

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **SPECIAL MEETING OF THE VILLAGE BOARD**

DATE AND TIME: **MONDAY, AUGUST 31, 2015**
6:00 p.m.

LOCATION: **Germantown Village Hall Board Room**
N112 W17001 Mequon Road

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL**
- III. **UNFINISHED BUSINESS:**
 - A. Request To Modify TID #6 Grading & Erosion Control Contract With Super Western To Accommodate Site Layout Changes.
- IV. **NEW BUSINESS:**
 - A. Certified Survey Map -Todd Roskopf, Agent For RJTR LLC, Property Owner of Parcel #GTNV 163-991 & 163-996 (N124 W18109 W Lovers Lane); Two (2) lot CSM.
 - B. Preliminary & Final Subdivision Plat (Prairie Glen II) - Bielinski Homes Inc., Property Owner of Parcel #GTNV 251-982 (Wasaukee Road south of Mequon Road and north of Prairie Glen Subdivision); Preliminary & Final Subdivision Plat Approval for a 16-Lot Single-Family Residential Subdivision.
 - C. Timetable for Preparation of 2016 Budget.
- V. **ADJOURNMENT**

The next regularly scheduled Village Board meeting will be on **September 21, 2015** at **7:00 p.m.**

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For Additional information or to request this service please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting.

**BUSINESS OF THE VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: September 1, 2015

AGENDA ITEM: Unfinished Business

ITEM TITLE: REQUEST TO MODIFY TID #6 GRADING & EROSION CONTROL
CONTRACT WITH SUPER WESTERN TO ACCOMMODATE SITE
LAYOUT CHANGES

SUBMITTED BY: Brionne R. Bischke, P.E., Interim DPW Director / Village Engineer

SUMMARY EXPLANATION:

The Village Board during its Aug. 17, 2015 meeting increased the contract to \$1,602,534.85 contingent upon removal of a note from Super Western's change order stating "Pricing subject to change after further review of plans and scope clarification. This is a preliminary budget." After that meeting, Super Western clarified that the proposed change order only included self-performing items and excluded subcontractor change orders. Super Western has been working to motivate their subcontractors to provide them with their respective updated change orders so Super Western can present the entire package to the Board for contract modification.

ATTACHEMENTS:

- E-mail from Super Western clarifying change order
- Super Western change order

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

Brionne Bischke

From: Josh Regent-Smith [joshrs@superwestern.com]
Sent: Tuesday, August 18, 2015 2:02 PM
To: Brionne Bischke
Cc: David Barber; Bob Beilfuss; Kevin Kosewski
Subject: RE: TID #6 Grading & Erosion Control Contract Modification

Brionne

I would like to have a special meeting called. The quote was for items A01 – A28. These are items that we can self perform or I was able to get a number and verification from a sub on. Items C01 thru C04 are performed for the most part by specialty contractors who I was not able to get a number from. That is why it was not included in the quote.

If items C01 through C04 are deemed necessary for the job (which I am assuming they are) those costs are not reflected. I wanted to get you numbers that were not subject to change.

Thanks,

Josh Regent-Smith
Project Manager/ Estimator
joshrs@superwestern.com

Super Western Inc.
N59 W14601 Bobolink Ave.
Menomonee Falls, WI 53051

Office (Direct): 262.735.4393
Corporate Office : 262.252.5995
Fax: 262.252.5397
Cell: 414.531.0038
An Equal Opportunity Employer

From: Brionne Bischke [<mailto:bbischke@village.germantown.wi.us>]
Sent: Tuesday, August 18, 2015 1:13 PM
To: Josh Regent-Smith
Cc: David Barber; Bob Beilfuss; Kevin Kosewski
Subject: TID #6 Grading & Erosion Control Contract Modification

Hi Josh:

Action was taken by the Village Board as governing body, which I don't have authority to overrule. If we can't issue a contract for the \$1.497M, then we'd have to have you attend the next Village Board meeting. The next one is scheduled for Sep. 21st, but I would presume that they would call a special meeting to address this issue.



Brionne R. Bischke, P.E.
Village of Germantown
Interim DPW Director / Village ...

(262) 250-4724 Work
(414) 975-4699 Mobile
bbischke@village.germantown.wi.us
N112 W17001 Mequon Rd.
P.O. Box 337
Germantown, WI 53022-0337

GERMANTOWN TIF



Super Western, Inc

N59 W14601 Boboblink Avenue

Menomonee Falls, WI 53051

Contact: JOSH REGENT-SMITH

Phone: 262-252-5995

Fax: 262-252-5397

Quote To:

Phone:

Fax:

Job Name:

Date of Plans:

Revision Date:

ALL ITEMS TIED UNLESS A CALL IS MADE TO DISCUSS

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
10	MOBILIZATION/DEMObILIZATION	2.00	LS	5,330.00	10,660.00
20	TRAFFIC CONTROL	2.00	LS	2,765.00	5,530.00
30	TRACKING PAD	1.00	LS	82,000.00	82,000.00
40	SILT FENCE	9,231.00	LF	2.20	20,308.20
50	SNOW FENCE	2,300.00	LF	3.60	8,280.00
60	CLEARING & GRUBBING	10,582.00	SY	1.60	16,931.20
70	CROP REMOVAL	51.00	ACRE	33.25	1,695.75
80	TOPSOIL STRIPPING & STOCKPILING	46,909.00	CY	3.50	164,181.50
90	COMMON EXCAVATION	107,792.00	CY	4.15	447,336.80
100	18" CLAY LINER	25,000.00	SY	4.40	110,000.00
110	CULVERT PIPE CMP 12"	220.00	LF	24.75	5,445.00
120	STORM SEWER HDPE 24"	1,417.00	LF	53.00	75,101.00
130	STORM SEWER HDPE 15"	94.00	LF	40.30	3,788.20
140	STORM SEWER HDPE 12"	134.00	LF	34.50	4,623.00
150	STORM SEWER HDPE 8"	678.00	LF	30.25	20,509.50
160	STORM SEWER MANHOLE NYOPLAST 30"	49.00	VF	473.75	23,213.75
170	OUTLET STRUCTURE POND 1	1.00	LS	7,280.00	7,280.00
180	OUTLET STRUCTURE POND 2	1.00	LS	7,280.00	7,280.00
190	OUTLET STRUCTURE POND 3	1.00	LS	7,280.00	7,280.00
200	OUTLET STRUCTURE POND 4	1.00	LS	6,490.00	6,490.00
210	TURF REINFORCEMENT MAT	284.00	SY	6.65	1,888.60
220	RIP RAP MEDIUM	810.00	TON	34.30	27,783.00
230	TOPSOIL - RESPREAD AND SCREENING	20,541.00	CY	7.40	152,003.40
240	TEMPORARY EROSION BALES	315.00	LF	5.50	1,732.50
250	ANIONIC POLYCRYLAMIDE	58,000.00	LBS	0.55	31,900.00
260	TURF RESTORATION, HYDROSEEDING	108,973.00	SY	2.25	245,189.25
270	TURF RESTORATION SPECIAL POND SEED MIX	3,693.00	SY	5.55	20,496.15
280	TURF RESTORATION SEED AND PHOTODGRADABLE EROSION C	22,159.00	SY	3.95	87,528.05

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
281	4' BLOCK RETAINING WALL	200.00	LF	30.40	6,080.00
GRAND TOTAL					\$1,602,534.85

NOTES:

PRICING SUBJECT TO CHANGE AFTER FURTHER REVIEW OF PLANS AND SCOPE CLARIFICATION. THIS IS A PRELIMINARY BUDGET.

PRICING IS BASED OFF OF DRAWING REVISIONS IN SPRING OF 2015.

PRICE INCLUDES FULL DEPTH TRACKING MAT (1' DEEP) FOR ROADWAY.

QUOTE DOES NOT INCLUDE ALTERNATES AT THIS TIME.

PRICE FOR RETAINING WALL IS BASED ON 200 LF OF A 4' HIGH WALL KEYSTONE BLOCK WALL WITH DRAINTILE, BACKFILL AND GEOGRID.

PRICE DOES NOT INCLUDE ANY MEASURES TO CROSS UTILITIES.

**BUSINESS OF THE VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: August 31, 2015

AGENDA ITEM: New Business (CERTIFIED SURVEY MAP)

ITEM TITLE: Todd Roskopf, Agent for RJTR LLC, Property Owner; 72.15 acres between Lovers Lane Road (north) and Freistadt Road (south) ½-mile east of Maple Road; 2-Lot Certified Survey Map (CSM)

SUBMITTED BY: Jeffrey W. Retzlaff, Director, Community Development Department

SUMMARY EXPLANATION:

Todd Roskopf, Agent for RJTR LLC, Property Owner of a 72.15 acre parcel is seeking approval of a 2-lot Certified Survey Map (CSM).

NOTE #1: At the August 17 meeting, the Village Board took action to approve the prerequisite rezoning from A-1: Agricultural to Rs-1: Single-family in order to create one (1) 5-acre residential lot.

NOTE #2: All of the Plan Commission recommended conditions of approval (see below) have been satisfied.

ATTACHMENTS:

- ◆ 7/13/15 Staff Report
- ◆ 7/13/15 Plan Commission Meeting Minutes
- ◆ Preliminary CSM

PLAN COMMISSION RECOMMENDATION:

APPROVE the 2-lot Certified Survey Map re-division of the 72.15-acre parcel owned RJTR LLC located on Lovers Lane subject to the following (2) conditions:

1. All requirements and technical corrections identified in the Village Surveyor's June 1, 2015 review memo shall be addressed in a revised CSM prior to Village Board approval;
2. The CSM shall be revised to show the Village's 25' wetland setback and the DNR's 75' impervious surface protection area setback boundaries, and, notations indicating that DNR and/or Village of Germantown permits or approvals may be required for any development or land disturbance proposed within these setback areas.

CERTIFIED SURVEY MAP (CSM) & REZONING

7/13/15 Plan Commission Meeting

RJTR LLC / Todd Roskopf

Village Planner Report

Germantown, Wisconsin

Summary

Todd Roskopf, agent for RJTR LLC, property owner of 72.15 acres of land located between Lovers Lane (north) and Freistadt Road (south) ¼ mile east of Maple Road is requesting approval of a rezoning and 2-lot Certified Survey Map (CSM) in order to create one (1) 5-acre residential lot.

Location: Lovers Lane (north) and Freistadt Road (south) ¼ mile east of Maple Road

Property Owner/

Applicant: RJTR LLC
c/o Todd Roskopf
N124 W18109 W. Lovers Lane
Germantown, WI

Current Zoning District: A-1: Agricultural
Proposed Zoning District: Rs-1: Single-family

Adjacent Land Uses		Zoning
North	Agricultural	A-1
South	Residential/Industrial	Rs2/M-1
East	Agricultural	A-1
West	Agricultural	A-1



Proposal

Todd Roskopf, agent for RJTR LLC, property owner of 72.15 acres of land located between Lovers Lane (north) and Freistadt Road (south) ¼ mile east of Maple Road is requesting approval of a rezoning and 2-lot Certified Survey Map (CSM) in order to create one (1) 5-acre residential lot

Staff CommentsConsistency with Village's Land Use Plan.

The 2020 Land Use Plan map classifies portions of this property as "Agricultural/Conservation Residential" and "Environmental Corridor". The proposed Rs-1 rezoning for the 5-acre parcel is consistent with the 2020 Land Use Plan.

Conformance with Zoning District & Subdivision Requirements.

The proposed 5-acre parcel meets the requirements of the Rs-1 Zoning District. Soil evaluations have been prepared and indicate the 5-acre parcel can support on-site sanitary system (mound).

The proposed driveway access abutting the west property line, while somewhat circuitous, is intended to cause as little disruption to the tillable portions of the land as possible.

As noted on the CSM and wetland delineation report prepared by SEWERPC, the southernmost 1/3 portion of the property is an area designated as "Primary Environmental Corridor" by SEWRPC and reflected in the Village's 2020 LUP map. The wetland complex located within this area is designated as an "Advanced Delineation and Identification" (i.e. higher quality wetlands) wetland under federal wetland regulations and Clean Water Act. As such, a minimum 75' impervious area setback from the wetland boundary is required under Wis. Admin. Code NR 151. This DNR-enforced setback is intended to protect said higher quality wetlands by requiring a DNR permit for any proposed development within the 75' setback area that involves the installation of any impervious surfaces (e.g. buildings, concrete pads, etc). This 75' setback is in addition to the Village's 25' "no touch" wetland setback. The CSM should be revised to include the 25' and 75' setback boundaries, and, notations indicating that: "DNR and/or Village of Germantown permits or approvals may be required for any development or land disturbance proposed within these setback areas".

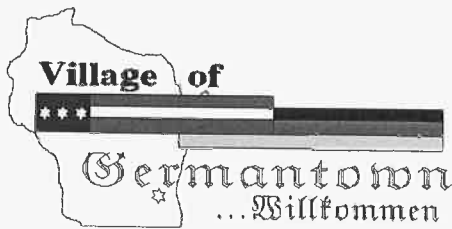
The Village Surveyor has identified a number of code requirements and technical corrections in a June 11, 2015 memo (copy attached) that need to be addressed in a revised CSM prior to Village Board approval. Most notable is the need to dedicate a total of 40' for right-of-way along Lovers Lane (vs. the 33' shown) and a total of 60' for right-of-way along Freistadt Road (vs. the 33' shown).

Village Planner Recommendation

APPROVE the proposed A-2 to Rs-1 Rezoning for the proposed 5-acre parcel (Lot 2 on the proposed CSM);

APPROVE the proposed 2-lot Certified Survey Map (CSM) as drafted subject to the following conditions:

1. All requirements and technical corrections identified in the Village Surveyor's June 1, 2015 review memo shall be addressed in a revised CSM prior to Village Board approval;
2. The CSM shall be revised to show the Village's 25' wetland setback and the DNR's 75' impervious surface protection area setback boundaries, and, notations indicating that DNR and/or Village of Germantown permits or approvals may be required for any development or land disturbance proposed within these setback areas.



Engineering Department Memorandum

To: Jeff Retzlaff Village Planner
CC:
From: Bob Beilfuss, PLS, Village Surveyor
Date: June 11, 2015
Re: Roskopf CSM

Jeff,

Here are my review comments for the CSM received 6/9/2015.

Certified Survey Map

Applicant or Owner: RJTR LLC
Land Surveyor/Firm: JSD Professional Services
Current Zoning: A-1
Rezoning Requested: RS-1 (to create a residential home located on Lot 2)

1. The professional land surveyor of record, John Konopacki, PLS is no longer working for JSD Professional Services. I contacted Rich Wagner, PLS, Executive Vice President of the company and he said I should forward any review comments to him and he would take care of them.

We can expect the next document to be sealed and signed by another PLS from the Waukesha office of JSD.

2. There are a couple distances and notes on sheet 1 and 2 that were screened out for some reason. This could be a software related issue during plotting. These need to be removed so the underlying text is readable.
3. No building setbacks shown. Per the Village Zoning Code, the building setbacks for a RS-1 zoning are as follows:
Front: 45'
Side: 30'
Rear: 35'

The PLS should date stamp this zoning information as setbacks can change.

4. The maps on the sheet 1 and 2 do not scale.
5. The graphics scales on the sheet 1 and 2 do not scale.
6. The right of way dedication for Lovers Lane is 40'.

C:\Users\jeff\Desktop\6-9-15 Roskopf-JSD CSM.doc

7. The right of way dedication for Freistadt Road is 60'.
8. With the change in right of way dedication, the boundary dimensions and areas for Lot 1 and 2 will need to be adjusted. The curve table will need to be revised and the boundary markers will need to be relocated to the new R/W lines.
9. The net area shown in the Surveyor's Certificate will need to be revised due to the change in road right of way dedication.
10. The soil borings for Lot 2 will need to be shown on Sheet 1.
11. The existing well for the existing home needs to be shown on sheet 1.
12. The existing septic system for the existing home needs to be shown on sheet 1.
13. The Chairman of the Village Planning Commission is Dean Wolter. The Planning Commission approval certificate needs to be revised
14. The Village President is Dean Wolter. The Village Clerk is Barbara K.D. Goeckner. The Village Board approval certificate needs to be revised.
15. A Certificate of Corporate Mortgagee is required unless the owner can provide written proof of ownership that the properties are free of mortgage from a lending institution and the lending institution no longer holds an interest in the parcel involved in this document.

Document Submittals and Data Conversion

As of October, 2005, the Village of Germantown requires a digital copy of all Certified Survey Maps, Condominium Plats and Subdivision Plats in addition to the documents as required by Wisconsin Statute and Village Ordinances as part of the land division approval.

Prior to Recording the Certified Survey Map, the professional land surveyor is responsible for submitting a copy of the AutoCad drawing file (.dwg) of the document in version 2007 on compact disk (CD) or via email to the Village Surveyor.

All digital professional land surveyor seals and signatures will be purged from the digital copy prior to submittal.

The model space of the drawing will be done in Wisconsin State Plane Coordinate System, South Zone (NAD 1927 datum) and the Grid Bearing basis.

Prior to Recording the Certified Survey Map, the Village Engineering Department will verify that the boundary markers have been installed as described on the submitted map. All boundary corners are to be clearly marked in the field by the professional land surveyor of record.

N112 W15568 Mequon Road subject to the following conditions:

- 1. One (1) of the proposed 3' x 6' wall signs is allowed on the southwest elevation provided it can be re-positioned between (vs on top of) the simulated exposed half-timbering on the wall surface;*
- 2. Once the wall sign is installed, all existing window signs shall be removed from the windows on the southwest elevation facing Mequon Road.*

MOTION carried unanimously.

Gene & Carol Phillips – W188 N10051 Maple Road. The property owners of two 1-acre parcels are seeking approval of a 1-lot Certified Survey Map (CSM) in order to combine the parcels. Planner Retzlaff summarized the proposal.

MOTION Gray second Shadid to Approve the 1-lot Certified Survey Map lot combination of the two lots owned by Gene & Carol Phillips located at W188 N10051 Maple Road subject to the following conditions:

- 1. All technical corrections identified in the Village Surveyor's June 9, 2015 review memo shall be addressed in a revised CSM prior to recording.*

MOTION carried unanimously.

Todd Roskopf – N124 W18109 Lovers Lane. RJTR LLC, property owner of 72.15 acres of land located between Lovers Lane (north) and Freistadt Road (south) ¼ mile east of Maple Road is requesting approval of a rezoning and 2-lot Certified Survey Map (CSM) in order to create one (1) 5-acre residential lot. Planner Retzlaff summarized the proposal.

MOTION Laszewski second Shadid to Approve the proposed A-1 to Rs-1 Rezoning for the proposed 5-acre parcel (Lot 2 on the proposed CSM);

Approve the proposed 2-lot Certified Survey Map (CSM) as drafted subject to the following conditions:

- 1. All requirements and technical corrections identified in the Village Surveyor's June 1, 2015 review memo shall be addressed in a revised CSM prior to Village Board approval.***
- 2. The CSM shall be revised to show the Village's 25' wetland setback and the DNR's 75' impervious surface protection area setback boundaries, and, notations indicating that DNR and/or Village of Germantown permits or approvals may be required for any Development or land disturbance proposed within these setback areas.***

MOTION carried unanimously.

First Choice Ingredients – N112 W19528 Mequon Road. P&M Properties of Germantown, property owner, has submitted revised site development and building plans for a 4,482 sqft building addition, parking lot expansion and 3,020 sqft office addition to the existing facility. Planner Retzlaff summarized the proposal.

MOTION Shadid second Nilles to Approve the site development and building plans for

BEING A PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 16,
TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.



CERTIFIED SURVEY MAP No. _____

BEING A PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 16,
TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

State of Wisconsin)
) SS
County of Washington)

I, Craig W. Riley, Professional Land Surveyor, do hereby certify that I have surveyed, divided, dedicated and mapped a part of the Northeast 1/4 and Southeast 1/4 of the Southwest 1/4 of Section 16, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin, bounded and described as follows:

Commencing at the southeast corner of the Southwest 1/4 of said Section 16; thence South 89°07'43" West along the south line of said Southwest 1/4, 701.50 feet to the point of beginning;

Thence continuing South 89°07'43" West along said south line, 535.94 feet to a point on a curve on the east right of way line of the Wisconsin Department of Transportation Rail Road; thence northwesterly 134.23 feet along said curve to the right and said east right of way line, whose radius is 3769.72 feet and whose chord bears North 70°51'54.5" West, 134.22 feet to the west line of the East 1/2 of said Southwest 1/4; thence North 02°21'49" West along said west line, 2236.61 feet to the southwest corner of Certified Survey Map No. 71; thence North 88°50'04" East along the south line of said Certified Survey Map No. 71, 240.00 feet to the southeast corner of said Certified Survey Map No. 71; thence North 02°21'49" West along the east line of said Certified Survey Map No. 71 and then continuing, 363.00 feet the north line of said Southwest 1/4; thence North 88°50'04" East along said north line, 1069.49 feet to the northeast corner of said Southwest 1/4; thence South 03°30'05" East along the east line of said Southwest 1/4, 2292.28 feet the north line of Certified Survey Map No. 70; thence South 89°07'43" West along said north line and then continuing, 684.89 feet; thence South 00°52'17" East, 361.50 feet to the point of beginning.

Containing in all 3,197,336 square feet (73.4007 acres) gross and 3,117,657 square feet (71.5716 acres) net of land, more or less.

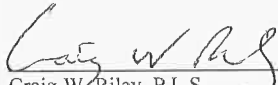
All subject to easements and restrictions of record and potential future road widening and government restrictions, if any.

That I have made such survey, land division and map by the direction of RJTR LLC, owner of said land.

That such map is a correct representation of all exterior boundaries and the land surveyed and the land division thereof made.

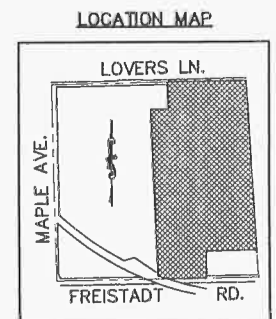
That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and Chapter 17 and 18 of the Village of Germantown Zoning and Land Division Ordinances in surveying, dividing, dedicating and mapping the same.

DATED THIS 30th DAY OF July, 2015


Craig W. Riley, P.L.S.
Professional Land Surveyor, S-2264



CURVE TABLE					
CURVE NO.	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	134.23'	3769.72'	02°02'25"	N70°51'54.5"W	134.22'
C2	97.76'	3769.72'	01°29'09"	N71°08'32.5"W	97.76'
C3	36.47'	3769.72'	00°33'16"	N70°07'20"W	36.47'



SW 1/4 SEC. 16, T9N, R20E
SCALE 1" = 2000'

BEING A PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 16,
TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

RJTR LLC, a Wisconsin Limited Liability Company duly organized and existing under the virtue of the Laws of the State of Wisconsin, as owner, does hereby certify that said corporation caused the land described in the foregoing affidavit of Craig W. Riley, to be surveyed, divided, dedicated and mapped as represented on this map, in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and Chapter 17 and 18 of the Village of Germantown Zoning Land Division Ordinances. As Owner(s), we hereby dedicate that part of Lovers Lane and Freistadt Road to the Village of Germantown for public road purposes as represented on Sheet 1 of 4 and Sheet 2 of 4 of this Certified Survey Map.

DATE _____

Personally came before me this _____ day of _____, 2015, the above named _____, _____, of the above named Wisconsin Limited Liability Company, RJTR LLC, known to me to be the person who executed the foregoing instrument and to me known to be such _____ of said company, and acknowledge that he executed the foregoing instrument as such Managing Partner, as the deed of said company, by it's authority.

VILLAGE OF GERMANTOWN PLANNING COMMISSION APPROVAL

DEAN WOLTER, CHAIRMAN _____ DATE _____

VILLAGE BOARD APPROVAL

DEAN WOLTER, VILLAGE PRESIDENT

SHEET 4 OF 4

**BUSINESS OF THE VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: August 31, 2015

AGENDA ITEM: New Business (PRELIMINARY & FINAL SUBDIVISION PLAT)

ITEM TITLE: Bielinski Holdings LLC & Bielinski Homes Inc., Property Owner;
Prairie Glen II Preliminary Subdivision Plat

SUBMITTED BY: Jeffrey W. Retzlaff, Director, Community Development Department

SUMMARY EXPLANATION:

Bielinski Holdings LLC & Bielinski Homes Inc., is requesting approval of both the preliminary and final subdivision plats for Prairie Glen II, a 15-acre, 16-lot residential development located adjacent to and north of the Prairie Glen Subdivision on Wasaukee Road. The subdivision plats are consistent with the General Site Plan approved for the Prairie Glen II PDD (except that one lot, i.e. Lot #32, has been deleted).

NOTE: The Village Board approved the Prairie Glenn II Development Agreement at the August 17 meeting.

The Wisconsin Departments of Administration (DOA-Plat Division) and Transportation (WisDOT) are objecting agencies and have provided letters of "no objection" to the plats. Washington County is an approval agency and has approved both plats.

ATTACHMENTS:

- ◆ 8/10/15 Staff Report
- ◆ 8/10/15 Plan Commission Meeting Minutes
- ◆ General Development Plan
- ◆ Preliminary & Final Plats

PLAN COMMISSION RECOMMENDATION:

APPROVE the preliminary subdivision plat, final subdivision plant, construction plans and landscaping/street plan for the 15-acre, 16-lot Prairie Glen II residential subdivision on Wasaukee Road subject to the following conditions:

1. Developer shall enter into a Development Agreement with the Village pursuant to the Prairie Glen North PDD Conditions & Restrictions resolution (Res. No. 04-14) and Section 18 of the Village Code (Subdivision and Platting) regarding the requirements and other provisions set forth in Res. No. 04-14, as well as, the preparation of detailed plans for the installation of public utilities and improvements including, but not limited to public street and intersection improvements, sanitary sewer, storm sewer & storm water management facilities, water main, master grading and erosion control, berming, sidewalks & trails, landscaping & street trees, open space, lighting and signage.
2. The construction plan set dated June 8, 2015 (revision date) is approved subject to all of the technical corrections and other items set forth in the Village Engineer's July 13 and July 14, 2015 review comments that shall be addressed in a final Development Agreement.
3. The landscape plan set dated July 15, 2015 (revision date) is approved with the timing of installation of the street trees and open space landscaping to be determined as set forth in the Development Agreement.
4. All easements shown on the preliminary and final plats must be specified as either "public" or "private".

PRELIMINARY & FINAL SUBDIVISION PLAT

8/10/15 Plan Commission Meeting

Bielinski Homes Inc. / Prairie Glen II (North)

Village Planner Report

Germantown, Wisconsin

Summary

Bielinski Holdings LLC & Bielinski Homes Inc., property owner, is requesting approval of a REVISED preliminary subdivision plat and final plat for Prairie Glen II, a 15-acre, 16-lot residential development located adjacent to and north of the Prairie Glen Subdivision on Wasaukee Road.

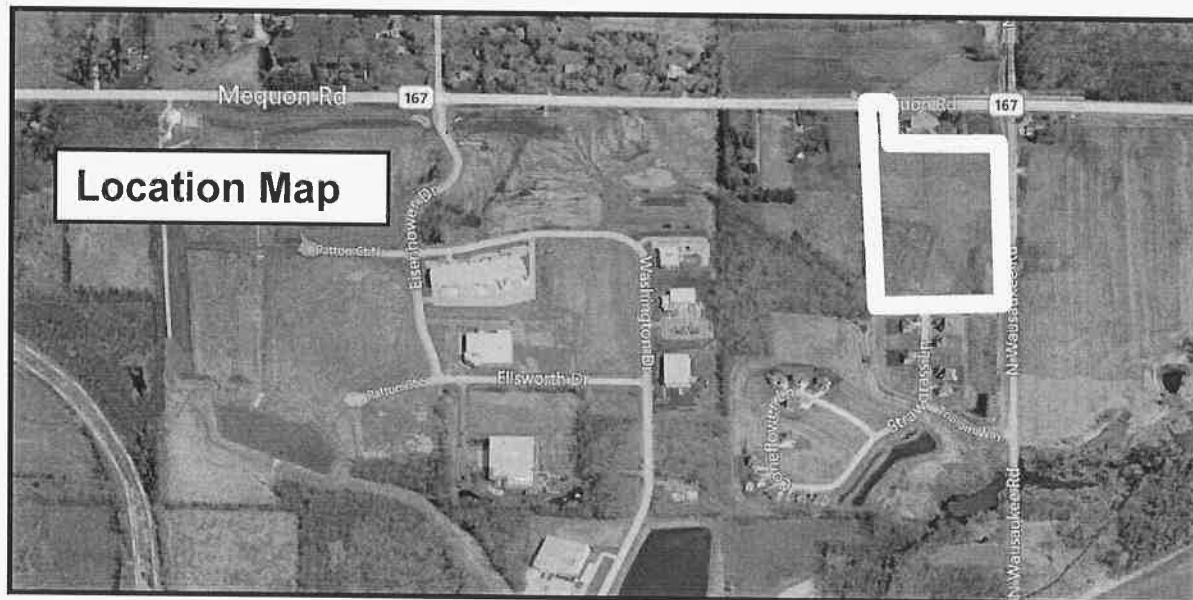
Location: Wasaukee Road south of Mequon Road

Applicant/

Property Owner: Bielinski Holdings LLC/Bielinski Homes Inc.
1830 Meadow Lane Suite A
Pewaukee, WI 53072

Current Zoning: Rs-4/PDD: Single-family

Adjacent Land Uses		Zoning
North	Residential	Rs-3
South	Residential (Prairie Glen)	Rs-4/PDD
East	Agricultural (City of Mequon)	A-1
West	Residential	Rs-1



Proposal

Bielinski Holdings LLC & Bielinski Homes Inc., property owner, is requesting approval of a REVISED preliminary subdivision plat and a final plat for Prairie Glen II, a 15-acre, 16-lot residential development located adjacent to and north of the Prairie Glen Subdivision on Wasaukee Road.

As presented in the attached preliminary plat and consistent with the General Development Plan, Prairie Glen II has the following characteristics:

Prairie Glen II Preliminary Subdivision Plat	
Total Area	15.01 acres
Total Lots	16 single-family
Range of Lot Sizes	18,478 to 27,038 sqft
Avg. Lot Size	21,754 sqft
Open Space Area	5.12 acres or 34.2% (4 outlots)

Staff CommentsVillage Planner/Zoning Administrator

In August 2014, the Village Board approved a preliminary plat for Prairie Glen II along with revisions to the Prairie Glen II PDD Conditions & Restrictions resolution (see Res. No. 04-14 attached) and the General Development Plan (see General Site Plan & Conceptual Landscape/Restoration Plan dated 6-12-2014 attached).

In September 2014, Bielinski Homes informed the Village that, in the course of preparing the detailed construction plans, it was discovered that certain construction-related considerations needed to be made and, as a result, minor lot size, layout and landscaping changes may be required. Construction was deferred until 2015. In February 2015, Bielinski Homes submitted a revised preliminary and final plat for a revised 16-lot subdivision with other, relatively minor revisions to the construction, storm water management and landscaping plans.

In accordance with the Village's Subdivision Code, the Plan Commission is responsible for reviewing the preliminary plat application and forwarding a recommendation to the Village Board along with comments received from the official "objecting agencies" (i.e. Department of Administration, WisDOT and Washington County), as well as, all other review agencies to whom the plat has been submitted (e.g. Southeastern Wisconsin Regional Planning Commission/SEWRPC, Germantown School District, all utility companies, etc).

Resolution No. 04-14 contains the specific list of conditions and restrictions governing development in Prairie Glen II. One of the requirements set forth therein requires detailed grading and utility construction plans to be submitted for review and approval prior to or concurrent with approval of the preliminary plat. The developer has submitted construction plans for the road improvements, storm water management facilities, water main, sanitary sewer, master grading plan, and landscaping for the development. Those

plans have been reviewed and tentatively approved by the Village Engineer and Public Works Department staff along with a Development Agreement with the Village. The Development Agreement was reviewed by the Public Works Committee on August 6, 2015, and is recommending approval to the Village Board with minor revisions and a further condition that easements shown on the preliminary and final plats must be specified as either "public" or "private".

Village Engineer/Public Works

In a series of e-mails dated July 13 and July 14, 2015 (copies attached), the Village Engineer identifies a series of minor plan corrections and notations that will need to be addressed on the final construction plans (sanitary sewer, water main, paving, storm water management, storm sewer, etc.) prior to the Village executing a Development Agreement with Bielinski Homes.

NOTE: The Village's Water Superintendent has indicated that the water main system to be extended north from the original Prairie Glen development is controlled by pressure valves located on Washington Drive in the Germantown Business Park. He indicates that although looping the water system to/from Washington Drive is preferable, it is not possible due to existing pressure zones. As a result, the extension of a "dead end" water main into the Prairie Glen II development may affect water quality serving the new Prairie Glen II residents.

With regard to landscaping, a detailed site landscaping and street tree plan has been prepared and submitted for approval (see attached). The proposed street trees and open space landscaping are consistent with General Development Plan and staff is recommending approval.

Fire Department

The Fire Department has reviewed and is recommending approval of the revised preliminary and final plats and detailed construction plans with respect to fire hydrant location and the temporary "T" road closure at the end of Strawgrass Lane.

Wisconsin Dept of Administration

While no formal comments have been received to date regarding the plats, the only objection made by DOA when reviewing the original preliminary plat in 2014 concerned an objection they had received from the DOT concerning an access restriction to/from STH 167 (Mequon Road). Since the DOT objection has been addressed as part of the final plat, it is anticipated that DOA will NOT object to the revised preliminary or final plat and issue certification.

WisDOT

In their August 5, 2015 letter (copy attached), WisDOT indicates that they do NOT object to the final subdivision plat as proposed.

Washington County

Washington County originally approved the preliminary plat on July 30, 2014 and

recently approved the revised preliminary and final plats on May 18, 2015, with no objections.

Southeastern Wisconsin Regional Planning Commission (SEWRPC)

In a March 11, 2015 letter, SEWRPC refers to previous review comments made back in 2003 and 2014 wherein SEWRPC recommends approval of the preliminary plat.

Germantown School District

No comments or objections have been received.

Village Planner Recommendation

APPROVE the preliminary subdivision plat, final subdivision plat, construction plans and landscaping/street tree plan for the 15-acre, 16-lot Prairie Glen II residential subdivision on Wasaukee Road subject to the following conditions:

1. Developer shall enter into a Development Agreement with the Village pursuant to the Prairie Glen North PDD Conditions & Restrictions resolution (Res. No. 04-14) and Section 18 of the Village Code (Subdivision and Platting) regarding the requirements and other provisions set forth in Res. No. 04-14, as well as, the preparation of detailed plans for the installation of public utilities and improvements including, but not limited to public street and intersection improvements, sanitary sewer, storm sewer & storm water management facilities, water main, master grading and erosion control, berming, sidewalks & trails, landscaping & street trees, open space, lighting and signage.
2. The construction plan set dated June 8, 2015 (revision date) is approved subject to all of the technical corrections and other items set forth in the Village Engineer's July 13 and July 14, 2015 review comments that shall be addressed in a final construction plan set and supporting documents prior to execution of the required Development Agreement.
3. The landscape plan set dated July 15, 2015 (revision date) is approved with the timing of installation of the street trees and open space landscaping to be determined as set forth in the Development Agreement.
4. All easements shown on the preliminary and final plats must be specified as either "public" or "private".

Bielinski Homes Inc. – Wasaukee Road North of Prairie Glen Subdivision – Request for approval of a Revised preliminary subdivision plat and final plat for Prairie Glen II, a 15-acre, 16-lot residential development located adjacent to and north of the Prairie Glen Subdivision on Wasaukee Road. Planner Retzlaff summarized the proposal.

Discussion followed regarding the stub water main extension. Planner Retzlaff said the Water Utility Superintendant forewarned that water quality may not be the best if a loop system is not used. The current residents at the end of Sawgrass Lane have the stub connection now, but it is unknown whether or not there is a legitimate water quality issue there today.

MOTION Baum second Laszewski to Approve the preliminary subdivision plat, final subdivision plant, construction plans and landscaping/street plan for the 15-acre, 16-lot Prairie Glen II residential subdivision on Wasaukee Road subject to the following conditions:

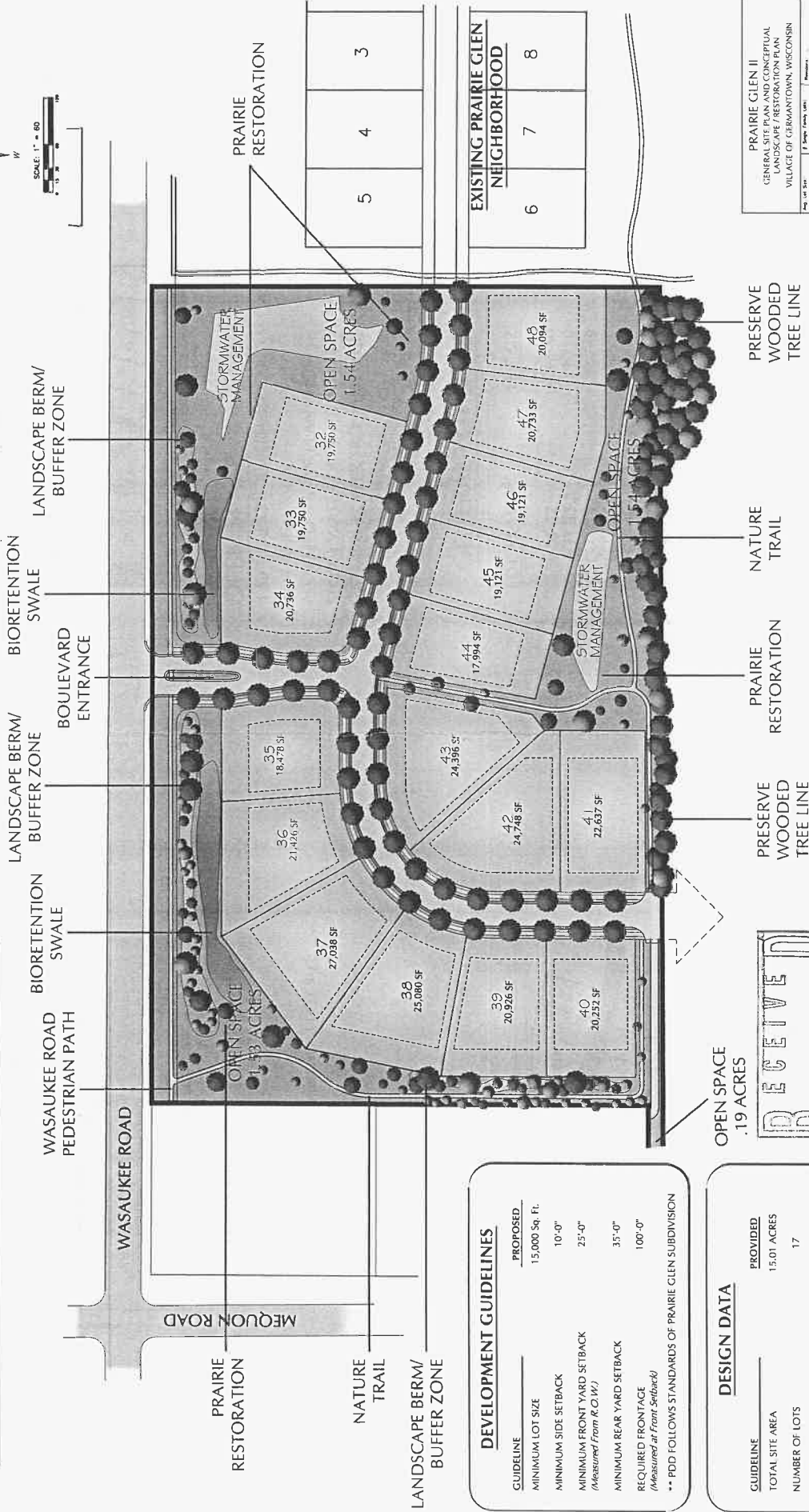
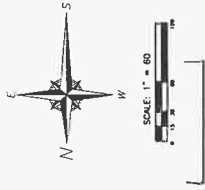
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- 2. The construction plan set dated June 8, 2015 (revision date) is approved subject to all of the technical corrections and other items set forth in the Village Engineer's July 13 and July 14, 2015 review comments that shall be addressed in a final Development Agreement.***
- 3. The landscape plan set dated July 15, 2015 (revision date) is approved with the timing of installation of the street trees and open space landscaping to be determined as set forth in the Development Agreement.***
- 4. All easements shown on the preliminary and final plats must be specified as either "public" or "private".***

MOTION carried unanimously.

MOTION Baum second Shadid to go to Item D next on the Agenda.

MOTION carried unanimously.

GENERAL SITE PLAN AND CONCEPTUAL LANDSCAPE/RESTORATION PLAN



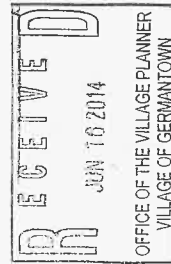
DEVELOPMENT GUIDELINES

GUIDELINE	PROPOSED
MINIMUM LOT SIZE	15,000 Sq. Ft.
MINIMUM SIDE SETBACK	10'-0"
MINIMUM FRONT YARD SETBACK (Measured From R.O.W.)	25'-0"
MINIMUM REAR YARD SETBACK	35'-0"
REQUIRED FRONTAGE (Measured at Front Setback)	100'-0"

** PDD FOLLOWS STANDARDS OF PRAIRIE GLEN SUBDIVISION

DESIGN DATA

GUIDELINE	PROVIDED
TOTAL SITE AREA	15.01 ACRES
NUMBER OF LOTS	17
AVERAGE LOT SIZE	21,308 Sq. Ft.
OPEN SPACE PROVIDED	4.80 ACRES
PERCENT OPEN SPACE	32.0%
RANGE OF LOTS	17,994 Sq. Ft. - 27,036 Sq. Ft.



PRAIRIE GLEN II	
GENERAL SITE PLAN AND CONCEPTUAL LANDSCAPE RESTORATION PLAN	
VILLAGE OF GERMANTOWN, WISCONSIN	
Prepared By:	BIELINSKI homes
Check By:	
Date:	6/16/14
Scale:	1" = 60'
Sheet:	17
Total Sheets:	17



116 #2377 Stone Ridge Dr. - Menasha, WI 53185-1108 (202) 547-8181

2016 BUDGET CALENDAR

Friday July 31, 2015	Budget materials distributed to Departments
Friday August 21, 2015	Budget Materials to be returned to Finance Director
August 31 - Sept 4th	Administrator & Finance Director meeting with departments
Monday, September 14, 2015	Proposed Budget distributed to Village Board
	Committee of the Whole Reviews:
Wednesday, Sept. 23, 2015 at 6:00 pm	DPW Administration, Highway, Recycle, Building & Grounds, Parks, TIF 4 & 6, Water & Sewer + Capital for each Department
Tuesday, Sept. 29, 2015 at 6:00 pm	Police, Emergency Govt., Canine, Asset Forfeiture & Fire + Capital <i>Fire Department Budget to include one with Full Time Staffing and one without</i>
Thursday, Oct. 8, 2015 at 6:00 pm	Village Board, Administration, Clerk, Finance, Assessor, Data Processing, General Govt., Inspection, Library, Library Board Accounts, Recreation, Recreation Facility Fee, Senior Center, Planning, Municipal Dev. , Impact Fees, Special Revenue, Health & Dental
	Wrap up if needed
October 19, 2015	Revised Budget distributed
Wednesday October 21	Publish Notice for Public Hearing - for newspaper publication on Oct 28 <i>One with Fire Department Full time Staffing and one without</i>
November 3, 2015	Possible Referendum - Fire Department
November 16, 2015	Public Hearing