# Middleton Westport Joint Zoning Committee Agenda

#### Wednesday, October 28, 2020 6:00 PM Virtual meeting via www.zoom.us

#### Zoom Meeting ID: 947 5980 5896 Password: 8675309 Call-in: (312) 626-6799\*

#### Posted on the City's web site at meetings.cityofmiddleton.us/

#### Instructions on Participating in a Zoom Meeting

#### <u>Roll Call</u>

#### **Approval of Minutes**

1) Minutes of June 25, 2020, MWJZC meeting

#### Agenda Items

1) Specific Implementation Plan (SIP) & Design Review – Cross Lutheran Church--Phase 1, Texas Longhorn Drive / West of CTH M (PC-2577)

BACKGROUND: See Planning staff memo dated 10/23/20.

RECOMMENDATION: Approve the SIP, including the site plan and building design, and recommend Common Council approval of the SIP, contingent on the items listed in the staff memo.

ENCLOSURES: Opitz memo dated 10/23/20, Vierbicher submittal 9/22/20, Westport Res. 20-07, emails listing changes, Revised building renderings

# 2) Certified Survey Map – Cross Lutheran Church, Texas Longhorn Drive / West of CTH M (PC-2577)

BACKGROUND: This extraterritorial CSM creates two lots belong to the church and an outlot encompassing the street leading to the church. City engineering staff confirmed that there are no apparent errors in the bearings and distances as shown.

RECOMMENDATION: Approve the extraterritorial CSM contingent on compliance with all terms of the SIP and any other conditions or restrictions required by the Town of Westport.

ENCLOSURES: CSM (6 pages)

#### <u>Adjournment</u>

\*Anyone concerned about long-distance charges should contact Mark for a toll-free number at (608) 821-8394

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at this meeting to gather information; however, no action will be taken by any governmental body at this meeting other than the governmental body specifically referenced in this notice.

Any person who has a qualifying disability as defined by the American With Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the City Administrator at (608) 821-8350, 7426 Hubbard Ave., Middleton, WI at least 24 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

#### NOTICE OF ONLINE MEETING

Due to the public health emergency that has been declared for the COVID-19 outbreak, the State of Wisconsin is encouraging community interventions such as physical distancing, replacing in-person meetings with remote communications when possible, and other precautions that can help minimize further spread of COVID-19 in our community. The City of Middleton has set this as an online meeting with remote participation to promote social distancing and help protect our community.

Governmental bodies can meet their obligation for open public meetings while practicing physical distancing to help protect public health by conducting meetings via telephone conference calls as long as the public is provided with an effective way to monitor such calls.

At the request of the Common Council, this Zoom meeting will be recorded.

#### To Participate in an Online Zoom Meeting:

**Computer**: First time users will need to download and run the Zoom client app (<u>zoom.us</u>) for your computer. It may be easiest to use a laptop computer with built-in camera and microphone, or a desktop computer with a headset or speakers/microphone. If you would like to speak during the meeting but do not have a microphone on your computer, you will need to call in with a phone.

**Smartphone/Tablet**: First time users will need to download and run the Zoom client app (<u>zoom.us</u>) for your iPhone, iPad or Android device to join the meeting with your smartphone or tablet.

**Join Meeting**: To join the online meeting, open the Zoom app, click "Join a Meeting," and enter the **Meeting ID** and **Password** printed at the top of the agenda.

**Phone**: If needed, call either +1 (253) 215-8782 or +1 (301) 715-8592 and enter the **Meeting ID** and **Password** printed at the top of the agenda. These are long-distance numbers, so there may be charges depending on your calling plan. If you do not have a long distance plan, please contact Abby Attoun, Director of Planning & Community Development, at (608) 821-8343 to receive a toll free number for participation.

**Technical difficulties?** If you experience difficulties while trying to connect to the meeting, please see the help center resources at <u>zoom.us</u>, or call or text the Zoom help line at: +1 (888) 799-9666 ext. 2.

#### Tips for Zoom Use

If you don't have a camera, that's fine. You'll still be able to see and hear everything, and
participate in discussion as appropriate. Your video participant box will just appear black (or with
your static Zoom profile picture, if you upload one). In any event, your participant box will have
your name in it, as you entered it. <u>Please enter your name</u> instead of phone number so it will be
easier for others to see who's participating in the meeting. You can edit your name in the
Participant Video Panel section of the screen if needed.

- When in the meeting, activate your sound and camera when ready (microphone and video camera symbols should be in the lower left portion of screen). The Zoom software includes functionality for you to test the microphone and camera to ensure they're working.
- Committee members are expected to participate in discussion freely. Participants are asked to leave their microphone muted until called on to speak. If a member of the audience would like to say something, please raise your hand and wait to be recognized by the chair.
- To raise your hand during the meeting, click on the icon labeled "Participants" at the bottom center of your screen. At the bottom of the pop-up participants window, click the button labeled "Raise Hand."
- You may see the meeting participants displayed across the top of your screen in a video panel above the host's shared screen view. If you'd prefer to show the participant video panel to the right of the shared screen, which is often a more efficient use of screen space, click the "View Options" drop-down menu at the top of the screen and check the "Side-by-side Mode" option.
- In "Side-by-side Mode" you can modify your view of the participants by choosing Gallery View (everybody) or Speaker View (active speaker only) at the top of the participant video panel. The participant panel can be enlarged or reduced by dragging the gray vertical separator to the left or right.
- **Motions**: When making or seconding a motion, Committee members are asked to state their name first so everybody will know who is speaking.
- Votes: Unless votes are clearly unanimous, staff will take votes by roll call.

## MIDDLETON-WESTPORT JOINT ZONING COMMITTEE Thursday, June 25, 2020 6:00 p.m.

### **MEETING MINUTES**

These minutes are not final until they are formally approved at a subsequent meeting

*Meeting materials are available on the City's website at* <u>http://meetings.cityofmiddleton.us/</u> *A recording of the meeting is available at* <u>https://www.youtube.com/watch?v=wfIm-YaXq4g&t=447s</u>

#### Roll Call

Chair Sipsma called the meeting to order at 6:08 p.m. The meeting was conducted online only via the Zoom platform.

MEMBERS PRESENT: Dean Grosskopf, Cynthia Kennedy, Jen Murray, Kurt Paulsen, Ken Sipsma MEMBERS ABSENT: Mike Slavish OTHERS PRESENT: Mark Opitz, Neal Smith, Tom Wilson, Tim Wohlers

#### **Election of Chair, Vice-Chair**

Sipsma requested nominations for Chair. Paulsen nominated Sipsma, seconded by Kennedy. There were no other nominations, and Sipsma was elected unanimously.

Sipsma requested nominations for Vice-Chair. Kennedy nominated Paulsen, seconded by Murray. There were no other nominations, and Paulsen was elected unanimously.

#### **Approval of Minutes**

**Motion** by Murray, seconded by Kennedy, to approve the draft minutes of November 20, 2019, as prepared. **Motion passed** 5-0.

#### **Public Hearing**

#### 1) <u>General Implementation Plan Amendment, Community of Bishops Bay, The Farm and</u> <u>Reserve Hill Neighborhoods--Relocate 13 Residential Lots for Church and School—</u> <u>Texas Longhorn Drive (PC-2577)</u>

Wilson provided background information and recapped the actions taken by the Town Board and both the City and Town Plan Commissions. Opitz noted that the Middleton Common Council can hold its required hearing on July 21 pending approval by the joint committee.

Chair Sipsma opened the hearing at 6:16 p.m.

Pastor Joel Brandt, Cross Lutheran Church, stated that the congregation is excited to build in this location. He believes that their project will be a blessing for the community and help spur more homebuilding in the area.

Neal Smith, board member of Holy Wisdom Monastery, asked the following questions:

- What is the anticipated size of the congregation?
- What time would there be services?

Pastor Brandt responded that the congregation currently has 110 members, and he anticipates low traffic on Sunday mornings with a small amount of traffic on some weekday evenings. He noted that the church will be served by two access points, via Highway Q and Oncken Road.

There being no one else present who wished to speak, Chair Sipsma closed the hearing at 6:21 p.m.

#### Agenda Items

#### 2) <u>General Implementation Plan Amendment, Community of Bishops Bay, The Farm and</u> <u>Reserve Hill Neighborhoods--Relocate 13 Residential Lots for Church and School—</u> <u>Texas Longhorn Drive (PC-2577)</u>

Wilson highlighted conditions, noting the additional one added by City's Plan Commission. He stated that there are plans to install a traffic signal at Hwy M/Bishops Bay Parkway, Dane County is planning to install one at Hwy M/Oncken Rd. in 2023, and Hwy Q running past the church will only consist of two lanes.

**Moved** by Paulsen, seconded by Kennedy, to approve the GIP Amendment with the 13 revisions and restrictions as listed in Town of Westport Resolution 20-04 along with the City Plan Commission's additional contingency that the layout and dimensions of the athletic field area be shown as part of Specific Implementation Plan for Phase 1 of the church project. **Motion passed** 5-0.

#### **Adjournment**

**Moved** by Grosskopf, seconded by Murray, to adjourn. **Motion passed**, and the meeting adjourned at 6:30 p.m.

Minutes prepared by Mark Opitz, City Planner and Zoning Administrator. These minutes should not be considered finalized until they are formally approved at a subsequent meeting of the Committee.

Specific Implementation Plan (SIP) & Design Review -...



### PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF MIDDLETON 7426 HUBBARD AVENUE MIDDLETON, WI 53562-3118 PH 608.821-8394 FAX 608.827.1080 E-MAIL: <u>mopitz@cityofmiddleton.us</u> WEB: <u>www.CityofMiddleton.us</u>

Re:	SIP and Design Review – Cross Lutheran Church—Phase 1, The Community of Bishops Bay/Texas Longhorn Drive (Middleton ETZ) (PC 2577)
From:	Mark Opitz, City Planner & Zoning Administrator
To:	Middleton Plan Commission and Middleton / Westport Joint Zoning Committee
Date:	October 23, 2020

At their respective meetings on June 25 and July 21, the Middleton/Westport Joint Zoning Committee and Middleton Common Council held public hearings and then adopted an amendment to the Community of Bishops Bay General Implementation Plan to allow the proposed church in this portion of the development. The GIP amendment was based on the contingences included in Westport Resolution 20-04 along with the contingency that the layout and dimensions of the athletic field area be shown as part of the Specific Implementation Plan for Phase 1 of the church project.

The project engineer has submitted an SIP pertaining to Phase 1 of the project. Vierbicher has also submitted a 3-lot Certified Survey Map that pertains to the entire project. Both the SIP and CSM appear consistent with the amended GIP and applicable City and Town ordinances. Both the Westport Plan Commission and Westport Town Board have recommended approval (see excerpts from draft meeting minutes below).

#### RECOMMENDATION

Approve the SIP (including the site plan), and recommend approval to the Common Council, based on the materials submitted by the project engineer on 9/22/20 but substituting the revised building renderings submitted on 10/19/20, and with the 21 contingencies as listed in Town of Westport Resolution 20-07.

#### **PREVIOUS APPROVALS**

#### Town of Westport Plan Commission, October 12:

After an introduction by Wilson, a presentation by the applicant, questions were answered, and a lengthy discussion, the SIP and Design Review, Cross Lutheran Church, The Community of Bishops Bay/Texas Longhorn Drive (Middleton ETZ), was recommended for approval and approved as applicable and as presented with conditions and restrictions as recommended by staff in the agenda memo presented (Compliance with the elements of Resolution 20-04 that remain applicable; comments that come in from the fire dept., town engineer, town maintenance staff, and WAEMS as approved by the Town Administrator; build generally as presented subject to other

conditions; a CSM consistent with the proposal that contains all Town standard conditions; easements as necessary for access and utilities; all lighting and fixtures to be final approved by the Town Administrator prior to installation; Wilson to review and approve any restriction documents; maintain SIP and Design Review over any additional new structures; maintain all plat easements, covenants, and restrictions; municipal water and sewer shall be provided to the church as approved by the Town Utility Manager, Town Engineer, and Town Administrator; stormwater and erosion control measures to comply with those already approved for the area through the GIP and approved by the Town Engineer; revisions to any environmental corridors consistent with the GIP approval or other minor land use revisions as may be necessary to effectuate this approval to be undertaken by Town or City staff and consultants; a review and report from the Town Engineer that parking meets the standards for the site and use, and that traffic for the proposed use will be appropriately and safely handled by the current roadways and traffic control in the area; and, subject to further approvals and restrictions or conditions precedent recommended and approved by the Town Board and City Council), on a motion by Kennedy, second Bruskewitz, and with the following additions:

- Commissioners would like to see more red and barn board on the building, especially on the west and east sides, and potentially on the south side, with the applicant to submit revised plans showing the same consistent with the discussion at the meeting to be approved after review by Grosskopf, Cuccia and Wilson;
- Landscape plan should include no invasives and the plan shall be reviewed by Wilson when finalized in order to ascertain there are no invasive plants in the plan (prefer native plants to tie into the adjoining prairies);
- Proposed temporary gravel driveway must be paved within 5 years of occupancy or when Phase II is approved, whichever comes first;
- The property shall comply with the Town's Exterior Lighting Ordinance as included in the staff recommendation, and additionally that exterior lights will follow the same guidelines established for the neighboring Inspire child care facility as to timing;
- Applicants shall provide to the Town a rendering showing the exterior of all phases including a rendering of the final development, as soon as possible, and for this approval to be effective;
- Project engineer must submit a stormwater plan that meets development guidelines per staff recommendation;
- Wilson, Cuccia, Grosskopf, and Town Engineer Kevin Even to review and approve this additional information; and,
- Additional information will be sent to Commissioners for further comment that may become part of the approval.

Signage was not part of this submission so design review over all signage is maintained by the Plan Commission.

#### Town of Westport Board action on October 19:

After a presentation by Wilson, comments by Pastor Brandt, and discussion, Resolution 20-07 [Recommend Approval of SIP and Design Review, Cross Lutheran Church, The Community of Bishops Bay/Texas Longhorn Drive (Middleton ETZ)] was adopted as presented and as recommended by the Town Plan Commission on a motion by Sipsma, seco





999 Fourier Drive, Suite 201 Madison, Wisconsin 53717 (608) 826-0532 phone (608) 826-0530 FAX www.vierbicher.com

Tom Wilson, Town Attorney/Adminstrator/Clerk-Treasurer Town of Westport 5387 Mary Lake Road Waunakee, WI 53597

September 22, 2020

Re: Cross Lutheran Church West of CTH M / North of Texas Longhorn Drive within The Community of Bishops Bay SIP and Design Review

On behalf of Cross Lutheran Church of Middleton (Owner), Vierbicher is requesting Design Review and action to approve a Specific Implementation Plan (SIP) for the Cross Lutheran Church located within The Community of Bishops Bay. The property is located west of County Trunk Highway M and north of Texas Longhorn Drive, in the Town of Westport.

The land is currently zoned Planned Development District (PDD) and is located in the Westport/Middleton Extraterritorial Zoning Area (ETZ)/Joint Planning Area. The Community of Bishops Bay recently went through a GIP Amendment process to allow for the proposed use on the property. A certified survey map (CSM) will be prepared for the creation of 3 lots corresponding to the currently proposed church (Phase 1), a future expansion (Phase 2), and an outlot containing a private access drive. The current SIP being presented is for Phase 1 only. Design is generally consistent with The Community of Bishops Bay Master Development Plan (MDP), and applicable City of Middleton and Town of Westport ordinances as referenced therein.

Should you require any additional information to complete your review of this project, please feel free to contact me at <u>nbow@vierbicher.com</u> or 608-821-3952.

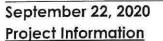
Sincerely,

11- D. Bowy

Nicholas D. Bower, PE

# The Community of Bishops Bay

Construction Document Construction Approval



Neighborhood: Owner: Builder: Engineer: Building Square Footage: Variances:

The Farm Cross Lutheran Middleton Catalyst Construction Vierbicher 8154 SF None

#### **Submitted Plans**

Received: September 17, 2020:

- Site Plan
- Design Application
- Exterior Elevations
- Foundation Plan
- Main Level Plan
- Landscape Plan
- Grading & Erosion
- Photometrics

#### **Design Review Requirements**

- Windows All Commercial buildings shall provide a minimum of 60 percent transparency on any ground level façade facing a parking lot or a public right-of-way.
- Custom signage design is encouraged. All Signage is subject to review by the Design Review Committee.
- Building shall be designed with materials, detailing, and offsets to break up facades and create visual interest.
- Address Plaque is required or incorporated into the masonry design that shall face the street that property is addressed to.

#### Approval

- The Community of Bishops Bay Design Review Committee hereby grants approval to the plans referenced in this letter. City of Westport has an additional review. Architectural approval by the Community of Bishops Bay Design Review Committee (BBDRC) does not guarantee City of Westport approval.
- Builders are responsible for fixing any divots in grass on terrace or adjacent lots including any lots across the street as a result of builders or contractors driving vehicles on adjacent lots.



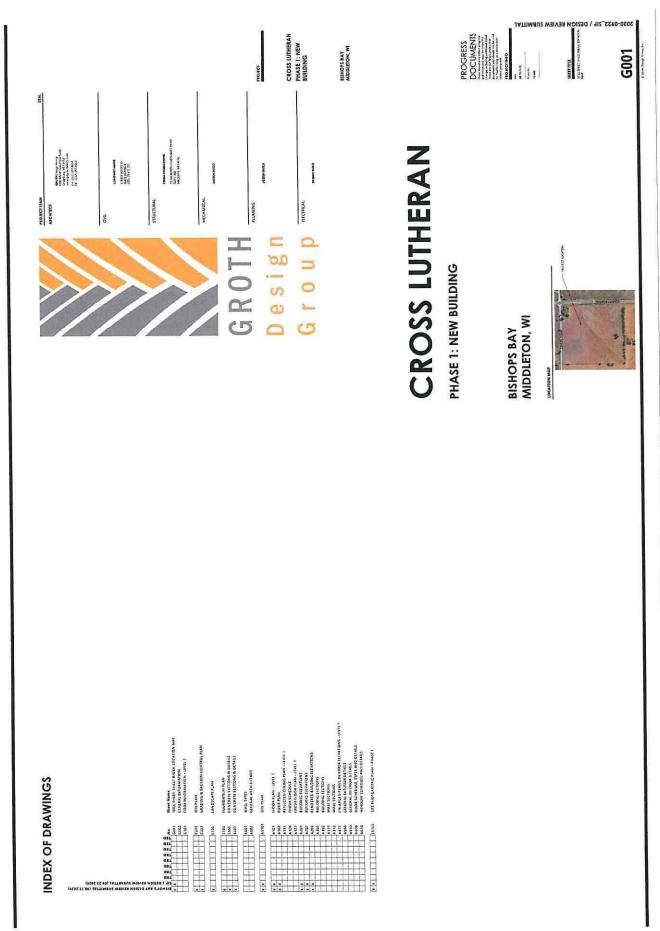
- On lots where there is a rolled curb or no curb across the street from the home that is being built, the builder is required to put up an orange snow fence along the edge of pavement to prevent construction vehicles from parking or driving onto the grass of the home across the street. No building or applicable code compliance is intended.
- The builder/lot owner is responsible for confirming proposed building elevations will drain adequately to record grades established on all adjacent lot lines.
- Neither Vierbicher nor The Community of Bishops Bay shall be held responsible for the builder/lot owner's compliance with all subdivision plat and recorded restrictive covenant requirements.
- The builder/lot owner shall be responsible for maintaining grades established during installation of subdivision street and drainage improvements.
- All lighting installed on exterior of building must not extend past property line. It should be indirect lighting that will not be visible to other lot owners at night.

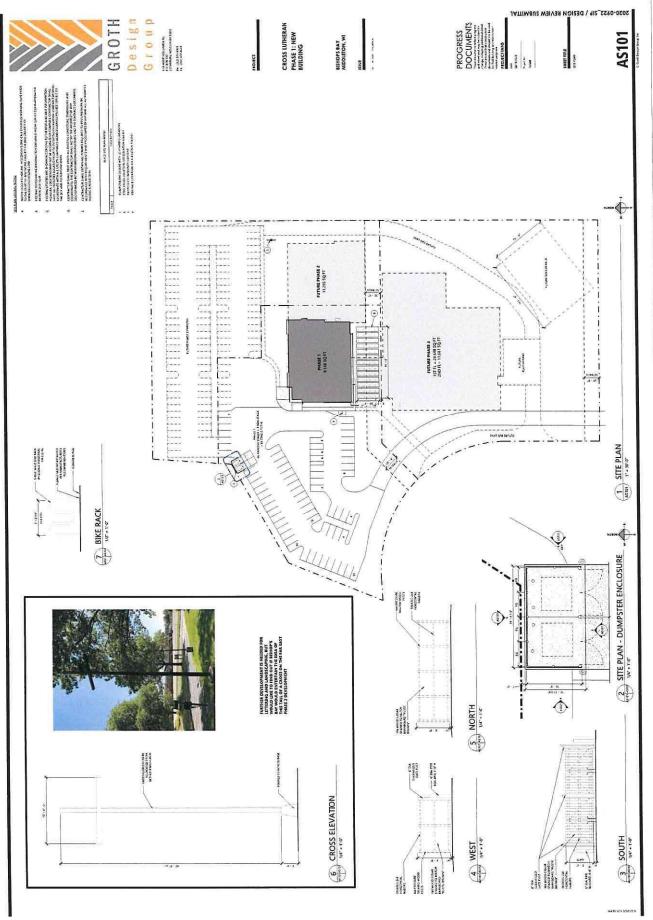
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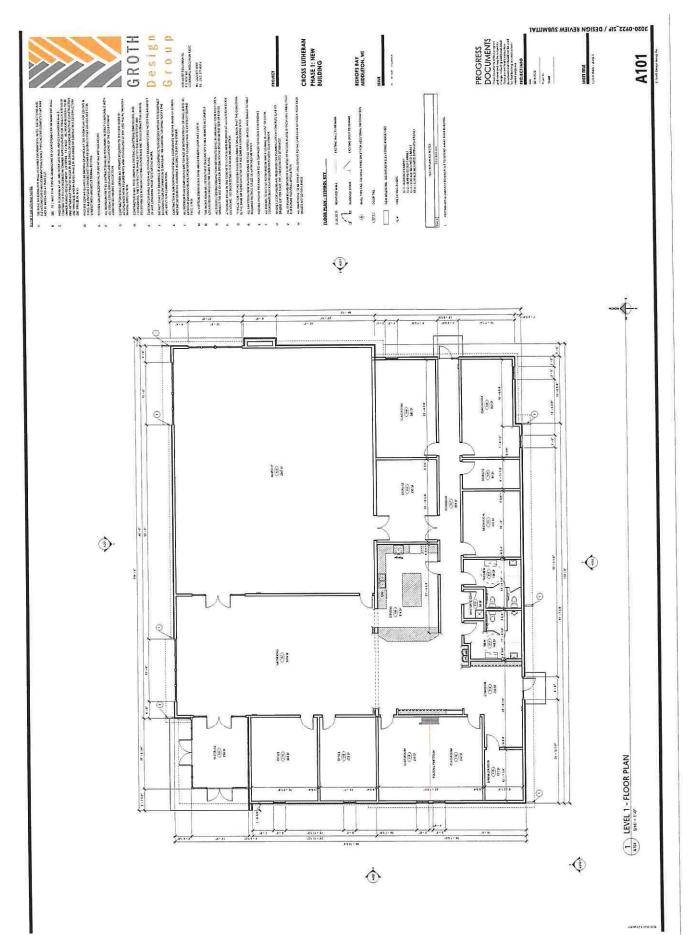
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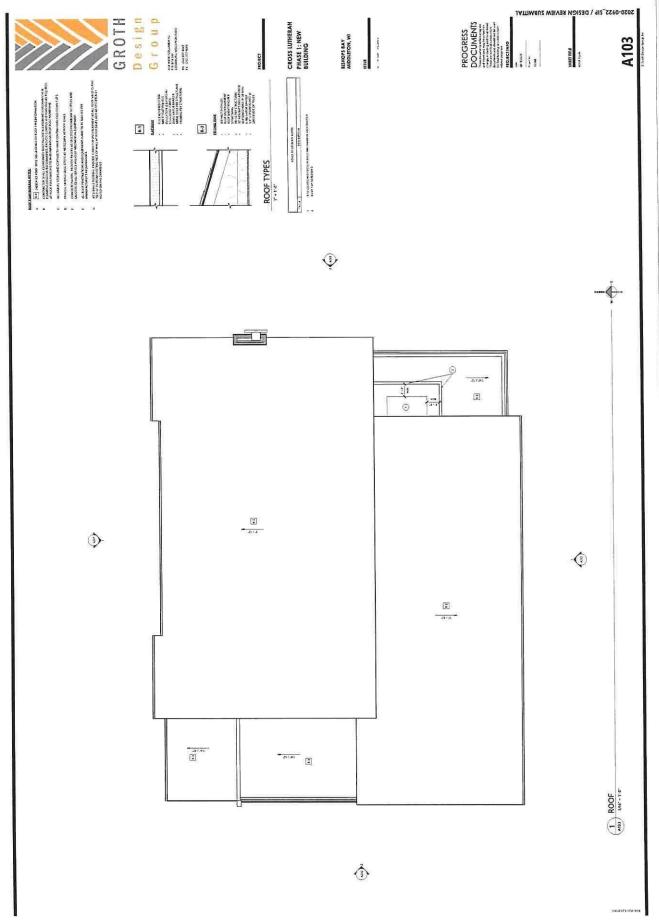
Terrence R. Wall, Chair

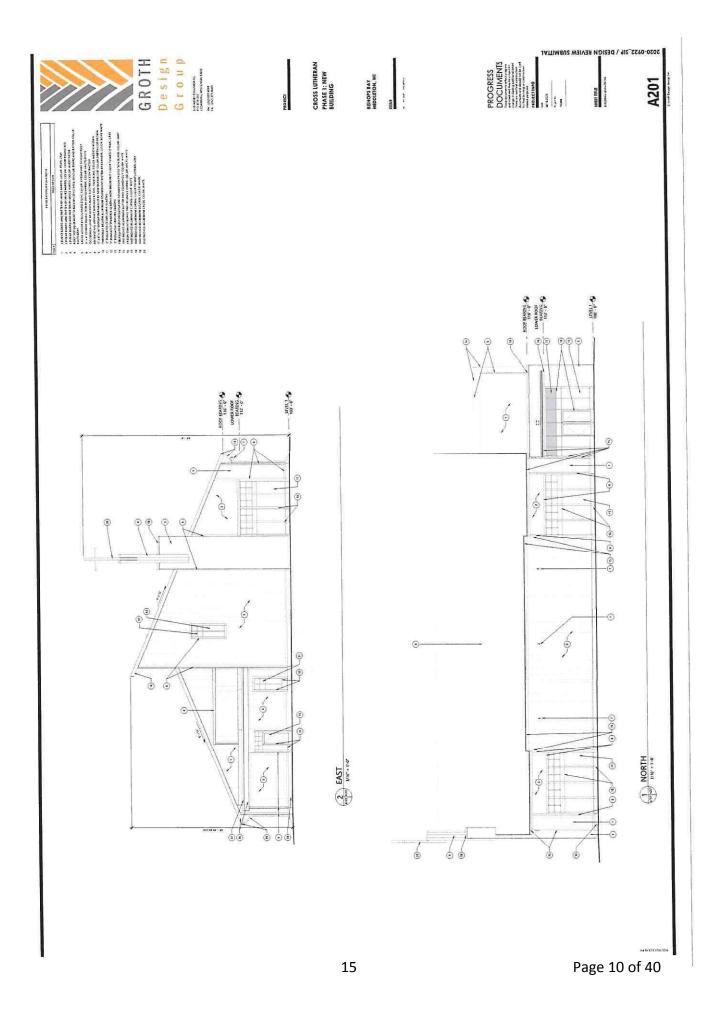
We reserve the right to correct mistakes or omissions post approval. An approval is NOT a right to violate the covenants or guidelines. If the Design Review Board approves a home and later finds a conflict between one aspect of the design and the covenants and design guidelines, the Board reserves the right to notify the owner and builder of the violation and the right to mandate that the owner and builder correct the violation. The responsibility of complying with the covenants and guidelines lies with the owner and builder, not the Design Review Board.

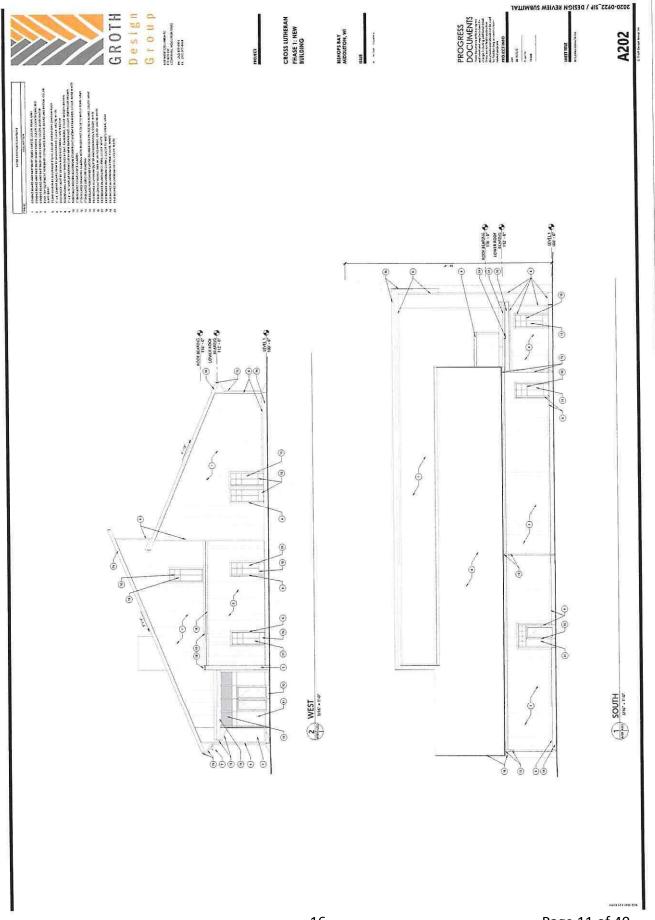






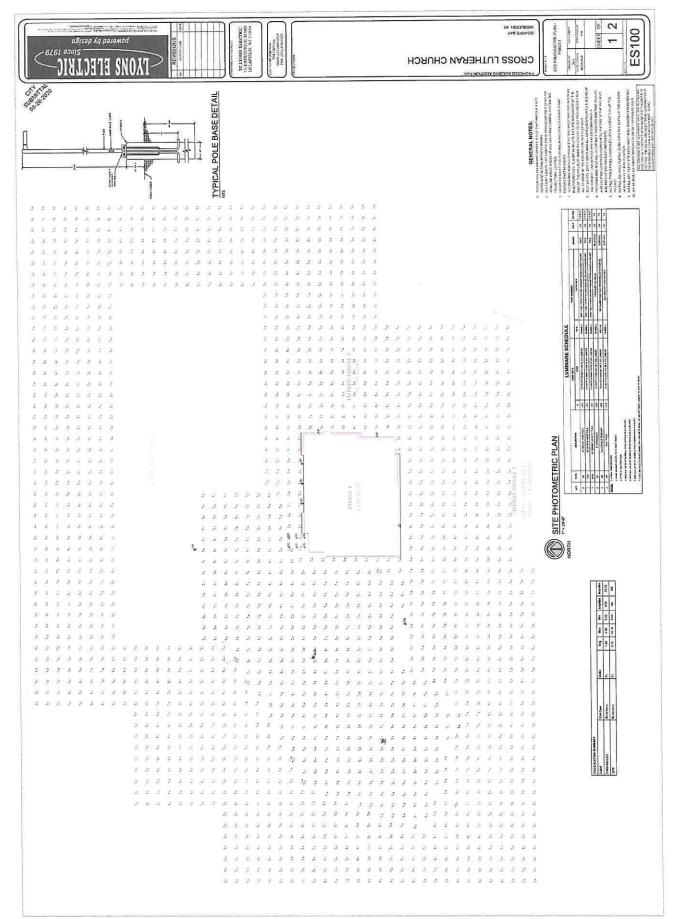


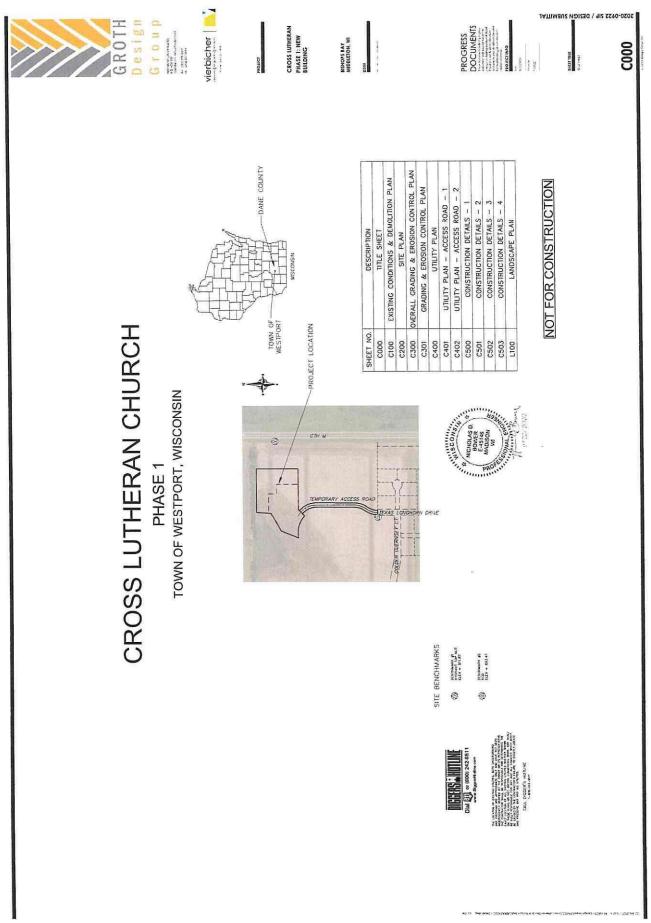


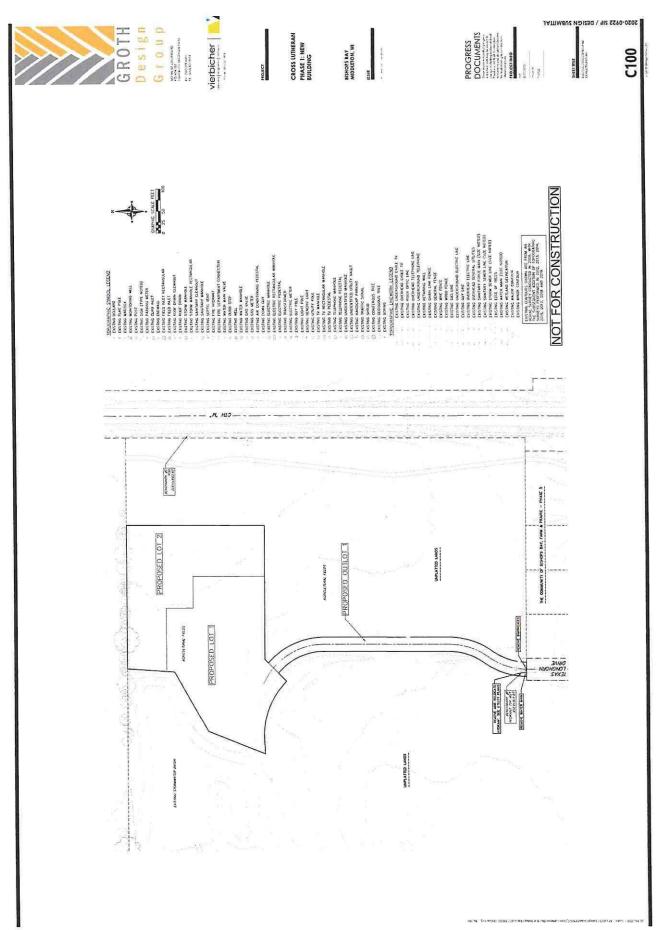


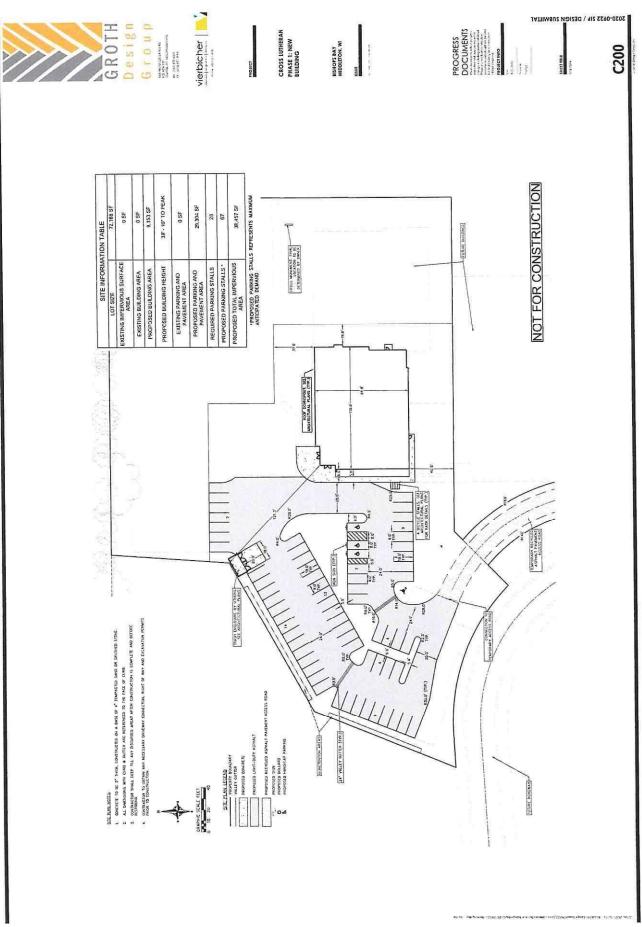
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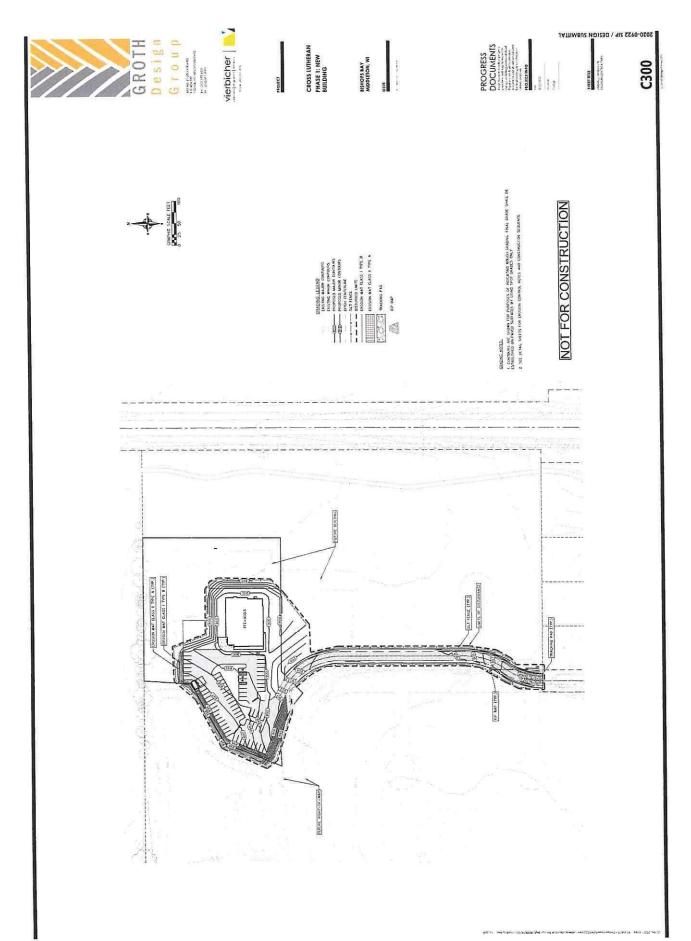


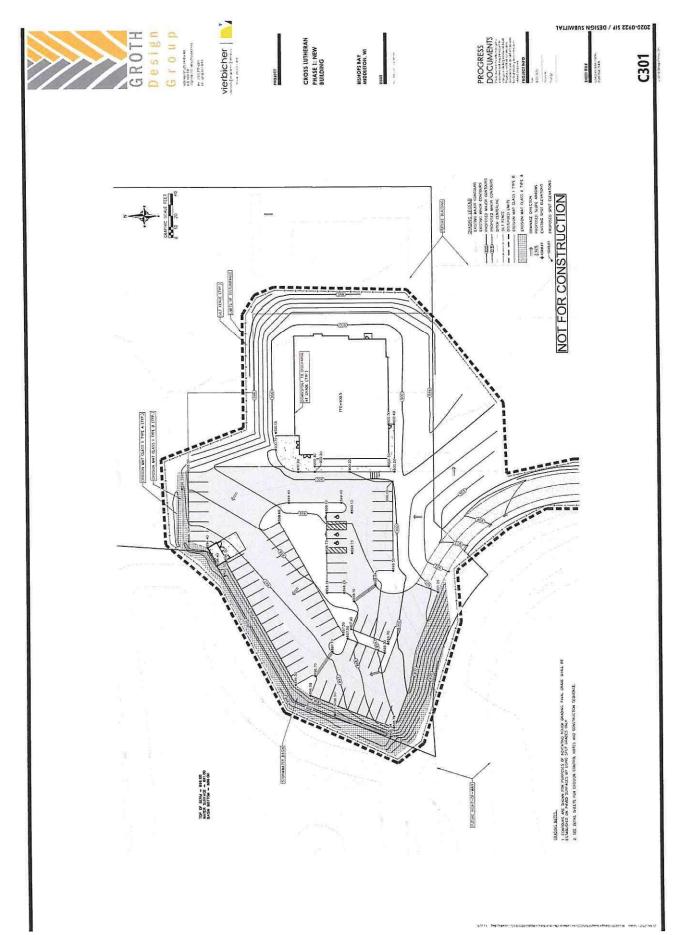


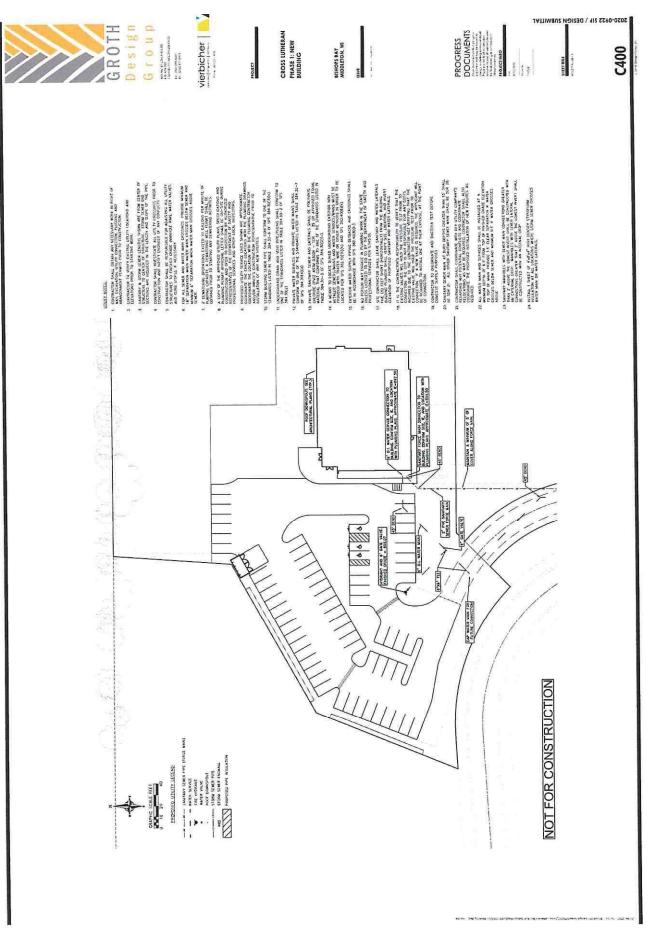


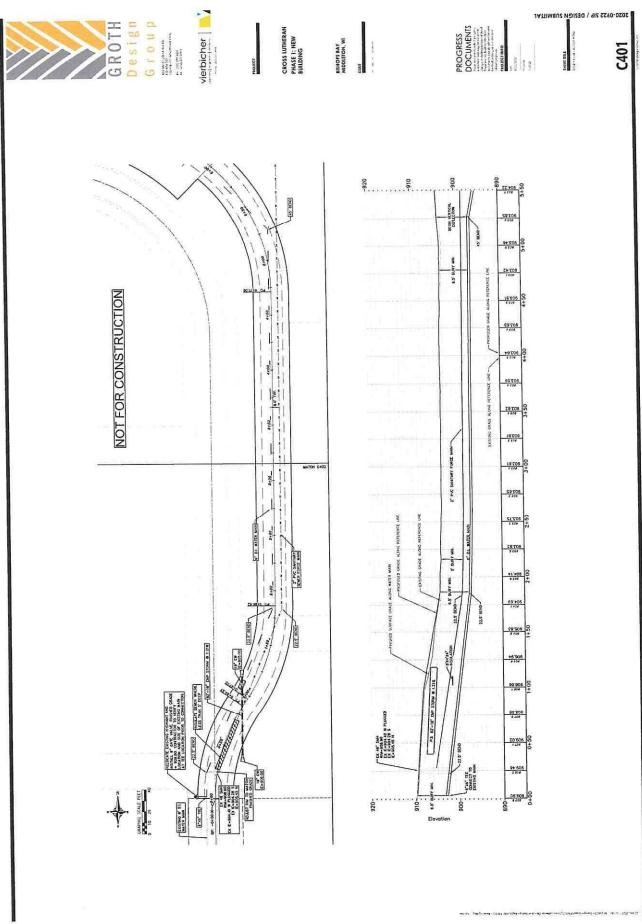


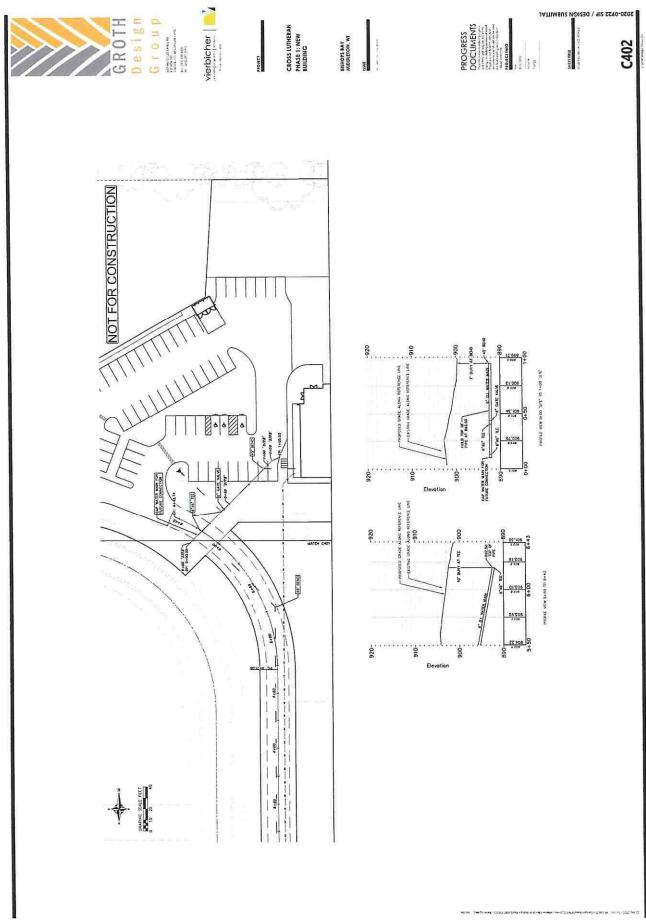


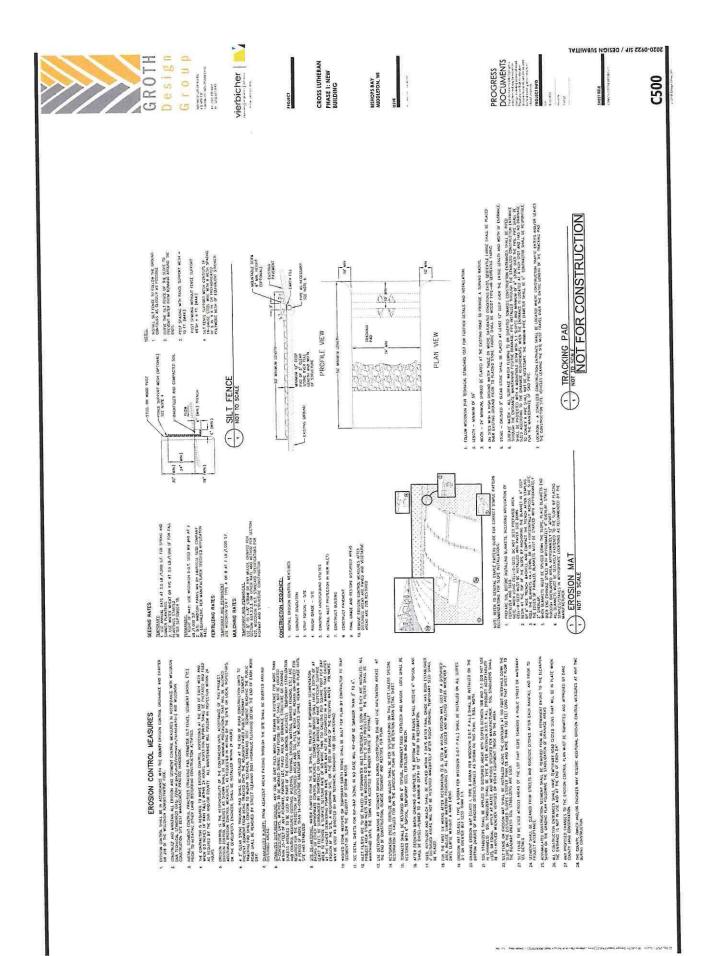




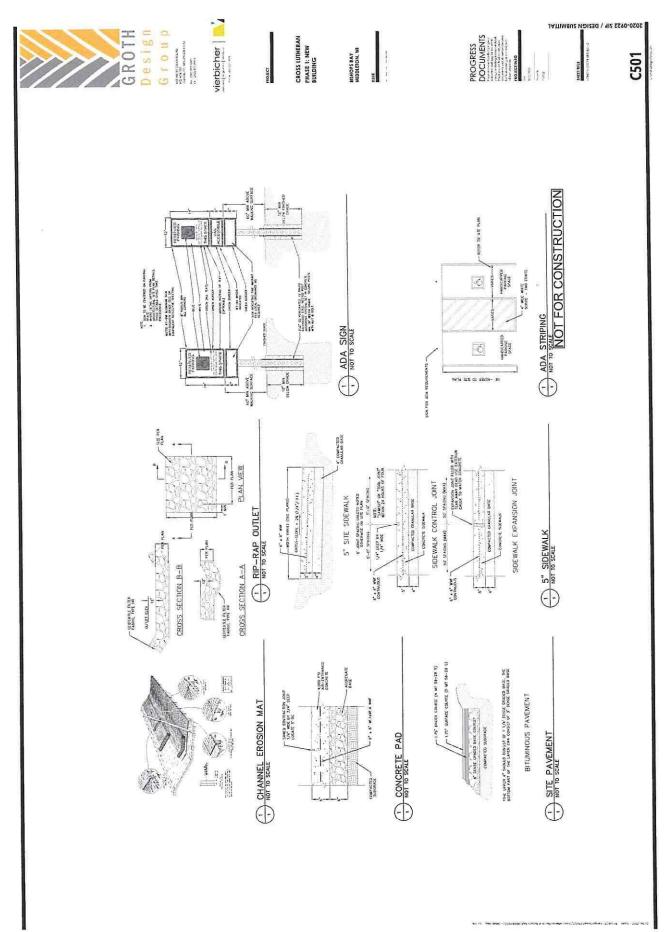


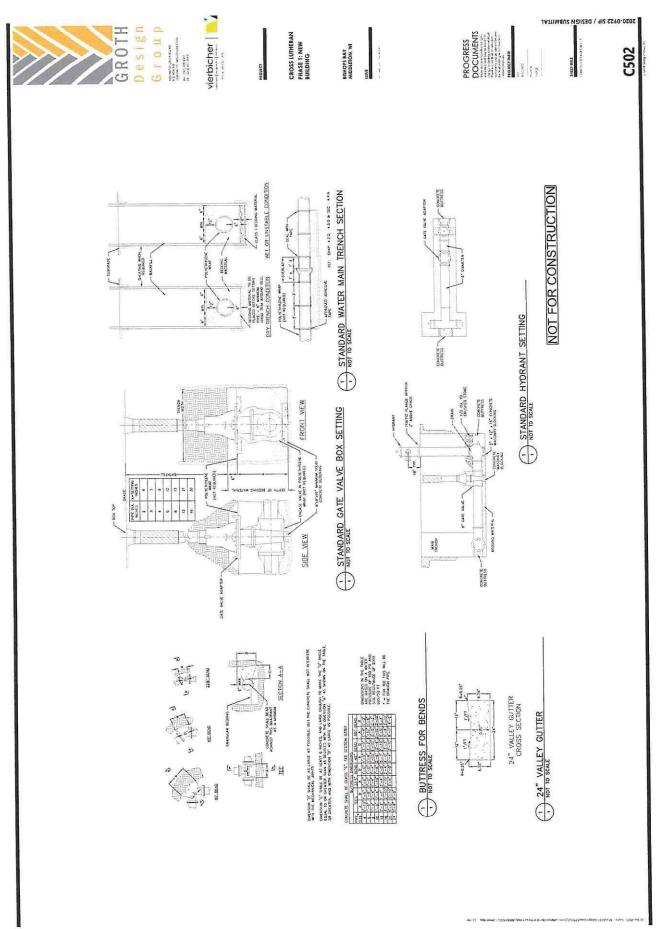


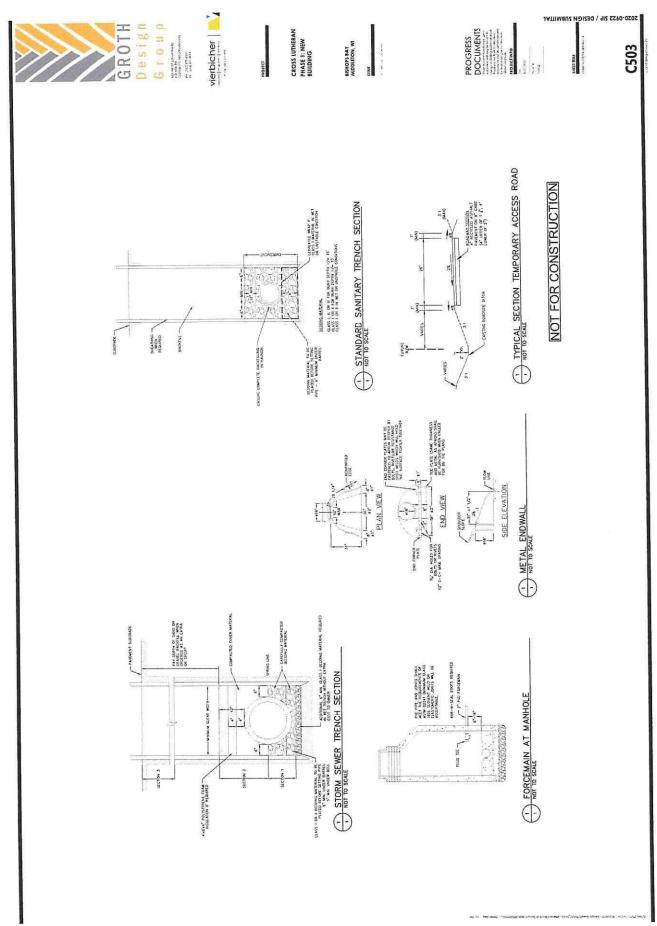


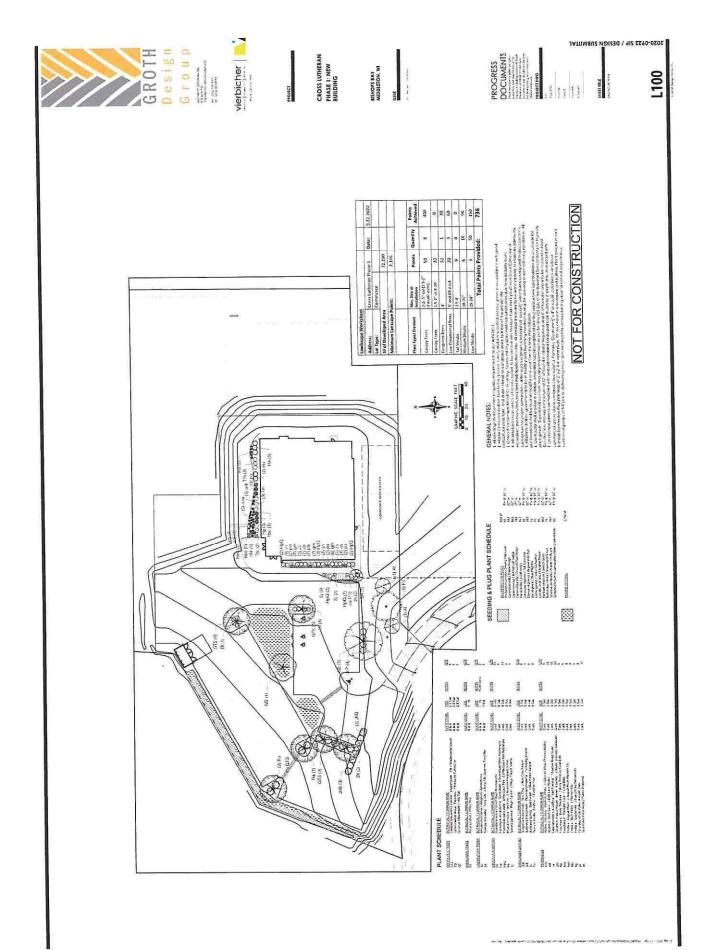


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# The Community of Bishops Bay

Construction Document Construction Approval

#### September 22, 2020 Project Information

Neighborhood: Owner: Builder: Engineer: Building Square Footage: Variances:

The Farm Cross Lutheran Middleton Catalyst Construction Vierbicher 8154 SF None

#### Submitted Plans

Received: September 17, 2020:

- Site Plan
- Design Application
- Exterior Elevations
- Foundation Plan
- Main Level Plan
- Landscape Plan
- Grading & Erosion
- Photometrics

#### **Design Review Requirements**

- Windows All Commercial buildings shall provide a minimum of 60 percent transparency on any ground level façade facing a parking lot or a public right-of-way.
- Custom signage design is encouraged. All Signage is subject to review by the Design Review Committee.
- Building shall be designed with materials, detailing, and offsets to break up facades and create visual interest.
- Address Plaque is required or incorporated into the masonry design that shall face the street that property is addressed to.

#### Approval

- The Community of Bishops Bay Design Review Committee hereby grants approval to the plans referenced in this letter. City of Westport has an additional review. Architectural approval by the Community of Bishops Bay Design Review Committee (BBDRC) does not guarantee City of Westport approval.
- Builders are responsible for fixing any divots in grass on terrace or adjacent lots including any lots across the street as a result of builders or contractors driving vehicles on adjacent lots.



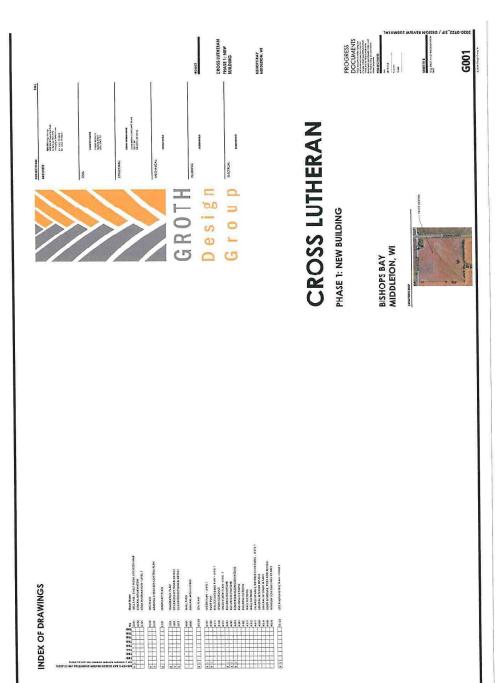
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- The builder/lot owner is responsible for confirming proposed building elevations will drain adequately to record grades established on all adjacent lot lines.
- Neither Vierbicher nor The Community of Bishops Bay shall be held responsible for the builder/lot owner's compliance with all subdivision plat and recorded restrictive covenant requirements.
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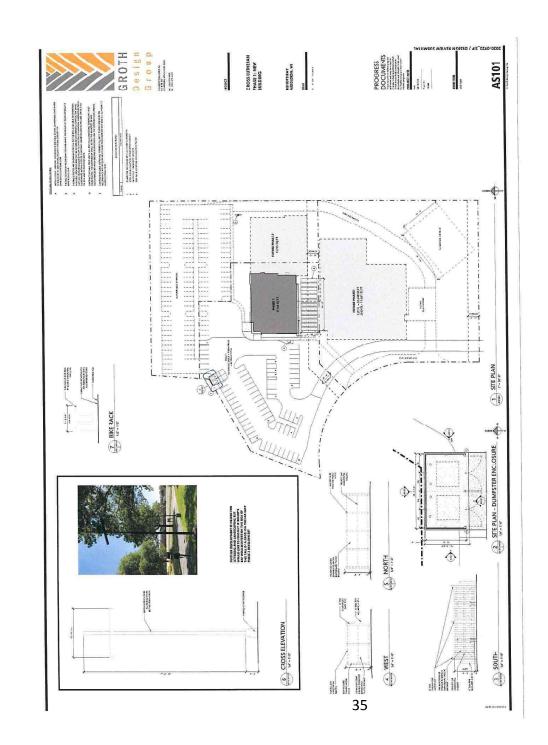
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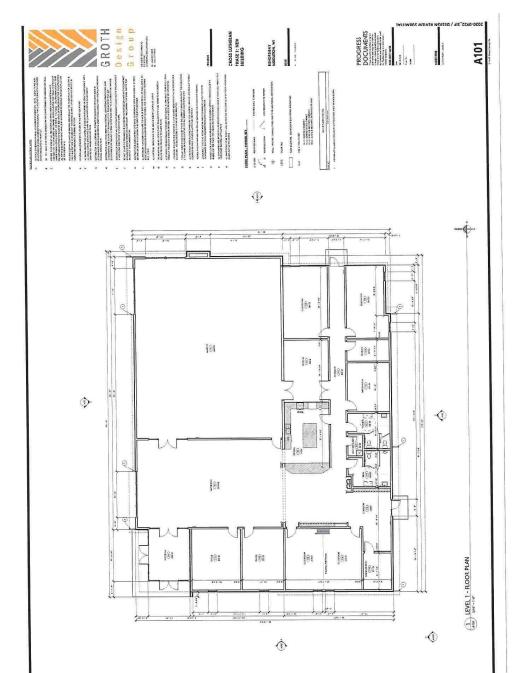
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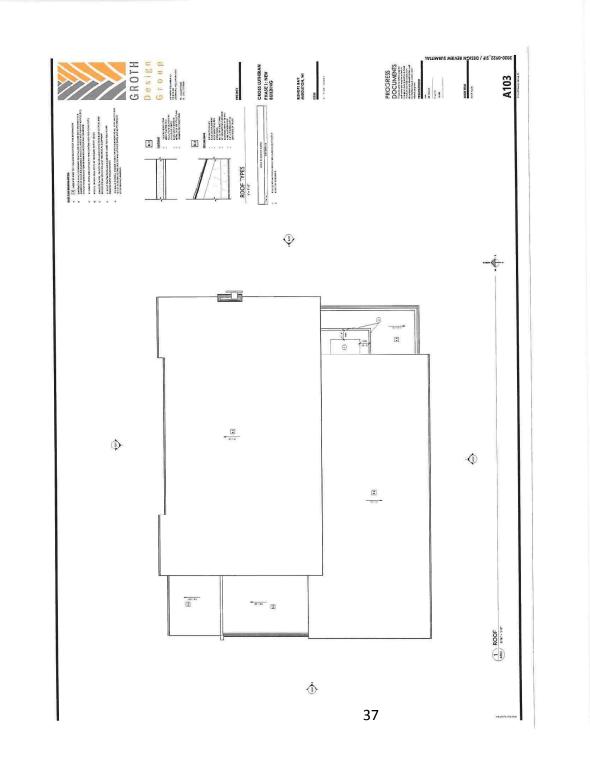
Terrence R. Wall, Chair

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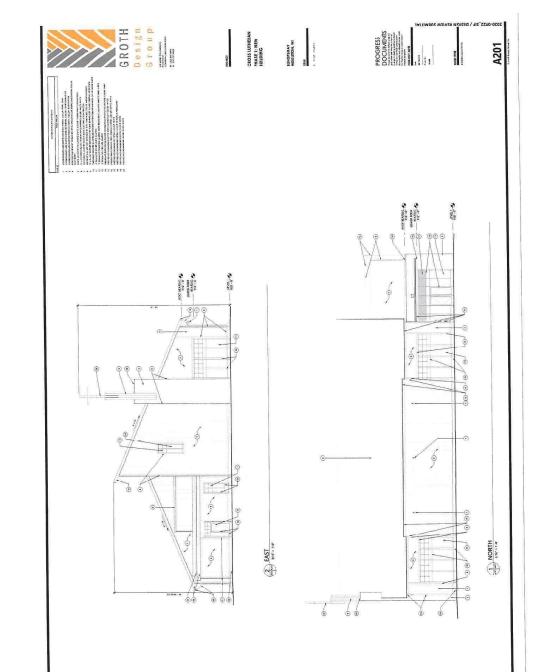








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#### TOWN OF WESTPORT RESOLUTION NO. 20-07

### RESOLUTION BY THE TOWN OF WESTPORT BOARD OF SUPERVISORS APPROVING THE SIP AND DESIGN REVIEW FOR A CHURCH STRUCTURE WITHIN THE FARM FOR THE COMMUNITY OF BISHOPS BAY (CROSS LUTHERAN CHURCH), TOWN OF WESTPORT, DANE COUNTY, WISCONSIN (Texas Longhorn Drive, Middleton ETZ )

WHEREAS, an application to approve the SIP and Design Review for property located in The Farm on Texas Longhorn Drive (the "Property"), Town of Westport (the "Town"), was submitted by Cross Lutheran Church ("Petitioner"), to the Town and City of Middleton for review and action on September 22, 2020 (See Exhibit A); and,

WHEREAS, the Town Board, upon the recommendation of the Town Plan Commission, recommended approved the GIP amendment for the area covered by the Property, with conditions and restrictions, by Westport Resolution 20-04, which was ultimately adopted and approved by the City of Middleton Plan Commission, Middleton/Westport JZC, and Middleton City Council, with the added provision to show playing field locations with the initial SIP for the GIP area; and,

WHEREAS, the Petitioner's application for review of the SIP and Design Review for the first phase covered by the GIP appears consistent with that portion of the GIP; and,

WHEREAS, Town Plan Commission reviewed the proposal and met with the Petitioner with respect to the proposal at its regular meeting on October 12, 2020, and found general approval of the Phase 1 SIP and Design Review for the Property with conditions and restrictions as noted in the minutes of the meeting and below, subject to further Town Board and City review; and,

WHEREAS, the Town Plan Commission found that the above determinations were all consistent with the development intent in Westport for the Community of Bishops Bay and the Town Comprehensive Plan, which includes the Middleton/Westport ETZ area; and,

WHEREAS, based on the above, the Town Plan Commission recommended approval of the SIP and Design Review as filed with conditions, revisions and restrictions as noted in its October 12, 2020 meeting minutes; and,

WHEREAS, the Town Board reviewed the recommendation of the Town Plan Commission, met with Petitioner on the SIP and Design Review for the Property, and agrees with the recommendation of the Town Plan Commission and the bases therefor noted here; and,

WHEREAS, The Town Plan Commission and Town Board find that the requested Phase 1 SIP and Design Review as recommended is consistent with the Town's Comprehensive Plan and provisions of the Town and City codes related to the Middleton/Westport ETZ area. NOW, THEREFORE, BE IT RESOLVED that the Town Board of Supervisors of the Town of Westport hereby recommends approval of the proposed SIP and Design Review, subject to the following revisions and restrictions.

- 1. The Church Property should be restricted for no further land divisions or creation of building sites and no annexation without prior approval of the Town of Westport which restriction should be shown on the face of the CSM which creates the Property parcel;
- 2. Build generally as presented subject to other conditions contained herein;
- 3. Town municipal water and sewer shall be provided to the Property and approved structure as approved by the Town Utility Manager, Town Engineer, City Staff, and Town Administrator;
- 4. Compliance with comments from the fire dept., town engineer, town maintenance staff, and WAEMS as approved by the Town Administrator;
- 5. Maintain all currently in place plat easements, covenants, and restrictions, and provide other easements as necessary for access and utilities;
- 6. All special assessments and fees shall be paid;
- 7. Deed restrictions relating to subsequent development, use or division of land approved by the Town Attorney, and the rezoning will be effective upon the recording of the restriction document;
- 8. SIP approval and Town Design Review is maintained for each of the additional Church phases for the Property, including any additional structures and all signage;
- 9. A CSM to create the Church Property consistent with the proposal and this recommendation that contains all Town standard conditions and easements as necessary for access and utilities;
- 10. Lighting provided with the filing appeared acceptable, but restrictions requiring the use of dark sky lighting shall be maintained with all lighting and fixtures to be approved by the Town Administrator prior to installation, and shall comply with the timing restrictions approved for the Inspire Day Care facility located just north of the Property (Stated as: All lighting shall comply with the Town Dark Skies code, and sign lights shall be off between the hours of 10:00 p.m. and 5:00 a.m.);

- 11. Stormwater and erosion control measures to comply with those standards already approved for the area through the GIP, and final plans shall be submitted and approved by the Town Engineer prior to grading commencing;
- 12. All parking for the Church Property shall be provided on site and not on any public or private street, and shall be reviewed by the Town Engineer for compliance with applicable standards;
- 13. All Town and City costs for engineering, planning, legal, and any other required services shall be reimbursed as agreed by the Petitioner;
- 14. Revisions to any environmental corridors consistent with the GIP/SIP approval for the Property, or other minor land use revisions as may be necessary to effectuate this approval, to be undertaken by Town and/or City staff and consultants;
- 15. A review and report by the Town Engineer that traffic for the proposed use will be appropriately and safely handled by the current roadways and traffic control in the area;
- 16. Approval shall be subject to further conditions or restrictions as may be recommended and approved by the Town Board and City Council;
- 17. The Petitioner shall use more red color as shown and barn board on the proposed building, especially on the west and east sides and potentially on the south side, with the Petitioner to submit revised plans showing the same consistent with the discussion at the 10/12/2020 Town Plan Commission meeting, to be approved after review by Town Chair Grosskopf, Town Supervisor Cuccia and the Town Administrator;
- 18. The final landscape plan should include no invasives and the plan shall be reviewed by the Town Administrator when finalized in order to ascertain there are no invasive plants in the plan (prefer native plants to tie into the adjoining prairies) and that it otherwise complies with applicable standards;
- 19. The proposed temporary gravel driveway as shown is approved but must be paved within 5 years of occupancy or when Phase II is approved, whichever comes first, and as approved by the Town Engineer;
- 20. Petitioner shall provide to the Town Administrator drawings showing the exterior of all phases including of final and full development, as soon as possible, and for this approval to be effective; and,
- 21. Additional information noted above as appropriate will be sent by the Town Administrator to all Town Plan Commissioners for further comment that may become part of the approval.

The above and foregoing Resolution was duly adopted by the Town Board of Supervisors of the Town of Westport, Dane County, Wisconsin, at a regular meeting held on 19th day of Ocotober, 2020 by a vote of 5 ayes and 0 nays, with 0 member(s) absent.

TOWN OF WESTPORT

Approved: By: TO A Dean A. Grosskopf, Town Board Cirefr

Attest: DWWWW MWW Thomas G. Wilson, Town Attorney/Administrator/Clerk-Treasurer

Approved: [D 20 Posted:

### Minor changes made subsequent to feedback from Town of Westport officials

### (addressing the condition of approval)

From: Jackie Wolke <jwolke@gdg-architects.com>
Sent: Monday, October 19, 2020 2:08 PM
To: Tom Wilson <<u>twilson@townofwestport.org</u>>; Pastor Joel Brandt <<u>brandtj@crosslutheran.church</u>>
Cc: Paul Barribeau <<u>pbarribeau@gdg-architects.com</u>>
Subject: RE: Cross Lutheran Church SIP/Design Review Approval Resolution for review

Tom,

Attached please find the updated renderings for the proposed Cross Lutheran Middleton Church. In the updated images, we believe, we addressed the concerns of the committee. We added more red overall and a little more barn board on the east side. We do want to stress that the barn board is one of the more expensive products on the building and would like to reiterate that the barn board may become a synthetic or phenolic type material in order to keep costs low. We are currently working with the contractor to make sure we are still within budget.

I hope these images will further address the concerns of the committee and if there are any questions, please let me know.

Thank you,

Jackie Wolke

**GROTH** Design Group, Inc.

N58 W6181 Columbia Road

Cedarburg, WI 53012

Office: 262.377.8001

From: Tom Wilson <twilson@townofwestport.org> (lightly edited) Sent: Friday, October 23, 2020 8:15 AM

Wanted to pass this on to you as requested at the Plan Commission meeting on the Church. Please see the attached (renderings) ("Renderings w- South Option 3 small.pdf") which shows revised building elevations consistent with discussions at the (Westport) Plan Commission... It has been approved by John (Cuccia), Dean (Grosskopf) and I, with some added barn wood to the south elevation as noted below.

I told them it looked good to me but wanted perhaps some smaller section of barn wood on the south elevation, maybe even just 20 feet wide by 10 feet high, to look like a barn door.

John also liked what he saw and told me this regarding the current building appearance:

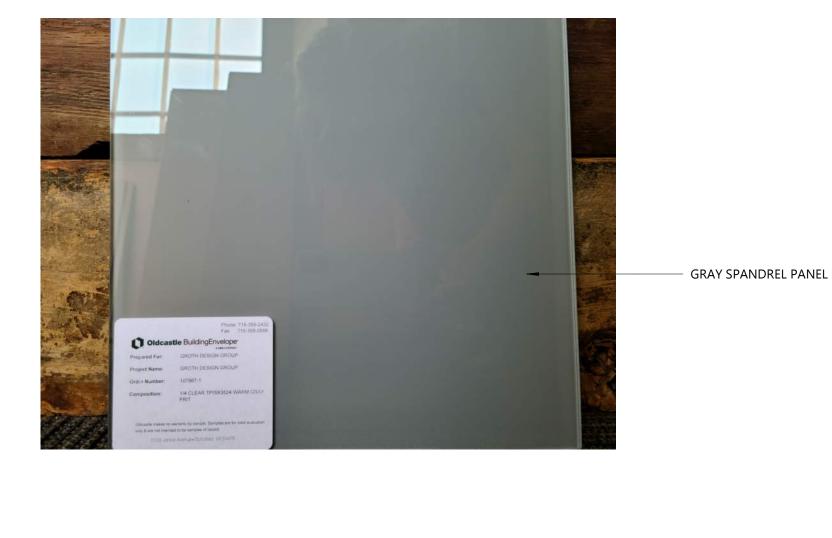
"I like what they have done, it really speaks to the rural nature a lot better than the mostly grey facade treatment they originally proposed. The added red and barn board gives the building a better blend with the area (a bit less institutional) which is important in my view considering this facility is in a residential neighborhood. I have no problem with the south facade as presented in response to their budget concerns and considering that it will be covered up in coming phases, also as stated in the pastor's email the barn board is an expensive material that he wants to minimize. I think using a phenolic wood patterned material is an excellent option if it is indeed cheaper than barnboard. For your reference; the wood siding on the Waunakee Community Bank at the corner of Hwy Q and Water Wheel Drive is sided with a wood patterned phenolic material.

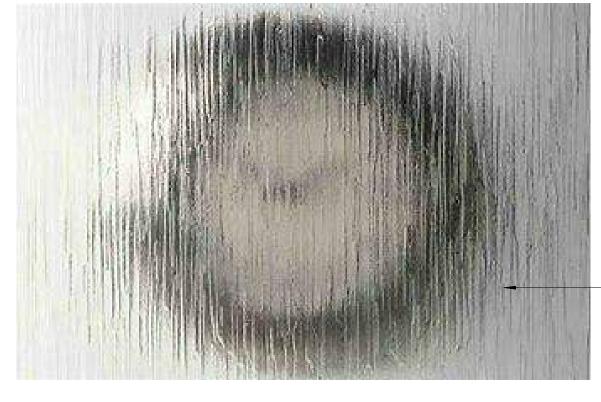
All in all I think they did a nice job of tweaking the design as requested, I like what they did."

Dean agreed and said, "I agree with you guys. All but the south view look great, but the south view could be punched up a bit more. A door sized barnwood feature might help. I'm ok if you guys are at this point...."

I did ask them to get back to me with a reply and let me know if this is ok, then we can sign off on the building appearance after the south elevation is revised consistent with this.

Next we can work on the full layout and how this fits in.....











NORTHEAST VIEW



N.T.S.



**WEST VIEW** N.T.S.



EAST VIEW



NORTH VIEW N.T.S.



**SOUTH VIEW** N.T.S.





N58 W6181 COLUMBIA RD. P.O. BOX 332 CEDARBURG, WISCONSIN 53012 PH. (262) 377-8001 FX. (262) 377-8003



# PROJECT

# CROSS LUTHERAN PHASE 1: NEW BUILDING

# BISHOPS BAY MIDDLETON, WI

## SSUE

NO. REV. DATE DESCRIPTION







© Groth Design Group Inc. Page 40 of 40 Certified Survey Map – Cross Lutheran Church, Texas...



## **PLAN COMMISSION APPLICATION**

CITY OF MIDDLETON • 7426 HUBBARD AVE. • MIDDLETON, WI. 53562 • (608) 821-8370 • FAX (608) 827-1080

Plan Commission usually meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month at 7 p.m. in the Council Chambers of Middleton City Hall. The following **must be submitted THREE weeks** prior to any Plan Commission meeting for staff review and agenda placement. Failure to submit a complete package may result in the return of all items, a resubmittal fee, and a delay of your project.

- 1. Plan Commission Application & Checklist (this packet).
- 2. Required (nonrefundable) fee(s) and deposit (see chart below).
- 3. One (1) copy (8-1/2"x11" for CSM, 11"x17" for plat) and an electronic version emailed to Diane Attoe at <u>dattoe@cityofmiddleton.us</u>.

Project Address/Name: Texas Longhorn Road / West of CTH M - Cross Lutheran Church

Applicant: Cross Lutheran Church of Middleton, Attn: Pastor Joel Brandt				
Address: 300 Broadway Dr., Sun Prairie, WI 53590				
Phone:     608-999-0631     Fax:     Email:     brandtj@crosslutheran.church				
Owner: Bishops Bay Land Holdings, LLC, Attn: Dan Hartung				

Address. 708 Heartland Tr	cail, Ste 2000, Madison, WI 53717	
Phone: 608-829-6000	Fax:	Er

Email: Dan.Hartung@hartungbrothers.com

Date

Project Description: Certified Survey Map (CSM) for the proposed church development within The Community

of Bishops Bay Owner/Applicant Signature:

Note: - City ordinances are on the City website at <u>http://www.ci.middleton.wi.us/ordinances/ordinances.htm</u> - Applicants must check with the Building Inspection Dept. to determine if any permits are required.

	Fees (check what	Deposit	
Χ	X Certified Survey Map \$200 + \$25/lot		An Escrow Deposit of \$5,000
	Concept Review	\$50	is required per Ord. 10.128(2)
	Conditional Use Permit	\$300	to cover project review costs
	Design Review	\$200	by outside consultants when
	Design Review Revisions	\$50	necessary. See attached
	Final Plat	\$400 + \$50/lot	excerpt from City Ordinances.
	GIS (cost to update City records)	See below**	
	Preliminary Plat	\$400 + \$50/acre	Waiver authorized:
	Rezoning	\$400-\$2,000***	□ date
	Sign Design Review	\$50	
	Sign Variance	\$200	
	SIP/SIP Modification*	\$50-\$400	
**	Specific Implementation Plan in Planned Devel Land Divisions: <b>Plat</b> = \$500 + \$30/ lot; <b>CSM</b> = <b>Public Improvements</b> = \$0.75 x total pipe len- private storm water pipes) – see attached calco Fee based on cost of project. <b>For Rezonings</b> projects and PDD rezoning requests = \$1,000 \$2,000 for projects over 50 acres. For <b>SIP Mo</b> \$50, between \$10,000 and \$50,000 = \$200, or	TRAFFIC IMPACT ANALYSIS Required Yes □ No □	
	\$50, between \$10,000 and \$50,000 = \$200, ar	na over \$50,000,75\$400.	Page 1 of 9

## CITY OF MIDDLETON CERTIFIED SURVEY MAP/PLAT CHECKLIST

Project Name: Cross Lutheran Church	Submitted By:	Cross Lutheran Church
Project Address: Texas Longhorn Drive / West of CTH M	Date Submitted:	

**Note:** Include on the plan sheets each applicable item listed below with all formal plan submittals. This list is not intended to show all applicable requirements. All spaces should be checked, or marked "N/A" if the item does not apply. Ten (10) copies of the CSM/Plat must be submitted with this checklist as a single package no later than 4:30 pm, Tuesday, three weeks prior to presentation at Plan Commission.

N/A 1. Include Environmental Assessment Checklist.

<u>N/A</u> 2.	Park Improvement Fee, if applicable: (2018 rates)	\$
	1 bedroom unit or less multi-family - \$746	
	All other dwelling types - \$1,244	
	Park Dedication Fee, if applicable: (2018 rates)	\$
	1 bedroom unit or less - \$1,741	
	All other dwelling types - \$2,901	

- X 3. Show Wisconsin County Coordinate System NAD 83(1991), for a minimum of two section corner or quarter corner monuments.
- <u>X</u> 4. Show perimeter bearings such that the traverse of the perimeter proceeds in a clockwise direction.
- <u>N/A</u> 5. Include the phrase: "Dedicated to the Public as Right-of-Way" for all new street dedications.
- <u>N/A</u> 6. Provide a right angle jog (as opposed to a taper) in new right-of-way dedications at any locations where right-of-way width changes.
- N/A 7. Provide new right-of-way dedications to result in standard even whole number increments: 60', 66', 70', 80', 90', etc.
- N/A 8. Label any new easements as to their specific use.
- N/A 9. Show setback dimensions from property lines to any existing improvements on parcels.

Responsible party shall return to the City a recorded copy of the CSM/Plat within 30 days of recording.

Staff Contacts				
Abby Attoun, AICP	Mark Opitz	Daphne Xu		
Planning & Community Development Director	City Planner Zoning Administrator	Associate Planner		
(608) 821-8343	(608) 821-8394	(608) 821-8377		
Email: aatoun@cityofmiddleton.us	Email: mopitz@cityofmiddleton.us	Email: dxu@cityofmiddleton.us		
Fax (608) 827-1080	Fax: (608) 827-1080	Fax: (608) 827-1080		
Fax (608) 827-1080         Fax: (608) 827-1080         Fax: (608) 827-1080           Diane Attoe:         Office Manager, Public Works Department				

Phone: (608) 821-8370 / Fax: (608) 827-1080

Email: dattoe@cityofmiddleton.us

## CSM / PLAT TRACKING FORM

Description:

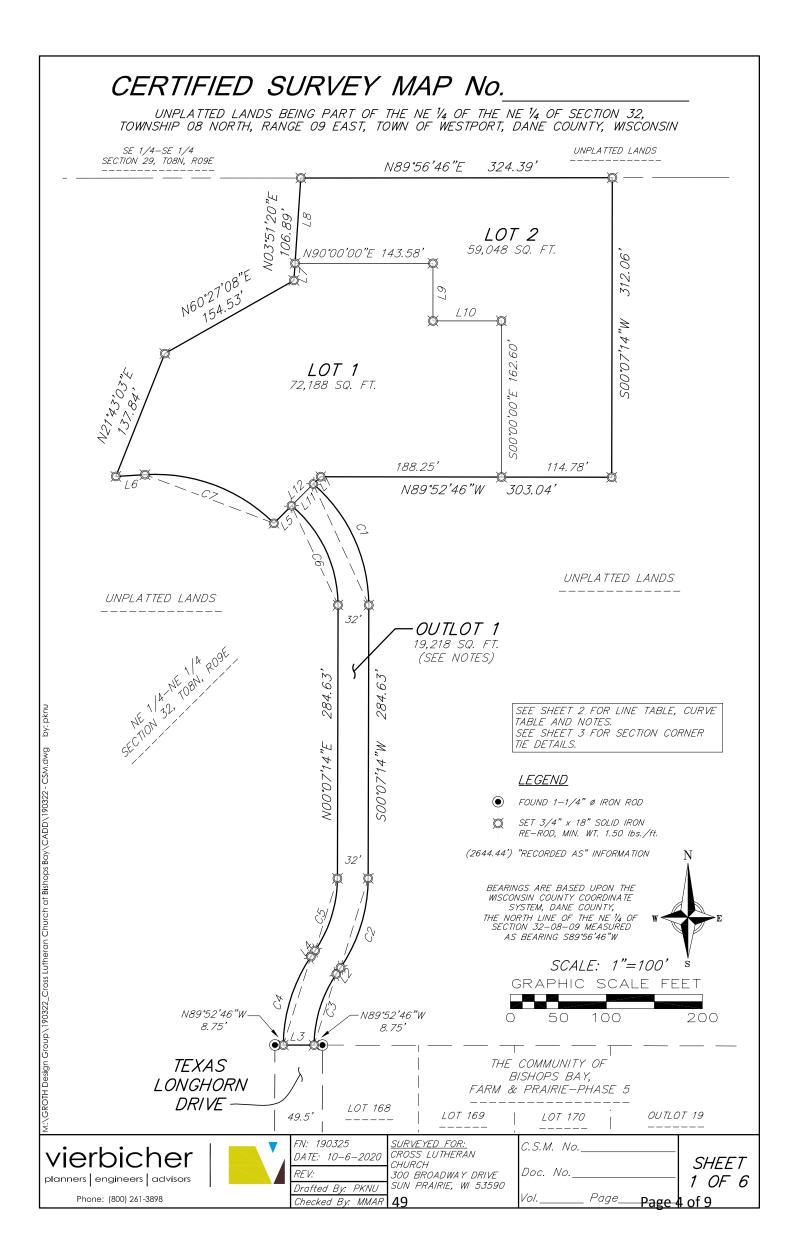
**Note:** Applicants for a CSM or Plat that requires Plan Commission approval must obtain the following staff approvals prior to signing of the document.

	First Draft (Received/)				
Reviewer	Approved (Y/N)	Date	Comments		
Abby / Mark					
Tom					
Gary					
Dave					
Curt Sauser					

Second Draft (Received/)				
Reviewer	Approved (Y/N)	Date	Comments	
Abby / Mark				
Tom				
Gary				

Remarks: \_\_\_\_\_

Plan Commission File Number:



UNPLATTED LANDS BEING PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 32, TOWNSHIP 08 NORTH, RANGE 09 EAST, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

Line Table				
LINE NO.	DIRECTION	LENGTH		
L1	S45°07'14"W	10.82'		
L2	S34°14'27"W	7.77'		
L3	N89°52'46"W	<i>32.00'</i>		
L4	N34°14'27"E	7.77'		
L5	S45°07'14"W	25.83'		
L6	S86°24'06"W	<i>30.34</i> '		

Line Table			
LINE NO.	DIRECTION	LENGTH	
L7	N03°51'20"E	17.78'	
L8	N03°51'20"E	89.11'	
L9	\$00°00'00"E	60.00'	
L10	N90°00'00"E	71.36'	
L11	S45°07'14"W	32.12'	
L12	S45°07'14"W	68.76'	

	Curve Table					
Curve No.	Length	Radius	Delta	Chord Length	Chord Bearing	Tangent Bearing
C1	143.07'	166.00'	49°22'57"	138.69'	S24° 34' 14"E	S49° 15' 43"E
C2	98.85'	166.00'	34°07'12"	97.40'	S17° 10' 50"W	
С3	78.80'	134.00'	33°41'33"	77.67'	S17° 23' 40"W	500° 32' 54"W
C4	<i>97.85</i> '	166.00'	33°46'30"	96.44'	N17° 21' 12"E	N00° 27' 57"E
С5	79.80'	134.00'	34°07'12"	78.62'	N17° 10' 50"E	
Сб	117.95'	134.00'	50°25'55"	114.18'	N25°05'43"W	N50° 18' 41"W
C7	147.92'	174.75'	48°29'56"	143.54'	N69° 20' 56"W	N45° 05' 59"W

#### <u>NOTES:</u>

1) OUTLOT 1 IS A PRIVATE OUTLOT TO PROVIDE VEHICULAR INGRESS AND EGRESS FOR THE BENEFIT OF LOTS 1 AND 2 OF THIS CSM.

2) LANDS WITHIN THIS CSM ARE SUBJECT TO A DECLARATION OF PROTECTIVE COVENANTS FOR THE COMMUNITY OF BISHOPS BAY PER DOCUMENT NUMBER 4942536.

3) PRIVATE UTILITY EASEMENTS SERVING THIS CSM FOR SANITARY SEWER, WATER, GAS, ELECTRIC, TELEPHONE AND CABLE TV WILL BE RECORDED SUBSEQUENT TO THE RECORDING OF THIS CSM.

4) LOT 2 IS RESERVED FOR FUTURE EXPANSION OF A BUILDING AND OR A PARKING LOT BY THE CHURCH.

5) THE CURRENT ZONING FOR LANDS WITHIN THIS CSM AND ADJACENT LANDS TO THE EAST, SOUTH AND WEST, IS PLANNED DEVELOPMENT DISTRICT (PDD).

6) THE CURRENT BUILDING SETBACKS FOR LOTS 1 AND 2 OF THIS CSM ARE AS FOLLOWS, PER THE COMMERCE DISTRICT IN THE COMMUNITY OF BISHOPS BAY, MASTER DEVELOPMENT PLAN (MDP), DATED AUGUST 18, 2015.

FRONT AND SIDE SETBACK=ZERO REAR SETBACK=TEN FEET

7) THE LAND OWNER AT THE TIME OF TOWN APPROVAL AND RECORDING OF THIS CSM, IS BISHOPS BAY LAND HOLDINGS, LLC, 708 HEARTLAND TRAIL, MADISON, WI 53717.

 vierbicher
 FN: 190325
 SURVEYED FOR: CROSS LUTHERAN
 C. S.M. No.\_\_\_\_\_

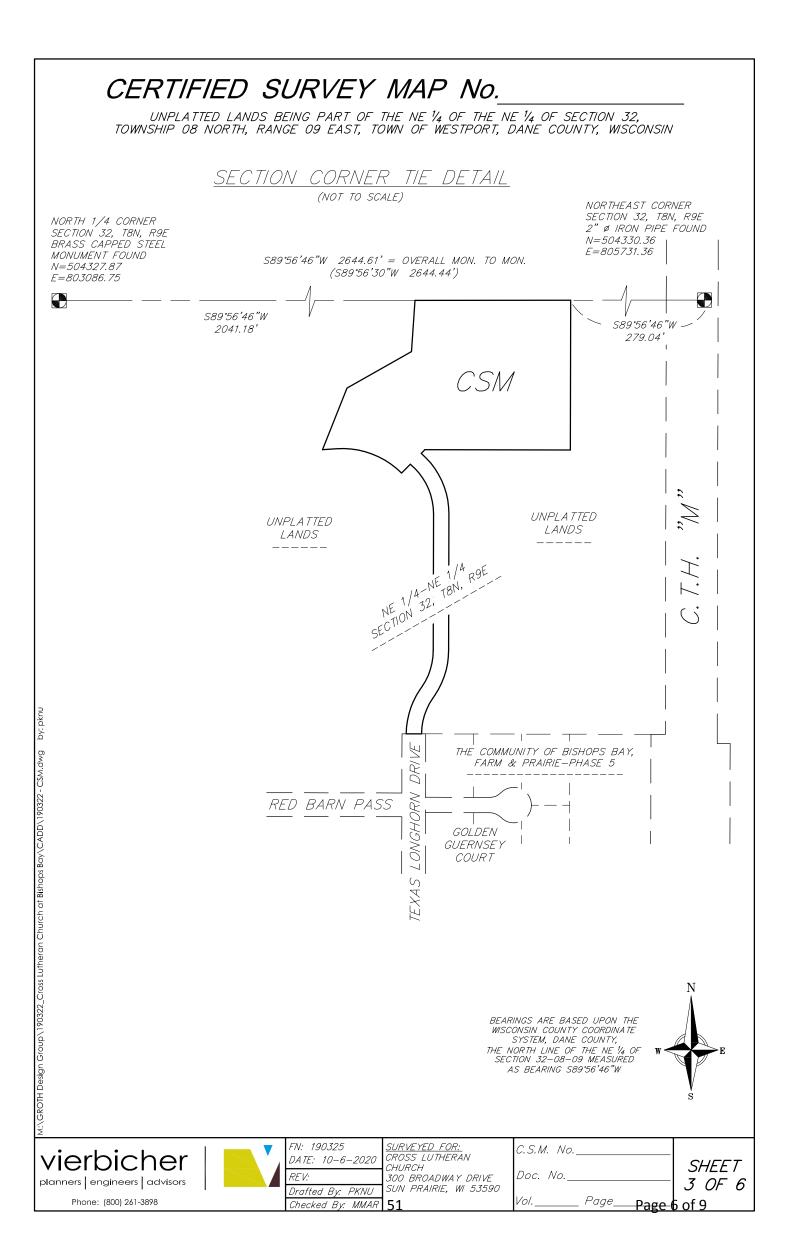
 planners | engineers | advisors
 REV:
 Broafted By: PKNU
 Broafted By: PKNU

 Phone: (800) 261-3898
 C. S.M. No.\_\_\_\_\_
 SHEET

Design

GROTH

pknu



UNPLATTED LANDS BEING PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 32, TOWNSHIP 08 NORTH, RANGE 09 EAST, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

### SURVEYOR'S CERTIFICATE:

I, Paul R. Knudson, Professional Land Surveyor, hereby certify: That in full compliance with the provisions of Section 236.34 of the Wisconsin Statutes and the subdivision regulations of the Town of Westport, and under the direction of Bishops Bay Land Holdings, LLC, owner of said land, I have surveyed, divided and mapped this Certified Survey Map; that such Certified Survey Map correctly represents all exterior boundaries of the land surveyed and the division of that land in accordance with the information provided; and that this land is Part of the Northeast 1/4 of the Northeast 1/4 of Section 32, Township 08 North, Range 09 East, Town of Westport, Dane County, Wisconsin, described as follows:

Commencing at the Northeast Corner of said Section 32; thence S89°56'46"W, 279.04 feet along the north line of said NE 1/4 to the Point of Beginning; thence S00°07'14"W, 312.06 feet; thence N89°52'46"W, 303.04 feet; thence S45°07'14"W, 10.82 feet to a non-tangential curve; thence Southeasterly 143.07 feet along the arc of a curve to the right, having a radius of 166.00 feet and a chord bearing S24°34'14"E, 138.69 feet to the point of tangency thereof; thence S00°07'14"W, 284.63 feet to a point of curvature; thence Southwesterly 98.85 feet along the arc of a curve to the right, having a radius of 166.00 feet and a chord bearing S17°10'50"W, 97.40 feet to the point of tangency thereof; thence S34°14'27"W, 7.77 feet to a point of curvature; thence Southwesterly 78.80 feet along the arc of a curve to the left, having a radius of 134.00 feet and a chord bearing S17°23'40"W, 77.67 feet to the northerly plat boundary of The Community of Bishops Bay, Farm and Prairie–Phase 5; thence N89°52'46"W, 32.00 feet along said northerly plat boundary to a non-tangential curve; thence Northeasterly 97.85 feet along the arc of a curve to the right, having a radius of 166.00 feet and a chord bearing N17°21'12"E, 96.44 feet to the point of tangency thereof; thence N34°14'27"E, 7.77 feet to a point of curvature; thence Northeasterly 79.80 feet along the arc of a curve to the left, having a radius of 134.00 feet and a chord bearing N17°10'50"E, 78.62 feet to the point of tangency thereof; thence N00°07'14"E, 284.63 feet to a point of curvature; thence Northwesterly 117.95 feet along the arc of a curve to the left, having a radius of 134.00 feet and a chord bearing N25°05'43"W, 114.18 feet; thence S45°07'14"W, 25.83 feet to a non-tangential curve; thence Northwesterly 147.92 feet along the arc of a curve to the left, having a radius of 174.75 feet and a chord bearing N69<sup>°</sup>20'56"W, 143.54 feet to the point of tangency thereof; thence S86°24'06"W, 30.34 feet; thence N21°43'03"E, 137.84 feet; thence N60°27'08"E, 154.53 feet; thence NO3°51'20"E, 106.89 feet to the north line of said NE 1/4; thence N89°56'46"E, 324.39 feet along the north line of said NE 1/4 to the Point of Beginning.

Said description contains 150,454 square feet or 3.454 acres, more or less.

Vierbicher Associates, Inc. By: Paul R. Knudson

Dated this 6th day of October, 2020.

Signed:

Vierbicher Associates, Inc. Paul R. Knudson, P.L.S. No. 1556



FN: 1 DATE
REV:
Draft

Check

: 10-6-2020	<u>SURVEYED_FOR:</u> CROSS_LUTHERAN CHURCH	C.S.M. No	SHEET
	300 BROADWAY DRIVE	Doc. No	4 OF 6
ed By: PKNU	SUN PRAIRIE, WI 53590		+ 0/ 0
ked By: MMAR	52	Vol PagePage	7 of 9

UNPLATTED LANDS BEING PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 32, TOWNSHIP 08 NORTH, RANGE 09 EAST, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

#### OWNER'S CERTIFICATE:

Bishops Bay Land Holdings, LLC, a Wisconsin limited liability company, duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that we caused land described on this Certified Survey Map to be surveyed, divided, mapped, and dedicated as represented hereon. We further certify that this Certified Survey Map is required by s. 236.10 or 236.12 Wisconsin Statutes, to be submitted to the Town of Westport for approval.

IN WITNESS WHEREOF, the said Bishops Bay Land Holdings, LLC, has caused these presents to be signed by Daniel J. Hartung, its President, at Madison, Wisconsin, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

In the Presence of:

BISHOPS BAY LAND HOLDINGS, LLC

By: \_\_\_\_\_ Daniel J. Hartung, President

State of Wisconsin ) ) ss

County of Dane

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, the above named, Daniel J. Hartung, President of the above named Bishops Bay Land Holdings, LLC, to me known to be the person who executed the foregoing instrument and acknowledged the same.

My Commission Expires:

Notary Public, State of Wisconsin





Che

190325 TE: 10–6–2020	<u>SURVEYED FOR:</u> CROSS LUTHERAN CHURCH	С. Ѕ. М. No	SHEET
<u>/.</u>	300 BROADWAY DRIVE	Doc. No	5 OF 6
fted By: PKNU	SUN PRAIRIE, WI 53590		50000
cked By: MMAR	53	Vol PagePage {	B of 9

UNPLATTED LANDS BEING PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 32, TOWNSHIP 08 NORTH, RANGE 09 EAST, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN

CITY OF MIDDLETON APPROVAL

Approved for recording on this \_\_\_\_\_, day of \_\_\_\_\_\_20\_\_\_\_

Mark Opitz, City Planner

TOWN OF WESTPORT APPROVAL:

This Certified Survey Map, including any dedications shown thereon, has been duly approved by the Town Board of the Town of Westport, Dane County, Wisconsin, on\_\_\_\_\_\_, 20\_\_\_\_\_.

Thomas G. Wilson, Town Administrator

### REGISTER OF DEEDS CERTIFICATE:

Received for	recording on this day of	, 20, at
o'clock	m., and recorded in Volume	of Certified Surveys
on Pages	as Document Number	

Kristi Chlebowski, Dane County Register of Deeds



FN: DA TE
REV:
Draft

FN: 190325 DATE: 10–6–2020	<u>SURVEYED_FOR:</u> CROSS_LUTHERAN	С. Ѕ. М. No	
DATE: 10-0-2020	CHURCH		SHEET
	JOU DRUADWAT DRIVE	Doc. No	6 OF 6
Drafted By: PKNU	SUN PRAIRIE, WI 53590		
Checked By: MMAR	54	Vol PagePage S	of 9