

For Office Use:	Date		Date
Application given by _____	<u>8-13-19</u>	Referred to Plan Comm/Board	<u>8/13/19</u>
Received by Zoning Administrator _____		Public Hearing Set	<u>8/13/19</u>
Fee received by Clerk _____	<u>\$350.00</u>	Date Notices Mailed	<u>8/30/19</u>
Zoning Certified _____		Public Hearing Published	
Filed with Clerk _____	<u>8/12/19</u>	Public Hearing Held	
Referred for Staff Review _____	<u>8/12/19</u>	Final Action	

Village of Shorewood Hills

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

APPLICATION FOR CONDITIONAL USE PERMIT

(A non-refundable \$350 fee must accompany this application upon filing)

FOR OFFICE USE ONLY
Receipt # <u>027468</u>

Date of Petition: August 1, 2019

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

- Name and address of each owner: (Please attach additional pages as necessary)
Condella Family Trust dated May 5, 2019 (Sarah K and Nathan N Condella), 3444 Lake Mendota Drive, Madison, WI 53705

- Name and address of applicant if not an owner. Describe interest in site (if tenancy, attach copy of current lease): N/A

- Address of site: 3444 Lake Mendota Drive, Madison, WI

- Tax parcel number of site: 181/0709-171-4077-3

- Accurate legal description of site (state lot, block and recorded subdivision or metes and bounds description) (Attach copy of owner's deed):
Lot seven (7), Block three (3), Shorewood, in the Village of Shorewood Hills, County of Dane, State of Wisconsin

- Present zoning classification: G1

- Requested conditional use: Adding, removing or moving more than 10 cubic yards of soil
External project on lake side of home: grade change to reduce incline of yard between deck and fence; replace existing stairs
External work on landscaping in front of home: altering retaining wall layout to increase depth of top parking area
External work on west side of home: replace existing concrete stairs and landscaping (plants) between driveway and back yard

- Brief description of each structure presently existing on site: Existing retaining wall structure in parking spots at top of driveway, existing concrete stairs from driveway to backyard along west side of home, existing concrete & timber stairs from lower level deck off of home to lake in backyard. Cyclone fence along east, west and lake side of property

9. Brief description of present use of site and each structure on site: Lake Mendota Dr parking with existing retaining wall structure for parking, retaining wall along driveway for landscaping & runoff control; concrete stairs on west side of home used to access basement/mechanical room entrance & access to back yard; back stairs used to access lake from deck

10. Brief description of any proposed change in use of structures if request for conditional use is granted (include change in number of employees on site): Enlarging depth (not width) of retaining wall structure in parking area to keep vehicles out of traffic & from damage from existing wall; Replacing stairs along west side of home with wider, permeable pavers & landscaping; Replacing existing concrete & timber steps between deck and lake (cracking concrete and rotting timber) with permeable pavers, creating level yard by adding patio made of permeable pavers and permeable, synthetic lawn.

11. The following arrangements have been made for serving the site with municipal sewer and water:
N/A - no disruption to sewer/water service

12. 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:
Dan & Erica Moeser, 3448 Lake Mendota Drive; Parcel: 181/0709-171-4066-6
Robert Alexander, 3440 Lake Mendota Drive; Parcel: 181/0709-171-4088-0

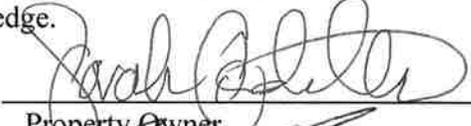
13. A scale map or survey map must be attached showing the following:

- a. Location, boundaries, dimensions, uses, and size of the site and structures and its relationship to adjoining lands.
- b. The approximate location of existing structures on the site, easements, streets, alleys, off street parking, loading areas and driveways, highway access and access restrictions, existing street, side and rear yards, proposed surface drainage, grade elevations.

14. State in detail, the evidence indicating proof that the proposed conditional use shall conform to each of the standards for conditional uses set forth in section 10-1-108 of the Village Zoning Code.
See attached.

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 09 day of August, 20 19.



Property Owner


Property owner

I certify that that I have reviewed this application for completeness.
Date: _____ Zoning Administrator: _____

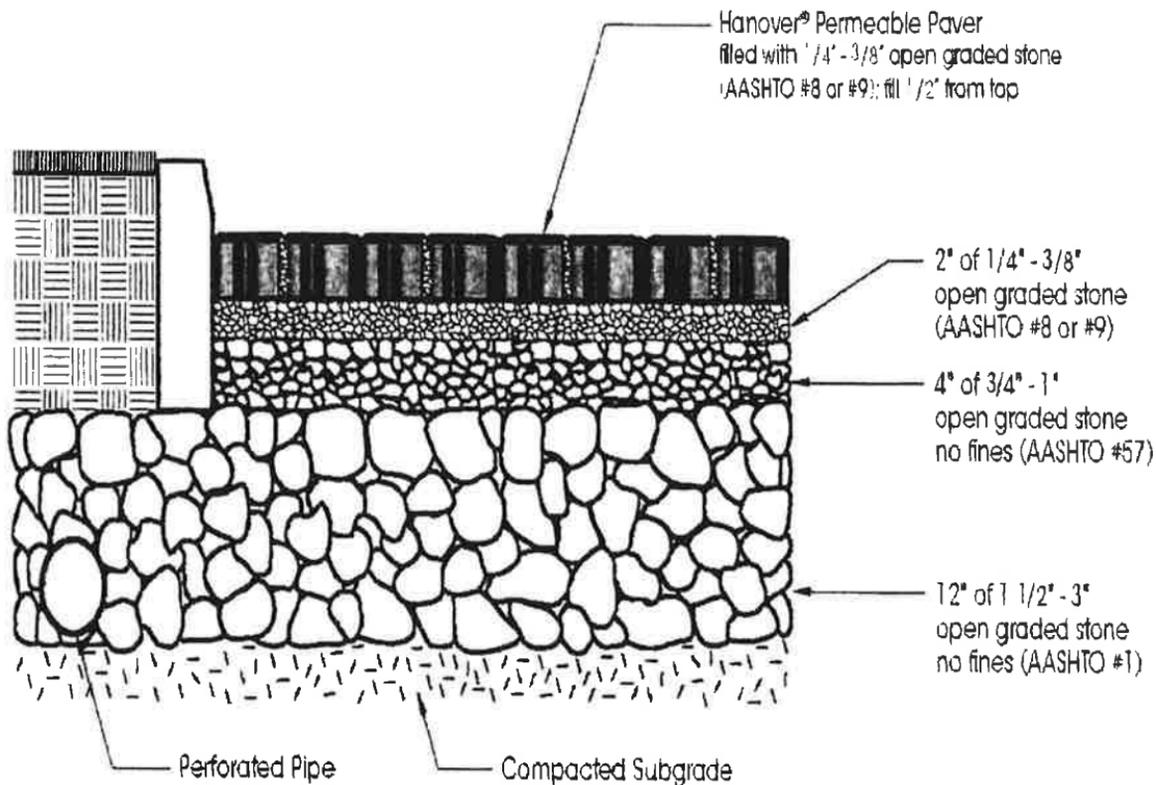
Print Form

Condella/3444 Lake Mendota Drive Conditional Permit Application

Item 14 – Evidence of conditional use compliance with Village Zoning Code:

- Views of Lake Mendota from points off the lot on which the development or excavation is proposed will not be adversely affected.
 - See detailed plan with elevations and diagrams. The view of the lake from adjoining properties is not obstructed by the horizon line of the new retaining wall. Horizon line of new retaining wall will be below top elevation of the existing, 4-foot high fence. At highest point, retaining wall horizon will be approximately one foot (12”) below current fence line. We also believe the retaining wall will not obstruct lake view as current view from west side of home is obstructed by trees and vegetation.
- Erosion will not be increased.
 - Existing drainage corridors to remain unchanged in current plan. Front of home plans include increasing infiltration area off of driveway with cobble. Replacing existing concrete stairs along west side of home with permeable pavers and grading to control runoff with plantings. We are increasing permeability of back lot by creating a level (rather than steeply sloped) corridor and using permeable materials to include pavers and synthetic lawn material.
- The flow of surface water will not be changed so as to adversely affect other lots, the lake or other aspects of the natural environment.
 - Surface water currently flows along lot lines and existing drainage flow will remain. New stairs along west side of home will be built with permeable materials and will replace currently eroded rock/cobble to rebuild path for surface water flow.
- Infiltration of surface water into the ground will not be adversely affected.
 - We are proposing the use of permeable paver and synthetic lawn throughout ground work to at least maintain or increase permeability.
- Access to properties and structures by firefighters and other emergency personnel will not be adversely affected.
 - The plans do not include a change to access points in front, side or rear of home and in fact may increase safety of first responders with replacement of existing stairs (west side of home and between home and lake).

Permeable Paving Units | Typical Installation

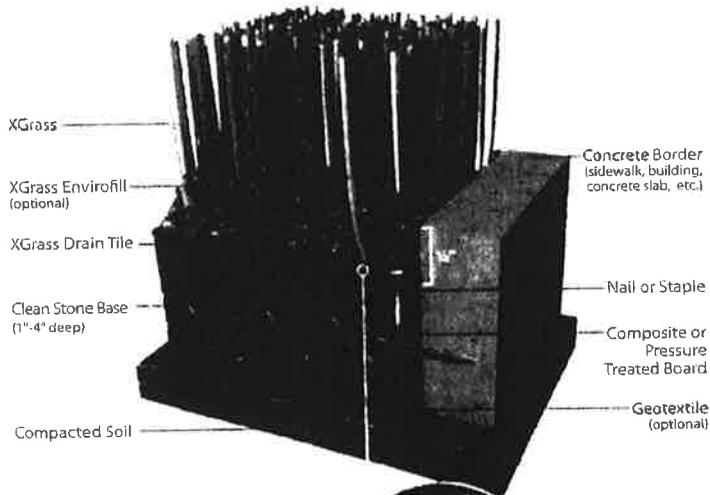


PET-FRIENDLY AREAS



Animals can be tough on natural grass, pounding it to dirt or mud. But XGrass artificial grass will stand up to feet, paws, hooves or anything in between.

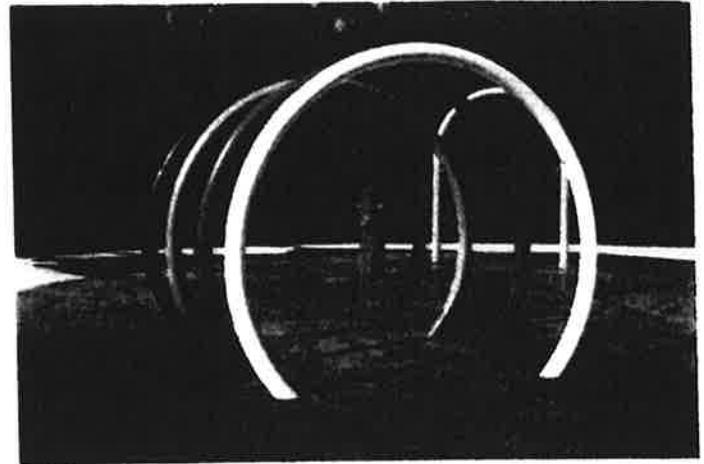
- Requires no water, Low maintenance
- Provides safe, mud-free playing surface
- One of the most environmentally friendly landscaping solutions available
- XGrass Drain Tile installed beneath turf for maximum drainage



Specially designed backing allows water to drain away quickly at rates over 400 inches per hour

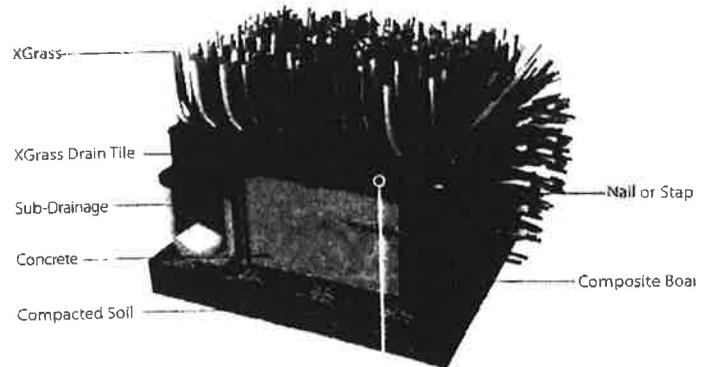


WATER PLAY AREAS



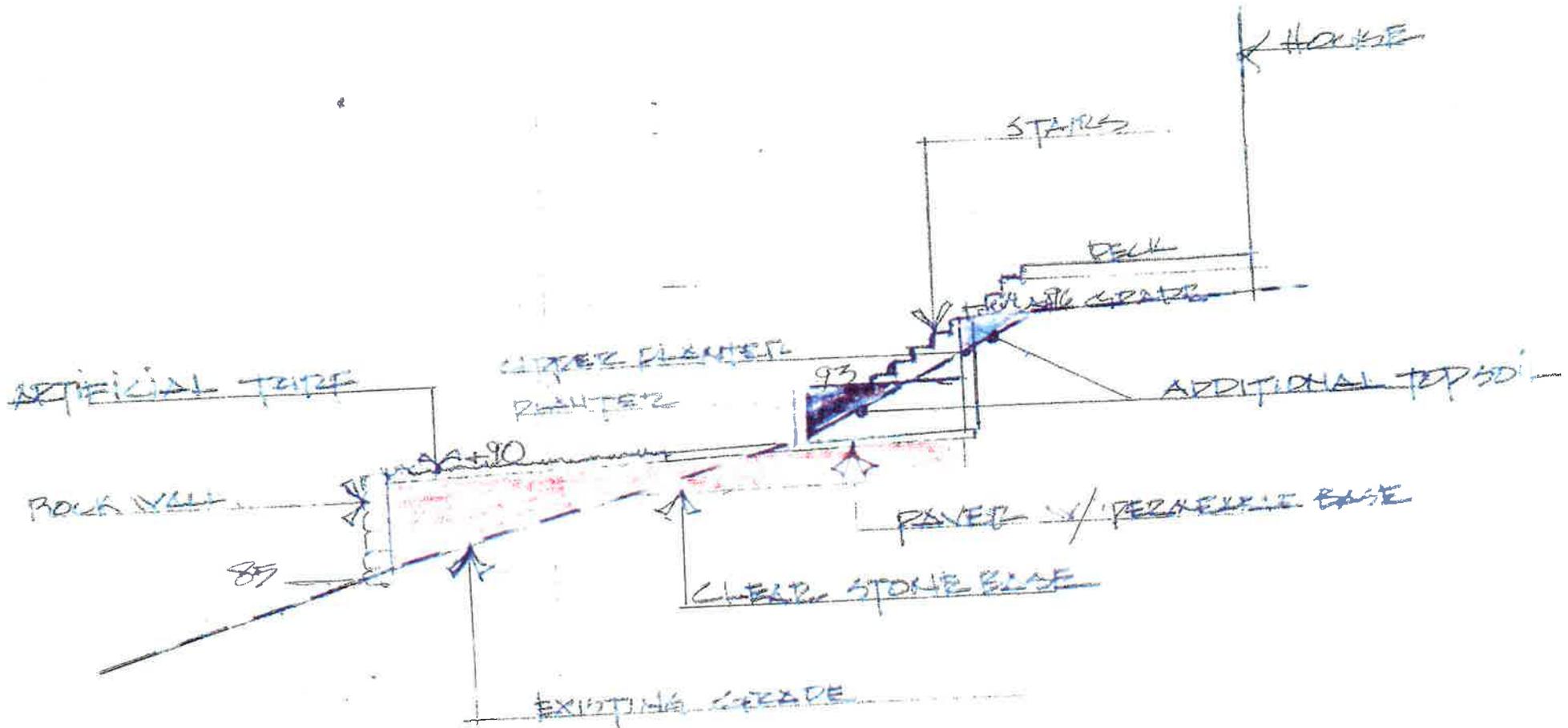
The surfaces around your pool or water park are often hot and, worse, slippery when wet. XGrass artificial turf can alleviate these hazards.

- XGrass DuraFlo backing ensures effective draining at every inch of your turf
- No-infill design both reduces maintenance and enhances safety
- Aesthetically pleasing
- Installed flush with existing surface to eliminate trips
- Durable and safe
- Minimal maintenance required



XGrass Drain Tile subsurface drains moisture quickly





Plan Commission Conditional Use Permit Review 3444 Lake Mendota Drive Project

The Plan Commission hereby forwards its written advisory recommendation to the Village Board within after receipt of the application from the Zoning Administrator. The Plan Commission recommends approval subject to specified conditions, contained herein.

A conditional use shall be approved under this paragraph only if the applicant demonstrates by clear and convincing evidence the following:

1. Views of Lake Mendota from points off the lot on which the development or excavation proposed will not be adversely affected.

Views of Lake Mendota from points off the lot on which the development or excavation proposed will not be adversely affect, particularly given that three tall pine are being removed in the back yard.

2. Erosion will not be increased.

Based on the Village Engineer's review of the applicant's erosion control plan, there will be no increase. Permeable pavers and materials are being utilized.

3. The flow of surface water will not be changed so as to adversely affect other lots, the lake and other aspects of the natural environment.

No change in surface water flow as to adversely affect other lots, the lake or natural environment is expected.

4. Infiltration of surface water into the ground will not be adversely affected.

Infiltration of water into the ground will not be adversely affected.

5. Access to properties and structures by firefighters and other emergency personnel will not be adversely affected.

Access will not be adversely affected.

The Plan Commission shall review the application according to the standards below. No application shall be recommended for approval by the Plan Commission unless it finds that the following conditions are met:

1. That the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

Finding: *The Commission finds the above conditions are met and will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.*

2. That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.

Finding: *The Commission finds that the uses, values and enjoyment of other property in the neighborhood for purposes already permitted are in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.*

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

Finding: *The Commission finds that the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district, and will not be contrary to an adopted comprehensive plan of the Village.*

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

Finding: *The Commission finds that adequate utilities, access roads, drainage and other necessary site improvements have been, are being or will be provided.*

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

Finding: *The Commission finds that that the establishment, maintenance or operation of the conditional use is unlikely to increase the level of traffic congestion or reduce the level of safety at any point on the public streets.*

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

Finding: *The Commission finds that the conditional use conforms to all applicable regulations of the district in which it is located.*

7. That the conditional use does not violate flood plain regulations governing the site.

Finding: *The Commission finds that the project is not in a floodplain.*

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: *The Commission finds that the statement of purpose for the zoning district is such that the proposed project at its location does not defeat the purposes and objectives of the zoning district.*

The Plan Commission shall also evaluate the effect of the proposed conditional use upon:

- The maintenance of safe and healthful conditions.

Evaluated and no adverse impact

- The prevention and control of water pollution including sedimentation.

Evaluated and no adverse impact.

- Existing topographic and drainage features and vegetative cover on the site.

Evaluated and no adverse impact

- The location of the site with respect to floodplains and floodways of rivers and streams.

Evaluated and no adverse impact

- The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.

Evaluated and no adverse impact.

- The location of the site with respect to existing or future access roads.

Evaluated and no adverse impact

- The need of the proposed use for a shoreland location.

Evaluated and no adverse impact

- Its compatibility with uses on adjacent land.

The Commission evaluated and concluded that the proposed project is compatible with the uses on adjacent lands.

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

Parking plan and parking permits for all vehicles and equipment to be approved by Police Department. Hours of construction to conform to Village noise ordinance.

For Office Use:	Date		Date
Application given by _____	_____	Referred to Plan Comm/Board	_____
Received by Zoning Administrator	_____	Public Hearing Set	_____
Fee received by Clerk	<u>8/21/19</u>	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 CONDITIONAL USE PERMIT

(A non-refundable \$350 fee must accompany this application upon filing)

FOR OFFICE USE ONLY
Receipt # <u>27493</u>

Date of Petition: _____

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

- Name and address of each owner: (Please attach additional pages as necessary)
 Eliot Butler
 3650 Lake Mendota Dr.
 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: 3650 Lake Mendota Dr.
- Tax parcel number of site: 181/0709-173-0127-8
- Accurate legal description of site (state lot, block and recorded subdivision or metes and bounds description) (Attach copy of owner's deed): Lot 7 & W 1/2 Lot 8, Block 2, Shorewood, Village of Shorewood Hills, Dane County, WI
- Present zoning classification: R-3, single family residential
- Requested conditional use: Development in the area between Lake Mendota and the lakefront setback line
- Brief description of each structure presently existing on site: Two-story single family home, asphalt driveway, paved patio, concrete stairs, rock retaining walls, and a dock.

9. Brief description of present use of site and each structure on site: single family residence.

10. Brief description of any proposed change in use of structures if request for conditional use is granted (include change in number of employees on site): The proposed development will address a bank erosion issue that occurred during the August 20th flooding. New retaining walls are proposed to provide long term slope stabilization. The retaining walls will have a natural appearance to match the existing features of the property.

11. The following arrangements have been made for serving the site with municipal sewer and water:
No changes to municipal services.

12. 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 attached sheet.

13. A scale map or survey map must be attached showing the following:
- a. Location, boundaries, dimensions, uses, and size of the site and structures and its relationship to adjoining lands.
 - b. The approximate location of existing structures on the site, easements, streets, alleys, off street parking, loading areas and driveways, highway access and access restrictions, existing street, side and rear yards, proposed surface drainage, grade elevations.
14. State in detail, the evidence indicating proof that the proposed conditional use shall conform to each of the standards for conditional uses set forth in section 10-1-108 of the Village Zoning Code.
Please see the proposed plans for evidence of compliance with 10-1-108.

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 _____ day of _____, 20____.

 Property Owner

 Property owner

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

Date: _____ Zoning Administrator: _____

Print Form

Butler Residence
3650 Lake Mendota Dr.
Conditional Use Permit Application

12. 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:

- Village of Shorewood Hills (Blackhawk County Club)
 - 3700 Lake Mendota Dr.
 - Parcel #07091739002
- Ward & Maureen Wixon
 - 3656 Lake Mendota Dr.
 - Parcel #070917301161
- William McKinney & Carolyn Stevens
 - 3660 Lake Mendota Dr.
 - Parcel #070917301054
- Matthew Squire
 - 3662 Lake Mendota Dr.
 - Parcel #070917300948
- Thomas & Michelle Reynolds
 - 3668 Lake Mendota Dr.
 - Parcel #070917300831
- Lawrence & Jean Landweber
 - 3644 Lake Mendota Dr.
 - Parcel #070917301492
- Frank & Dawn Hastings
 - 3636 Lake Mendota Dr.
 - Parcel # 070917301607
- Shlimovitz Living Trust (Carl & Aviva)
 - 3630 Lake Mendota Dr.
 - Parcel # 070917301821

August 20, 2019

Village of Shorewood Hills Plan Commission
Attn: Karl Frantz, Village Administrator
810 Shorewood Hills Boulevard
Madison, WI 53705

**SUBJECT: CONDITIONAL USE PERMIT
 BUTLER RESIDENCE SITE IMPROVEMENTS
 3650 LAKE MENDOTA DRIVE, MADISON, WI 53705**

Mr. Frantz,

The proposed project is located at 3650 Lake Mendota Dr. in the Village of Shorewood Hills. Site improvements and land disturbance will occur on the north side of the house, within 50' of Lake Mendota. The site is currently developed as a single-family residence. During the heavy rains in August 2018, the existing bank slope along Lake Mendota failed and slid down the slope. The proposed project is intended to rebuild and stabilize the failed slope. It also includes other minor site improvements to provide long-term site stabilization of the property along the shoreland.

The project will rebuild the slope with a series of terracing retaining walls. The proposed retaining wall system will use the Envirolok "soil bag system". This system utilizes a vegetated design that is reinforced with geogrid and soil tie back anchors. The soil bags allow the retaining wall to be planted with a vegetative blanket to provide a natural vegetative appearance as well as immediate stabilization.

The project will not disturb areas below the ordinary high-water mark or within the floodplain of Lake Mendota.

We believe this project meets the criteria to allow a Conditional Use as shown below.

1. Views of Lake Mendota from points off the lot on which the development or excavation proposed will not be adversely affected.

This project will rebuild and stabilize the existing failed slope. The proposed retaining wall system will be completely covered with natural vegetation. After full restoration, no hardscape features will be visible. From the lake, it will appear to be a natural vegetated shoreline as existed before the slope failure. A brochure of the proposed Envirolok retaining wall system is attached for reference.

2. Erosion will not be increased.

The proposed project is intended to stabilize the existing failed/exposed slope and provide a long-term stabilization solution. Erosion will be decreased as a result of the improvements. The method of construction will also help minimize erosion during construction.

3. The flow of surface water will not be changed so as to adversely affect other lots, the lake and other aspects of the natural environment.

Drainage areas for the parcel were analyzed during the design phase to help determine the cause of the slope failure. Additional on-site stormwater improvements are proposed with this project to help control future stormwater flows and prevent erosion. The existing drainage patterns will not be significantly changed. Minor improvements including upsizing of storm sewer, re-armoring and improving existing swales are proposed to better match projected runoff flows, as shown on the Drainage Plan.

4. Infiltration of surface water into the ground will not be adversely affected.

No new impervious areas are proposed. The terraced retaining wall system will slow down runoff over the bank slope and allow more stormwater to infiltrate.

5. Access to properties and structures by firefighters and other emergency personnel will not be adversely affected:

No changes are proposed which will negatively affect access to this or other properties.

Sincerely,
Edge Consulting Engineers, Inc.

Natalie Doty
Project Engineer



Vegetated Environmental Solutions



Photo Credits: Dixon Shoreline Landscaping

- Shoreline Protection
- Slope Stabilization
- Retaining Walls
- Erosion Control



Vegetated Environmental Solutions



Ecologically engineered, the Envirolok vegetated system provides permanent erosion control.

Envirolok immediately stabilizes erosive soils in both dry land and in-water sites.

Envirolok's patented soil bag technology provides a permanent vegetated solution by combining the engineered strength of soil, reinforcing materials and ecological principals.



WWW.ENVIROLOK.COM

Native Vegetation is the Sustainable Solution

Envirolok is a wholly owned subsidiary of Agrecol LLC.

www.agrecol.com



Agrecol[®]
Native Seed & Plant Nursery



APPLICATIONS

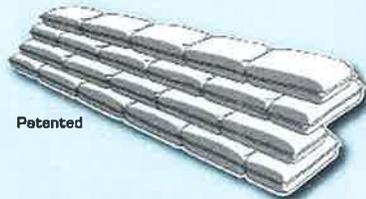
STREAMBANK RESTORATION
 STORMWATER MANAGEMENT
 SHORELINE RESTORATION
 VEGETATED SLOPE STABILIZATION
 RESIDENTIAL LANDSCAPES



ENVIROLOK BENEFITS

+ MAKE IT SUSTAINABLE

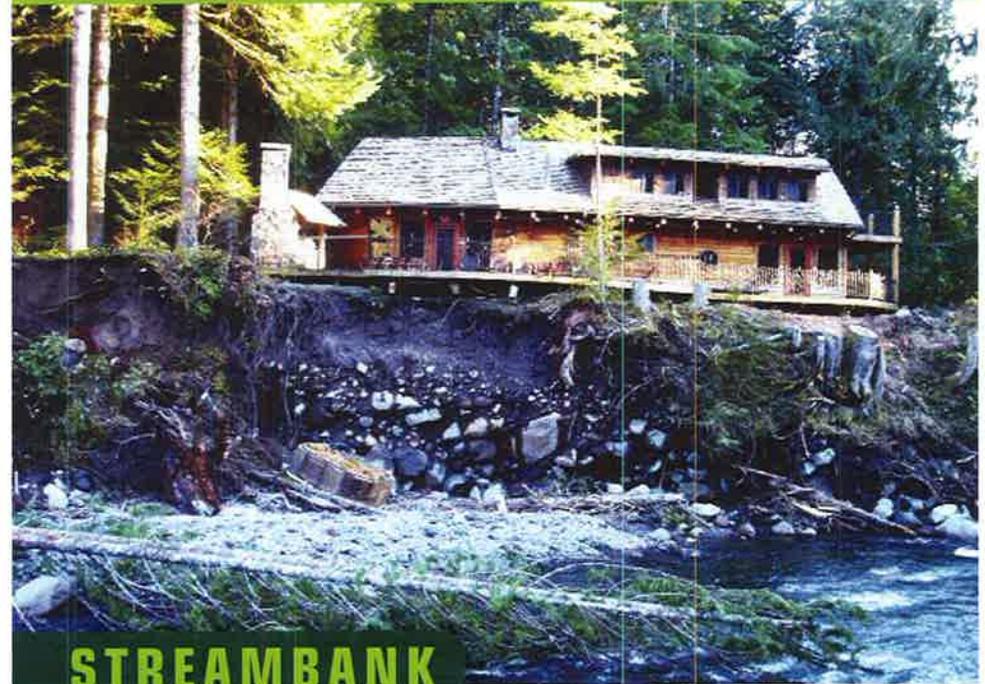
Replacing traditional hard armor methods of shoreland protection, Envirolok provides a vegetated solution that renews itself year after year.



Patented

+ SEE IT PERFORM

Pleasing aesthetics in a permanent solution. Envirolok's soft armor solution with hard armor applicabilities is a revolutionary advancement in shoreland protection.



STREAMBANK RESTORATION

Envirolok's patented system provides support over soft, saturated streambeds and shoreline environments while allowing construction to follow existing contours.

Envirolok supplies a permanent vegetated solution to persistent shoreline erosion which contributes to the bioaccumulation of sediment in our lakes and rivers.



Patented

Envirolok's weaving technique provides added strength to the modular bioengineered system





- + Planted with native vegetation, Envirolok provides structural root support that allows establishment of habitat along sensitive environmental corridors
- + Envirolok effortlessly conforms to natural contours

STORMWATER MANAGEMENT

Stormwater management historically focuses on the collection of stormwater in pipes or concrete channels to transport it off site as quickly as possible. This contributes to downstream flooding, streambank erosion, increased turbidity, habitat destruction, sewer overflows, infrastructure damage and contaminated lakes, rivers and coastal waters.

Low Impact Development (LID) and Green Infrastructure utilize methods and technologies to better manage stormwater through the use of vegetation and soil, preferring to keep rainwater where it falls. Envirolok incorporates ecological principles in the construction environment.





- + Emergency repairs are a quick fix with Envirolok's onsite adaptability
- + Fits with any culvert without use of forms or specialized tools
- + Encapsulate soil in washout areas with Envirolok



Vegetated Environmental Solutions



• **RETAINING WALLS**

Envirolok enhances the natural surroundings and turns what was once unstable soil into a beautiful focal point. Gravity walls or Mechanically Stabilized Earth (MSE) walls are great applications for this environmentally sound system.

• **HYDROSEEDING**

Once thought only for use on barren slopes hydroseeding is now used on a variety of applications including Envirolok. Achieving vegetation through hydroseeding is a quick way to grow vegetative cover on the system.

• **SWALE PROTECTION**

Promote infiltration and slow run-off with an Envirolok swale lining. Envirolok combines the protection of a turf reinforcement mat and the encapsulation of high quality soils to grow more robust vegetation in hydraulic conveyance systems.

"Discontent is the first necessity for progress" - Thomas Edison



• **STORMWATER**

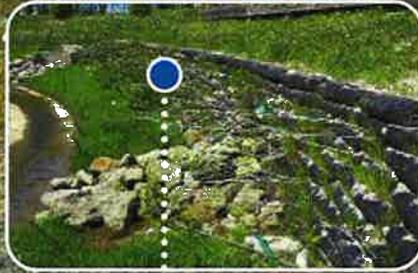
Decrease stormwater volume through infiltration and increase its quality with native vegetation planted in the Envirolok system. Help keep our lakes, streams and rivers clean for generations to come.

• **SLOPE RETENTION**

Restore and strengthen slopes damaged in storm events with Envirolok. Absorb rain drop impact and surface run-off velocity to prevent further erosion. For difficult access sites try Envirolok with earth anchors.

• **BRUSH LAYERING**

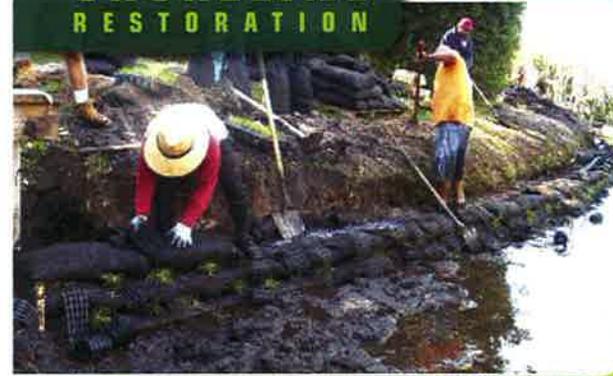
Increase vegetative cover and improve resident habitat communities with commonly found woody species such as dogwood and willow. Consult locally for preferred planting times and species selections.



Eroding shorelines are often stabilized with hard armor, such as rip rap, concrete bulkheads, treated timber, and seawalls. Ironically, these structures increase the erosion rate by reflecting wave energy to adjacent properties. Hardened structures provide little habitat and keep the shoreline from carrying out its natural processes.

Envirolok's living shorelines utilize native seed and plants, soil encapsulation and engineering methods when necessary to naturally enhance the shoreline. Envirolok protects the riparian environment, filters runoff and creates habitat.

SHORELINE RESTORATION



+ Envirolok restores your shoreline to its original condition, while stabilizing soil, promoting drainage and providing sustainable erosion control

+ Diverse native vegetation grown into the Envirolok system creates a buffer zone, mitigating effects of lakeshore development and increasing water quality in our lakes, rivers and wetlands

+ Envirolok protects your property while preserving an attractive natural appearance

+ Envirolok's living shorelines use natural shoreline ecosystems to absorb wave energy reducing erosion on adjacent properties



Envirolok is dedicated to sustainability through the preservation of shorelines, streambanks, stormwater passages, and landscapes.

Don't settle for the status quo.

+ Use Envirolok for Mechanically Reinforced Slopes (MSE) or Reinforced Soil Slopes (RSS)

+ Native plant roots reinforce soil by growing across failure planes and limiting surface erosion

+ Envirolok allows for soil stabilization in hard to access areas

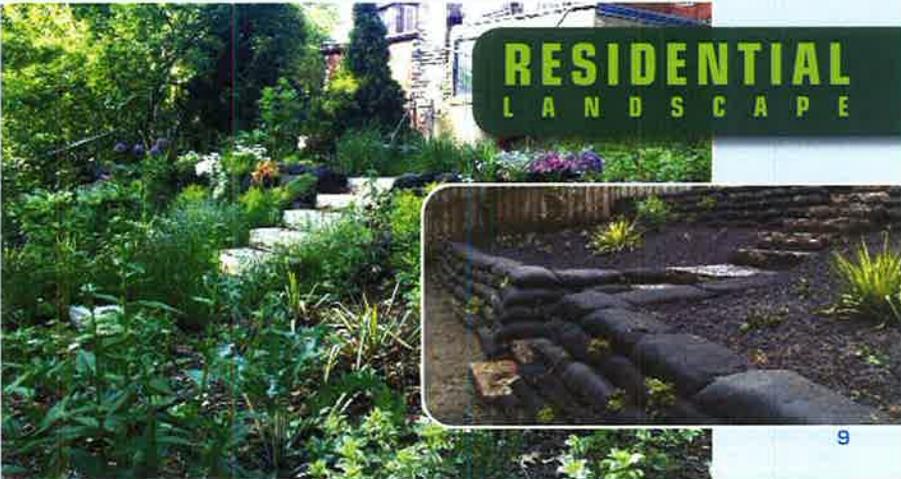
VEGETATED SLOPE STABILIZATION



+ Envirolok minimizes soil disturbance in sensitive areas through various methods of anchoring

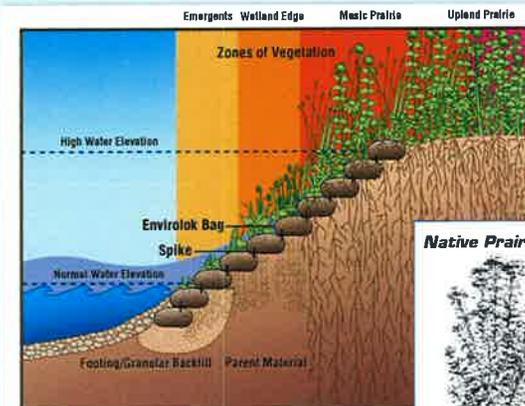
+ Create landscape designs with ease

RESIDENTIAL LANDSCAPE



VEGETATION

Once established, native plants do not need fertilizers, herbicides, pesticides or watering, thus benefiting the environment and reducing maintenance costs. A diverse mix of sedges, grasses, wildflowers and live stakes creates sustainable vegetation when combined with the Envirolok system. Native species in shoreline transitional zones allow for ecological restoration of habitat for game fish, amphibious life, birds, butterflies, and other animals.



Shoreline With Wave Action

+ WHY NATIVES?

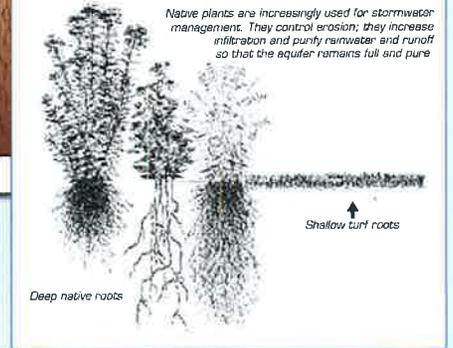
Preferred Planting Program: Envirolok recommends planting three plants per unit. Plants may be herbaceous or woody species. Speak with a professional consultant with intimate knowledge of the local environment regarding appropriate species for your project.

Envirolok encapsulation of engineered soil is designed to support vegetation



PermaMatrix, a biotic soil amendment, is recommended when seeding. PermaMatrix is a blend of pure organics and recycled materials for use in all native plant communities to improve plant health without the fear of contaminating waterways.

Native Prairie Root System vs. Turf Root System



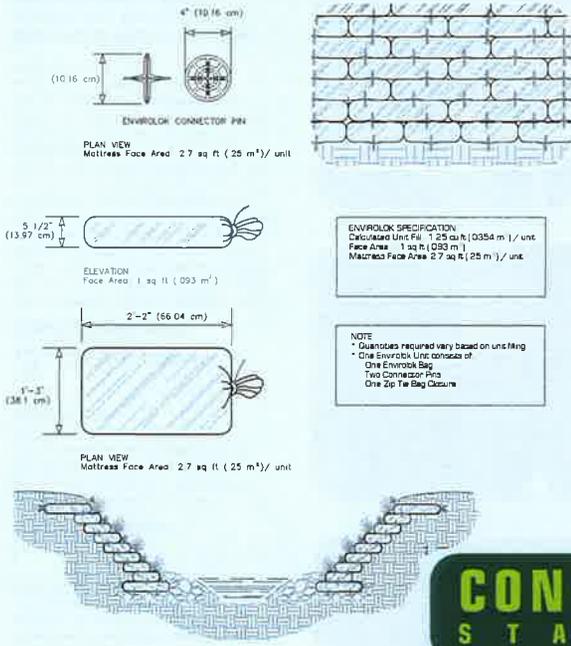
Hydroseeding or hand seeding over the top of the plantings is recommended. Use a complimentary seed mixture to match plantings, sun exposure and local habitat. A cover crop, erosion control blanket and hydration may also be necessary for successful vegetation establishment.



Standard Construction

You'll find commonality between Envirolok's construction methods and traditional retaining wall construction. Envirolok is built in a common or American bond pattern, staggering the units above and below. A unique, open-face connection pin is used to bond the courses together horizontally. This provides shear strength and allows deep root development to occur without disruption.

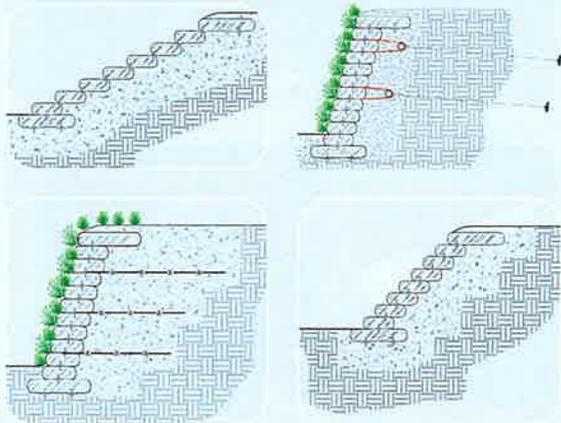
Envirolok slopes can be built from a 0:1 to 1/5:1 (V:H) slope, meaning Envirolok can accommodate almost any unstable slope. A single Envirolok unit contains 2 connection pins and 1 Envirolok bag. When filled with 1.25 cu. ft. of material a single Envirolok unit will provide 1 sq. ft. of face.



Advanced Construction

For use on unstable slopes Envirolok is constructed using a variety of techniques. Common methods include geogrid stabilization, earth anchoring and a weaving method that is exclusive to the Envirolok vegetated system. Seek assistance from a licensed professional engineer for walls exceeding 4' in height.

Envirolok's patented modular system and encapsulated structural soils allows for near vertical construction that can be contoured to the existing non-load bearing soils, unlike hard armor.



INSTALLATION

1. Filling and Closing Envirolok Bags

Fill the Envirolok bags with an engineered soil using an Envirolok Bag Filler. The soil properties should consist of 60% sand, 20% high grade compost and 20% top soil. The engineered soil may change to meet the specific project needs. Excavated material may be used to backfill during construction. Clay and silt are not appropriate fill material. All bags should be filled consistently and will be closed with a UV resistant zip tie. Bags may also be sewn or closed using hog-rings.



2. Preparation

Dig a trench no less than 3" deep, 16" wide for the length of the structure. Embedment depth will be specific to the project. Compact bottom of foundation using hand tamper or vibratory plate compactor. This trench serves as toe stabilization and will protect the structure from undermining. Larger structures will require engineering.



3. Placing Bags

The foundation course will begin with placing spikes in the excavated trench at the desired location of the first row. Place filled bags next to each other, seam side in, horizontally, the full length of the structure. The "snorkel" of the bag will land on top of the previously placed bag.



4. Placing Additional Bag Courses

After laying one entire course of bags, compact the soil ensuring a solid and uniform structure.

Insert two spikes in the top of each bag evenly spaced. The spike placement will vary with the slope of the structure and should be placed in the center of the bag contact area between courses.



These installation steps are for general guidance only. It is the responsibility of the project owner to ensure the application of Envirolok into the overall project through a design specification. The specification should include factors which affect the overall integrity of the retaining wall such as location, interaction with other project components, and engineering aspects including but not limited to global slope stability, site soil bearing capacity, presence of underground or surface water, etc.

5. Backfilling and Compacting the Structure

Backfill and compacting after each course ensures strength and stability of the system. Backfill should be compacted to the specifications of the wall design. Backfill must support vegetation and be free draining.



6. Geogrid Placement

Structures that require geogrid reinforcement will be specified by an engineer. After compaction, geogrid placement will begin at the front of the bag course and will go towards the existing material. Place spikes on top of the geogrid and continue placing bag course. Geogrid should be pulled tight prior to backfill. Continue with course compaction.

*Some structures may require additional strength using Envirolok's geo-grid weaving technique; for installation instructions please refer to engineer's drawings or contact an Envirolok distributor near you.



7. Top Row

Install the top row of the structure the same way the other courses have been placed. Tuck the "snorkel" under to give a finished look to the last course. If specified, the top row may need to be anchored into the existing landscape.



8. Vegetation Establishment

Once the wall is completed, vegetation is the final step. Native vegetation is recommended because of its adept root structures that will bind the wall together forming a monolithic structure that will renew itself year after year. Using vegetation suitable for your local climate is necessary for a successful project. You may build the wall and place live plants in the courses as you build the structure. Live plant material should always be placed in between the courses. Cutting the bags open and planting into this cavity is NOT recommended. It is recommended that a combination of live plants and seed are used to ensure proper vegetation.

Brochure Photo Credits:
 Agrecol LLC • Envirolok West
 Envirolok Canada • Sunmark
 Environmental Services
 Dixon Shoreline Landscaping



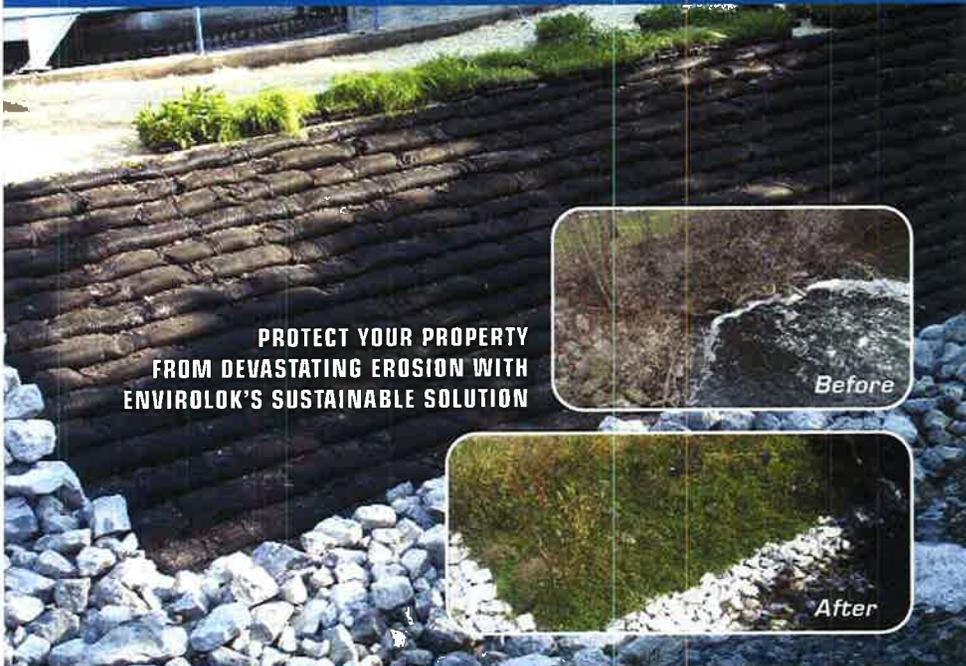
WWW.ENVIROLOK.COM for more information on:

- Specifications
- Distributor Locations
- Native Vegetated Mat
- Typical Drawings
- Installation Instructions
- News
- Case Studies
- Vegetation Selection

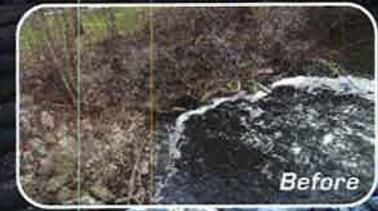


Envirolok Product Warranty

Envirolok LLC guarantees all materials and workmanship of the individual components to be free of manufacturer defects. The guarantee includes warpage, improper use, corrosion caused by chemicals and acts of God. Any claim under this warranty must be filed within the timeframe of original invoice date and must be accompanied by the original invoice or invoice number. Envirolok does not imply or express any other representations associated with its products.



**PROTECT YOUR PROPERTY
 FROM DEVASTATING EROSION WITH
 ENVIROLOK'S SUSTAINABLE SOLUTION**

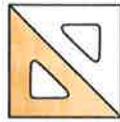


Vegetated Environmental Solutions

Scan this QR code for Envirolok's website



Envirolok LLC 10101 N. Casey Road **Tel** 608.223.3571 www.envirolok.com
 Evansville, WI 53536 **Fax** 608.884.4640 **E-mail** ecosolutions@envirolok.com ©2016 Envirolok LLC



Edge

Consulting Engineers, Inc.

624 Water Street
Prairie du Sac, Wisconsin 53578
608.644.1449 Phone
608.644.1549 Fax
www.edgeconsult.com

EROSION CONTROL PLAN

PROJECT NAME:

BUTLER RESIDENCE

**3650 LAKE MENDOTA DRIVE
VILLAGE OF SHORWOOD HILLS
DANE COUNTY, WI**

EDGE PROJECT NUMBER:

20781

AUGUST 14, 2019

EROSION CONTROL PLAN

Owner Info: Eliot Butler
3650 Lake Mendota Drive
Madison, WI 53707

Site Address: 3650 Lake Mendota Drive
Madison, WI

Legal Description: Lot 7 & W ½ Lot 8, Block 2,
Shorewood Plat
Village of Shorewood Hills
Dane County, WI

Parcel Number: 181/0709-173-0182-1

Contractor Information: Formecology, LLC
210 Cemetery Road
Evansville, WI 53536
Contact: John Gishnock III
Phone: (608) 882-6656

Edge Contact Information: Edge Consulting Engineers
624 Water Street
Prairie du Sac, WI 53578
Contact: Natalie Doty
Phone: (608) 644-1449

Edge Project Number: 20781

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EROSION CONTROL REPORT

1

APPENDICES

Appendix 1: Site Location Information

Appendix 2: USLE Spreadsheet

Appendix 3: Site Drawing

EROSION CONTROL REPORT

Edge Consulting Engineers, Inc. has prepared this erosion control plan for the Butler Residence located at 3650 Lake Mendota Drive in the Village of Shorewood Hills. The site is currently developed as a single-family residence. During the heavy rains in August 2018, the existing bank slope along Lake Mendota failed and slid down the slope. The proposed project will add retaining walls along the shoreland to provide a long-term slope stabilization.

An erosion control permit for major land disturbing activity is being submitted since the project is located within 50 ft upslope of the lake. The total land disturbance associated with the project is under 1 acre. As a result, a DNR WRAPP permit is not required.

BACKGROUND INFORMATION:

The proposed project is located at 3650 Lake Mendota Dr. in the Village of Shorewood Hills. Site improvements and land disturbance will occur on the north side of the house, within 50 of Lake Mendota. The proposed project will include adding retaining walls and drainage improvements to provide long-term slope stabilization.

The site is bound by Lake Mendota to the north, a single-family residence to the east and west, and Blackhawk Country Club golf course to the south. The location of the existing site is depicted in the construction plans. The project area currently has moderate to very steep slopes of 4:1 and 1:1, flowing north directly into Lake Mendota.

The proposed project is located on the shoreland of Lake Mendota. Review of the Dane County, Wisconsin FIRM Map panel #55025C0404G indicates that site improvements are outside the 100 year floodplain. A copy of the FIRM map is located in Appendix 1.

According to the NRCS soil survey, the soils in the vicinity of the house construction area are primarily considered "WxD2" (Whalen Silt Loam). The NRCS soil survey map is shown as part of Appendix 1.

EROSION CONTROL PROCEDURES:

The proposed erosion control measures to be implemented during construction include:

1. Install stone tracking pad at construction entrance (if tires are coming in contact with disturbed ground).
2. Silt sock to be installed on the downhill side of disturbed slopes and topsoil stockpiles.
3. Install temporary diversion berms as necessary to direct flow away from exposed slopes.
4. Cover disturbed slopes with polyethylene sheeting as temporary protection from rainwater at the end of each work day when rain is forecasted.
5. Install soil anchors and Envirolok soil bag retaining walls to provide slope stabilization on areas with steep slopes.
6. Install vegetative blankets on retaining walls for quick stabilization of the area.
7. Install rip rap within drainage swales as shown on the drainage plan.
8. Seed and mulch vegetated areas after completion of land disturbing activities to stabilize the site and prevent loss of soils. Apply erosion mat on slopes greater than 4:1.
9. All waste, garbage, and unused building materials shall be properly disposed of on a daily basis.
10. Sweeping of pavement shall be done as needed to control tracking sediments.

These measures are further described on the site drawing in Appendix 3.

All proposed erosion control measures shall be installed in conformance with the provisions of the current WDNR Construction Site Erosion & Sediment Control Technical Standards. A copy of the erosion control plans will be kept on site during construction.

CONSTRUCTION SCHEDULE AND PROCEDURES:

The construction is expected to begin on September 17, 2019 and to be finished November 1, 2019. Construction will start with the placement of soil anchors into the undisturbed bank slope, followed by building the retaining wall out away from the bank, as shown in C-201. This should avoid major disturbance of the steep bank slope. Storm sewer replacement and drainage improvements on the south side of the site will take place following retaining wall stabilization. Final stabilization is expected to take place in the spring of 2020.

General construction sequencing for the project is as follows:

1. Install erosion device controls per plans
2. Install retaining wall anchor system, storm sewer, and catch basins at bank slope failure.
3. Install retaining wall and stabilize area with vegetative blanket.
4. Install storm sewer upgrades near house and driveway area.
5. Grade drainage swales to provide drainage towards catch basin
6. Install landscaping and final site stabilization.

SOIL LOSS:

The anticipated soil loss from the proposed project was calculated using the Dane County USLE Spreadsheet. Total soil loss resulting from sheet and rill erosion is required to be less than 7.5 tons per acre per year. Given the proposed schedule, the maximum anticipated soil loss is 12.3 tons per acre per year. Silt sock as well as other measures shown on the erosion control plan will be used along to reduce the soil loss. Refer to Appendix 2 for the completed USLE Spreadsheets for this project.

EROSION CONTROL ESTIMATE:

The estimated cost for the erosion control items associated with this project are summarized below. Since this total is less than \$5,000, a financial guarantee is not required.

<i>ITEM NO.</i>	<i>ITEM DESCRIPTION</i>	<i>ESTIMATED QUANTITY</i>	<i>UNITS</i>	<i>UNIT PRICE</i>	<i>TOTAL COST</i>
1	Stone Tracking Pad	1	LS	\$500.00	\$500
2	Silt Sock	100	LF	\$2.00	\$200
3	Vegetative Blanket	930	SF	\$3.00	\$2,790
4	Inlet Protection	4	EA	\$20.00	\$80
				TOTAL =	\$3,570

STORMWATER CONTROL:

No permanent stormwater management controls are proposed for this project. This project does not create any new impervious surface.

MAINTENANCE:

The general contractor will serve as the site supervisor during project construction. The contractor will ensure that the site is inspected at least every seven days and within 24 hours after a rainfall of 0.5 inches or more.

This report is intended to fulfill the erosion control requirements for the Village of Shorewood Hills. If there are any comments or questions regarding this report, please contact Natalie Doty, Edge Consulting Engineers, at 608-644-1449.

APPENDIX 1

SITE LOCATION INFORMATION



Proposed Site Location

Tax Parcels

[View Parcel to AccessData](#)

Parcel Number: 070917301278

Owner: *ELIOT BUTLER
Co-Owner: *
Property Address: 3650 LAKE MENDOTA DR

Municipality: Village of Shorewood Hills
School District: MADISON METRO SCHOOL DIST

Assessed Acres: 0.00
Approx. Square Ft: 23,553.20

Land Value: 5875,500.00
Improved Value: 5265,000.00
Total Assessed Value: 51,140,500.00

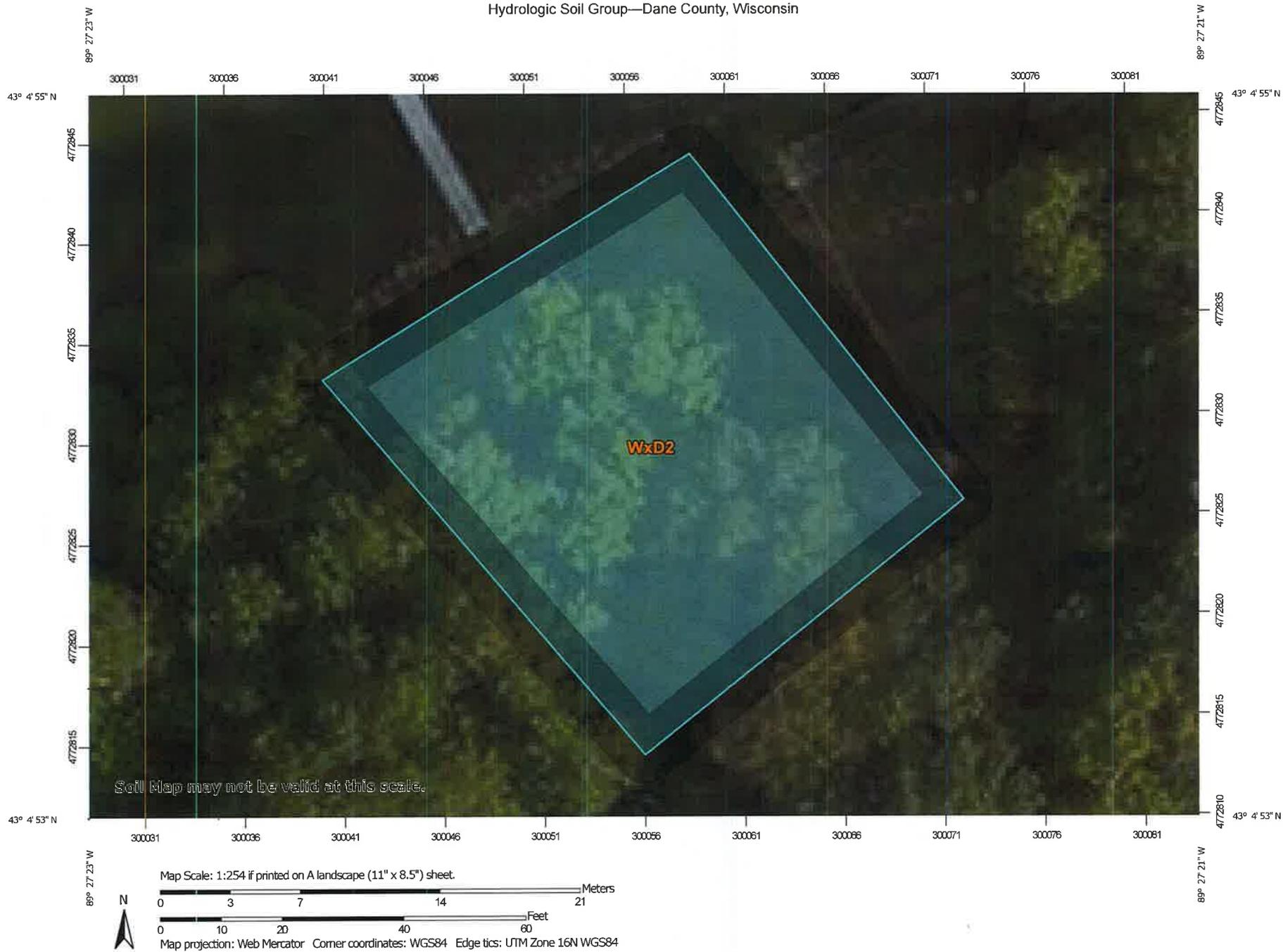
[Zoom to](#)

**FIGURE #1
Aerial Photo**



Project Number: #20781
Project Info: Butler Residence
Project Location: 3650 Lake Mendota Dr, Shorewood Hills, WI 53705

Hydrologic Soil Group—Dane County, Wisconsin



MAP LEGEND

- Area of Interest (AOI)**
 -  Area of Interest (AOI)
- Soils**
 - Soil Rating Polygons**
 -  A
 -  A/D
 -  B
 -  B/D
 -  C
 -  C/D
 -  D
 -  Not rated or not available
 - Soil Rating Lines**
 -  A
 -  A/D
 -  B
 -  B/D
 -  C
 -  C/D
 -  D
 -  Not rated or not available
 - Soil Rating Points**
 -  A
 -  A/D
 -  B
 -  B/D
- Soil Rating Polygons**
 -  C
 -  C/D
 -  D
 -  Not rated or not available
- Water Features**
 -  Streams and Canals
- Transportation**
 -  Rails
 -  Interstate Highways
 -  US Routes
 -  Major Roads
 -  Local Roads
- Background**
 -  Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
 Web Soil Survey URL:
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Dane County, Wisconsin
 Survey Area Data: Version 17, Sep 11, 2018

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Apr 29, 2011—Aug 29, 2013

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
WxD2	Whalan silt loam, 12 to 20 percent slopes, eroded	C	0.1	100.0%
Totals for Area of Interest			0.1	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher



APPENDIX 2

USLE SPREADSHEETS



Universal Soil Loss Equation for Construction Sites

Dane County Land Conservation Division



Developer: Eliot Butler
Project: Butler Residence
Date: 8/8/2019

Version 2.2

Land Disturbing Activity	Begin Date	End Date	Period % R	Annual R Factor	Soil Map Unit	Soil Erodibility K Factor	Slope (%)	Slope Length (feet)	LS Factor	Land Cover C Factor	Soil loss A=%R×R×K×LS×C (tons/acre)	Percent Reduction Required
												(7.5 tons/acre)
disturb ground ▼	9/17/2019	10/18/2019	7.0%	150	WxD2	0.32	27.0%	17	2.93	1.00	9.9	<div style="display: flex; align-items: center; justify-content: center;"> <div style="border-left: 1px solid black; border-right: 1px solid black; height: 100%;"></div> <div style="font-size: 2em; margin: 0 10px;">↓</div> </div>
disturb ground ▼	10/18/2019	11/1/2019	2.5%	150	WxD2	0.32	12.0%	36	1.09	1.00	1.3	
seed and mulch ▼	11/1/2019	5/15/2020	17.0%	150	WxD2	0.32	12.0%	36	1.09	0.12	1.1	
paving ▼	5/15/2020	----	86.0%	150	WxD2	0.32	12.0%	36	1.09			
▼		----	----	----		----			----	----	----	
▼		----	----	----		----			----	----	----	
▼		----	----	----		----			----	----	----	
TOTAL											12.3	39%

Land Disturbing Activities:	input	definition
	disturb ground	activity which leaves the ground devoid of vegetation
	apply mulch	application of straw mulch at 1.5 tons/acre
	seed and mulch	seeding and application of straw mulch at 1.5 tons/acre
	seeding	temporary or permanent seeding without the use of mulching materials
	sod	installation of sod
	paving	providing 100% cover to disturbed ground with paving materials or stone

Notes:

Designed By:	Natalie Doty
Date	8/8/2019
Checked By:	
Date	

APPENDIX 3

SITE DRAWINGS

CLIENT:

BUTLER RESIDENCE SITE IMPROVEMENTS 3650 LAKE MENDOTA DRIVE SHOREWOOD HILLS, WISCONSIN



SITE LOCATION



SITE LOCATION MAP

PROJECT DIRECTORY:

ENGINEER:
 EDGE CONSULTING ENGINEERS, INC.
 824 WATER STREET
 PRAIRIE DU SAC, WI 53578
 CONTACT: ARLEN OSTRENG
 PHONE: (608) 844-1448

OWNER:
 ELIOT BUTLER
 3650 LAKE MENDOTA DRIVE
 MADISON, WI 53705

CONTRACTOR:
 FORMECOLOGY, LLC
 210 CEMETERY ROAD
 EVANSVILLE, WI 53536
 CONTACT: JOHN GISHNOCK
 PHONE: (608) 892-6656

PROJECT INFO:

SITE LOCATION:
 3650 LAKE MENDOTA DRIVE
 MADISON, WI 53705

PLSS INFORMATION:
 LOT 7 & W/2 OF LOT 8, BLOCK 2, SHOREWOOD PLAT
 PART OF THE NE1/4 OF THE SW1/4
 SECTION 17, T7N, R9E
 VILLAGE OF SHOREWOOD HILLS
 DANE COUNTY
 WISCONSIN

PARCEL NUMBER: 1810709-173-0127-8

SHEET INDEX:

NO.: PAGE TITLE

- G-001 COVER SHEET**
- V-101 EXISTING SITE PLAN**
- C-101 SITE & EROSION CONTROL PLAN**
- C-201 SLOPE RESTORATION PROFILE**
- C-301 DRAINAGE PLAN**

**COVER SHEET
 BUTLER RESIDENCE
 SITE IMPROVEMENTS
 3650 LAKE MENDOTA DRIVE
 SHOREWOOD HILLS, WISCONSIN**

SHEET TITLE

NO.	DATE	DESCRIPTION

DRAWN BY	NED
CHECKED BY	AJO
PLOT DATE	8/14/2019
PROJECT NUMBER	20781
SET TYPE	CD
SHEET NUMBER	G-001



TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN, CALL DIGGERS HOTLINE

TOLL FREE: 1-800-242-8511
 FAX A LOCATE: 1-800-242-5811

WI STATUTE 182.0175 (1974) REQUIRES MIN. OF 3 WORK DAYS NOTICE BEFORE YOU EXCAVATE

ENGINEER SEAL:

PRELIMINARY - NOT FOR CONSTRUCTION

I HEREBY CERTIFY THAT THIS PLAN SET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION OTHER THAN THE EXCEPTIONS NOTED IN THE SHEET INDEX, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF WISCONSIN.

SIGNATURE: _____

DATE: _____

Plan Commission Conditional Use Permit Review 3650 Lake Mendota Drive Project

The Plan Commission hereby forwards its written advisory recommendation to the Village Board within after receipt of the application from the Zoning Administrator. The Plan Commission recommends approval subject to specified conditions, contained herein.

A conditional use shall be approved under this paragraph only if the applicant demonstrates by clear and convincing evidence the following:

1. Views of Lake Mendota from points off the lot on which the development or excavation proposed will not be adversely affected.

There will be no adverse impact to views.

This project will rebuild and stabilize the existing failed slope. The proposed retaining wall system will be completely covered with natural vegetation. After full restoration, no hardscape features will be visible. From the lake it will appear to be a natural vegetated shoreline as existed before the slope failure.

2. Erosion will not be increased.

Based on the Village Engineer's review, there will be will be no increase. The proposed project is intended to stabilize the existing failed/exposed slope and provide a long-term stabilization solution. The method of construction will also help minimize erosion during construction.

3. The flow of surface water will not be changed so as to adversely affect other lots, the lake and other aspects of the natural environment.

Based on the Village Engineer's review, no change in surface water flow as to adversely affect other lots, the lake or natural environment is expected. Drainage areas for the parcel were analyzed during the design phase to help determine the cause of the slope failure. Additional on-site stormwater improvements are proposed with this project to help control future stormwater flows and prevent erosion. The existing drainage patterns will not be significantly changed. Minor improvements including upsizing of storm sewer, re-armoring and improving existing swales are proposed to better match projected runoff flows, as shown on the Drainage Plan.

4. Infiltration of surface water into the ground will not be adversely affected.

Based on the Village Engineer's review, infiltration of water into the ground will not be adversely affected. No new impervious areas are proposed. The terraced retaining wall system will slow down runoff over the bank slope and allow more stormwater to infiltrate.

5. Access to properties and structures by firefighters and other emergency personnel will not be adversely affected.

Access will not be adversely affected.

The Plan Commission shall review the application according to the standards below. No application shall be recommended for approval by the Plan Commission unless it finds that the following conditions are met:

1. That the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

Finding: The Commission finds the above conditions are met and will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

2. That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.

Finding: The Commission finds that the uses, values and enjoyment of other property in the neighborhood for purposes already permitted are in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.

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

Finding: The Commission finds that the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district, and will not be contrary to an adopted comprehensive plan of the Village.

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

Finding: The Commission finds that adequate utilities, access roads, drainage and other necessary site improvements have been, are being or will be provided.

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

Finding: *The Commission finds that that the establishment, maintenance or operation of the conditional use is unlikely to increase the level of traffic congestion or reduce the level of safety at any point on the public streets.*

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

Finding: *The Commission finds that the conditional use conforms to all applicable regulations of the district in which it is located.*

7. That the conditional use does not violate flood plain regulations governing the site.

Finding: *The Commission finds that the project is not in a floodplain.*

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: *The Commission finds that the statement of purpose for the zoning district is such that the proposed project at its location does not defeat the purposes and objectives of the zoning district.*

The Plan Commission shall also evaluate the effect of the proposed conditional use upon:

- The maintenance of safe and healthful conditions.

Evaluated and no adverse impact

- The prevention and control of water pollution including sedimentation.

Evaluated and no adverse impact.

- Existing topographic and drainage features and vegetative cover on the site.

Evaluated and no adverse impact

- The location of the site with respect to floodplains and floodways of rivers and streams.

Evaluated and no adverse impact

- The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.

Based on the Village Engineer's review, evaluated and no adverse impact. An erosion control and revegetation plan was submitted and approved.

- The location of the site with respect to existing or future access roads.

Evaluated and no adverse impact

- The need of the proposed use for a shoreland location.

Evaluated and no adverse impact

- Its compatibility with uses on adjacent land.

The Commission evaluated and concluded that the proposed project is compatible with the uses on adjacent lands.

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

Parking plan and parking permits for all vehicles and equipment to be approved by Police Department. Hours of construction to conform to Village noise ordinance.

Village of Shorewood Hills
Public Works Committee
Edgehill Traffic Calming - Executive Summary
September 2019

Introduction

The Village of Shorewood Hills (VoSH) is dedicated to creating and maintaining a safe transportation system for all users through capital improvements, traffic control, education, enforcement, and evaluation. Our core community values include safety.

The Public Works Committee (PWC) has heard from a significant number of residents (for many years) on concerns specific to Edgehill Drive - one of the most travelled streets in the Village. Residents have communicated to Village staff, board and committee members, and the VoSH Police Department. They've attended meetings to ask our help in making their street feel less dangerous to walk and bike. We take their concerns very seriously. Conflicts among vehicles, pedestrians, and bicyclists challenge our reputation as a walkable, bikeable, livable village.

With assistance from our Village Engineer and the support of Edgehill residents, we propose the installation of three speed humps with proposed locations highlighting on the attached map. The size will be standard and similar to those found in Madison. The cost is ~\$10,000 each for a total of ~\$30,000 out of the Capital Fund.

History

For context, we reviewed a draft of the 2015 "Village of Shorewood Hills Traffic Calming Policy" (never formally adopted). It concluded the Village demonstrated successful traffic calming based solely on 85th percentile speeds and states "...calming measures will only be considered if 85th percentile speeds exceed 32 mph." The PWC is working on a broader "Safe Streets Initiative" and strives to be pro-active versus reactive, to lower what is considered an acceptable speed, and to give priority to our most vulnerable street users - pedestrians and bikers. Vehicle speed will not be the sole determinant for safety.

The PWC has, at times, addressed issues brought before them (e.g., the bump-outs on University Bay Drive) expediently, and we hope to expand upon that process by not only addressing the current issues, but by using this as an opportunity to create a pro-active and objective plan that looks to the future. With respect to the Village and its numerous efforts to curb speeds and increase safety, the reality is still that many residents do not feel safe sharing the road with motorists. Parents and children have modified their behaviors and/or stopped travelling certain routes altogether. The Village has

experienced a change in demographics and a growth in population. Distracted driving is a reality, as is the increase in delivery services for everything from clothing to food.

Safe Streets Initiative

The Committee has and continues to dedicate time, thought, and research into the development of an overarching plan. With the west side infrastructure reconstruction on the horizon, we have a chance to really make a difference. We need to not only address Edgehill, but to objectively lead the Village as a whole. Our goal is to have a targeted, prioritized approach without waiting for complaints or, worse, an accident.

Simply said, the Safe Streets Initiative will strive to eliminate / reduce accidents on our roads, avoid near misses, focus on the community's perception of travel safety and comfort, allow unrestricted travel, and address overall Village street safety.

Guiding Principles

- Pedestrians, cyclists, and transit users are on equal ground with drivers in planning and designing.
- No one should be discouraged from traveling by any mode because of fears about safety.
- Road safety is not a goal, it is a pre-condition.
- Active safety (prevention) will be promoted rather than passive safety (softening the outcome).
- People will be enabled to reach all designations through bicycle and pedestrian infrastructure.
- Both a location-specific and a systemwide approach that is targeted, responsive, and proactive will be used.

Assumptions

- People are more influenced by perceived safety than actual safety statistics.
- A car driver is liable by default; due to its size and power drivers should pay extra attention to other, more vulnerable, road users.
- Even one small “high-stress” location can change a person's choice of routes or could deter them from choosing to walk or bicycle at all, especially if children are involved.
- Feeling secure plays a role in how people choose to travel.
- Safe, shared, complete streets are necessary for a neighborhood to thrive into the future.

The Safe Streets Initiative is intended to act as a transformative set of actions to prioritize travel safety for all.

Back to Edgehill

Included with this summary are the following documents for consideration:

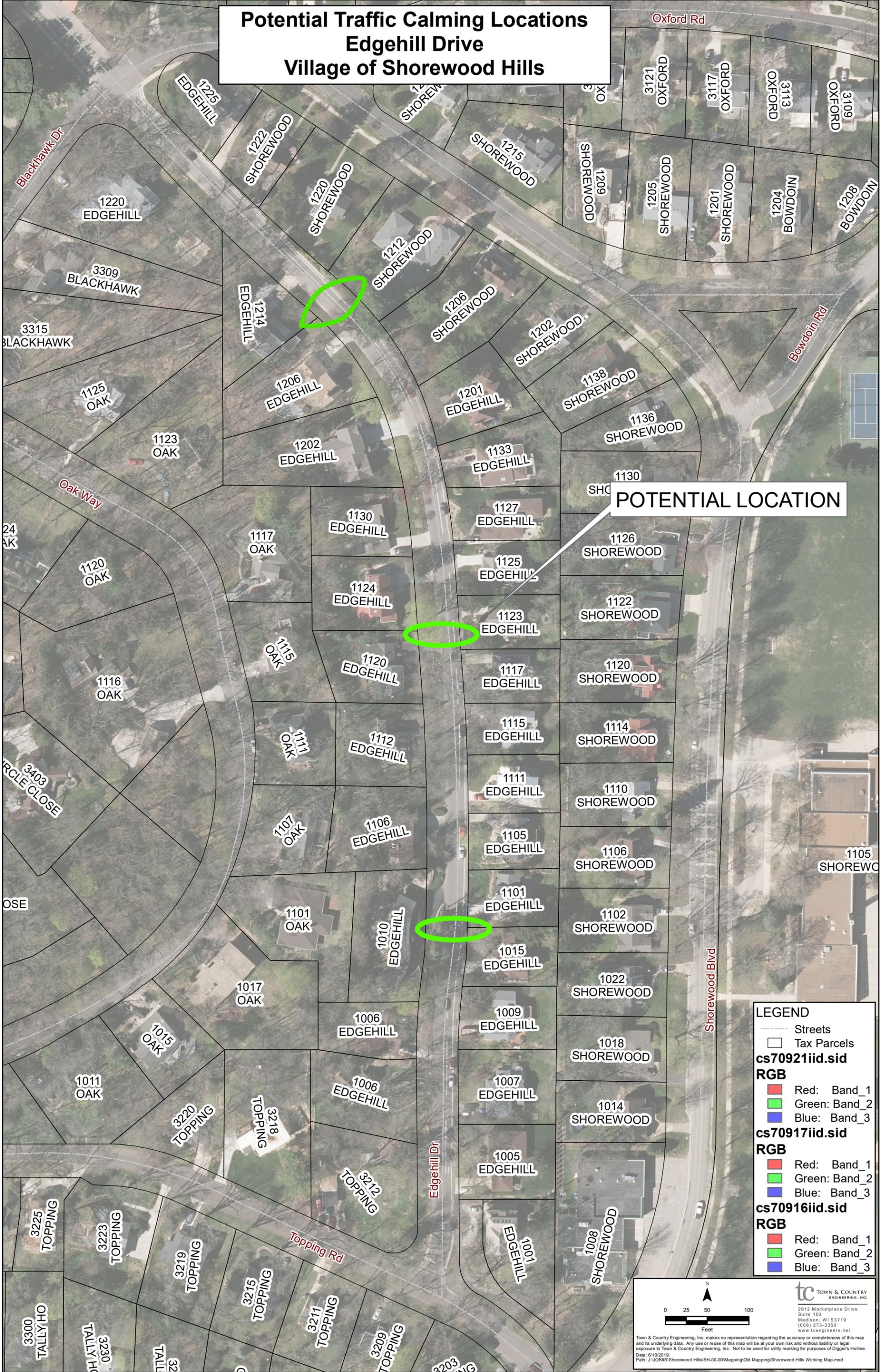
1. Petition of Support
2. Proposed Location Map
3. Public Comments
4. Speed Impact Graph
5. Traffic Study Data

The PWC has evaluated options for traffic calming and increased sense of safety on Edgehill, one of the busiest roads in the Village. The current road is too narrow for sidewalks and medians. The 'white line' provides some designated space when used correctly and when not blocked by cars or brush but provides no physical separation and little or no buffer. Education efforts are limited in reach, as the road is a major thoroughfare and a cut-through for non-residents. Its long, gently curving, boulevard-style design invites speeding rather than putting drivers on notice that VoSH is a neighborhood where people enjoy the streets, parks, school, pool, lake, and other outdoor amenities accessible by foot and bike.

Summary

Edgehill needs help now. With the significance and number of resident concerns, the PWC has voted to recommend to the Board the installation of three speed humps at a cost not to exceed \$30,000. The Committee would like the installation to take place no later than Spring 2020.

Potential Traffic Calming Locations Edgehill Drive Village of Shorewood Hills

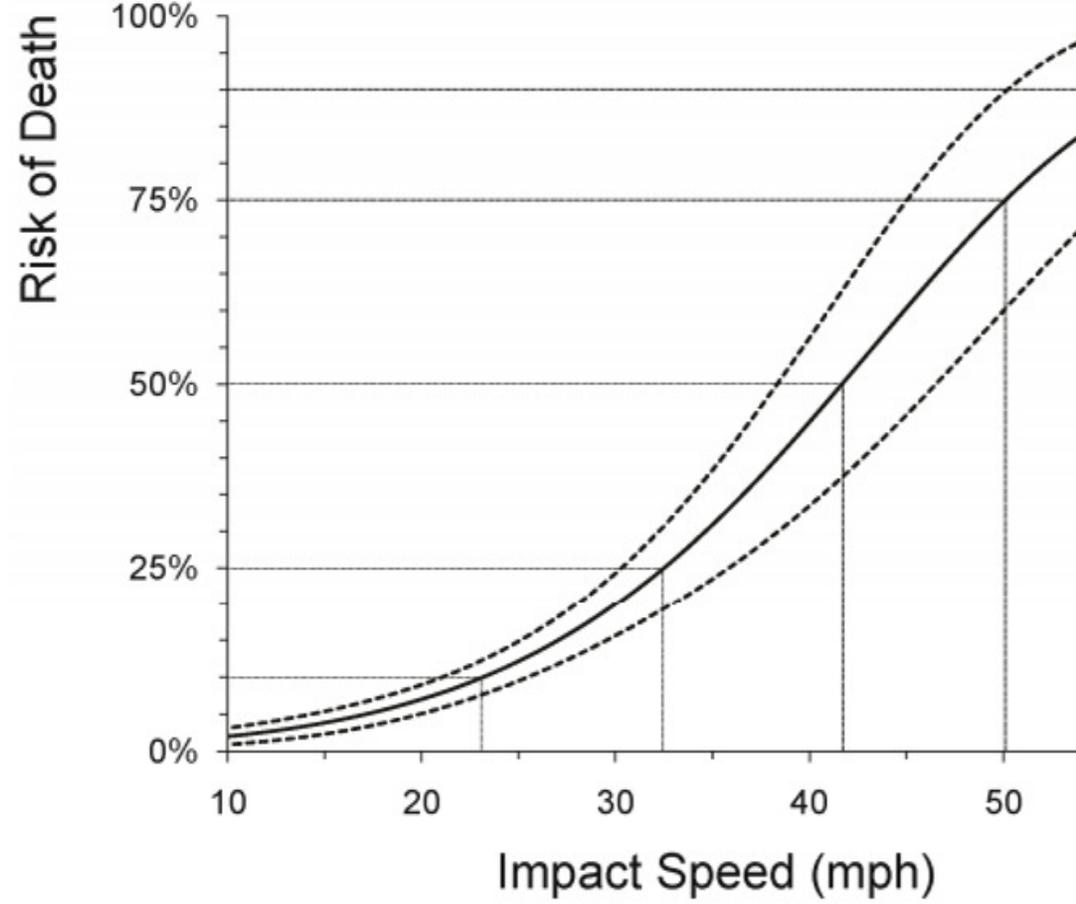
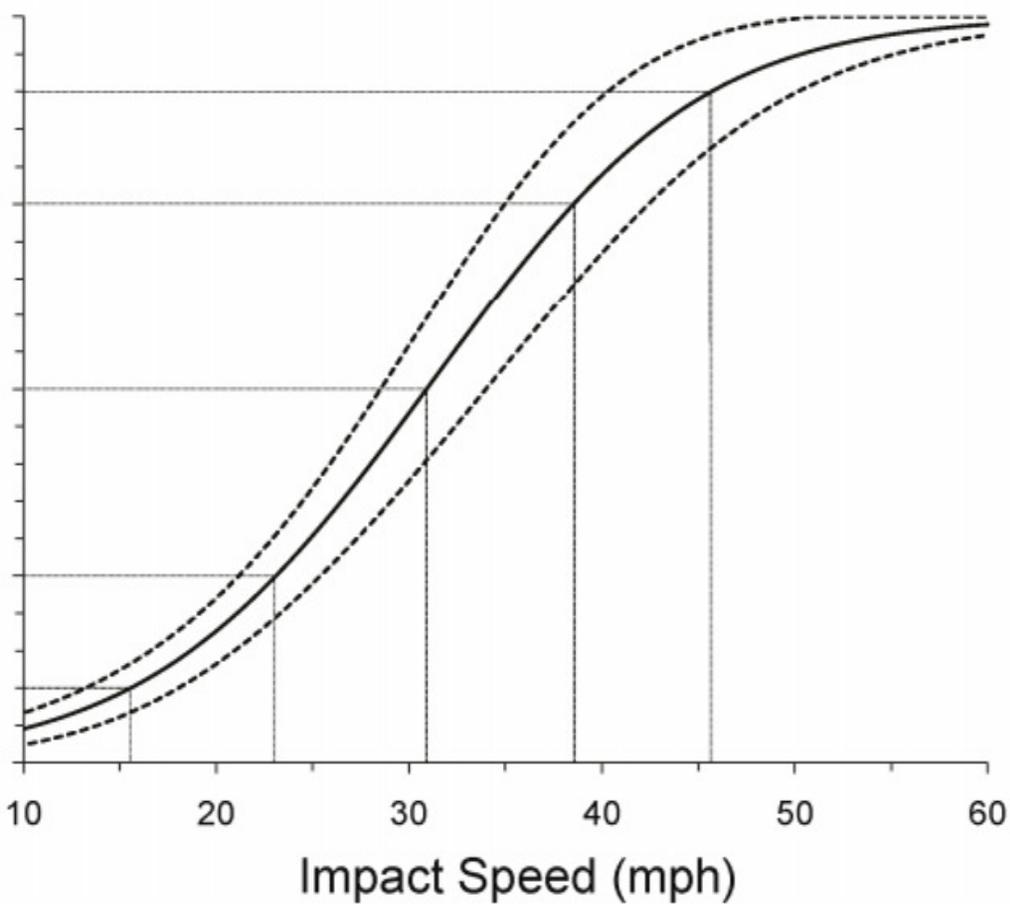


POTENTIAL LOCATION

LEGEND	
	Streets
	Tax Parcels
cs70921iid.sid	
RGB	
	Red: Band_1
	Green: Band_2
	Blue: Band_3
cs70917iid.sid	
RGB	
	Red: Band_1
	Green: Band_2
	Blue: Band_3
cs70916iid.sid	
RGB	
	Red: Band_1
	Green: Band_2
	Blue: Band_3

tc TOWN & COUNTRY ENGINEERING, INC.
2912 Marketplace Drive
Suite 103
Madison, WI 53719
(608) 273-3350
www.tcengineers.net

Town & Country Engineering, Inc. makes no representation regarding the accuracy or completeness of this map and its underlying data. Any use or reuse of this map will be at your own risk and without liability or legal exposure to Town & Country Engineering, Inc. Not to be used for utility marking for purposes of Digger's Hotline.
Date: 6/10/2019
Path: J:\JOB\SH\Shorewood Hills\SH-00-00\Maping\Old Mapping\Shorewood Hills Working Map.mxd



Risk of severe injury (left) and death (right) in relation to impact speed in a sample of 422 pedestrians aged 16–64 years struck by a single forward-moving car or light truck model year 1989–1999, United States, 1994–1998. Risks are adjusted for differences in age, height, weight, body mass index, and type of striking vehicle, and standardized to the distribution of pedestrian characteristics and type of striking vehicle for pedestrians struck in the United States in years 2007–2009. Dotted lines represent 95% confidence intervals. Serious injury is defined as AIS score of 4 or greater and includes death irrespective of AIS score.

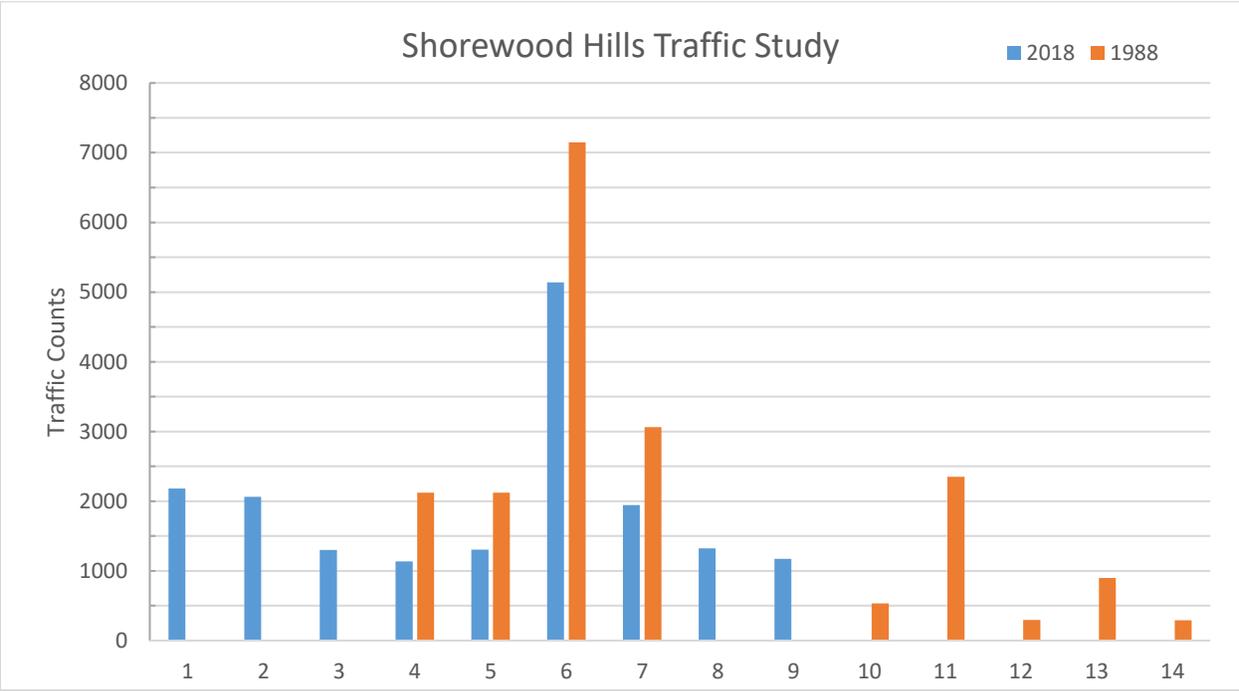
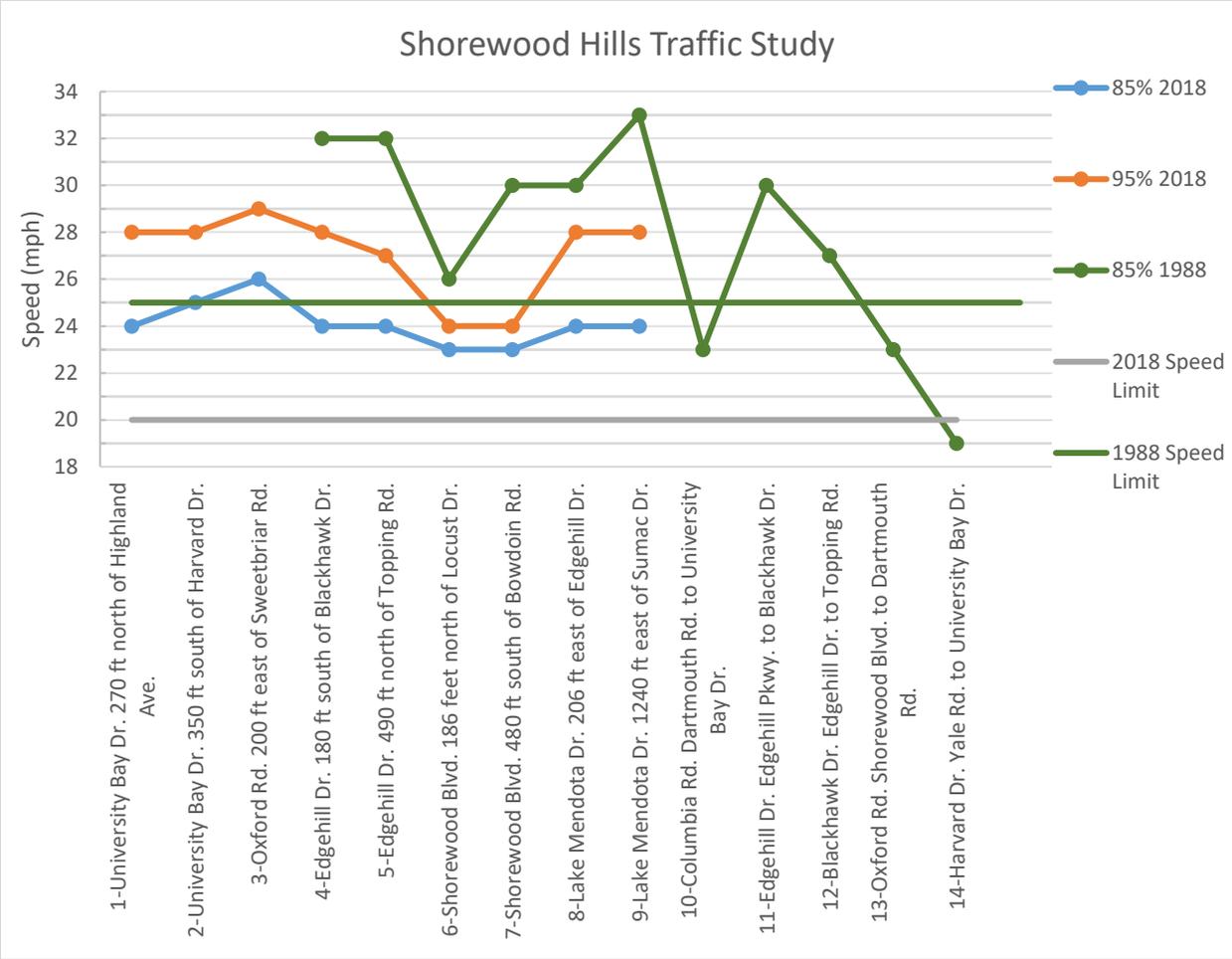


Table 1: Shorewood Hills Traffic Study Summary

			Average Daily Counts		Speed		
			2018	1988	2018		1988
	Street	Location			85%	95%	85%
1	University Bay Drive	270 ft north of Highland Avenue	2179		24	28	
2	University Bay Drive	350 ft south of Harvard Drive	2063		25	28	
3	Oxford Road	200 ft east of Sweetbriar Road	1298		26	29	
4	Edgehill Drive	180 ft south of Blackhawk Drive	1134	2120	24	28	32
5	Edgehill Drive	490 ft north of Topping Road	1305	2120	24	27	32
6	Shorewood Blvd	186 feet north of Locust Drive	5139	7150	23	24	26
7	Shorewood Blvd	480 ft south of Bowdoin Road	1945	3062	23	24	30
8	Lake Mendota Drive	206 ft east of Edgehill Drive	1322		24	28	30
9	Lake Mendota Drive	1240 ft east of Sumac Drive	1173		24	28	33
10	Columbia Road	Dartmouth Road to University Bay Drive		535			23
11	Edgehill Drive	Edgehill Pkwy. to Blackhawk Drive		2350			30
12	Blackhawk Drive	Edgehill Drive to Topping Road		297			27
13	Oxford Road	Shorewood Blvd. to Dartmouth Road		900			23
14	Harvard Drive	Yale Road to University Bay Drive		292			19

Comments from residents, November 2015

Hi Cara. I know Ron emailed you to say we are out of town and regrettably will not be home for the meeting about the situation of speeding on Edgehill and elsewhere in Shorewood. I would just like to express that I think the situation could be rectified if the police would ticket speeders. **I never see any speed traps in Shorewood and if there was an all out effort by the police to crack down on speeders I think the word would quickly spread and drivers would slow down. I would think that that would be the main focus of their job; to keep everyone safe in our community that is such a walking community.** I'd be happy to offer my driveway as a place where the police could sit and do speed checks. Good luck at the meeting.

(Mary Jane Campo, Edgehill Dr., grandma)

Thanks for the e-mail. F.Y. I, we are out of town until Tuesday, November 10th, so we will miss the meeting.

We do, however, support all reasonable efforts to make our street safer for our Kids and walking Pedestrians. We will work with our neighbors on this. Please keep us posted.

Best Regards - Ron & Mary Jane Campo

Living on Bowdoin Road, we see a *lot* of drivers racing down Bowdoin Road and Shorewood Boulevard. (We can literally see the street out our front window.) As parents, we don't feel comfortable letting our children cross either our street or Bowdoin Road because so many drivers speed by and there is no marked crosswalk for them to use to safely cross.

Thankfully, once they reach the sidewalk, they are able to walk safely to school, to the Heiden Haus, to the playground and, in the winter, the sledding hill.

One of the reasons we moved to the Village is we like being able to walk. Where possible, we would like to see MORE sidewalks and crosswalks and speed bumps. Especially in light of the recent tragedy this summer, we strongly support any measure that makes pedestrians and bikers safer, even if it means losing part of our property (via the right of way) in the process.

The lack of sidewalks on so many major streets, including a portion of Edgehill, limits our ability to walk safely around the neighborhood. We were particularly dismayed that no sidewalk was added to Columbia Road when it was redone recently. We hope you and the board will make a different decision on Edgehill Drive and as you consider sidewalks and other safety measures in and around the Village.

Thank you for taking the time to consider our thoughts. And as always, thanks for all you and your staff do!

Our best,
Colleen & Mike Titelbaum

I'm sorry I'm not going to be able to make it to the meeting this evening. But if there is anything I can do (besides attend the meeting) to help...we are here! And we are more than happy to put a sign in our yard, or I can purchase a yellow person online if you think that will help a bit.

Thanks for heading this up!

Lisa (Lisa Wells, husband Shane, and 2 school-age kids)

Will the safety of edgehill drive also include the intersection at lake Mendota Dr? That its a large concern for me and my kids because we cross it every day and it is always a frightening event ;). **The cars turn off lake Mendota onto edgehill extremely fast and are not looking for pedestrians. I am hoping for a stop sign with pedestrian cross way to be put in.** I'm not sure if your meeting will only be addressing the one block of edgehill or not. Let me know.

Thanks
Tracy (Tracy Koziol, husband, and three young kids, Lake Mendota Drive)

Thanks, Cara. For our part, we feel the same about Topping rd. Speed and **awareness, particularly in the evening has been noticeably worse since the resurfacing.**

A trial of test bumps on edgehill would be a welcome experiment, as the change in structure of the Edgehill at Topping intersection has increased awareness of cross traffic and pedestrians, and changed behavior at that intersection.
Will try to join Monday, but looking at my clinic, not optimistic.

Sam (Sam Lubner, wife Meg, and three young kids, Topping Road)

Hi Mark:

I hope to attend the Public Works Committee meeting, but am not sure that I can make it.
In case I cannot, here are some concerns that I would try to register:
I have three:

First, I do not know why they have not repaved Edgehill Drive between LMD and Edgehill Parkway; it is very rough and uneven for walkers.

Second, I would like to see a painted/striped walking path along the west side of Edgehill Drive between LMD and Edgehill Parkway. It should quiet the cars coming from the east on LMD, making the turn. However, the painted/striped walking area would not be visible in the winter. Alternative policies might be:

1. A stop sign at the bottom of the LMD hill; it would eliminate the fast and wide turns.
2. Speed bumps coming down the LMD hill from the east.

I've had several prior conversations with Karl Frantz about these, but nothing has happened.

Third, I think that there should be a crosswalk at LMD and Edgehill Drive—for folks walking on the west side of Edgehill Drive and wanting to walk across LMD to the bridge.

I hope to see you there. I believe that there will be a number of residents on Edgehill Drive in attendance.

Bob

Professor Robert Haveman
Department of Economics
Robert M. La Follette School of Public Affairs
University of Wisconsin-Madison

Nov. 9, 2015

My name is Cara Coburn Faris, and I live with my husband, my 5-year old daughter, and my 2-year old son at 1124 Edgehill Drive. I'm here to address the fifth agenda item and share observations and concerns regarding pedestrian safety. _____ are also here, and I received comments from about 10 others who wanted to be here but can't. I can share some of those with you if time allows, but I'll try to summarize them here.

We moved to Shorewood Hills from the near east side of Madison and have lived here almost 2 ½ years. This neighborhood enchanted us with its family-sized homes that feel nestled in the woods yet that are within walking distance of an amazing elementary school, good jobs, good groceries, and good summer and winter recreation.

What I didn't anticipate is that in spite of the reasonable posted speed limits—Edgehill's is 20 mph—motor vehicles rule the roads in Shorewood Hills. We were terrified our first few weeks in our new home to see, from the safety of our living room, cars racing down Edgehill Drive at what we estimated to be 40 mph. Since the repaving of Edgehill, we are more terrified. Drivers are going faster.

The Village's Comprehensive Plan, adopted Dec. 2009, states the following Transportation goals:

- Enhance the quality of the Village by reducing the negative impacts of transportation and auto traffic; and
- **Make the entire Village pedestrian and bicycle friendly.**

Now I don't know what drivers who go 40 mph down Edgehill Drive are thinking, but I do know that data tells us that Edgehill is one of the most heavily travelled roads in the Village (along with Lake Mendota Drive and U Bay Drive). The speed strips that were put out in the summer after the repaving measured traffic counts at about 1,000 vehicles per day. Among these 1000 vehicles are a Madison Metro bus that always passes the bottom of my steep driveway going about 30 miles per hour.

The speed strips also told us that 85th percentile speeds on Edgehill were in the 26-28 mph range. With rough math this means that during the times when kids are walking to and from school, every couple minutes a car races by at 28 mph. My personal observation tells me that it's worse than what was captured in this summer's numbers (I believe much of this data was collected when speed reader boards, which are considered a traffic calming tool, were up). And everyone knows that the faster cars go, the more difficult it is for them to stop to avoid hitting something, even if they are driving attentively.

We don't have data on the volume of walkers on Edgehill, but I can tell you that people young and old walk on the road during rush hour and other times. We personally would walk much more, and we would allow our kids to play in our driveway and front yard, and to ride their trikes and bikes on the street, if we weren't afraid of the motor vehicles. I have heard the same over and over from other parents in the Village.

We are grateful that the Village reconstructed the Edgehill and Topping intersection. This happened after Abby Shu was almost hit by a driver who swooped around the corner and drove between her and her mom and they crossed Edgehill Drive on their way home from school. I don't want to wait for another near miss or worse before we address the known dangers.

Here are some things that could be considered on Edgehill in the short-term:

- Stepped up enforcement. More monitoring, more warnings, more ticketing. One of my neighbors whose grandchildren live in the Village said that she “would think that it would be the main focus of [the Village Police]—to keep everyone safe in our community that is such a walking community.”
- Pressuring users to keep clear a small pathway along the sides of the road. When there was a line on Edgehill, the Police sometimes ticketed people who parked in the pathway, but now that there is no line, cars routinely park along the edge of the road. People also pile their refuse on the paved road rather than on the grassy right of way. Children walking and riding bikes have to veer significantly into the traffic lanes to progress along the road.
- Speed humps, a speed-reader board, and more threatening speed limit signs. I think these are a no-brainer.
- Where striping is concerned, I agree with Committee member Rick Chappell that “physical barriers make kids much safer than paint.”

So in the long-term, I think we need to consider engineered ways of calming traffic and creating a safe physical pathway for pedestrians to get along this heavily travelled road. We should honor the Comprehensive Plan's recommendation of “using street design to calm traffic on Village streets.” So let's talk about options for sharing Edgehill:

- narrowing the street: Planner knows that * “wide lanes, long block lengths [which we have on Edgehill], and open skies . . . communicate to drivers that higher speeds are appropriate.”
- taking advantage of the wide right of ways. If I'm reading the maps correctly, on the west side of Edgehill between Shorewood Blvd and Topping are in the 22-28 foot range and on the east side are in the 7-15 foot range.
- Ultimately, putting sidewalks on one or both sides of the street so that pedestrians have a safe, dedicated pathway that runs parallel to and **is physically distinct** from the dedicated pathway that vehicles have.

I worry about another close call or another tragedy. Change is messy and difficult, but this neighborhood and the people who live, work, and learn here, especially its kids, are so worth it. Please work with us on this. Thank you so much for your time tonight and for all you do for the Village.

* Wes Craiglow, Deputy Director Planning & Development, City of Conway, AR says "... different street designs [influence how] you feel as a driver, and ultimately affect how you behave behind the wheel. Generally speaking. . . narrower travel lanes, shorter block lengths, and a tree canopy, all contribute to drivers traveling more slowly. Conversely, wide lanes, long block lengths, and open skies . . . communicate to drivers that higher speeds are appropriate.

Ad Hoc Village Recognition Committee

Mission

The Ad Hoc Village Recognition Committee's mission is two-fold:

1. To solicit nominations of and select Village residents and businesses that deserve recognition for past efforts to make the Village of Shorewood Hills a better place. The Committee shall solicit such nominations and select such recipients each year, and the recipients will be recognized at the annual Village Recognition Dinner.
2. To maintain a Village Staff Recognition Program that recognizes Village staff for their years of service and also recognizes Village staff who provide exceptional service.

Term

The Ad Hoc Village Recognition Committee shall be authorized at the direction of the Village Board for a two-year trial period, after which the Village Board will decide whether to extend the term of the Committee or make it a regular Standing Village Committee.

Members

The Committee will consist of the Village President who will serve as Chair, the Chair of the Village Personnel Committee, and the remaining five members of the Ad Hoc Village Recognition Committee will be appointed by the Village President subject to confirmation by the Village Board.

Awards

The following Awards may be considered each year by the Committee:

- Distinguished Service Award
- Good Samaritan Award
- Community Builder Award
- Leading Light Award
- Heavy Lifter Award
- Teamwork Award
- Other Award (awarded on a case by case basis)

Process

An article will be included the October issue of the Village Bulletin each year, soliciting nominations for Village Awards with a due date in late October. The Committee will then meet in early November to review the nominations and decide if any Awards will be made. After the Committee has met, all recipients will receive a Village acknowledgement letter letting them know that they have been selected to a Village recognition award and inviting them to the annual Village Recognition Dinner. The resident and business Awards and staff recognitions will take place at the Annual Recognition Dinner.

Budget

Estimated first year budget for award plaques, pins, etc.: \$1,000.

Village of Shorewood Hills meeting with Dane County Exec Joe Parisi

Impacts/recovery from Aug. 20, 2018, catastrophic flash flood

August 29, 2019

- 1) Introductions and time check.
- 2) Proposed use of our time together/how can we be most helpful to you?
- 3) Flash flood impact on Village.
 - a) No one died, we were lucky.
 - b) Major impacts:
 - i) Estimated \$10M in damages in Village (public and private).
 - ii) University Ave impassable for hours (public safety risk since that artery is regularly used for ambulance runs to UW Hospitals/Children's Hospital from the North, West and South).
 - iii) Over 80 homes and businesses impacted, most focused on the University Ave corridor area (Garden Homes area hit very hard, 16 homes demolished; new apartment building underground garages flooded).
 - iv) Railroad track ballast gave way, extending flooding as far north as the Shorewood School soccer fields.
 - v) Village Hall.
 - vi) Village Pool (\$1M liability hit, insured).
 - vii) Village Parks and outfall areas on Lake Mendota.
- 4) Praise for Dane County Emergency Management's actions before, during and after event.
- 5) Working closely with City of Madison on potential ways to remediate future flash flood potential.
- 6) Short walking tour:
 - a) Village Pool.
 - b) Garden Homes neighborhood.
- 7) Questions?
- 8) Thank you for visiting!

Attach. (Inundation area map)



Karl Frantz <kfrantz@shorewood-hills.org>

Impact of Walgreen's Property Tax Loophole on the Village of Shorewood Hills

1 message

David Benforado <dbenforado@shorewood-hills.org>

Mon, Sep 9, 2019 at 3:55 PM

To: Savion.Castro@legis.wisconsin.gov

Cc: Karl Frantz <kfrantz@shorewood-hills.org>, Curt Witynski <witynski@lwm-info.org>

Hi Savion,

It was good connecting with you last month! We talked about about a number of issues, and I promised to get back to you with data showing the impact of the Walgreen's property tax loophole on the Village of Shorewood Hills.

Shorewood Hills has one Walgreen's store in our municipality, it's right at the corner of University Avenue and Midvale Boulevard. It is supposedly one of the busiest Walgreen's stores in Dane County.

Over the last ten years, Walgreen's has sued the Village of Shorewood Hills twice over the assessed value of its store. While the Village Board was confident that its assessed value was correct, the Board agreed to a settlement each time, each settlement covering a period of years (see the attached spreadsheet -- one settlement in yellow covering years 2010-2015, second settlement in green covering years 2016-2018). And each settlement amount was for a lesser amount than the full assessed value. Why did we agree to settle for a lesser amount each time? The uncertainty of a costly court case, due in large part to that badly decided 2008 "Walgreen's" WI Supreme Court case.

In sum, Walgreen's annual property tax bill for their Shorewood Hills store was cut by over one-third. The winners: the Walgreen's Corporation. The losers: residents and small businesses of the Village of Shorewood Hills who had to collectively pay more than \$220,000 (my estimate) on their property tax bills over the past nine years to accommodate and make up the difference for Walgreen's use of this property tax loophole. I hope this helps you understand the situation that municipalities face when big box stores like Walgreen's sue to lower the assessed value of their stores.

We thank Representative Stubbs for her support of legislation that is supported by the League of Wisconsin Municipalities that would reverse that badly decided 2008 Walgreen's decision by the WI Supreme Court.

Best regards,

Dave

cc: Curt Witynski, League of Wisconsin Municipalities

Dave Benforado, Village President
Village of Shorewood Hills
dbenforado@shorewood-hills.org

**** Sign up for Village e-blasts at: www.shorewood-hills.org/notifications ******Village of Shorewood Hills Assessed Value Walgreens 3700 Univ Ave Madison WI 2003 2018.xlsx**
12K

Walgreens				
3700 University Ave				
	Land Value	Improvements	Total Value	Tax Amount
2003	1,518,400.00	2,206,800.00	3,725,200.00	90,071.71
2004	1,518,400.00	2,206,800.00	3,725,200.00	92,946.40
2005	1,518,400.00	2,206,800.00	3,725,200.00	93,673.93
2006	956,808.00	3,597,870.00	4,554,678.00	77,533.37
2007	956,808.00	3,597,870.00	4,554,678.00	79,320.51
2008	956,808.00	3,597,870.00	4,554,678.00	81,267.75
2009	956,808.00	3,597,870.00	4,554,678.00	83,788.18
2010	956,808.00	2,348,597.00	3,305,405.00	65,670.98
2011	956,808.00	2,348,597.00	3,305,405.00	68,490.96
2012	956,808.00	2,348,597.00	3,305,405.00	66,583.83
2013	956,808.00	2,348,597.00	3,305,405.00	70,819.73
2014	956,808.00	2,348,597.00	3,305,405.00	71,253.23
2015	956,808.00	2,348,597.00	3,305,405.00	72,148.59
2016	956,808.00	2,043,191.00	2,999,999.00	66,314.59
2017	1,317,500.00	1,681,500.00	2,999,000.00	60,441.90
2018	1,317,500.00	1,681,500.00	2,999,000.00	58,515.32

181/0709-174-5410-1

1.394 acres

**Village of Shorewood Hills
Finance Committee
Draft Meeting Minutes
Wednesday, July 10, 2019**

1. Call to Order

Finance Committee Chairperson Mark Lederer called the meeting to order at 5:31 pm.

2. Roll Call Committee

Members present were Mr. Lederer, Gard Strother, Karl Wellensiek, Dave Ahmann, Sean Cote, and John Imes. Carl Gulbrandsen was excused. Also in attendance Village Administrator Karl Frantz and Administrative Services Manager/Deputy Clerk David Sykes.

3. Note Compliance with open meeting laws

Mr. Frantz confirmed the meeting had been properly posted and noticed.

4. Review/approve June 12, 2019 Finance meeting minutes

Mr. Strother moved and Mr. Cote second a motion to approve the June 10, 2019 minutes. Motion approved 6-0-1 (Mr. Wellensiek abstaining because he did not attend the previous meeting).

5. Review of draft Village sustainability plan

This item was postponed until a future meeting.

6. Review Village capital plan, financing, debt capacity and possible recommendations

Mr. Frantz reviewed the status of the capital fund. The Village will remain near its internal debt limit until 2024-2025. The money on hand in the capital fund can be used to pay for equipment and projects over the next few years. Advances loaned to the water and sewer utilities will be paid back to the capital fund over that same period. In addition, the Village transferred residual money in the debt service fund to the capital fund in 2018. The capital improvement plan has been designed to use the funds available in the capital fund for the next few years until the Village's debt levels decrease.

Mr. Frantz explained a capital fund detail worksheet that shows fund levels based on returns and projected expenses through 2023. A small deficit in the capital fund is projected for 2021. A larger deficit is projected for 2023 due to the expenses related to the Rustic Bridge replacement.

Mr. Frantz reported there are some road projects (resurface Hunter Hill and/or Highbury Road) that may need to be done in 2020 but are not in the five-year capital plan. Each project could cost about \$50K. Committees may request other projects not in the capital plan. The Board may need to make some policy choices based on the funds available.

Mr. Frantz has been in talks with Brad Viegut of Baird to determine what borrowing capacity the Village currently has without damaging its AAA bond rating and remaining below the internal debt limit. Mr. Viegut indicated that the Village could borrow ~\$1.1M from 2020-2024. Mr. Frantz cautioned that the Village should be judicious with this borrowing capacity because some large projects with unknown costs (i.e. University Avenue reconstruction) are coming in the next few years.

7. Review and possible recommendations regarding stormwater utility rates

Mr. Lederer explained that the stormwater utility is expected to show a deficit in 2019. The Finance Committee has been charged with task of determining if the Village should make a rate adjustment.

Mr. Frantz explained that expenses have outpaced revenues for years but it has been all right because the utility had built up a large surplus. Mr. Lederer added that the utility has not had a rate adjustment since its inception in 2007.

Mr. Frantz explained a spreadsheet of revenues, expenses and surplus (deficit) for the stormwater utility. Increasing the fee from \$9.18 per ERU (Equivalent Residential Unit) to \$13.00 per ERU will generate about \$211K additional revenue. That would cover the projected deficit in 2019 and slowly build a surplus in the utility without reducing current stormwater projects.

Mr. Imes asked about how the fees are calculated. Mr. Frantz said each residential lot, regardless of size, is considered 1 ERU. For commercial properties, an ERU is considered 2,941 S.F. of impervious surface. A calculation is made to determine each properties total ERUs. Mr. Imes was concerned that we are not incentivizing the installation of green infrastructure or raingardens. Mr. Frantz said there might be more efficient ways to promote conservation.

Mr. Lederer felt that the equity of how ERUs are calculated is a separate policy issue.

Mr. Ahmann suggested an incremental increase to the utility fee over three years and possibly add a cost of living increase annually thereafter.

Mr. Cote was concerned about the projected deficit and would be in favor of doing the rate adjustment as soon as possible, rather than waiting until the beginning of 2020.

Mr. Cote moved and Mr. Wellensiek seconded a motion to recommend the Board increase the monthly stormwater fee from \$9.18 to \$13.00 per ERU for implementation as soon as practicable.

Motion approved 6-0.

8. Set next meeting date

The Committee decided not to meet in August ahead of the multiple budget meetings in September and October.

9. The meeting was adjourned at 6:33 pm.

Respectfully submitted,

David Sykes
Administrative Services Manager/Deputy Clerk

**APPROVED MINUTES FOR THE VILLAGE OF SHOREWOOD HILLS
PLAN COMMISSION**

The Tuesday, July 9, 2019 meeting of the Plan Commission was called to order at 7:00 pm by Chair Dave Benforado. Members present were: Mr. Benforado, Deb Remington, Jim Etmanczyk, Karl Wellensiek, Earl Munson, Brauna Hartzell and John Imes. Also present was Karl Frantz, Village Administrator, Scott Harrington of Vandewalle and David Sykes, Administrative Services Manager/Deputy Clerk. About sixteen visitors were in the audience.

Mr. Frantz confirmed the meeting had been properly posted and noticed.

Public Hearing on conditional use permit for new home construction on property located at 3580 Lake Mendota Drive

Mr. Benforado opened the public hearing at 7:02 pm, at which time Mr. Munson recused himself from the Commission and joined the audience. Mr. Frantz reported that the owner's application had been reviewed and the proposed home meets all the regulations for floor area, height and setbacks. The existing home was north of the lakefront setback line and the proposed home will be behind (south) of the lakefront setback line. The Village engineer reviewed the completed erosion control and stormwater management plans. He found them to meet the Village requirements.

Property owner Fred Robertson provided a synopsis of the home plan. The lot has challenging topography. The south to north and east to west slopes complicated the erosion control measures and lake access. The site plan was developed to meet Village zoning regulations. The home was positioned to the east as much as possible to allow a buffer to manage water on the west side. Asking for consideration for lake access to include an 8' wide concrete pad on the west side of the bluff for access.

Mr. Imes asked if there was any damage from the August 20, 2018 flood. Mr. Robertson said no since the existing home has now been demolished.

Mr. Benforado asked if he had discussed the project with his neighbors. Mr. Robertson said he had and all seem to support the construction. Mr. Benforado added that the Berbee/Walsh family sent a letter of support to the Plan Commission.

Earl Munson, 3610 Lake Mendota Drive, is the neighbor directly to the west of Robertson's property. He is generally in support of the new home being constructed and lake access but he does have some concerns about the water management plan. He feels there will be a major change to the lot elevations that could change the natural water flow through the natural ravine on the west side of the lot. Making a change to that ditch could affect water flow. By ordinance, an artificial drain must accommodate a 10-year storm event at a minimum (4" of rain in 24-hour period). He is concerned if the natural drainage ditch is turned into lawn, it could cause water in his or the new home's basement. He is also concerned the pipe could not accommodate a storm like the one on August 20, 2018. He feels the Commission should approve the application except the stormwater management plan that may need to be modified.

Mr. Robertson agrees that he does not want water in anyone's basement and is willing to work with Mr. Munson if any problems arise.

Dan Bromley suggested a performance bond related to the water management to protect Mr. Munson. Mr. Munson feels that would be adversarial and would not want to impose that on the Robertsons.

Mr. Benforado closed the public hearing at 7:40 pm.

Mr. Wellensiek asked if Mr. Robertson's engineer had been apprised of Mr. Munson's concerns. Mr. Robertson said the engineer feels his plan will adequately address water management.

Ms. Hartzell asked what type of material will be used for the driveway and if they considered a porous surface. Mr. Robertson said regular concrete will be used and they are putting in a much shorter driveway than what existed before the home was demolished.

Mr. Imes asked about the calculations for roof runoff. Mr. Frantz indicated the minimum is 90% of the runoff captured for a 10-year event. Mr. Imes suggested they consider oversizing the rain garden to collect almost 100% of the roof runoff.

Mr. Wellensiek moved and Mr. Imes seconded a motion to approve the draft findings after review.

Findings and recommendation on conditional use permit for property located at 3580 Lake Mendota Drive

Mr. Benforado reviewed the draft findings prepared by staff.

Ms. Remington questioned if the Commission could “definitively approve” the findings if there are still questions about the stormwater management. She does not feel she has the expertise to evaluate the engineering.

Mr. Benforado feels the Commission may need to rely on the Village engineers for their review.

Mr. Wellensiek would like to include the engineer’s review into the findings.

By consensus, the following language was inserted in the beginning of some of the findings: *“Based on the calculations provided by the applicant’s engineer and reviewed by the Village engineer...”*

Ms. Remington and Mr. Imes further suggested a note in the findings that stated the applicant and property owner to the west have agreed to discuss the issue if a stormwater problem arises.

Mr. Benforado suggested adding the option of obtaining a variance from the Zoning Board of Appeals for the patio to be closer than 3’ setback from the lot line.

The motion to approve the revised findings was approved 6-0 (Mr. Munson recused).

Mr. Munson rejoined the Commission at 8:26 pm.

Plan Commission review of Village Sustainability Plan with comments/recommendations

Cara Coburn Faris summarized the Sustainability Plan. The ad hoc Sustainability Committee brainstormed a number of ideas and talked with staff to determine their feasibility. The guiding document was developed such that it could be included in the Comprehensive Plan to guide committees, possible zoning changes and mostly Village operations.

Mr. Imes noted the plan dates were 2020-2025, so he suggested it be comparable with the Comprehensive Plan on a 10-year schedule. Ms. Faris commented that green technology is moving so fast that the Sustainability Plan may need to be more nimble than a 10-year review.

Mr. Imes also suggested tying flooding to building resilience, avoiding property damage.

Update on amendment to intergovernmental agreement with the City of Madison concerning design engineering of the University Avenue reconstruction project and University Avenue corridor stormwater management

Mr. Benforado reviewed the presentation by Amber Leffers of AE2S at the June 12 special Board meeting. He pointed out a map of possible infiltration area(s) for the large stormwater pipe under Blackhawk Golf Course. Mr. Frantz cautioned that these are preliminary design estimates and the size could change for any number of reasons.

Mr. Benforado said there are a number of things that could make the tunnel an impossibility, for example ground feasibility, extreme cost, no approval for federal funding. The feasibility study results are expected from AE2S in September/October. At about that same time decision on federal fund assistance will be made.

Garden Homes comprehensive plan amendment including possible discussion regarding Degen and Associates concept plan

Mr. Benforado recused himself at 8:44 pm and joined the audience.

Mr. Imes opened the meeting for public comment on Degen and Associates concept plan and a possible comprehensive plan amendment related to Garden Homes.

The comments included the following points:

- The concept plan did not include anything discussed during the Vandewalle planning meetings.
- The concept plan presentation was misleading with respect to flooding, building size and height.
- The Village is under no obligation to rezone the area to accommodate Degen and Associates proposal.
- Some residents have invested a lot of money to restore their damaged homes. Don't want a large apartment building in their back yard.
- The concept plan would not be an improvement to the neighborhood.
- Stormwater mitigation should be considered before any development and the concept plan does not address flood concerns.
- Suggested the open land may be an opportunity for possible flood mitigation.
- Density is not needed in the Village; affordable single-family homes are needed for young and older families.
- There are other commercial areas in the Village that could be developed for apartments.
- Suggestion to buyout the existing homes if the flooding issue cannot be resolved.
- All of the homes in Garden Homes are non-conforming homes in relation to the current zoning code. To rebuild single-family homes some kind of zoning change would be needed.
- Mr. Degen was reported to have said, at his December 6, 2018 neighborhood meeting that he would prefer a more dense development but if the Village chose to only allow single-family homes that would be what Degen and Associates would building.
- Suggestion that the Commission think about the housing stock in the Village and what is missing (i.e. senior housing).
- The construction cost to build single-family homes may not allow for affordable homes.

Mr. Imes suggested a discussion on the Degen and Associates proposal compared to the Vandewalle development objectives.

Scott Harrington of Vandewalle said many of the comments tonight were similar to those made during throughout the planning process. Degen and Associates proposal did comply with some, but not all of the development objectives.

Ms. Hartzell asked if apartments were part of the discussion. Mr. Harrington said the development objectives are intentionally vague, all types of residential development should be considered. There was no preference to any one type of housing.

Ms. Remington asked if marketing to seniors is needed in the Madison area. Mr. Harrington said yes, most of the communities he works in are considering development to allow for aging in place for residents to remain in the community.

Mr. Imes suggested the Commission go through the development objectives in detail at its next meeting.

Mr. Benforado rejoined the Commission at 10:08 pm.

Review and possible recommendation on proposal to update Village comprehensive plan in 2020

The Village contacted Gary Becker, formerly of Vandewalle, about working on this project but have not heard back from him yet.

Minutes: June 10, 2019

Ms. Remington suggested the addition of verbiage to clarify one of Mr. Degen's comments. Ms. Hartzell moved and Mr. Munson seconded a motion to approve the June 10, 2019 minutes with the minor addition.

Vote: Approved 5-0-2 (Mr. Wellensiek and Mr. Etmanczyk abstaining).

Set Next Meeting

By consensus, the Commission decided to cancel the regular monthly meeting in August and consider an alternate date, if a meeting is needed.

Adjourn

The meeting was adjourned at 10:11 pm.

Respectfully submitted,

David Sykes
Administrative Services Manager/Deputy Clerk

APPROVED MINUTES FOR THE VILLAGE OF SHOREWOOD HILLS PLAN COMMISSION

The Tuesday, August 6, 2019 meeting of the Plan Commission was called to order at 7:00 pm by Chair Dave Benforado. Members present were: Mr. Benforado, Deb Remington, Jim Etmanczyk, Karl Wellensiek, Earl Munson, Brauna Hartzell and John Imes. Also present was Karl Frantz, Village Administrator, Scott Harrington of Vandewalle and David Sykes, Administrative Services Manager/Deputy Clerk. About twelve visitors were in the audience.

Mr. Frantz confirmed the meeting had been properly posted and noticed.

Discussion/recommendation on comprehensive plan amendment for Garden Homes (this item was taken out of order by consensus)

Mr. Benforado recused himself at 7:01 pm and joined the audience. Mr. Imes chaired the meeting. It was suggested the Commission work through the Development Objectives established during the Vandewalle meetings earlier this year to evaluate the Degen and Associates redevelopment proposal and a possible comprehensive plan amendment for Garden Homes.

1) Mitigate Flood Damage.

Mr. Frantz provided an update. AE2S is developing a feasibility study of the stormwater tunnel under Blackhawk County Club. Hopefully, there will be a draft report that can be presented verbally at the end of August. AE2S has subcontracted with Black & Veatch to evaluate the Blackhawk property. They are not concerned as the soil/stone conditions appear to be adequate. The only evidence of the tunnel's construction would be the inlet and outlet. About an acre of land will be needed to mobilize equipment. The major cost of this type of project is the construction/rehabilitation of a tunneling machine. An initial suggestion has been to avoid redevelopment in the Garden Homes until decisions are made on the tunnel project.

Mr. Frantz added that the Municipal Planning Organization (MPO) approval for funding of the tunnel be added to the University Avenue project is not looking promising. However, no decision has been made yet. Rob Phillips of City of Madison Engineering is looking for alternative funding. Mr. Imes reviewed aspects of the development objectives including filling the low-lying areas, mechanicals located above flood level or flood-proofed, basements avoided or engineered to withstand hydrostatic pressures from supersaturated soils, and method of elevation should not adversely affect any other parcel in Garden Homes. Also, incorporate stormwater management practices like impervious areas being less than 40%, sustainable stormwater features should be used such as green roof, rain barrels, rain gardens, pervious surfaces, bioretention basins, etc.

Mr. Imes suggested, if redevelopment were to occur, could the Village require green infrastructure. Mr. Munson pointed out that the Degen and Associates proposal deals with flood water falling as rain within the neighborhood, not surface water from flash flooding in the watershed.

The Village's planning consultant, Scott Harrington of Vandewalle, explained the green infrastructure options for possible redevelopment. Many would be incorporated in a new development by best practices. The cost may be a little higher but the developer would pay much of it. The Village would likely be responsible for any redesign of Burbank Place.

Mr. Frantz said, if redevelopment occurs, the streets would likely be reconstructed with traditional storm sewer, grades and other green features to improve water capture/flow. Generally, all infrastructure has been developer funded because projects are usually profitable. If the developer can show that the project would not be profitable with the infrastructure costs, then public assistance may be involved.

Ms. Hartzell suggested the development might take time to proceed. Maple Terrace residents could use some relief now (curb, gutter, terrace regrade). She asked how the Commission balances these points of view.

Mr. Harrington pointed out that a comprehensive plan amendment, by its nature, is typically aspirational, not regulatory document. Tying to be qualitative and aspirational, not specific.

Mr. Imes asked about the long-term impact of a Tax Increment District (TID) for Garden Homes. Mr. Frantz said a \$4-5M new development (increment) would allow for ~\$1M borrowed to be paid back over 10-15 years for a project plan decided upon by the Village. Residential TIDs have more strict rules.

Mr. Harrington added that the Village engineer has concluded that raising the buildings or filling in the low-lying areas above flood level would not adversely affect neighboring properties. The water would push a little further up Midvale Blvd, Blackhawk Ave, etc. It would not make the existing situation worse.

2) Maintain Cohesive Neighborhood Feel. Any development should integrate existing homes rather than isolating them.

Mr. Munson sees two events have eroded the community. 1) Degen and Associates buying properties and turning them into rentals, and 2) the August 20 flood. He fees an apartment building would isolate the existing homes and end the neighborhood. Rebuilding Garden Homes to maintain the community may be optimistic. He likes the “pocket neighborhood” ideas.

Mr. Frantz suggested that Mr. Munson was talking about density.

Mr. Munson added he agrees with Carolyn Benforado’s suggestion to rezone the area to allow for smaller, single-family homes or something similar.

Mr. Frantz indicated the Commission could consider alternatives to typical side yard setbacks, floor area regulations, etc. to encourage the size and type of homes.

Mr. Harrington indicated that the development objectives used qualitative descriptions, based on community input, to encourage single-family homes or similar uses. It does not specify what type of housing should be built. The development objectives provide guidance to a developer, not prescribe what should be built. He discussed some options for “pocket neighborhoods”.

Mr. Imes asked about the value proposition between rental and ownership. Mr. Harrington used the Lodge as an example. If it were condominiums, a unit would be valued at \$250-350K. The rental units have about 40% overhead expenses reducing the value to \$120-125K. If considering a TID, a for sale housing development would be more valuable than rental units.

Mr. Harrington discussed some possible language to prescribe the types, designs, etc. The comprehensive plan is aspirational but the Village can prescribe limitations if it so chooses.

3) Common/Open Space.

Mr. Harrington discussed common space items, tradeoffs between density and affordability. He also discussed strategic buffering between existing neighbors but not isolating them. Consensus of the Commission was that common open space would be available to all residents of Garden Homes.

4) Minimize Vehicular Impact.

Mr. Harrington said the development objectives strive to maintain a connection between Locust Drive and University Ave for pedestrians, so the development does not increase vehicle traffic. It also suggests locating primary access points and vehicular drives away from existing homes.

Mr. Imes asked if the Commission should consider Garden Homes as a single unit or split into east, west and University Ave sections. Agree to restore community feel with development.

Mr. Wellensiek suggested possibly rezoning Maple Terrace in one way and Burbank Place in another way to accommodate smaller homes.

Mr. Harrington indicated the comprehensive plan could describe mixed-uses district that allows separate zoning areas that could be rezoned without being required to change the comprehensive plan again.

Mr. Wellensiek asked about the process for a proposed comprehensive plan amendment. Mr. Imes indicated that Mr. Harrington will, based on tonight's discussion, develop some draft language for the Commission to consider at its September meeting.

Mr. Benforado rejoined the Commission at 9:02 pm.

Review and possible recommendation regarding zoning code changes as it relates to accessory uses

Mr. Benforado explained that, in 2012, the Village updated the zoning code pertaining to accessory uses and inadvertently deleted a portion of the Code. He proposed restoring the deleted sections and addressing other ambiguous areas of the zoning code. He will suggest to the Board that they suspend their normal rules and consider three readings of the proposed ordinance change at one meeting to resolve the mistake.

The Commission discussed including regulations on short-term rentals such as Airbnb and VRBO. By consensus, the Commission directed Mr. Frantz to bring an ordinance to the Commission at the next meeting that includes at least the restoration of the deleted regulations.

Review and possible recommendation on update to Village comprehensive plan in 2020

Mr. Benforado explained that Gary Becker declined to help update the full comprehensive plan in 2020 due to his availability. The Village will need to circulate a request for proposals (RFP) for updating the full comprehensive plan. The following firms: Ayers, Urban Assets, MSA, Vandewalle will be sent the RFP and it will be posted on the Village website.

Mr. Benforado and Ms. Hartzell had suggestions to augment the draft RFP language.

Mr. Wellensiek moved and Mr. Etmanczyk seconded a motion to recommend to the Board that the revised RFP be distributed with a due date of October 1 to get approval and budgeting to start January 1, 2020.

Vote: Approved 7-0.

Minutes: July 9, 2019

No action taken.

Set Next Meeting

Tuesday, September 10, 2019 at 7:00 pm.

Adjourn

The meeting was adjourned at 9:37 pm.

Respectfully submitted,

David Sykes
Administrative Services Manager/Deputy Clerk



Karl Frantz <kfrantz@shorewood-hills.org>

Heiden Haus

1 message

Tracy Koziol <tracykoziol@gmail.com>
To: Karl Frantz <kfrantz@shorewood-hills.org>

Thu, Sep 5, 2019 at 10:22 PM

Hi Karl,

Can you forward this email on to the Trustees for me?

Thanks
Tracy

Hello Village Trustees,

I wanted to reach out to all of you to share my thoughts on a few things. As most of you know I have been chairing the ad hoc Heiden Haus committee for a few years now. It has been quite a journey but our path is finally moving forward and I am optimistic we should have a fantastic conceptual plan solidified soon with Destree Architects that the village will fully get behind. The next steps will be to fundraise for these improvements with the goal of construction taking place in 1-2 years pending fundraising efforts.

That is why I was a bit surprised when I recently became aware that the village plans on remodeling the Four Corner's bathrooms along with doing some additional improvements to the structure. Please note, I think making these changes is fantastic! However, to learn the village would potentially have \$175,000 to put towards the Four Corners improvements, while at the same time telling our committee there is no money for the Heiden Haus, does not sit well with me. Both structures need to be addressed and I am curious as to why the board is able to find money for Four Corners, but not for the Heiden Haus. My opinion is if there is money available for improvements it should be shared amongst these two projects. They are both addressing the obvious maintenance needs and bringing these facilities up to current accessibility standards. While both facilities have use in our village, the Heiden Haus has a higher volume of use and is used year round.

My other concern is if there is not enough money available for the Four Corners improvements and that project needs to be fundraised for, I want to ensure there is a plan in place to not have both projects be competing against each other for funds. That would result in a failure for both projects being completed. It appears from a timeline standpoint both projects would be asking for funds at the same time.

So, as you all discuss where funds are being allocated, I would ask you to not forget about the Heiden Haus. Our committee has spent many hours working towards an end goal and we would like to see this project through. While I am in full support of any and all village improvement projects, I want to make sure we are looking at the whole picture when making funding decisions.

Thanks for reading!
Tracy Koziol

Heiden Haus Committee Minutes
Village of Shorewood Hills
Thursday, June 6, 2019
Village Hall—810 Shorewood Boulevard

1. Meeting called to order at roughly 1:00 by Tracy Koziol.

- **Members present:** Tracy Koziol, Santhia Brandt, Lucy Richards, Nancy Heiden, Sally Corden, John Voegeli, Nancy Holyoke. Anne Readel was also present via a phone hookup. Residents present: Jeannie Roberts, Peggy Scallon, Mark Redsten, Kathy Acher, Jan Tymorek.
- **Compliance with open meeting law:** The meeting was properly posted.
- **Approval of minutes:** Previous minutes were approved.

2. **Recap of search for architects**

- Tracy and Karl Franz reported to the group on progress in finding an architect. At the committee's previous meeting, members voted to ask the service committee to give Karl the OK to begin this search. The committee did give the OK, and Karl "reached out" to a number of firms. Several larger ones expressed no interest in the project, but two smaller firms—Destree Architecture and Design and Jewell Associates—responded positively. Karl talked to both extensively on the phone, and both did site visits with him to the Heiden Haus. Believing them to be good candidates, Karl asked that Tracy and one other member of the committee be present for an initial interview. Karl, Tracy, and Nancy Holyoke met with Melissa Destree on May 1, and with Greg Jewell and Paul Kardatzke of Jewell on May 14. Afterward, both firms sent proposals and responded to additional questions via email. The proposals and a chart compiled by Nancy to compare results were forwarded to members before the current meeting. Paper copies showing samples of Jewell's projects were circulated at the table.

- Tracy and Nancy relayed their impressions of the two candidates. Tracy said that Destree had done both residential and commercial work in the Village and had experience with park structures with the City of Madison. She believed Destree would be familiar with the scope and scale of the work. She liked the level of detail in the Destree proposal. Nancy described Melissa as smart, sociable, high-energy, and laidback. Tracy described Jewell as quieter. Nancy found the Jewell reps likable, low key, and down to earth. She wondered at that time if Destree was more a boutique firm—fancier than the project required—and that Jewell would be more nuts-and-bolts and cheaper. Jewell also has the ability to design HVAC and structural engineering inhouse, where Destree has to hire partners. But when the proposals came in, the costs between the two firms seemed to be pretty much a wash, though hourly rates for Jewell were actually higher. Jewell had less detail in their initial proposal, though they readily filled in the gaps via email when asked for clarifications.

3. Discussion on architects.

- John Voegeli said the cost in both proposals surprised him. He wanted to know why they were so high, and under what conditions they might go higher or lower. He noted that Jewell's proposal referred to small, medium, and large designs, and wondered how that aligned to the committee's resolve to keep the current footprint of the building and also to the estimate.
- Kathy Acher asked why the renovation needed an architect at all.
- Karl said that if the costs exceed \$25,000, then the project is not classed as maintenance but a renovation, and it has to be bid out. That process involves writing very specific specs detailing everything from the type of windows, doors, toilets, and sinks, to the electrical components, the furnace, the hot water, and how everything meets code. That requires an architect. ("I don't know how you avoid it.") He also noted that a project like this requires an architect that understands the whole process involved in bidding out a public project to contractors. The red tape involved in all this, and the high level of detail, is why the costs are high.
- Tracy said she was surprised by the costs in the proposals, too, however she believes that the Village is protecting its long-term investment by making sure the renovation is done correctly.
- Tracy noted in passing that in the past some people had said that the existing bathrooms might be ADA compliant as they are now. Both Destree and Jewell said definitively that they are not. Tracy also noted that since the previous committee meeting she had learned that the stack for the Heiden Haus bathroom is on the east side of the structure—not the west, where the bathrooms currently sit. I.e., the plumbing connects to the sewer on the Columbia Road side of the building, not on Harvard, as the committee had assumed. She said that the committee had voted not to move the bathrooms at the previous meeting, or change the footprint of the building. She didn't want to reopen that issue now, but that she thought the committee should have the info.
- Nancy Heiden said that the building is not just a skating hut now. It has other uses as well, in warm weather months. She said that the committee had been challenged with improving the place for both those uses and for the future needs of the Village.
- Kathy said that the committee had not been directed to turn the building into a multipurpose room and reiterated her skepticism about the need for an architect.

- Tracy said that the committee had voted to get an architect, and that issue was closed. Nancy Heiden and Lucy Richards said that the HH is already being used for other purposes, Land Rec most obviously.
- In terms of cost, Karl said that this would be a phased project. Phase one is simply getting to a point where we have an agreed-upon design in tangible form. Phase two involves taking that design around and fund-raising. Phase three is bidding. Construction follows that.
- John again wondered about how firm the prices were in the proposals. He said that even with the chart, it was hard to compare. Nancy Holyoke agreed. The chart was a result of her own struggle to align apples to apples. The companies use different terminology, particularly in terms of design development. She noted that only the first, design part of the proposals were solid. The numbers given for the later phases of the project were speculative only, as the firms can't be more specific until they know the scale and detail of the structure.
- Anne Readel said that after reviewing the proposals and looking at the two firms online, she believed Destree would be the stronger choice, based on their understanding of Village issues and experience in small public projects.
- Santhia wondered how Destree and Jewell compare with Vierbrecher, the previous architect, in terms of price and in terms of how well they listen and take direction. Vierbrecher didn't seem to hear what the committee wanted, and their revisions weren't real revisions but tweaks. She wondered if we couldn't ask the candidates about that.
- Tracy agreed about the previous experience, which she judged to be a failure. She said that she gave Vierbrecher lots of feedback outside of committee time, and the message still didn't get through. She said that Vierbrecher was paid \$24,000, but those plans included landscape work, and so the scope was larger. In response to a question from Kathy, Tracy said that the current monies available for the project came from last year's Bocce Bash.
- Mark Redsten asked how the firms would charge for revisions. If their first plans are totally off track, so that the next is less a revision than a new concept, is there an extra charge for that? John, Nancy Holyoke, Nancy Heiden, Sally Corden, and others talked about the tricky nature of communication between client and architect. A client wants a responsive architect that doesn't nickel and dime and charge for every tweak; an architect can't promise unlimited designs for a fickle client. In her own home project, Sally went through three different architects, feeling none were really hearing her. She said that it would be vital to keep the committee's directives very specific and very focused. Tracy agreed. She said that much

has been decided already. It's how to open up the building that's not resolved, and how or if to provide more shade. Sally also wondered if we shouldn't call references.

- Ann said that what jumped out to her was that Destree came back with examples of projects similar in scope to ours. She believes that shows Destree understands the nature of the project. She also believes we've got a decent focus on it ourselves now.
- Karl reiterated that he'd spent considerable time with people from both firms. He gave them the latest agreed-upon to-do list, directed them to all the old minutes, and recapped the whole history of the project. He told them how difficult a process it has been and where the committee is now, so both are aware of what they're walking into. At the outset, he was a little concerned that Destree might not have done enough municipal work to know how to handle the bidding, but he discovered that they had, and he is now comfortable with both.
- John wondered if Tracy Bailey was still on the committee. When Tracy K said no, he asked if we shouldn't add a member. Tracy K said that's up to the Village board. Karl felt that the committee was larger than average as is.
- At some point, both Tracy and Nancy said that they were leaning toward Destree. Tracy thought they really "get" the Village and likes their work. Nancy echoed that and added that Destree would also likely have more of a stake in the project. Jewell does lots of engineering work, on roads and larger buildings. They don't do residential. Destree has clients in the Village, and a reputation to burnish and protect.
- Members were polled individually, and all expressed a preference for Destree.
- The group talked about how to get references. Mark said he could help the committee figure out whom to talk to in the City of Madison. Karl said he could help get names of people in Shorewood who'd used Destree. (He has already received messages from people endorsing Destree based on the notice of the committee meeting.) The group agreed that Santhia and Sally would follow up on those by the 21st. Nancy Heiden expressed a willingness to help, too.
- The group also talked about the desirability of asking Destree a few more questions about costs and the design process. John suggested that be a conversation, not something done in email. Members agreed to submit questions they'd like asked to Karl by Monday, June 10th. (One would be: What constitutes a revision?) Karl will combine the questions into a document and send that to Tracy and Nancy, who will talk then talk to

Melissa Destree. John suggested that details from any understanding might get written into the contract.

- The committee concluded that if the references are positive and the conversation is positive, the contract will go to Destree.

4. Adjourned.

- Tracy adjourned the meeting at 2:02 PM.

—Minutes submitted by Nancy Holyoke

Ad Hoc Heiden Haus Area Committee Minutes—DRAFT

Village of Shorewood Hills

Friday, August 2, 2019

Village Hall—810 Shorewood Boulevard

1. Meeting called to order at 10:05 AM.
 - Members present:** Tracy Koziol, Lucy Richards, Santhia Brandt, Sally Corden, Nancy Holyoke, Nancy Heiden, John Voegeli.
 - Residents and staff present:** Karl Frantz, David Sykes, Farah Kaiksow, Kathy Acher, Mark Redsten, Genevieve Redsten, Jeannie Roberts, Bob Corbett.
 - Invited guest:** Melissa Destree, AIA, IIDA, RID, Destree Design Architects
 - Compliance with open meeting law:** The meeting was properly posted.
 - Approval of minutes:** Previous minutes from June were not presented for approval.
2. Destree Design Architects was chosen by the Committee in June to design the remodel of the Heiden Haus. Melissa Destree introduced herself as the principle architect of her firm, 20 years experience. They have done municipal shelters for past 8 years (e.g. Evansville, Madison), residential work, specialize in restoration. 1-2 commercial projects per year, currently working on 18 retail spaces in Mitchell Airport, Milwaukee.

3. Review architect's findings on maintenance and repairs

Melissa and assistant recently made measurements on site, assessed the building in light of this Committee's list of goals from the February meeting. Presentation today **(see attached PDF of 24 slides)** will summarize that list of goals, what she saw, opportunities and challenges. Next meeting will bring 2-3 ideas to consider. She referred to the outline of Destree's process working with clients emailed to Village in May (reviewed by this Committee in June). **The following are summaries of the discussion related to each slide during Ms. Destree's presentation. Please refer to the PDF for slide content.**

Slides 1-2: Recent exterior photos of Heiden Haus. **Slide 3:** landscape site plan provided by Verbicher Associates in past. **Slide 4:** New drawings of floor plan and outside elevations of 4 sides of building.

Slide 5: Initial February 2019 Goals—Melissa commented that a fixed structure for shade is better and cheaper long term compared with the awning option. Unfortunately, no existing overhang to work with.

Slide 6: Building Accessibility and Building Code—actually not a lot of improvements needed to meet minimum accessibility code, but may want to aim for higher standard (highest is "universal standard"). For example, in existing toilet rooms, if the doors swing out instead of in and sinks moved to side walls, that would technically meet minimum accessibility code. Current measurements of toilet rooms are 7'7"x5'2" and 8'x5'2." Universal standard goal would be 9x5'4".

Slide 7: Generosity of the Community—Has new attractive ways to display the information on the 1981 list of donors plaque and Heiden posters ("digital vinyl").

Some discussion about the donated Aspen trees, which provide good shade at their current size/maturity. 30 feet of clearance from side of building.

Slide 8: Maintenance & Repair—The building is in sound structural condition, including soffits and fascia. Crank extensions missing from upper windows, so not operable. Can replace with windows that open with remote control. Interior wood and trusses in good shape.

Slides 9-12: Maintenance & Repair-Exterior—Noted possible old phone line attached to southeast end of roof, likely non-functional and should be removed. Gas and electric utilities look good. Sanitary connection comes in east side of building, though toilet rooms currently on west side. Some degradation of wood edges of decking and lower siding at level of deck. Roof in good shape, except where arbor vitae overhangs east end causing growth of vegetation on shingles. Consider removal and replacement of arbor vitae. If want solar panels on south side of roof, should also remove tall, “scraggly” evergreen at corner of Harvard and Columbia. Question was asked, “How much do we need solar for this building?” Tracy stated the Village is trying to find ways to increase sustainability and a village resident has offered to donate the solar system for free.

Melissa asked about “doorbell”? David clarified that it turns on the field lights. She continued that the plumbing should be replaced and will need all new mechanicals. Choice of furnace/heater and whether need hot water heater (park shelters often only have cold water source) to be decided. Would have to pull up slab if want radiant floor heat.

Slides 13-15: Maintenance & Repair-Mechanicals—Heat source is set up near ceiling, like a cooling source should be, which is backward. Opportunity to install a more efficient system. Electric panel is on exterior wall, should be brought inside. North toilet room has floor drain, but south toilet room drain is in utility room on other side of door—needs own drain for ease of maintenance. Access to storage closets difficult. Could Land Rec use space in Public Works building for storage? Genevieve (Director of Land Rec) stated they spend 75% of their time accessing the closets for craft supplies and sports equipment, so need closets on site.

Slides 16-19: Maintenance & Repair-Interior—Rafters have remnants of past paper displays/tape. Melissa suggested other options for display with hooks, felt wall. Need efficient way to clean toilet rooms, such as ability to hose down interior. Can use fiberglass reinforced panels (FRP), Corian, large tiles, or concrete masonry units for walls, like a shower room.

Slide 20: Maintenance & Repair-Land Rec Closet—more discussion of Land Rec’s use of existing closet space. Per Genevieve, one is for crafts and one for sports, large table umbrellas hang over head near ceiling. Narrow entries and hard to maneuver in space. Need shelving in sports closet, now working out of bins with poor visibility. Currently use outside faucet for sprinkler and utility sink inside to fill water balloons. Segued into discussion of trough sink for Land Rec cleanup and other social gatherings where food is served. Lucy described this area would ideally function as a mini-kitchen, with cabinets and counter space to hold a coffee pot or hot pot, more electrical outlets in the

area. Melissa stated that technically still need to maintain a janitor sink, as well. Residents mentioned the concern that the Heiden Haus is not the Community Center and, as discussed in this committee before, we should guard against duplicating functions of a Community Center in this project.

Slides 21-22: Other Recommendations & Questions—List described as “low hanging fruit.” New bike racks? Current racks are borrowed from school for summer. Santhia stated her daughter’s girl scout troop is working on a project to provide bike racks for the Heiden Haus. Can exterior wooden trash and recycling receptacles be removed, since have mobile bins? Different system for interior trash and recycling? Melissa has ideas for affordable, fun wall-friendly options for displaying Land Rec projects and public displays or decorations. Need for improved ventilation with remotely controlled windows (~\$3000). Maybe a central vacuum for ease of maintenance, units, actually quite small and easy to use. (~\$1100). Rubber flooring? How many benches needed inside, as many as are currently there?

Envisions a “split” HVAC system (ductless heat pump mounted on wall) would work well for needs of this space. Do we want to keep current cedar siding? Some expressed desire to keep current appearance of Heiden Haus through the restoration project (also expressed by residents in past public input meetings), while it was also stated that there are village residents who would be okay with a different appearance. General consensus in meeting was to keep the cedar.

Glass garage doors on north side would not work, since no room for overhead track system, but sliding transparent wall panels are possible and reasonably energy efficient. Nice for ease of watching kids skate from inside building. Will explore way to add new overhang/small roof attached to west side of building for added shade and protection from elements/meeting place when Heiden Haus is locked.

Led to discussion of how/when the building and toilet rooms are locked. Karl stated that the Village has already invested in a remote wi-fi lock system for Four Corners and that could easily be available for Heiden Haus (can lock/unlock buildings from Village Hall). One toilet room is usually locked and other is unlocked. Have had repeated problems with people using the toilet room for drug use when unlocked.

Slides 23-24: Preliminary Proposed Project Schedule and Deliverables—next meeting to be scheduled around August 16 or week after. Neighborhood meeting best delayed to second week of September after school starts.

Meeting adjourned 11:30 AM.

Respectfully submitted August 14, 2019,

Sally Corden

Attachment: Heiden Haus 080219 Presentation PDF