VILLAGE OF COTTAGE GROVE NOTICE OF PUBLIC MEETING

VILLAGE BOARD OF TRUSTEES

Monday, June 15, 2020 6:30 p.m.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/93674362199. You can also participate via phone by dialing 1 312 626 6799 *and use Meeting ID 936 7436 2199 # When asked for your Participant ID, just press #*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1. Call To Order

2. Determination Of Quorum And That The Agenda Was Properly Posted

3. Pledge Of Allegiance

4. PUBLIC APPEARANCES-Public's Opportunity To Speak

5. Discuss And Consider The Minutes Of The Regular Village Board Meeting On June 1, 2020.

   Documents:

   6-1-20 VB MINUTES.PDF

6. Presentations To The Board
   a.Presentation by Joe Parisi Dane County Executive.

7. Unfinished Business
   a. Discuss draft of the Village Board's list of priorities.
   b. Discuss and consider allowing Home Talent League to use Fireman's Park for the season.
   c. Discuss and consider Resolution 2020-06 Re: Act 185 postponing interest and penalty for real estate tax payments until October 1, 2020.
   d. Update on website redesign project.

   Documents:

   2020 PRIORITIZATION PROCESS MEMO 2.PDF
   HOME TALENT RETURN TO PLAY MEMO.PDF
   HTL PROPOSED RULE COVID.PDF
   MEMO RESOLUTION ACT 185.PDF
   2020-06 AUTHORIZINA A TAXATION DISTRICT TO WAIVE INTEREST AND PENALTIES.PDF
   COVID_MUNICIPALRESOLUTIONS.PDF
   POSTPONED SETTLEMENT AMOUNT.PDF
   6-15-20 WEBSITE REDESIGN UPDATE.PDF

8. New Business

a. Discuss and consider Resolution 2020-07 Re: Cottage Grove Village Board and Cottage Grove Police Department joint resolution to condemn and confront racism.
b. Discuss and consider premise change for Doundrins Distilling.
c. Discuss and consider Sound Amplification Permit for Doundrins Distilling.
d. Discuss and consider premise change for BB Jacks.
e. Discussion and possible action related to the Capital Area Regional Planning Commission's recommendation to DNR regarding the Village's Urban Service Area Amendment in TID #10.
<!--[endif]-->

Documents:

MEMO REGARDING JOINT RESOLUTION.PDF
2020-07 DRAFT JOINT RESOLUTION TO CONDEMN AND CONFRONT RACISM.PDF
DOUNDRINS DISTILLING PRESENTATION1.PDF
SOUND AMPLIFICATION PERMIT FORM-SIGNED.PDF
BB JACKS PATIO EXPANSION.PDF
CG_VB_USAMEMO_2020-06-12.PDF
2003_COTTAGEGROVE_STAFF_ANALYSIS_20200611 (2).PDF

9. Reports From Village Boards, Commissions & Committees

9.I. Public Works & Properties Committee
a. Discuss and consider Task Order Contract with MSA for work related to Buss Road and CTH Road BB.

Documents:

6.2.20 PW PACKET.PDF
00094092 CTH BB AND BUSS ROAD.PDF

9.II. Board Of Review

Documents:

AGENDA 6-2-20.PDF

9.III. Library Planning Committee

Documents:

6-3-20 LIBRARY PLANNING PACKET.PDF

9.IV. Ad Hoc Glacial Drumlin Bike Path Committee

Documents:

6.4.20 BIKEPATHPACKET.PDF

9.V. Ad-Hoc Sustainability Committee
a. Discuss and consider recommendation from Ad-Hoc Sustainability Committee to work with staff to develop a Sustainability page on the Village website.
b. Discuss and consider recommendation from Ad-Hoc Sustainability Committee for Vision and Mission Statements.

Documents:

6-9-20 AD HOC SUSTAINABLITY COMMITTEE.PDF
MEMO REGARDING SUSTAINABILITY WEBPAGE.PDF
MEMO REGARDING SUSTAINABILITY VISION AND MISSION STATEMENTS.PDF

9.VI. Utility Commission

Documents:

6.10.20 UTILITY PACKET.PDF

9.VII. Plan Commission

a. Discuss and Consider A Request from Huston Hotel Group, LLC For Approval of a Precise Implementation Plan for An Atwell Suites Hotel At 4672 County Highway TT.
b. Discuss and Consider Request from Farris Auto for Site Plan Amendment for Property At 212 W. Cottage Grove Road.
c. Discuss and Consider Request from Town of Sun Prairie to Engage In Boundary Agreement Discussions.

Documents:

5-13-20 PLAN COMMISSION AGENDA.PDF
CG_VAR_PC_ATWELLSUITES-PIP_2020-06-11.PDF
CG_ATWELLSUITES-PIP_2020-06-05.PDF
00094071 ATWELL SUITES HOTEL REVIEW 06082020.PDF
ATWELL PIP_P26-49.PDF
ATWELL PIP_P1-25.PDF
EXECUTED PIP APP_2018-11-20.PDF
CG_VAR_PC_FARRISAUTO-SITEPLAN_2020-06-11.PDF
CG_FARRISBROS_SITEPLAN_2020-06-10.PDF
A111 11X17 OPTION 3.PDF
A112 11X17 OPTION 3.PDF
A113 11X17 OPTION 3.PDF
DOC05995420200424133824.PDF
FARRISAUTO.RETPOND.PKNGLOT (1)_RED.PDF
4416_001.PDF
CG_VAR_PC_TOSP-BNDAGR_2020-06-11.PDF
CG_TOSP-BNDAGR_2020-06-10.PDF
TOWN OF SUN PRAIRIE 5-27-20.PDF

10. Reports From Village Officers
    a. Stafford Rosenbaum
        i. Legal briefings/status updates
    b. COVID-19 update

11. Communications And Miscellaneous Business
    a. Consider approval of vouchers
    b. Correspondence
    c. Upcoming community events
        i. Update from Cottage Grove Fire Department regarding fireworks on July 3rd.
    d. Discuss and consider future board meetings to be virtual or in-person meetings.
    e. Future agenda items

Documents:

BILLS LIST 6-15-20.PDF
UPDATE FROM CG FIRE DEPARTMENT.PDF

12. Closed Session: This Closed Session Is For Background Check From An Operator's License Application (Alcohol Beverage License) Denial From The Police Department.

    Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations.

13. Closed Session: For Purposes Of Considering Village Administrator Mid-Year Evaluation
    The Village of Cottage Grove Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

14. Reconvene Into Open Session And Possible Consideration Of Closed Session Items

15. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Village Board for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, May 18, 2020

MINUTES

1. **Call to order**
   Village President John Williams called the Village Board of Trustees to order at 6:31 pm. this was a Zoom meeting.
2. **Determination of quorum and that the agenda was properly posted.**
   It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: John Williams, Troy Allen, Jeff Lennberg, Heidi Murphy, Melissa Ratcliff, Sarah Valencia and Paul VanderVelde. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Village Treasurer Deb Winter, Parks, Recreation and Forestry Director Sean Brusegar, Chief Dan Layber, Lieutenant Matt Wagner and Village Attorneys Larry Konopacki and Rick Manthe.
3. **Pledge of Allegiance.**
4. **PUBLIC APPEARANCES –** *Public's opportunity to speak.*
   None.
5. **Discuss and Consider the Minutes of The Regular Village Board Meeting on May 18, 2020.**
   Motion by Ratcliff to approve the minutes from May 18, 2020 with the correction of adding Ad Hoc Architectural Review Committee to item 9a., seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

6. Unfinished Business

a. Discuss and consider Resolution 2020-05 Re: Resolution awarding the sale of $1,850,000 General Obligation Park and Public Grounds Bonds, Series 2020A.
Greg Johnson from Ehlers was present to give an overview of the bond sale, which was changed to the amount of $1,820,000. **Motion** by Valenica to approve Resolution 2020-05 awarding the sale of $1,820,000 General Obligation Park and Public Grounds Bonds, Series 2020A, seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider a request from Homburg Equipment Inc. for reapproval of a CSM in Coyle Highlands South that has expired after being previously approved on April 15, 2019. The CSM proposed for reapproval is identical to that which was previously approved and is being done for the purpose of reconfiguring lot lines.
Ruth explained that Homburg's missed the deadline to file the CSM so this is just a reapproval to get the CSM recorded as previously approved on April 15, 2019. **Motion** by Ratcliff to approve the reapproval for a CSM in Coyle Highlands South for Homburg Equipment Inc as presented, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

7. New Business

a. Discuss and consider Liquor License applications for licensing year July 2020-June 2021 for the attached list.
Motion by Allen to approve the Liquor License applications for licensing year July 2020-June 2021 as presented, seconded by Lenberg. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider Amusement Device permit applications for licensing year July 2020-June 2021 for the attached list.
Motion by Ratcliff to approve the Amusement Device permit applications for licensing year July 2020-June 2021 as presented, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and consider Cigarette License applications for licensing year July 2020-June 2021 for the attached list.
Motion by Allen to approve the Cigarette License applications for licensing year July 2020-June 2021 as presented, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

d. Discuss annual Village Board Prioritization process.
Giese gave a summary of how the process was handle in 2019 and indicated that they could continue with that process if the Board would like. The Board is to provide their lists by June 11th and it will be discussed at the June

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15th Village Board of Trustees meeting.

e. Discuss and consider Emergency Management plan.

Lieutenant Wagner summarized the memo in the packet, the board will have two weeks to review the plan and it will be on the next Village Board agenda. Giese indicated that the red highlighted areas are areas that should have legal review along with the Village ordinance. **Motion** by Ratcliff to have Village Attorneys review the plan and Village ordinance, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Parks, Recreation & Forestry Committee

Murphy reported they discussed the request from Hydrite and approved, the bike path through Bakken Park, the bleachers that are not in use and need repair and they all discussed summer programming. Brusegar gave a brief summary of the memo in the packet regarding the summer programming and request from other organizations to utilize village facilities.

a. Discuss and consider request from Hydrite to install groundwater extraction and monitoring wells at Huston Park.

Larson explained the memo in the packet and introduced Mark Manthey from Hydrite. Mark Manthey gave a brief overview of how the monitoring well would function. **Motion** by Murphy to approve the request from Hydrite to install groundwater extraction and monitoring wells at Huston Park with recommendations from staff, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider summer recreation programming for 2020.

Motion by Allen to cancel all in-person programming until August 1st and cancel all park shelter reservations until July 1st and suspend all field reservations until August 1st as per the staff memo dated May 27, 2020, seconded by Ratcliff. Motion carried with a voice vote of 7-0-0.

c. Discuss and consider donating a damaged set of bleachers to Chris Nelson.

Motion by Murphy to donate the damaged set of bleachers to Chris Nelson with legal agreement cost to be paid by Chris Nelson not to exceed one hour of legal billable time, seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

8.II. Deer-Grove EMS Commission

Allen reported that calls are about the same as last year, they received funds from the CARES act, they discussed the replacement of an ambulance and it was tabled until budget time. They also elected officers, Greg Frutiger is Chair and Kris Hampton is Secretary and the next meeting is June 18th.

8.III. Joint Fire Department Committee

Ratcliff reported they discussed the rapid response vehicle and it is still under delay, they did not get the firehouse sub grant but will be reapplying, they discussed the Pfas foam disposal and replacement but will be getting more information before a decision is made. There are 37 members, 8 officers and there have been 93 call this year. They are looking at different fund-raising events due to the cancellation of Fireman's Festival. They held election of officers and Melissa Ratcliff will be chair and Mike DuPlayee will be secretary.

9. Reports from Village Officers

a. Stafford Rosenbaum

i. Legal briefings/status updates

No report

b. COVID-19 update

Giese reported that the re-opening in phase one has happened at Village Hall and MSB for in-person visits. The plexiglass is still on back order for Village Hall, so the vestibule is being utilized at this time. The State announced the grant for reimbursable of COVID-19 related expenditures and the Village could be eligible up to $109,000 for certain expense that are allowable. Giese also suggested having an agenda item to discuss when and how to start in-person meetings.

Chief Layber reported that they are getting a couple people a day in person at the MSB and they are operating fairly normal.

Lieutenant Wagner reported he is attending meetings to keep up to date as thing change. We have until December 1st to submit for reimbursement through the CARES Act and he will be working with staff, EMS and the Fire Department for the complete submission. They continue to sanitize the squads and Public Works vehicles.

Larson reported that they are continuing to do as they have, and they have not had many in-person visits.

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Brusegar reported that he was able to get a chemical that will sanitize for up to 21 days and they have ordered a spray to apply the chemical.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Allen to approve the Village portion of the vouchers in the amount of $265,517.05, seconded by Lennberg. The check sequence goes from check #47154 to check #47159 and from check # 47161 to check # 47209. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence

Letter from Jen Kloskey

c. Upcoming community events-Virtual Hot2Trot run, and graduation for High School seniors.

d. Future agenda items- Priorities list, Emergency Plan and Plan Commission items

11. Closed Session: This Closed Session Is for Background Check from Two Operator's License Application (Alcohol Beverage License) Denial from The Police Department.

Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations.

Motion by Williams to enter into closed session at 8:34 p.m. for purposes of considering Background Check from Two Operator's License Application (Alcohol Beverage License) Denial from The Police Department. Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations, seconded by Allen. **Motion** carried with a roll call vote Allen AYE, Lennberg AYE, Murphy AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

12. Reconvene into Open Session and Possible Consideration of Closed Session Items

Motion by Ratcliff to reconvene into open session at 9:19 p.m. seconded by Lennberg. **Motion** carried with a roll call vote Allen AYE, Lennberg AYE, Murphy AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

Motion by Valencia to deny Lance Garski's operator license application because of the OWI conviction within the last year, which is related to the license being issued, seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

Motion by Ratcliff to table Allyson Donohue's operator license application until the next Village Board meeting to get clarification on State laws, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

13. Adjournment

Motion by Ratcliff to adjourn at 9:26 p.m., seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved:

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.

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Staff Report

MEMO DATE:	**June 12, 2020**
TO:	Village Board
FROM:	Matt Giese – Village Administrator
RE:	**Village Board Prioritization Process**

BACKGROUND

The following is the overall list of priorities that each Board came up with. Following each item I included the initials of the Board member so you can see who submitted what. At the time of drafting this memo (Friday afternoon), I had received submittals from four Trustees. I can update the memo over the weekend or on Monday as additional responses are received.

Overall List (in no particular order; each item is entered as submitted) (/ / / = similar priority or category submitted)

A---Village's Economy/Economic Development: Encourage more business/retail growth, both existing and new (TA) / / / Support local businesses in recovering from COVID-19 pandemic (SV) / / / Encourage Business and Retail Growth: Pursue opportunities for economic growth that will build upon our desire to meet the needs of current and potential residents, enhancing the character of our community, provide quality local jobs within Cottage Grove and build our tax base. Pursue streetscape improvements with a beautification budget that will promote residents and visitors to spend more time on our main streets. (HM) / / / Residential growth - as it coincides with commercial and economic growth. We need workers of all incomes. Workers of all incomes in our community will entice different types of businesses to come to our community as we will have a base of workers available to them and they don't have to try to get workers to come to our community from other communities. We need workers of all ages, races, genders. (MR)

B---Fiscal responsibility, stabilize and lower Village taxes (TA)

C---Invest in our future with increased street maintenance (TA)

D---Continue to improve engagement with Village residents and stakeholders. Encourage involvement and communication (TA)

E---Village Library: Library Committee - hear result of research and recommendation from committee; make decision (SV) / / / Community space planning for the future: Prepare financial plans and proposals so our community can consider building a library and community space. A library is a unique and valuable space in a community that brings together people of all ages to access a variety of resources and information. Libraries serve many purposes providing space for the community to gather, support education and arts, provide business resources, and serve a diverse population of any age or background. (HM) / / / Library into the Financial Management Plan. A library is so much more than books and is a resource our community is missing. It can be a space for education, resources, meeting space for work, study and friends, and an inclusive space for all. (MR)

F---Housing: Housing Task Force - get Task Force created with clear deliverables (SV) / / / Housing, Land Use and Planning: Promote land use policies that will advance goals for a healthy community, create positive economic outcomes and provide environmental benefits. Continue to develop the Housing Task Force to study the detailed inventory of current housing options and create a vision for increasing options in the future including a greater variety of home values, unit sizes, lot sizes, apartments, town homes, duplexes, and condos and increase transportation options to promote connectivity between neighborhoods and businesses. Pursue positive relationships with neighboring communities to increase current and future transportation connectivity.(HM) / / / Affordable housing – the housing task force will help determine our community's understanding and need for housing options, including housing that is affordable to many different levels of income and regardless of disability, race, gender, or sexuality. (MR)

G---Parks and Recreation/Amenities: Bike Path - complete bike path that continues glacial drumlin trail to Vilas Rd. (SV) / / / Parks and Recreation: Continue to promote an active community where bicycling, walking, and recreation are a safe, healthy, and accessible part of our daily activities. Expand recreational and park opportunities and facilities to meet the needs of our community's senior, youth, and adult populations. Continue the park and playground updates, continue the master planning process for the future 6th Addition to Westlawn park, and plan for installation of phase one of Westlawn park on Red Hawk Trail. (HM)

H---Get ordinances updated to be accurate and current (SV)

I---Equity, Inclusivity and Race: Establish an Ad Hoc Committee that works to organize community conversations, perhaps some are facilitated by professionals, on racial biases that exist within the community, and how we can address them. Invite other community stakeholders and organizations to participate/collaborate/partner.(HM) / / / Engagement and communication - Diversity and inclusion education for our community and facilitate a forum, training for board, staff, police and community. (MR)

J---Facilities Planning: Conduct a long range facilities study or space needs analysis that includes future staffing and space needs for all municipal departments, future expansion options, estimates for capital and facility operations costs associated with the future staffing and space needs with an emphasis on sustainable design including alternative energy options. (HM) / / / Long range village facility and land use planning because as we continue to grow, we need to have a plan going forward for expansion when we need more village staff so we can continue to provide our residents with the level of service they have come to expect. (MR)

K---Sustainability and Climate Change: Protect natural resources by working to improve air and water quality. Implement a plan to transition Village vehicles, equipment and buildings to use more sustainable/efficient energy, protect waterways by investing in a leaf truck to help with watershed phosphorus levels, increase the tree canopy with diverse tree species, work with neighboring communities to designate valuable natural spaces for preservation and create a water management plan with a more regional focus to improve water quality, continue to provide resources to residents for ways that they become more sustainable (Focus on Energy, water softener information, de-icing/salt practices, etc). (HM)

SUGGESTED NEXT STEPS

-Review the comprehensive list of priorities that were submitted. Please let me know if I incorrectly lumped one of your individual priorities in a category that you do not feel fits.

-At the Board meeting: 1) you may ask each other questions about what they have submitted; 2) you could lobby for your individual submitted items.

Prioritization: each Board member has 20 "points" to allocate to the comprehensive list of projects however he/she would like. For example, one point on 20 projects, two points on 10 projects, or even all 20 points on one project. Please submit your individual prioritized list to me by **July 2nd**. I will compile everyone's points and submit the results in the July 6th meeting packet.

The final list does not bind the Board to approve or move forward with any specific projects. The main purpose of this process is for the Board, staff and public to see what is and isn't a priority for the current Board. At subsequent meetings the Board could work further to build consensus work plans for the top few priorities.

Staff will take general direction from the final list as a means of making budget proposals in the draft 2021 budget as well as establishing staff performance goals.

Please reach out if you have any questions.

Parks, Recreation & Forestry STAFF REPORT

MEMO DATE: June 8, 2020
MTG. DATE: June 15, 2020

TO: Village of Cottage Grove Board of Trustees
CC: Matt Giese
FROM: Sean Brusegar, CPRP - Director of Parks, Recreation & Forestry

RE: **Cottage Grove Home Talent Return to Baseball**

BACKGROUND:

During the June 1st Village of Cottage Grove Board of Trustee meeting, it was discussed if the Cottage Grove Home Talent team would be allowed to use Fireman's Park if Home Talent had a season. As of Saturday, June 6th, the Home Talent League (HTL) will be starting their season on July 4, 2020. HTL has provided their teams with a set of guidelines to address the COVID-19 Pandemic and the safety of their players and fans (see attached). I have had conversations with the CG HTL representatives, they agree to follow the provided guidelines as well as provide their own PPE. CG HTL will be responsible for cleaning the restrooms and concession area (should the concession area be used).

STAFF RECOMMENDATION:

Staff recommends that CG HTL be allowed to use Fireman's Park for games as of July 4th following the COVID-19 HTL recommended guidelines.

RECOMMENDED GUIDELINES
2020 HTL BASEBALL SEASON
IN RESPONSE TO COVID-19

SANITIZING

All dugouts will be sprayed with a sanitizing solution both before and after games and practices. There will be sanitizing agents in both dugouts. Hand sanitizer must also be available in both dugouts and use encouraged during the game or practice.
All shared equipment—bats, helmets, catching gear, etc—must be sanitized before and after each use.
There will be no going to the mouth by any player especially pitchers.
There will be no chewing of tobacco, seeds, gum, etc as spitting is prohibited.

PLAYERS/COACHES

Wearing of a face mask is suggested except when playing or coaching a base. Each player and coach should social distance from other players (6 feet) as much as possible. Each player must do a self evaluation of symptoms and report to the coaches. (If sick, STAY HOME). All local and league guidelines must be followed at all
times. Procedures may be different for each playing field. If player meetings are held the 6 foot rule must be respected.
Players should arrive and leave the venue alone as much as possible and not congregate by cars, in the parking lot or anywhere else.

NO TOUCH RULE

Players and coaches should refrain from high fives, fist bumps, elbow touches, handshake lines, etc at all times. No physical contact is to take place with teammates, opponents, umpires and fans. After a game a “Tip of the Cap” is acceptable between both teams.

EQUIPMENT

It is strongly encouraged that each player provides his own helmet, bat, batting gloves and does not share. Each player should bring a lawn chair to be used in social distancing procedure. Each player must bring his own hydration (water, gatorade, etc) and not share. There will be no shared water cooler.

DUGOUTS

The 6 foot rule must be observed in the dugout area. No doubt that would mean two or three in the dugout with the rest of the team in chairs outside the dugout and observing the 6 foot rule. The players can rotate from chairs to dugout as the batting order dictates.

FANS AND CONCESSIONS

Concessions will be dictated by local rules and regulations. Fans should observe social distancing in grandstands, bleachers and in lawn chairs. This should be conveyed by the game managers and by the use of signage. Fans should not set up by or behind the dugouts, leaving that area for players.

BASEBALLS AND LINE-UPS

Home team will supply the baseballs for the game. It is recommended that each team receives three baseballs before the game and keeps them until conclusion of the game. Pitchers take one ball with them to the mound when it is their turn to pitch with the other two balls placed on the ground near the home plate umpire. After each half inning the umpire will roll the balls toward the dugout of the team leaving the field.

Line-up exchange should use social distancing as much as possible to avoid touching. After the umpire accepts the line-ups, substituting should be done verbally as much as possible. For that reason subs should be listed on the line-up cards.

THESE RULES ARE BEING INSTITUTED TO KEEP TEAMS PLAYING AND THE LEAGUE OPERATING. FAILURE TO ADHERE MAY CAUSE SPIKES AND RESULT IN ANOTHER SHUTDOWN. PLEASE MAKE SURE YOUR PLAYERS AND FANS UNDERSTAND THIS. HAVE A GOOD SEASON

Memorandum

To: **Village of Cottage Grove Board of Trustees**
From: Deb Winter, Treasurer
Date: June 15, 2020
Re: Resolution re: 2019 WI Act 185

The passing of 2019 Wisconsin Act 185, authorized counties to make some changes to the administration of the property tax process this year due to COVID-19. Dane County passed Resolution "2020 RES-020" which does the following:

1. Authorizes local municipalities within Dane County to pass a blanket Health Emergency Resolution that waives interest and penalties until October 1, 2020.
    a. Only applies to taxpayers who are NOT delinquent.
2. Deviates from the standard settlement schedule this year.
    a. August settlement will still happen, but proportionately based upon amounts collected between February 1 and July 31.
    b. September settlement will make all taxing jurisdictions whole.

There are several key items to note:

- Each municipality must pass their own Resolution in order to allow waiving interest and penalties.
- Settlement changes regardless of your municipality passing a Resolution.
- This does NOT change the due date, it only postpones the start of interest and penalties to October 1 if not paid by October 1.
- This applies to both real estate and personal property taxes.
- The grace period rules still apply to the October 1 due date.

Staff recommends the passage of this Resolution. As you can see by the attached list of surrounding municipalities, a large majority of them have passed their own Resolution. The Village of Cottage Grove's normal August settlement is small in comparison to January's and even February's. The passage of this Resolution would push total settlement out only 1 month. The Village is in a strong enough cash position to handle a one month delay in settlement.

RESOLUTION NO. 2020-06

Authorizing a Taxation District to Waive Interest and Penalties on Property Tax Payment Installments Due on or After April 1, 2020

WHEREAS, in December, 2019, a novel strain of coronavirus known as COVID-19 was detected, and COVID-19 has continued to spread throughout the world, including to the United States and the State of Wisconsin ("COVID-19 Pandemic"); and

WHEREAS, the federal government, state governments, and local governments are working together to contain the further spread of the disease and treat existing cases; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services declared a Public Health Emergency, on March 11, 2020, the World Health Organization declared COVID-19 a pandemic, on March 12, 2020 the Governor of the State of Wisconsin declared a Health Emergency in the State, and on March 16**,** 2020 Dane County (the "County") declared a state of emergency under authority granted by Wis. Stats. Chap. 323; and

WHEREAS, the federal government has enacted various laws and regulations in response to the COVID-19 Pandemic including, without limitation, the Families First Coronavirus Response Act and the Coronavirus Aid, Relief, and Economic Security Act; and

WHEREAS, because of the COVID-19 Pandemic, on March 24, 2020, Secretary-designee Andrea Palm of the Wisconsin Department of Health Services issued Emergency Order #12, Safer at Home Order ("Safer at Home Order") requiring that everyone in Wisconsin stay at their home or place of residence except in limited circumstances until April 24, 2020; and

WHEREAS, on April 16, 2020, Secretary-designee Palm extended the Safer at Home Order, with certain modifications, to May 26, 2020, pursuant to Emergency Order #28; and

WHEREAS, the federal, state, local and individual responses to the COVID-19 Pandemic and the uncertainty as to the effectiveness of those responses in mitigating the duration of the COVID-19 Pandemic have created economic hardship and uncertainty in the County's business community, households throughout the County and for every County property taxpayer; and

WHEREAS, prominent economists have predicted record level unemployment rates for the coming months and this prediction suggests that County residents will also experience record level unemployment rates in the coming months, and an unprecedented number of businesses and employers throughout the State and in the County have been required to suspend operations; and

WHEREAS, in response to the COVID-19 Pandemic, the various federal laws and regulations implemented as a result of the COVID-19 Pandemic, and the various emergency orders and regulations implemented by state and local governments, on April 15, 2020, the Wisconsin Legislature enacted 2019 Wisconsin Act 185 ("Act 185"), which Governor Evers signed on April 16, 2020; and

WHEREAS, Section 105(25) of Act 185 authorizes, among other things, the County to adopt a resolution enabling taxation districts in the County to waive interest and penalties on 2020 property tax installment payments due and payable after April 1, 2020, until October 1, 2020; and

WHEREAS, a resolution authorizing the above referenced waiver must also establish criteria for determining hardship that would qualify a property tax payer for the waiver; and

WHEREAS, the County's authorization for a taxation district to implement the above referenced waiver is contingent upon a taxation district adopting a resolution in similar form and content as to the County's resolution; and

WHEREAS, Dane County Ordinance s. 26.24 imposes a penalty on delinquent general property taxes, special assessments, special charges and special taxes in the amount of 0.5% per month of fraction of the month; and

WHEREAS, this Resolution is intended to (1) serve as the County's enabling resolution for purposes of Section 105(25) of Act 185; (2) authorize any taxation district located in the County to waive interest and penalties on installment payments of property taxes due and payable after April 1, 2020, in a manner consistent with Act 185 provided the taxation district adopts a similar resolution and otherwise satisfies all conditions precedent to waiver contained in Act 185 and this Resolution; and (3) declare that all property taxpayers in the County are experiencing hardship as a result of the economic conditions associated with the COVID-19 Pandemic, the various federal laws and regulations implemented as a result of the COVID-19 Pandemic, the various emergency orders and regulations implemented by state and local governments, and Act 185; and

WHEREAS, while the plain language of Section 105(25) of Act 185 allows for either a general or a "case-by-case" finding of hardship to qualify for the above referenced waiver of interest and penalties, the County intends by this Resolution to authorize a taxation district to waive interest and penalties for all property taxpayers in the County otherwise eligible for waiver under Section 105(25) of Act 185 on a finding of general hardship based upon the economic conditions described in this Resolution, which the Board determines has adversely affected all taxpayers in the County; and

WHEREAS, this Resolution is not intended to be construed as authorizing any sort of "case-by-case" finding of hardship by a taxation district; and

WHEREAS, this Resolution is intended to allow a taxation district to waive the penalty imposed by Dane County Ordinance s. 26.24 for property taxpayers qualifying for the waiver of interest and penalties as provided in Section 105(25) of Act 185 and this Resolution.

NOW THEREFORE BE IT RESOLVED that pursuant to Section 105(25) of Act 185, the Board hereby finds and authorizes the following:

1. Because of the COVID-19 Pandemic, the various federal laws and regulations implemented as a result of the COVID-19 Pandemic, the various emergency orders and regulations implemented by state and local governments, and Act 185, the

Board finds that all property taxpayers are experiencing hardship as that term is used in Section 105(25) of Act 185.

2. A taxation district is authorized to waive interest and penalties for property taxes payable in 2020 for an installment payment that is due and payable after April 1, 2020. This Resolution authorizes a taxation district to waive interest and penalties as provided in Section 105(25) of Act 185 for all property taxpayers in the taxation district such that if a taxation district authorizes the waiver under Section 105(25) of Act 185, it must offer the waiver to all property taxpayers in the taxation district. Notwithstanding the foregoing, nothing in this Resolution authorizes a taxation district to waive interest and penalties for property taxes payable in 2020 for an installment payment that was due and payable prior to April 1, 2020, except as otherwise permitted under applicable law.

3. The terms of Dane County Ordinance s. 26.24 imposing a penalty on delinquent property tax payments are hereby modified for purposes of implementing the terms of this Resolution and Section 105(25) of Act 185.

4. As provided under Section 105(25) of Act 185, the County shall deviate from the settlement procedure set forth in Wis. Stat. § 74.29 and, instead the County shall settle property taxes, interest and penalties collected on or before July 31, 2020, on August 20, 2020, as provided under Wis. Stat. § 74.29(1), and settle the remaining unpaid taxes, interest, and penalties on September 20, 2020. The August 20, 2020, settlement shall be distributed proportionally to the underlying taxing jurisdictions according to payments collected on or before July 31, 2020.

5. Notwithstanding Wis. Stat. § 74.57, the County Treasurer is authorized, but not required, to omit from the tax certificate delivered to the County on September 1, 2020, all parcels of real property for which a taxation district has waived interest and penalties as provided in this Resolution.

6. The County Treasurer is directed to consult with the Wisconsin Department of Revenue, all taxation districts in the County, and corporation counsel regarding the implementation of this Resolution and the procedures associated with, or contemplated by, this Resolution.

7. Other County officers are authorized and directed to assist the Treasurer in the interpretation, application and implementation of this Resolution and Section 105(25) of Act 185.

BE IT FURTHER RESOLVED that all actions heretofore taken by the Board and other appropriate public officers and agents of the County with respect to the matters contemplated under this Resolution are hereby ratified, confirmed and approved.

Adopted this 15th day of June 2020.

Village of Cottage Grove

_____

John Williams, Village President

Attest:

_____

Lisa Kalata, Clerk

DANE COUNTY TREASURER

City-County Building, Room 114
210 Martin Luther King, Jr. Boulevard, Madison, Wisconsin 53703-3342
Telephone (608) 266-4151 • E-mail treasurer@countyofdane.com

T ADAM GALLAGHER
TREASURER

KAY LUND
DEPUTY TREASURER

TO: Dane County Taxpayers
FROM: Adam Gallagher, Dane County Treasurer
DATE: June 9, 2020

RE: Dane County Municipalities that have passed a Health Emergency Resolution

* The July 31 due date has not changed. In response to COVID-19, local governments can temporarily waive interest and penalty for tax installments due after April 1, 2020.

Interest and penalty can be waived until October 1, 2020 only if your municipality passes a Health Emergency Resolution. If your municipality does not pass a resolution, late payments result in a combined interest and penalty (1.5% unpaid principal per month) back to February 1, 2020.

Below is a list of municipalities in Dane County that have passed a Health Emergency Resolution:

City of FITCHBURG
City of MADISON
City of MIDDLETON
City of MONONA
City of STOUGHTON
City of SUN PRAIRIE

Village of BROOKLYN
Village of CAMBRIDGE
Village of CROSS PLAINS
Village of DEFOREST
Village of MAZOMANIE
Village of MCFARLAND
Village of MOUNT HOREB
Village of OREGON
Village of SHOREWOOD HILLS
Village of WAUNAKEE
Village of WINDSOR

Town of BLOOMING GROVE
Town of BURKE
Town of DUNKIRK
Town of DUNN
Town of MIDDLETON
Town of OREGON
Town of PLEASANT SPRINGS
Town of PRIMROSE
Town of ROXBURY
Town of SPRINGFIELD
Town of VERONA

V Cottage Grove 112

REPORT SUMMARY

DESCRIPTION	AMOUNT	PAYMENTS	POSTPONED	COUNT	DELINQUENT	COUNT
LAND VALUE	183,186,100					
IMPROVEMENT VALUE	496,295,300					
TOTAL GENERAL VALUE	679,481,400					
TOTAL TAX	18,491,040.33					
TAX CREDITS TOTAL	1,603,115.08					
FIRST DOLLAR CREDIT	201,985.44					
NET GENERAL TAX	16,685,939.81	13,788,164.00	2,212,829.70	503	268,749.18	47
SPECIAL ASSESSMENT	7,017.45	6,215.71	0.00	0	801.74	3
SPECIAL CHARGES	119,563.02	117,066.38			2,496.64	36
DELINQUENT CHARGES	67,282.10	59,596.30			7,685.80	10
PRIVATE FOREST CROP	0.00	0.00			0.00	0
WOODLAND TAX LAW LANDS	0.00	0.00			0.00	0
MANAGED FOREST LANDS	0.00	0.00			0.00	0
OTHER CHARGES	0.00	0.00			0.00	0
TOTAL	16,879,802.38	13,971,042.39	2,212,829.70	503	279,733.36	96
OVERPAYMENT PAID		26,237.00				
INTEREST PAID - GENERAL		0.00				
INTEREST PAID - SPECIAL		0.00				
PENALTY PAID - GENERAL		0.00				
PENALTY PAID - SPECIAL		0.00				
LOTTERY CREDIT CLAIMED	416,196.93					
LOTTERY CREDIT CLAIM COUNT	1,607	FIRST DOLLAR CREDIT COUNT		2,164		
RECORDS PROCESSED	2,406					

MEMO DATE:	June 11, 2020
MEETING DATE:	June 15, 2020
TO:	Village Board Matt Giese, Administrator
FROM:	Lisa Kalata, Clerk
RE:	**Village Website Redesign Update**

OVERVIEW/BACKGROUND

The Village contracted with CivicPlus in 2016 for the new website and after 48 months of continuous service we are entitled to a no-cost redesign of the website. We are at that mark and had been scheduled to start in February 2020, however the date was pushed back because of the pandemic by CivicPlus. Currently we have been assigned a Project Manager to work with the Village team and we met to discuss the goals and draft timeline of the project. The Village team will be meeting on Monday, June 15th to prepare some of the homework we have been assigned, as the first deadline for information is July 3rd. Even though we had a few months delay it is anticipated that we will have the project completed by the end of the year.

We have identified the goals for the new website design to be more user friendly, have more information on the front page and to make the website more mobile device friendly.

Memo Date: June 9, 2020
Meeting Date: June 15, 2020

To: Village of Cottage Grove Board of Trustees
Cottage Grove Police Department

CC: Matt Giese – Village Administrator
Lisa Kalata – Village Clerk
Larry Konopacki – Village Attorney

From: Heidi Murphy

Re: Joint Resolution to Condemn and Confront Racism

Over the past week, I have been working on a draft statement condemning the events that occurred in Minneapolis last month. I have also included statements that express a joint condemnation of racism in all forms and also committed to opening a dialogue regarding these issues within our community. I sought input from Chief Layber and now request a final review and consideration for joint approval by the Village Board and the Police Department.

Resolution 2020-07

Cottage Grove Village Board and Cottage Grove Police Department Joint Resolution to Condemn and Confront Racism

WHEREAS, the Cottage Grove Village Board and the Cottage Grove Police Department condemn the appalling, heinous, and heartbreaking use of force incident that resulted in the death of George Floyd in Minneapolis on Monday, May 25, 2020, and declare that the actions and inactions of the police officers involved in that incident were reprehensible and inexcusable; and

WHEREAS, the actions of these police officers negatively impacts the relationships between communities and their police departments.

WHEREAS, the Cottage Grove Village Board and the Cottage Grove Police Department condemn all murder, violence, social injustice and racism targeted at persons of color, specifically toward Black Americans; and

WHEREAS, the acts of intolerable violence and hate that have occurred across this country since its founding are reprehensible and must be acknowledged; and

WHEREAS, the Cottage Grove Village Board and the Cottage Grove Police Department condemn any word, deed or action that seeks to harm another due to their race, ethnicity, culture, religion, beliefs, background, gender or orientation.

NOW, THEREFORE, BE IT RESOLVED, by the Cottage Grove Village Board and the Cottage Grove Police Department as follows, that:

The Village Board and the Police Department will continue to seek, identify, and implement measures to ensure that our community stands for justice for all and the right to peaceful assembly and listens to those that have been oppressed and marginalized, to

continue to improve our community so that all feel welcome and are treated equally and with dignity; and

The Village Board and the Police Department commit to bringing together our community to continually review, evaluate and update the Police Department's policies, procedures and community policing strategies; and

The Village Board and the Police Department commit to opening a dialogue that acknowledges, confronts and addresses intentional racism, systemic racism, racial biases and implicit biases within our community; and

The Police Department joins the Village Board in recommitting to its vision that the Village be a safe, friendly and attractive community for businesses, neighbors and families to live, learn, work, play and enjoy the richness and opportunities of a growing Village and ensuring that this vision is a reality for all persons regardless of their race, ethnicity, culture, religion, beliefs, background, gender or orientation.

Adopted this __ day of June 2020.

_____

Signed – John Williams, Village President

_____

Signed – Daniel Layber, Police Chief

_____

Signed – Troy Allen, Village Trustee

_____

Signed – Jeffrey Lennberg, Village Trustee

_____

Signed – Heidi Murphy, Village Trustee

_____

Signed – Melissa Ratcliff, Village Trustee

_____

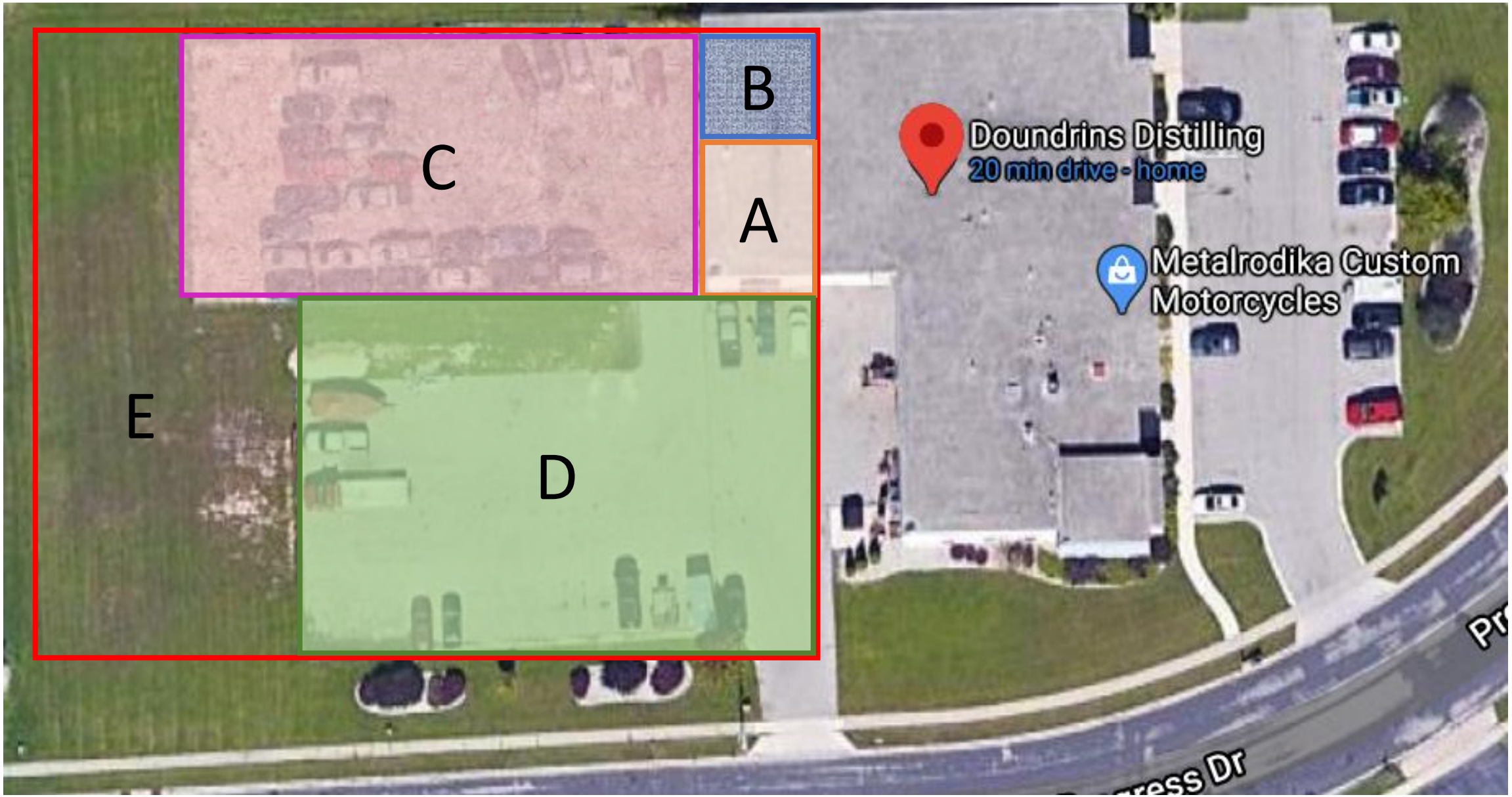
Signed – Sarah Valencia, Village Trustee

_____

Signed – Paul VanderVelde, Village Trustee

Attest: _____

Village Clerk Lisa Kalata


B
C
A
E
D
Doundrins Distilling
20 min drive - home
Metalrodika Custom
Motorcycles

A. Unit F (tasting room, currently permitted)
B. Portion of unit E that will have bathrooms installed for outdoor patio area
C. Outdoor cocktail garden
D. Parking lot areas for E & F: allow for flexibility in take-away sales set ups, allow people to walk from indoor to outdoor space with drinks in hand, coordinate events with Cottage Grove Parks & Recreation
E. Remaining outdoor areas for E & F: allow for flexibility in take-away sales set ups, coordinate events with Cottage Grove Parks & Recreation

VILLAGE OF COTTAGE GROVE
SOUND AMPLIFICATION PERMIT

PERMIT DATE(S): June 6th trough September 30th

NAME OF EVENT: Live music for outdoor patrons at Doundrins Distilling

I (WE) hereby, make application for a Sound Amplification Permit, subject to the Municipal Code of the Village of Cottage Grove. (If an organization, list the President, Chairperson, Party or Parties responsible for application.) **APPLICANT(S) INFORMATION**

Name: Abby Abramovich (Doundrins Distilling)
Address: 300 Progress Dr. Ste F
Phone: (262)719-6138
Email: abby@doundrinsdistilling.com

Name:
Address:
Phone:
Email:

Other individual(s) having authority for the event:

OVERSIGHT OF THE EVENT

Person(s) responsible for conducting the proposed use of the permit (Must be 18 years of age):

Name: Ryan Lovejoy
Address: 300 Progress Dr. Ste F
Phone Number: (608)843-3960
Email: ryan@doundrinsdistilling.com

Name: Nickolas Abramovich
Address: 300 Progress Dr. Ste F
Phone Number: (262)719-6138
Email: nick@doundrinsdistilling.com

Starting Time: 12PM

Ending Time: 10PM

Location at which the sound amplification device(s) will be used: Outdoor cocktail garden at Doundrins Distilling located at 300 Progress Dr. Ste. F

The proposed use, described in detail, for which the sound amplification permit is requested:
We will have live music and radio music periodically outside periodically during the outdoor season. Music will not exceed 85dB at a distance of 10ft from the stage during weekdays and 100dB during weekends.

The proceeding information is correct to the best of my knowledge. I have received a copy of the Village of Cottage Grove Noise Ordinance (Section 219-1) and agree to abide by all the regulations and policies set forth for the use of the sound amplification permit. I acknowledge overall supervision of and responsibility for this event. By offering this permit, the Village of Cottage Grove does not accept any responsibilities, expressed or implied for any damage arising out of the use of this permit, and I acknowledge the Village of Cottage Grove has no responsibilities, expressed or implied for any damages arising out of, or connected in any way with the use of this permit.

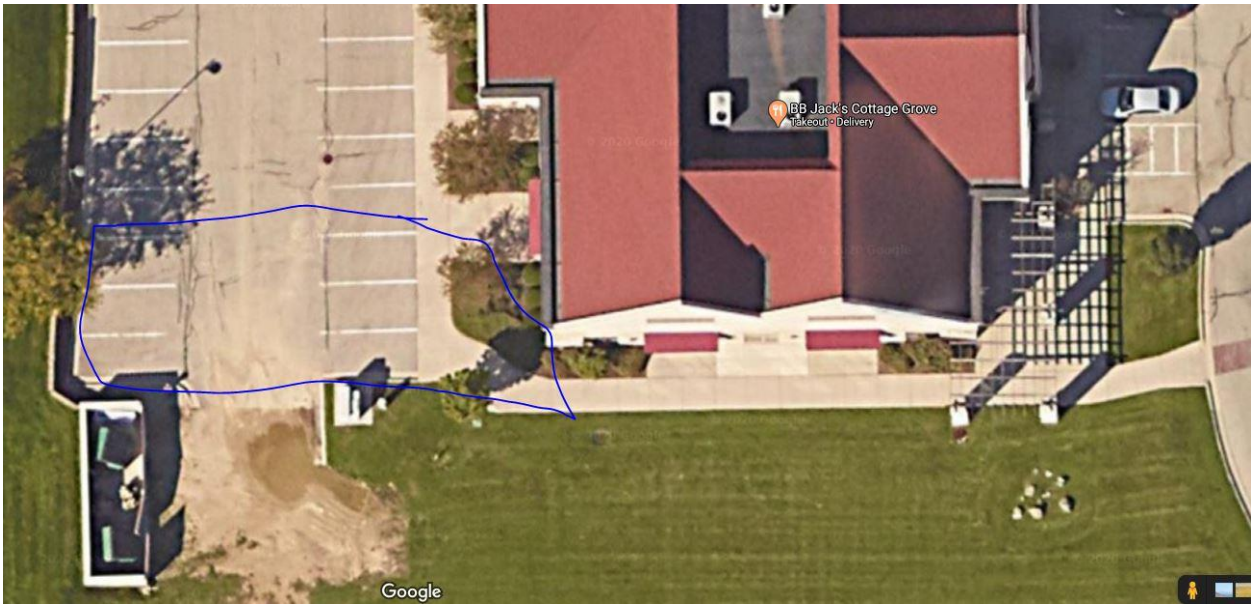
I further agree to indemnify, save, and hold harmless the Village of Cottage Grove and each and every one of its elected and appointed officials, officers, employees, agents, representatives, successors, heirs, and assigns from and against any and all claims, damages, liability, expenses, costs, judgements, actions, demands, and responsibility of whatsoever kind or nature.

BY: Abby Abramovich DATE: 6/1/2020
(Signature of Applicant)

APPROVED BY: _____ DATE: _____

To the Village Chamber of Cottage Grove,

BB Jacks Cottage Grove, at 1609 Landmark Drive Ste. 120, would like approval to expand the boundaries of our outdoor patio to include the six southern most parking spots in our back lot as pictured(three closest to our building, and three along the west retaining wall).



As you are aware in the current COVID-19 climate many people are looking for places to eat but aren't yet fully comfortable eating indoors. We have spoken with other businesses in surrounding communities where other restaurants have been permitted to keep functioning while offering their guests a safer environment.

We are specifically looking at our back lot as the west wall provides a natural barrier and it would be separate from where our guests park to avoid traffic issues as well as allow us to safely monitor and serve our customers.

Thank you in advance for your cooperation!

We look forward to hearing from you.

Tyler Albers

General Manager & Executive Chef

BB Jacks Cottage Grove

MEMO

MEMO DATE: June 12, 2020
MTG. DATE: **JUNE 15, 2020**

TO: Village of Cottage Grove Board of Trustees

CC: Matt Giese – Village Administrator
Lisa Kalata – Village Clerk
Village Attorney – Larry Konopacki
Village Engineer – Kevin Lord

FROM: Erin Ruth, AICP – Village Planning Director

RE: **Overview of CARPC Urban Service Area Amendment**

BACKGROUND

Earlier this year the Village applied to the Capital Area Regional Planning Commission (CARPC) for an amendment to its urban service area to add approximately 150 acres in TID 10 located north of Highway TT along with 0.5 acres in Westlawn 5th Addition.

CARPC staff reviews the application and presents a staff report to the commission. The commission votes to approve with the conditions recommended by staff, approve with amended conditions, or to deny the application. Their vote constitutes a recommendation to the Wisconsin DNR. The DNR makes the final decision regarding the application.

The Village presented its application to the commission at a public hearing at the May 14 CARPC meeting. Following the public hearing, CARPC staff creates their staff report and drafts approval conditions for the commission to consider at the next meeting the following month. The Village was given a chance to review the draft conditions and met with CARPC staff to discuss them. CARPC staff agreed to most of the changes to the draft conditions proposed by the Village. The final CARPC staff report is attached. The conditions begin on page 14.

One condition the Village objected to was condition H, which remained intact in the final CARPC staff report (attached). Condition H reads as follows:

h. Obtain the right (via ownership, easement or agreement), or provide documentation that significant efforts were made to obtain the right, to discharge stormwater onto property that is neither under the applicant's control nor publicly owned. If no right can be obtained, the applicant shall be required to mitigate the increased volume of discharge on their property prior to making this discharge. Mitigation shall consist of implementation of a stormwater practice that match the existing volumetric discharges

from the applicant's property to other lands not under their control in storm events including the 1, 2, 5 & 10-year storm events.

CARPC staff explained they had implemented similar language in recent approvals after the City of Madison amended their city ordinance to include similar language.

CARPC considered the Village's application at the June 11 meeting. The Village raised its objection to condition H. However, CARPC voted to approve the amendment to the urban service area with condition H in effect. They also changed recommendation #3 in the attached report to a condition.

Recommendation #3 reads as follows:

3. Work with the Town of Sun Prairie on a joint stormwater management plan for the whole drainage area (exiting Town development and proposed Village development) west of the culvert under County Highway N.

OVERVIEW

The Village's objections to condition H are two-fold. The first objection is on philosophical grounds. The language was the product of the City of Madison's legislative process. Applying it to other communities through amendment approvals circumvents the legislative process for those other communities.

The second objection is more practical. MSA explained that requiring control of the stormwater volume of a 10-year storm will be very burdensome on the development while resulting in minimal reduction of impact on the downstream property owner.

The Village also objects to making recommendation #3 a condition. The Village is not opposed to working with the Town of Sun Prairie. The Plan Commission recommended working with them on a boundary agreement and that topic is on the Board's June 15 agenda. A stormwater plan could be a component of those discussions. The Village objects because the language is vague because the extent of that 'work' is not defined.

June 4, 2020

Staff Analysis of Proposed Amendment to the *Dane County Water Quality Plan,* Revising the Sewer Service Area Boundary and Environmental Corridors in the Cottage Grove Urban Service Area

History of the Cottage Grove Urban Service Area

The Cottage Grove Urban Service Area was first delineated in 1977 when the Dane County Regional Planning Commission originally adopted its first Land Use Plan. The first amendment to the Cottage Grove Urban Service Area occurred in 1985 when the Urban Service Area boundary was refined, and Environmental Corridors were designated. There has been a total of 16 amendments to this urban service area since its creation, totaling 1,714 acres of developable land and close to 520 acres of Environmental Corridor. The most recent amendment of the service area by the Village of Cottage Grove was recommended by the Commission and approved by the WDNR in 2017.

Existing Conditions

Land Use

The Village of Cottage Grove is requesting amendment to the Cottage Grove USA in two locations. The first, hereafter known as the "North Grove" amendment area, is located north of County Highway TT and west of County Highway N at the northern extreme of the Village. The second, hereafter known as the "Westlawn" amendment area, is located south of Gaston Road connected to Nightingale Lane and Meadowlark Street. The amendment area consists of a half-acre area northeast of the Homburg-Jenson amendment (1603 V. Cottage Grove). This area was overlooked at the time of that request. It is comprised of the backyards of four single-family residential parcels already within the Cottage Grove USA. The request consists of no developable area.

Surrounding Planned Land Uses Include:

- North: Industrial/Business
- West: Industrial/Business
- South: Commercial, Industrial/Business
- East: Industrial/Business, Commercial, Park/Conservancy

Table 1
Existing and Planned Land Use

Land Use Category	Existing Land Use Acres (see Map 3)	Proposed Land Use Acres (see Map 4)
Agriculture	131.3	
Commercial	1.0	9.8
Industrial/Business		124.1
Open Land	8.5	
Residential	4.3	2.6
Right-of-Way	9.1	17.7
Total	154.2	154.2

Cultural and Historic Sites

The Wisconsin Historical Society (WHS) has been contacted regarding the presence of any known archaeological sites or cemeteries within the North Grove amendment area. They have identified no previously recorded sites within the amendment area (see Attachment 1). In addition, there are no landscape features that are typical indicators of American Indian settlements present in the amendment areas. WHS was contacted in 2016 to assess the area encompassing the Westlawn amendment area. They indicated similar results at that time and did not recommend a survey.

Natural Resources

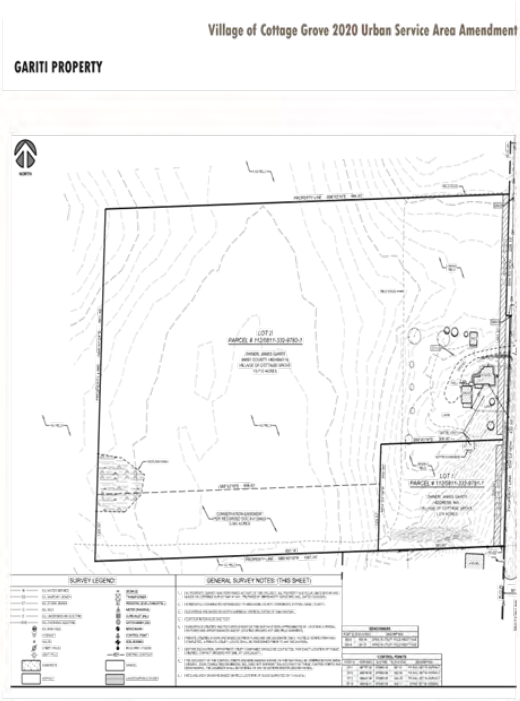
The proposed North Grove amendment area is in the Koshkonong Creek watershed (headwaters subwatershed HUC 070900020401; Map 5). Several delineated wetlands exist within the amendment area, but no other surface water resources are present. The area drains to the east through a culvert under County Highway N, into a swale along the northern edge of wetlands on the Dushack property, and into the drainage ditches of Drainage District 8. Runoff from the site ultimately drains to a straightened and channelized section of Koshkonong Creek, approximately one mile downstream. The Westlawn amendment area is in the Door Creek watershed (HUC 070900020901). No floodplains occur in either the amendment areas.

Wastewater from the amendment areas will be treated at the Madison Metropolitan Sewerage District Wastewater (MMSD) Treatment Facility. The treated effluent is discharged to Badfish Creek and Badger Mill Creek, bypassing the Yahara chain of lakes.

<u>Wetlands</u>

DNR's Wisconsin Wetland Inventory does not show wetlands within the amendment areas. The two property owners (Greywolf and Gariti) for the North Grove amendment area conducted wetland delineations on their respective properties. The wetland delineation on the Greywolf property was conducted by Heartland Ecological Group, Inc., a DNR-qualified assured delineator, in August 2019. The site investigation and field delineation determined there were two wetlands totaling 2.2 acres (see maps below). Wetland 1 (W-1) is best described as a mesic woodland/farmed wetland and covers approximately 0.3 acres. The dominant vegetation observed in W-1 was clearweed (*Pilea pumila*), reed canary grass (*Phalaris arundinacea*), Canada wild rye grass (*Elymus canadensis)*, boxelder (*Acer negundo*) and elderberry (*Sambucus nigra*). Wetland 2 (W-2) is best described as mesic woodland/shallow marsh and covers approximately 1.9 acres. The dominant vegetation observed in W-2 was reed canary grass, calico aster (*Symphyotrichum lateriflorum*), woodland violet (*Viola sororia*), boxelder and narrow-leaved cattail (*Typha angustifolia*). W-2 connects to a wetland complex to the east. The wetlands are currently proposed to be an environmental corridor with a 75' buffer. Pinnacle Engineering Group has applied for an artificial wetland exemption (WP-WER-SC-2020-13-X04-09T11-05-19) for W-1 with the plan to fill the wetland. Pinnacle Engineering Group received a non- jurisdictional determination (MVP-2019-01955-SJW) for W-1. W-2 connects to a wetland complex to the east.

The wetland delineation on the Gariti property was conducted by Breese & Associates in September 2018. The site investigation and field delineation determined there was one wetland in a lower portion of the southwest corner of the property. The wetland is best described as wet meadow. The dominant vegetation observed were asters and reed canary grass. This wetland is connected to W-1 and is currently proposed to be an environmental corridor with a 75' buffer. DNR wetlands staff has reviewed the wetland delineation report and has issued an approval (WIC-SC-2018-13-03980) for the wetland on the Gariti property. Pinnacle Engineering Group received a non- jurisdictional determination (MVP-2019-02395-SJW) for this wetland.



GARITI PROPERTY WETLAND DELINEATION MAP

Partial property map for Jim and Marianne Gariti property showing the one isolated wetlands delineated by Breese and Associates in 2018. Not to scale.

As mentioned above, runoff from wetland W-2 in the amendment area flows east through a culvert under County Highway N and into a swale on the Dushack property. The swale flows through the northwest corner of the property and then along the northern edge of DNR mapped wetlands on that property into the District 8 drainage ditches, along the western edge of McCarthy Youth & Conservation Park, before reaching Koshkonong Creek. According the Wisconsin Wetland Inventory, this wetland is classified as grazed persistent and narrow leaved persistent emergent / wet meadow, with some broad-leaved deciduous forested wetland along the southern edge. Little is known about the quality of the wetland on the Dushack property at this time, but Dane County Parks staff and Friends of McCarthy Park have indicated that it may be a higher quality wetland. An evaluation of the quality of this wetland by DNR staff is recommended.

According the Wisconsin Wetland Inventory, the wetlands along the western part of McCarthy Park are classified as abandoned cropland with palustrine persistent emergent / wet meadow. There is a restored wetland site at McCarthy Youth & Conservation Park, a joint effort between The Partners for Fish and Wildlife and Dane County Parks. The wetland restoration project was conducted at the park with the goal to enhance and restore degraded wetlands in the Koshkonong Watershed, increase habitat for migratory and resident bird species and restore hydrology by disabling drainage tiles. The current dominant vegetation at the wetland restoration site is cattail (*Typha spp.*), with some reed canary grass and phragmites (*Phragmites australis*). Following the Minnesota Recommended Wetland Management standards, the wetland restoration site can be best classified as Manage 2 on the basis of 'less diversity and up to 50 percent cover of non-native or invasive species. This classification type does not warrant higher stormwater management control than is typically required. In addition, the drainage ditch along the western edge of McCarthy Park is approximately 30 feet wide and 6 to 8 feet deep with steep side slopes that separates this flow from the adjacent wetlands in McCarthy Park.

No wetland delineation was conducted for the Westlawn addition due to the absence of wetland indicating features.

Koshkonong Creek

Koshkonong Creek (WBIC 80880) drains a large portion of eastern Dane County, including the communities of Sun Prairie, Cottage Grove, and Deerfield. The creek flows from Sun Prairie 55 miles downstream to Lake Koshkonong. It is an effluent dominated system beginning at the Sun Prairie wastewater treatment plant on the southern border of the city (mile 48.4). Upstream of the discharge point, streamflow is very low (currently 0.2 cfs or less). The Koshkonong headwaters subwatershed (30.6 square miles) has extensive agricultural (47%) and open, recreational, and wooded lands (19%). The next largest land use is residential (13%). Much of the wetlands in the watershed have been drained to increase agricultural use. The loss of wetlands, stream ditching, and use of field tiles has contributed to significant nutrient and sediment loads reaching the creek. Upstream of McCarthy Youth & Conservation Park, most of Koshkonong Creek is part of Dane County drainage districts. Koshkonong Creek is identified as a Resource Protection Corridor in the Dane County Parks and Open Space Plan.

Downstream of the Sun Prairie effluent discharge, the creek is on the 303(d) impaired waters list for degraded biological community and high phosphorus concentrations. In 2016, the creek was also listed for high temperatures. When revaluated, however, the temperatures were deemed acceptable, and the listing was recommended for removal in 2020. The creek is designated as a warmwater sport fishery. Koshkonong Creek is covered by the Rock River Total Maximum Daily Load (TMDL) for phosphorus and suspended solids.

Results from baseflow sampling conducted by the USGS in the summer of 2019 as part of the annual Cooperative Monitoring Program, indicated average chloride levels of about 54 mg/L in Koshkonong Creek at Bailey Road near Sun Prairie and about 217 mg/L downstream near Rockdale. In comparison, the Chronic Aquatic Toxicity level is 395 mg/L.

Door Creek

Door Creek (WBIC 802800) is a tributary to Lake Kegonsa. It begins as a small stream in the southeast corner of the Town of Burke and flows generally south to the Lake. Door Creek and its tributaries drain 29.5 square miles of land in the drumlin-marsh area of eastern Dane County. Much of Door Creek has been straightened and ditched to facilitate agricultural drainage. It is a relatively sluggish stream subject to low flows and high temperatures.

From its mouth at Lake Kegonsa (mile 0) upstream to its headwaters north of Interstate Highway 94 (mile 14.02), the DNR's current designated biological use of Door Creek is as a Limited Forage Fishery (the classification used to determine water quality criteria and effluent limits under NR 102 and NR 104). The current biological use of Door Creek is as warmwater forage fishery and the attainable use is as a warmwater sport fishery.

Since April 2012, all of Door Creek has been included on the state 303(d) list of impaired waters for total phosphorus from unknown sources of urban or rural nonpoint source pollution. The DNR's 2018 assessments showed continued impairment by phosphorus however, available biological data do not indicate impairment. A Total Maximum Daily Load (TMDL) for phosphorus has been established for this segment of Door Creek associated with the greater Rock River TMDL project. Door Creek will have legacy sediment removed through a Dane County initiative beginning in 2020.

Springs

Springs represent groundwater discharge visible to the casual observer. The Wisconsin Geological and Natural History Survey (WGNHS) maintains an inventory of springs in Dane County, and throughout the state, based on field surveys conducted between 2014 and 2017. For the purposes of the inventory, a spring is defined as a discrete point of groundwater discharge flowing at approximately 0.25 cubic feet per second or more at the time of the survey. There are no inventoried springs in the proposed amendment area or in the Koshkonong or Door Creek watersheds.

Groundwater

Groundwater modeling, using the 2016 Groundwater Flow Model for Dane County developed by the WGNHS (link to website), shows that baseflow in Koshkonong Creek downstream of the North Grove amendment area (see location on Map 5) has increased compared to pre-development conditions (no well pumping) because of the Sun Prairie effluent discharge. Without any pumping and wastewater discharges, Koshkonong Creek was modeled to have a flow of 4.6 cfs. Under current conditions, the flow is approximately 8.0 cfs (Table 4). By 2040, flow is modeled to decrease slightly compared to current conditions to 7.4 cfs. This decrease is due to increased pumping to serve a growing population.

In 2012, the WGNHS published a report, *Groundwater Recharge in Dane County, Wisconsin, Estimated by a GIS-Based Water-Balance Model,* (link to report) estimating the existing groundwater recharge rates in Dane County based on the soil water balance method. The study estimates that the existing groundwater recharge rate in the proposed North Grove and Westlawn amendment areas ranges from 9 to 10 inches per year.

Endangered Resources

The WDNR Bureau of Endangered Resources maintains a database representing the known occurrences of rare plants, animals, and natural communities that have been recorded in the Wisconsin Natural Heritage Inventory (link to website). A screening review of this database conducted by Regional Planning Commission staff for species designated as endangered, threatened, or of special concern identified one threatened mammal species within a one-mile radius of the North Grove amendment area. No species designated as endangered, threatened, or of special concern were identified within a one-mile radius of the West Lawn amendment area. A 1-mile buffer was considered for terrestrial and wetland species and a 2-mile buffer for aquatic species. The West Lawn amendment area is within 1-mile of the High Potential Zone (species likely present) for the federally endangered Rusty Patched Bumble Bee. The two amendment areas themselves are located in the Low Potential Zone (species not likely present) for the species and do not require Section 7 consultation or an Incidental Take Permit. Section 7 of the Endangered Species Act requires consultation with the U.S. Fish and Wildlife Service or the National Marine Fisheries Service when any action that is carried out, funded, or permitted by a federal agency may affect a federally listed endangered or threatened species. It is recommended that the Village request a complete Endangered Resources Review by the WDNR for potential impacts to endangered resources like rare plants, animals and natural communities in the amendment areas.

Soils and Geology

The amendment areas are located within the Dane-Jefferson Drumlins and Lakes Land Type Associations of Wisconsin. The Association classifies the surficial geology of this area as undulating complex of till plains with drumlins, outwash plains, lake plains and muck deposits common.

Surface elevations range from around 920 feet to 980 feet within the North Grove amendment area, and around 970 to 980 feet within the West Law amendment area. There are no areas of steep (> 12%) and very steep (>20%) slopes within the amendment areas.

According to the Natural Resource Conservation Service (NRCS) Soil Survey of Dane County, the soils in amendment areas are predominantly in Dodge – St. Charles - McHenry association. These soils are moderately well drained and well drained, deep silt loams.
Table 2 shows detailed classification for soils in the amendment areas (see Maps 7 and 7a) while Table 3 shows important soil characteristics for the amendment areas.

Hydric soils are good indicators of existing and former (drained) wetlands. There is one hydric soil within the North Grove amendment area, the Sable soil (the SaA map unit).

According to the Soil Survey Geographic data for Dane County developed by the USDA Natural Resources Conservation Service (link to web soil survey), the Batavia, Plano, St. Charles and Troxel soils (the BaA, PnA, ScB and TrB map units) are not hydric, but they can have a seasonal (April to June) zone of water saturation within 5 feet of the ground surface. All of these soils are classified as well drained. Soils with seasonal high-water tables that are also classified as well drained or moderately well drained generally do not pose limitations for buildings with basements.

Table 2
Soils Classification

Soil	% of Area	General Characteristics
		North Grove Addition
St. Charles Silt Loam; ScB	41.8	Deep, well drained, sloping soils to moderately steep soils on glaciated uplands. Soils have high fertility, moderate permeability, and a moderate to severe hazard of erosion. Poses moderate limitations for development due to slope, shrink/swell potential and low bearing capacity.
Dodge Silt Loam; DnB	21.7	Deep, well drained, gently sloping and sloping soils on glaciated uplands. Soils have high fertility, moderate permeability, and a moderate to severe hazard of erosion. Poses moderate limitations for development due to slope and shrink/swell potential.
Kidder Silt Loam; KdC2	11.7	Deep, well drained, gently sloping to very steep soils on glaciated uplands. Soils have medium fertility, moderate permeability, and severe hazard of erosion. Poses moderate limitations for development due to steep slopes.
Dodge Silt Loam; DnC2	9.1	Deep, well drained, gently sloping and sloping soils on glaciated uplands. Soils have high fertility, moderate permeability, and a severe hazard of erosion. Poses moderate limitations for development due to slope, shrink/swell potential, and low bearing capacity.
Batavia Silt Loam, BbB	6.5	Deep, well drained, nearly level to sloping soils on high benches. Soils have high fertility, moderate permeability, and a moderate hazard of erosion. Poses moderate limitations for development due to shrink/swell potential.
Troxel Silt Loam; TrB	4.7	Deep, well drained and moderately well drained, gently sloping soils in draws, on fans, and in drainageways. Soils have high fertility, moderate permeability, and a moderate hazard of erosion. Poses moderate limitations for development due to shrink/swell potential and depth to saturated zone.
Kidder Silt Loam; KdB	1.6	Deep, well drained, gently sloping to very steep soils on glaciated uplands. Soils have medium fertility, moderate permeability, and moderate hazard of erosion. Poses slight to moderate limitations for development due to shrink/swell potential.
Kegonsa Silt Loam, KeB	1.4	Well drained, nearly level and gently sloping, moderately deep soils on benches on outwash plains. Soils have medium fertility, moderate to rapid permeability, and moderate hazard of erosion. Poses no limitations for development.
Sable Silty Clay Loam; SaA	1.4	Deep, nearly level and gently sloping, poorly drained soils on low benches in stream valleys. Soils have high fertility, moderate permeability, and low hazard of erosion. Poses very severe limitations for development due to low bearing capacity, moderate shear strength and compressibility, flooding, depth to saturated zone, and shrink/swell potential.
McHenry Silt Loam; MdC2	0.1	Deep, well drained, gently sloping to moderately steep soils on glaciated uplands. Soils have medium fertility, moderate permeability, and a moderate to severe hazard of erosion. Poses slight to moderate limitations for development due to slope, shrink/swell potential and low bearing capacity.
		West Lawn Addition
Plano Silt Loam; PnA	60.6	Deep, well drained and moderately well drained, nearly level to sloping soils on glaciated uplands. Soils have high fertility, moderate permeability, and a moderate to severe hazard of erosion. Poses moderate limitations for development due to low bearing capacity.
Ringwood Silt Loam; RnB	39.4	Deep, well drained, gently sloping and sloping soils on glaciated uplands. Soils have high fertility, moderate permeability, and a moderate hazard of erosion. Poses moderate limitations for development due to low bearing capacity and erodibility.

Source: Soil Survey Geographic data for Dane County developed by the USDA Natural Resources Conservation Service

Table 3
Soils Characteristics

Characteristic	Soil Map Symbols (see Maps 7 and 7a)	% of Area
Prime Agricultural Soils	North Grove: BbB, DnB, KdB, KeB, ScB, TrB West Lawn: PnA, RnB	77.7 100
Hydric Soils (Indicates Potential / Restorable Wetlands)	North Grove: SaA	1.4
Poorly Drained Soils with Seasonal High-Water Table (< 5')	North Grove: SaA	1.4
Soils Associated with Steep Slopes (> 12%)	None	0
Soils Associated with Shallow Bedrock (< 5')	None	0
Best Potential for Infiltration in Subsoils	North Grove: BbB, DnB, KdB, KdC2, KeB, MdC2, ScB, TrB West Lawn: PnA, RnB	89.5 100

Source: Soil Survey Geographic data for Dane County developed by the USDA Natural Resources Conservation Service

According to WGNHS data, bedrock within the northwestern corner of the North Grove amendment area is in the Prairie du Chien Group, bedrock within the southwestern corner of this amendment area is the Sinnipee Group, and the bedrock within the remaining North Grove amendment area and the West Lawn amendment area are in the Ancell Group. Bedrock in the Prairie du Chien Group is dolomite, minor sandstone, cherty dolomite, vuggy, sandy, and oolitc, and consists of two formations including the Shakopee and Oneota Formations. Thickness is up to 145 feet in eastern Dane County. Bedrock in the Sinnipee Group is dolomite with some limestone and shale, and consists of three formations including the Galena, Decorah, and Platteville Formations. Thickness is less than 100 feet. Bedrock in the Ancell Group is medium-grained, mature quartz sandstone, and consists of two formations including the Glenwood and St. Peter Formations. Thickness is about 100 feet. According to WGNHS data, the depth to bedrock in the North Grove amendment area ranges from less than 5 feet to greater than 100 feet, with the shallowest depths being in the southwest, and deepest depths being in the northeast of this amendment area (see Map 8). According to WGNHS data, the depth to bedrock in the West Lawn amendment area ranges from 10 to 50 feet (see Map 8a).

As is common throughout much of the upper Midwest, karst features such as enlarged bedrock fractures are prevalent in the local dolomite uplands. Karst features such as vertical fractures and conduits provide primary pathways for groundwater movement and can dramatically increase groundwater susceptibility when present. The location of karst features is difficult to predict, and the thickness and type of the overlying soil greatly affects how much water drains into them. Where clay soils are thick, infiltration rates are likely to be very low. However, where bedrock fractures are near the surface infiltration rates can be very high. Based on the WGNHS karst potential data, karst features may be encountered in the northwest and southwest parts of the North Grove amendment area at depths ranging from of 2 to 100 feet (see Map 8). There are no potential karst features near the planned stormwater infiltration areas. The potential for encountering karst features in the West Lawn amendment area is low. The Wisconsin Department of Natural Resources Conservation Practice Standard 1002 - Site Evaluation for Stormwater Infiltration requires field verification for areas of the development site considered suitable for infiltration. This includes a site assessment for karst features in this area. If shallow karst features are found, adequate protection measures are required to address any potential for groundwater contamination.

There is no minimum separation distance for roofs draining to surface infiltration practices. However, the Dane County ordinance requires infiltration practices to be located so that the separation distance between the bottom of the infiltration system and the elevation of seasonal high groundwater or the top of bedrock is at least 5 feet for residential arterial roads and 3 feet for other impervious surfaces. Soil test pits are required as part of the stormwater management plan to assure that infiltration practices are sited in locations that will not adversely affect groundwater quality.

Proposed Urban Services

Parks and Open Space

There is a total of approximately 7 acres of open space and stormwater management areas proposed in the North Grove amendment area (See Map 4). A stormwater management basin is planned at the east-central portion adjacent to developable land (west and south) and existing wetlands on the site (east). No parks, recreation, open space, or stormwater management areas are proposed in the West Lawn amendment area. The Village of Cottage Grove does not require park land dedication for non-residential uses. Therefore, no park land is included in the proposed North Grove amendment area.

Water System

The North Grove amendment area will be served by 12-inch water main extensions along County Highway N and County Highway TT (Map 9A). Within the amendment area, 8-inch looping mains will be constructed under proposed right of ways. Daily water use for the North Grove development is estimated to be 250,775 gallons per day, based on 143.3 commercial acres developed with an estimated water use of 1,750 gallons per acre per day.

The Westlawn amendment area will also be served by 8-inch mains under the proposed right of ways. Water use and system capacity were considered prior to approval of CARPC Resolution No. 2016-05-A.

The Village of Cottage Grove Water Utility provides municipal water through three high capacity wells. Well #2 (750 gpm) is 550 feet deep, well #3 (1,100 gpm) is 530 feet deep, and well #4 (1,500 gpm) is 675 feet deep (Map 10). Well #4 currently pumps 1,000 gpm. The Village's total daily pumping capacity is 4.1 million gallons, and it can store 950,000 gallons. In 2019, the Village's average daily water use was 480,000 gallons, with a maximum daily use of 712,000 gallons.

The Village water utility has two reservoir facilities. A 400,000-gallon capacity tower near the County Highway N and I-94 interchange, completed in 2014, improved water pressure on the Village's north side. This tower provides the necessary pressure for serving the North Grove amendment area. The Village has a second tower with a 550,000-gallon storage capacity centrally located in the Village.

In January 2012, MSA published the 'Water System Evaluation Report' to "evaluate the adequacy of the Cottage Grove municipal water system source (well) capacity and storage capacity, and the ability of the water system to serve additional (new) development at higher elevations to the north and west." According to MSA, "the report concludes that the current well capacity is adequate for the existing and projected future (20-year) peak day demands." The report recommended water system improvements to accommodate existing and future water demands including a new 400,000-gallon elevated storage reservoir, which is was completed in 2014. Other improvements include modifications to Well #4 so that the well can pump to the higher reservoir elevation; a pressure reducing valve station adjacent to Well #4 to allow water from the upper zone to be utilized in the lower zone; refurbishment of the existing 479,000-gallon water storage reservoir (standpipe); and demolition of the existing 40,000-gallon storage reservoir. The Capital Utility Plan prepared by the Village Department of Public Works and MSA Professional Services also proposes a number of potential improvements to the water distribution system over the next 25 years.

Water losses in the Village's distribution system are very low, with only 89 gallons (< 1%) loss in 2019. In 2018, losses were higher (3%) but still at an acceptable volume. The Wisconsin Administrative Code PSC 185.85(4)(b) requires a utility with more than 1,000 customers to submit a water loss control plan to the Public Service Commission if the utility reports its percentage of water losses exceed 15%.

Wastewater

Sanitary sewer service will be provided to the proposed amendment areas by connection to the Village's existing sanitary sewer collection system. Wastewater from the North Grove amendment area will be conveyed through a network of 10-inch and 12-inch interceptor sewers to the Vilas Road Pump Station, where it will be pumped to the MMSD Far East Interceptor – Cottage Grove Extension. The amendment area will be served by an extension from a 12-inch gravity sewer along County Highway TT (Map 9). Within the amendment area, 10-in gravity sanitary sewers will be placed under proposed right of ways, and a new pump station will be built along County Highway N (Map 9B).

The Village estimates that the North Grove amendment area will generate an average of 268,700 gallons of wastewater per day (75 gpm), based on 143.3 commercial acres developed and 750 gallons of wastewater per acre per day. Utilizing a peaking factor of 2.5, it is estimated that the amendment area would generate a peak flow of 188 gpm. The Village has determined that there is available capacity in their existing sanitary sewer collection system for the proposed amendment area.

Wastewater generation and system capacity for the Westlawn amendment area were considered prior to approval of CARPC Resolution No. 2016-05-A.

In 2014, the Village Department of Public Works, in collaboration with MSA Professional Services, prepared a Capital Utility Plan which outlined specific utility projects that are expected to be needed within the next 25 years. A recent study of the Village wastewater system has determined the existing peak wastewater flow rates in the various interceptor sewers. The addition of the proposed service areas will not result in any of the interceptors or the lift station being over capacity.

Wastewater Treatment Facility

Madison Metropolitan Sanitary District (MMSD) will provide wastewater treatment for the amendment area. The Nine Springs Treatment Facility has a design capacity of 56 mgd and received an average influent hydraulic loading of 44.8 mgd (80% of design capacity) in 2018, including infiltration and inflow. It is expected to reach 90 percent of current hydraulic design capacity around 2026 based on current projected growth rate assumptions. This already occasionally occurs, with flows exceeding 90 percent design capacity in August – October of 2018. MMSD has completed a long-range plan that evaluated various options for expanded treatment capacity to serve its current and future service area. For the 20-year planning period, service to this area is expected to remain at the existing wastewater treatment facility location with expanded capacity of the system as the need is foreseen.

Wastewater treatment at the district's Nine Springs Treatment Facility does not remove chloride and the concentration of chloride that arrives at the plant can exceed the water quality standard. In 2015, AECOM completed a study for MMSD which determined that while possible, treatment would be cost-prohibitive, energy intensive, and involve other environmental impacts (link to report). MMSD's Wisconsin Pollutant Discharge Elimination System (WPDES) permit requires pollution prevention and source reduction initiatives for chlorides, such as the Wisconsin Salt Wise Partnership (link to website).

MMSD has not had issues meeting its other WPDES permit limits for the quality of effluent discharged to Badfish Creek and Badger Mill Creek, according to their 2018 Annual Report (link to report). Effluent quality summarized here refer to Badfish Creek, where most of the discharge is released. The effluent biological oxygen demand quality for 2018 was excellent averaging 5.7 mg/L (30% of the limit) with maximums of 9.0 mg/L (47% of the limit) for the

month of January. The effluent total suspended solids quality for 2018 was also excellent, averaging 4.8 mg/L (24% of the limit) with a maximum of 6.0 mg/L (30% of the limit). The effluent ammonia quality for 2018 was excellent, averaging 0.31 mg/L (17% of the limit) with a maximum of 0.42 mg/L (23% of the limit) for the month of January. The effluent phosphorus quality for 2018 was good averaging 0.3 mg/L (20% of the limit) with a maximum of .37 mg/L (25% of the limit). This was below the current 1.5 mg/L permit limit but not low enough to meet future water quality based effluent limits (WQBEL) for phosphorus. MMSD has implemented a Watershed Adaptive Management approach, leading a diverse group of partners called Yahara Watershed Improvement Network (Yahara WINs) in implementing phosphorus reducing practices in the watershed (link to website). This adaptive management approach is currently limited to the Yahara Watershed.

Stormwater Management System

The Village of Cottage Grove follows Dane County Code of Ordinance Chapter 14 for all stormwater performance standards within the Village and contracts with MSA Professional Services, Inc. for stormwater management plan review.

The conceptual stormwater management plan for the Greywolf part of the North Grove amendment area is a single stormwater basin near wetlands in the east-central portion of the development (Map 9C). A system for stormwater conveyance will run along all proposed roadways and drain to the stormwater management facility. The basin will have two cells – a wet pond and an infiltration basin. The first stage of the basin, the wet pond, will provide water quality treatment (80% TSS reduction), while the infiltration basin will provide for 90% of the predevelopment annual stay on. Excess run-off from the basin will drain through a culvert under County Highway N to the east into the District 8 drainage ditches along the western edge of McCarthy Youth & Conservation Park and then into a straightened and channelized section of Koshkonong Creek. The current plan is for the former Gariti property (currently owned by Spaces Secure Self Storage LLC) to have its own separate stormwater management plan and system.

The stormwater management system for the Westlawn amendment area was considered prior to approval of CARPC Resolution No. 2016-05-A.

The WDNR Conservation Practice Standard 1002 - Site Evaluation for Stormwater Infiltration requires field verification for areas of the development site considered suitable for infiltration. This includes a site assessment for karst features on the site to locate infiltration facilities appropriately so that performance can be maximized while protecting groundwater resources. A detailed stormwater management plan will need to be prepared for review and approval prior to beginning any development construction. The plan will be required to meet all stormwater management ordinance performance standards of the Village of Cottage Grove, as well as those of Dane County and the WDNR.

<u>Performance Standards</u>

The Village of Cottage Grove proposes stormwater management performance measures to meet or exceed standards required by the State of Wisconsin (NR 151), Dane County (Chapter 14), Village of Cottage Grove (Chapter 163) stormwater regulations, as follows:

1) Require post-construction sediment control (reduce total suspended solids leaving the site by at least 80%, with a minimum of 60% of that control occurring in a retention pond prior to infiltration) for the 1-year, 24-hour design storm. This is consistent with the standards currently required by Dane County.

2) Require post-construction peak runoff rate control for the 1-, 2-, 10-, and 100-year, 24-hour design storms to predevelopment peak runoff rates. This is consistent with the range of design storms currently required by Dane County.

3) Require post-development stay-on volume of at least 90% of pre-development stay-on volume. This is consistent with the stay-on standard for new development currently required by Dane County regulations.

4) Maintain predevelopment groundwater annual recharge rate of 9 to 10 inches per year as estimated by the Wisconsin Geological and Natural History Survey in a 2012 report titled "Groundwater Recharge in Dane County, Wisconsin Estimated by a GIS-Based Water Balance Model." This is consistent with the standards currently required by Dane County.

5) Treat the first 0.5 inches of run-off using best management practices to provide oil and grease control at commercial and industrial sites. This is consistent with the standards currently required by Dane County.

Environmental Corridors

The North Grove amendment area includes 15.3 acres of environmental corridor (See Map 2). This includes the delineated wetlands and associated buffers in accordance with the Environmental Corridor Policies and Criteria (link to document) adopted in the *Dane County Water Quality Plan*. Planned stormwater management areas and the Town of Sun Prairie conservation easement within the amendment area have also been designated as environmental corridors. The Village of Cottage Grove does not require park land dedication for non-residential uses. Therefore, no park land is included in the proposed North Grove amendment area. The West Lawn Amendment Area does not include any acres of environmental corridor.

Impacts and Effects of Proposal

Meeting Projected Demand

All developable land in the proposed amendment area is planned for of non-residential uses. Projections from 2014 indicated that approximately 117 acres of commercial/industrial land would be required by 2040 at Cottage Grove's historical development trajectory. The most recent addition of commercial land to the Cottage Grove USA was in 2011 when 10 acres including the site of the park-and-ride adjacent the current request area was added. Less than 15 acres has been added since 2010. The applicant indicated in their application that remaining land in the business park is rapidly developing. Roughly 32 acres have developed since 2015, leaving 20 acres of developable land in segments 6 acres or less.

Phasing

The requested amendment exceeds 100 acres and requires a phasing plan Phase One of development will consist of all parcels south of the designated Environmental Corridor. While market factors and cost of infrastructure will ultimately determine build-out, Phase One is anticipated to be completed within 10 years. The remaining parcels are anticipated to fill in another 10 years.

Surface Water Impacts

Development creates impervious surfaces (i.e., streets, parking areas, and roofs) and typically alters the natural drainage system (e.g., natural swales are replaced by storm sewers). Without structural best management practices (i.e., detention basins and infiltration basins) this would result in increased stormwater runoff rates and volumes, as well as reduced infiltration. Without structural best management practices for erosion control, development would also cause substantial short-term soil erosion and off-site siltation from construction activities. Scientific research has well documented that without effective mitigation measures, the potential impacts of development on receiving water bodies can include the following:

- Flashier stream flows (i.e., sudden higher peaks)
- Increased frequency and duration of bankfull flows
- Reduced groundwater recharge and stream base flow
- Greater fluctuations in water levels in wetlands
- Increased frequency, level (i.e., elevation), and duration of flooding

- Additional nutrients and urban contaminants entering the receiving water bodies
- Geomorphic changes in receiving streams and wetlands

Natural drainage systems attempt to adapt to the dominant flow conditions. In the absence of mitigation measures, the frequency of bank-full events often increases with urbanization, and the stream attempts to enlarge its cross section to reach a new equilibrium with the increased channel forming flows. Higher flow velocities and volumes increase the erosive force in a channel, which alters streambed and bank stability. This can result in channel incision, bank undercutting, increased bank erosion, and increased sediment transport. The results are often wider, straighter, sediment laden streams, greater water level fluctuations, loss of riparian cover, and degradation of shoreland and aquatic habitat.

Since 2002, there have been stormwater management standards in effect at the state, county, and local level to require stormwater management and erosion control plans and structural best management practices designed to address the impacts of development on water quality, runoff volumes, peak flows, water temperature, and groundwater recharge. In 2011, county and local standards for runoff volume control were increased beyond state standards to further address the potential stormwater impacts of development. Since 2010 many communities adopted even higher standards for volume control through their own ordinances or as part of USA amendment agreements. In 2017, State statute 281.33(6)(a)(1) was changed to limit the ability of local governments to adopted higher standards for runoff volume through local ordinances.

The Village of Cottage Grove proposes to mitigate the urban nonpoint source impacts of the proposed development by requiring the implementation of various stormwater best management practices that are designed and constructed to meet current Dane County standards for pollutant reduction, runoff volumes, peak flows, water temperature, and groundwater recharge to address the potential water quality impacts of stormwater runoff from the proposed development on the receiving waters.

Regional partners including the City of Madison, MMSD, Madison Water Utility, and others, are actively working to address chlorides through the Wisconsin Salt Wise Partnership. The Village of Cottage Grove has participated in chloride reduction trainings provided by WI Salt Wise.

Groundwater Impacts

Without effective mitigation practices, as natural areas are converted to urban development, the ground/surface water balance in streams and wetlands shifts from a groundwater-dominated system to one dominated more and more by surface water runoff. This can result in subsequent reductions in stream quality and transitions to more tolerant biological communities.

Groundwater modeling indicates that baseflow in Koshkonong Creek has increased because of the effluent discharge from the Sun Prairie wastewater treatment plant. Downstream of the North Grove amendment area (see location Map 5) modeled flow in Koshkonong Creek was 4.6 cfs under predevelopment (no effluent discharge) conditions (Table 4). Under 2010 conditions, baseflow was modeled to have increased to 8 cfs. By 2040, the cumulative effect of well withdrawals is modeled to decrease baseflow in Koshkonong Creek to 7.4 cfs.

Table 4
Modeled Baseflow Results
Due to Current and Anticipated Future Municipal Well Water Withdrawals (All Municipal Wells)

Stream	No Pumping	2010	2040
Koshkonong Creek	*4.6 cfs*	*8.0 cfs*	*7.4 cfs*

According to the 2014 WDNR report *Ecological Limits of Hydrologic Alteration in Dane County Streams* (link to report), Koshkonong Creek has fish species sensitive to flow changes. Low flow conditions were predicted to alter presence of freshwater drum and northern pike. Increased effluent discharges to Koshkonong Creek, however, may help offset these reductions in baseflow so that the creek continues to provide suitable fish habitat.

The loss of baseflow from the cumulative effects of well water pumping is a regional issue, beyond the boundaries of a single USA Amendment or even a single municipality. This issue is discussed along with potential management options in the updated *Dane County Groundwater Protection Planning Framework* (link to report). Maintaining pre-development groundwater recharge by infiltrating stormwater runoff helps to replenish groundwater, maintain baseflow, and mitigate this impact.

Comments at the Public Hearing

A public hearing was held on the proposed amendment at the May 14, 2020 meeting of the Capital Area Regional Planning Commission. Representatives of the Village of Cottage Grove and the development team spoke in favor of the amendment. There was one registrant for the public hearing, Lyle Updike, Chair of the Town of Sun Prairie. Mr. Updike talked about the lack of a boundary agreement with the Village, the Town's conservation easement in the amendment area, the desire for no connections to Town roads in the amendment area, the need for a buffer between Village and Town land uses, stormwater issues, and the Town island. Commissioner discussion included: the creation of a Town island as a result from the annexation, which the Wisconsin Department of Administration has declared "against the public interest" in its advisory letter; the Town conservation easement that is included in the urban service area amendment area; the need for discussions with the Town of Sun Prairie regarding a boundary agreement; plans for road layout including access to County Highways TT and N, and improvements needed for County Highway AB; and the path stormwater discharge would take leaving the Village and into the Town. The Town of Sun Prairie also submitted a comment letter prior to the public hearing, to which the Village of Cottage Grove responded (see Attachment 2).

Conclusions and Staff Water Quality Recommendations

There is sufficient existing treatment plant system capacity at MMSD to serve the proposed amendment area. There is also sufficient existing wastewater collection system capacity to serve the proposed amendment area.

Since 2002, there have been stormwater management standards in effect at the state, county, and local level to require stormwater management and erosion control plans and structural best management practices designed to address the impacts of development on water quality, runoff volumes, peak flows, water temperature, and groundwater recharge. In 2011, county and local standards for runoff volume control were increased beyond state standards to further address the potential stormwater impacts of development. Since 2010 many communities adopted even higher standards for volume control through their own ordinances or as part of urban service area amendment agreements. In 2017, State statute 281.33(6)(a)(1) was changed to limit the ability of local governments to adopted higher standards for runoff volume through local ordinances.

The Village of Cottage Grove proposes to mitigate the urban nonpoint source impacts of the proposed development by requiring the implementation of stormwater best management practices that are designed and constructed to meet current Dane County standards for pollutant reduction, runoff volumes, peak flows, water temperature, and groundwater recharge to address the potential urban nonpoint source impacts of the proposed development on the receiving waters.

The Village of Cottage Grove has been participating in trainings offered by regional partners actively working to achieve source reduction of chlorides by encouraging the responsible use of deicers and water softeners through the Wisconsin Salt Wise Partnership.

It is the Regional Planning Commission staff's opinion that the proposed amendment is consistent with water quality standards under Wis. Stat. § 281.15, and the adopted Policies and Criteria for the Review of Sewer Service Area Amendments to the *Dane County Water Quality Plan*, with the conditions of approval identified below. Additional actions have also been recommended below to further improve water quality and environmental resource management.

Conditions

Regional Planning Commission staff recommends approval of this amendment, based on the land uses and services proposed, and conditioned on the continued commitment of the Village of Cottage Grove to pursue the following:

1. Submit a detailed stormwater management plan for Regional Planning Commission staff review and approval (in conjunction with DCL&WCD staff) as part of the sewer extension review process for the amendment area. The stormwater management plan shall include the following:

    a. Install stormwater and erosion control practices prior to other land disturbing activities. Protect infiltration practices from compaction and sedimentation during land disturbing activities.

    b. Control peak rates of runoff for the 1-, 2-, 10-, and 100-year 24-hour design storms to "pre-development" levels, in accordance with the Village of Cottage Grove and Dane County Stormwater Ordinances.

    c. Provide at least 80% sediment control for the amendment area based on the average annual rainfall, with a minimum of 60% of that control occurring prior to infiltration, in accordance with the Village of Cottage Grove and Dane County Stormwater Ordinances.

    d. Maintain the post development stay-on volume to at least 90% of the pre-development stay-on volume for the average annual rainfall period, in accordance with the Village of Cottage Grove and Dane County Stormwater Ordinances.

    e. Treat the first 0.5 inches of run-off using best management practices to provide oil and grease control at commercial and industrial sites, in accordance with the Village of Cottage Grove and Dane County Stormwater Ordinances.

    f. Maintain pre-development groundwater recharge rates from the Wisconsin Geological and Natural History Survey's 2012 report, *Groundwater Recharge in Dane County, Wisconsin, Estimated by a GIS-Based Water-Balance Model* (a range of 9 to 10 inches/year for the amendment area), or by a site specific analysis, when required by the Village of Cottage Grove and Dane County Stormwater Ordinances.

    g. Maintain suitable hydrology for sustaining wetland W-2 on the site.

    h. Obtain the right (via ownership, easement or agreement), or provide documentation that significant efforts were made to obtain the right, to discharge stormwater onto property that is neither under the applicant's control nor publicly owned. If no right can be obtained, the applicant shall be required to mitigate the increased volume of discharge on their property prior to making this discharge. Mitigation shall consist of implementation of a stormwater practice that match the existing volumetric discharges from the applicant's property to other lands not under their control in storm events including the 1, 2, 5 & 10-year storm events.

    i. Coordinate the management of stormwater discharging into the Town, with the Town Engineer (stormwater management plan comment by Town engineer).

2. Stormwater management facilities shall be placed in public outlots whenever feasible and designated as environmental corridor. Easements and perpetual legal maintenance agreements with the Village, to allow the Village to maintain stormwater management facilities if owners fail to do so, shall be provided for any facilities located on private property.

3. Delineate environmental corridors to include the wetlands and required buffers, conservation easement, landscaped bufferyard per Village Ordinance, and stormwater management areas to meet the Environmental Corridor Policies and Criteria adopted in the *Dane County Water Quality Plan*.

4. Continue to encourage the responsible use of deicers and water softeners by participating in the trainings and outreach activities of the Wisconsin Salt Wise Partnership.

Recommendations

It is also recommended that the Village of Cottage Grove pursue the following:

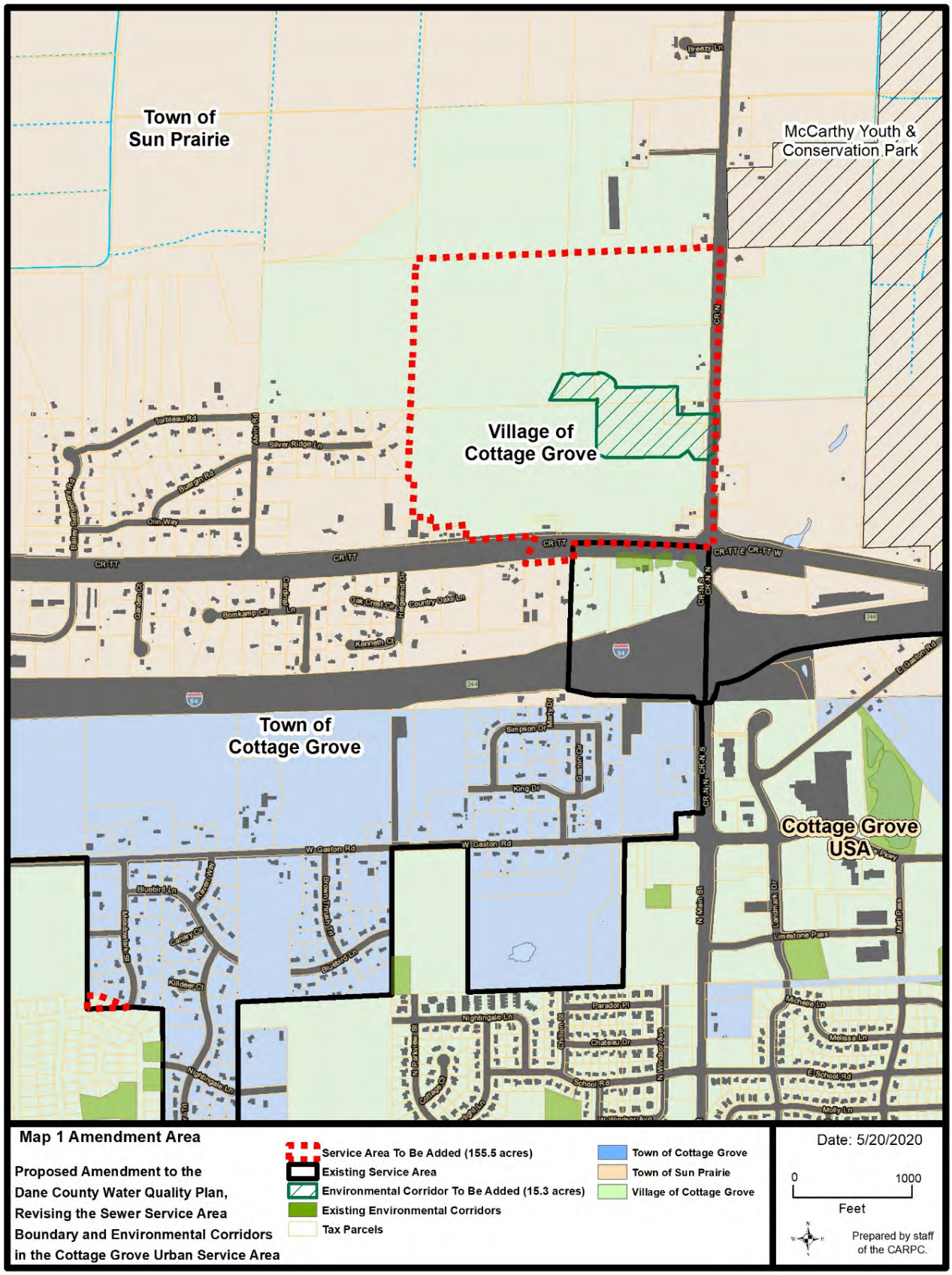
1. Request a formal Endangered Resources Review by the WDNR or one of their certified reviewers for potential impacts to endangered resources like rare plants, animals and natural communities and take necessary habitat protection measures if species are found.

2. Encourage the winter maintenance employees and/or contractors of the business park to participate in available SaltWise trainings.

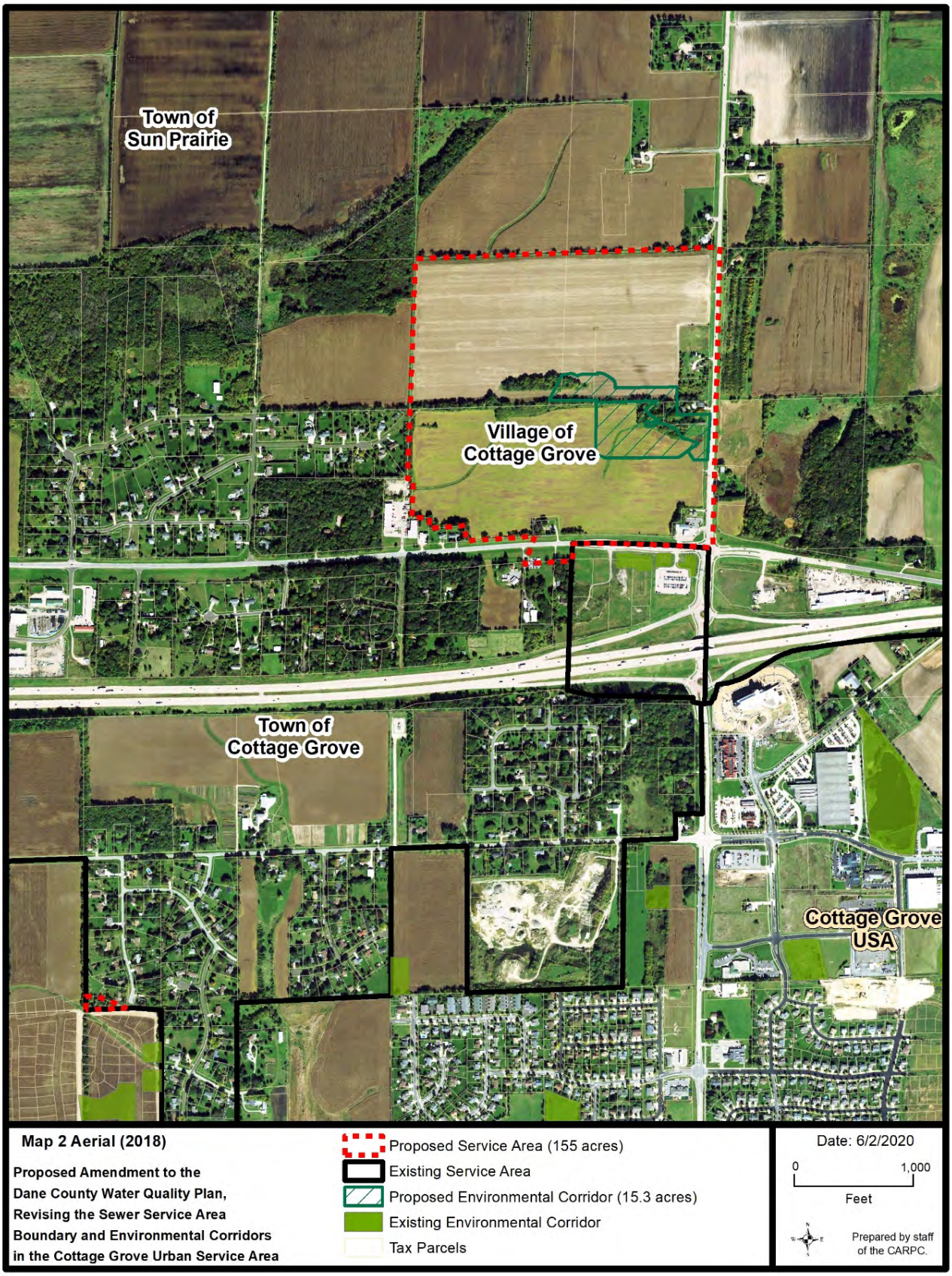
3. Work with the Town of Sun Prairie on a joint stormwater management plan for the whole drainage area (exiting Town development and proposed Village development) west of the culvert under County Highway N.

4. Work with Drainage District 8 to evaluate options for coordinating stormwater drainage in this area.

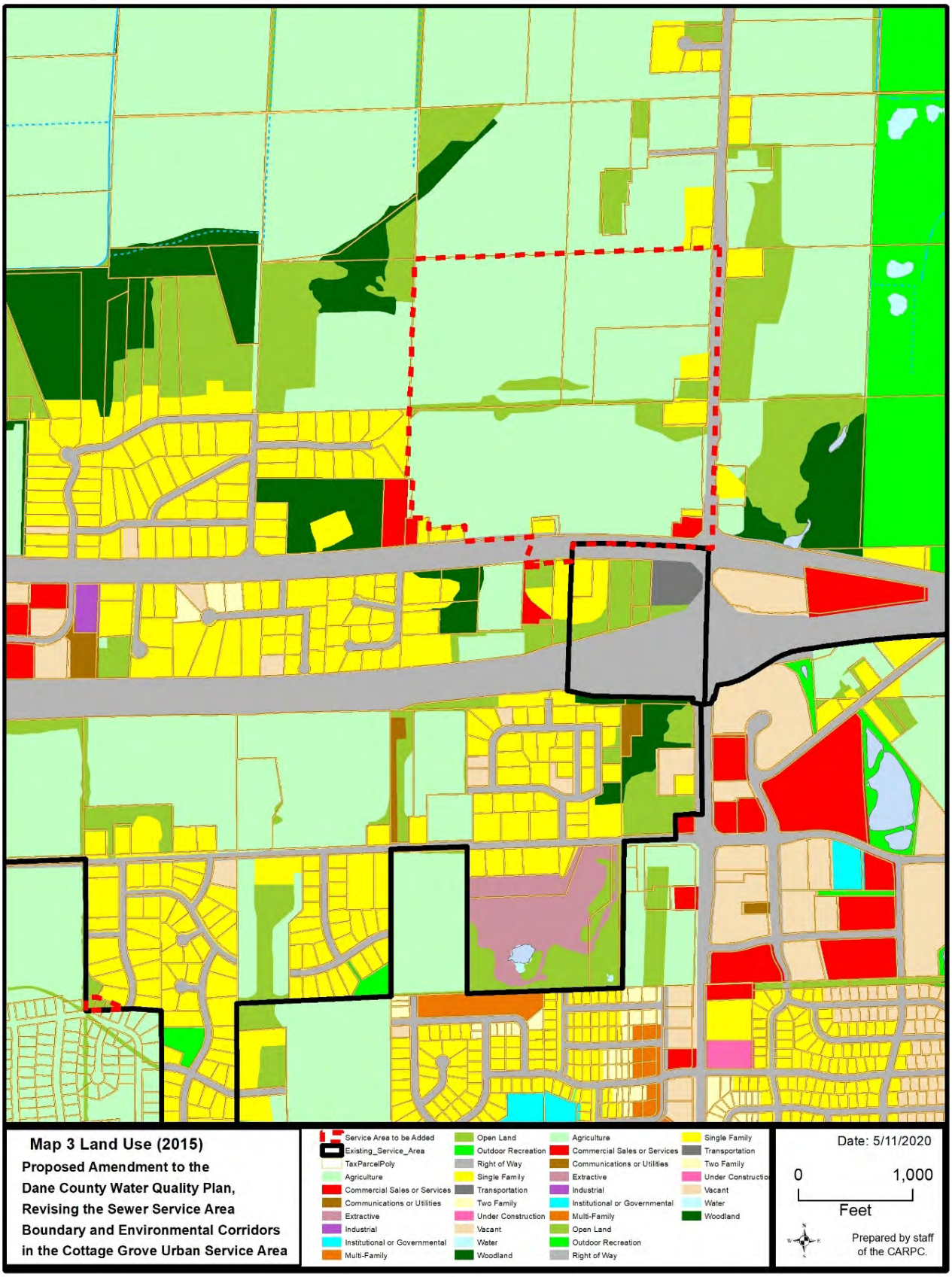
Map 1 - Amendment Area



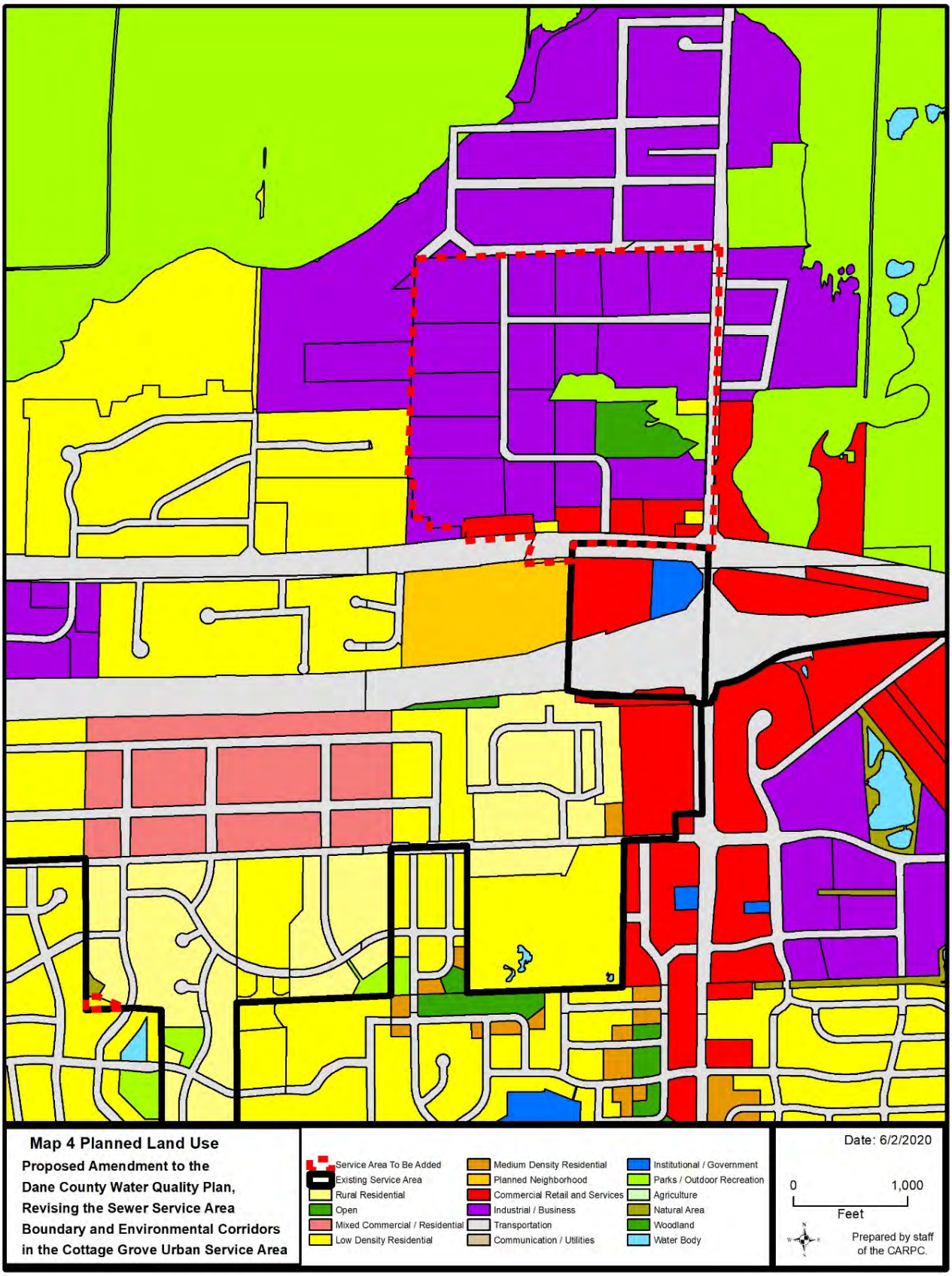
Map 2 – Aerial


Town of
Sun Prairie
Village of
Cottage Grove
Town of
Cottage Grove
Cottage Grove
USA
Map 2 Aerial (2018)
Proposed Amendment to the
Dane County Water Quality Plan,
Revising the Sewer Service Area
Boundary and Environmental Corridors
in the Cottage Grove Urban Service Area
Proposed Service Area (155 acres)
Existing Service Area
Proposed Environmental Corridor (15.3 acres)
Existing Environmental Corridor
Tax Parcels
Date: 6/2/2020
0
1,000
Feet
Prepared by staff
of the CARPC.

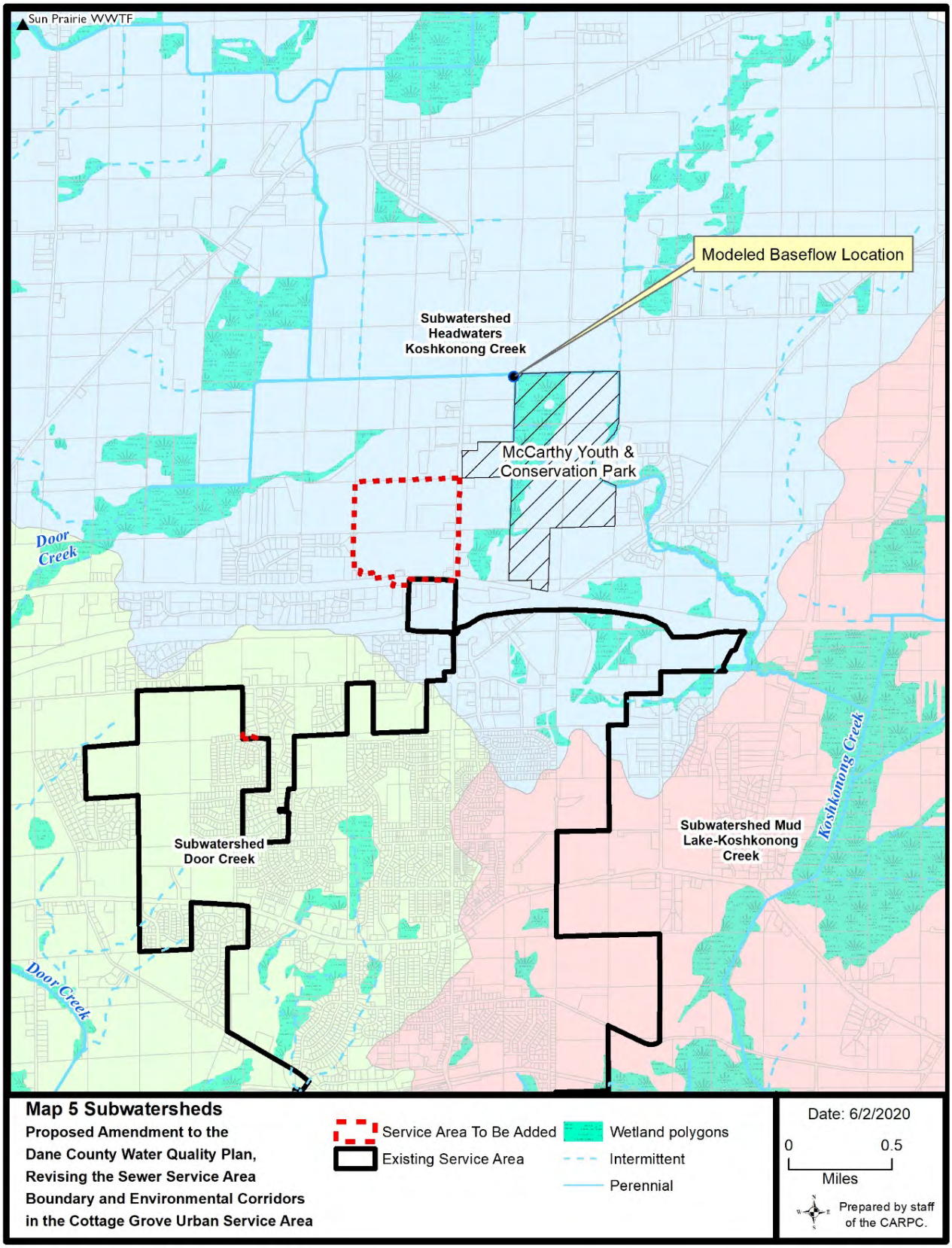
Map 3 – 2015 Land Use



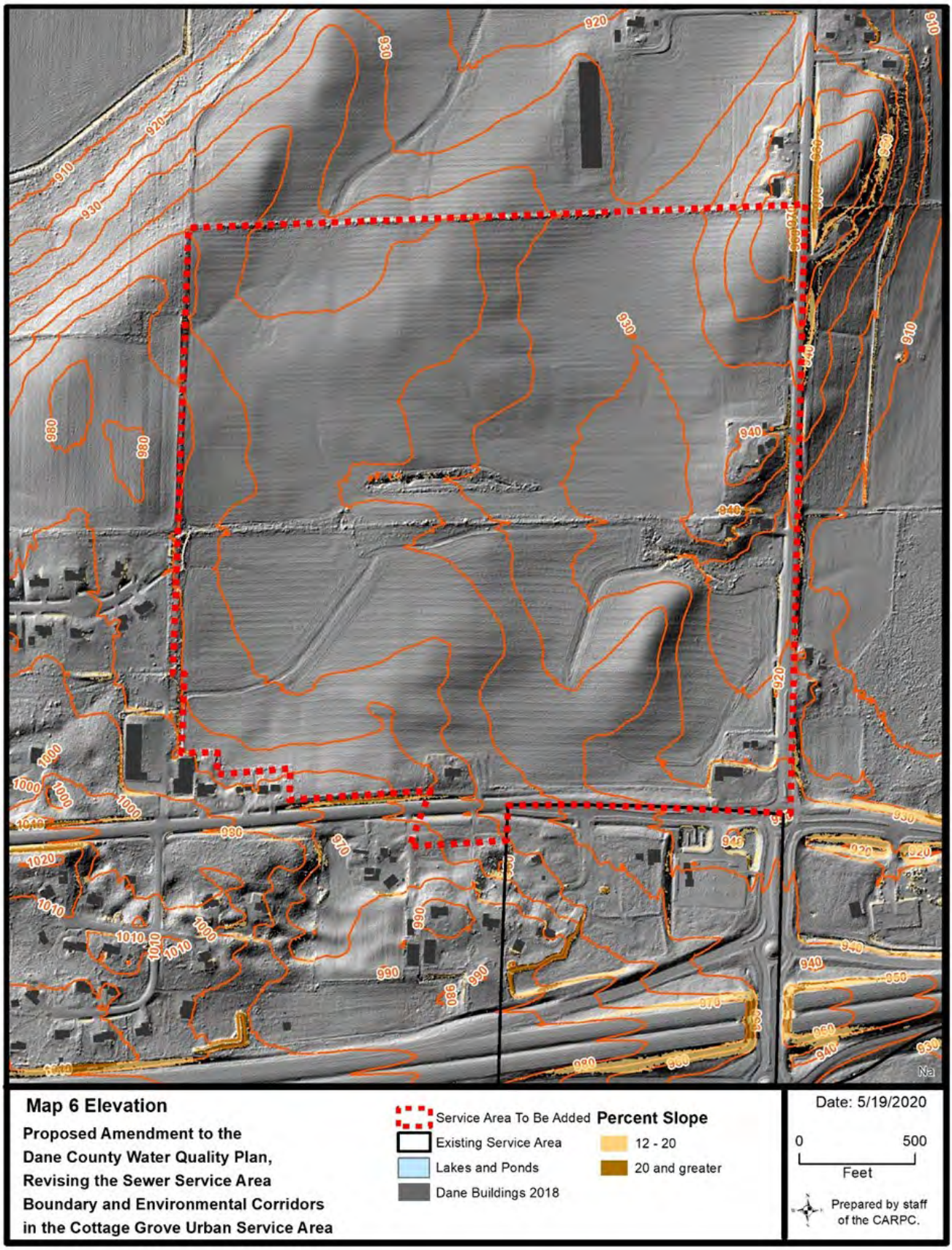
Map 4 – Planned Land Use



Map 5 – Subwatersheds

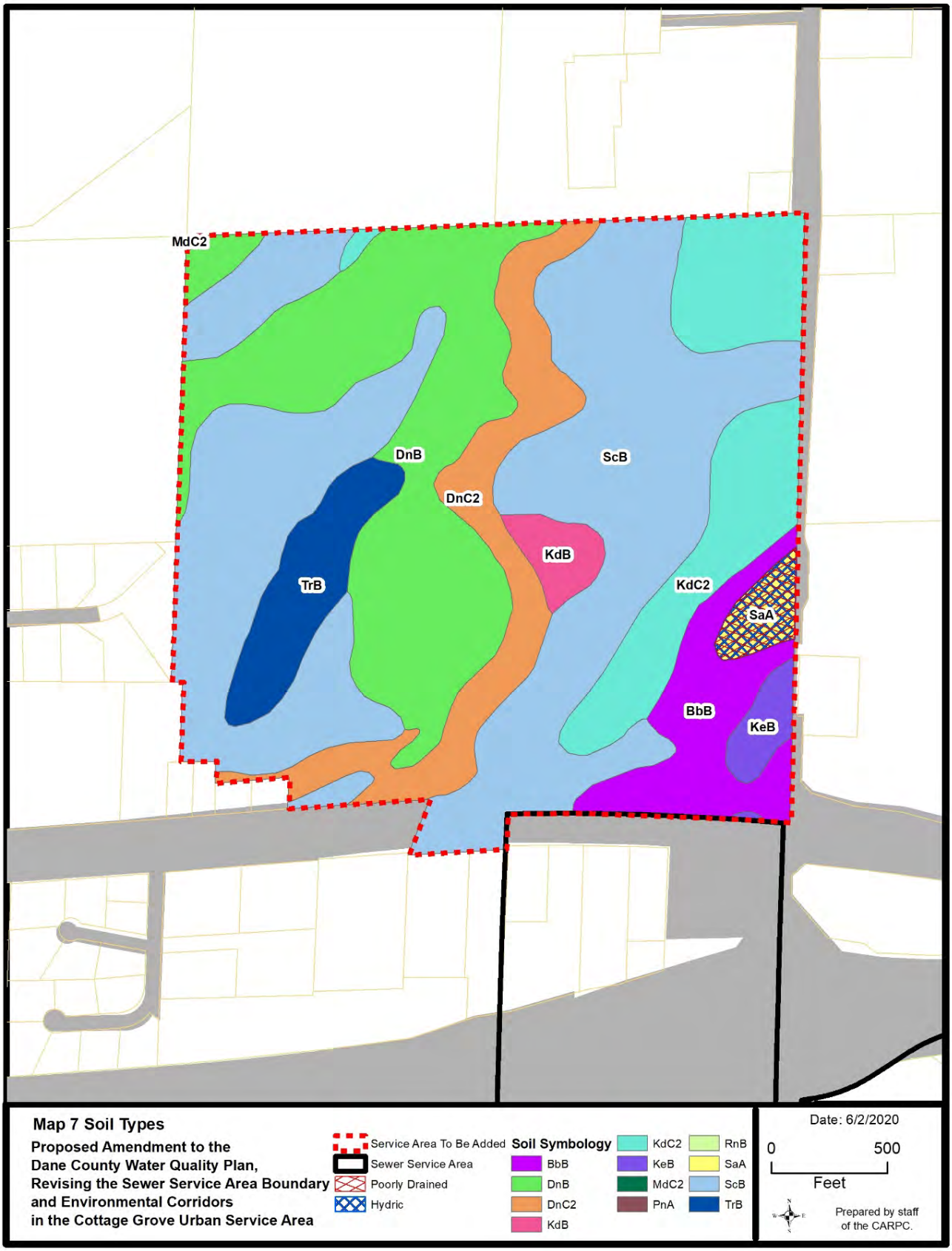


Map 6 - Elevations - North Grove

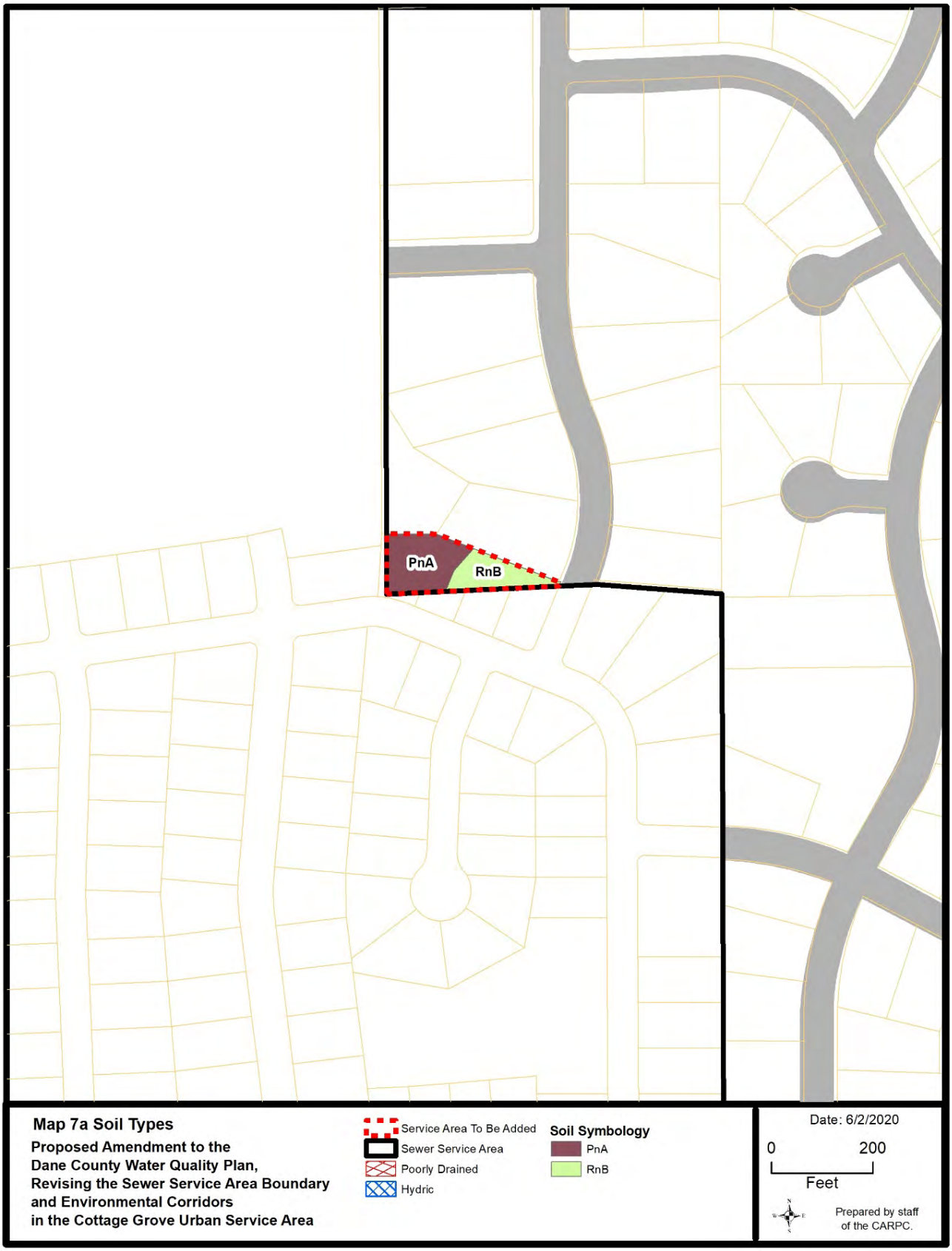


Map 6A – Elevations - Westlawn

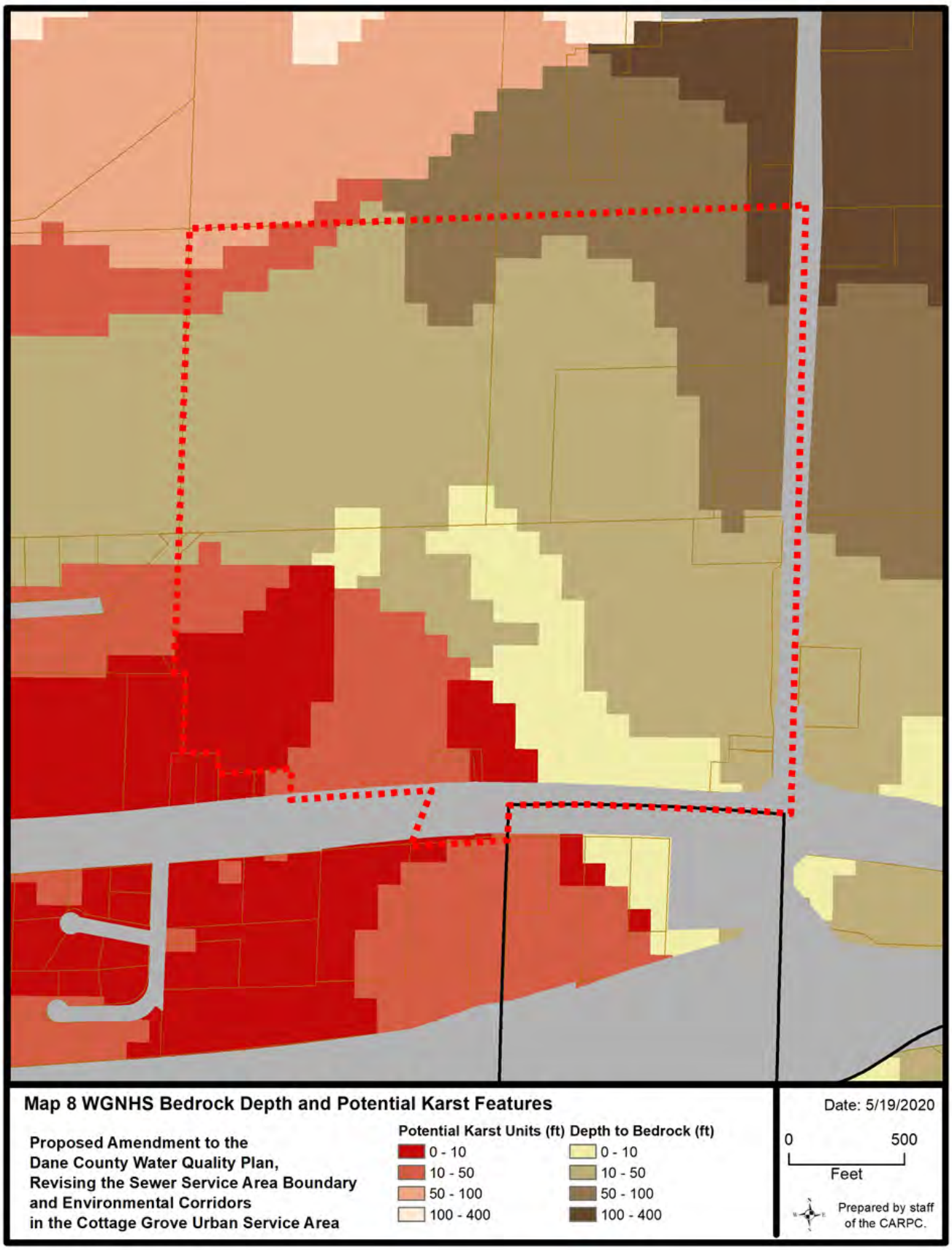
Map 7 - Soil Type - North Grove



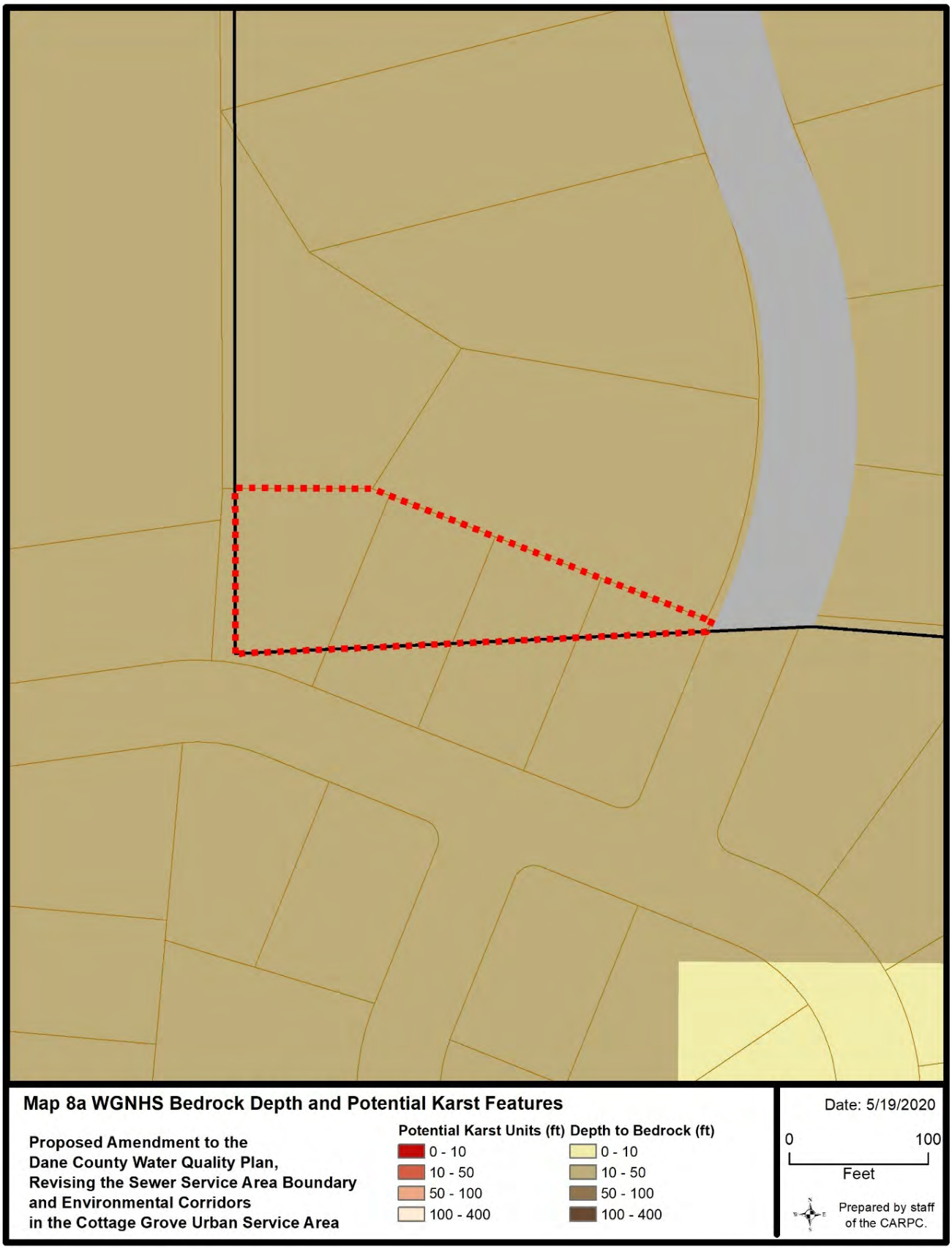
Map 7A - Soil Type - Westlawn



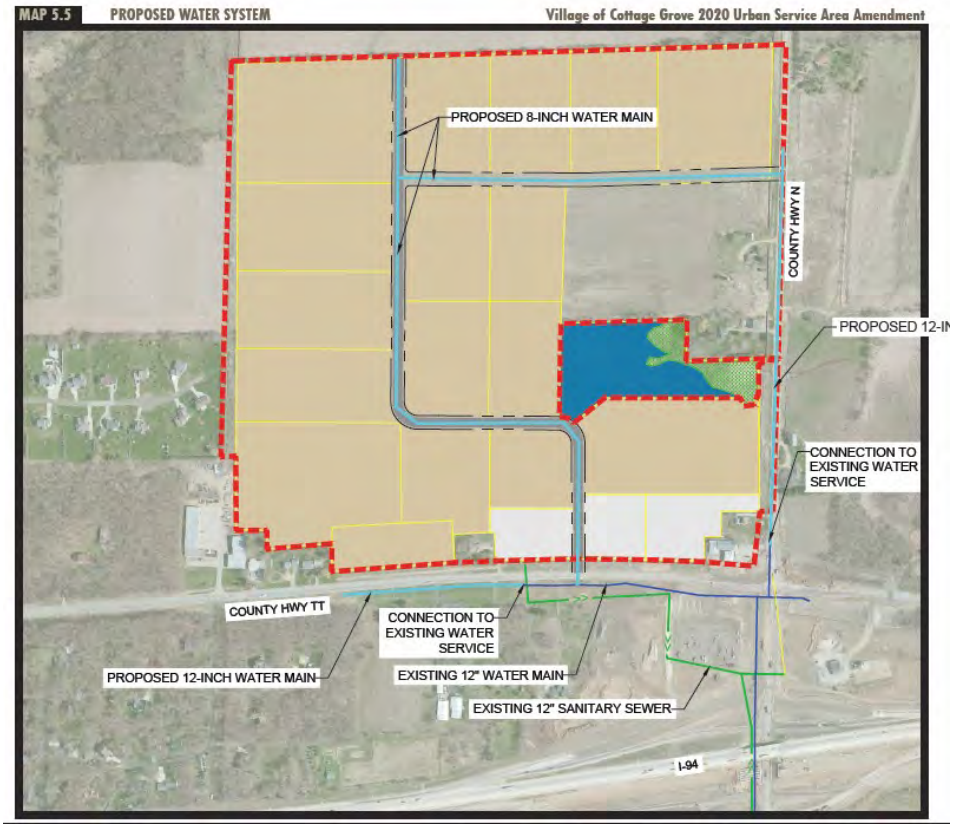
Map 8 – WGNHS Bedrock Depth and Potential Karst Features - North Grove



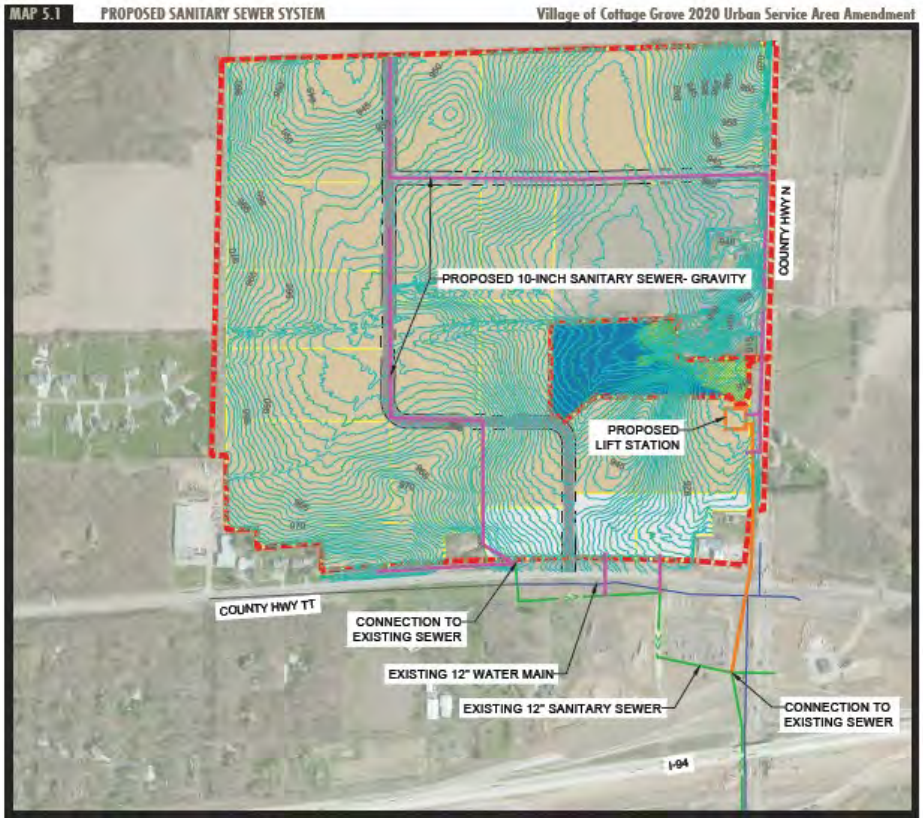
Map 8A – WGNHS Bedrock Depth and Potential Karst Features - Westlawn



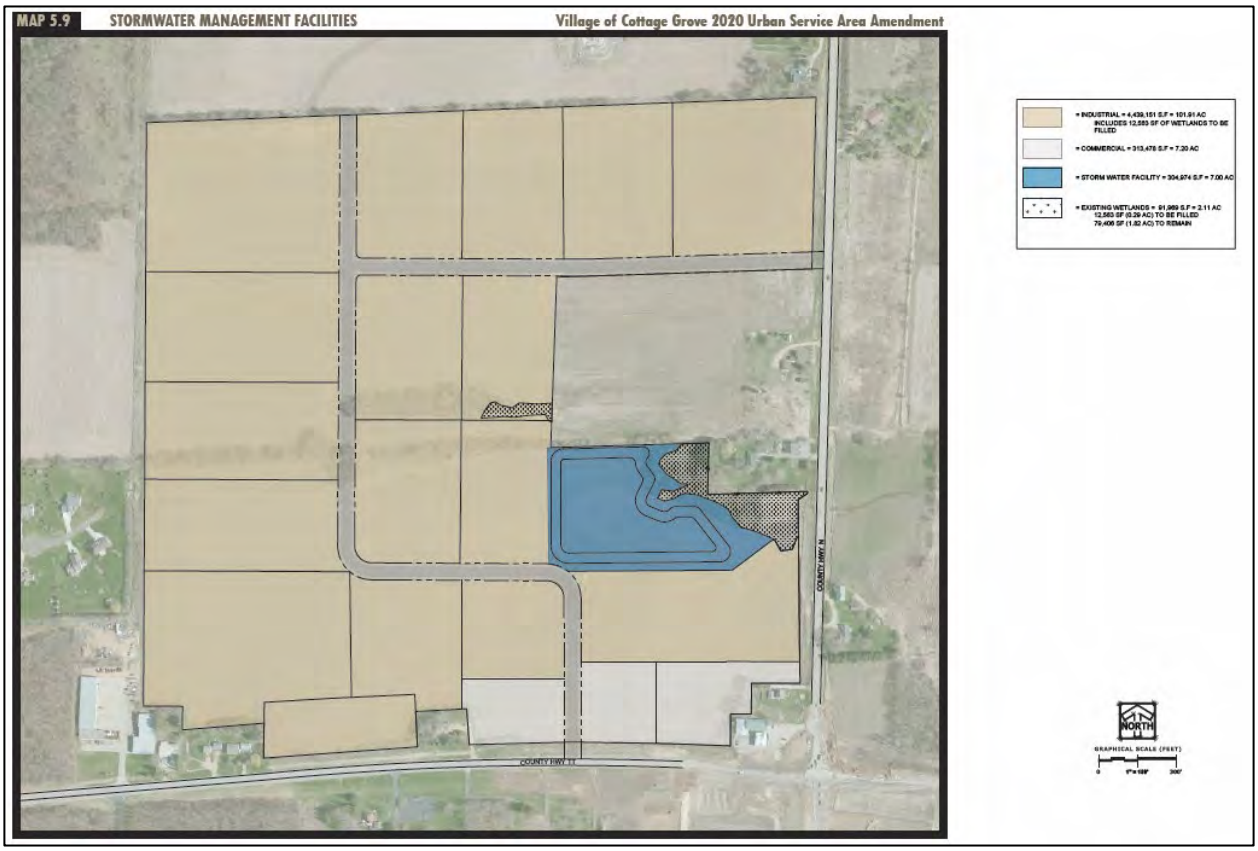
Map 9A – Proposed Water System



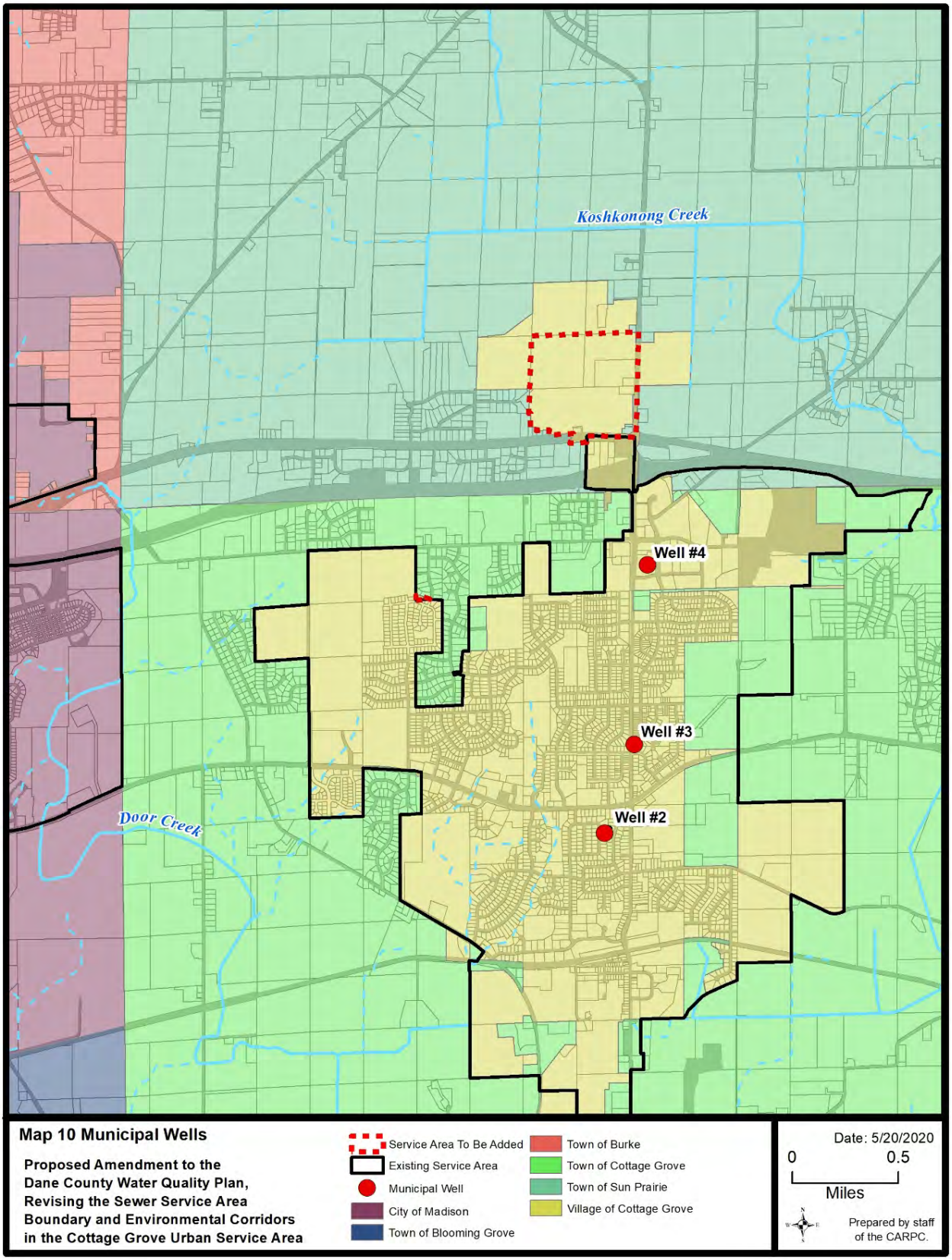
Map 9B – Proposed Sanitary Sewer Service



Map 9C – Proposed Stormwater Management



Map 10 – Municipal Wells



Attachment 1 – Wisconsin Historical Society Letter

WISCONSIN HISTORICAL SOCIETY

5 May 2020

Mr. Sean Higgins
Capital Area Regional Planning Commission
City-County Building, Room 362
210 Martin Luther King Jr. Boulevard
Madison, WI 53703-2558

RE: The Proposed Amendment to the Dane County Water Quality Plan, Revising the Urban Service Area Boundary in the Cottage Grove Urban Service Area, Dane County, Wisconsin

Dear Mr. Higgins:

No previously recorded archaeological sites have been recorded in, or adjacent to the parcel delineated in the amendment. However, the area has never been examined for the presence of archaeological resources. A review of available information indicates that wetlands and the head waters of Door Creek are present in the proposed amendment area. As a result, we recommend that an on-the-ground archaeological survey of the area be completed by a qualified archaeologist and that two paper copies of the report and one digital copy be submitted to our office.

Under Wisconsin law, Native American burial mounds, unmarked burials, and all marked and unmarked cemeteries are protected from intentional disturbance. If anyone suspects that a Native American burial mound or an unmarked or marked burial is present in an area, the Wisconsin Historical Society should be notified.

If human bone is unearthed during any phase of a project, **all work must cease**, and the **local authorities must be contacted**. The police or sheriff will determine if the burial is a criminal matter or if it should be referred to the Wisconsin Historical Society at 1-800-342-7834 to be in compliance with Wis. Stat. § 157.70 which provides for the protection of all human burial sites. If we are contacted, **work cannot resume until the Wisconsin Historical Society gives permission**. If you have any questions concerning the law, please contact the Wisconsin Historical Society at 1-800-342-7834.

This letter does not constitute a Wisconsin Historical Society review for any project that may be governed by Federal or State Compliance laws, e.g. Section 106, Wis Stat. §44.40, Wis Stat. §66.1111, or Wis Stat. §157.70

If you have any questions, or if you need additional information, please feel free to contact me.

Sincerely;

John H. Broihahn
State Archaeologist
State Archaeology and Maritime Preservation
608-219-6240, john.broihahn@wisconsinhistory.org

Collecting, Preserving and Sharing Stories Since 1846
816 State Street Madison, Wisconsin 53706
wisconsinhistory.org

Attachment 2 – Public Comment Letter Received and Village Response

Dane County Regional Planning Commission

May 11, 2020

From: Lyle Updike, Town Chairperson, Town of Sun Prairie

Attention: Sean Higgins

Re: Village of Cottage Grove, Urban Service Expansion into the Town of Sun Prairie

Via Email

The Town and the Village have a strained relationship. Twice the Town and Village engaged in discussions for a Boundary Agreement. Each time the village unilaterally withdrew from the discussion. Recently the Village annexed most of the parcel proposed for this expansion. The Town objected because the annexation created a Town Island. The State review concurred that the annexation was not in the public interest. Undeterred the Village considered the State determination advisory and annexed the parcel.

The Village Director of Planning and Development, Erin Ruth, provided a copy of the expansion proposal and asked for our comments. On April 28, 2020 There was a conference call with Erin, Matt Giese, the Village Administrator, Lyle Updike, Chairperson Town of Sun Prairie and Doug Yelk, Chair of the Town Planning Commission. On that call the Town identified the following concerns and conditions regarding the expansion.

No connections with Town Roads. Of special concern is the Village parcel adjacent to the to the Town that is not included in the current proposal. The proposed road network has no provision to provide road access to that parcel.

The current Town road is designed to serve a small rural subdivision with light traffic and drained with shallow grassy swales. It could not withstand the high volume of heavy traffic from this development or the excess volume of stormwater that would be discharged into existing town road.

The Town requests that the Village identify how their road system would serve future development of this parcel, including easements that would preclude any future connection with the existing Town roads.

Maintain a 75-foot buffer, between the current Town residential parcels and the new intensive Village development. This would provide visual, stormwater and acoustic separation for the existing residential properties. The Village responded that they have a complex buffering ordinance and they would provide examples of how their standards would apply. To date we have not received these examples, so we remain concerned about the proximity of the development.

Maintain compliance with NR151 for a 90% stay-on. The stated Infiltration performance standard in section5.9 (4) states "Requirement for both residential and nonresidential developments to infiltrate sufficient runoff volume so that post development infiltration volume shall be at least 90% of the predevelopment infiltration volume based on the average annual rainfall."

We agree with this minimum standard and noted that it does not include the exemptions and exception that are available in Dane County Chapter 14.

Even with a true 90% stay-on, additional stormwater with its attendant TSS and nutrients will be discharged into the Town in many average weather events and certainly in the increasingly common extreme weather events.

If the above conditions are addressed, the Town will not have any further objection to this amendment.

However, absent a boundary agreement we will object to all future amendments that affect the Town of Sun Prairie. During our April 28th conference call Mr. Yelk inquired if the Village would consider resuming discussions for a boundary agreement. Mr. Giese declined the invitation.

CC: Erin Ruth, Village of Cottage Grove

MEMO

MEMO DATE: May 12, 2020

TO: Sean Higgins – Senior Planner, CARPC
Lyle Updike – Chair, Town of Sun Prairie

CC: Matt Giese – Village Administrator
Kevin Lord – Village Engineer
Town of Sun Prairie Clerk

FROM: Erin Ruth, AICP – Village Planning Director

RE: **Village of Cottage Grove Urban Service Area Amendment – Intergovernmental Cooperation w/ Town of Sun Prairie**

The following is in response to Chairman Updike's correspondence dated May 11, 2020 regarding the Village of Cottage Grove's Urban Service Area Amendment application.

No connections to Town Roads.

The Village has expressed a desire for connections to Town roads in cases where two residential subdivisions are adjacent to facilitate emergency access to create a more complete and logical street network.

In this case, the Town subdivision would be adjacent to property designated for office/light industrial uses. Due to the potential incompatibility of those uses the Village understands the Town's desire to keep the office/light industrial traffic out of the existing subdivisions.

The Village agrees that platting of the office/light industrial area will create access to adjoining Village parcels that do not rely on access from Town roads.

Maintain a 75' buffer.

The Village shares the Town's desire to buffer potentially incompatible land uses. In fact, the Village's Zoning Ordinance requires landscaping bufferyards where different uses abut. The Village considers that buffer requirement to remain in effect when differing uses occur along a Village/Town boundary.

The Village's Landscaping Ordinance is Article V of the Zoning Ordinance and bufferyard requirements are covered under 325-62.

Landscaped bufferyards are required by Village Ordinance along boundaries where different zoning districts meet, per Table 325-62(D)(1). The adjacency that the Town is concerned about would be the abutting of new office/light industrial land uses to an existing Town single-family residential subdivision. The most likely zoning district for the office/light industrial area is PI, Planned Industrial. The most similar Village zoning district to the Town land use would be SR-4, Single-Family Residential.

Where a PI district is adjacent to an SR-4 district a 0.4 opacity bufferyard is required per Table 325-62(D)(1). There are a variety of ways to meet the 0.4 opacity requirement based on the various formulas in Table 325-62(D)(2). The formulas reflect a combination of bufferyard width, amount of landscaping (measured in points per 100' of length), and the inclusion of features such as fencing or earthen berms. Generally speaking, the narrower the bufferyard, the more landscaping and/or features are required.

Various categories of vegetation are assigned points in Table 325-58, ranging from 75 points for a climax tree to 1 point for a low deciduous shrub.

Attached are six examples of buffers that would achieve the required 0.4 opacity bufferyard requirement between PI and SR-4 districts. Numerous other combinations could also achieve the necessary requirement.

While the Town requested a 75' wide buffer, the Village feels that a landscaped buffer meeting the ordinance would likely provide a more effective buffer than a simple 75' width with no landscaping.

Maintain compliance with NR151 for a 90% stay-on.

The Village consulted its engineering consultant, MSA Professional Services, regarding the Town's comments on this issue. We received a reply from Village Engineer Kevin Lord and stormwater specialist Eric Thompson.

According to MSA, the Village's stormwater ordinance is the same as Dane County's with respect to any exemptions. In their opinion, the Village/Dane County ordinance is "slightly more restrictive" than NR 151 in some regards and that by meeting the Village Ordinance the development would also meet NR 151.

MSA referenced the following excerpts:

NR 151

1.) NR151 requires different levels of post-construction infiltration practices depending on the proposed level of impervious area on the site.
    a. Up to 40% impervious -> target = 90% predevelopment infiltration
    b. >40% impervious to 80% impervious -> target = 75% predevelopment infiltration

c. >80% impervious -> target = 60% predevelopment infiltration

2.) NR151 allows various exemptions and prohibitions from infiltration:

a. Prohibitions. Runoff from the following areas is not to be infiltrated:

i. Areas associated with a tier 1 industrial facility

ii. Storage and loading areas of a tier 2 industrial facility

iii. Fueling and vehicle maintenance areas.

b. Exemptions. Infiltration is not required (but may still be done) from the following areas. From an accounting standpoint, these areas are ignored in the computation – the site still has to achieve X% of the infiltration from the remainder of the site.

i. Parking areas and access roads less than 5,000 square feet for commercial & industrial development

ii. New development sites with less than 10% connected imperviousness and <1 acre total impervious (these sites are exempt from all post-construction stormwater management)

iii. Redevelopment sites.

iv. In–fill development areas less than 5 acres.

v. Roads in commercial, industrial, and institutional land uses, and arterial residential roads.

c. Locations of practices: Infiltration devices are not to be installed in the following areas due to concerns for device failure. Exemption of a particular location on a site does not reduce the requirement to achieve x% infiltration across the site – although it does open the door for a 'maximum extent practicable' argument. Only if the <u>entire</u> site is found to be exempt can the site truly be allowed to have no post-development infiltration.

i. Areas of Karst bedrock (direct conduits to groundwater)

ii. Areas within a certain distance of a well

iii. Areas where there is soil contamination

iv. Areas where there is inadequate separation distance (depth) to groundwater or bedrock

v. Areas where the <u>measured</u> infiltration rate is less than 0.6 in/hr

vi. Areas of clayey soil.

<u>Dane County/Village of Cottage Grove</u>

1.) All developments, regardless of impervious -> target = 90% predevelopment infiltration

2.) Exemptions (infiltration not required):

a. Parking areas and access roads less than 5,000 square feet for commercial & industrial development

b. New development sites with less than 10% connected imperviousness and <1 acre total impervious

c. Redevelopment sites.

d. Areas where the measured infiltration rate is less than 0.6 in/hr

e. Roads in commercial, industrial, and institutional land uses, and arterial residential roads.

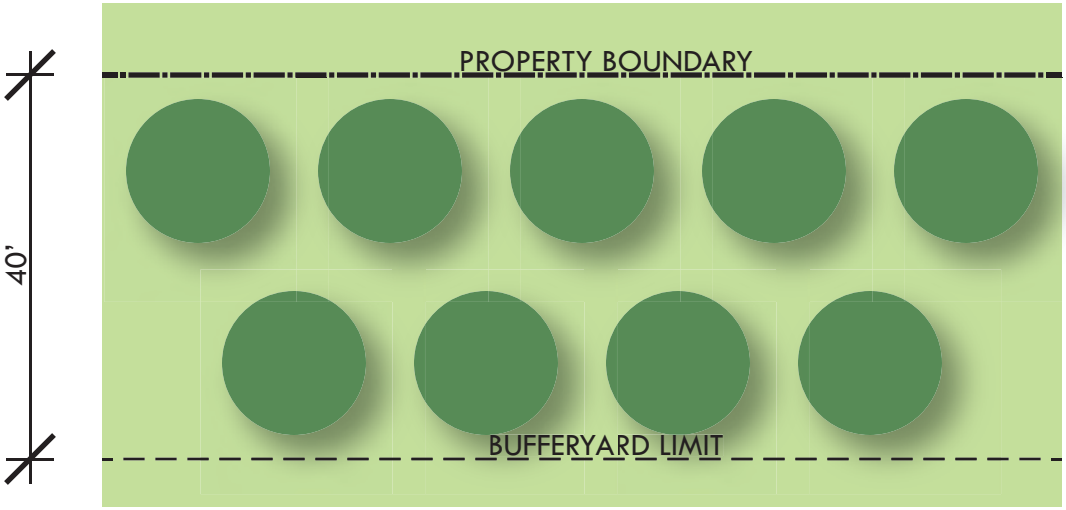
3.) Prohibitions (infiltration not allowed):

a. Areas associated with a tier 1 industrial facility
b. Storage and loading areas of a tier 2 industrial facility
c. Fueling and vehicle maintenance areas.
d. Areas of Karst bedrock (direct conduits to groundwater)
e. Areas where there is inadequate separation distance (depth) to groundwater or bedrock
f. Areas within a certain distance of a well
g. Areas where there is soil contamination

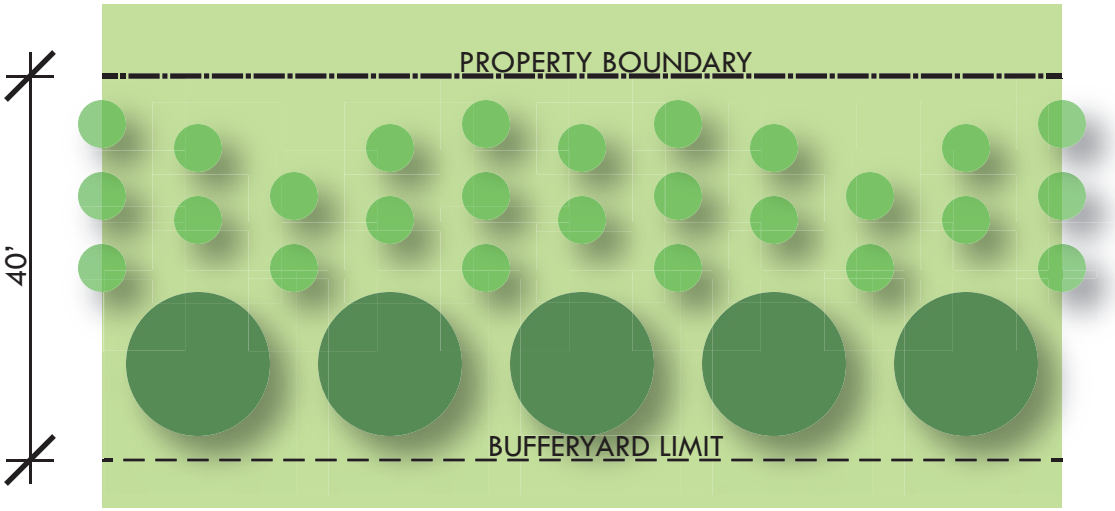
Based on our engineer's review it appears that the Dane County and Village ordinances offer fewer exceptions for infiltration than NR 151, not more.

If we are misunderstanding the Town's comment, we are certainly open to further discussion.

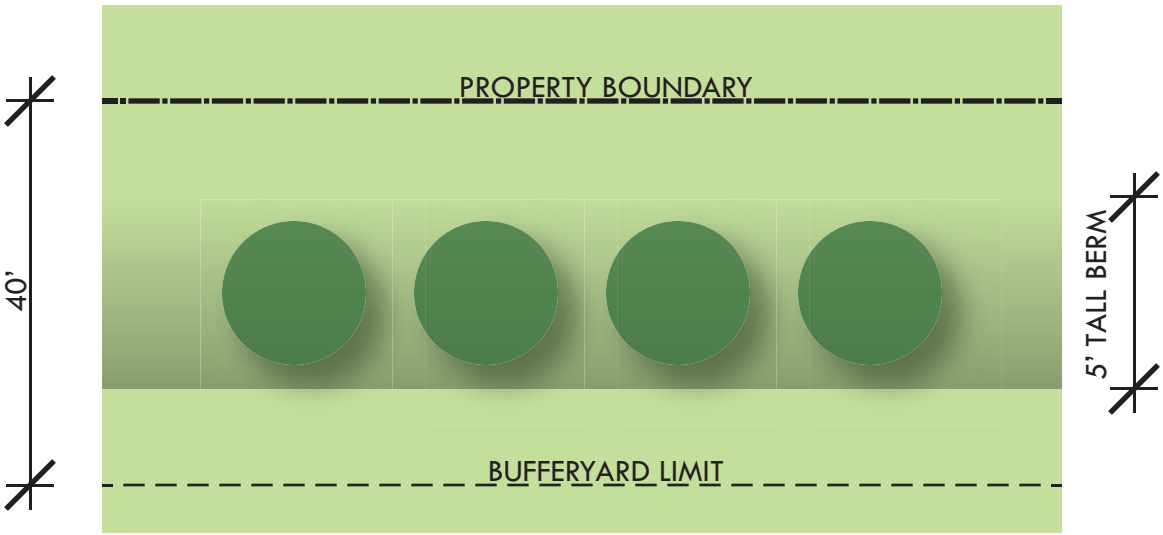
The Village's urban service area requests that have been approved in the past few years have included a condition that the during platting the Village must coordinate with the adjacent Town on stormwater entering the Town. We are open to such a condition for this amendment as well as this may lead to discussion of specific issues of concern as more details are developed as opposed to a broad pre-emptive solution.



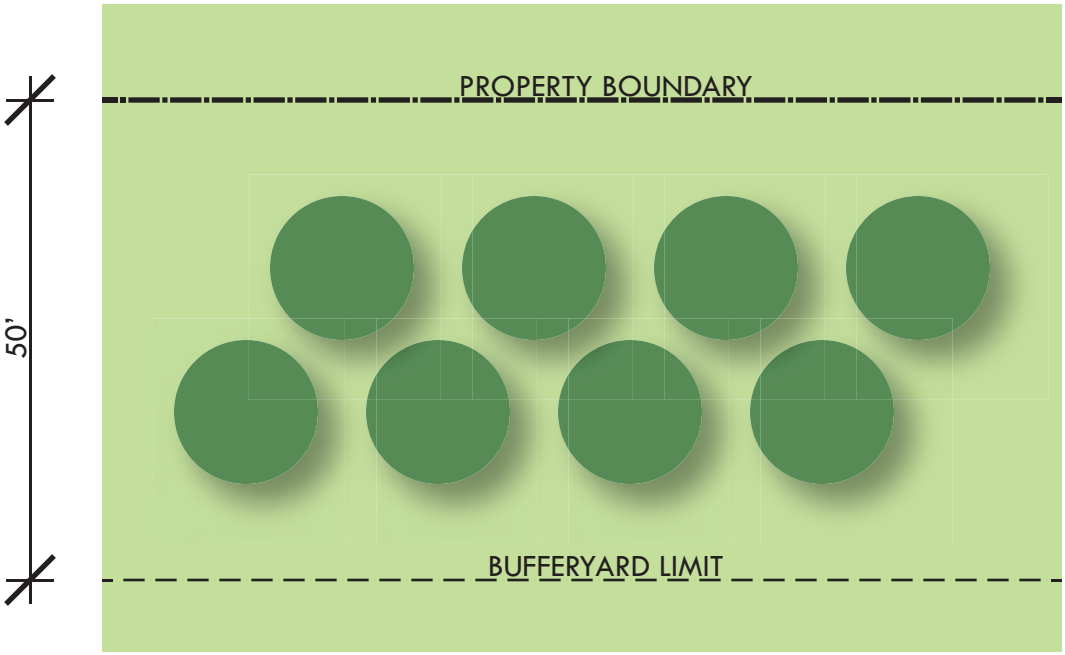
0.4 OPACITY - 40' WIDTH W/ 327 PTS. PER 100'
9 TALL EVERGREEN TREES X 40 PTS EA. = 400 PTS.



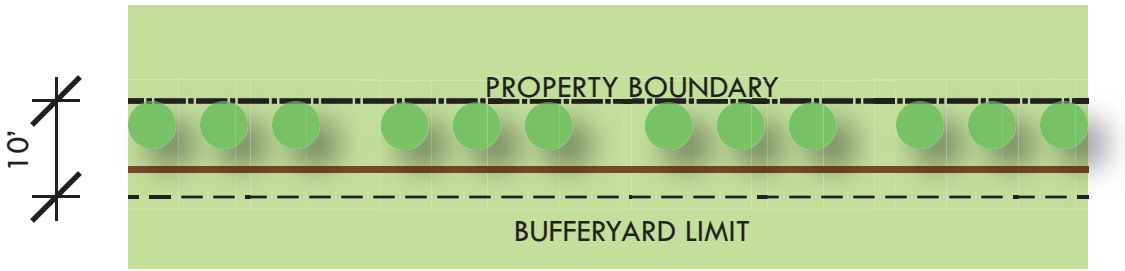
0.4 OPACITY - 40' WIDTH W/ 327 PTS. PER 100'
5 TALL EVERGREEN TREES X 40 PTS EA. = 200 PTS., 26 TALL DECIDUOUS SHRUBS X 5 PTS. EA. = 130 PTS.; TOTAL = 330 PTS.



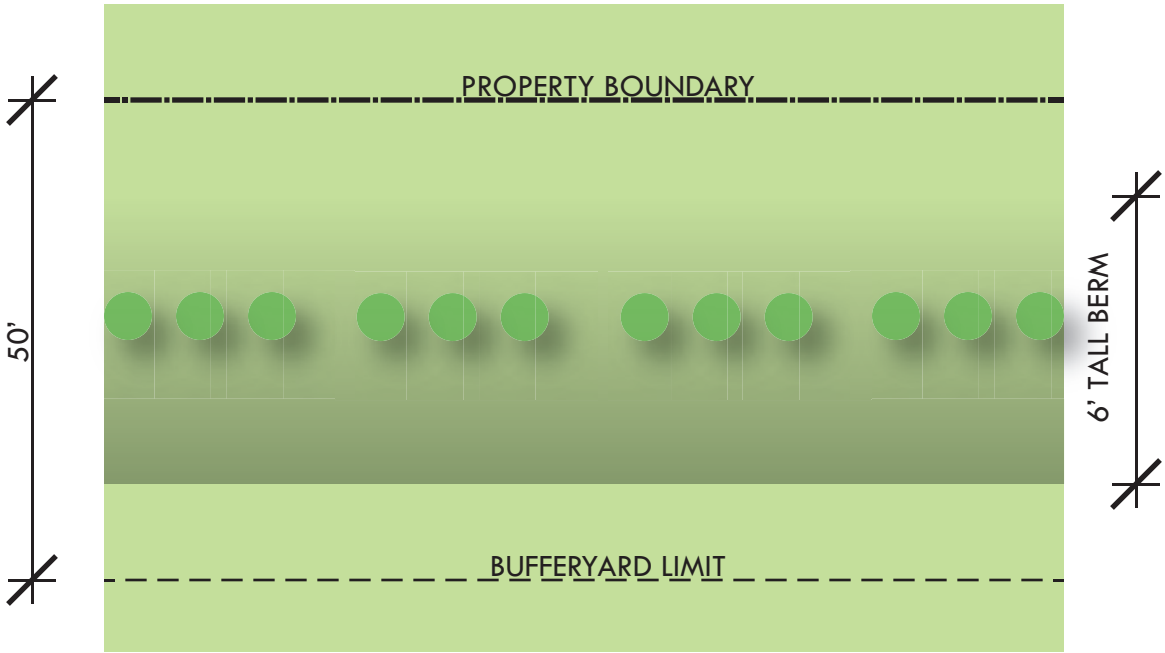
0.4 OPACITY - 40' WIDTH W/ 5' TALL BERM & 148 PTS. PER 100'
4 TALL EVERGREEN TREES X 40 PTS EA. = 160 PTS.



0.4 OPACITY - 50' WIDTH W/ 299 PTS. PER 100'
8 TALL EVERGREEN TREES X 40 PTS EA. = 320 PTS.



0.4 OPACITY - 10' WIDTH W/ 6' PRIVACY FENCE & 53 PTS. PER 100'
12 TALL DECIDUOUS SHRUBS X 5 PTS EA. = 60 PTS.



0.4 OPACITY - 50' WIDTH W/ 6' TALL BERM & 56 PTS. PER 100'
12 TALL DECIDUOUS SHRUBS X 5 PTS EA. = 60 PTS.

VILLAGE OF COTTAGE GROVE *NOTICE OF PUBLIC MEETING*

PUBLIC WORKS & PROPERTIES COMMITTEE

Tuesday, June 2, 2020 **6:00 PM**

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/96634681807 You can also participate via phone by dialing 1-312-626-6799 and use Meeting ID: 966 3468 1807 # When asked for your Participant ID, just press #.

You may also choose to participate by providing public comment prior to the meeting via email to the Director of Public Works & Utilities, JJ Larson at jlarson@village.cottage-grove.wi.us.

AGENDA

1) **Call Meeting to Order**

2) **Quorum and roll call**

3) **Public Appearances** – Public's opportunity to speak about any subject that is not a specific agenda item.

4) **Old Business**
   a. Update on Glacial Drumlin Bike Path project.
   b. Update on Clark St. reconstruction project.

5) **New Business**
   a. Discuss and consider Task Order Contract with MSA for work related to the Buss Road/CTH BB project.
   b. Discuss and consider format for next month's meeting.

6) **Engineer's report**

7) **Director's report**

8) **Approve the minutes of the May 5, 2020 Public Works & Properties Committee meeting.**

9) **Set tentative date for next meeting**

10) **Future Agenda Items**

11) **Adjournment**

Notice:

1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.
2. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.
3. Any item on the agenda is subject to final action

PROJECT DATE	DRAWN BY		NO	DATE	REVISION	BY
	DESIGNED BY					
	CHECKED BY					

MSA

ENGINEERING | ARCHITECTURE | SURVEYING
FUNDING | PLANNING | ENVIRONMENTAL

GLACIAL DRUMLIN TRAIL - TAP GRANT
VILLAGE OF COTTAGE GROVE
DANE COUNTY, WISCONSIN

OVERVIEW

PROJECT NO. 00094084

SHEET EX. 1

ITEM 4b

ITEM 4b

Cottage Grove Clark Street and Grove Street
Estimated Cost May 28, 2020

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
Grant Eligible					
1.	Mobilization/Bonds/Insurance	1	LS	$ 30,000.00	$ 30,000.00
2.	Traffic Control	1	LS	$ 4,500.00	$ 4,500.00
3.	Utility Line Opening (U.L.O.)	6	EA	$ 600.00	$ 3,600.00
3.	Remove Aspaltic Pavement	2,800	SY	$ 2.00	$ 5,600.00
4.	Remove Conc. Curb & Gutter	2,360	LF	$ 12.00	$ 28,320.00
5.	Remove Concrete	6,000	SF	$ 4.00	$ 24,000.00
6.	Remove Storm Structure	5	EA	$ 500.00	$ 2,500.00
7.	Remove Signage	1	LS	$ 400.00	$ 400.00
8.	Remove and Replace Mailbox	14	EA	$ 175.00	$ 2,450.00
9.	Tree Removal	5	EA	$ 700.00	$ 3,500.00
10.	Topsoil Stripping	1,800	SY	$ 2.50	$ 4,500.00
11.	Unclassified Excavation (Path + Storm water facility)	1	LS	$ 87,000.00	$ 87,000.00
12.	Excavation Below Subgrade (EBS)	200	CY	$ 20.00	$ 4,000.00
13.	Breaker Run for EBS	200	CY	$ 40.00	$ 8,000.00
14.	Dense Graded Base	4,500	TON	$ 15.00	$ 67,500.00
15.	Concrete Driveway Apron, 7-Inch Thick	2,550	SF	$ 14.50	$ 36,975.00
16.	Concrete Sidewalk, 6-Inch Thick	1,875	SF	$ 12.50	$ 23,437.50
17.	Concrete Sidewalk, 4-Inch Thick	360	SF	$ 11.50	$ 4,140.00
18.	Stamped Colored Concrete, 4-Inch Thick w/ Base (Main St.)	300	SF	$ 15.00	$ 4,500.00
19.	Concrete Curb and Gutter, 24-Inch	2,360	LF	$ 19.00	$ 44,840.00
20.	Concrete Steps	1	LS	$ 4,500.00	$ 4,500.00
21.	Handrailing	1	LS	$ 3,500.00	$ 3,500.00
22.	Asphaltic Pavement, 2-Inch Binder Course	300	TON	$ 75.00	$ 22,500.00
23.	Asphaltic Pavement, 2-Inch Surface Course	300	TON	$ 75.00	$ 22,500.00
24.	Asphalt Pavement, 3-Inch Thick, 4 LT 58-28S	498	TON	$ 75.00	$ 37,350.00
25.	Detectable Warning Field	180	SF	$ 50.00	$ 9,000.00
26.	Adjust Manhole Casting	6	EA	$ 575.00	$ 3,450.00
27.	Rapid Response Flashing Beacon (R.R.F.B.)	1	LS	$ 14,000.00	$ 14,000.00
28.	Watermain Valve Relocation & Adjustments	2	EA	$ 4,500.00	$ 9,000.00
29.	Watermain Curbstop Relocation and Reinstallation with Box	8	EA	$ 1,200.00	$ 9,600.00
30.	Watermain Services 1" Copper	171	LF	$ 45.00	$ 7,695.00
31.	Ductile Iron Watermain, 6"	20	LF	$ 90.00	$ 1,800.00
32.	6" Gate Valve	2	EA	$ 1,800.00	$ 3,600.00
33.	Hydrant	2	EA	$ 4,800.00	$ 9,600.00
34.	Storm Inlet, 2'x3' Inlet	7	EA	$ 3,500.00	$ 24,500.00
35.	Storm Sewer, RCP	210	LF	$ 90.00	$ 18,900.00
36.	Storm Sewer, Apron Endwalls	2	EA	$ 1,500.00	$ 3,000.00
37.	Adjust Manhole Casting	3	EA	$ 500.00	$ 1,500.00
38.	Pavement Marking Epoxy, 4-Inch White	1,000	LF	$ 5.50	$ 5,500.00
39.	Pavement Marking Epoxy, Curb Solid Yellow	150	LF	$ 5.50	$ 825.00
40.	Pavement Marking Crossing Epoxy, 6-Inch White	393	LF	$ 10.00	$ 3,930.00
41.	Pavement Marking Stop Line Epoxy, 24-Inch White	49	LF	$ 18.00	$ 882.00
42.	Main Street Crosswalk Coloring	450	SF	$ 40.00	$ 18,000.00
43.	Permanent Signage	100	SF	$ 80.00	$ 8,000.00
44.	Sign Poles	10	EA	$ 250.00	$ 2,500.00
45.	Erosion Control (Silt Fence, Inlet Protection…)	1	LS	$ 4,500.00	$ 4,500.00
46.	Topsoil(1" Thick), Seed, Fertilize and Mulch(Path Shoulder)	700	SY	$ 3.50	$ 2,450.00
47.	Topsoil, Seed, Fertilize and Erosion Matting	300	SY	$ 9.00	$ 2,700.00
	TOTAL CONSTRUCTION COSTS: Items #1-#47		**Subtotal**		**$ 645,044.50**
	ENGINEERING AND REAL ESTATE				**$ 112,850.00**
	CONSTRUCTION SERVICES (8%)				**$ 51,603.56**
	TOTAL				**$ 809,498.06**
	GRANT FUNDS MAX.				**$ 554,800.00**
	TOTAL VILLAGE FUNDED				**$ 254,698.06**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
Grove Street Urbanization					
1.	Mobilization/Bonds/Insurance	1	LS	$ 35,000.00	$ 35,000.00
2.	Traffic Control	1	LS	$ 2,500.00	$ 2,500.00
3.	Utility Line Opening (U.L.O.)	4	EA	$ 600.00	$ 2,400.00
3.	Remove Aspaltic Pavement	3,510	SY	$ 2.00	$ 7,020.00
4.	Remove Concrete	300	SF	$ 4.00	$ 1,200.00
5.	Remove Existing Storm Sewer	1	LS	$ 750.00	$ 750.00
6.	Remove Signage	1	LS	$ 350.00	$ 350.00
7.	Remove and Replace Mailbox	1	EA	$ 175.00	$ 175.00
8.	Tree Removal	9	EA	$ 700.00	$ 6,300.00
9.	Topsoil Stripping	7,800	SY	$ 2.50	$ 19,500.00
10.	Unclassified Excavation	1	LS	$ 40,000.00	$ 40,000.00
11.	Excavation Below Subgrade (EBS)	1,775	CY	$ 20.00	$ 35,500.00
12.	Breaker Run for EBS	1,775	CY	$ 40.00	$ 71,000.00
13.	Dense Graded Base	3,900	TON	$ 15.00	$ 58,500.00
14.	Concrete Driveway Apron, 7-Inch Thick	300	SF	$ 14.50	$ 4,350.00
15.	Concrete Sidewalk, 6-Inch Thick	200	SF	$ 12.50	$ 2,500.00
16.	Concrete Sidewalk, 4-Inch Thick	5,400	SF	$ 11.50	$ 62,100.00
17.	Concrete Curb and Gutter, 24-Inch	1,650	LF	$ 19.00	$ 31,350.00
18.	Asphaltic Pavement, 2-Inch Binder Course	550	TON	$ 75.00	$ 41,250.00
19.	Asphaltic Pavement, 2-Inch Surface Course	550	TON	$ 75.00	$ 41,250.00
20.	Detectable Warning Field	80	SF	$ 50.00	$ 4,000.00
21.	Watermain, 8-Inch C-900	1,283	LF	$ 110.00	$ 141,130.00
22.	Watermain, 6-Inch C-900	20	LF	$ 90.00	$ 1,800.00
23.	D.I. Bend, 8-Inch	6	EA	$ 700.00	$ 4,200.00
24.	Watermain Reducer, 8-Inch x 6-Inch	1	EA	$ 700.00	$ 700.00
25.	Watermain Tee, 8-Inch x 6-Inch	1	EA	$ 900.00	$ 900.00
26.	Gate Valve with Box, 8-Inch	2	EA	$ 2,700.00	$ 5,400.00
27.	Gate Valve with Box, 6-Inch	1	EA	$ 1,800.00	$ 1,800.00
28.	Watermain Services 1" Copper	25	LF	$ 45.00	$ 1,125.00
29.	Trucked in Backfill, Watermain	600	TF	$ 5.25	$ 3,150.00
30.	Storm Inlet, 2'x3' Inlet	6	EA	$ 3,500.00	$ 21,000.00
31.	Storm Inlet Manhole, 4-Foot	3	EA	$ 5,600.00	$ 16,800.00
32.	Storm Structure, Rate control	1	EA	$ 5,600.00	$ 5,600.00
33.	Storm Sewer, RCP	1,000	LF	$ 90.00	$ 90,000.00
34.	Storm Sewer, Apron Endwalls	2	EA	$ 1,500.00	$ 3,000.00
35.	Pavement Marking Epoxy, 4-Inch White	2,700	LF	$ 5.50	$ 14,850.00
36.	Pavement Marking Epoxy, ADA Symbol	18	EA	$ 275.00	$ 4,950.00
37.	Permanent Signage	120	SF	$ 80.00	$ 9,600.00
38.	Sign Poles	24	EA	$ 250.00	$ 6,000.00
39.	Erosion Control (Silt Fence, Inlet Protection…)	1	LS	$ 7,500.00	$ 7,500.00
40.	Topsoil, Seed, Fertilize and Erosion Matting	4,500	SY	$ 9.00	$ 40,500.00
41.	Trees	15	EA	$ 700.00	$ 10,500.00
	TOTAL CONSTRUCTION COSTS: Items #1-#41		**Subtotal**		**$ 857,500.00**
	ENGINEERING (10%)				**$ 85,750.00**
	CONSTRUCTION SERVICES (8%)				**$ 68,600.00**
	TOTAL				**$ 1,011,850.00**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
Grove Street Pulverization					
1.	Mobilization/Bonds/Insurance	1	LS	$ 8,500.00	$ 8,500.00
2.	Pulverize Existing Pavement and Base	2,046	SY	$ 1.40	$ 2,864.40
3.	Grading and Shaping	1	LS	$ 10,000.00	$ 10,000.00
4.	Excavation Below Subgrade (EBS)	184	CY	$ 20.00	$ 3,680.00
5.	3-Inch Breaker Run with Fabric	184	CY	$ 40.00	$ 7,360.00
6.	Asphaltic Pavement, 1.75-Inch Binder Course	200	TON	$ 75.00	$ 15,000.00
7.	Asphaltic Pavement, 1.75-Inch Surface Course	200	TON	$ 75.00	$ 15,000.00
8.	Dense Graded Base	1,468	TON	$ 15.00	$ 22,020.00
9.	Shouldering, 1-Foot	47	TON	$ 15.00	$ 705.00
10.	Topsoil, Seed, Fertilize and Mulch	100	SY	$ 5.00	$ 500.00
	TOTAL CONSTRUCTION COSTS: Items #1-#10		**Subtotal**		**$ 85,629.40**
	ENGINEERING (10%)				**$ 8,562.94**
	CONSTRUCTION SERVICES (8%)				**$ 6,850.35**
	TOTAL				**$ 101,042.69**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
Clark Street West Urbanization					
1.	Mobilization/Bonds/Insurance	1	LS	$ 30,000.00	$ 30,000.00
2.	Traffic Control	1	LS	$ 2,500.00	$ 2,500.00
3.	Utility Line Opening (U.L.O.)	4	EA	$ 600.00	$ 2,400.00
3.	Remove Aspaltic Pavement	5,800	SY	$ 2.00	$ 11,600.00
4.	Remove Conc. Curb & Gutter	630	LF	$ 12.00	$ 7,560.00
4.	Remove Existing Storm Sewer	1	LS	$ 7,500.00	$ 7,500.00
5.	Remove Signage	1	LS	$ 350.00	$ 350.00
6.	Remove and Replace Mailbox	1	EA	$ 175.00	$ 175.00
7.	Tree Removal	1	EA	$ 700.00	$ 700.00
8.	Topsoil Stripping	5,500	SY	$ 2.50	$ 13,750.00
9.	Unclassified Excavation	1	LS	$ 75,000.00	$ 75,000.00
10.	Excavation Below Subgrade (EBS)	2,200	CY	$ 20.00	$ 44,000.00
11.	Breaker Run for EBS	2,200	CY	$ 40.00	$ 88,000.00
12.	Dense Graded Base	5,000	TON	$ 15.00	$ 75,000.00
13.	Concrete Driveway Apron, 7-Inch Thick	150	SF	$ 14.50	$ 2,175.00
14.	Concrete Sidewalk, 6-Inch Thick	250	SF	$ 12.50	$ 3,125.00
15.	Concrete Sidewalk, 4-Inch Thick	6,500	SF	$ 11.50	$ 74,750.00
16.	Concrete Curb and Gutter, 24-Inch	1,300	LF	$ 19.00	$ 24,700.00
17.	Asphaltic Pavement, 2-Inch Binder Course	660	TON	$ 75.00	$ 49,500.00
18.	Asphaltic Pavement, 2-Inch Surface Course	660	TON	$ 75.00	$ 49,500.00
19.	Detectable Warning Field	40	SF	$ 50.00	$ 2,000.00
20.	Adjust Manhole Casting	5	EA	$ 575.00	$ 2,875.00
21.	Watermain, 8-Inch C-900	1,300	LF	$ 110.00	$ 143,000.00
22.	Watermain, 6-Inch C-900	20	LF	$ 90.00	$ 1,800.00
23.	D.I. Bend, 8-Inch	5	EA	$ 700.00	$ 3,500.00
24.	Watermain Tee, 8-Inch x 6-Inch	1	EA	$ 900.00	$ 900.00
25.	Gate Valve with Box, 8-Inch	1	EA	$ 2,700.00	$ 2,700.00
26.	Gate Valve with Box, 6-Inch	1	EA	$ 1,800.00	$ 1,800.00
27.	Trucked in Backfill, Watermain	1,350	TF	$ 5.25	$ 7,087.50
28.	Storm Inlet, 2'x3' Inlet	4	EA	$ 3,500.00	$ 14,000.00
29.	Storm Inlet Manhole, 4-Foot	2	EA	$ 5,600.00	$ 11,200.00
30.	Storm Sewer, RCP	600	LF	$ 90.00	$ 54,000.00
31.	Storm Sewer, Apron Endwalls	1	EA	$ 1,500.00	$ 1,500.00
32.	Pavement Marking Epoxy, 4-Inch White	1,900	LF	$ 5.50	$ 10,450.00
33.	Pavement Marking Epoxy, ADA Symbol	8	EA	$ 275.00	$ 2,200.00
34.	Permanent Signage	50	SF	$ 80.00	$ 4,000.00
35.	Sign Poles	12	EA	$ 250.00	$ 3,000.00
36.	Erosion Control (Silt Fence, Inlet Protection…)	1	LS	$ 7,500.00	$ 7,500.00
37.	Topsoil, Seed, Fertilize and Erosion Matting	6,000	SY	$ 9.00	$ 54,000.00
38.	Trees	0	EA	$ 700.00	$ -
	TOTAL CONSTRUCTION COSTS: Items #1-#38		**Subtotal**		**$ 889,797.50**
	ENGINEERING (10%)				**$ 88,979.75**
	CONSTRUCTION SERVICES (8%)				**$ 71,183.80**
	TOTAL				**$ 1,049,961.05**

* - No Utility Relocation Costs Included

ITEM 5a

Professional Services Agreement

This AGREEMENT (Agreement) is made today June 2, 2020 by and between VILLAGE OF COTTAGE GROVE, WISCONSIN (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Cottage Grove Road (CTH BB) and Buss Road Design Services

The scope of the work authorized is: **See Attachment B**

The schedule to perform the work is: Approximate Start Date: 7/1/2019
Approximate Completion Date: 4/30/2020

The estimated fee for the work is: $250,000

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

VILLAGE OF COTTAGE GROVE	**MSA PROFESSIONAL SERVICES, INC.**
_____	_____
John Williams	Kevin Lord, P.E., P.L.S.
Village President	Team Leader
Date:_____	Date: 5/28/2020
221 E Cottage Grove Road	1702 Pankratz Street
Cottage Grove, WI 53527	Madison, WI 53704
Phone: 608-839-4704	Phone: 608-242-7779

Village of Cottage Grove – Cottage Grove Road and Buss Road Design Engineering Scope of Services MSA Project #00094092

Project Name: Cottage Grove Road and Buss Road Design Services
Cottage Grove, Dane County

Project Description: The Village of Cottage Grove has been coordinating with developers and the school district on the planned improvements to Cottage Grove Road and Buss Road along with the proposed traffic signal at the intersection. MSA has been assisting during this process starting in 2019 and has completed the survey along Cottage Grove Road and conceptual drawings along the Cottage Grove Road corridor.

More recently, MSA has been working with the Village and the Monona Grove School District on a temporary improvements sufficient for the school district site along Buss Road for the short term duration until the school district has sufficient funds to complete the required widening and full build out of their portion of Buss Road. MSA is also verifying the schedule with the adjacent planned developments to determine the extents of work along Cottage Grove Road.

The Village intends to extend the 4-lane roadway along Cottage Grove Road similar to as it exists near the intersection of Damascus Trail through the intersection with Buss Road and include a traffic signal at the intersection. Ultimately Buss Road is planned to be 4-lanes from the intersection of Cottage Grove Road to Gaston Road however this project will include the ultimate intersection improvements at the intersection of Cottage Grove Road and Buss Road as well as temporary turning lanes and safety improvements along Buss Road in front of the school district property. The current project will conceptually plan for the long term improvements of Buss Road to assist in cost savings for the future to the extent possible.

The project is funded by a combination of Monona Grove School District, Shady Grove LLC, Homburg Equipment Inc., Dane County and the Village of Cottage Grove. The initial overall estimate of the project is between $3,000,000 and $3,500,000 of which approximately 15% is anticipated Village costs.

A. Project Schedule

The schedule is anticipated to bid the project in early 2021 for construction in the summer of 2021 as necessary for the school district opening. MSA has began the survey and conceptual design previously along with preparing the exhibits for the required Buss Road improvements.

B. Scope of Services:

1) MSA will complete the survey as necessary along Buss Road. MSA has coordinated and received the information previously completed for the school district. MSA will combine all information to complete a full base map of the project.

2) MSA will provide the design of Cottage Grove Road to continue the 4-lane roadway from Damascus Trail through the intersection of Buss Road. Improvements along Buss Road will extend beyond the intersection in order to plan for the future roadway expansion of Buss Road. No work is anticipated to affect the cemetery property.

3) MSA will provide a complete signal design for the intersection of Cottage Grove Road and Buss Road.

4) MSA will complete the design for the temporary improvements along Buss Road as approved by the Village and the School District and included in the Developer's Agreement.

5) Required storm sewer work will be included. Additional land acquisition will be planned to be coordinated with any acquisition in anticipation of the full build out of Buss Road.

6) The work is anticipated to be completed as staged construction and the plans will identify the proposed stages.

7) MSA will work with the landowner at the northeast corner of Cottage Grove Road and Buss Road on the land necessary for the Buss Road intersection and expansion of Buss Road. Legal description is included however we are anticipating working with the property owner and not doing a complete land acquisition. Additional services may be necessary depending on the landowners cooperation during the process.

8) MSA will permit the project for construction. Anticipated permits will include a Dane County work in right-of-way permit and a WisDNR Notice of Intent Permit.

9) MSA will coordinate the utility relocations. Anticipated that overhead utilities would be transitioned to underground for the project.

10) Water and sewer will not be extended as part of the project however utility sleeves may be included beneath the intersection of Cottage Grove Road and Buss Road to allow for extensions in the future without affecting the intersection.

11) MSA will advertise and bid the project using Quest online services.

12) MSA will prepare a bid summary, recommendation of award, and contracting the project between the responsible low bidder and the Village.

MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)

1. **Scope and Fee.** The quoted fees and scope of services constitute the best estimate of the fees and tasks required to perform the services as defined. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction which may alter the scope. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required. The OWNER agrees to clarify and define project requirements and to provide such legal, accounting and insurance counseling services as may be required for the project

2. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Past due balances shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

3. **Costs and Schedules.** Costs and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

4. **Access to Site.** Owner shall furnish right-of-entry on the project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

5. **Location of Utilities.** Consultant shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend Consultant in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to Consultant by others.

6. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other decisions made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not guarantee that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

7. **Construction.** This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work of the contractors or subcontractors.

8. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, and use a level of effort consistent with current professional standards in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

9. **Construction Site Visits.** MSA shall make visits to the site at intervals appropriate to the various stages of construction as MSA deems necessary in order to observe, as an experienced and qualified design professional, the progress and quality of the various aspects of Contractor's work.

The purpose of MSA's visits to, and representation at the site, will be to enable MSA to better carry out the duties and responsibilities assigned to and undertaken by MSA during the Construction Phase, and in addition, by the exercise of MSA's efforts as an experienced and qualified design professional, to provide for OWNER a greater degree of confidence that the completed work of Contractor will conform in general to the Contract Documents and that the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents has been implemented and preserved by Contractor. On the other hand, MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

10. **Termination.** This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

11. **Betterment.** If, due to MSA's error, any required or necessary item or component of the project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

12. **Hazardous Substances.** OWNER acknowledges and agrees that MSA has had no role in generating, treating, storing, or disposing of hazardous substances or materials which may be present at the project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

13. **Insurance.** MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

14. **Reuse of Documents.** Reuse of any documents and/or services pertaining to this project by the OWNER or extensions of this project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

15. **Indemnification.** To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, agents, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, agents, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

16. **Dispute Resolution.** OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in any state or federal court having jurisdiction.

17. **Exclusion of Special, Indirect, Consequential and Liquidated Damages.** Consultant shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project or this contract.

18. **State Law.** This agreement shall be construed and interpreted in accordance with the laws of the State of INSERT STATE.

19. **Jurisdiction.** OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of INSERT STATE for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be, at MSA's option, Sauk County, Wisconsin, or any county in which MSA has an office.

20. **Understanding.** This agreement contains the entire understanding between the parties on the subject matter hereof and no representations. Inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

ITEM 6

Engineer's Report | A Review of Projects in the Community

Village of Cottage Grove, WI

PREPARED BY: Kevin Lord PE/PLS
klord@msa-ps.com

DATE: June 2020 Report

BUSS ROAD / COTTAGE GROVE ROAD INTERSECTION PLAN – MSA has prepared a task order outlining the proposed work for the design to be completed during the fall of 2020 for 2021 construction. MSA has completed a majority of the survey starting back in 2019 along CTH BB along with conceptual drawings.

5TH ADDITION TO WESTLAWN ESTATES – Reviewed the site following a rainfall and some flooding with JJ. Homburg is working with the home owners affected to clean up and fix the problem. Working on roadway work as weather allows.

COTTAGE GROVE COMMONS – Curb and gutter and the binder pavement have been installed. Sidewalk, the final asphalt, storm sewer improvements and restoration are being finished to finalize the public improvements.

VILAS ROAD BIKE PATH CREEK CROSSING – Project has begun and the Contractor has installed the stream diversion for the project. Recent wet weather has slowed the beginning of the project.

VILAS ROAD SEWER AND WATER – Project is being contracted and start dates have not been determined.

SANITARY SYSTEM FLOWS – The flow monitoring equipment will be taken out on June 1st. MSA will analyze the information with respect to the flows to determine pipe capacity and also with respect to I&I (inflow and infiltration) to determine specific sanitary sheds that should be targeted for future reviews of I&I.

WEST PARKVIEW LRIP – Project is complete.

GLACIAL DRUMLIN PATH/CLARK STREET – MSA is working on plans for the grant funded portion in order to keep that portion of the project moving on the WisDOT timeline. MSA has been reviewing the environmental areas of the project and developing a public involvement plan for July. MSA has done preliminary cost estimates for the additional Village portions of the project and will be looking for feedback on timing and extents of these improvements. Utility estimates have yet to be received and may be included with the project and will be discussed with Public Works. JJ has set up a meeting with the Bike Path committee for June 4th to discuss the public involvement plan and to provide an update on the project. Due to the funding the project is on a tight timeframe to meet the planned bid letting currently but can be achieved if reviews are completed timely which is a bit of an unknown in the current situation.

MAIN STREET BIKE PATH PARC GRANT – MSA is awaiting the next round of PARC Grant funding in order to apply for the additional funds to extend the path from Northlawn Drive to the Interstate.

QUARRY RIDGE ESTATES – MSA has been working on the necessary sidewalk pours with the Contractor.

EROSION CONTROL CHECKS – MSA has provided erosion control checks following rainfalls on specific sites in the Village. The Madison Window Cleaners is waiting for grass establishment where the storage buildings and the school site are in different stages of construction.

ITEM 7

Village of Cottage Grove

Department of Public Works

Director's Monthly Report to the Public Works & Properties Committee

June 2nd, 2020

COVID-19 Update

- MSB and Village Hall re-opened on May 27th.

Vilas Rd. Creek Crossing

- RG Huston crews began work last week; rain in the forecast slowing things.

Street maintenance for 2020

- Street crack fill work completed, chipseal and patching contracts are signed; waiting on schedule confirmation.
- Getting pricing on crack fill for sections of bike paths.

Sidewalk maintenance

- Saw-cut work was postponed due to rain, should be happening this week.
- Removal and replacement set for early June as schedule allows.

Camera at Public Works Shop

- Installed last week.
- New signage, clearly outlining what is and isn't allowed.

Stormwater Intern position

- Began work June 1st.

ITEM 8

VILLAGE OF COTTAGE GROVE PUBLIC WORKS & PROPERTIES COMMITTEE
MEETING MINUTES OF MAY 5, 2020

1. **Call to Order at the Former Public Works Building.** The meeting was called to order at 6:01 p.m. by John Williams.

2. **Determine that a quorum is present and that the agenda was properly posted.**
It was determined that a quorum was present and that the agenda had been properly posted. Committee members present were Andy Eberhardt, Mike Hackel, Larry Kieck, Scott Schuerman and John Williams (chair). Also present were Public Works Director JJ Larson, Utility Clerk Kristen Krause, Village Engineer Kevin Lord of MSA and one member of the public.

3. **Public Appearances – Public's opportunity to speak to Committee Members about any item that is not a specific agenda item.**
None.

4. **Old Business**
   a. **Update on lighting improvements at Village Hall and MSB.**
   Larson commented that the lighting improvements are complete and that they are fantastic. The new lights are high efficiency with auto-shut offs and are very bright.

   b. **Discuss Village road salt use and potential pilot program.**
   Since we are no longer in the snow season, Larson will bring this item to a future meeting for discussion.

5. **New Business**
   a. **Discuss and consider installation of security camera at Bonnie Road shop.**
   Due to continuous misuse of the Village's compost site, Larson is recommending that the Village install a security camera on the Bonnie Road shop building. Larson explained that too much staff time is spent going through brush and other various non-compost items that are deposited at the Bonnie Road compost site. He is hoping to use the camera and signage as a way to change this behavior. Larson will be able to log in and see video footage from his laptop. He also conferred with the police chief about following up with any violations that are discovered. **Motion** by Hackel, seconded by Schuerman, to approve spending up to $2,650.00 for the purchase and installation of a security camera on the Bonnie Road shop building. Motion carried with a unanimous voice vote of 5-0-0.

   b. **Discuss and consider Task Order Contract with MSA for work related to the Glacial Drumlin Bike Path project.**
   Lord explained that the project will need an official plat and process for acquiring temporary easements along Clark Street. This Task Order only pertains to the real estate portions for the easements that are related to the grant funded work. The Village is currently in a 3-party agreement with the DOT and MSA. **Motion** by Hackel, seconded by Kieck, to approve the Task Order Contract with MSA for the work related to the Glacial Drumlin Bike Path project. Motion carried with a unanimous voice vote of 5-0-0.

   c. **Discuss Clark Street Reconstruction plan for 2021.**
   Lord gave the committee an overview of the 2021 Glacial Drumlin Bike Path project. The DOT grant that will help fund this work is an 80/20 grant up to approximately $555,000.00 and would be utilized for the bike path portion. The cost of the construction of the bike path came in at approximately $625,000 and Lord explained that the Village wants to maximize the grant funds for this portion. Clark and Grove Street improvements are not included in the grant funded portion of the project, and Lord mentioned the possibility of completing these street improvements in 2022 or as a staggered project with the bike path. Whatever direction the

committee decides, Lord will move forward with getting plans and costs for the Clark and Grove Street improvements. For the grant funded portion of the project, bidding would occur in March of 2021 and bike path construction would likely begin after the annual Fireman's Festival in 2021. No formal action was taken at this time and Lord will continue to update the committee as new information becomes available.

6. **Engineers Report**

Buss Road/Cottage Grove Road Intersection Plan
The school district recently signed the developer's agreement which will allow MSA to start the roadway design work for 2021. Lord will bring the Task Order for the project to the next committee meeting.

5th Addition to Westlawn Estates
Utility work is complete and currently awaiting good weather for the roadway work to begin. MSA is working with MMSD on deed restrictions for future phases at this time.

Cottage Grove Commons
Public utility work has been completed and roadway work is being performed as weather permits.

Vilas Road Sewer and Water
Project has been bid and is awaiting agreement with developer to move forward.

Sanitary System Flows
MSA has installed flow monitoring equipment in specific manholes in the Village and is monitoring these flows along with inflow and infiltration. The monitoring is anticipated to go through May of 2020 and will then be summarized for flows and drainage basins to provide the Village with planning projects to anticipate in the future and when work may be needed.

West Parkview LRIP
Contracting completed and work to be completed the first part of May 2020.

Glacial Drumlin Path/Clark Street
MSA conducted an OPM (Operational Planning Meeting) with Village staff, DOT staff, and utilities to go over the project and anticipated conflicts. MSA provided a map showing the planned project with regards to the grant to maximize the TAP grant amount. Further reconstruction of Clark Street and Grove Street will be discussed as it is anticipated to be a separate project at the least and timing will be discussed. MSA will be presenting a task order for property acquisition purposes for the project as necessary. Utility costs also may be included with the project and will be discussed with Public Works. Funding for the project is currently on a tight time frame in order to meet the planned bid letting but can be achieved if reviews are completed in a timely manner, which is a bit unknown in the current situation.

Main Street Bike Path PARC Grant
MSA prepared a conceptual map to be shared with the Bike Path Committee on March 16. MSA is also looking at parking options and additional street improvements beyond the path limits

Quarry Ridge Estates
MSA and the Village have been continually dealing with neighbors concerned with operating hours and dumping within the quarry area along Matt Pass.

Vilas Road Creek Crossing and Culvert Extension
The culvert extension and bike path extension project area between Weald Bridge and Progress Drive was recently bid and awarded. A pre-construction meeting is the next step.

7. **Directors Report**

COVID-19
Public Works has implemented some new guidelines for staff due to Covid-19 restrictions, including staggered start/finish times, no two people riding in a vehicle at the same time, wiping down vehicles

before and after use, utilizing the same vehicle as much as possible and some staff working from home. Brush collection is currently taking longer due to the Covid-19 restrictions.

Vilas Road Creek Crossing

Bid for this project was recently awarded to R.G. Huston.

West Parkview Repaving Project

Repaving work will be completed by Tri-County Paving in early May.

Southing Grange

Failed asphalt from last year's project was repaired by Wolf Paving in April.

Street Maintenance for 2020

Crack fill and chip seal contracts should go out soon. Work will be done on the east side of the Coyle neighborhood this year. Larson also identified three streets where large asphalt patches are needed and is currently getting pricing for this portion.

Sidewalk Maintenance

Sidewalk maintenance notice letters were sent out to residents the week of April 20th. Saw-cut work is set to begin in mid-May and removal/replacement work is tentatively set to begin late May – early June.

Street Sweeper

The new street sweeper unit arrived in March and has been working great. Staff have almost removed equal tonnage to the entire last year, already in this short period of time.

Stormwater Intern position

Interviews were conducted via phone prior to "Safer at Home" orders, and Zoom interviews were conducted online last week. As of today, we have one candidate offered and accepted.

Glacial Drumlin Bike Path Project (TAP Grant)

The Village had an Operational Planning Meeting on April 24th with MSA, DOT and utilities.

8. **Approve the minutes of the March 3, 2020 Public Works & Properties Committee meeting.**
   Motion by Hackel, seconded by Schuerman, to approve the March 3, 2020 Public Works and Properties Committee meeting minutes as presented. Motion carried with a voice vote of 5-0-0.

9. **Set tentative date for next meeting.**
   The next virtual Zoom meeting is tentatively scheduled for Tuesday, June 2, 2020 at 6:00 pm.

10. **Future Agenda Items**
    - Update on Glacial Drumlin Bike Path project.
    - Discuss and consider Task Order Contract with MSA for the Buss Rd/CTH BB project.

11. **Adjournment**
    Motion by Kieck, seconded by Schuerman, to adjourn at 6:50 pm. Motion carried with a voice vote of 5-0-0.

Respectfully submitted by Kristen Krause, Utility Clerk.
Approved on: __/ __/20__

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.

Professional Services Agreement

This AGREEMENT (Agreement) is made today June 2, 2020 by and between VILLAGE OF COTTAGE GROVE, WISCONSIN (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Cottage Grove Road (CTH BB) and Buss Road Design Services

The scope of the work authorized is: **See Attachment B**

The schedule to perform the work is: Approximate Start Date: 7/1/2019
Approximate Completion Date: 4/30/2020

The estimated fee for the work is: $250,000

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

VILLAGE OF COTTAGE GROVE

_____

John Williams
Village President
Date:_____

221 E Cottage Grove Road
Cottage Grove, WI 53527
Phone: 608-839-4704

MSA PROFESSIONAL SERVICES, INC.

_____

Kevin Lord, P.E., P.L.S.
Team Leader
Date: 5/28/2020

1702 Pankratz Street
Madison, WI 53704
Phone: 608-242-7779

Village of Cottage Grove – Cottage Grove Road and Buss Road
Design Engineering Scope of Services
MSA Project #00094092

Project Name: Cottage Grove Road and Buss Road Design Services
Cottage Grove, Dane County

Project Description: The Village of Cottage Grove has been coordinating with developers and the school district on the planned improvements to Cottage Grove Road and Buss Road along with the proposed traffic signal at the intersection. MSA has been assisting during this process starting in 2019 and has completed the survey along Cottage Grove Road and conceptual drawings along the Cottage Grove Road corridor.

More recently, MSA has been working with the Village and the Monona Grove School District on a temporary improvements sufficient for the school district site along Buss Road for the short term duration until the school district has sufficient funds to complete the required widening and full build out of their portion of Buss Road. MSA is also verifying the schedule with the adjacent planned developments to determine the extents of work along Cottage Grove Road.

The Village intends to extend the 4-lane roadway along Cottage Grove Road similar to as it exists near the intersection of Damascus Trail through the intersection with Buss Road and include a traffic signal at the intersection. Ultimately Buss Road is planned to be 4-lanes from the intersection of Cottage Grove Road to Gaston Road however this project will include the ultimate intersection improvements at the intersection of Cottage Grove Road and Buss Road as well as temporary turning lanes and safety improvements along Buss Road in front of the school district property. The current project will conceptually plan for the long term improvements of Buss Road to assist in cost savings for the future to the extent possible.

The project is funded by a combination of Monona Grove School District, Shady Grove LLC, Homburg Equipment Inc., Dane County and the Village of Cottage Grove. The initial overall estimate of the project is between $3,000,000 and $3,500,000 of which approximately 15% is anticipated Village costs.

A. Project Schedule

The schedule is anticipated to bid the project in early 2021 for construction in the summer of 2021 as necessary for the school district opening. MSA has began the survey and conceptual design previously along with preparing the exhibits for the required Buss Road improvements.

B. Scope of Services:

1) MSA will complete the survey as necessary along Buss Road. MSA has coordinated and received the information previously completed for the school district. MSA will combine all information to complete a full base map of the project.

2) MSA will provide the design of Cottage Grove Road to continue the 4-lane roadway from Damascus Trail through the intersection of Buss Road. Improvements along Buss Road will extend beyond the intersection in order to plan for the future roadway expansion of Buss Road. No work is anticipated to affect the cemetery property.

3) MSA will provide a complete signal design for the intersection of Cottage Grove Road and Buss Road.

4) MSA will complete the design for the temporary improvements along Buss Road as approved by the Village and the School District and included in the Developer's Agreement.

5) Required storm sewer work will be included. Additional land acquisition will be planned to be coordinated with any acquisition in anticipation of the full build out of Buss Road.

6) The work is anticipated to be completed as staged construction and the plans will identify the proposed stages.

7) MSA will work with the landowner at the northeast corner of Cottage Grove Road and Buss Road on the land necessary for the Buss Road intersection and expansion of Buss Road. Legal description is included however we are anticipating working with the property owner and not doing a complete land acquisition. Additional services may be necessary depending on the landowners cooperation during the process.

8) MSA will permit the project for construction. Anticipated permits will include a Dane County work in right-of-way permit and a WisDNR Notice of Intent Permit.

9) MSA will coordinate the utility relocations. Anticipated that overhead utilities would be transitioned to underground for the project.

10) Water and sewer will not be extended as part of the project however utility sleeves may be included beneath the intersection of Cottage Grove Road and Buss Road to allow for extensions in the future without affecting the intersection.

11) MSA will advertise and bid the project using Quest online services.

12) MSA will prepare a bid summary, recommendation of award, and contracting the project between the responsible low bidder and the Village.

MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)

1. **Scope and Fee.** The quoted fees and scope of services constitute the best estimate of the fees and tasks required to perform the services as defined. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction which may alter the scope. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required. The OWNER agrees to clarify and define project requirements and to provide such legal, accounting and insurance counseling services as may be required for the project

2. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Past due balances shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

3. **Costs and Schedules.** Costs and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

4. **Access to Site.** Owner shall furnish right-of-entry on the project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

5. **Location of Utilities.** Consultant shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend Consultant in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to Consultant by others.

6. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other decisions made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not guarantee that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

7. **Construction.** This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work of the contractors or subcontractors.

8. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, and use a level of effort consistent with current professional standards in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

9. **Construction Site Visits.** MSA shall make visits to the site at intervals appropriate to the various stages of construction as MSA deems necessary in order to observe, as an experienced and qualified design professional, the progress and quality of the various aspects of Contractor's work.

The purpose of MSA's visits to, and representation at the site, will be to enable MSA to better carry out the duties and responsibilities assigned to and undertaken by MSA during the Construction Phase, and in addition, by the exercise of MSA's efforts as an experienced and qualified design professional, to provide for OWNER a greater degree of confidence that the completed work of Contractor will conform in general to the Contract Documents and that the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents has been implemented and preserved by Contractor. On the other hand, MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

10. **Termination.** This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

11. **Betterment.** If, due to MSA's error, any required or necessary item or component of the project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

12. **Hazardous Substances.** OWNER acknowledges and agrees that MSA has had no role in generating, treating, storing, or disposing of hazardous substances or materials which may be present at the project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

13. **Insurance.** MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

14. **Reuse of Documents.** Reuse of any documents and/or services pertaining to this project by the OWNER or extensions of this project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

15. **Indemnification.** To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, agents, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, agents, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

16. **Dispute Resolution.** OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in any state or federal court having jurisdiction.

17. **Exclusion of Special, Indirect, Consequential and Liquidated Damages.** Consultant shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project or this contract.

18. **State Law.** This agreement shall be construed and interpreted in accordance with the laws of the State of INSERT STATE.

19. **Jurisdiction.** OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of INSERT STATE for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be, at MSA's option, Sauk County, Wisconsin, or any county in which MSA has an office.

20. **Understanding.** This agreement contains the entire understanding between the parties on the subject matter hereof and no representations. Inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

AGENDA
VILLAGE OF COTTAGE GROVE
BOARD OF REVIEW

June 2, 2020
5:00 p.m.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/93435034285?pwd=ZWg1ZVBicjVjSlFIT0ZxaDFCZFJzQT09. *You can also participate via phone by dialing* 1 312 626 6799 *and use Meeting ID 934 3503 4285 # When asked for your Participant ID, just press #*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

I. Convene in accordance with WI Stats. §70.47(1).

II. Elect Chair for the 2020 Board of Review.

III. Determination of quorum, proper posting and publication

IV. The assessment roll for the Village of Cottage Grove is not ready at this time due to performing an Interim Market Update. The Board of Review will be adjourning to a date to be specified later.

V. Adjournment

Lisa Kalata
Village of Cottage Grove Clerk

This is strictly a meet and adjourn, no property owners will be heard at this meeting in regards to contesting their assessment.

VILLAGE OF COTTAGE GROVE ***NOTICE OF PUBLIC MEETING***

LIBRARY PLANNING COMMITTEE
Wednesday, June 3, 2020
6:30 p.m.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/94001923797?pwd=NFd2VmlNOXlnM2FDSnVRL1AwV1lZQT09. *You can also participate via phone by dialing* 1 312 626 6799 *and use Meeting ID 940 0192 3797 # When asked for your Participant ID, just press #*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

AGENDA

1) **Call Meeting to Order**

2) **Quorum and roll call**

3) **Public Appearances:** Public's opportunity to speak about any subject that is not a specific agenda item.

4) **Presentation**:

5) **Old Business:**
   a. Discuss and Consider Little Free Libraries and Parks Map

6) **New Business:**
   a. Discuss community outreach

7) **Approve minutes:**
   a. March 6, 2020, Library Planning Committee.
      LPC draft minutes 3.4.20.pdf

8) **Friends of Cottage Grove Library Report:**
   a. Monthly meetings
   b. Activities

9) **Set tentative date for next meeting**: Wednesday, June 24, 2020, at 6:30 p.m.

10) **Future Agenda items**

11) **Adjournment**

Notice:
1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.

2. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.
3. Any item on the agenda is subject to final action.

VILLAGE OF COTTAGE GROVE ***NOTICE OF PUBLIC MEETING***

LIBRARY PLANNING COMMITTEE

Wednesday, March 4th
4:30 p.m.

Madison Community Foundation
111 N Fairchild St. #260, Madison, WI
Madison Public Library
201 W Mifflin St., Madison, WI

DRAFT MEETING MINUTES

1) Call Meeting to Order by Melissa Ratcliff at 4:36 pm

2) Quorum and roll call
Present: Tiffany Haas, Melissa Ratcliff, Anne Schoenemann, David Peterson
Absent and Excused: Cindi Kelm-Nelson

3) **Public Appearances:** Public's opportunity to speak about any subject that is not a specific agenda item. None

4) **Presentation**:
Madison Community Foundation

a. Tom Linfield at the Madison Community Foundation - shared history organization, current work as grant coordinator, current library resources in the county, and two powerpoints.
b. Stories about how people engage in library services are important. Over 6,000 free programs this past year in Dane County. Provide peer to peer discussions.
c. 2008 stats - for $1 spent, $4.06 return in economic growth
d. Beyond the Page grants available to all Dane County Libraries - National Endowment for the Humanities grant, first in the nation, 1.4 n=mil raised for endowment. Each of the 28 libraries have a theme.
e. Shared innovation rooms - Maker Space, Lab, Bubbler
f. Ways to engage people in the library resource and share with community
g. SCLS provides a rich resource of data and Tom con provide introductions to an array of library professionals

Madison Central Library

a. Madison Library Director, Greg Mickells gave an extensive tour of the central library and provided in-depth information about the rebuilding of the library and current programming as well as making connections with the community.

5) Old Business:

a. Free Little Library Map - David Peterson made a motion to table the discussion for next month, Tiffany Haas seconds. Motion passes 4-0

b. Timeline for work to be done and presentation date to Village Board - possible date in October, 2020. We have the budget information from Dane County Library Services and South Central Library System

6) New Business: None

7) Approve minutes:

a. 2., Library Planning Committee. Anne Schoenemann motion to approve, Tiffany Haas seconds. Motion passes 4-0 .

8) Friends of Cottage Grove Library Report:

a. Monthly meetings:

Next meeting: March 12, 2020 at 205 Yarrow Hill Dr.

b. Activities:

Communities being formed, meeting weekly with Promote Local and designing draft logos.

National Bookmobile Day is April 22 - Friends will be at the bookmobile during stops in Cottage Grove

9) **Date for next meeting(s)**:

March 25th - Michelle from Promote Local lead discussion on survey and focus group work.

April 13th - monthly meeting with local elementary school librarians

10) Future Agenda items - see above item 9

11) Adjournment: Anne Schoeneman motion to adjourn, Tiffany Haas seconds. Motion passed. Meeting ends at 6:57 pm

Notice:

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3. Any item on the agenda is subject to final action.

VILLAGE OF COTTAGE GROVE ***NOTICE OF PUBLIC MEETING***

AD HOC GLACIAL DRUMLIN BIKE PATH COMMITTEE

Thursday, June 4, 2020 **4:30pm**

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/98221222179 You can also participate via phone by dialing 1-312-626-6799 and use Meeting ID: 982 2122 2179 # When asked for your Participant ID, just press #.

You may also choose to participate by providing public comment prior to the meeting via email to the Director of Public Works & Utilities, JJ Larson at jlarson@village.cottage-grove.wi.us.

AGENDA

1) **Call Meeting to Order**

2) **Quorum and roll call**

3) **Public Appearances** – Public's opportunity to speak about any subject that is not a specific agenda item.

4) **Old Business**
   a. Overview of project history.

5) **New Business**
   a. Discuss Public Involvement Plan.
   b. Discussion of project timeline and next steps.

6) **Set tentative date and format for next meeting**

7) **Future Agenda Items**

8) **Adjournment**

Notice:

1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.
2. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.
3. Any item on the agenda is subject to final action

PUBLIC WORKS STAFF REPORT

MEMO DATE:	May 29th, 2020
MEETING DATE:	June 4th, 2020
TO:	Ad Hoc Glacial Drumlin Bike Path Committee
FROM:	JJ Larson, Director of Public Works & Utilities
RE:	**Overview of project history**

BACKGROUND

For over a decade, there has been a plan to connect the Village and Madison with an off-road bike path that will become part of the State Trail system. Ultimately, this small missing piece will complete a link across most of Southern Wisconsin; from Milwaukee to Dodgeville.

The majority of this missing link will be constructed by Dane County. The County has been coordinating with Madison, the Village and the DNR for years to make this connection. Our portion amounts to connecting the trailhead of Glacial Drumlin to the western boundary of the Village at Vilas Rd. There were numerous options discussed, ultimately given the requirements to be part of the State Trail System, Clark St. was determined to be the best option.

Once we determined we would be pursuing this project this Ad Hoc Committee was formed to work through details, public information, design and construction.

The Village applied for and received funding through the Transportation Alternatives Program (TAP) grant program in the amount of $554,800 towards the construction of the path. The project scored very well given the importance of our small piece to the larger State Trail System.

Originally, it was thought the City of Madison, Dane County and our project would all be completed in 2021. Recently the County portion has run into some significant challenges, and timing on that portion is uncertain, but the project is still in their plans and I'm confident the connection will be made in the near future. Completion of this connection will bring bike enthusiasts from all over the state right through our beautiful and growing Bakken Park and into the heart of the businesses along Main St.

Public Involvement Plan

[Refer to Facilities Development Manual (FDM) for instructions to complete this template]

Cottage Grove, Glacial Drumlin Trail

(Vilas Road to Main Street)

Non Hwy

Dane County

ID 3625-00-04

If a build alternative is selected, currently scheduled for construction in: 2021

If a build alternative is selected, construction could occur as early as: NA

Project must be completed by: Summer 2022

Design Consultant: MSA Professional Services, Inc. – Jaime Kurten, P.E.

Project Sponsor: Village of Cottage Grove – JJ Larson

Prepared by: *Jaime Kurten, P.E.* on *5-27-2020*

Approved by LPA: _____ on 5/27/2020

Project purpose and need

Project Purpose

The purpose of the proposed action is to provide connectivity between existing bike networks through the Village of Cottage Grove by continuing a portion of the Glacial Drumlin Trail. This connection will provide a nearly exclusively off-street route between the city of Milwaukee and the city of Madison.

Project Need

The need for the project is facilitate the missing trail connections of the 2003 Wisconsin Trails Network Plans completed by the Wisconsin Department of Natural Resources.

Conceptual solutions that could address the purpose and need

Several alignment alternatives were considered to determine the most cost effective solution that also minimized impacts. The preferred alignment utilizes existing pathways within Phoebe Bakken Park and replaces an existing sidewalk with a 10-foot wide multi-use path along Clark Street to make this connection. There will be some construction of new pathway within the park but that will be minimized by the preferred alignment.

Public involvement goals and objectives

Involve the public by providing opportunity to help define the purpose and need of the project and discuss the roadway alternatives Summer 2020

Identify and actively involve stakeholders by Summer 2020.

Discuss impacts and mitigation alternatives with Village by Summer 2020.

Gather thoughts and/or concerns from stakeholders to incorporate into project design process by Summer/Fall 2020.

Collaborate with the Village on scheduling needs for during construction by Fall 2020.

Stakeholders and target audiences

Name	Title	Municipality/Agency	Address	City, State, Zip
Adjacent Property and Business Owners	Varies	Village of Cottage Grove		Village of Cottage Grove
JJ Larson	Director of Public Works	Village of Cottage Grove	210 Progress Drive, Suite 2	Cottage Grove, WI 53527
John Williams	Village Board President	Village of Cottage Grove	210 Progress Drive, Suite 2	Cottage Grove, WI 53527

Sean Brusegar	Director of Parks, Recreation, and Forestry	Village of Cottage Grove	210 Progress Drive, Suite 2	Cottage Grove, WI 53527
General Public	Varies	Village of Cottage Grove	Varies	
Native American Tribes				

Plan timeline/public involvement techniques to be used

Task	Description/Objective	Anticipated Date
Notify Native American Tribes	*Provide location and information regarding the proposed action to the Native American Tribes*	*Sent September 9, 2019*
Operational Planning Meeting	*Inform Local Officials of the project funding. Discuss and receive feedback on preliminary alternatives and impacts.*	*Spring 2020*
30% Design Plans	*Bring project to 30% completion and submit for review.*	*Summer 2020*
Public Involvement Meeting	*Inform public of upcoming project and alternatives and impacts. Receive feedback on the project.*	*Summer 2020*
Environmental Documents	*Assess social, economic, and environmental impacts of the project*	*Summer/Fall 2020*
Design Study Report	*Explain design parameters and document design decisions*	*Fall 2020*
60% Design and Right-of-Way Plat	*Bring project to 60% completion and develop right-of-way plat.*	*Fall 2020*
90% Plans	*Provide a draft final construction plans to WisDOT for review and comment*	*December 2020*
Final PS&E	*Revise plans per WisDOT comments and prepare PS&E documents for construction bid letting*	*January 2021*
Project Let	*Let the project for bids*	*March 2021*
Project Construction Start	*Begin reconstruction project*	*Summer 2021*

Project messages

1. **Purpose and need**

   Project Purpose

   The purpose of the proposed action is to provide connectivity between existing bike networks through the Village of Cottage Grove by continuing a portion of the Glacial Drumlin Trail. This connection will provide a nearly exclusively off-street route between the city of Milwaukee and the city of Madison.

   Project Need

   The need for the project is facilitate the missing trail connections of the 2003 Wisconsin Trails Network Plans completed by the Wisconsin Department of Natural Resources.

2. **Conceptual solutions that could address the purpose and need**

   Several alignment alternatives were considered to determine the most cost effective solution that also minimized impacts. The preferred alignment utilizes existing pathways within Phoebe Bakken Park and replaces an existing sidewalk with a 10-foot wide multi-use path along Clark Street to make this connection. There will be some construction of new pathway within the park but that will be minimized by the preferred alignment.

3. **Proposed schedule and cost range**

   If a build alternative is selected, currently scheduled for construction in: 2021

   If a build alternative is selected, the estimated cost for the project is

   Project ID 3625-00-04 $693,000

4. **Potential traffic impacts/ traffic management objectives**

   Will roadway be open or closed during construction?

   Clark Street will be closed during construction

   Will a detour be provided?

   No detour is needed.

5. **Related projects, if any**

   No related projects.

6. **Potential real estate impacts**

   Easements are anticipated on the project for grading.

7. **Potential access modifications**

   None at this time

8. **Any other issues to be aware of**

   None at this time.

9. **Basic facts about the highway (ADT, truck percentages, National Highway System, etc.)**

   Functional Classification: N/A

   NHS route: N/A

   Traffic: N/A

PROJECT DATE	DRAWN BY:	NO	DATE	REVISION	BY
	DESIGNED BY:				
	CHECKED BY:				

MSA

ENGINEERING | ARCHITECTURE | SURVEYING
FUNDING | PLANNING | ENVIRONMENTAL

GLACIAL DRUMLIN TRAIL - TAP GRANT
VILLAGE OF COTTAGE GROVE
DANE COUNTY, WISCONSIN

OVERVIEW

00094084

EX. 1

Cottage Grove Clark Street and Grove Street
Estimated Cost May 28, 2020

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
Grant Eligible					
1.	Mobilization/Bonds/Insurance	1	LS	$ 30,000.00	$ 30,000.00
2.	Traffic Control	1	LS	$ 4,500.00	$ 4,500.00
3.	Utility Line Opening (U.L.O.)	6	EA	$ 600.00	$ 3,600.00
3.	Remove Aspaltic Pavement	2,800	SY	$ 2.00	$ 5,600.00
4.	Remove Conc. Curb & Gutter	2,360	LF	$ 12.00	$ 28,320.00
5.	Remove Concrete	6,000	SF	$ 4.00	$ 24,000.00
6.	Remove Storm Structure	5	EA	$ 500.00	$ 2,500.00
7.	Remove Signage	1	LS	$ 400.00	$ 400.00
8.	Remove and Replace Mailbox	14	EA	$ 175.00	$ 2,450.00
9.	Tree Removal	5	EA	$ 700.00	$ 3,500.00
10.	Topsoil Stripping	1,800	SY	$ 2.50	$ 4,500.00
11.	Unclassified Excavation (Path + Storm water facility)	1	LS	$ 87,000.00	$ 87,000.00
12.	Excavation Below Subgrade (EBS)	200	CY	$ 20.00	$ 4,000.00
13.	Breaker Run for EBS	200	CY	$ 40.00	$ 8,000.00
14.	Dense Graded Base	4,500	TON	$ 15.00	$ 67,500.00
15.	Concrete Driveway Apron, 7-Inch Thick	2,550	SF	$ 14.50	$ 36,975.00
16.	Concrete Sidewalk, 6-Inch Thick	1,875	SF	$ 12.50	$ 23,437.50
17.	Concrete Sidewalk, 4-Inch Thick	360	SF	$ 11.50	$ 4,140.00
18.	Stamped Colored Concrete, 4-Inch Thick w/ Base (Main St.)	300	SF	$ 15.00	$ 4,500.00
19.	Concrete Curb and Gutter, 24-Inch	2,360	LF	$ 19.00	$ 44,840.00
20.	Concrete Steps	1	LS	$ 4,500.00	$ 4,500.00
21.	Handrailing	1	LS	$ 3,500.00	$ 3,500.00
22.	Asphaltic Pavement, 2-Inch Binder Course	300	TON	$ 75.00	$ 22,500.00
23.	Asphaltic Pavement, 2-Inch Surface Course	300	TON	$ 75.00	$ 22,500.00
24.	Asphalt Pavement, 3-Inch Thick, 4 LT 58-28S	498	TON	$ 75.00	$ 37,350.00
25.	Detectable Warning Field	180	SF	$ 50.00	$ 9,000.00
26.	Adjust Manhole Casting	6	EA	$ 575.00	$ 3,450.00
27.	Rapid Response Flashing Beacon (R.R.F.B.)	1	LS	$ 14,000.00	$ 14,000.00
28.	Watermain Valve Relocation & Adjustments	2	EA	$ 4,500.00	$ 9,000.00
29.	Watermain Curbstop Relocation and Reinstallation with Box	8	EA	$ 1,200.00	$ 9,600.00
30.	Watermain Services 1" Copper	171	LF	$ 45.00	$ 7,695.00
31.	Ductile Iron Watermain, 6"	20	LF	$ 90.00	$ 1,800.00
32.	6" Gate Valve	2	EA	$ 1,800.00	$ 3,600.00
33.	Hydrant	2	EA	$ 4,800.00	$ 9,600.00
34.	Storm Inlet, 2'x3' Inlet	7	EA	$ 3,500.00	$ 24,500.00
35.	Storm Sewer, RCP	210	LF	$ 90.00	$ 18,900.00
36.	Storm Sewer, Apron Endwalls	2	EA	$ 1,500.00	$ 3,000.00
37.	Adjust Manhole Casting	3	EA	$ 500.00	$ 1,500.00
38.	Pavement Marking Epoxy, 4-Inch White	1,000	LF	$ 5.50	$ 5,500.00
39.	Pavement Marking Epoxy, Curb Solid Yellow	150	LF	$ 5.50	$ 825.00
40.	Pavement Marking Crossing Epoxy, 6-Inch White	393	LF	$ 10.00	$ 3,930.00
41.	Pavement Marking Stop Line Epoxy, 24-Inch White	49	LF	$ 18.00	$ 882.00
42.	Main Street Crosswalk Coloring	450	SF	$ 40.00	$ 18,000.00
43.	Permanent Signage	100	SF	$ 80.00	$ 8,000.00
44.	Sign Poles	10	EA	$ 250.00	$ 2,500.00
45.	Erosion Control (Silt Fence, Inlet Protection…)	1	LS	$ 4,500.00	$ 4,500.00
46.	Topsoil(1" Thick), Seed, Fertilize and Mulch(Path Shoulder)	700	SY	$ 3.50	$ 2,450.00
47.	Topsoil, Seed, Fertilize and Erosion Matting	300	SY	$ 9.00	$ 2,700.00
	TOTAL CONSTRUCTION COSTS: Items #1-#47		**Subtotal**		**$ 645,044.50**
	ENGINEERING AND REAL ESTATE				**$ 112,850.00**
	CONSTRUCTION SERVICES (8%)				**$ 51,603.56**
	TOTAL				**$ 809,498.06**
	GRANT FUNDS MAX.				**$ 554,800.00**
	TOTAL VILLAGE FUNDED				**$ 254,698.06**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
Grove Street Urbanization					
1.	Mobilization/Bonds/Insurance	1	LS	$ 35,000.00	$ 35,000.00
2.	Traffic Control	1	LS	$ 2,500.00	$ 2,500.00
3.	Utility Line Opening (U.L.O.)	4	EA	$ 600.00	$ 2,400.00
3.	Remove Aspaltic Pavement	3,510	SY	$ 2.00	$ 7,020.00
4.	Remove Concrete	300	SF	$ 4.00	$ 1,200.00
5.	Remove Existing Storm Sewer	1	LS	$ 750.00	$ 750.00
6.	Remove Signage	1	LS	$ 350.00	$ 350.00
7.	Remove and Replace Mailbox	1	EA	$ 175.00	$ 175.00
8.	Tree Removal	9	EA	$ 700.00	$ 6,300.00
9.	Topsoil Stripping	7,800	SY	$ 2.50	$ 19,500.00
10.	Unclassified Excavation	1	LS	$ 40,000.00	$ 40,000.00
11.	Excavation Below Subgrade (EBS)	1,775	CY	$ 20.00	$ 35,500.00
12.	Breaker Run for EBS	1,775	CY	$ 40.00	$ 71,000.00
13.	Dense Graded Base	3,900	TON	$ 15.00	$ 58,500.00
14.	Concrete Driveway Apron, 7-Inch Thick	300	SF	$ 14.50	$ 4,350.00
15.	Concrete Sidewalk, 6-Inch Thick	200	SF	$ 12.50	$ 2,500.00
16.	Concrete Sidewalk, 4-Inch Thick	5,400	SF	$ 11.50	$ 62,100.00
17.	Concrete Curb and Gutter, 24-Inch	1,650	LF	$ 19.00	$ 31,350.00
18.	Asphaltic Pavement, 2-Inch Binder Course	550	TON	$ 75.00	$ 41,250.00
19.	Asphaltic Pavement, 2-Inch Surface Course	550	TON	$ 75.00	$ 41,250.00
20.	Detectable Warning Field	80	SF	$ 50.00	$ 4,000.00
21.	Watermain, 8-Inch C-900	1,283	LF	$ 110.00	$ 141,130.00
22.	Watermain, 6-Inch C-900	20	LF	$ 90.00	$ 1,800.00
23.	D.I. Bend, 8-Inch	6	EA	$ 700.00	$ 4,200.00
24.	Watermain Reducer, 8-Inch x 6-Inch	1	EA	$ 700.00	$ 700.00
25.	Watermain Tee, 8-Inch x 6-Inch	1	EA	$ 900.00	$ 900.00
26.	Gate Valve with Box, 8-Inch	2	EA	$ 2,700.00	$ 5,400.00
27.	Gate Valve with Box, 6-Inch	1	EA	$ 1,800.00	$ 1,800.00
28.	Watermain Services 1" Copper	25	LF	$ 45.00	$ 1,125.00
29.	Trucked in Backfill, Watermain	600	TF	$ 5.25	$ 3,150.00
30.	Storm Inlet, 2'x3' Inlet	6	EA	$ 3,500.00	$ 21,000.00
31.	Storm Inlet Manhole, 4-Foot	3	EA	$ 5,600.00	$ 16,800.00
32.	Storm Structure, Rate control	1	EA	$ 5,600.00	$ 5,600.00
33.	Storm Sewer, RCP	1,000	LF	$ 90.00	$ 90,000.00
34.	Storm Sewer, Apron Endwalls	2	EA	$ 1,500.00	$ 3,000.00
35.	Pavement Marking Epoxy, 4-Inch White	2,700	LF	$ 5.50	$ 14,850.00
36.	Pavement Marking Epoxy, ADA Symbol	18	EA	$ 275.00	$ 4,950.00
37.	Permanent Signage	120	SF	$ 80.00	$ 9,600.00
38.	Sign Poles	24	EA	$ 250.00	$ 6,000.00
39.	Erosion Control (Silt Fence, Inlet Protection…)	1	LS	$ 7,500.00	$ 7,500.00
40.	Topsoil, Seed, Fertilize and Erosion Matting	4,500	SY	$ 9.00	$ 40,500.00
41.	Trees	15	EA	$ 700.00	$ 10,500.00
	TOTAL CONSTRUCTION COSTS: Items #1-#41		**Subtotal**		**$ 857,500.00**
	ENGINEERING (10%)				**$ 85,750.00**
	CONSTRUCTION SERVICES (8%)				**$ 68,600.00**
	TOTAL				**$ 1,011,850.00**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS		UNIT PRICE		TOTAL PRICE
Grove Street Pulverization							
1.	Mobilization/Bonds/Insurance	1	LS	$	8,500.00	$	8,500.00
2.	Pulverize Existing Pavement and Base	2,046	SY	$	1.40	$	2,864.40
3.	Grading and Shaping	1	LS	$	10,000.00	$	10,000.00
4.	Excavation Below Subgrade (EBS)	184	CY	$	20.00	$	3,680.00
5.	3-Inch Breaker Run with Fabric	184	CY	$	40.00	$	7,360.00
6.	Asphaltic Pavement, 1.75-Inch Binder Course	200	TON	$	75.00	$	15,000.00
7.	Asphaltic Pavement, 1.75-Inch Surface Course	200	TON	$	75.00	$	15,000.00
8.	Dense Graded Base	1,468	TON	$	15.00	$	22,020.00
9.	Shouldering, 1-Foot	47	TON	$	15.00	$	705.00
10.	Topsoil, Seed, Fertilize and Mulch	100	SY	$	5.00	$	500.00
	TOTAL CONSTRUCTION COSTS: Items #1-#10		**Subtotal**			**$**	**85,629.40**
	ENGINEERING (10%)					**$**	**8,562.94**
	CONSTRUCTION SERVICES (8%)					**$**	**6,850.35**
	TOTAL					**$**	**101,042.69**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
Clark Street West Urbanization					
1.	Mobilization/Bonds/Insurance	1	LS	$ 30,000.00	$ 30,000.00
2.	Traffic Control	1	LS	$ 2,500.00	$ 2,500.00
3.	Utility Line Opening (U.L.O.)	4	EA	$ 600.00	$ 2,400.00
3.	Remove Aspaltic Pavement	5,800	SY	$ 2.00	$ 11,600.00
4.	Remove Conc. Curb & Gutter	630	LF	$ 12.00	$ 7,560.00
4.	Remove Existing Storm Sewer	1	LS	$ 7,500.00	$ 7,500.00
5.	Remove Signage	1	LS	$ 350.00	$ 350.00
6.	Remove and Replace Mailbox	1	EA	$ 175.00	$ 175.00
7.	Tree Removal	1	EA	$ 700.00	$ 700.00
8.	Topsoil Stripping	5,500	SY	$ 2.50	$ 13,750.00
9.	Unclassified Excavation	1	LS	$ 75,000.00	$ 75,000.00
10.	Excavation Below Subgrade (EBS)	2,200	CY	$ 20.00	$ 44,000.00
11.	Breaker Run for EBS	2,200	CY	$ 40.00	$ 88,000.00
12.	Dense Graded Base	5,000	TON	$ 15.00	$ 75,000.00
13.	Concrete Driveway Apron, 7-Inch Thick	150	SF	$ 14.50	$ 2,175.00
14.	Concrete Sidewalk, 6-Inch Thick	250	SF	$ 12.50	$ 3,125.00
15.	Concrete Sidewalk, 4-Inch Thick	6,500	SF	$ 11.50	$ 74,750.00
16.	Concrete Curb and Gutter, 24-Inch	1,300	LF	$ 19.00	$ 24,700.00
17.	Asphaltic Pavement, 2-Inch Binder Course	660	TON	$ 75.00	$ 49,500.00
18.	Asphaltic Pavement, 2-Inch Surface Course	660	TON	$ 75.00	$ 49,500.00
19.	Detectable Warning Field	40	SF	$ 50.00	$ 2,000.00
20.	Adjust Manhole Casting	5	EA	$ 575.00	$ 2,875.00
21.	Watermain, 8-Inch C-900	1,300	LF	$ 110.00	$ 143,000.00
22.	Watermain, 6-Inch C-900	20	LF	$ 90.00	$ 1,800.00
23.	D.I. Bend, 8-Inch	5	EA	$ 700.00	$ 3,500.00
24.	Watermain Tee, 8-Inch x 6-Inch	1	EA	$ 900.00	$ 900.00
25.	Gate Valve with Box, 8-Inch	1	EA	$ 2,700.00	$ 2,700.00
26.	Gate Valve with Box, 6-Inch	1	EA	$ 1,800.00	$ 1,800.00
27.	Trucked in Backfill, Watermain	1,350	TF	$ 5.25	$ 7,087.50
28.	Storm Inlet, 2'x3' Inlet	4	EA	$ 3,500.00	$ 14,000.00
29.	Storm Inlet Manhole, 4-Foot	2	EA	$ 5,600.00	$ 11,200.00
30.	Storm Sewer, RCP	600	LF	$ 90.00	$ 54,000.00
31.	Storm Sewer, Apron Endwalls	1	EA	$ 1,500.00	$ 1,500.00
32.	Pavement Marking Epoxy, 4-Inch White	1,900	LF	$ 5.50	$ 10,450.00
33.	Pavement Marking Epoxy, ADA Symbol	8	EA	$ 275.00	$ 2,200.00
34.	Permanent Signage	50	SF	$ 80.00	$ 4,000.00
35.	Sign Poles	12	EA	$ 250.00	$ 3,000.00
36.	Erosion Control (Silt Fence, Inlet Protection…)	1	LS	$ 7,500.00	$ 7,500.00
37.	Topsoil, Seed, Fertilize and Erosion Matting	6,000	SY	$ 9.00	$ 54,000.00
38.	Trees	0	EA	$ 700.00	$ -
	TOTAL CONSTRUCTION COSTS: Items #1-#38		**Subtotal**		**$ 889,797.50**
	ENGINEERING (10%)				**$ 88,979.75**
	CONSTRUCTION SERVICES (8%)				**$ 71,183.80**
	TOTAL				**$ 1,049,961.05**

* - No Utility Relocation Costs Included

Village of Cottage Grove **Notice of Public Meeting**

AD-HOC SUSTAINABILITY COMMITTEE

Tuesday, June 9, 2020 **6:00 p.m.**

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/96042800654 *You can also participate via phone by dialing* 1 312 626 6799 *and use Meeting ID:* 960 4280 0654 *# When asked for your Participant ID, just press #*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1. **Call to Order**
2. **Quorum**: determination of quorum and that agenda was properly posted
3. **Public Appearances**: public's opportunity to speak about any subject that is not a specific agenda item
4. **Discuss and consider the minutes from March 10, 2020**.
5. **Discuss and consider future committee meetings utilizing zoom or in-person meeting.**
6. **Vision Statement**: formulation of this committee's vision statement
    a. Declaration of objectives – challenging, inspiring and future-oriented – our end goal
    b. Ex) Leukemia and Lymphoma Society – "Cure leukemia, lymphoma, Hodgkin's disease and myeloma and improve the quality of life of patients and their families"
    c. <u>For develop and maintain Cottage Grove as an energy independent community with a robust ecology for residents to enjoy…</u>
7. **Mission Statement**: formulation of this committee's mission statement
    a. What does our committee do? How do we do it? And why do we do it?
    b. Ex) Tesla – "To accelerate the world's transition to sustainable energy"
    c. <u>To design the Village of Cottage Grove for the future sustainable energy economy…</u>
8. **Introduction of Actionable List Spreadsheet**: describe purpose of this spreadsheet as a reference for future meetings and assign/request items for discussion at future meetings
    a. Ex) Vision/Mission statements, Dane County and other city sustainability plans, social media, resident input, etc.
9. **Website/Social Media Presence**: Outline template and items presented on a sustainability webpage linked to from main CG website. Also implement a hashtag for committee members/residents to post examples of themselves and others helping the community become more sustainable.
10. **Adjournment**

Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other government bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Memo Date: June 9, 2020
Meeting Date: June 15, 2020

To: Village of Cottage Grove Board of Trustees

CC: Matt Giese – Village Administrator
Lisa Kalata – Village Clerk

From: Ad Hoc Sustainability Committee

Re: Staff working with Committee to develop a Sustainability Cottage Grove webpage and Social Media presence.

The Ad Hoc Sustainability Committee met on June 9, 2020 and discussed adding a sustainability page linked to the main Village of Cottage Grove website. This page would include information and resources related to sustainability and energy conservation. The Committee also discussed implementing a hashtag for committee members/residents to post examples of themselves and others helping the community become more sustainable. It was noted that staff is currently working on an update of the website.

A motion was approved 5-0-0 to have staff work with the Committee to develop a Sustainability page on the Village website.

Memo Date: June 9, 2020
Meeting Date: June 15, 2020

To: Village of Cottage Grove Board of Trustees

CC: Matt Giese – Village Administrator
Lisa Kalata – Village Clerk

From: Ad Hoc Sustainability Committee

Re: Approval of the Vision and Mission Statements to guide the Ad Hoc Sustainability Committee

The Ad Hoc Sustainability Committee met on June 9, 2020 and approved both a mission statement and vision statement for the Ad Hoc Sustainability Committee.

Vision statement: Inspire to develop Cottage Grove as a forward thinking, sustainable and ecologically mindful community for residents to enjoy tomorrow and beyond.

Mission statement: To educate and enhance the Village of Cottage Grove for a future sustainable community.

A motion carried 5-0-0 to approve the vision statement and a separate motion carried 5-0-0 to approve the mission statement.

VILLAGE OF COTTAGE GROVE ***NOTICE OF PUBLIC MEETING***

UTILITY COMMISSION

Wednesday, June 10, 2020 **5:00 PM**

AGENDA

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/97156580517 You can also participate via phone by dialing 1-312-626-6799 and use Meeting ID: 971 5658 0517#. When asked for your Participant ID, just press #.

You may also choose to participate by providing public comment prior to the meeting via email to the Director of Public Works & Utilities, JJ Larson at jlarson@village.cottage-grove.wi.us

1) **Call Meeting to Order**

2) **Quorum and roll call**

3) **Public Appearances** – Public's opportunity to speak about any subject that is not a specific agenda item.

4) **Old Business**
   - **a.** Update on water and sewer extension along Vilas Rd.
   - **b.** Update on lead and copper testing.
   - **c.** Update on MMSD charges and sampling.

5) **New Business**
   - **a.** Discuss and consider 2019 Compliance Maintenance Annual Report (CMAR).
   - **b.** Discuss and consider the continuation of PSN fee absorption for online utility bill payments.

6) **Engineer's report.**

7) **Director's report.**

8) **Approve vouchers for payment.**

9) **Approve the minutes of the May 13, 2020 Utility Commission meeting.**

10) **Set date for next meeting.**

11) **Future Agenda Items**

12) **Adjournment**

Notice:

1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.
2. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.
3. Any item on the agenda is subject to final action

Compliance Maintenance Annual Report

ITEM 5a

Cottage Grove Sewage Collection System

Last Updated: 5/19/2020 Reporting For: **2019**

Financial Management

1. Provider of Financial Information

Name: JJ Larson

Telephone: 608-839-5813 (XXX) XXX-XXXX

E-Mail Address (optional): jlarson@village.cottage-grove.wi.us

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- ● Yes (0 points) ☐☐
- ○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?

Year: 2019

- ● 0-2 years ago (0 points) ☐☐
- ○ 3 or more years ago (20 points)☐☐
- ○ N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- ● Yes (0 points)
- ○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year: 2019

- ● 1-2 years ago (0 points)☐☐
- ○ 3 or more years ago (20 points)☐☐
- ○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR		$ 332,732.00
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		$ 0.00
3.2.3 Adjusted January 1st Beginning Balance		$ 332,732.00
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$ 23,975.00

Compliance Maintenance Annual Report

Cottage Grove Sewage Collection System

Last Updated: 5/19/2020 Reporting For: **2019**

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) - $ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year $ 356,707.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? $ 356,707.00 **0**

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- ● Yes
- ○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- ● Yes - If Yes, please provide major project information, if not already listed below.☐☐
- ○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Participate in the construction and cost of a new east side regional pumping station and forcemain on the east side of the Village.	4,000,000	2025
2	Addition of the 'Golf Course' interceptor.This project will be funded by the developer(s)and the sewer utility.	1,000,000	2020
3	Northlawn/Coyle sewer relief project. This main connection/extension will help with future capacity issues.	875,000	2025
4	Northside Lift Station/Forcemain	2,000,000	2022

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 4

Compliance Maintenance Annual Report

Cottage Grove Sewage Collection System

Last Updated: 5/19/2020 Reporting For: **2019**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	24,346	607
February	26,270	816
March	24,502	718
April	22,792	331
May	22,238	224
June	22,601	104
July	20,073	27
August	20,526	29
September	20,737	42
October	22,102	76
November	24,353	749
December	24,867	1,019
Total	**275,407**	**4,742**
Average	**22,951**	**395**

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- ● No
- ○ Yes

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Cottage Grove Sewage Collection System

Last Updated: 5/19/2020 Reporting For: **2019**

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

None at this time. Sewer Utility will continue to evaluate our stations and look for opportunities to improve efficiency.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	**A**

Compliance Maintenance Annual Report

Cottage Grove Sewage Collection System

Last Updated: 5/19/2020 Reporting For: **2019**

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ● Yes
- ○ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ● Yes
- ○ No (30 points)
- ○ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Zero backups or SSOs
Utilize Village website and social media for outreach & information
Proactive manhole inspections to address I/I
Maintain sewer main cleaning/jetting levels

Did you accomplish them?

- ● Yes
- ○ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)]☐☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Village Ordinance 312-3

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2015-07-30

Does your sewer use ordinance or other legally binding document address the following:

- ☐ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☐ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories

Compliance Maintenance Annual Report

Cottage Grove Sewage Collection System

Last Updated: 5/19/2020 Reporting For: **2019**

- ☒ Up-to-date sewer system map
- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☐ Basement back assessment and correction
- ☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)]☐☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)]☐☐ **0**

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☒ Response order, timing and clean-up
- ☐ Public notification protocols
- ☒ Training
- ☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]☐☐

☐ Special Studies Last Year (check only those that apply):

- ☐ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Managment Plan (SECAP)
- ☐ Lift Station Evaluation Report
- ☐ Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	41	% of system/year
Root removal	1	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	0	% of system/year
Manhole inspections	20	% of system/year
Lift station O&M	7	# per L.S./year
Manhole rehabilitation	6.2	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections		

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Cottage Grove Sewage Collection System

Last Updated: 5/19/2020 Reporting For: **2019**

	0	% of system/year
Private sewer I/I removal	0	% of private services
River or water crossings	0	% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

The Sewer Utility opted to forego televising in 2019 and put that money towards additional manhole rehabilitation. The Village system is primarily newer PVC and has been televised extensively over the years.

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

46.39	Total actual amount of precipitation last year in inches
34.48	Annual average precipitation (for your location)
36.97	Miles of sanitary sewer
4	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
.703	Average daily flow in MGD (if available)
.743	Peak monthly flow in MGD (if available)
0	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
1.1	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

	Date	Location	Cause	Estimated Volume (MG)
None reported				

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

○ Yes

● No

If Yes, please describe:

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Cottage Grove Sewage Collection System

Last Updated: 5/19/2020 Reporting For: **2019**

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- ○ Yes
- ● No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

No significant changes.

5.4 What is being done to address infiltration/inflow in your collection system?

The Village regularly inspects manholes and has been aggressively rehabbing manholes in recent years. The Village is currently conducting flow monitoring in an area of the system; primarily to assess capacity, but data will also show any I/I issues.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	**A**

Compliance Maintenance Annual Report

Cottage Grove Sewage Collection System

Last Updated: 5/19/2020 Reporting For: **2019**

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			**4**	**16**
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:
A = Voluntary Range (Response Optional)
B = Voluntary Range (Response Optional)
C = Recommendation Range (Response Required)
D = Action Range (Response Required)
F = Action Range (Response Required)

Compliance Maintenance Annual Report

Cottage Grove Sewage Collection System

Last Updated: 5/19/2020

Reporting For: **2019**

Resolution or Owner's Statement

Name of Governing Body or Owner:

Date of Resolution or Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

ITEM 5b

We bill around 2,400 every quarter.
In April, 395 customers paid in some form through PSN at a charge of $2.99 each for a total cost of $1,181.05. Then add on the 222 customers that Kristen had to adjust the fees out, that cost the Village an additional $663.78, for a total for April of $1,844.83.
In May, 91 customers paid in some form through PSN at a charge of $2.99 each for a total cost of $272.09.
So the total for the two months we have offered no fee payment through PSN, it has cost the Village $2,116.92.
We have a monthly charge of $49.95 for the service, which the Village paid before, so I have not included that in the total.

To compare that to the prior quarter where the customer paid the fees:
In January 412 paid through PSN.
In February 60 paid through PSN.
In March 30 paid through PSN.

In April, it's still only 25.7% of the total bills being paid through PSN. I think that number will increase because people didn't know. My complete guess is that the percentage would probably only go to about maybe 60% after marketing and getting the word out that the Village is covering fees. You are always going to have those that don't want to pay online and of course the commercial payments, however I think we should push that more as well – ie. Hydrite.

If it reached 60%, that would be 1,440 customers with a quarterly cost of $4,305.60. If we could really do a push and promote paperless billing as well, you could recoup some of those costs with savings in postage and cost of postcards.

ITEM 5b

Payment Service Network, Inc.

PSN Invoice Statement

THIS IS NOT A BILL - TRANSACTIONS BILLED ELECTRONICALLY

PSN Customer Service Number: 1-866-917-7368

Village of Cottage Grove (utilities)

221 E Cottage Grove Rd.
Cottage Grove, WI 53527

Invoice Summary

Account ID:	RT18197
Invoice Date:	5/3/2020
Invoice Number:	214631
For Billing Period:	04/01/2020 - 04/30/2020
Total Amount Invoiced:	$1,231.00

Invoice Number: 214631
Services from 4/1/2020 - 4/30/2020

No. of Items billed: 396

ITEM 5b

Payment Service Network, Inc.

PSN Invoice Statement

THIS IS NOT A BILL - TRANSACTIONS BILLED ELECTRONICALLY

PSN Customer Service Number: 1-866-917-7368

Village of Cottage Grove (utilities)

221 E Cottage Grove Rd.
Cottage Grove, WI 53527

Invoice Summary

Account ID:	RT18197
Invoice Date:	6/4/2020
Invoice Number:	216427
For Billing Period:	05/01/2020 - 05/31/2020
Total Amount Invoiced:	$322.04

Invoice Number: 216427
Services from 5/1/2020 - 5/31/2020

No. of Items billed: 92

ITEM 6

Engineer's Report | A Review of Projects in the Community

Village of Cottage Grove, WI

PREPARED BY: Kevin Lord PE/PLS
klord@msa-ps.com

DATE: June 2020 Report

MGSD Site Plan – MSA was working with the Village on verifying the public utility extensions required for the school district property for the Developers Agreement that was recently signed and approved. Nothing new on the development portion northeast of the school site.

Miracle Field – MSA was working with the site engineer to verify the site utilities in order for the Village to maintain these in the future. Engineer working on revising the site plan to allow the water extension at a later time.

5TH Addition to Westlawn Estates – Utility work was completed and progress is being made on the roadway work. MSA is working with MMSD on deed restrictions for future phases at this time.

Cottage Grove Commons – Public utility work completed and also working on roadway work as weather permits.

Vilas Road Sewer and Water – Project has been awarded. Awaiting anticipated schedule from Contractor.

Sanitary System Flows – The flow monitoring equipment has been take out of the system as of June 1st. MSA will analyze the information with respect to flows to determine pipe capacity and also with respect to I&I (inflow and infiltration) to determine specific sanitary sheds that should be targeted for future reviews. MSA completed a preliminary report to the Village identifying that the farm interceptor is not an immediate need. (See Attached.)

Glacial Drumlin Path/Clark Street – MSA will discuss water system utility extensions if Grove Street is included within the Village portion of the project. Costs are being prepared by the utilities to bury the overhead along Clark Street.

ITEM 7

Village of Cottage Grove

Department of Public Works

Director's Monthly Report to the Utility Commission

June 10th, 2020

COVID-19

- Still no two in a vehicle and staff staying with same vehicle as much as possible.
- Municipal Services Building re-opened, limited capacity, plexiglass at counter.

AMI

- Final in-person training still on hold.

MMSD charges up in Q1

- Possible aberration in their test results; or the Village wastewater composition is changing.
- Reached out to them to their Collection System Team to discuss and troubleshoot.
- MMSD staff got back to me and will be doing some increased and varied sampling in the coming weeks.

Lead & Copper

- DNR moved sampling timeframe back; will be mailing letters to approved sites.

Vilas Water/Sewer

- Agreement reached between Village and land-owners, contract awarded, no word as of this writing on timing of construction.

ITEM 8

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Paid and unpaid invoices included.
[Report].GL Account and Title = "60000000000"-"60199999999"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
600-34600								
6573	CIVIC SYSTEMS LLC	CVC19145	SENSUS ANALYTICS PROJECT	05/19/2020	1,275.00	1,275.00	05/19/2020	
Total 600-34600:					1,275.00	1,275.00		
600-39508								
37	MADISON METRO SEWERAGE	IN000016180	FARM SEWER EXTENSION REV	06/02/2020	1,550.00	1,550.00	06/02/2020	
99	MSA PROFESSIONAL SERVICE	99-051920	WATER UTILITY - ENGINEERIN	05/19/2020	3,324.56	3,324.56	05/19/2020	
Total 600-39508:					4,874.56	4,874.56		
600-39509								
219	HOMBURG EQUIPMENT INC	15547	PRV STATION 4TH ADD TO WES	05/19/2020	36,904.00	36,904.00	05/19/2020	
Total 600-39509:					36,904.00	36,904.00		
600-60600-340								
142	GRAINGER	9526726139	WATER VALVE	06/02/2020	126.40	126.40	06/02/2020	
146	LIQUI SYSTEMS INC	201201	CERAMIC WEIGHT (4)	06/02/2020	24.00	24.00	06/02/2020	
4912	VIKEN, DAVID	4912-060220	SAFETY BOOTS REIMBURSEM	06/02/2020	25.00	25.00	06/02/2020	
Total 600-60600-340:					175.40	175.40		
600-60620-221								
31	ALLIANT ENERGY/WP&L	31-060220	9829150000 - 1000 DAMASCUS	06/02/2020	73.17	73.17	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	7541940000 - 704 N MAIN ST W	06/02/2020	959.19	959.19	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	6101720000 - 4720 GASTON CIR	06/02/2020	177.56	177.56	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	3143950000 - HWY N TOWER	06/02/2020	62.45	62.45	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	3917900000 - 220 GROVE ST	06/02/2020	19.22	19.22	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	1670310000 - 1507 LANDMARK	06/02/2020	2,010.17	2,010.17	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	1960850000 - DONNA ST WELL	06/02/2020	1,613.61	1,613.61	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	2320700000 - 704 N MAIN ST W	06/02/2020	22.48	22.48	06/02/2020	
Total 600-60620-221:					4,937.85	4,937.85		
600-60630-210								
6373	WI STATE LABORATORY OF HY	633422	WATER TESTING & FLUORIDE	05/19/2020	566.00	566.00	05/19/2020	
Total 600-60630-210:					566.00	566.00		
600-60630-340								
6121	HAWKINS INC	4323678	WATER TREATMENT CHEMICAL	06/02/2020	637.46	637.46	06/02/2020	
Total 600-60630-340:					637.46	637.46		
600-60651-340								
2688	ACE HARDWARE OF COTTAGE	2688-060220	PRV REPAIR	06/02/2020	10.52	10.52	06/02/2020	
1463	CORE & MAIN LP	M280515	WATER VALVE BOX PARTS	05/19/2020	211.00	211.00	05/19/2020	
99	MSA PROFESSIONAL SERVICE	99-051920	WATER UTILITY - GIS MAPPING	05/19/2020	150.00	150.00	05/19/2020	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 600-60651-340:					371.52	371.52		
600-60652-340								
1463	CORE & MAIN LP	M380169	BLUE AND GREEN MARKING PA	06/02/2020	96.00	96.00	06/02/2020	
142	GRAINGER	9516268845	MARKING PAINT	05/19/2020	155.52	155.52	05/19/2020	
99	MSA PROFESSIONAL SERVICE	99-051920	WATER UTILITY - GIS MAPPING	05/19/2020	25.00	25.00	05/19/2020	
Total 600-60652-340:					276.52	276.52		
600-60653-340								
99	MSA PROFESSIONAL SERVICE	99-051920	WATER UTILITY - GIS MAPPING	05/19/2020	10.00	10.00	05/19/2020	
Total 600-60653-340:					10.00	10.00		
600-60654-340								
1463	CORE & MAIN LP	M277950	HYDRANT SWIVELS	05/19/2020	140.00	140.00	05/19/2020	
99	MSA PROFESSIONAL SERVICE	99-051920	WATER UTILITY - GIS MAPPING	05/19/2020	15.00	15.00	05/19/2020	
Total 600-60654-340:					155.00	155.00		
600-60902-311								
6410	QUADIENT	6410-051920	POSTAGE	05/19/2020	45.00	45.00	05/19/2020	
Total 600-60902-311:					45.00	45.00		
600-60902-340								
594	US CELLULAR	373006924	AMI AT WATER TOWER	06/02/2020	32.75	32.75	06/02/2020	
Total 600-60902-340:					32.75	32.75		
600-60920-221								
31	ALLIANT ENERGY/WP&L	31-060220	0420288389 - 230 PROGRESS D	06/02/2020	9.16	9.16	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	0470910000 - 240 PROGRESS D	06/02/2020	21.56	21.56	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	8469260000 - 225 BONNIE RD	06/02/2020	24.67	24.67	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	7255110000 - 221 E COTTAGE G	06/02/2020	62.90	62.90	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	5909800000 - 220 PROGRESS D	06/02/2020	6.77	6.77	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	1366250000 - 200 PROGRESS D	06/02/2020	103.77	103.77	06/02/2020	
Total 600-60920-221:					228.83	228.83		
600-60920-225								
2421	CHARTER COMMUNICATIONS	54194050620	INTERNET AND TV @ MUNICIPA	05/19/2020	13.83	13.83	05/19/2020	
2421	CHARTER COMMUNICATIONS	57023050120	BUSINESS TV @ MUNICIPAL SE	05/19/2020	2.69	2.69	05/19/2020	
2421	CHARTER COMMUNICATIONS	58542051020	PHONE @ MUNICIPAL SERVICE	06/02/2020	14.92	14.92	06/02/2020	
3912	FRONTIER	3912-060220	608-839-4698 VILLAGE HALL FA	06/02/2020	13.86	13.86	06/02/2020	
594	US CELLULAR	369665535	CELL PHONE CHARGES - PUBL	05/19/2020	22.80	22.80	05/19/2020	
594	US CELLULAR	369665535	TABLET DATA CHARGES	05/19/2020	45.74	45.74	05/19/2020	
Total 600-60920-225:					113.84	113.84		
600-60920-340								
1462	ALSCO	IMIL1571410	MATS @ MUNICIPAL SERVICES	06/02/2020	10.71	10.71	06/02/2020	
1462	ALSCO	IMIL1571411	MATS & UNIFORMS	06/02/2020	12.92	12.92	06/02/2020	
1462	ALSCO	IMIL1571412	MATS AT VILLAGE HALL	06/02/2020	7.99	7.99	06/02/2020	
2421	CHARTER COMMUNICATIONS	17282050520	MONTHLY BASIC BUSINESS TV	05/19/2020	33.15	33.15	05/19/2020	
2421	CHARTER COMMUNICATIONS	73715050520	MONTHLY PHONE CHARGE - 5/	05/19/2020	29.53	29.53	05/19/2020	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
930	COMPUTER MAGIC INC	4972	SERVICE AGREEMENT - COTTA	05/19/2020	184.89	184.89	05/19/2020	
626	DIGGERS HOTLINE INC	200 4 13551	DUPLICATE/COPY EMAILS & PR	05/19/2020	342.88	342.88	05/19/2020	
5	GFC LEASING CO	I00581599	LEASE #M107469 & M111367 - 5/	05/19/2020	55.25	55.25	05/19/2020	
212	GORDON FLESCH CO	IN12943067	CONTRACT COPY CHARGES F	06/02/2020	10.91	10.91	06/02/2020	
Total 600-60920-340:					688.23	688.23		
600-60923-210								
15	BAKER TILLY VIRCHOW KRAUS	BT1612938	PROF SERVICES - AUDIT	05/19/2020	1,857.50	1,857.50	05/19/2020	
15	BAKER TILLY VIRCHOW KRAUS	BT1612938	IMPACT FEE ANALYSIS	05/19/2020	87.50	87.50	05/19/2020	
206	BOUSHEA SEGALL & KLIMINSKI	206-060220	UTILITY - WATER	06/02/2020	640.00	640.00	06/02/2020	
4428	STAFFORD ROSENBAUM LLP	1237580	UTILITY - WATER	06/02/2020	94.50	94.50	06/02/2020	
Total 600-60923-210:					2,679.50	2,679.50		
600-60928-211								
4108	WI DNR	WU89376	2020 WATER USE FEES	06/02/2020	125.00	125.00	06/02/2020	
Total 600-60928-211:					125.00	125.00		
600-60933-385								
3	LANDMARK SERVICES COOPE	03-051920PW	PW FUEL - APRIL 2020	05/19/2020	244.73	244.73	05/19/2020	
Total 600-60933-385:					244.73	244.73		
600-60935-340								
2688	ACE HARDWARE OF COTTAGE	2688-060220	SHOP SUPPLIES	06/02/2020	23.18	23.18	06/02/2020	
244	CONNEY SAFETY PRODUCTS	05848088	SHOP SUPPLIES	05/19/2020	21.44	21.44	05/19/2020	
5220	CRYSTAL CLEANERS INC	22352	CLEANING AT MSB - APRIL 2020	05/19/2020	36.40	36.40	05/19/2020	
5223	DIESEL FORWARD	SRI-008755	P-12 ANNUAL DOT & INSPECTI	06/02/2020	283.43	283.43	06/02/2020	
3912	FRONTIER	3912-051920	608-839-1603 FAX & SCADA SY	05/19/2020	55.30	55.30	05/19/2020	
404	LINCOLN CONTRACTORS SUP	M80141	SHOVELS AND BLADE	06/02/2020	88.64	88.64	06/02/2020	
6570	NIR ROOF CARE INC	143165	ANNUAL ROOF MAINTENANCE	05/19/2020	112.50	112.50	05/19/2020	
23	NORTHERN BATTERY	1872128	BATTERIES AND CORE CHARG	06/02/2020	45.47	45.47	06/02/2020	
23	NORTHERN BATTERY	1872627	BATTERY CORE CHARGE REFU	06/02/2020	8.00-	8.00-	06/02/2020	
4458	O'REILLY AUTO PARTS	4331-333068	SHOP SUPPLIES	05/19/2020	12.99	12.99	05/19/2020	
4458	O'REILLY AUTO PARTS	4331-333219	SHOP SUPPLIES	05/19/2020	12.60	12.60	05/19/2020	
2813	POMP'S TIRE SERVICE INC	80214531	TIRE REPAIR	06/02/2020	25.00	25.00	06/02/2020	
4447	REINDERS INC	1829058-00	IGNITION SWITCH	06/02/2020	16.85	16.85	06/02/2020	
11	SUPERIOR CHEMICAL CORP	264140	SPRAY DISINFECTANT	06/02/2020	29.07	29.07	06/02/2020	
5701	VOIT MULCH	5701-051920	SHREDDED DIRT - 10 YARDS	05/19/2020	100.00	100.00	05/19/2020	
5701	VOIT MULCH	5701-051920A	SHREDDED DIRT - 7 YARDS	05/19/2020	70.00	70.00	05/19/2020	
Total 600-60935-340:					924.87	924.87		
601-60821-221								
31	ALLIANT ENERGY/WP&L	31-060220	9204600000 - COMMERCE PKW	06/02/2020	178.39	178.39	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	4153410000 - 110 S MAIN ST	06/02/2020	976.86	976.86	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	4668230000 - TRILLIUM TRL LIF	06/02/2020	60.15	60.15	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	5067730000 - 4195 VILAS RD LIF	06/02/2020	1,512.75	1,512.75	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	2222530000 - 4195 VILAS RD LO	06/02/2020	42.30	42.30	06/02/2020	
Total 601-60821-221:					2,770.45	2,770.45		
601-60827-340								
99	MSA PROFESSIONAL SERVICE	99-051920	SEWER UTILITY - GIS MAPPING	05/19/2020	50.00	50.00	05/19/2020	
11	SUPERIOR CHEMICAL CORP	263622	WET WELL DEGREASER	06/02/2020	1,024.02	1,024.02	06/02/2020	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4912	VIKEN, DAVID	4912-060220	SAFETY BOOTS REIMBURSEM	06/02/2020	25.00	25.00	06/02/2020	
Total 601-60827-340:					1,099.02	1,099.02		
601-60828-385								
3	LANDMARK SERVICES COOPE	03-051920PW	PW FUEL - APRIL 2020	05/19/2020	244.73	244.73	05/19/2020	
Total 601-60828-385:					244.73	244.73		
601-60831-240								
99	MSA PROFESSIONAL SERVICE	99-051920	SEWER UTILITY - GIS MAPPING	05/19/2020	150.00	150.00	05/19/2020	
Total 601-60831-240:					150.00	150.00		
601-60831-340								
1463	CORE & MAIN LP	M380169	BLUE AND GREEN MARKING PA	06/02/2020	96.00	96.00	06/02/2020	
142	GRAINGER	9516268837	MARKING FLAGS	05/19/2020	293.52	293.52	05/19/2020	
142	GRAINGER	9526726121	MARKING PAINT	06/02/2020	89.28	89.28	06/02/2020	
Total 601-60831-340:					478.80	478.80		
601-60831-350								
99	MSA PROFESSIONAL SERVICE	99-051920	SEWER UTILITY - GIS MAPPING	05/19/2020	75.00	75.00	05/19/2020	
Total 601-60831-350:					75.00	75.00		
601-60832-340								
3912	FRONTIER	3912-051920	608-839-1603 FAX & SCADA SY	05/19/2020	55.30	55.30	05/19/2020	
99	MSA PROFESSIONAL SERVICE	99-051920	SEWER UTILITY - GIS MAPPING	05/19/2020	25.00	25.00	05/19/2020	
Total 601-60832-340:					80.30	80.30		
601-60834-340								
2688	ACE HARDWARE OF COTTAGE	2688-060220	SHOP SUPPLIES	06/02/2020	23.18	23.18	06/02/2020	
243	ADS MECHANICAL	23929	VILAS LIFT STATION HVAC MAI	06/02/2020	988.00	988.00	06/02/2020	
244	CONNEY SAFETY PRODUCTS	05848088	SHOP SUPPLIES	05/19/2020	21.44	21.44	05/19/2020	
5220	CRYSTAL CLEANERS INC	22352	CLEANING AT MSB - APRIL 2020	05/19/2020	36.40	36.40	05/19/2020	
5223	DIESEL FORWARD	SRI-008755	P-12 ANNUAL DOT & INSPECTI	06/02/2020	283.43	283.43	06/02/2020	
404	LINCOLN CONTRACTORS SUP	M80141	SHOVELS AND BLADE	06/02/2020	88.64	88.64	06/02/2020	
6570	NIR ROOF CARE INC	143165	ANNUAL ROOF MAINTENANCE	05/19/2020	112.50	112.50	05/19/2020	
23	NORTHERN BATTERY	1872128	BATTERIES AND CORE CHARG	06/02/2020	45.47	45.47	06/02/2020	
23	NORTHERN BATTERY	1872627	BATTERY CORE CHARGE REFU	06/02/2020	8.00-	8.00-	06/02/2020	
4458	O'REILLY AUTO PARTS	4331-333068	SHOP SUPPLIES	05/19/2020	12.99	12.99	05/19/2020	
4458	O'REILLY AUTO PARTS	4331-333219	SHOP SUPPLIES	05/19/2020	12.60	12.60	05/19/2020	
2813	POMP'S TIRE SERVICE INC	80214531	TIRE REPAIR	06/02/2020	25.00	25.00	06/02/2020	
4447	REINDERS INC	1829058-00	IGNITION SWITCH	06/02/2020	16.85	16.85	06/02/2020	
11	SUPERIOR CHEMICAL CORP	264140	SPRAY DISINFECTANT	06/02/2020	29.07	29.07	06/02/2020	
5701	VOIT MULCH	5701-051920	SHREDDED DIRT - 10 YARDS	05/19/2020	100.00	100.00	05/19/2020	
5701	VOIT MULCH	5701-051920A	SHREDDED DIRT - 7 YARDS	05/19/2020	70.00	70.00	05/19/2020	
Total 601-60834-340:					1,857.57	1,857.57		
601-60840-210								
4428	STAFFORD ROSENBAUM LLP	1237580	UTILITY - SEWER	06/02/2020	94.50	94.50	06/02/2020	
Total 601-60840-210:					94.50	94.50		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
601-60840-311								
6410	QUADIENT	6410-051920	POSTAGE	05/19/2020	45.00	45.00	05/19/2020	
Total 601-60840-311:					45.00	45.00		
601-60850-221								
31	ALLIANT ENERGY/WP&L	31-060220	0420288389 - 230 PROGRESS D	06/02/2020	9.16	9.16	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	0470910000 - 240 PROGRESS D	06/02/2020	21.56	21.56	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	8469260000 - 225 BONNIE RD	06/02/2020	24.67	24.67	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	7255110000 - 221 E COTTAGE G	06/02/2020	62.90	62.90	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	5909800000 - 220 PROGRESS D	06/02/2020	6.77	6.77	06/02/2020	
31	ALLIANT ENERGY/WP&L	31-060220	1366250000 - 200 PROGRESS D	06/02/2020	103.77	103.77	06/02/2020	
Total 601-60850-221:					228.83	228.83		
601-60850-225								
2421	CHARTER COMMUNICATIONS	54194050620	INTERNET AND TV @ MUNICIPA	05/19/2020	13.83	13.83	05/19/2020	
2421	CHARTER COMMUNICATIONS	57023050120	BUSINESS TV @ MUNICIPAL SE	05/19/2020	2.69	2.69	05/19/2020	
2421	CHARTER COMMUNICATIONS	58542051020	PHONE @ MUNICIPAL SERVICE	06/02/2020	14.92	14.92	06/02/2020	
3912	FRONTIER	3912-060220	608-839-4698 VILLAGE HALL FA	06/02/2020	13.86	13.86	06/02/2020	
594	US CELLULAR	369665535	CELL PHONE CHARGES - PUBL	05/19/2020	22.80	22.80	05/19/2020	
594	US CELLULAR	369665535	TABLET DATA CHARGES	05/19/2020	45.74	45.74	05/19/2020	
Total 601-60850-225:					113.84	113.84		
601-60850-340								
1462	ALSCO	IMIL1571410	MATS @ MUNICIPAL SERVICES	06/02/2020	10.71	10.71	06/02/2020	
1462	ALSCO	IMIL1571411	MATS & UNIFORMS	06/02/2020	12.92	12.92	06/02/2020	
1462	ALSCO	IMIL1571412	MATS AT VILLAGE HALL	06/02/2020	7.99	7.99	06/02/2020	
2421	CHARTER COMMUNICATIONS	17282050520	MONTHLY BASIC BUSINESS TV	05/19/2020	33.15	33.15	05/19/2020	
2421	CHARTER COMMUNICATIONS	73715050520	MONTHLY PHONE CHARGE - 5/	05/19/2020	29.53	29.53	05/19/2020	
930	COMPUTER MAGIC INC	4972	SERVICE AGREEMENT - COTTA	05/19/2020	184.89	184.89	05/19/2020	
626	DIGGERS HOTLINE INC	200 4 13551	DUPLICATE/COPY EMAILS & PR	05/19/2020	342.87	342.87	05/19/2020	
5	GFC LEASING CO	I00581599	LEASE #M107469 & M111367 - 5/	05/19/2020	55.25	55.25	05/19/2020	
212	GORDON FLESCH CO	IN12943067	CONTRACT COPY CHARGES F	06/02/2020	10.90	10.90	06/02/2020	
Total 601-60850-340:					688.21	688.21		
601-60852-210								
15	BAKER TILLY VIRCHOW KRAUS	BT1612938	PROF SERVICES - AUDIT	05/19/2020	1,857.50	1,857.50	05/19/2020	
15	BAKER TILLY VIRCHOW KRAUS	BT1612938	IMPACT FEE ANALYSIS	05/19/2020	87.50	87.50	05/19/2020	
99	MSA PROFESSIONAL SERVICE	99-051920	SEWER UTILITY - GENERAL EN	05/19/2020	4,045.25	4,045.25	05/19/2020	
Total 601-60852-210:					5,990.25	5,990.25		
Grand Totals:					69,182.56	69,182.56		

ITEM 9

VILLAGE OF COTTAGE GROVE UTILITY COMMISSION
MEETING MINUTES OF MAY 13, 2020

1. **Call to Order.** The meeting was called to order by Chairperson Charlie Rogers at 5:00 p.m. This meeting was held online via Zoom.

2. **Determine that a quorum is present and that the agenda was properly posted.** Roll call was taken, and it was determined that a quorum was present and that the agenda had been properly posted. Present were Charlie Rogers (chair), Mike Hackel, Bruce Halverson, Heidi Murphy and Joanna Williams. Also present were Public Works Director JJ Larson, Kevin Lord of MSA, Utility Clerk Kristen Krause, Village Administrator Matt Giese, Mark Manthey of Tetra Tech and two (2) members of the public.

3. **Public Appearances – Public's opportunity to speak to Commission Members about any item that is not a specific agenda item.** None.

4. **Old Business**
   a. **Update on request by property owners to build over sanitary sewer easement.**
   There is no update at this time.

   b. **Update on water and sewer extension along Vilas Road.**
   See item 5b.

5. **New Business**
   a. **Discuss and consider request from Hydrite to install groundwater extraction and monitoring wells in Huston Park.**
   Hydrite will be installing groundwater extraction and monitoring wells as a proactive measure to protect groundwater in the area. This measure will have little impact on R.G. Huston Park. The well will be placed in the northwest corner of the park near on the edge of Trillium Trail. Tetra Tech will install the well as soon as possible. Pumping tests will be conducted, and based on testing, more wells may be added. Mark Manthey of Tetra Tech explained the they will be collecting samples to look for contaminants and metals. Testing results will be shared with the Village. Hackel asked if there will be bollards installed to protect the well and Manthey replied that he will work with the Village Public Works staff to have these placed. Hackel also asked about setbacks from utilities, since a water main is run in this area. Manthey explained that they follow the requirements of Digger's Hotline and doesn't anticipate that they will be near any water mains. **Motion** by Hackel, seconded by Murphy, to approve the request from Hydrite to install groundwater extraction and monitoring wells in Huston Park. Motion carried with a unanimous voice vote of 5-0-0.

   b. **Discuss and consider expenditure of Water and Sewer Impact Fee funds for the extension of water and sewer on Vilas Road.**
   Larson explained that the commission had previously discussed utilizing $550,000 of Impact Fee Funds from water ($300,000) and sewer ($250,000) for this project. The landowner would be responsible for any additional funds. He also stated that the project was recently bid with the low-bidder being A-1 Excavating at $738,307. The bid is good for 10 more days and will need to be acted on quickly. The agreement between the Village and landowners is not quite done, but the developers are ready to sign it once complete. **Motion** by Rogers, seconded by Hackel, to approve using $550,000 of the Water and Sewer Impact Fee funds for the extension of water and sewer on Vilas Road; to approve awarding the project contract to A-1 Excavating; to approve allowing for the current landowner to pay for the remaining project estimated cost of $309,874.05 with an additional

10% in escrow as well as having the current landowner assume any additional amount that arises from the project and referencing the memo to the Utility Commission from JJ Larson dated May 13, 2020 .

6. **Engineer's Report.**

MGSD Site Plan – MSA was working with the Village on verifying the public utility extensions required for the school district property for the Developers Agreement that was recently signed and approved.

Miracle Field – MSA was working with the site engineer to verify the site utilities in order for the Village to maintain these in the future.

Phoebe Bakken Park Splash Pad and Shelter – The watermain extension was installed according to the plans to the east side of the splash pad for a future loop to Grove Street.

5th Addition to Westlawn Estates – Utility work is complete and awaiting good weather for roadway work. MSA is working with MMSD on deed restrictions for future phases at this time.

Cottage Grove Commons – Public utility work completed and also working on roadway work as weather permits.

Vilas Road Sewer and Water – Project has been bid and is awaiting agreement with developer to move forward.

Sanitary System Flows – MSA has installed flow monitoring equipment in specific manholes in the Village and is monitoring these flows along with inflow and infiltration. The monitoring is anticipated to go through May of 2020 and will then be summarized for flows and drainage basins to provide the Village with planning projects to anticipate in the future and when work may be needed.

Glacial Drumlin Path/Clark Street – MSA conducted an OPM (Operational Planning Meeting) with Village staff, DOT staff, and utilities to go over the project and anticipated conflicts. Only utility work would be the extension of watermain along Grove Street and looping through Phoebe Bakken Park if the Village were to complete the additional work outside of the grant project. Costs are being prepared by the utilities to bury the overhead along Clark Street.

7. **Director's Report.**

COVID-19

Public Works has implemented some new guidelines for staff due to Covid-19 restrictions, including staggered start/finish times, no two people riding in a vehicle at the same time, wiping down vehicles before and after use, utilizing the same vehicle as much as possible and some staff working from home. Brush collection is currently taking longer due to the Covid-19 restrictions

AMI

The 1st quarter meter reads were done with automatic reads. Only a few reads did not send, but staff were able to do manual reads quickly. Final reads for owner or tenant changes, are now done completely from the system. Krause and Larson now also have the capability of looking up hourly reads for customers to help identify leaks. Staff training and full software implementation is on hold until it can be done in-person. Core and Main will be providing training on software once it is safe to do so.

MMSD charges up in Q1

There is a possible aberration in MMSD's test results; or the Village wastewater composition is changing. Larson reached out to the MMDS Collection System Team to discuss and troubleshoot.

Lead and Copper
Up until Covid-19, we had made great progress on verifying and documenting materials. As of now, we are on hold in order to avoid in-person contact, drop of sample bottles, etc. We are also awaiting DNR guidance due to Covid-19 and hoping that they will extend the deadline for testing.

UCMR4
The Village of Cottage Grove was randomly selected by the EPA to conduct unregulated contaminants monitoring and the first round of test results are now complete.

Vilas Water/Sewer
Project was bid and currently waiting on agreement with landowner before the project can start.

8. **Approve vouchers for payment. Motion** by Rogers, seconded by Murphy, to approve payment of the vouchers in the amount of $475,142.38. Motion carried by a unanimous voice vote of 5-0-0.

9. **Approve the minutes of the February 12, 2020 meeting. Motion** by Halverson, seconded by Hackel, to approve the minutes of the February 12, 2020 meeting as presented. Motion carried by a unanimous voice vote of 5-0-0.

10. **Set next meeting date.** The next meeting of the Utility Commission will be held on Wednesday, June 10, 2020 at 5:00 p.m.

11. **Future agenda items.**
    - Lead and copper testing
    - MMSD charges
    - UCMR results

12. **Adjournment. Motion** by Hackel, seconded by Williams, to adjourn the meeting at 5:39 p.m. Motion approved by unanimous voice vote, 5-0-0.

Respectfully submitted by Kristen Krause, Utility Clerk

Approved on: _____/_____/_____

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.

DRAFT

Village of Cottage Grove Notice of Public Meeting

PLAN COMMISSION

Wednesday, May 13, 2020 6:30 P.M.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/91907608111?pwd=SHgyMnFxTXJ2MGd6aW1ENkpxdEx6Zz09. *You can also participate via phone by dialing* 1 312 626 6799 *and use Meeting ID:* 919 0760 8111 *# When asked for your Participant ID, just press #*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1. Call to Order

2. Determination of Quorum and That the Agenda Was Properly Posted

3. Pledge of Allegiance

4. PUBLIC APPEARANCES-Public's Opportunity to Speak About Any Subject That Is Not A Specific Agenda Item

5. Discuss and Consider the Minutes from The Plan Commission Meeting of April 15, 2020.
Documents: 4-15-2020 PLAN COMMISSION MINUTES.PDF

6. PUBLIC HEARING: Opportunity for Public to Provide Input Regarding A Request from Huston Hotel Group, LLC for approval of a General Development Plan for an Atwell Suites Hotel at 4672 County Highway TT.
Documents:
1. CG_ATWELLSUITES-GDP_2020-05-06.PDF
2. MSA_00094071 ATWELL SUITES HOTEL REVIEW 04282020.PDF
3. PUD WRITTEN NARRATIVE APRIL 23.DOCX
4. SUBMITTAL APPLICATION - CME MARK-UPS.PDF
5. SUBMITTAL APPLICATION.PDF
6. GDP APP_2018-11-20.PDF
7. PLAN_2020-04-22_ATWELLSUITES.PDF
8. PLAN_2020-03-31_ATWELLSUITES_SITE_PLAN.PDF
9. PLAT OF SURVEY_2019-12-10.PDF

7. Discuss and Consider a Request from Huston Hotel Group, LLC for approval of a General Development Plan for an Atwell Suites Hotel at 4672 County Highway TT.

8. Discuss and Consider a Request from Badger Hotel Group for approval of a Precise Implementation Plan for a Comfort Suites Hotel located on Parcel #0711-041-2120-1 on Landmark Drive in the Commerce Park.
Documents:
1. CG_COMFORTSUITES-PIP_2020-05-05.PDF
2. MSA_00094071 LANDMARK DR COMFORT SUITES HOTEL REVIEW 04302020.PDF
3. RENDERS 4-23-20.PDF
4. 199415 LAND OWNERS WITHIN 400.PDF

5. 199415 LOCATION MAP.PDF
6. CHOICE SIGNAGE SPECIFICATIONS.PDF
7. COMFORT SUITES - SITE PLAN.PDF
8. COMFORT SUITES COLOR PALETTE.PDF
9. COMFORT SUITES LANDSCAPE DETAILS.PDF
10. COMFORT SUITES LANDSCAPE PLAN.PDF
11. ELEVATIONS 4-23-20.PDF
12. PIP APPLICATION SUBMITTAL FOR PUD 4.23.2020.PDF

9. Presentation from Movin' Out regarding the Comprehensive Plan Future Land Use Designation of Lots 86, 87, And 88 Of Northlawn Estates 1st Addition. For Feedback Only – No Formal Action Will Be Taken.

10. Discuss Potential Zoning Ordinance Amendments Related to Conditional Use Permits. For Feedback Only – No Formal Action Will Be Taken.
Documents: CG_CUPORD_2020-05-07.PDF

11. Future Agenda Items

12. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Plan Commission for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

VILLAGE ACTION REPORT

PROJECT: Atwell Suites Precise Implementation Plan
APPLICANT: Troy Hoekstra – Huston Hotel Group
PROJECT LOCATION: 4672 County Highway TT
REPORT DATE: June 11, 2020

PROJECT DESCRIPTION: The applicant is seeking approval of a PUD for a four-story, 97 room hotel with 46 parking spaces in an underground parking level. The hotel will be branded as an Atwell Suites, which is an IHG brand. Amenities will include bar service, food service, and expanded work areas.

PLAN COMMISSION MEETING: June 10, 2020

STAFF REPORT PROVIDED BY: _X_ Planner, _X_ Engineer, ___ Public Works

MOTION: by Ratcliff (1st), Jushchyshyn (2nd)

The Precise Implementation Plan was APPROVED WITH CONDITIONS, with the conditions that follow:

Planning

1. The rezone to a Planned Unit Development applies only to the property designated for the hotel site, as described by the 'Rezone Legal Description' in the submittal. The remaining property under the same ownership remains under RH, Rural Holding zoning.
2. Alterations to existing lot lines will require future approval via certified survey map or plat.
3. Obtain necessary sign permits prior to sign installation.
4. Consider relocating the white oak shown near the southeast corner of the building to avoid constructing the building's signature design element.

Engineering

1. Show proposed lot lines for the site to verify any shared amenities or setback concerns.
2. It is assumed a CSM or plat will be prepared for the area to include the hotel and the proposed stormwater either within the lot or in separate outlots and easements. Verify if any easements will be necessary for a shared use or underground stormwater facility.
3. Grading will be required on the parcel to the west of the property lines. Owner to secure and easement and/or permitting as necessary.
4. Additional erosion control may be necessary depending on the timing of the hotel project with the overall property grading and restoration.
5. Parking (at grade and underground) appears to meet the one parking stall per room plus the anticipated largest shift of employees.

6. Verify trash enclosure can be accessed with gates when swung open and verify trucks turning around for exiting.
7. Lighting plan should be shown with proposed lot lines in order to verify trespass.
8. Section 325-78(D)(2) states the exterior lighting should not exceed 0.5 footcandles at the property line. The current plan exceeds this requirement near the southwest corner of the property based on current property lines.
9. Section 325-78(D)(5) states the areas designated for traffic circulation should have a minimum pf 0.4 footcandles. The south end of the turnaround is deficient in the required lighting.
10. Stormwater appears to be planned as underground storage within the site. Soil borings should be included to support the infiltration analysis.
11. A stormwater plan with pipe sizing should be included along with any outfall details.
12. Calculations to show the rate control and water quality treatment calculations should be provided.
13. Verify the site works within the DOR setbacks. Trans 233 discusses no buildings or improvements within the setbacks of the highway.

VOTE: _5_ Aye, _0_ Nay, _0_ Abstain

PUBLIC COMMENTS:

- (Paul Wagner – Greywolf) – they have concerns about the hotel project. Greywolf is developing a Class A office park across the street on TT. Building elevations were not available for the last meeting. Disappointed by 100% EIFS building at gateway. Standards are lower here than in the Commerce Park. They would like to see upgraded materials on the elevations, especially since this is a PUD request. They believe the survey data from the comprehensive plan referenced in the staff report is no longer valid given another hotel has been approved. They believe this hotel is a direct competitor to theirs after it was presented as a higher level hotel.
- (Joe Wagner – Greywolf) – said their market study indicated a need for 95 rooms in the Village.

APPLICANT COMMENTS:

- (Troy Hoekstra – Huston Hotel Group) – wanted to respond to Greywolf comments. Called upon the project architect to explain the exterior materials. Architect indicated metal panels and two-story glass walls occur at the prominent locations facing the freeway. Explained that their market study indicates they can move forward in the market even with the other hotel. They would not risk millions of dollars if they didn't think there was a market to be successful. There will always be competition, and this is a free market. They consider the whole east side to be the market area, not just the Village.

PLAN COMMISSION COMMENTS:

- (Jushchyshyn) – asked for clarification regarding landscaping points. Ruth explained the ordinance assigns points to various types of landscaping and the ordinance requires certain amounts of points based on the size of the building, amount of parking, etc. The proposed project includes well in excess of the required points.
- (Williams) – asked about the timeline for the project. Hoekstra said they are looking at a late summer, early fall start of construction.
- (Jushchyshyn) – asked Williams if there was a role for the Plan Commission regarding TIF. Williams said no, the Village Board will determine that separately.

STAFF COMMENTS:

- See staff reports.

PLANNING STAFF REPORT

MEMO DATE: June 5, 2020
MTG. DATE: **JUNE 10, 2020**

TO: Village of Cottage Grove Plan Commission

CC: Village of Cottage Grove Board of Trustees
Matt Giese – Village Administrator
Lisa Kalata – Village Clerk
Larry Konopacki – Village Attorney
Kevin Lord – Village Engineer

FROM: Erin Ruth, AICP – Village Planning Director

RE: **Atwell Suites Hotel – Precise Implementation Plan**

BACKGROUND

Property Owner:	Huston Hotel Group, LLC
Location:	4672 County Highway TT
Area:	1.94 acres
Agent:	Troy Hoekstra – United Development Solutions
Existing Zoning:	Rural Holding
Proposed Zoning:	Planned Unit Development
Future Land Use Plan:	Planned Business

OVERVIEW

The applicant is seeking approval of a Planned Unit Development for a four-story, 97 room hotel with 46 parking spaces in an underground parking level. The hotel will be branded as an Atwell Suites, which is an IHG brand. This would be the first Atwell Suites in the area. Amenities in the building will include bar service, food service, and expanded work areas.

The Village's zoning ordinance includes a process for approving a project as a Planned Unit Development (PUD). Planned Unit Developments are appropriate for projects that exceed

some aspect of the standard zoning district, where the project is consistent with the Comprehensive Plan and provides positive benefits to the community (market need, aesthetics, or tax base). This is a relatively common process that has been used in recent years for projects such as Cottage Grove Commons and the Summit Credit Union headquarters.

A PUD has a two-step approval process. The first step, the General Development Plan, was approved at the May Plan Commission and Village Board meetings. The current PIP represents the second of the two steps.

LOCATION MAP

COMPREHENSIVE PLAN CONSISTENCY

Per the Land Use Chapter several Planned Business policies are relevant to this project. Policy #1 states that "the Planned Business uses around the interchange of I-94 and CTH N will serve as a "gateway" into the Village from other locations inside and outside of the

region and reflect the image of the Village to passers-by. Due to the location, particular attention should be given to ensuring that development is of a high aesthetic quality."

Policy #7 states "encourage Planned Business development that occurs along major transportation corridors (e.g. Interstate 94 and CTH N, CTH BB) to contribute toward establishing and enhancing a positive image for the Village. The developments that are built along these corridors and surrounding interchange areas are highly visible to residents and visitors, and can help establish an attractive image for the Village."

The proposed project complies with the design guidelines in polices #9 and #10 for the Planned Business district.

The Economic Development chapter of the Comprehensive Plan includes a survey of local business owners. Approximately 80% of respondents felt that a hotel and a meeting/event space would provide a major or minor improvement to the Cottage Grove business community. No respondents felt such facilities would detract from the business community.

The chapter also includes a resident survey. In that survey, approximately 70% of respondents were at least mildly interested in adding a hotel to the Village, which was one of the highest scores among the businesses listed.

The Economic Development chapter also includes a matrix indicating the desirability of various industry types in different areas within the Village. The matrix indicates that accommodations and food service are appropriate and desirable north of I-94.

In the opinion of staff, the proposed project is consistent with the Village's Comprehensive Plan.

ZONING ORDINANCE CONSISTENCY

The subject property is currently zoned Rural Holding. The Comprehensive Plan indicates that Planned Business would be the most likely zoning category when the property is rezoned. The applicant is requesting that the property be rezoned to a Planned Unit Development to accommodate features of the project that do not fit within the base Planned Business zoning category.

Requested exceptions

The requested exceptions are as follows:

- The proposed building height (50') exceeds the maximum building height in the Planned Business district (35').
- The proposed floor area ratio (FAR) is 0.65, which exceeds the maximum FAR in the PB district (0.3).

Parking

325-49(H)(11)(b) requires one parking space per room plus one space for each employee on the largest shift.

The proposed project includes 46 indoor underground parking spaces and 63 outdoor spaces on the PUD site for a total of 109. The Zoning Ordinance requires 1 space per room plus 1 space for every employee on the largest work shift. Therefore, the parking provided can accommodate the 97 rooms plus twelve employees on the largest shift. Note that an additional 25 spaces are shown adjacent to the PUD site which would provide additional parking when built, but they may be shared with or allocated to other uses as the remainder of the site is developed.

The applicants have provided drawings which verify the parking layout can accommodate the necessary turn radii for a 30' box truck and a 46' fire department ladder truck, fulfilling a condition of GDP approval.

It was noted during GDP approval that the drive aisle width in the parking lot could be reduced to the minimum 24' required by the Village. The applicants considered the option and have chosen to keep the 26' width.

Landscaping

The proposed landscaping far exceeds the minimum requirements of the Planned Business district. A total of 721 points are required and 1,324 points are provided. This total represents a significant increase from the 840 points shown in the approved GDP. The additional landscaping helps to enliven the exterior which is otherwise primarily comprised of an EIFS material.

The landscaping plan shows a white oak near the SE corner of the building. Upon maturity white oaks can grow quite tall and as shown it appears that the tree may obstruct views of the building's signature southeast corner. The applicant may wish to consider relocating the white oak to a different location on the site.

The surrounding parcels are remaining under RH, Rural Holding zoning, but the property is expected to ultimately develop as commercial uses. Therefore, staff does not anticipate a need for bufferyards per the Landscaping Ordinance.

STAFF RECOMMENDATIONS

Staff recommends that the General Development Plan be **APPROVED WITH CONDITIONS**, with the conditions as follows:

1. The rezone to a Planned Unit Development applies only to the propertydesignated for the hotel site, as described by the 'Rezone Legal Description' in the submittal. The remaining property under the same ownership remains under RH, Rural Holding zoning.

2. Alterations to existing lot lines will require future approval via certified survey map or plat.
3. Obtain necessary sign permits prior to sign installation.
4. Consider relocating the white oak shown near the SE corner of the building to avoid obstructing views the building's signature design element.

PROJECT REVIEW | ATWELL SUITES HOTEL

Village of Cottage Grove, WI

ENGINEERING REVIEWER:

Kevin Lord, P.E.

Phone: (608) 242-7779

klord@msa-ps.com

DATE:

June 8, 2020

Proposed Atwell Suites Hotel: Huston

REVIEW COMMENTS

MSA has reviewed the Plans submitted for the PIP application on June 5, 2020 for the proposed Atwell Suites Hotel between CTH TT and Interstate 94 in the northwest quadrant of the intersection of CTH N and Interstate 94.

INCLUDED

1. Site Construction Plans
2. Various building elevations
3. Existing Plat of Survey
4. Lighting Plan
5. Landscape Plan
6. Stormwater Summary and Infiltration Calculations
7. Turning movements maneuvering the overall site

MSA will work with the developer on site specific reviews to address the comments and specifics on the drainage and site civil for the project following the PIP approval.

Precise Implementation Plan Comments:

1. Show proposed lot lines for the site to verify and shared amenities or setback concerns.
2. It is assumed a CSM or plat will be prepared for the area to include the hotel and include the proposed stormwater either within the lot or in separate outlots or easements. Verify if any easements be necessary for a shared use of the underground stormwater facility.
3. Grading will be required on the parcel to the west of the property lines. Owner to secure an easement and/or permitting as necessary.

4. Additional erosion control may be necessary depending on the timing of the hotel project with the overall property grading and restoration.
5. Parking (at grade and underground combined) appears to meet the one parking stall per room plus the anticipated largest shift of employees.
6. Verify trash enclosure can be accessed with gates when swung open and verify trucks turning around for exiting.
7. Lighting plan should be shown with proposed lot lines in order to verify trespass.
8. Section 325-78 D. (2) states the exterior lighting conditions should not exceed 0.50 footcandles at the property line. The current plan exceeds this requirement near the southwest corner of the property based on current property lines.
9. Section 325-78 D. (5) states the areas designated for traffic circulation should have a minimum of 0.4 footcandles. The south end of the turnaround is deficient in the required lighting.
10. Stormwater appears to be planned as underground storage within the site. Soil borings should be included to support the infiltration analysis.
11. A stormwater plan with pipe sizing should be included along with any outfall details.
12. Calculations to show the rate control and water quality treatment calculations should be provided.
13. Verify the site works within the DOT setbacks. Trans 233 discusses no buildings or improvements within the setbacks for the highway.

Renderings

Atwell Hotel Looking Northwest

DJR ARCHITECTURE

IHG

United Development Solutions

SNYDER & ASSOCIATES

PIP SUBMITTAL -
VILLAGE OF COTTAGE GOVE, WI
05/20/2020

Atwell Hotel

Cottage Grove, Wisconsin

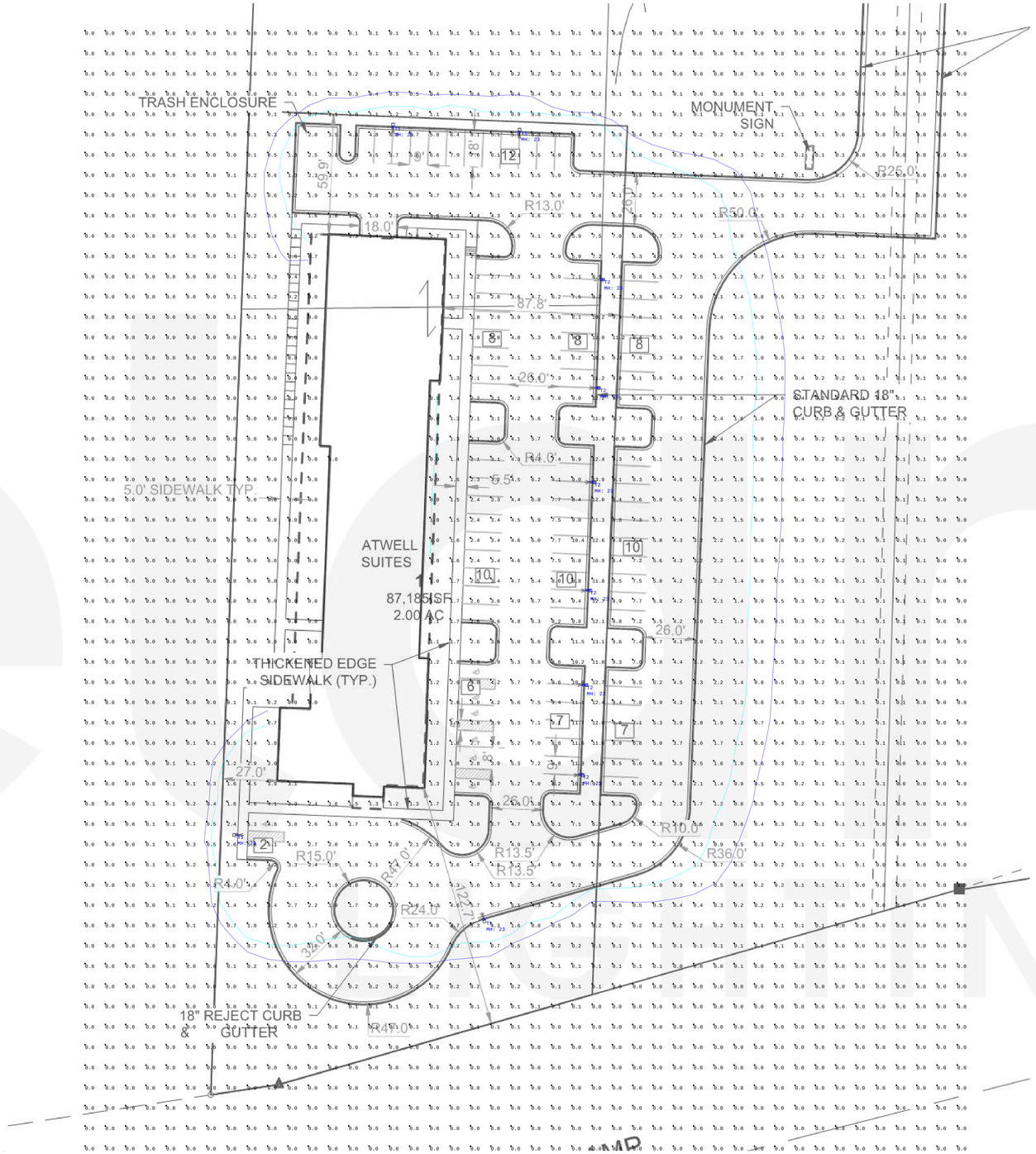
20-028.00

DJR Architecture
333 N Washington Ave #210
Minneapolis, MN 55401

Renderings

A400

© 2020 DJR Architecture



Scale: 1 inch= 25 Ft.

Luminaire Schedule

Symbol	Label	Quantity	Manufacturer	Catalog Number	Lumens	LLF	Watts
	T1	4	COOPER LIGHTING SOLUTIONS - McGRAW-EDISON (FORMERLY EATON)	GLEON-AF-04-LED-E1-SL4-7030-1200	24208	0.900	258
	T2	6	COOPER LIGHTING SOLUTIONS - McGRAW-EDISON (FORMERLY EATON)	GLEON-AF-04-LED-E1-SL4-7030-1200	24208	0.900	258

Calculation Summary

Label	Avg	Max	Min	Avg/Min	Max/Min	Units
SITE	1.43	13.9	0.0	N.A.	N.A.	Fc

elan LIGHTING SYSTEMS
Milwaukee Main Office
16350 W. Glendale Dr.
New Berlin, WI 53151
Phone: 262-785-0144
layouts@elanlighting.com

THESE CALCULATIONS ARE ESTIMATES BASED ON INFORMATION AVAILABLE AT TIME OF LAYOUT REQUEST AND DO NOT REPRESENT ON-SITE CONDITIONS WITH 100% ACCURACY.

Date:5/19/2020

Paper Size: ARCH E1 - 30x42

ATWELL SUITES SITE

COTTAGE GROVE, WI

McGraw-Edison

DESCRIPTION

The Galleon™ LED luminaire delivers exceptional performance in a highly scalable, low-profile design. Patented, high-efficiency AccuLED Optics™ system provides uniform and energy conscious illumination to walkways, parking lots, roadways, building areas and security lighting applications. IP66 rated and UL/cUL Listed for wet locations.

Catalog #		Type
Project		
Comments		Date
Prepared by		

SPECIFICATION FEATURES

Construction
Extruded aluminum driver enclosure thermally isolated from Light Squares for optimal thermal performance. Heavy-wall, die-cast aluminum end caps enclose housing and die-cast aluminum heat sinks. A unique, patent pending interlocking housing and heat sink provides scalability with superior structural rigidity. 3G vibration tested and rated. Optional tool-less hardware available for ease of entry into electrical chamber. Housing is IP66 rated.

Optics
Patented, high-efficiency injection-molded AccuLED Optics technology. Optics are precisely designed to shape the distribution maximizing efficiency and application spacing. AccuLED Optics create consistent distributions with the scalability to meet customized application requirements. Offered standard in 4000K (+/- 275K) CCT 70 CRI. Optional 3000K, 5000K and 6000K CCT.

Electrical
LED drivers are mounted to removable tray assembly for ease of maintenance. 120-277V 50/60Hz, 347V 60Hz or 480V 60Hz operation. 480V is compatible for use with 480V Wye systems only. Standard with 0-10V dimming. Shipped standard with Eaton proprietary circuit module designed to withstand 10kV of transient line surge. The Galleon LED luminaire is suitable for operation in -40°C to 40°C ambient environments. For applications with ambient temperatures exceeding 40°C, specify the HA (High Ambient) option. Light Squares are IP66 rated. Greater than 90% lumen maintenance expected at 60,000 hours. Available in standard 1A drive current and optional 600mA, 800mA and 1200mA drive currents (nominal).

Mounting
STANDARD ARM MOUNT: Extruded aluminum arm includes internal bolt guides allowing for easy positioning of fixture during mounting. When mounting two or more luminaires at 90° and 120° apart, the EA extended arm may be required. Refer to the arm mounting requirement table. Round pole adapter included. For wall mounting, specify wall mount bracket option. QUICK MOUNT ARM: Adapter is bolted directly to the pole. Quick mount arm slide into place on the adapter and is secured via two screws, facilitating quick and easy installation. The versatile, patent pending, quick mount arm accommodates multiple drill patterns ranging from 1-1/2" to 4-7/8". Removal of the door on the quick mount arm enables wiring of the fixture without having to access the driver compartment. A knock-out enables round pole mounting.

Finish
Housing finished in super durable TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Heat sink is powder coated black. Standard housing colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available.

Warranty
Five-year warranty.

GLEON
GALLEON LED

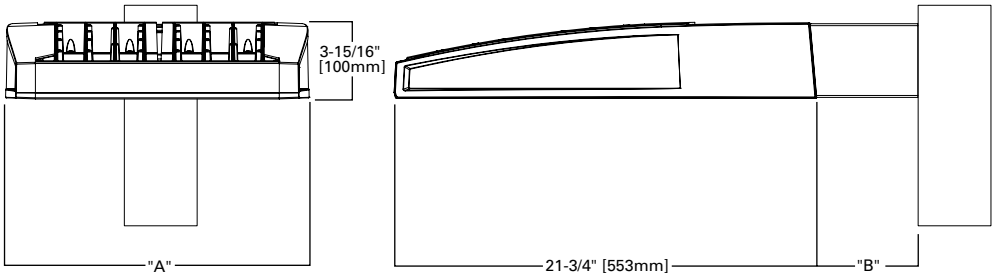
1-10 Light Squares
Solid State LED

AREA/SITE LUMINAIRE

LumenSafe Technology
CLICK HERE

WaveLinx

DIMENSIONS



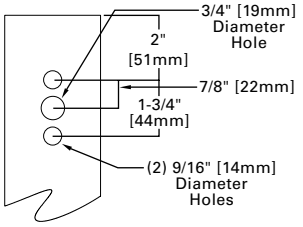
DIMENSION DATA

Number of Light Squares	"A" Width	"B" Standard Arm Length	"B" Optional Arm Length [1]	Weight with Arm (lbs.)	EPA with Arm [2] (Sq. Ft.)
1-4	15-1/2" (394mm)	7" (178mm)	10" (254mm)	33 (15.0 kgs.)	0.96
5-6	21-5/8" (549mm)	7" (178mm)	10" (254mm)	44 (20.0 kgs.)	1.00
7-8	27-5/8" (702mm)	7" (178mm)	13" (330mm)	54 (24.5 kgs.)	1.07
9-10	33-3/4" (857mm)	7" (178mm)	16" (406mm)	63 (28.6 kgs.)	1.12

NOTES: 1. Optional arm length to be used when mounting two fixtures at 90° on a single pole. **2.** EPA calculated with optional arm length.

DRILLING PATTERN

TYPE "N"



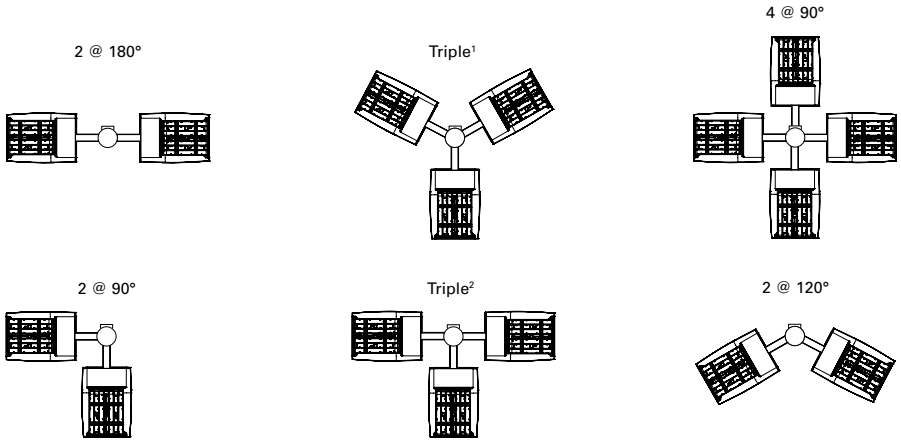
CERTIFICATION DATA
3G Vibration Rated
DesignLights Consortium® Qualified*
Dark Sky Approved (3000K CCT and warmer only)
IP66 Rated
ISO 9001
LM79 / LM80 Compliant
UL/cUL Wet Location Listed

ENERGY DATA
Electronic LED Driver
>0.9 Power Factor
<20% Total Harmonic Distortion
120V-277V 50/60Hz
347V, 480V 60Hz
-40°C Min. Temperature
40°C Max. Temperature
50°C Max. Temperature (HA Option)

*www.designlights.org

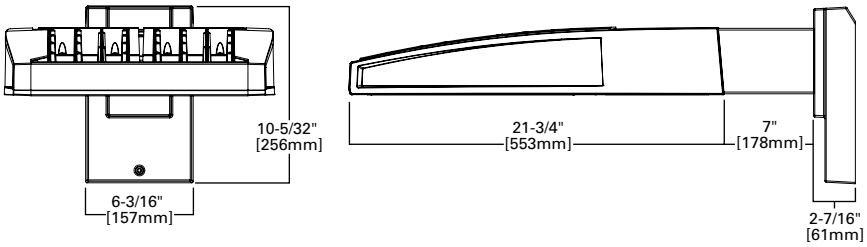
ARM MOUNTING REQUIREMENTS

Configuration	90° Apart	120° Apart
GLEON-AF-01	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-02	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-03	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-04	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-05	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-06	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-07	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-08	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-09	16" Extended Arm (Required)	16" Extended Arm (Required)
GLEON-AF-10	16" Extended Arm (Required)	16" Extended Arm (Required)

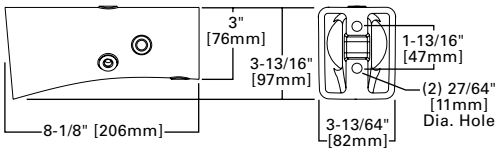


NOTES: 1 Round poles are 3 @ 120°. Square poles are 3 @ 90°. **2** Round poles are 3 @ 90°.

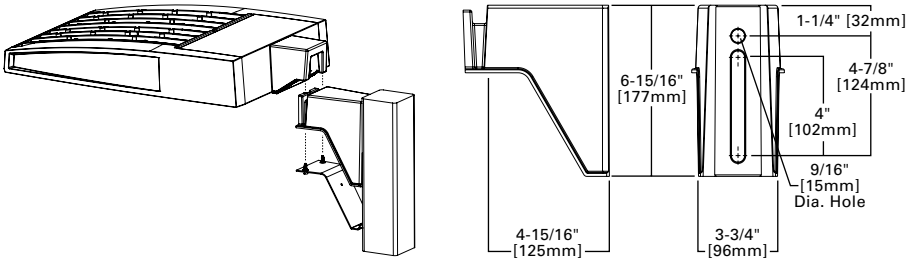
STANDARD WALL MOUNT



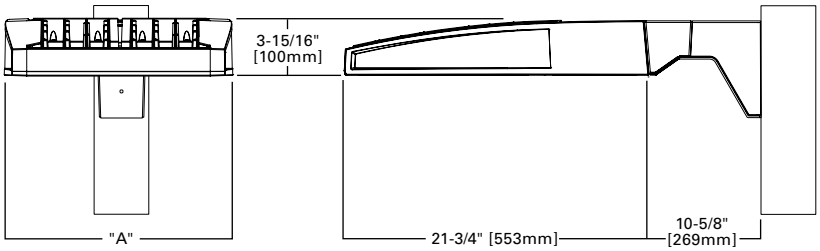
MAST ARM MOUNT



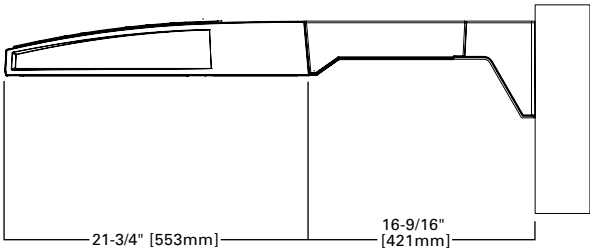
QUICK MOUNT ARM (INCLUDES FIXTURE ADAPTER)



QM Quick Mount Arm (Standard)



QMEA Quick Mount Arm (Extended)

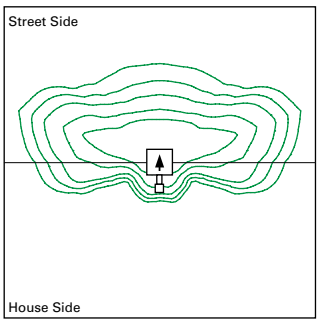


QUICK MOUNT ARM DATA

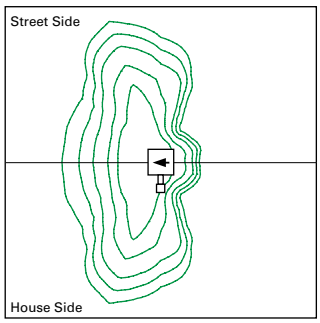
Number of Light Squares [1, 2]	"A" Width	Weight with QM Arm (lbs.)	Weight with QMEA Arm (lbs.)	EPA (Sq. Ft.)
1-4	15-1/2" (394mm)	35 (15.91 kgs.)	38 (17.27 kgs.)	1.11
5-6 [3]	21-5/8" (549mm)	46 (20.91 kgs.)	49 (22.27 kgs.)	
7-8	27-5/8" (702mm)	56 (25.45 kgs.)	N/A	

NOTES: 1 QM option available with 1-8 light square configurations. **2** QMEA option available with 1-6 light square configurations. **3** QMEA arm to be used when mounting two fixtures at 90° on a single pole.

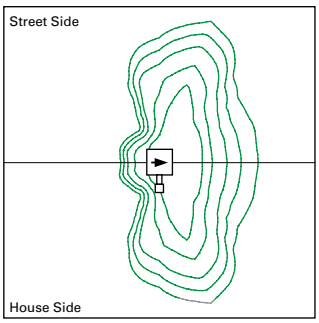
OPTIC ORIENTATION



Standard

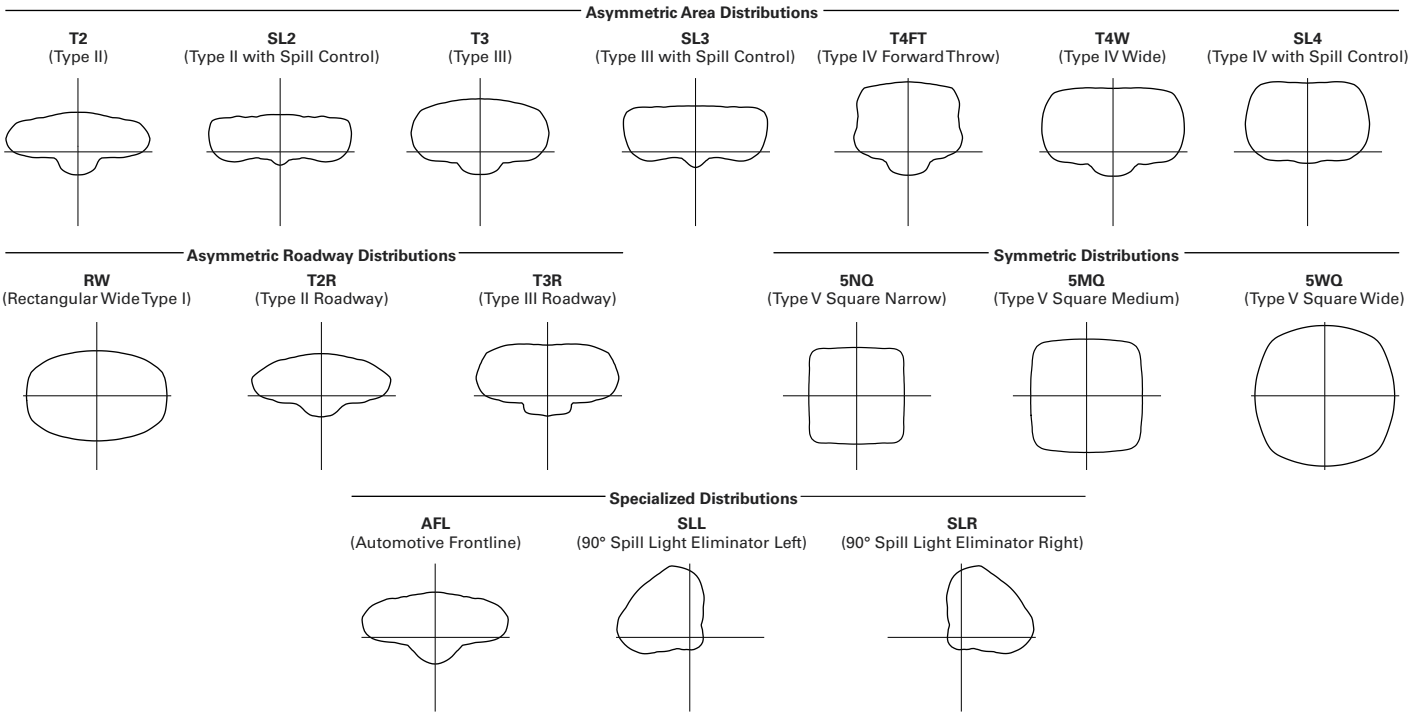


Optics Rotated Left @ 90° [L90]



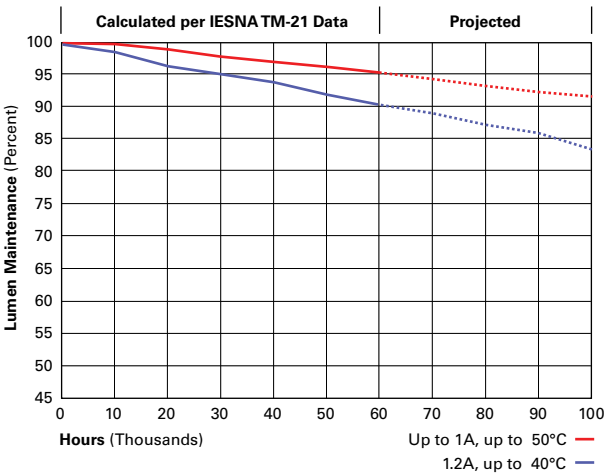
Optics Rotated Right @ 90° [R90]

OPTICAL DISTRIBUTIONS



LUMEN MAINTENANCE

Drive Current	Ambient Temperature	TM-21 Lumen Maintenance (60,000 Hours)	Projected L70 (Hours)
Up to 1A	Up to 50°C	> 95%	416,000
1.2A	Up to 40°C	> 90%	205,000



LUMEN MULTIPLIER

Ambient Temperature	Lumen Multiplier
0°C	1.02
10°C	1.01
25°C	1.00
40°C	0.99
50°C	0.97

NOMINAL POWER LUMENS (1.2A)

Number of Light Squares		1	2	3	4	5	6	7	8	9	10
Nominal Power (Watts)		67	129	191	258	320	382	448	511	575	640
Input Current @ 120V (A)		0.58	1.16	1.78	2.31	2.94	3.56	4.09	4.71	5.34	5.87
Input Current @ 208V (A)		0.33	0.63	0.93	1.27	1.57	1.87	2.22	2.52	2.8	3.14
Input Current @ 240V (A)		0.29	0.55	0.80	1.10	1.35	1.61	1.93	2.18	2.41	2.71
Input Current @ 277V (A)		0.25	0.48	0.70	0.96	1.18	1.39	1.69	1.90	2.09	2.36
Input Current @ 347V (A)		0.20	0.39	0.57	0.78	0.96	1.15	1.36	1.54	1.72	1.92
Input Current @ 480V (A)		0.15	0.30	0.43	0.60	0.73	0.85	1.03	1.16	1.28	1.45
Optics											
T2	4000K/5000K Lumens	6,863	13,412	20,011	26,441	32,761	39,205	46,364	52,534	58,601	64,880
	3000K Lumens	6,489	12,681	18,919	25,000	30,974	37,066	43,836	49,668	55,405	61,341
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T2R	4000K/5000K Lumens	7,285	14,238	21,246	28,072	34,780	41,621	49,221	55,770	62,212	68,878
	3000K Lumens	6,888	13,462	20,087	26,541	32,884	39,351	46,537	52,729	58,819	65,122
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5
T3	4000K/5000K Lumens	6,995	13,670	20,397	26,951	33,391	39,959	47,256	53,544	59,728	66,130
	3000K Lumens	6,613	12,924	19,284	25,480	31,570	37,780	44,679	50,624	56,471	62,524
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T3R	4000K/5000K Lumens	7,150	13,973	20,850	27,549	34,134	40,846	48,307	54,734	61,056	67,598
	3000K Lumens	6,761	13,212	19,713	26,046	32,272	38,619	45,673	51,750	57,726	63,911
	BUG Rating	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
T4FT	4000K/5000K Lumens	7,036	13,748	20,515	27,107	33,586	40,191	47,530	53,854	60,074	66,512
	3000K Lumens	6,652	12,999	19,397	25,629	31,754	37,999	44,938	50,917	56,797	62,885
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
T4W	4000K/5000K Lumens	6,945	13,571	20,249	26,756	33,152	39,671	46,917	53,160	59,298	65,653
	3000K Lumens	6,566	12,831	19,146	25,297	31,344	37,508	44,358	50,260	56,064	62,072
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL2	4000K/5000K Lumens	6,851	13,388	19,977	26,396	32,704	39,137	46,283	52,444	58,498	64,768
	3000K Lumens	6,477	12,658	18,888	24,957	30,920	37,003	43,759	49,584	55,308	61,235
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL3	4000K/5000K Lumens	6,994	13,668	20,394	26,947	33,388	39,953	47,249	53,537	59,720	66,119
	3000K Lumens	6,612	12,922	19,281	25,477	31,567	37,774	44,673	50,618	56,463	62,514
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
SL4	4000K/5000K Lumens	6,645	12,986	19,378	25,603	31,723	37,962	44,893	50,868	56,743	62,824
	3000K Lumens	6,282	12,279	18,321	24,207	29,993	35,892	42,445	48,094	53,648	59,398
	BUG Rating	B1-U0-G2	B1-U0-G3	B2-U0-G4	B2-U0-G4	B2-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
5NQ	4000K/5000K Lumens	7,214	14,097	21,036	27,795	34,437	41,210	48,734	55,220	61,597	68,199
	3000K Lumens	6,820	13,329	19,888	26,279	32,558	38,962	46,077	52,208	58,237	64,479
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4
5MQ	4000K/5000K Lumens	7,347	14,356	21,423	28,306	35,071	41,969	49,632	56,237	62,730	69,454
	3000K Lumens	6,947	13,573	20,254	26,762	33,158	39,680	46,925	53,170	59,309	65,667
	BUG Rating	B3-U0-G1	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5
5WQ	4000K/5000K Lumens	7,366	14,396	21,480	28,381	35,164	42,080	49,765	56,386	62,898	69,639
	3000K Lumens	6,964	13,610	20,308	26,833	33,247	39,786	47,050	53,311	59,468	65,842
	BUG Rating	B3-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5	B5-U0-G5
SLL/SLR	4000K/5000K Lumens	6,147	12,010	17,921	23,679	29,339	35,109	41,521	47,046	52,478	58,102
	3000K Lumens	5,811	11,355	16,944	22,388	27,739	33,194	39,256	44,479	49,617	54,933
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
RW	4000K/5000K Lumens	7,149	13,970	20,846	27,543	34,126	40,837	48,295	54,722	61,042	67,582
	3000K Lumens	6,760	13,208	19,709	26,041	32,264	38,610	45,661	51,738	57,713	63,897
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G4
AFL	4000K/5000K Lumens	7,175	14,021	20,921	27,643	34,249	40,986	48,470	54,920	61,262	67,828
	3000K Lumens	6,784	13,256	19,780	26,136	32,381	38,750	45,827	51,925	57,922	64,129
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3	B4-U0-G4	B4-U0-G4

* Nominal data for 70 CRI.

NOMINAL POWER LUMENS (1A)

Number of Light Squares		1	2	3	4	5	6	7	8	9	10
Nominal Power (Watts)		59	113	166	225	279	333	391	445	501	558
Input Current @ 120V (A)		0.51	1.02	1.53	2.03	2.55	3.06	3.56	4.08	4.60	5.07
Input Current @ 208V (A)		0.29	0.56	0.82	1.11	1.37	1.64	1.93	2.19	2.46	2.75
Input Current @ 240V (A)		0.26	0.48	0.71	0.96	1.19	0.41	1.67	1.89	2.12	2.39
Input Current @ 277V (A)		0.23	0.42	0.61	0.83	1.03	1.23	1.45	1.65	1.84	2.09
Input Current @ 347V (A)		0.17	0.32	0.50	0.64	0.82	1.00	1.14	1.32	1.50	1.68
Input Current @ 480V (A)		0.14	0.24	0.37	0.48	0.61	0.75	0.91	0.99	1.12	1.28
Optics											
T2	4000K/5000K Lumens	6,256	12,225	18,242	24,104	29,865	35,739	42,265	47,888	53,420	59,144
	3000K Lumens	5,915	11,559	17,248	22,789	28,236	33,790	39,960	45,277	50,506	55,919
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T2R	4000K/5000K Lumens	6,642	12,979	19,366	25,589	31,705	37,941	44,870	50,840	56,711	62,789
	3000K Lumens	6,280	12,271	18,311	24,193	29,976	35,872	42,423	48,068	53,619	59,365
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5
T3	4000K/5000K Lumens	6,377	12,461	18,593	24,568	30,439	36,426	43,077	48,810	54,447	60,282
	3000K Lumens	6,029	11,781	17,580	23,229	28,781	34,441	40,731	46,150	51,480	56,997
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T3R	4000K/5000K Lumens	6,518	12,739	19,006	25,113	31,116	37,235	44,036	49,895	55,658	61,622
	3000K Lumens	6,029	11,781	17,579	23,229	28,779	34,440	40,729	46,148	51,478	56,995
	BUG Rating	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
T4FT	4000K/5000K Lumens	6,414	12,533	18,702	24,710	30,616	36,637	43,328	49,093	54,763	60,631
	3000K Lumens	6,064	11,849	17,681	23,363	28,946	34,638	40,966	46,417	51,776	57,325
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
T4W	4000K/5000K Lumens	6,331	12,372	18,459	24,391	30,221	36,163	42,769	48,459	54,056	59,849
	3000K Lumens	5,986	11,697	17,452	23,061	28,572	34,192	40,436	45,817	51,108	56,585
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL2	4000K/5000K Lumens	6,245	12,205	18,212	24,062	29,813	35,677	42,192	47,807	53,326	59,042
	3000K Lumens	5,904	11,539	17,218	22,750	28,187	33,732	39,891	45,199	50,418	55,822
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL3	4000K/5000K Lumens	6,376	12,460	18,591	24,564	30,436	36,421	43,072	48,803	54,439	60,273
	3000K Lumens	6,028	11,780	17,578	23,224	28,776	34,435	40,723	46,141	51,471	56,986
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
SL4	4000K/5000K Lumens	6,058	11,838	17,664	23,340	28,918	34,605	40,924	46,370	51,727	57,269
	3000K Lumens	5,727	11,193	16,701	22,067	27,341	32,718	38,692	43,841	48,906	54,146
	BUG Rating	B1-U0-G2	B1-U0-G3	B2-U0-G4	B2-U0-G4	B2-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
5NQ	4000K/5000K Lumens	6,577	12,851	19,176	25,336	31,392	37,566	44,426	50,337	56,151	62,170
	3000K Lumens	6,218	12,151	18,131	23,955	29,680	35,517	42,003	47,592	53,089	58,779
	BUG Rating	B2-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4
5MQ	4000K/5000K Lumens	6,697	13,088	19,528	25,803	31,970	38,258	45,243	51,264	57,185	63,313
	3000K Lumens	6,332	12,374	18,463	24,395	30,227	36,171	42,776	48,468	54,066	59,861
	BUG Rating	B3-U0-G1	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5
5WQ	4000K/5000K Lumens	6,715	13,122	19,580	25,871	32,055	38,360	45,365	51,401	57,337	63,482
	3000K Lumens	6,348	12,406	18,513	24,461	30,307	36,268	42,891	48,599	54,210	60,021
	BUG Rating	B3-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5	B5-U0-G5
SLL/SLR	4000K/5000K Lumens	5,604	10,949	16,337	21,586	26,745	32,004	37,850	42,886	47,838	52,965
	3000K Lumens	5,298	10,351	15,446	20,409	25,287	30,258	35,786	40,547	45,229	50,077
	BUG Rating	B1-U0-G2	B1-U0-G3	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
RW	4000K/5000K Lumens	6,517	12,735	19,002	25,107	31,109	37,227	44,025	49,883	55,644	61,607
	3000K Lumens	6,162	12,040	17,965	23,738	29,413	35,197	41,623	47,163	52,609	58,247
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4
AFL	4000K/5000K Lumens	6,541	12,781	19,072	25,199	31,221	37,362	44,185	50,065	55,846	61,831
	3000K Lumens	6,184	12,084	18,032	23,825	29,519	35,325	41,775	47,334	52,801	58,459
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3	B4-U0-G4	B4-U0-G4

* Nominal data for 70 CRI.

NOMINAL POWER LUMENS (800MA)

Number of Light Squares		1	2	3	4	5	6	7	8	9	10
Nominal Power (Watts)		44	85	124	171	210	249	295	334	374	419
Input Current @ 120V (A)		0.39	0.77	1.13	1.54	1.90	2.26	2.67	3.03	3.39	3.80
Input Current @ 208V (A)		0.22	0.44	0.62	0.88	1.06	1.24	1.50	1.68	1.87	2.12
Input Current @ 240V (A)		0.19	0.38	0.54	0.76	0.92	1.08	1.30	1.46	1.62	1.84
Input Current @ 277V (A)		0.17	0.36	0.47	0.72	0.83	0.95	1.19	1.31	1.42	1.67
Input Current @ 347V (A)		0.15	0.24	0.38	0.49	0.63	0.77	0.87	1.01	1.15	1.52
Input Current @ 480V (A)		0.11	0.18	0.29	0.37	0.48	0.59	0.66	0.77	0.88	0.96
Optics											
T2	4000K/5000K Lumens	5,054	9,878	14,739	19,475	24,129	28,875	34,148	38,691	43,159	47,785
	3000K Lumens	4,779	9,338	13,935	18,412	22,813	27,301	32,286	36,581	40,805	45,179
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B4-U0-G5	B4-U0-G5
T2R	4000K/5000K Lumens	5,366	10,486	15,647	20,675	25,616	30,654	36,252	41,076	45,819	50,730
	3000K Lumens	5,074	9,914	14,794	19,548	24,218	28,982	34,276	38,835	43,320	47,964
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5
T3	4000K/5000K Lumens	5,153	10,068	15,022	19,849	24,593	29,430	34,805	39,436	43,990	48,705
	3000K Lumens	4,872	9,519	14,203	18,766	23,251	27,825	32,907	37,285	41,591	46,048
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5
T3R	4000K/5000K Lumens	5,266	10,292	15,356	20,290	25,140	30,084	35,578	40,312	44,968	49,786
	3000K Lumens	4,979	9,731	14,518	19,184	23,769	28,443	33,638	38,114	42,516	47,071
	BUG Rating	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
T4FT	4000K/5000K Lumens	5,182	10,126	15,109	19,964	24,736	29,600	35,006	39,664	44,245	48,987
	3000K Lumens	4,899	9,574	14,285	18,876	23,387	27,986	33,097	37,501	41,832	46,315
	BUG Rating	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
T4W	4000K/5000K Lumens	5,115	9,995	14,914	19,706	24,417	29,218	34,554	39,152	43,674	48,354
	3000K Lumens	4,836	9,450	14,100	18,631	23,085	27,624	32,670	37,017	41,292	45,717
	BUG Rating	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
SL2	4000K/5000K Lumens	5,046	9,860	14,713	19,441	24,087	28,825	34,089	38,625	43,085	47,702
	3000K Lumens	4,771	9,322	13,911	18,381	22,774	27,253	32,229	36,518	40,735	45,101
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5
SL3	4000K/5000K Lumens	5,152	10,067	15,020	19,846	24,591	29,426	34,800	39,431	43,984	48,698
	3000K Lumens	4,871	9,518	14,200	18,764	23,249	27,822	32,902	37,280	41,585	46,042
	BUG Rating	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
SL4	4000K/5000K Lumens	4,894	9,565	14,271	18,857	23,364	27,959	33,065	37,465	41,792	46,270
	3000K Lumens	4,627	9,043	13,492	17,829	22,090	26,434	31,261	35,422	39,513	43,746
	BUG Rating	B1-U0-G2	B1-U0-G3	B1-U0-G3	B2-U0-G4	B2-U0-G4	B2-U0-G4	B2-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
5NQ	4000K/5000K Lumens	5,313	10,383	15,493	20,470	25,363	30,351	35,893	40,669	45,367	50,229
	3000K Lumens	5,024	9,817	14,647	19,354	23,980	28,696	33,936	38,452	42,893	47,490
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G3
5MQ	4000K/5000K Lumens	5,411	10,574	15,778	20,848	25,830	30,911	36,554	41,418	46,202	51,154
	3000K Lumens	5,117	9,997	14,917	19,710	24,421	29,225	34,561	39,160	43,682	48,364
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G4
5WQ	4000K/5000K Lumens	5,426	10,603	15,820	20,903	25,899	30,992	36,652	41,529	46,325	51,290
	3000K Lumens	5,130	10,025	14,958	19,763	24,486	29,302	34,654	39,263	43,799	48,493
	BUG Rating	B3-U0-G1	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5
SLL/SLR	4000K/5000K Lumens	4,528	8,846	13,199	17,440	21,609	25,858	30,580	34,649	38,651	42,792
	3000K Lumens	4,281	8,364	12,480	16,489	20,430	24,448	28,912	32,759	36,543	40,459
	BUG Rating	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
RW	4000K/5000K Lumens	5,265	10,289	15,353	20,285	25,134	30,077	35,569	40,303	44,958	49,775
	3000K Lumens	4,978	9,727	14,516	19,179	23,763	28,437	33,629	38,105	42,506	47,060
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G4
AFL	4000K/5000K Lumens	5,285	10,327	15,409	20,360	25,225	30,186	35,699	40,450	45,120	49,956
	3000K Lumens	4,996	9,763	14,569	19,249	23,849	28,540	33,752	38,244	42,659	47,232
	BUG Rating	B1-U0-G1	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3

* Nominal data for 70 CRI.

NOMINAL POWER LUMENS (600MA)

Number of Light Squares		1	2	3	4	5	6	7	8	9	10
Nominal Power (Watts)		34	66	96	129	162	193	226	257	290	323
Input Current @ 120V (A)		0.30	0.58	0.86	1.16	1.44	1.73	2.03	2.33	2.59	2.89
Input Current @ 208V (A)		0.17	0.34	0.49	0.65	0.84	0.99	1.14	1.30	1.48	1.63
Input Current @ 240V (A)		0.15	0.30	0.43	0.56	0.74	0.87	1.00	1.13	1.30	1.43
Input Current @ 277V (A)		0.14	0.28	0.41	0.52	0.69	0.81	0.93	1.04	1.22	1.33
Input Current @ 347V (A)		0.11	0.19	0.30	0.39	0.49	0.60	0.69	0.77	0.90	0.99
Input Current @ 480V (A)		0.08	0.15	0.24	0.30	0.38	0.48	0.53	0.59	0.71	0.77
Optics											
T2	4000K/5000K Lumens	4,121	8,055	12,019	15,881	19,676	23,547	27,847	31,552	35,196	38,967
	3000K Lumens	3,896	7,615	11,363	15,015	18,604	22,263	26,328	29,831	33,276	36,842
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4
T2R	4000K/5000K Lumens	4,376	8,552	12,760	16,860	20,890	24,998	29,563	33,497	37,365	41,369
	3000K Lumens	4,138	8,085	12,064	15,941	19,751	23,635	27,951	31,670	35,328	39,113
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4
T3	4000K/5000K Lumens	4,201	8,210	12,251	16,187	20,055	23,999	28,383	32,159	35,873	39,718
	3000K Lumens	3,973	7,763	11,583	15,304	18,961	22,691	26,835	30,406	33,916	37,552
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5
T3R	4000K/5000K Lumens	4,294	8,393	12,523	16,546	20,501	24,532	29,014	32,875	36,671	40,600
	3000K Lumens	4,060	7,936	11,840	15,644	19,383	23,195	27,432	31,082	34,671	38,386
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5
T4FT	4000K/5000K Lumens	4,226	8,257	12,321	16,280	20,172	24,139	28,547	32,346	36,082	39,948
	3000K Lumens	3,996	7,807	11,649	15,392	19,071	22,822	26,990	30,582	34,114	37,770
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5
T4W	4000K/5000K Lumens	4,171	8,151	12,162	16,071	19,912	23,827	28,178	31,928	35,615	39,432
	3000K Lumens	3,943	7,706	11,498	15,194	18,825	22,527	26,642	30,187	33,673	37,281
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5
SL2	4000K/5000K Lumens	4,114	8,041	11,998	15,854	19,643	23,506	27,799	31,498	35,135	38,901
	3000K Lumens	3,890	7,603	11,344	14,989	18,572	22,224	26,282	29,780	33,219	36,779
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5
SL3	4000K/5000K Lumens	4,200	8,209	12,249	16,184	20,053	23,996	28,379	32,154	35,869	39,712
	3000K Lumens	3,972	7,762	11,580	15,302	18,960	22,688	26,831	30,400	33,913	37,546
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G3	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5
SL4	4000K/5000K Lumens	3,992	7,799	11,638	15,378	19,053	22,801	26,964	30,552	34,081	37,733
	3000K Lumens	3,774	7,374	11,003	14,539	18,015	21,557	25,493	28,886	32,222	35,674
	BUG Rating	B1-U0-G2	B1-U0-G2	B1-U0-G3	B1-U0-G3	B2-U0-G4	B2-U0-G4	B2-U0-G4	B2-U0-G5	B2-U0-G5	B3-U0-G5
5NQ	4000K/5000K Lumens	4,333	8,467	12,634	16,694	20,683	24,751	29,271	33,166	36,996	40,961
	3000K Lumens	4,097	8,005	11,945	15,784	19,555	23,401	27,674	31,357	34,978	38,727
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G2	B5-U0-G3	B5-U0-G3
5MQ	4000K/5000K Lumens	4,413	8,622	12,867	17,000	21,064	25,207	29,810	33,777	37,677	41,715
	3000K Lumens	4,173	8,152	12,165	16,073	19,915	23,832	28,185	31,934	35,623	39,440
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4
5WQ	4000K/5000K Lumens	4,424	8,646	12,900	17,046	21,120	25,274	29,890	33,866	37,778	41,826
	3000K Lumens	4,182	8,175	12,197	16,117	19,968	23,896	28,260	32,018	35,717	39,545
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G4
SLL/SLR	4000K/5000K Lumens	3,692	7,214	10,763	14,222	17,621	21,086	24,937	28,256	31,519	34,897
	3000K Lumens	3,491	6,820	10,176	13,447	16,660	19,937	23,577	26,715	29,800	32,994
	BUG Rating	B1-U0-G1	B1-U0-G2	B1-U0-G3	B2-U0-G3	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5
RW	4000K/5000K Lumens	4,293	8,390	12,520	16,542	20,496	24,527	29,007	32,866	36,662	40,591
	3000K Lumens	4,059	7,932	11,837	15,640	19,378	23,189	27,425	31,074	34,662	38,377
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3
AFL	4000K/5000K Lumens	4,310	8,421	12,566	16,602	20,571	24,616	29,112	32,986	36,795	40,738
	3000K Lumens	4,074	7,962	11,881	15,697	19,448	23,273	27,525	31,187	34,788	38,516
	BUG Rating	B1-U0-G1	B1-U0-G1	B2-U0-G2	B2-U0-G2	B2-U0-G2	B3-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3

* Nominal data for 70 CRI.

CONTROL OPTIONS

0-10V (DIM)
This fixture is offered standard with 0-10V dimming driver(s). The DIM option provides 0-10V dimming wire leads for use with a lighting control panel or other control method.

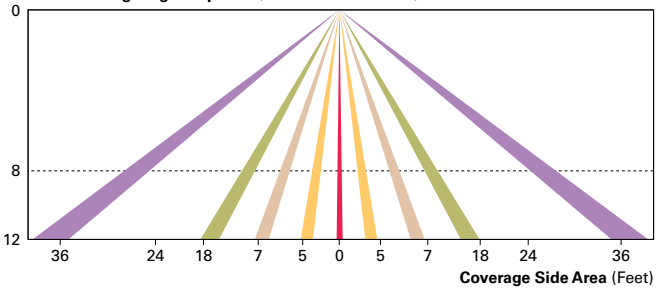
Photocontrol (P, R and PER7)
Optional button-type photocontrol (P) and photocontrol receptacles (R and PER7) provide a flexible solution to enable "dusk-to-dawn" lighting by sensing light levels. Advanced control systems compatible with NEMA 7-pin standards can be utilized with the PER7 receptacle.

After Hours Dim (AHD)
This feature allows photocontrol-enabled luminaires to achieve additional energy savings by dimming during scheduled portions of the night. The dimming profile will automatically take effect after a "dusk-to-dawn" period has been calculated from the photocontrol input. Specify the desired dimming profile for a simple, factory-shipped dimming solution requiring no external control wiring. Reference the After Hours Dim supplemental guide for additional information.

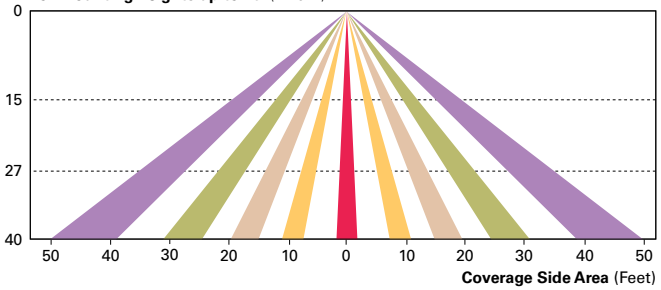
Dimming Occupancy Sensor (MS/DIM-LXX, MS/X-LXX and MS-LXX)
These sensors are factory installed in the luminaire housing. When the MS/DIM-LXX sensor option is selected, the occupancy sensor is connected to a dimming driver and the entire luminaire dims when there is no activity detected. When activity is detected, the luminaire returns to full light output. The MS/DIM sensor is factory preset to dim down to approximately 50 percent power with a time delay of five minutes. The MS-LXX sensor is factory preset to turn the luminaire off after five minutes of no activity. The MS/X-LXX is also preset for five minutes and only controls the specified number of light engines to maintain steady output from the remaining light engines.

These occupancy sensors includes an integral photocell that can be activated with the FSIR-100 accessory for "dusk-to-dawn" control or daylight harvesting - the factory preset is OFF. The FSIR-100 is a wireless tool utilized for changing the dimming level, time delay, sensitivity and other parameters. A variety of sensor lens are available to optimize the coverage. pattern for mounting heights from 8'-40'.

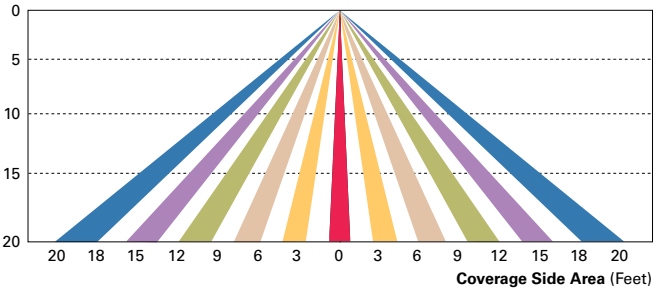
For mounting heights up to 8' (-L08 - Cutoff 8' to 24')



For mounting heights up to 40' (-L40W)

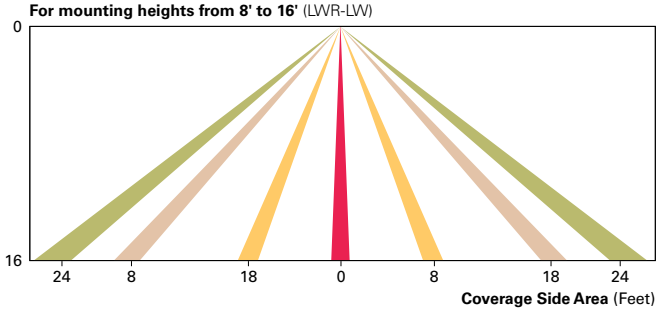


For mounting heights up to 20' (-L20)

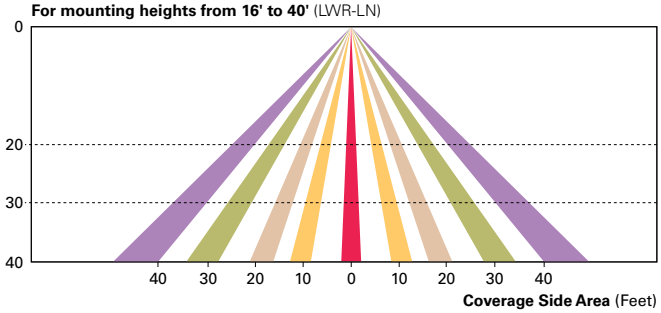


LumaWatt Pro Wireless Control and Monitoring System (LWR-LW and LWR-LN)
The Eaton's LumaWatt Pro powered by Enlighted is a connected lighting solution that combines a broad selection of energy-efficient LED luminaires with a powerful integrated wireless sensor system. The sensor controls the lighting system in compliance with the latest energy codes and collects valuable data about building performance and use. Software applications turn the granular data into information through energy dashboards and specialized apps that make it simple and help optimize the use of building resources, beyond lighting.

For mounting heights from 8' to 16' (LWR-LW)



For mounting heights from 16' to 40' (LWR-LN)



WaveLinx Wireless Outdoor Lighting Control Module (WOLC-7P-10A)
The 7-pin wireless outdoor lighting control module enables WaveLinx to control outdoor area, site and flood lighting. WaveLinx controls outdoor lighting using schedules to provide ON, OFF and dimming controls based on astronomic or time schedules based on a 7 day week.

LumenSafe Integrated Network Security Camera (LD)
Eaton brings ease of camera deployment to a whole new level. No additional wiring is needed beyond providing line power to the luminaire. A variety of networking options allows security integrators to design the optimal solution for active surveillance. As the ideal solution to meet the needs for active surveillance, the LumenSafe integrated network camera is a streamlined, outdoor-ready fixed dome that provides HDTV 1080p video. This IP camera is optimally designed for deployment in the video management system or security software platform of choice.

Synapse (DIM10)
SimplySNAP integrated wireless controls system by Synapse. Includes factory installed DIM10 Synapse control module and MS/DC motion sensor; requires additional Synapse system components for operation. Contact Synapse at www.synapsewireless.com for product support, warranty and terms and conditions.

ORDERING INFORMATION

Sample Number: GLEON-AF-04-LED-E1-T3-GM-QM

Product Family [1, 2]	Light Engine	Number of Light Squares [3]	Lamp Type	Voltage	Distribution	Color	Mounting
GLEON=Galleon	**AF**=1A Drive Current	**01**=1 **02**=2 **03**=3 **04**=4 **05**=5 [4] **06**=6 **07**=7 [5] **08**=8 [5] **09**=9 [6] **10**=10 [6]	**LED**=Solid State Light Emitting Diodes	**E1**=120-277V **347**=347V [7] **480**=480V [7,8]	**T2**=Type II **T2R**=Type II Roadway **T3**=Type III **T3R**=Type III Roadway **T4FT**=Type IV Forward Throw **T4W**=Type IV Wide **5NQ**=Type V Narrow **5MQ**=Type V Square Medium **5WQ**=Type V Square Wide **SL2**=Type II w/Spill Control **SL3**=Type III w/Spill Control **SL4**=Type IV w/Spill Control **SLL**=90° Spill Light Eliminator Left **SLR**=90° Spill Light Eliminator Right **RW**=Rectangular Wide Type I **AFL**=Automotive Frontline	**AP**=Grey **BZ**=Bronze **BK**=Black **DP**=Dark Platinum **GM**=Graphite Metallic **WH**=White	**[Blank]**=Arm for Round or Square Pole **EA**=Extended Arm [9] **MA**=Mast Arm Adapter [10] **WM**=Wall Mount **QM**=Quick Mount Arm (Standard Length) [11] **QMEA**=Quick Mount Arm (Extended Length) [12]

Options (Add as Suffix)

7027=70 CRI 2700K [13]
7030=70 CRI 3000K [13]
8030=80 CRI 3000K [13]
7050=70 CRI 5000K [13]
7060=70 CRI 6000K [13]
600=Drive Current Set to Nominal 600mA [15]
800=Drive Current Set to Nominal 800mA [15]
1200=Drive Current Set to Nominal 1200mA [15, 16]
F=Single Fuse (120, 277 or 347V. Specify Voltage)
FF=Double Fuse (208, 240 or 480V. Specify Voltage)
2L=Two Circuits [17, 18]
DIM=External 0-10V Dimming Leads [19, 20]
DIM10=Synapse Integrated Control Module [14, 19]
AHD145=After Hours Dim, 5 Hours [22]
AHD245=After Hours Dim, 6 Hours [22]
AHD255=After Hours Dim, 7 Hours [22]
AHD355=After Hours Dim, 8 Hours [22]
HA=50°C High Ambient [23]
L90=Optics Rotated 90° Left
R90=Optics Rotated 90° Right
MT=Installed Mesh Top
TH=Tool-less Door Hardware
HSS=Installed House Side Shield [28]
CE=CE Marking [29]
LCF=Light Square Trim Painted to Match Housing [27]
P=Button Type Photocontrol (120, 208, 240 or 277V. Must Specify Voltage) [21]
PER7=NEMA 7-PIN Photocontrol Receptacle [21]
R=NEMA Photocontrol Receptacle [21]
MS-L08=Motion Sensor for ON/OFF Operation, Maximum 8' Mounting Height [24]
MS-L20=Motion Sensor for ON/OFF Operation, 9' - 20' Mounting Height [24]
MS-L40W=Motion Sensor for ON/OFF Operation, 21' - 40' Mounting Height [24]
MS/DIM-L08= Motion Sensor for Dimming Operation, Maximum 8' Mounting Height [24]
MS/DIM-L20= Motion Sensor for Dimming Operation, 9' - 20' Mounting Height [24]
MS/DIM-L40W=Motion Sensor for Dimming Operation, 21' - 40' Mounting Height [24]
MS/X-L08=Bi-Level Motion Sensor, Maximum 8' Mounting Height [24, 25]
MS/X-L20=Bi-Level Motion Sensor, 9' - 20' Mounting Height [24, 25]
MS/X-L40W=Bi-Level Motion Sensor, 21' - 40' Mounting Height [24, 25]
LWR-LW=LumaWatt Pro Wireless Sensor, Wide Lens for 8' - 16' Mounting Height [26]
LWR-LN=LumaWatt Pro Wireless Sensor, Narrow Lens for 16' - 40' Mounting Height [26]
ZW =WaveLinx-enabled 4-PIN Twistlock Receptacle [19, 33]
ZW-SWPD4XX=Wavelinx Wireless Sensor, 7' – 15' Mounting Height [19, 33, 34]
ZW-SWPD5XX=Wavelinx Wireless Sensor, 15' – 40' Mounting Height [19, 33, 34]

Accessories (Order Separately)

OA/RA1016=NEMA Photocontrol Multi-Tap - 105-285V
OA/RA1027=NEMA Photocontrol - 480V
OA/RA1201=NEMA Photocontrol - 347V
OA/RA1013=Photocontrol Shorting Cap
OA/RA1014=120V Photocontrol
MA1252=10kV Surge Module Replacement
MA1036-XX=Single Tenon Adapter for 2-3/8" O.D. Tenon
MA1037-XX=2@180° Tenon Adapter for 2-3/8" O.D. Tenon
MA1197-XX=3@120° Tenon Adapter for 2-3/8" O.D. Tenon
MA1188-XX=4@90° Tenon Adapter for 2-3/8" O.D. Tenon
MA1189-XX=2@90° Tenon Adapter for 2-3/8" O.D. Tenon
MA1190-XX=3@90° Tenon Adapter for 2-3/8" O.D. Tenon
MA1191-XX=2@120° Tenon Adapter for 2-3/8" O.D. Tenon
MA1038-XX=Single Tenon Adapter for 3-1/2" O.D. Tenon
MA1039-XX=2@180° Tenon Adapter for 3-1/2" O.D. Tenon
MA1192-XX=3@120° Tenon Adapter for 3-1/2" O.D. Tenon
MA1193-XX=4@90° Tenon Adapter for 3-1/2" O.D. Tenon
MA1194-XX=2@90° Tenon Adapter for 3-1/2" O.D. Tenon
MA1195-XX=3@90° Tenon Adapter for 3-1/2" O.D. Tenon
FSIR-100=Wireless Configuration Tool for Occupancy Sensor [24]
GLEON-MT1=Field Installed Mesh Top for 1-4 Light Squares
GLEON-MT2=Field Installed Mesh Top for 5-6 Light Squares
GLEON-MT3=Field Installed Mesh Top for 7-8 Light Squares
GLEON-MT4=Field Installed Mesh Top for 9-10 Light Squares
GLEON-QM=Quick Mount Arm Kit [11]
GLEON-QMEA=Quick Mount Extended Arm Kit [12]
LS/HSS=Field Installed House Side Shield [28, 30]
WOLC-7P-10A=WaveLinx Outdoor Control Module [19, 31]
SWPD4-XX=Wavelinx Wireless Sensor, 7' – 15' Mounting Height [19, 32, 33, 34]
SWPD5-XX=Wavelinx Wireless Sensor, 15' – 40' Mounting Height [19, 32, 33, 34]

NOTES:
1 Customer is responsible for engineering analysis to confirm pole and fixture compatibility for all applications. Refer to our white paper WP513001EN for additional support information. **2** DesignLights Consortium® Qualified. Refer to www.designlights.org Qualified Products List under Family Models for details. **3** Standard 4000K CCT and minimum 70 CRI. **4** Not compatible with MS/4-LXX or MS/1-LXX sensors. **5** Not compatible with extended quick mount arm (QMEA). **6** Not compatible with standard quick mount arm (QM) or extended quick mount arm (QMEA). **7** Requires the use of an internal step down transformer when combined with sensor options. Not available with sensor at 1200mA. Not available in combination with the HA high ambient and sensor options at 1A. **8** Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems). **9** May be required when two or more luminaires are oriented on a 90° or 120° drilling pattern. Refer to arm mounting requirement table. **10** Factory installed. **11** Maximum 8 light squares. **12** Maximum 6 light squares. **13** Extended lead times apply. Use dedicated IES files for 2700K, 3000K, 5000K and 6000K when performing layouts. **14** Available in 800mA only. **15** 1 Amp standard. Use dedicated IES files for 600mA, 800mA and 1200mA when performing layouts. **16** Not available with HA option. **17** 2L is not available with MS, MS/X or MS/DIM at 347V or 480V. 2L in AF-02 through AF-04 requires a larger housing, normally used for AF-05 or AF-06. Extended arm option may be required when mounting two or more fixtures per pole at 90° or 120°. Refer to arm mounting requirement table. **18** Not available with LumaWatt Pro wireless sensors. **19** Cannot be used with other control options. **20** Low voltage control lead brought out 18" outside fixture. **21** Not available if any "MS" sensor is selected. Motion sensor has an integral photocell. **22** Requires the use of P photocontrol or the PER7 or R photocontrol receptacle with photocontrol accessory. See After Hours Dim supplemental guide for additional information. **23** 50°C lumen maintenance data applies to 600mA, 800mA and 1A drive currents. **24** The FSIR-100 configuration tool is required to adjust parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative at Eaton for more information. **25** Replace X with number of Light Squares operating in low output mode. **26** LumaWatt Pro wireless sensors are factory installed only requiring network components LWP-EM-1, LWP-GW-1 and LWP-PoE8 in appropriate quantities. See www.eaton.com/lighting for LumaWatt Pro application information. **27** Not available with house side shield (HSS). **28** Only for use with SL2, SL3, SL4 and AFL distributions. The Light Square trim plate is painted black when the HSS option is selected. **29** CE is not available with the LWR, MS, MS/X, MS/DIM, P, R or PER7 options. Available in 120-277V only. **30** One required for each Light Square. **31** Requires PER7. **32** Requires ZW. **33** WAC Gateway required to enable field-configurability: Order WAC-PoE and WPOE-120 (10V to PoE injector) power supply if needed. **34** Replace XX with sensor color (WH, BZ, or BK).

LumenSafe Integrated Network Security Camera Technology Options (Add as Suffix)

Product Family	Camera Type	Data Backhaul	
L=LumenSafe Technology* LumenSafe Technology CLICK HERE	**D**=Dome Camera, Standard **H**=Dome Camera, Hi-Res **Z**=Dome Camera, Remote PTZ	**C**=Cellular, Customer Installed SIM Card **A**=Cellular, Factory Installed AT&T SIM Card **V**=Cellular, Factory Installed Verizon SIM Card **S**=Cellular, Factory Installed Sprint SIM Card	**W**=Wi-Fi Networking w/ Omni-Directional Antenna **E**=Ethernet Networking

*Consult LumenSafe system pages for additional details and compatibility.

Memorandum

To: Kevin Lord, P.E.
Village of Cottage Grove

Date: 5/21/2020

From: Brian Arcand

CC:

RE: Atwell Suites

Village of Cottage Grove Stormwater Requirements for the site:

- Rate Control:
  - 1-year, 24-hour storm event
  - 2-year, 24-hour storm event
  - 10-year, 24-hour storm event
  - 100-year, 24-hour storm event (and safely pass)
- Total Suspended Solids (TSS):
  - Reduce, to the maximum extent practicable, TSS loads leaving the site by eighty percent (80%)
- Phosphorus Reduction
  - Reduce by 54%
- Infiltration:
  - Post-development infiltration volume shall be at least ninety percent (90%) of the pre-development infiltration volume, based on an average annual rainfall

CARPC Stormwater Requirements for the site:

- Rate Control:
  - 1-year, 24-hour storm event
  - 2-year, 24-hour storm event
  - 10-year, 24-hour storm event
  - 100-year, 24-hour storm event
- Total Suspended Solids (TSS):
  - Reduce, to the maximum extent practicable, TSS loads leaving the site by eighty percent (80%)
- Recharge

- Maintain pre-development groundwater recharge rates from the Wisconsin Geological and Natural History Survey's 2009 report, *Groundwater Recharge in Dane County, Wisconsin, Estimated by a GIS-Based Water-Balance Model* or by a site specific analysis.

- Infiltration:
  - Post-development infiltration volume shall be at least ninety percent (90%) of the pre-development infiltration volume, based on an average annual rainfall

Grading/Erosion Control has been previously approved and permitted. This memo will address stormwater management for the hotel site, private road, and any offsite directed to the hotel site only. Future development will be responsible for their own stormwater management.

An underground ADS StormTech system will be utilized under the hotel parking lot (and additional parking to the east of the hotel lot) to meet TSS, infiltration, and rate control requirements for the hotel area as well as infiltration requirements for the private road. An underground StormTrap system (which can be expanded in the future as the other lots develop and the private road is extended) will be utilized in the northeast to meet TSS and rate control requirements for the private road.

Drainage area SP-5 will require deep tilling.

Rate Control:

	Pre-Development (Developed Area Only) (cfs)
1-Year	0.34
2-Year	0.74
10-Year	3.24
100-Year	10.74

	Post-Development (Developed Area Only) (cfs)
1-Year	0.18
2-Year	0.31
10-Year	1.62
100-Year	10.49

TSS:

	Particulate Solids Yield (lbs.)	Percent Particulate Solids Reduction
Total of All Land Uses without Controls	1254	
Outfall Total with Controls	185.6	85.2
Annualized Total After Outfall Controls	186.1	

Infiltration:

Condition	Runoff Volume (cu. ft.)	Percent Infiltrated
Pre-Development	17,180	
Post-Development	43,024	90.4

Recharge:

Condition	Recharge Volume (acre*ft./yr.)	Percent Recharged
Pre-Development	2.19	
Post-Development	5.54	252.8

Model Assumptions

Notes:

1. WinSLAMM model is based on the post-development HydroCAD model for the proposed project site along with the assumptions stated below.

Assumptions:

1. Stormwater Management is designed for 2.737 acres, which includes SX-1 (Atwell Suites and private road).

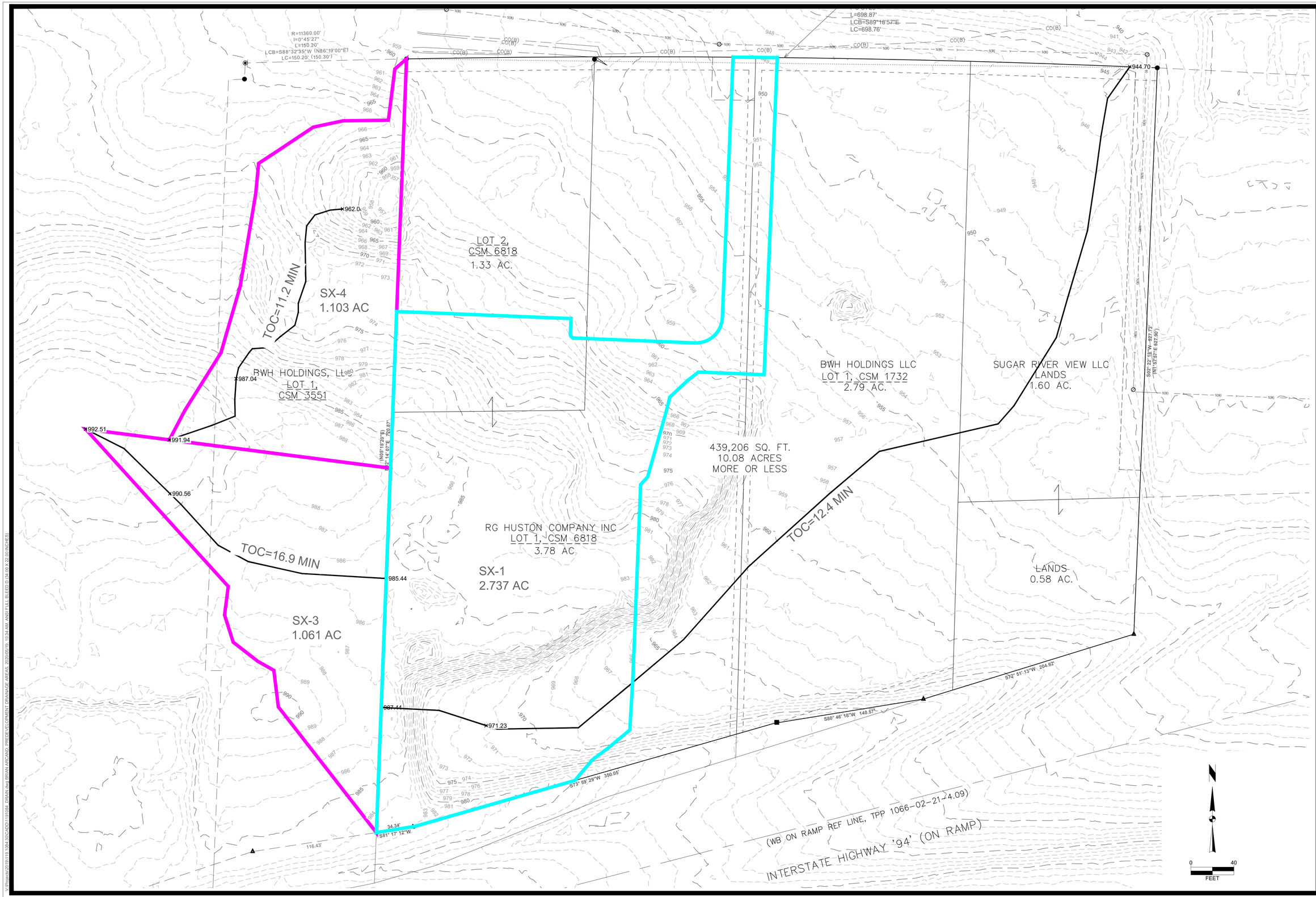
2. Remainder of lots will require their own stormwater management upon development.

3. Pre-development WinSLAMM model assumes normal silty soil.

4. Post-development WinSLAMM model assumes normal clayey soil for any disturbed areas to account for compaction during construction, except area SP-5 and off-site grading to the west which will require deep tilling.

5. Post-development HydroCAD model lowers permeable areas by one permeability class to account for compaction during construction, except area SP-5 and off-site grading to the west which will require deep tilling.

SNYDER
& ASSOCIATES



MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA
Checked By: MLC
Scale: 1" =
Technician: TECH
Date: 03-30-2020
T-R-S: T1N-R8W-S5
Project No: 119.1084.30
Sheet APP A

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

ATWELL SUITES

PREDEV. DRAINAGE AREAS

SNYDER & ASSOCIATES, INC.

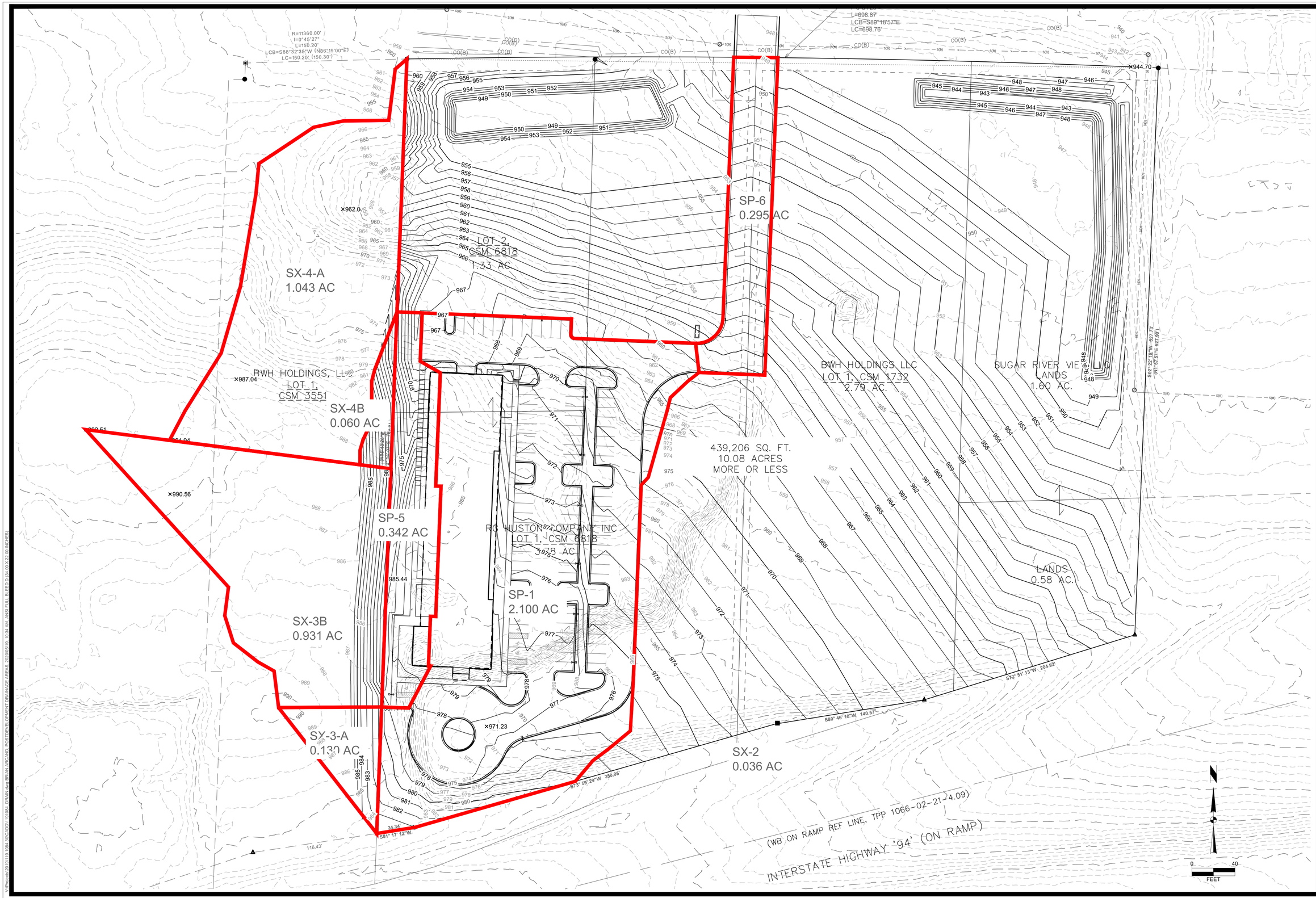
2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 119.1084.30

Sheet APP A

V:\Projects\2019\119.1084.30\CADD\119.1084_DRAIN.dwg BRIAN ARCAND, PREDEVELOPMENT DRAINAGE AREAS, 2020/05/19, 10:34 AM, ANSI FULL BLEED D (34.00 X 22.00 INCHES)



MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =
Technician: TECH | Date: 03-30-2020 | T-R-S: T1N-R8W-S5

Project No: 119.1084.30

Sheet APP B

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

ATWELL SUITES

POSTDEV. DRAINAGE AREAS

SNYDER & ASSOCIATES, INC.

2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 119.1084.30

Sheet APP B

Infiltration Calculations

Atwell Suites
05/13/2020

Average Annual Rainfall = 28.81 inches

Notes:

1.) Infiltration calculations are based on runoff volume outputs from WinSLAMM v10.2.1
2.) = Cells That Require Data Input.

Pre-Development Infiltration Calculations:

1.) Pre-development Project Site Area = 2.737 acres

2.737 acres * (43,560 sq. ft./1 acre) = 119,224 sq. ft.

2.) Pre-development runoff volume = 17,180 cu. ft.

3.) Pre-development runoff depth = (17,180 cu. ft. / 119,224 sq. ft.)

= 0.14 ft.
= 1.73 in.

4.) Pre-development stay-on depth = (28.81 in. - 1.73 in.)

= 27.08 in

Target Post-Development Stay-On Depth = 90.0% of Pre-Development Stay-On Depth

5.) Target Post-development stay-on = (27.08 in. * 0.9)

= 24.37 in.

Post-Development Infiltration Calculations:

1.) Post-development Project Site Area = 2.737 acres

2.737 acres * (43,560 sq. ft./1 acre) = 119,224 sq. ft.

2.) Post-development runoff volume = 43,024 cu. ft.

3.) Post-development runoff depth = (43,024 cu. ft. / 119,224 sq. ft.)

= 0.36 ft.
= 4.33 in.

Infiltration Calculations

Post-Development Infiltration Calculations (Continued):

4.) Post-development stay-on depth = (28.81 in. - 4.33 in.)

= **24.48 in**

5.) Post-development stay-on percentage as compared to pre-development stay-on:

= (24.48 in. / 27.08 in.)
= **90.4%**

The post-development project site infiltrates approximately **90.4%** of the pre-development infiltration volume.

Recharge Calculations

Atwell Suites
S&A Project No. 119.1084.30
5/19/2020

Average Annual Rainfall = 28.81 inches

Notes:

1.) Recharge calculations are based on Column #29 "Volume Infiltrated" outputs from WinSLAMM v10.2.1 and pervious areas for project site.
2.) Infiltration calculation DOES include runoff volume from off-site area to the east of the project site (HydroCAD/WinSLAMM Node 10A).
3.) = Cells That Require Data Input.

Pre-Development/Existing Conditions Recharge Calculations:

1.) Pre-development Project Site Area = 2.737 acres

2.737 acres * (43,560 sq. ft./1 acre) = 119,224 sq. ft.

2.) Pre-development Average Annual Rechage Rate = 9.61 in./yr.

3.) Pre-development Recharge Volume = 2.737 acres * (9.61 in./yr. * (1 ft. / 12 in.))

= **2.19 acre*ft./yr.**

4.) Required Percent Of Pre-development Recharge Volume To Be Recharged Post-Development:

= **100%**

4.) Required Post-Development Recharge Volume:

= **2.19 acre*ft./yr.**

Post-Development Recharge Calculations:

1.) Post-development Project Site Area = 2.737 acres

2.) Post-development Basin Recharge Volume (WinSLAMM Control Practices, Column #29):

*Note: Column #29 "Volume Infiltrated" results should only be summed for infiltration basins and bioretention basins. Infiltration basins and bioretention basins need to incorporate appropriate evapotranspiration input values in the facility prior to running the model. All other facilities should have a typical evapotranspiration value of best engineering judgement applied (19 in./yr. is common for Madison, WI area) to the value in Column #29.

Recharge Calculations

Post-Development Recharge Calculations (Continued):

2.) Post-development Basin Recharge Volume (WinSLAMM Control Practices, Column #29):

= 213,548 cu. ft./yr.
= 4.90 acre*ft./yr.

3.) Post-development Project Site Pervious Area = 0.80 acres

4.) Post-development Project Site Percent Pervious Area = (.80 acres / 2.737 acres) * 100

= 29.2%

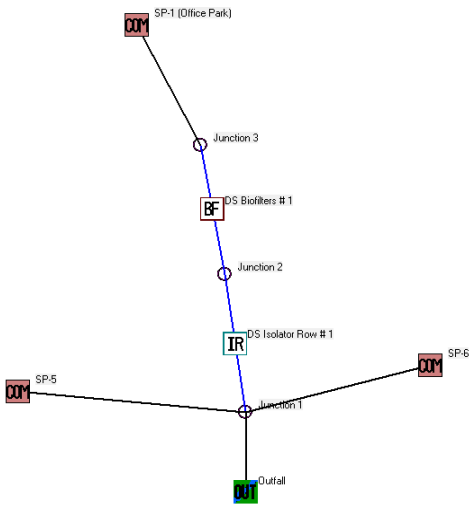
5.) Post-development Pervious Area Recharge = .80 acres * (9.61 in./yr. * (1 ft. / 12 in.))

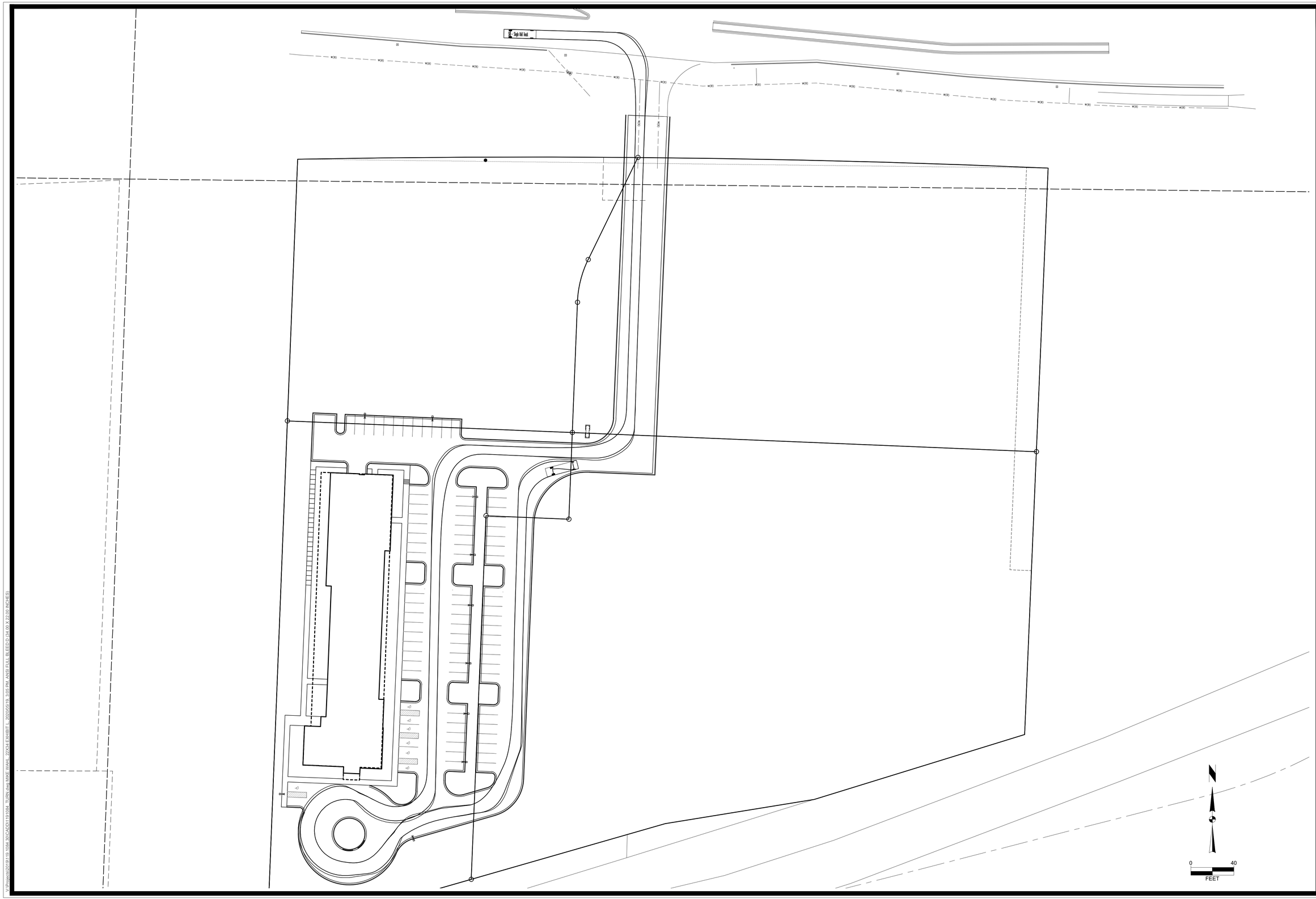
= 0.64 acre*ft./yr.

6.) Post-development Total Recharge Provided = Basin Recharge + Pervious Area Recharge

= 4.9 acre*ft./yr. + .64 acre*ft./yr.
= 5.54 acre*ft./yr.

The post-development project site recharges approximately **252.8%** of the pre-development recharge volume.





MARK	REVISION	DATE	BY

Engineer: BCA
Checked By: MLC
Scale: 1" = 40'
Technician: MW
Date: 05/19/2020
T-R-S:
Project No: 119.1084.30

Sheet FIG 1

ATWELL SUITES

TURNING MOVEMENTS - 30' BOX TRUCK

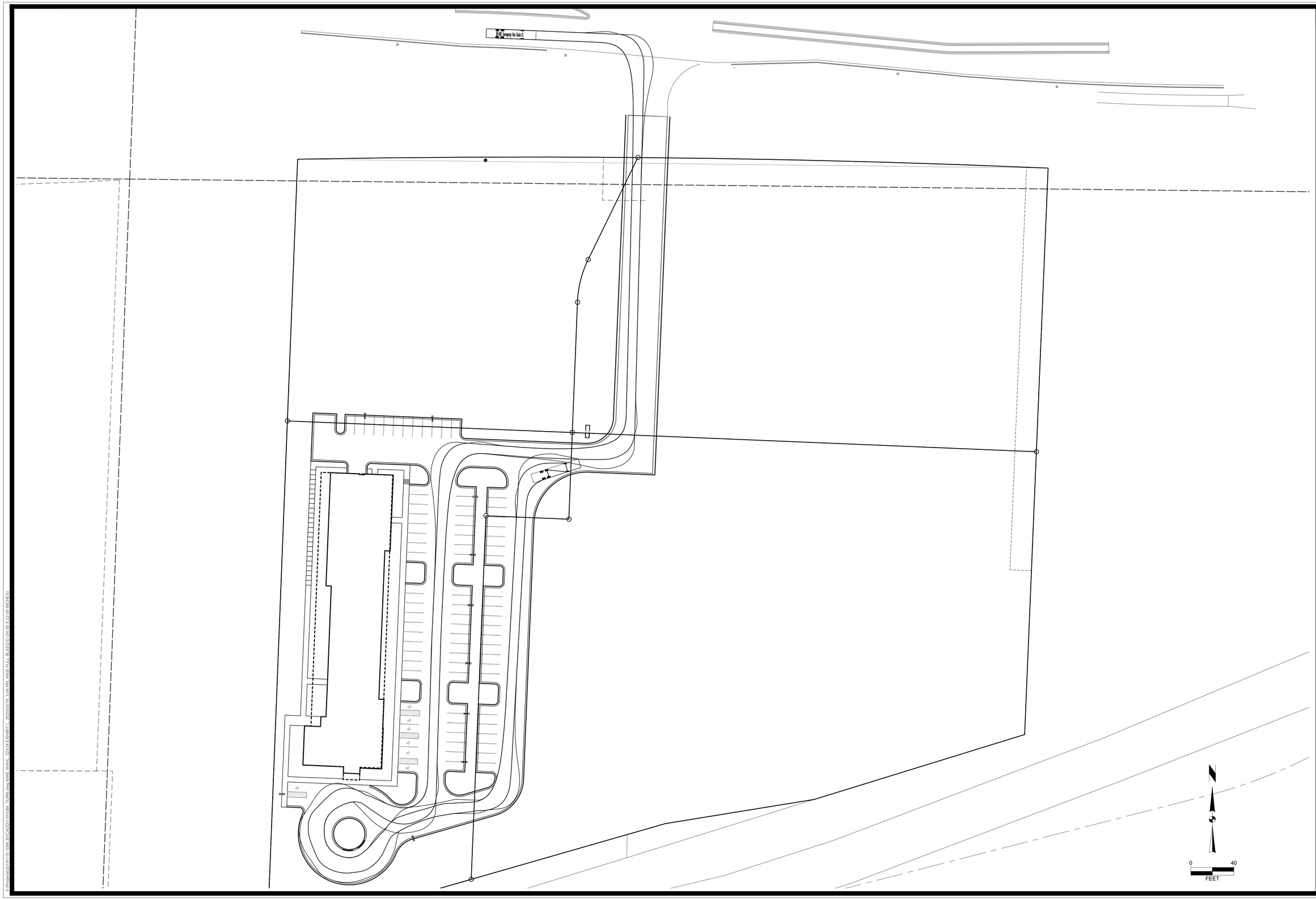
VILLAGE OF COTTAGE GROVE, WI

SNYDER & ASSOCIATES, INC.
2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet FIG 1

V:\Projects\2019\119.1084.30\CADD\119108A_TURN.dwg MIKE WAHL 22X34 EXHIBIT L 2020/05/19 3:05 PM ANSI FULL BLEED D (34.00 X 22.00 INCHES)



MARK	REVISION	DATE	BY

Engineer: BCA
Checked By: MLC
Scale: 1" = 40'
Technician: MW
Date: 05/19/2020
T-R-S:
Project No: 119.1084.30
Sheet FIG 1

ATWELL SUITES

TURNING MOVEMENTS - 46' LADDER TRUCK

VILLAGE OF COTTAGE GROVE, WI

SNYDER & ASSOCIATES, INC.
2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

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Project No: 119.1084.30
Sheet FIG 1

V:\Projects\2019\119.1084.30\CADD\119108A_TURN.dwg MIKE WAHL 22X34 EXHIBIT L 2020/05/19 3:04 PM ANSI FULL BLEED D (34.00 X 22.00 INCHES)

TABLE OF CONTENTS

SHEET NO	DESCRIPTION:
A000	COVER SHEET
	PLAT OF SURVEY
C100	TITLE SHEET
C101	ZONING MAP
C300	SITE PLAN
C400	GRADING PLAN
C401	GRADING PLAN
C402	EROSION CONTROL PLAN
C500	UTILITY PLAN
C600	EROSION CONTROL NOTES
C601	EROSION CONTROL DETAILS
C602	EROSION CONTROL DETAILS
L100	LANDSCAPE NOTES
L200	LANDSCAPE PLAN
L300	LANDSCAPE DETAILS
A100	FLOOR PLANS - LEVEL P1 PLAN
A110	FLOOR PLANS - LEVEL L1 PLAN
A120	FLOOR PLANS - LEVEL L2 PLAN
A130	FLOOR PLANS - LEVEL L3 PLAN
A140	FLOOR PLANS - LEVEL L4 PLAN
A200	ELEVATIONS - EAST ELEVATION
A210	ELEVATIONS - NORTH ELEVATION
A220	ELEVATIONS - WEST ELEVATION
A230	ELEVATIONS - SOUTH ELEVATION
A240	EXTERIOR MATERIALS
A400	RENDERINGS

ADDITIONAL SHEETS:

- PHOTO METRIC PLAN
  - LIGHTING CUT SHEETS
- STORM WATER MEMORANDUM
  - APPENDIX A - PREDEVELOPMENT DRAINAGE AREAS
  - APPENDIX B - POSTDEVEOPMENT DRAINAGE AREAS
- STORM WATER MODELS
- EXHIBIT A - BOX TRUCK TURNING MOVEMENTS
- EXHIBIT B - LADDER/FIRE TRUCK TURNING MOVEMENTS

PROJECT TEAM

DEVELOPMENT
IHG
PAULINE M. LUNA, IIDA, NCIDQ
MANAGER MAINSTREAM PLAN REVIEW
THREE RAVINA DR, SUITE 100
ATLANTA, GA 30346
+1 (770) 604-8390
pauline.luna@ihg.com

ARCHITECTURE
DJR ARCHITECTURE
SCOTT ENGLAND, AIA, PRINCIPAL
333 N WASHINGTON AVE #210
MINNEAPOLIS, MN 55401
+1 (612) 676-2720
sengland@djr-inc.com

CIVIL/LANDSCAPE
SNYDER & ASSOCIATES, INC.
MIKE CALKINS, PE
2727 SW SYNDER BLVD., P.O. BOX 1159
ANKENY, IA 50023
+1 (608) 838-0444
mcalkins@snyder-associates.com

Atwell Hotel Looking Northwest

PROJECT DESCRIPTION

This project is a 97-unit four (4) story hotel with one (1) level of underground parking. The hotel is located near adjacent farmland & existing businesses on the outskirt of the Village of Cottage Grove, Wisconsin.

The hotel will offer amenties such as a exterior patio, restaurant/bar, fitness room, large common space, conference rooms, and a heated garage.

DJR ARCHITECTURE

IHG

United Development Solutions

SNYDER & ASSOCIATES

PIP SUBMITTAL -
VILLAGE OF COTTAGE GOVE, WI
05/20/2020

Atwell Hotel

Cottage Grove, Wisconsin

20-028.00

DJR Architecture
333 N Washington Ave #210
Minneapolis, MN 55401

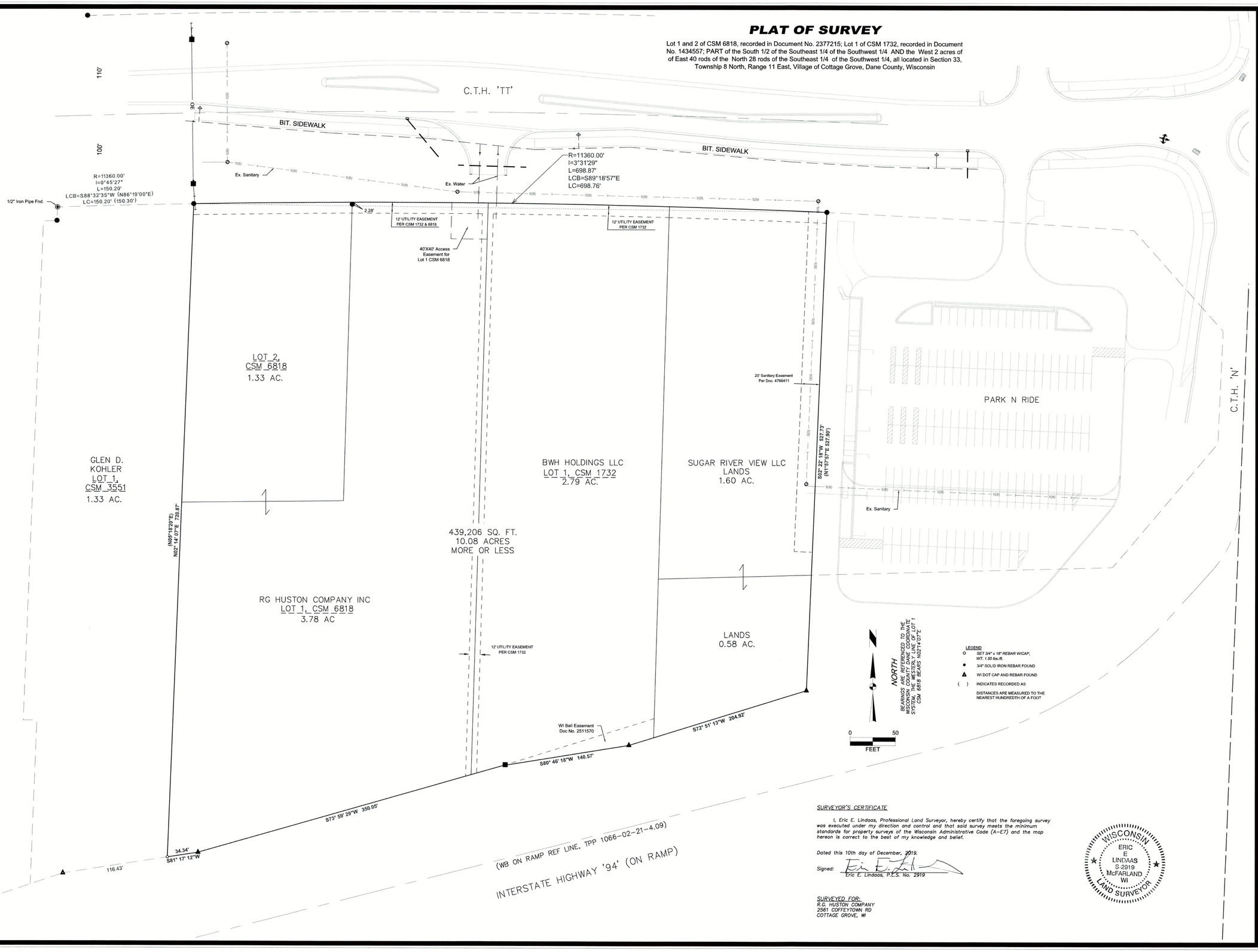
Cover Sheet

A000

© 2020 DJR Architecture

PLAT OF SURVEY

Lot 1 and 2 of CSM 6818, recorded in Document No. 2377215; Lot 1 of CSM 1732, recorded in Document No. 1434557; PART of the South 1/2 of the Southeast 1/4 of the Southwest 1/4 AND the West 2 acres of of East 40 rods of the North 28 rods of the Southeast 1/4 of the Southwest 1/4, all located in Section 33, Township 8 North, Range 11 East, Village of Cottage Grove, Dane County, Wisconsin



LEGEND

- SET 3/4" x 18" REBAR W/CAP, WT. 1.50 lbs./ft.
- 3/4" SOLID IRON REBAR FOUND
- WI DOT CAP AND REBAR FOUND
- ( ) INDICATES RECORDED AS

DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT

SURVEYOR'S CERTIFICATE

I, Eric E. Lindaas, Professional Land Surveyor, hereby certify that the foregoing survey was executed under my direction and control and that said survey meets the minimum standards for property surveys of the Wisconsin Administrative Code (A-E7) and the map hereon is correct to the best of my knowledge and belief.

Dated this 10th day of December, 2019.

Signed: Eric E. Lindaas, P.L.S. No. 2919

SURVEYED FOR:-
R.G. HUSTON COMPANY
2561 COFFEYTOWN RD
COTTAGE GROVE, WI

WISCONSIN ERIC E LINDAAS S-2919 McFARLAND WI LAND SURVEYOR

MARK	REVISION	DATE	BY

Engineer: EEL | Checked By: CHKD | Scale: 1" = 50
Technician: TECH | Date: 12-10-2019 | T-R-S: T8N-R11E-S33

Project No: 119-1084-30

Sheet 1 OF 1

PLAT OF SURVEY

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WISCONSIN

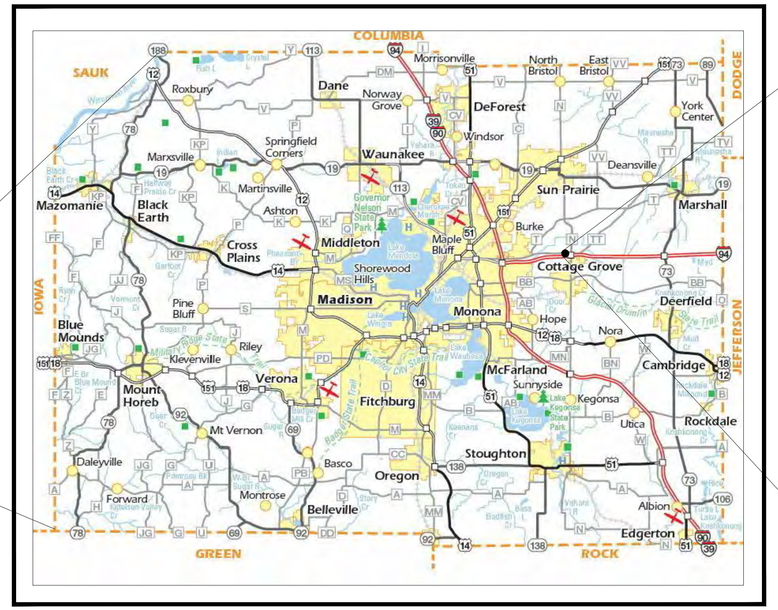
SNYDER & ASSOCIATES, INC.
2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES

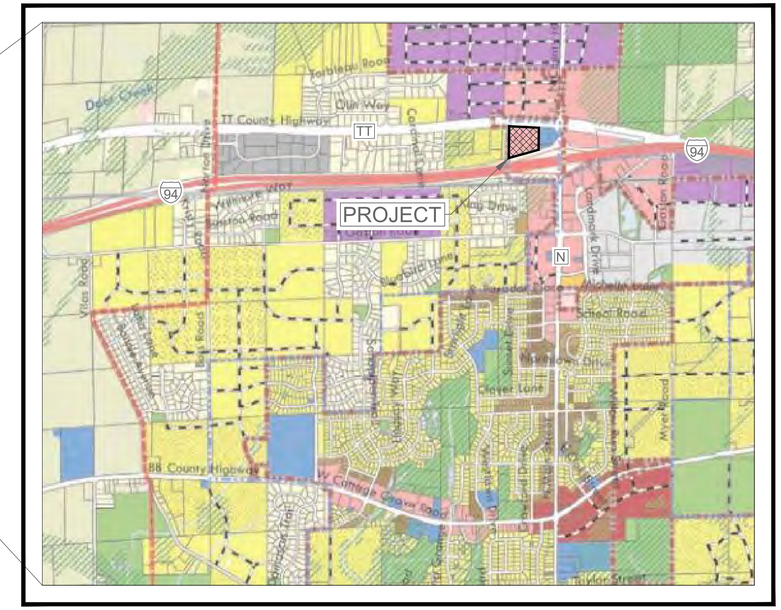
Project No: 119.1084.30

Sheet 1 OF 1

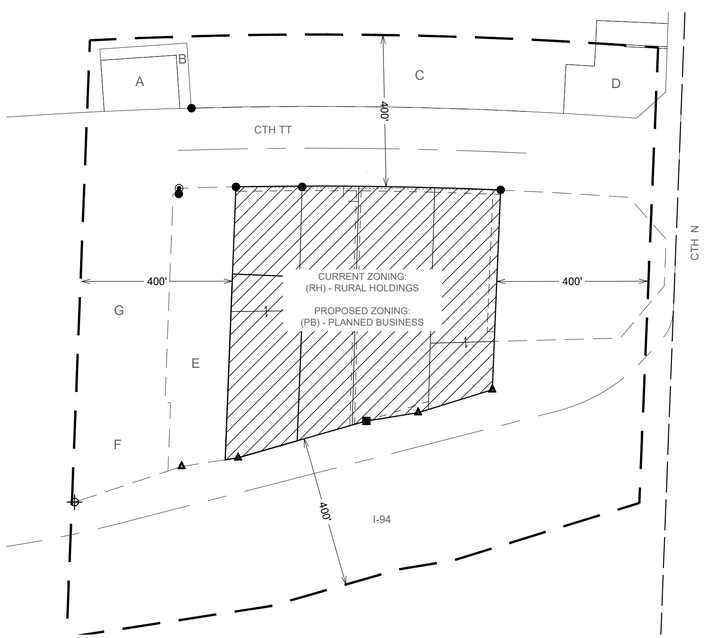
DEVELOPMENT PLANS
FOR
ATWELL SUITES
VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI



DANE COUNTY
SCALE: NTS



LOCATION MAP
SCALE: NTS



PROPERTY	OWNER	PARCEL #
A	DAO YANG 4643 COUNTY HIGHWAY TT SUN PRAIRIE, WI 53590	0811-333-8883-1
B	DAO YANG 4643 COUNTY HIGHWAY TT SUN PRAIRIE, WI 53590	0811-333-8895-1
C	COTTAGE GROVE BUSINESS DEVELOPMENT LLC 804 LIBERTY BLVD STE 204 SUN PRAIRIE, WI 53590	0811-333-8075-1
D	I-94 LLC 1840 BELOIT AVE JANESVILLE, WI 53546	0811-333-8390-2
E	BWH HOLDINGS LLC 2561 COFFEYTOWN RD COTTAGE GRIVE, WI 53527	0811-333-9610-3
F	JAMES MACK & AMMIE C. MACK 4782 HELGELAND RD SUN PRAIRIE, WI 53590	0811-333-9193-1
G	ARNOLD E. HELLER JR & DIANA HELLER 4640 COUNTY HIGHWAY TT SUN PRAIRIE, WI 53590	0811-333-9000-1

Sheet List Table

Sheet Number	Sheet Title
C100	TITLE SHEET
C101	ZONING MAP
C300	SITE PLAN
C400	GRADING PLAN
C401	GRADING PLAN
C402	EROSION CONTROL PLAN
C500	UTILITY PLAN
C600	EROSION CONTROL NOTES
C601	EROSION CONTROL DETAILS
C602	EROSION CONTROL DETAILS
L100	LANDSCAPE NOTES
L200	LANDSCAPE PLAN
L300	LANDSCAPE DETAILS

OWNER

RG HUSTON COMPANY, INC.
2561 COFFEYTOWN ROAD
COTTAGE GROVE, WI 53527
608-225-9223

DEVELOPER

HUSTON HOTEL PARTNERS, LLC
2561 COFFEYTOWN ROAD
COTTAGE GROVE, WI 53527
608-225-9223

TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

CALL DIGGERS HOTLINE
1-800-242-8511
TOLL FREE

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

MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" = AS SHOWN
Technician: TECH | Date: 03-30-2020 | T-R-S: TTN-RRW-SS
Project No: 119.1084.30 | Sheet C100

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

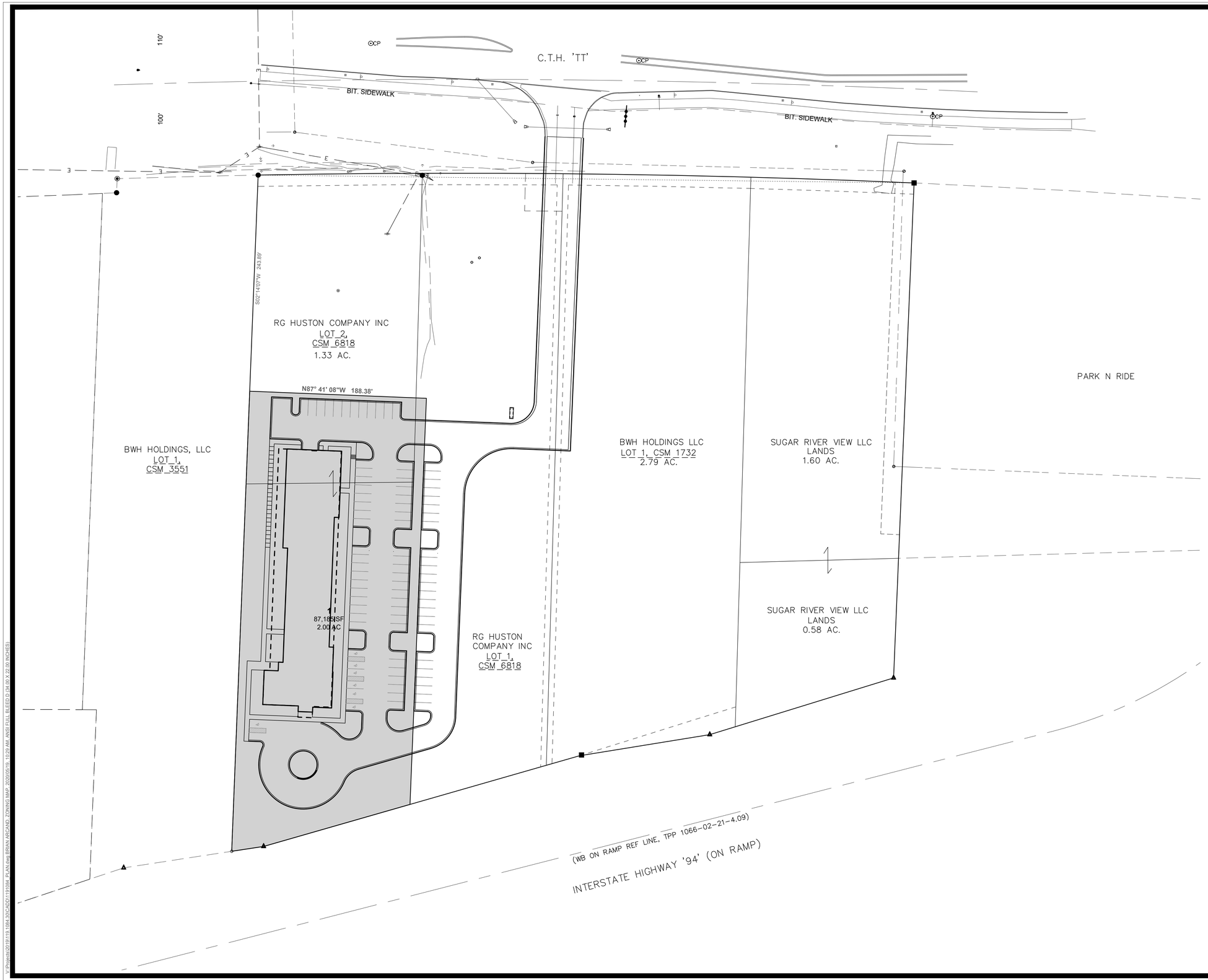
SNYDER & ASSOCIATES, INC.
5010 VOGES ROAD
MADISON, WISCONSIN 53718
608-838-0444 | www.snyder-associates.com

ATWELL SUITES
TITLE SHEET

SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet C100

V:\Projects\2019\119.1084.30\CAD\D\119108A_PLAN.dwg BRIAN ARCAND, TITLE SHEET, 2020/05/18, 10:28 AM, ANSI FULL BLEED D (34.00 X 22.00 INCHES)



ZONING
EXISTING (RH) - RURAL HOLDINGS

PROPOSED (PD) - PLANNED DEVELOPMENT

PROPERTY DESCRIPTION
HOTEL SITE
87,185 SQ. FT. - 2.00 ACRES

RURAL HOLDING
352,021 SQ. FT. - 8.08 ACRES

PARCEL NUMBERS
0811-333-9601-1
0811-333-9591-1
0811-333-9566-1
0811-333-9546-1
0811-333-9916-1

GENERAL USE
COMMERCIAL AND BUSINESS

BUILDING DESCRIPTION
HOTEL
TOTAL BUILDING HEIGHT = 50.0'
FLOOR SF = 56,924 SF

FLOOR AREA RATIO = 67.3%

RURAL HOLDING
FUTURE DEVELOPMENT

PARKING STALL COUNT
HOTEL SITE
46 UNDERGROUND PARKING STALLS (2 ADA)
63 SURFACE PARKING STALLS (6 ADA)

BASE SITE CALCULATIONS
HOTEL SITE

LOT AREA = 87,185 SQ. FT.
PERVIOUS AREA = 34,741 SQ. FT. (39.8% LOT COVERAGE)
IMPERVIOUS AREA = 52,444 SQ. FT. (60.2% LOT COVERAGE)
BUILDING = 14,602 SQ. FT.
SIDEWALK = 4,716 SQ. FT.
PAVEMENT = 33,126 SQ. FT.

IMPERVIOUS SURFACE RATIO = 60.2%

RURAL HOLDING LAND

LOT AREA = 352,021 SQ. FT.
PERVIOUS AREA = 323,014 SQ. FT. (91.8% LOT COVERAGE)
IMPERVIOUS AREA = 29,007 SQ. FT. (8.2% LOT COVERAGE)
PAVEMENT = 29,007 SQ. FT.

IMPERVIOUS SURFACE RATIO = 8.2%

REZONE LEGAL DESCRIPTION

Part of Lots 1 and Lot 2 of CSM No. 6818 recorded in Document No. 2377215, Village of Cottage Grove, Dane County, Wisconsin more particularly described as follows:

Commencing at the Northwest corner of said Lot 2, CSM 6818;
Thence S02°14'07"W, 243.89 feet along the West line of said Lot 2 to the Point of Beginning;
Thence continuing S02°14'07"W, 476.98 feet to the Northerly right of way of Interstate Highway '94';
Thence N81°17'12"E, 34.34 feet along said Northerly right of way;
Thence N73°59'29"E, 162.07 feet along said Northerly right of way;
Thence N02°18'52"E, 419.46 feet;
Thence N87°41'08" W, 188.22 feet to the Point of Beginning.

Area = 84,578 Square Feet (1.94 Acres)

MARK	REVISION	DATE	BY
1	Address comments	03-31-20	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =
Technician: TECH | Date: 03-30-2020 | T-R-S: T7N-R7W-S5
Project No: 119.1084.30

Sheet C101

ATWELL SUITES
ZONING MAP
VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

SNYDER & ASSOCIATES, INC.
5010 VOGES ROAD
MADISON, WISCONSIN 53718
608-838-0444 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet C101

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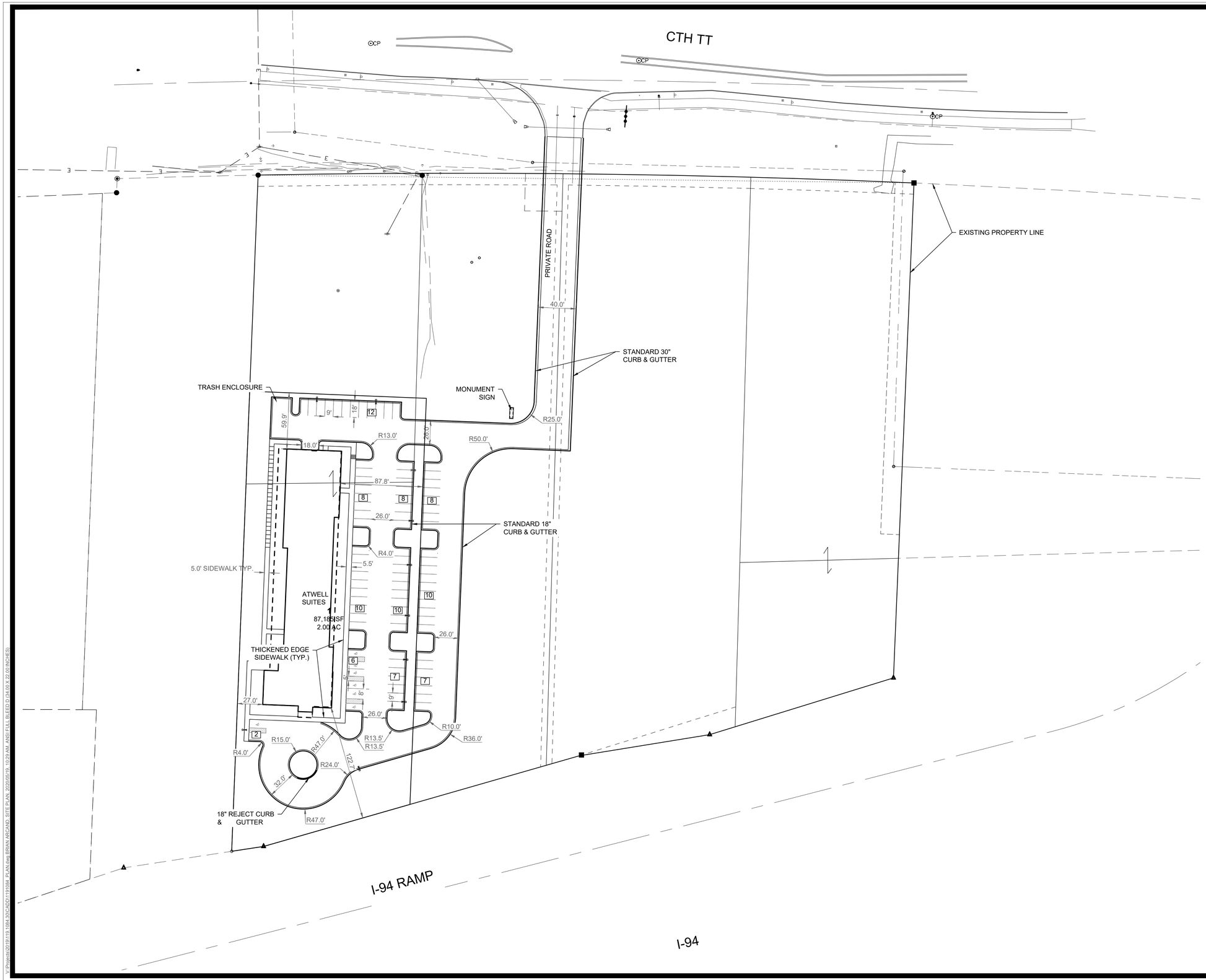

MARK	REVISION	DATE	BY
1	Address comments	03-31-20	BCA

Engineer: BCA
Checked By: MLC
Scale: 1" = AS SHOWN
Technician: TECH
Date: 03-30-2020
T-R-S: TTN-RRW-SS
Project No: 119.1084.30
Sheet C300

ATWELL SUITES

SITE PLAN

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

SNYDER & ASSOCIATES, INC.
5010 VOGES ROAD
MADISON, WISCONSIN 53718
608-838-0444 | www.snyder-associates.com

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Project No: 119.1084.30
Sheet C300

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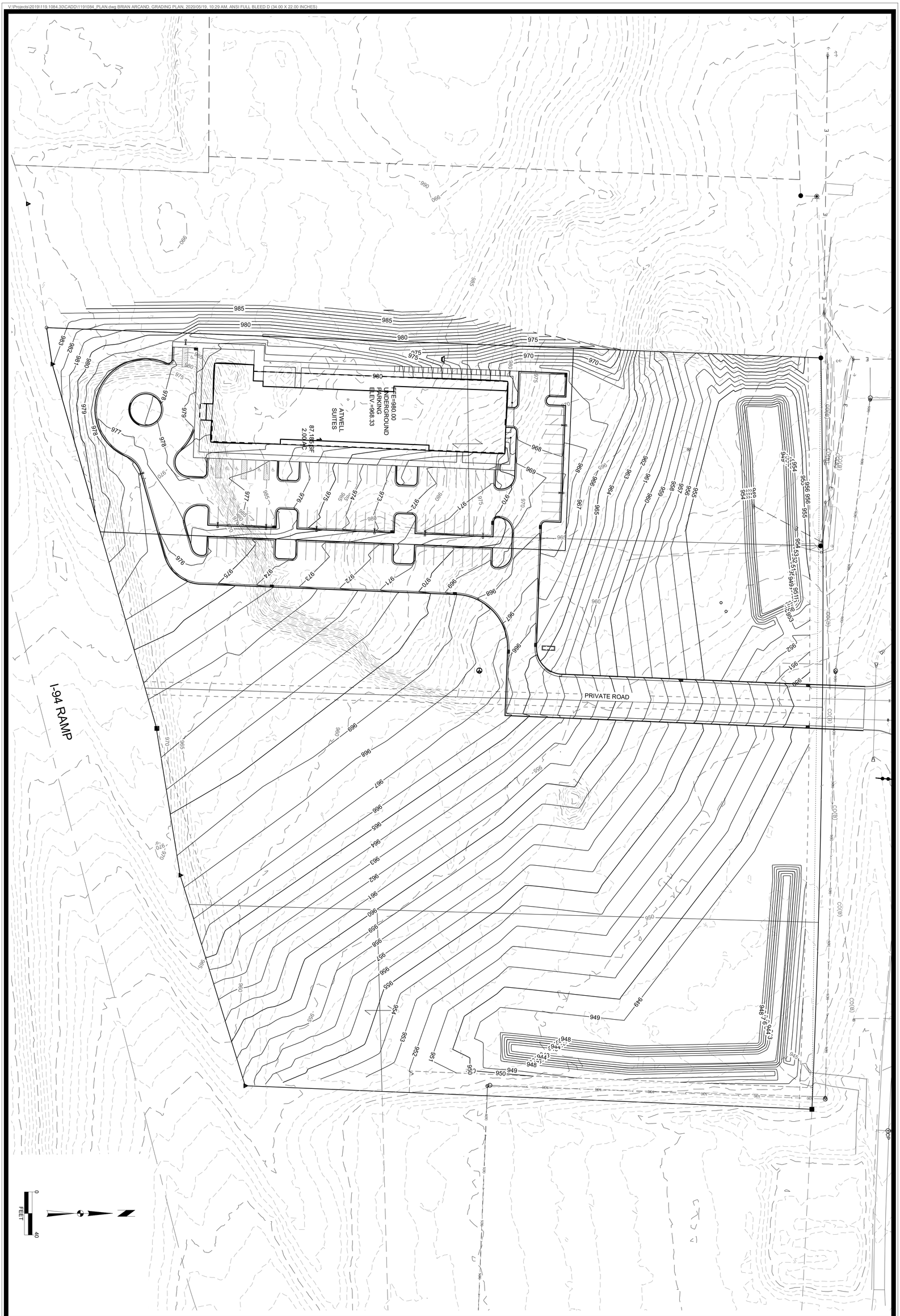

ATWELL SUITES

GRADING PLAN

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

SNYDER & ASSOCIATES, INC.

5010 VOGES ROAD
MADISON, WISCONSIN 53718
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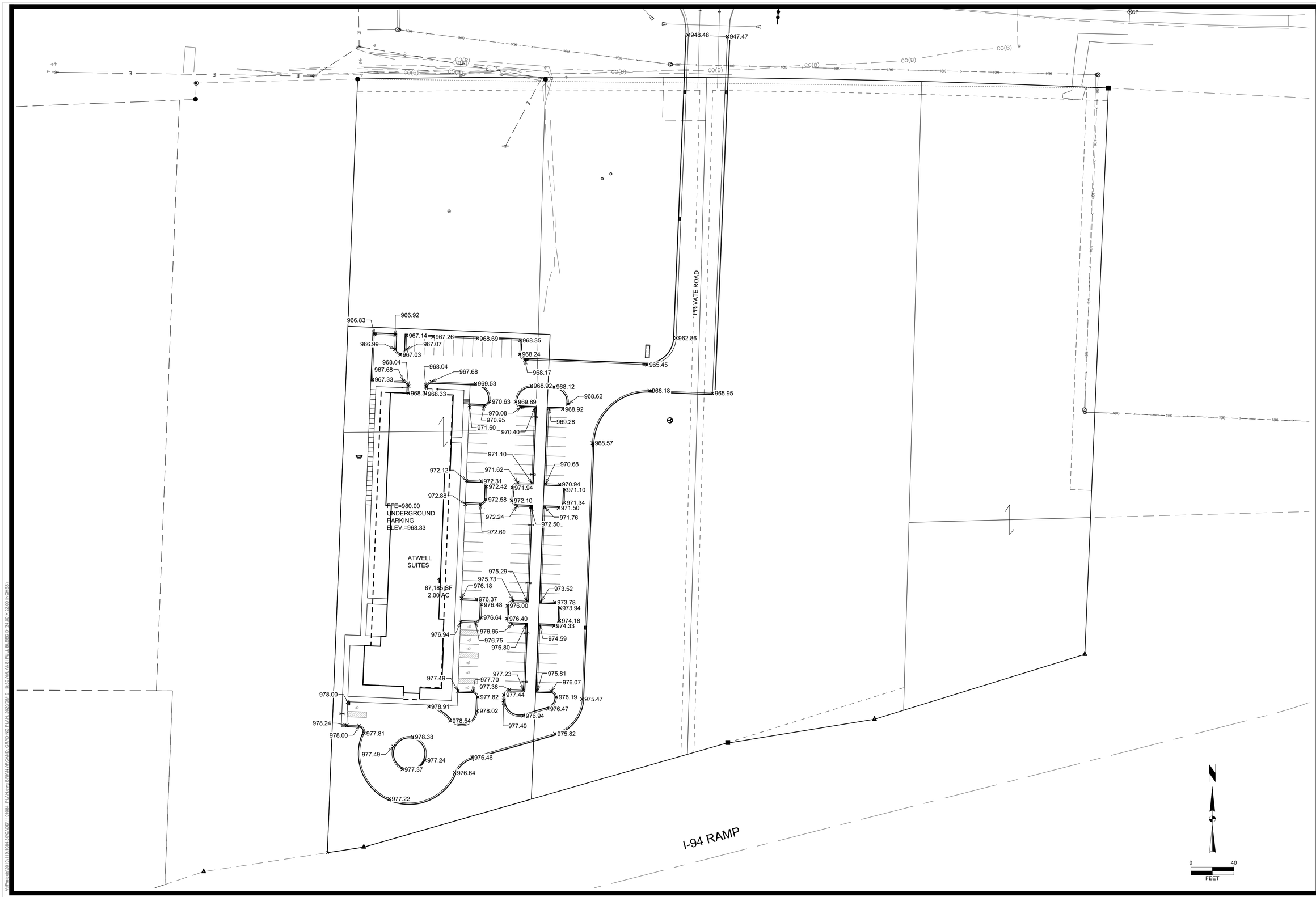
MARK	REVISION	DATE	BY
1	Address comments	03-31-20	BCA

Engineer: BCA	Checked By: MLC	Scale: 1" = AS SHOWN
Technician: TECH	Date: 03-30-2020	T-R-S: TTN-RRW-SS
Project No: 119.1084.30		Sheet C400

Project No: 119.1084.30

Sheet C400



MARK	REVISION	DATE	BY
1	Address comments	03-31-20	BCA

Engineer: BCA
Checked By: MLC
Scale: 1" =
Technician: TECH
Date: 03-30-2020
T-R-S: TTN-RRW-SS
Project No: 119.1084.30

Sheet C401

ATWELL SUITES

GRADING PLAN

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

SNYDER & ASSOCIATES, INC.

5010 VOGES ROAD
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SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet C401

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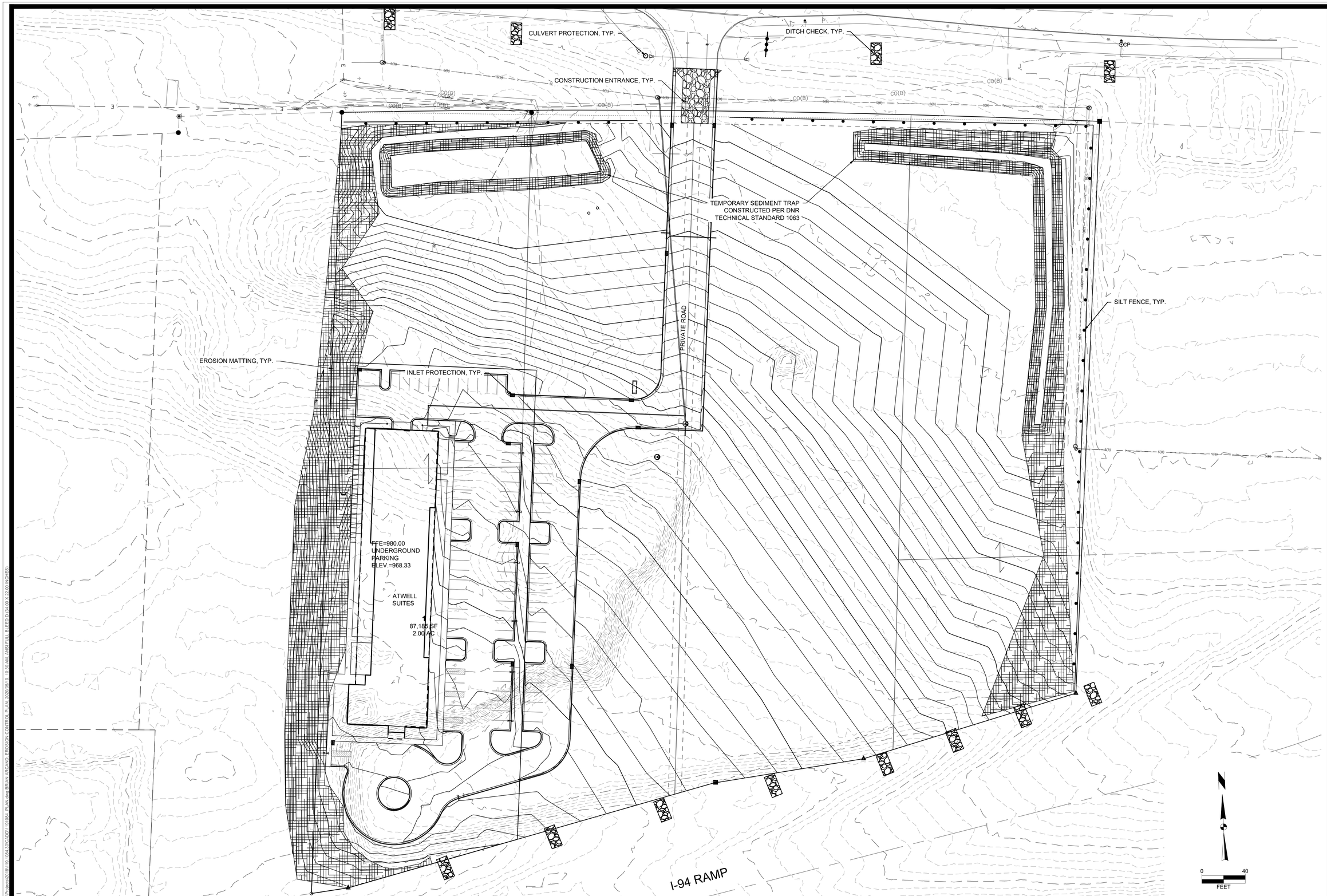

MARK	REVISION	DATE	BY
1	Address comments	03-31-20	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =

Technician: TECH | Date: 03-30-2020 | T-R-S: T7N-R7W-S5

Project No: 119.1084.30

Sheet C402

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

ATWELL SUITES

EROSION CONTROL PLAN

SNYDER & ASSOCIATES, INC.

5010 VOGES ROAD
MADISON, WISCONSIN 53718
608-838-0444 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 119.1084.30

Sheet C402

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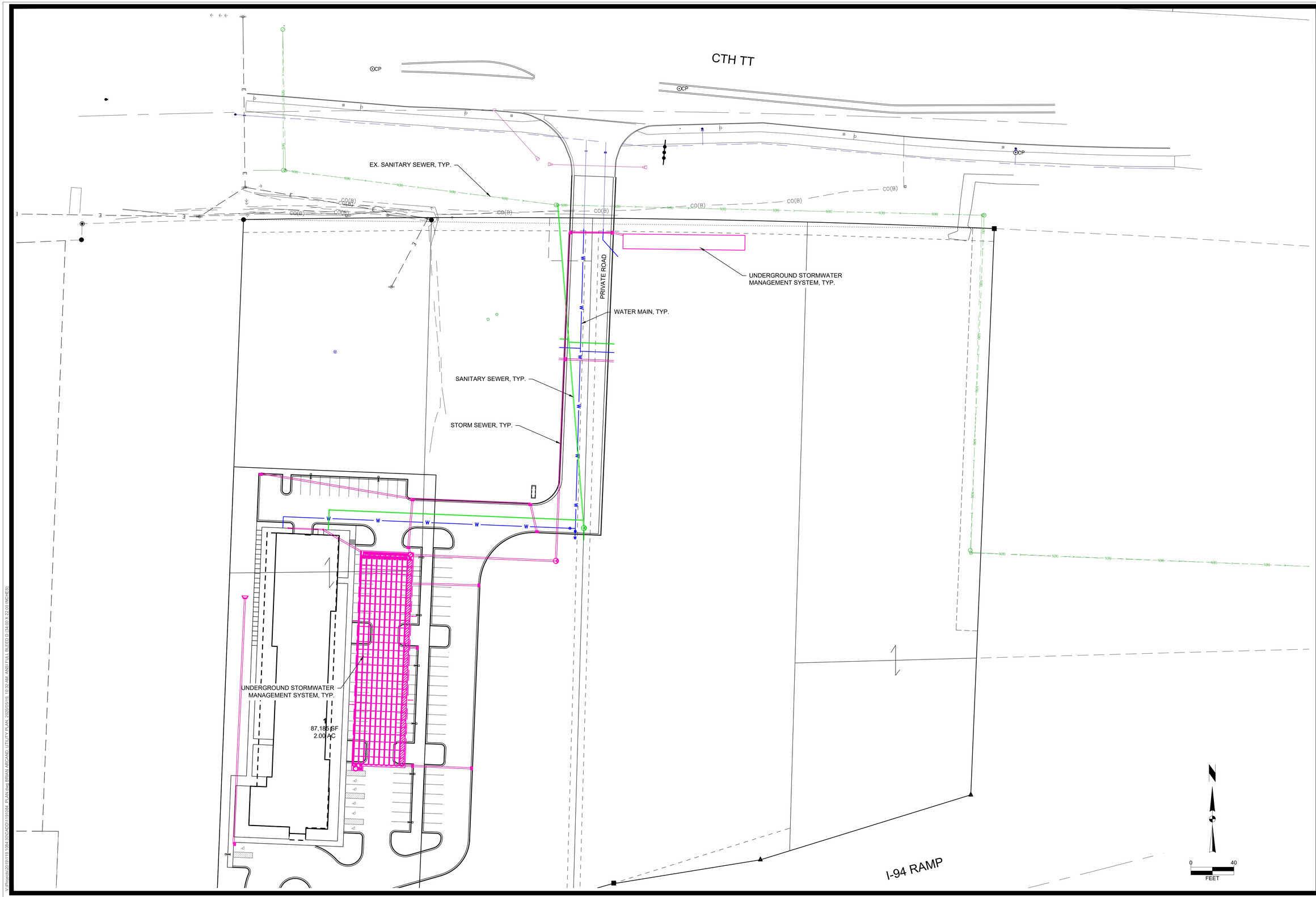

MARK	REVISION	DATE	BY
1	Address comments	03-31-20	BCA

Engineer: BCA
Checked By: MLC
Scale: 1" =
Technician: TECH
Date: 03-30-2020
T-R-S: T7N-R7W-S5
Project No: 119.1084.30
Sheet C500

ATWELL SUITES

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

UTILITY PLAN

SNYDER & ASSOCIATES, INC.

5010 VOGES ROAD
MADISON, WISCONSIN 53718
608-838-0444 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet C500

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CONSTRUCTION SEQUENCE

1. INSTALL AND MAINTAIN THE TEMPORARY GRAVEL CONSTRUCTION ENTRANCE/EXIT'S AS DESCRIBED IN THE DANE COUNTY EROSION CONTROL AND STORMWATER MANAGEMENT MANUAL. ADDITIONALLY INSTALL CONSTRUCTION EQUIPMENT PARKING AREAS. STABILIZE BARE AREAS IMMEDIATELY WITH GRAVEL AND TEMPORARY VEGETATION AS CONSTRUCTION TAKES PLACE. THE TEMPORARY ACCESS POINT SHALL BE PLACED IN THE LOCATION SHOWN ON THE GRADING AND EROSION CONTROL PLAN. THE ENTRANCE/EXITS WILL BE INSPECTED DAILY. IF THE AGGREGATE WITHIN THE TEMPORARY ACCESS PADS BECOMES COVERED WITH SOIL OR IF SIGNIFICANT QUANTITIES OF SOIL ARE TRACKED ONTO THE EXISTING ROADWAY THEN ADDITIONAL AGGREGATE WILL BE INSTALLED TO ALLOW THE ENTRANCE/EXITS TO FUNCTION PROPERLY.

2. INSTALL EROSION AND SEDIMENT CONTROL BARRIERS (SILT FENCE) IMMEDIATELY DOWNSLOPE OF AREAS TO BE DISTURBED DURING CONSTRUCTION AS SHOWN ON THE APPROVED GRADING PLAN. THE BARRIERS MUST BE INSTALLED PARALLEL TO THE SITE CONTOURS TO THE EXTENT PRACTICABLE WITH THE ENDS EXTENDED UPSLOPE ONE TO TWO FEET TO PREVENT FLANKING OF THE RUNOFF. AT NO TIME FROM THE START OF ROUGH GRADING UNTIL SITE STABILIZATION SHALL AN UNBROKEN SLOPE EXIST BETWEEN DISTURBED AREAS AND THE RECEIVING WATERS. THE DANE COUNTY EROSION CONTROL AND STORMWATER MANAGEMENT MANUAL WILL BE REFERENCED FOR THE PROPER INSTALLATION AND MAINTENANCE OF SILT FENCE AND ALL OTHER EROSION CONTROL MEASURES ON THE SITE.

3. SEDIMENT BASIN SHALL BE CONSTRUCTED PRIOR TO ANY LAND DISTURBANCE ACTIVITIES AND SHALL BE RESTORED AT THE TIME OF SITE STABILIZATION.

4. STRIP TOPSOIL FROM THE AREAS OF THE SITE THAT WILL BE GRADED WITHIN 48 HOURS. ANY AREAS THAT WILL NOT BE IMMEDIATELY GRADED MUST NOT BE STRIPPED OF TOPSOIL UNTIL THE PRECEDING AREAS ARE TOPSOILED, SEEDED AND MULCHED. PLACE SOIL STOCKPILES AT LEAST 25 FEET AWAY FROM ANY DOWNSLOPE STREET, DRIVEWAY, OR DITCH. ALL TOPSOIL PILES WILL HAVE SILT FENCE PLACED ON THEIR DOWNSLOPE SIDES. TOPSOIL PILES WILL BE SEEDED WITH ANNUAL RYE IF THEY ARE IN PLACE FOR MORE THAN 7 DAYS. ANY AREAS LEFT INACTIVE FOR MORE THAN 7 DAYS WILL BE STABILIZED IMMEDIATELY WITH SEED AND MULCH.

5. GRADING WILL BE PHASED TO THE EXTENT PRACTICABLE TO LIMIT THE AMOUNT OF THE EXPOSED SOIL AT ANY ONE TIME AND TO PROVIDE A BUFFER BETWEEN THE GRADED AREAS AND THE RECEIVING WATERS. THE INTENT OF THESE GRADING RESTRICTIONS IS TO PROVIDE AN UNDISTURBED BUFFER AREA ALLOWING ADDITIONAL EROSION AND SEDIMENTATION PROTECTION DURING CONSTRUCTION.

6. TOPSOIL, SEED AND MULCH ALL AREAS WHICH ARE AT FINAL GRADE AND WHICH WILL NOT BE DISTURBED DURING SUBSEQUENT PHASES OF CONSTRUCTION. ANY AREAS LEFT INACTIVE FOR MORE THAN 7 DAYS MUST BE STABILIZED IMMEDIATELY.

7. INSTALL SANITARY SEWER, WATER MAIN, & STORM SEWER.

8. COMPLETE FINAL GRADING FOR ROADWAY AND STABILIZE WITH GRAVEL.

9. COMPLETE FINAL GRADE OF THE SITE.

10. UTILITY TRENCHES SHALL BE FILLED WITH SUITABLE BACKFILL MATERIAL AND COMPACTED AS NEEDED. TOPSOIL SHALL BE REPLACED, FERTILIZED, SEEDED AND PROTECTED AS CALLED FOR BELOW IN ITEMS 11 AND 12. UTILITY CONSTRUCTION SHALL BE COORDINATED WITH OTHER GRADING ACTIVITIES SO THAT RESTORATION CAN BE COMPLETED AS SOON AS POSSIBLE AFTER CONSTRUCTION.

11. WITHIN 7 DAYS OF THE COMPLETION OF FINAL GRADING, A MINIMUM OF 4 INCHES OF TOPSOIL SHALL BE REPLACED ON ALL DISTURBED SURFACES THAT ARE TO BE REVEGETATED. TOPSOIL SHALL BE UNIFORMLY PLACED, GRADED SMOOTH AND SCARIFIED FOR SEEDING.

12. FERTILIZE ALL AREAS TO BE SEEDED OR SODDED WITH 500LBS. PER ACRE OF 16–8–8 (MINIMUM). INCORPORATE THE FERTILIZER INTO THE SOIL BY SCARIFYING AS INDICATED ABOVE IN ITEM 11. SEED ALL DISTURBED AREAS WITH THE FOLLOWING SEEDING MIXTURE:

30.50 LBS/ACRE OF KENTUCKY BLUEGRASS
17.50 LBS/ACRE OF RED FESCUE
17.50 LBS/ACRE OF HARD FESCUE
22.00 LBS/ACRE OF PERENNIAL RYE GRASS

THE OWNER RESERVES THE RIGHT TO REVISE THE SEEDING MIXTURE SUBJECT TO APPROVAL BY THE VILLAGE OF DEFOREST.

SOD MAY BE SUBSTITUTED FOR SEEDING ON ALL AREAS TO BE SEEDED AND IS RECOMMENDED FOR ALL AREAS WITH SLOPES OF 5:1 OR STEEPER.

MULCH ALL SEEDED AREAS WITH 1.5 TONS PER ACRE OF CLEAN STRAW. STRAW SHALL BE ANCHORED IN PLACE WITH SUITABLE EQUIPMENT OR STAKING WITH TWINE.

FOR AREAS ON WHICH GRADING IS COMPLETED AFTER SEPTEMBER 30, TEMPORARY SEED SHALL INCLUDE A SOIL STABILIZING POLYMER AND COVER CROP OF WINTER RYE (AT A RATE OF 75#/ACRE) AND MUST BE APPLIED AS SOON AS THESE AREAS REACH THEIR FINAL GRADE. ADDITIONAL EROSION CONTROL BARRIERS MAY BE NEEDED DOWNSLOPE OF THESE AREAS UNTIL FINAL SEEDING OR SODDING IS COMPLETED IN SPRING (BY JUNE 1). ANY AREAS WITH SLOPES GREATER THAN 6:1 MUST BE SEEDED AND MULCHED BUT NOT TOPSOILED. AREAS WITH SLOPED LESS THAN 6:1 MUST BE TOPSOILED, SEEDED AND MULCHED. ALL AREAS MUST BE TOPSOILED, SEEDED AND MULCHED AS DESCRIBED ABOVE IN THE FOLLOWING SPRING.

13. WHENEVER POSSIBLE, PRESERVE EXISTING TREES, SHRUBS, AND OTHER VEGETATION. TO PREVENT ROOT DAMAGE, DO NOT GRADE, PLACE SOIL PILES, OR PARK VEHICLES NEAR TREES MARKED FOR PRESERVATION.

14. SILT FENCE MAINTENANCE: EROSION CONTROL BARRIERS (SILT FENCE) MUST BE INSPECTED WITHIN 24 HOURS AFTER EACH RAINFALL OF 0.5–INCHES OR MORE, AND DAILY DURING PERIODS OF PROLONGED RAINFALL. REPAIRS OR REPLACEMENT SHALL BE MADE IMMEDIATELY. SEDIMENT DEPOSITS ON THE UPSLOPE SIDE ON THE SILT FENCES SHALL BE REMOVED WHEN THE DEPOSITS REACH HALF THE HEIGHT OF THE SILT FENCE.

15. GRAVEL TRACKING PAD MAINTENANCE: ADDITIONAL STONE IS REQUIRED IF EXISTING STONE BECOMES BURIED OR IF SEDIMENT IS NOT BEING REMOVED EFFECTIVELY FROM TIRES. SEDIMENT THAT IS TRACKED ONTO THE ROADWAY MUST BE REMOVED IMMEDIATELY. TRACKING PADS MAY REQUIRE PERIODIC CLEANING TO MAINTAIN THE EFFECTIVENESS OF THE PRACTICE, WHICH MAY INCLUDE THE REMOVAL AND RE–INSTALLATION OF THE STONE.

EROSION CONTROL NOTES

1. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING COPIES OF ALL PERMITS, INCLUDING WISDNR WPDES DISCHARGE PERMIT (IF APPLICABLE), COUNTY AND LOCAL EROSION CONTROL PERMIT. CONTRACTOR IS RESPONSIBLE FOR ABIDING BY ALL PERMIT REQUIREMENTS AND RESTRICTIONS.

2. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO LAND DISTURBING ACTIVITIES.

3. ALL INSTALLATION AND MAINTENANCE OF EROSION CONTROL PRACTICES SHALL BE IN ACCORDANCE WITH THE APPLICABLE WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR) TECHNICAL STANDARD, FOUND AT: http://dnr.wi.gov/topic/stormwater/standards/const_standards.html
OR THE WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK IF A TECHNICAL STANDARD IS NOT AVAILABLE.

4. ALL EROSION CONTROL FACILITIES SHALL BE MAINTAINED THROUGHOUT THE DURATION OF THE PROJECT AND WARRANTY PERIOD IN CONFORMANCE WITH ALL APPLICABLE PERMITS ISSUED FOR THE PROJECT.

5. ALL EROSION AND SEDIMENTATION CONTROL PRACTICES SHALL BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 0.5 INCHES OF RAIN OR MORE DURING A 24 HOUR PERIOD. REPAIRS SHALL BE MADE IMMEDIATELY TO EROSION CONTROL PRACTICES AS NECESSARY.

6. TEMPORARY STOCKPILES SHALL BE STABILIZED IF NOT REMOVED IN 10 DAYS. PERIMETER CONTROL ON THE DOWNHILL SIDE SHALL BE IN PLACE AT ALL TIMES (SILT FENCE OR APPROVED EQUAL).

7. TEMPORARY SEED MIXTURE SHALL CONFORM TO 630.2.1.5.1.4 OF THE WISDOT STANDARD SPECIFICATIONS FOR FALL PLANTINGS STARTED AFTER OCTOBER 1 AND THE TEMPORARY SEEDING SHALL INCLUDE A SOIL STABILIZING POLYMER AND COVER CROP OF WINTER WHEAT OR RYE .

8. DISTURBED AREAS THAT CANNOT BE STABILIZED WITH A DENSE GROWTH OF VEGETATION BY SEEDING AND MULCHING DUE TO TEMPERATURE OR TIMING OF CONSTRUCTION, SHALL BE STABILIZED BY APPLYING ANIONIC POLYACRYLAMIDE (PAM) IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1050.

9. SEDIMENT SHALL BE REMOVED FROM THE SEDIMENT BASINS TO MAINTAIN A THREE FOOT DEPTH OF TREATMENT, MEASURED BELOW THE NORMAL WATER ELEVATION. SEDIMENT WILL BE REMOVED FROM THE DIVERSION DITCHES WHEN IT REACHES HALF THE HEIGHT OF THE DITCH. SEDIMENT WILL BE REMOVED FROM BEHIND THE SILT FENCE AND DITCH CHECKS WHEN IT REACHES HALF THE HEIGHT OF THE FENCE/BALE THE SILT FENCE AND DITCH CHECKS SHALL BE REPAIRED AS NECESSARY TO MAINTAIN A BARRIER.

10. ALL WATER FROM CONSTRUCTION DEWATERING SHALL BE TREATED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1061 PRIOR TO DISCHARGE TO WATERS OF THE STATE, WETLANDS, OR OFFSITE.

11. THE CONTRACTOR IS RESPONSIBLE FOR INSTALLATION OF ANY ADDITIONAL EROSION CONTROL MEASURES NECESSARY TO PREVENT EROSION AND SEDIMENTATION. ALL DISTURBED AREAS ARE TO DRAIN TO APPROVED SEDIMENT CONTROL MEASURES AT ALL TIMES DURING SITE DEVELOPMENT UNTIL FINAL STABILIZATION IS ACHIEVED. DEPENDING ON HOW THE CONTRACTOR GRADES THE SITE, IT MAY BE NECESSARY TO INSTALL TEMPORARY EROSION CONTROL AND/OR SEDIMENT TRAPS IN VARIOUS LOCATIONS THROUGHOUT THE PROJECT. TEMPORARY SEDIMENT TRAPS SHALL BE DESIGNED, INSTALLED, AND MAINTAINED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1063.

12. TRACKED MATERIAL TO ADJACENT STREETS SHALL BE COLLECTED AT THE END OF EACH WORKING DAY OR AS REQUIRED BY THE LOCAL MUNICIPALITY.

13. DUST CONTROL SHALL BE PROVIDED AS NECESSARY IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 106B.

14. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL EROSION CONTROL FACILITIES AND MEASURES NECESSARY TO CONTROL EROSION AND SEDIMENTATION AT THE PROJECT SITE. THESE FACILITIES AND MEASURES MAY OR MAY NOT BE SHOWN ON THE DRAWINGS AND THEIR ABSENCE ON THE DRAWINGS DOES NOT ALLEVIATE THE CONTRACTOR FROM PROVIDING THEM. ANY MEASURES AND FACILITIES SHOWN ON THE DRAWINGS ARE THE MINIMUM ACTIONS REQUIRED.

15. ERODED MATERIAL THAT HAS LEFT THE CONSTRUCTION SITE SHALL BE COLLECTED AND RETURNED TO THE SITE BY THE CONTRACTOR.

16. AFTER FINAL VEGETATION IS ESTABLISHED, REMOVE ALL EROSION CONTROL FACILITIES. RESTORE AREAS DISTURBED BY THE REMOVALS.

17. KEEP A COPY OF THE CURRENT EROSION CONTROL PLAN ON SITE THROUGHOUT THE DURATION OF THE PROJECT.

18. COMPLETE AND STABILIZE SEDIMENT BASINS/TRAPS PRIOR TO MASS LAND DISTURBANCE TO CONTROL RUNOFF DURING CONSTRUCTION. REMOVE SEDIMENT AS NEEDED TO MAINTAIN 3 FEET OF DEPTH TO THE OUTLET, AND PROPERLY DISPOSE OF SEDIMENT REMOVED DURING MAINTENANCE. CONSTRUCT AND MAINTAIN THE SEDIMENT BASIN PER WDNR TECHNICAL STANDARDS.

19. PROPERLY DISPOSE OF ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, OR OTHER CONSTRUCTION MATERIALS) AND DO NOT ALLOW THESE MATERIALS TO BE CARRIED BY RUNOFF INTO THE RECEIVING CHANNEL.

20. FOR NON–CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED SLOPES 4:1, USE CLASS I URBAN, TYPE A EROSION CONTROL MATTING. FOR SLOPES GREATER THAN 4:1 BUT LESS THAN 2.5:1, USE CLASS I URBAN TYPE B. FOR SLOPES GREATER THAN 2.5:1 USE CLASS I TYPE B. SELECT EROSION MATTING FROM APPROPRIATE MATRIX IN WDOT'S FACILITIES DEVELOPMENT MANUAL AND INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARDS.

21. FOR CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED AREAS, PROVIDE CLASSI TYPE B EROSION CONTROL MATTING. ELECT EROSION MATTING FROM APPROPRIATE MATRIX IN WDOT'S FACILITIES DEVELOPMENT MANUAL; INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARDS.

22. ALL DISTURBED AREAS WITHIN THE RIGHT–OF–WAY SHALL BE COVERED WITH A BIO–DEGRADABLE EROSION MAT INCLUDING BIO–DEGRADABLE STAPLES.

23. ALL BIO–DEGRADABLE EROSION MAT SHALL BE CURLEX NET FREE OR APPROVED EQUAL.

24. WATERING OF NEW SEEDING SHALL BE OF A DURATION AND FREQUENCY ADEQUATE TO ENSURE PROPER ESTABLISHMENT OF NEW SEEDING.

25. MAKE PROVISIONS FOR WATERING DURING THE FIRST 8 WEEKS FOLLOWING SEEDING OR PLANTING OF DISTURBED AREAS WHENEVER MORE THAN 7 CONSECUTIVE DAYS OF DRY WEATHER OCCUR.

GENERAL CONDITIONS

1. THE CONTRACTOR SHALL NOTIFY THE OWNER AND THE MUNICIPALITY TWO WORKING DAYS (48 HOURS) PRIOR TO THE START OF CONSTRUCTION.

2. THE CONTRACTOR SHALL INDEMNIFY THE OWNER, THE ENGINEER, AND THE MUNICIPALITY, THEIR AGENTS, ETC, FROM ALL LIABILITY INVOLVED WITH THE CONSTRUCTION, INSTALLATION, AND TESTING OF THE WORK ON THIS PROJECT.

3. SITE SAFETY SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

4. THE BIDDER WILL BE SOLELY RESPONSIBLE FOR DETERMINING QUANTITIES AND SHALL STATE SUCH QUANTITIES IN HIS PROPOSAL. HE SHALL BASE HIS BID ON HIS OWN ESTIMATE OF THE WORK REQUIRED AND SHALL NOT RELY ON THE ENGINEER'S ESTIMATE.

5. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING SOIL CONDITIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION. A GEOTECHNICAL REPORT IS AVAILABLE FROM THE OWNER. THE CONTRACTOR SHALL ABIDE BY THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER.

6. THE CONTRACTOR IS RESPONSIBLE FOR EXAMINING ALL SITE CONDITIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION AND SHALL COMPARE FIELD CONDITIONS WITH DRAWINGS.

7. THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL PERMITS REQUIRED FOR EXECUTION OF THE WORK. THE CONTRACTOR SHALL CONDUCT HIS WORK ACCORDING TO THE REQUIREMENTS OF THE PERMITS.

8. THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL UTILITY INFORMATION SHOWN ON THE PLANS PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL CALL DIGGER'S HOTLINE AT 1–800–242–8511 TO NOTIFY THE UTILITIES OF HIS INTENTIONS, AND TO REQUEST FIELD STAKING OF EXISTING UTILITIES.

9. CONTRACTOR IS ADVISED THAT ALL MUD AND DEBRIS MUST NOT BE DEPOSITED ONTO THE ADJACENT ROADWAYS PER THE REQUIREMENT OF THE MUNICIPALITY OR OTHER APPROPRIATE GOVERNMENT AGENCIES.

10. ANY ADJACENT PROPERTIES OR ROAD RIGHT–OF–WAYS WHICH ARE DAMAGED DURING CONSTRUCTION MUST BE RESTORED BY THE CONTRACTOR. THE COST OF THE RESTORATION IS CONSIDERED INCIDENTAL, AND SHOULD BE INCLUDED IN THE BID PRICES.

11. ACCESS TO THE CONSTRUCTION SITE SHALL BE LIMITED TO THE STONE ENTRANCE PADS SHOWN ON THE PLANS.

MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =
Technician: TECH | Date: 03-30-2020 | T-R-S: TTN-RRW-SS
Project No: 119.1084.30 | Sheet C600

VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

ATWELL SUITES

EROSION CONTROL NOTES

SNYDER & ASSOCIATES, INC.
5010 VOGES ROAD
MADISON, WISCONSIN 53718
608-838-0444 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet C600

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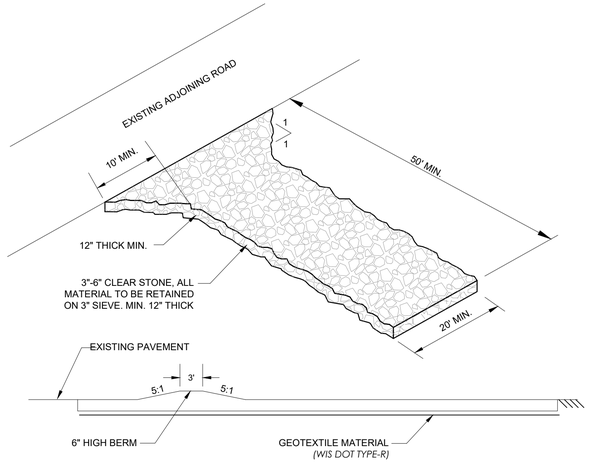
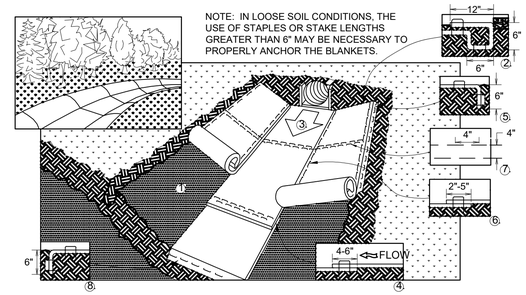


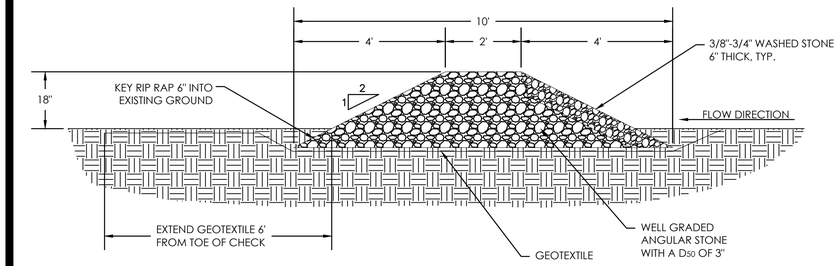
NOTE: MAINTAIN THE ROCK ENTRANCE TO PREVENT TRACKING ONTO PAVEMENT

1 C601 CONSTRUCTION ENTRANCE DETAIL
SCALE: NTS

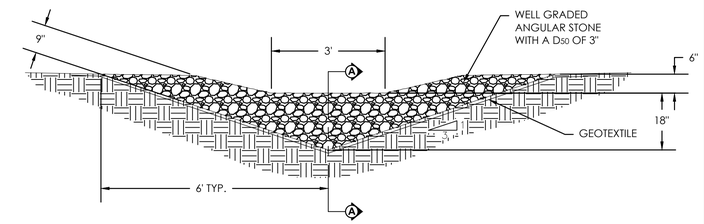


1. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF FERTILIZER AND SEED.
2. BEGIN AT THE TOP OF THE CHANNEL BY ANCHORING THE BLANKET IN A 6" DEEP X 6" WIDE TRENCH WITH APPROXIMATELY 12" OF BLANKET EXTENDED BEYOND THE UP-SLOPE PORTION OF THE TRENCH. ANCHOR THE BLANKET WITH A ROW OF STAPLES/STAKES APPROXIMATELY 12" APART IN THE BOTTOM OF THE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING. APPLY SEED TO COMPACTED SOIL AND FOLD REMAINING 12" PORTION OF BLANKET BACK OVER SEED AND COMPACTED SOIL. SECURE BLANKET OVER COMPACTED SOIL WITH A ROW OF STAPLES/STAKES SPACED APPROXIMATELY 12" APART ACROSS THE WIDTH OF THE BLANKET
3. ROLL CENTER BLANKET IN DIRECTION OF WATER FLOW IN BOTTOM OF CHANNEL. BLANKETS WILL UNROLL WITH APPROPRIATE SIDE AGAINST THE SOIL SURFACE. ALL BLANKETS MUST BE SECURELY FASTENED TO THE SOIL SURFACE BY PLACING STAPLES/STAKES IN APPROPRIATE LOCATIONS AS RECOMMENDED BY THE MANUFACTURER.
4. PLACE CONSECUTIVE BLANKETS END OVER END (SHINGLE STYLE) WITH A 4-6" OVERLAP. USE A DOUBLE ROW OF STAPLES STAGGERED 4" APART AND 4" ON CENTER TO SECURE BLANKETS.
5. FULL LENGTH EDGE OF BLANKETS AT TOP OF SIDE SLOPE MUST BE ANCHORED WITH A ROW OF STAPLES/STAKES APPROXIMATELY 12" APART IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
6. A STAPLE CHECK SLOT IS RECOMMENDED AT 30 TO 40 FOOT INTERVALS. USE A DOUBLE ROW OF STAPLES STAGGERED 4" APART AND 4" ON CENTER OVER ENTIRE WIDTH OF THE CHANNEL.
7. THE TERMINAL END OF THE BLANKETS MUST BE ANCHORED WITH A ROW OF STAPLES/STAKES APPROXIMATELY 12" APART IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
8. EROSION MAT SHALL EXTEND FOR WHICHEVER IS GREATER: UPSLOPE ONE FOOT MIN. VERTICALLY FROM DITCH BOTTOM OR 6" HIGHER THAN DESIGN FLOW DEPTH.
9. EROSION MAT SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH WDNR TECHNICAL STANDARDS 1053.

3 C601 EROSION CONTROL MAT - CHANNEL INSTALLATION
SCALE: NTS

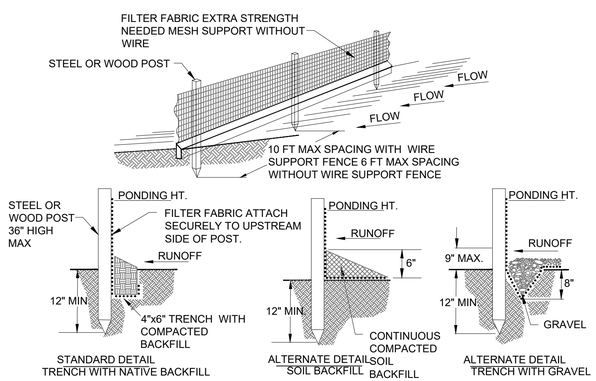


SECTION A-A

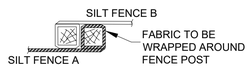


DITCH SECTION *

5 C601 STONE DITCH CHECK DETAIL
SCALE: NTS

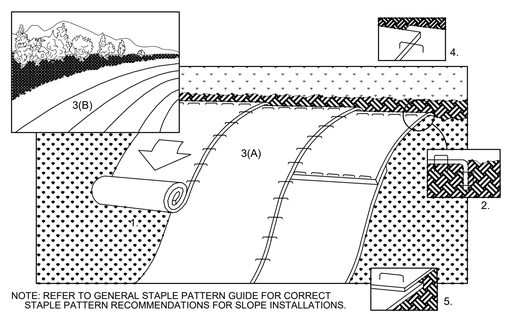


NOTE:
1. INSPECT FENCE WEEKLY AND AFTER EACH RAIN EVENT OF 0.5 INCHES AND REPAIR IF REQUIRED. REMOVE SEDIMENT WHEN NECESSARY OR WHEN SEDIMENT REACHES ½ OF FENCE HEIGHT.
2. REMOVED SEDIMENT SHALL BE DEPOSITED TO AN AREA THAT WILL NOT CONTRIBUTE SEDIMENT OFF-SITE AND CAN BE PERMANENTLY STABILIZED.
3. SILT FENCE SHALL BE PLACED ON SLOPE CONTOURS TO MAXIMIZE PONDING EFFICIENCY.
4. SILT FENCE SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1056.



ROLL JOINTS

2 C601 SILT FENCE DETAIL
SCALE: NTS

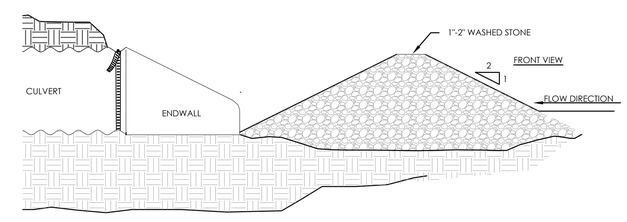


NOTE: REFER TO GENERAL STAPLE PATTERN GUIDE FOR CORRECT STAPLE PATTERN RECOMMENDATIONS FOR SLOPE INSTALLATIONS.

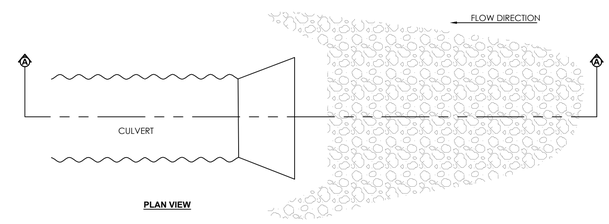
1. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF FERTILIZER AND SEED. NOTE: WHEN USING CELL-O-SEED DO NOT SEED PREPARED AREA. CELL-O-SEED MUST BE INSTALLED WITH PAPER SIDE DOWN.
2. BEGIN AT THE TOP OF THE SLOPE BY ANCHORING THE BLANKET IN 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
3. ROLL THE BLANKETS (A.) DOWN OR (B.) HORIZONTALLY ACROSS THE SLOPE.
4. THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH APPROXIMATELY 2" OVERLAP.
5. WHEN BLANKETS MUST BE SPLICED DOWN THE SLOPE, PLACE BLANKETS END OVER END (SHINGLE STYLE) WITH APPROXIMATELY 4" OVERLAP. STAPLE THROUGH OVERLAPPED AREA, APPROXIMATELY 12" APART.
6. ALL BLANKETS MUST BE SECURELY FASTENED TO THE SLOPE BY PLACING STAPLES/STAKES IN APPROPRIATE LOCATIONS AS RECOMMENDED BY THE MANUFACTURER.
7. EROSION MAT SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD # 1052.

4 C601 EROSION CONTROL MAT - SLOPE INSTALLATION
SCALE: NTS

NOTE: STONE CULVERT PROTECTION SHOWN TO BE USED FOR CULVERTS UP TO 18" IN DIAMETER. CONSULT ENGINEER FOR MODIFICATIONS FOR >18" DIAMETER CULVERTS.



SECTION A-A



PLAN VIEW

6 C601 EXISTING CULVERT INLET PROTECTION
SCALE: NTS

MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =
Technician: TECH | Date: 03-30-2020 | T-R-S: T7N-R8W-S5
Project No: 119.1084.30 | Sheet C601

ATWELL SUITES
EROSION CONTROL DETAILS
VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

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SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet C601

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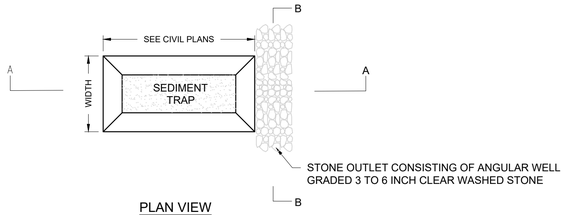
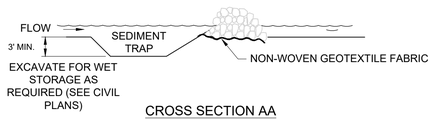
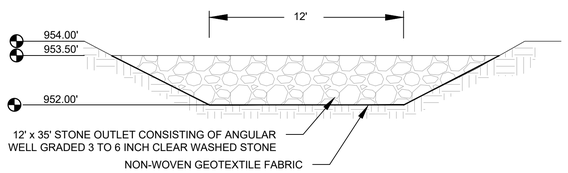


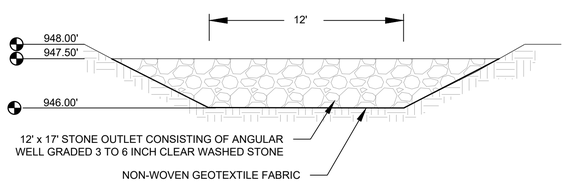
PLAN VIEW



CROSS SECTION AA



CROSS SECTION BB (WEST SEDIMENT TRAP)



CROSS SECTION BB (EAST SEDIMENT TRAP)

1 / C602 SEDIMENT TRAP DETAIL
SCALE: NTS

MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =
Technician: TECH | Date: 03-30-2020 | T-R-S: TTN-RRW-SS
Project No: 119.1084.30

Sheet C 602

ATWELL SUITES
EROSION CONTROL DETAILS
VILLAGE OF COTTAGE GROVE, DANE COUNTY, WI

SNYDER & ASSOCIATES, INC.
5010 VOGES ROAD
MADISON, WISCONSIN 53718
608-838-0444 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet C 602

V:\Projects\2019\119.1084.30\CAD\119108430_DTL5.dwg BRIAN ARCAND EROSION CONTROL DETAILS 2020/05/19 10:30 AM ANSI FULL BLEED D (34.00 X 22.00 INCHES)

GENERAL LANDSCAPE NOTES

1. UTILITY WARNING: THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND/OR RECORDS OBTAINED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEY FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED.

2. NOTIFY UTILITY OWNERS PRIOR TO BEGINNING ANY CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXISTENCE, EXACT LOCATION AND DEPTH OF ALL UTILITIES. AVOID DAMAGE TO UTILITIES AND SERVICES DURING CONSTRUCTION. ANY DAMAGE DUE TO THE CONTRACTOR'S CARELESSNESS SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE. COORDINATE AND COOPERATE WITH UTILITY COMPANIES DURING CONSTRUCTION.

3. THE CONTRACTOR SHALL FOLLOW THE LANDSCAPE PLANS AND SPECIFICATIONS AS CLOSELY AS POSSIBLE. ANY SUBSTITUTION OR ALTERATION SHALL NOT BE ALLOWED WITHOUT APPROVAL OF THE OWNER'S REPRESENTATIVE. OVERALL PLANT QUANTITY AND QUALITY SHALL BE CONSISTENT WITH THE PLANS.

4. ALL PLANT MATERIAL SHALL AT LEAST MEET MINIMUM REQUIREMENTS SHOWN IN THE "AMERICAN STANDARDS FOR NURSERY STOCK" (ANSI Z60.1-LATEST EDITION).

5. MULCH SHALL NOT BE PLACED AROUND THE COLLAR OF SHRUB OR TREE. PROVIDE A MINIMUM OF 2" BETWEEN MULCH AND COLLAR OF SHRUB OR TREE.

6. ALL PLANT MATERIAL SHALL BE GROWN IN ZONE CAPABLE OF WITHSTANDING LOCAL CLIMATE AND GROWING CONDITIONS.

7. TREE OR SHRUB SHALL STAND PLUMB. DO NOT ALLOW AIR POCKETS TO FORM WHEN BACK FILLING.

8. LIVE PLANTS CAN BE PLANTED IN THE FIELD DURING THE GROWING SEASON FROM SEPTEMBER 1 TO OCTOBER 15 AND PRIOR TO JUNE 1, BUT NOT AFTER CANDLES EXCEED 1 INCH FOR EVERGREENS. DECIDUOUS PLANTS (B&B AND CONTAINER) TO BE INSTALLED AUGUST 15 TO OCTOBER 15 AND IN THE SPRING PRIOR TO JUNE 1. ANY SUGGESTED PLANTING TIMES NOT IN THIS WINDOW SHALL BE APPROVED BY LANDSCAPE ARCHITECT. IF PLANTING OCCURS OUTSIDE OF THIS WINDOW, ADDITIONAL MEASURES MAY NEED TO BE TAKEN (I.E. MULCH) TO ENSURE PLANT SURVIVAL. IN THESE INSTANCES, THE CONTRACT PRICE MAY NEED TO BE ADJUSTED ACCORDINGLY.

9. PLANTS SHOULD BE WATERED IN AFTER INSTALLATION TO ENSURE THEIR SURVIVAL. THIS TYPICALLY INVOLVES WATERING AT TIME OF INSTALLATION AND 2 TIMES WEEKLY FOR A ONE MONTH PERIOD OR UNTIL GROUND FREEZE UP IF NATURAL RAINFALLS ARE INSUFFICIENT. A SINGLE WATERING EVENT INVOLVES WATERING THE SOIL IN THE PLANTED AREAS TO THE POINT OF SATURATION BUT STOPPING SHORT OF SOIL DISPLACEMENT. SHOULD VERY DRY CONDITIONS DEVELOP WITHIN ONE YEAR OF PLANTING, ADDITIONAL WATERINGS MAY BE NECESSARY, CONSULTANT OR LANDSCAPE ARCHITECT WILL DETERMINE THIS AND CONTRACT PRICES MAY BE ADJUSTED TO ACCOMMODATE THIS ACTION.

10. ALL PLANT MATERIAL SHALL BE SPECIMEN QUALITY, HEALTHY, FREE OF DISEASE AND INSECTS AND SHALL HAVE HEALTHY, WELL-DEVELOPED ROOT SYSTEMS. PLANTS SHALL ALSO BE FREE FROM PHYSICAL DAMAGE OR OTHER CONDITIONS THAT WOULD PREVENT VIGOROUS GROWTH.

11. ALL PROPOSED PLANTS SHALL BE LOCATED AS SHOWN ON PLANS. ALL TREES TO BE PLANTED A MINIMUM DISTANCE OF 5 FEET FROM PAVEMENTS AND 6 FEET FROM ALL HYDRANTS.

12. CONTRACTOR IS RESPONSIBLE FOR PLANTS AWAITING INSTALLATION AND SHALL PROTECT THEM FROM INJURY AND THEFT.

13. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL PLANT QUANTITIES. GRAPHIC QUANTITIES TAKES PRECEDENCE OVER WRITTEN QUANTITIES.

14. THE OWNER'S REPRESENTATIVE RESERVES THE RIGHT TO INSPECT AND TAG ALL PLANT MATERIAL PRIOR TO SHIPPING TO THE SITE. IN ALL CASES, THE OWNER'S REPRESENTATIVE MAY REJECT PLANT MATERIAL AT THE SITE IF MATERIAL IS DAMAGED, DISEASED, OR DECLINING IN HEALTH AT THE TIME OF ONSITE INSPECTIONS OR IF THE PLANT MATERIAL DOES NOT MEET THE MINIMUM SPECIFIED STANDARD IDENTIFIED ON THE PLANS AND IN THE SPECIFICATIONS. THE CONTRACTOR SHALL COORDINATE WITH THE OWNER'S REPRESENTATIVE FOR INSPECTION AND APPROVAL OF ALL MATERIALS AND PRODUCTS PRIOR TO INSTALLATION.

15. THE OWNER'S REPRESENTATIVE MAY ELECT TO UPSIZE PLANT MATERIAL AT THEIR DISCRETION BASED ON SELECTION, AVAILABILITY, OR TO ENHANCE SPECIFIC AREAS OF THE PROJECT. THE CONTRACTOR SHALL VERIFY PLANT MATERIAL SIZES WITH OWNER'S REPRESENTATIVE PRIOR TO PURCHASING, SHIPPING OR STOCKING OF PLANT MATERIALS. SUBMIT CHANGE ORDER REQUEST TO OWNER'S REPRESENTATIVE FOR APPROVAL IF ADDITIONAL COST IS REQUESTED BY THE CONTRACTOR PRIOR TO INSTALLATION. RE-STOCKING CHARGES WILL NOT BE APPROVED IF THE CONTRACTOR FAILS TO SUBMIT A REQUEST FOR MATERIAL CHANGES.

16. THE CONTRACTOR SHALL WARRANTY ALL CONTRACTED WORK AND MATERIALS FOR A PERIOD OF ONE YEAR AFTER SUBSTANTIAL COMPLETION HAS BEEN ISSUED BY THE OWNER'S REPRESENTATIVE FOR THE ENTIRE PROJECT UNLESS OTHERWISE SPECIFIED IN THE CONTRACT DOCUMENTS OR SPECIFICATIONS.

17. LANDSCAPE MATERIAL LOCATIONS SHALL HAVE PRECEDENCE OVER IRRIGATION MAINLINE AND LATERAL LOCATIONS. COORDINATE INSTALLATION OF IRRIGATION EQUIPMENT SO THAT IT DOES NOT INTERFERE WITH THE PLANTING OF TREES OR OTHER LANDSCAPE MATERIAL.

18. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING POSITIVE DRAINAGE EXISTS IN ALL LANDSCAPE AREAS. SURFACE DRAINAGE ON LANDSCAPE AREAS SHALL NOT FLOW TOWARD STRUCTURES AND FOUNDATIONS. MAINTAIN SLOPE AWAY FROM FOUNDATIONS PER THE GEOTECHNICAL REPORT RECOMMENDATIONS. ALL LANDSCAPE AREAS BETWEEN WALKS AND CURBS SHALL DRAIN FREELY TO THE CURB UNLESS OTHERWISE IDENTIFIED ON THE GRADING PLAN. IN NO CASE SHALL THE GRADE, TURF THATCH, OR OTHER LANDSCAPE MATERIALS DAM WATER AGAINST WALKS. MINIMUM SLOPES ON LANDSCAPE AREAS SHALL BE 2%; MAXIMUM SLOPE SHALL BE 25% UNLESS SPECIFICALLY IDENTIFIED ON THE PLANS OR APPROVED BY THE OWNER'S REPRESENTATIVE.

19. PRIOR TO INSTALLATION OF PLANT MATERIALS, AREAS THAT HAVE BEEN COMPACTED OR DISTURBED BY CONSTRUCTION ACTIVITY SHALL BE THOROUGHLY LOOSENED TO A DEPTH OF 8" - 12" AND AMENDED PER SPECIFICATIONS.

20. ALL LANDSCAPED AREAS ARE TO RECEIVE ORGANIC SOIL PREPARATION PER RATE IDENTIFIED BY A SOIL TEST OR AS NOTED IN THE TECHNICAL SPECIFICATIONS.

21. TREES SHALL NOT BE LOCATED IN DRAINAGE SWALES, DRAINAGE AREAS, OR UTILITY EASEMENTS. CONTACT OWNER'S REPRESENTATIVE FOR RELOCATION OF PLANTS IN QUESTIONABLE AREAS PRIOR TO INSTALLATION.

GENERAL LANDSCAPE NOTES CONT.

22. THE CENTER OF EVERGREEN TREES SHALL NOT BE PLACED CLOSER THAN 8' AND THE CENTER OF ORNAMENTAL TREES CLOSER THAN 6' FROM A SIDEWALK, STREET OR DRIVE LANE. EVERGREEN TREES SHALL NOT BE LOCATED ANY CLOSER THAN 15' FROM IRRIGATION ROTOR HEADS. NOTIFY OWNER'S REPRESENTATIVE IF TREE LOCATIONS CONFLICT WITH THESE STANDARDS FOR FURTHER DIRECTION.

23. ALL EVERGREEN TREES SHALL BE FULLY BRANCHED TO THE GROUND AND SHALL NOT EXHIBIT SIGNS OF ACCELERATED GROWTH AS DETERMINED BY THE OWNER'S REPRESENTATIVE.

24. ALL TREES ARE TO BE STAKED AND GUYED PER DETAILS FOR A PERIOD OF 1 YEAR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING STAKES AT THE END OF 1 YEAR FROM ACCEPTANCE OF LANDSCAPE INSTALLATION BY THE OWNER'S REPRESENTATIVE. OBTAIN APPROVAL BY OWNER'S REPRESENTATIVE PRIOR TO REMOVAL.

25. ALL TREES INSTALLED ABOVE RETAINING WALLS UTILIZING GEO-GRID MUST BE HAND DUG TO PROTECT GEO-GRID. IF GEO-GRID MUST BE CUT TO INSTALL TREES, APPROVAL MUST BE GIVEN BY OWNER'S REPRESENTATIVE PRIOR TO DOING WORK.

26. ALL TREES IN SEED OR TURF AREAS SHALL RECEIVE MULCH RINGS. OBTAIN APPROVAL FROM OWNER'S REPRESENTATIVE FOR ANY TREES THAT WILL NOT BE MULCHED FOR EXCESSIVE MOISTURE REASONS.

27. EXISTING TURF AREAS THAT ARE DISTURBED DURING CONSTRUCTION, ESTABLISHMENT AND THE MAINTENANCE PERIOD SHALL BE RESTORED WITH NEW SOD TO MATCH EXISTING TURF SPECIES. DISTURBED NATIVE AREAS WHICH ARE TO REMAIN SHALL BE OVER SEEDED AND RESTORED WITH SPECIFIED SEED MIX.

28. WHEN COMPLETE, ALL GRADES SHALL BE WITHIN +/- 1/8" OF FINISHED GRADES AS SHOWN ON THE PLANS.

29. WHEN PLANTER POTS ARE SHOWN ON PLANS, CONTRACTOR SHALL INCLUDE THE FOLLOWING: PLANTER MIX, ANNUAL FLOWER PLANTING PROGRAM (INCLUDES 2 PLANTINGS FOR THE 1ST YEAR (SPRING AND FALL) AND WINTER HAND-WATERING AS NEEDED. UNLESS OTHERWISE SPECIFIED, CONTRACTOR TO PROVIDE ANNUAL PLANTING SELECTION FOR REVIEW BY OWNER. IRRIGATION FOR PLANTERS TO BE ON SEPARATE ZONE(S). CONTRACTOR TO COORDINATE PLACEMENT OF NECESSARY SLEEVING PRIOR TO PLACEMENT OF PAVEMENT.

30. PRIOR TO THE PLACEMENT OF MULCH AND WEED FABRIC, A GRANULAR, PRE-EMERGENT, WEED CONTROL AGENT SHALL BE ADDED TO ALL PLANTING BEDS IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTION, EXCEPT AROUND ORNAMENTAL GRASSES.

31. THE CONTRACTOR IS EXPECTED TO KNOW AND UNDERSTAND THE CITY AND COUNTY SPECIFICATIONS FOR LANDSCAPE AND IRRIGATION. IN CASES OF DISCREPANCIES THE HIGHER OF THE TWO STANDARDS SHALL HAVE PRECEDENCE.

32. ALL TREES PLANTED WITHIN RIGHT-OF-WAY WILL INCLUDE CITY APPROVED ROOT BARRIERS.

GENERAL NOTES

1. DRAWINGS ARE INTENDED TO BE PRINTED ON 22 X 34 PAPER. PRINTING THESE DRAWINGS AT A DIFFERENT SIZE WILL IMPACT THE SCALE. VERIFY THE GRAPHIC SCALE BEFORE REFERENCING ANY MEASUREMENTS ON THESE SHEETS. THE RECIPIENT OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR ANY ERRORS RESULTING FROM INCORRECT PRINTING, COPYING, OR ANY OTHER CHANGES THAT ALTER THE SCALE OF THE DRAWINGS.

2. VERIFY ALL PLAN DIMENSIONS PRIOR TO START OF CONSTRUCTION. NOTIFY THE OWNER'S REPRESENTATIVE TO ADDRESS ANY QUESTIONS OR CLARIFY ANY DISCREPANCIES.

3. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS.

4. GEOTECHNICAL SOILS REPORT RECOMMENDATIONS SHALL BE FOLLOWED DURING CONSTRUCTION. THE CONTRACTOR SHALL USE THESE CONTRACT DOCUMENTS AS A BASIS FOR THE BID.

5. CONTRACTOR SHALL CONFIRM THAT SITE CONDITIONS ARE SIMILAR TO THE PLANS, WITHIN TOLERANCES STATED IN THE CONTRACT DOCUMENTS, AND SATISFACTORY TO THE CONTRACTOR PRIOR TO START OF WORK. SHOULD SITE CONDITIONS BE DIFFERENT THAN REPRESENTED ON THE PLANS OR UNSATISFACTORY TO THE CONTRACTOR, THE CONTRACTOR SHALL CONTACT THE OWNER'S REPRESENTATIVE FOR CLARIFICATION AND FURTHER DIRECTION.

6. THE CONTRACTOR IS RESPONSIBLE TO PAY FOR, AND OBTAIN, ANY REQUIRED APPLICATIONS, PERMITTING, LICENSES, INSPECTIONS AND METERS ASSOCIATED WITH WORK.

7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO ANY VIOLATIONS OR NON-CONFORMANCE WITH THE PLANS, SPECIFICATIONS, CONTRACT DOCUMENTS, JURISDICTIONAL CODES, AND REGULATORY AGENCIES.

8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF ALL UTILITY LOCATES PRIOR TO ANY EXCAVATION. REFER TO ENGINEERING UTILITY PLANS FOR ALL PROPOSED UTILITY LOCATIONS AND DETAILS. NOTIFY OWNER'S REPRESENTATIVE IF EXISTING OR PROPOSED UTILITIES INTERFERE WITH THE ABILITY TO PERFORM WORK.

9. UNLESS IDENTIFIED ON THE PLANS FOR DEMOLITION OR REMOVAL, THE CONTRACTOR IS RESPONSIBLE FOR THE COST TO REPAIR UTILITIES, ADJACENT OR EXISTING LANDSCAPE, ADJACENT OR EXISTING PAVING, OR ANY PUBLIC AND PRIVATE PROPERTY THAT IS DAMAGED BY THE CONTRACTOR OR THEIR SUBCONTRACTOR'S OPERATIONS DURING INSTALLATION, ESTABLISHMENT OR DURING THE SPECIFIED MAINTENANCE PERIOD. ALL DAMAGES SHALL BE REPAIRED TO PRE-CONSTRUCTION CONDITIONS AS DETERMINED BY THE OWNER'S REPRESENTATIVE. CONTRACTOR SHALL BE RESPONSIBLE FOR LOGGING ANY DAMAGES PRIOR TO START OF CONSTRUCTION AND DURING THE CONTRACT PERIOD.

10. ALL WORK SHALL BE CONFINED TO THE AREA WITHIN THE CONSTRUCTION LIMITS AS SHOWN ON THE PLANS. ANY AREAS OR IMPROVEMENTS DISTURBED OUTSIDE THESE LIMITS SHALL BE RETURNED TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE. IN THE EVENT THE CONTRACTOR REQUIRES A MODIFICATION TO THE CONSTRUCTION LIMITS, WRITTEN PERMISSION MUST BE OBTAINED FROM THE OWNER'S REPRESENTATIVE PRIOR TO ANY DISTURBANCE OUTSIDE OF THE LIMITS OF WORK.

GENERAL NOTES CONT.

11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY OF THEIR TRENCHES OR EXCAVATIONS THAT SETTLE.

12. THE CONTRACTOR SHALL BE RESPONSIBLE TO PREPARE AND SUBMIT A TRAFFIC CONTROL PLAN TO THE APPROPRIATE JURISDICTIONAL AGENCIES AND THE OWNER'S REPRESENTATIVE IF THEIR WORK AND OPERATIONS AFFECT OR IMPACT THE PUBLIC RIGHTS-OF-WAY. OBTAIN APPROVAL PRIOR TO ANY WORK WHICH AFFECTS OR IMPACTS THE PUBLIC RIGHTS-OF-WAY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THIS REQUIREMENT DURING THE CONTRACT PERIOD.

13. SIGHT TRIANGLES AND SIGHT LINES SHALL REMAIN UNOBSTRUCTED BY EQUIPMENT, CONSTRUCTION MATERIALS, PLANT MATERIAL OR ANY OTHER VISUAL OBSTACLE DURING THE CONTRACT PERIOD AND AT MATURITY OF PLANTS PER LOCAL JURISDICTIONAL REQUIREMENTS.

14. NO PLANT MATERIAL OTHER THAN GROUND COVER IS ALLOWED TO BE PLANTED ADJACENT TO FIRE HYDRANTS AS STIPULATED BY JURISDICTIONAL REQUIREMENTS.

15. COORDINATE SITE ACCESS, STAGING, STORAGE AND CLEANOUT AREAS WITH OWNER'S REPRESENTATIVE.

16. CONTRACTOR IS RESPONSIBLE FOR PROVIDING TEMPORARY SAFETY FENCING AND BARRIERS AROUND ALL IMPROVEMENTS SUCH AS WALLS, PLAY STRUCTURES, EXCAVATIONS, ETC. ASSOCIATED WITH THEIR WORK UNTIL SUCH FACILITIES ARE COMPLETELY INSTALLED PER THE PLANS, SPECIFICATIONS AND MANUFACTURER'S RECOMMENDATIONS.

17. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTION OF THEIR MATERIAL STOCK PILES AND WORK FROM VANDALISM, EROSION OR UNINTENDED DISTURBANCE DURING THE CONSTRUCTION PERIOD AND UNTIL FINAL ACCEPTANCE IS ISSUED.

18. THE CONTRACTOR SHALL KNOW, UNDERSTAND AND ABIDE BY ANY STORM WATER POLLUTION PREVENTION PLAN (SWPPP) ASSOCIATED WITH THE SITE. IF A STORM WATER POLLUTION PREVENTION PLAN IS NOT PROVIDED BY THE OWNER'S REPRESENTATIVE, REQUEST A COPY BEFORE PERFORMANCE OF ANY SITE WORK.

19. MAINTAIN ANY STORM WATER MANAGEMENT FACILITIES THAT EXIST ON SITE FOR FULL FUNCTIONALITY. THE CONTRACTOR SHALL INSTALL AND MAINTAIN ANY NEW STORM WATER MANAGEMENT FACILITIES THAT ARE IDENTIFIED IN THE SCOPE OF WORK TO FULL FUNCTIONALITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER FOR FAILURE TO MAINTAIN STORM WATER MANAGEMENT FACILITIES DURING THE CONTRACT PERIOD.

20. THE CONTRACTOR SHALL PREVENT SEDIMENT, DEBRIS AND ALL OTHER POLLUTANTS FROM EXITING THE SITE OR ENTERING THE STORM SEWER SYSTEM DURING ALL DEMOLITION OR CONSTRUCTION OPERATIONS THAT ARE PART OF THE LANDSCAPE INSTALLATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THESE REQUIREMENTS DURING THEIR CONTRACTED COURSE OF WORK.

21. THE CONTRACTOR SHALL BE RESPONSIBLE TO PREVENT ANY IMPACTS TO ADJACENT WATERWAYS, WETLANDS, OR OTHER ENVIRONMENTALLY SENSITIVE AREAS RESULTING FROM WORK DONE AS PART OF THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THESE STANDARDS DURING THEIR CONTRACTED COURSE OF WORK.

22. THE CONTRACTOR AND/OR THEIR AUTHORIZED AGENTS SHALL ENSURE THAT ALL LOADS OF CONSTRUCTION MATERIAL IMPORTED TO OR EXPORTED FROM THE PROJECT SITE SHALL BE PROPERLY COVERED TO PREVENT LOSS OF MATERIAL DURING TRANSPORT. TRANSPORTATION METHODS ON PUBLIC RIGHT-OF WAYS SHALL CONFORM TO JURISDICTIONAL REQUIREMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THESE REQUIREMENTS.

23. THE CLEANING OF EQUIPMENT IS PROHIBITED AT THE JOB SITE UNLESS AUTHORIZED BY THE OWNER'S REPRESENTATIVE IN A DESIGNATED AREA. THE DISCHARGE OF WATER, WASTE CONCRETE, POLLUTANTS, OR OTHER MATERIALS SHALL ONLY OCCUR IN AREAS DESIGNED FOR SUCH USE AND APPROVED BY THE OWNER'S REPRESENTATIVE.

24. THE CLEANING OF CONCRETE EQUIPMENT IS PROHIBITED AT THE JOB SITE EXCEPT IN DESIGNATED CONCRETE WASHOUT AREAS. THE DISCHARGE OF WATER CONTAINING WASTE CONCRETE IN THE STORM SEWER IS PROHIBITED.

25. LOCAL, STATE AND FEDERAL JURISDICTIONAL REQUIREMENTS, RESTRICTIONS OR PROCEDURES SHALL SUPERSEDE THESE PLANS, NOTES AND SPECIFICATIONS WHEN MORE STRINGENT. NOTIFY THE OWNER'S REPRESENTATIVE IF CONFLICTS OCCUR.

LAYOUT NOTES

1. WRITTEN DIMENSIONS WILL TAKE PRECEDENCE OVER SCALED DIMENSIONS.

2. SHOULD SITE CONDITIONS BE DIFFERENT THAN WHAT IS INDICATED ON THE DRAWINGS, CONTACT THE LANDSCAPE ARCHITECT IMMEDIATELY FOR CLARIFICATION.

3. CURVED WALKS AND CURB EDGES ARE INTENDED TO BE CONSTRUCTED WITH SMOOTH FLOWING CURVES. ANYTHING OTHER THAN SMOOTH FLOWING CURVES WILL BE REJECTED.

4. THE CONTRACTOR SHALL OBTAIN, AT HIS EXPENSE, ALL PERMITS WHICH ARE NECESSARY TO PERFORM THE PROPOSED WORK.

5. THE CONTRACTOR SHALL PROVIDE A STAKED LAYOUT OF ALL SITE IMPROVEMENTS FOR INSPECTION BY THE OWNER'S REPRESENTATIVE AND MAKE MODIFICATIONS AS REQUIRED AT NO ADDITIONAL COST TO THE OWNER. ALL LAYOUT INFORMATION IS AVAILABLE IN DIGITAL FORMAT FOR USE BY THE CONTRACTOR.

6. LAYOUT WALKS, SCORE JOINTS AND PAVING PATTERNS AS CLOSELY AS POSSIBLE TO PLANS, DETAILS, AND SPECIFICATIONS. DO NOT DEVIATE FROM PLANS UNLESS SPECIFIC APPROVAL IS OBTAINED FROM THE OWNER'S REPRESENTATIVE.

7. ALL WORK SHALL BE CONFINED TO THE AREA WITHIN THE CONSTRUCTION LIMITS AS SHOWN ON THE PLANS. ANY AREAS OR IMPROVEMENTS DISTURBED OUTSIDE THESE LIMITS SHALL BE RETURNED TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE. IN THE EVENT THE CONTRACTOR REQUIRES A MODIFICATION TO THE CONSTRUCTION LIMITS, WRITTEN PERMISSION MUST BE OBTAINED FROM THE LANDSCAPE ARCHITECT PRIOR TO ANY DISTURBANCE OUTSIDE OF THE LIMITS OF WORK.

8. WHEN APPLICABLE CONTRACTOR IS RESPONSIBLE FOR PROVIDING TEMPORARY FENCING AROUND ALL PLAY STRUCTURES UNTIL PROPER FALL SURFACE IS COMPLETELY INSTALLED PER MANUFACTURER'S SPECIFICATIONS.

9. CONTRACTOR IS RESPONSIBLE FOR SUPERVISING ALL SAFETY SURFACING AND PAVEMENT DURING THE CURING PROCESS.

PLANT SCHEDULE

QTY	KEY	BOTANICAL NAME	COMMON NAME	INSTALL SIZE	MATURE SIZE	COMMENTS	POINTS
CLIMAX TREES							
3	AG	Ginkgo biloba 'Autumn Gold'	AUTUMN GOLD GINKGO	2" Cal.	50'h x 40'w	B&B (MALE ONLY)	75
2	WO	Quercus bicolor	SWAMP WHITE OAK	2" Cal.	60'h x 60'w	B&B	75
3	TE	Ulmus "Morton Glossy'	TRIUMPH ELM	2" Cal.	55'h x 45'w	B&B	75
TALL DECIDUOUS TREES							
3	GT	Gleditsia tricanthos var. inermis 'Skycole'	SKYLINE HONEYLOCUST	11/2" Cal.	50'h x 20'w	B&B	30
MEDIUM DECIDUOUS TREES							
6	BW	Betula populifolia 'Whitespire'	WHITESPIRE BIRCH TWIN	6' Tall	40'h x 20'w	B&B	15
LOW DECIDUOUS TREES							
3	PR	Malus x 'Prairifire'	PRAIRIFIRE CRABAPPLE	4' Tall	20'h x 20'w	B&B	10
3	AC	Prunus maackii	AMUR CHOKECHERRY	4' Tall	25'h x 20'w	B&B	10
6	AS	Amelanchier x grandiflora	AUTUMN BRILLIANCE SERVICEBERRY	4' Tall	15'h x 10'	#5 MULTI-STEM (9' O.C.)	10
TALL EVERGREEN TREES							
3	BL	Picea glauca 'Densata'	BLACK HILLS SPRUCE	5'	25'hx15'w	B&B	40
LOW EVERGREEN TREES							
6	AA	Thuja occidentalis 'Smaragd'	AMERICAN ARBORVITAE	3'	12'h x 3'w	B&B	12
12	SJ	Juniperus scopulorum 'Baligh'	SKYHIGH JUNIPER	3'	12'h x 5'w	B&B	12
TALL DECIDUOUS SHRUBS							
5	BV	Viburnum prunifolium	BLACKHAW VIBURNUM	36" Tall	12'h x 12'w	#5 MULTI-STEM (9' O.C.)	5
MEDIUM DECIDUOUS SHRUBS							
10	SF	Forsythia x intermedia 'Mindor'	SHOW OFF FORSYTHIA	24" Tall	6'h x 6'w	#5 CONT. (6' O.C.)	3
18	UC	Aronia 'Erecta'	UPRIGHT RED CHOKEBERRY	24" Tall	5'h x 5'w	#5 CONT. (6' O.C.)	3
14	RT	Cornus alba 'Sibirica'	RED TWIG DOGWOOD	24" Tall	7'h x5'w	#5 CONT. (7' O.C.)	3
13	SH	Hydrangea arborescens 'Annabelle'	SMOOTH HYDRANGEA	24" Tall	5'h x 6w'	#5 CONT. (6' O.C.)	3
LOW DECIDUOUS SHRUBS							
35	FS	Rhus aromatica 'Gro Lo'	GRO LO FRAGRANT SUMAC	18" Tall	2'h x 8'w	#5 CONT. (7' O.C.)	1
21	RC	Cotoneaster horizontalis var. perpusilus	ROCK COTONEASTER	18" Tall	1.5'h x 5'w	#5 CONT. (6' O.C.)	1
TALL-MEDIUM EVERGREEN SHRUBS							
9	MP	Pinus mugo var. pumilio	DWARF MUGO PINE	24" Ht.	4'h x 10w	#5 CONT. (8' O.C.)	5
12	RW	Rhododendron catawbiense 'Album'	WHITE CATAWBA RHODODENDRON	24" Ht.	6'h x 7w	#5 CONT. (6' O.C.)	5
8	DY	T. Cuspidata 'Nana'	DWARF YEW (BREVIFOLIA)	18" Ht.	3'h x 6'w	#5 CONT. (6' O.C.)	5
LOW EVERGREEN SHRUBS							
14	BJ	Juniperus sabina 'Buffalo'	BUFFALO JUNIPER	18" Tall	18"h x 7'w	#5 CONT. (6 O.C.)	3
ORNAMENTAL GRASSES							
58	BA	Bouteloua gracilis 'blonde ambition'	BLONDE AMBITION BLUE GRAMA GRASS	8" Ht.	36" Ht.	#1 CONT. (3' O.C.)	
53	SS	Panicum virgatum 'shenandoah'	SHENANDOAH SWITCH GRASS	8" Ht.	48" Ht.	#1 CONT. (6' O.C.)	
22	PD	Sporobolus heterolepis	PRAIRIE DROPSEED	8" Ht.	36" Ht.	#1 CONT. (3' O.C.)	
51	LB	Schizachyrium scoparium	LITTLE BLUESTEM	8" Ht.	36" Ht.	#1 CONT. (3' O.C.)	

VILLAGE OF COTTAGE GROVE LANDSCAPE REQUIREMENTS

REQUIREMENTS BASED ON PLANNED BUSINESS (PB)

BUILDING FOUNDATION
REQUIREMENT: 40 POINTS PER 100 FEET OF BUILDING FOUNDATION
NO TREES SHALL BE COUNTED TOWARDS REQUIREMENT
REQUIRED: 726 LF / 100 X 40 = 290 POINTS
PROVIDED: 305 POINTS

STREET FRONTAGE
REQUIREMENT: 40 POINTS PER 100 LINEAR FEET OF STREET FRONTAGE
SHRUBS NOT COUNTED TOWARDS TOTAL. A MINIMUM OF 50% CLIMAX TREES AND 30% MEDIUM TREES
REQUIRED: 49 LF / 100 X 40 = 20 POINTS
TOTAL POINTS PROVIDED = 60 POINTS

PAVED AREAS
REQUIREMENT: 80 POINTS PER 20 PARKING STALLS OR 10,000 SF OF PAVED AREA
MIN OF 30% OF POINTS DEVOTED TO CLIMATE TREES AND 40% TO SHRUBS
REQUIRED: 33,126 SF PAVED AREA / 10,000 SF X 80 = 265 POINTS
TOTAL POINTS PROVIDED = 511 POINTS

DEVELOPED LOTS
REQUIREMENT: 10 POINTS PER 1,000 SF OF BUILDING FOOTPRINT
ALL PLANT CATEGORIES CAN BE USED TO MEET REQUIREMENT
REQUIRED: 14,546 SF / 1,000 SF X 10 = 146 POINTS
TOTAL POINTS PROVIDED = 448 POINTS

TOTAL POINTS REQUIRED: 721
TOTAL POINTS PROVIDED: 1,324

MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =
Technician: TECH | Date: 05-21-2020 | T-R-S: TTN-RRW-SS
Project No: 119.1084.30

Sheet L100

COTTAGE GROVE, WI

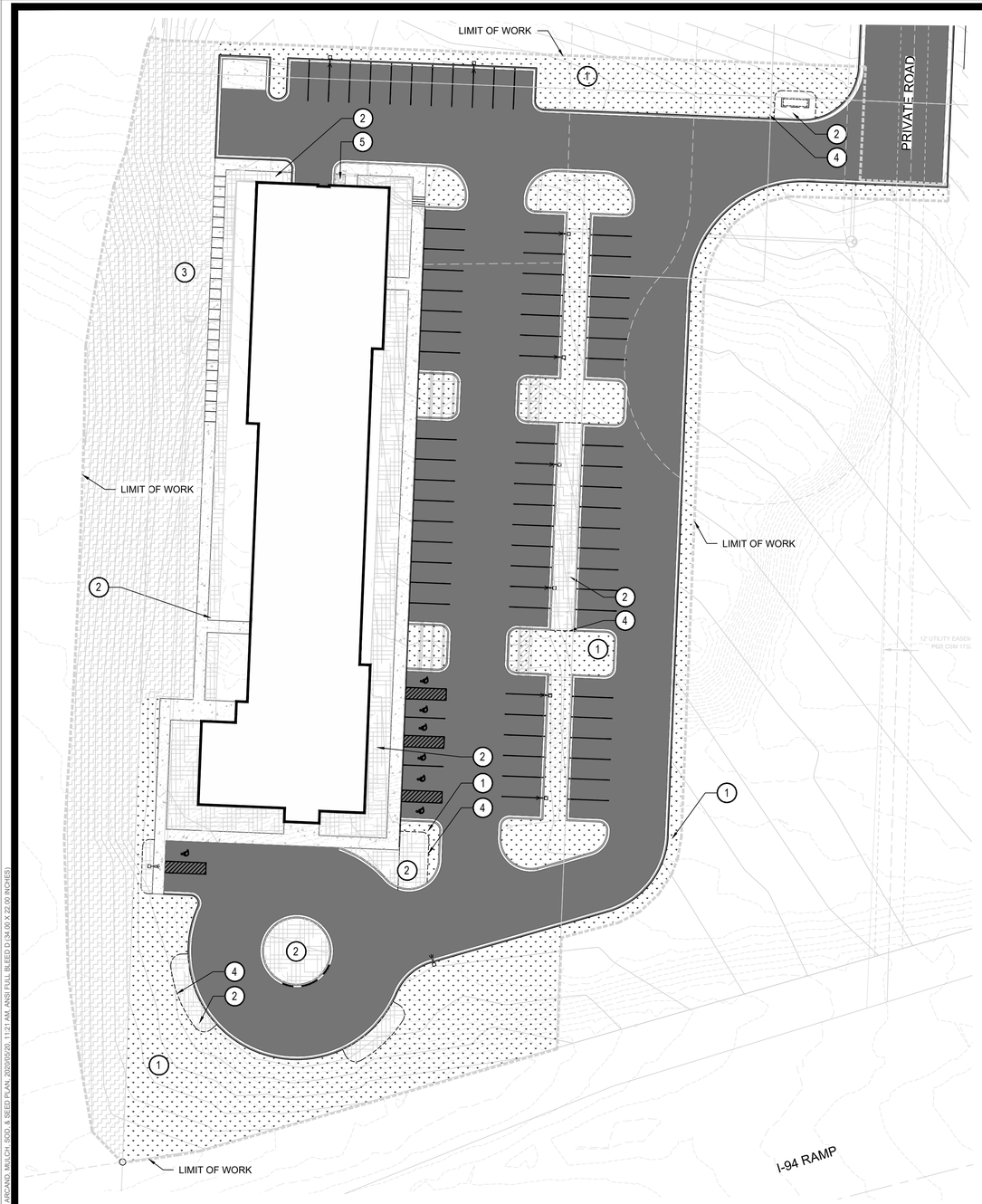
2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

ATWELL SUITES
LANDSCAPE NOTES
SNYDER & ASSOCIATES, INC.

SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet L100

V:\Projects\2019\119.1084.30\CAD\1191084_PLAN LAND Jreg BRIAN ARCAND, LANDSCAPE NOTES, 2020/05/20, 11:20 AM, ANSI FULL BLEED (1.134.00 X 22.00 INCHES)



MULCH, SOD, & SEED PLAN

0 30
FEET

LANDSCAPE LEGEND

- (1) SOD, REFER TO CONSTRUCTION NOTES FOR TYPE
- (2) SHRUB BED WITH HARDWOOD MULCH (DOES NOT INCLUDE STAND-ALONG TREES OUTSIDE SHRUB BED AREAS), REFER TO CONSTRUCTION NOTES FOR TYPE
- (3) TURF SEED, REFER TO CONSTRUCTION NOTES FOR TYPE
- (5) ROCK MULCH, REFER TO CONSTRUCTION NOTES FOR TYPE
- SPADE CUT EDGER AT 4" DEPTH
- LIMIT OF WORK
- CLIMAX DECIDUOUS TREE
- LOW DECIDUOUS TREES
- EVERGREEN TREE
- DECIDUOUS SHRUBS
- EVERGREEN SHRUBS
- ORNAMENTAL GRASSES

LANDSCAPE CONSTRUCTION NOTES

1. BLACK BEAUTY TALL FESCUE KENTUCKY BLUEGRASS (TFKB SOD) PROVIDED BY PAUL'S TURF & TREE NURSERY (608.655.3600) OR APPROVED EQUAL.
2. PROVIDE 3" DEPTH SHREDDED HARDWOOD MULCH AROUND ALL STAND-ALONE TREES TO A MIN. 3-FOOT PERIMETER, AND IN ALL AREAS NOTED ON PLANS OVER GEO-TEXTILE WEED CONTROL FABRIC. NO WEED CONTROL FABRIC IS REQUIRED IN GROUNDCOVER OR PERENNIAL AREAS. MULCHED LANDSCAPE BEDS SHALL HAVE A SPADED VERTICAL EDGE WHEN PERIMETER IS NOT CONCRETE CURB.
3. TURF SEED SHALL BE ROUGH & TOUGH 100 PROVIDED BY CIRCLE B LANDSCAPE SUPPLY (608.846.9200) OR APPROVED EQUAL.
4. MULCHED LANDSCAPE BEDS SHALL HAVE A SPADED VERTICAL EDGE AT 4" DEPTH WHEN PERIMETER IS NOT CONCRETE SIDEWALK OR CURB.
5. ROCK MULCH SHALL BE 1 1/2" MISSISSIPPI RIVER STONE PROVIDED BY MIDWEST DECORATIVE STONE (608.273.9787) OR APPROVED EQUAL.
6. REFER TO CONSTRUCTION SEQUENCE FOR NOTES REGARDING SITE RESTORATION.

MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =
Technician: TECH | Date: 05-21-2020 | T-R-S: TTN-RRW-SS
Project No: 119.1084.30

Sheet L200

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ATWELL SUITES

MULCH, SOD, & SEED PLAN

SNYDER & ASSOCIATES, INC.

SNYDER & ASSOCIATES

Project No: 119.1084.30
Sheet L200

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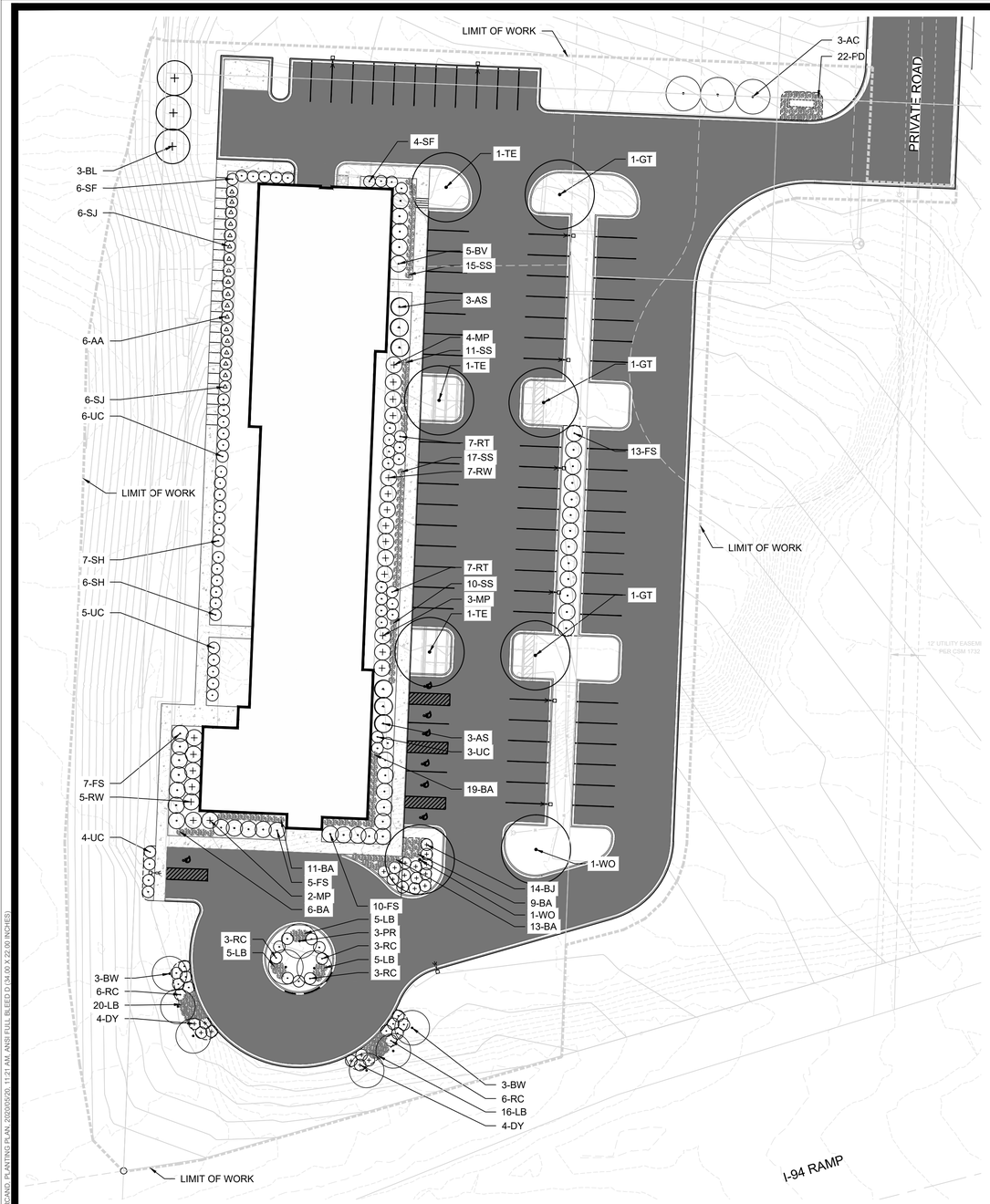

PLANTING PLAN

LANDSCAPE LEGEND

- (1) SOD, REFER TO CONSTRUCTION NOTES FOR TYPE
- (2) SHRUB BED WITH HARDWOOD MULCH (DOES NOT INCLUDE STAND-ALONG TREES OUTSIDE SHRUB BED AREAS), REFER TO CONSTRUCTION NOTES FOR TYPE
- (3) TURF SEED, REFER TO CONSTRUCTION NOTES FOR TYPE
- (5) ROCK MULCH, REFER TO CONSTRUCTION NOTES FOR TYPE
- SPADE CUT EDGER AT 4" DEPTH
- LIMIT OF WORK
- CLIMAX DECIDUOUS TREE
- LOW DECIDUOUS TREES
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- DECIDUOUS SHRUBS
- EVERGREEN SHRUBS
- ORNAMENTAL GRASSES

LANDSCAPE CONSTRUCTION NOTES

1. BLACK BEAUTY TALL FESCUE KENTUCKY BLUEGRASS (TFKB SOD) PROVIDED BY PAUL'S TURF & TREE NURSERY (608.655.3600) OR APPROVED EQUAL.
2. PROVIDE 3" DEPTH SHREDDED HARDWOOD MULCH AROUND ALL STAND-ALONE TREES TO A MIN. 3-FOOT PERIMETER, AND IN ALL AREAS NOTED ON PLANS OVER GEO-TEXTILE WEED CONTROL FABRIC. NO WEED CONTROL FABRIC IS REQUIRED IN GROUNDCOVER OR PERENNIAL AREAS. MULCHED LANDSCAPE BEDS SHALL HAVE A SPADED VERTICAL EDGE WHEN PERIMETER IS NOT CONCRETE CURB.
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6. REFER TO CONSTRUCTION SEQUENCE FOR NOTES REGARDING SITE RESTORATION.

PLANT SCHEDULE

QTY	KEY	COMMON NAME
CLIMAX TREES		
	AG	AUTUMN GOLD GINKGO
	WO	SWAMP WHITE OAK
	TE	TRIUMPH ELM
TALL DECIDUOUS TREES		
	GT	SKYLINE HONEY LOCUST
MEDIUM DECIDUOUS TREES		
	BW	WHITESPIRE BIRCH TWIN
LOW DECIDUOUS TREES		
	PR	PRAIRIFIRE CRABAPPLE
	AC	AMUR CHOKECHERRY
	AS	AUTUMN BRILLIANCE SERVICEBERRY
TALL EVERGREEN TREES		
	BL	BLACK HILLS SPRUCE
LOW EVERGREEN TREES		
	AA	AMERICAN ARBORVITAE
	SJ	SKYHIGH JUNIPER
TALL DECIDUOUS SHRUBS		
	BV	BLACKHAW VIBURNUM
MEDIUM DECIDUOUS SHRUBS		
	SF	SHOW OFF FORSYTHIA
	UC	UPRIGHT RED CHOKEBERRY
	RT	RED TWIG DOGWOOD
	SH	SMOOTH HYDRANGEA
LOW DECIDUOUS SHRUBS		
	FS	GRO LO FRAGRANT SUMAC
	RC	ROCK COTONEASTER
TALL-MEDIUM EVERGREEN SHRUBS		
	MP	DWARF MUGO PINE
	RW	WHITE CATAWBA RHODODENDRON
	DY	DWARF YEW (BREVIFOLIA)
LOW EVERGREEN SHRUBS		
	BJ	BUFFALO JUNIPER
ORNAMENTAL GRASSES		
	BA	BLONDE AMBITION BLUE GRAMA GRASS
	SS	SHENANDOAH SWITCH GRASS
	PD	PRAIRIE DROPSEED
	LB	LITTLE BLUESTEM

MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =
Technician: TECH | Date: 05-21-2020 | T-R-S: TTN-RRW-SS
Project No: 119.1084.30

Sheet L201

COTTAGE GROVE, WI

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ATWELL SUITES

PLANTING PLAN

SNYDER & ASSOCIATES, INC.

SNYDER & ASSOCIATES

Project No: 119.1084.30

Sheet L201

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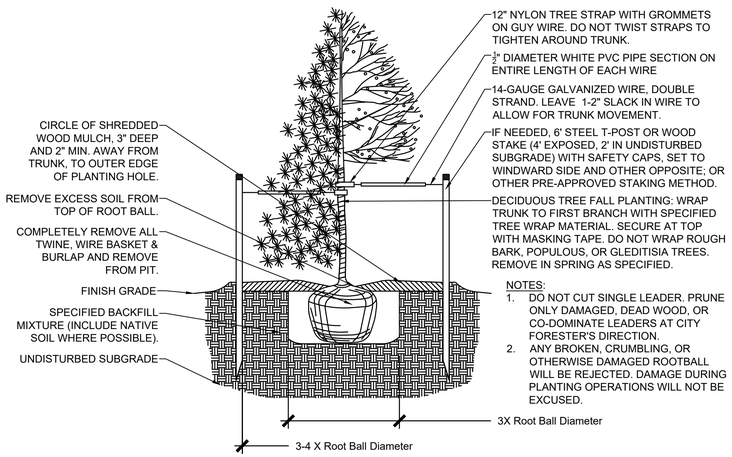
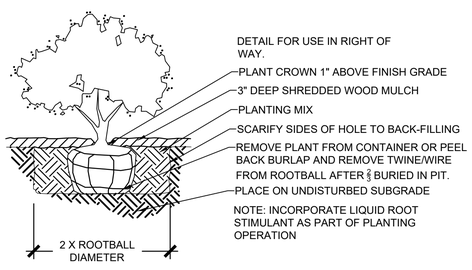


1 TREE PLANTING

SCALE: 1/2" = 1'-0"



2 SHRUB PLANTING

SCALE: 1/2" = 1'-0"

MARK	REVISION	DATE	BY
	PIP SUBMITTAL	5/21/2020	BCA

Engineer: BCA | Checked By: MLC | Scale: 1" =

Technician: TECH | Date: 04-23-2020 | T-R-S: TTN-RRW-SS

Project No: 119.1084.30 | Sheet L300

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ATWELL SUITES

LANDSCAPE DETAILS

SNYDER & ASSOCIATES

Project No: 119.1084.30

Sheet L300

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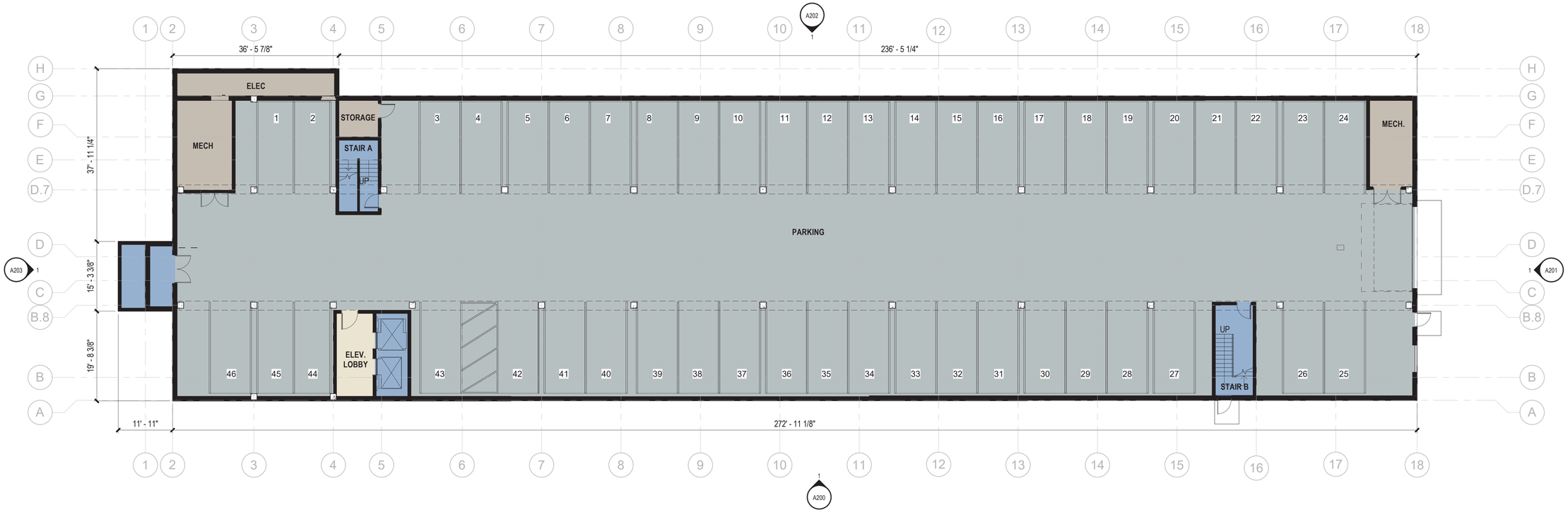
Level P1 Plan

Level P1 Summary
Parking - 16,887 SF
Core - 750 SF
Public - 170 SF
BOH - 852 SF
Total - 18,658 GSF



LEVEL P1 PLAN
SCALE: 3/32" = 1'-0"

N

Key

- Residential Units
- Public Area
- Parking
- Core
- BOH
- Office

DJR ARCHITECTURE

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VILLAGE OF COTTAGE GOVE, WI
05/20/2020

Atwell Hotel

Cottage Grove, Wisconsin

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Floor Plans

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Level 1 Plan

Level 1 Summary
Residential - 7,704 SF (19 units/floor)
Core - 619 SF
Public - 4,007 SF
BOH - 2,215 SF
Total - 14,546 GSF

GUESTROOM COUNT LEVEL 01		
	DESCRIPTION	COUNT
▲	KING	10
●	KING: ADA	00
▲	Q/Q	08
●	Q/Q: ADA	01

LEVEL 1 PLAN
SCALE: 3/32" = 1'-0"

N

Key

- Residential Units
- Public Area
- Parking
- Core
- BOH
- Office

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Level 2 Plan

Level 2 Summary
Residential - 8,775 SF (22 units/floor)
Core - 645 SF
Public - 4,615 SF
BOH - 421 SF
Total- 14,456 GSF

GUESTROOM COUNT LEVEL 02		
	DESCRIPTION	COUNT
▲	KING	13
●	KING: ADA	00
▲	Q/Q	08
●	Q/Q: ADA	01

LEVEL 2 PLAN
SCALE: 3/32" = 1'-0"

N

Key

- Residential Units
- Public Area
- Parking
- Core
- BOH
- Office

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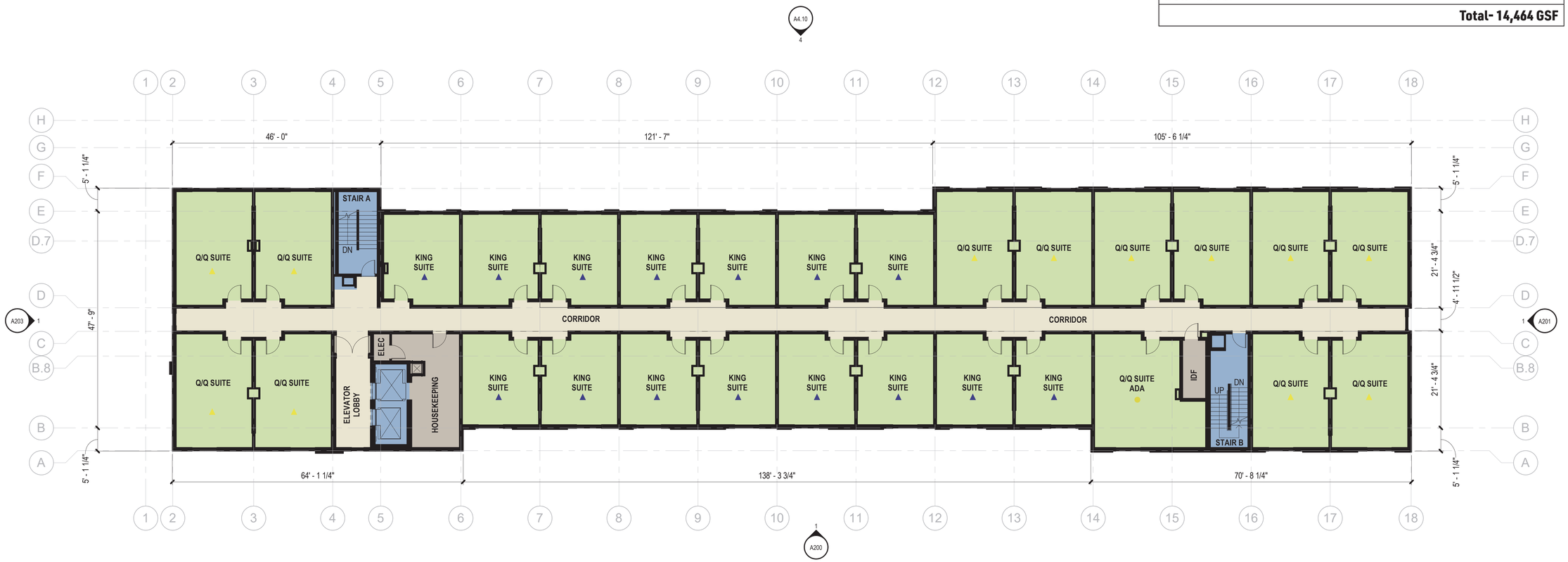
Level 3 Plan

Level 3 Summary
Residential - 11,310 SF (28 units/floor)
Core - 661 SF
Common - 2,073 SF
BOH - 421 SF
Total- 14,464 GSF



GUESTROOM COUNT LEVEL XX		
	DESCRIPTION	COUNT
▲	KING	15
●	KING: ADA	00
▲	Q/Q	12
●	Q/Q: ADA	01

LEVEL 3 PLAN
SCALE: 3/32" = 1'-0"

N

Key

- Residential Units
- Public Area
- Parking
- Core
- BOH
- Office

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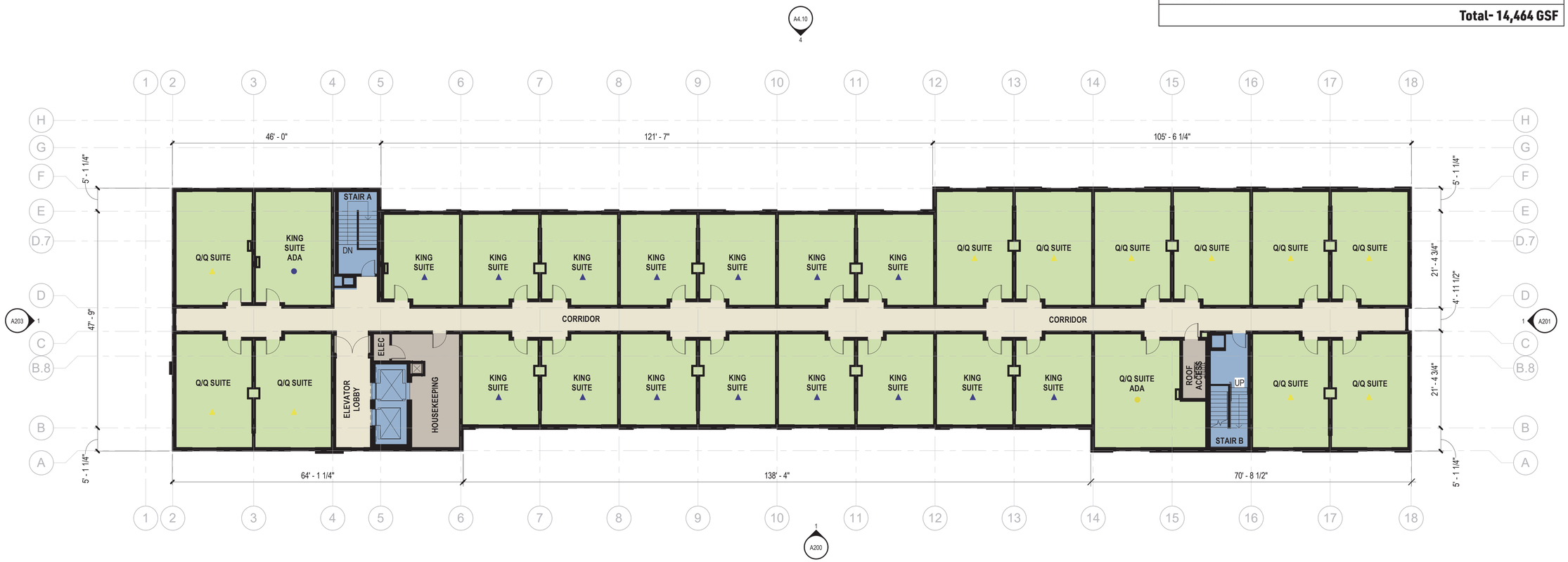
Level 4 Plan

Level 4 Summary
Residential - 11,310 SF (28 units/floor)
Core - 661 SF
Common - 2,073 SF
BOH - 421 SF
Total- 14,464 GSF



GUESTROOM COUNT
LEVEL XX

	DESCRIPTION	COUNT
▲	KING	15
●	KING: ADA	01
▲	Q/Q	11
●	Q/Q: ADA	01

LEVEL 4 PLAN
SCALE: 3/32" = 1'-0"

N

Key

- Residential Units
- Public Area
- Parking
- Core
- BOH
- Office

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05/20/2020

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East Elevation

	Area	EIFS		Metal		Wood Tile		Glass		Stone	
	(SF)	*(SF)*	*(%)*	*(SF)*	*(%)*	*(SF)*	*(%)*	*(SF)*	*(%)*	*(SF)*	*(%)*
EAST TOTAL	**16,671sf**	**12,791 sf**	**76%**	**612 sf**	**4%**	**21 sf**	**0%**	**1926 sf**	**12%**	**1322 sf**	**8%**
NORTH TOTAL	**3,490 sf**	**2,673 sf**	**72%**	**237 sf**	**7%**	**--**	**--**	**55 sf**	**1%**	**525 sf**	**15%**
WEST TOTAL	**13,334 sf**	**10,505 sf**	**79%**	**681 sf**	**5%**	**72 sf**	**1%**	**1640 sf**	**12%**	**446 sf**	**3%**
SOUTH TOTAL	**2,845 sf**	**2,036 sf**	**71%**	**68 sf**	**2%**	**186 sf**	**7%**	**556 sf**	**20%**	**--**	**--**
TOTAL	**36,352 sf**	**28,042 sf**	**77%**	**1,588 sf**	**4%**	**279 sf**	**1%**	**4,150 sf**	**11%**	**2,293 sf**	**7%**

EAST ELEVATION
SCALE: 3/32" = 1'-0"

Exterior Material Key:
ST1 - SPLIT-FACE CMU
EIFS 1 - EIFS PANEL (COTTON)
EIFS 2 - EIFS PANEL (SIESTA)
EIFS 3 - EIFS PANEL (WINTERS EVE)
WDT 1 - WOOD TILE (CIPRESSO)
GL 1 - LOW-E GLASS
MTL 1 - METAL PANEL (CHARCOAL)

DJR ARCHITECTURE

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PIP SUBMITTAL -
VILLAGE OF COTTAGE GOVE, WI
05/20/2020

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Elevations

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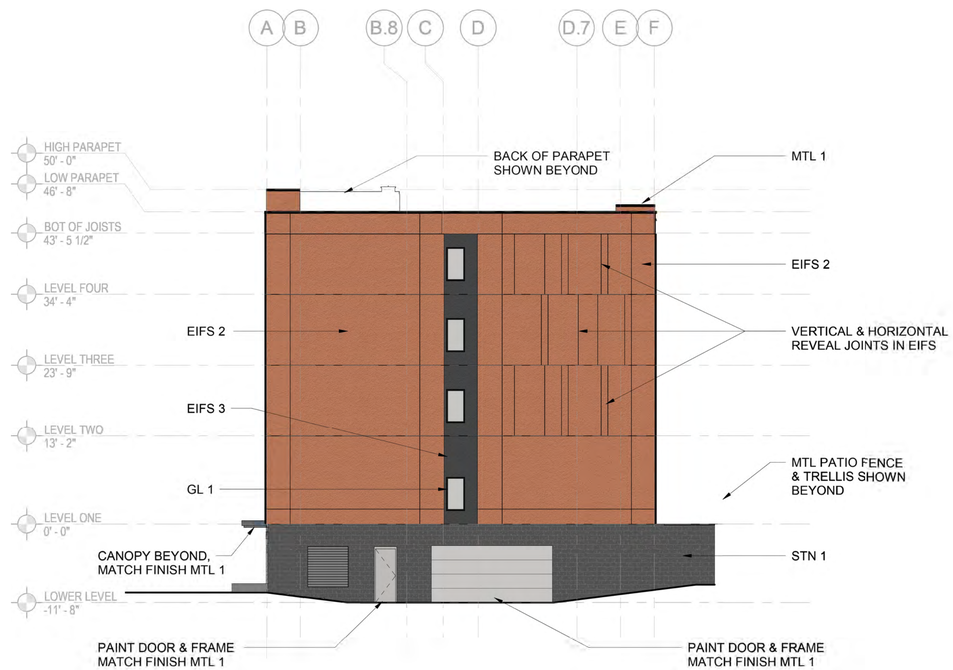
North Elevation



	Area	EIFS		Metal		Wood Tile		Glass		Stone	
	(SF)	*(SF)*	*(%)*	*(SF)*	*(%)*	*(SF)*	*(%)*	*(SF)*	*(%)*	*(SF)*	*(%)*
EAST TOTAL	**16,671sf**	**12,791 sf**	**76%**	**612 sf**	**4%**	**21 sf**	**0%**	**1926 sf**	**12%**	**1322 sf**	**8%**
NORTH TOTAL	**3,490 sf**	**2,673 sf**	**72%**	**237 sf**	**7%**	**--**	**--**	**55 sf**	**1%**	**525 sf**	**15%**
WEST TOTAL	**13,334 sf**	**10,505 sf**	**79%**	**681 sf**	**5%**	**72 sf**	**1%**	**1640 sf**	**12%**	**446 sf**	**3%**
SOUTH TOTAL	**2,845 sf**	**2,036 sf**	**71%**	**68 sf**	**2%**	**186 sf**	**7%**	**556 sf**	**20%**	**--**	**--**
TOTAL	**36,352 sf**	**28,042 sf**	**77%**	**1,588 sf**	**4%**	**279 sf**	**1%**	**4,150 sf**	**11%**	**2,293 sf**	**7%**

NORTH ELEVATION
SCALE: 3/32" = 1'-0"

Exterior Material Key:
ST1 - SPLIT-FACE CMU
EIFS 1 - EIFS PANEL (COTTON)
EIFS 2 - EIFS PANEL (SIESTA)
EIFS 3 - EIFS PANEL (WINTERS EVE)
WDT 1 - WOOD TILE (CIPRESSO)
GL 1 - LOW-E GLASS
MTL 1 - METAL PANEL (CHARCOAL)

DJR ARCHITECTURE

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PIP SUBMITTAL -
VILLAGE OF COTTAGE GOVE, WI
05/20/2020

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Elevations

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West Elevation

	Area	EIFS		Metal		Wood Tile		Glass		Stone	
	(SF)	(SF)	(%)	(SF)	(%)	(SF)	(%)	(SF)	(%)	(SF)	(%)
EAST TOTAL	16,671sf	12,791 sf	76%	612 sf	4%	21 sf	0%	1926 sf	12%	1322 sf	8%
NORTH TOTAL	3,490 sf	2,673 sf	72%	237 sf	7%	--	--	55 sf	1%	525 sf	15%
WEST TOTAL	13,334 sf	10,505 sf	79%	681 sf	5%	72 sf	1%	1640 sf	12%	446 sf	3%
SOUTH TOTAL	2,845 sf	2,036 sf	71%	68 sf	2%	186 sf	7%	556 sf	20%	--	--
TOTAL	36,352 sf	28,042 sf	77%	1,588 sf	4%	279 sf	1%	4,150 sf	11%	2,293 sf	7%

WEST ELEVATION
SCALE: 3/32" = 1'-0"

Exterior Material Key:
ST1 - SPLIT-FACE CMU
EIFS 1 - EIFS PANEL (COTTON)
EIFS 2 - EIFS PANEL (SIESTA)
EIFS 3 - EIFS PANEL (WINTERS EVE)
WDT 1 - WOOD TILE (CIPRESSO)
GL 1 - LOW-E GLASS
MTL 1 - METAL PANEL (CHARCOAL)

DJR ARCHITECTURE

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Elevations

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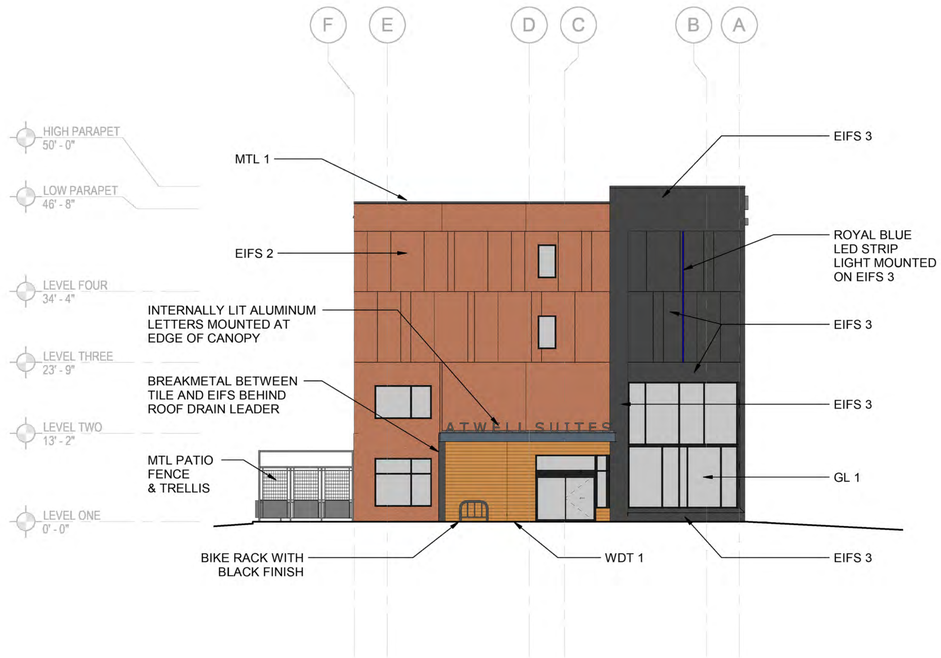
South Elevation



	Area	EIFS		Metal		Wood Tile		Glass		Stone	
	(SF)	*(SF)*	*(%)*	*(SF)*	*(%)*	*(SF)*	*(%)*	*(SF)*	*(%)*	*(SF)*	*(%)*
EAST TOTAL	**16,671sf**	**12,791 sf**	**76%**	**612 sf**	**4%**	**21 sf**	**0%**	**1926 sf**	**12%**	**1322 sf**	**8%**
NORTH TOTAL	**3,490 sf**	**2,673 sf**	**72%**	**237 sf**	**7%**	**--**	**--**	**55 sf**	**1%**	**525 sf**	**15%**
WEST TOTAL	**13,334 sf**	**10,505 sf**	**79%**	**681 sf**	**5%**	**72 sf**	**1%**	**1640 sf**	**12%**	**446 sf**	**3%**
SOUTH TOTAL	**2,845 sf**	**2,036 sf**	**71%**	**68 sf**	**2%**	**186 sf**	**7%**	**556 sf**	**20%**	**--**	**--**
TOTAL	**36,352 sf**	**28,042 sf**	**77%**	**1,588 sf**	**4%**	**279 sf**	**1%**	**4,150 sf**	**11%**	**2,293 sf**	**7%**

SOUTH ELEVATION
SCALE: 3/32" = 1'-0"

Exterior Material Key:
ST1 - SPLIT-FACE CMU
EIFS 1 - EIFS PANEL (COTTON)
EIFS 2 - EIFS PANEL (SIESTA)
EIFS 3 - EIFS PANEL (WINTERS EVE)
WDT 1 - WOOD TILE (CIPRESSO)
GL 1 - LOW-E GLASS
MTL 1 - METAL PANEL (CHARCOAL)

DJR ARCHITECTURE

IHG

United Development Solutions

SNYDER & ASSOCIATES

PIP SUBMITTAL -
VILLAGE OF COTTAGE GOVE, WI
05/20/2020

Atwell Hotel
Cottage Grove, Wisconsin
20-028.00

DJR Architecture
333 N Washington Ave #210
Minneapolis, MN 55401

Elevations

A230

© 2019 DJR Architecture

Exterior Materials

Atwell Hotel Looking Northwest

ST1 - SPLIT FACE CMU (ONYX)
Vendor/Supplier: RCP Block & Brick or Similar
Model: RCP Block or Similar
Color: Onyx
Use: Field Material, Exposed Foundation

EIFS 1- EIFS PANEL (COTTON)
Vendor/Supplier: Dryvit or Similar
Model: Reveal Panel or Similar
Color: Cotton
Use: Field Material

EIFS 2 - EIFS PANEL (SIESTA)
Vendor/Supplier: Dryvit or Similar
Model: Reveal Panel or Similar
Color: Siesta
Use: Field Material

EiFS 3 - EIFS PANEL (WINTEREVE)
Vendor/Supplier: Dryvit or Similar
Model: Reveal Panel or Similar
Color: Wintereve
Use: Field Material

WDT 1 - WOOD TILE (CIPRESSO)
Vendor/Supplier: Palermo or Similar
Model: Flush Panel or Similar
Color: Cipresso or Similar
Use: Trim at Entryway

GL1 - LOW-E GLASS
Vendor/Supplier: Vitro or Similar
Model: SN 68, Insulated, Low-E coating or Similar
Color: Starphire
Use: All glass

MTL1 - METAL PANEL
Vendor/Supplier: A&C or Similar
Model: Flush Panel or Similar
Color: Charcoal or Similar
Use: Mics Metal

DJR ARCHITECTURE

IHG

United Development Solutions

SNYDER & ASSOCIATES

PIP SUBMITTAL -
VILLAGE OF COTTAGE GOVE, WI
05/20/2020

Atwell Hotel

Cottage Grove, Wisconsin

20-028.00

DJR Architecture
333 N Washington Ave #210
Minneapolis, MN 55401

Exterior Materials

A240

© 2020 DJR Architecture

VILLAGE OF COTTAGE GROVE
REQUEST FOR PRECISE IMPLEMENTATION PLAN APPROVAL

APPLICANT: Huston Hotel Partners LLC

APPLICANT ADDRESS: 2561 Coffeytown Road
Cottage Grove WI 53527

TELEPHONE: 320 493-6272

EMAIL ADDRESS: hoekstratroy@gmail.com

PROJECT LOCATION:

See attached.

DESCRIPTION OF PROPOSED PROJECT:

96 room Atwell Suites by IHG including underground parking and typical hotel ammenities.

APPLICATION SUBMITTAL REQUIREMENTS:

1. Submittal requirements per 325-115(H)(1), see following pages.
2. Fee of $500.
3. Escrow deposit of $500 for consultant review. If actual review fees are less, excess will be returned. If actual review fees exceed escrow amount, applicant will be billed for the excess.

1/15/2020
Date

Applicant Signature

For office use only:

Date Received:
Planning Commission Meeting Date:
Village Board Meeting Date:

SUBMITTAL REQUIREMENTS PER 325-112(H)(1):

After the effective date of the rezoning to PUD/GDP, the applicant may file an application for a proposed precise implementation plan (PIP) with the Plan Commission. This submittal packet shall contain all of the following items prior to its acceptance by the Zoning Administrator and placement of the item on a Commission agenda for PUD review. Required items that are deemed to be not applicable to the proposed project may be waived by the Zoning Administrator. Submittal materials may be submitted as pdf files via email in lieu of printed copies by arrangement with the Village Planning Director.

(a) A location map of the subject property and its vicinity at 11 inches by 17 inches, as depicted on a copy of the Village of Cottage Grove Land Use Plan Map.

(b) A vicinity map of the subject property showing all lands for which the planned unit development is proposed and all other lands within 400 feet of the boundaries of the subject property, together with the names and addresses of the owners of all lands on said map as the same appear on the current records of the Register of Deeds of Dane County. Said map shall clearly indicate the current zoning of the subject property and its environs and the jurisdiction(s) that maintains that control. Said map and all its parts and attachments shall be submitted in a form which is clearly reproducible with a photocopier and shall be at a scale which is not less than one inch equals 800 feet. All lot dimensions of the subject property, a graphic scale and a North arrow shall be provided.

(c) A general written description of proposed PIP including:

[1] Specific project themes and images.

[2] The specific mix of land uses, including (if applicable) dwelling unit types.

[3] Specific residential densities and nonresidential intensities as described by dwelling units per acre, floor area ratio (the total floor area divided by the site area) and impervious surface area ratio (the total impervious surface area divided by the site area).

[4] The specific treatment of natural features.

[5] The specific relationship to nearby properties and to public streets, utilities and facilities.

[6] A statement of rationale as to why PUD zoning is proposed. This shall identify the barriers that the applicant perceives in the form of requirements of standard zoning districts and the opportunities for community betterment the applicant suggests are available through the proposed PUD zoning.

[7] A complete list of zoning standards of the most comparable standard zoning district(s) which will not be met by the proposed PIP and the location(s) in which

they apply and a complete list of zoning standards which will be more than met by the proposed PIP and the location(s) in which they apply shall be identified. The purpose of this list shall be to provide the Plan Commission with information necessary to determine the relative merits of the project in regard to private benefit versus public benefit and in regard to the mitigation of potential adverse impacts created by design flexibility. List items shall include:

[a] Land use exemptions.

[b] Density and intensity exemptions.

[c] Bulk exemptions.

[d] Landscaping exceptions.

[e] Access, parking and loading requirements exceptions.

[f] Exemptions related to other municipal ordinances and plans.

(d) A precise implementation plan drawing, at a minimum scale of one inch equals 100 feet (11 inches by 17 inches scalable reduction shall also be provided by the applicant), of the proposed project showing at least the following information in sufficient detail to make an evaluation against criteria for approval:

[1] A PIP site plan conforming to any and all the requirements of the site plan review and approval procedures required by the Village. If the proposed planned unit development is a cluster development or a group development, a proposed preliminary plat or conceptual plat shall be provided in addition to the required site plan.

[2] Location of recreational and open space areas and facilities and specifically describing those that are to be reserved or dedicated for public acquisition and use.

[3] Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads, density/intensity of various parts of the development, floor area ratio, impervious surface area ratio and landscape surface area ratio of various land uses, expected staging and any other plans required by the Plan Commission or Village Board.

[4] Notations relating the written information provided in § 325-115G(1)(c)[1] through [5] above to specific areas on the PIP drawing.

(e) A landscaping plan for subject property, specifying the location, species and installed size of all trees and shrubs. This plan shall also include a chart that provides a cumulative total for each species, type and required location (foundation, yard, street,

paved area or bufferyard) of all plants. Land uses exempted by this chapter from required landscaping such as agricultural uses and detached single-family dwellings are not required to provide conceptual or detailed landscaping plans.

(f) A series of building elevations for the entire exterior of all buildings in the PUD, including detailed notes as to the materials and colors proposed except for single-family detached and duplex dwellings which shall follow general design guidelines established by the developer and approved as part of the PIP.

(g) A general signage plan for the project, including all project identification signs, concepts for public fixtures and signs (such as streetlight fixtures and/or poles or street sign faces and/or poles) and group development signage themes which are proposed to vary from Village standards or common practices.

(h) A general outline of the intended organizational structure for a property owners' association, if any, deed restrictions and provisions for private provision of common services, if any.

(i) A written description which demonstrates the full consistency of the proposed PIP with the approved GDP.

(j) Any and all deviations between the requirements of the applicable PUD/GDP zoning district and the proposed PIP development.

(k) The applicant shall submit proof of financing capability pertaining to construction and maintenance and operation of all public and private improvements associated with the proposed development.

(l) The area included in a precise implementation plan may be only a portion of the area included in a previously approved general implementation plan.

(m) The PIP submission may include site plan and design information as required by the Village per 325-112(C), allowing the Plan Commission to combine design review and review of the PIP. Design review may, at the choice of the applicant, be deferred until a later time when specific site and building developments will be brought forth.

(n) The Plan Commission or Village Board may specify other plans, documents or schedules that must be submitted prior to consideration or approval of the PIP, as such may be relevant to review, as based on potential relationship to the public health, safety and general welfare.

VILLAGE ACTION REPORT

PROJECT: Farris Auto Site Plan Amendment
APPLICANT: Jon & Gerard Farris – Farris Auto
PROJECT LOCATION: 212 W. Cottage Grove Road
REPORT DATE: June 11, 2020

PROJECT DESCRIPTION: Farris Auto received approval for a revised conditional use permit in February 2020. The conditional use permit was based upon a conceptual site plan with the understanding that a site amendment would need approval when more details were available. The proposed site plan is generally similar to the concept plan, with the exception that the new sales building has been rotated 90 degrees from the concept so the long axis is now north to south.

PLAN COMMISSION MEETING: June 10, 2020

STAFF REPORT PROVIDED BY: _X_ Planner, ___ Engineer, ___ Public Works

MOTION: by Brinkmeier (1st), Ratcliff (2nd)

The site plan amendment was APPROVED WITH CONDITIONS, with the conditions as follows:

Planning

1. Obtain a sign permit for any new or revised signage prior to installation if applicable.
2. New fence shall be 6' tall privacy fence matching examples provided during CUP approval. Confirm materials and gate locations with staff and obtain a fence permit from the Village Building Inspector prior to installation.
3. The fence shall completely enclose all sides of the new parking area where enclosure is not provided by new or existing buildings.
4. Site shall conform with the requirements of the Village Landscaping Ordinance. Confirm landscaping layout with staff prior to installation.
5. Additional details will be required to verify the adequacy of the pond design for stormwater management purposes. The Village Engineer shall sign off on erosion control, grading, and stormwater management features prior to issuance of a building permit.
6. Building elevation materials shall conform to the materials list provided by the applicant via April 20, 2020 email, with the exception that the brick base shall be provided on at least the north and east sides of the building (facing the street and parking lot). Trim shall be provided around all windows and doors.
7. The building location varies from the concept provided during approval of the CUP, therefore the parking layout requires adjustment. Prior to issuance of a building permit the applicant shall provide a revised parking layout showing parking lot striping to

reflect the revised building location. Parking lot shall be striped prior to issuance of an occupancy permit.

Added by Plan Commission

1. The roof of the new sales building shall be gabled as opposed to the single slope shed style roof shown in the submittal.

VOTE: _3_ Aye, _1_ Nay, _1_ Abstain

APPLICANT COMMENTS:

- None – applicants were excused for a family emergency.

PUBLIC COMMENTS:

- None

PLAN COMMISSION COMMENTS:

- (Jushchyshyn) – is there another step for the Plan Commission to approve the stormwater management? Ruth replied the Plan Commission would not need to approve it again. MSA would need to sign off on the design before a building permit can be issued.
- (Ratcliff) – asked for clarification on the new sales building. Ruth replied that demo of the existing sheds and construction of the new sales building was part of the approved concept associated with the CUP. The only change is to the orientation of the sales building on the site.
- (Brinkmeier) – stated he doesn't like the roof and would prefer a gabled roof. Ruth replied he is OK with the roof as presented because the slope is similar to the existing garage and the gable may make the building look too residential. However, the commission can make a gable a condition if they wish to.

STAFF COMMENTS:

- See planning staff report.

PLANNING STAFF REPORT

MEMO DATE: June 5, 2020
MTG. DATE: **JUNE 10, 2020**

TO: Village of Cottage Grove Plan Commission

CC: Village of Cottage Grove Board of Trustees
Matt Giese – Village Administrator
Lisa Kalata – Village Clerk
Larry Konopacki – Village Attorney
Kevin Lord – Village Engineer

FROM: Erin Ruth, AICP – Village Planning Director

RE: **Farris Auto Site Plan Amendment**

BACKGROUND

Property Owner:	Farris Auto
Location:	212 W. Cottage Grove Road
Area:	1.4 acres
Agent:	Jon and Gerard Farris
Existing Zoning:	PB, Planned Business
Proposed Zoning:	PB, Planned Business

OVERVIEW

Farris Auto received approval on a revised conditional use permit in February 2020. The conditional use permit was based on a conceptual site plan with the understanding that a site plan amendment would need approval when more details are available.

Now Farris Auto is seeking approval of that site plan amendment. The proposed site plan is generally similar to the concept plan, with the exception that the new sales building has been rotated 90 degrees from the concept, so the long axis is now north to south.

ZONING ORDINANCE CONSISTENCY

The subject property is zoned PB, Planned Business. Per 325-40(B)(1)(a), "this district is intended to permit large and small scale commercial development that is compatible with the desired overall community character in the area in general."

325-40(B)(1)(a) also states that "in order to ensure a minimum of disruption to residential development, no development within this district shall take direct access to a local residential street or a residential collector street." The Ollie Street entrance to this property is across from another commercial use and may be maintained.

325-40(B)(2)(b) states that 'vehicle repair and maintenance' and 'outdoor display' are permitted as conditional uses in the PB district. As stated above Farris Auto received an amended conditional use permit in February.

The 'outdoor display' land use is regulated by 325-49(D)(4). The ordinance specifically lists vehicle sales as an example of this land use. Regulations of particular applicability to this proposal include (a)(3) "in no event shall the display of items reduce or inhibit the use or number of parking stalls provided on the property below the requirement established by the provisions of 325-75"; and (a)(7) "inoperative vehicles or equipment, or other items typically stored or displayed in a junkyard or salvage yard, shall not be displayed for this land use." The space used for parking any vehicles for sale shall not be included in the space allocated for required parking. Inoperable vehicles and vehicles used for salvage shall not be stored on site.

The 'vehicle repair and maintenance service' land use is regulated by 325-49(D)(17). Regulations include (a)(1) "storage of abandoned vehicles is prohibited"; (a)(2) "facility shall provide a bufferyard with a minimum opacity of 0.6 along all property boundaries abutting residentially zoned property"; and (b) "parking requirements one space per 300 sq. ft. of gross floor area." The southern boundary of the subject property is adjacent to a residentially zoned property, and the existing landscape buffer meets the requirement. In addition, the applicants are planning a privacy fence in phase 1 of the proposed project that will block all views of the new rear lot from adjacent properties.

COMPREHENSIVE PLAN CONSISTENCY

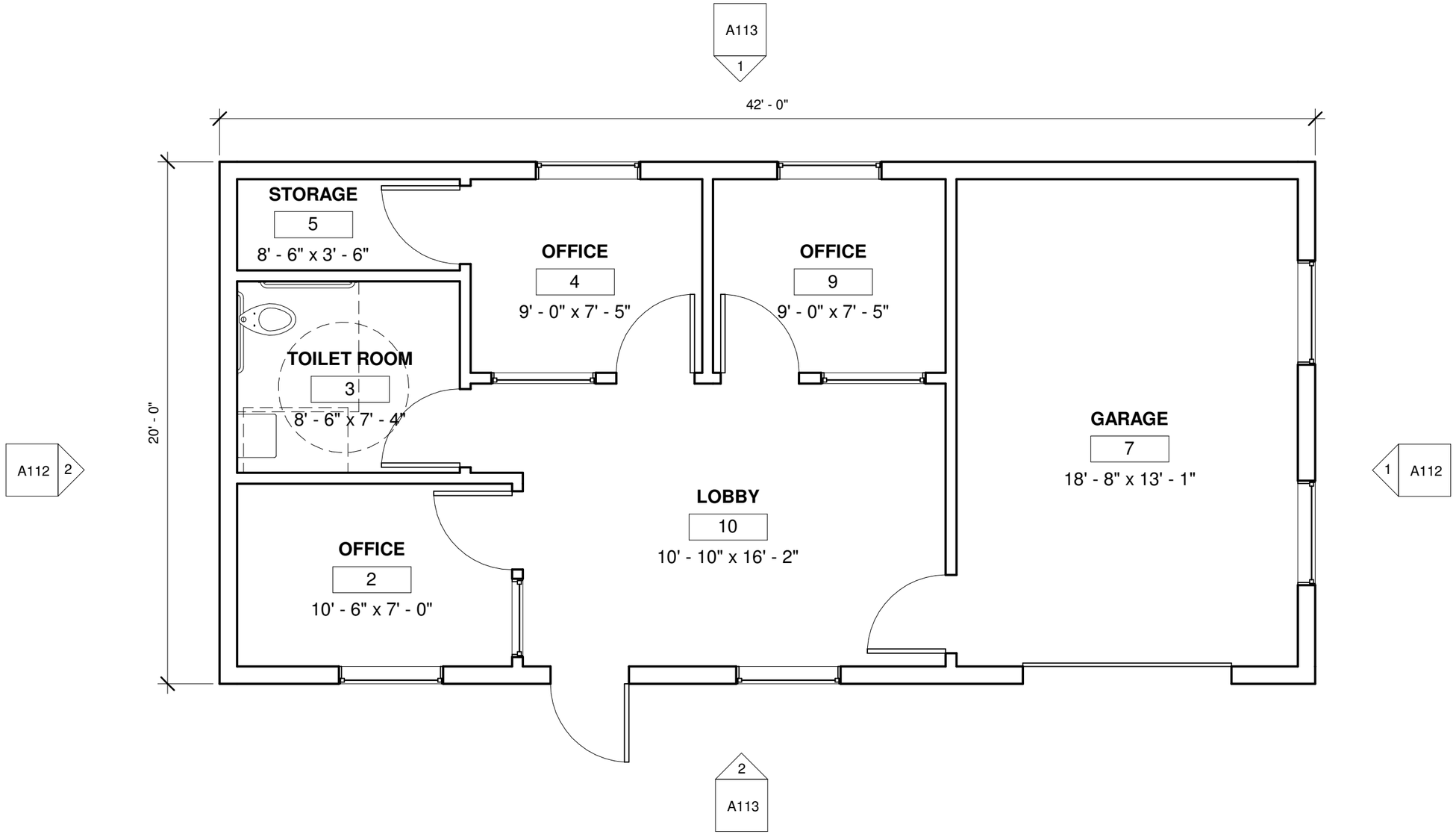
The Land Use Chapter of the Comprehensive Plan states, "some areas of existing businesses within the Village are expected to be appropriate for façade improvements, redevelopment, or rehabilitation to comply more closely with the Planned Business category over time… This type of revitalization typically involves a reinvestment in the building façade as well as landscaping and signage."

The proposed project is intended to improve the aesthetics of the site and functionality of the business while also better integrating it into the neighborhood through the type of incremental improvements mentioned above.

STAFF RECOMMENDATION

Staff recommends the amended Site Plan Amendment be **APPROVED WITH CONDITIONS,** with the following conditions:

1. Obtain a sign permit for any new or revised signage prior to installation if applicable.
2. New fence shall be 6' privacy fence matching examples provided during GDP approval. Confirm materials and gate locations with staff and obtain a fence permit from the Village Building Inspector prior to installation.
3. The fence shall completely enclose all sides of the new parking area where enclosure is not provided by buildings.
4. Site shall conform with the requirements of the Village Landscaping Ordinance. Confirm landscaping layout with staff prior to installation.
5. Additional details will be required to verify the adequacy of the pond design for stormwater management purposes. The Village Engineer shall sign off on erosion control, grading, and stormwater management features prior to issuance of a building permit.
6. Building elevation materials shall conform to the materials list provided by the applicant via April 20, 2020 email, with the exception that the brick base shall be provided on the north and east sides of the building (facing the street and the parking lot). Trim shall be provided around all windows and doors.
7. The building location varies from the concept provided during approval of the conditional use permit, therefore the parking layout requires adjustment. Prior to issuance of a building permit the applicant shall provide a revised parking layout showing parking lot striping to reflect the revised building location. Parking lot shall be striped prior to issuance of an occupancy permit.



1 FLOOR PLAN

1/4" = 1'-0" 0 2 8' 1 4

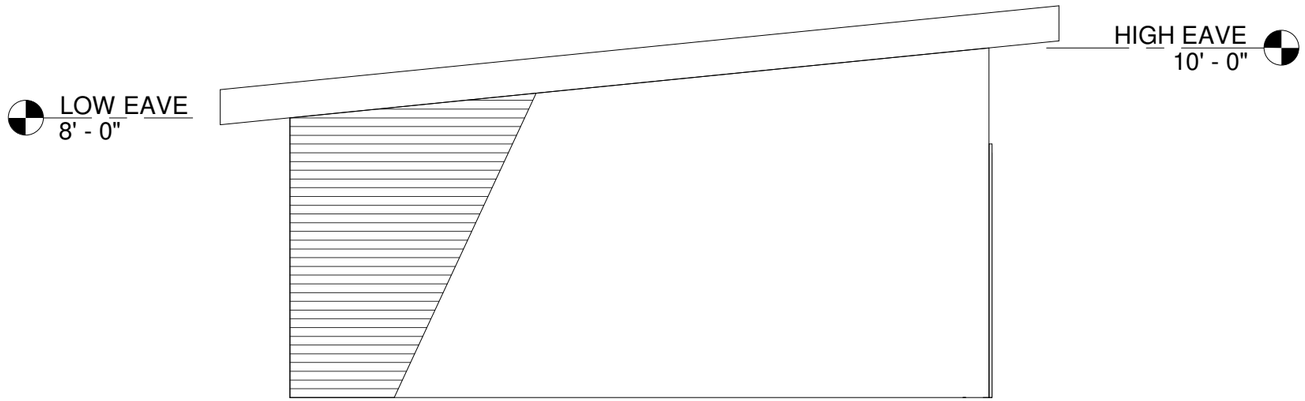
FoxArneson
5972 Executive Drive
Suite 100
Madison, WI 53719
608.276.4400
FOXARNESON.COM

SAMLL OFFICE BUILDING
KALSCHEUER CONCRETE
COTAGE GROVE, WI

COPYRIGHT 2018
FOXARNESON DESIGN, INC.
IL DESIGN FIRM NO.
184.007455-0004

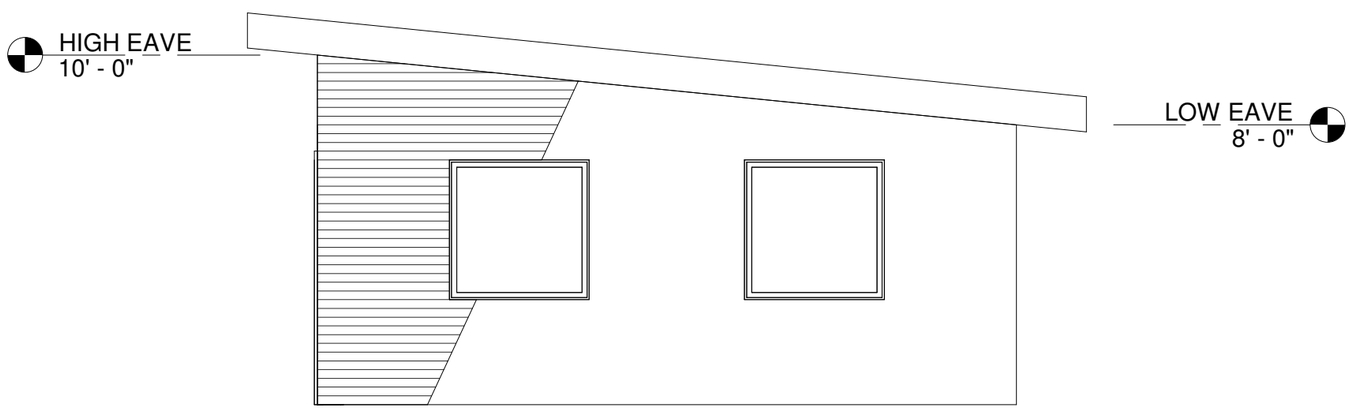
ISSUED FOR:	DATE
DRAWN JTR	APPROV. JRA

DATE: 2-21-20
DRAWING NO. OPTION 3
SHEET NO. A111



1 ELEVATION #1

1/4" = 1'-0" 0 2 8' 1 4



2 ELEVATION #2

1/4" = 1'-0" 0 2 8' 1 4

FoxArneson
5972 Executive Drive
Suite 100
Madison, WI 53719
608.276.4400
FOXARNESON.COM

SAMLL OFFICE BUILDING
KALSCHEUER CONCRETE
COTAGE GROVE, WI

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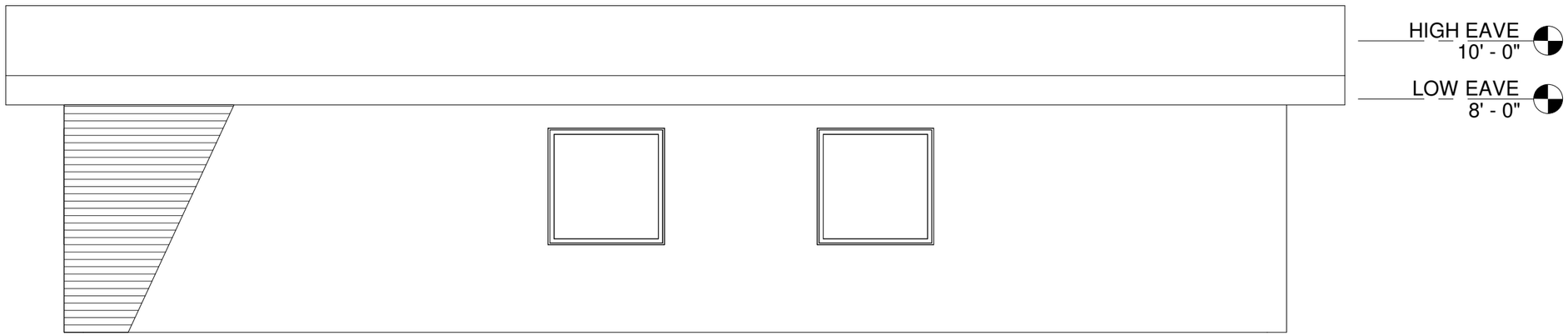
184.007455-0004

ISSUED FOR: DATE

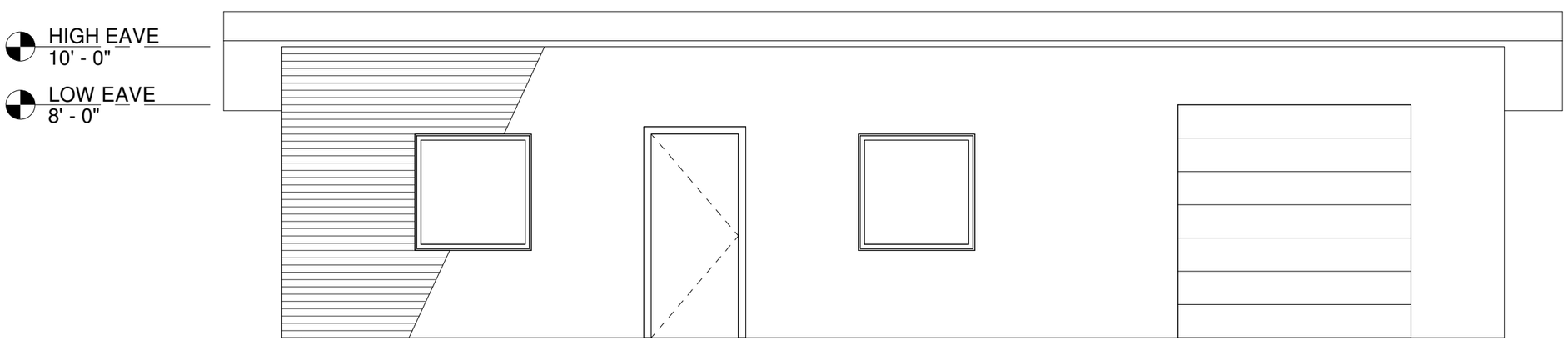
DRAWN JTR
APPROV. JRA

DATE: 2-21-20
DRAWING NO. OPTION 3
SHEET NO. A112



1 ELEVATION #3

1/4" = 1'-0" 0 2 8' 1 4



2 ELEVATION #4

1/4" = 1'-0" 0 2 8' 1 4

FoxArneson
5972 Executive Drive
Suite 100
Madison, WI 53719
608.276.4400
FOXARNESON.COM

SAMLL OFFICE BUILDING
KALSCHEUER CONCRETE
COTAGE GROVE, WI

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184.007455-0004

ISSUED FOR: DATE

DRAWN JTR
APPROV. JRA

DATE: 2-21-20
DRAWING NO. OPTION 3
SHEET NO. A113

BIRRENKOTT SURVEYING, INC.

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

PLAT OF SURVEY-PLOT PLAN

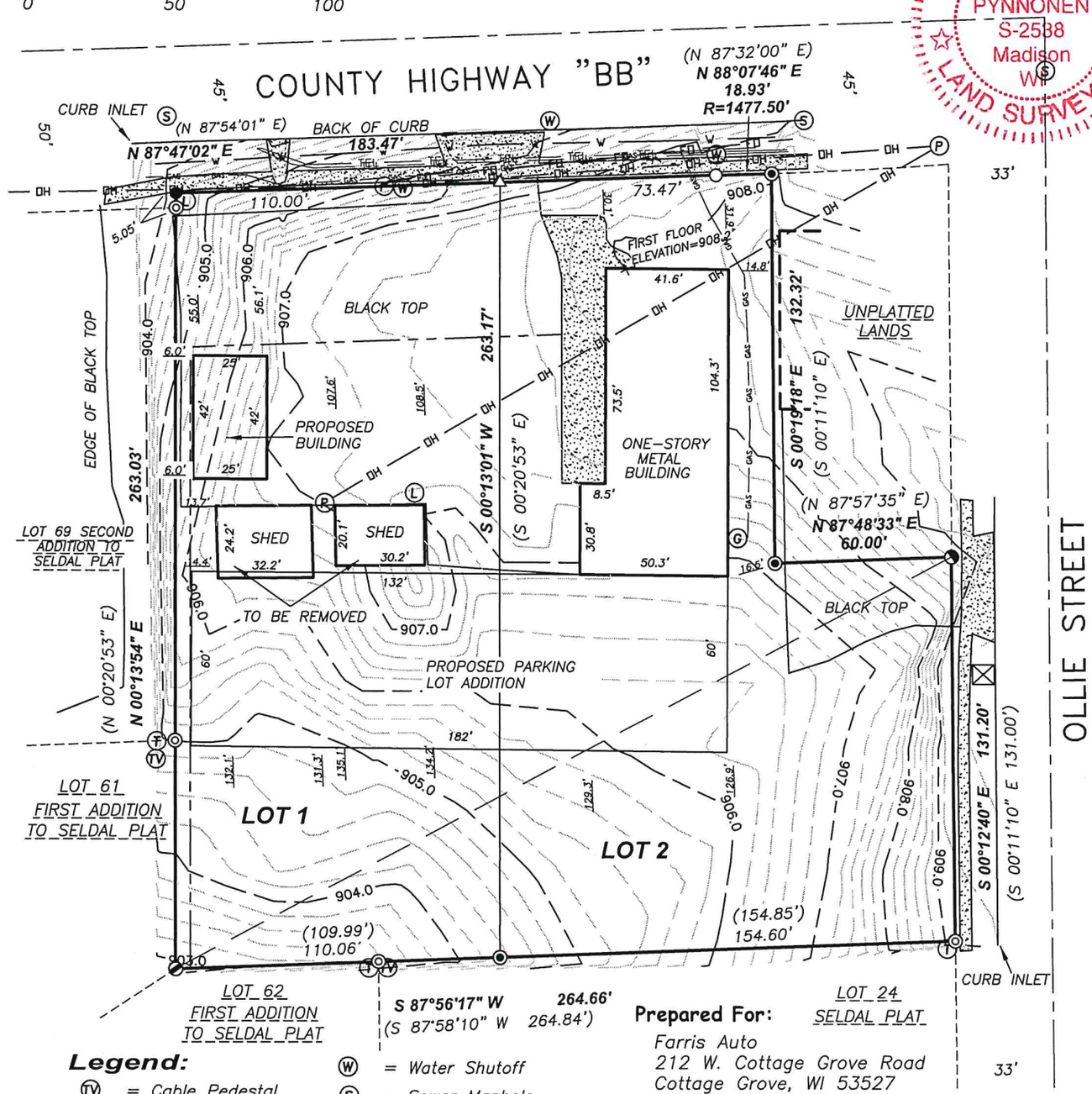
SURVEYOR'S CERTIFICATE:
I, Mark A. Pynnonen, hereby certify that this survey is in compliance with the Wisconsin Administrative Code, Chapter A-E7. I also certify that I have surveyed and mapped the lands described hereon and that the map is a correct representation in accordance with the information provided and is correct to the best of my knowledge and belief.

Mark A. Pynnonen 4/24/2020
Mark A. Pynnonen
Wisconsin Professional Land Surveyor No. S-2538.

WISCONSIN MARK A. PYNNONEN S-2538 Madison WI LAND SURVEYOR

Description:
LOTS 1 AND 2, CERTIFIED SURVEY MAP NO. 7851, LOCATED IN THE NORTHEAST 1/4, SOUTHWEST 1/4 OF SECTION 9, T7N, R11E, VILLAGE OF COTTAGE GROVE, DANE COUNTY, WISCONSIN.

SCALE 1" = 50'
0 50 100



Prepared For:
Farris Auto
212 W. Cottage Grove Road
Cottage Grove, WI 53527
(608)-438-5359

Legend:

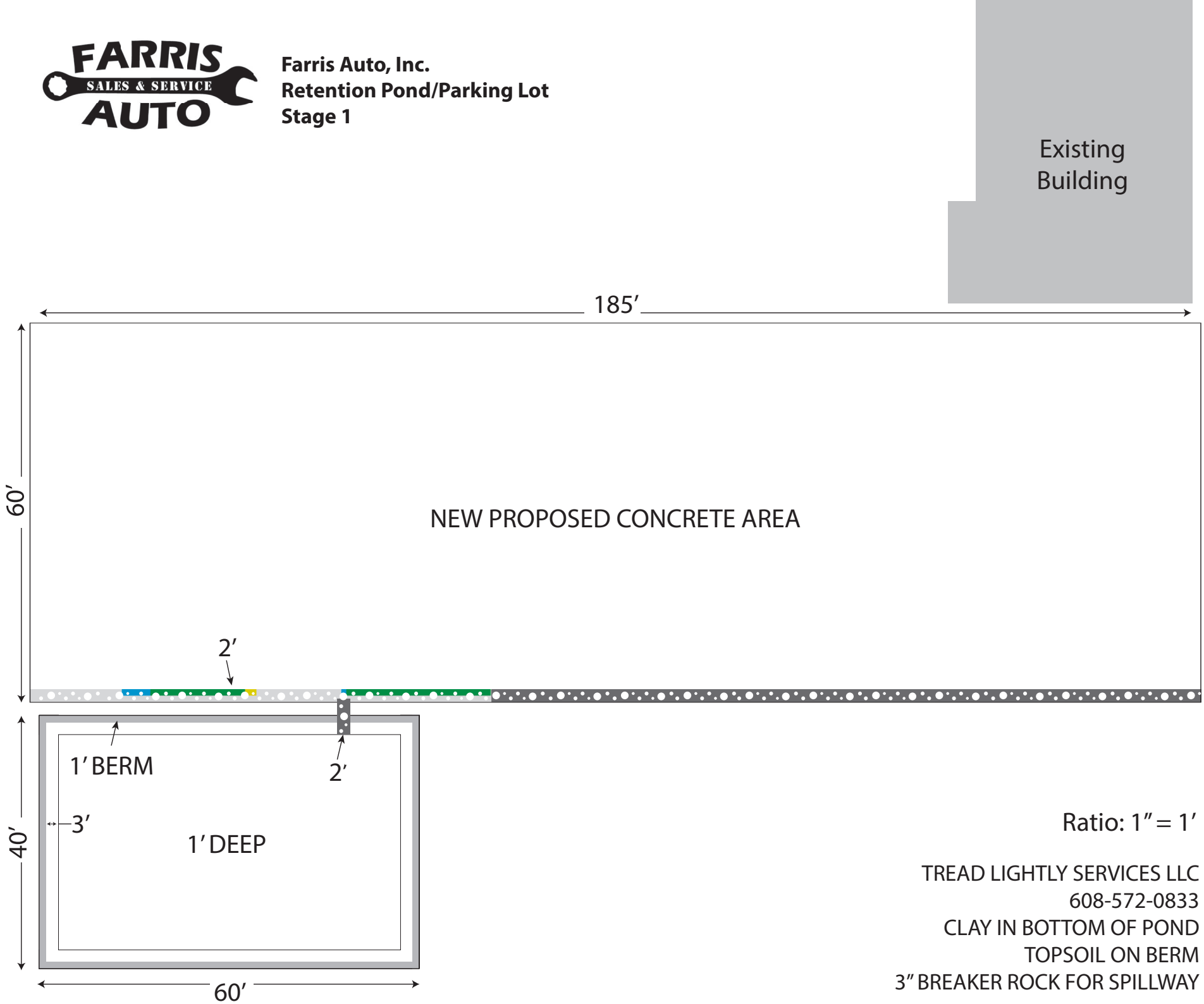
- (TV) = Cable Pedestal
- (L) = Light Pole
- —TV— = Buried Television
- —SAN— = Sanitary Sewer
- —W— = Water Main
- —TEL— = Buried Telephone
- —GAS—GAS— = Buried Gas Main
- —OH— = Overhead Utilities
- —FO— = Buried Fiber Optic
- ( ) = Recorded as data
- (W) = Water Shutoff
- (S) = Sewer Manhole
- + XXX.X' = Existing Elevations
- (T) = Telephone Pedestal
- ⊠ = Transformer
- (P) = Power Pole
- (G) = Gas Meter
- ● = Found 3/4" Iron Bar
- ◎ = Found 1 1/4" Iron Bar
- ◉ = Found 1 1/4" Iron Pipe
- ◐ = Found 1/2" Iron Pipe
- ◑ = Found Railroad Spike
- ○ = 3/4"x24" Iron Bar set min.wt.=1.50#/ln.ft.
- △ = Mag Nail set

Dated:	April 24, 2020
Dated:	March 24, 2020
Surveyed:	T.A.S.
Drawn:	B.T.S./B.E.R.
Checked:	M.A.P.
Approved:	M.A.P.
Field book:	377/40-41
Comp. File:	J:\2020\CARLSON
Office Map No.	200199A

Notes:
This survey is subject to any and all easements and agreements both recorded and unrecorded.
The disturbance of a survey stake by anyone is in violation of Section 236.32 of Wisconsin Statutes.
Wetlands, if present have not been delineated.
This survey shows visible, above-ground improvements only. No guarantee is made for below-ground structures.
Contour interval = 1 foot
Elevations Referenced To: NAVD 88.

Bearings referenced to the West line of Lot 1, bearing N 00°13'54" E

Farris Auto, Inc.
Retention Pond/Parking Lot
Stage 1



Ratio: 1″ = 1′

TREAD LIGHTLY SERVICES LLC
608-572-0833
CLAY IN BOTTOM OF POND
TOPSOIL ON BERM
3″ BREAKER ROCK FOR SPILLWAY

VILLAGE OF COTTAGE GROVE
REQUEST TO AMEND AN APPROVED SITE PLAN

In accordance with Ordinance 325-112(F) "any and all variations between development and/or land use activity on the subject property and the approved site plan is a violation of this chapter. An approved site plan shall be revised and approved via the procedure of Section 325-112(B) and (C), so as to clearly and completely depict any and all proposed modifications to the previously approved site plan, prior to the initiation of said modifications."

APPLICANT: Jon Farris

APPLICANT ADDRESS: 212 W. Cottage Grove Rd, Cottage Grove, WI 53527

TELEPHONE: 608-839-0779

EMAIL ADDRESS: farris1903@yahoo.com

PROJECT LOCATION:

212 W. Cottage Grove Rd, Cottage Grove, WI 53527

PROPOSED SITE PLAN MODIFICATION IS:

APPLICATION SUBMITTAL REQUIREMENTS:

1. Submittal requirements per 325-112(C), see following pages.
2. Fee of $200.
3. Escrow deposit of $500 for consultant review. If actual review fees are less, excess will be returned. If actual review fees exceed escrow amount, applicant will be billed for the excess.

3-26-2020
Date

Applicant Signature

For office use only:

Date Received:
Planning Commission Meeting Date:
Village Board Meeting Date:

SUBMITTAL REQUIREMENTS PER 325-112(C):

Required items that are deemed to be not applicable to the proposed project may be waived by the Zoning Administrator. Detailed site analysis per 325-112(C)(8) may be required; verify with Village staff. Submittal materials may be submitted as pdf files via email in lieu of printed copies by arrangement with the Village Planning Director.

(1) Written description of the intended use describing in reasonable detail the:

(a) Existing zoning district(s) [and proposed zoning district(s) if different].

(b) Land use plan map designation(s).

(c) Description of existing environmental features.

(d) Current land uses present on the subject property.

(e) Proposed land uses for the subject property.

(f) Projected number of residents, employees and daily customers.

(g) Proposed amount of dwelling units, floor area, impervious surface area and landscape surface area and resulting site density, floor area ratio, impervious surface area ratio and landscape surface area ratio.

(h) Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings and traffic generation.

(i) Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VI, including street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage and hazardous materials. If no such nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VI), then the statement "The proposed development shall comply with all requirements of Article VI" shall be provided.

(j) Exterior building and fencing materials.

(k) Possible future expansion and related implications for § 325-112C(1)(a) through (j) above.

(l) Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.

(2) A small location map scalable at 11 inches by 17 inches showing the subject property, all properties within 300 feet and illustrating its relationship to the nearest street

intersection. (A photocopy of the pertinent section of the Village's Official Zoning Map with the subject property clearly indicated shall suffice to meet this requirement.)

(3) A property site plan drawing (and reduction scalable at 11 inches by 17 inches) which includes:

(a) A title block which indicates the name, address and phone number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for the project.

(b) The date of the original plan and the latest date of revision to the plan.

(c) A North arrow and a graphic scale. Said scale shall not be smaller than one inch equals 100 feet.

(d) A legal description of the subject property.

(e) All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled.

(f) All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose.

(g) All required building setback lines.

(h) All existing and proposed buildings, structures and paved areas, including building entrances, walks, drives, decks, patios, fences, walls and utility and drainage systems, connections and fixtures.

(i) The location and dimension (cross section and entry throat) of all access points onto public streets.

(j) The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by this chapter.

(k) The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas.

(l) The location of all outdoor storage areas and the design of all screening devices.

(m) The location, type, height, size and lighting of all signage on the subject property.

(n) The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property, including the clear demonstration of

compliance with a limit of 1.0 footcandles at nonresidential property lines and 0.5 footcandles at residential property lines.

(o) The location and type of any permanently protected green space areas.

(p) The location of existing and proposed drainage facilities.

(q) In the legend, data for the subject property:

[1] Lot area;

[2] Floor area;

[3] Floor area ratio (b/a);

[4] Impervious surface area;

[5] Impervious surface ratio (d/a); and

[6] Building height.

(4) A detailed landscaping plan of the subject property, at the same scale as the main plan (and reduction scalable at 11 inches by 17 inches), showing the location of all required bufferyard and landscaping areas and existing and proposed landscape point fencing and berm options for meeting said requirements. The landscaping plan shall demonstrate complete compliance with the requirements of Village landscaping requirements. (NOTE: the individual plant locations and species, fencing types and heights and berm heights need to be provided.)

(5) A grading and erosion control plan at the same scale as the main plan (and reduction scalable at 11 inches by 17 inches) showing existing and proposed grades, including retention walls and related devices, and erosion control measures per Wisconsin Administrative Code, COMM Chapter 21, Uniform Dwelling Code, and Chapter 65, Commercial Construction.

(6) Elevation drawings of proposed buildings or proposed remodeling of existing buildings showing finished exterior treatment shall also be submitted, with adequate labels provided to clearly depict exterior materials, texture, color and overall appearance. Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.

(7) A certified survey may be required by the Zoning Administrator in instances where he determines compliance with setback requirements may be difficult. The survey shall be prepared by a registered land surveyor and shall depict property lines and proposed buildings, structures and paved areas.

AGREEMENT TO REIMBURSE VILLAGE FOR COSTS INCURRED

PETITIONER / DEVELOPER / SUBDIVIDER (APPLICANT) Jon Farris

PROJECT DESCRIPTION New Parking lot in back of property. Remodeling 212a property with attached plans.

APPLICANT agrees to reimburse the actual costs the VILLAGE incurs to review the submittal which shall include but not be limited to costs of notice, publication, building and design construction, inspection, any required testing and associated administrative, legal, engineering, planning, accounting, public safety and staff time (collectively referred to as COSTS).

APPLICANT shall deposit an escrow amount per the Village of Cottage Grove Development Fee Schedule.

VILLAGE staff shall draw against such deposit for payment of all COSTS incurred by the VILLAGE.

If at any time the deposit shall be insufficient to reimburse the VILLAGE for these COSTS, APPLICANT shall deposit an additional amount with ten (10) days notice from the VILLAGE.

After the VILLAGE has completed review of the SUBMITTAL / PROJECT, the actual COSTS will be totaled and the difference if any shall be paid by or refunded to the APPLICANT.

The VILLAGE shall not commence review of any SUBMITTAL / PROJECT until the required deposit has been made.

FOR INFORMATIONAL PURPOSES ONLY a Summary of Fees currently charged to the VILLAGE by its Consultants is attached as EXHIBIT A and incorporated herein as if fully set forth.

FEES shall be billed as invoiced to the VILLAGE.

Dated this 26 day of March, 2020.

APPLICANT NAME (print) Jon Farris

MAILING ADDRESS: 212 W. Cottage Grove Rd
Cottage Grove, WI 53527

E-MAIL ADDRESS: farris1903@yahoo.com PHONE NUMBER 608-839-0779

SIGNATURE OF APPLICANT: J Farris

(REV 2-13-2015)

AGREEMENT TO REIMBURSE VILLAGE FOR COSTS INCURRED

EXHIBIT A FEE SCHEDULE

VILLAGE STAFF

Department Head	$60/hour
Clerical	$27/hour
Crewmember	$35/hour

MSA PROFESSIONAL SERVICES* (3-12)

Engineering	$70- $130/hour
Clerical	$48- $63 /hour

VILLAGE ATTORNEY* $200/hour

VILLAGE AUDITOR* $150 - $275/hour

* **THIS FEE SCHEDULE IS ATTACHED FOR INFORMATIONAL PURPOSES ONLY**

* **FEES ARE BILLED AS INVOICED TO THE VILLAGE**

* **A SERVICE CHARGE OF 1.5 % PER MONTH (18% PER ANNUM) WILL BE CHARGED ON ACCOUNTS 30 DAYS PAST DUE**

BIRRENKOTT SURVEYING, INC.

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

PLAT OF SURVEY

SURVEYOR'S CERTIFICATE:

I, Mark A. Pynnonen, hereby certify that this survey is in compliance with the Wisconsin Administrative Code, Chapter A-E7. I also certify that I have surveyed and mapped the lands described hereon and that the map is a correct representation in accordance with the information provided and is correct to the best of my knowledge and belief.

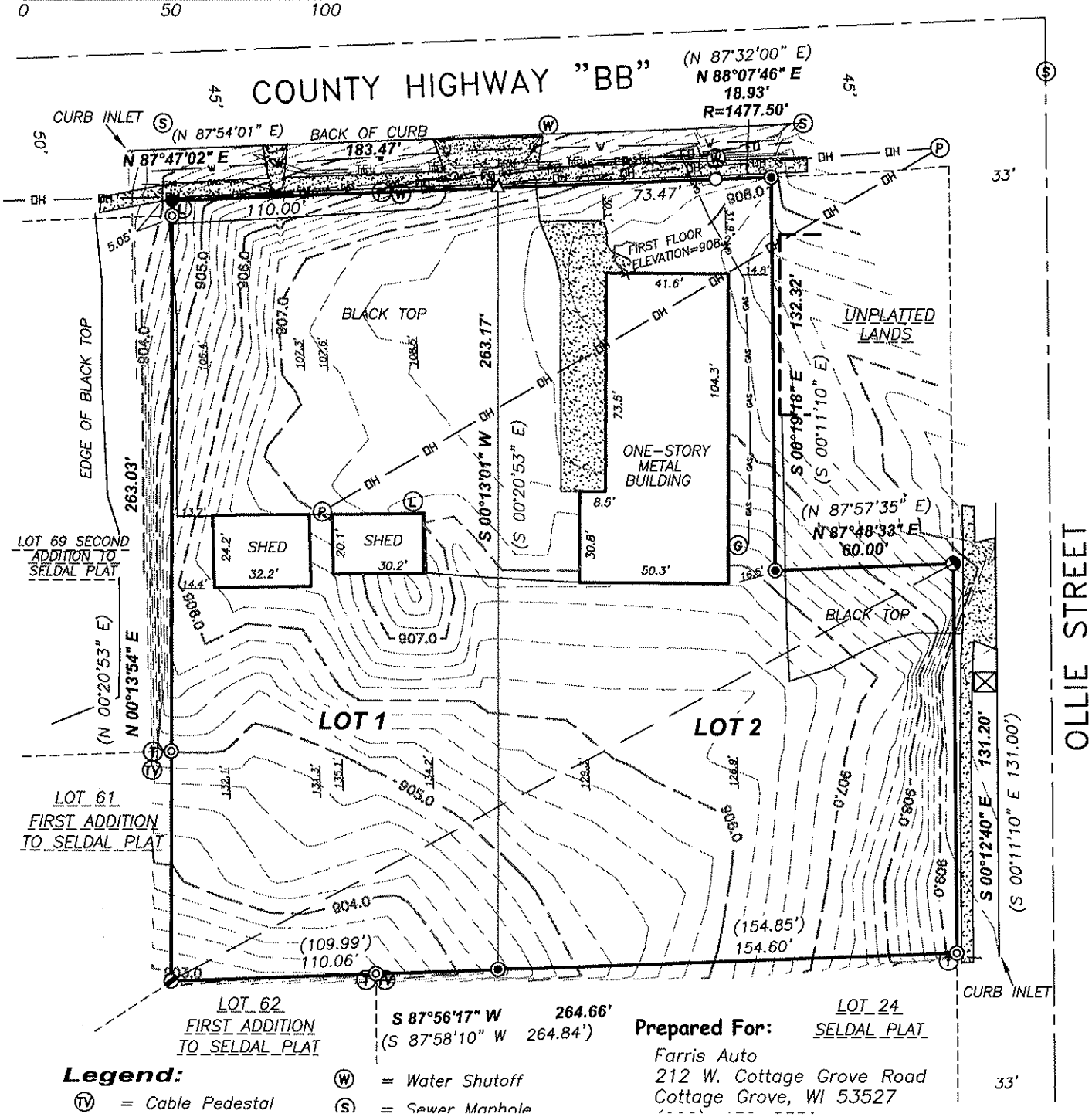
Mark A. Pynnonen
Wisconsin Professional Land Surveyor No. S-2538.

Description:

LOTS 1 AND 2, CERTIFIED SURVEY MAP NO. 7851, LOCATED IN THE NORTHEAST 1/4, SOUTHWEST 1/4 OF SECTION 9, T7N, R11E, VILLAGE OF COTTAGE GROVE, DANE COUNTY, WISCONSIN.

SCALE 1" = 50'

0 50 100

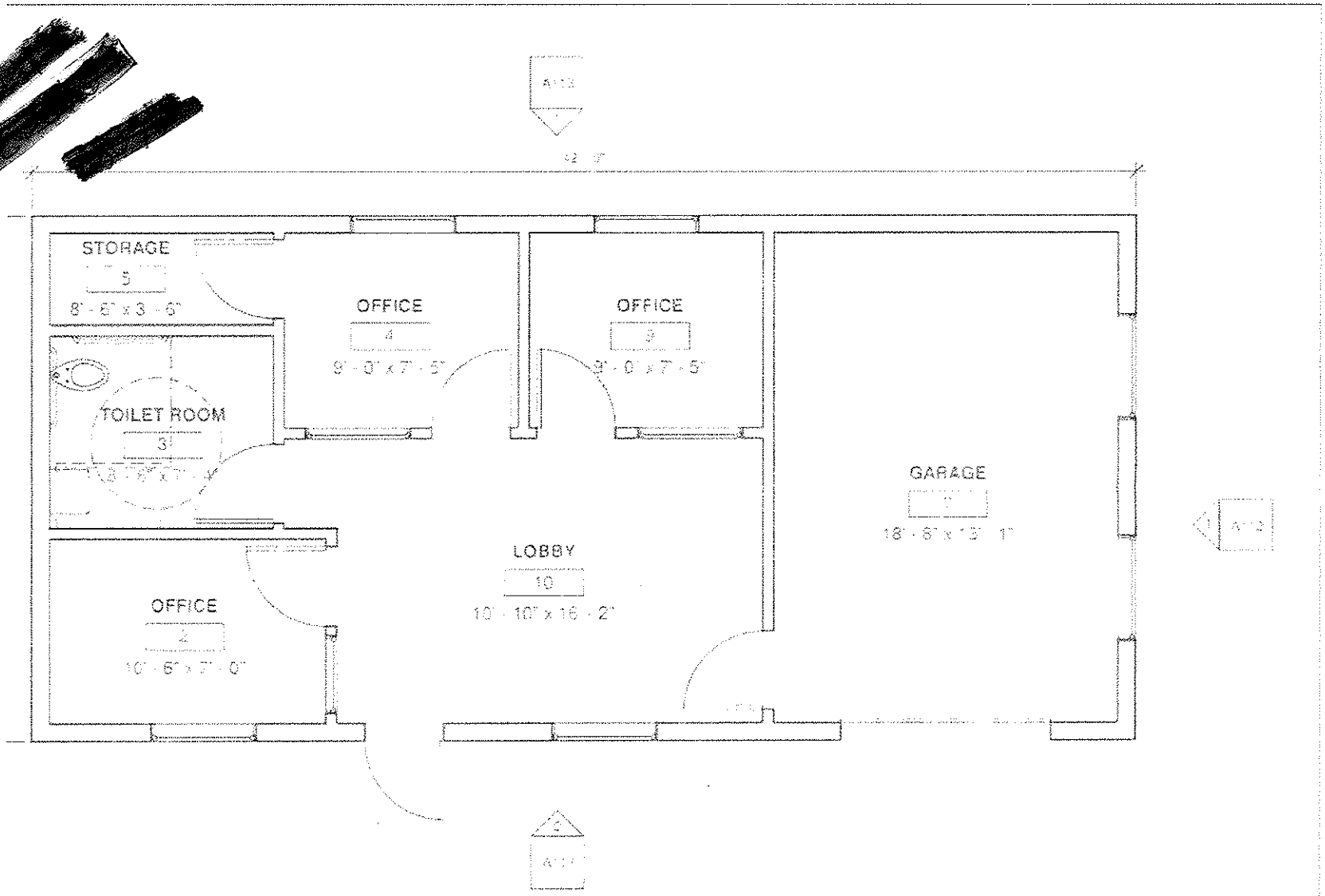


Prepared For:

Farris Auto
212 W. Cottage Grove Road
Cottage Grove, WI 53527

Legend:

TV = Cable Pedestal
W = Water Shutoff
S = Sewer Manhole



1 FLOOR PLAN

FoxAmeson

VILLAGE ACTION REPORT

PROJECT: Town of Sun Prairie Boundary Agreement

APPLICANT: Lyle Updike – Town of Sun Prairie Chairman
REPORT DATE: June 11, 2020

PROJECT DESCRIPTION: over the past month or so discussions have occurred between the Village and the Town of Sun Prairie related to the Village's current urban service area application. On May 27, 2020 Village President Williams received a letter from Town of Sun Prairie Chairman Lyle Updike formally requesting that the Village and Town reengage on discussions of mutual interest with the potential to reach a boundary agreement.

PLAN COMMISSION MEETING: June 10, 2020

STAFF REPORT PROVIDED BY: _X_ Planner, ___ Engineer, ___ Public Works

MOTION: by Jushchyshyn (1st), Schulze (2nd)

The Plan Commission recommends reengaging with the Town of Sun Prairie on a potential boundary agreement.

VOTE: _5_ Aye, _0_ Nay, _0_ Abstain

APPLICANT COMMENTS:

- (Lyle Updike – Town of Sun Prairie Chairman) – stressed that a discussion of issues would be beneficial regardless of whether a full boundary agreement can be reached.

PUBLIC COMMENTS:

- None

PLAN COMMISSION COMMENTS:

- (Brinkemeier) – believed the last time the Village and Town worked on an agreement there were productive conversations, but ultimately cost of drafting the agreement became an issue. It may be more efficient now that we can start from the work that is already done.
- (Schulze) – indicated he is in favor.
- (Jushchyshyn) – asked for clarification that staff is available and if this would come back to the Plan Commission. Williams thought the load could be managed. Ruth replied the Plan Commission would be engaged throughout the process.

STAFF COMMENTS:

- See planning staff report.

PLANNING STAFF REPORT

MEMO DATE: June 4, 2020
MTG. DATE: **JUNE 10, 2020**

TO: Village of Cottage Grove Plan Commission

CC: Village of Cottage Grove Board of Trustees
Matt Giese – Village Administrator
Lisa Kalata – Village Clerk
Larry Konopacki – Village Attorney
Kevin Lord – Village Engineer

FROM: Erin Ruth, AICP – Village Planning Director

RE: **Request from Town of Sun Prairie to Engage in Boundary Agreement Discussions**

BACKGROUND

The Village of Cottage Grove is pursuing an amendment to its Urban Service Area to add territory north of I-94. Some of the proposed amendment area is adjacent to the Town of Sun Prairie and as a result the Town and Village have met and corresponded regarding issues of mutual interest related to the proposed amendment area.

OVERVIEW

Stemming from these discussions, Village President John Williams received a letter dated May 27, 2020 from Town Chairman Lyle Updike formally requesting that the Village reengage on discussions of mutual interest (see attached letter).

Village President Williams and staff are seeking feedback from the Plan Commission regarding this request including terms of engagement and prioritization of this request relative to other tasks. While some initial discussions can be conducted by Village staff, eventually legal and engineering consultants will need to work on the project and their fees should be considered.

Benefits of a Boundary Agreement

Chairman Updike discusses many benefits of boundary agreements in his letter to President Williams. Staff agrees that many benefits can be achieved. Village growth inherently causes tension with adjacent Towns as the Village cannot grow without the Town losing territory. Village development will have a higher intensity of use and higher standard for infrastructure improvements and there is often friction regarding transition points at boundaries. This friction

must be dealt with at some point, either advance in an agreement or as growth occurs. Dealing with them ahead of time establishes expectations for the municipalities and property owners and can avoid costly and time-consuming challenges later that can disrupt the development process.

An agreement can also explore options for shared services or other mutually beneficial collaborations.

Other Considerations

The Village is currently engaged with the City of Madison and Town of Cottage Grove on a similar boundary agreement. The Village has a more extensive boundary with the Town of Cottage Grove than the Town of Sun Prairie, has more intergovernmental agreements and shared services with the Town of Cottage Grove than with the Town of Sun Prairie, and is geographically closer to the City of Madison to the west through the Town of Cottage Grove than to the northwest through the Town of Sun Prairie. For those reasons, and because discussions are already underway, staff recommends prioritizing that agreement. There may also be efficiencies gained by completing one agreement for use as a template for the next one.

It should be noted that the City of Madison continues to grow into the Town of Sun Prairie toward the Village. While conflicts between Madison and the Village are not likely to occur in the short term, it would appear to make sense to explore a three-party agreement similar to the one involving the Town of Cottage Grove. This would provide the opportunity to establish a long-term continuous boundary between Madison and the Village.

Staff also recommends that the Village and Town establish a mechanism for sharing the costs related to preparation of the agreement prior to expending significant consultant fees.

CONCLUSION

Staff is seeking feedback from the Plan Commission regarding if or when to engage in boundary agreement discussions involving the Town of Sun Prairie.

Town of Sun Prairie

5556 Twin Lane Road
Marshall, WI 53559
Phone 608-837-6688
FAX 608-825-4864

Lyle Updike, Chairman
Doug Yelk, Supervisor
Joe Seltzner, Supervisor
Rhonda L Wiedenbeck, Clerk
Kay Weisensel, Treasurer

May 27, 2020

Village of Cottage Grove
221 E. Cottage Grove Rd
Cottage Grove, WI 53527

Dear Mr. Williams,

The Town of Sun Prairie would like to reengage with the Village on discussions of mutual interest. Neighboring communities that share a common border have a variety of issues in common.

Matters of public safety, transportation planning, water quality, farmland preservation and orderly development are issues that transcend municipal borders and impact all parties. We would like to initiate discussions on issues of common interest and pursue a negotiation that may lead to a boundary agreement that could guide both municipalities relationship in the future.

The successful conclusion of a boundary agreement would provide a template for current and future relations of the Village and the Town and foster collaboration on critical issues for both parties. Absent such an agreement, each party would seek to maximize its own interest, resulting in unnecessary conflict and providing a disservice to the residents of both the Town and the Village.

Sincerely,

Lyle Updike, Chairperson
Town of Sun Prairie

Cc: Stephen Steinhoff

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
ADVANCED DISPOSAL					
3820	ADVANCED DISPOSAL	A20000516308	GARBAGE COLLECTION - MAY 2020	100-53620-295	21,530.23
3820	ADVANCED DISPOSAL	A20000516308	RECYCLING COLLECTION - MAY 2020	100-53620-296	9,223.97
	Total ADVANCED DISPOSAL:				30,754.20
ALLIANT ENERGY/WP&L					
31	ALLIANT ENERGY/WP&L	31-061620	2225830000 - STREET LIGHTS	100-53420-221	6,668.56
	Total ALLIANT ENERGY/WP&L:				6,668.56
ALSCO					
1462	ALSCO	IMIL1573708	MATS AT MUNICIPAL SERVICES BLDG	100-51700-210	32.15
1462	ALSCO	IMIL1573708	MATS AT MUNICIPAL SERVICES BLDG	600-60920-340	10.71
1462	ALSCO	IMIL1573708	MATS AT MUNICIPAL SERVICES BLDG	601-60850-340	10.71
1462	ALSCO	IMIL1573709	MATS	100-51700-210	20.57
1462	ALSCO	IMIL1573709	UNIFORMS	100-53200-340	33.29
1462	ALSCO	IMIL1573709	MATS & UNIFORMS	601-60850-340	12.92
1462	ALSCO	IMIL1573709	MATS & UNIFORMS	600-60920-340	12.92
1462	ALSCO	IMIL1573710	MATS AT VILLAGE HALL	100-51600-210	23.99
1462	ALSCO	IMIL1573710	MATS AT VILLAGE HALL	600-60920-340	7.99
1462	ALSCO	IMIL1573710	MATS AT VILLAGE HALL	601-60850-340	7.99
1462	ALSCO	IMIL1575949	MATS AT MUNICIPAL SERVICES BLDG	100-51700-210	32.15
1462	ALSCO	IMIL1575949	MATS AT MUNICIPAL SERVICES BLDG	600-60920-340	10.71
1462	ALSCO	IMIL1575949	MATS AT MUNICIPAL SERVICES BLDG	601-60850-340	10.71
1462	ALSCO	IMIL1575950	MATS	100-51700-210	20.57
1462	ALSCO	IMIL1575950	UNIFORMS	100-53200-340	33.29
1462	ALSCO	IMIL1575950	MATS & UNIFORMS	600-60920-340	12.92
1462	ALSCO	IMIL1575950	MATS & UNIFORMS	601-60850-340	12.92
1462	ALSCO	IMIL1575951	MATS AT VILLAGE HALL	100-51600-210	23.99
1462	ALSCO	IMIL1575951	MATS AT VILLAGE HALL	600-60920-340	7.99
1462	ALSCO	IMIL1575951	MATS AT VILLAGE HALL	601-60850-340	7.99
	Total ALSCO:				346.48
BADGERLAND EXCAVATING CORP					
5280	BADGERLAND EXCAVATING CORP	5280-061620	PAY REQUEST #3 - FINAL: PARC GRANT PATH CON	405-57303-820	15,787.17
	Total BADGERLAND EXCAVATING CORP:				15,787.17
BAER INSURANCE SERVICES LLC					
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - COURT	100-51200-511	110.42
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - POLICE	100-52100-511	4,941.44
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - CROSSIN	100-51930-511	125.86
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - GENERA	100-51930-511	919.68
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - INSPECT	100-52400-511	9.51
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - PUBLIC	100-53300-511	915.79
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - RECREA	100-55310-511	517.10
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - CABLE	201-51600-511	22.73
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - WATER O	600-60925-511	1,042.72
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - SEWER	601-60853-511	861.12
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - BOARD	100-51930-511	163.94
1062	BAER INSURANCE SERVICES LLC	3357	WORKERS COMP - 3RD QUARTER 2020 - POLL WO	100-51930-511	12.69
1062	BAER INSURANCE SERVICES LLC	3357	LIABILITY - 3RD QUARTER 2020 - GENERAL FUND	100-51930-510	3,394.82
1062	BAER INSURANCE SERVICES LLC	3357	LIABILITY - 3RD QUARTER 2020 - STREETS	100-53300-510	1,839.95
1062	BAER INSURANCE SERVICES LLC	3357	LIABILITY - 3RD QUARTER 2020 - WATER	600-60924-510	1,880.02
1062	BAER INSURANCE SERVICES LLC	3357	LIABILITY - 3RD QUARTER 2020 - SEWER	601-60853-510	4,488.93

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
1062	BAER INSURANCE SERVICES LLC	3357	LIABILITY - 3RD QUARTER 2020 - POLICE	100-52100-510	3,743.09
1062	BAER INSURANCE SERVICES LLC	3357	LIABILITY - 3RD QUARTER 2020 - COURT	100-51200-520	63.19
	Total BAER INSURANCE SERVICES LLC:				25,053.00
BAKER TILLY VIRCHOW KRAUSE LLP					
15	BAKER TILLY VIRCHOW KRAUSE LL	BT1629280	PROF SERVICES - AUDIT	100-51520-210	6,443.00
15	BAKER TILLY VIRCHOW KRAUSE LL	BT1629280	PROF SERVICES - AUDIT	601-60852-210	854.00
15	BAKER TILLY VIRCHOW KRAUSE LL	BT1629280	PROF SERVICES - AUDIT	600-60923-210	854.00
15	BAKER TILLY VIRCHOW KRAUSE LL	BT1629280	TID #5	405-57120-820	48.00
	Total BAKER TILLY VIRCHOW KRAUSE LLP:				8,199.00
CAPITAL NEWSPAPERS					
4818	CAPITAL NEWSPAPERS	1708009	ORDINANCES	100-51310-210	274.75
4818	CAPITAL NEWSPAPERS	1708018	ORDINANCES	100-51310-210	93.05
	Total CAPITAL NEWSPAPERS:				367.80
CARD SERVICE CENTER					
30	CARD SERVICE CENTER	30-061620PD	OFFICE SUPPLIES	100-52100-310	126.15
30	CARD SERVICE CENTER	30-061620PD	SUPPLIES	100-52100-340	58.79
30	CARD SERVICE CENTER	30-061620PD	REFUND ON HOTEL FOR CANCELED CONFERENC	100-52100-330	175.00-
30	CARD SERVICE CENTER	30-061620PR	SD MICRO CARD	100-55310-340	31.78
30	CARD SERVICE CENTER	30-061620VH	BACKGROUND CHECK FOR NEW OPERATOR LICE	100-51420-340	206.00
30	CARD SERVICE CENTER	30-061620VH	INTERNET SECURITY RENEWAL - REFUND	100-51200-340	104.39-
	Total CARD SERVICE CENTER:				143.33
CHARTER COMMUNICATIONS					
2421	CHARTER COMMUNICATIONS	17282060520	MONTHLY BASIC BUSINESS TV & INTERNET - 6/5/2	100-51600-350	99.44
2421	CHARTER COMMUNICATIONS	17282060520	MONTHLY BASIC BUSINESS TV & INTERNET - 6/5/2	600-60920-340	33.15
2421	CHARTER COMMUNICATIONS	17282060520	MONTHLY BASIC BUSINESS TV & INTERNET - 6/5/2	601-60850-340	33.15
2421	CHARTER COMMUNICATIONS	57023060120	BUSINESS TV @ MUNICIPAL SERVICES BUILIDING	100-51700-225	30.51
2421	CHARTER COMMUNICATIONS	57023060120	BUSINESS TV @ MUNICIPAL SERVICES BUILIDING	600-60920-225	2.69
2421	CHARTER COMMUNICATIONS	57023060120	BUSINESS TV @ MUNICIPAL SERVICES BUILIDING	601-60850-225	2.69
2421	CHARTER COMMUNICATIONS	73715060520	MONTHLY PHONE CHARGE - 6/5/20-7/4/20	100-51600-350	88.61
2421	CHARTER COMMUNICATIONS	73715060520	MONTHLY PHONE CHARGE - 6/5/20-7/4/20	600-60920-340	29.53
2421	CHARTER COMMUNICATIONS	73715060520	MONTHLY PHONE CHARGE - 6/5/20-7/4/20	601-60850-340	29.53
	Total CHARTER COMMUNICATIONS:				349.30
COMPUTER MAGIC INC					
930	COMPUTER MAGIC INC	5000	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-51100-340	184.89
930	COMPUTER MAGIC INC	5000	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-51420-214	1,479.09
930	COMPUTER MAGIC INC	5000	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-52100-214	924.44
930	COMPUTER MAGIC INC	5000	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-55310-340	369.78
930	COMPUTER MAGIC INC	5000	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-53100-340	369.78
930	COMPUTER MAGIC INC	5000	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	600-60920-340	184.89
930	COMPUTER MAGIC INC	5000	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	601-60850-340	184.89
	Total COMPUTER MAGIC INC:				3,697.76
DANE CO TREASURER					
195	DANE CO TREASURER	195-061620	MAY 2020 FINES & FORFEITURES	100-24300	508.80

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
	Total DANE CO TREASURER:				508.80
DEPT OF ADMINISTRATION					
2139	DEPT OF ADMINISTRATION	2139-061620	MAY 2020 FINES & FORFEITURES	100-24200	715.80
	Total DEPT OF ADMINISTRATION:				715.80
DEVAULT, CHERYL					
6593	DEVAULT, CHERYL	6593-061620	REFUND REQUEST - PAINT AND SIP CLASS CANC	100-46727-100	35.00
	Total DEVAULT, CHERYL:				35.00
DIGGERS HOTLINE INC					
626	DIGGERS HOTLINE INC	200 5 13551	DUPLICATE/COPY EMAILS & PREPAID FAX FEES F	600-60920-340	296.10
626	DIGGERS HOTLINE INC	200 5 13551	DUPLICATE/COPY EMAILS & PREPAID FAX FEES F	601-60850-340	296.10
	Total DIGGERS HOTLINE INC:				592.20
DIVISION OF UNEMPLOYMENT INSURANCE					
6576	DIVISION OF UNEMPLOYMENT INSU	6576-061620	RECREATION INSTRUCTORS	100-55310-345	480.17
	Total DIVISION OF UNEMPLOYMENT INSURANCE:				480.17
FRONTIER					
3912	FRONTIER	3912-061620	608-839-8064 CLERK OF COURT	100-51200-340	53.86
3912	FRONTIER	3912-061620	608-839-1603 FAX & SCADA SYSTEM	100-53100-225	82.95
3912	FRONTIER	3912-061620	608-839-1603 FAX & SCADA SYSTEM	100-55310-225	82.95
3912	FRONTIER	3912-061620	608-839-1603 FAX & SCADA SYSTEM	600-60935-340	55.30
3912	FRONTIER	3912-061620	608-839-1603 FAX & SCADA SYSTEM	601-60832-340	55.30
3912	FRONTIER	3912-061620	608-839-4588 EMERGENCY PHONE & FAX	100-52100-225	69.95
	Total FRONTIER:				400.31
GFC LEASING CO					
5	GFC LEASING CO	I00587421	LEASE #M107469 & M111367 - 6/20/2020-7/19/2020	100-51420-340	110.50
5	GFC LEASING CO	I00587421	LEASE #M107469 & M111367 - 6/20/2020-7/19/2020	100-52100-340	167.09
5	GFC LEASING CO	I00587421	LEASE #M107469 & M111367 - 6/20/2020-7/19/2020	100-53100-340	110.50
5	GFC LEASING CO	I00587421	LEASE #M107469 & M111367 - 6/20/2020-7/19/2020	100-55310-340	110.50
5	GFC LEASING CO	I00587421	LEASE #M107469 & M111367 - 6/20/2020-7/19/2020	600-60920-340	55.25
5	GFC LEASING CO	I00587421	LEASE #M107469 & M111367 - 6/20/2020-7/19/2020	601-60850-340	55.25
	Total GFC LEASING CO:				609.09
GRABER MANUFACTURING					
6546	GRABER MANUFACTURING	80115	SHELTER/SPLASH PAD SITE AMENITIES	205-55201-820	26,982.51
	Total GRABER MANUFACTURING:				26,982.51
GRAINGER					
142	GRAINGER	9537039001	PLEXIGLASS - MSB COUNTER	100-51520-700	112.00
	Total GRAINGER:				112.00
HARMONY CONSTRUCTION MGMT INC					
6577	HARMONY CONSTRUCTION MGMT I	6577-061620	PAY REQUEST #2 - BAKKEN PARK IMPROVEMENT	410-57330-821	57,862.15

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
	Total HARMONY CONSTRUCTION MGMT INC:				57,862.15
HORNBECK, STEVE					
6592	HORNBECK, STEVE	6592-061620	REFUND REQUEST - PAINT YOUR PET CANCELLA	100-46727-100	80.00
	Total HORNBECK, STEVE:				80.00
HYDROCORP					
6454	HYDROCORP	0057383-IN	CROSS CONNECTION CONTROL PROGRAM	600-60923-210	1,147.00
	Total HYDROCORP:				1,147.00
LANDMARK SERVICES COOPERATIVE					
3	LANDMARK SERVICES COOPERATIV	03-061620PD	POLICE DEPT FUEL - MAY 2020	100-52100-385	849.01
3	LANDMARK SERVICES COOPERATIV	03-061620PW	PW FUELS - MAY 2020	100-53300-385	850.51
3	LANDMARK SERVICES COOPERATIV	03-061620PW	PW FUELS - MAY 2020	600-60933-385	283.51
3	LANDMARK SERVICES COOPERATIV	03-061620PW	PW FUELS - MAY 2020	601-60828-385	283.51
3	LANDMARK SERVICES COOPERATIV	03-061620PW	PARKS FUEL - MAY 2020	100-55200-385	85.00
	Total LANDMARK SERVICES COOPERATIVE:				2,351.54
LARSON, SHREYA					
6595	LARSON, SHREYA	6595-061620	REFUND REQUEST - BATTLEDARTS CANCELLED	100-46727-000	20.00
6595	LARSON, SHREYA	6595-061620	REFUND REQUEST - BATTLEDARTS CANCELLED	100-46727-000	20.00
6595	LARSON, SHREYA	6595-061620	REFUND REQUEST - BABYSITTING CLASS CANCE	100-46727-000	95.00
6595	LARSON, SHREYA	6595-061620	REFUND REQUEST - ARCHERY CLASS CANCELLE	100-46727-000	45.00
6595	LARSON, SHREYA	6595-061620	REFUND REQUEST - ARCHERY CLASS CANCELLE	100-46727-000	45.00
	Total LARSON, SHREYA:				225.00
LAUFENBERG LAWN CARE LLC					
5350	LAUFENBERG LAWN CARE LLC	5350-061620	MOWING ABANDONED PROPERTY	100-53300-210	100.00
	Total LAUFENBERG LAWN CARE LLC:				100.00
MADISON ROCK & SAND LLC					
1631	MADISON ROCK & SAND LLC	23762	COMPOST DISPOSAL	100-53620-340	260.70
	Total MADISON ROCK & SAND LLC:				260.70
MARTINEZ, DAWN					
6591	MARTINEZ, DAWN	6591-061620	REFUND REQUEST - KINDERGARTEN TEE BALL C	100-46720-100	65.00
	Total MARTINEZ, DAWN:				65.00
MCKAY NURSERY COMPANY					
977	MCKAY NURSERY COMPANY	02-20-2096262	TREES	202-56110-210	2,199.56
	Total MCKAY NURSERY COMPANY:				2,199.56
MEINEKE COTTAGE GROVE #2474					
5772	MEINEKE COTTAGE GROVE #2474	29623	SQUAD 161 BRAKES AND ROTORS	100-52100-380	496.66
	Total MEINEKE COTTAGE GROVE #2474:				496.66

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
MSA PROFESSIONAL SERVICES INC					
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM HOMBURG - WESTLAWN 5TH ADD	210-13809	2,620.13
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM AJ REGALI	210-13880	212.03
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM HUSTONS - HOTEL	210-13803	1,070.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM EVERSTREAM	210-13900	127.50
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM JOHNSON HEALTH TECH	210-13862	85.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM MG SCHOOL DISTRICT	210-13840	788.13
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM GREYWOLF HOTEL	210-13895	1,605.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM CG BUSINESS DEVELOPMENT	210-13897	995.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM COTTAGE GROVE COMMONS	210-13898	3,711.78
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM MADISON WINDOW CLEANING	210-13896	184.53
99	MSA PROFESSIONAL SERVICES INC	99-061620	DUE FROM A&M MANAGEMENT	210-13888	632.51
99	MSA PROFESSIONAL SERVICES INC	99-061620	GENERAL ENGINEERING	100-53110-210	357.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	GENERAL ENGINEERING - MIRACLE LEAGUE	100-53110-210	510.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	COTTAGE GROVE - BAKKEN PARK IMPROVEMENT	205-55201-820	3,318.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	GENERAL ENGINEERING - COTTAGE GROVE ROA	410-57330-821	128.75
99	MSA PROFESSIONAL SERVICES INC	99-061620	ENGINEERING - STORMWATER - WESTLAWN 3RD	410-57503-810	183.75
99	MSA PROFESSIONAL SERVICES INC	99-061620	WESTLAWN PARKVIEW LRIP PLANS	410-57331-820	2,206.75
99	MSA PROFESSIONAL SERVICES INC	99-061620	GLACIAL DRUMLIN PATH IMPROVEMENT (TAP)	410-57331-820	10,001.75
99	MSA PROFESSIONAL SERVICES INC	99-061620	WATER UTILITY - ENGINEERING FOR VILAS ROAD	600-39508	2,893.55
99	MSA PROFESSIONAL SERVICES INC	99-061620	WATER UTILITY - GIS MAPPING	600-60651-340	225.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	WATER UTILITY - GIS MAPPING	600-60652-340	37.50
99	MSA PROFESSIONAL SERVICES INC	99-061620	WATER UTILITY - GIS MAPPING	600-60653-340	15.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	WATER UTILITY - GIS MAPPING	600-60654-340	22.50
99	MSA PROFESSIONAL SERVICES INC	99-061620	WATER UTILITY - GENERAL ENGINEERING	600-60923-210	25.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	SEWER UTILITY - GENERAL ENGINEERING	601-60852-210	25.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	COLLECTION SYSTEM FLOW MONITORING	601-60852-210	3,340.50
99	MSA PROFESSIONAL SERVICES INC	99-061620	SEWER UTILITY - GIS MAPPING	601-60827-340	75.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	SEWER UTILITY - GIS MAPPING	601-60831-240	225.00
99	MSA PROFESSIONAL SERVICES INC	99-061620	SEWER UTILITY - GIS MAPPING	601-60831-350	112.50
99	MSA PROFESSIONAL SERVICES INC	99-061620	SEWER UTILITY - GIS MAPPING	601-60832-340	37.50
Total MSA PROFESSIONAL SERVICES INC:					35,771.66
O'REILLY AUTO PARTS					
4458	O'REILLY AUTO PARTS	4331-336558	FUEL	100-53300-385	33.58
4458	O'REILLY AUTO PARTS	4331-336558	FUEL	600-60933-385	11.19
4458	O'REILLY AUTO PARTS	4331-336558	FUEL	601-60828-385	11.19
Total O'REILLY AUTO PARTS:					55.96
POMP'S TIRE SERVICE INC					
2813	POMP'S TIRE SERVICE INC	80215406	FLAT REPAIR	100-53300-340	15.90
2813	POMP'S TIRE SERVICE INC	80215406	FLAT REPAIR	600-60935-340	5.30
2813	POMP'S TIRE SERVICE INC	80215406	FLAT REPAIR	601-60834-340	5.30
Total POMP'S TIRE SERVICE INC:					26.50
POSTMASTER					
111	POSTMASTER	111-052920	POSTAGE - WATER & SEWER BILLS	600-60902-311	49.74
111	POSTMASTER	111-052920	POSTAGE - WATER & SEWER BILLS	601-60840-311	49.73
Total POSTMASTER:					99.47
PREIMER BUILDERS INC					
6590	PREIMER BUILDERS INC	6590-061620	EROSION CONTROL DEPOSIT REFUND	100-23170	425.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
Total PREIMER BUILDERS INC:					425.00
QUADIENT					
6410	QUADIENT	INV57626487	METER RENTAL	100-51420-311	17.04
6410	QUADIENT	INV57626487	METER RENTAL	100-51520-311	17.03
6410	QUADIENT	INV57626487	METER RENTAL	100-51440-311	2.85
6410	QUADIENT	INV57626487	METER RENTAL	100-51200-340	2.84
6410	QUADIENT	INV57626487	METER RENTAL	600-60902-311	8.53
6410	QUADIENT	INV57626487	METER RENTAL	601-60840-311	8.52
Total QUADIENT:					56.81
QUILL CORP					
12	QUILL CORP	4599347	CHAIRMAT	100-51420-340	53.99
12	QUILL CORP	4599347	CHAIRMAT	600-60920-340	18.00
12	QUILL CORP	4599347	CHAIRMAT	601-60850-340	18.00
12	QUILL CORP	7374540	LABELS, HIGHLIGHTERS, CARD STOCK, PAPER CL	100-51420-340	73.06
12	QUILL CORP	7374540	LABELS, HIGHLIGHTERS, CARD STOCK, PAPER CL	600-60920-340	24.36
12	QUILL CORP	7374540	LABELS, HIGHLIGHTERS, CARD STOCK, PAPER CL	601-60850-340	24.36
Total QUILL CORP:					211.77
REINDERS INC					
4447	REINDERS INC	1832234-00	RIM & VALVE STEM	100-53300-340	95.33
4447	REINDERS INC	1832234-00	RIM & VALVE STEM	600-60935-340	31.78
4447	REINDERS INC	1832234-00	RIM & VALVE STEM	601-60834-340	31.77
Total REINDERS INC:					158.88
RG HUSTON COMPANY INC					
371	RG HUSTON COMPANY INC	44154	TOPSOIL	100-53440-340	64.32
371	RG HUSTON COMPANY INC	44154	TOPSOIL	600-60935-340	64.32
371	RG HUSTON COMPANY INC	44154	TOPSOIL	601-60834-340	64.32
Total RG HUSTON COMPANY INC:					192.96
SECURIAN FINANCIAL GROUP INC					
10	SECURIAN FINANCIAL GROUP INC	10-061620	LIFE INS PREMIUMS - JULY 2020	100-21530	1,036.75
Total SECURIAN FINANCIAL GROUP INC:					1,036.75
STAFFORD ROSENBAUM LLP					
4428	STAFFORD ROSENBAUM LLP	1236308	GENERAL	100-51300-210	9,663.50
4428	STAFFORD ROSENBAUM LLP	1236309	DUE FROM MG SCHOOLS	210-13840	6,608.00
4428	STAFFORD ROSENBAUM LLP	1236310	DUE FROM GREYWOLF HOTEL	210-13895	3,639.00
4428	STAFFORD ROSENBAUM LLP	1236311	GENERAL - MIRACLE LEAGUE	100-51300-210	29.50
4428	STAFFORD ROSENBAUM LLP	1236312	DUE FROM HOMBURGS - 5TH ADD TO WESTLAW	210-13809	1,150.50
4428	STAFFORD ROSENBAUM LLP	1236313	DUE FROM SHADY GROVE	210-13874	682.50
4428	STAFFORD ROSENBAUM LLP	1236314	GENERAL - UPNET CONTRACT	100-51300-210	525.00
4428	STAFFORD ROSENBAUM LLP	1236315	GENERAL - COVID19	100-51300-210	1,718.50
4428	STAFFORD ROSENBAUM LLP	1236316-333	MUNICIPAL COURT	100-51200-210	1,777.00
Total STAFFORD ROSENBAUM LLP:					25,793.50
STATE OF WISCONSIN					
2939	STATE OF WISCONSIN	115-000017043	2020 WEIGHTS AND MEASURES CONTRACT INSP	100-52600-210	2,000.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
	Total STATE OF WISCONSIN:				2,000.00
STOUGHTON LUMBER CO INC					
5116	STOUGHTON LUMBER CO INC	962122	PRO SPRAYER	100-55200-350	11.97
	Total STOUGHTON LUMBER CO INC:				11.97
SUN PRAIRIE PARKS, RECREATION & FORESTRY					
6594	SUN PRAIRIE PARKS, RECREATION	6594-061620	GOLF PARTICIPANTS X 5	100-55310-344	475.00
	Total SUN PRAIRIE PARKS, RECREATION & FORESTRY:				475.00
THE WASH GUARD LLC					
6547	THE WASH GUARD LLC	1003	SURFACE SANITIZER	100-51520-700	771.45
	Total THE WASH GUARD LLC:				771.45
TOTAL WATER TREATMENT SYSTEMS					
4987	TOTAL WATER TREATMENT SYSTEM	862810	BOTTLED WATER - MAY 2020 - VILLAGE HALL	100-51420-340	5.10
4987	TOTAL WATER TREATMENT SYSTEM	862810	BOTTLED WATER - MAY 2020 - VILLAGE HALL	600-60920-340	1.70
4987	TOTAL WATER TREATMENT SYSTEM	862810	BOTTLED WATER - MAY 2020 - VILLAGE HALL	601-60850-340	1.70
4987	TOTAL WATER TREATMENT SYSTEM	862810	BOTTLED WATER - MAY 2020 - POLICE DEPARTME	100-52100-340	87.20
	TOTAL WATER TREATMENT SYSTEMS:				95.70
TOWN OF COTTAGE GROVE					
5088	TOWN OF COTTAGE GROVE	5088-061620	GOV PAY PAYMENT MADE TO VILLAGE FOR TOWN	100-23300	30.00
	Total TOWN OF COTTAGE GROVE:				30.00
US CELLULAR					
594	US CELLULAR	375333801	CELL PHONE CHARGES - POLICE DEPT	100-52100-225	394.10
594	US CELLULAR	37533395	CELL PHONE CHARGES - PUBLIC WORKS	100-53100-225	92.33
594	US CELLULAR	37533395	CELL PHONE CHARGES - PUBLIC WORKS	600-60920-225	30.78
594	US CELLULAR	37533395	CELL PHONE CHARGES - PUBLIC WORKS	601-60850-225	30.78
594	US CELLULAR	37533395	CELL PHONE CHARGES - PARKS	100-55200-225	195.97
594	US CELLULAR	37533395	TABLET DATA CHARGES	600-60920-225	45.74
594	US CELLULAR	37533395	TABLET DATA CHARGES	601-60850-225	45.74
	Total US CELLULAR:				835.44
VOIANCE LANGUAGE SERVICES LLC					
6539	VOIANCE LANGUAGE SERVICES LL	1109350	LANGUAGE LINE	100-52100-340	25.00
	Total VOIANCE LANGUAGE SERVICES LLC:				25.00
WI DEPARTMENT OF TRANSPORTATION					
6504	WI DEPARTMENT OF TRANSPORTAT	395-0000174661	PRELIMINARY ENGINEERING - GLACIAL DRUMLIN	410-57333-820	97.02
	Total WI DEPARTMENT OF TRANSPORTATION:				97.02
WI STATE LABORATORY OF HYGIENE					
6373	WI STATE LABORATORY OF HYGIEN	635951	FLUORIDE	600-60630-210	26.00
	Total WI STATE LABORATORY OF HYGIENE:				26.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
WISCONSIN RURAL WATER ASSOCIATION					
6458	WISCONSIN RURAL WATER ASSOCI	W1920	MEMBERSHIP RENEWAL	600-60920-320	22.50
6458	WISCONSIN RURAL WATER ASSOCI	W1920	MEMBERSHIP RENEWAL	601-60850-320	22.50
	Total WISCONSIN RURAL WATER ASSOCIATION:				45.00
WOHLERS HEATING & A/C CORP					
4270	WOHLERS HEATING & A/C CORP	4270-061620	REFUND - REQUEST - BASEBALL/SOFTBALL SPON	100-55310-347	1,500.00
	Total WOHLERS HEATING & A/C CORP:				1,500.00
WOLF PAVING & EXCAVATING CO.					
635	WOLF PAVING & EXCAVATING CO.	66716	GRADE 5 - 2.55 TON	100-53300-370	170.85
	Total WOLF PAVING & EXCAVATING CO.:				170.85
	Grand Totals:				256,502.78

Village -	$ 235,679.77
Water & Sewer-	$ 20,823.01
Total Invoices-	$ 256,502.78

Lisa Kalata

From: jkudrna@cottagegrovefire.org
Sent: Tuesday, June 9, 2020 9:14 AM
To: Lisa Kalata
Subject: Fireworks

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Lisa,

As you know, we had to cancel this year's Cottage Grove Firemen's Festival due to the COVID-19 situation. As a department, we still wanted to do something for the community and are working on a plan to bring "Social Distanced" fireworks to Cottage Grove on Friday, July 3rd. We will launch from the construction site near the new school. From there, most residents should be able to see them from their own backyards. We will take care of the permits and insurance but I just wanted to check in with you to see if there is anything the Village would need.

Thank you,

Jason Kudrna
Cottage Grove Firemen's Festival Chairman
JKudrna@cottagegrovefire.org
Festival@cottagegrovefire.org
608.206.1216
www.cottagegrovefire.org