



**VILLAGE OF WAUNAKEE / TOWN OF WESTPORT
JOINT PLAN COMMISSION
Town of Westport Community Room
5387 Mary Lake Rd
September 12, 2017 - 6:00 PM**

Agendas may change prior to the commencement of the meeting.
Please check the posting board at the Village Hall, 500 W. Main Street,
Waunakee, Wisconsin for the current agenda.

AGENDA

CALL TO ORDER

ROLL CALL: Ken Sipsma, Dean Grosskopf, Eileen Bruskwetiz, Pat McGowan, Brian Malich, Tim Black

MINUTES

1. **August 15, 2017**

PUBLIC COMMENT

NEW BUSINESS

1. **Discuss and Take Action on Site Plan/SIP and CSM for Animart Pet Store, Kilkenny Commons**
2. **Discuss and Take Action on Resolution Recommending Approval of the Proposed Urban Service Area Amendment**
3. **Consultation, Access Issues, Forward Development Group, Southeast Corner of CTH Q and Woodland Drive, Town of Westport**

ADJOURN

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the municipal clerk at (608) 850-8500, 500 West Main Street, Waunakee, Wisconsin, at least twenty-four hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

**VILLAGE OF WAUNAKEE BOARD AND PLAN COMMISSION MEETING
TOWN OF WESTPORT BOARD AND PLAN COMMISSION MEETING**

Notice is hereby given that the Village or Town Board or Village or Town Plan Commission may attend this meeting. No action will be taken by the Village or Town Board or Village or Town Plan Commission at this meeting.

Next scheduled meeting is October 10, 2017.

ITEM #1.



Village of Waunakee and Town of Westport Joint Plan Commission Minutes

A regular meeting of the Waunakee/Westport Joint Plan Commission was held Tuesday, August 15, 2017, 6:00 p.m. at the Waunakee Village Hall
500 W. Main Street, Waunakee, Wisconsin

CALL TO ORDER

Mr. Sipsma called the meeting to order at 6:02 p.m.

Members Present: Ken Sipsma, Dean Grosskopf, Eileen Bruskevitz, Pat McGowan, Brad Zeman, Brian Malich

Members Absent: None

Also Present: Tom Wilson, Tracy Meinholz, Ed Freer, Mike Lawton, Jerry Tierney, Margarita Ugalde, Sean McCormick, Bernadette Thompson.

APPROVAL OF MINUTES

Motion Grosskopf, second McGowan, to approve the minutes from the July 11, 2017 meeting. Motion carried.

PUBLIC COMMENT

None

NEW BUSINESS

Initial Consultation, Certified Survey Map, David and Shannon Bruns, Autumn Leaf Court, Town of Westport

Commission members discussed some concerns about the size of the lot, sewer connections, and neighbor response to creating this lot. No action necessary.

Initial Consultation, Childcare Center, 5371 Farmco Drive, Town of Westport

Margarita Ugalde presented plans to do a 3-5 year lease with the possibility of purchasing in the future. Members cautioned the applicant that this is a commercial/industrial area and may not be conducive to a daycare setting. Applicant was told there will need to be exterior building work, a rezone and conditional use permit to allow this use. No action taken.



Initial Consultation, Jump! Drive-Thru Coffee Shop, 5305 CTH M, Town of Westport

Mr. McCormick presented his proposal. Commission members discussed traffic/access issues, utilities, and landscaping/lighting. Mr. Wilson stated that this use would require an amendment to the existing CUP for this property. No action taken.

Discuss & Take Action on Concept Plan for Lot 2 CSM 14255, Kilkenny Commons, Village of Waunakee

Ed Freer, Village Planning Consultant, presented the overall site layout for the proposed 10,000 sf Animart building in the northwest corner of the lot. Commission members had no concerns.

Discuss & Take Action on Proposed Urban Service Area Amendment, Southwest Corner of CTH Q & Woodland Drive, Town of Westport

Mr. Freer gave a presentation of the work done to date on the lands to be included in the USA amendment. Bernadette Thompsen, representing the Hellenbrand Trust, asked about including her family's property in the USA. Ms. Thompson was told that this request was not part of the agenda item for action. She was directed to work with staff to answer her questions about the process.

ADJOURN

Motion McGowan, second Bruskevitz, to adjourn the meeting at 7:24 p.m. Motion carried.

Submitted By: Tracy Meinholz, Recording Secretary

Approved: _____

ITEM #1.



Engineering and Planning Staff Memo

MEETING: Plan Commission September 11, 2017

AGENDA ITEM: Discuss and Take Action on Site Plan/SIP and CSM for Proposed Animart Pet Store, Kilkenny Commons

SUMMARY: The applicant wishes to build an 8,681 s.f. retail building on the parcel to the north of the Waunakee Community Bank. The proposed CSM will further divide the lot for this user.

ISSUES TO CONSIDER:

1. The parking and circulation approval is limited to the Animart proposal only. Future users will need separate approvals and parking agreements if necessary.
2. All water, sewer and electric issues resolved to the satisfaction of the Utility Manager.
3. Will need a shared driveway agreement and an easement agreement from the church property.
4. Dumpster must be relocated outside of utility easement
5. Subject to stormwater review. Not provided.
6. Retaining wall issues resolved to the satisfaction of the Village Engineer

STAFF RECOMMENDATION: Staff recommends approval subject to all conditions listed above.

SUGGESTED MOTION: Motion to recommend approval of the Site Plan/SIP to the JPC with conditions, and recommend approval of the CSM to the Village Board.

ATTACHMENTS:

MORE INFORMATION:

Kevin Even 849-6276 keven@waunakee.com



Animart CSM & Site Plan/SIP

DISCLAIMER: The Village of Waunakee 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" = 533'



VILLAGE OF WAUNAKEE

500 W. Main St
Waunakee, WI 53597
(608) 850-8500

Print Date: 9/7/2017

ITEM #1.



Building a Better World
for All of Us®

MEMORANDUM

TO: Kevin Even
FROM: Ed Freer
DATE: August 31, 2017
RE: **Proposed Animart Store
Site Implementation Plan Review**

The northeast corner of CSM 14255 Lot 2
Kilkenney Commons
Waunakee, Wisconsin

Project Description:

The applicant is requesting Site Plan Review and Approval for the development of an undeveloped 3.87 acre site west of Simon Crestway and north of Water Wheel for the purpose of the development of a commercial building of 8,681 SF. The applicant is in the process of preparing a CSM for this building and associated site development only.

Please note:

The other buildings indicated on the site plan, associated parking and proposed future use are not part of this approval request.

These portions of the site are subject future review and approval. The sole purpose of the additional information is to communicate the context of the overall development and update the GDP.

The access from Water wheel from the south will use a shared drive with the Bank. Access from the north will be from Simon Crestway utilizing an access easement from the church property to the north.

The site will be paved, provide appropriate site lighting, be tied into the overall stormwater management plan and incorporate continued landscaping.

The building's interior is zoned into three use zones. An Animart retail store, a small commercial office and an interior display area for an antique tractor.

GENERAL COMMENTS

A. Architecture

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 6808 Odana Road, Suite 200, Madison, WI 53719-1137

SEH is 100% employee-owned | sehinc.com | 608.620.6199 | 800.732.4362 | 888.908.8166 fax

- a. Proposed buildings are one story architecturally detailed features grounded in a rural, agricultural vernacular.
- b. It is desirable to review and approve actual samples of the architectural finishes

B. Signage

- a. Signage is being proposed on the site plan but no details or sizes.
- b. There is signage on the building storefronts which will all need to meet the Village Code.

C. Lighting + Fencing

- a. New lighting is being proposed on buildings and in the parking lot.
- b. There is concern over the intensity at the immediate building locations.
- c. Any new lighting will need to comply with night sky guidelines.

D. Parking Summary

- a. Building 8,681 SF
- b. Parking provided: 42 stalls [includes 2 ADA stall]
- c. The Code requires that the project provide 1 space per 200 SF or 5 per 1,000SF equaling the need for 43 stalls. However with the internal retail storage, the interior tractor display and future adjacent parking will easily off set the mathematically required additional car.
- d. Loading Dock: Trailer Pull Off: 1 Stall

E. Landscaping + Walls

- a. The site landscaping meets the Village Code.
- b. There are proposed stone walls to mitigate the grade change from the bank parallel to CTH "Q" More detail needs to be provided.

F. Sidewalks

- a. There are internal sidewalks connecting future storefronts and to the Bank and to Simon Crestway.

Recommendation:

It is recommended that the project clarify the following:

1. Provide the correct CSM reference.
2. Highlight the area on the site plan illustrating the boundaries of the project area requiring review and approval at this time only. Make it clear that the adjacent buildings are not being reviewed at this time.
3. Provide documentation for all uses within the proposed easements to include as a minimum; utilities, circulation, grading, temporary parking, etc.

ITEM #1.



Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(P) 608-251-4843
(F) 608-251-8655

August 31, 2017

Mr. Kevin Even, P.E.
Village of Waunakee
500 West Main Street
P.O. Box 100
Waunakee, WI 53597

Re: Animart Site Plan and Utility Services

Dear Kevin,

Jewell Associates Engineers, Inc. provided a conceptual layout dated July 14, 2017, of proposed buildings within the remainder of Kilkenny Commons for review. A revised plan was provided, dated August 23, 2017, which modified parking and building layout based on recommendations from the Village of Waunakee (Village) planning consultant. The applicant is considering the construction of the building at the northwest corner of the site, with associated parking and drive areas and utilities to serve the building. We have the following comments.

Parking and Circulation

There are 42 parking stalls provided for the building. At one stall required per 200 square feet of floor space, the required number of stalls is 43. Because this building will be part of a large commercial complex where parking stalls are shared, we are not concerned with the one stall deficit, and the amount provided is reasonable. Circulation for this building is reasonable, but there should be a means provided for a vehicle to turn around at the west end until future expansion of the site is made to the south. Regarding the future expansion of the site to the south, the circulation for the drive through for the 3,000-square-foot building is not ideal, and to the extent that it may affect the layout of the Animart site, changes should be contemplated there at this time.

Two LED fixtures, each with shades that direct the light downward, provide lighting for the lot. The light intensity seems reasonable and below maximums required by ordinance.

Utilities, Grading and Stormwater Management

The applicant proposes to extend existing sewer main and water main from a location within the central area of the site to the north end of the commercial cluster. An easement is to be provided to the Village for this to allow access and maintenance of these facilities. The plan should be revised to show the following:

1. Provide valves on all of the water services. The valves should be located close to the main.
2. Provide a water main extension from the north end of the proposed main to a connection to the main at Simon Crestway. A permanent easement should also be provided along this route for the water main. A valve should be provided at the point of connection to the Simon Crestway water main.

Mr. Kevin Even, P.E.
Village of Waunakee
Page 2
August 31, 2017

3. The water main and sewer mains must be installed meeting Village standards. The applicant must contact Waunakee Utilities for a list of approved materials and standard installation details before installing any water or sewer mains and appurtenances. Simon Crestway must be restored with a full surface restoration across the width of the driveway; narrow trench patches will not be acceptable.
4. Grading is shown on lands outside of the applicant's development area. The applicant should obtain appropriate easements from the adjacent landowner to accomplish this grading.
5. There are several low points identified as high points, and vice-versa on the plans. The applicant should check the grades and adjust the grading, storm sewer, and erosion control plans accordingly. There appears to be two undrained low points near the southeast corner of the future 3,000-square-foot building, in the main drive aisle.
6. There is no means for storm water infiltration shown on the site. This needs to be addressed on the plans, and a report with a maintenance agreement should be provided for review.

Site Items

7. A retaining wall is proposed for the west and north lines of the site. Most of the wall is between 5.5 and 7 feet in height. The applicant should demonstrate that it can build the wall and contain any structural geogrid required for the wall within its property, or obtain a permanent easement for any geogrid required to extend onto private land or into public right of way. The applicant should also provide a safety fence at the top of the wall. Almost all of the wall is located within easements reserved for public utilities, so approval from those agencies will also be needed.
8. A proposed waste and recycling area lies within an easement for public utilities. Approval from those agencies will need to be obtained.

Detail drawings

Standard detail drawings are provided on sheets 8.1 through 8.4 of the plans. Many of the items shown are contrary to Village standards. We recommend these sheets be struck and the applicant obtain a list of Village standards to follow for construction, especially for facilities that will be owned and maintained by the Village.

Sincerely,

STRAND ASSOCIATES, INC.®



R. Kent Straus, P.E.

- c: Todd Schmidt, Administrator, Village of Waunakee (via e-mail)
Bryan Kleinmaier, Stafford Rosenbaum (via e-mail)
Ed Freer, SEH (via e-mail)
Tim Herlitzka, Waunakee Utilities (via e-mail)

ITEM #1.



To: Kevin Even
Tracy Meinholz

From: Randy Dorn
Dave Dresen
Tim Herlitzka

RE: Animart Site Plan

Date: August 31, 2017

This memo provides comments for the Animart Site Plan.

The cost of extending utilities to the property and the building will need to be paid for by the applicant.

We would like to propose that a separate meeting should be held with the applicant to specifically discuss the utilities at the site. Topics to include:

- Permanent easements
- The details of the electric service for the facility (the applicant is encouraged to contact Dave Dresen at (608) 850-5450 to discuss the details of the electric service)
- Looping of the water main on the site out to Simon Crestway
- Other comments as identified in the Strand letter dated August 31, 2017

322 Moravian Valley Road, PO Box 70, Waunakee, WI 53597
(608) 849-8111, Fax (608) 849-4109, www.waunakeeutilities.com

Shared strength through  WPPI Energy

ITEM #1.

BIRRENKOTT SURVEYING

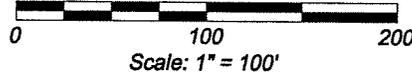


BIRRENKOTT SURVEYING INC.
1677 N. BRISTOL STREET
SUN PRAIRIE, WIS. 53590
608-837-7463

PREPARED FOR:
DON TIERNEY
3564 EGRE ROAD
DEFORREST, WI 53532
608-241-0102

CERTIFIED SURVEY MAP

Lot 2, Certified Survey Map No. 14255, located in the
Northwest 1/4 of the Southwest 1/4, Section 17, T8N, R9E,
Village of Waunakee, Dane County, Wisconsin



L:\2011\110118-Tierney\170737\Certified Survey Map v2

Curve Data

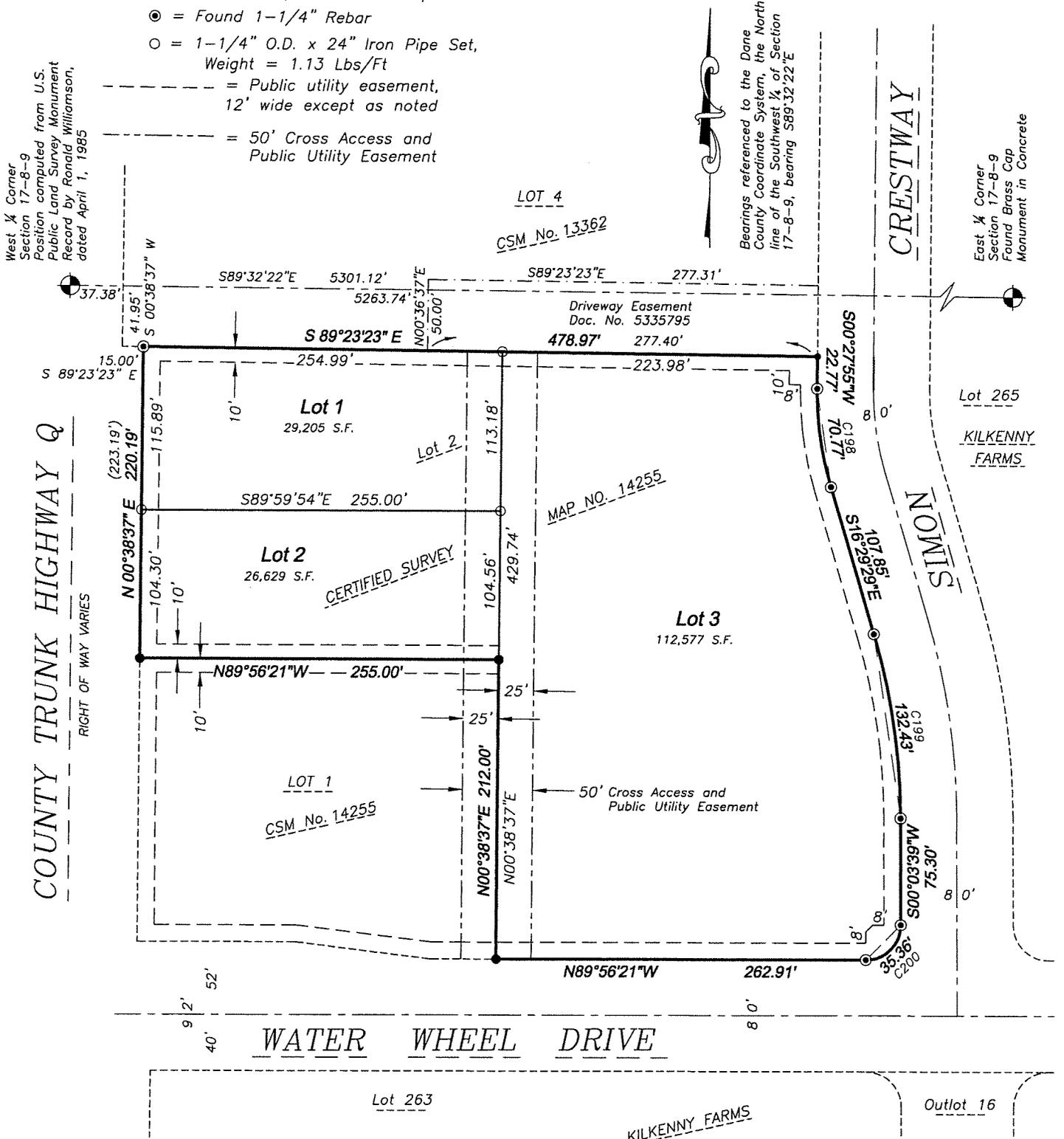
CURVE	RADIUS	ARC	CHORD	CHORD BEARING	DELTA ANGLE
C198	240.00'	71.03'	70.77'	S 08°00'47" E	16°57'24"
C199	460.00'	132.89'	132.43'	S 08°12'55" E	16°33'08"
C200	25.00'	39.27'	35.36'	S 45°03'39" W	90°00'00"

Legend:

- = Found 1-1/4" O.D. Iron Pipe
- ⊙ = Found 1-1/4" Rebar
- = 1-1/4" O.D. x 24" Iron Pipe Set,
Weight = 1.13 Lbs/Ft
- = Public utility easement,
12' wide except as noted
- = 50' Cross Access and
Public Utility Easement

West 1/4 Corner
Section 17-8-9
Position computed from U.S.
Public Land Survey Monument
Record by Ronald Williamson,
dated April 1, 1985

Bearings referenced to the Dane
County Coordinate System, the North
line of the Southwest 1/4 of Section
17-8-9, bearing S89°32'22"E



CERTIFIED SURVEY MAP NO. _____
VOLUME _____ PAGE _____
DOCUMENT NO. _____

CERTIFIED SURVEY MAP DATED: AUGUST 15, 2017



BIRRENKOTT SURVEYING, INC.

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, Wisconsin 53590
Phone (608) 837-7463
Fax (608) 837-1081

Mortgagee Certificate:

First Business Bank, mortgagee of certain of the lands described hereon, does hereby consent to the surveying, dividing, mapping and dedicating of the land described on this Certified Survey Map, and does hereby consent to the certificate of Kilkenny Farms, LLC, owner.

First Business Bank

Jim Hartlieb, President

State of Wisconsin)
Dane County) ss

Personally came before me this ___ day of ___, 2017, the above-named Jim Hartlieb, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public

My Commission Expires

Printed name

Surveyed For :
Donald and Joanne Tierney
3564 Egge Road
DeForest, Wis. 53532
837-0102

Surveyed: CKC
Drawn: MAP
Check: MAP
Approved: DVB
Field book:

Tape/File: J:\CARLSON\110118 Document No. _____

ITEM #1.

CERTIFIED SURVEY MAP DATED: AUGUST 15, 2017



**BIRRENKOTT
SURVEYING, INC.**

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, Wisconsin 53590
Phone (608) 837-7463
Fax (608) 837-1081

Surveyor's Certificate

I, Daniel V. Birrenkott, hereby certify that this survey is in full compliance with Chapter 236.34 of Wisconsin Statutes. I also certify that by the direction of the owners listed hereon, I have surveyed, divided and mapped the lands described hereon and that the map is a correct representation of all of the exterior boundaries of the land surveyed and division of that land, in accordance with the information provided.

Daniel V. Birrenkott, Registered Land Surveyor No. S-1531

Description:

Lot 2, Certified Survey Map No. 14255, recorded in Volume 97 of Certified Survey Maps of Dane County on Pages 51-53, located in the Northwest 1/4 of the Southwest 1/4, Section 17, T8N, R9E, Village of Waunakee, Dane County, Wisconsin; Containing 168,410 square feet, or 3.866 acres.

Owners Certificate:

As owner, Kilkenny Farms, LLC, does hereby certify that it has caused the lands described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as shown. It also certifies that this Certified Survey Map is required to be submitted to the Village of Waunakee as a required approving authority.

Kilkenny Farms, LLC

Donald C. Tierney, Member

State of Wisconsin)

Dane County) ss Personally came before me this _____ day of _____, 2017, the above-named Donald C. Tierney, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public My Commission Expires _____

Printed name

Village of Waunakee Approval Certificate:

Resolved, that this Certified Survey Map is hereby acknowledged and accepted by the Village of Waunakee and is approved for recording this _____ day of _____, 2017.

Julee R. Helt, Clerk, Village of Waunakee Dated _____

Notes:

Utility Easement: No poles or buried cables are to be placed on any lot line or corner. The disturbance of a survey stake by anyone is in violation of Section 236.32 of Wisconsin Statutes.

Wetlands if present have not been delineated.

This survey is subject to any and all easements and agreements both recorded and unrecorded.

Surveyed For :

Donald and Joanne Tierney
3564 Egge Road
DeForest, Wis. 53532
837-0102

Register of Deeds Certificate:

Received for recording this _____ day of _____, 2017

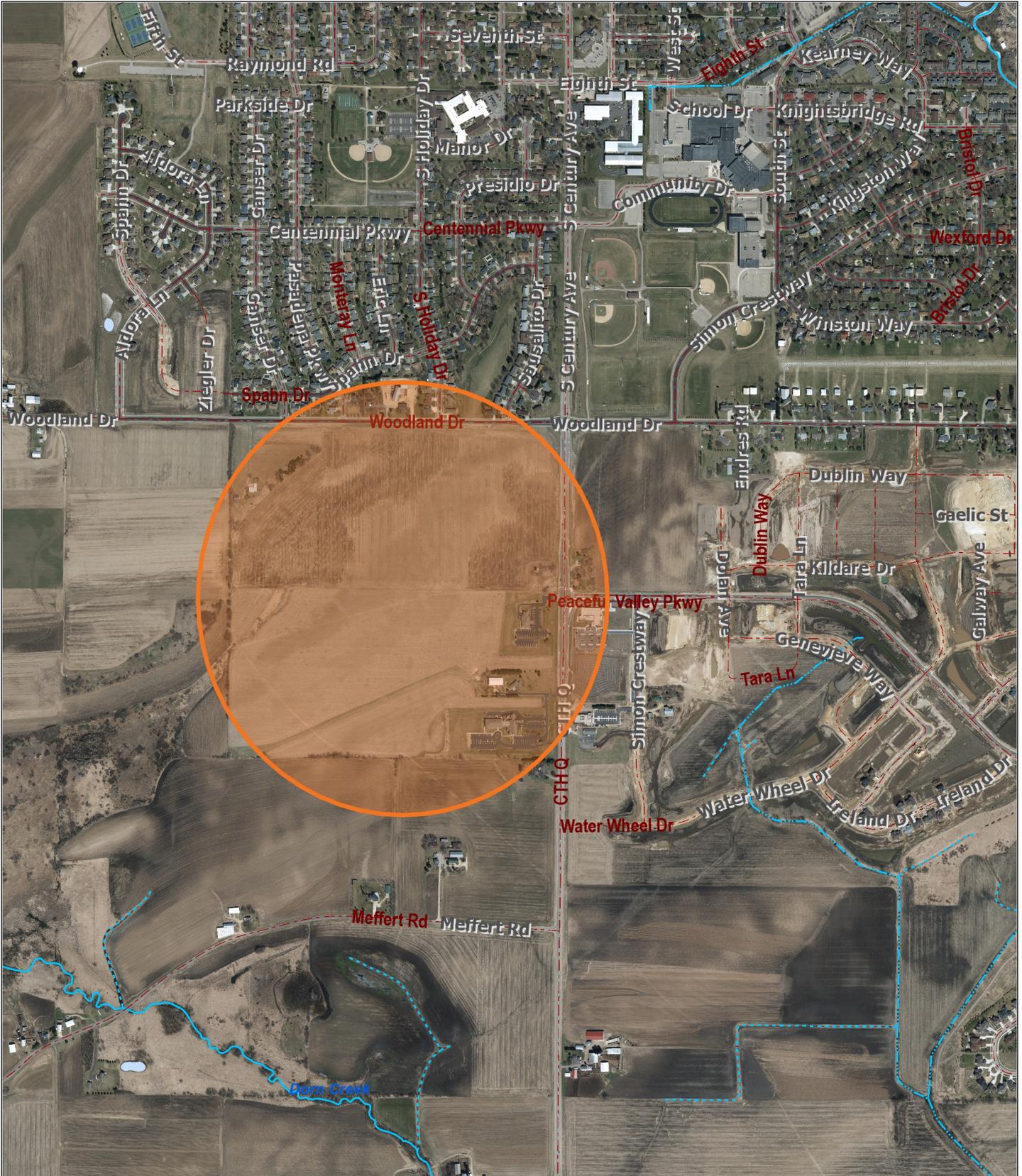
Surveyed: CKC at _____ o'clock ____ . m and recorded in Volume _____ of Certified Survey Maps
Drawn: MAP of Dane County on Pages _____
Check: MAP
Approved: DVB

Field book: _____
Tape/File: J:\CARLSON\110118 Document No. _____
Kristi Chlebowski, Register of Deeds

Sheet 3 of 3
Office Map No.: 170737

Certified Survey Map No. _____, Volume _____, Page _____

ITEM #2.



USA Amendment

DISCLAIMER: The Village of Waunakee 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" = 1067'

VILLAGE OF WAUNAKEE

500 W. Main St
Waunakee, WI 53597
(608) 850-8500

Print Date: 9/7/2017

RESOLUTION NO. _____

JOINT PLANNING COMMISSION

**Resolution Recommending Submission of an Urban Service Area Amendment
to the Capital Area Regional Planning Commission**

Finding it to be in the public interest, the Joint Planning Commission of the Village of Waunakee and the Town of Westport, Dane County, Wisconsin, RESOLVES as follows:

1. The proposed 116.66-acre Urban Service Area amendment involving property at the southwest corner of the intersection of County Highway Q and Woodland Drive is consistent with the 2017 Waunakee/Westport Joint Comprehensive Plan.
2. The Plan Commission recommends to the Waunakee Village Board that the Board seek inclusion of the property in the Village of Waunakee Urban Service Area and file the necessary documentation with the Capital Area Regional Planning Commission.

The foregoing resolution was duly adopted by the Village of Waunakee Plan Commission at a meeting held on September 12, 2017.

APPROVED:

Ken Sipsma, Joint Planning Commission Chair

Tracy Meinholz, Secretary

ITEM #2.

DRAFT – In Progress 8.23.17

Application for Urban Services Area Amendment

For the area south of Woodland Drive and west of Highway Q

In preparation for the Village of Waunakee’s Urban Services Amendment Application, the following documentation is being prepared to fulfill required application packet.

Process: The following sequence will be followed (see CARPC process flow chart):

1. USA Amendment submittal
2. USA Amendment review
3. DNR administrative decision

The Village is in the process of developing required material addressing the following:

1. Plan consistency
2. Intergovernmental cooperation
3. Land use
4. Natural resources
5. Utilities and stormwater management.

This information will require review by the Plan Commission and a resolution by the Village as part of the application to CARPC.

The following attachment assembles the exhibits required to fulfill the Capital Area Regional Planning Commission’s (CARPC) Urban Service Area Amendment Application Checklist for the Woodland West neighborhood.

Attachments:

USAA Narrative: addresses CARPC Urban Service Area Amendment Application Checklist Items 1-5.

USA Application Exhibits:

Map 3.1	Proposed USA Boundary
Map 3.2	Proposed Neighborhood Plan
Map 3.3a	Existing Land Use
Map 3.3b	Future Land Use
Map 3.5	Proposed Development Staging
Map 4.1a	Dane County Maps: DNR Wetlands
Map 4.1b	Dane County Maps: Environmental Corridor
Map 4.1c	Dane County Maps: Soils
Map 5.1	Proposed Sanitary Sewer Extension
Map 5.5	Proposed Public Water Supply/Distribution System Extension

CARPC Process Chart

DRAFT – In Progress 8.23.17

Application for Urban Services Area Amendment

For the area south of Woodland Drive and west of Highway Q

NARRATIVE

Introduction

The Village of Waunakee requests that the Commission approve a 116.66 acre Urban Service Area amendment. Existing uses include: 102.74 acres of agricultural land, 3.41 acres of commercial, and 10.51 acres of institutional. The proposed USA amendment is planned for development with single family housing, multi-use, and commercial uses. The site is currently in the Town of Westport at the southwest corner of the intersection of Highway Q and Woodland Drive.

1.1 Plan Consistency

Included in the Appendix is the Future Land Use Plan Map (Map 3.3b) from the Comprehensive Plan adopted by the Village of Waunakee and Town of Westport in January, 2017. The proposed amendment area is shown in the joint planning documents as Commercial along Highway Q, and headed west, a strip of Mixed Use, with the remainder of the amended area to the west as Community Residential. There are existing properties consisting of First Presbyterian Church, Cress Funeral Home, and single family residence, which are to remain.

1.2 Neighborhood Plan

The proposed Neighborhood plan (see Appendix Map 3.2) delineates the proposed community residential, mixed use, commercial, and institutional uses. A portion of the proposed development is within the existing USA, and indicated as such on the plan. The proposal will include a continuation of the existing developed uses, and will propose commercial, mixed use and multi-family uses along CTH Q, and parks and detached single family uses located in the balance of the site. The area of the proposed plan is approximately 141.75 acres, 116.66 acres of which are within the proposed area of Urban Service Area expansion.

1.3 Need for the addition to the USA

Waunakee is a growing community. It is estimated that by the year 2040 the population is projected to increase to 17,530 (45% increase over the 2010 census population). That increase will require additional housing units and neighborhood commercial areas be built.

This amendment area supports the Village and Town's housing goals of fostering social interaction and bike pedestrian access, providing adequate access, drainage, park and recreation facilities, and amenities to the residents, and locating housing in areas that are readily accessible to schools, parks, and neighborhood business districts. Waunakee Intermediate School, Waunakee Community Middle School, and Waunakee High School are all within one mile of the site.

This amendment area also supports the Village and Town's economic prosperity goals. The 2007 Village of Waunakee Comprehensive Plan Amendment Future Land Use plan indicates potential neighborhood commercial at the intersection of Woodland Drive and Highway Q. The 2017 Joint Comprehensive Plan shows a mix of Commercial, Mixed Use, and Residential lining Highway Q.

ITEM #2.

DRAFT – In Progress 8.23.17

Application for Urban Services Area Amendment

For the area south of Woodland Drive and west of Highway Q

2.0 Intergovernmental Cooperation

The Village of Waunakee and the Town of Westport have planned cooperatively in their joint planning since 1996. Because the site is located in the Joint Planning area, the rezoning and site plan will need to be approved by the Joint Planning Commission.

2.1 Document Notification of Adjacent Local Governments

The Town Board Resolution and Joint Planning Commission resolution supporting the proposed USA amendment is (to be included in the Appendix). CARPC staff will notify the adjacent local governments of the USA Amendment request.

2.2 Adjacent Local Government

CARPC staff will compile any objections and support for the USA.

3.1 Proposed USAA Boundary Map

The existing and proposed Urban Services Area boundary are indicated in Map 3.1 of the Appendix.

3.2 USA Amendment Area Data

See Table 1 below.

Proposed Land Use	Number of Acres			Number of Housing Units
	Total Area	Existing Development	Environmental Corridor	
Single Family	39.91			209
Multifamily Residential	5.62			225
Residential Total	45.53			
Commercial	3.31	3.41		
Industrial				
Institutional		10.51		
Street R-O-W	19.38			
Parks	16.8			
Stormwater Management	9.11			
Other Open Space (DNR Wetland)	8.61			
TOTAL	102.74	13.92		

DRAFT – In Progress 8.23.17

Application for Urban Services Area Amendment
For the area south of Woodland Drive and west of Highway Q

3.3 Existing and Proposed Land Uses Map

The existing and proposed land uses surrounding the proposed USA amendment are shown in the Appendix on Maps 3.3a and 3.3b. The land use plans were developed by the Village of Waunakee and the Town of Westport for the 2017 Comprehensive Plan.

3.4 Housing

The housing development within the proposed USA will contain a mix of single family and multi-family housing. Within the proposed USA boundary there are 189 proposed detached single family house lots, and 5.62 acres of proposed multifamily housing, providing approximately 225 units.

3.5 Development Staging

A development staging map indicating 10-year staging boundaries is shown on Appendix Map 3.5, and is based on the capacities of the existing sanitary system and future improvements. Three phases are proposed. Phase One will develop the eastern portion of detached single family residential and a small portion of mixed use and commercial land uses south of Peaceful Valley Parkway. Phase Two will develop the western portion of detached single family residential. Phase Three will develop the mixed use and commercial land uses north and east of Peaceful Valley Parkway.

4.1 Natural Resources

See Appendix Map 4.1a for DNR wetland delineations and existing topography, Map 4.1b for Environmental Corridors, and Map 4.1c for existing soils.

4.2 Public Outlots: Parks and Stormwater Management Facilities

Public outlots intended for parks and stormwater management facilities are indicated on the Proposed Neighborhood Plan (See Appendix Map 3.2). A network of off-street paths and on-street sidewalks will provide connectivity throughout the development and to neighboring lands.

4.3 + 4.4 Environmental Corridors – Identification and Mapping

We will work with CARPC staff to delineate Environmental Corridors, and indicate them on a map of the amendment area. (Existing Environmental Corridors on adjacent properties are shown on Appendix Map 4.1b.)

5.1 Describe and Provide a Map of the Proposed Sanitary Sewer Extension

The amendment area will be served by sanitary sewers off of two separate gravity sanitary sewers from the east. One sanitary sewer will serve the area along Peaceful Valley Parkway and the eastern half of Ring Road. This 8-inch sanitary sewer will then connect into existing sanitary facilities west of CTH Q across from the First Presbyterian Church. The sanitary sewer, which will vary in size from 8-inches to 10-inches, will serve the western half of Ring Road along with the portion of Pasadena Parkway south of Woodland Drive. This sanitary sewer will lead south to an existing 15-inch sanitary sewer west of the CTH Q/Water Wheel Drive intersection. (See Appendix Map 5.1 Sanitary Sewer added to Urban Service Area) The sanitary sewer extension to serve this area was approved by **Madison Metropolitan Sewerage District (MMSD) on Date, Year** and by the Wisconsin Department of Natural Resources on **Date, Year**.

ITEM #2.

DRAFT – In Progress 8.23.17

Application for Urban Services Area Amendment

For the area south of Woodland Drive and west of Highway Q

5.2 Provide an Average Daily Flow and Peak Flow for the USAA

In order to provide an accurate representation of the average daily flow and peak flow anticipated for the USAA, multiple total basin areas and peaking factors were utilized. All forecasted flows are calculated using anticipated land uses. Currently an area north of the proposed USAA is included in the existing urban service area, however as a result of the proposed development the land use in this area will change. A peaking factor of 4.0 will be used due to the sanitary basin being smaller than 250 acres. The average daily flow for the overall development area is 163,100 gallons/day and the peak wastewater flow will be 423 gallons/minute. The average daily flow for the USAA area only is 107,000 gallons/day and the peak wastewater flow is 281 gallons/minute.

The overall development area will be split into two sub-basins for the purpose of maximizing the area which can be served by the 8” sanitary sewer. These sub-basins are the northeast portion of the development and the southwest portion of the development. The northeast sub-basin contains the area along Peaceful Valley Parkway and the eastern half of Ring Road. The southwestern sub-basin contains the area along western half of Ring Road and the portion of Pasadena Parkway south of Woodland Drive. Due to these sub-basins entering the existing sanitary systems at different locations, the flows have been calculated for each sub-basin separately. The average daily flow for the northeast sub-basin is 129,700 gallons/day with a peak wastewater flow of 338 gallons/minute. The average daily flow for the southwest sub-basin is 33,400 gallons/day with a peak wastewater flow of 85 gallons/minute.

Capacities at the Blue Ridge Pumping Station will be a limiting factor in determining how much additional flow can be added to the existing sanitary facilities without upgrades. When looking at the sanitary system on a larger scale, the residential peaking factor is reduced from 4.0 to 2.5 due to the increased basin size. The average daily flow for the overall development and the USAA will remain the same, however the peak wastewater flows will decrease from 281 gallons/minute to 186 gallons/minute respectively as they get to the pumping station. All of the forecasted sanitary loadings and proposed land use areas used can be seen below in Table 2.

USAA LOADING ANALYSIS											
BASIN	TOTAL BASIN AREA (ACRES)	RESIDENTIAL (SINGLE-FAMILY) BASIN AREA (ACRES)	SINGLE-FAMILY HOUSING UNITS	RESIDENTIAL (MULTI-FAMILY) BASIN AREA (ACRES)	MULTI-FAMILY HOUSING UNITS	INSTITUTIONAL AREA (ACRES)	COMMERCIAL AREA (ACRES)	RESIDENTIAL PEAKING FACTOR	AVERAGE DAILY SANITARY LOADING (GAL/DAY)	PEAK SANITARY LOADING (GAL/DAY)	PEAK SANITARY LOADING (GAL/MIN)
OVERALL	80.6	42.37	209	10.02	400	10.51	17.7	4.0	163100	608700	423
USAA	62.8	39.91	189	5.62	225	10.51	6.72	4.0	107000	404200	281
NE	48.1	20.40	93	10.02	400	0.0	17.7	4.0	129700	486900	338
SW	32.5	21.97	116	0.0	0	10.51	0.0	4.0	33400	121800	85
USAA (2.5 PEAK)	62.8	39.91	189	5.62	225	10.51	6.72	2.5	107000	267600	186
OVERALL (2.5 PEAK)	80.6	42.37	209	10.02	400	10.51	17.7	2.5	163100	407800	283

Table 2: Forecasted Sanitary Flows Based on Anticipated Land Use

DRAFT – In Progress 8.23.17

Application for Urban Services Area Amendment

For the area south of Woodland Drive and west of Highway Q

5.3 Provide Current Average Daily Flow for the Interceptor Sewer

The Blue Ridge Pumping Station and downstream 12-inch interceptor serve the proposed USAA. The theoretical current average flow at the Blue Ridge Pumping Station is 238 gallons/minute. This theoretical average daily flow is based on flows coming from the development east of CTH Q. Currently this area is the only sub-section of the sanitary basin contributing to the Blue Ridge Pumping Station. The average daily flow is not currently monitored at the pumping station.

5.4 Describe the Interceptor Sewer Capacity to Serve the USAA

The current capacity at the Blue Ridge Pump Station is 450 gallons/minute. This pumping station is capable of being upgraded to a capacity of 900 gallons/minute in the future. The interceptor sewer capacity is currently controlled by the Blue Ridge Pumping Station. Once the pumping station is upgraded, the gravity sanitary sewer downstream of the force main from the Blue Ridge Pumping Station will control the interceptor capacity. The capacity of the downstream gravity sanitary is currently 715 gallons/minute.

In order to check the impact of the development on the downstream sanitary facilities, the sanitary flows from the entire development were used. While the USAA is only a portion of the overall development, the change in land use dictates that all generated flows should be included when the downstream capacities are begin analyzed.

Based on the existing theoretical flows at the Blue Ridge Pumping Station and forecasted flows generated by the entire development, the theoretical flow at the pumping station will be increased to 521 gallons/minute. This increase exceeds the current capacity of the Blue Ridge Pumping Station. Additional monitoring of this pumping station should be implemented to provide more accurate existing flow data before any upgrade determination will need to be made. Monitoring should also be implemented downstream of the forcemain leading from the pumping station. The 12" sanitary sewer downstream of the forcemain has a capacity of 715 gallons/minute and a current theoretical flow of 590 gallons/minute. The additional flow from the USAA would theoretically increase the flow in this downstream sewer to 873 gallons/minute, exceeding the capacity. The monitoring of this sanitary sewer would provide additional data to project whether the sanitary sewer will need to be upgraded.

5.5 Describe and Provide a Map of the Proposed Water Main Extension

The USAA will be connected to the existing system by a 12" watermain extending from across CTH Q at the CTH Q/Water Wheel Drive intersection and a 10" watermain extending across CTH Q at the CTH Q/Peaceful Valley Parkway intersection. The 12" watermain extends across CTH Q and enters the USAA from the south. The 12" watermain then continues west along Ring Road and is stubbed at the proposed road to connect to the parcel to the west. The 10" watermain extends across CTH Q and follows Peaceful Valley Parkway to the north where it will be connected into the existing 10" watermain along Woodland Drive. The remainder of the USAA will be serviced by 8" watermain along the public and private roadways. The proposed watermain layout can be seen in Appendix Map 5.5.

ITEM #2.

DRAFT – In Progress 8.23.17

Application for Urban Services Area Amendment

For the area south of Woodland Drive and west of Highway Q

5.6 Provide an Estimate of the Average Daily and Peak Hourly Water Demand

The proposed USAA consists of 39.91 acres of single family residential property, 5.62 acres of multi-family residential property, 10.51 acres of institutional area (Presbyterian Church), and 6.72 acres of Commercial area. Based on these land uses, the forecasted average daily water use for the USAA is 207,000 gallons/day. Using a conservative peaking factor of 5.0, the peak hourly water usage for the USAA is forecasted to be 43,000 gallons/hour.

5.7 Provide Current Capacity of the Water Supply System

Currently the average daily demand on the existing water supply system is 1,400,000 gallons/day. Using a maximum daily demand multiplier of 2.5 and a peak hourly demand ratio of 2.0, it can be calculated that the current peak hourly demand for the existing water supply system is 4,850 gallons/minute.

5.8 Describe the Current Capacity of the Water Supply System

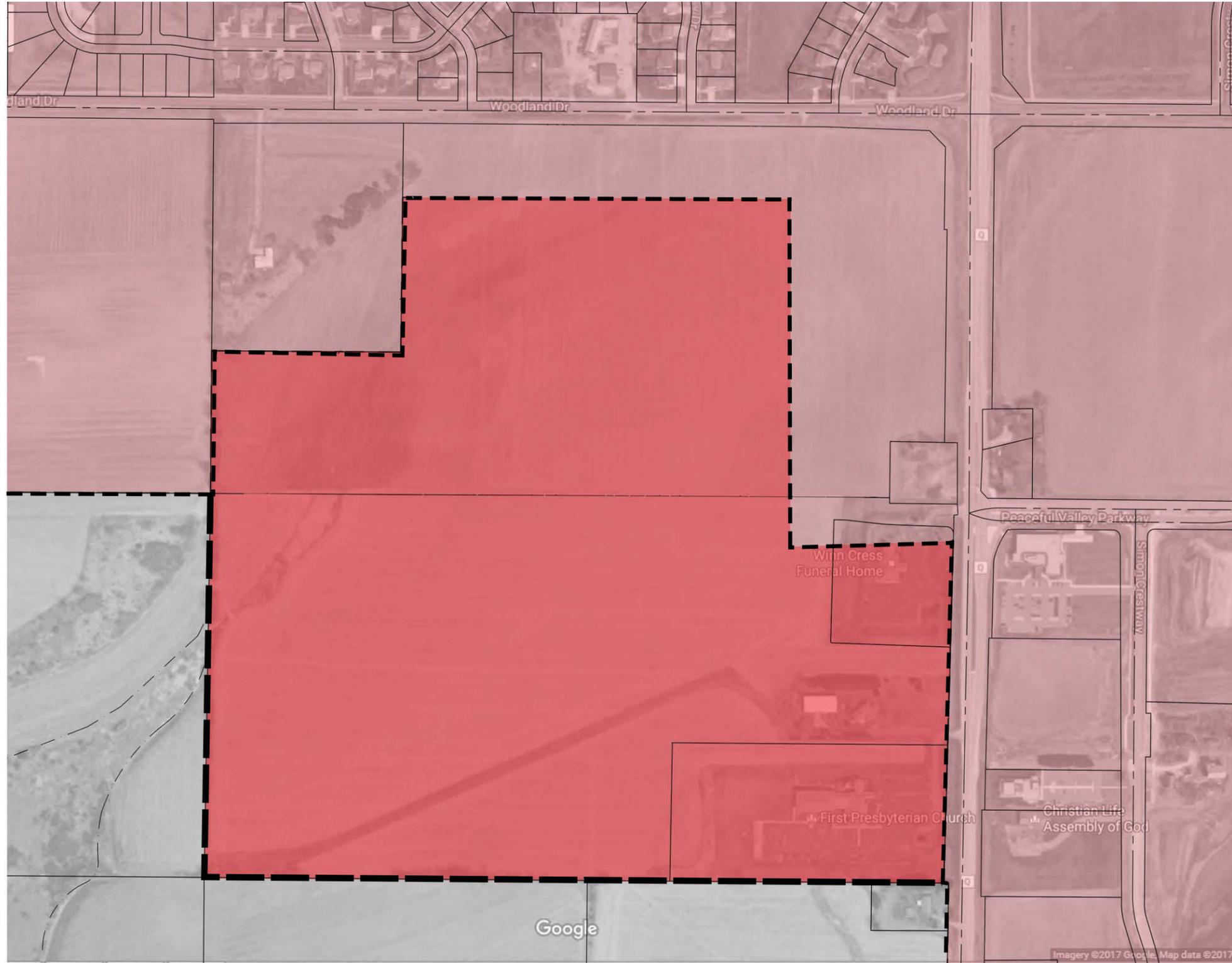
The Village of Waunakee's water distribution system is comprised of five groundwater wells, four elevated tanks, three booster stations, one ground-level reservoir, and approximately 61 miles of distribution main ranging from 6 to 12 inches in diameter. The groundwater wells are capable of providing approximately 5,300 gallons/minute. The elevated storage tanks have the capability of providing service to an elevation of up to an elevation of 960 feet. The combined capacity of the four elevated tanks and the ground-level reservoir is 1,650,000 gallons.

5.9 Describe and Provide a Map of the Proposed Stormwater Management

The proposed amendment area will drain to a regional system of detention basins to be located to the west and south of Ring Road from its intersection with Pasadena Parkway to the southern edge of the USAA. Additionally, private and public roadways within the residential portion of the development will be constructed as boulevards with the center island serving as a bioretention basin. This basin will be planted with a variety of appropriate vegetation to infiltrate storm water runoff from the roadways. Any additional runoff not infiltrated will be diverted to drain to the previously described detention basins. See Appendix Map 3.2 for proposed locations of stormwater management facilities.

5.10 Explain the Responsible Parties for Management and Maintenance of Stormwater Facilities

The developer will be responsible for maintaining all stormwater facilities during construction to ensure proper erosion control standards are met. The system of detention basins and the bioretention basins within the public roadways will be dedicated to the Village of Waunakee upon completion for ownership and maintenance purposes. Bioretention basins within private roadways will be maintained by the proper maintenance entity (homeowners association, etc.) setup by the developer's agreement. Any new commercial development within the amendment area will be responsible for the construction and maintenance of private stormwater facilities to treat and infiltrate the first one half inch of run-off on site.



Map 3.1

Proposed Urban Services Area
Amendment Boundary

WOODLAND WEST

Urban Service Area Amendment

LEGEND

-  Existing Urban Services Area
-  Proposed Urban Services Area Amendment

Village of Waunakee +
Town of Westport
Dane County, WI
Plan Commission Meeting, 9.11.
August 23, 2017
Prepared by SEH



DRAFT

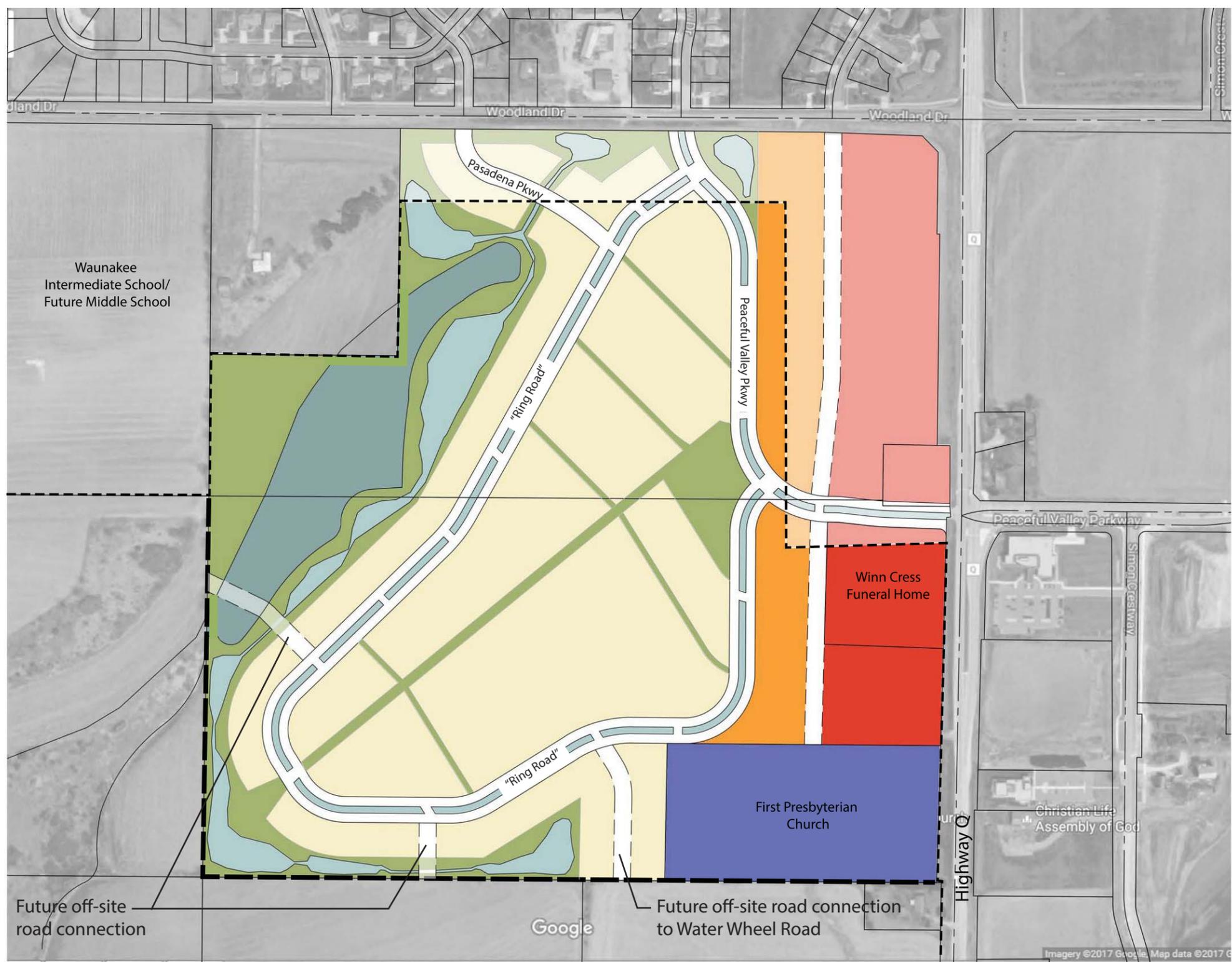
ITEM #2.

Map 3.2

Proposed Neighborhood Plan

WOODLAND WEST

Urban Service Area Amendment



LEGEND

Woodland West Neighborhood Plan within Existing USA

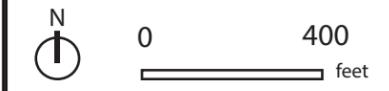
- Community Residential: 2.46 acres
- Mixed Use: 4.40 acres
- Commercial: 10.99 acres
- Parks: 2.64 acres
- Stormwater Management: 1.01 acres

Woodland West Neighborhood Plan within Proposed USA

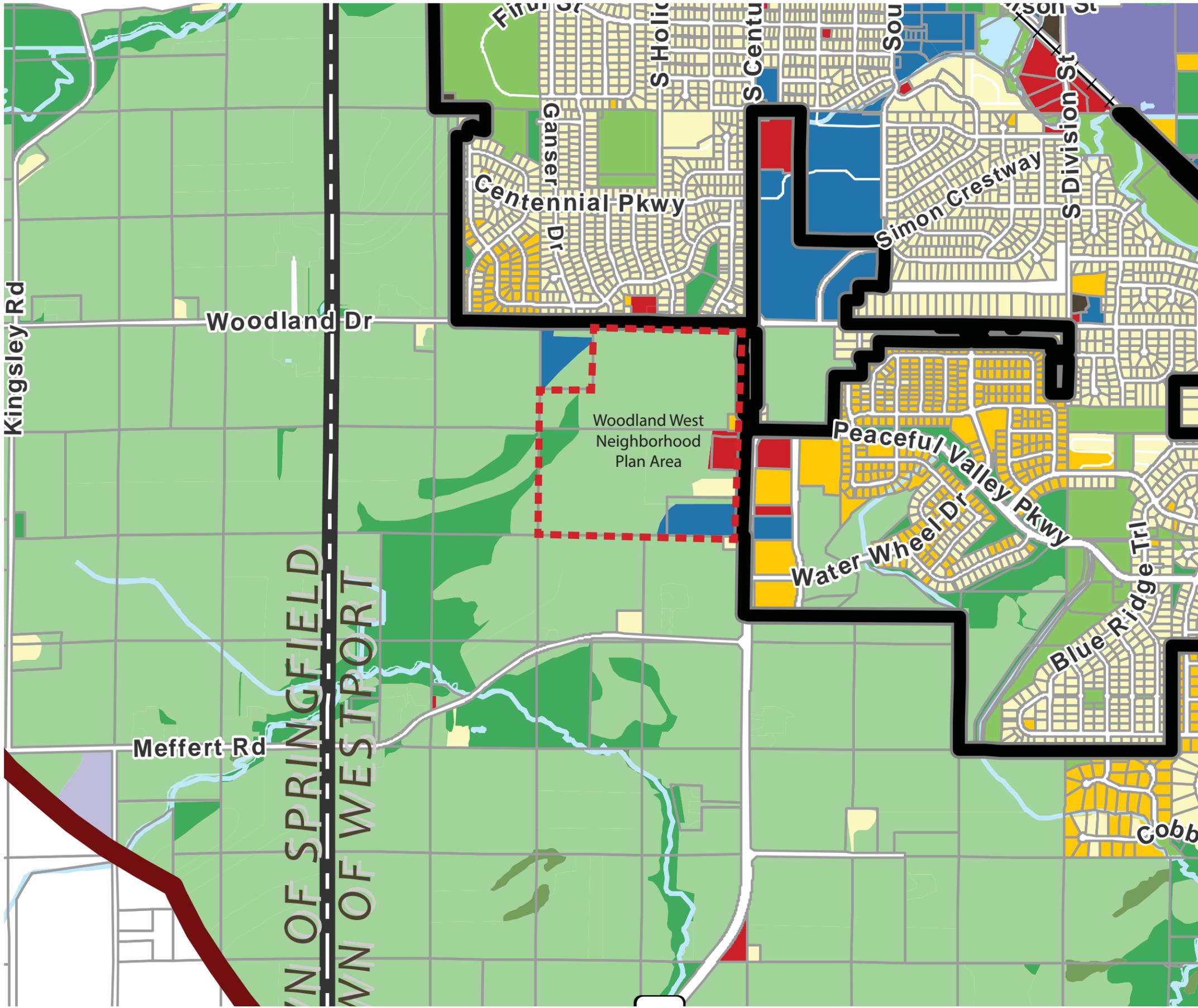
- Community Residential: 39.91 acres
- Mixed Use: 5.62 acres
- Commercial: 3.31 acres proposed, 3.41 acres existing
- Institutional: 10.51 acres existing
- Parks: 16.80 acres
- Stormwater Management: 9.11 acres
- Wetland (Dane County GIS data): 8.61 acres
- Proposed USA Boundary
- Existing USA Boundary

Village of Waunakee +
Town of Westport
Dane County, WI
Plan Commission Meeting, 9.11.17
August 23, 2017

Prepared by SEH



DRAFT



Source: Village of Waunakee + Town of Westport Comprehensive Plan

DATA SOURCES:
BASE DATA PROVIDED BY DANE COUNTY.
AERIAL IMAGERY PROVIDED BY DANE COUNTY (2014)

Map 3.3a
 Waunakee/Westport
 Comprehensive Plan
 Existing Land Use
WOODLAND WEST
 Urban Service Area Amendment

LEGEND

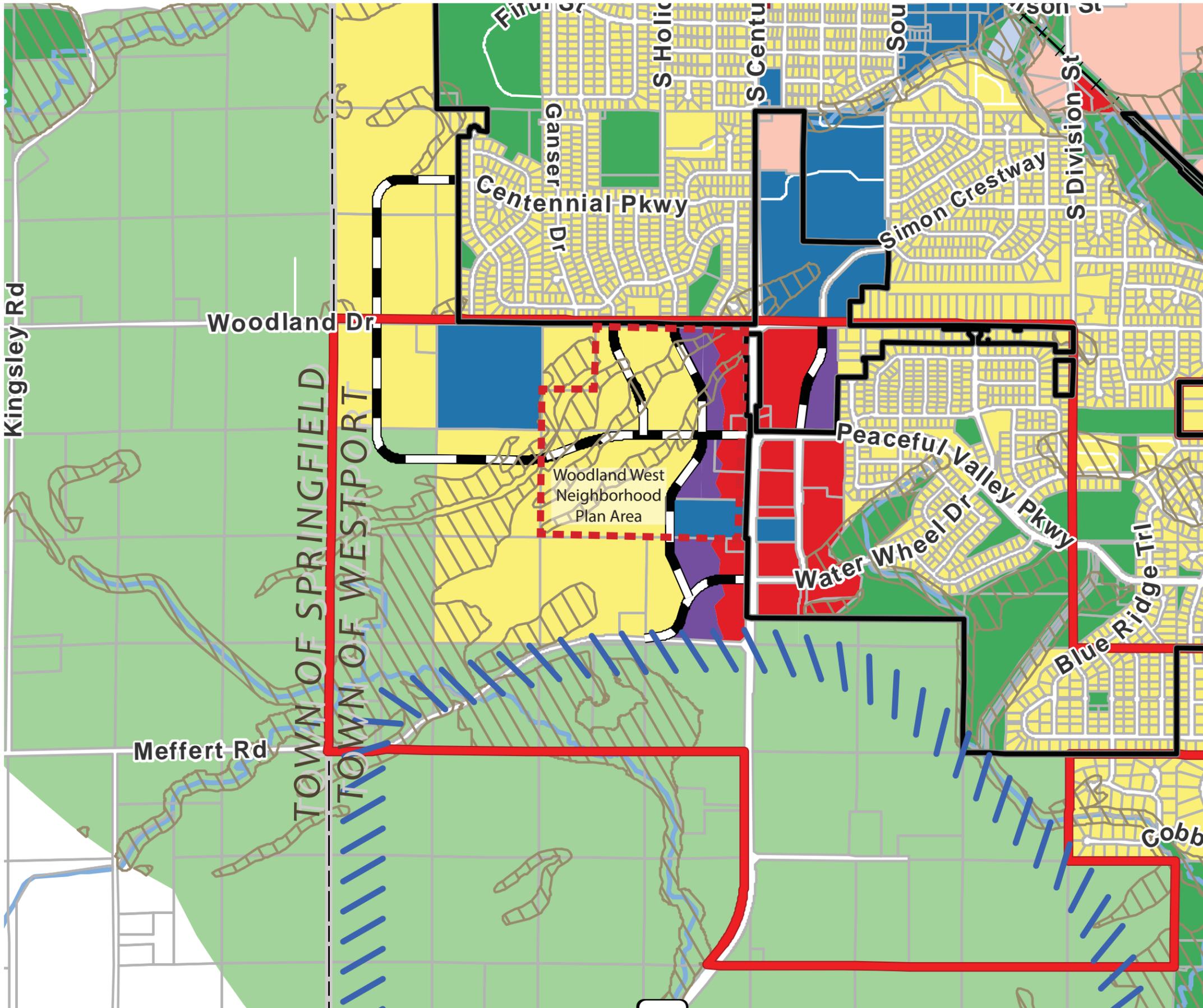
- Planning Area
- Town of Westport
- City/Village
- Town
- Railroad
- Land Use
 - Agriculture
 - Commercial
 - Communications/Utilities
 - Industrial
 - Institutional/Governmental
 - Mineral Extraction
 - Open Land/Cemetery
 - Recreation
 - Residential
 - Vacant Subdivided Land
 - Water
 - Woodlands

Village of Waunakee +
 Town of Westport
 Dane County, WI
 Plan Commission Meeting, 9.11.
 August 23, 2017
 Prepared by SEH



DRAFT

ITEM #2.



Source: Village of Waunakee + Town of Westport Comprehensive Plan

Map 3.3b
 Waunakee/Westport
 Comprehensive Plan
 Future Land Use
WOODLAND WEST
 Urban Service Area Amendment

ITEM #2.

LEGEND

- | | |
|--|-----------------------------------|
| Future Land Use | □ Village of Waunakee (Aug. 2016) |
| Business Park | ⊕ City/Village |
| Central Business District | □ Town |
| West Business District | ▭ Joint Planning Area Boundary |
| Commercial | ▨ Community Separation Zone |
| Mixed Use | ⊕⊕ Railroad |
| Institutional | ⊕ Future Road (approximate) |
| Community Residential | ▨ North Mendota Parkway Corridor |
| Rural Residential | |
| Parks, Open Space, Environmental Corridors | |
| Rural Preservation | |
| Development Limitation | |

DATA SOURCES
 BASE DATA PROVIDED BY DANE COUNTY
 DEVELOPMENT LIMITATIONS ARE A COMBINATION OF WETLANDS,
 FLOODPLAINS, SLOPES GREATER THAN 12%, AND A
 100-FT BUFFER AROUND STREAMS

Village of Waunakee +
 Town of Westport
 Dane County, WI
 Plan Commission Meeting, 9.11.17
 August 23, 2017
 Prepared by SEH



DRAFT



Map 3.5

Proposed Development Staging

WOODLAND WEST Urban Service Area Amendment

LEGEND

- Phase One
- Phase Two
- Phase Three

Village of Waunakee +
Town of Westport

Dane County, WI

Plan Commission Meeting, 9.11.

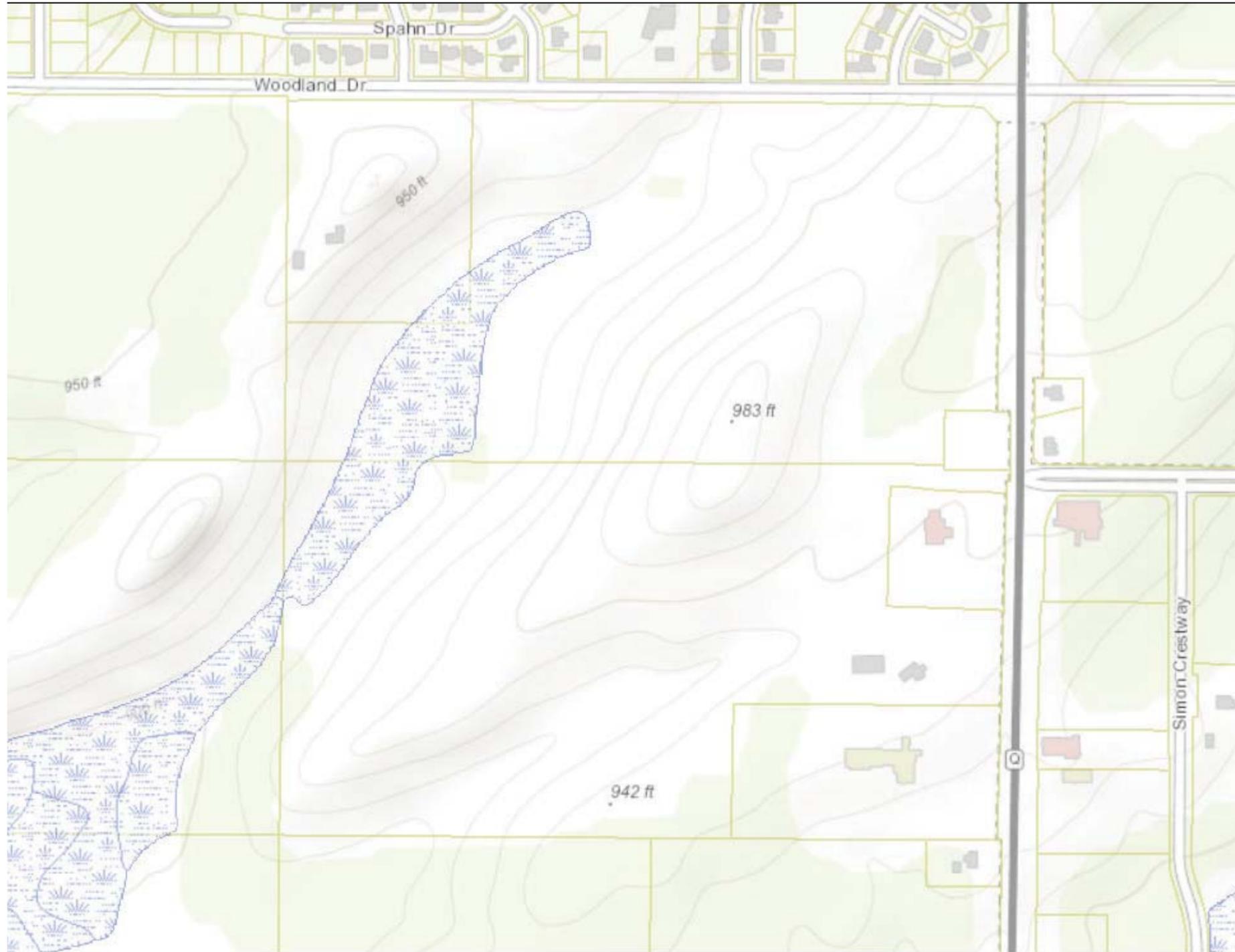
August 23, 2017

Prepared by SEH



DRAFT

ITEM #2.



Source: Dane County Maps

Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the

Map 4.1a

DNR Wetlands

WOODLAND WEST
Urban Service Area Amendment

ITEM #2.

LEGEND

-  DNR Wetlands
-  Tax Parcels

Village of Waunakee +
Town of Westport
Dane County, WI
Plan Commission Meeting, 9.11.17

August 23, 2017

Prepared by SEH

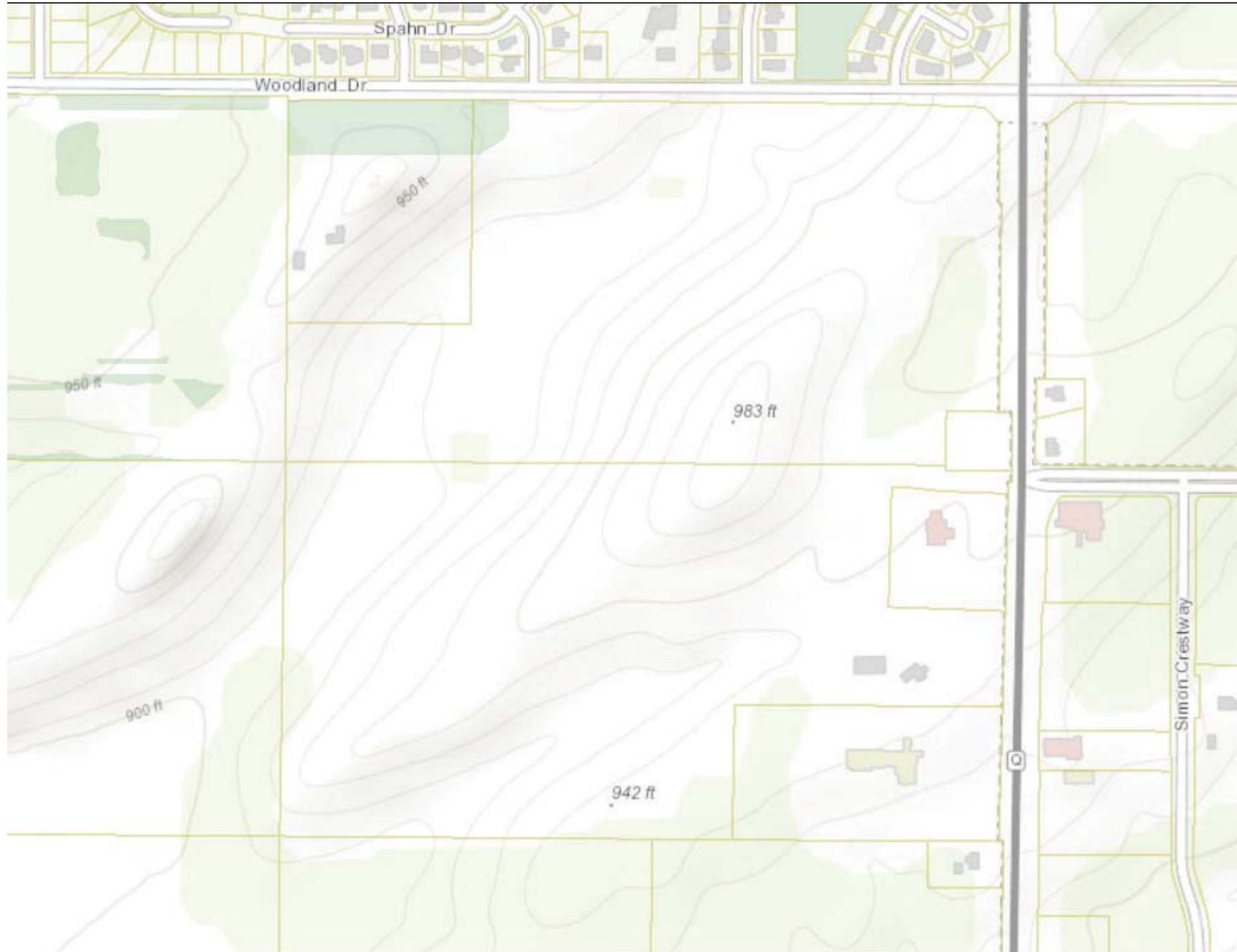


DRAFT

Map 4.1b

Environmental Corridor

WOODLAND WEST Urban Service Area Amendment



LEGEND

- Environmental Corridor
- Tax Parcels

Source: Dane County Maps

Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the

Village of Waunakee +
Town of Westport
Dane County, WI
Plan Commission Meeting, 9.11.

August 23, 2017

Prepared by SEH



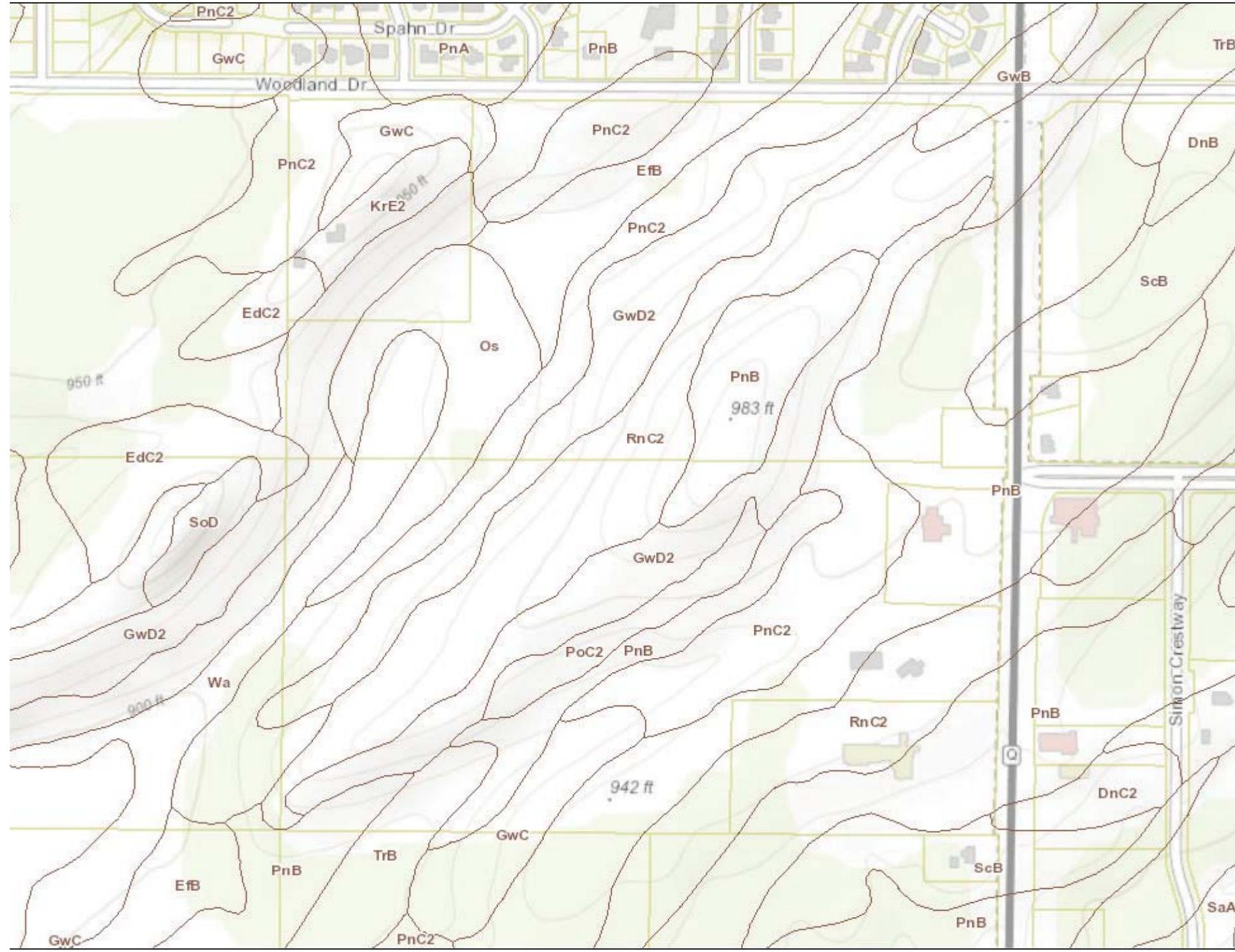
DRAFT

ITEM #2.

Map 4.1c

Soils

WOODLAND WEST
Urban Service Area Amendment



LEGEND

- Soils
- Tax Parcels

Source: Dane County Maps

Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the

Village of Waunakee +
Town of Westport
Dane County, WI
Plan Commission Meeting, 9.11.17

DRAFT

August 23, 2017

Prepared by SEH

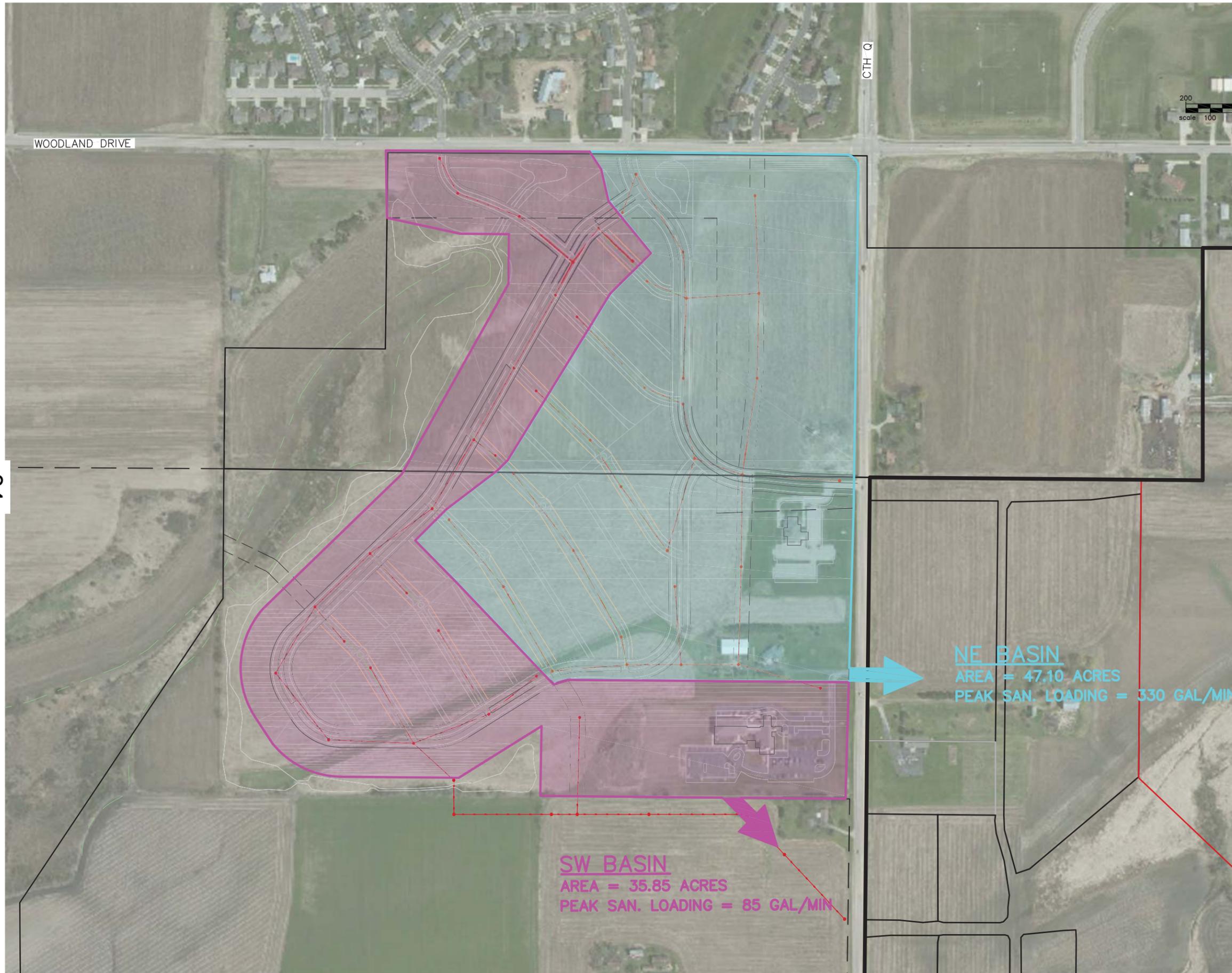


Map 5.1

Proposed Sanitary Sewer Extension

WOODLAND WEST
Urban Service Area Amendment

LEGEND



Village of Waunakee +
Town of Westport
Dane County, WI
Plan Commission Meeting, 9.11.

August 23, 2017

Prepared by SEH



DRAFT

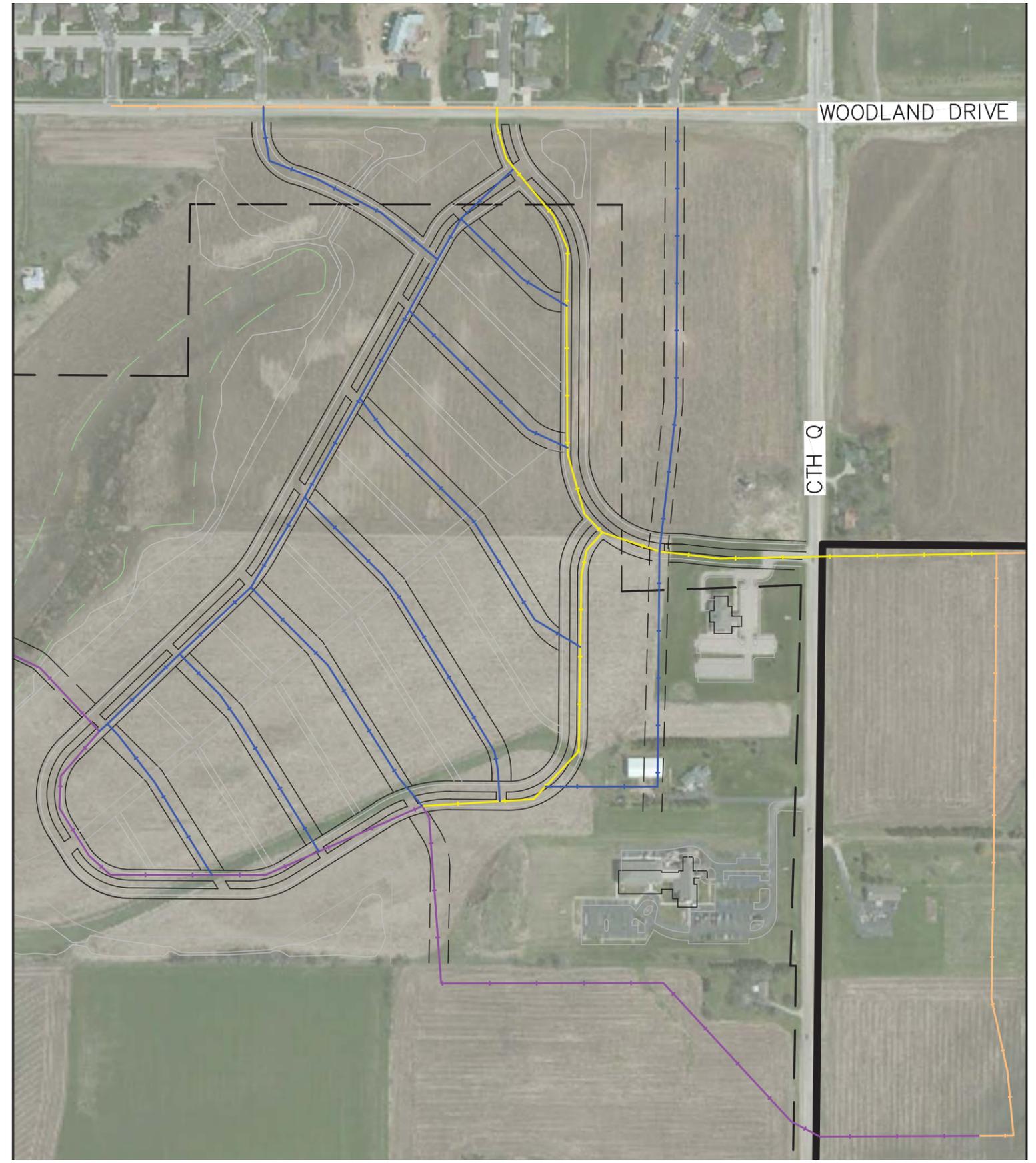
ITEM #2.

Map 5.5

Proposed Public Water Supply
Distribution System Extension

WOODLAND WEST

Urban Service Area Amendment



LEGEND

- EXISTING WATERMAIN
- 8" WATERMAIN
- 10" WATERMAIN
- 12" WATERMAIN

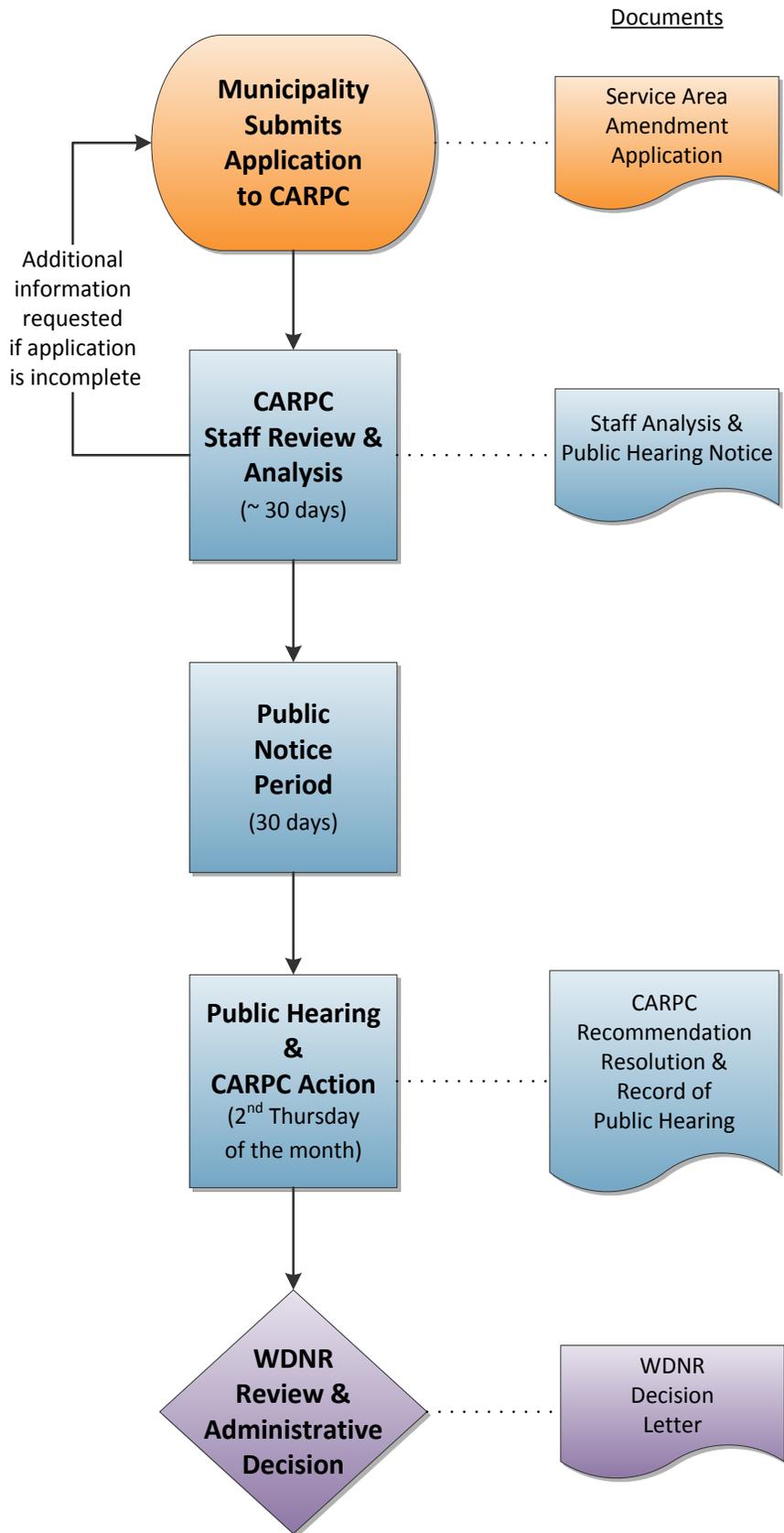
Village of Waunakee +
Town of Westport
Dane County, WI
Plan Commission Meeting, 9.11.17
August 23, 2017

DRAFT

Prepared by SEH

N
0 400
feet

**Process for Service Area Amendments
to the
WDNR Water Quality Plan for Dane County**



Municipalities are encouraged to work with CARPC staff in planning for future service areas and preparing amendment applications

ITEM #3.



Engineering and Planning Staff Memo

MEETING: Plan Commission September 11, 2017

AGENDA ITEM: Consultation, Access Issues, Forward Development Group, Southeast Corner of CTH Q and Woodland Drive, Town of Westport

SUMMARY: Attached is the prior plan that was conditionally approved. Note, the conditions were never satisfied.

ISSUES TO CONSIDER:

1. Access, roadway connection, annexation, recapture fees, compatibility

STAFF RECOMMENDATION: None

SUGGESTED MOTION: No action necessary.

ATTACHMENTS: Previous plans conditionally approved.

MORE INFORMATION:

Kevin Even 849-6276 keven@waunakee.com



FDG Proposal

DISCLAIMER: The Village of Waunakee 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" = 533'



VILLAGE OF WAUNAKEE

500 W. Main St
Waunakee, WI 53597
(608) 850-8500

Print Date: 9/7/2017

ITEM #3.



VILLAGE OF WAUNAKEE PLAN COMMISSION

MINUTES

A meeting of the Waunakee Plan Commission was held Monday, August 29, 2011, at the Waunakee Village Hall, 500 W. Main Street, Waunakee, WI.

CALL TO ORDER

Mr. Laubmeier called the meeting to order at 7:30 p.m.

ROLL CALL

Members Present: John Laubmeier, Steve Kraus, Gary Herzberg, Pat McGowan, Mark McGuire, Tom Liebe.

Members Absent: Bill Pellino.

Also Present: Kevin Even, Jim Bricker, Bryan Kleinmaier, Kent Straus, Roberta Baumann, Dennis Steinkraus, Gordon Meffert, Curtis Meffert, Zachary Drewek.

APPROVAL OF MINUTES

Motion McGowan, second Herzberg, to approve the minutes from the July 25, 2011 meeting. Motion carried.

OLD BUSINESS DISCUSSION / ACTION

DISCUSS & TAKE ACTION ON AN AMENDMENT TO THE VILLAGE COMPREHENSIVE PLAN FOR THE WOODLAND CREST DEVELOPMENT

Mr. Even presented the amendment to the Village Comprehensive Plan and explained that the public hearing for this had already been held on May 10, 2011. No action was taken at the time.

Motion Liebe, second McGowan to recommend the Village Board approve the comprehensive plan amendment. Motion carried.

DISCUSS & TAKE ACTION ON WOODLAND CREST DEVELOPMENT ANNEXATION PETITION, REZONE REQUEST, PRELIMINARY & FINAL PLAT

Mr. Even presented the submittal by Forward Development Group and explained that the public hearing was held on May 10, 2011. No action was taken at the time.



Motion McGowan, second Herzberg, to recommend approval of the GDP rezone, preliminary plat, final plat and annexation petition, subject to all staff comments being completed to the satisfaction of the Village Engineer and Town Administrator with the following conditions:

- 1) Including the necessary improvements to CTH Q, North of Woodland Drive,
- 2) Signals at Simon Crestway and Woodland as part of Phase I,
- 3) The retaining wall issue resolved with consideration for safety and aesthetics,
- 4) Stormwater improvements meeting Town standards,
- 5) No second/third floor residential allowed.

Motion carried.

NEW BUSINESS

DISCUSS POSSIBLE MASTER PLANNING OF THE MEFFERT PROPERTY, STH 113, TOWN OF WESTPORT

After discussion, the members recommended to the JPC that the developer be allowed to move forward with a master plan, with no implied commitment for development approval from the Village. Mr. Even informed the developer that this process will take several months and they will need to sign cost-sharing agreements.

No formal action taken.

FUDA UPDATE: Tom Liebe provided an update.

ADJOURN

Motion Herzberg, second Liebe, to adjourn the meeting at 8:17 p.m. Motion carried.

Submitted By: Tracy Meinholz, Recording Secretary Approved: _____

ITEM #3.

Woodland Crest Neighborhood Center General Development Plan

Prepared for:

Forward Development Group

JSD Professional Services
161 Horizon Drive, Suite 101
Verona, Wisconsin 53593

Originally submitted: January 31, 2011

Revised May 15, 2011 to address initial Village Staff comments. This edition, prepared August 19, 2011, reflects revised site layout and development concepts necessitated by end-user commitments and prospects.

Table of Contents

Contact Information	Page 3
Overview	Page 4
Anticipated Development Sequence	Page 5
Community Context and Planning Considerations	Page 6
Rationale for Planned Unit Development Zoning	Page 10
Development Standards for the Woodland Crest Neighborhood Center	Page 11

Exhibit A: Legal Description

Exhibit B: Draft Preliminary Plat

Exhibit C: General Plan

Exhibit D: Table 1 Provisional Development Statistics and Parameters

Exhibit E: Buffer Landscaping Illustration

Exhibit F: Architectural and Site Development Guidelines

ITEM #3.

Contact Information

Applicant// Developer

Forward Development Group
Suite 101A
161 Horizon Drive
Verona, WI

Dennis Steinkraus, Development Manager
dennis.steinkraus@forwarddevgroup.com
262.443.9875

Real Estate Attorney

Virginia Bartelt

PO Box 628523
Middleton, WI 53562-8523
vbartelt@barteltlaw.com
608.663.5600

Consulting Services for Planning, Engineering, and Surveying

JSD Professional Services
Suite 101
161 Horizon Drive
Verona, WI

info@jsdinc.com
608.848.5060

Project Engineer:

Debora Hatfield, PE deb.hatfield@jsdinc.com
608.712.6595

Landscape Architect:

Mike Schmeltzer, RLA mike.schmeltzer@jsdinc.com
608.225.2426

Overview

Forward Development Group (FDG) is proposing the annexation and development of a 31 +/- acre mixed-use neighborhood commercial center at the southeast corner of County Hwy Q and Woodland Drive as described in Exhibit A and B.

To implement this proposal, FDG is seeking approval of PUD-GDP Zoning and a combined Preliminary and Final Plat to create parcels and building sites to market to prospective business interests. Other documents and studies that have been prepared in support of this proposal include: The Woodland Crest Preliminary Engineering Plan Set (dated: August 19, 2011), Stormwater Management Plan Woodland Crest (dated: August 19, 2011), and the Traffic Impact Analysis Woodland Crest (dated: August 19, 2011).

The proposed Woodland Crest Neighborhood Center will create development opportunities for businesses that provide goods and services to current and future Village of Waunakee and Town of Westport residents. The Center is envisioned to include: a medical clinic; medical and professional offices; retail space for restaurants, grocery, apparel, and general merchandise; a convenience store; and other complimentary and supporting uses appropriate for this neighborhood center location.

The Center is master planned to take advantage of the excellent access, visibility and convenience afforded by the gateway location to the Village at County Hwy Q and Woodland Drive. It is also planned in relation to the existing and future neighboring residential developments and the Waunakee Schools campus.

To compliment this key gateway entry to the Village, buildings will be designed with attention to four sided architectural features and the practical use of building materials. Extensive building, site landscaping and lighting guidelines have been prepared and will be incorporated into development criteria for the Center.

In addition to a strong focus on creating a visually pleasing built environment, the Woodland Crest Neighborhood Center is committed to sound environmental design principles for stormwater management, multi-modal transportation (walking and bicycling), and sustainable building practices.

The Woodland Crest Neighborhood Center General Development Plan is intended to establish a framework for the general organization and layout of land uses and public infrastructure that are illustrated in the General Plan attached as Exhibit C. While the listing of proposed land uses and zoning criteria are specific to lots shown on the Woodland Crest Preliminary Plat the depictions of particular building site examples are preliminary and illustrative in nature and is subject to revision in connection with each subsequent Specific Implementation Plan and final end-user sales or lease agreements.

ITEM #3.

Anticipated Development Sequence

FDG has found that there is very strong interest in business development opportunities at this location in the Village of Waunakee and is planning to develop the entire site in one construction phase beginning in the fall of 2011 and concluding the summer of 2012.

This construction will involve overall site grading, installation of stormwater management facilities, the extension of Simon Crestway and water, sanitary, and storm sewer infrastructure from Woodland Drive to the south boundary of the property and also a short connecting street between Simon Crestway and County Highway Q. The design of the Simon Crestway extension has been coordinated with the plans for the construction of Peaceful Valley Parkway which is being constructed with the development of the Kilkenny Farm neighborhood which adjoins the Woodland Crest property to the south and east.

FDG has collaborated with Village and Town officials on an expedited schedule for the review and approval of this proposal in order to accommodate construction of the overall subdivision improvements by FDG and the concurrent building construction and site development on the lots fronting on County Highway Q (lots 2, 5, and 7). It is anticipated that the end user on Lot 7 of Woodland Crest, will utilize an interim access drive to County Highway Q until such time as the developer of Kilkenny Farm and the Village complete the extension of Peaceful Valley and the Peaceful Valley and CTH Q intersection.

Community Context, Planning Considerations

Location.

The Woodland Crest Neighborhood Center will occupy a 31+/- acre tract located at the southeast corner of County Highway Q and Woodland Drive. The site is within the Waunakee Urban Service Area and the Waunakee-Westport Joint Planning Area.

Adjoining Land Uses, existing and planned.

Presently, the site is open and cultivated with two rural residences located in the southwest corner. Adjoining land uses include:

- North: Across Woodland Drive, the Waunakee Schools campus and athletic fields.
- East: A small rural residential neighborhood with several residences and the Kippley farmstead. The Kippley farm, which also encompasses lands to the south of the Woodland Crest site, has been approved for the development of the Kilkenny Farm subdivision -- a 320+ unit single family neighborhood.
- South: Open, cultivated farmland.
- West: Across County Highway Q, open cultivated farmland. No long range planning concepts have been identified for the area west of CTH Q.

The adjoining land uses, both existing and planned, present both opportunities and constraints to the development of the Woodland Crest project. The future residential neighborhoods will provide a strong market of customers who will support the potential businesses in the commercial center and who will benefit by having those businesses conveniently accessible by walking or bicycling as well as being only a short drive from home. The school and associated community activities also will contribute to the economic viability of this location. Conversely it is important for the Woodland Crest project to establish and implement design criteria and elements for visual screening, noise and light limitations and traffic management so as not to diminish the value and attractiveness of the adjoining neighborhoods

Village and Town Comprehensive Planning Policies

Concurrently with the consideration of this proposed General Development Plan, The Village and Town are considering an amendment to the Joint Planning Area (JPA) Land Use Plan. The current JPA Land Use Plan designates the tract for low density residential development supported by a small 4 to 6 acre neighborhood commercial center. Through ongoing discussions FDG, the Village and the Town, have reached a consensus that there would likely be more community benefit realized from the proposed 31 acre, well designed neighborhood commercial center than the expansive single family homes and a limited commercial site described in the current JPA Plan.

ITEM #3.

The draft of the JPA plan amendment for this location recognizes the community need for more non-residential tax base, employment opportunities, sustainable stormwater management practices, and retail and community services. The Woodland Crest Neighborhood Center is compatible with the proposed JPA Land Use Plan amendment.

Streets and Circulation, existing and planned.

The site is bounded by Woodland Drive along the north and County Highway Q to the west. Woodland Drive is a major east-west collector within the Village. County Highway Q is an arterial highway and a primary travel route between the Village and the Cities of Madison and Middleton – approximately 10 minutes travel south from the Woodland Crest project site.

Wisconsin DOT reported the following 2009 Average Annual Daily Traffic (AADT):

- CTH Q at Woodland Drive 11,400 Vehicles Per Day (VPD)
- Woodland Drive east from CTH Q 4,800 VPD
- Woodland Drive west from CTH Q 1,700 VPD

Existing traffic levels are projected to increase at a rate of 1.5% annually. Preliminary analysis of the CTH Q and Woodland Drive intersection indicates that it is currently functioning at or near capacity during the AM and PM peak hours. With the expected continued growth in traffic, irrespective of development of additional areas in the south side of the Village, there will soon be a decrease in the level of service rating and efficiency of this intersection.

Planned Street Improvements.

Two Village collector streets are planned to serve the Woodland Crest Neighborhood Center: Simon Crestway which will be extended south through the project area, and Peaceful Valley Parkway which will be located along and adjoining a portion of the project site's southern boundary and will continue easterly to serve existing and planned residential neighborhoods.

- Simon Crestway will be constructed by FDG within the planned 80 foot wide Right-of-Way (ROW) and will accommodate vehicle travel, on-street marked bike-lanes, on street parking, and sidewalks.
- Peaceful Valley Parkway is currently planned as a 100 foot ROW to accommodate a paved bike path along its northern ROW line, vehicle travel lanes and a wide grassed stormwater swale along its southerly line. There would be no on-street parking on Peaceful Valley Parkway. FDG is in general concurrence on the cost-sharing arrangement proposed by the Village to finance the construction of this essential off-site improvement.

In addition to the Simon Crestway extension, the Woodland Crest Neighborhood development will be constructing a public street connecting Simon Crestway to CTH Q. This street will

provide better access and circulation within the neighborhood center and is critical to supporting the economic viability of the site.

The new intersection with CTH Q has been conceptually approved by the Dane County Highway Department. It will be located approximately 750 feet south of Woodland Drive (two blocks) and will be a limited “three-quarter” intersection providing right-in right-out access to northbound CTH Q and a left-in only from southbound CTH Q. To accommodate anticipated growth and increased vehicle travel in the Waunakee area, the section of CTH Q between Woodland Drive and Peaceful Valley Parkway will be widened to four lanes. FDG and the Village have reached a general concurrence on cost-sharing for the lane improvements along the Woodland Crest frontage.

Planned Bike and Walking Path Linkages.

In addition to the on-street bike lanes on CTH Q and Simon Crestway, FDG will also be constructing a paved bike path along the easterly side of CTH Q as called for in the Waunakee-Westport JPA Plan.

A paved bike and walking path connecting Simon Crestway to the future extension of Endres Road is also being proposed. This path linkage is subject to change and will be coordinated with the developer of the Kilkenny Farm neighborhood.

Site Topography, Drainage, and Stormwater Management.

The existing topography of this site is distinguished by a prominent ridge which divides the property such that 2/3s drains north and 1/3 drains south. Current policy by the Village of Waunakee and the Town of Westport requires that for new development the amount of stormwater runoff that is permitted to flow off of the property cannot exceed the amount of runoff from the site in its current pre-development condition. Essentially this means that stormwater management facilities for all new development in the JPA must infiltrate 100% of the increase in storm runoff volumes created by the development.

The practical impact of attaining this goal in the Woodland Crest Neighborhood Center creates over 3 acres of stormwater infiltration basins – approximately 9 % of the project area.

The stormwater management facilities planned for the Woodland Crest Neighborhood Center will meet the following Village and Town requirements:

- Reduce the total suspended solids by 80 percent during the 1-year, 24-hour storm event assuming no re-suspension.
- Treat the first 0.5 inches of runoff using the best oil and grease removal technology available.
- Maintain predevelopment peak runoff rates for the 1-, 2-, 5-, 10-, 25-, 50-, and 100-year, 24-hour storm events.

ITEM #3.

- Infiltration practices designed to accommodate the storm water runoff volume difference between the pre-development and post-development 100 year, 24-hour storm event.

Despite their impact of reducing the developable (and taxable) acreage within the Woodland Crest project area, FDG recognizes and endorses the important function that these stormwater management facilities contribute to the sustainable design of this development. The basins will be restored provide a significant amount of naturalized open space and wildlife habitat for the community in addition to their functional purposes for managing and treating stormwater runoff.

Utilities

All municipal utilities and private utilities are available and have the capacity to be extended to serve the development in the Woodland Crest Neighborhood Center.

Rationale for Planned Unit Development Zoning

Planned Unit Development Zoning is requested for the Woodland Crest Neighborhood Center to allow the Forward Development Group greater flexibility in creating a viable commercial development while ensuring substantial compliance with the basic intent of the Village of Waunakee zoning and land development requirements.

More explicitly, the Planned Unit Development District for the Woodland Crest project enables:

- Creative and flexible design requirements for appropriate landscape buffering: for the planned Kilkenny Farm neighborhood located immediately to the east.
- Maximizing site and lot utilization with smaller setbacks and larger lot coverage standards to offset the land area that is required to satisfy sustainable stormwater management practices
- Flexibility to respond to market demands which may be more selective as to site locations and dimensions than can be anticipated at the present time.
- Flexibility to respond to and address development financing standards which require both municipal approvals and business commitments before financing commitments are finalized.
- The ability to limit and prohibit certain uses within the neighborhood.

ITEM #3.

Development Standards for the Woodland Crest Neighborhood Center

It is the intention of the Forward Development Group to develop the Woodland Crest Neighborhood Center through the completion of site and infrastructure improvements that comply with the development standards of the Village and that comply with the adopted plans of the Village of Waunakee and Town of Westport.

To accomplish this, FDG has formulated the following described "Development Standards" which will govern land use, building and parking area location, and building size. Exhibit D is a table which summarizes the projected maximum floor areas, impervious surface areas and overall open space based on the development standards.

FDG will also install buffer landscaping along the easterly perimeter of the Woodland Crest property adjoining the existing and planned residential neighborhoods as part of the site improvements constructed for the platting of the property. Maintenance of the landscape buffer area will be assigned to the owners of the underlying lots. Exhibit E is the plan for this buffer landscaping.

In addition, FDG has prepared "Development Guidelines" to which will regulate architectural and site improvements constructed by the purchasers of the lots within this project. FDG will be establishing an Architectural Review Committee that will oversee and approve building and site improvements before they are submitted for Village building permit approval. The Woodland Crest Development Guidelines are included as Exhibit F.

Except for the specific setback, bulk and use restrictions that are described in the following section, the Village Zoning and Subdivision Ordinances will regulate land uses and development within the Woodland Crest Neighborhood Commercial Center.

To address the "Residential Sensitive Design" criteria articulated in JPA Comprehensive Plan Amendment, the following section is organized such that the specific development requirements for lots 8, 9, and 10 are listed in the subsection entitled "Development Standards for Neighborhood Sensitive Design Area" – this area is referenced on the General Plan Map.

Development and Use Standards for lots 1 thru 7 Woodland Crest.

Permitted Uses:

In addition to all of the permitted and conditional uses allowed under the Village C-1 Commercial General Commercial District, the following uses are allowed:

- Restaurants with drive-thru service window
- Financial Services with up to 3 drive-thru lanes
- Residences located on second or third floor of buildings

- Temporary (seasonal) outdoor display and sales of products such as Christmas Trees and landscape plants
- Farmers Markets
- Call centers
- Data processing Centers
- Health Clubs
- Convenience Stores with fuel sales and car wash. Underground fuel tanks, fuel dispensing pumps, and accessory equipment must be located at least 20 feet from public street ROWs
- Medical and Dental Clinics and Offices. Including: Accessory uses related to the primary function of the clinic or office (such as: laboratory, pharmacy, physical and occupational therapy rooms, sales of medical supplies, eye glasses, data processing centers, cafeterias for use of employees and patients) provided such uses are wholly enclosed within the principal building on the lot.

Uses Not Permitted:

The following uses and activities are not permitted: Airport/heliport, Automobile and Truck washes not accessory to convenience store use, Automobile sales and rental, Truck sales and rental, recreational vehicle sales and rental, Motor vehicle repair and service, Manufactured Home sales, Dairies, Freight terminals, Telecommunications transmitting towers, Outdoor Theatres, Outdoor storage of products or materials except for seasonal merchandise displayed in defined areas (such as a Christmas Tree Sales lot or garden plant sales lot) , outside parking of delivery vehicles or semi tractors or semi-trailers for longer than two (2) hours or overnight, outdoor display or storage of merchandise for sale or rental by businesses that are not located on the lot, in-patient care facilities for psychiatric care, therapy or substance abuse treatment.

Setbacks:

Buildings (including roof eaves, canopies, awnings, porches, entry stoops, balconies) and free standing canopies shall comply with the following setback standards:

Public Street Right-of-Way:

Buildings:	15 feet
Parking Lot Pavement:	6 feet

County Hwy Q Right-of-way:

Buildings;	42 feet
------------	---------

ITEM #3.

Parking Lot Pavement: 15 feet

Peaceful Valley Parkway and Woodland Drive Rights-of-Way

Buildings: 25 feet

Parking Lot Pavement: 6 feet

Side Property Lines:

Buildings: 15 feet*

Parking Lot Pavement: 5 feet*

Rear Property Line:

Buildings: 15 feet*

Parking Lot Pavement: 5 feet*

* An exception to permit a zero lot line for buildings and parking areas is permitted when the adjoining lots (or lots) are improved and managed as a unified development and a permanent joint use agreement is executed and recorded .

Lot Development and Building Mass Standards

Maximum Floor Area Ratio: 0.30

Minimum on lot open-space area: 10% of total lot area including onsite stormwater facilities.

Maximum Building Height: Per Village Zoning Ordinance

Minimum Building Separation: 20 feet (when multiple buildings on lot)

Development Standards for Neighborhood Sensitive Design Area

For the purposes of implementing the development criteria articulated in the JPA the development and uses on Lots 8, 9, and 10 shall comply with the following requirements:

Permitted Uses

- Medical and Dental Clinics and Offices. Including: Accessory uses related to the primary function of the clinic or office (such as: laboratory, pharmacy, physical and occupational therapy rooms, sales of medical supplies, eye glasses, data processing centers, cafeterias for use of employees and patients) provided such uses are wholly enclosed within the principal building on the lot.
- Professional Offices

- Child and Adult Daycare

Uses Not Permitted:

The following uses and activities are not permitted: Airport/heliport, Automobile and Truck washes not accessory to convenience store use, Automobile sales and rental, Truck sales and rental, recreational vehicle sales and rental, Motor vehicle repair and service, Manufactured Home sales, Dairies, Freight terminals, Telecommunications transmitting towers, Outdoor Theatres, Outdoor storage of products or materials except for seasonal merchandise displayed in defined areas (such as a Christmas Tree Sales lot or garden plant sales lot) , outside parking of delivery vehicles or semi tractors or semi-trailers for longer than two (2) hours or overnight, outdoor display or storage of merchandise for sale or rental by businesses that are not located on the lot, in-patient care facilities for psychiatric care, therapy or substance abuse treatment.

Setbacks:

Buildings (including roof eaves, canopies, awnings, porches, entry stoops, balconies) and free standing canopies shall comply with the following setback standards:

Public Street Right-of-Way:

- Buildings: 15 feet
- Parking Lot Pavement: 6 feet

County Hwy Q Right-of-way:

- Buildings; 42 feet
- Parking Lot Pavement: 15 feet

Peaceful Valley Parkway and Woodland Drive Rights-of-Way

- Buildings: 25 feet
- Parking Lot Pavement: 6 feet

Side Property Lines:

- Buildings: 25 feet*
- Parking Lot Pavement: 5 feet*
- Parking Lot Pavement from existing or planned residential use: 25 feet

Rear Property Line:

- Buildings: 25 feet*

ITEM #3.

Parking Lot Pavement: 5 feet*

Parking Lot Pavement from existing or planned residential use: 25 feet

* An exception to permit a zero lot line for buildings and parking areas is permitted when the adjoining lots (or lots) are improved and managed as a unified development and a permanent joint use agreement is executed and recorded .

Lot Development and Building Mass Standards

Maximum Floor Area Ratio: 0.30

Minimum on lot open-space area: 15% of total lot area including onsite stormwater facilities but excluding the landscape buffer easement.

Maximum Building Height: Per Village Zoning Ordinance

Minimum Building Separation: 20 feet (when multiple buildings on lot)



Forward Development Group
 161 Horizon Drive, Suite 101A
 Verona, WI 53593

WOODLAND CREST DESCRIPTION

Lots 1 and 2, Certified Survey Map Number 4619 and part of the Northwest Quarter of the Northwest Quarter and part of the Northeast Quarter of the Northwest Quarter, all in Section 17, Township 8 North, Range 9 East, Town of Westport, Dane County, Wisconsin more particularly described as follows:

Commencing at the Northwest corner of Section 17, aforesaid; thence South 89 degrees 31 minutes 12 seconds East along the North line of the Northwest Quarter, 181.90 feet to the Point of Beginning; thence continuing South 89 degrees 31 minutes 12 seconds East, 861.00 feet to the Northerly extension of the West line of the 1st Addition to Roamin' Acres; thence; thence South 00 degrees 17 minutes 26 seconds West along said line 439.20 feet to the Southwest corner of Lot 2, Certified Survey Map Number 6294, as recorded in Volume 30, on pages 240 and 241, as Document No. 2241241; thence South 89 degrees 25 minutes 51 seconds East along the South line of said Lot 2 extended Easterly, a distance of 344.33 feet to the Southerly extension of the Easterly right-of-way line of Endres Road; thence South 00 degrees 22 minutes 20 seconds West, 208.32 feet; thence North 89 degrees 25 minutes 51 seconds West, 344.33 feet; thence South 00 degrees 17 minutes 41 seconds West, 685.67 feet; thence North 89 degrees 31 minutes 40 seconds West, 836.09 feet; thence North 00 degrees 43 minutes 38 seconds East, 1.71 feet to the Southeast corner of Lot 2, Certified Survey Map Number 4619, as recorded in Volume 20, on page 166, as Document No. 1874286; thence North 89 degrees 22 minutes 46 seconds West along the South line of said Lot 2 a distance of 180.74 feet to the easterly right-of-way line of County Trunk Highway "Q"; thence North 00 degrees 34 minutes 23 seconds East along said easterly right-of-way line, 312.14 feet to the Northwest corner of Lot 1 of said Certified Survey Map No. 4619; thence South 89 degrees 19 minutes 18 seconds East along the North line of said Lot 1 a distance of 31.92 feet to the Easterly right-of-way line of County Trunk Highway "Q"; thence North 00 degrees 35 minutes 29 seconds East along said right-of-way line, 461.89 feet; thence North 00 degrees 49 minutes 19 seconds East along said right-of-way line, 442.14 feet; thence North 45 degrees 39 minutes 03 seconds East, 163.28 feet to the point of beginning.

Said parcel contains 1,382,349 square feet or 31.734 acres.

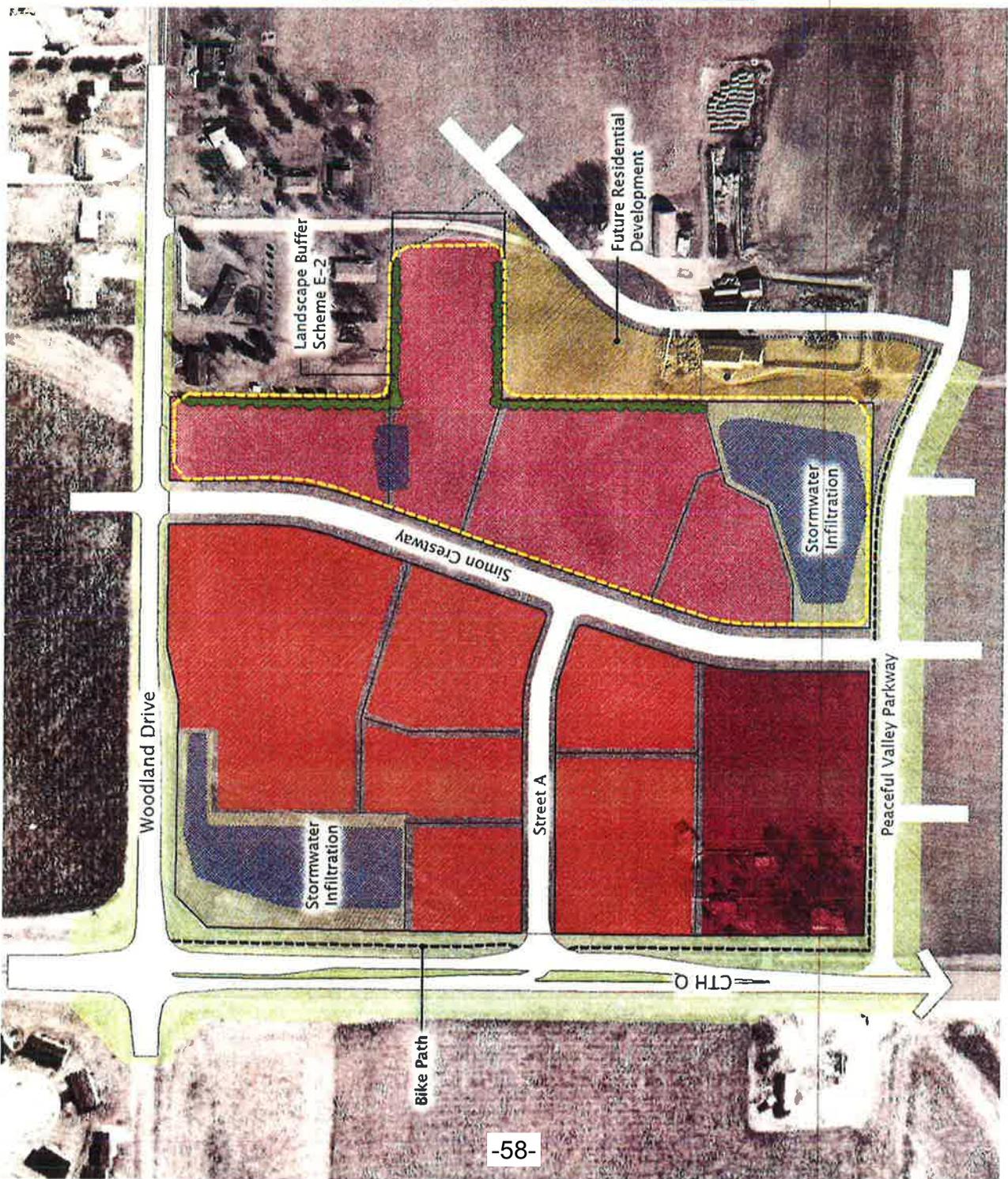


Legend

- Commercial/ Retail & Services
- Medical Clinic
- Professional Office
- Stormwater Infiltration
- Open Space
- Greater attention to be given to residential sensitive design considerations
- Bike Path



REVISED GDP LAYOUT MAP



ITEM #3.

Table 1

Woodland Crest General Development Plan Development Statistics and Parameters

Subject to Change with Final Plat, Site Plan Approvals from the Westport-Waunakee JPC and Waunakee PC

Date: 31 January 2011

Revisions: 13 May 2011 to address Village Staff Comments

Update: 19 August to incorporate site plan revision per FDG

Proposed Preliminary Plat Lot	Projected Use	Lot Area		Floor Area Ratio (FAR)	Maximum Gross Floor Area (GFA) (per FAR)	Maximum Impervious Surface Area Ratio (ISR)	Minimum non Buffer Open Space	Required Landscape Buffer (1)	Total Open Space
		Sq. Ft.	Acres						
1	Commercial	243,028	5.58	0.30	72,908	90%	24,303		24,303
2	Commercial	48,850	1.12	0.30	14,655	90%	4,885		4,885
3	Commercial	53,849	1.24	0.30	16,155	90%	5,385		5,385
4	Commercial	57,822	1.33	0.30	17,347	90%	5,782		5,782
5	Commercial	81,956	1.88	0.30	24,587	90%	8,196		8,196
6	Commercial	33,198	0.76	0.30	9,959	90%	3,320		3,320
7	Professional Office	176,983	4.06	0.30	53,095	85%	26,547		26,547
8	Professional Office	240,337	5.52	0.30	72,101	85%	36,051	7,175	43,226
9	Professional Office	137,039	3.15	0.30	41,112	85%	20,556	17,400	37,956
10	Professional Office	66,603	1.53	0.30	19,981	85%	9,990	10,125	20,115
Net Developable Area		1,139,665	26.16						179,715

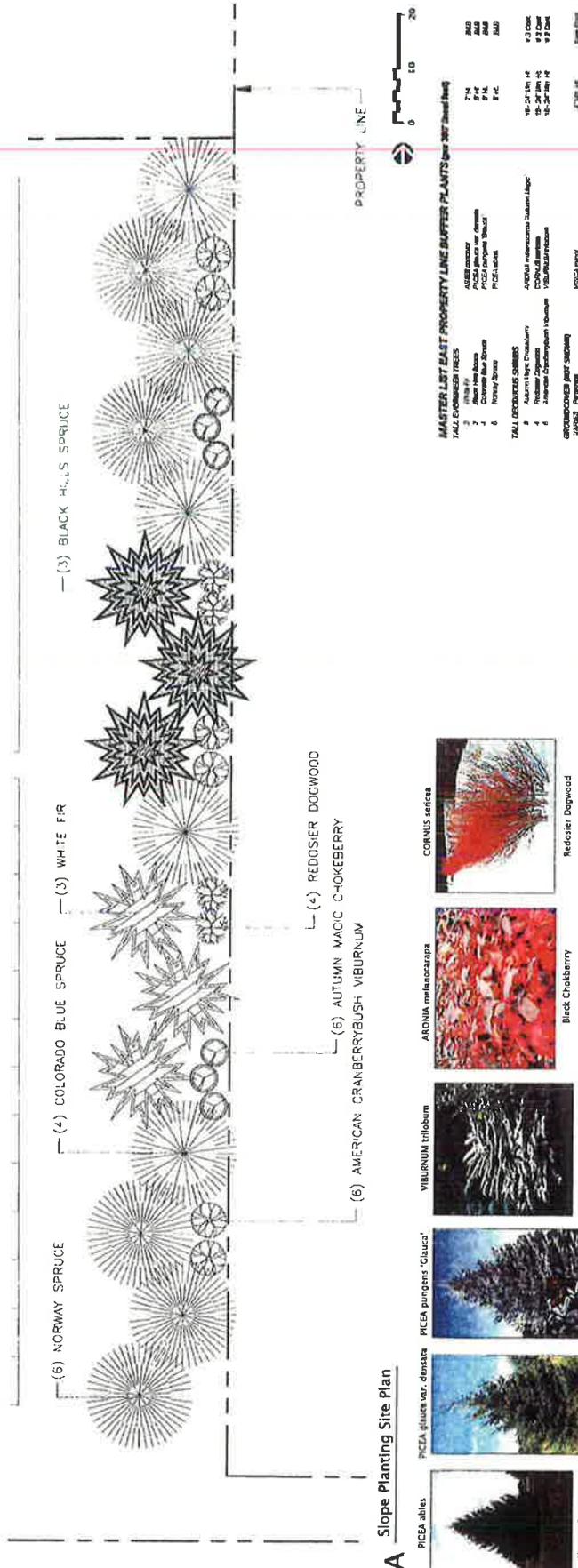
Summary

	Sq. Ft.	Acres	%
Commercial	518,703	11.91	37.5%
Professional Office	620,962	14.26	44.9%
Stormwater Mgt Out lots	118,736	2.73	8.6%
Street ROW	124,555	2.86	9.0%
Total	1,382,956	31.75	

Development/Built	959,950	22.04	69.4%
Open Space/Landscape	298,451	6.85	21.6%
Street ROW	124,555	2.86	9.0%
Total	1,382,956	31.75	

Notes

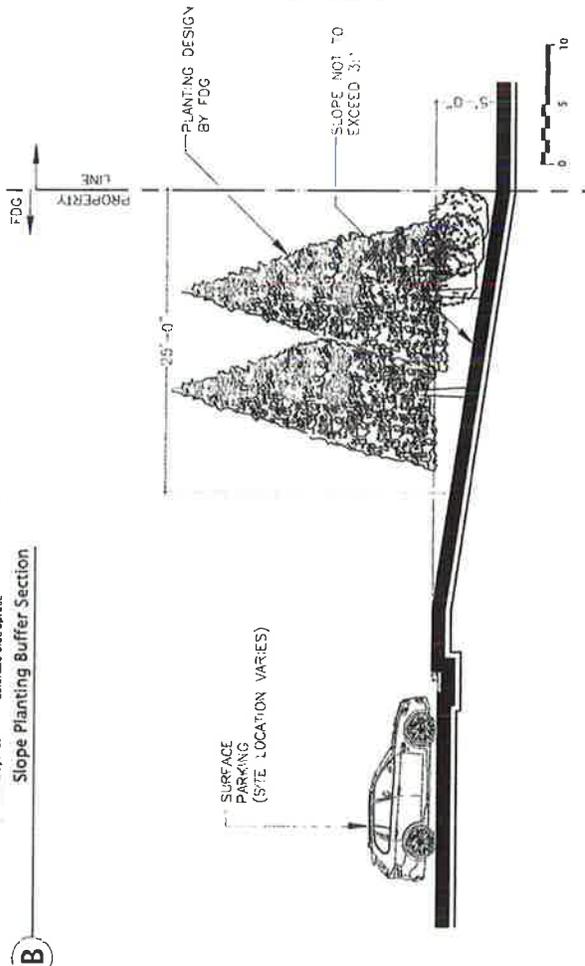
(1) 25 foot wide landscaped buffer adjoining residential lots



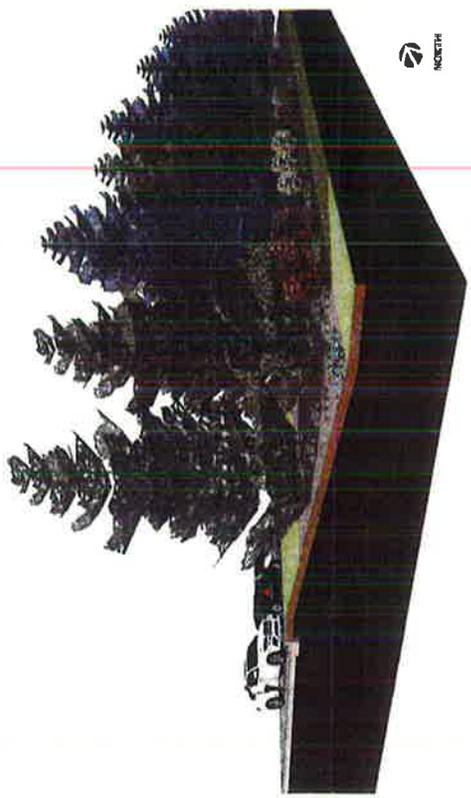
MASTER LIST EAST PROPERTY LINE BUFFER PLANTS (per 2007 Road Book)

TALL EVERGREEN TREES	SMALL TREES	SHRUBS	PERENNIALS
1 Norway Spruce	1 Black Hills Spruce	1 Redosier Dogwood	1 Black Chokeberry
2 Colorado Blue Spruce	2 White Fir	2 American Cranberrybush Viburnum	2 Autumn Magic Chokeberry
3 Black Hills Spruce	3 Norway Spruce	3 Black Chokeberry	3 American Cranberrybush Viburnum
4 Colorado Blue Spruce	4 White Fir	4 Redosier Dogwood	4 Autumn Magic Chokeberry
5 Black Hills Spruce	5 Norway Spruce	5 Black Chokeberry	5 American Cranberrybush Viburnum
6 Colorado Blue Spruce	6 White Fir	6 Redosier Dogwood	6 Autumn Magic Chokeberry

0 5 10 15 20 Feet



C Slope Planting Buffer Perspective



ITEM #3.

Exhibit F

Woodland Crest Neighborhood Center Site Development and Architectural Guidelines

The visible façades of buildings are a significant component of the “first impression” and “sense of place” of a site. Buildings form visual gateways, edges and backgrounds; their architectural elements and choice of building materials create visual character and interest; and their scale or massing contribute to the “feel” experienced by visitors and passers-by. Overall site design and specific building details need to be integrated to present a unique, inviting and memorable place.

The objective of these development guidelines is to both set minimum standards for site and architectural elements and to encourage creative, functional, and energy efficient site development. The intent is to also create a commercial area with a “sense of place” with visual elements (such as architectural features and materials, lighting fixtures, and streetscaping and landscaping elements) that carry through the entire area. The desired result is for the Woodland Crest Neighborhood Center to be an attractive, convenient, and viable “commercial node” providing services and retail goods to the surrounding neighborhoods.

Purpose

The following Development Guidelines set basic parameters, describe preferences, and illustrate a design intent for building and site development within the Woodland Crest subdivision. These guidelines are a framework within which creative design can and should occur:

Principles

- Encourage a variety of building types and styles expressed both in large scale (overall building) and small scale (architectural features) design elements.
- Promote interesting, animated architectural features without being thematic or artificial, by utilizing a diverse mix of materials applied in a variety of proportions, exposures, and detailing.
- Promote 5-sided architecture to avoid unsightly views of large un-articulated building elevations -- especially side and rear elevations, un-screened roof appurtenances, utility, and mechanical features from street ROWs, customer parking areas, and community spaces.

- Emphasize important wayfinding nodes within the Woodland Crest development by placing distinctive architectural elements or interesting façades at prominent locations visible to people traveling to the site and moving within the site.
- Encourage a variety of building heights.
- Emphasize the pedestrian's experience with site and architectural features at street level (canopies, material details, and vegetation) and by creating comfortable public spaces (promenades, plazas, and alcoves, safe pathways, and shaded and open to sky spaces).
- Minimize and buffer views of service entries, loading facilities and utility and mechanical services.
- Promote "Green Building" techniques and use of sustainable materials.

Guidelines

Site Development

- Site grading should be compatible and complimentary to natural topography and adjacent areas.
- Preserve existing landforms and vegetation in their natural state to the extent practical by minimizing modification of areas that are not essential to the project.
- Grading - Generally, man-made slopes should not be steeper than 3:1. Slopes that are steeper must be permanently vegetated with low maintenance plantings. When retaining walls are utilized, the vertical wall faces shall not exceed 5 feet. When terraces or benches are needed for higher walls, the terrace shall provide a planting bed area that is a minimum of 5 feet wide. The terrace shall be landscaped with deciduous and coniferous trees, shrubs or perennials, appropriate to the overall scale of the wall.

Parking Lots

- All parking areas shall comply with the Village Parking requirements enumerated in Sec. 106-923 of the Village Code of Ordinances.
- Parking stalls shall be clearly delineated. Parking lots and loading areas shall have poured in place concrete curbing.
- Parking stalls shall be located minimum of 6 feet from public ROW.

ITEM #3.

- Sidewalks which adjoin parking stalls shall be at least 6 ft wide in order to maintain an accessible walkway width while accommodating vehicle bumper overhang.
- Landscaped islands are required within parking lots in order to reduce the heat island effect and to soften the visual appearance of large expanses of pavement.
- Landscaped island minimum dimensions:
 - “Peninsula” islands at ends of a single parking row: 4 feet wide measured from the back of curb and 70 square feet in area (exclusive of curb)
 - “End” islands at end of double sided parking row: 4 feet wide measured from the back of curb and 140 square feet in area (exclusive of curb)
 - “Internal” islands: 25 square feet (5’ x 5’ diamond exclusive of curb)
- 1 peninsula or end island at each end of every parking row. For double parking rows exceeding 108 lineal feet in length one internal island should be installed a minimum of 45 feet from either end of the parking row.
- Parking Island Landscaping: 1 canopy tree (2.5” dia. at collar of planting) with vegetative, bark or decorative stone mulch, or decorative metal grate per island.
- To visually soften parking areas, perimeter screening is required along the edge of parking lots that are adjacent to public ROWs. Screening shall consist of deciduous or evergreen shrubbery maintained as a linear mass with a mature and maintained height of 3 to 4 feet and at least 40% to 50% opacity to screen parked vehicles. Perimeter screening shrubbery shall be planted such that mature shrubs do not encroach into the parking stall, door opening space, parking access aisle or to within 2 feet of sidewalks and walkways.
- Trees and vegetation. (See Plant List to be provided)

Site Lighting

- All site and exterior building lighting shall be “Dark Sky” compliant.

	Min. average <u>maintained footcandles</u>	Uniformity <u>(Avg: Min)</u>
Parking Areas & Drives	1.0	6:1
Sidewalks (adjoining drives)	0.9	6:1
Pedestrian Plazas and Entry-ways	2.0	6:1

Maximum fixture ht. above grade: 20 feet

Maximum light level at property lines: maximum of 0.5 average maintained foot candles

Fixture Type: 90 degree downcast, full cut-off fixtures without drop lenses for all lighting over 150 watts, including lighting under building canopies.

It is expected that similar fixture styles will be utilized throughout the Woodland Crest development area in order to provide subtle visual continuity to the overall development.

Pedestrian Circulation and Connectivity

Creating safe, inviting and convenient pedestrian circulation between separate buildings and locations is a component of the intended experience and character of the Woodland Crest development.

- Internal pedestrian walkways should be located to provide convenient connectivity between public street sidewalks and parking lot sidewalks and the principal customer entrance of all buildings. Walkways should also connect focal points of pedestrian activity such as, but not limited to, transit stops, street crossings and community spaces.
 - Walkways shall be at least 6 feet in width and have a maximum gradient of 5%.
 - When walkways cross parking aisles and access drives they should be clearly distinguished from the adjoining pavement by painted striping, texture or materials (brick or patterned concrete), or color.
- Sidewalks along the building façade featuring a customer entrance should be eight (8) feet wide exclusive of any merchandise display or vending area or other obstruction (such as directional signage, kiosks, fire hydrants, trees, or landscape beds).
- Sidewalks along other building façades should be six (6) feet wide exclusive of any merchandise display or vending area or other obstruction (such as directional signage, kiosks, fire hydrants, trees, or landscape beds).

Architectural Design Elements

Building Facades

- Façades greater than 40 feet in length shall incorporate wall plane projections or recesses having a minimum depth of 12 inches and extending for at least 20% but not more than 40% of the façade length.
- All single story buildings should express a floor height of 12 to 14 feet.
- Buildings with drive-through facilities should have a “tower” element and/or express a story-and-a-half or two-story façade.

ITEM #3.

- Ground floor façades or that portion of the façade which constitutes the ground floor, that face or abut public streets, or the customer parking area of the building, shall incorporate the following types of features along at least 40% of the façade length:
 - Arcades
 - Windows for vision or display
 - Customer entrances
 - Awnings, canopies, porticos or trellises
 - Outdoor patios or community features

In addition, where the buildings contains multiple stores (such as in-line retail spaces), with separate exterior customer entrances, the ground level façade(s) of such stores should include windows or product display windows for no less than 40% of the length of the store façade facing a public street and/or customer parking area.

- Building façades shall include a repeating pattern that includes no less than 2 of the following elements:
 - Color change
 - Texture change
 - Material change
 - Expression of an architectural or structural bay through a change in plane, no less than 18 inches in width, such as an offset, reveal, or projecting rib.

At least one of these elements should repeat horizontally with the length of the façade.

- The exterior finish of building shall be durable non-combustible materials and should convey a sense of relationship between adjacent buildings located on the same development site. Exterior finish materials are limited to:
 - Brick
 - Integrally colored CMU
 - Natural Stone
 - Glass
 - Glass Block
 - Masonry Stucco
 - EIFS provided that EIFS shall not be used on the lower 36" of any wall abutting, or within 6 feet of a sidewalk, parking stall or driveway.
 - Decorative Concrete provided it is:
 - Burnished to create a terrazzo appearance, or
 - Professionally colored and patterned to create a high quality brick appearance, or

- Professionally colored and patterned to create stucco appearance, or
 - Professionally colored and patterned to create a high quality travertine appearance.
-
- Material changes should occur at interior or reverse corners.
 - Façade colors shall be low reflectance, subtle, neutral or earth tone colors. Building trim and accents may feature other materials (including metal) and brighter colors (including primary colors).

Architectural Lighting

- Architectural accent lighting is permitted provided that it is low wattage LED and is not visible from the residential neighborhood located east or south of the Woodland Crest development.
- Security lighting illuminating entry doors and loading areas must be full cut-off fixtures to prevent light spillage beyond the property line of the building lot.

Roofs

- At a minimum, roof lines shall be varied with a change in every 80 linear feet of façade length.
- Roofs shall have either:
 - Parapets. Parapets shall have three dimensional cornice treatments. The average parapet height shall not exceed 15% of the supporting wall height and shall not at any single point exceed 33% of the supporting wall height; or
 - Eaves. Eaves should extend at least 3 feet beyond the supporting wall.
- Sloped roofs should not have more than 3 roof slope planes. Eave to ridge height (measured vertically) should not exceed the height of the supporting wall.
- Roof mounted mechanical equipment must be screened so as to not be visible from adjoining residential properties, public ROWs, customer parking, or community spaces. It is preferable for the wall/roof elements (such as parapets, gables, or dormers) be utilized to provide screening rather than secondary screening structures.

ITEM #3.

Customer Entrances

Each building shall have a clearly defined, highly visible customer entrance featuring no fewer than three of the following

- Canopies or porticos
- Overhangs
- Recesses or projections
- Arcades or trellises
- Raised corniced parapets above the door(s)
- Display windows
- Peaked roof forms
- Arches

Community Features and Outdoor Spaces

At least one of the following features or spaces shall be provided for the area encompassing Lots 1, 3 and 4. The community feature or community space shall be a minimum of 400 square feet in size. A minimum of 20% of the community feature or space shall be vegetated.

- Public Patio - seating area
- Pedestrian plaza with benches
- Window shopping walkway
- Kiosk area
- Other deliberately shaped area and/or focal feature or amenity that adequately enhances the site as a public space

Delivery / Loading, Storage and Utility Areas and Operations

- Where possible delivery and loading docks, garage doors, product storage, utility boxes, trash dumpsters, compactors, and recycling facilities shall be located as far as possible from adjoining residential areas and shall be screened with landscaping and opaque fencing to be minimally visible from any residential lot or dwelling unit, public ROW or customer parking area. Such screening or buffering should have an opacity of 50% to 75% for a height of 6 feet above ground level.
- Dumpsters shall be kept within screened and fenced enclosures and shall not be permitted to occupy customer or employee parking spaces or access drives except during the time that they are being serviced by the waste hauler.
- HVAC and other ancillary mechanical equipment shall be located to reasonably minimize noise, vibration, glare, and odor impacts to adjacent public walkways and residential areas. Such equipment shall be screened with landscaping and opaque fencing.

Landscaping

- Building foundations. Where the lowest 36 inches of an exposed building façade is within 20 feet of a public or private sidewalk, the building wall shall have foundation planting beds landscaped with shrubbery or perennial plantings. The planting beds shall be at least 3 feet wide and have a minimum total length (in aggregate) equal to 33% of the façade length.
- Lawn and Yard Areas
 - 1 overstory tree per 3000 square feet of lawn area not including the required parking lot trees or screening landscape buffer areas.
- Visually intrusive site elements. Landscaping and screening fences shall be used to screen areas of low visual interest such as loading docks, waste management equipment, service areas, and open storage areas to minimize their view from ROWs, customer parking areas, site community spaces and adjoining residential lots.
- Landscape Accent Lighting. The following are permitted:
 - Uplighting and illuminating specimen landscape plantings or features with Association approval.
 - Spotlights limited to illumination of national or sovereign flags.
 - Walkway and pedestrian plaza lighting with downcast landscape lighting or bollard lighting
 - String lighting in trees in immediate vicinity of outdoor patios

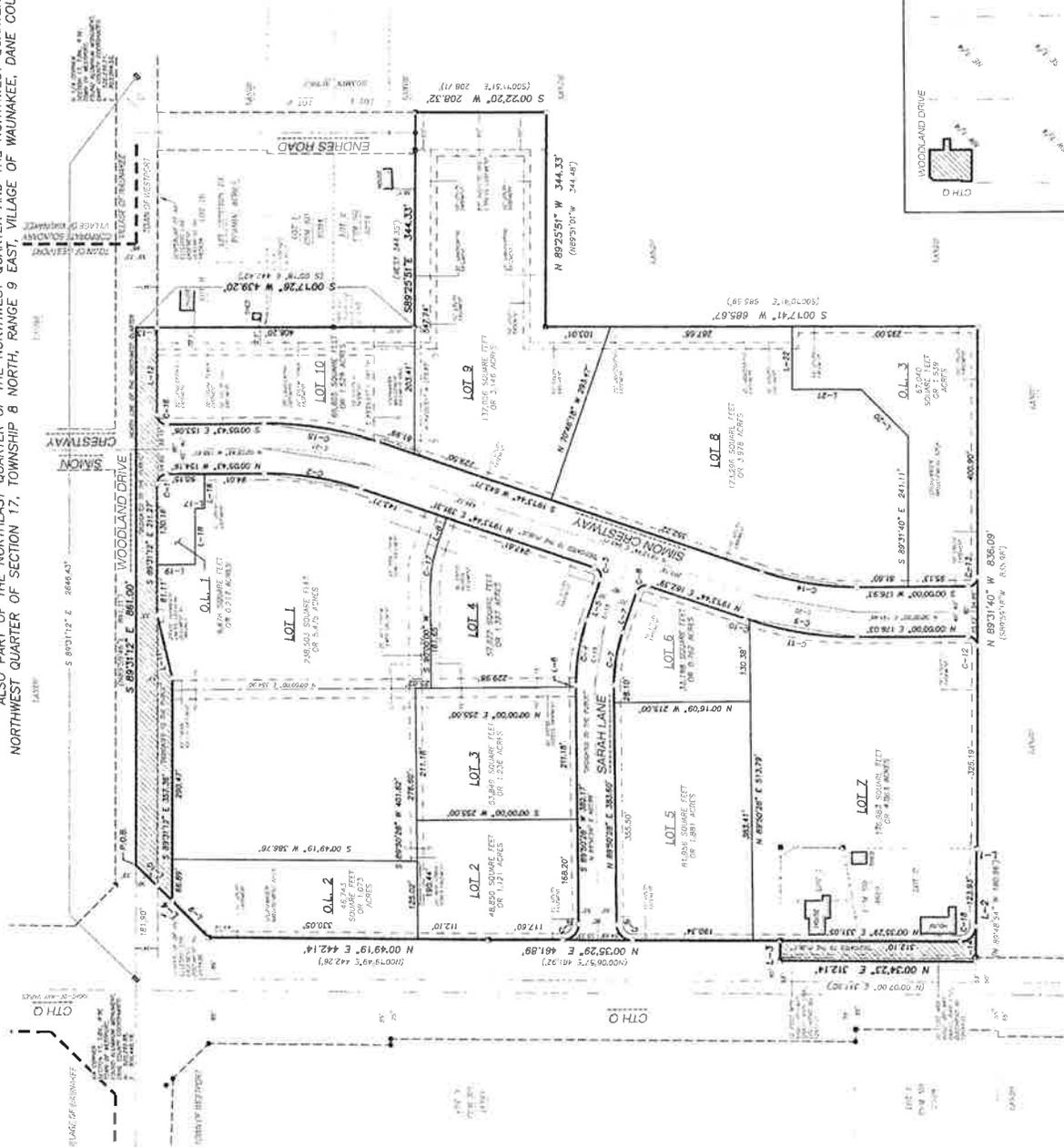
Signage

Per Village requirements and limitations
Backlit only, no external spotlight illumination.

PLANT LIST (List of acceptable and prohibited species and varieties to be provided)

WOODLAND CREST

LOTS 1 AND 2, CERTIFIED SURVEY MAP No. 4619, AS RECORDED IN VOLUME 20, ON PAGE 166 AS DOCUMENT No. 1874286, ALSO PART OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 17, TOWNSHIP 8 NORTH, RANGE 9 EAST, VILLAGE OF WAUNAKEE, DANE COUNTY, WISCONSIN



- LEGEND**
- SECTION CORNER MONUMENT AS NOTED
 - 3/4" REBAR FOUND
 - 1" IRON PIPE FOUND
 - 1-1/4" REBAR FOUND
 - 2" IRON PIPE FOUND
 - NO ICL FOUND
 - 1" IRON PIPE FOUND SET, BEARING AS SHOWN
 - 1" IRON PIPE FOUND SET, BEARING AS SHOWN
 - 24" REBAR SET, BEARING 1.30 D/TAN 71°
 - PROPOSED REBAR CONNECTION

- NOTES**
1. BEARINGS FOR THIS SURVEY AND MONUMENTS REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, RANGE 9 EAST, BEARS 83°31'17" E.
 2. ALL STREET FRONT-OF-YARDS WITHIN THE PLAT BOUNDARY ARE HEREBY DEDICATED TO THE PUBLIC.
 3. TOWNSHIP TRUNK HIGHWAY "D" IS A CONTROLLED ACCESS HIGHWAY SUBSIDIARY TO CHARTER "A" DANE COUNTY CODE OF ORDINANCES.
 4. ALL BUILDINGS ARE TO BE PLACED

- UTILITY EASEMENTS** - NO POLES OR BORED CABLES ARE TO BE PLACED WITHIN THE PLAT BOUNDARY. ALL UTILITY EASEMENTS ARE TO BE PLACED WITHIN THE PLAT BOUNDARY. ALL UTILITY EASEMENTS ARE TO BE PLACED WITHIN THE PLAT BOUNDARY. ALL UTILITY EASEMENTS ARE TO BE PLACED WITHIN THE PLAT BOUNDARY.

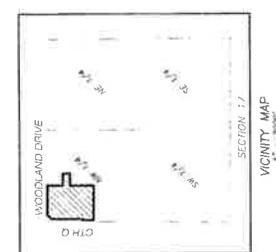
- PLAT BOUNDARY LINE**
- PLAT BOUNDARY LINE
 - EXISTING LOT LINE
 - EXISTING LOT LINE
 - CENTERLINE
 - SECTION LINE
 - PLAT BOUNDARY LINE
 - NO VEHICULAR ACCESS

CURVE TABLE

CURVE	LENGTH	ARC	CHORD BEARING	CHORD BEARING	TANGENT	TANGENT	BACKSIGHT	SIGHT	MARKING OUT
C-1	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-2	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-3	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-4	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-5	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-6	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-7	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-8	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-9	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-10	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-11	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-12	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-13	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-14	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-15	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-16	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-17	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-18	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-19	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'
C-20	72.56	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	150.00	150.00	S 89°31'12" E 2666.43'	S 89°31'12" E 2666.43'	N 89°31'12" E 2666.43'

LINE TABLE

LINE	LENGTH	BEARING	MARKING
L-1	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-2	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-3	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-4	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-5	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-6	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-7	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-8	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-9	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-10	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-11	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-12	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-13	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-14	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-15	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-16	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-17	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-18	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-19	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND
L-20	150.00	S 89°31'12" E 2666.43'	1" IRON PIPE FOUND



PREPARED FOR:
 TOWN OF WAUNAKEE, WISCONSIN
 PROJECT BY: [Name]
 DATE: [Date]
 SHEET 1 OF 2

PREPARED BY:
 PROFESSIONAL SERVICES, INC.
 1815 WISCONSIN STREET, SUITE 101
 WAUNAKEE, WISCONSIN 53186
 (608) 784-5500

SECTION 17
 VICINITY MAP
 1" = 100'

