



To: Kim Banigan, Town of Cottage Grove Clerk
FROM: Mark Roffers, Town Planner
Cc: Nick Bubolz, Town Engineer; Bill Cole and Chris Nelson, Town Attorney
DATE: March 11, 2025
RE: Kennedy Hills First Addition Final Plat

I received the following documents related to the Kennedy Hills First Addition development:

- Town Engineer email on preliminary plat water drawdown condition, dated 11/5/24
- Town preliminary plat approval resolution with conditions, dated 11/6/24
- Dane County preliminary plat approval conditions, dated 1/14/25
- Application for final plat approval, dated 1/31/25
- Project engineer memos including responses to application checklist and updating progress on meeting Town conditions, dated 2/11/25 and 2/12/25
- Final plat map, dated 1/29/25 (but amended on 2/26/25 without new date added)
- “Kennedy Hills Plat Phase 2” engineering plans, plotted 1/23/25
- Town Engineer memo on final plat, dated 2/21/25
- Town Plan Commission final plat approval recommendation resolution, 2/26/25

The following are my comments on the final plat:

1. The final plat submittal and Town review to date address conditions and concerns during the preliminary plat review stage. These include grading plan revisions to minimize tree/woodlot removal (but see below), Wooded Ridge Trail improvements to address Town “connector” road design standards, a gravel path from proposed Woodland Crossing to the public park to the south, other minor plat and engineering plan enhancements, and Town Engineer review of the groundwater drawdown concern. The revised final plat no longer suggests a full cul-de-sac bulb at the extended end of Wooded Ridge Trail, though the engineering plans may still need to catch up. This is to avoid unnecessary tree removal while still providing reasonable emergency access.
2. There are 14 conservation neighborhood design standards in the Town Comprehensive Plan, of which 80% are to be met. With the plat and plan changes—and provided cul-de-sac terminus and tree preservation matters I raise in this memo are addressed—it is my opinion that this plat meets enough of these standards.
3. With the preliminary plat, the developer presented contracts to obtain two Residential Density Units (RDUs)/development rights from TDR Sending Area parcels to entitle development in this final plat area and future additions to the north. Figure 4 of the Comprehensive Plan now suggests the following steps:

- a. A “TDR Agricultural Conservation Easement” be executed and recorded over each Sending Area property, meeting requirements of Sections 10.004(153) and 10.304(4)(b)) of the County Zoning Ordinance.
- b. A “TDR Notice Document” be recorded against lots in the final plat, meeting requirements of Zoning Ordinance Sections 10.004(110) and 10.305(5)(c).
- c. The plat may be recorded only after evidence is provided that the required TDR Easement is recorded against the Sending Area parcels. Also, before obtaining zoning and building permits for new homes in the plat area, the developer must provide a recorded copy of the TDR Notice Document on the newly platted lots.

These Town requirements are reflected on an approval condition in the proposed Town Board ordinance for final plat approval.

4. Per Town ordinance and direction during the preliminary plat stage, a draft set of protective covenants have been submitted. In response, the Plan Commission and I have suggested, to meet Town Plan standards, provisions to limit tree removal in Lots 22-26, 28, 35, and 36, and to include exterior lighting provisions intended to preserve the dark night sky. The covenants were still in progress at time of writing.
5. The Town has a park land impact fee (\$375 per dwelling unit) and a recreational improvement impact fee (\$1,160 per dwelling unit), adopted in 2020 (see Section 15.03(4)(d) of Town ordinance). The park land impact fee is applicable only where the subdivision plat does not dedicate any or sufficient public parkland. Where the Town desires public parkland, the ordinance requires 2,000 square feet of dedicated parkland per dwelling unit. The already-dedicated public park in the original Kennedy Hills final plat is 97,046 square feet, which covers Town parkland dedication requirements for 49 dwelling units/lots. There were 16 lots in the original plat and 20 lots in this new plat, suggesting to me that no park land impact fees are required in association with this new plat. The recreational improvement impact fees are another matter. It appears that the developer installed a gravel path through the park as part of original plat improvements, but it is my understanding that the Town later funded the play equipment and shelter now in this park. Each of the 20 lots/units in this new plat should be liable for the \$1,160 per unit recreational improvement impact fee.