

Date: September 26, 2024
To: John Donovan, Belinski Homes; Josh Pudelko, TRIO Engineering
From: Rebekah Leto, AICP, Town Planner
Subject: Concept Discussion of proposed subdivision
Meeting Date: September 9, 2024

This memo serves to summarize our discussion on 9/9/2024 regarding a proposed subdivision on a 79-acre parcel located east of Sprague Road, including the processes and procedures necessary to obtain approvals from the Town of Eagle. After discussion regarding the Planned Unit Development plan, Mr. Donovan replied that Belinski would like to move forward with the traditional neighborhood design. Therefore, this memo does not include information about a Planned Unit Development. The comments below are based on the review of the concept plan of a traditional subdivision dated 8/23/2024.

Land Use Plan

- County: Suburban Density Residential II (SDRII) (min 3 acres/DU)
- Town: Rural Residential I (min. 3 acre/DU), Other Open Lands to be Preserved, Primary Environmental Corridor
- Only upland areas are included in the density calculation for 3 acres/du. PEC (upland) areas are 1 per 5 du/acre and no credit is given for wetland areas.
- The proposed development complies with both land use plan.

Zoning, Layout and design standards

- 3 acre min.
- 200 ft. in average width
- 33 ft. of road frontage
- 2.5 to 1 depth to width ratio maximum
- Soils with hydric inclusions cover much of the site, steep slopes along the bank and in the NW portion.
- Streets
 - Cul de sac complies with max. length permitted and turn around radio
 - Street width = 66 ft. – dedicated to the public
 - Consider a street name for the extension that makes the most sense for residents. Continuation of Hidden Knoll / Hidden Knoll North is a suggestion.
 - No direct access to Sprague Road from any lot or outlot.

Land Division Ordinance

- Please carefully review Divisions 8 – 14 of the enclosed Land Division Ordinance. These relate to the developer's agreement, financial guarantees, approval and acceptance of improvements, dedications and reservations, required improvements, layout and design

standards and common areas. Some of the information is called out in this review letter, but not detail.

- The development needs to provide protection of natural resources of the Town including woodland, wetland and wildlife resources.
- Dedications and Reservations (Article 11)
 - Park and Open Space requirement
 - Need to provide for appropriate area and facilities to serve the recreational needs to the immediate neighborhood by establishing tot lots, greenways with pedestrian walkways and bike paths, small open spaces of meadow or woods, or special landscape features. Shall also provide open space in the form of undeveloped woods, meadow, marsh or water, pasture or cropland or similar uses consistent with the preservation of open space for its aesthetic and ecologic value to the community.
 - The amount of open space required equates to 1,742 sq. ft. per lot (.76 acres total). The proposal meets this requirement.
 - May be retained as private common lands or dedicated to the public with Town Board approval
 - Fire Department
 - Need to provide a device suitable to the fire department that is sufficient to provide a supply of water for fire protection purposes for this development.
- Master Grading Plan required.
- Stormwater management reviewed by Town Engineer.
- Common spaces. If the outlots are owned by the lot owners, they need to be in equal undivided interests.
- A land management plan is likely required. This would be targeted towards management of Outlot 1 and the wetland areas. We have seen some very successful models in the developer restrictions where there is a percentage of the HOA fees that go to directly into a fund for land management.
- Residential Allotment System
 - Ranking system that is a part of the subdivision application.
 - Maximum of 18 residential development permits within a calendar year. The Town Plan Commission and Town Board may exceed the maximum number of allotted residential development permits by not more than 10% provided that the total number of any 5-year period does not exceed 90 permits.
 - Annual allocation request – Oct 1 – November 7 and the applications considered at the December plan commission.

Subdivision submittal requirements

- Pre-application meeting (held 9/9)
- Submit application (enclosed) and fee: 2024 plat fees - (\$675 preliminary plat + \$22/lot) (\$475 final plat). Note, these fees will go up in 2025 to \$700 preliminary plat + \$23/lot (1st submittal) and \$500 final plat.
- Submit to DOA and Waukesha County at the same time as the Town. Waukesha County acts as a forwarding agency for town plats to ensure all entities are acting on the same

version of the plat at the same time. The County has 90 days to act on the plat. The Town will not act until they receive comments from objecting agencies, so **please submit to all agencies at the same time.**

- The town board has 90 days to act on the preliminary plat unless an extension is received by the subdivider.
- The preliminary and final plat checklist is enclosed.