



**VILLAGE OF WAUNAKEE / TOWN OF WESTPORT
JOINT PLAN COMMISSION
5387 MARY LAKE RD., TOWN OF WESTPORT
January 13, 2015 - 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, John Van Dinter, Dean Grosskopf, Pat McGowan, Mark McGuire, Brad Zeman

MINUTES

1. **December 9, 2014**

PUBLIC COMMENT

PUBLIC HEARING & DISCUSSION / ACTION

1. **Preliminary Plat (68 single family lots, 40 acres) and Rezone (County A-1Ex to R-1), Second Addition to Carriage Ridge (North 40), Carriage Ridge LLC (Bunbury), Between Ends of Tuscany Lane (Town) and Bellewood Drive (Village)**

NEW BUSINESS

1. **Initial Consultation on Waunakee School District Petition for Direct Annexation, Woodland Drive West of CTH Q**
2. **Initial Consultation, Detachment for Farmland Preservation Tax Credits, Capaul, Along STH 113 Near Kennedy Drive**

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 February 10, 2015.

ITEM #1.



Village of Waunakee and Town of Westport

Joint Plan Commission

A regular meeting of the Waunakee/Westport Joint Plan Commission was held Tuesday, December 9, 2014, 6:00 p.m. at the Town of Westport Community Room, 5387 Mary Lake Road, Town of Westport.

CALL TO ORDER

The meeting was called to order at 6:00 p.m.

Members Present: Ken Sipsma, John Van Dinter, Dean Grosskopf, Pat McGowan.

Members Absent: Mark McGuire, Brad Zeman.

Also Present: Kevin Even, Tom Wilson,

APPROVAL OF MINUTES

Motion Grosskopf, second McGowan, to approve the minutes from the October 14, 2014 meeting.
Motion carried.

PUBLIC COMMENT

None

NEW BUSINESS & DISCUSSION / ACTION

INITIAL CONSULTATION FOR 8 UNIT DEVELOPMENT SHANNON COURT / ADRIAN CIRCLE, TOWN OF WESTPORT

Commission members had limited comments but general support for the project. They encouraged the applicant to work with the neighbors and consider parking requirements.

No action necessary.

ADJOURN

Motion McGowan, second Van Dinter, to adjourn the meeting at 6:21 p.m. Motion carried.

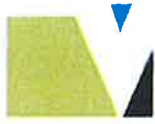


Submitted By: Tracy Meinholz, Recording Secretary

Approved: _____

ITEM #1.

vierbicher
planners engineers advisors



999 Fourier Drive, Suite 201
Madison, Wisconsin 53717
(608) 826-0532 phone
(608) 826-0530 FAX
www.vierbicher.com

RECEIVED

DEC 19 2014

VILLAGE OF WAUNAKEE

Village of Waunakee Plan Commission
c/o Kevin Even, P.E., Zoning Administrator
500 W. Main Street
Waunakee, WI 53597

December 19, 2014

Re: Proposed rezoning and preliminary plat – Second Addition to Carriage Ridge (parcel #080916390020) in Town of Westport Joint Planning Area

Dear Plan Commission:

On behalf of Tom Bunbury and Carriage Ridge LLC, Vierbicher is requesting approval of a preliminary plat and rezoning of parcel #080916390020 in the Town of Westport (a full legal description of the parcel is attached). The property is in the Town of Westport and in the Westport/Waunakee Joint Planning Area. The rezoning and subdivision requests are described in further detail below.

Rezoning

- The parcel in question is 40 acres, and is currently zoned A1-EX Exclusive Agriculture. Rezoning to the Village's R-1 Single-Family Residential district is requested. Parcels to the north and west of the subject property are zoned Planned Unit Development and developed as single-family residential on lots that are approximately 15,000 square feet. The Village's R-1 zoning district has a minimum lot size of 9,500 square feet. Lots in the proposed "Carriage Ridge" subdivision are between 13,500 square feet and 30,000 square feet, with the smaller lots along the western edge of the 40-acre area.

The parcel in question was in the Village when the Village's Comprehensive Plan was adopted in 2003. It was planned for "Community Residential," which includes development of single-family homes. The parcel was subsequently detached from the Village and re-attached to the Town. However, the parcel has remained planned for Community Residential since that time. The proposed residential use is consistent with the designated land use as shown in the map dated April 13, 2010, which was attached to a resolution adopted by the Waunakee Village Board on April 19, 2010.

The area in question is surrounded by existing single-family development, with the Blue Ridge Addition to Southbridge to the west (in the Village), the Kilkenny Addition to Southbridge to the north (in the Village), Tuscan Ridge to the east (in the Town), and an earlier phase of Carriage Ridge to the south (in the Town). The proposed rezoning will allow for development of additional single-family lots to meet market demand in an area planned for residential development by both the Town and the Village.

2014-12-19

December 19, 2014
Page 2 of 2

Preliminary Plat

The preliminary plat for the Second Addition to Carriage Ridge encompasses 68 single-family lots and three outlots on 40 acres. Outlot one is dedicated to the public for stormwater management and parkland purposes. Outlot two is dedicated to the public for stormwater management purposes. Outlot three connects the existing pedestrian passage in the Blue Ridge Addition to Southbridge to the Second Addition to Carriage Ridge plat. The plat connects Bellewood Drive on the west to Tuscany Lane on the east, and extends Shenandoah Drive and Cottontail Drive south to Bellewood Drive/Tuscany Lane. Polo Ridge also connects up to Tuscany Lane. Two new streets, Derby Downs Drive and Equestrian Way, are created as part of the plat. All street rights-of-way are 66 feet wide. The preliminary plat completes the planned street network in the area, creating interconnectivity between existing neighborhoods.

Supporting Documentation

Preliminary engineering plans and a stormwater management summary have been provided in support of the preliminary plat. Also enclosed is an exhibit showing the change in the environmental corridor that we are requesting at this time. We are requesting that the existing environmental corridor be released due to no presence of wetlands, woodlands, waterways, or floodlands found on the property or in the surrounding area. *Please note that the existing environmental corridor was obtained from the Dane County Land Information Office (GIS website).*

If you have any questions on any of the submitted information, feel free to contact me at 608-821-3945 or jdoy@vierbicher.com.


Sincerely,

A handwritten signature in black ink that reads "Joseph J. Doyle". The signature is written in a cursive, flowing style.

Joe Doyle, PE

Cc: Tom Wilson, Town of Westport Administrator

ITEM #1.

	Village of Waunakee Planning/Zoning Department 500 W. Main Street Waunakee, WI 53597 Phone (608) 850-8500 Fax (608) 849-5628	Land Division Application
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1. TYPE OF ACTION REQUESTED: ☐ CERTIFIED SURVEY MAP - \$100+\$25 per lot
☒ PRELIMINARY PLAT APPROVAL - \$100+\$50 per d.u.
☐ FINAL PLAT APPROVAL - \$100+\$50 per d.u.
☐ GDP/SIP APPROVAL - \$475 each
☐ REPLAT
2. PROPOSED LAND USE (CHECK ALL THAT APPLY) ☒ SINGLE-FAMILY RESIDENTIAL
☐ TWO-FAMILY RESIDENTIAL
☐ MULTI-FAMILY RESIDENTIAL
☐ COMMERCIAL/INDUSTRIAL
3. PROJECT NAME: Second Addition to Carriage Ridge
4. LEGAL DESCRIPTION OF PROPERTY: SW1/4-SW 1/4 Section 16, T08N, R09E,
Town of Westport, Dane County, Wisconsin
5. NUMBER OF PARCELS PROPOSED: 71
6. NUMBER OF BUILDABLE LOTS PROPOSED: 68
7. ZONING DISTRICT(S): Current - A-1EX; Proposed R1 (Village of Waunakee)
8. CURRENT OWNER OF PROPERTY: Carriage Ridge, LLC; c/o Thomas F. Bunbury
MAILING ADDRESS: 2970 Chapel Valley Road, Madison, WI 53711
PHONE: 608-310-8440 EMAIL: tbunbury@bunburyrealtors.com
9. CONTACT PERSON: Michael S. Marty, P.L.S., Vierbicher Associates, Inc.
MAILING ADDRESS: 999 Fourier Drive, Suite 201, Madison, WI 53717
PHONE: 608-821-3955 EMAIL: mmar@vierbicher.com

THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS FAMILIARIZED HIMSELF/HERSELF WITH THE STATE AND LOCAL CODES AND PROCEDURES PERTAINING TO THIS APPLICATION. THE UNDERSIGNED FURTHER HEREBY CERTIFIES THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT.

SIGNED:

CARRIAGE RIDGE LLC, by Thomas F. Bunbury 12/9/14
(OWNER OR OWNER'S AUTHORIZED AGENT'S SIGNATURE)

FOR VILLAGE USE ONLY:

DATE RECEIVED: 12/19/14
RECEIPT NUMBER: 6-004904FEE PAID: \$ 3,500⁰⁰

	Village of Waunakee Planning/Zoning Department 500 W. Main Street Waunakee, WI 53597 Phone (608) 850-8500 Fax (608) 849-5628	<h2 style="text-align: center;">Rezoning Application</h2>
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1. LOCATION OF PROPERTY Town of Westport ETZ Area - See Attached
2. LEGAL DESCRIPTION
(METES & BOUNDS OR PLAT & LOT) See attached description.
3. ZONING CHANGE : FROM A1EX TO R-1 (Village)
4. PROPOSED USE OF PROPERTY Single-family homes

ATTACH 40 COPIES OF A SITE PLAN (10 FULL/30 11X17) SHOWING ANY PROPOSED LAND DIVISIONS, PLUS VEHICULAR ACCESS POINTS AND THE LOCATION AND SIZE OF ALL EXISTING AND PROPOSED STRUCTURES AND PARKING AREAS.

5. TYPE OF RESIDENTIAL DEVELOPMENT (IF APPLICABLE) Single-family
TOTAL DWELLING UNITS PROPOSED 68 NO. OF PARKING STALLS n/a

TYPE OF NON-RESIDENTIAL DEVELOPMENT (IF APPLICABLE) Not applicable.
TOTAL TENNANTS PROPOSED n/a NO. OF PARKING STALLS n/a

6. CURRENT OWNER OF PROPERTY: Carriage Ridge LLC
MAILING ADDRESS: c/o Tom Bunbury, 2970 Chapel Valley Rd., Ste. 104, Madison, WI 53711
PHONE: 608-310-8440 EMAIL: tbunbury@bunburyrealtors.com
7. CONTACT PERSON: Joe Doyle, PE, Vierbicher Associates
MAILING ADDRESS: 999 Fourier Drive, Suite 201
PHONE: 608-821-3945 EMAIL: jdoyle@vierbicher.com

THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS FAMILIARIZED HIMSELF/HERSELF WITH THE STATE AND LOCAL CODES AND PROCEDURES PERTAINING TO THIS APPLICATION. THE UNDERSIGNED FURTHER HEREBY CERTIFIES THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT.

SIGNED: CARRIAGE RIDGE LLC, Thomas J. Bunbury 12/9/14
(OWNER OR OWNER'S AUTHORIZED AGENT'S SIGNATURE)

FOR VILLAGE USE ONLY:

DATE RECEIVED: 12/19/14
RECEIPT NUMBER: 0004504

FEE PAID: \$ 345.00

ITEM #1.

STAFF AGENDA MEMORANDUM

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

Monday, January 12, 2015 7:00 p.m.

1. Call to Order
2. Public Comment On Matters Not On the Agenda
3. Approve Minutes.
For 12/8/14 meeting.
4. Park Committee Report/Items for Action
Mark and/or Terry, if present, will give a report on recent Committee work.
5. Historic Preservation Committee Report/Items for Action
Ron, if present, will give a report on recent Committee work.
6. Design Review, Boathouse of Madison, 5345 West River Road, New Building,
Discussion/Action; and Consultation, Concept Plan for Boat Storage Buildings,
West River Road

IF THE BUILDING STAYS AS ORIGINALLY PLANNED: Don Anderson at the Boathouse would like to add a proposed third storage structure to his property at the end of West River Road. The zoning does allow for the building and it can fit within the setbacks for the site, with adequate space between buildings it seems. Landscaping for the site was complete with the first two buildings and covers the entire south side of the property. Access to parcels south of the site has been revised over the years such that it is not located through this parcel any more. The proposal would be for the same size, colors and materials as the current structures. The property is in Waunakee's ETZ, but the Plan Commission maintains design review in this area.

I am not sure about lighting for the structures but we should get details and have it be consistent with our dark skies code. I anticipate no further signage for the site.

RECOMMENDATION: IF THE BUILDING STAYS AS ORIGINALLY PLANNED: Move to approve the design review as submitted conditioned on the location being as shown: the building being the same as the others in size, color and materials; and, any lighting to be

approved by the Administrator as consistent with the presentation at the meeting and compliant with the Town dark skies code.

IF THE BUILDING IS MOVED TO THE SOUTH SIDE: *I feel we need to do more staff work on that and so would like to have the Commission move to defer action for one month to work on size and landscaping issues, and either reject the plan based on it being incomplete at this time unless the petitioner agrees to an extension for review to February 20.*

ON THE CONSULT AND IF THE BUILDING IS MOVED TO THE SOUTH SIDE OF THE PROPERTY: *Don also wants to discuss the potential for boat storage structures to the west of his current site. This would be on land owned by Wingra Stone. Part of that development would then mean a movement of the additional large storage building to the south side of the current property, which would necessitate the removing of the landscaping berm approved for the other two buildings and the large wonderful trees that are growing on that structure. The property to the west on which these smaller storage buildings would be located is zoned County C-2, so the zoning would probably not allow for the use (storage or miniwarehousing) and would likely require a rezone to a Village commercial classification. The property is in the comprehensive plans as a commercial area, so the use would fit. A concern would be the allowance of the larger building removing the screening, so screening would need to be addressed, again, and for the entire site. The concept of boat storage in this area, **INSIDE BUILDINGS** like this is very intriguing, and probably much better than outdoor storage, which is allowed here. If we could allow this use and get all but a few of the boats and structures inside here, it would certainly clean up this site even more than it currently may be happening with the larger buildings. It is a concept for **BOAT** storage that fits with this area. However just another set of miniwarehouses in my mind is problematic.*

RECOMMENDATION ON THE CONSULT PORTION OF THIS: *There is no action required and the owner is just looking for our opinion on this idea, so please provide him with your initial thoughts so he can determine whether to proceed or not.*

7. Town of Mazomanie Comprehensive Plan, General Update, Discussion/Action
Mazomanie is updating its Plan. Most of the Town will still be agricultural preservation and not much is changing other than an update. The Plan Commission generally recommends no action on these if they do not affect Westport.

RECOMMENDATION: *Move to recommend the Board take no action on this Plan amendment.*

ITEM #1.

8. Waunakee/Westport Joint Planning Committee Report/Items for Action

Preliminary Plat (68 Single Family Lots, 40 acres) and Rezone (County A1-Ex to R-1), Second Addition to Carriage Ridge (North 40), Carriage Ridge LLC (Bunbury), Between Ends of Tuscany Lane (Westport) and Bellewood Drive (Waunakee), Discussion/Recommendation

This is for the development of the North 40 of the Carriage Ridge lands, surrounded by Blue Ridge and South Bridge in Waunakee to the North and West, school property and Tuscany Ridge to the East in Waunakee and Westport respectively, and Carriage Ridge to the South. The land is in the Town and in the Joint Planning Area. It is in the Community Residential District under the Comp Plans, meaning it is planned for single family housing as proposed. The property is in the Urban Service Area and annexed to MMSD. It is ready for development with water and sewer likely to come from the Town utilities. The 40 acre parcel is completely surrounded by development in the Village and Town, and has access from all directions for linkages. Access to Woodland Drive would be most directly from Tuscany Lane. The approved South Neighborhood Plan includes an approximate maximum density of 40 units. Bunbury is asking for 68 units here. He is doing this based on some increases in density allowed for the Kilkenny Farms development and the Blue Ridge development both in the Village but in the same area, and to transition between lot sizes in Waunakee and Westport. Arguably a comprehensive plan amendment could be done (although maybe not required) for the property, as was done with other properties that increased densities in this South Neighborhood area. The JPC will need to discuss that, and will do so at its meeting on 1/13. Special attention should be given to the roadway design here. Mr. Bunbury is trying to compromise between the Southbridge lots to the north and west, the Carriage Ridge lots to the south, and the Tuscany lots to the east. You can see that with similar lot frontages and large lots on the southern end of the plat. You can also see that with trail extensions and sidewalks throughout the development, and the use of swails to convey stormwater. I am also putting together a written recommendation for you to review, but I will probably not have that available until late Monday.

At the consult on this matter on 8/11/14 and 8/12/14, the Plan Commission and JPC were quite supportive of the plan, especially the idea of tying streets together, connecting park spaces, pedestrian movement through the property, the equestrian trail continuance, the lot transition from Blueridge to Tuscany/Carriage Ridge.

There may be some concerns about traffic and speed from the Tuscany neighbors, but we can do some things at the final plat level to deal with traffic calming, such as intersection stop signs and warning signs. However this road has been shown on comprehensive plans as a neighborhood collector for some time, and the residents in the area should be aware of this.

Keep in mind that this is in the Joint Planning Area and the JPC is the designated Plan Commission there. This is being referred to the Westport Plan Commission for your information and to make individual comments if you wish for the JPC members to take to their meeting, however no Commission recommendation is required. You would normally

allow the JPC to act in developments like this without a recommendation (but you could still make a recommendation if desired).

RECOMMENDATION: *This is for your information purposes only on a JPA located matter, so no action is recommended as a Plan Commission, but you may wish to individually advise the JPC members of concerns and issues, if any.*

An oral report on other items will be provided as necessary.

9. Middleton/Westport Joint Zoning Committee Report/Items for Action

An oral report will be provided as necessary.

10. Miscellaneous/Forthcoming Events

An oral report will be provided as necessary.

11. Adjourn

ITEM #1.

Tracy Meinholz

From: Straus, Kent <Kent.Straus@strand.com>
Sent: Wednesday, January 07, 2015 12:09 PM
To: Tracy Meinholz
Cc: Kevin; Todd J. Schmidt; Tim Herlitzka; Randy Dorn; Correspondence File - Madison
Subject: RE: Carriage Ridge-Second Addition (Town of Westport)

My understanding is that you are looking for big picture review for this Preliminary Plat submittal, therefore, I will leave the detailed review to others or for Final Plat review if you wish. Here are my comments:

1. The Preliminary Plat shows lot, block and street layouts that generally meet the Village's R-1 zoning district. The lots in this addition are slightly larger than those of the neighboring Blue Ridge and Kilkenny Addition to Southbridge, but are similar and smaller than the lots in the Tuscany and Carriage Ridge developments. The lots and block arrangement appears to meet the requirement of the villages R-1 zoning.
2. The swales proposed to run along the roadway are basically two feet below the road shoulder. This depth may not allow for appropriate cover over storm sewers pipes that cross the roadways. The applicant should confirm that each pipe has a minimum of 18-inches of cover at shoulder point or flag of curb, whichever the case. If they find that the swales need to be deeper, this could require wider right of ways or drainage easements in some areas.
3. Municipal sewer services is provided to all lots. As shown, the western 17 lots drains to Village sewers, and the eastern 51 lots drain to Town sewers. A simple change to the sewer design could allow all lots to flow to Town sewers, which would eliminate the cross municipality billing process. The applicant has indicated they will make this design change.
4. Water service to the plat is available from the Town water mains from Polo Ridge and from Tuscany Lane. While the subdivision could possible function just fine with just these two connections, we recommend that the water main connection to Village mains at the west edge of the plat (Bellewood Drive) and possibly one connection made to the north (Shenandoah Drive or Cottontail Drive or both) be made so that water can be shared between communities, if only for emergency purposes, such as main breaks, tower or well maintenance etc. We spoke with DNR about the interconnection. They indicated the interconnection between two municipal systems does not require any special approvals other than the water main submittal for the connecting main. The method of valving (or metering if preferred) is up to the two municipalities. DNR does suggest flushing hydrants on each side of the isolation valve.

1.602.701 Waunakee/Westport

Kent Straus
608 251-4843

From: Tracy Meinholz [<mailto:tmeinholz@vil.waunakee.wi.us>]
Sent: Tuesday, December 30, 2014 12:24 PM
To: Bill Frederick; Bryan Kleinmaier (bkleinmaier@staffordlaw.com); Curt Sauser-MMSD; Dave Ferris; ddresen@wppienergy.org; Ed Freer; Gary Acker; Jim Madden; Julee Helt; Straus, Kent; Kevin; Michael King (plan.m.king@gmail.com); Mike Helt-EMS; rdorn@wppienergy.org; Rick Moran; Sue Mcdade; therlitzka@wppienergy.org; Todd J. Schmidt; waunakeefire@tds.net
Subject: Carriage Ridge-Second Addition (Town of Westport)

Please provide comment on the attached preliminary plat for the Waunakee/Westport Joint Plan Commission meeting on January 13, 2015.

All comments are due by January 7, 2015.

Thank you!

Tracy Meinholz
Planning & Zoning
Village of Waunakee
500 W. Main Street
P.O. Box 100
Waunakee, WI 53597
(608) 849-5712
(608) 849-5628
www.vil.waunakee.wi.us
LIKE US ON FACEBOOK

ITEM #1.

Tracy Meinholz

From: Straus, Kent <Kent.Straus@strand.com>
Sent: Wednesday, January 07, 2015 3:09 PM
To: Tracy Meinholz
Cc: Kevin; Todd J. Schmidt; Shubak, Mark
Subject: FW: 2nd Addition to Carriage Ridge - Review of Preliminary Stormwater Management/Grading

In addition to my earlier comments, Mark reviewed the storm and grading plans. His comments are below. Please call if you have any questions.

Kent Straus
608 251-4843

From: Shubak, Mark
Sent: Wednesday, January 07, 2015 2:53 PM
To: Straus, Kent
Subject: 2nd Addition to Carriage Ridge - Review of Preliminary Stormwater Management/Grading

Kent,

Stormwater Management information that has been submitted in support of the preliminary plat for the above referenced development includes the following:

“Preliminary Plat - Stormwater Management Summary” dated December 19, 2014
Overall Grading and Erosion Control Plan (Sheet 3 of 19) dated December 19, 2014

I have requested that the design engineer submit to us for review the geotechnical exploration report prepared by CGC, Inc. and also the stormwater quality and quantity calculations that support the Stormwater Management Summary. I have not yet received this information.

Below are my review comments:

- The overall grading plan indicates that the side slopes of the two proposed detention basins are 3:1 (horizontal to vertical). Maximum basin side slopes should be 4:1.
- Details of proposed outlet control structures and outlet piping should be provided for each of the two proposed detention basins. Based on the grading plan, it appears that each basin outfall may involve downstream impacts (piping and grading). The need for easements to accommodate this work should be reflected on the preliminary plat. Note that the infiltration basins will need to have some means of emergency drawdown via a perforated underdrain for maintenance purposes.
- Once supporting stormwater calculations have been provided, verification of adequate detention basin sizing can be confirmed. Note that the runoff rate control table in section 1.4 of the stormwater management summary indicates the combined peak discharge from the development. Pre- and post-developed peak discharges from each of the two primary subbasins in the development should be evaluated.

-Mark

Mark K. Shubak, P.E.

Strand Associates, Inc.

910 West Wingra Drive

Madison, WI 53715

Main: (608) 251-4843

Direct: (608) 251-2129, ext. 1138

DEVELOPMENT REVIEW MEMO

To: Kevin Even, Village Engineer

From: Ed Freer – SG JJR

Date: January 10, 2015

Re: Proposed Rezoning and Preliminary Plat
Second Addition to Carriage Ridge (Parcel #0809163900200)
Town of Westport Joint Planning Area

Project Description

The Applicant, Carriage Ridge LLC, is requesting a rezoning and preliminary plat approval for Parcel #0809163900200), Town of Westport

- a. Parcel Size: 40 acre
- b. Current Zoning: A1-Ex Exclusive Agriculture
- c. Proposed Zoning; Village, R-1 Single Family Residential District
- d. Consistent with Comprehensive Plan land use.

The proposed Carriage Ridge Subdivision is surrounded by existing single family residential. Proposed roads and proposed pedestrian trail connections' tie into existing streets and trail/open space systems.

Proposed lots: 68 Single Family
Outlot 1: reserved for parkland connection
Outlots 2, 3: reserved for storm water management

Comments:

The proposed land use and preliminary layout are consistent with the following:

- 1. Sec.86-211 Consistent with Master Plan
- 2. Sec. 86-212 Consistent with Block Design Standards
- 3. Sec. 86-213 Consistent with Lot Design Standards
- 4. Sec.106-245 Height and area requirements - Consistent with standards
 - (3) Minimum lot size of 9,500 square feet
 - (4) Minimum lot width of 90 feet
- 5. Sec. 86-211 General street design standards
 - (x) Right-of-way and pavement width, Minimum R.O.W local street – 60'
 - a. Proposed R.O.W – 66'

End of Comments



To: Kevin Even
Tracy Meinholz
From: Randy Dorn
Dave Dresen
Tim Herlitzka
RE: Tech Staff Meeting Comments – Second Addition to Carriage Ridge
Date: January 7, 2015

This memo provides comments for the Second Addition to Carriage Ridge submittal.

Sewer

The current plans we have been provided show several lots along Shenandoah Drive being served sewer by the utility. We have been provided an email stating that this will be modified so that all sewer goes to Westport. We support this change.

Water

Water for the subdivision is scheduled to go to Westport and we support this.

However, we request that a connection be made to the Waunakee water system along the southwest corner of the plat, at our current water connection on Bellewood Drive. We would like to have two valves installed, separated by a hydrant, to be able to control the water flow from each of the respective communities. This would allow the two communities to be able to connect to each other's water system in the event that an emergency connection might be required.

All connections would need to be engineered and constructed to the satisfaction of the utility in accordance with all DNR and PSC rules. Additional comments regarding this connection can be found in the email from Kent Straus.

Electric

The developer may be able to choose electric providers since another utility currently provides electric service to the area to the south. We currently provide electric service to all areas to the west, north, and east.

We could easily and economically be able to provide power to several lots if selected to be the electric provider and have already reached out to the developer and his engineer to try to discuss electric matters with them.

If selected to be the electric provider, we request that the rear lot easements for lots 40-68 be increased from 6' to 10'.

We would also require the inclusion of side lot easements on certain lots if street lighting was requested.

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

ITEM #1.

Tracy Meinholz

From: Brian Adler <waunakeefire@tds.net>
Sent: Wednesday, January 07, 2015 9:58 AM
To: Tracy Meinholz
Subject: RE: Carriage Ridge-Second Addition (Town of Westport)

Tracy,

I don't see any issues for the fire department.

Brian

From: Tracy Meinholz [<mailto:tmeinholz@vil.waunakee.wi.us>]
Sent: Wednesday, January 07, 2015 9:20 AM
To: Bill Frederick; Bryan Kleinmaier (bkleinmaier@staffordlaw.com); Curt Sauser-MMSD; Dave Ferris; ddresen@wppienergy.org; Ed Freer; Gary Acker; Jim Madden; Julee Helt; Kent Straus (Kent.Straus@Strand.com); Kevin; Michael King (plan.m.king@gmail.com); Mike Helt-EMS; rdorn@wppienergy.org; Rick Moran; Sue Mcdade; therlitzka@wppienergy.org; Todd J. Schmidt; waunakeefire@tds.net
Subject: FW: Carriage Ridge-Second Addition (Town of Westport)

Just a reminder that any comments you have on this are due today.

Thanks!

Tracy Meinholz
Planning & Zoning
Village of Waunakee
500 W. Main Street
P.O. Box 100
Waunakee, WI 53597
(608) 849-5712
(608) 849-5628
www.vil.waunakee.wi.us
[LIKE US ON FACEBOOK](#)

From: Tracy Meinholz
Sent: Tuesday, December 30, 2014 12:24 PM
To: Bill Frederick; Bryan Kleinmaier (bkleinmaier@staffordlaw.com); Curt Sauser-MMSD; Dave Ferris; 'ddresen@wppienergy.org'; Ed Freer; Gary Acker; Jim Madden; Julee Helt; Kent Straus (Kent.Straus@Strand.com); Kevin; Michael King (plan.m.king@gmail.com); Mike Helt-EMS; 'rdorn@wppienergy.org'; Rick Moran; Sue Mcdade; 'therlitzka@wppienergy.org'; Todd J. Schmidt; 'waunakeefire@tds.net'
Subject: Carriage Ridge-Second Addition (Town of Westport)

Please provide comment on the attached preliminary plat for the Waunakee/Westport Joint Plan Commission meeting on January 13, 2015.

All comments are due by January 7, 2015.

Thank you!

Tracy Meinholz
Planning & Zoning
Village of Waunakee
500 W. Main Street
P.O. Box 100
Waunakee, WI 53597
(608) 849-5712
(608) 849-5628
www.vil.waunakee.wi.us
[LIKE US ON FACEBOOK](#)

Prepared For:
Carriage Ridge, LLC
attn: Thomas F. Bunbury
2970 Chapel Valley Road
Madison, WI 53711

Prepared By:
Vierbicher Associates, Inc.
By: Michael S. Marty
999 Fourier Drive,
Suite 201
Madison, WI 53717
(608) 821-3955
mmar@vierbicher.com

TOPOGRAPHIC SYMBOL LEGEND

- EXISTING BOLLARD
- EXISTING FLAG POLE
- EXISTING MAILBOX
- EXISTING MONITORING WELL
- EXISTING POST
- EXISTING SIGN (TYPE NOTED)
- EXISTING CURB INLET
- EXISTING ENDWALL
- EXISTING FIELD INLET
- EXISTING STORM MANHOLE
- EXISTING SANITARY MANHOLE
- EXISTING FIRE HYDRANT
- EXISTING WATER MAIN VALVE
- EXISTING CURB STOP
- EXISTING WATER MANHOLE
- EXISTING GAS VALVE
- EXISTING ELECTRIC PEDESTAL
- EXISTING TRANSFORMER
- EXISTING LIGHT POLE
- EXISTING TV PEDESTAL
- EXISTING TELEPHONE PEDESTAL
- EXISTING TRAFFIC SIGNAL
- EXISTING SHRUB
- EXISTING CONIFEROUS TREE
- EXISTING DECIDUOUS TREE

TOPOGRAPHIC LINEWORK LEGEND

- UTV — UTV — EXISTING UNDERGROUND CABLE TV
- OHTV — OHTV — EXISTING OVERHEAD CABLE TV
- FO — FO — EXISTING FIBER OPTIC LINE
- OHT — OHT — EXISTING OVERHEAD TELEPHONE LINE
- UT — UT — EXISTING UNDERGROUND TELEPHONE
- — — EXISTING CHAIN LINK FENCE
- * — * — EXISTING GENERAL FENCE
- x — x — EXISTING WIRE FENCE
- — — EXISTING WOOD FENCE
- G — G — EXISTING GAS LINE
- UE — UE — EXISTING UNDERGROUND ELECTRIC LINE
- SAN — SAN — EXISTING SANITARY SEWER LINE (SIZE NOTED)
- ST — ST — EXISTING STORM SEWER LINE (SIZE NOTED)
- — — EXISTING EDGE OF TREES
- WM — WM — EXISTING WATER MAIN (SIZE NOTED)
- 820 — EXISTING MAJOR CONTOUR
- 818 — EXISTING MINOR CONTOUR

NOTES:

- Contours, benchmarks and elevations depicted hereon are based upon the NAVD88 vertical datum.
- The approximate limits of the Environmental Corridor have been shown based upon information obtained from the AccessDane, DCIMap website on November 25, 2014.
- The soil classifications depicted hereon are based upon information obtained from the AccessDane, DCIMap on November 25, 2014.

DESCRIPTION:

The SW ¼ - SW ¼ of Section 16, Township 08 North, Range 09 East, Town of Westport, Dane County, Wisconsin, more fully described as follows:

Beginning at the Southwest corner of said Section 16, thence N00°02'00"E along the West line of the SW ¼ of said Section 16, 1326.19 feet to the Northwest corner of the SW ¼ - SW ¼ of said Section 16; thence S89°43'43"E along the North line of the SW ¼ - SW ¼ of said Section 16, 1332.73 feet to the Northeast corner of the SW ¼ - SW ¼ of said Section 16; thence S00°00'28"E along the East line of the SW ¼ - SW ¼ of said Section 16, 1328.60 feet to the Southeast corner of the SW ¼ - SW ¼ of said Section 16; thence N89°37'32"W along the South line of the SW ¼ - SW ¼ of said Section 16, 1333.70 feet to the point of beginning. Said description contains 1,769,671 square feet or 40.626 acres more or less.

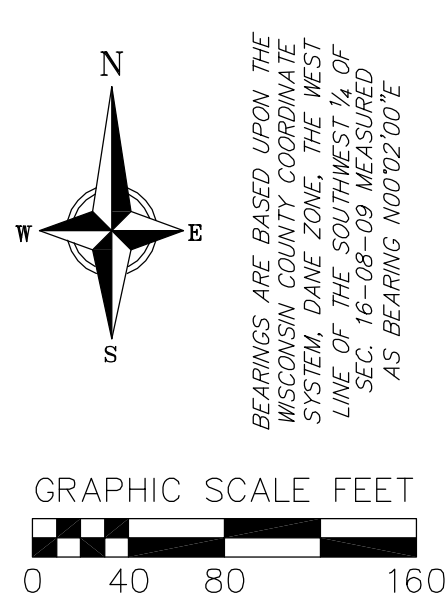
SURVEYOR'S CERTIFICATE:

I, Michael S. Marty, Professional Land Surveyor No. 2452, do hereby certify that I have surveyed and mapped the above described property in accordance with information furnished, under the direction of the developer listed hereon and that this preliminary plat is in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes regarding Preliminary Plats, the subdivision regulations of Dane County, the subdivision regulations of the Town of Westport and the subdivision regulations of the Village of Waunakee; and that the above map is an accurately scaled and dimensioned representation of such survey showing the location of the exterior boundaries, buildings, improvements and easements to the best of my knowledge and belief.

Vierbicher Associates Inc.
By Michael S. Marty, P.L.S. No. 2452

Dated this ____ day of _____, 201__.

Signed: _____
Michael S. Marty, P.L.S. No. 2452



ITEM #1.

Planning Division

Dane County Planning & Development
Room 116, City-County Building, Madison, WI 53703
Phone (608) 266-4251 Fax (608) 267-1540

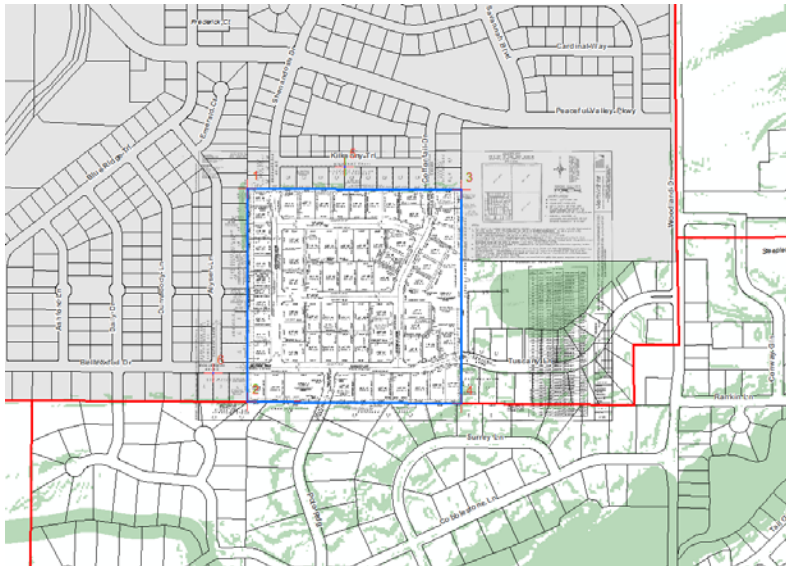


MEMORANDUM

TO: ZLR COMMITTEE
FROM: CURT KODL, SENIOR PLANNER
SUBJECT: SECOND ADDITION TO CARRIAGE RIDGE - TOWN OF WESTPORT
DATE: 12/04/2014

As requested by the ZLR, staff provides analysis of CSM's and plats not requiring a rezone comparing them against the local and county comprehensive plans. This property exist in the Waunakee/Westport ETZ and the Waunakee/Westport Joint Planning Area, thus negating the need for a rezone. Additionally, the plat is inside the Waunakee Urban Service Area.

In this case, the analysis is of the consistency between the Second Addition to Carriage Ridge located in the Town of Westport and the goals, objectives and policies of the Dane County Comprehensive Plan (The Waunakee/Westport Joint Planning Area Comprehensive Plan). This is a 64 lot Subdivision Plat in Section 16, adjacent on 3 sides to the Village of Waunakee.



ANALYSIS

Below is a synopsis of the plat's conformance to various provisions of the Waunakee/Westport Joint Planning Area Comprehensive Plan, and Dane County comprehensive plans:

WAUNAKEE WESTPORT JOINT PLANNING AREA

The ***Waunakee /Westport JPA Comprehensive Plan*** has this area designated as community residential. The plat also roughly matches to infill a piece inside the long term growth boundary of the Village of Waunakee.

Some Policies in place for residential development are:

1. Net density 1-3 dwelling units per acre. (This plat is 1.6 Dwelling Units Per Acre)
2. 10% of the land area in each development is to be dedicated to the Village Parks. (3.3 Acres in this plat)

THE TOWN OF WESTPORT COMPREHENSIVE PLAN (adopted by Dane County) The Town of Westport Proposed Land Use map has this area designated as "Incorporated Lands," similar to the entire Village of Waunakee.

Dane County Comprehensive Plan**Land Use**

This property is planned for Rural Development/Transitional in the Dane County Comprehensive Plan, subject to the following policies:

Rural Development And Transitional Areas -- *Within Rural Development or Transitional Areas as identified in town plans adopted by the county board (See Chapter 8: Intergovernmental Coordination):*

- 1) Continue to promote limited, compact, and efficient development;*
- 2) Encourage the use of conservation design, Transfer of Development Rights, site planning, design review and other techniques to ensure compatibility with agricultural, natural resource and open space use, and with neighboring communities;*
- 3) Develop opportunities and guidelines for limited, multi-family senior housing in unincorporated Rural Development and Transitional Areas to serve local aging populations, and;*
- 4) Continue to refer to town plans adopted by the county board for detailed land use policies within Rural Development and Transitional Areas.*

Water Quality and Minimum Lot size

Water quality shouldn't be an issue provided the lots are all hooked up to sewer service.

Transportation

There are 5 exits to the development, which can provide sufficient access to this plat. The Town should continue to keep an eye on regional access points, as they may be reaching capacity limits

Natural Resources

- There are no Resource Protection Corridors on the property.

Conclusion

The proposal fits with the surrounding area (surrounding residential) and there appears to be no conflicts with the Dane County Comprehensive Plan. If you have any questions, please do not hesitate to contact me by phone at (608) 266-4183, or by email at kodl@countyofdane.com.

ITEM #1.

Tracy Meinholz

From: Tom Wilson <twilson@townofwestport.org>
Sent: Monday, January 05, 2015 8:52 AM
To: Tracy Meinholz; David Glusick (dglu@vierbicher.com); Tom Bunbury
Cc: Kevin; Robert Anderson; Michelle
Subject: FW: August 11, 2014 Plan Commission Meeting
Attachments: Plat.pdf; CR 1st.pdf; Tuscany.pdf; PPlat Second Add to Carriage Ridge (2014-12-19).pdf; Lot Info.xlsx

FYI....

t

Thomas G. Wilson

Attorney/Administrator/Clerk-Treasurer
Town of Westport (Dane County, WI)
Population 3,962

5387 Mary Lake Road
Waunakee, WI 53597
twilson@townofwestport.org

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<http://twitter.com/TownofWestport>

<http://www.facebook.com/pages/Town-of-Westport-Dane-County-Wisconsin/115029421892435?v=wall>

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(608) 849-9657 FAX



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From: Bret Backus [mailto:bret@ravenmgmt.com]
Sent: Sunday, January 04, 2015 2:18 PM

To: Tom Wilson
Cc: keven@vil.waunakee.wi.us; Robert Anderson; Michelle
Subject: RE: August 11, 2014 Plan Commission Meeting

Mr. Wilson,

Carriage Ridge, the Frist Addition to Carriage Ridge and Tuscany Ridge all contain property in the Town of Westport that share a common boundary with property contained in the proposed Plat for the Second Addition to Carriage Ridge. Attached you will find a copy of the Plats for Carriage Ridge, the First Addition to Carriage Ridge, Tuscany Ridge and the Preliminary Plat for the proposed Second Addition to Carriage Ridge. In addition, there is a spreadsheet that I prepared that contains lot size and density information for each of the Plats.

The following is a snapshot comparison of the Plats.

Plat	Number of Lots	Overall Size (Acres)	Density (Lots/Acre)	Average Lot Size (SF)
Carriage Ridge	50	77	0.65	48,178
First Addition to Carriage Ridge	39	41.28	0.94	36,851
Tuscany Ridge	25	25	1.00	26,201
Second Additon to Carriage Ridge	68	40	1.70	18,784

The average lot size for a home site in the proposed Second Addition to Carriage Ridge is nearly 160% smaller than the average lot size in Carriage Ridge, over 96% smaller than the average lot size in the First Addition to Carriage Ridge and nearly 40% smaller than the average lot size in Tuscany Ridge.

The overall density of the proposed Second Addition to Carriage Ridge is over 2.5 times greater than the density of Carriage Ridge, nearly 80% greater than the density of the First Addition to Carriage Ridge and 70% greater than the density in Tuscany Ridge.

The average lot size and proposed density of the Plat for the Second Addition to Carriage Ridge are problematic and inconsistent with the existing neighborhoods of Carriage Ridge, the Frist Addition to Carriage Ridge and Tuscany Ridge. As property owners in Tuscany Ridge, we respectfully request that the Town of Westport deny any and all approvals for the proposed Plat for the Second Addition to Carriage Ridge until such time that the Plat is revised so that the average lot size is at least 26,000 SF and the overall density of the plat does not exceed 1 lot per acre.

It is my understanding that there is a public hearing regarding the proposed Plat for the Second Addition to Carriage Ridge on January 13, 2015, at the Kennedy Administration Building. We are not able to attend the meeting. In our absence, we request that the contents of this correspondence be read into the public record at the meeting.

Thank you and be well. Bret and Shadow Backus

Bret and Shadow Backus
 5711 Tuscany Lane
 Wesport, WI 53597
 608-347-2930

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From: Bret Backus
Sent: Wednesday, November 19, 2014 4:13 PM
To: Tom Wilson

ITEM #1.

Cc: keven@vil.waunakee.wi.us; Robert Anderson; Michelle

Subject: Re: August 11, 2014 Plan Commission Meeting

Tom,

Thank you for the reply. I will contact Mr. Anderson to arrange a meeting.

Thank you and be well. Bret

Sent from Bret's fruitless iPhone. Please excuse brevity and typos.

On Nov 19, 2014, at 4:08 PM, Tom Wilson <twilson@townofwestport.org> wrote:

Thank you.

1 is probably true. 2 does not seem accurate at all. It is likely the 68 units he may be proposing would be a maximum and perhaps may even be too many.

I suggest you contact Bob Anderson in our office and he can go through any consultation documents Mr. Bunbury presented here. He can be reached at the office number below. Otherwise we are just open 8-4:30 M-Th and 7:30-Noon on Friday.

Tom

Thomas G. Wilson

Attorney/Administrator/Clerk-Treasurer
Town of Westport (Dane County, WI)
Population 3,962

5387 Mary Lake Road
Waunakee, WI 53597

twilson@townofwestport.org

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From: Bret Backus [<mailto:bret@ravenmgmt.com>]
Sent: Wednesday, November 19, 2014 3:34 PM
To: Tom Wilson
Cc: keven@vil.waunakee.wi.us; Robert Anderson; Michelle
Subject: RE: August 11, 2014 Plan Commission Meeting

Tom,

Thank you for the reply.

I attended a meeting last night at the Kennedy Administration Building that was hosted by Tom Bunbury and his engineer from Vierbricher. At the meeting the engineer presented a concept plat for the "north 40 acres" that depicts the development of 68 single-family home sites ranging in size from about 12,000 SF – 30,000 SF.

Prior to buying a lot and building a home in Tuscany Ridge I did some due diligence regarding the possible development of the north 40 acres. I recall, as do several of the people who attended the meeting last night, that the north 40 acres was "planned" as a continuation of home sites (both in size and in overall density) that currently exist in Carriage Ridge and Tuscany Ridge. I along with several of my neighbors from Tuscany Ridge and Carriage Ridge are surprised and disappointed with the size of the lots and the overall density of the proposed development of the north 40 acres.

During the meeting Mr. Bunbury stated that:

1. He wanted to have sidewalks on both sides of the streets in the north 40 acres but the Town insisted that at best sidewalks could only be constructed on one side of the streets, and;
2. The Town wanted to see the north 40 acres developed at a higher density than his proposed plan (68 total units = 1.7 units per acre).

Can you please let me know if #1 and #2 are accurate.

Are there convenient days/times that I can come into the Kennedy Administration Building to review the information that the Town has on file relating to this matter?

Thank you and be well. Bret

Bret Backus
608-347-2930
bret.backus@woodmans-food.com

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From: Tom Wilson [<mailto:twilson@townofwestport.org>]
Sent: Wednesday, November 19, 2014 1:42 PM
To: Bret Backus
Cc: keven@vil.waunakee.wi.us; Robert Anderson; Michelle
Subject: RE: August 11, 2014 Plan Commission Meeting

ITEM #1.

He was basically told that the plans seemed consistent with the Comprehensive Plans for the area but that he should meet with the neighborhoods surrounding the property before coming back for reviews. I believe that is what he is doing now. There may have been some other suggestions regarding park plans and trail locations, and other committees/procedures to follow when coming back.

Yes there were copies of basic concept plans submitted for review. I suspect he is providing the neighborhoods similar plans at the meetings he is setting up.

Tom

Thomas G. Wilson

Attorney/Administrator/Clerk-Treasurer
Town of Westport (Dane County, WI)
Population 3,962

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From: Bret Backus [<mailto:bret@ravenmgmt.com>]

Sent: Wednesday, November 19, 2014 11:02 AM

To: Tom Wilson

Subject: August 11, 2014 Plan Commission Meeting

Mr. Wilson,

Item 10 on the Agenda for the August 11, 2014, meeting of the Plan Commission Meeting was, "Initial Consultation, Rezone and Preliminary Plat for Single Family Homes, Carriage Ridge North 40, Bunbury"

ITEM #1.

According the minutes from the meeting relating to Item 10, "An Initial Consultation for a proposed Rezone and Preliminary Plat for Single Family Homes, Carriage Ridge North 40, was then held with Tom Bunbury and his engineer. After a presentation by Wilson and the engineer, Mr. Bunbury was provided with suggestions for proceeding."

Do you happen to recall what "suggestions" were provided to Mr. Bunbury?

Is the Town in possession of the plans that were presented at the August 11, 2014, meeting?

Thank you and be well. Bret (5711 Tuscany Lane)

Bret Backus

608-347-2930

bret.backus@woodmans-food.com

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ITEM #2.

