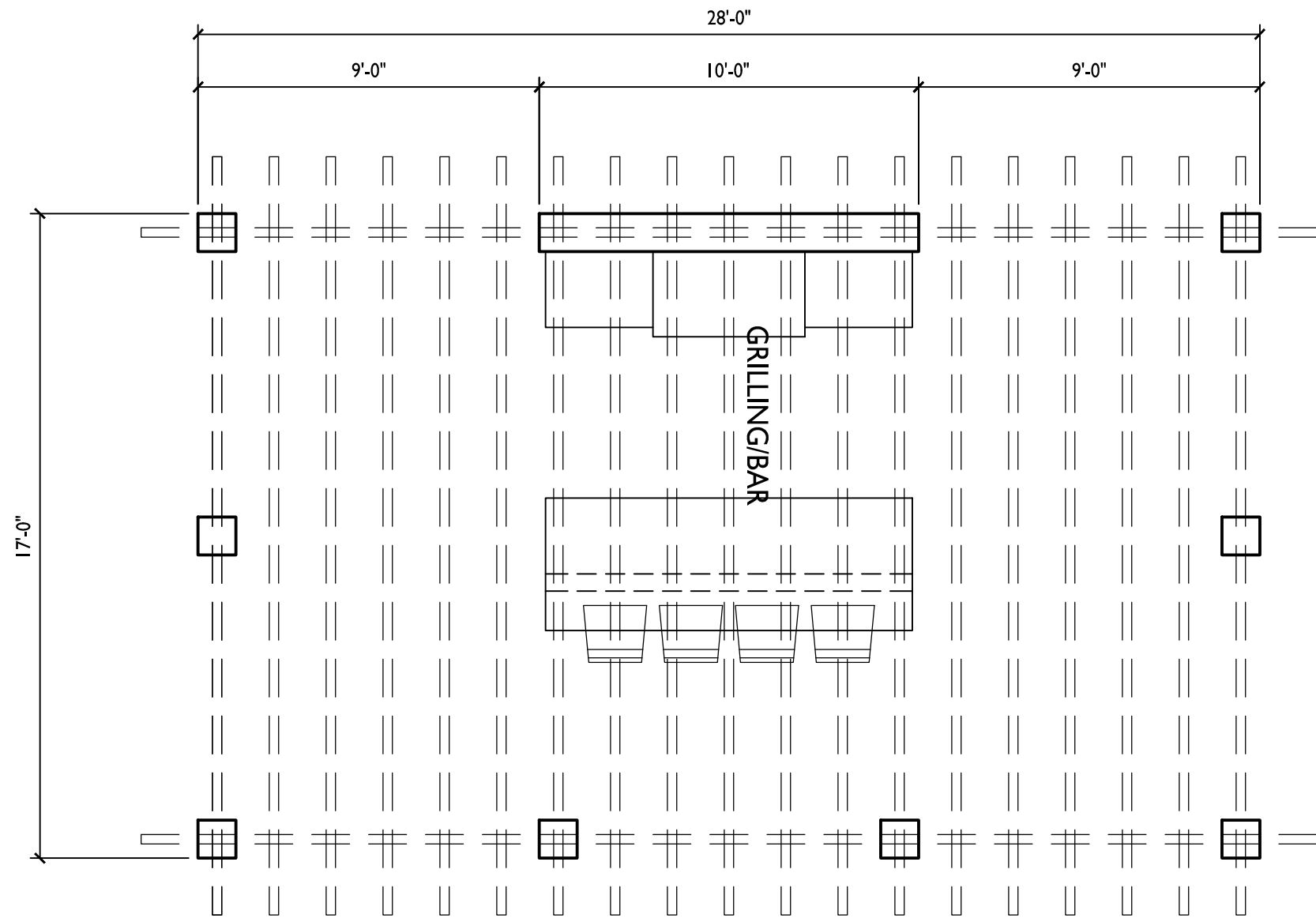


**4 NORTHWEST SIDE ELEVATION**  
A-I.I.c 1/4" = 1'-0"



**5 NORTHEAST REAR ELEVATION**  
A-I.I.c 1/4" = 1'-0"

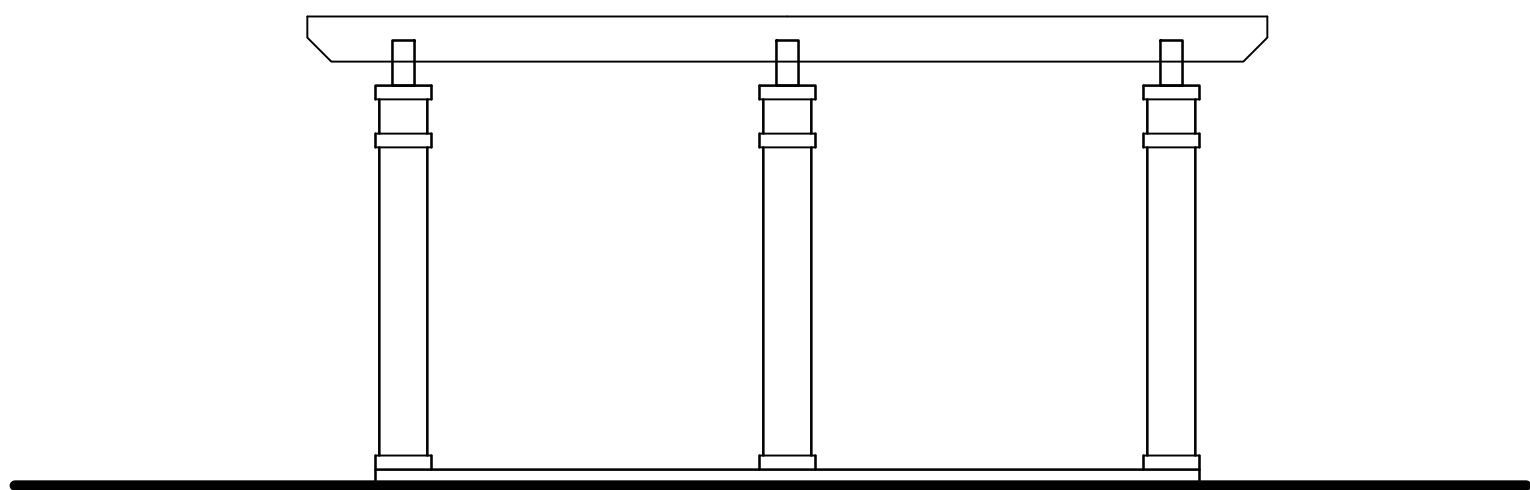




1  
A-I.1d

FLOOR PLAN

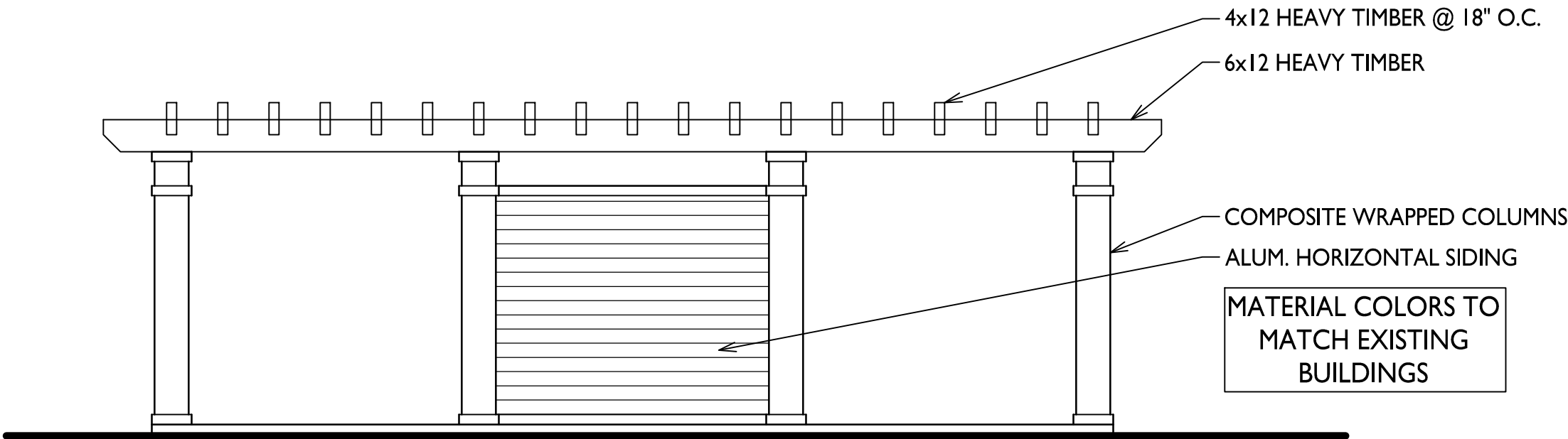
1/4" = 1'-0"



2  
A-I.1d

SIDE ELEVATION

1/4" = 1'-0"



3  
A-I.1d

SOUTHEAST FRONT ELEVATION

1/4" = 1'-0"

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Issued To Westport - Jan. 26, 2022

PROJECT TITLE  
LAKEPOINTE  
APARTMENTS  
COMMON SPACE  
ALTERATIONS

5324 Westport Rd.  
SHEET TITLE  
Building D  
Grilling/Bar  
Shelter Plan And  
Elevations

SHEET NUMBER



Scaled data based on original data using  
LM-79-08 Approved Method: Electrical and Photometric Measurements of Solid-  
State Lighting Products

Test Report Prepared for  
Cooper Lighting Solutions  
(formerly Eaton)

Brand: McGRAW-EDISON

Report Number: P450691

Luminaire Tested: **GALN-SA1C-730-U-SL3-HSS**

Issue Date: 1/4/2021



**Test Information**

Test Method: LM-79-08  
Report Number: P450691  
TEST IS SCALED FROM IESNA LM-79-08 TEST DATA (G3-2011-042-17)  
Test Lab: INNOVATION CENTER  
Issue Date: 1/4/2021  
Manufacturer: COOPER LIGHTING SOLUTIONS (FORMERLY EATON)  
Product Line: MCGRAW-EDISON  
Catalog Number: GALN-SA1C-730-U-SL3-HSS  
Description: GALLEON AREA AND ROADWAY LUMINAIRE  
(1) 70 CRI, 3000K, 1050mA LIGHTSQUARE WITH 16 LEDS AND TYPE III SPILL  
LIGHT ELIMINATOR OPTICS WITH HOUSE SIDE SHIELD  
Light Source: -  
Ballast/Driver: ELECTRONIC DRIVER

**Summary**

Lumens per Lamp: N/A  
Luminaire Lumens: 5359 lumens  
Efficiency: N/A  
Efficacy: 94.0 lumens/watt  
Luminous Opening: Rectangular (W 0.5' x L: 0.5' x H: 0')  
IES Classification: Type III - Short  
BUG Rating: B1 - U0 - G2

Input Watts (W): 57  
Input Voltage (V): NR  
Input Current (Ain): NR  
Voltage Rise (V): NR  
Power Factor: NR  
Total Harmonic Distortion (THDi): NR  
Frequency (hertz): 60  
Stabilization Time: NR  
Operation Time: NR  
Ambient Temperature (°C): NR  
Test Distance: 24 FT



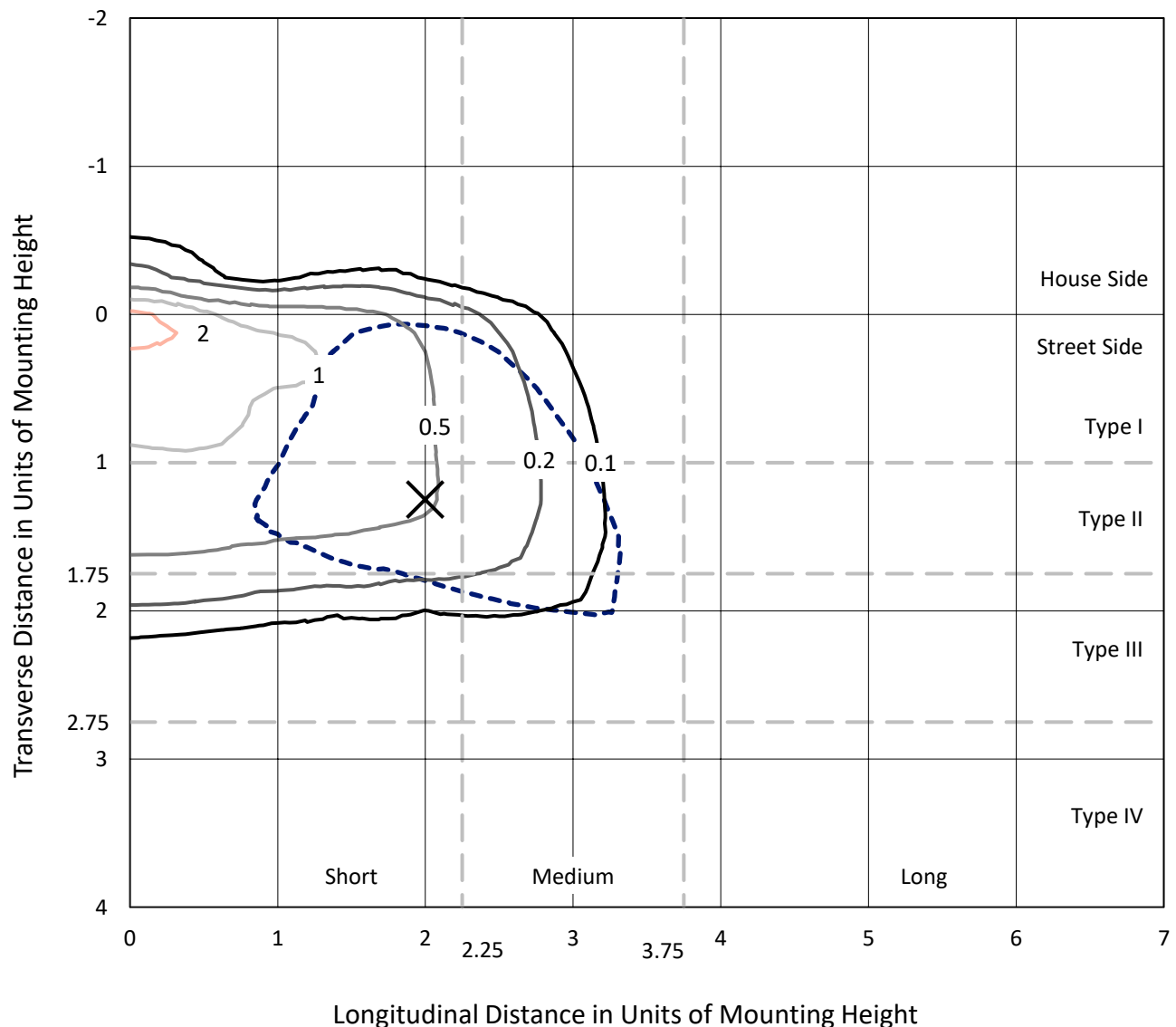


REPORT NUMBER: P450691

CATALOG NUMBER: GALN-SA1C-730-U-SL3-HSS

## Iso-Footcandle Lines of Horizontal Illumination

✕ Max cd  
 - - - 1/2 Max cd

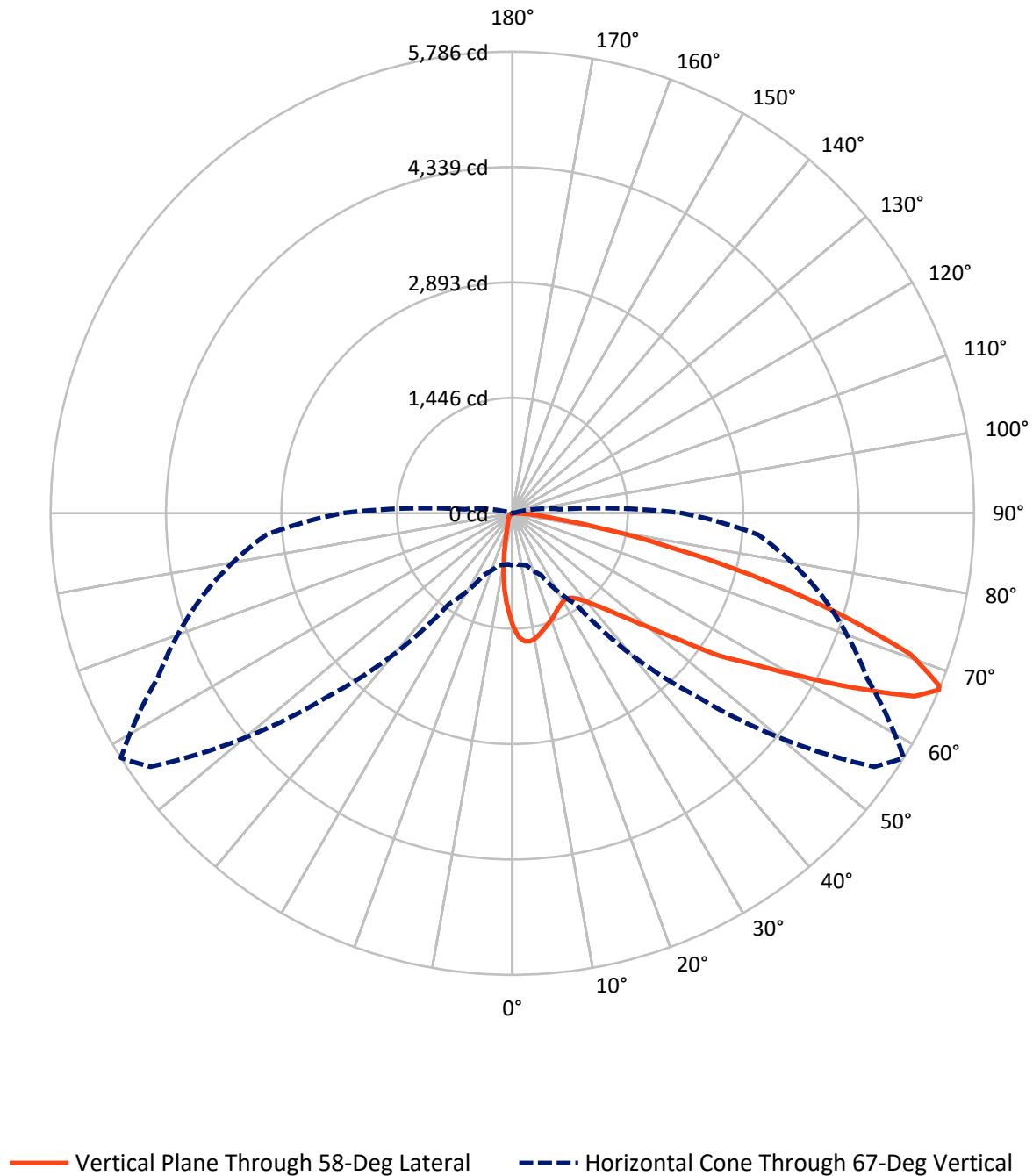


Based on 25 foot mounting height. Maximum calculated value = 2.5 fc  
 Type III - Short - N/A



REPORT NUMBER: P450691  
CATALOG NUMBER: GALN-SA1C-730-U-SL3-HSS

## Luminous Intensity Polar Plot





REPORT NUMBER: P450691

CATALOG NUMBER: GALN-SA1C-730-U-SL3-HSS

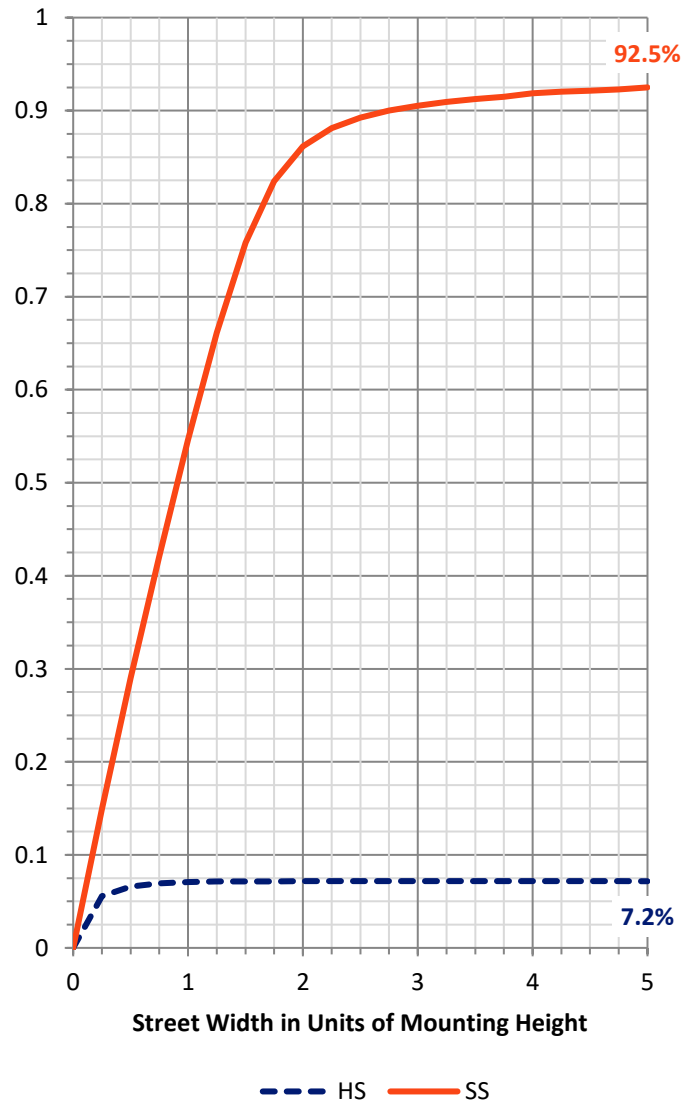
**FLUX DISTRIBUTION:**

		Downward	Upward	Total
<b>House Side</b>	Lumens	386.7	0.0	386.7
	% Fixture	7.2	0.0	7.2
<b>Street Side</b>	Lumens	4972.3	0.0	4972.3
	% Fixture	92.8	0.0	92.8
<b>Total</b>	Lumens	5359.0	0.0	5359.0
	% Fixture	100.0	0.0	100.0

**ZONAL LUMENS:**

Zone	Lumens	% Fixture
0°-10°	115.3	2.2
10°-20°	249.0	4.6
20°-30°	337.4	6.3
30°-40°	467.9	8.7
40°-50°	746.3	13.9
50°-60°	1290.0	24.1
60°-70°	1473.6	27.5
70°-80°	614.4	11.5
80°-90°	65.1	1.2
90°-100°	0.0	0.0
100°-110°	0.0	0.0
110°-120°	0.0	0.0
120°-130°	0.0	0.0
130°-140°	0.0	0.0
140°-150°	0.0	0.0
150°-160°	0.0	0.0
160°-170°	0.0	0.0
170°-180°	0.0	0.0
0°-90°	5359.0	100.0
0°-180°	5359.0	100.0

**Coefficient of Utilization**





REPORT NUMBER: P450691

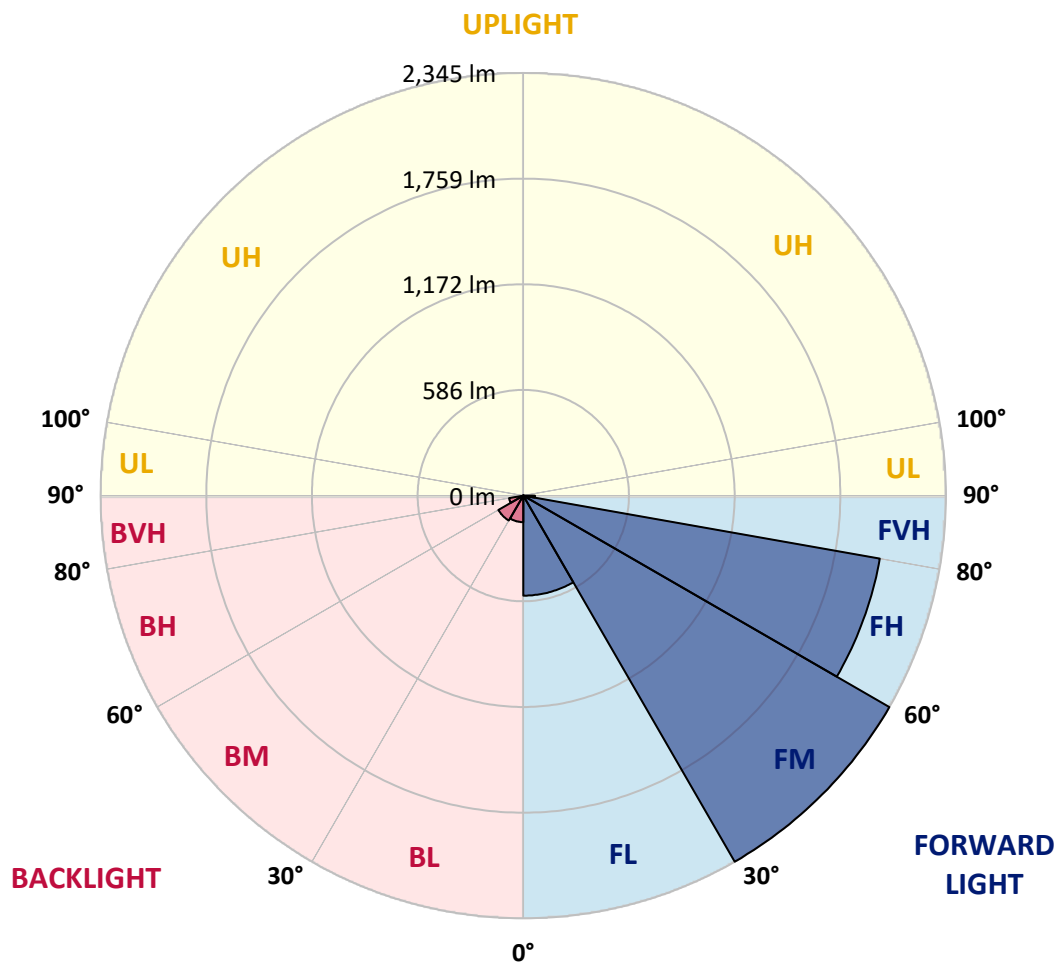
CATALOG NUMBER: GALN-SA1C-730-U-SL3-HSS

**LUMINAIRE CLASSIFICATION SYSTEM LUMEN TABLE AND BUG RATING:**

Zone		Lumens	% Fixture	Zone Rating/Lumen Limit		
				B	U	G
FL	(0°-30°)	554.8	10.4			
FM	(30°-60°)	2344.8	43.8			
FH	(60°-80°)	2008.0	37.5			G2/5000
FVH	(80°-90°)	64.7	1.2			G1/100
BL	(0°-30°)	146.9	2.7	B1/500		
BM	(30°-60°)	159.5	3.0	B0/220		
BH	(60°-80°)	79.9	1.5	B0/110		G0/110
BVH	(80°-90°)	0.5	0.0			G0/10
UL	(90°-100°)	0.0	0.0		U0/0	
UH	(100°-180°)	0.0	0.0		U0/0	

**BUG Rating: B1-U0-G2**

Type III Short







REPORT NUMBER: P450691

CATALOG NUMBER: GALN-SA1C-730-U-SL3-HSS

**CANDELA DISTRIBUTION (FULL):**

	0°	5°	15°	25°	35°	45°	55°	58°	65°	75°	85°
0°	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6
2.5°	1648.7	1651.2	1641.9	1634.4	1615.1	1594.3	1566.7	1552.0	1527.0	1483.6	1435.7
5°	1687.4	1690.6	1689.2	1687.4	1679.9	1659.8	1624.7	1611.9	1575.0	1504.4	1417.8
7.5°	1601.5	1613.3	1614.7	1628.7	1641.9	1643.7	1630.5	1620.8	1586.8	1504.1	1385.9
10°	1487.6	1495.5	1506.9	1523.0	1554.9	1581.4	1594.3	1592.9	1573.2	1493.0	1348.6
12.5°	1372.6	1376.9	1394.5	1422.1	1461.1	1506.2	1540.6	1547.4	1547.8	1479.7	1317.5
15°	1273.8	1272.0	1285.6	1317.5	1372.3	1428.9	1490.5	1501.2	1518.4	1466.8	1288.5
17.5°	1189.3	1198.6	1200.7	1235.8	1286.3	1359.7	1438.2	1457.1	1491.5	1455.7	1264.5
20°	1137.0	1142.0	1146.7	1166.4	1211.8	1289.2	1389.1	1415.3	1466.5	1445.7	1237.6
22.5°	1121.6	1124.8	1120.9	1127.0	1159.2	1228.0	1335.7	1370.5	1442.5	1436.4	1215.8
25°	1133.4	1136.6	1127.3	1120.2	1131.3	1178.2	1284.2	1326.4	1423.1	1434.6	1199.3
27.5°	1162.1	1168.2	1155.3	1142.4	1135.9	1151.3	1243.7	1292.8	1409.9	1443.2	1191.8
30°	1206.8	1210.4	1200.7	1185.0	1170.3	1154.9	1222.6	1269.5	1406.3	1463.2	1191.1
32.5°	1255.5	1263.1	1257.7	1247.3	1228.3	1191.8	1228.7	1270.2	1414.9	1492.2	1200.0
35°	1315.7	1324.3	1329.3	1327.2	1302.8	1257.3	1267.4	1302.4	1437.8	1545.6	1224.4
37.5°	1374.8	1382.3	1410.6	1420.3	1398.8	1355.8	1342.6	1365.8	1488.3	1615.4	1268.4
40°	1442.5	1452.5	1492.2	1529.1	1518.7	1473.6	1449.3	1468.6	1565.7	1720.7	1351.9
42.5°	1507.3	1525.2	1585.7	1650.9	1660.6	1610.1	1593.9	1600.4	1680.3	1872.2	1468.3
45°	1599.3	1616.1	1694.2	1782.7	1828.2	1788.8	1772.3	1771.2	1837.5	2085.3	1657.0
47.5°	1732.2	1747.2	1839.3	1926.6	2007.6	2012.9	1981.8	1992.5	2035.1	2334.5	1888.3
50°	1895.1	1930.6	1991.1	2082.1	2190.2	2277.6	2287.2	2272.9	2309.5	2623.2	2166.2
52.5°	2131.8	2145.4	2200.9	2275.8	2402.6	2550.8	2665.8	2646.1	2634.6	2898.2	2447.0
55°	2308.4	2326.6	2412.9	2515.7	2701.6	2897.1	3146.4	3153.2	3008.5	3162.5	2721.6
57.5°	2255.0	2283.0	2413.7	2620.3	3028.9	3386.3	3571.8	3576.4	3354.4	3419.2	3031.8
60°	1981.1	1994.3	2181.6	2457.3	3056.8	3916.3	4175.2	4137.6	3706.4	3706.4	3305.7
62.5°	1404.9	1425.6	1577.5	1983.2	2760.7	4100.4	4897.9	4820.2	4191.3	3981.1	3469.0
65°	897.8	877.7	978.4	1252.0	2056.6	3828.6	5527.1	5531.7	4647.5	4091.0	3379.8
67°	650.3	642.4	671.5	855.9	1394.5	3218.3	5540.3	5785.6	4909.7	4021.6	3094.8
67.5°	594.8	600.9	622.0	772.1	1267.0	2928.6	5480.2	5770.6	4968.8	3979.7	2991.6
70°	450.9	440.5	463.4	546.1	759.6	1847.5	4714.2	5292.5	4895.4	3563.9	2390.4
72.5°	331.6	330.5	362.4	446.6	584.8	984.1	3538.8	4243.6	3999.4	2713.8	1505.1
75°	223.8	233.8	284.7	373.2	530.0	638.2	2412.6	3078.7	2776.4	1540.9	615.2
77.5°	127.5	128.2	183.4	299.7	475.9	513.5	1429.6	1961.4	1469.7	512.5	182.6
80°	55.1	60.5	91.0	217.7	394.6	454.8	819.7	1077.9	594.5	108.5	59.1
82.5°	20.4	24.0	40.1	133.9	287.9	374.6	495.3	514.6	201.6	38.3	36.9
85°	0.0	0.7	14.7	62.7	150.0	167.2	330.9	305.1	89.2	18.3	24.0
87.5°	0.0	0.0	0.0	6.4	19.7	62.3	102.8	114.6	21.5	6.4	5.7
90°	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0





REPORT NUMBER: P450691

CATALOG NUMBER: GALN-SA1C-730-U-SL3-HSS

**CANDELA DISTRIBUTION (continued):**

	90°	95°	105°	115°	125°	135°	145°	155°	165°	175°	180°
0°	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6	1420.6
2.5°	1409.9	1386.6	1328.2	1269.9	1226.5	1190.4	1135.9	1106.2	1090.4	1067.2	1068.6
5°	1374.4	1327.2	1224.4	1118.0	1032.1	948.3	848.0	807.5	773.5	754.2	741.3
7.5°	1321.8	1252.0	1099.8	957.9	825.8	679.3	569.4	496.0	446.6	428.3	410.8
10°	1264.1	1171.4	973.3	776.7	593.4	442.3	349.2	281.8	257.8	235.6	237.8
12.5°	1210.8	1098.0	857.3	613.1	415.8	281.1	219.2	191.6	183.7	181.2	181.2
15°	1167.1	1027.8	732.7	460.9	285.1	202.0	175.5	168.0	165.1	164.4	164.4
17.5°	1120.5	961.2	620.2	340.6	207.3	169.0	160.1	155.1	154.0	153.3	153.3
20°	1079.0	894.2	513.5	253.5	167.6	152.2	146.5	143.2	142.2	141.5	141.8
22.5°	1039.6	834.8	413.3	191.6	147.5	138.6	132.9	129.6	127.5	125.7	126.1
25°	1004.5	777.5	332.3	156.9	132.9	125.0	119.3	114.6	109.9	107.8	107.4
27.5°	979.8	727.3	258.9	134.3	119.6	111.0	103.9	98.1	92.0	88.8	88.1
30°	959.4	676.5	204.8	118.5	106.4	98.1	89.2	80.9	74.5	71.3	69.8
32.5°	946.1	628.1	161.5	105.6	95.3	85.2	75.2	67.0	59.8	56.6	55.9
35°	944.0	587.7	132.1	94.9	85.2	74.5	64.1	55.1	49.1	45.8	45.1
37.5°	959.4	556.5	110.7	86.3	77.0	65.2	53.7	45.5	40.1	37.6	37.2
40°	1000.6	536.8	96.0	79.1	69.5	56.6	45.8	38.7	33.3	30.8	30.8
42.5°	1079.0	537.5	86.3	72.3	62.0	48.3	39.0	32.2	27.6	25.4	24.7
45°	1201.5	561.9	78.1	65.5	54.8	41.9	33.3	26.5	21.8	20.1	20.1
47.5°	1365.5	610.2	70.9	58.7	48.3	35.8	28.3	21.5	17.5	15.8	15.8
50°	1580.0	687.9	64.8	53.0	43.0	30.8	22.9	17.5	13.6	12.2	11.8
52.5°	1804.2	783.9	57.7	48.0	36.9	26.1	18.6	13.6	10.4	9.3	9.0
55°	2051.6	877.7	50.9	43.0	30.1	21.8	14.7	10.7	7.5	6.4	6.4
57.5°	2301.2	969.8	42.6	35.8	23.6	16.1	11.5	7.9	5.0	3.9	3.9
60°	2512.5	999.5	36.2	29.0	17.9	11.5	8.2	5.0	2.9	1.8	1.8
62.5°	2541.5	899.2	30.4	22.2	12.9	7.9	4.3	2.9	1.1	0.7	0.7
65°	2383.9	730.5	25.4	16.8	8.6	3.9	1.8	1.1	0.4	0.0	0.0
67°	2136.1	592.3	20.8	12.5	6.1	2.5	1.1	0.4	0.0	0.0	0.0
67.5°	2072.7	564.7	20.1	11.8	5.4	2.1	0.7	0.4	0.0	0.0	0.0
70°	1626.5	422.9	14.3	7.2	3.2	1.4	0.0	0.0	0.0	0.0	0.0
72.5°	1010.9	239.2	10.4	4.3	2.1	0.7	0.0	0.0	0.0	0.0	0.0
75°	382.1	83.8	7.2	2.9	1.4	0.0	0.0	0.0	0.0	0.0	0.0
77.5°	118.9	31.9	4.3	2.1	0.7	0.0	0.0	0.0	0.0	0.0	0.0
80°	40.1	12.2	2.9	0.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0
82.5°	24.7	5.0	1.8	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0
85°	15.4	2.1	0.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
87.5°	2.9	0.7	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
90°	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

(END OF REPORT)



# CONDITIONAL USE PERMIT

## Town of Westport Conditional Use Permit

2022-? Lake Pointe  
Apartments CUP #1

The Town Board of the Town of Sun Prairie does hereby:

**GRANT** Conditional Use Permit CUP #1 for Sanitary Fixtures in Accessory Structure  
in accordance with the Town of Sun Prairie Comprehensive Plan and Zoning Code.

**EFFECTIVE DATE OF PERMIT:** March 14, 2022

The conditional Use Shall Be Located on the Property Described as Follows:

5320-22, 5324-26, 5312-14, 5316-18 Westport Road

**CON**

### **DITIONS:**

CONDITIONAL USE PERMIT , 2022-? Lake Pointe Apartments CUP#1 **PAG**  
E 2

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort, or general welfare.
2. The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by establishment, maintenance, or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.



4. That adequate utilities, access roads, drainage and other necessary site improvements have been or are being made.
5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
6. The conditional use shall conform to all applicable regulations of the district in which it is located.

#### Expiration of Permit

Per Town of Westport Zoning Code, Subchapter IX, 1.095: If a use or activity associated with a previously approved conditional use ceases for 365 days or more after first being established on the property, the use will be deemed to have been terminated and the property owner or authorizing agent must reapply and obtain another conditional use before recommencing the use or activity.



# ZONING CHANGE APPLICATION

TOWN OF WESTPORT • 5387 MARY LAKE ROAD • WAUNAKEE, WI 53597  
PHONE (608) 849-4372 • FAX (608) 849-9657 • [www.townofwestport.org](http://www.townofwestport.org)

PERMIT #:

Permit Fee: \$\_\_\_\_\_ Fee Paid: ☐

Approved By: \_\_\_\_\_

Approval Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Items that must be submitted with your application:


➤ **Written Legal Description of the Proposed Zoning Boundaries**

Legal description of the land that is proposed to be changed. The description may be a lot in a plat, Certified Survey map, or an exact metes and bounds description. A separate legal description is required for each zoning district proposed. The description shall include the area in acres or square feet.

➤ **Scaled Drawing of the Location of the Proposed Zoning Boundaries**

The drawing shall include the existing and proposed zoning boundaries of the property. All existing buildings shall be shown on the drawing. The drawing shall include the area in acres or square feet.

OWNER	AGENT (Contractor, Coordinator, Other)
NAME <b>Lake Pointe Associates, LLP</b>	CONTACT NAME <b>Craig Enzenroth</b>
BUSINESS NAME or CO-OWNER'S NAME (if applicable)	BUSINESS NAME (if applicable)
MAILING ADDRESS <b>101 E. Main St. Suite 500</b>	MAILING ADDRESS <b>same</b>
CITY, STATE, ZIP <b>Mt Horeb, WI 53572</b>	CITY, STATE, ZIP <b>same</b>
DAYTIME PHONE # <b>608-237-1300</b>	DAYTIME PHONE # <b>same</b>
EMAIL <b>cenzenroth@gallinacos.com</b>	EMAIL <b>same</b>

LAND INFORMATION	
Town: <u>Westport</u>	Parcel Numbers Affected: <u>0809-262-8590-1 &amp; 0809-262-8570-5</u>
Section: _____	Property Address or Location: <u>5324 Westport Rd</u>
Zoning District Change (To / From / # of acres) _____	
Soils classification of area (percentages) Class I Soils: _____ % Class II Soils: _____ % Other: _____ %	
Narrative: (reason for change, intended land use, size of farm, time schedule)	
<input type="checkbox"/> Separation of buildings from farmland	<input type="checkbox"/> Creation of a residential lot
<input type="checkbox"/> Compliance for existing structures and/or land uses	<input type="checkbox"/> Other
<u>CUP to allow sanitary &amp; water to accessory bldgs.</u>	
I authorize that I am the owner or have permission to act on behalf of the owner of the property.	
Signature: <u></u> Authorized Agent	Date: <u>2/11/22</u>



AGENDA ITEM #5:

Land Division and Rezone (PDD to ER-1 and County A-1  
Holding, Create 2 Single Family Residential Lots),  
Nonn/Lucke, Wegenke Property Near Briggs Road, CTH Q  
(Middleton ETZ), Discussion/Recommendation





March 2, 2022

Tom Wilson  
Attorney/Administrator/Clerk-Treasurer  
Town of Westport  
5387 Mary Lake Road  
Waunakee, WI 53597

Mark Opitz  
City Planner and Zoning Administrator  
City of Middleton  
7426 Hubbard Avenue  
Middleton, WI 53562

Re: Tenfold Capital Proposed Certified Survey Map (CSM) and Rezone

Dear Mr. Wilson and Mr. Opitz:

On behalf of Adam Nonn of Tenfold Capital, LLC, we are submitting the enclosed CSM and Rezoning applications for approximately eight acres of land located on County Trunk Highway Q (CTH Q) in the Town of Westport. The subject property comprises three unplatted parcels that are within the Joint Planning Area between the Town and the City of Middleton. These lots are subject to the City's extraterritorial jurisdiction for both zoning and land divisions.

### **Summary**

The CSM proposes to divide the existing four-acre parcel (tax parcel 0809-314-9690-5) into two single family home lots that are two acres in size. The two adjacent parcels (tax parcel 0709-061-8570-0 and 0709-061-8500-4) are proposed as Outlots on the CSM and would be used for a shared driveway access and stormwater management. Both Outlots are restricted as non-buildable on the CSM.

Rezoning to the ER-1 Estate Residential district is proposed for the residential lots and proposed Outlot 2 (tax parcel 0709-061-8500-4), as this is the classification in the City of Middleton's ETZ area for lots between one and three acres on well and septic. The Outlot abutting CTH Q would remain zoned A-1.

The proposed zoning is consistent with the advice provided by Town staff. A pre-application meeting was held with Town and City staff prior to submitting the applications. In addition, the concept was presented to the Joint Zoning Committee in February and was favorably received.

### **Driveway Access and Easements**

Both residential lots would access CTH Q using a shared driveway. The properties currently contain a 30' easement agreement, which provides access to the golf course property to the east. The existing easement is to be terminated and will be replaced by a new easement on the CSM that is 45' wide on the outlots and widens to 130' on Lots 1 and 2. The new easement would serve only Lots 1 and 2. The recorded easement agreement (recorded document # 448636) indicates that the existing driveway easement may be amended by written agreement of the landowners involved, and no consent of other permitted users of the easement shall be required.

vision to reality



The driveway design as shown on the 2-Lot Site Plan has been prepared in coordination with the Middleton Fire District, and we are in the process of coordinating with Waunakee EMS. The shared portion of the driveway has been designed to meet Middleton Fire District requirements, including gate code requirements, lane width, passing lane, and turnaround bulb.

**Resource Protection – Stormwater Management and Trees**

Preliminary grading work has been done to confirm the locations and land suitability for the proposed stormwater management measures shown on the Site Plan. A full design report for these measures will be provided with final documents for approval.

The subdivider is in the process of identifying existing trees of significance, following guidance from Town staff. Plans for home construction will be prepared at a later date, which will also include provisions to protect existing trees.

**Code Compliance and Requested Action**

The lots have been designed to meet the standards of the Town of Westport's Land Division and Subdivision Code and the ER-1 zoning district. Due to the configuration of the existing property, which is surrounded by properties that are already developed, the lot configuration is deeper than the Town's desired proportion of 2:1 depth to width. A waiver is requested to this, based on the shape of the current property and the intent to match the existing development pattern in this area.

Additionally, a waiver is requested to the City's \$5,000 escrow deposit, based on the indication from staff that a traffic study will not be needed for the two proposed lots.

With this letter, we are requesting placement on the next possible agendas of the Town Plan Commission, Joint Zoning Committee, Town Board, and City Council for action on the CSM and Rezoning. We appreciate your consideration.

Sincerely,

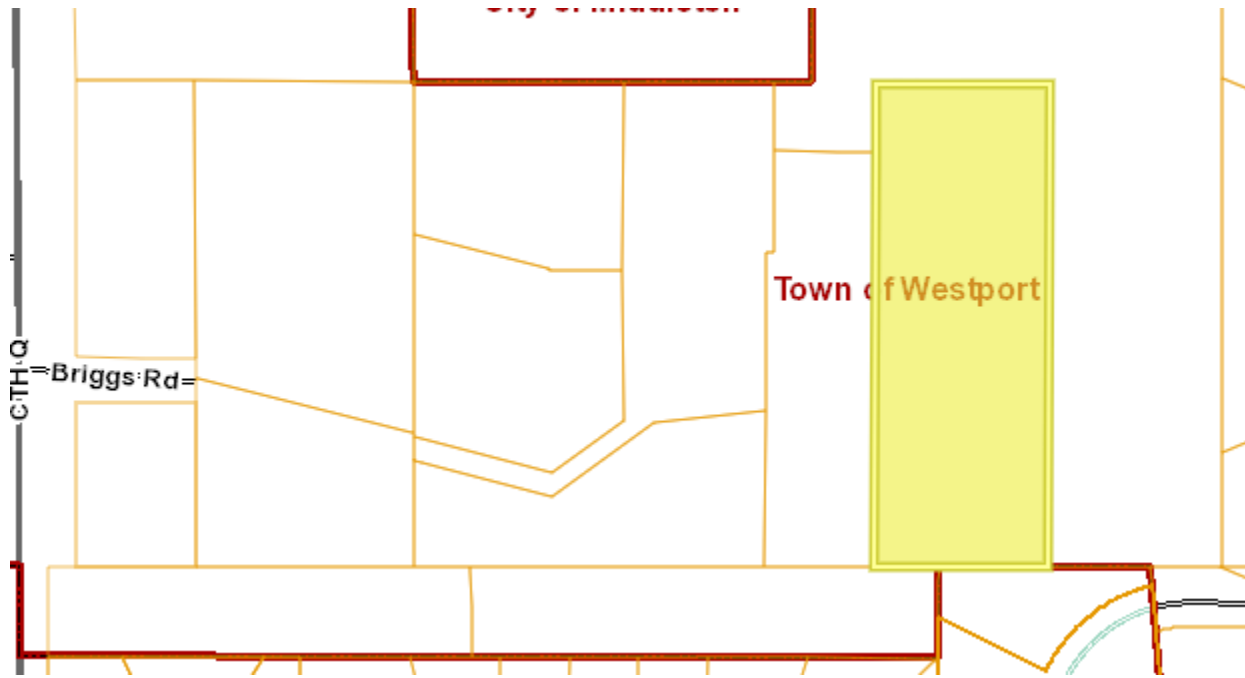
Rachel Holloway, AICP  
Vierbicher





This shows current houses and lot sizes on Briggs Road





Lot lines for parcels on Briggs Road



## Zoning Change

Parcel Numbers Affected: 066/0809-314-9690-5 and 066/0709-061-8500-4  
Property Address or Location: CTH Q (address unassigned)  
Zoning District Change: from PDD to ER-1  
(To/From/ # of Acres)

Narrative: (reason for change, intended land use, size of farm, time schedule)

- ☐ Separation of buildings from farmland ☒ Creation of a residential lot  
☐ Compliance for existing structures and/or land uses ☐ Other

Rezone is requested in conjunction with a proposed CSM to divide the existing 4-acre parcel (0809-314-9690-5) into two (2) single family home lots. Rezoning is proposed for the adjacent lot (0709-061-8500-4) in order to remove the current PDD zoning and match the residential zoning on the adjacent lot, since the outlot will be used for a shared driveway.

## Variance

Current Principal Use: \_\_\_\_\_  
Accessory or Secondary Uses: \_\_\_\_\_  
Proposed Use: \_\_\_\_\_  
Ordinance section from which variance is being sought: none

What specific departure from the ordinance is being proposed (refer to the standards of the ordinance)?

Have you been granted any variances in the past for this property? ☐ Yes ☒ No

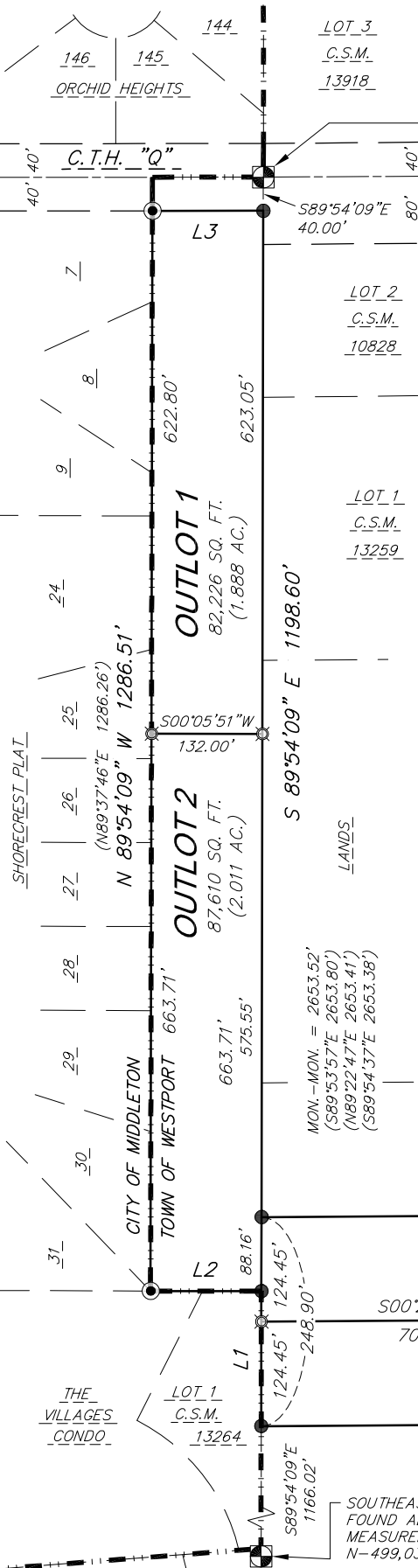
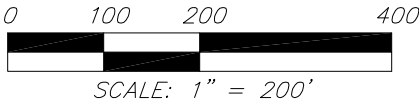
If yes, please describe: \_\_\_\_\_

Name of adjoining property owners, if known: BBCC LLC (north and east), John Wegenke (south)



CERTIFIED SURVEY MAP No.

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN



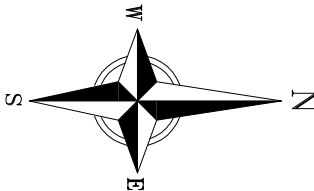
SOUTH QUARTER CORNER OF SECTION 31-08-09, FOUND 1-1/4" REBAR OF RECORD, MEASURED WCCS COORDS. ARE:  
N-499,035.235  
E-797,808.950

C.S.M. NOTES:

- COUNTY TRUNK HIGHWAY "Q" IS A CONTROLLED ACCESS HIGHWAY PURSUANT TO CHAPTER 79, DANE COUNTY CODE OF ORDINANCES.
- PORTIONS OF OUTLOT 1 AND OUTLOT 2 TO BE USED FOR STORMWATER MANAGEMENT.
- OUTLOT 1 AND OUTLOT 2 ARE NON-BUILDABLE LOTS.
- THE U.S. PUBLIC LAND SURVEY MONUMENTS SHOWN ON THIS C.S.M. HAVE BEEN FOUND AND VERIFIED ALONG WITH THEIR CORRESPONDING WITNESS TIES. THE MONUMENTS AND WITNESS TIES CHECK WITH CHRIS ADAMS MONUMENT RECORDS, DATED 07/13/2018, FOR THE S 1/4 CORNER AND THE SE CORNER. THE DATE OF FIELD RECOVERY FOR EACH CORNER WAS OCTOBER 28, 2021.

SURVEY LEGEND

- FOUND 3/4" Ø IRON ROD
  - FOUND 1-1/4" Ø IRON ROD
  - SET 3/4" x 18" SOLID IRON RE-ROD, MIN. WT. 1.50 lbs./ft.
  - ( ) INDICATES RECORDED AS
- DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT



BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY, WISCONSIN, THE SOUTH LINE OF THE SE 1/4 OF SECTION 31 MEASURED AS BEARING N89°54'09"W

LINE TABLE

NUMBER	DIRECTION	LENGTH
L1	N89°54'09"W (N89°53'57"W) (N89°22'43"E)	160.74'
L2	S00°05'51"W (S00°14'45"E)	132.00'
L3	N00°00'39"W (N00°28'41"W)	132.00'

vierbicher  
planners | engineers | advisors

Phone: (800) 261-3898



FN: 210156  
DATE: 03/03/2022  
REV:  
Drafted By: MZIE  
Checked By: MMAR

SURVEYED FOR:  
Adam Nonn  
4937 Augusta Drive  
Middleton, WI 53597

C.S.M. No.

Doc. No.

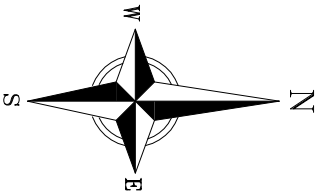
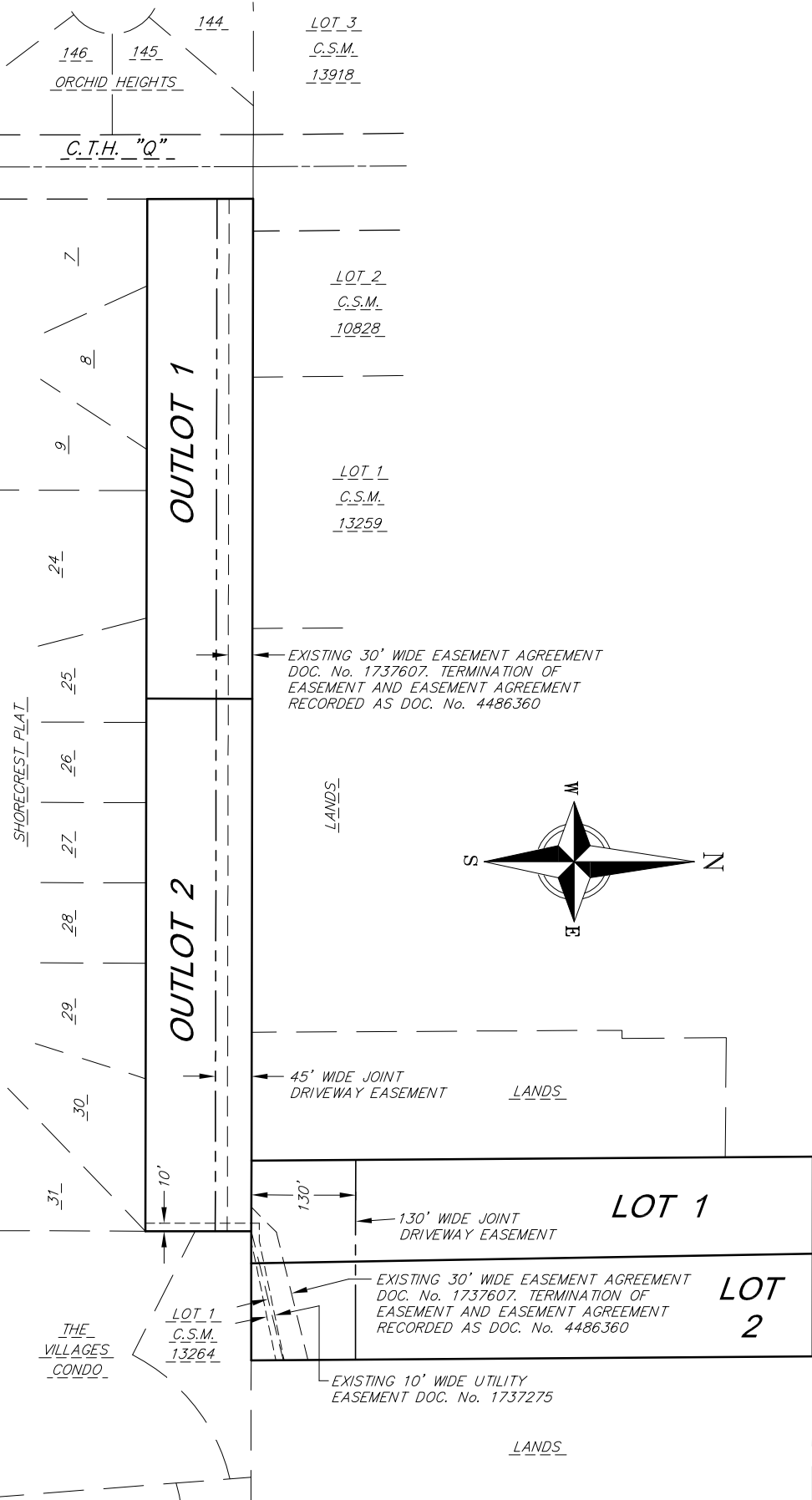
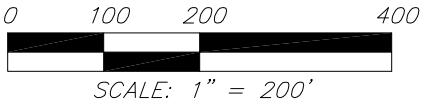
Vol. Page

SHEET  
1 OF 5



CERTIFIED SURVEY MAP No. \_\_\_\_\_

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN





*CERTIFIED SURVEY MAP No.*

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

\_\_\_\_\_, as owner(s), we hereby certify that we caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented on the map hereon. We further certify that this Certified Survey map is required by S236.34 to be submitted to the Town of Westport and the City of Middleton for approval. Witness the hand and seal of said owner this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

By: \_\_\_\_\_

State of Wisconsin )  
 )ss.  
County of Dane )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above named \_\_\_\_\_, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin

My Commission expires: \_\_\_\_\_

CONSENT OF MORTGAGEE

\_\_\_\_\_, a banking association duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping of the land described on this Certified Survey Map and does hereby consent to the Owner's Certificate.

IN WITNESS WHEREOF, the said \_\_\_\_\_, has caused these presents to be signed by \_\_\_\_\_ its \_\_\_\_\_, at \_\_\_\_\_, Wisconsin, on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

By: \_\_\_\_\_

State of Wisconsin )  
 )ss.  
County of Dane )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022,  
\_\_\_\_\_, of the above named banking association, to me known to be the  
persons who executed the foregoing instrument, and to me known to be such  
\_\_\_\_\_ of said banking association, and acknowledged that they executed the  
foregoing instrument as such officer as the deed of said banking association, by its authority.

\_\_\_\_\_  
Notary Public, State of Wisconsin

My Commission expires: \_\_\_\_\_



FN: 210156
DATE: 03/03/2022
REV:
Drafted By: MZIE
Checked By: MMAR

SURVEYED FOR:  
Adam Nonn  
4937 Augusta Drive  
Middleton, WI 53597

C.S.M. No. \_\_\_\_\_  
Doc. No. \_\_\_\_\_  
Vol. \_\_\_\_\_ Page \_\_\_\_\_

SHEET  
3 OF 5



CERTIFIED SURVEY MAP No. \_\_\_\_\_

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

TOWN OF WESTPORT APPROVAL

"Resolved that this Certified Survey Map, being a part of the SW 1/4 and the SE 1/4 of the SE 1/4 of Section 31, Township 08 North, Range 09 East and the part of the NW 1/4 of the NE 1/4 of Section 06, Township 07 North, Range 09 East, all in the Town of Westport, Dane County, Wisconsin, having been approved by the Town Board, be and the same is hereby approved by the Town of Westport."

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signed: \_\_\_\_\_  
Town Clerk, Town of Westport

CITY OF MIDDLETON APPROVAL

Resolved that this Certified Survey Map in the Town of Westport is hereby acknowledged and approved for recording by the City of Middleton on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mark Opitz, City Planner

03 Mar 2022 - 11:28a M:\Nonn, Adam\210156\_Wegenke Property\CADD\210156 - CSM.dwg by: mzie





CERTIFIED SURVEY MAP No. \_\_\_\_\_

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

LEGAL DESCRIPTION

Part of the Southwest Quarter and the Southeast Quarter of the Southeast Quarter of Section 31, Township 08 North, Range 09 East and part of the Northwest Quarter of the Northeast Quarter of Section 06, Township 07 North, Range 09 East, all in the Town of Westport, Dane County Wisconsin, more fully described as follows:

Commencing at the south quarter corner of said Section 31; thence South 89°54'09" East, along the south line of the southeast quarter of said Section 31, a distance of 40.00 feet to the point of beginning; thence continuing South 89°54'09" East, along said south line, 1198.60 feet; thence North 00°23'47" West, 700.00 feet; thence South 89°54'09" East, 248.90 feet; thence South 00°23'47" East, 700.00 feet to the aforementioned south line of the southeast quarter of Section 31; thence North 89°54'09" West, along said south line, 160.74 feet to the northwest corner of Certified Survey Map (C.S.M.) Number 13264, recorded as Document Number 4862330, Dane County Registry; thence South 00°05'51" West, along the west line of said C.S.M. Number 13264, a distance of 132.00 feet to the northeast corner of Shorecrest Plat, recorded as Document Number 1461424, Dane County Registry; thence North 89°54'09" West, along the north line of said Shorecrest Plat, 1286.51 feet to the easterly right-of-way line of County Trunk Highway "Q"; thence North 00°00'39" West, along said easterly right-of-way line, 132.00 feet to the aforementioned south line of the southeast quarter of Section 31 and the point of beginning.

Said description contains 344,062 square feet or 7.898 acres, more or less.

SURVEYOR'S CERTIFICATE

I, Michael J. Ziehr, Professional Land Surveyor, S-2401, do hereby certify to the best of my knowledge and belief, that I have surveyed, divided and mapped the lands described herein and that the map on sheet one (1) is a correct representation of the exterior boundaries of the land surveyed and the division of that land in accordance with the information provided. I further certify that this Certified Survey Map is in full compliance with Section 236.34 of the Wisconsin State Statutes, Chapter A-E7 of the Wisconsin Administrative Code and the Subdivision Ordinance of the Town of Westport and the City of Middleton in surveying, dividing and mapping the same.

Vierbicher Associates, Inc.  
By: Michael J. Ziehr

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
Michael J. Ziehr, P.L.S. S-2401

REGISTER OF DEEDS CERTIFICATE

Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
at \_\_\_\_\_ o'clock \_\_\_\_\_m. and recorded in Volume \_\_\_\_\_ of Certified  
Survey Maps on pages \_\_\_\_\_, as Doc. No. \_\_\_\_\_.

\_\_\_\_\_  
Kristi Chlebowski,  
Dane County Register of Deeds

**vierbicher**  
planners | engineers | advisors

Phone: (800) 261-3898



FN: 210156  
DATE: 03/03/2022  
REV:  
Drafted By: MZIE  
Checked By: MMAR

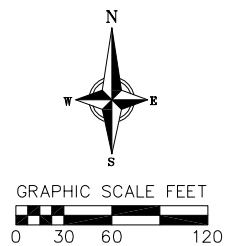
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Doc. No. \_\_\_\_\_  
Vol. \_\_\_\_\_ Page \_\_\_\_\_

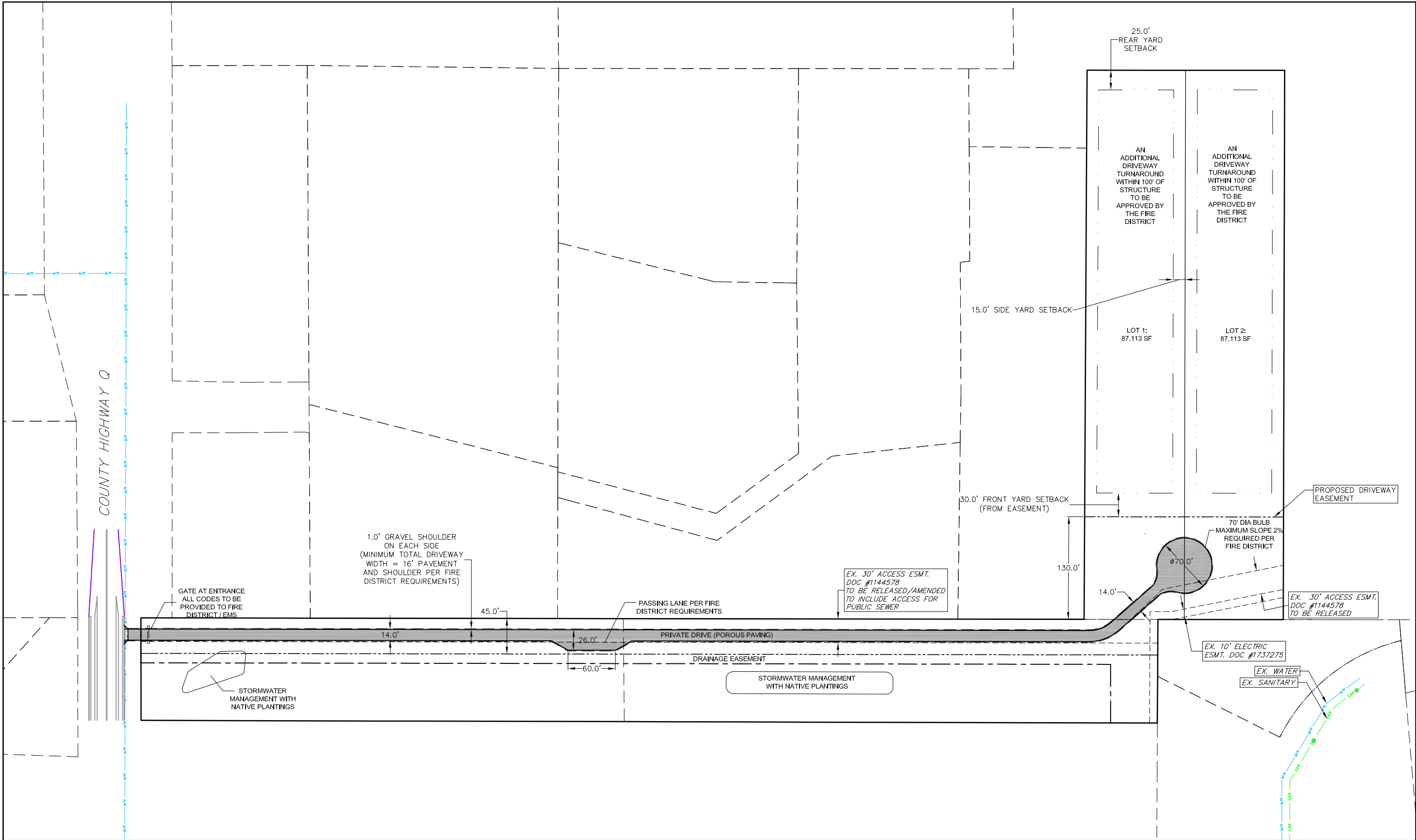
SHEET  
5 OF 5

03 Mar 2022 - 11:28a M:\Nonn, Adam\210156\_Wegenke Property\CADD\210156 - CSM.dwg by: mzie

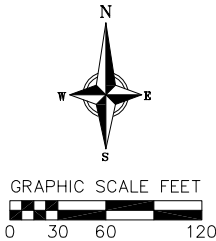








NOT FOR CONSTRUCTION



**vierbicher**  
planners | engineers | advisors  
Phone: (800) 261-3898

2 LOT SITE PLAN  
WEGENKE PROPERTY  
TOWN OF WESTPORT

REVISIONS		REVISIONS	
NO.	DATE	NO.	DATE

DATE	03/04/2022
DRAFTER	AKAN
CHECKED	TSCH
PROJECT NO.	210300
SHEET	1 OF 2





Jacquelyn Monfils &lt;jmon@vierbicher.com&gt;

---

**Re: Fire District - approval for driveway elements shown**

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**mreigel** <mreigel@mifd.net>

Thu, Mar 3, 2022 at 11:11 AM

To: Jacquelyn Monfils &lt;jmon@vierbicher.com&gt;

I think this looks good Jackie. Not sure what your grading profile looks like but could we add a note stating that the bulb will be constructed level or at not more than a 2% pitch?

Otherwise, the rest is acceptable.

Matt Reigel - Battalion Chief  
Fire Investigator/Petroleum Tank Inspector  
Middleton Fire District  
7600 University Avenue  
Middleton, WI 53562  
Phone 608-712-6757  
Fax 608-831-1527

---

**From:** Jacquelyn Monfils <jmon@vierbicher.com>**Sent:** Thursday, March 3, 2022 10:23 AM**To:** mreigel <mreigel@mifd.net>**Cc:** Rachel Holloway <rholl@vierbicher.com>; Adam Kaniewski <akan@vierbicher.com>**Subject:** Fire District - approval for driveway elements shown

Good morning Matt,

The Town of Westport would like some confirmation that the Fire District and EMS approve prior to allowing us to apply for the CSM. I've added several comments stating "as required by FD/EMS" on the plan. I'm hesitant to add in proposed structure locations and driveways for each lot with an additional turnaround on each since those are unknown at this time but I've added a note stating those requirements. I can draft in something temporary if needed but the notes would remain.

Would you please provide an email stating the attached plan for the driveway elements shown meet Fire District requirements? I've added additional notes requiring:

- Total driveway width
- All gate codes to be provided to FD and EMS
- Passing lane required as shown by FD
- 70' Bulb required by FD
- Additional turn around within 100' of structure to be approved by FD.

We have forwarded your recommendation that the homes have sprinkler systems but we have not had a response back from the client. I can't comment on whether they will or won't install sprinkler systems.

Thank you,  
Jackie

Jacquelyn Monfils, PE



A small icon of a document with a green checkmark, followed by the text "sig line.jpg".

Vierbicher  
999 Fourier Drive, Suite 201  
Madison, WI 53717





Jacquelyn Monfils &lt;jmon@vierbicher.com&gt;

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## Fire District - approval for driveway elements shown

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**srussell@waems.net** <srussell@waems.net>

Thu, Mar 3, 2022 at 2:08 PM

To: Jacquelyn Monfils &lt;jmon@vierbicher.com&gt;

Cc: Rachel Holloway &lt;rholl@vierbicher.com&gt;, Adam Kaniewski &lt;akan@vierbicher.com&gt;

Hey Jackie,

Thanks for the conversation earlier. As far as EMS concerns with the attached plan, our only concern is making sure we have clear addressing at the street. I am not sure if the "private drive" will have a unique name or not. If there is no unique name and the two lots have Hwy Q addresses, we would request there be addressing for both lots visible from Highway Q that conforms with Town of Westport ordinances. If the private drive is going to be separately named, then the addressing can be at the lots themselves as there will be street name signage at Hwy Q.

I hope this makes sense. Feel free to reach out to me if you have any questions on this.

Thanks!

Scott Russell

Service Director

Waunakee Area EMS

[201 N. Klein Drive, Waunakee, WI 53597](#)

608.849.7522 Office

608.849.7583 Fax

608.807.9554 Cell

---

**From:** Jacquelyn Monfils <jmon@vierbicher.com>

**Sent:** Thursday, March 3, 2022 10:35 AM

**To:** [srussell@waems.net](mailto:srussell@waems.net)

**Cc:** Rachel Holloway <rholl@vierbicher.com>; Adam Kaniewski <akan@vierbicher.com>

**Subject:** Fwd: Fire District - approval for driveway elements shown

Good morning Scott,

This is the follow up to the voicemail I left earlier today.



The Town of Westport would like some confirmation that the Fire District and EMS approve of a proposed driveway schematic prior to allowing us to apply for the CSM within the Town of Westport.

I've been in communication with Matt Reigel of the Fire District but you and I have not yet connected.

Could you please review the attached schematic?

I've added several notes stating "as required by FD/EMS" on the plan. I'm hesitant to add in proposed structure locations and driveways for each lot with an additional turnaround on each since those are unknown at this time but I've added a note stating those requirements. I can draft in something temporary if needed but the notes would remain to ensure we meet the needs of emergency personnel.

I've added notes requiring the following:

- Total minimum driveway width (pavement and shoulder) = 16'
- All gate codes to be provided to FD and EMS
- Passing lane required as shown by FD
- 70' Bulb required by FD
- Additional turn around within 100' of structure to be approved by FD..

If acceptable, would you please provide an email response stating the attached plan for the driveway elements shown would meet EMS requirements? Future driveway turnaround elements would require approval.

Thank you,

Jackie

Jacquelyn Monfils, PE



Vierbicher  
999 Fourier Drive, Suite 201  
Madison, WI 53717

Call / Text / Fax - (608) 821-3979  
[www.vierbicher.com](http://www.vierbicher.com)



This message contains confidential information and is intended only for the intended recipient(s). If you are not the named recipient you should not read, distribute or





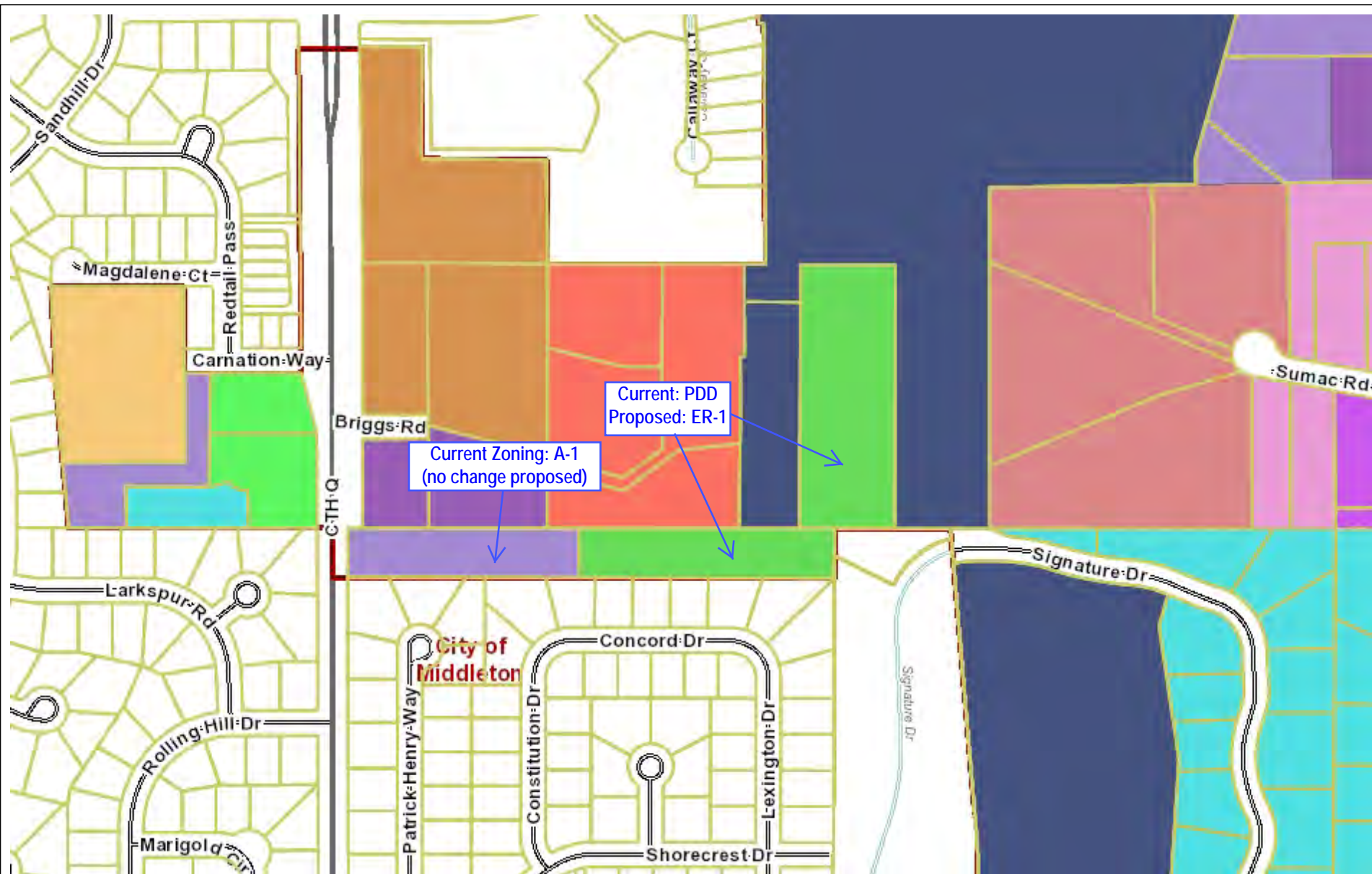
**1976** - Dane County DCi Map



**2020** - Dane County DCi Map







Town of Westport GIS

## Zoning

DISCLAIMER: The Town of Westport does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 500'

Town of Westport

5387 Mary Lake Road  
Waunakee, WI 53597  
(608) 849-4372

Print Date: 2/21/2022





# PLAN COMMISSION APPLICATION

CITY OF MIDDLETON • 7426 HUBBARD AVE. • MIDDLETON, WI. 53562 • (608) 821-8370 • FAX (608) 827-1080

Plan Commission usually meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month at 7 p.m. in the Council Chambers of Middleton City Hall. The following **must be submitted THREE weeks** prior to any Plan Commission meeting for staff review and agenda placement. Failure to submit a complete package may result in the return of all items, a resubmittal fee, and a delay of your project.

1. Plan Commission Application & Checklist (this packet).
2. Required (nonrefundable) fee(s) **and deposit (see chart below)**.
3. One (1) copy (8-1/2"x11" for CSM, 11"x17" for plat) emailed to Diane Attoe at [dattoe@cityofmiddleton.us](mailto:dattoe@cityofmiddleton.us).

**Project Address/Name:** Tenfold Capital Property - CTH Q

<b>Applicant:</b> Rachel Holloway, Vierbicher		
<b>Address:</b> 999 Fourier Drive, Suite 201, Madison, WI 53517		
<b>Phone:</b> (608) 821-3976	<b>Fax:</b>	<b>Email:</b> rhol@vierbicher.com

<b>Owner:</b> Tenfold Capital (Adam Nonn)		
<b>Address:</b> 4937 Augusta Drive, Middleton, WI 53597		
<b>Phone:</b> 608-836-8833	<b>Fax:</b>	<b>Email:</b> anonnn@nonns.com

**Project Description:** CSM and associated rezoning to change development from 4 condominium homes to two (2) single family homes.

**Owner/Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- Note:**
- City ordinances are on the City website at <http://www.ci.middleton.wi.us/ordinances/ordinances.htm>
  - Applicants must check with the Building Inspection Dept. to determine if any permits are required.

Fees (check what applies):		
X	Certified Survey Map	\$200 + \$25/lot
	Concept Review	\$50
	Conditional Use Permit	\$300
	Design Review	\$200
	Design Review Revisions	\$50
	Final Plat	\$400 + \$50/lot
X	GIS (cost to update City records)	See below**
	Preliminary Plat	\$400 + \$50/acre
X	Rezoning	\$400-\$2,000***
	Sign Design Review	\$50
	Sign Variance	\$200
	SIP/SIP Modification*	\$50-\$400
<p>* Specific Implementation Plan in Planned Development District</p> <p>** Land Divisions: <b>Plat</b> = \$500 + \$30/ lot; <b>CSM</b> = \$200 + \$30/lot;  <b>Public Improvements</b> = \$0.75 x total pipe length (total footage of all public pipes + private storm water pipes) – see attached calculation sheet</p> <p>*** Fee based on cost of project. <b>For Rezoning:</b> single lot or project = \$400, larger projects and PDD rezoning requests = \$1,000 for projects up to 50 acres, and \$2,000 for projects over 50 acres. <b>For SIP Modifications:</b> projects under \$10,000 = \$50, between \$10,000 and \$50,000 = \$200, and over \$50,000 = \$400.</p>		

<p><b><u>Deposit</u></b></p> <p>An Escrow Deposit of \$5,000 is required per Ord. 10.128(2) to cover project review costs by outside consultants when necessary. See attached excerpt from City Ordinances.</p> <p>Waiver authorized:  <input type="checkbox"/> _____ date _____</p> <p><b>TRAFFIC IMPACT ANALYSIS</b>  <b>Required Yes <input type="checkbox"/> No <input type="checkbox"/></b></p>
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# PLAN COMMISSION APPLICATION

CITY OF MIDDLETON • 7426 HUBBARD AVE. • MIDDLETON, WI. 53562 • (608) 821-8370 • FAX (608) 827-1080

Plan Commission usually meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month at 7 p.m. in the Council Chambers of Middleton City Hall. The following **must be submitted THREE weeks** prior to any Plan Commission meeting for staff review and agenda placement. Failure to submit a complete package may result in the return of all items, a resubmittal fee, and a delay of your project.

1. Plan Commission Application & Checklist (this packet).
2. Required fee(s) **and deposit (see chart below)**.
3. One (1) copy of the submittal emailed to [dattoe@cityofmiddleton.us](mailto:dattoe@cityofmiddleton.us).

**Project Address:** CTH Q (parcel nos. 066/0809-314-9690-5 and 066/0709-061-8500-4)

Applicant: Rachel Holloway, Vierbicher		
Address: 999 Fourier Drive, Suite 201, Madison, WI 53717		
Phone: 608-821-3976	Fax:	Email: rhol@vierbicher.com

Owner: Tenfold Capital (Adam Nonn)		
Address: 4937 Augusta Drive, Middleton, WI 53597		
Phone: 608-836-8833	Fax:	Email: anonn@nonns.com

**Project Description:** Proposed rezoning for 2 proposed residential lots and 1 outlot, associated with a CSM.

**Owner/Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Note:** City ordinances are on the City website at <http://www.ci.middleton.wi.us/ordinances/ordinances.htm>

Fees (check what applies):		
X	Certified Survey Map	\$200 + \$25/lot
	Concept Review	\$50
	Conditional Use Permit	\$300
	Design Review	\$200
	Design Review Revisions	\$50
	Final Plat	\$400 + \$50/lot
	Preliminary Plat	\$400 + \$50/acre
X	Rezoning	\$400-\$2,000**
	Sign Variance	\$200
	SIP/SIP Modification	\$50-\$400**
<p>* Specific Implementation Plan in Planned Development District</p> <p>** Fee based on cost of project. <b>For Rezoning:</b> single lot or project = \$400, larger projects and PDD rezoning requests = \$1,000 for projects up to 50 acres, and \$2,000 for projects over 50 acres. <b>For SIP Modifications:</b> projects under \$10,000 = \$50, between \$10,000 and \$50,000 = \$200, and over \$50,000 = \$400.</p>		

<p><b>Deposit</b></p> <p>An Escrow Deposit of \$5,000 is required per Ord. 10.128(2) to cover project review costs by outside consultants when necessary. See attached excerpt from City Ordinances.</p> <p>Waiver authorized:  <input type="checkbox"/> _____ date _____</p> <p><b>TRAFFIC IMPACT ANALYSIS</b>  <b>Required Yes <input type="checkbox"/> No <input type="checkbox"/></b></p>
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March 2, 2022

Tom Wilson  
Attorney/Administrator/Clerk-Treasurer  
Town of Westport  
5387 Mary Lake Road  
Waunakee, WI 53597

Mark Opitz  
City Planner and Zoning Administrator  
City of Middleton  
7426 Hubbard Avenue  
Middleton, WI 53562

Re: Tenfold Capital Proposed Certified Survey Map (CSM) and Rezone

Dear Mr. Wilson and Mr. Opitz:

On behalf of Adam Nonn of Tenfold Capital, LLC, we are submitting the enclosed CSM and Rezoning applications for approximately eight acres of land located on County Trunk Highway Q (CTH Q) in the Town of Westport. The subject property comprises three unplatted parcels that are within the Joint Planning Area between the Town and the City of Middleton. These lots are subject to the City's extraterritorial jurisdiction for both zoning and land divisions.

### **Summary**

The CSM proposes to divide the existing four-acre parcel (tax parcel 0809-314-9690-5) into two single family home lots that are two acres in size. The two adjacent parcels (tax parcel 0709-061-8570-0 and 0709-061-8500-4) are proposed as Outlots on the CSM and would be used for a shared driveway access and stormwater management. Both Outlots are restricted as non-buildable on the CSM.

Rezoning to the ER-1 Estate Residential district is proposed for the residential lots and proposed Outlot 2 (tax parcel 0709-061-8500-4), as this is the classification in the City of Middleton's ETZ area for lots between one and three acres on well and septic. The Outlot abutting CTH Q would remain zoned A-1.

The proposed zoning is consistent with the advice provided by Town staff. A pre-application meeting was held with Town and City staff prior to submitting the applications. In addition, the concept was presented to the Joint Zoning Committee in February and was favorably received.

### **Driveway Access and Easements**

Both residential lots would access CTH Q using a shared driveway. The properties currently contain a 30' easement agreement, which provides access to the golf course property to the east. The existing easement is to be terminated and will be replaced by a new easement on the CSM that is 45' wide on the outlots and widens to 130' on Lots 1 and 2. The new easement would serve only Lots 1 and 2. The recorded easement agreement (recorded document # 448636) indicates that the existing driveway easement may be amended by written agreement of the landowners involved, and no consent of other permitted users of the easement shall be required.

vision to reality



The driveway design as shown on the 2-Lot Site Plan has been prepared in coordination with the Middleton Fire District, and we are in the process of coordinating with Waunakee EMS. The shared portion of the driveway has been designed to meet Middleton Fire District requirements, including gate code requirements, lane width, passing lane, and turnaround bulb.

**Resource Protection – Stormwater Management and Trees**

Preliminary grading work has been done to confirm the locations and land suitability for the proposed stormwater management measures shown on the Site Plan. A full design report for these measures will be provided with final documents for approval.

The subdivider is in the process of identifying existing trees of significance, following guidance from Town staff. Plans for home construction will be prepared at a later date, which will also include provisions to protect existing trees.

**Code Compliance and Requested Action**

The lots have been designed to meet the standards of the Town of Westport's Land Division and Subdivision Code and the ER-1 zoning district. Due to the configuration of the existing property, which is surrounded by properties that are already developed, the lot configuration is deeper than the Town's desired proportion of 2:1 depth to width. A waiver is requested to this, based on the shape of the current property and the intent to match the existing development pattern in this area.

Additionally, a waiver is requested to the City's \$5,000 escrow deposit, based on the indication from staff that a traffic study will not be needed for the two proposed lots.

With this letter, we are requesting placement on the next possible agendas of the Town Plan Commission, Joint Zoning Committee, Town Board, and City Council for action on the CSM and Rezoning. We appreciate your consideration.

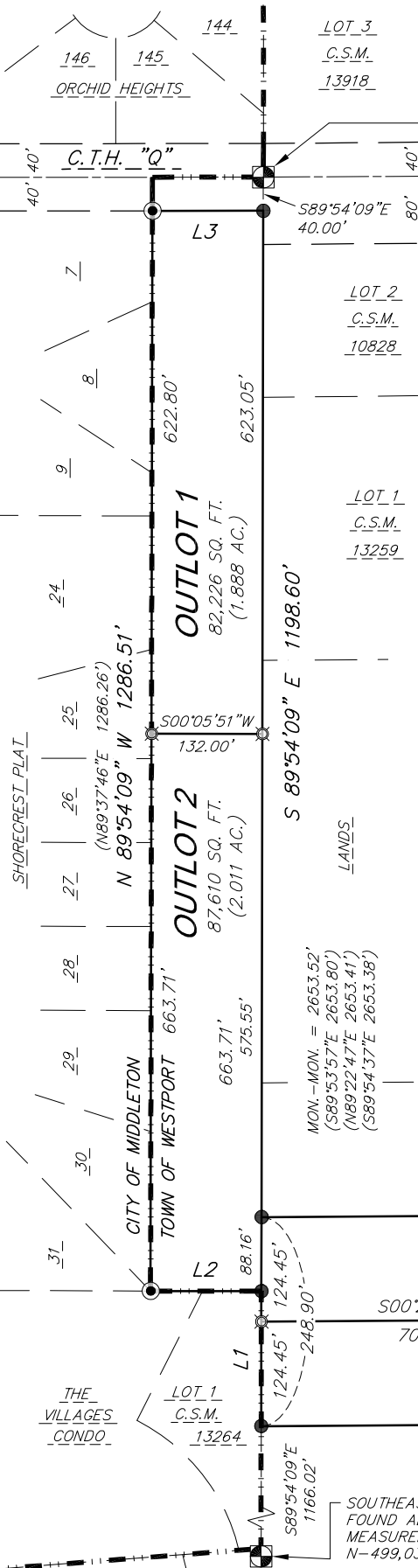
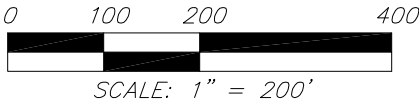
Sincerely,

Rachel Holloway, AICP  
Vierbicher



CERTIFIED SURVEY MAP No.

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

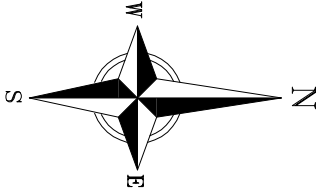


SOUTH QUARTER CORNER OF SECTION 31-08-09, FOUND 1-1/4" REBAR OF RECORD, MEASURED WCCS COORDS. ARE:  
N-499,035.235  
E-797,808.950

- C.S.M. NOTES:
- COUNTY TRUNK HIGHWAY "Q" IS A CONTROLLED ACCESS HIGHWAY PURSUANT TO CHAPTER 79, DANE COUNTY CODE OF ORDINANCES.
  - PORTIONS OF OUTLOT 1 AND OUTLOT 2 TO BE USED FOR STORMWATER MANAGEMENT.
  - OUTLOT 1 AND OUTLOT 2 ARE NON-BUILDABLE LOTS.
  - THE U.S. PUBLIC LAND SURVEY MONUMENTS SHOWN ON THIS C.S.M. HAVE BEEN FOUND AND VERIFIED ALONG WITH THEIR CORRESPONDING WITNESS TIES. THE MONUMENTS AND WITNESS TIES CHECK WITH CHRIS ADAMS MONUMENT RECORDS, DATED 07/13/2018, FOR THE S 1/4 CORNER AND THE SE CORNER. THE DATE OF FIELD RECOVERY FOR EACH CORNER WAS OCTOBER 28, 2021.

SURVEY LEGEND

- FOUND 3/4" Ø IRON ROD
  - FOUND 1-1/4" Ø IRON ROD
  - SET 3/4" x 18" SOLID IRON RE-ROD, MIN. WT. 1.50 lbs./ft.
  - ( ) INDICATES RECORDED AS
- DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT



BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY, WISCONSIN, THE SOUTH LINE OF THE SE 1/4 OF SECTION 31 MEASURED AS BEARING N89°54'09"W

LINE TABLE

NUMBER	DIRECTION	LENGTH
L1	N89°54'09"W (N89°53'57"W) (N89°22'43"E)	160.74'
L2	S00°05'51"W (S00°14'45"E)	132.00'
L3	N00°00'39"W (N00°28'41"W)	132.00'

vierbicher  
planners | engineers | advisors

Phone: (800) 261-3898



FN: 210156  
DATE: 03/03/2022  
REV:  
Drafted By: MZIE  
Checked By: MMAR

SURVEYED FOR:  
Adam Nonn  
4937 Augusta Drive  
Middleton, WI 53597

C.S.M. No.

Doc. No.

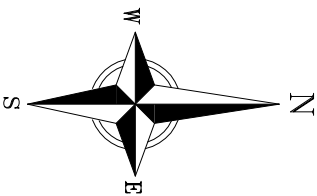
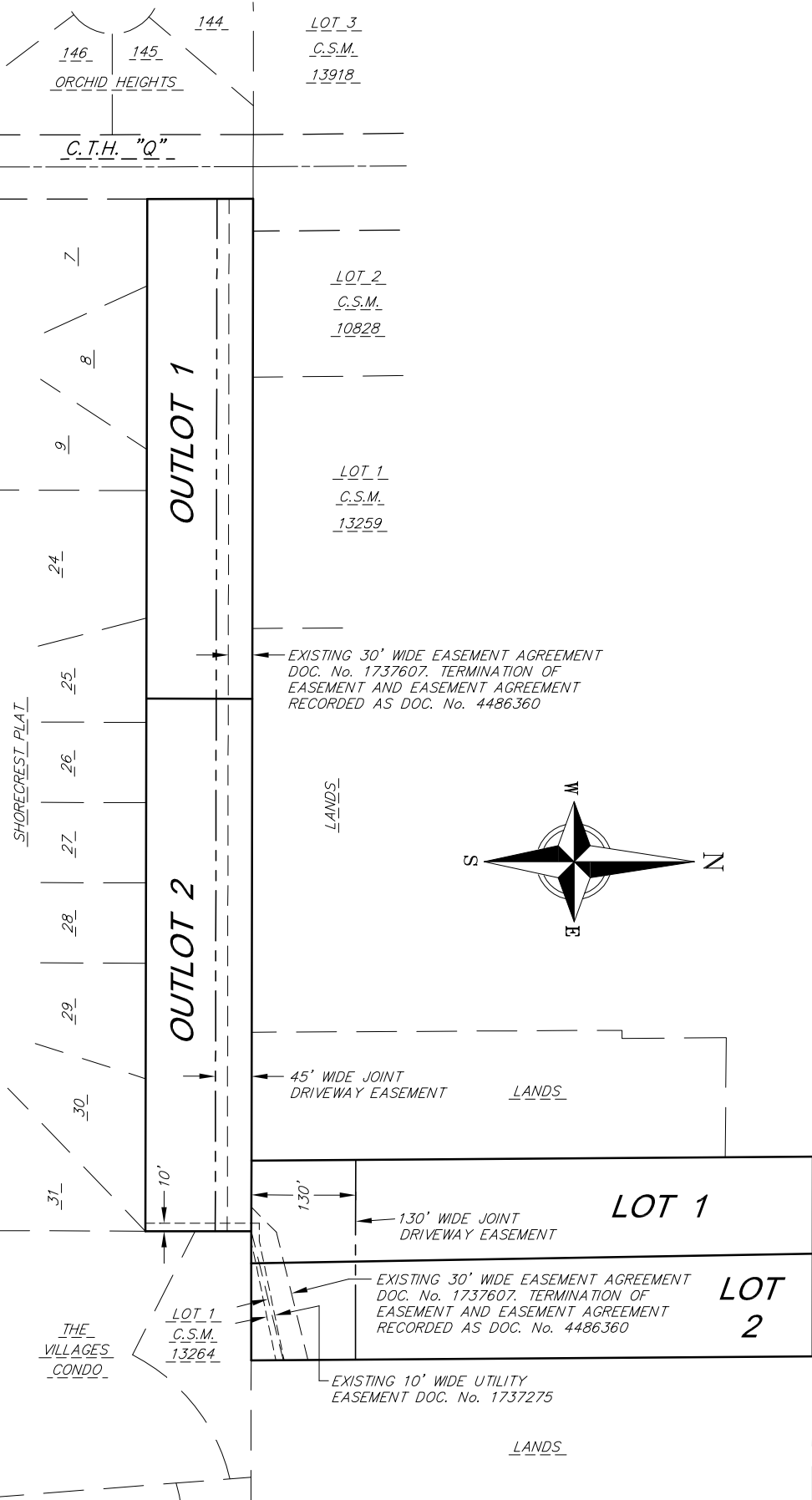
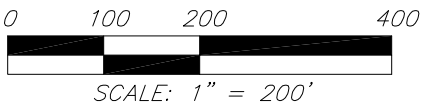
Vol. Page

SHEET  
1 OF 5



CERTIFIED SURVEY MAP No. \_\_\_\_\_

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN





*CERTIFIED SURVEY MAP No.*

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

\_\_\_\_\_, as owner(s), we hereby certify that we caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented on the map hereon. We further certify that this Certified Survey map is required by S236.34 to be submitted to the Town of Westport and the City of Middleton for approval. Witness the hand and seal of said owner this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

By: \_\_\_\_\_

State of Wisconsin )  
 )ss.  
County of Dane )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above named \_\_\_\_\_, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin

My Commission expires: \_\_\_\_\_

CONSENT OF MORTGAGEE

\_\_\_\_\_, a banking association duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping of the land described on this Certified Survey Map and does hereby consent to the Owner's Certificate.

IN WITNESS WHEREOF, the said \_\_\_\_\_, has caused these presents to be signed by \_\_\_\_\_ its \_\_\_\_\_, at \_\_\_\_\_, Wisconsin, on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

By: \_\_\_\_\_

State of Wisconsin )  
 )ss.  
County of Dane )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022,  
\_\_\_\_\_, of the above named banking association, to me known to be the  
persons who executed the foregoing instrument, and to me known to be such  
\_\_\_\_\_ of said banking association, and acknowledged that they executed the  
foregoing instrument as such officer as the deed of said banking association, by its authority.

\_\_\_\_\_  
Notary Public, State of Wisconsin

My Commission expires: \_\_\_\_\_



FN: 210156
DATE: 03/03/2022
REV:
Drafted By: MZIE
Checked By: MMAR

SURVEYED FOR:  
Adam Nonn  
4937 Augusta Drive  
Middleton, WI 53597

C.S.M. No. \_\_\_\_\_  
Doc. No. \_\_\_\_\_  
Vol. \_\_\_\_\_ Page \_\_\_\_\_

SHEET  
3 OF 5



CERTIFIED SURVEY MAP No. \_\_\_\_\_

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

TOWN OF WESTPORT APPROVAL

"Resolved that this Certified Survey Map, being a part of the SW 1/4 and the SE 1/4 of the SE 1/4 of Section 31, Township 08 North, Range 09 East and the part of the NW 1/4 of the NE 1/4 of Section 06, Township 07 North, Range 09 East, all in the Town of Westport, Dane County, Wisconsin, having been approved by the Town Board, be and the same is hereby approved by the Town of Westport."

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signed: \_\_\_\_\_  
Town Clerk, Town of Westport

CITY OF MIDDLETON APPROVAL

Resolved that this Certified Survey Map in the Town of Westport is hereby acknowledged and approved for recording by the City of Middleton on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mark Opitz, City Planner

03 Mar 2022 - 11:28a M:\Nonn, Adam\210156\_Wegenke Property\CADD\210156 - CSM.dwg by: mzie





CERTIFIED SURVEY MAP No. \_\_\_\_\_

PART OF THE SOUTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 09 EAST AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 06, TOWNSHIP 07 NORTH, RANGE 09 EAST, ALL IN THE TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

LEGAL DESCRIPTION

Part of the Southwest Quarter and the Southeast Quarter of the Southeast Quarter of Section 31, Township 08 North, Range 09 East and part of the Northwest Quarter of the Northeast Quarter of Section 06, Township 07 North, Range 09 East, all in the Town of Westport, Dane County Wisconsin, more fully described as follows:

Commencing at the south quarter corner of said Section 31; thence South 89°54'09" East, along the south line of the southeast quarter of said Section 31, a distance of 40.00 feet to the point of beginning; thence continuing South 89°54'09" East, along said south line, 1198.60 feet; thence North 00°23'47" West, 700.00 feet; thence South 89°54'09" East, 248.90 feet; thence South 00°23'47" East, 700.00 feet to the aforementioned south line of the southeast quarter of Section 31; thence North 89°54'09" West, along said south line, 160.74 feet to the northwest corner of Certified Survey Map (C.S.M.) Number 13264, recorded as Document Number 4862330, Dane County Registry; thence South 00°05'51" West, along the west line of said C.S.M. Number 13264, a distance of 132.00 feet to the northeast corner of Shorecrest Plat, recorded as Document Number 1461424, Dane County Registry; thence North 89°54'09" West, along the north line of said Shorecrest Plat, 1286.51 feet to the easterly right-of-way line of County Trunk Highway "Q"; thence North 00°00'39" West, along said easterly right-of-way line, 132.00 feet to the aforementioned south line of the southeast quarter of Section 31 and the point of beginning.

Said description contains 344,062 square feet or 7.898 acres, more or less.

SURVEYOR'S CERTIFICATE

I, Michael J. Ziehr, Professional Land Surveyor, S-2401, do hereby certify to the best of my knowledge and belief, that I have surveyed, divided and mapped the lands described herein and that the map on sheet one (1) is a correct representation of the exterior boundaries of the land surveyed and the division of that land in accordance with the information provided. I further certify that this Certified Survey Map is in full compliance with Section 236.34 of the Wisconsin State Statutes, Chapter A-E7 of the Wisconsin Administrative Code and the Subdivision Ordinance of the Town of Westport and the City of Middleton in surveying, dividing and mapping the same.

Vierbicher Associates, Inc.  
By: Michael J. Ziehr

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
Michael J. Ziehr, P.L.S. S-2401

REGISTER OF DEEDS CERTIFICATE

Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_,  
at \_\_\_\_\_ o'clock \_\_\_\_\_m. and recorded in Volume \_\_\_\_\_ of Certified  
Survey Maps on pages \_\_\_\_\_, as Doc. No. \_\_\_\_\_.

\_\_\_\_\_  
Kristi Chlebowski,  
Dane County Register of Deeds

**vierbicher**  
planners | engineers | advisors

Phone: (800) 261-3898



FN: 210156  
DATE: 03/03/2022  
REV:  
Drafted By: MZIE  
Checked By: MMAR

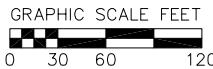
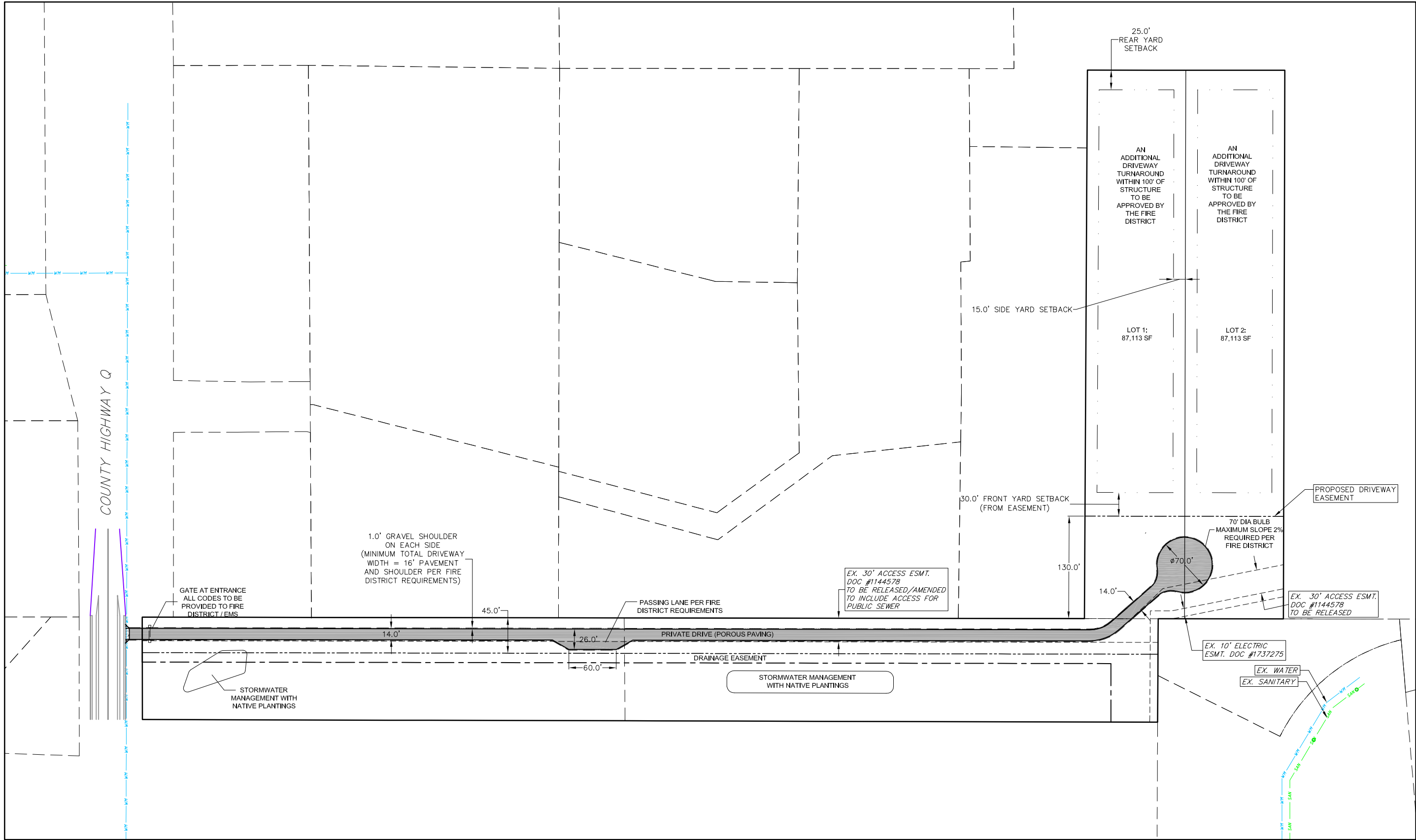
SURVEYED FOR:  
Adam Nonn  
4937 Augusta Drive  
Middleton, WI 53597

C.S.M. No. \_\_\_\_\_  
Doc. No. \_\_\_\_\_  
Vol. \_\_\_\_\_ Page \_\_\_\_\_

**SHEET  
5 OF 5**

03 Mar 2022 - 11:28a M:\Nonn, Adam\210156\_Wegenke Property\CADD\210156 - CSM.dwg by: mzie





NOT FOR CONSTRUCTION



**vierbicher**  
planners | engineers | advisors  
Phone: (800) 261-3898

2 LOT SITE PLAN  
WEGENKE PROPERTY  
TOWN OF WESTPORT

REVISIONS		REVISIONS	
NO.	DATE	NO.	DATE

DATE	03/04/2022
DRAFTER	AKAN
CHECKED	TSCH
PROJECT NO.	210300
SHEET	1 OF 2





GRAPHIC SCALE FEET



0 30 60 120

**NOT FOR CONSTRUCTION**

RETIREMENTS			RETIREMENTS		
NO.	DATE	REMARKS	NO.	DATE	REMARKS





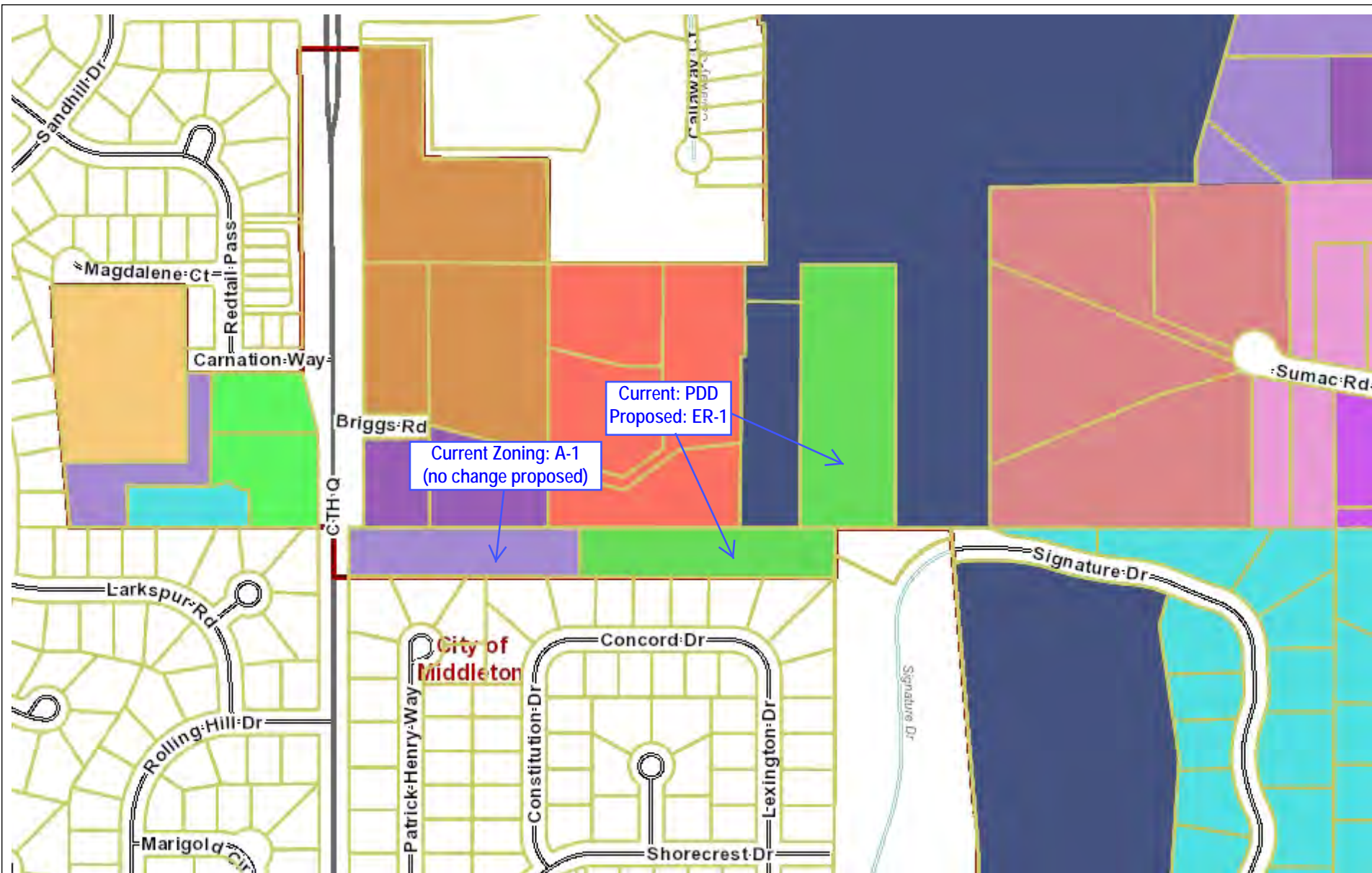
**1976** - Dane County DCi Map



**2020** - Dane County DCi Map







## Town of Westport GIS

### Zoning

DISCLAIMER: The Town of Westport does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1 = 500'

Town of Westport  
5387 Mary Lake Road  
Waunakee, WI 53597  
(608) 849-4372

Print Date: 2/21/2022





Jacquelyn Monfils &lt;jmon@vierbicher.com&gt;

---

**Re: Fire District - approval for driveway elements shown**

---

**mreigel** <mreigel@mifd.net>

Thu, Mar 3, 2022 at 11:11 AM

To: Jacquelyn Monfils &lt;jmon@vierbicher.com&gt;

I think this looks good Jackie. Not sure what your grading profile looks like but could we add a note stating that the bulb will be constructed level or at not more than a 2% pitch?

Otherwise, the rest is acceptable.

Matt Reigel - Battalion Chief  
Fire Investigator/Petroleum Tank Inspector  
Middleton Fire District  
7600 University Avenue  
Middleton, WI 53562  
Phone 608-712-6757  
Fax 608-831-1527

---

**From:** Jacquelyn Monfils <jmon@vierbicher.com>**Sent:** Thursday, March 3, 2022 10:23 AM**To:** mreigel <mreigel@mifd.net>**Cc:** Rachel Holloway <rholl@vierbicher.com>; Adam Kaniewski <akan@vierbicher.com>**Subject:** Fire District - approval for driveway elements shown

Good morning Matt,

The Town of Westport would like some confirmation that the Fire District and EMS approve prior to allowing us to apply for the CSM. I've added several comments stating "as required by FD/EMS" on the plan. I'm hesitant to add in proposed structure locations and driveways for each lot with an additional turnaround on each since those are unknown at this time but I've added a note stating those requirements. I can draft in something temporary if needed but the notes would remain.

Would you please provide an email stating the attached plan for the driveway elements shown meet Fire District requirements? I've added additional notes requiring:

- Total driveway width
- All gate codes to be provided to FD and EMS
- Passing lane required as shown by FD
- 70' Bulb required by FD
- Additional turn around within 100' of structure to be approved by FD.

We have forwarded your recommendation that the homes have sprinkler systems but we have not had a response back from the client. I can't comment on whether they will or won't install sprinkler systems.

Thank you,  
Jackie

Jacquelyn Monfils, PE



A small icon of a document with a green checkmark, followed by the text 'sig line.jpg'.

Vierbicher  
999 Fourier Drive, Suite 201  
Madison, WI 53717





Jacquelyn Monfils &lt;jmon@vierbicher.com&gt;

---

## Fire District - approval for driveway elements shown

---

**srussell@waems.net** <srussell@waems.net>

Thu, Mar 3, 2022 at 2:08 PM

To: Jacquelyn Monfils &lt;jmon@vierbicher.com&gt;

Cc: Rachel Holloway &lt;rholl@vierbicher.com&gt;, Adam Kaniewski &lt;akan@vierbicher.com&gt;

Hey Jackie,

Thanks for the conversation earlier. As far as EMS concerns with the attached plan, our only concern is making sure we have clear addressing at the street. I am not sure if the "private drive" will have a unique name or not. If there is no unique name and the two lots have Hwy Q addresses, we would request there be addressing for both lots visible from Highway Q that conforms with Town of Westport ordinances. If the private drive is going to be separately named, then the addressing can be at the lots themselves as there will be street name signage at Hwy Q.

I hope this makes sense. Feel free to reach out to me if you have any questions on this.

Thanks!

Scott Russell

Service Director

Waunakee Area EMS

[201 N. Klein Drive, Waunakee, WI 53597](#)

608.849.7522 Office

608.849.7583 Fax

608.807.9554 Cell

---

**From:** Jacquelyn Monfils <jmon@vierbicher.com>

**Sent:** Thursday, March 3, 2022 10:35 AM

**To:** [srussell@waems.net](mailto:srussell@waems.net)

**Cc:** Rachel Holloway <rholl@vierbicher.com>; Adam Kaniewski <akan@vierbicher.com>

**Subject:** Fwd: Fire District - approval for driveway elements shown

Good morning Scott,

This is the follow up to the voicemail I left earlier today.



The Town of Westport would like some confirmation that the Fire District and EMS approve of a proposed driveway schematic prior to allowing us to apply for the CSM within the Town of Westport.

I've been in communication with Matt Reigel of the Fire District but you and I have not yet connected.

Could you please review the attached schematic?

I've added several notes stating "as required by FD/EMS" on the plan. I'm hesitant to add in proposed structure locations and driveways for each lot with an additional turnaround on each since those are unknown at this time but I've added a note stating those requirements. I can draft in something temporary if needed but the notes would remain to ensure we meet the needs of emergency personnel.

I've added notes requiring the following:

- Total minimum driveway width (pavement and shoulder) = 16'
- All gate codes to be provided to FD and EMS
- Passing lane required as shown by FD
- 70' Bulb required by FD
- Additional turn around within 100' of structure to be approved by FD..

If acceptable, would you please provide an email response stating the attached plan for the driveway elements shown would meet EMS requirements? Future driveway turnaround elements would require approval.

Thank you,

Jackie

Jacquelyn Monfils, PE



Vierbicher  
999 Fourier Drive, Suite 201  
Madison, WI 53717

Call / Text / Fax - (608) 821-3979  
[www.vierbicher.com](http://www.vierbicher.com)



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AGENDA ITEM #6:

Initial Consultation, Remove Restrictions to Allow Single Family Home (Outlot by Town Well), Bunbury, Cobblestone Drive, Carriage Ridge (Waunakee ETZ)





## Town of Westport GIS

DISCLAIMER: The Town of Westport does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1 = 190'

Town of Westport  
5387 Mary Lake Road  
Waukegan, WI 53597  
(608) 849-4372

Print Date: 2/9/2022



RECEIVED

FEB 08 2022

Carriage Ridge, LLC  
2970 Chapel Valley Road, Suite 104  
Madison, WI 53711

2/3/2022

Robert Anderson  
Town of Westport  
5387 Mary Lake Road  
Waunakee, WI 53597

Robert,

We would like to request a zoning change for Lot 2 of Certified Map 8232 (see exhibit attached) to make this a residential lot.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "THOMAS F. Bunbury". The signature is written in dark ink and is positioned above the printed name and title.

Thomas F. Bunbury, Managing Member  
Carriage Ridge, LLC





Tom Bunbury &lt;tbunbury@bunburyrealtors.com&gt;

**Re: Outlot 1 site**

1 message

**Randy Kolinske** <rkol@vierbicher.com>

Wed, Jan 26, 2022 at 5:56 PM

To: Tom Bunbury &lt;tbunbury@bunburyrealtors.com&gt;

Tom -

As requested, I took a look at the possibility of building on Lot 2 of CSM 8232. One major item to note is that on the CSM it states "No human habitation permitted on Lots 1 or 2, and no buildings allowed on Lot 2". It is pretty clear to me that Lot 2 is not able to be developed upon.

You indicate in your email that the Town of Westport is alright with it. In the event that this is true, we have prepared an exhibit depicting the lot and building setbacks per current zoning. Please read the notes regarding the potential development of this lot. (Please note that the building pad depicted is approximately 62' wide x 72' depth.)

Feel free to contact me if you have any questions or would like to discuss anything further.

Thanks,

Randall T. Kolinske, PE, LEED-AP

**vierbicher**  
planners | engineers | advisors



**45** YEARS of Vision to Reality

Vierbicher  
999 Fourier Drive, Suite 201  
Madison, WI 53717

Call / Text / Fax - (608) 821-3950  
Phone - (608) 826-0532  
www.vierbicher.com



On Mon, Jan 3, 2022 at 2:19 PM Tom Bunbury &lt;tbunbury@bunburyrealtors.com&gt; wrote:

Randy,

Please look at the attached copy of Certified Survey Map 8232. Can a house be built on this lot? Wetlands involved.

Town of Westport says OK if it can meet the necessary requirements.

Please advise.

Thanks

Tom



Thomas F. Bunbury, CEO  
Bunbury & Associates Realtors®  
2970 Chapel Valley Road, Suite 104, Madison, WI 53711  
608-692-7777 cell phone  
tbunbury@bunburyrealtors.com  
www.BunburyRealtors.com

----- Forwarded message -----

From: **Bunbury and Associates** <donotreply@bunburyrealtors.com>  
Date: Mon, Jan 3, 2022 at 2:11 PM  
Subject: Attached Image  
To: Tom Bunbury <TBunbury@bunburyrealtors.com>

This message contains confidential information and is intended only for the intended recipient(s). If you are not the named recipient you should not read, distribute or copy this e-mail.

Data contained in this message are instruments of service, protected by copyright law, and intended for use and reference relative only to the specific project they describe. These files may not be copied, modified, or released to a third party without the direct permission of Vierbicher.

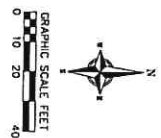
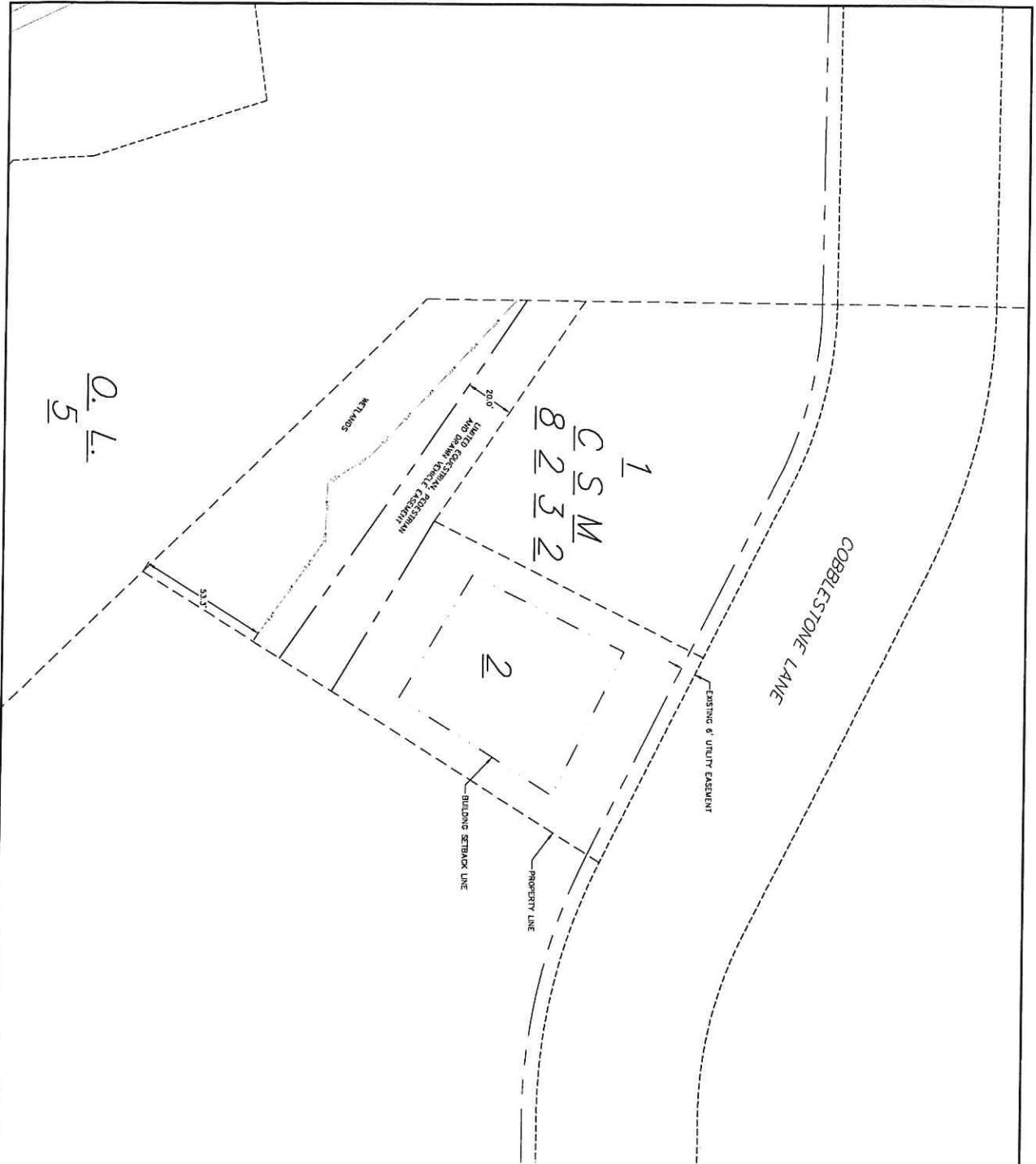
The receiver warrants that it will not reproduce or otherwise make use of the data in any endeavor not directly related to the project for which it was produced.

The receiver agrees to assume all risk of the use of the information and to waive any claim that it could allege against Vierbicher. The Receiver also agrees to defend Vierbicher against any claim brought by a third party based on the Receiver's use of the information provided and to indemnify Vierbicher for any cost, loss or damage to Engineer resulting in any way the use of the information by the Receiver.

---

 **2022-01-21 Lot 2 Exhibit.pdf**  
86K





- LOT 2 AREA SUMMARY:  
TOTAL AREA= 23,098 SQ. FT.  
BUILDABLE AREA= 4,450 SQ. FT.
- ZONED SINGLE FAMILY RESIDENTIAL R1
- FRONT SETBACK= 30' FROM R.O.W. OR 63' FROM ROAD CENTERLINE, WHICHEVER GREATER OF 25'
  - SIDE SETBACK= 10' EACH SIDE AND A TOTAL OF 25'
  - REAR SETBACK= 25'
- NOTES:
1. REAR SETBACK WAS TAKEN FROM EDGE OF EQUESTRIAN EASEMENT.
  2. WETLAND WILL NEED TO BE DELINEATED TO VERIFY LIMITS AND ESTABLISH POTENTIAL ADDITIONAL SETBACK REQUIREMENTS.
  3. CSM 8232 STATES NO HUMAN HABITATION PERMITTED ON LOTS 1 OR 2, AND NO BUILDINGS ALLOWED ON LOT 2.
  4. THIS EXHIBIT IS BASED ON THE BEST AVAILABLE INFORMATION. ENGINEER ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE LINENWORK SHOWN.

36

CARRI

<b>REVISIONS</b> NO. DATE REMARKS 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100		<b>REVISIONS</b> NO. DATE REMARKS 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100		<b>Lot 2 Exhibit</b> Lot 2 CSM 8232, Carriage Ridge Town of Westport Dane County, Wisconsin	<b>vierbicher</b> planners   engineers   advisors Phone: (800) 261-3816
--	--	--	--	--	---



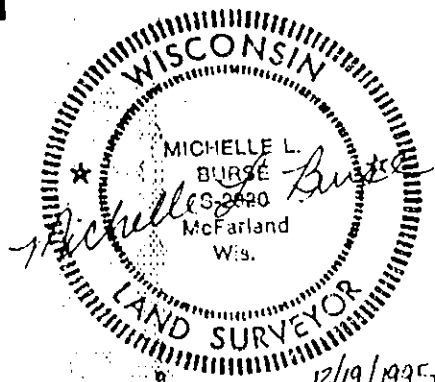
# CERTIFIED SURVEY MAP

OUTLOT 1, CARRIAGE RIDGE AS RECORDED IN VOLUME 56-190A OF PLATS ON PAGES 592, 593 AND 594 AS DOCUMENT NUMBER 2608674, DANE COUNTY REGISTRY. ALSO BEING LOCATED IN THE NW 1/4 OF THE NW 1/4 OF SECTION 21, TOWNSHIP 8 NORTH, RANGE 9 EAST, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN.

FND. CONC.  
MONUMENT  
AT THE NW  
COR. OF SEC.  
21, T 8 N,  
R 9 E.

0 40 80 120

SCALE : ONE INCH = FORTY FEET



Revised THIS 4th DAY OF  
MARCH, 1996

LANDS

S00°53'44"W 973.26

TEMPORARY CUL-DE-SAC  
60' RADIUS PER PLAT  
OF CARRIAGE RIDGE

LC= 75.51  
LCB= S 76°06'46" E  
L= 76.16  
R= 167.94  
I= 25°59'00"

CARRIAGE  
COBBLESTONE  
LANE

CARRIAGE

LOT 1  
15,000 SQ. FT.  
0.34 ACRES

QUILLOI

N55°22'00"W  
108.75

LIMITED EQUESTRIAN PEDESTRIAN  
AND DRAWN VEHICLE EASEMENT

LOT 2

LOT 2  
23,098 SQ. FT.  
0.53 ACRES

RIDGE

LOT 3  
CARRIAGE

0.30'  
DETAIL

NOTE : NO HUMAN  
HABITATION PERMITTED  
ON LOTS 1 OR 2. NO  
BUILDING ALLOWED ON  
LOT 2.

SURVEYED FOR :

TOWN OF WESTPORT  
5387 S. MARY LAKE ROAD  
WAUNAKEE, WI 53597-9128  
(608) 849-4372

SURVEYED BY :

MAYO CORPORATION  
CONSULTING ENGINEERING  
600 GRAND CANYON DR.  
MADISON, WI 53719  
(608) 833-0628

## LEGEND

- 3/4" SOLID IRON ROD FOUND
- 1-1/4" SOLID IRON ROD FOUND
- 1-1/4" X 30" SOLID IRON RE-ROD  
SFT, MIN. WT. 4.30 lbs./ft.

ALL DISTANCES ARE MEASURED TO  
THE NEAREST HUNDREDTH OF A FOOT.

MAP NO. 8232

DOCUMENT NO. 2768183

VOLUME 44 PAGES 189-191

H: \WP3795\CSWP3795.DWG

DETAIL

0.20'

WP-37-95  
SHEET 1 OF 3

3/14



# CERTIFIED SURVEY MAP

OUTLOT 1, CARRIAGE RIDGE AS RECORDED IN VOLUME 56-190A OF PLATS ON PAGES 592, 593 AND 594 AS DOCUMENT NUMBER 2608674, DANE COUNTY REGISTRY. ALSO BEING LOCATED IN THE NW 1/4 OF THE NW 1/4 OF SECTION 21, TOWNSHIP 8 NORTH, RANGE 9 EAST, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN.

## DESCRIPTION

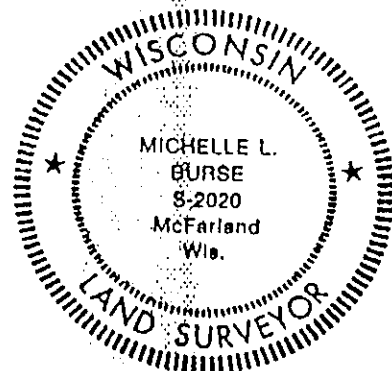
OUTLOT 1, CARRIAGE RIDGE AS RECORDED IN VOLUME 56-190A OF PLATS ON PAGES 592, 593 AND 594 AS DOCUMENT NUMBER 2608674, DANE COUNTY REGISTRY, DANE COUNTY, WISCONSIN.

## SURVEYOR'S CERTIFICATE

I, Michelle L. Burse, registered land surveyor, hereby certify that under the direction of CARRIAGE RIDGE, LLC., owners, I have surveyed, divided and mapped Outlot 1, CARRIAGE RIDGE as recorded in Volume 56-190A of Plats on pages 592, 593, and 594 as Document Number 2608674, Dane County Registry. Also being located in the NW 1/4 of the NW 1/4 of Section 21, Township 8 North, Range 9 East, Town of Westport, Dane County, Wisconsin. I further certify that the map on sheet one (1) is a correct representation of the exterior boundaries of the lands surveyed and that I have fully complied with the provisions of Chapter 236.34 of the State Statutes and the Subdivision Regulations of the Town of Westport in surveying, dividing and mapping the same.

Dated this 19<sup>th</sup> day of December, 1995.

Signed: Michelle L. Burse  
Michelle L. Burse  
Registered Land Surveyor No. 2020  
State of Wisconsin



REVISED THIS 4<sup>TH</sup> DAY OF MARCH, 1996.

## VILLAGE OF WAUNAKEE APPROVAL CERTIFICATE

I, Kelly Frowley, do hereby certify that I am the duly appointed, qualified and acting Village Administrator of the Village of Waunakee, and that this map was approved by the Village Board of the Village of Waunakee, Dane County, Wisconsin action of the 4<sup>th</sup> day of March, 1996.

Kelly Frowley  
Kelly Frowley, Village Administrator  
Village of Waunakee

## TOWN OF WESTPORT APPROVAL CERTIFICATE

Resolved, that this Certified Survey Map in the Town of Westport is hereby acknowledged and approved this 30<sup>th</sup> day of May, 1996.

Sharon Anderson  
Sharon Anderson, Town Clerk  
Town of Westport

MAP NO. 8232

DOCUMENT NO. 2768183

VOLUME 44 PAGES 189-191

H: \WP3795\CSWP3795.DWG

WP-37-95  
SHEET 2 OF 3



# CERTIFIED SURVEY MAP

OUTLOT 1, CARRIAGE RIDGE AS RECORDED IN VOLUME 56-190A OF PLATS ON PAGES 592, 593 AND 594 AS DOCUMENT NUMBER 2608674, DANE COUNTY REGISTRY. ALSO BEING LOCATED IN THE NW 1/4 OF THE NW 1/4 OF SECTION 21, TOWNSHIP 8 NORTH, RANGE 9 EAST, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN.

## OWNER'S CERTIFICATE

CARRIAGE RIDGE, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owners, does hereby certify that said company caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented on sheet one (1), and does further certify that this map is required by ss. 236.34 of the State Statutes and S. 75.17(1)(a) Dane County Code of Ordinances to be submitted to the following for approval:

Dane County Zoning and Natural Resources Committee  
Town Board of the Town of Westport  
Village Board of the Village of Waunakee

IN WITNESS WHEREOF, the said CARRIAGE RIDGE, LLC, has caused these presents to be signed by Thomas F. Bunbury, its President, and countersigned by Ronald T. Restaino, its Secretary/Treasurer, at Madison, Wisconsin, on this 24 day of MAY, 1996.

In the presence of: [Signature]

CARRIAGE RIDGE, LLC

By: Thomas F. Bunbury

Thomas F. Bunbury, President

Countersigned: Ronald T. Restaino

Ronald T. Restaino, Secretary/Treasurer

State of Wisconsin )

County of Dane ) ss.

Personally came before me this 24<sup>th</sup> day of May, 1996, Thomas F. Bunbury, President, and Ronald T. Restaino, Secretary/Treasurer of the above named company, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary/Treasurer of said company, and acknowledged that they executed the foregoing instrument as such officers as the deed of said company, by its authority.

Maureen A. [Signature]  
Notary Public, Dane County, Wisconsin

My Commission Expires: 8/2/98

## DANE COUNTY ZONING AND NATURAL RESOURCES COMMITTEE APPROVAL CERTIFICATE

Approved for recording per Dane County Zoning and Natural Resources Committee action of June 3, 1996.

[Signature] #6101  
Norbert Scribner, Authorized Representative

## REGISTER OF DEEDS CERTIFICATE

Received for recording on this 5<sup>th</sup> day of June, 1996, at 8:08 o'clock a.m. and recorded in Volume 44 of Certified Surveys on pages 189-191.

[Signature] Deputy  
Dane County Register of Deeds

MAP NO. 8232

DOCUMENT NO. 2768183

VOLUME 44 PAGES 189-191

H: \WP3795\CSWP3795.DWG



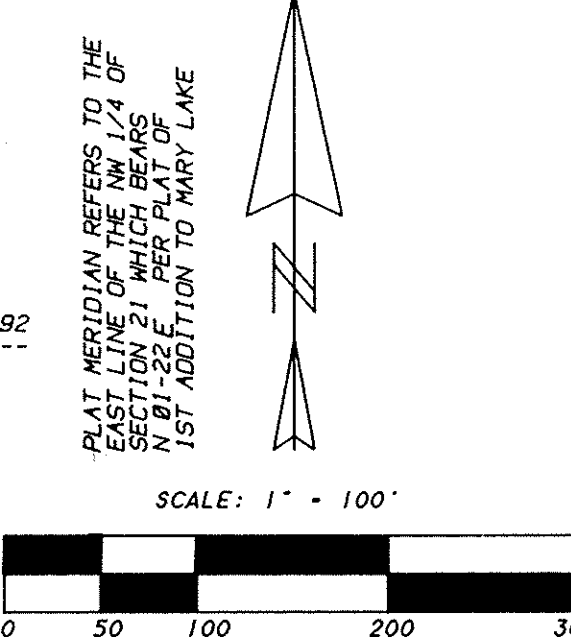
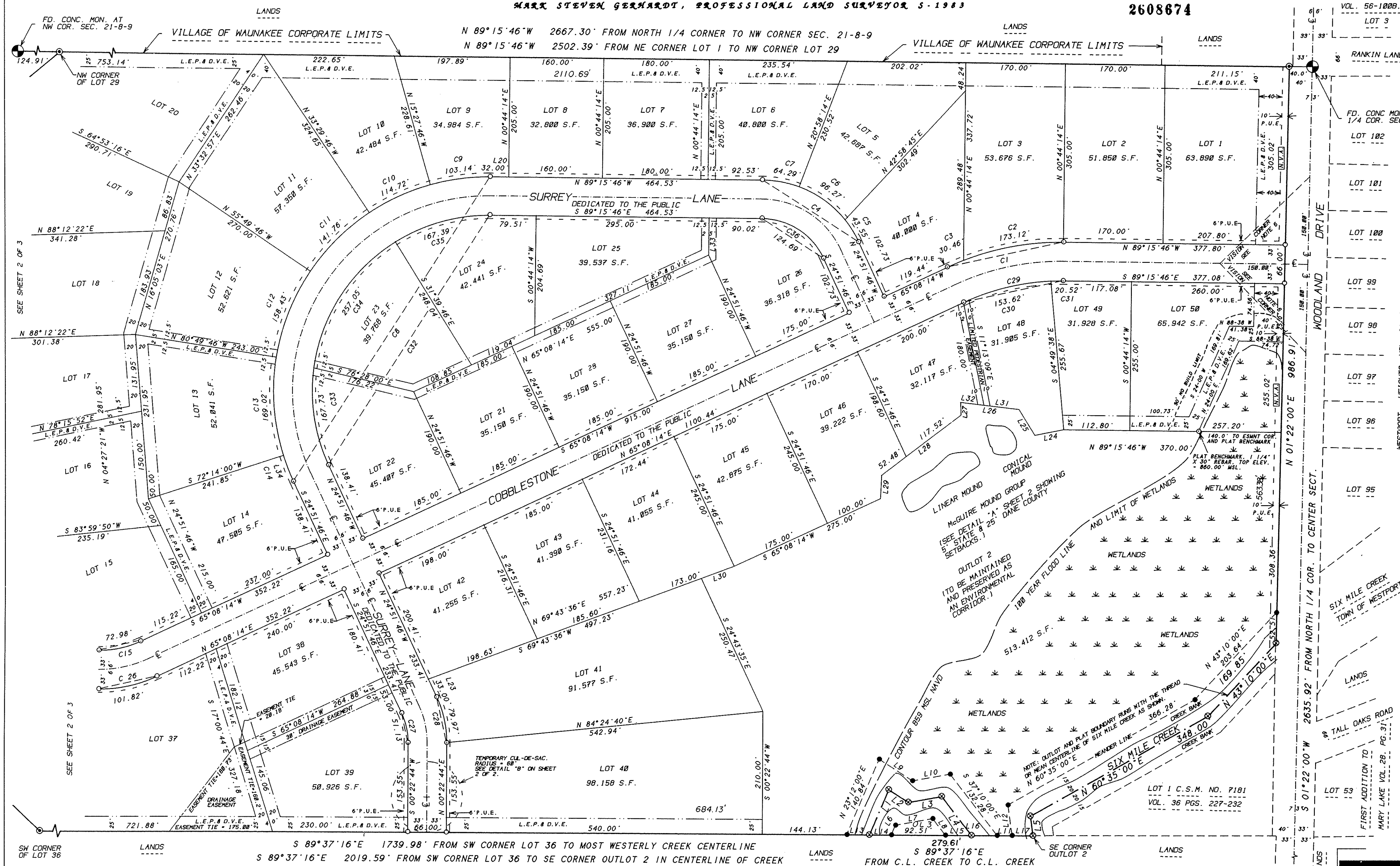
# CARRIAGE RIDGE

VOL 56-190A PLATS PAGE 592

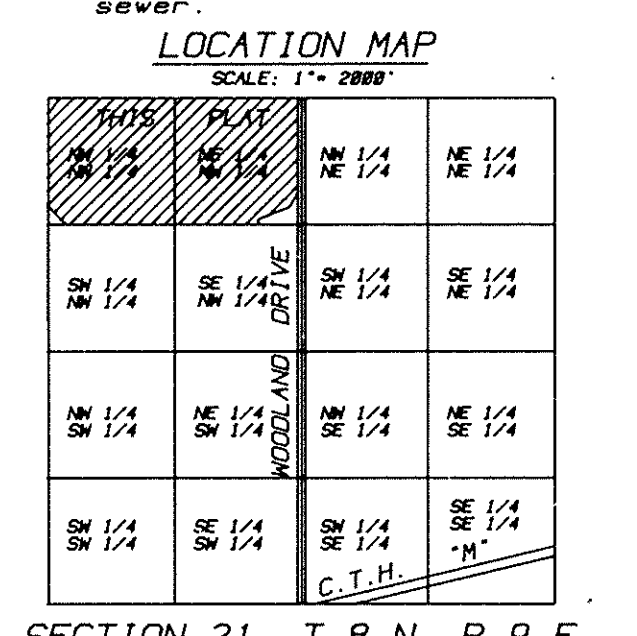
BEING LOCATED IN THE NW 1/4 AND THE NE 1/4 OF THE NW 1/4 OF SECTION 21,  
T 8 N, R 9 E, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN, AND BEING A  
SUBDIVISION OF LOT 2 OF DANE COUNTY CERTIFIED SURVEY MAP NO. 7181.

MARK STEVEN GERHARDT, PROFESSIONAL LAND SURVEYOR S-1983

2608674



- NOTES:
1. All distances are to the nearest one hundredth of a foot. All bearings are measured to the nearest 01" of arc.
  2. All curve distances are chord measure.
  3. All utility facilities in this Plat are to be installed underground.
  4. UTILITY EASEMENTS: No poles, pedestals or buried cables are to be installed in such a manner that their placement would disturb a survey stake; nor obstruct visibility along lot lines.
  5. Lot owners shall not alter drainage swales, roadside ditches, nor natural drainage ways on any lot without the written consent of the Town Board of Westport.
  6. VISION CORNER: no structure of any kind shall be permitted within a vision corner which exceeds a height of 2 1/2' above the elevation of the intersection except for necessary Highway and traffic signs, approved public utility lines and open fences through which there is clear vision; nor shall any plant material, except grasses or similar turf, be permitted which obscures safe vision of the approaches to the intersection.
  7. Vertical Datum refers to Mean Sea Level, 1927 NAVD. Plat Benchmark is located at an easement corner in the South line of Lot 50.
  8. All Lots in this Plat are to be served by public sanitary sewer.



SECTION 21, T 8 N, R 9 E.

- LEGEND
- ⊗ DENOTES UNMONUMENTED PLAT BOUNDARY CORNER FALLING IN THE CENTERLINE OF SIX MILE CREEK.
  - ⊙ DENOTES 1-1/4" X 30" STEEL REINFORCING ROD FOUND.
  - DENOTES 3/4" X 24" STEEL REINFORCING ROD FOUND.
  - DENOTES 1-1/4" X 30" STEEL REINFORCING ROD SET, MIN. WT. = 4.30 LBS PER LINEAR FOOT.
  - T ALL OTHER LOT CORNERS MONUMENTED WITH 3/4" X 24" STEEL REINFORCING RODS, MIN. WT. = 1.50 LBS PER LINEAR FOOT.
  - ⊕ DENOTES CORNER OF THE GOVERNMENT SURVEY, MONUMENT CHARACTERISTICS AS NOTED.
  - (---) DENOTES PREVIOUSLY RECORDED BEARINGS AND DISTANCES
  - 10" P.U.E. DENOTES 10 FT. WIDE PUBLIC UTILITY EASEMENT RUNNING PARALLEL WITH AND ADJACENT TO THE WEST LINE OF WOODLAND DRIVE.
  - 6" P.U.E. DENOTES 6 FT. WIDE PUBLIC UTILITY EASEMENT RUNNING PARALLEL CONCENTRIC AND ADJACENT TO ALL STREET RIGHT-OF-WAY LIMITS WITHIN THIS PLAT.
  - DENOTES LIMITS OF STORM WATER DRAINAGE AND/OR STORM WATER DETENTION EASEMENTS, WIDTHS AND OTHER PERTINENT DIMENSIONS AS SHOWN.
  - L.E.P. & D.V.E. DENOTES LIMITS OF LIMITED EQUESTRIAN, PEDESTRIAN AND DRAWN VEHICLE EASEMENT, WIDTHS AS SHOWN.
  - L.P.E. DENOTES LIMITS OF LIMITED PEDESTRIAN EASEMENT, WIDTHS AS SHOWN.
  - N.V.A. DENOTES NO VEHICULAR ACCESS, LOTS 1 AND 50, WHICH BEAR THIS DESIGNATION, AND ADJOINING THE WEST LINE OF WOODLAND DRIVE ARE EXPRESSLY PROHIBITED FROM BEING ALLOWED VEHICULAR ACCESS THERETO.

SURVEYOR'S CERTIFICATE

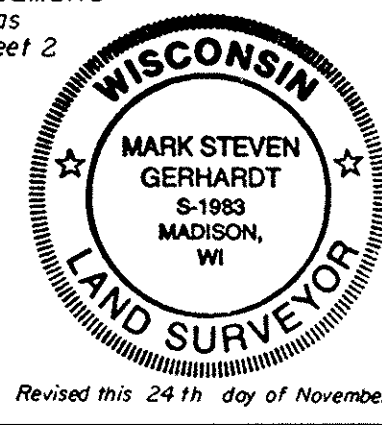
I, Mark Steven Gerhardt, a Registered Land Surveyor in the State of Wisconsin, do hereby certify that, in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Town of Westport and at the direction of Northern Cross Partners, owner of the lands platted hereon, I have surveyed, divided and mapped the Plat of Carriage Ridge, in the Town of Westport, and that such plat correctly represents the exterior boundaries and the subdivision of the lands surveyed, and that such lands are located in the Northwest 1/4 and the Northeast 1/4 of the Northwest 1/4 of Section 21, T 8 N, R 9 E, Town of Westport, Dane County, Wisconsin, and are more particularly described as follows: viz:

NOTE: DESIGNATED WETLAND AREAS ARE NOT TO BE FILLED

All of Lot 2 of Certified Map No. 7181, as recorded in the Office of the Dane County Register of Deeds in Volume 36 of Certified Survey Maps at Pages 227, 228, 229, 230, 231 and 232, as Document No. 2458951, said Lot being further described as follows in the continuation of this certificate on sheet 2 of 2 of this plat.

DATED THIS 6TH DAY OF OCTOBER, 1993.

Mark Steven Gerhardt,  
Registered Land Surveyor, S-1983



There are no objections to this plat with respects to Secs. 236.15, 236.16, 236.20 and 236.21 (1) and (2), Wis. Stats.

Recorded May 18, 1994, Jas

Certified this 24 day of November, 1993

James A. Starn  
Department of Agriculture, Trade & Consumer Protection

THIS INSTRUMENT DRAFTED BY  
ROBERT A. RICHARDSON  
BADGER SURVEYING AND  
MAPPING SERVICE, MADISON, WI

SHEET 1 OF 3



There are no objections to this plat with respects to Secs. 236.15, 236.16, 236.20 and 236.21 (1) and (2), Wis. Stats.

Received 18<sup>th</sup> of May, 1993

Certified this 24<sup>th</sup> day of November, 1993

Mano A. Stum  
Department of Agriculture, Trade & Consumer Protection

# CARRIAGE RIDGE

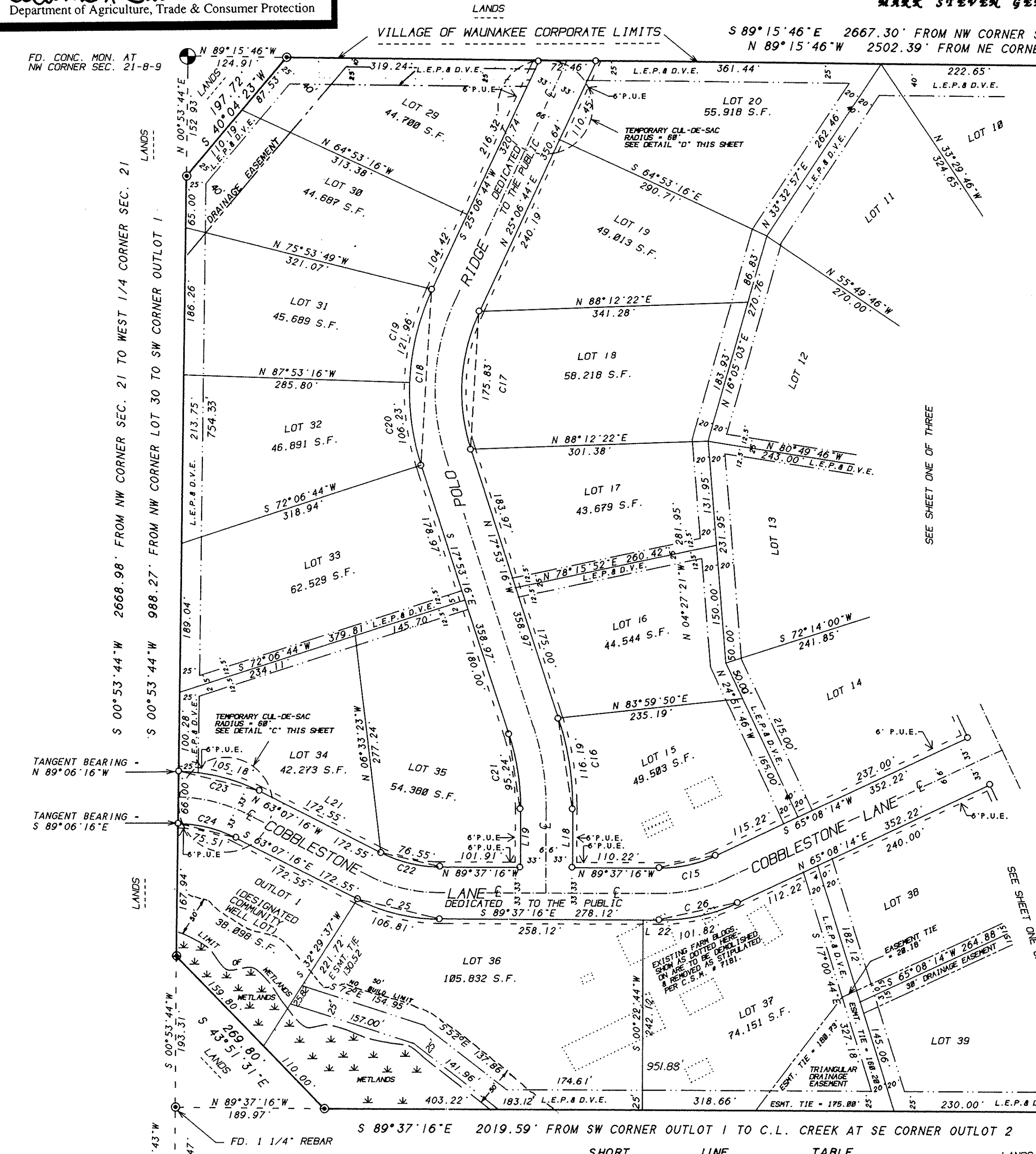
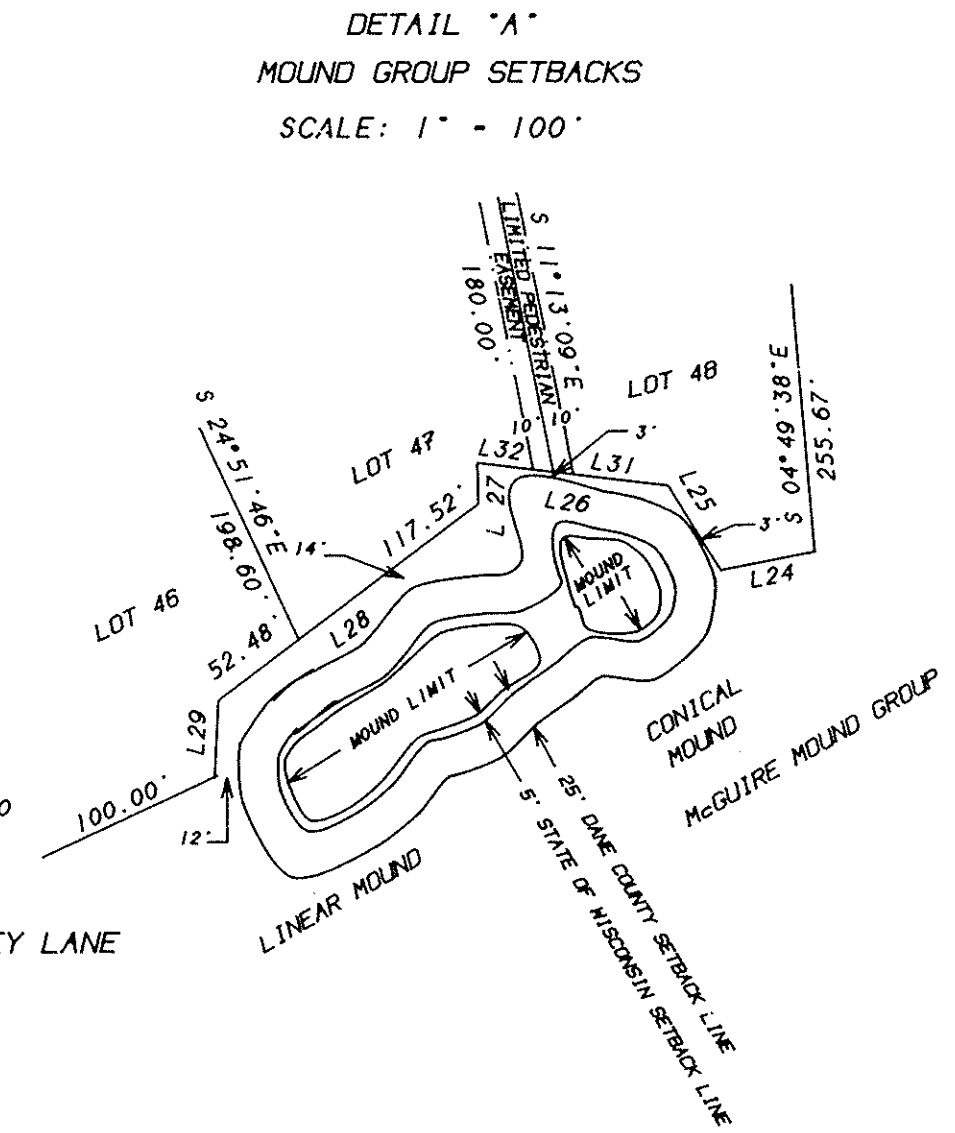
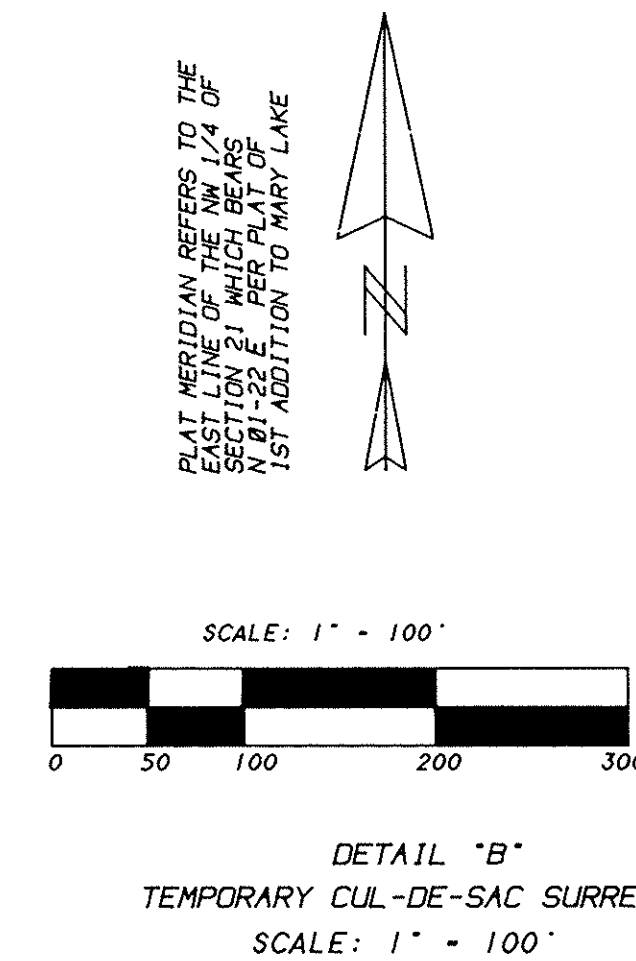
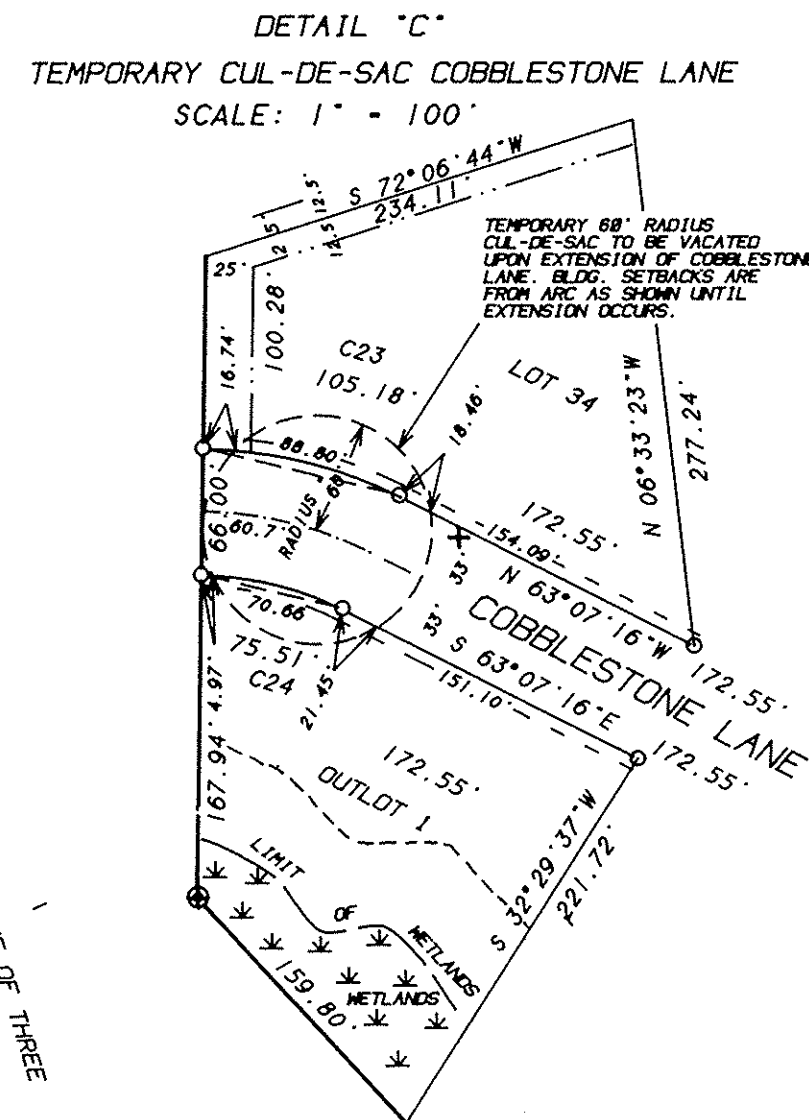
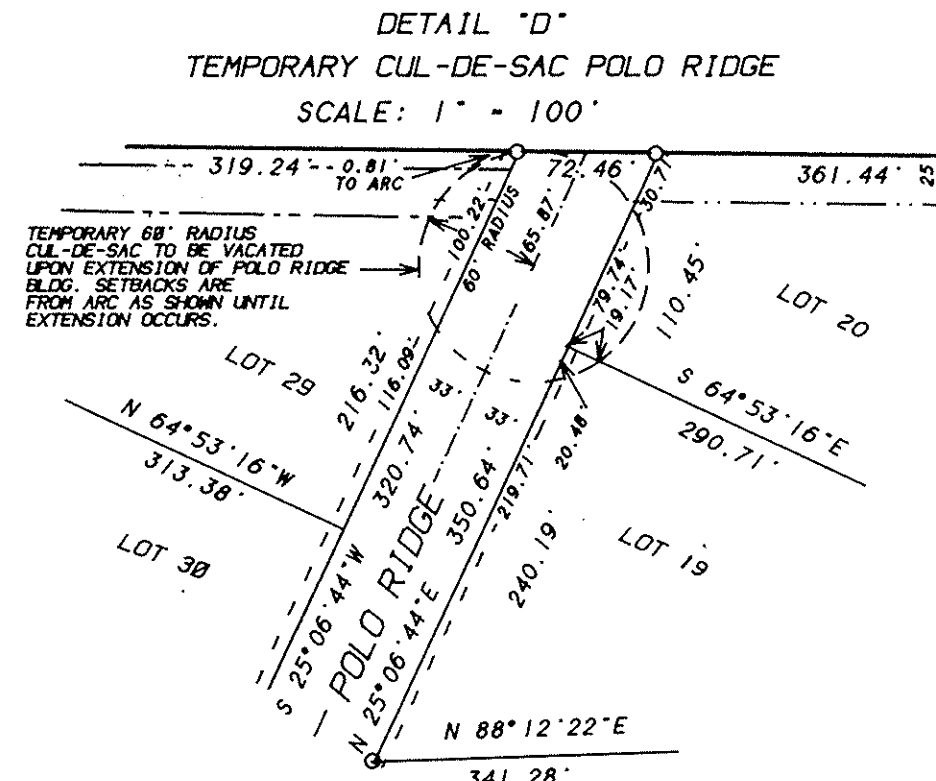
VOL 56-190A PLATS PAGE 593

BEING LOCATED IN THE NW 1/4 AND THE NE 1/4 OF THE NW 1/4 OF SECTION 21,  
T 8 N, R 9 E, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN, AND BEING A  
SUBDIVISION OF LOT 2 OF DANE COUNTY CERTIFIED SURVEY MAP NO. 7181.

MARK STEVEN GERHARDT, PROFESSIONAL LAND SURVEYOR S-1983

CURVE TABLE

CURVE	DELTA ANGLE	RADIUS	ARC	TANGENT	CHORD	CHORD BEARING
C 1	25°36'00"	458.00'	204.64'	104.06'	202.94'	S 77°56'14"W
C 2	21°47'18"	458.00'	174.17'	88.15'	173.12'	S 79°50'35"W
C 3	03°48'42"	458.00'	30.47'	15.24'	30.46'	S 67°02'35"W
C 4	64°24'00"	183.00'	205.69'	115.24'	195.03'	N 57°03'46"W
C 5	13°40'00"	183.00'	43.65'	21.93'	43.55'	N 31°41'46"W
C 6	30°30'00"	183.00'	97.42'	49.89'	96.27'	N 53°46'46"W
C 7	20°14'00"	183.00'	64.62'	32.65'	64.29'	N 79°08'46"W
C 8	115°36'00"	366.00'	738.44'	581.20'	619.41'	S 32°56'14"W
C 9	16°12'00"	366.00'	103.48'	52.09'	103.14'	S 82°38'14"W
C 10	18°02'00"	366.00'	115.20'	58.08'	114.72'	S 65°31'14"W
C 11	22°20'00"	366.00'	142.66'	72.25'	141.76'	S 45°20'14"W
C 12	25°00'00"	366.00'	159.70'	81.14'	158.43'	S 21°40'14"W
C 13	26°42'00"	366.00'	170.56'	86.86'	169.02'	S 04°10'46"E
C 14	07°20'00"	366.00'	46.84'	23.45'	46.81'	S 21°11'46"E
C 15	25°14'30"	167.00'	73.57'	37.39'	72.98'	S 77°45'29"W
C 16	18°16'00"	366.00'	116.69'	58.84'	116.19'	N 08°45'16"W
C 17	43°00'00"	239.87'	180.02'	94.49'	175.83'	N 03°36'44"E
C 18	43°00'00"	305.87'	229.56'	120.49'	224.21'	S 03°36'44"W
C 19	23°00'00"	305.87'	122.79'	62.23'	121.96'	S 13°36'44"W
C 20	20°00'00"	305.87'	106.77'	53.93'	106.23'	S 07°53'16"E
C 21	18°16'00"	300.00'	95.64'	48.23'	95.24'	S 08°45'16"E
C 22	26°30'00"	167.00'	77.24'	39.32'	76.55'	N 76°22'16"W
C 23	25°59'00"	233.94'	106.09'	53.97'	105.18'	N 76°06'46"W
C 24	25°59'00"	167.94'	76.16'	38.75'	75.51'	S 76°06'46"E
C 25	26°30'00"	233.00'	107.77'	54.86'	106.81'	S 76°22'16"E
C 26	25°14'30"	233.00'	102.65'	52.17'	101.82'	N 77°45'29"E
C 27	25°14'30"	117.00'	51.54'	26.20'	51.13'	S 12°14'31"E
C 28	25°14'30"	183.00'	80.62'	40.98'	79.97'	N 12°14'31"W
C 29	25°36'00"	392.00'	175.15'	89.06'	173.69'	N 77°56'14"E
C 30	22°36'00"	392.00'	154.62'	78.33'	153.62'	N 76°26'14"E
C 31	03°00'00"	392.00'	20.53'	10.26'	20.52'	N 89°14'14"E
C 32	115°36'00"	300.00'	605.28'	476.39'	507.72'	N 32°56'14"E
C 33	32°28'00"	300.00'	170.00'	87.35'	167.73'	N 08°37'46"W
C 34	50°44'00"	300.00'	265.64'	142.24'	257.05'	N 32°58'14"E
C 35	32°24'00"	300.00'	169.65'	87.16'	167.39'	N 74°32'14"E
C 36	64°24'00"	117.00'	131.51'	73.68'	124.69'	S 57°03'46"E



LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L 1	N 23°12'00"E	84.42'	L 17	S 89°37'16"E	35.33'
L 2	S 56°50'00"E	40.00'	L 18	N 00°22'44"E	73.46'
L 3	N 80°00'00"E	58.00'	L 19	S 00°22'44"W	73.46'
L 4	S 37°10'00"E	84.00'	L 20	N 89°15'46"W	32.00'
L 5	N 07°30'00"W	34.00'	L 21	N 63°07'16"W	172.55'
L 6	N 23°12'00"E	18.07'	L 22	S 89°37'16"E	20.00'
L 7	N 80°00'00"E	64.78'	L 23	N 24°51'46"W	33.00'
L 8	S 37°10'00"E	35.72'	L 24	S 78°55'45"W	50.00'
L 9	S 56°50'00"E	67.84'	L 25	N 51°27'52"W	52.13'
L 10	N 80°00'00"E	65.53'	L 26	N 83°00'00"W	100.00'
L 11	S 89°37'16"E	25.52'	L 27	S 01°30'28"E	21.88'
L 12	N 07°30'00"W	52.80'	L 28	S 53°00'00"W	170.00'
L 13	S 89°37'16"E	37.97'	L 29	S 03°00'00"W	40.00'
L 14	S 89°37'16"E	37.97'	L 30	S 69°43'36"W	60.00'
L 15	S 89°37'16"E	44.14'	L 31	N 83°00'00"W	60.00'
L 16	S 89°37'16"E	44.14'	L 32	N 83°00'00"W	40.00'
			L 33	S 00°44'14"W	63.35'

SE COR. OUTLOT 1 AT  
C.L. SIX MILE CREEK  
CONTINUATION OF SURVEYOR'S CERTIFICATE AND  
LEGAL DESCRIPTION  
Commencing at the North 1/4 corner of said Section 21; thence  
running along the North line of the Northwest 1/4 of said Section;  
N 89° 15' 46" W. 40.00' to a point in the West line of Woodland Drive  
and the POINT OF BEGINNING of the parcel herein described; thence  
continuing the same course Westerly along said line, 2502.39 feet;  
thence S 40° 04' 23" W. 197.72 feet; thence S 0° 53' 44" W. 980.27  
feet; thence S 43° 51' 31" E. 269.80 feet; thence S 89° 37' 16" E.  
1739.98 feet to a point in the thread or mean centerline of Six Mile  
Creek; thence with said centerline the following 4 courses and  
distances: N 23° 12' 00" E. 84.42 feet; thence S 56° 50' 00" E. 40.00  
feet; thence N 80° 00' 00" E. 58.00 feet; thence S 37° 10' 00" E.  
84.00 feet; thence leaving said centerline, S 89° 37' 16" E. 105.00  
feet to another point in said centerline; thence with said centerline  
the following 3 courses and distances: N 7° 30' 00" W. 34.00 feet;  
thence N 69° 35' 00" E. 340.00 feet; thence N 43° 18' 00" E. 169.85  
feet to a point in the aforesaid West line of Woodland Drive; thence  
with said West line, N 1° 22' 00" E. 986.91 feet to the POINT OF  
BEGINNING; said described tract containing 77.4668 acres (13.374,455  
square feet).



Mark Steven Gerhardt  
October 6, 1993  
Revised this 24th day of November, 1993.

THIS INSTRUMENT DRAFTED BY  
ROBERT A. RICHARDSON  
BADGER SURVEYING AND  
MAPPING SERVICE, MADISON, WI  
SHEET 2 OF 3

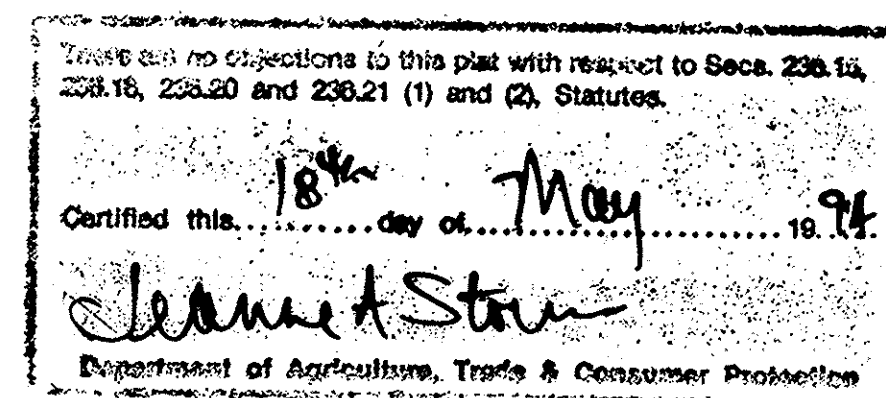


# CARRIAGE RIDGE

BEING LOCATED IN THE NW 1/4 AND THE NE 1/4 OF THE NW 1/4 OF SECTION 21,  
T 8 N, R 9 E, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN, AND BEING A  
SUBDIVISION OF LOT 2 OF DANE COUNTY CERTIFIED SURVEY MAP NO. 7181.

MARK STEVEN GERHARDT, PROFESSIONAL LAND SURVEYOR S-1983

VOL 56-190A PLATS PAGE 594



## OWNER'S CERTIFICATE OF DEDICATION

CARRIAGE RIDGE, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owners, does hereby certify that said company caused land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat, and do further certify that this plat is required by ss. 236.10 or 236.12 to be submitted to the following for approval or rejection:

DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION

DANE COUNTY ZONING AND NATURAL RESOURCES COMMITTEE

VILLAGE BOARD OF THE VILLAGE OF WAUNAKEE

TOWN BOARD OF THE TOWN OF WESTPORT

IN WITNESS WHEREOF, the said CARRIAGE RIDGE, LLC, has caused these presents to be signed by Thomas F. Bunbury, its President, and countersigned by Ronald T. Restaino, its Secretary/Treasurer, at Madison, Wisconsin, on this 3rd day of June, 1994.

In the presence of: Notary Public

CARRIAGE RIDGE, LLC

by:

Thomas F. Bunbury  
Thomas F. Bunbury, President

Countersigned:

Ronald T. Restaino  
Ronald T. Restaino, Secretary/Treasurer

STATE OF WISCONSIN )  
COUNTY OF DANE ) SS

Personally came before me this 3rd day of June, 1994, Thomas F. Bunbury, President, and Ronald T. Restaino, Secretary/Treasurer of the above named company, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary/Treasurer of said company, and acknowledged that they executed the foregoing instrument as such officers as the deed of said company, by its authority.

Notary Public  
Notary Public, Dane County, Wisconsin

My Commission Expires 2/24/95

## CORPORATE MORTGAGEE'S CERTIFICATE OF CONSENT

THE BANK OF CROSS PLAINS, a Wisconsin Banking Corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping and dedication of the land described on this plat, and does hereby consent to the hereinabove executed Owner's Certificate of CARRIAGE RIDGE, LLC

IN WITNESS WHEREOF, the said BANK OF CROSS PLAINS has caused these presents to be signed by CHARLES L. SAEMAN, ~~Cashier and~~ Exec. V.P. and ROGER G. ERICKSON, Asst. V.P. at Cross Plains, Wisconsin, and its corporate seal to be affixed hereto this

2nd day of JUNE, 1994.

Charles L. Saeman  
CHARLES L. SAEMAN  
CASHIER AND EXEC. V.P.

Roger G. Erickson  
ROGER G. ERICKSON  
ASST. V.P.

STATE OF WISCONSIN )  
COUNTY OF DANE ) SS.

Personally came before me this 2nd day of JUNE, 1994, Charles L. Saeman and Roger G. Erickson, to me known to be such ~~Cashier and~~ Exec. V.P. and Asst. V.P. of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation by its authority.

Gloria K. Hanawalt  
Notary Public, Dane County, Wisconsin

My Commission Expires 6-11-95

## LAND CONTRACT VENDOR'S CERTIFICATE OF CONSENT

As the Land Contract Vendor, I, FRANK J. BUCAIDA, do hereby certify that I consent to the surveying, dividing, mapping and dedication of the lands described and shown on this plat and do further certify that I hereby consent to the herein executed Owner's Certificate of CARRIAGE RIDGE, LLC.

IN WITNESS WHEREOF, I, FRANK J. BUCAIDA, as Land Contract Vendor, have caused these presents to be executed on this

6th day of JUNE, 1994.

Frank J. Bucida  
FRANK J. BUCAIDA, LAND CONTRACT VENDOR

STATE OF WISCONSIN )  
COUNTY OF DANE ) SS

Personally came before me on this 6th day of JUNE, 1994, the above named Frank J. Bucida, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Thomas S. Wilson  
Notary Public, Dane County, Wisconsin

My Commission Expires is perm.

## DANE COUNTY ZONING AND NATURAL RESOURCES COMMITTEE

### APPROVAL CERTIFICATE

This plat of "CARRIAGE RIDGE" has been approved by the DANE COUNTY ZONING AND NATURAL RESOURCES COMMITTEE per action thereof on the

7th day of JUNE, 1994.

Lyman F. Anderson

LYMAN F. ANDERSON, CHAIRPERSON

DANE COUNTY ZONING AND NATURAL RESOURCES COMMITTEE

## VILLAGE OF WAUNAKEE APPROVAL CERTIFICATE

"Resolved that this plat of "CARRIAGE RIDGE," being situated within the NW 1/4 and the NE 1/4 of the NW 1/4 of Section 21, T 8 N, R 9 E, Town of Westport, Dane County, Wisconsin, and being a subdivision of Lot 2 of Certified Survey Map No. 7181, be and the same, is hereby approved per VILLAGE OF WAUNAKEE VILLAGE BOARD action of

the 3 day of January, 1994.

I, PAUL BRANDENBURG, do hereby certify that I am the duly appointed, qualified and acting VILLAGE ADMINISTRATOR of the VILLAGE OF WAUNAKEE, and that this plat was approved by the VILLAGE BOARD of the VILLAGE OF WAUNAKEE, Dane County, Wisconsin, and do further certify that the foregoing is a true copy of the resolution to that effect adopted by said VILLAGE BOARD on

the 3 day of January, 1994.

Paul Brandenburg  
PAUL BRANDENBURG, VILLAGE ADMINISTRATOR,  
VILLAGE OF WAUNAKEE

## TOWN OF WESTPORT APPROVAL CERTIFICATE

"Resolved that this plat of "CARRIAGE RIDGE" being situated in the NW 1/4 and the NE 1/4 of the NW 1/4 of Section 21, T 8 N, R 9 E, Town of Westport, Dane County, Wisconsin, and being a subdivision of Lot 2 of Dane County Certified Survey Map No. 7181, be and the same is hereby approved and further that this resolution provides for the acceptance of those lands and rights dedicated by said plat of "CARRIAGE RIDGE" to the TOWN OF WESTPORT for public use."

I, SHARON L. ANDERSON, being the duly elected, qualified and acting TOWN CLERK of the TOWN OF WESTPORT, do hereby certify that this plat was approved by the TOWN BOARD of the TOWN OF WESTPORT, Dane County, Wisconsin, and do also further certify that the foregoing is a true copy of the resolution to that effect as adopted by said TOWN BOARD on

the 6th day of June, 1994.

Sharon L. Anderson  
SHARON L. ANDERSON, TOWN CLERK

## TOWN OF WESTPORT TREASURER'S CERTIFICATE

I, SHARON L. ANDERSON, being the duly elected, qualified and acting TREASURER of the TOWN OF WESTPORT, Dane County, Wisconsin, do hereby certify that, in accordance with the records in my office, there are no unpaid taxes or special assessments affecting any of the lands included within this plat as of:

this 6th day of June, 1994.

Sharon L. Anderson

SHARON L. ANDERSON, TOWN TREASURER

## DANE COUNTY TREASURER'S CERTIFICATE

I, JAMES H. AMUNDSON, being the duly elected, qualified and acting TREASURER of the COUNTY OF DANE, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments affecting the lands included within this plat of "CARRIAGE RIDGE" as of

this 7th day of June, 1994.

James H. Amundson

JAMES H. AMUNDSON, DANE COUNTY TREASURER

## DANE COUNTY REGISTER OF DEEDS CERTIFICATE

Received for record this 10 day of June, 1994.

at 12:37 o'clock, P.M. and recorded in Volume 56-190A of Plats

at Pages 592, 593, and 594 as Document No. 2608674

Jane C. Licht by James E. Smith Deputy  
JANE C. LICHT, DANE COUNTY REGISTER OF DEEDS

THIS INSTRUMENT DRAFTED BY  
ROBERT A. RICHARDSON

BADGER SURVEYING AND  
MAPPING SERVICE, MADISON, WI



T Westport



\* 4 4 6 4 5 2 7 1 \*

DANE COUNTY

REGISTER OF DEEDS

DOCUMENT #

4464527

09/03/2008

02:50PM

Exempt #:

Rec. Fee: 11.00

Pages: 1

Recording Area

Name and Return Address

BADGER SURVEYING &  
MAPPING SERVICE, LLC  
3602 ATWOOD AVE, SUITE 2  
MADISON, WI 53714

Document Number

Document Title

### AFFIDAVIT OF CORRECTION

RE: CORRECTION OF THE PLAT OF CARRIAGE RIDGE LOCATED IN THE NW 1/4 AND THE NE 1/4 OF THE NW 1/4 OF SECTION 21, T8N, R9E, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN AND RECORDED IN VOL.58-190A OF PLATS ON PAGES 592, 593 AND 594 AS DOCUMENT NO. 2808674 OF THE DANE COUNTY REGISTRY.

STATE OF WISCONSIN) SS  
COUNTY OF DANE)

MARK STEVEN GERHARDT DULY SWORN ON OATH DEPOSES AND SAYS AS FOLLOWS:

- 1) THAT HE IS A REGISTERED LAND SURVEYOR OF WISCONSIN HAVING HIS OFFICE AT 3602 ATWOOD AVENUE, SUITE 2, MADISON, WI 53714.
- 2) THAT HE CERTIFIED THE ABOVE REFERENCED PLAT ON OCTOBER 6, 1993 AND THAT SAID PLAT WAS RECORDED ON JUNE 10, 1994.

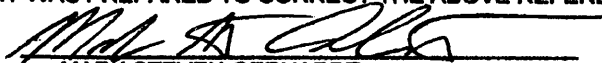
- 3) THAT SAID PLAT INCORRECTLY SHOWS IN THE PLAT HEADING AN ERROR: ( AS UNDERLINED BELOW )

a) LOCATED IN THE NW 1/4 AND THE NE 1/4 OF THE NW 1/4 OF SECTION 21 SHOULD BE LOCATED IN THE NW 1/4 AND THE NE 1/4 OF NW 1/4 OF SECTION 21 AND IN THE SW 1/4 AND SE 1/4 OF THE NW 1/4 OF SECTION 21;

- 4) THAT SAID PLAT INCORRECTLY SHOWS IN THE SURVEYOR'S CERTIFICATE AN ERROR: ( AS UNDERLINED BELOW )

a) LOCATED IN THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 21 SHOULD BE LOCATED IN THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND IN THE SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 21;

- 5) THAT THIS AFFIDAVIT WAS PREPARED TO CORRECT THE ABOVE REFERENCED ERRORS.

  
MARK STEVEN GERHARDT,  
WISCONSIN LAND SURVEYOR, S-1983



SUBSCRIBED AND SWORN TO BEFORE ME THIS 3rd DAY OF SEPTEMBER, 2008.

MY COMMISSION EXPIRES: 11/13/2011

  
NOTARY PUBLIC, DANE COUNTY, WISCONSIN

APPROVED FOR RECORDING PER THE DANE COUNTY ZONING AND LAND REGULATION COMMITTEE.

DATE: September 3, 2008

  
NORBERT SCRIBNER,  
AUTHORIZED REPRESENTATIVE

This information must be completed by submitter: document title, name & return address, and PIN (if required). Other information such as the granting clauses, legal description, etc. may be placed on this first page of the document or may be placed on additional pages of the document. Note: Use of this cover page adds one page to your document and \$2.00 to the recording fee. Wisconsin Statutes, 59.517. WRDA 2/96



AGENDA ITEM #7:

Land Division and Rezone (ER-1 to Create Additional Single Family Home), Ensign, Emerald Grove Lane (Waunakee ETZ), Discussion/Recommendation





Town of Westport GIS

DISCLAIMER: The Town of Westport does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

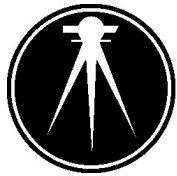


SCALE: 1 = 380'

Town of Westport  
5387 Mary Lake Road  
Waunakee, WI 53597  
(608) 849-4372

Print Date: 10/19/2021





# **WILLIAMSON SURVEYING & ASSOCIATES, LLC**

104A WEST MAIN STREET, WAUNAKEE, WI 53597

NOA T. PRIEVE and CHRIS W. ADAMS

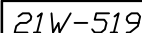
## **Letter of Intent**

Jamie & Brad Kerl are requesting a rezone and CSM approval in order to divide an existing almost 6 acre site in the Town of Westport. The Ensign Living Trust are relatives who currently own and reside in the existing home and sheds on this site. Jamie and Brad would be buying the vacant lot that we are creating by this CSM in order to build a new single family residence. The current use of this site is a single family residence with Legacy RH-2 zoning. The parcels that we have proposed would be 2.50 acres and 2.6 acres. The Village zoning that will now control this site would be ER-1. There are no plans at this time to change the existing conditions of the home site, the new home will be planned and built after this rezone/csm is fully approved and recorded





Located in the NE ¼ of the NW ¼ of Section 16, T8N, R9E, Town of Westport,  
Dane County, Wisconsin. Including all of Lot 1, C.S.M. No. 5511.



W.C.C.S. - DANE ZONE  
BEARINGS ARE REFERENCED TO THE  
WEST LINE OF THE NW 1/4 OF SEC. 16  
LINE TO BEAR S 00°38'22" W



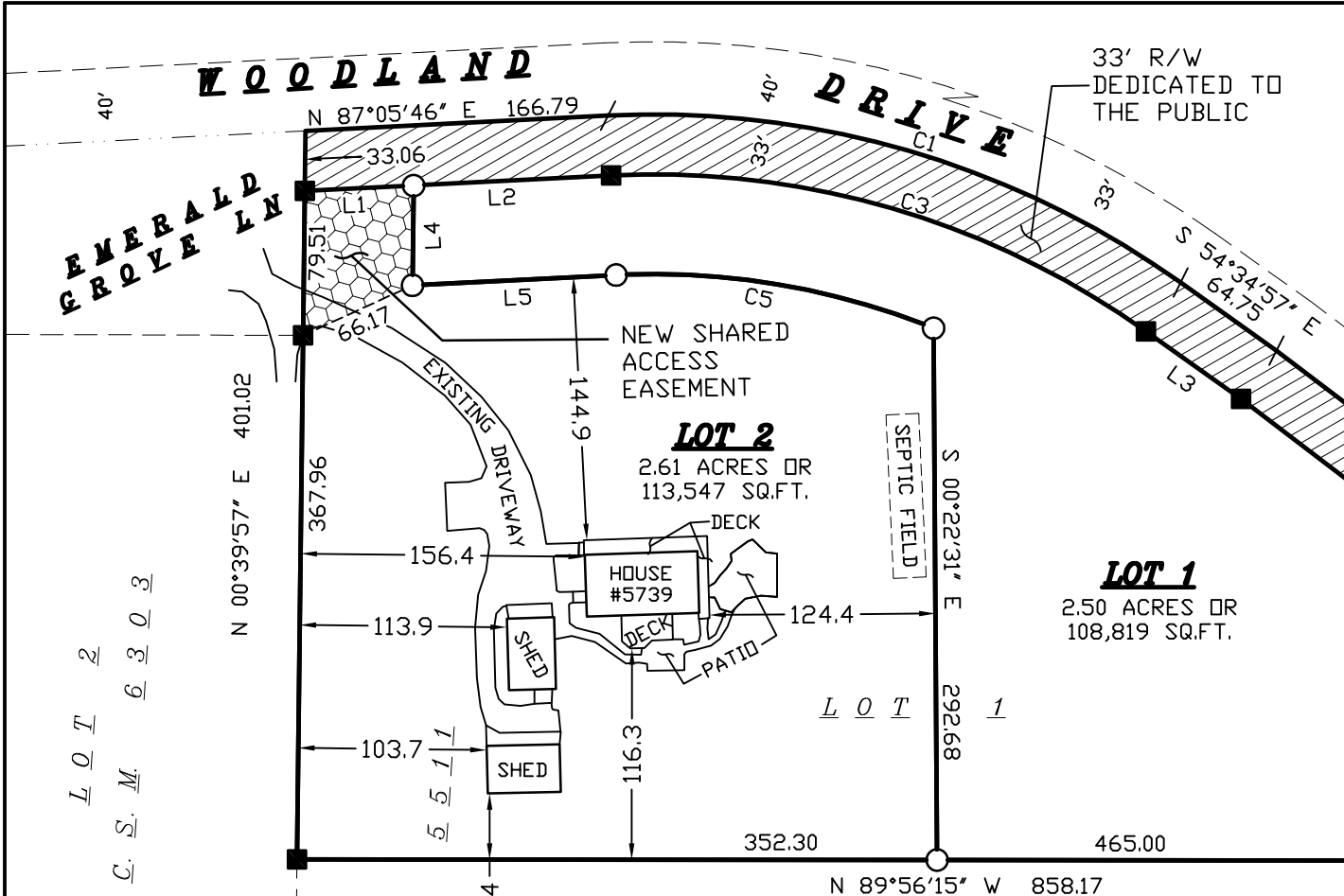


# CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS  
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the NE ¼ of the NW ¼ of Section 16, T8N, R9E, Town of Westport,  
Dane County, Wisconsin. Including all of Lot 1, C.S.M. No. 5511.



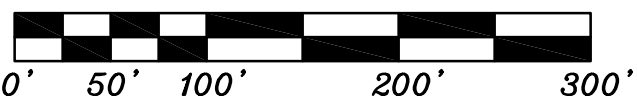
L O T 2  
C. S. M. 6 3 0 3

W.C.C.S. - DANE ZONE  
BEARINGS ARE REFERENCED TO THE  
WEST LINE OF THE NW ¼ OF SEC. 16  
LINE TO BEAR S 00°38'22" W

CURVE	LONG CHORD	RADIUS	ARC	DELTA
C1	S 73°44'36" E 328.22	500.00	334.42	38°19'18"
C2	S 43°50'47" E 196.30	636.62	197.09	17°44'16"
C3	S 73°44'36" E 306.56	467.00	312.35	38°19'18"
C4	S 44°57'32" E 162.90	603.62	163.40	15°30'36"
C5	S 80°29'28" E 177.12	412.00	178.52	24°49'32"

LINE	BEARING/DISTANCE
L1	N 87°05'51" E 60.00
L2	N 87°05'51" E 108.85
L3	S 54°34'57" E 64.20
L4	S 00°39'57" W 55.11
L5	N 87°05'51" E 112.28

SCALE 1" = 100'



SURVEYORS SEAL





# CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS  
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the NE  $\frac{1}{4}$  of the NW  $\frac{1}{4}$  of Section 16, T8N, R9E, Town of Westport, Dane County, Wisconsin. Including all of Lot 1, C.S.M. No. 5511.

## **SURVEYOR'S CERTIFICATE**

I, Chris W. Adams, Professional Land Surveyor hereby certify that this survey is correct to the best of the professional surveyor's knowledge and belief and is in full compliance with the provisions of Chapter A-E 7 and Chapter 236.34 Wisconsin Statutes, the subdivision regulations of Dane County, and by the direction of the owners listed below, I have surveyed, divided, and mapped a correct representation of the exterior boundaries of the land surveyed and the division of that land, being located in the NE  $\frac{1}{4}$  of the NW  $\frac{1}{4}$  of Section 16, T8N, R9E, Town of Westport, Dane County, Wisconsin more particularly described as follows:

All of Lot 1, Certified Survey Map No. 5511, recorded in Volume 25, on pages 120-122 as Document No. 2073476. This parcel contains 5.81 acres and is subject to a road right of way dedication of 33.00 feet over the most northeasterly part, as shown.

Williamson Surveying and Associates, LLC  
by Chris W. Adams

Date \_\_\_\_\_

Chris W. Adams S-2748  
Professional Land Surveyor

## **OWNERS' CERTIFICATE:**

As owners, we hereby certify that we caused the land described on this certified survey map to be surveyed, divided and mapped as represented on the certified survey map. We also certify that this certified survey map is required to be submitted to the Town of Westport and Village of Waunakee for approval.

WITNESS the hand seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Ensign Living Trust

\_\_\_\_\_  
Tom Ensign - Trustee

\_\_\_\_\_  
Joan Ensign - Trustee

STATE OF WISCONSIN)  
DANE COUNTY)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ the above named Tom Ensign & Joan Ensign to me known to be the person who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_ County, Wisconsin.

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Print Name

**SURVEYORS SEAL**





CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS  
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the NE ¼ of the NW ¼ of Section 16, T8N, R9E, Town of Westport,  
Dane County, Wisconsin. Including all of Lot 1, C.S.M. No. 5511.

**NOTES:** CONTINUED.....

- 3.) WETLANDS AND FLOOD PLAIN, IF PRESENT, HAVE NOT BEEN LOCATED OR SHOWN.
- 4.) ALL SECTION TIES VERIFIED PER LATEST TIE SHEET ON RECORDED FOR THE  
WEST ¼ CORNER AND THE NW CORNER OF SECTION 16, T8N, R9E.
- 5.) ALL LOTS ON THIS C.S.M. SHALL CONNECT TO THE MUNICIPAL WATER UTILITY  
AND SANITARY SEWER SHOULD THE SERVICE EVER EXTENDED TO THE PROPERTY, AT  
THE THEN OWNERS' EXPENSE AND WITHOUT CHALLENGE.
- 6.) ALL LOTS ARE LIMITED TO NO FURTHER LAND DIVISIONS OR CREATION OF  
BUILDING SITES AND NO ANNEXATION WITHOUT TOWN CONSENT.

**TOWN BOARD RESOLUTION**

Resolved that this certified survey map and road right of way dedication  
is hereby accepted and approved by the Town of Westport on this  
\_\_\_\_\_day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Thomas Wilson  
Town Clerk

**VILLAGE OF WAUNAKEE APPROVAL**

Resolved that this certified survey map in the Town of Westport is  
hereby acknowledged and approved by the Village of Waunakee on this  
\_\_\_\_\_day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Karla Endres  
Village Clerk

**REGISTER OF DEEDS:**

Received for recording this \_\_\_ day of  
\_\_\_\_\_, 20\_\_ at \_\_\_ o'clock \_\_.M.  
and recorded in Volume \_\_\_\_\_ of Dane  
County Certified Surveys on pages \_\_\_\_\_  
through \_\_\_\_\_.

\_\_\_\_\_  
Kristi Chlebowski  
Register of Deeds

DOCUMENT NO. \_\_\_\_\_

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

**SURVEYORS SEAL**



**From:** Brian Adler  
**To:** [rsrussell@waems.net](mailto:rsrussell@waems.net); Tom Wilson; [kevin@engineersolutions.org](mailto:kevin@engineersolutions.org); Barry Buckwalter  
**Cc:** Robert Anderson; Jessica Duffrin; "Tracy Meinholz"; [tsemmann@waunakee.com](mailto:tsemmann@waunakee.com); "Bill Frederick"; [ajahncke@waunakee.com](mailto:ajahncke@waunakee.com); "Chris Adams"  
**Subject:** RE: 5739 Emerald Grove Lane Split  
**Date:** Wednesday, February 16, 2022 10:37:33 AM

---

OK with the FD.

Capt. Brian T. Adler  
Fire Prevention Inspector  
Waunakee Area Fire District  
(608) 849-5488  
[badler@waunakeefire.net](mailto:badler@waunakeefire.net)

---

**From:** [rsrussell@waems.net](mailto:rsrussell@waems.net) <[rsrussell@waems.net](mailto:rsrussell@waems.net)>  
**Sent:** Wednesday, February 16, 2022 10:31 AM  
**To:** 'Tom Wilson' <[twilson@townofwestport.org](mailto:twilson@townofwestport.org)>; [kevin@engineersolutions.org](mailto:kevin@engineersolutions.org); 'Barry Buckwalter' <[bbuckwalter@townofwestport.org](mailto:bbuckwalter@townofwestport.org)>; Brian Adler <[badler@waunakeefire.net](mailto:badler@waunakeefire.net)>  
**Cc:** 'Robert Anderson' <[banderson@townofwestport.org](mailto:banderson@townofwestport.org)>; 'Jessica Duffrin' <[jduffrin@townofwestport.org](mailto:jduffrin@townofwestport.org)>; 'Tracy Meinholz' <[tmeinholz@waunakee.com](mailto:tmeinholz@waunakee.com)>; [tsemmann@waunakee.com](mailto:tsemmann@waunakee.com); 'Bill Frederick' <[bfrederick@waunakee.com](mailto:bfrederick@waunakee.com)>; [ajahncke@waunakee.com](mailto:ajahncke@waunakee.com); 'Chris Adams' <[chris@williamsonsurveying.com](mailto:chris@williamsonsurveying.com)>  
**Subject:** RE: 5739 Emerald Grove Lane Split

Looks good to EMS.

Thanks

Scott Russell  
Service Director  
Waunakee Area EMS  
201 N. Klein Drive, Waunakee, WI 53597  
  
608.849.7522 Office  
608.849.7583 Fax  
608.807.9554 Cell

---

**From:** Tom Wilson <[twilson@townofwestport.org](mailto:twilson@townofwestport.org)>  
**Sent:** Wednesday, February 16, 2022 8:21 AM  
**To:** [kevin@engineersolutions.org](mailto:kevin@engineersolutions.org); Barry Buckwalter <[bbuckwalter@townofwestport.org](mailto:bbuckwalter@townofwestport.org)>; Brian Adler <[badler@waunakeefire.net](mailto:badler@waunakeefire.net)>; Scott Russell - WAEMS ([rsrussell@waems.net](mailto:rsrussell@waems.net)) <[rsrussell@waems.net](mailto:rsrussell@waems.net)>  
**Cc:** Robert Anderson <[banderson@townofwestport.org](mailto:banderson@townofwestport.org)>; Jessica Duffrin <[jduffrin@townofwestport.org](mailto:jduffrin@townofwestport.org)>; Tracy Meinholz ([tmeinholz@waunakee.com](mailto:tmeinholz@waunakee.com)) <[tmeinholz@waunakee.com](mailto:tmeinholz@waunakee.com)>; [tsemmann@waunakee.com](mailto:tsemmann@waunakee.com); 'Bill Frederick' <[bfrederick@waunakee.com](mailto:bfrederick@waunakee.com)>; [ajahncke@waunakee.com](mailto:ajahncke@waunakee.com); 'Chris Adams' <[chris@williamsonsurveying.com](mailto:chris@williamsonsurveying.com)>  
**Subject:** FW: 5739 Emerald Grove Lane Split

Gents,

Please see the attached, especially the CSM itself. It does include the restrictions we would normally use. Please let me know your opinions so we can present to the plan commissions next month. Thank you.

t

Thomas G. Wilson  
Attorney/Administrator/Clerk-Treasurer  
Town of Westport (Dane County, WI)  
Population 4,102

5387 Mary Lake Road  
Waunakee, WI 53597  
[twilson@townofwestport.org](mailto:twilson@townofwestport.org)  
[www.townofwestport.org](http://www.townofwestport.org)  
<http://twitter.com/TownofWestport>  
<http://www.facebook.com/pages/Town-of-Westport-Dane-County-Wisconsin/115029421892435?v=wall>  
(608) 849-4372  
(608) 849-9657 FAX



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All e-mail sent to the Town of Westport is subject to the Wisconsin open records law.

IF THIS MESSAGE IS TO THE ENTIRE MEMBERSHIP OF A GOVERNMENTAL BODY, *you are advised* that this email should be treated as a one-way communication and that responses "to all" should be avoided because those responses could create a "walking quorum" of the body in violation of the open meetings law (Office of the Wisconsin Attorney General Letter of 3/19/2010).

**I acknowledge that the Town of Westport is located in Teejop, Four Lakes, the ancestral land of the Ho-Chunk Nation.**

---

**From:** Robert Anderson <[banderson@townofwestport.org](mailto:banderson@townofwestport.org)>  
**Sent:** Wednesday, February 16, 2022 8:08 AM  
**To:** Jessica Duffrin <[jduffrin@townofwestport.org](mailto:jduffrin@townofwestport.org)>; Tom Wilson <[twilson@townofwestport.org](mailto:twilson@townofwestport.org)>  
**Subject:** FW: 5739 Emerald Grove Lane Split

Robert Anderson, WCPC CMC  
Utility, Finance, I.S. Manager, Deputy Clerk Treasurer  
Town of Westport  
5387 Mary Lake Rd  
Waunakee WI 53597  
608-849-4372

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IF THIS MESSAGE IS TO THE ENTIRE MEMBERSHIP OF A GOVERNMENTAL BODY, you are advised that this email should be treated as a one-way communication and that responses "to all" should be avoided because those responses could create a "walking quorum" of the body in violation of the open meetings law (Office of the Wisconsin Attorney General Letter of 3/19/2010)

---

**From:** Chris Adams <[chris@williamsonsurveying.com](mailto:chris@williamsonsurveying.com)>  
**Sent:** Tuesday, February 15, 2022 1:54 PM  
**To:** Robert Anderson <[banderson@townofwestport.org](mailto:banderson@townofwestport.org)>; Tracy\_Village <[tmeinholz@vil.waunakee.wi.us](mailto:tmeinholz@vil.waunakee.wi.us)>  
**Cc:** Tom.joan <[tom.joan@charter.net](mailto:tom.joan@charter.net)>; Ensign, Joan <[jensign@waunakee.k12.wi.us](mailto:jensign@waunakee.k12.wi.us)>; Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>; Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>  
**Subject:** FW: 5739 Emerald Grove Lane Split

Bob & Tracy,

Attached are all documents necessary for a submittal for rezone/csm in the Town of Westport at 5739 Emerald Grove Lane. I will print off copies for each entity (please verify how many you will want).

Jamie or Brad Kerl will be getting the original application paperwork signed by the owners and themselves and will drop them off and pay the fees tomorrow.

Once we are all set, please confirm the dates of corresponding meetings that they will need to attend.

Thanks,

*Chris Adams*

## **Williamson Surveying and Assoc. LLC**

Member & Professional Land Surveyor  
104 A W. Main St  
Waunakee, WI 53597  
608-255-5705

[Williamsonsurveying.com](http://Williamsonsurveying.com)

---

**From:** Chris Adams  
**Sent:** Tuesday, February 15, 2022 1:10 PM  
**To:** 'Jamie Endres-Kerl' <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>; Tom.joan <[tom.joan@charter.net](mailto:tom.joan@charter.net)>; Ensign, Joan <[jensign@waunakee.k12.wi.us](mailto:jensign@waunakee.k12.wi.us)>  
**Cc:** Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>  
**Subject:** RE: 5739 Emerald Grove Lane Split

Jamie,

Attached should be everything you need for submittals to the Town and Village. You will need to submit to both by the 17<sup>th</sup> for it is in the Joint Plan Commission of both and zoning of the village. If you print off all of these and make sure to get Joan or Tom to sign any of the "owners" signatures (the CSM map does not need signatures on it yet, we only need the applications signed), then go in and pay the fees.



The village usually just needs 1 copy and an electronic submittal, but the Town will want 12 copies of everything and electronic submittal.

Let me know if there are any questions or if you need assistance submitting these documents. I have often done the submittal directly to the village and Town and just had the owners/subdivider stop in at both locations to sign and pay fees. So if you do not have time to get these copies made, I am happy to do this also.

Thanks,

*Chris Adams*

## Williamson Surveying and Assoc. LLC

Member & Professional Land Surveyor  
104 A W. Main St  
Waunakee, WI 53597  
608-255-5705

[Williamsonsurveying.com](http://Williamsonsurveying.com)

---

**From:** Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>  
**Sent:** Tuesday, February 15, 2022 7:54 AM  
**To:** Chris Adams <[chris@willamsonsurveying.com](mailto:chris@willamsonsurveying.com)>; Tom.joan <[tom.joan@charter.net](mailto:tom.joan@charter.net)>; Ensign, Joan <[jensign@waunakee.k12.wi.us](mailto:jensign@waunakee.k12.wi.us)>  
**Cc:** Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>  
**Subject:** RE: 5739 Emerald Grove Lane Split

Hi Chris,

It has been decided to go with the straight line and add the width to the 'driveway.'

Please let Brad and I know what we need to fill out to be ready for the Feb. 17<sup>th</sup> deadline if that date is our goal.

Thanks,

Jamie Endres-Kerl NCIDQ, IIDA  
Interior Designer  
 608-232-1356

---

**From:** Chris Adams <[chris@willamsonsurveying.com](mailto:chris@willamsonsurveying.com)>  
**Sent:** Monday, February 14, 2022 4:24 PM  
**To:** Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>; Tom.joan <[tom.joan@charter.net](mailto:tom.joan@charter.net)>; Ensign, Joan <[jensign@waunakee.k12.wi.us](mailto:jensign@waunakee.k12.wi.us)>  
**Cc:** Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>  
**Subject:** RE: 5739 Emerald Grove Lane Split

Jamie,

You are correct on the 40' dimension and it would take roughly 15' more to make up that triangle area.

Thanks,

*Chris Adams*

## Williamson Surveying and Assoc. LLC

Member & Professional Land Surveyor  
104 A W. Main St  
Waunakee, WI 53597  
608-255-5705

[Williamsonsurveying.com](http://Williamsonsurveying.com)

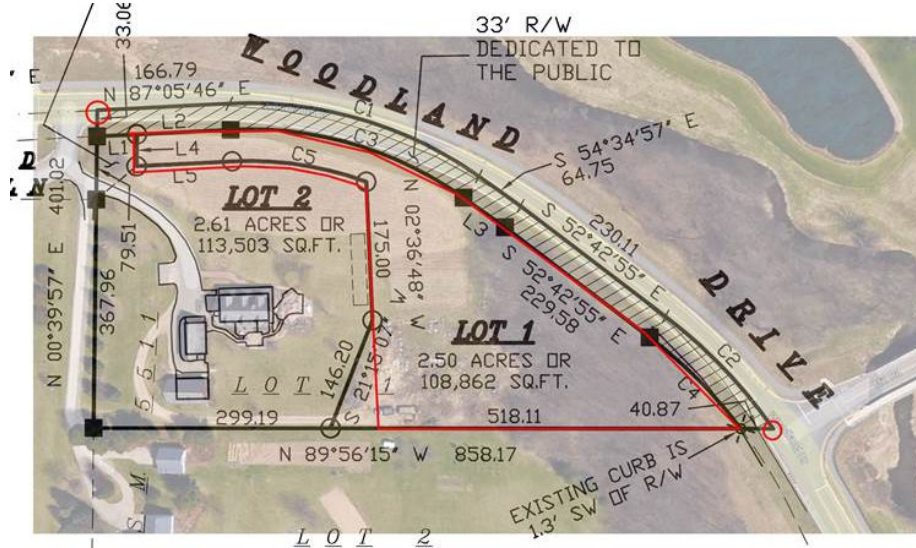
---

**From:** Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>  
**Sent:** Monday, February 14, 2022 3:42 PM  
**To:** Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>; Tom.joan <[tom.joan@charter.net](mailto:tom.joan@charter.net)>; Ensign, Joan <[jensign@waunakee.k12.wi.us](mailto:jensign@waunakee.k12.wi.us)>  
**Cc:** Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>; Chris Adams <[chris@willamsonsurveying.com](mailto:chris@willamsonsurveying.com)>  
**Subject:** RE: 5739 Emerald Grove Lane Split



If this helps, here is an overlay where I tried to get the 33' offset in the center of the street.

I see that L4 is 40' wide right now. Chris, do you happen to know wide it would be if the angled line in question was straight?



Thanks,

Jamie Endres-Kerl NCIDQ, IIDA  
Interior Designer  
D | 608-232-1356

---

**From:** Jamie Endres-Kerl  
**Sent:** Monday, February 14, 2022 12:49 PM  
**To:** Tom.joan <[tom.joan@charter.net](mailto:tom.joan@charter.net)>; Ensign, Joan <[jensign@waunakee.k12.wi.us](mailto:jensign@waunakee.k12.wi.us)>  
**Cc:** Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>; Chris Adams <[chris@williamsonsurveying.com](mailto:chris@williamsonsurveying.com)>  
**Subject:** RE: 5739 Emerald Grove Lane Split

Chris, Thank you for the quick explanation. I have cc'd Ensign's for their comments.

Tom and Joan, we can widen our driveway and straighten the east/west line if you do not want the angle.

So close!

Jamie Endres-Kerl NCIDQ, IIDA  
Interior Designer  
D | 608-232-1356

---

**From:** Chris Adams <[chris@williamsonsurveying.com](mailto:chris@williamsonsurveying.com)>  
**Sent:** Monday, February 14, 2022 12:12 PM  
**To:** Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>  
**Cc:** Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>  
**Subject:** RE: 5739 Emerald Grove Lane Split

Jamie,

I was trying to avoid the septic being on your lot, it is kind of messy and I am not sure how the town will feel about it. If you want me to go that route we can.

The spur is complicated as well, I am not including that part in your lot because the Ensigns technically need to maintain road frontage for their lot. You will have "legal" frontage all along Woodland on your lot even though you cannot enter from there, but they will only have it on Emerald Grove Ln. This means you both will have a shared driveway at the entrance no matter how it is laid out, so it makes sense to keep all having legal frontage on roads and just have a small easement area for the shared driveway entrance. Otherwise we will have to request a variance from the town road frontage for Ensigns lot, which isn't really necessary since we can do this and get frontage.

We can proceed with just 33', but I won't be surprised if the town ends up requiring 40'. Just keep that in mind.

Let me know if you have further questions about the entrance, because what I have is really the best options so I hope I have been able to explain the issues well enough.



Thanks,

*Chris Adams*

## Williamson Surveying and Assoc. LLC

Member & Professional Land Surveyor  
104 A W. Main St  
Waunakee, WI 53597  
608-255-5705

[Williamsonsurveying.com](http://Williamsonsurveying.com)

**From:** Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>

**Sent:** Monday, February 14, 2022 11:59 AM

**To:** Chris Adams <[chris@willamsonsurveying.com](mailto:chris@willamsonsurveying.com)>; Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>

**Cc:** Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>

**Subject:** RE: 5739 Emerald Grove Lane Split

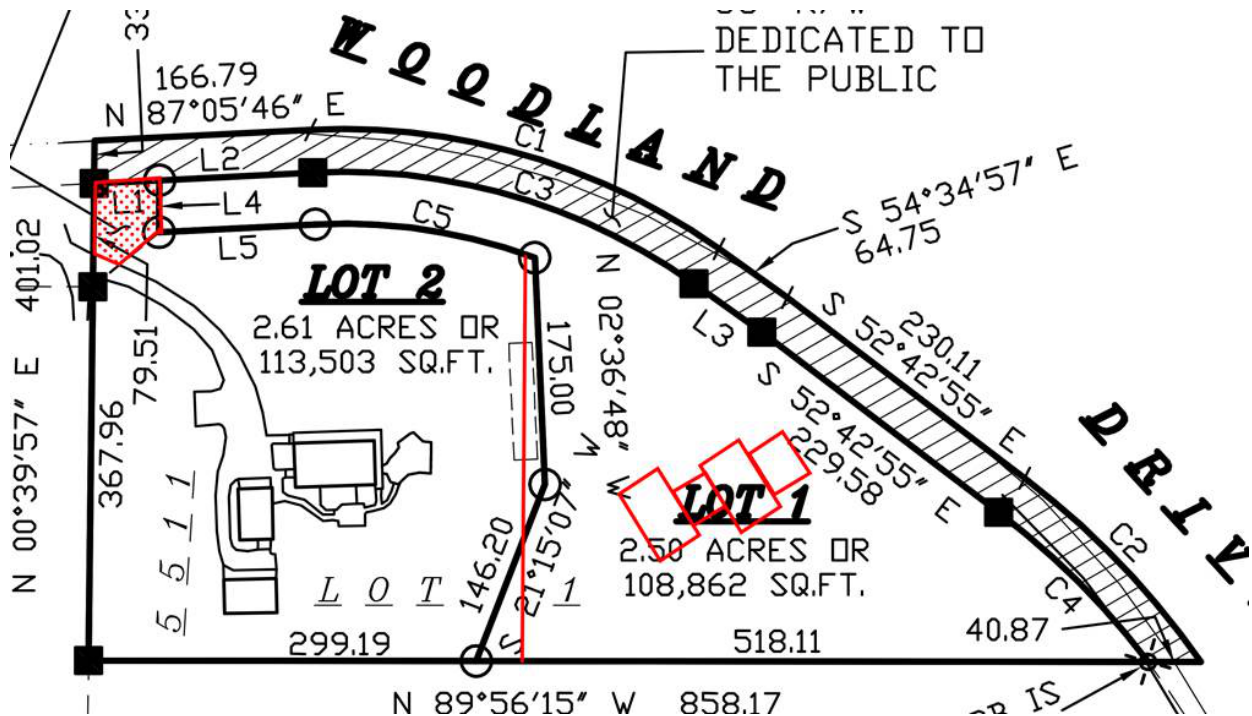
Glad you are feeling better Chris,

Thanks for getting back to us. I don't know the surveyor code on septic drain fields; can the line be straight here since Ensigns are ok with us owning it and them getting an easement for it?

And the Spur, dot hatch...do we own that? It looked like the dark line that L4 is pointing to stops short of the spur. I think Ensign's might want us to own that portion.

And no, the town never mentioned 40' of road right of way dedication.

Brad is out all day today, but if you can answer those few questions with an e-mail or phone call, I think we are super close!! I will fwd to the Ensign's too after I hear from you.



Thanks,

Jamie Endres-Kerl NCIDQ, IIDA  
Interior Designer  
608-232-1356

**From:** Chris Adams <[chris@willamsonsurveying.com](mailto:chris@willamsonsurveying.com)>

**Sent:** Monday, February 14, 2022 11:42 AM



**To:** Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>

**Cc:** Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>

**Subject:** 5739 Emerald Grove Lane Split  
Jamie/Brad,

Sorry that I was out last week, but I am finally back today and healthy again!

Attached is a version of the lots that meets 2.5 acres. I put an angle on that line to gain some land, but if you do not want that angle I would have to increase the width of the driveway spur to gain the acreage. Please let me know if you prefer me to straighten the line or if this version works so that I can finalize the map for submittal.

One other thing we might run into is that the town may require 40' of road right of way be dedicated. Especially since the curb it already cutting into your lot on the southeast corner. That would affect the acreages as well and cause more issue getting the 2.5 acres. Has the town mentioned this to you at all in any discussions?

Thanks,

*Chris Adams*

**Williamson Surveying and Assoc. LLC**

Member & Professional Land Surveyor

104 A W. Main St

Waunakee, WI 53597

608-255-5705

[Williamsonsurveying.com](http://Williamsonsurveying.com)



**From:** [srussell@waems.net](mailto:srussell@waems.net)  
**To:** [Tom Wilson](mailto:Tom Wilson); [kevin@engineersolutions.org](mailto:kevin@engineersolutions.org); Barry Buckwalter; "Brian Adler"  
**Cc:** [Robert Anderson](mailto:Robert Anderson); [Jessica Duffrin](mailto:Jessica Duffrin); "Tracy Meinholz"; [tsemmann@waunakee.com](mailto:tsemmann@waunakee.com); "Bill Frederick"; [ajahncke@waunakee.com](mailto:ajahncke@waunakee.com); "Chris Adams"  
**Subject:** RE: 5739 Emerald Grove Lane Split  
**Date:** Wednesday, February 16, 2022 10:30:45 AM

---

Looks good to EMS.

Thanks

Scott Russell  
Service Director  
Waunakee Area EMS  
201 N. Klein Drive, Waunakee, WI 53597

608.849.7522 Office  
608.849.7583 Fax  
608.807.9554 Cell

---

**From:** Tom Wilson <[twilson@townofwestport.org](mailto:twilson@townofwestport.org)>  
**Sent:** Wednesday, February 16, 2022 8:21 AM  
**To:** [kevin@engineersolutions.org](mailto:kevin@engineersolutions.org); Barry Buckwalter <[bbuckwalter@townofwestport.org](mailto:bbuckwalter@townofwestport.org)>; Brian Adler <[badler@waunakeefire.net](mailto:badler@waunakeefire.net)>; Scott Russell - WAEMS ([srussell@waems.net](mailto:srussell@waems.net)) <[srussell@waems.net](mailto:srussell@waems.net)>  
**Cc:** Robert Anderson <[banderson@townofwestport.org](mailto:banderson@townofwestport.org)>; Jessica Duffrin <[jduffrin@townofwestport.org](mailto:jduffrin@townofwestport.org)>; Tracy Meinholz ([tmeinholz@waunakee.com](mailto:tmeinholz@waunakee.com)) <[tmeinholz@waunakee.com](mailto:tmeinholz@waunakee.com)>; [tsemmann@waunakee.com](mailto:tsemmann@waunakee.com); 'Bill Frederick' <[bfrederick@waunakee.com](mailto:bfrederick@waunakee.com)>; [ajahncke@waunakee.com](mailto:ajahncke@waunakee.com); 'Chris Adams' <[chris@williamsonsurveying.com](mailto:chris@williamsonsurveying.com)>  
**Subject:** FW: 5739 Emerald Grove Lane Split

Gents,

Please see the attached, especially the CSM itself. It does include the restrictions we would normally use. Please let me know your opinions so we can present to the plan commissions next month. Thank you.

t

Thomas G. Wilson  
Attorney/Administrator/Clerk-Treasurer  
Town of Westport (Dane County, WI)  
Population 4,102

5387 Mary Lake Road  
Waunakee, WI 53597  
[twilson@townofwestport.org](mailto:twilson@townofwestport.org)  
[www.townofwestport.org](http://www.townofwestport.org)  
<http://twitter.com/TownofWestport>  
<http://www.facebook.com/pages/Town-of-Westport-Dane-County-Wisconsin/115029421892435?v=wall>  
(608) 849-4372  
(608) 849-9657 FAX



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**I acknowledge that the Town of Westport is located in *Teejop*, Four Lakes, the ancestral land of the Ho-Chunk Nation.**

---

**From:** Robert Anderson <[banderson@townofwestport.org](mailto:banderson@townofwestport.org)>  
**Sent:** Wednesday, February 16, 2022 8:08 AM  
**To:** Jessica Duffrin <[jduffrin@townofwestport.org](mailto:jduffrin@townofwestport.org)>; Tom Wilson <[twilson@townofwestport.org](mailto:twilson@townofwestport.org)>  
**Subject:** FW: 5739 Emerald Grove Lane Split



**From:** [Kevin even](#)  
**To:** [Tom Wilson](#)  
**Cc:** [Robert Anderson](#); [Barry Buckwalter](#); [Jessica Duffrin](#)  
**Subject:** Re: FW: 5739 Emerald Grove Lane Split  
**Date:** Wednesday, February 16, 2022 1:13:58 PM

---

I would request 40feet of dedication. That should help keep some of the fiber and other utilities from being under the pavement. The driveway looks fine to me, glad they made the change.

Kevin

On Wed, Feb 16, 2022 at 8:24 AM Tom Wilson <[twilson@townofwestport.org](mailto:twilson@townofwestport.org)> wrote:

Seems ok with me but we probably want to have the engineer approve the driveway location and access off of Emerald Grove Lane, and if not there restrict access on Woodland. Also do we need 7 more feet of ROW? Seems like the road has worked well there for a while and the other side was widened with the simon development for the path, so we are probably fine in my opinion with what we have....

Let me know thanks!

Jess please print out all for me and put on my desk. Bob seems like a fee of \$550 here for rezone and one lot csm, and Jess once they sign the agreements put on my desk to sign so you can send back.

Thanks!

t

---

**From:** Robert Anderson <[banderson@townofwestport.org](mailto:banderson@townofwestport.org)>  
**Sent:** Wednesday, February 16, 2022 8:08 AM  
**To:** Jessica Duffrin <[jduffrin@townofwestport.org](mailto:jduffrin@townofwestport.org)>; Tom Wilson <[twilson@townofwestport.org](mailto:twilson@townofwestport.org)>  
**Subject:** FW: 5739 Emerald Grove Lane Split

Robert Anderson, WCPC CMC  
Utility, Finance, I.S. Manager, Deputy Clerk Treasurer  
Town of Westport  
5387 Mary Lake Rd  
Waunakee WI 53597  
608-849-4372

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IF THIS MESSAGE IS TO THE ENTIRE MEMBERSHIP OF A GOVERNMENTAL BODY, you are advised that this email should be treated as a one-way communication and that responses "to all" should be avoided because those responses could create a "walking quorum" of the body in violation of the open meetings law (Office of the Wisconsin Attorney General Letter of 3/19/2010)

---

**From:** Chris Adams <[chris@williamsonsurveying.com](mailto:chris@williamsonsurveying.com)>  
**Sent:** Tuesday, February 15, 2022 1:54 PM  
**To:** Robert Anderson <[banderson@townofwestport.org](mailto:banderson@townofwestport.org)>; Tracy\_Village <[tmeinholtz@vil.waunakee.wi.us](mailto:tmeinholtz@vil.waunakee.wi.us)>  
**Cc:** Tom.joan <[tom.joan@charter.net](mailto:tom.joan@charter.net)>; Ensign, Joan <[jensign@waunakee.k12.wi.us](mailto:jensign@waunakee.k12.wi.us)>; Jamie Endres-Kerl <[jendres-kerl@flad.com](mailto:jendres-kerl@flad.com)>; Brad <[kerlb@tds.net](mailto:kerlb@tds.net)>  
**Subject:** FW: 5739 Emerald Grove Lane Split

Bob & Tracy,





## PLAN COMMISSION APPLICATION

**PROJECT ADDRESS / NAME:** 5739 Emerald Grove Ln / Ensign/Kerl

APPLICANT: Jamie & Brad Kerl	
ADDRESS: 6226 Cuba Valley Rd, Dane WI	
PHONE: 608-219-1146	EMAIL: jendres-kerl@flad.com

OWNER: Ensign Living Trust	
ADDRESS: 5739 Emerald Grove Ln, Waunakee	
PHONE:	EMAIL: tom.joan@charter.net

**PROJECT DESCRIPTION:** create 1 new residential parcel by splitting the existing 6+/- acre site into 2 lots.

**OWNER/APPLICANT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

FEES: (CHECK ALL THAT APPLY)		ESCROW DEPOSIT:
• SITE PLAN	<input type="checkbox"/> \$320	An escrow deposit is required in accordance with the Development Application Agreement.
• REZONE	<input checked="" type="checkbox"/> \$345	
• CONDITIONAL USE PERMIT	<input type="checkbox"/> \$350	
• CERTIFIED SURVEY MAP	<input checked="" type="checkbox"/> \$100 + \$25 per lot	
• PRELIMINARY PLAT	<input type="checkbox"/> \$100 + \$50 per dwelling unit	
• FINAL PLAT	<input type="checkbox"/> \$100 + \$50 per dwelling unit	
• GDP/SIP APPROVAL	<input type="checkbox"/> \$475	ESCROW FEE PAID: _____
TOTAL: \$495		DATE: _____
		FEE WAIVED BY: _____



AGENDA ITEM #8:

Sign System Proposals, Discussion/Recommendation





**POBLOCKI**  
SIGN COMPANY LLC

---

## CAPABILITIES PRESENTATION

---

Town of Westport, Wisconsin  
Community Sign System Design Project



922

922





March 2, 2022

Jessica Duffrin  
Town of Westport

Dear Jessica,

Thank you for including Poblocki Sign Company on the bid for the Westport Community Sign System Design Project in Westport, WI. We look forward to this potential opportunity, and we hope to partner with you on this project.

We are driven to be a valued resource for you and our ability to become an integral part of your team allows us to become more than just another vendor. We make commitments, we find solutions, we find a way, for every project, every time.

#### Advantages to Selecting Poblocki Sign Company

- **Established Leader with Experienced Employees**

Poblocki is an established national leader with over 85 years in the custom architectural signage industry and has had the opportunity to work with some of the most renowned brands in the world.

- **Innovative Industry Leader**

Poblocki is an innovative leader in the signage industry creating custom architectural design solutions for interior, exterior, directional and wayfinding signage. We combine creativity, a commitment to quality, and state of the art technology to create, fabricate and install the highest quality signs.

- **Exceptional Project Management**

Architectural signage projects typically require a big picture perspective and a hands-on comprehensive accountability approach to successfully guide the project from start to finish. We provide you with a single point of contact, supported by a talented and experienced team of signage professionals sharing your goal of keeping the project on time and at budget.

Thank you for including us on this bid. Please contact us with any questions. We look forward to partnering with you.

Sincerely,

A handwritten signature in black ink that reads 'Jim Pacioni'.

Jim Pacioni  
Senior Sales Executive

[info@poblocki.com](mailto:info@poblocki.com)

[WWW.POBLOCKI.COM](http://WWW.POBLOCKI.COM)

MILWAUKEE **BOSTON** RALEIGH **CHICAGO** CHARLESTON **MADISON** GRAND RAPIDS **ORLANDO** TAMPA **CHARLOTTE** NASHVILLE **VIRGINIA BEACH** KANSAS CITY

## QUALITY AND WARRANTY

Nationwide the toll the elements take on signs varies with the seasons. We design all our signage with this in mind, manufacturing all our signage at the highest quality with lasting durability. This allows us to offer the longest warranty in the industry.

## PROJECT APPROACH

Our project approach combines design with fabrication and installation under one roof. This approach delivers on time and in budget completion by simplifying what could be a complex project.

## RELEVANT EXPERIENCE

Our signage experts have successfully completed projects in hospitals, on university campuses and in town centers across the country. We understand the importance of people and traffic flow and prioritize ease of understanding and readability.

**SINCE 1932**



# OUR TEAM

POBLOCKI HAS AN AMAZING TEAM OF DESIGNERS, ENGINEERS, PROJECT MANAGERS, AND PRE-PRODUCTION STAFF.  
THE ENTIRE POBLOCKI TEAM IS IN PLACE TO PROVIDE A ONE STOP, CONCEPT TO CUSTOMER SOLUTION.



**JIM PACIONI**  
SALES EXECUTIVE

33 YEARS INDUSTRY EXPERIENCE  
JPACIONI@POBLOCKI.COM  
DIRECT: (414) 777-4274  
MOBILE: (262) 888-9443

Jim is a graduate of the University of Wisconsin - Madison with a B.S. in Marketing. Jim loves building relationships with his clients and takes pride in his desire to fully listen to and understand desires and expectations of his clients. Jim seeks to fully understand a customer's vision and works to lead them through our entire process from start to finish.



**BRYNN KNIGHT**  
WAYFINDING DESIGNER

14 YEARS EXPERIENCE  
BKNIGHT@POBLOCKI.COM  
MOBILE: (919) 302-8611  
MAIN: (414) 453-4010

Brynn has a Bachelor's degree in Art and a minor in Business from Elon University. She started in the sign industry shortly after college designing yard signs, banners and car wraps. Her desire to make a bigger impact took her to Poblocki in 2007 where she started as a Sign Planner/Designer. Hundreds of large-scale projects and 14 years later she has held the roles of project manager, planner/designer, sales support, wayfinding consultant and creative director.



**KAREN SELOF**  
WAYFINDING PLANNER

2 YEARS DESIGN EXPERIENCE  
KSELOF@POBLOCKI.COM  
DIRECT: (414) 777-4288  
MOBILE: (414) 207-3927

Karen has a Bachelor's of Science in Industrial Design from Iowa State University. Her attention to detail results in a full sign package that is very attentive to the customer's needs. Karen's enthusiasm shows in her interest to continue to learn about materials and manufacturing to aid in the design process from start to finish.



**VITO PARENTE**  
MILWAUKEE PROJECT SERVICES LEADER

10 YEARS EXPERIENCE  
VPARENTE@POBLOCKI.COM  
DIRECT: (414) 777-4227  
MOBILE: (414) 426-5634

Vito has a degree in Economics and Finance from Marian University. His specialty is managing exterior sign projects – that includes replicating large historic signage, electronic display systems, campus rebrand/wayfinding jobs, single signs on a complex structure and all the signs in between. Vito also oversees our Project Managers and Permitting team making sure Poblocki's projects exceed timelines and expectations.



# OUR HISTORY

EXCEPTIONAL SIGNAGE HAS A POWERFUL INFLUENCE ON YOUR BRAND. THROUGH THE COURSE OF THE COMPANY HISTORY POBLOCKI SIGN COMPANY HAS ESTABLISHED ITSELF AS A NATIONAL LEADER IN THE ARCHITECTURAL SIGNAGE INDUSTRY, AND AN INNOVATIVE SIGN SOLUTIONS PARTNER.

1932

BUSINESS FOUNDED BY BEN POBLOCKI IN MILWAUKEE, WISCONSIN. FOCUSED ON MANUFACTURING THEATER MARQUEES AND POSTER CASES.

1960

BEN POBLOCKI RETIRES, LEAVING THE BUSINESS TO HIS SIX SONS. SOLELY OWNED BY JERRY POBLOCKI BY 1981.

1988

INTERIOR MANUFACTURING CAPABILITIES WERE ADDED.

1999

JERRY POBLOCKI SOLD THE COMPANY TO A GROUP OF LOCAL BUSINESSMEN.

2010

AQUISITION OF QUALITY SIGN SYSTEMS IN RALEIGH, NORTH CAROLINA.

2017

AQUISITION OF ADVANCED SIGNING IN BOSTON, MASSACHUSETTS.

2020

AQUISITION OF STELLAR SIGN & DESIGN IN ORLANDA, FLORIDA. PHYSICAL LOCATION EXPANSION CURRENTLY IN THE WORKS.



# SALES AND MANUFACTURING LOCATIONS

Successful project completion in all 50 states.



MIDWEST



NORTHEAST



SOUTHEAST



FLORIDA

## SALES LOCATIONS

BOSTON, MASSACHUSETTS  
CHARLESTON, SOUTH CAROLINA  
CHARLOTTE, NORTH CAROLINA  
CHICAGO, ILLINOIS  
GRAND RAPIDS, MICHIGAN  
GREENSBORO, NORTH CAROLINA  
KANSAS CITY, MISSOURI  
MADISON WISCONSIN  
MILWAUKEE, WISCONSIN  
NASHVILLE, TENNESSEE  
ORLANDO, FLORIDA  
RALEIGH, NORTH CAROLINA  
TAMPA, FLORIDA  
VIRGINIA BEACH, VIRGINIA

- SALES
- MANUFACTURING

230 TEAM MEMBERS  
AVERAGE TENURE: 15 YEARS





## WE ARE SIGN DESIGNERS . . . WITH FABRICATION CAPABILITIES

WE HAVE OUR  
EXTERIOR AND INTERIOR  
MANUFACTURING FACILITIES  
ON SITE.

EVERYTHING WE DO  
IS DONE WITH END  
FABRICATION AND INSTALL  
IN MIND.

WE MAKE IT  
EASIER FOR YOU,  
OUR CLIENT.

WE MANAGE BUDGETS  
AND ENGINEER WITHOUT  
SACRIFICING QUALITY OR  
DESIGN INTEGRITY.

WE PLAN, DESIGN  
AND CREATE SYSTEMS  
THAT CAN BE FABRICATED  
AND MAINTAINED IN THE  
MOST EFFICIENT AND  
COST EFFECTIVE WAY  
POSSIBLE.



# INSTALLATION CAPABILITIES

VENDOR NETWORK ACROSS ALL  
50 STATES

300+ QUALIFIED PARTNERS

ALL PARTNERS ARE KPI  
MEASURED

ALL PARTNERS ARE COI  
QUALIFIED

IN-HOUSE AND PARTNERED  
INSTALLATION TEAMS FOR  
UNION AND NON-UNION

VETTED PARTNERS FOR  
HIGH-RISE, RAPPELING, AND  
HELICOPTER INSTALLATIONS



“Your team was great to work with as graphic concepts and themes were developed. The product quality and installation process were exceptional.”

– Brian Kuckelman, Senior VP – Architecture & Design,  
RIDA Development Corporation



“We needed a company that would both respect the integrity of our project and our absolute need to stay on time and on budget. Through good communication and transparency, Poblocki Sign Company delivered everything we expected – and more.”

– Jeff Potts, Executive Director,  
Historic West Bend Theatre Inc.







# ENGINEERING SERVICES

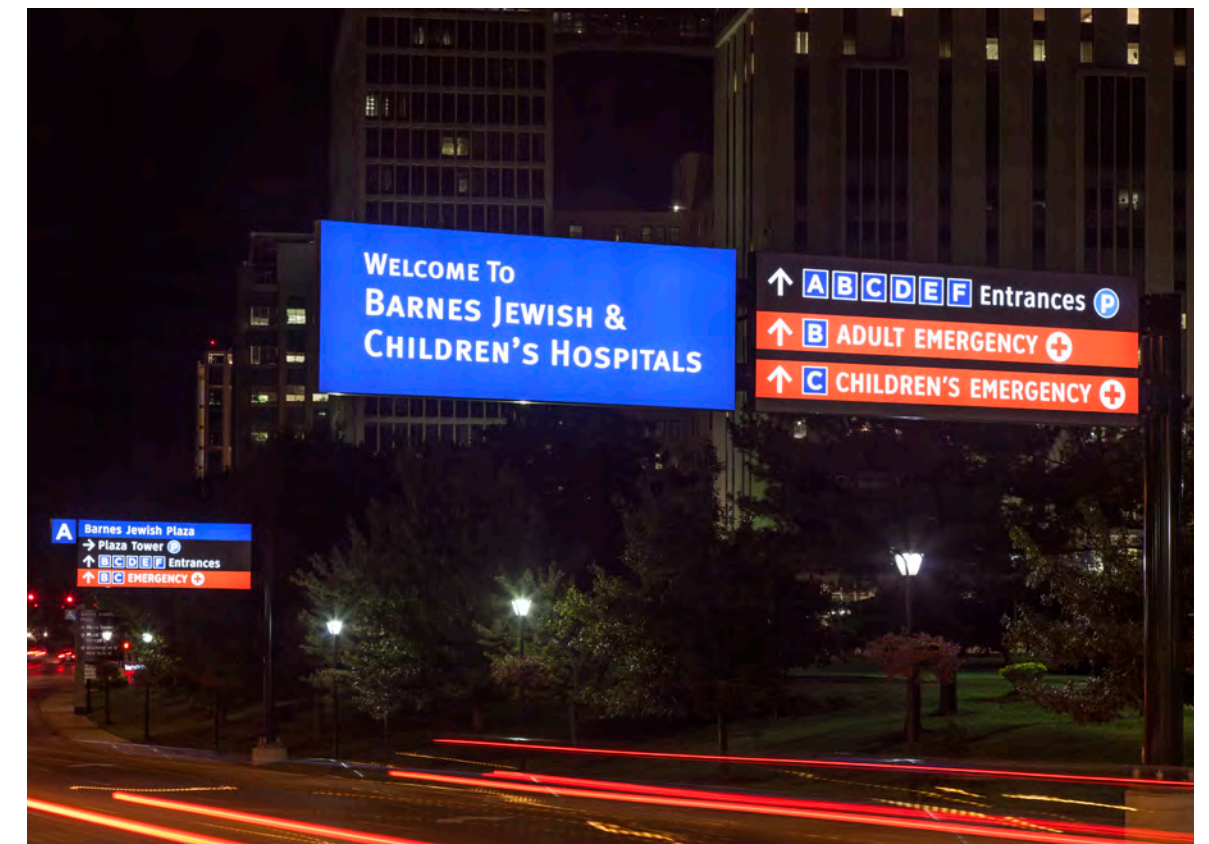
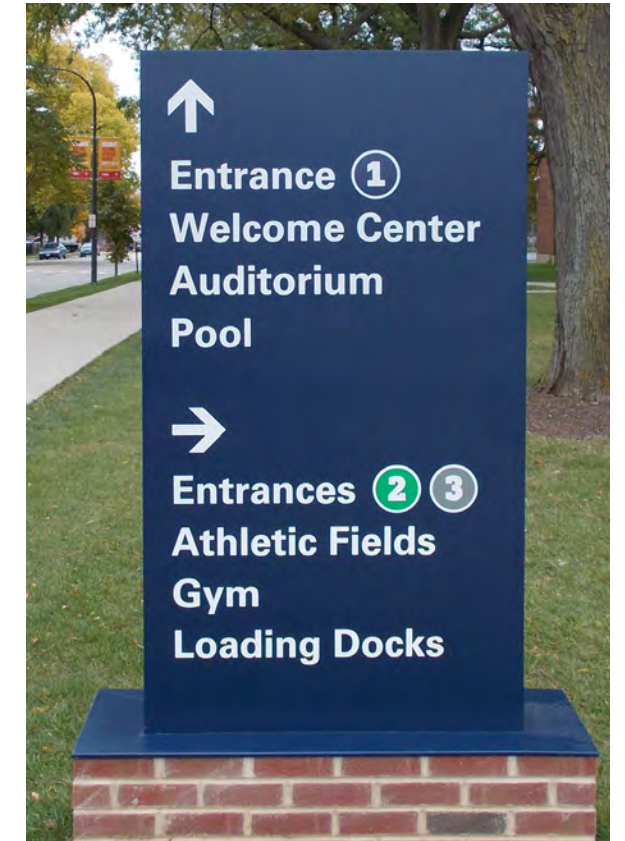
- In house licensed Professional Engineer\* and detail engineering capabilities – ensures coordination and collaboration between Engineering and Fabrication.
- Produce full engineering packages meeting all building codes and municipal standards.
- Network of Licensed Engineers for site specific review and stamping in all 50 states.
- In person coordination with Architects and Designers to maintain design intent thru the engineering process.
- Execution of documentation and calculations using industry recommended software and standards.

\* In house Professional Engineer licensed in NV & WI



# WAYFINDING SIGNAGE

## HEALTHCARE AND MUNICIPALITIES





# TOWN OF LANSING, MI

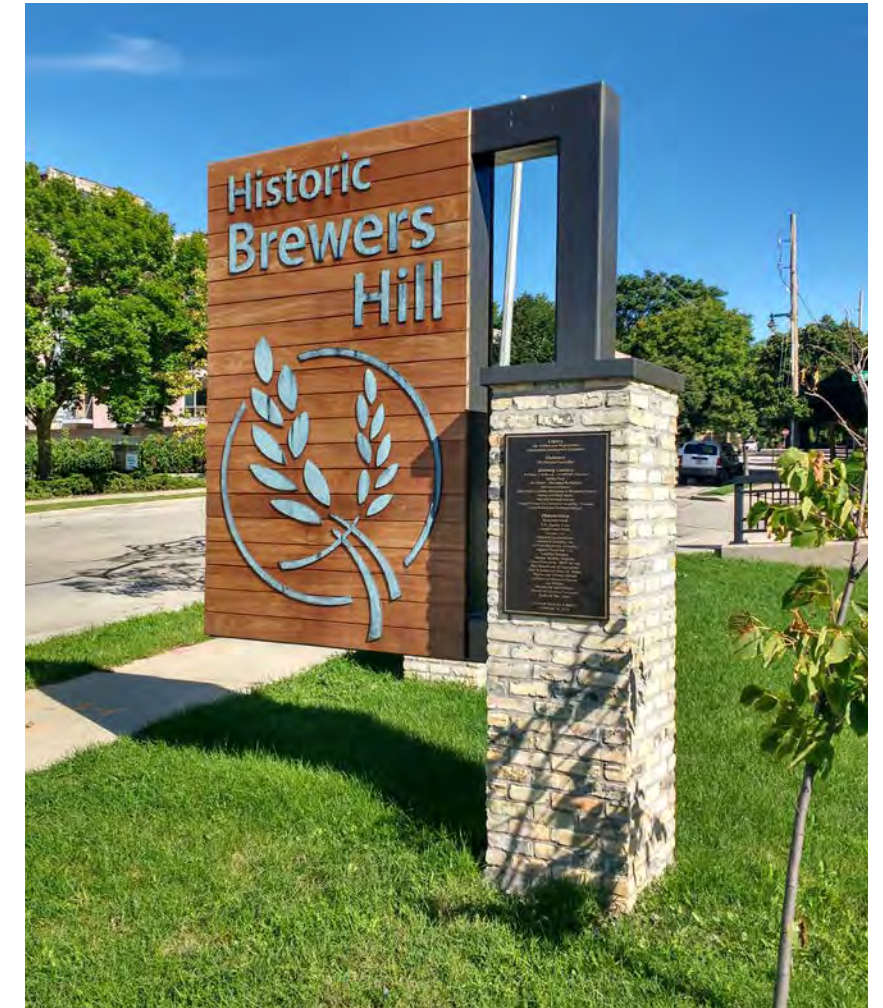
## City Wide Wayfinding





# MONUMENTS

## EXAMPLES





# SCULPTURAL SIGNAGE

## EXTERIOR SIGNS





# WAYFINDING REFERENCES



City of Milwaukee, WI  
Vehicular and pedestrian wayfinding signage, \$180,000  
Shelley Steele, President, Corbin Design  
(231) 947-1236 X3031; shelley@corbindesign.com



Research Triangle Park  
Exterior DOT and vehicular directional wayfinding signage, \$1,200,000  
Gretchen Coperine, AICP, Senior Planner  
(919) 433-1666; coperine@rtp.org



Frontier RTP  
Exterior wayfinding signage, \$83,000  
Bob Frame, Partner, Nancy Frame Design  
(919) 286-3567; bob@nancyframedesign.com



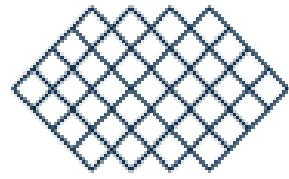
Town of Morrisville, NC  
Wayfinding and gateway monuments, \$125,000  
Kyle Cooper, Planner  
(919) 463-7113; kcooper@townofmorrisville.org



Central Michigan University  
Exterior wayfinding signage, \$1,100,000  
Andy Virkler, Construction Project Manager  
(989) 239-5636; virkl1ae@cmich.edu



# NORTH CHARLESTON CONVENTION CENTER



**North Charleston Coliseum  
& Performing Arts Center**

## **North Charleston Convention Center- 2020**

Owner Contact: Frank Lapsley, General Manager

843-529-5002, flapsley@northcharlestoncoliseum.org

Contract Amount Awarded \$231,000 Final Amount: \$230,879

### **Project Example - Owner Direct Concept to Completion Collaboration:**

Poblocki conducted initial exploratory discussions with the customer to define current and future signage needs, design aesthetics, project scope and budget parameters. Upon alignment with the customer's needs, we then provided turnkey design, wayfinding, fabrication and installation services delivering the project on time and on budget.





# UNIVERSITY OF WISCONSIN - MILWAUKEE



## University of Wisconsin - Milwaukee - 2017

Milwaukee, WI

Campus wayfinding \$300,000

Owner Contact: Mike Priem, (414) 416-6365; priemm@uwm.edu

### Project Example - Large Urban Wayfinding

Nestled in Milwaukee's upper east side, the University of Wisconsin-Milwaukee campus covers a 4 city block footprint. Educational in its purpose, scale and mission, the campus is juxtaposed against a residential surrounding of craftsman, colonial, and mature homes that blur the transition of neighborhood and higher education in this urban setting. Defining its presence while maintaining its neighborhood friendly environment became the goal of rebranding and re-identifying this Wisconsin school. Poblocki's design team worked closely with the university in concept phases to develop a simple, sophisticated package to define the campus. With simple proportions, subtle textural and material changes allow the university's signature yellow to identify the campus footprint marrying the two different landscapes seamlessly. Continual coordination with our wayfinding team enhanced the campus experience for a user friendly and pedestrian experience all while respecting the Historic Lake Michigan landscape.





# DESIGN PROPOSAL & PROCESS

---

- 1. Research:** Poblocki will research current Westport Signage system and town assessment to understand current aesthetics and the complexity of the sign system needed.
- 2. Kick-Off Meeting:** The kick-off meeting will introduce the team and discuss the project goals. We will present initial research and inspiration to help focus the design direction.
- 3. Concept Design:** Based on feedback from the kick-off meeting, Poblocki will create 2 design concepts to help guide the overall aesthetic.
- 4. Concept Design Presentation:** We will show the 2 design concepts and discuss which direction to proceed.
- 5. Further Design Development:** Poblocki will continue to develop and refine the design based on feedback from the concept design presentation. The remainder of the sign types will also be developed.
- 6. Design Presentation:** Show complete sign family.
- 7. Revisions:** Make any necessary design updates.
- 8. Create Brand Standards:** Create final Brand Standards guide that can be shared across town needs.

---

\*\* Additional design requests charged at \$125 per hour

**Brand Standards Design Fee: \$8,500**



A photograph of the Poblocki Sign Company building, a modern structure with large glass windows and a sign that reads 'POBLOCKI SIGN COMPANY' and '922'. The image is overlaid with a dark blue tint.

# WE MAKE IT EASY ON YOU

1

## EXPERIENCED LEADERS

We assign a skilled and experienced project lead who will be your main point of contact for all communications.

2

## EXPERT KNOWLEDGE

We bring decades of experience from every angle of signage to your project.

3

## POBLOCKI CREATED

All of the design and planning work is developed by Poblocki staff and Poblocki leads the discussion on the review of all materials and documentation.

4

## MINIMAL CUSTOMER EFFORT

Poblocki runs all aspects of the job, thus relying on the customers for only input / review meetings. Minimal effort is required by you, our client.

5

## INTELLIGIBLE ENGINEERING

Our documentation is designed to be easy to understand. We will walk through technical documents and ensure materials for review are comprehensible.



# **TOWN OF WESPORT | WISCONSIN REQUEST FOR PROPOSALS**

## **Community Sign System Design Project**

***RFP Issue Date: 2/7/22***

***Proposal Due Date: 3/3/22***

### **Table of Contents**

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Project Background .....	3
Scope of Work .....	3
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Consultant Selection and Evaluation Process.....	5
Consultant Selection Schedule .....	5



## Invitation

The Town of Westport, Wisconsin, is seeking the services of qualified consultants with expertise in planning and graphic design to prepare a Community Signage Plan. The purpose of the plan is to serve as a framework for phased implementation of an attractive sign system that establishes unified design standards for a town-wide entry gateway and signage for municipal buildings, recreational facilities, trails, and the town parks.

## Community Background

The Town of Westport is a growing community with a population of over 4,200 located north of Madison, Wisconsin. Established in 1849, the Town is bordered by Lake Mendota to its South, the Yahara River to the East, the Village of Waunakee to the North, and the City of Middleton to its West. Much of the South border of Westport is Lake Mendota. The Yahara River, Six Mile Creek and Dorn Creek flow through Westport before entering Lake Mendota. The Town is home to three marinas and several boat sales and repair operations. Several boat and small craft landings are found in Westport. Westport is part of the greater Madison area and only minutes from the Dane County Regional Airport and State Capitol (by car or boat). Westport has a rich history as a pre-settlement home to many Native Americans and is well known as having one of the largest concentrations of effigy mounds in the United States. One of the earliest settlement roads was a converted Native American trail known as Military Road. This road connected two early military forts (Crawford and Winnebago). The fertile land was ideal for early settlers, so the community has deep roots in farming and agriculture. The Town was home to the first trading post in the area as well.

It is in the public interest of the Town to attempt to preserve as much of this early history as possible. Now, the Town is a mix of rural and urban uses, but with significant local parks and trails, and other preservation areas. Much of the Town is preserved open space with recreated prairies and oak openings. The Town contains significant lands protected by Dane County and the State of Wisconsin, including Governor Nelson State Park. These areas are linked or planned for linkage, which will enhance connectivity for bikes and pedestrians. The Town has worked diligently to conserve open and agricultural lands, including community separation space, and has been very successful in doing so. The intent of the Town's sign system is to use a symbol and make a systemic presentation that respects and maintains the Town's "rural character," utilizing history to plan for the future. Every hometown needs a special place to gather and socialize with friends and neighbors. Westport is surrounded by Waunakee, Middleton, DeForest and Madison, yet its residents wish to maintain their own separate sense of place. The unique sign system to be prepared needs to aid in maintaining that feel and enhance the rural hometown special place that is Westport.

## Project Objectives

The primary objective in preparing a sign system. plan is to develop a framework to establish a functional system of community signage that embodies our unique character and effectively directs residents and visitors to local amenities. Specific project goals include:

- Create a sign system establishing a catalogue of signs for future implementation.
- Create community entry gateways that are welcoming, memorable, and set a positive tone for those traveling through the Town and entering the Town for the first time.
- Establish continuity of signs throughout the Town and create an enduring and timeless sign design portraying the uniqueness of Westport differentiating itself from other neighboring communities. signage.



## **Project Background**

In 2020, at the direction of Town Board and Plan Commission, Town staff was asked to research community wayfinding systems and develop a plan to improve wayfinding in the Town of Westport. A group was formed to review the current sign situation as to height, various internal signs, and the Town entry signs, and then made a report back to the Plan Commission with any suggestions, which could then be passed on to the Board for review. The Group was formed consisting of Tom Wilson - Town Attorney / Administrator / Clerk-Treasurer, John Cuccia of the Plan Commission and Board (who was then chosen as Chair), Mark Trotter from the Board, Joe Pichette of the Plan Commission and HPC, Amy Freidig of the Park Committee, and Chris Moore of the HPC. These individuals all have different expertise and interests which makes their opinions important to the work of the Group. Reference should be made to the Memorandum to the Westport Planning Commission dated December 16, 2020. The sign group also prepared an audit presentation labeled "Town of Westport Sign Categories" that was completed in April 2021 which looked at existing sign types.

## **Scope of Work**

This proposed scope of work is intended to be a general outline of the type of work we anticipate being included in this planning process. It is not an all-inclusive description of the elements to be included in the plan or associated activities. We are relying on your professional expertise to guide the planning process, including the development of a logical and appropriate scope of work. In general, the scope of work should include the following components:

### **1. Inventory and Analysis**

- Review existing documents provided by the Town of Westport outlining existing and concept signage.
- Conduct a project initiation meeting with Town staff and designated stakeholders to discuss the work plan, schedule and reaffirm project goals.
- Review the Town's sign ordinances (if applicable) and other pertinent planning documents to ensure compliance with Town plans and regulations.

### **2. Schematic Design and Design Documentation**

- Prepare a minimum of two schematic design concepts for community signage, including graphics, color palette, font selection detailing notation of sizes, materials, parts, pieces including mounting conditions and approach/base.
- Schematics should include, at a minimum, the following sign types: gateway (entry), directional, pedestrian, park, trail, parking, destination identification, kiosk, banners, and community building, park and recreational facility signs.
- Documentation, Deliverable Materials & Components - Provide an opinion of probable cost for the fabrication and installation for all sign plan components.

### **3. Responsibilities of Town Staff**

The Town staff will be responsible for the following:

- Provide community plans, ordinances, maps, GIS information, and other data as needed.
- Provide all available information on current branding guidelines and existing community building and facility signs, colors, locations, etc.
- Ongoing stakeholder communication as well as meeting organization and correspondence.



## Submittal Requirements

Proposals must be provided electronically. Proposals must be clear, succinct, and not exceed 15 pages, excluding any addendum attachments. Only complete submittals will be considered for evaluation. All proposals and attachments will become part of the public record.

Proposal content must include the following:

1. Cover Letter.
2. Firm Description. Describe your firm's areas of expertise, type of organization, length of time in business, number of employees, and other information that would be helpful in characterizing the firm.
3. Project Team. The names and qualifications of personnel in the firm who have worked on similar projects and would be made available to work on this project. Provide any specialized experience details as it pertains to this project. Identify the Project Manager who will be responsible for the day-to-day management of project tasks and who will be the key point of contact with the Town. Identify any sub-consultants (if proposed) and describe their role in the project.
4. Scope of Work. Provide a succinct, but detailed description of the process and product that would be delivered based on the Scope of Work section of this RFP.
5. Project Schedule and Budget. Submit a schedule, itemized by task, for completing the scope of work. Include the following cost categories in tabular format.
  - a. Labor Costs by:
    - Individual (name).
    - Estimated hours by task.
    - Hourly rate and total cost.
  - b. Total project budget.
  - c. Other Direct Costs should be included in fee.
6. Work Samples. Provide digital copies of two to three example work products that most closely match the product desired in this RFP (web links preferred if available).
7. References: Identify two (2) references from similar projects, including current contact information.
8. Ownership of the documents will become the property of the Town.

**A pre-bid virtual meeting is scheduled for 2/23/2022 at 12:00 p.m. CST.** Those planning to submit proposals are encouraged to have reviewed the information herein and attend this meeting to seek clarifications or ask further questions regarding the RFP.

**Proposals must be submitted electronically by 4:00 p.m. on 3/2/2022, to be considered.** No amendments to proposals will be accepted after this time. The Town of Westport reserves the right to accept or reject any or all proposals. **Submit electronic proposals to:**

Jessica Duffrin, Westport Executive Assistant, [jduffrin@townofwestport.org](mailto:jduffrin@townofwestport.org).

All costs incurred by the consultant in the preparation of the response to this solicitation, including presentations and/or participation in an interview, shall be borne solely by the respondent.



## Consultant Selection and Evaluation Process

The Town anticipates utilizing a selection committee to make a recommendation to the Plan Commission and ultimately the Town Board. Each proposal will be evaluated based on its own merits. At a minimum, consultants should possess the following:

- Experience in the design of signage specification packages from conceptual design to coordination of the fabrication and installation.

Other factors to be considered will include but not be limited to the following:

- Demonstrated ability to provide timely and quality deliverables.
- Experience of the project team proposed to work on the project.
- Proven success of other projects.
- Customer satisfaction and references.
- Demonstrated understanding of the project.
- Experience and creativity in graphic design.
- Value of service relative to proposed costs.
- Quality and completeness of proposal.

The Town reserves the right to:

- Qualify, accept, or reject any or all proposers as deemed to be in the best interest of the Town.
- Accept or reject any or all proposals and to waive irregularities or technicalities in any proposal when in the best interest of the Town.
- Accept or reject any exception taken by the proposer to the terms and conditions of the RFP.

## Consultant Selection Schedule

The following is the proposed schedule and key dates for finalizing a consultant contract. All dates are subject to change.

- Plan Commission Approval of RFP: 12/13/21
- Town Board Approval: 12/20/21
- RFP Issued: 2/7/22
- Pre-Bid Meeting: 2/23/22 Virtually at 12:00 p.m. CST
- Proposal Deadline: 3/2/22 by 4:00 p.m. CST
- Town Review of Proposal: 3/7-11/22
- Resolution Recommending Consultant by Plan Commission: 3/14/22
- Resolution authorizing Contract by Town Board: 3/21/22
- Project Commencement: 4/4/22