



## REPORT TO CITY PLAN COMMISSION

**Public Meeting Date:** June 23, 2014

**Common Council Meeting Date:** July 2, 2014

**Item:** Preliminary/Final Plat/ Second Addition to Clearwater Creek

**Case Manager:** Brad Schmidt, AICP

### GENERAL INFORMATION

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**Owner/Applicant:** Clearwater Creek, LLC- owner; Mau and Associates - applicant

**Address/Parcel #:** 31-6-6202-20/ North Haymeadow Avenue

**Petitioner's Request:** The applicant is proposing to subdivide the property into 6 lots for single-family residential development.

### BACKGROUND

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The subject lot (Lot 120) was originally platted as part of the First Addition to Clearwater Creek in 2008. The subject lot was rezoned from PD/R-3, Planned Development/Multi-Family Residential District to R-1B, Single-Family Residential District.

### STAFF ANALYSIS

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**Existing Conditions:** The land is currently undeveloped and is currently zoned R-1B, Single-Family Residential District. The existing lot is approximately 2.65 acres in size and is located on the west side of Haymeadow Avenue.

**Surrounding zoning and land uses:** The surrounding area is under the jurisdiction of the City of Appleton (north, east and south) and the Town of Grand Chute (west). The uses are generally residential and agricultural in nature.

**2010-2030 Comprehensive Plan:** Community Development staff has reviewed this proposed subdivision and determined it is compatible with the One and Two-Family Residential uses shown on the City's 2010-2030 Comprehensive Plan Future Land Use Map.

**Review Criteria:** The Community Development staff has reviewed the Preliminary Plat in accordance with the City of Appleton Zoning Ordinance requirements for single-family residential developments. The site area is 2.65 acres in size. The property was rezoned to R-1B Single-family Residential for the proposed development of six (6) single-family dwellings. The lot sizes and lot widths in this proposed subdivision exceed minimum City of Appleton Zoning Ordinance requirements.

**Technical Review Group Report (TRG):** This item was discussed at the June 10, 2014 Technical Review Group meeting. The Fire Department submitted a comment regarding fire suppression systems (6/16/14) and the Engineering Department submitted comments regarding the stormwater and drainage plan (6/12/14).

**RECOMMENDATION**

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Based on the above, the Preliminary Plat and Final Plat for the Second Addition to Clearwater Creek located on North Haymeadow Avenue, as shown on the attached maps and subject to the following, **BE APPROVED:**

1. Park fees of \$300 per lot are due prior to the City signing the final plat.
2. Department of Public Works shall approve the Drainage Plan and Stormwater Management Plan prior to City signatures be affixed to the Final Plat.
3. The comments stated in the Staff memo by the Fire Protection Engineer dated 6/12/14.
4. 17-12 (b) 1 Label the City of Appleton corporate limits when applicable.
5. 17-12 (e) The legend states 18" iron monuments are to be set, the minimum length for survey monuments is 24" and 30".
6. 17-12 (f) No bearing reference is shown on the plat.
7. Add the Landscape Easement language from the First Addition to Clearwater Creek Plat to this Plat.
8. List only the applicable utilities at the top of the easement provision language and within the body of the easement language (remove sanitary, watermain references).
9. Add Access easement to the title of the easement provision language and also to the main body of the easement language. Also add the following language to the City of Appleton easement grant

**Access easement:**

*The 30' access easement area shall be kept free of obstructions to allow unrestricted access for any equipment deemed appropriate by the City of Appleton for the maintenance, repairing, replacement, relocation or resizing of the storm sewer located within the 40 foot wide storm sewer easement area.*

10. Add the following note to the area directly west of the subject area to the Final Plat.

*Future Business/Industrial Uses per the City of Appleton's Comprehensive Plan 2010-2030  
Future Land Use Map*

11. The subject area is zoned R-1B, not R-1A. Please change this note on the final plat. The building setbacks in the R-1B District are as follows.

Front: 20 feet  
Side: 6 feet  
Rear: 25 feet



**APPLICATION FOR PRELIMINARY AND FINAL PLAT**  
 Community Development Department  
 100 N. Appleton St. PH: 920-832-6468  
 Appleton, WI 54911 FAX: 920-832-5994

**RECEIVED**

**JUN - 2 2014**

**CITY OF APPLETON  
 COMMUNITY DEVELOPMENT**  
Stamp date received

**TYPE OF SUBDIVISION (CHECK ONE)**

Preliminary Plat    Final Plat    City    Extraterritorial  
6-3-14

**SUBDIVISION PLAT TITLE**

Title SECOND ADDITION TO CLEARWATER CREEK

PROPERTY OWNER		APPLICANT (owner's agent)	
Name	<u>Clearwater Creek LLC</u>	Name	<u>MAV ASSOCIATES</u>
Mailing Address	<u>PO Box 225 Little chute WI 54140</u> <u>2100 Freedom Road. Suite A</u>	Mailing Address	<u>400 Security Blvd. GREEN BAY WI 54313</u>
Phone	<u>920.687.7070</u> Fax	Phone	<u>920.434.9670</u> Fax <u>920.434.9672</u>
E-mail	<u>jill@visionrealtyanddev.com</u>	E-mail	<u>sbieda@mav-associates.com</u>

**PROPERTY INFORMATION**

Property Tax # (31-0-0000-00) 31-6-6202-20

Site Address/Location North Haymeadow Avenue    City of Appleton    Town of \_\_\_\_\_

Legal Description of Land \*Please submit an electronic copy of Plat Map and the legal description in Microsoft Word format.  
Lot 120 - First Addition to Clearwater Creek

Current Zoning:	Proposed Zoning:
Current Uses:	Proposed Uses:
Number of Lots and Outlots: <u>6 LOTS</u>	Total Acreage: <u>2.67 ac.</u>
Average Lot Size: <u>0.45 AC.</u>	Average Lot Width: <u>109.35'</u>

5/28/14   [Signature]  
 Date   Owner/Agent Signature (Agents must provide written proof of authorization)

**OFFICE USE ONLY**

Application Complete BRAD SCHMIDT   6/3/14   Date Filed 6/17/14

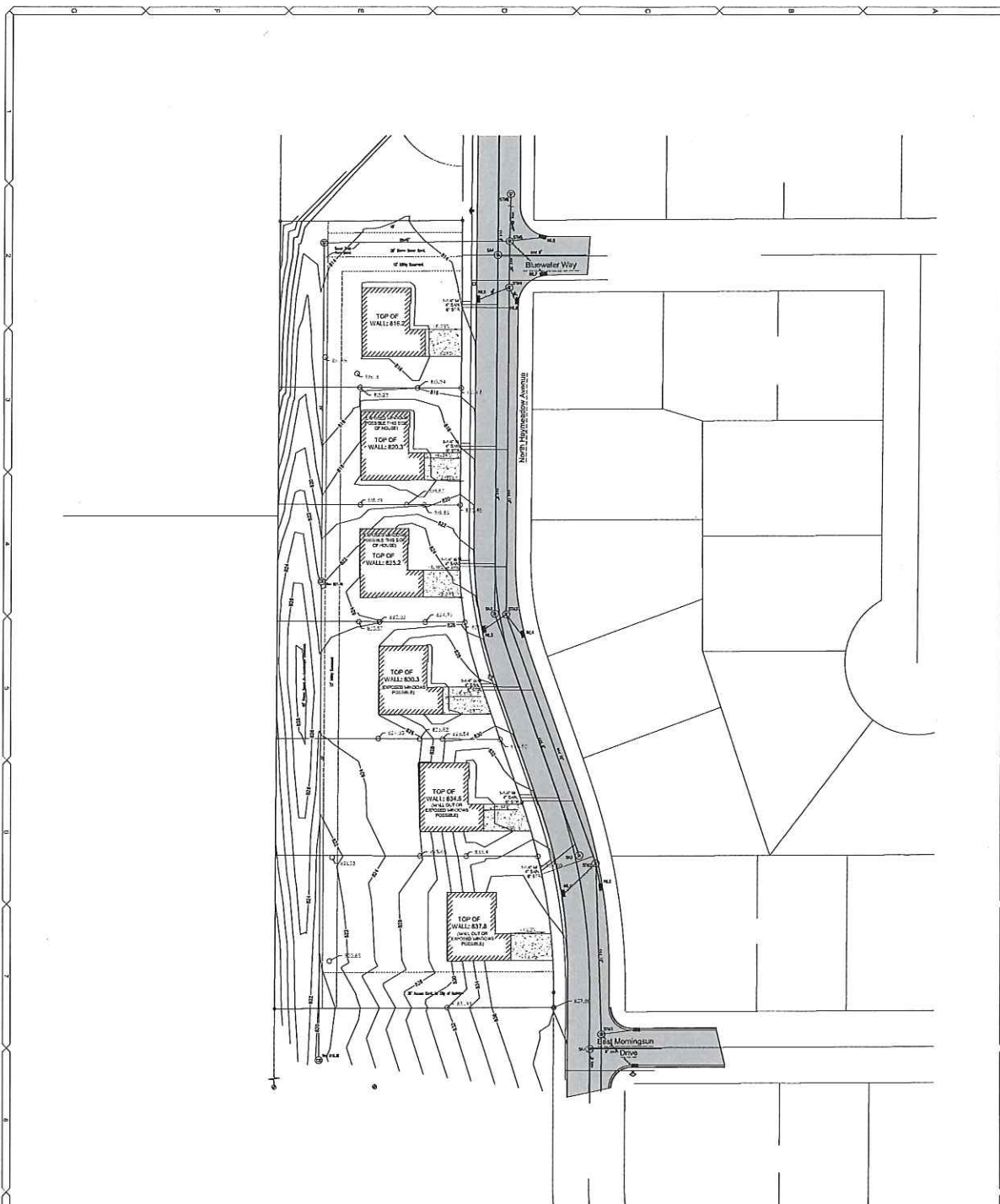
Preliminary Plat Review Fee \$100 + 6 x \$25 (per lot/outlot) = \$250

Reapplication Preliminary Plat Fee \$20    Final Plat Review Fee \$75.00

Acct #15020.5002   Receipt # 4217034 (PP)   Date Paid 6/3/14

*Reasonable accommodations for persons with disabilities will be made upon request and if feasible. 7/10*





NOTE:  
EXACT GRADES, SLOPE AND  
ELEVATION MAY VARY  
DEPENDING ON THE  
DEVELOPERS/OWNERS  
BUILDING, DRIVEWAY AND  
POSSIBLE WINDOW/WALKOUT  
LOCATION AND LAYOUT.

Sanitary  
Manhole Schedule

MANHOLE	HW	OFFSET	FINISH
S1	617.51	3.74	621.25
S2	616.25	10.61	626.86
S3	612.60	10.62	623.22
S4	612.52	11.52	624.04
S5	612.22	11.70	623.92

Storm  
Manhole Schedule

MANHOLE	HW	OFFSET	FINISH
S1	617.51	3.74	621.25
S2	616.25	10.61	626.86
S3	612.60	10.62	623.22
S4	612.52	11.52	624.04
S5	612.22	11.70	623.92
S6	611.20	1.50	609.70
S7	611.20	1.50	609.70

NOTE:  
CONTRACTOR TO FOLLOW THE CITY  
OF APPLETON, DEPT. OF PUBLIC  
WORKS "LATERAL TRENCHING  
DETAIL" FOR INSTALLATION OF ALL  
SERVICE LATERALS.

NOTE:  
DEVELOPERS/OWNERS HAVE  
THE OPTION TO USE THE  
STORM SEWER IN THE BACK  
OF THE LOTS TO TAP SUMP  
PUMP AND/OR DOWNPOUTS  
IN TO.

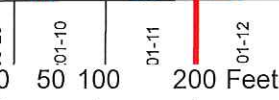
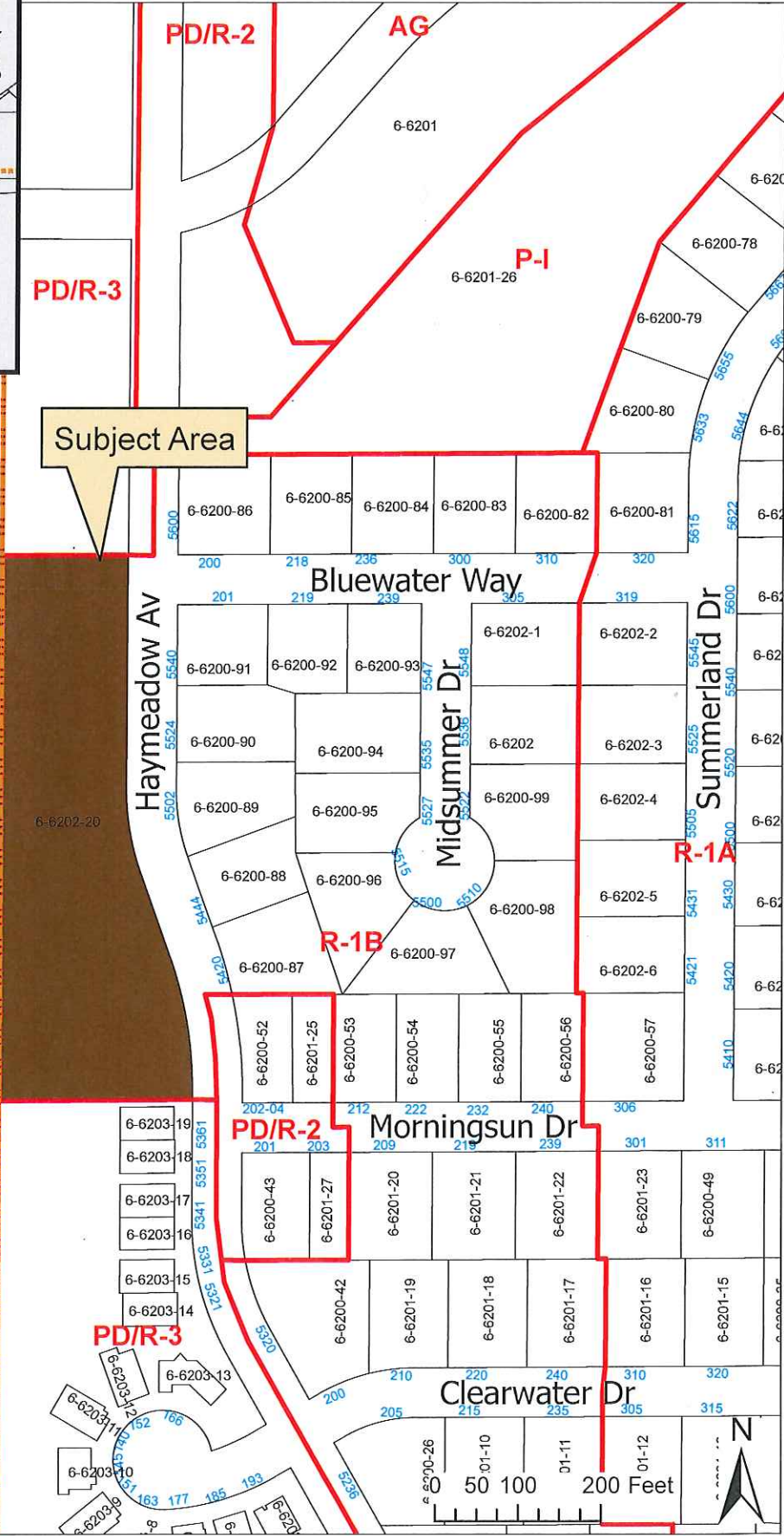
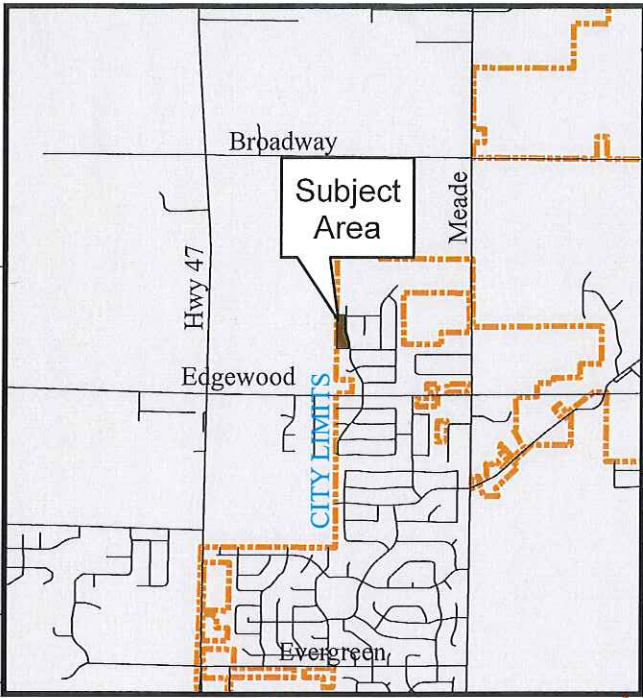
DRAWING NO. S-2344  
SHEET NO. C1.0  
PROJECT NO. VISION RAEITY & DEV., LLC  
GRADING & SITE UTILITY PLAN  
FILE: V-014E-tp 10/11.dwg

**Mau & Associates**  
LAND SURVEYING & PLANNING  
CIVIL & WATER RESOURCE ENGINEERING  
Phone: 920-434-9670 Fax: 920-434-9672

Number	Date	Comments
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

DESIGNED BY: DMM  
DRAWN BY: DMM  
CHECKED BY: DMM

# Second Addition to Clearwater Creek Preliminary Plat Zoning Map



## Department of Public Works – Engineering Division

### MEMO

**TO:** Brad Schmidt  
**FROM:** Pete Neuberger / Ross Buetow  
**DATE:** June 16, 2014  
**RE:** Clearwater Creek 2<sup>nd</sup> Addn. Drainage Plan / Stormwater Management Plan Comments

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We have reviewed the referenced Stormwater Management Plan dated June 9th, 2014, and the corresponding Drainage Plan and Plat. We have the following comments:

#### Drainage Plan Comments

1. The Drainage Plan as submitted is labeled “Grading and Site Utility Plan”. The required Drainage Plan is a separate document from the Grading and Site Utility Plan and must show different information. Label the Drainage Plan as such.
2. Remove the sanitary manhole schedule and sanitary sewer information
3. Remove the note that reads “Exact grades...”
4. Remove the note that reads “Developers/Owners have...”
5. Provide a note as follows: “The roof drains and sump discharge of each parcel shall be directed to the rear yard of each parcel. Direct connection to the rear yard public storm sewer is allowed. A City of Appleton plumbing permit is required for each storm sewer connection.
6. Provide the following information with corresponding symbol legend:
  - a. Storm Sewer
  - b. Storm Manhole
  - c. Storm Inlet/Yard Drain
  - d. Proposed Spot Elevations (required at all lot corners and lot line grade breaks)
  - e. Existing Spot elevations (required at west plat line lot corners/lot lines)
  - f. Drainage direction arrows on lot lines and easement swales.
  - g. Existing contours
7. Provide P.E. stamp, signature, and date.
8. Provide North Arrow and Graphical Scale.
9. Provide benchmark(s) on City datum.
10. Provide Location Map.
11. Provide lot line dimensions along all lot lines of each lot.
12. Provide a note that states: “This Drainage Plan indicates drainage along lot lines and major drainage swales. The owner of each lot is responsible for the design of interior lot drainage not specified on this plan so as to deliver interior stormwater runoff to the easements and/or lot lines as indicated in this Drainage Plan.
13. Provide a note that states “Maintenance of drainage swales and property line drainage, including vegetation maintenance, is the responsibility of the corresponding property owner. Upon failure of a property owner to maintain such facilities so as to ensure adequate drainage as intended by this Drainage Plan, the City of Appleton retains the right to perform necessary maintenance and assess any associated costs back to the responsible property owner.”
14. For proposed spot grades, show only spot grades along lot lines and in easements for major drainage swales.
  - a. Do not show proposed contours/spot elevations for interior site drainage
  - b. Do not show building foundations, driveways, or Top of Foundation elevations.

15. Provide spot elevations and drainage direction arrows for the major drainage swale that approximately follows the public storm sewer alignments immediately east of the rear yard landscape berm.
16. Provide drainage direction arrows along all lot lines and swales.
17. Provide a berm cross-section detail. Since the berm (according to the Clearwater Creek 1<sup>st</sup> addition drainage plan is 35.5' wide, the 40' wide storm sewer and landscape easement does not provide enough room to maintain the storm sewer. Label the adjacent 12' utility easement also as "Storm Sewer & Drainage" easement. Show this on the Plat as well.
18. Label the 20' Storm Sewer Easement along the north lot line of Lot 121 also as "Drainage Easement". Show this on the Plat as well.
19. Use different line types to differentiate easement boundaries from lot boundaries.
20. Provide spot grades along the north lot line of Lot 121 and any spot grades/drainage direction arrows as may be needed to provide for adequate collection/conveyance of stormwater runoff so as to prevent runoff from entering the parcel north of Lot 121.
21. Provide Rim elevations of all storm manholes/inlets/yard drains outside street right-of-way.
22. Provide spot elevations along the west plat line, indicating to match existing grades.
23. Please provide a completed Stormwater Utility Service Application (SUSA) form based on six single family residential parcels.

#### Stormwater Management Plan Comments

1. Change title of the document to "Stormwater Management Plan for 2<sup>nd</sup> Addition to Clearwater Creek"
2. Provide a document subtitle "As an Addendum to the Stormwater Management Plan for 1<sup>st</sup> Addition to Clearwater Creek"
3. On Page 3, the "Project Conformance Summary" should be worded as follows: "2<sup>nd</sup> Addition to Cedar Ridge Estates is included in the approved Stormwater Management Plan for 1<sup>st</sup> Addition to Cedar Ridge Estates by Martenson & Eisele, dated January 18, 2008. It is referenced as 'Outlot 3' in that document. The intent of this document is to demonstrate that the assumptions made for Outlot 3 were accurate and/or conservative so that the conclusions of that SWMP are still valid for Cedar Ridge Estates 2<sup>nd</sup> Addition. The Cedar Ridge Estates 1<sup>st</sup> Addition stormwater facilities meet City of Appleton Stormwater Management Ordinance requirements for new development for Cedar Ridge Estates 2<sup>nd</sup> Addition."
4. The approved Cedar Ridge Estates 1<sup>st</sup> Addition Stormwater Management Plan (SWMP) appears to use the ½ acre lots with Hydrologic Soil Group C (Runoff Curve Number 80) for the area in question. All comparisons for Water Quantity and Quality modeling should use these values. Provide a summary section for both Water Quantity and for Water Quality that specifically states that 2<sup>nd</sup> Addition to Clearwater Creek complies with the proposed conditions in the 1<sup>st</sup> Addition to Clearwater Creek SWMP such that City Stormwater Management Ordinance requirements for new development continue to be met (or, if your findings do not support this, then specify proposed changes to achieve compliance).
5. The approved Cedar Ridge Estates 1<sup>st</sup> Addition SWMP appears to show 100-year runoff for Outlot 3 is conveyed via the rear yard storm sewer into the detention pond to meet peak flow reduction and water quality requirements. However, a field investigation indicates runoff from the area of Lots 121-124 may not be entering the rear yard storm sewer. Soil erosion indicates this runoff runs west from the northwest corner of Lot 121 and then runs onto the neighboring property to the west. This runoff must be directed into the onsite storm sewer. It appears the existing casting for Manhole BO-17 at the northwest corner of Lot 121 is a closed lid, and likely needs to be replaced with a yard drain type casting. Provide calculations and supporting narrative indicating that proposed rear yard drainage collection system (the Lot 121 Manhole BO-17, the Lot 123 Manhole BO-18, and MH BO-12 just south of Lot 126) is (currently or with proposed modifications) adequate to direct 100-year flows into the storm sewer without flows leaving the site or creating excessive ponding onsite.





## FIRE DEPARTMENT

700 North Drew Street • Appleton, WI 54911-5000  
(920) 832-5810 • Fax (920) 832-5830

June 12, 2014

Re: Second Addition to Clearwater Creek

To Whom It May Concern:

In accordance with the Development Agreement between the City of Appleton and Clearwater Creek LLC, Section 17-3, all homes built on lots in 2nd Addition shall have complete code compliant fire detection systems which are monitored by a UL® listed central station monitoring agency, unless otherwise approved by the Appleton Fire Department.

The intent of this section is that the homes will have an alarm and detection system that meets the code requirements of the Wisconsin UDC (Uniform Dwelling Code) Comm 21.09 and NFPA (National Fire Prevention Association) Standard 72 regarding One- and Two-Family Dwellings. The system shall be of an approved make and model that carries the appropriate Fire Alarm UL® listing and reports to a UL® listed central station monitoring agency.

All system plans shall be submitted to the Appleton Fire Department Prevention Division for review and approval. An "Application for Plan Review" can be obtained by contacting Fire Prevention at 920-832-5810, Monday through Friday, from 7:30 a.m. – 4:30 p.m. For additional details and/or clarification, please contact the Appleton Fire Prevention staff.

If you have any questions, comments, or concerns, please feel free to contact me at 832-5810.

Yours in Life Safety,

Steve Patterson  
FIRE PROTECTION ENGINEER