



VILLAGE ACTION REPORT

PROJECT: Monona Grove Elementary School Site Plan, Rezone, CUP, & CSM
APPLICANT: Monona Grove School District
PROJECT LOCATION: Parcels #0711-082-8515-1 & #0711-053-9000-2 on Buss Road
REPORT DATE: July 12, 2019

PROJECT DESCRIPTION: The applicant is seeking approval of several applications related to development of a new elementary school including a site plan, rezoning, conditional use permit, and certified survey map. The proposed elementary school will house grades 3 to 5 and includes 128,000 sq. ft. over two stories.

PLAN COMMISSION MEETING: July 10, 2019

STAFF REPORT PROVIDED BY: X Planner, X Engineer, ___ Public Works

MOTION #1: by Broom (1st), Ratcliff (2nd)

The proposed rezoning from RH, Rural Holding to SR-4, Single Family Residential was APPROVED.

VOTE: 4 Aye, 0 Nay, 0 Abstain

MOTION #2: by Broom (1st), Ratcliff (2nd)

The proposed Conditional Use Permit for an 'indoor institutional' land use was APPROVED WITH CONDITIONS, with the conditions as follows:

1. The Conditional Use Permit applies to the elementary school, related outdoor equipment and play areas, and future expansion areas as shown on the submitted and approved site plan. Building additions, new buildings, or other new major facilities other than those shown, including development of athletic fields, may be subject to amendment of the Conditional Use Permit.

VOTE: 4 Aye, 0 Nay, 0 Abstain

MOTION #3: by Ratcliff (1st), Broom (2nd)

The proposed Site Plan was APPROVED WITH CONDITIONS, with the conditions as follows:

Planning

1. The applicant shall provide more details of the continuation of the connecting driveway on the Glacial Drumlin Middle School property, showing where the new drive connects to the existing driveway network.
2. The ginkgo and honey locust trees shown near the bike/ped path's crosswalk on the east driveway should be relocated to maximize visibility of pedestrians or bikers crossing at this location.
3. A lighting plan including photometrics and cut sheets of exterior lighting fixtures shall be provided for staff review to demonstrate compliance with 325-78.
4. Signage is reviewed under a separate process. The applicant shall apply separately for sign permits.
5. There shall be a developer agreement between the school district and the Village to document any public improvements relating to the project.

Engineering – Removals

1. Remove and abandon the existing well (not shown on plan).

Engineering – Drainage

1. The east side of the site shows some area that will drain toward the east/southeast. Calculations when made available will verify the runoff is within measures to prevent impact on residential properties.
2. Further comments will follow with stormwater management plan submittal.

Engineering – Access

1. A 60-foot wide easement is shown along the east side of the site in the areas where Pheasant Run, Mourning Dove Drive, and Red Hawk Trail need a continuation:
 - a. The easement suggests a road could be constructed that would create corner lots where residential lots currently exist.
 - b. No improvements are shown indicating there is no commitment to construct the road.
 - c. We recommend the connecting road be constructed as part of the school development.
 - d. We recommend an outlet be maintained between the edge of the parcel and the residential homes such that the road does not create corner parcels and the MGSD conduct a public meeting with the affected residents and Village representatives to obtain their opinions.
 - e. In this easement, we recommend interconnection of the sidewalks from each Village block.
2. Set improvements along Buss Road to interconnect with the adopted Buss Road plan. The Buss Road plan is a 4-lane median divided roadway with a bike path on the east side of the roadway. The improvements fit within the 100' ROW.
3. The school will be responsible for the cost of Buss Road improvements for the ownership frontage.

Engineering – Transportation

1. Improve Buss Road at an agreed upon date with the Village.
2. We concur with the Traffic Impact Analysis (TIA). Minor edits aside, the following are suggested by the report:
 - a. Cottage Grove Road and Buss Road intersection
 - i. The 4-hour warrants will be met for a signalized intersection. When warrants are met it indicates conditions are present to control the traffic on Cottage Grove Road because there will be at least four hours when Buss Road will experience adequate traffic volume needing access to Cottage Grove Road. As indicated in our recent meeting with Dane County staff, Dane County will participate with the Village on the project cost when the traffic study indicates meeting a 4-hour warrant or greater.
 1. We will recommend signals or a roundabout and conduct a Public Meeting to conduct input.
 - ii. Lane expansion is needed for the approaches to the intersection.
 1. When we combine this TIA with other development plans coming to the Village, the expansion we suggest is a resounding continuation of improvements similar to Cottage Grove Road at Damascus Trail with longer left turn queuing lanes.

Engineering – Lighting, Electrical, and Other Utilities

1. Provide a photometric plan of the outdoor lighting.
2. Bury overhead lines along the property frontage.
3. Provide a 12-foot easement for the utility bury behind the dedicated ROW line along the Buss Road frontage.
4. Provide a 10-foot easement within the north and south property lines for the continuation of utilities.
5. Provide a 15-foot easement for the continuation of watermain from Pheasant Run to the south property line.

Engineering – Sanitary and Water Supply

1. The services shown are ok, but do not complete the looping required as indicated in coordination meetings with the school district team.
 - a. The watermain at Pheasant Run is to continue to the southwest to supply the next parcel.
 - b. The watermain at Mourning Dove Drive and Red Hawk Trail is to interconnect and continue north to supply parcels to the north.
 - c. The sanitary sewer on Red Hawk Trail is to continue north to supply parcels to the north.

Engineering – Final Drawings and Details

1. Provide the plans indicated above as 'not provided' in order to complete the engineering review for the Village Ordinance Chapter 163 review for stormwater management and erosion control.

Conditions added by Plan Commission

1. Prior to the July 15 Village Board meeting, provide an overall site plan that shows the relationship of the plan to the surrounding lots and streets.

VOTE: 4 Aye, 0 Nay, 0 Abstain

MOTION #4: by Ratcliff (1st), Broom (2nd)

The proposed Certified Survey Map was APPROVED WITH CONDITIONS, with the conditions as follows:

1. Future roadways shall be dedicated to the public.
2. Roadway dedications and configurations shall meet the approval of the Village Engineer.
3. The CSM shall not be recorded until roadway locations and sizes are determined and added to the CSM.

VOTE: 4 Aye, 0 Nay, 0 Abstain

APPLICANT COMMENTS:

- (Jerrud Rossing – Monona Grove School District Business Director) – provided brief introduction, and available for questions.
- (Bob Vajgrt – architect, Eppstein Uhen Architects) – provided overview of site plan and building design, and available for questions.

PUBLIC HEARING COMMENTS:

- (Jane Ring) – lives on Buss Road. Where are the school driveways in relation to Lane Street? After much discussion it was ultimately determined that both driveways are south of Lane Street. The district shall provide a map showing the relationship more clearly for the Board meeting.
- (Jane Ring) – What are the plans for the expansion of Buss Road? Buss Road is to be expanded per the approved Buss Road plan. Timing to be finalized in developer agreement.
- (property owner on Ruffian Circle) – will existing tree line be retained? Vajgrt replied that would be difficult given the grading requirements of the site. Where are the ponds located? Can anything be done to restrict mosquitoes? Vajgrt showed the ponds on the plan. The school's engineer replied that ponds are designed for dirt to settle to the bottom, so agitating the water can be counterproductive. Some kind of fountain may be possible.
- (property owner on Mourning Dove Drive) – asked whether bike paths will connect and where? Yes, to the southernmost path in Westlawn 4th Add.

- (Jane Ring) – will sidewalks be included on the Town subdivision side of Buss Road when it is expanded? Only if Town and residents want it. Will the subdivision be required to hook up to municipal utilities? No.

PLAN COMMISSION COMMENTS:

- (Jushchyshyn) – what’s going on with the roads? They’ve been discussed at prior meetings but still aren’t on the plans. Rossing responded they understand the roads must be built, and that this will be included in the developer agreement. Situation is similar to Cottage Grove Road improvements that were included in Glacial Drumlin developer agreement. What is the process for getting more detail? To be worked out with staff as part of developer agreement. Giese noted that it’s part of the approval and must be completed.

STAFF COMMENTS:

- See planning staff report and as noted above.
- See engineering staff report and as noted above.