

**RESOLUTION NO. R-2015-17
OF THE VILLAGE OF SHOREWOOD HILLS,
DANE COUNTY, WISCONSIN**

INTERNATIONAL MIGRATORY BIRD DAY

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities, *and*

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, *and*

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide, *and*

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, *and*

WHEREAS, public awareness and concern are crucial components of migratory bird conservation, *and*

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations, *and*

WHEREAS, since 1993 International Migratory Bird Day (IMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., *and*

WHEREAS, hundreds of thousands of people will observe IMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, *and*

WHEREAS, while IMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, *and*

WHEREAS, IMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action,

NOW THEREFORE I, Mark L. Sundquist as Village President of the Village of Shorewood Hills, Wisconsin, do hereby proclaim March 3, 2016 as

International Migratory Bird Day

in the Village of Shorewood Hills, and I urge all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Passed and approved this 21st day of December, 2015.

APPROVED:

Mark L. Sundquist, President

Attest:

Colleen Albrecht, Village Clerk

For Office Use:	Date		Date
Application given by _____	_____	Referred to Plan Comm/Board	_____
Received by Zoning Administrator	11/24/15	Public Hearing Set	_____
Fee received by Clerk	11/24/15	Date Notices Mailed	_____
Zoning Certified	_____	Public Hearing Published	_____
Filed with Clerk	_____	Public Hearing Held	_____
Referred for Staff Review	_____	Final Action	_____

Village of Shorewood Hills
 810 Shorewood Boulevard
 Madison, WI 53705-2115
 (608) 267-2680 phone
 (608) 267-5929 fax

APPLICATION FOR SPECIAL EXCEPTION PERMIT
 (A non-refundable \$350 fee must accompany this application upon filing)

FOR OFFICE USE ONLY
Receipt # <u>024687</u>

Date of Petition: November 24, 2015

The undersigned, being all the owners of the real property covered by this special exception request hereby petition the Village of Shorewood Hills as follows:

- Name and address of each owner: (Please attach additional pages as necessary)
Jason and Laura Stephenson
3201 Tally Ho Lane
Madison, WI 53705
- Name and address of applicant if not an owner. Describe interest in site (if tenancy, attach copy of current lease): _____
- Address of site: 3201 Tally Ho Lane
- Tax parcel number of site: 181/0709-174-6363-9
- Accurate legal description of site (state lot, block and recorded subdivision or metes and bounds description) (Attach copy of owner's deed): Lot three hundred thirteen (313), Shorewood Replat of Outlot "D" Fourth Addition to Shorewood, Located in the SE 1/4 of the SE 1/4 of Section 17, T7N, R9E, Village of Shorewood, Dane County, Wisconsin
- Requested special exception: We request a special exception of 71 square feet to the Floor Area Ratio Limitation. The ~~per~~ proposed addition includes a 2nd attached garage w/extended living space above. The addition does not exceed the max lot coverage, and will be set back in front & rear to align with and envelop the existing western dormer with a new roof structure. This ~~desig~~ design approach is critical to the aesthetic design solution and would be taken even if the 2nd flr space was attic storage space, which would not count in FAR total.
- Name, address, and tax parcel number of the owners of each parcel immediately adjacent to the boundaries of the site and each parcel within 200 feet including street and alley right-of-way of each exterior boundary of the site: See Village Records from Notice of Zoning Board of Appeals Meeting dated November 12, 2015.

8. A scale map or survey map must be attached showing the following:
- Location, boundaries, dimensions, uses, and size of the site and structures and its relationship to adjoining lands.
 - The approximate location of existing and proposed structures on the site, easements, streets, alleys, off street parking, loading areas and driveways, street access and access restrictions, existing street, side and rear yards, existing and proposed surface drainage, grade elevations, building heights, and square footage existing and proposed.
9. State in detail, the evidence indicating proof that the proposed special exception shall conform to each of the standards for conditional uses set forth in section 10-1-52 of the Village Zoning Code. The applicant shall respond to each of the standards.

A special exception shall not be granted unless the applicant demonstrates that the building or buildings on the lot that exceed the floor area ratio will meet the conditions set forth in Sec. 10-1-52 of this Code. For purposes of this section references to "use" or "conditional use" in Sec. 10-1-52 shall be deemed to be references to the building or buildings for which a special exception is requested. In addition, the applicant shall demonstrate compliance with the following additional conditions:

- The uses, values, views, vistas and enjoyment of other property in the neighborhood for purposes already established shall be in no foreseeable manner substantially impaired or be diminished by the special exception.
- The special exception will not substantially impair an adequate supply of light and air to adjacent property, or increase the danger of fire within the neighborhood.
- The special exception will not substantially increase erosion;
- The special exception will not substantially cause the flow of surface water to be changed so as to adversely affect other lots or the natural environment.
- The special exception will not substantially adversely affect infiltration of surface water into the ground.
- The special exception will not substantially adversely affect access to property or structures by fire fighters and other emergency personnel.

The proposed addition will maintain at least 13 ft between the structure and the property line, which provides adequate access by fire & emergency personnel, as well as adequate space from the adjacent property. The property is surrounded by foliage that reduces the scale of the home. The vistas and enjoyment of the other properties will not be adversely affected because the addition's location doesn't block any views. The flow of surface water will be improved with new grading per the addition.

There are no erosion concerns in this property.

WHEREFORE, the undersigned property owners hereby state that the foregoing information and all attachments to this Petition are true and correct to the best of our knowledge.

Dated this 24 day of November, 2015.

Lawrence
Property Owner

Property owner

I certify that that I have reviewed this application for completeness.

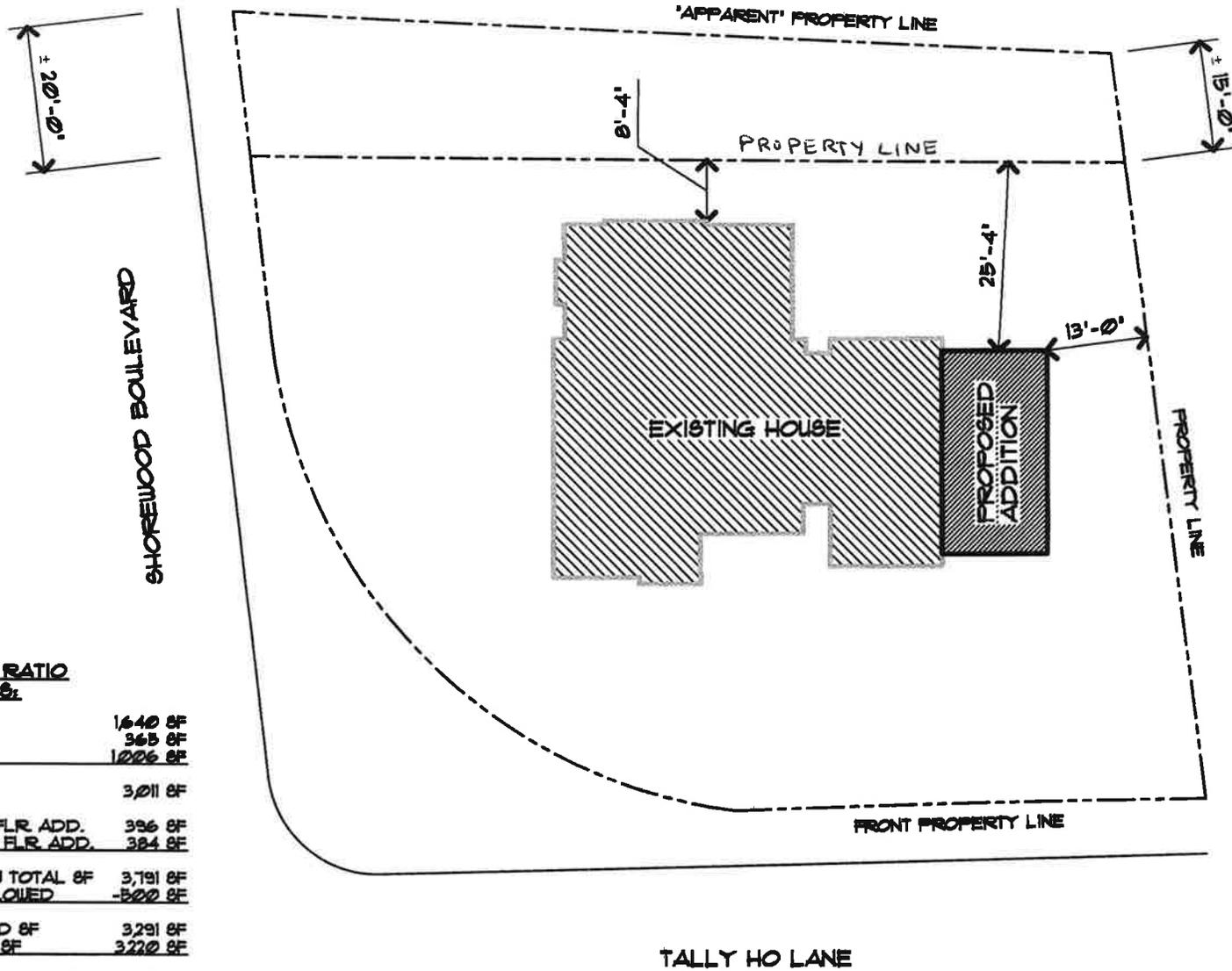
Date: _____ Zoning Administrator: _____

Print Form



n o r t h (f r o n t) c o n c e p t e l e v a t i o n

$\frac{1}{4}'' = 1' - 0''$



**FLOOR AREA RATIO
CALCULATIONS:**

X-1st FLR	1,640 SF
X-GARAGE	365 SF
X-2nd FLR	1,006 SF
X-TOTAL SF	3,011 SF
PROPOSED 1st FLR ADD.	326 SF
PROPOSED 2nd FLR ADD.	384 SF
PROPOSED NEW TOTAL SF	3,721 SF
GARAGE SF ALLOWED	-500 SF
F.A.R. PROPOSED SF	3,221 SF
F.A.R. ALLOWED SF	3,220 SF
SF EXCEPTION REQUESTED	11 SF

SITE PLAN OF PROPOSED ADDITION

NORTH



Addition & Remodeling

for

Jason & Laura Stephenson

3201 Tally Ho Lane
Madison, WI 53705



**ARCHITECTURE
MADISON**
MIKE GENGLES
AND ASSOCIATES

336 West Mifflin Street
Madison, WI 53703-2614
Phone: (608) 287-0441
Fax: (608) 287-0442
email: mgengles@archmad.us

Construction Documents

Project Number 1503

October 5, 2015

Index of Drawings

First Floor Concept Plan
Second Floor Concept Plan
North (Front) Concept Elevation
West (Side) Concept Elevation



west (side) concept elevation
1/4" = 1'-0"

WARRANTY DEED

Document Number

Document Name



8 5 6 6 6 4 8

Tx:8461488

KRISTI CHLEBOWSKI
DANE COUNTY
REGISTER OF DEEDS

DOCUMENT #

4994021

06/06/2013 2:55 PM

Trans. Fee: 1695.00

Exempt #:

Rec. Fee: 30.00

Pages: 1

THIS DEED, made between Timothy J. Peckham and Darcy J. Danner

(Grantor, whether one or more), and Jason W. and Laura J. Stephenson, husband and wife, as survivorship marital property

(Grantee, whether one or more).

Grantor, for a valuable consideration, conveys to Grantee the following described real estate, together with the rents, profits, fixtures and other appurtenant interests, in Dane County, State of Wisconsin ("Property") (if more space is needed, please attach addendum):

Lot Three Hundred Thirteen (313), Shorewood Replat of Outlot "D" Fourth Addition to Shorewood, in the Village of Shorewood Hills, Dane County, Wisconsin.

Recording Area

Name and Return Address

Jason and Laura Stephenson
3201 Tally Ho Lane
Madison, WI 53705

181/0709-174-6363-9

Parcel Identification Number (PIN)

This is homestead property.

(is) (is not)

Grantor warrants that the title to the Property is good, indefeasible in fee simple and free and clear of encumbrances except: Municipal and zoning ordinances and agreements entered under them, recorded easements for the distribution of utility and municipal services, recorded building and use restrictions and covenants, general taxes levied in the year of closing.

Dated May 31, 2013

Signature of Timothy J. Peckham
* Timothy J. Peckham

(SEAL)

*

(SEAL)

Signature of Darcy J. Danner
* Darcy J. Danner

(SEAL)

*

(SEAL)

AUTHENTICATION

ACKNOWLEDGMENT

Signature(s) Timothy J. Peckham and Darcy J. Danner
authenticated on May 31, 2013

Signature of Frank W. Pohlkamp, Jr.
* Frank W. Pohlkamp, Jr.

TITLE: MEMBER STATE BAR OF WISCONSIN
(If not, authorized by Wis. Stat. § 706.06)

THIS INSTRUMENT DRAFTED BY:

Attorney Frank W. Pohlkamp, Jr.
Pohlkamp and Associates, Middleton, WI

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTE: THIS IS A STANDARD FORM. ANY MODIFICATIONS TO THIS FORM SHOULD BE CLEARLY IDENTIFIED.

WARRANTY DEED

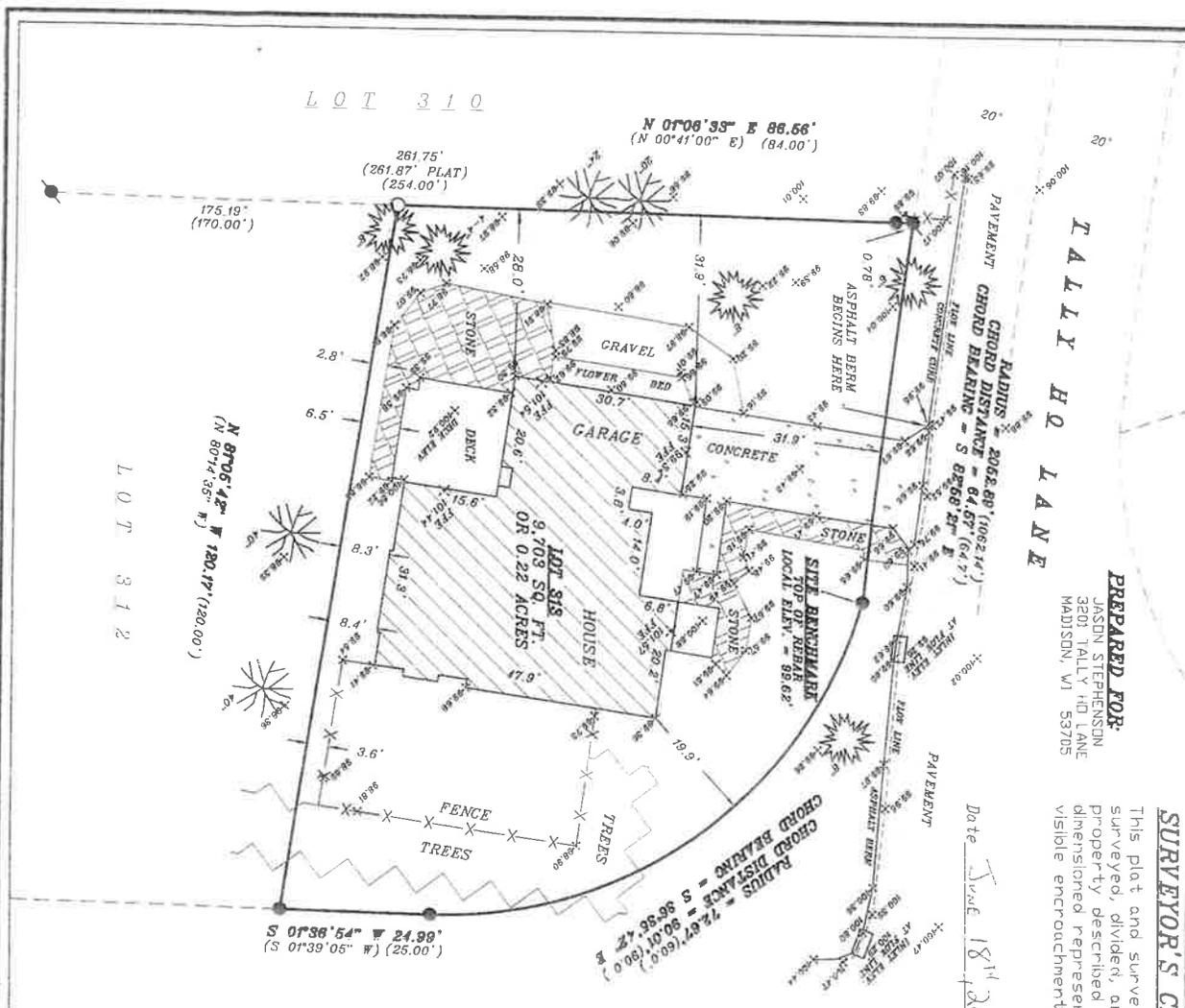
STATE BAR OF WISCONSIN

FORM No. 1-2003

*Type name below signatures.

T-565,000
(1695.00)

(1)



TALLY HO LANE

SHOREWOOD BLYD.
RIGHT OF WAY VARIES



PREPARED FOR:
JASON STEPHENSON
3201 TALLY HO LANE
MADISON, WI 53705

Date June 18th 2015

SURVEYOR'S CERTIFICATE:

This plat and survey were performed under my supervision, and was surveyed, divided, and mapped according to the official records of the property described and pictured hereon. This plat is a true scaled and dimensioned representation of the boundaries, buildings, improvements and all visible encroachments if any.

Williamson Surveying and Associates, LLC
by Noa T. Prieve & Chris W. Adams
Noa T. Prieve S-2499
Registered Land Surveyor - Dimer

- LEGEND**
- = SET 3/4"x24" REBAR
WT 1.5 LB PER LIN FT
 - = FOUND 3/4" REBAR
 - ⦿ = FOUND 1 1/4" PIPE
 - (#) = RECORDED AS
 - = STORM INLET
 - ⊗ = SPOT ELEVATION
 - ⊕ = FFE (FINISH FLOOR ELEVATION)
 - ☼ = DECIDUOUS TREE
(DIAMETER SIZE NOTED)
 - ☼ = CONIFEROUS TREE
(DIAMETER SIZE NOTED)

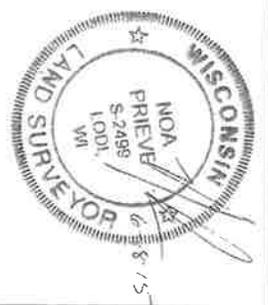
DESCRIPTION:
LOT 313, SHOREWOOD REPLAT OF OUTLOT 'D', FOURTH ADDITION TO SHOREWOOD, LOCATED IN THE SE 1/4 OF THE SE 1/4 OF SECTION 17, T7N, R9E, VILLAGE OF SHOREWOOD, DANE COUNTY, WISCONSIN.

NOTES:
1) THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF A TITLE REPORT FOR THE SUBJECT TRACT OR ADJAINERS AND IS THEREFORE SUBJECT TO ANY EASEMENTS, AGREEMENTS, RESTRICTIONS AND STATEMENT OF FACTS REVEALED BY EXAMINATION OF SUCH DOCUMENTS.
2) WETLANDS, IF PRESENT, HAVE NOT BEEN DELINEATED OR SHOWN.
3) FLOOD PLAIN, IF PRESENT, HAS NOT BEEN LOCATED OR SHOWN.
4) ALL ELEVATIONS ARE ASSUMED LOCAL ELEVATIONS.

PLAT OF SURVEY

LOT 313, SHOREWOOD REPLAT OF OUTLOT 'D' FOURTH ADDITION TO SHOREWOOD, LOCATED IN THE SE 1/4 OF THE SE 1/4 OF SECTION 17, T7N, R9E, VILLAGE OF SHOREWOOD, DANE COUNTY, WISCONSIN.

DATE	JUNE 18, 2015	REVISION DATE:	CHECK BY	N.T.P.
SCALE:	1" = 20'		DRAWING NO.	15V-206
DRAWN BY	BRAD ROOSMA		SHEET	1 OF 1



SURVEYORS SEAL



WILLIAMSON SURVEYING & ASSOCIATES, LLC
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597.
NOA T. PRIEVE & CHRIS W. ADAMS
REGISTERED LAND SURVEYORS
PHONE: 608-255-5705 FAX: 608-849-9760 WEB: WILLIAMSONSURVEYING.COM

Plan Commission Special Exception Permit Review

3201 Tally Ho Lane

A special exception shall not be granted unless the applicant demonstrates that the building or buildings on the lot that exceed the floor area and height limit will meet the conditions set forth in Sec. 10-1-52 of this Code. For purposes of this section references to “use” or “conditional use” in Sec. 10-1-52 shall be deemed to be references to the building or buildings for which a special exception is requested. The applicant shall demonstrate compliance with the following:

1. The uses, values, views, vistas and enjoyment of other property in the neighborhood for purposes already established shall be in no foreseeable manner substantially impaired or be diminished by the special exception.

Finding: **True**

2. The special exception will not substantially impair an adequate supply of light and air to adjacent property, or increase the danger of fire within the neighborhood.

Finding: **True**

3. The special exception will not substantially increase erosion;

Finding: **True**

4. The special exception will not substantially cause the flow of surface water to be changed so as to adversely affect other lots or the natural environment.

Finding: **True. Will improve after project.**

5. The special exception will not substantially adversely affect infiltration of surface water into the ground.

Finding: **True. Will improve after project.**

3. That the establishment of the special exception will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district, and will not be contrary to an adopted comprehensive plan of the Village.

Finding: **True**

4. That adequate utilities, access roads, drainage and other necessary site improvements have been, are being or will be provided.

Finding: **True**

5. That the establishment, maintenance or operation of the special exception is unlikely to increase the level of traffic congestion or reduce the level of safety at any point on the public streets.

Finding: **True**

6. That the special exception shall conform to all applicable regulations of the district in which it is located.

Finding: **True. Project previously received variance.**

7. That the special exception does not violate flood plain regulations governing the site.

Finding: **True**

8. That, when applying the above standards to any new construction of a building, or an addition to an existing building, the Plan Commission and Board shall bear in mind the statement of purpose for the zoning district such that the proposed building or addition at its location does not defeat the purposes and objectives of the zoning district.

Finding: **True**

The Plan Commission shall also evaluate the effect of the special exception upon:

- The maintenance of safe and healthful conditions.

Finding: **N/A**

- The prevention and control of water pollution including sedimentation.

Finding: **N/A**

Work times to comply with Village Noise ordinance

N/A

- Surety required:

N/A

- Lighting required:

Adherence to Village Dark Sky (Regulated Illumination) Ordinance

- Fencing required

N/A

- Deed restrictions required:

N/A

- Access restrictions required:

N/A

- Setbacks and yards required:

N/A

- Planting screens required:

N/A

- Modifications in parking required:

N/A

- Architecture, exterior colors and exterior materials required:

N/A

Any other requirements necessary to fulfill the purpose and intent of the Zoning Code of the Village of Shorewood Hills conditions required:



Karl Frantz <kfrantz@shorewood-hills.org>

salt reduction

1 message

John Mitmoen <jmitmoen@shorewood-hills.org> Thu, Dec 10, 2015 at 9:17 AM
To: Karl Frantz <kfrantz@shorewood-hills.org>

The Public Works Department is making a commitment to reducing the amount of salt applied but maintaining safety. We sent two employees to a training session which raised awareness of salt and the waste full use of the salt. Pre-wetting the salt can reduce the amount needed 25 to 50%. Being aware of temperature and the change in the temperature is also a factor. Just setting the salt auger at 5 and the spinner at 2 is a thing of the past. We are going to set up the 2 newer patrol trucks with the pre-wet system and any future truck will be order with these wetting systems.

--

Thank you, John

John Mitmoen, Public Works Chief

Village of Shorewood Hills

810 Shorewood Blvd.

Madison, WI 53705

[608.209.5024](tel:608.209.5024) cell

[608.267.2680](tel:608.267.2680) office

**EFFECTIVE WINTER MAINTENANCE WORKSHOPS:
SAVING TIME, BUDGET AND OUR WATERS
OCTOBER 14-15TH, 2015**

This is to certify that

Tary Handschke

has passed the certification examination and learned basic knowledge on best management practices to control snow and ice on area roadways.

Your Knowledge and Actions Will Help Protect Local Lakes, Streams, and Wetlands.



Madison Metropolitan
Sewerage District



**EFFECTIVE WINTER MAINTENANCE WORKSHOPS:
SAVING TIME, BUDGET AND OUR WATERS**

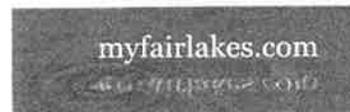
OCTOBER 14-15TH, 2015

This is to certify that

Craig Steinle

has passed the certification examination and learned basic knowledge on best management practices to control snow and ice on area roadways.

Your Knowledge and Actions Will Help Protect Local Lakes, Streams, and Wetlands.



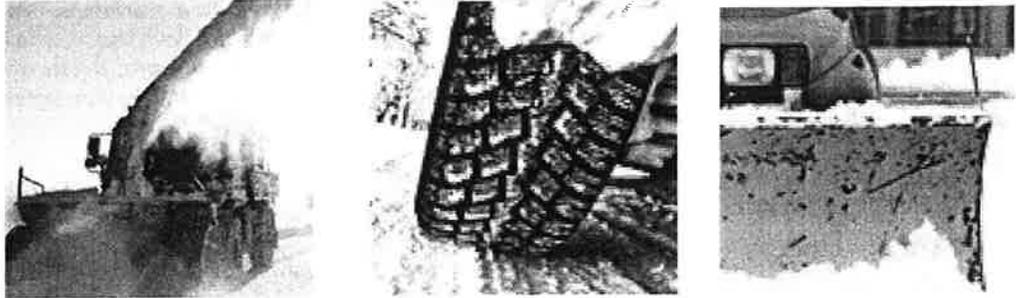
Madison Metropolitan
Sewerage District



2015 MMSD Road Salt Pilot Grants

Too much salt is getting into our local water. Whether it runs off of pavement or is flushed into the sewer system, salt ends up in streams and lakes and threatens wildlife. To combat this problem, Madison Metropolitan Sewerage District (MMSD) is offering

grants in 2015 aimed at optimizing road salt use. This program can be a win for your business by saving you money, time and energy with decreased salt use and a win for the community by protecting valuable city drinking water wells, rivers and lakes.



PROGRAM INFORMATION

MMSD is seeking leaders in winter maintenance who want to make a commitment to using best practices to reduce their salt use. This grant is for salt applicators doing winter maintenance for sidewalks, driveways, and parking lots who want to be leaders in reducing their salt use.

ELIGIBLE APPLICANTS

Entities that meet all the following criteria are eligible to apply for this grant:

- Apply Salt within MMSD's service area
- Use salt in winter maintenance practices
- Have at least one employee who has attended a Winter Maintenance Training class that includes education about the environmental impacts of salt.

Applicants may partner with other entities to implement the project, but the salt applicator must be the entity that applies for this grant.

PROJECT REQUIREMENTS

To be considered for funding, proposed projects must meet all of the following criteria:

- Complete a road salt reduction project on a parking lot or sidewalk area in MMSD's service area.
- Demonstrate a measurable decrease in salt use.
- Install/complete project between Nov. 1, 2015 - April 1, 2016.
- Develop and implement a written winter maintenance plan.
- Submit completed final report including salt application data.
- Grant recipients will be required to provide information to aid MMSD in developing a case study or public outreach efforts.

(Continued on following page)

2015 MMSD Road Salt Pilot Grant Application Template

Complete applications, including this application form and relevant attachments should be sent to KathyL@madsewer.org no later than 4:00 PM on December 4, 2015.

Note: there is no limit to length of this application, please provide attachments or use more space to answer questions as necessary.

Applications will be judged on the following criteria:

- 15% Completeness of application materials
- 25% Feasibility of project
- 15% Reasonable timeline
- 25% Overall Impression
- 20% Amount requested and applicant match

For more information, please review the **2015 MMSD Road Salt Pilot Grant RFP**, and **2015 MMSD Road Salt Pilot Grant Application Guidance Document** available at <http://www.madsewer.org/Programs-Initiatives/Chloride-Reduction>

Application Summary

1. Applicant Name: Village of Shorewood Hills
2. Contact Information:
 - Contact Name John Mitmoen
 - Contact Title Public Works Crew Chief
 - Mailing Address 810 Shorewood Blvd, Madison, WI 53705-2115
 - Email jmitmoen@shorewood-hills.org
 - Phone Number(s) 608-267-2680 (office); 608-209-5024 (cell)
3. Project start and end dates December 15, 2015-April 1, 2016
4. Total project cost \$13,008.00
5. Requested Support from MMSD \$6,504.00
6. Quantify the anticipated amount of salt reduced via actions in this grant program? (per event or sum total of reductions per area per application) 30% reduction in annual usage or 48 tons of road salt.
7. Are you willing to provide access to your test site(s) for video, photos, or interviews regarding this project? Yes
8. Will you commit to providing information to aid MMSD's public outreach efforts?
Yes
9. How will you maintain salt reductions after completion of this project?
Continue to use the Pre-Wet System in future years.
10. Are you willing to accept partial funding for this project?
Yes

Proposed Activities and Reporting

Pilot Area(s): (Note: project location must be within MMSD's service area, please provide maps, as attachments, if needed)

The Department of Public Works will utilize the entire Village of Shorewood Hills as the pilot area for this salt reduction project (see current salt map below). The Village of Shorewood Hills is comprised of numerous hills, curves and intersections that become icy during snow events (map also included as attachment).



Activities:

The Department of Public Works will develop and implement a written winter maintenance plan, produce educational materials that will be distributed to the public via the Village's monthly newsletter and included with the grant's final report. The Department will have a brine system added to two plow trucks to pre-wet the salt before application to the streets. The brine speeds up the process where salt melts snow and ice. Utilizing the pre-wet system, it is expected that the plow truck operators will be able to lower the salt auger feeder from a setting of 3-4 to 2 and could eliminate the need for a second application of salt. This should reduce salt usage by an estimated 30%.

Metrics:

The Department of Public Works will record the amount of salt used during each weather event on a daily log sheet and compare it to monthly logs kept in prior years (see sample form attached).

Deliverables:

The Department of Public Works will provide written statements from winter maintenance performing employees describing how the pre-wet system worked; a completed Winter Maintenance Plan and statistics comparing this year's salt usage to other years. The Department will also provide photos of the equipment installed on the two plow trucks; complete activity logs (sample attached) for the winter maintenance season and an estimate of the amount of road salt which would have been used without the pre-wet system equipment. Two employees attended the Effective Winter Maintenance Workshop offered earlier this year and became certified on best management practices to control snow and ice on area roadways.

MADISON TRUCK EQUIPMENT INC.

A Complete Line
Of
Truck Equipment

2410 S. Stoughton Road
Madison, WI 53716-2898

Telephone (608) 222-5591
Wisconsin (800) 259-7453
FAX (608) 222-3644

To: **Village of Shorewood**
Address: 810 Shorewood Boulevard
City: Madison, WI 53705-2115
Attention: **John**
Telephone #: 267-2688 Ext 132
Fax #: 266-5929
444-6246

Date: 12/01/15
Delivery:
Dealer:
P. O. #:

Terms: **NET ON DELIVERY, unless specified**

Quantity	QUOTE GOOD FOR 30 DAYS	PRICE EACH
One	Vari-Tech Pre-Wet System 100 Gallon Poly Tank, with Steel Frame Hooked to Central Hydraulic System 3 Nozzle Discharge Tailgate Mounted on dump Body Low Level Switch Quick Fill Kit Flow Meter in Power unit Operate off of Auger exhaust oil Touch up Paint on tailgate Installed FOB Madison, WI	
	TOTAL	\$6,504.00

NOTE The quoted price includes ONLY what is described above.
Madison Truck Eq. Does Not Guarantee 100% Color Match for Paint

Chassis Make	CA:	Trans:	Subtotal
Customer Signature and Date	Salesman		Tax 5.5%
	Kurt Schadewalt		F.E.T. 12%
			TOTAL

Salt Route



Eagle Heights Drive

University Bay Drive

Lake Mendota Drive

TAKES 3-4 yds - for 11/22 snow @ 20%
1 hr 1/2
Sprinkler 2
Auger 3/4

Old Middleton Road

University Avenue

Frey Street

Sheboygan Avenue

Lydia Crest

Harvey Street

Barlow Street

Rt

Madison Metropolitan Sewerage District



1610 Moorland Road • Madison, WI 53713-3398 • P: (608) 222-1201 • F: (608) 222-2703

December 16, 2015

Village of Shorewood Hills
c/o John Mitmoen
810 Shorewood Blvd.
Madison, WI 35705

Dear Mr. Mitmoen,

After reviewing your application for the road salt reduction pilot grant, Madison Metropolitan Sewerage District (MMSD) is pleased to offer you an award for your project to reduce salt use in the Village of Shorewood Hills. The award will be the full amount of \$6,504.00 requested in your application.

As noted in the grant materials, the first 50% of the award will be reimbursed based on an invoice to MMSD for costs incurred. The remaining 50% will be reimbursed when you provide a final report. The report shall include the items noted in your application:

- A copy of your winter maintenance plan (including notes on calibration of equipment)
- Salt application rates and estimated savings
- Photos of the equipment
- Summary of written statements/learnings from employees using the equipment

Please send a signed copy of the enclosed grant acceptance form by email or mail (attn.: Kathy Lake) as soon as possible. As soon as you have purchase your equipment, please submit an invoice for the first 50% of the award.

If you have any questions, please let me know 608-222-1201, ext. 278 and my email is kathyl@madsewer.org.

Thank you for your efforts to improve water quality, and good luck with your project!

Sincerely,

A handwritten signature in blue ink that reads "Kathy Lake". The signature is fluid and cursive, with the first name "Kathy" and last name "Lake" clearly visible.

Kathy Lake, Environmental Specialist
Madison Metropolitan Sewerage District

GRANT ACCEPTANCE
2015 MMSD Chloride Reduction Grants

I, the undersigned, hereby accept an award of \$6,504.00 from MMSD for a project to reduce salt use in the Village of Shorewood Hills. By signing this acceptance, I verify all of the following:

- I agree to spend this funding as described in the submitted application;
- I have read and agree to all the conditions in the grant materials; and
- I am authorized to accept this award on behalf of my organization.

Print Name: _____

Signature: _____

Date: _____

Possible Village Bulletin Article

2016 BOARD MEETING SCHEDULE

The Village Board typically holds its regular meeting at 7:00 pm on the third Monday of each month with the occasional exception to avoid holidays or other conflicts:

- In January, the Board will meet on Tuesday, January 19, 2016 following the Martin Luther King, Jr. holiday.
- In April, newly elected trustees take office 14 days after the spring election. The Board meeting will be pushed one day until Tuesday, April 19, 2016 to avoid a “Lame Duck” Board meeting.
- There will also be a special Board meeting on Monday, November 7, 2016 to present the preliminary 2017 Budget before the official public hearing at the regular November Board meeting.

Board Meeting Dates in 2016

Tuesday, January 19
Monday, February 15
Monday, March 21
Tuesday, April 19
Monday, May 16
Monday, June 20
Monday, July 18
Monday, August 15
Monday, September 19
Monday, October 17
Monday, November 7
Monday, November 21
Monday, December 19

Potential 2016 Resurfacing Streets

Village of Shorewood Hills

12/7/2015

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Last Surfaced</u>	<u>Length</u>	<u>Treatment</u>	<u>Estimated Cost</u>	<u>Running Total</u>
EDGEHILL DR	Lake Mendota Dr	Edgehill Pkwy	1995	370	Full Mill	\$19,000	\$19,000
EDGEHILL DR	Edgehill Pkwy	Crestwood Dr	1995	375	Full Mill	\$20,000	\$39,000
SWEETBRIAR RD	Oxford Rd	Columbia Rd	1995	845	Full Mill	\$37,000	\$76,000
OXFORD RD	Shorewood Blvd	Bowdoin Rd	1994	950	Full Mill	\$42,000	\$118,000
SUNSET DR	Blackhawk Dr	Viburnum Dr	1999	317	Full Mill	\$14,000	\$132,000
SUNSET DR	Crestwood Dr	Sumac Dr	1999	475	Full Mill	\$20,000	\$152,000
SUNSET DR	Viburnum Dr	Crestwood Dr	1999	528	Full Mill	\$22,000	\$174,000
ROSE PLACE	near UWCU driveway			100	Full Mill	\$6,000	\$180,000
BURBANK PL	CTH MS	Locust Dr	1991	528	Full Mill	\$19,000	\$193,000
SHOREWOOD BLVD	Oxford Rd	Blackhawk Dr	1996	264	Full Mill	\$12,000	\$192,000
SHOREWOOD BLVD	Shorewood Blvd (1)	Oxford Rd	1996	475	Full Mill	\$21,000	\$214,000

MEMO

To: Board of Trustees
From: Cokie Albrecht
Re: Appointment of Poll Workers
Date: Friday, December 18, 2015

Rose Fahien, Chief Election Inspector for the Village of Shorewood Hills, nominates the following people to serve as election workers for the Village of Shorewood Hills for a two year term commencing January 1, 2016 and ending December 31, 2017:

1. Rose Fahien 3212 Topping Road
2. Joy Bjorklund 1025 Columbia Road
3. Ann Gordon-Walker 1230 University Bay Drive
4. Ann Pollock 1218 Sweetbriar Road
5. Lois Polenz 2803 Columbia Road
6. Hannah Pinkerton 1212 Shorewood Boulevard
7. Mary Gulbrandsen 1506 Wood Lane
8. Hilde Adler 6205 Mineral Point Road #211
9. Lynn Johnson 3010 Harvard Drive
10. Jane Pizer 3539 Topping Road
11. Jody Lampe 3121 Oxford Road
12. Erica Moeser 3448 Lake Mendota Drive

VILLAGE OF SHOREWOOD HILLS

A PROCLAMATION RELATING TO 2016 OBSERVANCE OF ARBOR DAY

Whereas, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, 2016 is the 144th anniversary of the holiday and Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, replenish atmospheric oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beauty to our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Mark Sundquist, President of the Village of Shorewood Hills, do hereby proclaim April 29th, 2016 as the 144th anniversary celebration of



ARBOR DAY

in the Village of Shorewood Hills, and I urge all citizens to celebrate Arbor Day and support efforts to protect our trees and woodlands, and

Further I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 21st day of December, 2015.

Village President _____

Mark L. Sundquist

Public Health & Safety Committee

Village Hall -- 810 Shorewood Boulevard, Called 7:15 pm

Staff present: Chief Pine

Members present: Trustee Borisy-Rudin, Gary Johnson, Mark Lederer, Jim Rogers

1. Discussion and possible recommendations regarding 2016 Police capital expenses and purchase of speed board and body cameras. Chief Pine presents:
 1. Body cameras are an L-3 product. It comes with a docking station, captures what's off video camera, pretty wide-angled field of vision, at end of shift put into docking station, meshes with in-car video that comes with the squad car. Officers would still use their existing microphones. Would also need to purchase a server. The server would last 5 years. Cameras are also expected to last 5 years. Wants 1 camera for each full-time officer, and then 2 for each part-time officer. Intends to purchase 5 this year from the remainder of the 2015 capital budget, and 2 after the first of the year, along with the server, from the 2016 capital budget. 3 squad cars currently have L-3 cameras. University is using the L-3 system, and are very satisfied with it. Cost for 2015 = \$2400. Cost for 2016 = \$11,832.
 2. Speed board. Proposal for committee to consider. Alternative to this proposal would be to make one of our existing speed boards portable. Currently have 4 fixed on posts -- 2 on Lake Mendota Drive, and 2 on University Bay Drive. We also have one trailer that is about 13 years old. Proposal would be to purchase one more that would be put on a concrete stand, to use wherever the DPW needs it. Cost for 2016 = \$4800. Could download information to the PD smartphone.
 3. Gary moves to approve recommending for the capital budget both purchases for 2016 for a total of \$16,632. Mark Lederer seconds. Approved 4:0.
2. Review of Police activity and reporting in response to Mark Lederer's request.
 1. Will review regularly: Total incidents, top five incidents, rising incidents, falling incidents.
 2. Review reports being used by other municipalities to track.

For next meeting's agenda:

Revisions to ordinance regulating animals

Thursday, October 1, 2015

Parking restrictions and possible recommendations

For the following meeting:

Ordinance adopting drone statute

Video camera use internal PD policy

Committee purpose

Evaluation of how other PDs report activity

Drafted by Trustee Felice Borisy-Rudin.

VILLAGE OF SHOREWOOD HILLS

PUBLIC HEALTH AND SAFETY

MINUTES OF MEETING: November 23, 2015 **(Subject to Review and Approval)**

Members present: Felice Borisy-Rudin (frudin@sbcglobal.net), Andy Stoltman, Jim Rogers, Mark Lederer, Gary Johnson. (Previously known absence: Josh Sotos)

Also present: Police Chief Denny Pines.

Chair Felice Borisy-Rudin called the meeting to order at 7:05 pm. It was noted the meeting was compliant with posting requirements.

Meeting minutes of 10/1/15 were reviewed, modified, and approved.

Review and Recommendation Regarding Monthly Police Report

Chief Pines presented a draft of a Monthly Incident Summary Report, as follow-up to a request from a prior meeting. The committee asked questions about several specific incidents listed. It was asked that the same report format, but also showing columns for each month and year-to-date activity for January through present (year-to-date) ideally all in one page, be brought to the next meeting as this periodic report format gets finalized.

Review and Recommendation on Revisions to Ordinance Regulating Animals

The committee reviewed a proposal from Shorewood Police Officer Jamie Nietzel for handling of dangerous animals, along with comparison ordinances collected by Officer Nietzel from Middleton, Deforest, Stoughton and McFarland municipalities.

The committee focused on the proposal, where parenthesis show the suggested insertions/revisions, that states:

Dangerous Animals:

No vicious (animal) shall be allowed off the premises of its owner unless muzzled or on a leash and in change of the owner's immediate family over sixteen years of age. For purposes of enforcing this section, an (animal) shall be deemed as being a vicious disposition if, within any twelve month period it bites two or more persons (or domestic animals) or if it inflicts serious injury to one person or (domestic animal) in unprovoked circumstances off the owner's premises. Any vicious (animal) that is found off the premises of its owners other than provided above may be seized by any person and, upon delivery to the proper authorities, may, upon establishment to the satisfaction of a court of competent jurisdiction of vicious character of said (animal) by testimony under oath reduced to writing, be killed by police authorities.

Salient points noted by the committee include:

- That currently a viscous animal (which roughly means the animal has the potential to be dangerous) is allowed to be kept on premises while a *dangerous* animal (which roughly means the animal was involved in an incident) is not allowed to be kept on premises.

- It was noted the main focus is what to do once an animal demonstrates (is characterized) as being dangerous.
- The Police have the authority to investigate. Is Jamie looking to have the authority to issue tickets be increased?
- Should we have in the ordinances of what restrictions are placed on a dangerous animal, or should it be left more to the discretion of the officers.

It was asked that Jamie bring a proposed edited (redlines, marked up) copy of the entire section 17.06, along with a bulleted list of her goals in making the changes.

Once draft wording is finalized it was requested the draft goes to the Village attorney for review.

Review and Recommendations on a Proposed Ordinance Regulating Drones

It was noted that if the Village want the Police to be able to issue a citation for use of drones it would need to adopt State statute 942.10:

Use of a drone. Whoever uses a drone, as defined in s. 175.55 (1) (a), with the intent to photograph, record, or otherwise observe another individual in a place or location where the individual has a reasonable expectation of privacy is guilty of Class A misdemeanor. This section does not apply to a law enforcement officer authorized to use a drone pursuant to s. 175.55 (2).

The committee voted to recommend that this State statute be adopted by the Village.

Discuss Make-up of Committee and Changes to Related Ordinances

Chair Borisy-Rudin noted that currently the Committee has 6 members. It was suggested to check with Karl regarding the committee makeup including EMS/Fire Association appointment (how many votes, and updating the website date for this position).

Set Next Meeting Date and Agenda Items to be Included

It was suggested a next meeting be set for the Public Health & Safety Committee in mid to January with a date to be set. It was suggested that a regular meeting time be set and then modified as needed, although it was noted this was not possible due to very busy schedules.

Future agenda items for discussion:

- Review of Police department policies for the use of cameras by the Village Police. (Police Chief Pines was asked to bring this draft policy for review.)
- Review modified Police Monthly Incident Summary Report per discussion
- Discuss makeup of the Public Health & Safety Committee
- Discuss animal ordinance
- Discuss Public Health and Safety Committee purpose. It was asked that Karl provide Village statement on committee purpose

It was again requested that meeting materials (prior minutes, meeting handouts, requested materials, etc), whenever possible be scanned and sent to the committee in advance, versus many materials being distributed only at the time the topic is discussed, in order to help the committee members read in advance and be better prepared.

The meeting was finished at 8:30 pm. Minutes were taken by Jim Rogers.

Village of Shorewood Hills Services Committee

Draft Minutes of the Meeting on December 15, 2015

1. The meeting was called to order at 4:01 pm. Trustee Fred Wade, Jerry Stein, Bill Munkwitz, and Georgene Stratman were present. David Logan, Charlie Field and Bill Muehl were absent. The meeting was also attended by Village Administrator Karl Franz and DPW Crew Chief, John Mitmoen.
2. Compliance with the Open Meetings Law was noted, and the minutes of the previous meeting, on September 24, 2015, were approved 4-0 with no corrections or additions, on a motion by Jerry Stein and a second by Bill Munkwitz.
3. Trustee Wade noted that, in the interim since the last meeting, each of the committee members had been re-appointed for new terms with expiration dates three years from the expiration of date of their previous term.
4. The Committee proceeded to a discussion of potential public uses of the old Village Hall/Fire/DPW building on Shorewood Boulevard, but reached a consensus that a threshold step should be a decision on appropriate security measures that would permit use of the premises for various public uses. There was a consensus that persons that might be permitted to use meeting or conference spaces on the main floor should not have access, either to the basement areas, or to the garage areas that house Village equipment and vehicles.
5. The Committee was advised by John Mitmoen that it would cost about \$2,000 to install a key card entry system for the front door, and about \$450 for two additional mechanical locks that could prevent users from gaining access to the garage areas. Existing locks were said to be sufficient to secure the basement. As an alternative to a key card system, Mr. Mitmoen said that it would cost about \$100 to create a key or keys for the front door that would work only on the front door, and not on the other locks for the building that currently use an identical key.
6. After discussion, Jerry Stein moved that the Committee recommend that the Village purchase two new mechanical locks for the doors to the garage areas, and re-key the front door to the main floor with a key that will work only on the front door. The motion was seconded by Georgene Stratman and was approved by a vote of 4-0.
7. Prior to the vote, the Committee was advised that some residents have asked that portions of the building be opened for use by an after school study group and/or a book exchange or library. Additional uses, and options for use were identified during a tour of the premises. The Committee was advised that the building is designated as an evacuation site for children of the Shorewood Hills School in the event of a fire or other emergency, and has been used in connection with at least one fire drill in recent months. Other potential uses include Village Committee meetings, Shorewood Hills School faculty

meetings, Land Rec activities on rainy days, and a room that the Police Department may use for secure storage of evidence.

8. The Committee's tour of the premises noted existing uses in addition to the garage areas housing Village equipment and vehicles. On the main floor, these include an office used by the Village Forester and summer staff persons, two rooms with beds that Village Staff may use during snow emergencies, an office used by Tom Brock as the Village Historian, and an office that was used by David Sykes prior to his move to the Village Hall. In the basement, there is a break room for Village staff, and a room used by the Fire/EMS association that includes a kitchen.
9. During the tour, the Committee also identified areas that might be used for the kinds of uses noted above in #4. There are two large rooms on the main floor that could be used for meetings if they were fitted with one or more tables and chairs, but could benefit from improved lighting and perhaps new carpeting. One is the old Village Board room. The other is a smaller room with an alcove. There is also a small windowless room in the basement that might be suitable for the secure storage of evidence.
10. Following the tour, the Committee reconvened and reached a consensus that any decisions about future uses should be deferred to a future time.
11. The Committee proceeded to consider the proposal for a new Village cold storage facility. John Mitmoen distributed a draft floor plan showing potential uses of a 6,000 square foot facility. The Committee considered the time that would be necessary for engineering, bidding and construction phases of the project, but reached a consensus that action should be deferred to a later time pending an inquiry to determine whether the Lessor might be willing to release the Village from its current lease of an existing storage facility, before its expiration date in February of 2018.
12. The Committee agreed to meet again on January 13 at 4 pm at the DPW building.
13. Jerry Stein moved that the Committee adjourn, and his motion was seconded by Bill Munkwitz. The motion carried 4-0 and the meeting was adjourned at 5:26 pm.

Respectfully submitted,
Fred Wade

MINUTES FOR THE VILLAGE OF SHOREWOOD HILLS
PLAN COMMISSION

The Tuesday, November 17, 2015 meeting of the Plan Commission was called to order at 7:00 p.m. by Mark Sundquist. On call of the roll members present were: Earl Munson, Karl Wellensiek, Jim Etmanczyk, Debra Remington and Brauna Hartzell. Also present was Karl Frantz, Village Administrator, Karla Endres Deputy Clerk. Excused from the meeting was David Benforado.

Discuss and set public hearing for a request to amend the Comprehensive and Doctors Park Neighborhood Plan to provide for an increase in building heights by six feet in areas now showing 46 feet.

Mr. Frantz gave a brief background of the request to amend the comprehensive plan.

Mr. Wellensiek suggested notifying residents within 1000 feet for the public hearing.

The public hearing date was set for December 15, 2015

Mr. Sundquist stated it will still be necessary for the project to go through the required approval process for zoning changes, PUD, etc.

Robert Stephan, 2820 Marshall Court asked for clarification on the February 15-March 15 period in which one can request changes to the comprehensive plan.

Mr. Sundquist explained that if the request is initiated by the Board of Trustees the process does not have to occur in the February 15- March 15 time frame.

Review and recommendation on conditional use permit to allow construction of an attached garage at property located at 3210 Lake Mendota Drive

Dean Corbae, Owner of 3210 Lake Mendota Drive, briefly explained the changes to the roof height of the garage and the safety concern. They lowered the roof height by two feet.

Mr. Munson requested that future projects submitted to the Village be required to submit with larger plans for the Commission members to review. He asked the architect if a flat roof would be possible.

The architect, Barry Lauffer of Udvari-Solner Design Company, stated the garage roof could be a flat with a slope on it but will only drop the roof height by 15 inches. He also clarified that there had been no alterations to the plans on the east.

Mr. Munson stated it would be helpful to see a photo from the neighbors view.

Mrs. Hartzell suggested that drawing of the view from across Lake Mendota Drive at the Friedman's house, be drawn up by a professional to give the Commission a better perspective of the view that will be impacted by the new garage.

Mr. Frantz stated that the project meets all setback requirements.

Mr. Sundquist stated the concern is the lake view that will be affected.

Scott Friedman, 3209 Lake Mendota Drive, stated the height of the project is going to affect his view from his home.

Karen Icke, 3214 Lake Mendota Drive, stated she is in objection to looking out her side yard at a wall instead of what is currently an open space.

John Icke, 3214 Lake Mendota Drive, stated they will loose all eastern views as well as sun exposure.

Mr. Sundquist stated the Plan Commission's concern is the lake view and that side views are not a decision the commission regulates.

Mr. Frantz stated that the R3 side setbacks are the narrowest in the Village zoning restrictions. They are 7 ½ feet off the lot line.

Mr. Sundquist requested the Friedman's to provide a picture from their bay window where the view of the lake will be compromised. He also suggested there be some investigation of the changes in the west elevation of the property.

Mr. Frantz suggested that if there is a potential problem that arises from the views, it would be wise to have a "Plan B" in place to mitigate any delay in the process for all parties involved.

Dean Corbae, owner of 3210 Lake Mendota Drive, stated even with any changes to the roof height, it prohibits walkable space around the side of the garage without obstruction of the roof.

Mr. Sundquist suggested the architect remove any opacity that isn't necessary.

No further action was taken on this agenda item.

Approve previous meeting minutes

Mr. Munson moved and Mrs. Remington seconded a motion to approve the September 15, 2015 and October 13, 2015 minutes with changes noted.

Voted: 6-0

Passed unanimously

Discussion and any recommendations concerning UW-Madison recreational sports master plan and U Bay fields

Mr. Frantz stated when a draft environmental assessment becomes available for the near west field; he will distribute a copy and get feedback.

The meeting was then adjourned at 8:43 pm.

Respectfully submitted,

Karla Endres
Deputy Clerk



**Village of
Shorewood Hills**

Village of Mt. Horeb
Attn: Alyssa Gross
138 E. Main Street
Mt. Horeb, WI 53572

RE: Folding/stuffing machine

Dear Alyssa,

The Village of Shorewood Hills would like to take a minute to thank you for the great new piece of office equipment, the folding/stuffing machine. We have started testing it out on various mailings and are excited with the time and energy it will save us on folding and stuffing!

We appreciate the generous donation of the Neopost DS 62 folding and stuffing machine and wanted to share our gratitude. With budgets being tight and getting tighter each year, it is difficult to set aside money for office equipment. Maybe one day we will outsource our utility billing just like you have done but until that becomes a necessity, we will utilize the machine between several different departments. Whether it be utility bills, public hearing notices or parking tickets, the machine will fill all of our needs here in the village.

So on behalf of the Village of Shorewood Hills, thank you for the Neopost folding and stuffing machine.

Sincerely,

Karla Endres
Deputy Clerk



David Sykes <dsykes@shorewood-hills.org>

Re: Village Bulletin

ROBERT FALK <rfalk@wisc.edu>

Tue, Nov 24, 2015 at 5:14 PM

To: David Sykes <dsykes@shorewood-hills.org>

David,

I just wanted to say thanks for all the hard work on getting a Village bulletin out to the residents every month . I read it every month and it is much appreciated. Thanks so much to you and the others that contribute.

Cheers, Bob Falk, 1227 Shorewood Blvd.

On Nov 24, 2015, at 4:42 PM, David Sykes <dsykes@shorewood-hills.org> wrote:



Village Bulletin

The **December 2015** issue of the **Village Bulletin** is available on-line at:

http://www.shorewood-hills.org/index.asp?SEC=1A6438FB-86F4-456A-ADCE-54B76CE95352&DE=45CACF29-2198-4AB4-A9DA-A1D0BB669E05&Type=B_BASIC

- Happy Thanksgiving

To continue receiving Village "Blast" e-mail notifications in the new year, sign up through the Village's website at: <http://www.shorewood-hills.org/index.asp?SEC=DEFBC034-9586-4B36-82DE-BE6D40A4D848&Type=QUICKFORM>