

**CITY OF PLATTEVILLE
SUBDIVISION REGULATIONS
TABLE OF CONTENTS**

21.01 PURPOSE OF REGULATIONS.....1

21.02 SCOPE AND JURISDICTION.....1

21.03 DEFINITIONS1

21.04 PROCEDURE.....4

 Pre-Application.....4

 Preliminary Plat.....4

 Final Plat.....4

 Plats Outside the Corporate Limits5

 Replat5

 Minor Subdivision or Lot Consolidation.....6

 Subdivisions Created by Successive Divisions.....6

 Sale or Exchange of Land Between Adjoining Owners7

21.05 GENERAL REQUIREMENTS7

21.06 PRELIMINARY PLATS AND DATA8

 General8

 Plat Data9

 Supplemental Data10

 Street Plans and Profiles.....10

 Subsurface Tests10

 Covenants.....10

21.07 FINAL PLATS AND DATA.....11

 General11

 Additional Information11

 Deed Restrictions.....11

 Survey Accuracy11

 Surveying and Monumenting11

 Certificates11

21.08 CERTIFIED SURVEY MAP11

 When Required11

 Additional Information12

 Certificates12

 Recordation.....12

21.09 STATE PLANE COORDINATES12

21.10 DEDICATIONS OF PUBLIC PARKS AND OTHER PUBLIC SITES	12
When Required	13
Areas to be Dedicated.....	13
Dedication of Parks, Playgrounds, Recreation and Open Spaces.....	13
Combination of Residential Uses	13
Access Linkages	14
Minimum Size of Park and Playground Dedications	14
Fees in Lieu of Land.....	15
Suitability of Lands	16
Deeded to the City	16
Exceptions.....	16
21.11 IMPROVEMENTS.....	16
Installed at Developer Expense	16
Monuments	17
Methods of Financing.....	17
Screen Plantings.....	18
Improvement Plans	18
Inspection.....	19
21.12 DESIGN STANDARDS	19
Streets – General Considerations	19
Streets – Specific Standards.....	20
Intersections.....	22
Sidewalks.....	23
Blocks	24
Lots	24
21.13 MODIFICATIONS	25
Variances	25
Large Scale Developments.....	25
Shopping Centers and Industrial Parks	26
Legal Guarantees	26
Application for Modification	26
21.14 SPECIAL ASSESSMENT POLICY (relocated from Section 21.18)	26
Findings and Declaration of Policy.....	26
Intent and Purpose.....	26
Statutory Authority.....	26
Interpretation	26
Effective Date.....	26
Procedures.....	26
21.15 AMENDMENTS	29
Authority	29
Initiation	29

21.16 PENALTIES AND ENFORCEMENT	29
Penalties	29
Enforcement.....	29
21.17 ABROGATION AND GREATER RESTRICTION	29
21.18 INTERPRETATION, SEVERABILITY AND REPEALER	30
21.19 TITLE AND EFFECTIVE DATE	30
21.20 APPLICATION FEE.....	30

SUBDIVISION

21.01 PURPOSE OF REGULATIONS. The purpose of this chapter is to promote the public health, safety, and general welfare of the community; to lessen congestion in the streets and highways; to further the orderly layout and use of land; to secure safety from fire, panic and other dangers; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the further resubdivision of larger tracts into smaller parcels of land; all with reasonable consideration of the character of the City with a view toward conserving the value of the buildings placed upon land, providing the best possible environment for human habitation, and for encouraging the most appropriate use of land throughout the City.

21.02 SCOPE AND JURISDICTION (A) Any division of land within the City or within its extraterritorial plat approval jurisdiction which results in a subdivision or a minor subdivision as defined herein shall be, and any other division may be, surveyed and a plat thereof approved and recorded as required by this chapter and Chapter 236 of the Wisconsin Statutes.

(B) The jurisdiction of these regulations shall include all lands within the corporate limits of the City of Platteville as well as the unincorporated area within the extraterritorial plat approval limits and any such division of land shall require the prior approval of the Plan Commission and a map or plat thereof shall be recorded with the Register of Deeds as provided in Section 236.45 of the Wisconsin Statutes. The provisions of this ordinance as it applies to divisions of tracts of land into less than five (5) parcels shall not apply to:

- (1) Transfers of interest in land by will or pursuant to Court orders.
- (2) Leases for a term not to exceed ten years, mortgages, or easements.
- (3) Sale or exchange of parcels of land between owners of adjoining property if additional lots are not thereby created and the lots resulting are not reduced below the minimum size required by these regulations, the zoning ordinance or other applicable laws or ordinances.

21.03 DEFINITIONS. For the purposes of this Ordinance, the following definitions shall be used. Words used in the present tense include the future; the singular number includes a plural number; and the plural number includes the singular number. The word "shall" is mandatory and not directory.

Alley: A special public way affording only secondary access to abutting properties.

Building Line: A line parallel to a lot line and at a distance from the lot line to comply with the City Zoning Ordinance's yard and setback requirements.

Collector Street: A street used, or intended to be used to carry traffic from minor streets to the major system of arterial streets including the principal entrance streets to residential developments.

Community: A town, municipality, or group of adjacent towns and/or municipalities having common social, economic or physical interests.

Comprehensive Plan: The extensively developed plan, also called a master plan, adopted by the City Plan Commission and certified to the City Council pursuant to Section 62.23 and Section 62.0295 of the Wisconsin Statutes, including proposals for the future land use, transportation, urban redevelopment and public facilities. Devices for the implementation of these plans, such as zoning, official map, land division and building ordinances and capital improvement programs shall also be considered a part of the comprehensive plan.

Cul-de-Sac Street: Minor street closed at one end with a turnaround provided for passenger vehicles.

Easement: An acquired privilege or right of use in the land of another.

Engineer: A State of Wisconsin registered professional engineer.

Extraterritorial Plat Approval Jurisdiction: The unincorporated area within one and one-half (1½) miles of the City of Platteville, unless a smaller area is adopted by resolution of the Common Council.

Frontage Street: A minor street auxiliary to and located on the side of an arterial street for control of access and for service to the abutting development.

Lot: A parcel of land adequate for occupancy by a permitted use, providing the yards and area and fronting directly on a public street.

Lot Consolidation: The combining of two contiguous lots and/or outlots into one, or the combining of three or more contiguous lots and/or outlots into a fewer number of lots than had existed prior to the lot consolidation.

Major Street: A street used, or intended to be used, primarily for fast or heavy traffic.

Minor Street: A street used, or intended to be used, primarily for access to abutting properties.

Minor Subdivision: The division of land by the owner or subdivider resulting in the creation of not more than four (4) parcels or building sites, any one of which is four

(4) acres in size or less, or the reconfiguration of a previously recorded plat or certified survey map pursuant to Wisconsin Statutes, Section 236.34(1).

Municipality: An incorporated village or City or an unincorporated town.

New Curb and Gutter: The construction of curbs and gutters in an area that prior to the construction did not have curbs and/or gutters.

New Pavement: The installation of new bituminous or portland cement concrete pavement on a street which previously did not have either kind of pavement. This will generally occur where a street is recently annexed into the City, or a previously unpaved street is upgraded and paved.

New Sidewalk: The construction of a sidewalk as defined in 4.13(b) of the Municipal Code.

New Water and /or Sewer Mains: The installation of water mains or sewer laterals for supply of potable water or collection of sanitary sewerage in an area that, prior to the installation, did not have access to the water and/or sewer utility. This does not include installation of water and/or sewer lines that have been relocated at the convenience of the water and sewer utility.

Official Map: A map, officially adopted by the Common Council pursuant to Section 62.23(6) of the Wisconsin Statutes, for the precise designation of right-of-way lines and site boundaries of streets, highways, parkways, parks, playgrounds, greenways and historic districts, both existing and proposed. The Official Map may be extended to include areas beyond the corporate limits but within the extraterritorial jurisdiction of the City as provided by the Statutes.

Outlot: An outlying parcel of land, other than a lot or block, and so designated on the plat.

Pedestrian Way: A right-of-way across or within a block for use by pedestrian traffic.

Public Way: Any public road, street, highway, walkway, drainageway, or part thereof.

Plat: A plan or map indicating the subdivision of land, intended to be filed for record.

Replat: The changing of the boundaries of a recorded subdivision plat or part thereof.

Special Assessment: Defined in accordance with Wisconsin Statute 66.60, an amount levied against a property for special benefits conferred upon such property by any municipal work or improvement.

Subdivider: Any person, firm or corporation, or any agent thereof, dividing or proposing to divide land resulting in a subdivision, minor subdivision or replat.

Subdivision: A division of land by the owner or subdivider for the purpose of sale or building development where the act of division creates five (5) or more parcels or building sites of four (4) acres each or less in area, or five (5) or more parcels or building sites of four (4) acres each or less in area are created by successive division within a period of five (5) years.

Surveyor: A State of Wisconsin registered land surveyor.

21.04 PROCEDURE. (A) Pre-Application. It is recommended that, prior to the filing of an application for approval of a preliminary plat, the subdivider consult the Plan Commission or its staff for advice and assistance. This step does not require formal application, fee, or filing of a plat, but is intended to explain to the subdivider the purpose and objectives of these regulations, the comprehensive plan, official map and zoning ordinance and to informally reach mutual conclusions regarding the general program and objectives of the proposed development.

(B) Preliminary Plat. (1) Before submitting a final plat for approval, the subdivider shall submit a preliminary plat, supplemental data and such copies thereof as shall be required, to the City Clerk who shall forward same to the Director of Community Planning and Development at least twenty-five (25) days prior to the Plan Commission meeting at which action is desired.

(2) After review of the preliminary plat and negotiations with the subdivider on the changes deemed advisable and the kind and extent of public improvements required, the Plan Commission shall, within forty (40) days of its submission, recommend to approve, approve conditionally, or reject the plat. The subdivider shall be notified in writing of any recommended conditions of approval or the reason for a recommendation of rejection. Such action of the Plan Commission shall be submitted to the Council for its approval and the subdivider shall be notified in writing of any changes or modifications in the action of the Plan Commission and the reasons therefor. The Common Council shall hold a public hearing on the preliminary plat. Parties in interest and citizens shall have an opportunity to be heard. Notice of the public hearing shall be published as a class 2 notice under chapter 985, Wisconsin Statutes.

(3) Approval of the preliminary plat shall entitle the subdivider to final approval of the general layout shown by such plat if the final plat conforms substantially to such layout and conditions of approval have been met.

(C) Final Plat. (1) The final plat and such copies as shall be required shall be submitted within six months of the approval of the preliminary plat. However, if approval of the preliminary plat must be obtained from another approving authority subsequent to approval by the Plan Commission, the final plat shall be submitted within six months of such approval. The Plan Commission may waive failure to comply with this requirement.

CHAPTER 21 Subdivision

- (2) The City Clerk shall forward the plat to the Plan Commission, after review and recommendation by the Community Planning and Development Department, which shall then refer the final plat with its recommendations, to the Council within 30 days of its submission, unless the time is extended by the Council. The Council shall approve or reject the final plat within 60 days of its submission to the City Clerk unless time is extended by agreement with the subdivider. Reasons for rejection shall be stated in writing in the minutes of the Council meeting and a copy thereof or other written statement of such reasons supplied to the subdivider.
 - (3) If the original of the final plat has been filed with some other approving authority, the subdivider may file a true copy of such plat in lieu of the original. However, before approval of the Council will be inscribed on the original of the final plat, the surveyor or subdivider shall certify the respects in which the original of the final plat differs from the true copy, and all modifications must first be approved.
- (D) Plats Outside the Corporate Limits. When the land to be subdivided lies within the extraterritorial plat approval jurisdiction of the City, the subdivider shall proceed as specified in Section 21.04(a) through 21.04(c) of this chapter, except;
- (1) Transmittal responsibility lies with the City Clerk, the Town Clerk or whomever the plat is first submitted, and the subdivider shall indicate which one in his application for plat approval.
 - (2) Approval agencies include the City Plan Commission and City Council and the Subdivider shall comply with the land division laws and ordinances of these agencies.
 - (3) All requirements for improvements as specified by the Town Board or by any special improvement district in matters over which they have jurisdiction, shall be met before approval and filing of the final plat.
 - (4) After approval by the governing bodies and recording of the plat, the subdivider may proceed with the installation of such improvements and under such regulations as the Town Board of the town within whose limits the plat lies, may require.
- (E) Replat. A replat shall be made and recorded for any land division which proposes to change the boundaries of a recorded subdivision or part thereof, as follows:
- (1) By either securing the written consent of all parties of interest or by vacating or altering the recorded plat as provided in Section 236.40 through 236.44 of the Wisconsin Statutes; and

CHAPTER 21 Subdivision

- (2) Filing a Certified Survey Map or a Final Plat as specified in Section 21.08 or 21.04(a) through 21.04(d) of this chapter, depending on whether said replat constitutes a subdivision or minor subdivision as defined herein.

The City Clerk shall schedule a public hearing before the City Plan Commission when a proposed replat of lands within the City is filed, and shall cause notice of the proposed replat and public hearing to be mailed to the owners of all properties within the extended boundaries or within two-hundred (200) feet of the exterior boundaries of the proposed replat.

- (F) Minor Subdivision. When it is proposed to create a minor subdivision: the owner or subdivider may do so by use of a Certified Survey Map as provided in Section 21.08 of this chapter; and

- (1) The owner or subdivider shall file an adequate number of copies of the Map and the letter of application with the City Clerk at least twenty (20) days prior to the meeting of the Plan Commission at which action is desired.

- (2) The City Clerk shall, within seven (7) days after filing, transmit copies of the Map and letter of application to the Plan Commission and to all affected City boards, commissions, committees, or departments for their review and recommendations concerning matters within their jurisdiction. Their recommendations shall be transmitted to the Plan Commission within fifteen (15) days from the date the Map is filed. The time limits set forth may be extended provided the applicant consents thereto.

- (3) The Map shall be reviewed by the Plan Commission for conformance with this ordinance and all other ordinances, rules, regulations, comprehensive plans and plan components which affect it. The owners of all properties within 100 feet of the property shown on the Map shall be notified by mail of the date, time and location of the Plan Commission meeting. The Plan Commission shall, within forty-five (45) days from the date of filing of the Map either approve, conditionally approve or reject said Map. If the Map is rejected, the reasons therefore shall be stated in the minutes of the meeting and a written statement thereof forwarded to the owner or subdivider. If the Map is approved, the Plan Commission shall cause the City Clerk to so certify on the face of the original Map and return same to the subdivider.

- (4) The owner or subdivider shall record the Certified Survey Map with the County Register of Deeds within thirty (30) days of its approval by the Plan Commission and shall file three (3) true copies of said Map with the City Clerk.

- (G) Subdivisions Created by Successive Divisions. Where it is not predicable to require that a final plat of a subdivision created by successive divisions be filed in accordance with this Chapter, the Council may in lieu thereof order an assessor's

CHAPTER 21 Subdivision

plat to be made under Section 70.27 of the Wisconsin Statutes, and may assess the cost thereof as provided in such section, or to the subdivider.

(H) Sale or Exchange of Land Between Adjoining Owners. Whenever a sale or exchange of land between adjoining owners is contemplated, the parties to the transaction shall furnish, prior to such sale or exchange occurring, the following information to the City Building Inspector or Zoning Administrator.

(1) If the sale or exchange does not result in a change to the recorded boundaries of the lots in question, the following shall be submitted:

- (a) The legal description of all parcels of property involved in the transaction.
- (b) A description of the transaction proposed and the legal description of all lots after the transaction is completed.
- (c) A certification that the sale or exchange of land as proposed will not result in the creation of additional lots, and that all applicable ordinances related to lot area, lot width and setbacks are and will continue to be met after recording of the sale or exchange.

(2) If the sale or exchange will result in a change to the recorded boundaries of the lots, a certified survey map shall be submitted in accordance with Section 21.08 below, subject to the following:

- (a) No certification of approval by the Plan Commission is required.
- (b) The Map shall include a certification that the sale or exchange of land as proposed will not result in the creation of additional lots, and that all applicable ordinances related to lot area, lot width and setbacks are and will continue to be met after recording of the Map.

The Building Inspector or Zoning Administrator shall review the information provided and shall determine if the transaction is within the provisions of Section 21.02(b)3. The transactions found to be within Section 21.02(b)3 shall not be required to submit an application for lot redivision before the Planning Commission. A copy of the instrument(s) used in the conveyance shall be submitted to the City after the transfer has been recorded with the Grant County Register of Deeds.

21.05 GENERAL REQUIREMENTS. All divisions of land within the corporate limits or the extraterritorial plat approval jurisdiction of the City of Platteville which shall result in a subdivision as defined herein, shall conform to:

CHAPTER 21 Subdivision

- (A) The Comprehensive Plan, Zoning Ordinance, Official Map, this Chapter and all other pertinent ordinances, regulations, resolutions or plans which have been or may be henceforth adopted by this City or by other appropriate jurisdictions.
- (B) The provisions of Chapter 236 of the Wisconsin Statutes, except that this ordinance shall prevail where it imposes higher standards.
- (C) The rules of the State Board of Health relating to lot size and lot elevation, if the subdivision is not served by a public sewer and provision for such service has not been made.
- (D) The rules of the State Highway Commission relating to safety of access and the preservation of the public interest and investment on the streets, if the subdivision on any lot contained therein abuts on a state trunk highway or connecting street.
- (E) The topography, drainage and other natural features of the site and shall be laid out so as to preserve, enhance and promote a safe, pleasant environment for family living.
- (F) The recommendations or conditions imposed by the Plan Commission so as to control the premature development of lands which lack the essential public services and facilities; and the platting of land which is subject to flooding or which if developed would in any way endanger the health, life or property of the City's residents.

21.06 PRELIMINARY PLATS AND DATA. (A) General. A preliminary plat shall be required for all subdivisions and shall be based on a boundary survey by a registered Land Surveyor. The plat shall be prepared on tracing cloth or paper of good quality and shall show correctly on its face:

- (1) Title under which the proposed subdivision is to be recorded.
- (2) Location of proposed subdivision by Government lot, quarter section, township, range, county and state.
- (3) Date, scale and north point.
- (4) Names and addresses of the owner, subdivider and the engineer or surveyor preparing the plat.
- (5) Certification by the surveyor or engineer preparing the plat, that it is a correct representation of all existing land divisions and features and that he has fully complied with the provisions of this Ordinance.

CHAPTER 21 Subdivision

- (B) Plat Data. The preliminary plats shall be drawn at a scale of not more than 100 feet to the inch and shall show:
- (1) Exact length and bearing of the exterior boundaries of the proposed subdivision referenced to a corner established by U.S. Public Land Survey and the total acreage encompassed thereby.
 - (2) The location, right-of-way width and names of all existing streets, alleys or other public ways, easements, railroad and utility rights-of-way and all corporate limits, section and quarter section lines within the exterior boundaries of the plat or immediately adjacent thereto.
 - (3) Locations of all existing property boundary lines, structures, streams and watercourses, marshes, rock outcrops, wooded areas, and other similar significant features within the tract being subdivided or immediately adjacent thereto.
 - (4) Location and names of any adjacent subdivisions, parks, cemeteries and owners of record of abutting unplatted lands.
 - (5) Existing zoning on and adjacent to the proposed subdivision.
 - (6) Water elevations of adjoining lakes and streams at the date of the survey and approximate high and low water elevations, all referred to U.S.G.S. datum.
 - (7) Location, size and invert elevation of any existing sanitary or storm sewers, culverts and drain pipes, the location of manholes, catch-basins, hydrants, power and telephone poles, and the location and size of any existing water and gas mains within the exterior boundaries of the plat or immediately adjacent thereto.
 - (8) Location, width and names of all proposed streets and public rights-of-way such as alleys and easements and approximate dimensions of all lots together with proposed lot and block numbers, building set back lines and access restrictions.
 - (9) Location and approximate dimensions of any sites to be reserved or dedicated for parks, playgrounds, drainageways, or other public use or which are to be used for group housing, shopping centers, church sites, or other non-public uses not requiring lotting.
 - (10) Approximate radii of all curves and angles or intersection of connecting streets.
 - (11) The size in square feet of all lots (including outlots).

CHAPTER 21 Subdivision

- (12) The dimensions (in feet) of all lot boundary lines.
 - (13) The width of any lot, measured at the building line, that fronts upon a curve or cul-de-sac, unless the length of the front lot line meets or exceeds the lot width standards required by Chapter 22.
- (C) Supplemental Data. The preliminary plat shall also include on its face or on supplemental maps drawn to a scale of not more than 200 feet to the inch:
- (1) The entire area continuous to the proposed plat and owned or controlled by the subdivider even though only a portion of said area is proposed for immediate development.
 - (2) Contours at vertical intervals of five (5) feet or less. Elevations shall be marked on such contours based on U.S.G.S. datum.
 - (3) If no sewers or water mains are located on or immediately adjacent to the tract, the nearest such sewers or water mains which might be extended to serve the tract shall be indicated their direction and distance from the tract, size, and invert elevations.
 - (4) Any proposed lake and stream improvement or relocation, and any proposed lake stream access clearly indicating the location of the proposed subdivision in relation to the access.
 - (5) The streets and other public improvements planned by public authorities, in or within 200 feet of the tract, if such information is supplied by the planning board, or other appropriate agency.
- (D) Street Plans and Profiles. The City Engineer may require that the subdivider provide street plans and profiles showing existing ground surface, proposed and established street grades, including extensions for a reasonable distance beyond the limits of the proposed subdivision when requested. All elevations shall be based upon U.S.G.S. datum, and plans and profiles shall meet the approval of the City Engineer.
- (E) Subsurface Tests. The City Engineer may require that borings and soundings be made in specified areas to ascertain subsurface soil, rock and water conditions, subdivision will not be served by public sanitary sewer service, the provisions of Chapter H65 of the Wisconsin Administration Code shall be complied with; and the appropriate data submitted with the preliminary plat.
- (F) Covenants. The Community Planning and Development Director may require submission of a draft of protective covenants whereby the subdivider intends to

regulate land use in the proposed subdivision and otherwise protect the proposed development.

21.07 FINAL PLATS AND DATA. (A) General. A final plat prepared by a registered land surveyor shall be required for all subdivisions. It shall comply in all respects with the requirements of Section 236.20 of the Wisconsin Statutes.

(B) Additional Information. The Plat shall show correctly on its face, in addition to the information required by Section 236.20 of the Wisconsin Statutes, the following:

- (1) Exact length and bearing of the centerline of all streets.
- (2) Exact street width along the line of any obliquely intersecting street.
- (3) Railroad right-of-way within and abutting the plat.
- (4) Setbacks or building lines required by the Chapter 22.
- (5) All lands reserved for future public acquisition or reserved for the common use of property owners within the plat.
- (6) Special restrictions required by the City Plan Commission relating to access control along public ways or to the provision of planting strips.

(C) Deed Restrictions. The City Plan Commission may require that deed restrictions be filed with the Final Plat.

(D) Survey Accuracy. The City Engineer shall examine all Final Plats within the City for the accuracy and closure of survey, proper kind and location of monuments and legibility and completeness of the drawing.

(E) Surveying and Monumenting. All final plats shall meet all the surveying and monumenting requirements of Section 236.15 of the Wisconsin Statutes.

(F) Certificates. All final plats shall provide all the certificates required by Section 236.21 of the Wisconsin Statutes; and, in addition, the surveyor shall certify that he has fully complied with all the provisions of this Ordinance.

21.08 CERTIFIED SURVEY MAP. (A) When Required. A Certified Survey Map prepared by a registered land surveyor shall be required for all minor subdivisions. It shall comply in all respect with the requirements of Section 236.34 of the Wisconsin Statutes and the requirements of this Ordinance, provided, however, that minor subdivisions are excepted from the improvement requirements set forth in Section 21.11 of this Ordinance, unless the Map is used for dedication of right of way.

CHAPTER 21 Subdivision

- (B) Additional Information. The map shall be prepared on tracing cloth or paper of good quality of a size and to the scale prescribed by the recording agency and in addition to the information required by Section 236.34 of the Wisconsin Statutes, shall show correctly on its face:
- (1) All existing buildings, watercourses, drainage ditches and other features pertinent to proper division.
 - (2) Setbacks of all existing and proposed buildings from any existing or proposed lot line(s).
 - (3) All lands reserved for future acquisition.
 - (4) Date and graphic scale of the map.
 - (5) Name and address of the owner, subdivider and surveyor.
- (C) Certificates. (1) The surveyor shall certify on the face of the Map that he has fully complied with all the provisions of this Ordinance. The City Plan Commission after a recommendation by the reviewing agencies, shall certify its approval on the face of the Map.
- (2) Dedication of streets and other public areas shall require, in addition, the owner's certificate and the mortgagee's certificate in substantially the same form as required by Section 236.21(2)(z) of the Wisconsin Statutes.
- (D) Recordation. The Certified Survey Map may be recorded with the County Register of Deeds after the certificates of the City Plan Commission and the surveyor are duly placed on the face of the Map and executed accordingly.

21.09 STATE PLANE COORDINATES. Where a tract of land is located within a quarter section, the corners at which have been relocated, monumented and coordinated by the City, the plat thereof shall be tied directly to one of the section or quarter section corner so located, monumented and coordinated.

The exact grid bearing and distance of such tie shall be determined by field measurement; referenced to the Wisconsin Coordinate System, South Zone, and adjusted to the City's central survey.

The material and plane coordinate of the monument marking the relocated section or quarter section corner to which the plat is tied, shall be shown correctly on the plat map.

21.10 DEDICATIONS OF PUBLIC PARKS AND OTHER PUBLIC SITES. (A) Purpose and Intent. The requirements of this section are established to insure that adequate parks,

open spaces and sites for other public uses are properly located and preserved as the City grows and that the cost of providing the park and recreation sites and facilities necessary to serve the additional people brought into the community by land development may be equitably apportioned on the basis of additional needs created by the development. The requirements shall apply to all lands within the City proposed for all residential development, including those which do not involve an additional land division. These provisions shall not apply to subdivisions within the City's extraterritorial platting jurisdiction.

- (B) When Required. Any development approval that enables the creation of additional dwelling units, shall require compliance with this parkland dedication or fee-in-lieu-of-land payment requirement. This includes any land division which creates new lots. It also includes any building permit for more than one dwelling unit per existing lot (duplex, two flat, or multi-family building). Single family homes to be constructed on vacant lots which pre-date the adoption of this ordinance are exempt.
- (C) Areas to be Dedicated. (1) In the design of a subdivision, including minor subdivisions, or planned developments, provision shall be made for suitable sites of adequate area for parks, playgrounds, open spaces, schools and other public purposes. Such sites as shown on the Master Plan or Comprehensive Plan or Parks and Open Space Plan shall be made a part of the design. Where such are not shown on said plans or maps, consideration shall be given to the preservation of scenic and historic sites, stands of trees, marshes, ponds, streams, and woodland, prairie and wetland plant and animal communities.
- (D) Dedication of Parks, Playgrounds, Recreation and Open Spaces. (1) The developer or subdivider shall dedicate sufficient land area to provide adequate park, playground, and open space to meet the needs created by the land division, subdivision or comprehensive development. The minimum dedication shall be the greater of 2 acres of land or:
 - (a) Five percent (5%) of the total acreage intended to be used for single-family dwelling units;
 - (b) Ten percent (10%) of the total acreage intended to be used for duplexes;
 - (c) Fifteen percent (15%) of the total acreage intended to be used for multi-family dwellings.(2) For smaller subdivisions the Plan Commission may, if recommended by the Parks and Recreation Commission, accept a land dedication of less than two (2) acres, if it determines that the parks and recreation needs of the subdivision will be met by a smaller dedication.
- (E) Combination of Residential Uses. (1) Where a combination of residential uses is intended, the minimum dedication shall be the sum obtained by adding five percent

CHAPTER 21 Subdivision

(5%) of the acreage intended for single-family dwellings, ten percent (10%) of the acreage intended for duplex dwellings and fifteen percent (15%) of the acreage intended for multi-family dwellings. Where a definite commitment is made to the City by the developer with respect to the number of dwelling units to be constructed on any parcel of land, the dedication shall be based on that number. Where no such commitment exists, the dedication shall be based on the maximum number of dwelling units permitted in the zoning district. The Plan Commission shall recommend additional dedications if:

- (a) The number of lots in the plat or survey is increased, or
 - (b) The zoning classification is changed to increase the number of dwelling units allowed, or
 - (c) The committed number of dwelling units is increased by the subdivider, developer, or landowner.
- (F) Access Linkages. (1) All subdivision, minor subdivisions, and planned development projects are required to provide convenient pedestrian and bicycle linkages to park and recreation sites. Where, in the opinion of the Plan Commission, such linkages are required outside the public street right-of-way, they shall be reserved by easement and developed as an obligation of the subdivider or developer. The development of linkages shall not be counted toward the park land dedication requirements in paragraph 3 above.
- (G) Minimum Size of Park and Playground Dedications. (1) Any land to be dedicated as a requirement of this section shall be reasonably adaptable for the intended park and recreation uses and shall be at a location convenient to the people served. Factors used in evaluation of the adequacy of a proposed park and recreation area shall include, but not be limited to; size, shape, topography, geography, tree cover, access, and location. The determination of land suitability will be at the sole discretion of the Plan Commission acting on the recommendation of the Parks and Recreation Commission. The land reserved for recreation purposes shall have an area of at least two (2) acres (with the exception of small subdivisions as enumerated above). Where the amount of land to be dedicated is less than two acres, the Parks and Recreation Commission may require that the recreation area be located at a suitable place on the edge of the proposed land division. In no case, shall an area of less than one (1) acre be reserved for recreational purposes if it will be impractical or impossible to secure additional lands in order to increase its area.
- (2) All lands dedicated under this section shall have at least two hundred (200) feet of frontage on a public street. The Plan Commission and Parks and Recreation Commission may adjust this frontage requirement if better alternatives for access are provided. Of the abutting frontage, all costs of

CHAPTER 21 Subdivision

public streets, sidewalks, and utilities (normally accessible) shall be paid for by the developer or subdivider.

- (H) Fees in Lieu of Land. (1) The Plan Commission shall require the developer or subdivider to pay a fee in lieu of making the land dedication where one or more of the following conditions exists:
- (a) There is no land suitable for parks within the proposed subdivision or planned development project, or
 - (b) The dedication of land is not feasible, or
 - (c) The dedication of land would not be compatible with the Comprehensive Plan and Community Outdoor Recreation Plan, or
 - (d) The Plan Commission, acting on the recommendation of the Parks and Recreation Commission determines that a cash contribution or other land, fees or some combination will better serve the public interest.
- (2) The Plan Commission and the Parks and Recreation Commission may require or permit the subdivider or developer to satisfy the dedication requirements of this section by combining land dedication with fee payments.
- (3) The total fee shall be computed on the basis of the maximum residential use of each parcel permitted in the particular zoning district under the Zoning Code. For each proposed residential development, the fee shall be as set from time to time by the Council via resolution.
- (4) The fee-in-lieu of land dedication shall be paid for each unit at the time of building permit application.
- (5) The Common Council shall place any fee collected pursuant to the provisions of this section in a separate non-lapsing segregated fund to be used for land acquisition or development of adequate park, playground, recreation and open space. Money spent may be expended in other neighborhoods or community facilities in reasonable proximity to the subdivision, as determined by the Common Council upon recommendation by the Parks and Recreation Commission.
- (6) Land dedicated for public purposes shall be deeded to the City at the time the Final Plat is approved. Other areas that may be considered for dedication to the public may include: school sites, scenic or historic sites, and other areas.

CHAPTER 21 Subdivision

- (I) Suitability of Lands. (1) The Parks and Recreation Commission shall have the authority to recommend the suitability and adequacy of park lands proposed for dedication to the Plan Commission/Common Council. Drainageways, wetlands or areas reserved for streets shall not be considered as satisfying land dedication requirements.
- (J) Deeded to the City. (1) Land dedicated for public purposes shall be approved by the Plan Commission and Common Council and dedicated prior to the issuance of the first building permit for the subdivision.
 - (2) If the proposed dedication is located in a future subdivision phase and is not adjacent to the subdivision containing the property receiving the first building permit, adequate access to the park land shall be provided by easement or similar method until such time as public right-of-way access is constructed to the park land.
- (K) Exceptions. (1) The specific number, amount or location of required dedications, reservations and fee payments shall be determined by the Plan Commission upon the recommendation of the City Engineer and the Director of Community Planning and Development. All dedications shall be approved by the Common Council.
 - (2) Where a lot or parcel of land for which payment has once been made is further divided, payment shall be required only for the additional lots or parcels created. No payment however, shall be required for a lot created by the division of land under this ordinance, on which a residential structure already exists, or which is a residential parcel in excess of 5 acres, and not intended for immediate sale or development.

21.11 IMPROVEMENTS. (A) Public Improvements to be Installed at the Developer's Expense. The developer shall be required to install, at his/her own expense, all public improvements related to the subdivision, unless the City approves a Special Assessment project as outlined below. At minimum, the subdivider shall be responsible for the following:

- (1) Streets, including pavement, curb and gutter;
- (2) Water system, including mains, valves, hydrants and appurtenances;
- (3) Sanitary sewer system, including mains, manholes, and other required structures;
- (4) Storm sewer system, including pipe, manholes, catch basins, culverts, and other structures, both on public and private property;
- (5) Sidewalks, as outlined below;

CHAPTER 21 Subdivision

- (6) Public utilities. The developer is responsible for working with the public utility companies for installation of electric and gas service, telephone, cable, street lighting and other public utilities.
 - (7) Other public improvements that are deemed necessary by the City Engineer to serve the subdivision and local utility networks.
- (B) Before final approval of the plat, the subdivision shall be monumented as required by Section 326.15 of the Wisconsin Statutes and the subdivider shall comply with all requirements of the City of Platteville Development Policy as adopted and amended by the Common Council.

Compliance shall include the preparation of all improvement plans, payment of fees, provision of waiver of Special Assessment Notices and such other conditions as the Common Council, Water and Sewer Commission and Plan Commission may require.

- (C) Methods of Financing (Improvements to Plats within the City Limits). No final plat for the subdivision of land in the City of Platteville shall be approved by the Common Council until the subdivider has made arrangements to install required improvements as hereinafter provided.

Improvements may be provided by the subdivider in one of the following ways:

- (1) By entering into a contract with the City of Platteville, before the final plat is submitted for approval, agreeing that he will install the required improvements. Projects may be completed in phases with the final plat for each phase of the project being subject to approval by the Common Council. The subdivider shall file with said contract a bond meeting the approval of the City Attorney or a certified check or letter of credit in an amount equal to the estimate of cost of said improvements as prepared by the Director of Public Works. Such bond, check or letter of credit shall constitute a guarantee that such improvements will be completed by the subdivider or his contractors not later than one (1) year from the date of recording of the plat, however, sidewalks may be completed as outlined below. Such bond, check or letter of credit shall also constitute a further guarantee that all obligations to subcontractors for work on the development are satisfied.

The subdivider and/or his contractors shall abide by current City ordinances relative to the repairs and/or maintenance of all sidewalks.

The contractor and/or subcontractors who are to be engaged in the construction or improvements on dedicated street right-of-way shall be designated as qualified for such work by the Director of Public Works.

Governmental units to which these bond and contract provisions apply may file in lieu of said contract or bond, a letter from officers authorized to act in their behalf, agreeing to comply with the provision of this Section.

- (2) The subdivider may in lieu of options 1. & 2. above, avail himself of special assessment financing for the installation of the improvements required by this Ordinance including sewer, water, grading, storm sewer, sub-surface and street surfacing including curb and gutter, and sidewalk installation. The cost of such special assessments shall be based upon the Director of Public Works' estimates for 100 percent of said improvements, plus engineering costs, if the City provides this service.

If the subdivider desires to avail himself of special assessment financing, he shall submit an application to the Director of Public Works in accordance with the applicable special assessment improvements policy of the City, requesting installation of such improvements and expressly waiving all legal requirements, including the right to notice and hearing, with respect to the special assessments to be levied in connection therewith. Assessment shall be levied in accordance with Section 22.14 below.

- (D) Screen Plantings. The subdivider shall plant or otherwise provide planting strips, fences or other required buffers along lots backed up to or adjoining any existing or future major street, commercial district or industrial area.
- (E) Improvement Plans. The City Engineer may require the following plans and accompanying construction specifications and that such plans be prepared by an engineer, before and as a basis for authorizing the construction or installation of improvements:
 - (1) A complete grading plan of the entire subdivision, including grading of right-of-way areas to accommodate sidewalk construction.
 - (2) Water main plans and profiles showing the location, sizes, elevations and materials for the required facilities.
 - (3) Sanitary sewer plans and profiles showing the location, sizes, grades, elevations and materials of required facilities.
 - (4) Street plans and profiles showing existing and proposed grades, elevations, and cross-sections of required improvements.
 - (5) Storm sewer plans and profiles showing the location, grades, sizes, cross-sections, elevations and materials of required facilities.
 - (6) Plans for drainage structures and flood control devices.

CHAPTER 21 Subdivision

- (7) Planting plans showing the location, age and species of any required street trees.
- (8) Additional special plans or information as required.
- (F) Inspection. The subdivider, prior to commencing any work within the subdivision, shall make arrangements with the City Engineer to provide for adequate inspection of all improvements and installations. The City Engineer shall inspect and approve all completed work prior to approval of the final plat or release of the sureties.

21.12 DESIGN STANDARDS. (A) Design Specifications. All construction of public improvements within a subdivision shall follow the adopted City of Platteville Specifications for Public Improvements. In addition, all subdivisions shall be designed so as to accommodate the general requirements as listed below.

- (B) Streets – General Considerations. (1) Streets shall be designed and located in relation to existing and planned streets, to topographical conditions and natural terrain features such as streams and existing tree growth, to public safety and convenience, and in appropriate relation to the proposed uses of the land to be served by such streets.
 - (2) Proposed streets shall extend to the boundary lines of the tract being subdivided unless prevented by topography or other physical conditions, or unless in the opinion of the Plan Commission, such extension is not necessary or desirable for the coordination of the layout of the subdivision or for the advantageous development of adjacent tracts.
 - (3) Whenever the proposed subdivision contains or is adjacent to a major street or highway, adequate protection of residential properties, limitation of access and separation of through and local traffic shall be provided by reversed frontages, with screen planting contained in a non-access reservation along the rear property line, or by the use of frontage streets.
 - (4) Reserve strips shall not be provided on any plat to control access to streets or alleys, except where control of such strips is placed with the City under conditions approved by the Plan Commission.
 - (5) Alleys shall be provided in commercial and industrial districts for off-street loading and service access unless otherwise required by the Plan Commission, but shall not be approved in residential areas. Deadend alleys shall not be approved and alleys shall not connect to a major thoroughfare.
 - (6) Street names shall not duplicate or be similar to existing street names, and existing street names shall be projected wherever possible.

- (C) Streets – Specific Standards. (1) The minimum right-of-way and roadway width of all proposed streets and alleys shall be specified by the comprehensive plan, comprehensive plan components, official map, or other officially adopted standards; or if no width is specified therein, the minimum widths shall be as follows:

MINIMUM STREET WIDTHS

Urban Section:

<u>Type of Street</u>	<u>Minimum R.O.W. Width</u>	<u>Minimum Pavement Width (a)</u>	
		<u>Desirable</u>	<u>Absolute</u>
Major Street	80 feet	52 feet (b)	44 feet
Collector Street	70 feet	44 feet (b)	40 feet
Minor Street	60 feet	36 feet (c)	34 feet
Cul-de-Sac Street	60 feet	36 feet (c)	32 feet
Frontage Street	50 feet	30 feet (d)	26 feet
Alleys	24 feet	20 feet	20 feet
Pedestrian Ways	10 feet	5 feet	5 feet

Rural Section: (e)

<u>Type of Street</u>	<u>Minimum R.O.W. Width</u>	<u>Minimum Pavement Width</u>
Arterial Streets	120 feet (f)	Dual 24 ft. pavement with 10 ft. outside & 4 ft. inside and a 24 ft. median
Collector Streets	80 feet	22 ft. pavement with a 10 ft. outside shoulder on both sides
Minor Streets	66 feet	22 ft. pavement with a 8 ft. shoulder on both sides

- (a) Pavement widths shall be measured from face of curb to face of curb.
- (b) The Plan Commission, upon recommendation by the City Engineer, shall establish definite widths to best accommodate anticipated traffic.
- (c) The City Engineer shall determine the exact width required and may reduce the stated minimum widths by as much as 6 feet where parking is restricted on one side of the street.
- (d) Shall be of adequate width to provide 2 10-foot travel lanes and a suitable parking lane on the side adjacent to the development.
- (e) The minimum requirements expressed in this table generally exceed the minimum town road design standards set forth in Section 86.26 of the Wisconsin Statutes.

- (f) 80 feet to be dedicated and 40 feet to be reserved for acquisition by the City.
- (2) Grades. The grade of major and collector streets shall not exceed 6 percent, unless necessitated by exceptional topography and approved by the Plan Commission. The grade of all other streets shall not exceed 8 percent unless so necessitated and in no case shall the grade of any street exceed 10 percent or be less than one-half of one percent.
- (3) Vertical Curves. All changes in street grades shall be connected by a parabolic vertical curve of a minimum length in feet equal to 15 times the algebraic difference in grade for major or collector streets, or one-half of this value for all other streets.
- (4) Radii of Curvature. When a continuous street centerline deflects at any one point by more than 5 degrees, a circular curve shall be introduced having a radius of curvature on said centerline of not less than the following:
 - (a) Major Streets: 300 feet
 - (b) Collector Streets: 200 feet
 - (c) Minor Streets: 100 feet
- (5) Tangents. A tangent at least 100 feet long shall be introduced between reversed curves on major and collector streets. On all streets, at least 100 feet of tangent shall be provided between a curve and any intersection with a major or collector street and one-half this value at an intersection with any other street.
- (6) Cul-de-Sac Streets. Streets designed to have one end permanently closed shall not exceed 500 feet in length and shall terminate with a turnaround of not less than 110 feet in diameter of right-of-way or 90 feet in diameter of outside curb.
- (7) Half Streets. Where an existing dedicated or platted half-street is adjacent to the tract being subdivided, the other half of the street shall be dedicated by the subdivider. The platting of half-streets is not permitted.
- (D) Intersections. (1) Layout. Streets shall intersect as nearly as possible at right angles and not more than two streets shall intersect at one point unless approved by the Council.
- (2) Spacing. The number of intersections on major streets shall be held to a minimum and if feasible, the distance between such intersections shall be 1000 feet or more.

- (3) Alignment. Where streets intersect and cross other streets, jogs or off-center alignment shall be avoided. The centerline of streets approaching from opposite sides of a major street shall be adjusted so as to be continuous or separated by a distance of at least 150 feet when so required as a condition of plat approval.

(E) Sidewalks. (1) Where Required.

- (a) Residential Subdivisions. Sidewalks are required in all new residential subdivisions. Sidewalks shall be located on both sides of public streets. Sidewalks may be located on only one side of a street terminating in a cul-de-sac, provided that the distance between the center of the cul-de-sac and the entrance to the street does not exceed 300 feet.
 - (b) Non-Residential Subdivisions. The installation of sidewalks may be waived in non-residential subdivisions where it is determined by the Common Council, after recommendation by the Plan Commission, that the development in question will not be served by pedestrian traffic and that sidewalks are not needed within the development to complete or extend existing sidewalk networks.
 - (c) Planned Unit Developments. The location and installation of sidewalks for subdivisions located within Planned Unit Developments shall be determined by the approved site plan.
- (2) Installation. Sidewalks shall be installed when any one of the other following conditions has been met:
- (a) An occupancy permit has been issued to the last building constructed along one side of any individual block within the development.
 - (b) Twenty-four months have expired since all of the lots have been purchased from the original developer of record, and at least 75% of the buildings have been issued occupancy permits, for lots located along one side of any individual block within the development.
 - (c) Five years have passed since the street was constructed.

When one of the above conditions has been met, the Director of Public Works may include the construction of the sidewalks in a public contract. The cost of the sidewalk construction shall be assessed to the adjoining property owner(s). The property owners may request the Common Council to defer construction of the sidewalks, after recommendation by the Plan Commission.

- (3) Standards. (a) Sidewalks shall be a minimum of four (4) feet in width. When a sidewalk is combined with a recreation trail or other public way, the Public Works Director shall determine an adequate width.
 - (b) Sidewalks shall be installed so that the side furthest from the curb is located on the right-of-way line. The Director of Public Works may allow a variance from this requirement when it is in the public interest.
 - (d) Sidewalk locations and grades shall be determined by the original developer with approval by the Directory of Public Works prior to development of the subdivision. It is the responsibility of the property owner to install a driveway with a section for a public sidewalk in accordance with 4.13(j).

- (F) Blocks. (1) General. The lengths, widths and shape of blocks shall be appropriate for the topography, the type of development contemplated, and the zoning requirements for the particular district.
 - (2) Dimensions. Block lengths in residential areas shall not be more than 1500 feet and if feasible, not less than 400 feet between street lines. Blocks shall be of sufficient width to provide for two rows of lots.
 - (3) Pedestrian Ways. A right-of-way of not less than 10 feet in width may be required through the center of blocks more than 900 feet in length if deemed essential to provide circulation or access to community facilities.
 - (4) Easements. Easements across lots or centered on rear or side lot lines shall be provided for the installation of utilities where necessary and shall be at least 10 feet wide and such easements shall be continuous from block to block. When an easement is centered on a rear or side lot line the width of the easement in each lot can be added together to meet the width requirement.

- (G) Lots. (1) In General. The size, shape and facing of lots and the minimum building setback lines shall be appropriate for the topography of the subdivision and for the type of development and use contemplated.
 - (2) Lot Dimensions. Residential lots shall have a minimum area of 8000 feet and a minimum width of 70 feet at the building line provided, however, that the requirements of the zoning regulations insofar as it may specify greater areas or distance shall be complied with.
 - (3) Extra Width or Area. Residential lots to be served by private sewage disposal facilities shall comply with the rules of the State Board of Health. Corner lots for residential use including lots abutting pedestrian way, shall

CHAPTER 21 Subdivision

have a width sufficient to provide the required setback from each right-of-way.

- (4) Access. Every lot shall front or abut on a public street for a distance of at least forty (40) feet.
- (5) Double Frontage. Not permitted except where desirable to provide separation from major streets or incompatible uses. Access restriction and screen plantings may be required across the rear 20 feet of double frontage lots.
- (6) Lot Lines. Side lot lines shall be substantially at right angles or radial to street lines whenever possible.
- (7) Large Lots. A tract subdivided into parcels containing one or more acres shall be arranged to allow the resubdivision of any such parcels into smaller lots in accordance with the provisions of these subdivision standards.
- (8) Municipal Boundaries. Lots shall follow municipal boundary lines.

21.13 MODIFICATIONS. (A) Variances. When in the judgment of the Plan Commission and the Council it would be inappropriate to apply literally a provision of this chapter because the subdivision is located outside the corporate limits, or because extraordinary hardship would result, the terms of the provision may be waived justice and secure the public interest, provided that in no event shall the requirement of securing prior approval or of filing and recording the plat be waived.

- (B) Large Scale Developments. These regulations may be modified by the reviewing authority in the case of a plan for a complete neighborhood unit development that:
 - (1) Provides for the needs of the persons expected to reside or work in the developed area, and is in harmony with the development in adjacent areas and with the character of the community;
 - (2) Insures a desirable use of available land in keeping with the principles of good land use planning;
 - (3) Takes into account the natural features of the area and provides for and dedicates sufficient open space;
 - (4) Includes provisions for efficient circulation and adequate services and facilities;
 - (5) Will constitute a desirable and stable community development.

CHAPTER 21 Subdivision

- (C) Whenever possible, shopping center sites and land designated for industrial park development shall be designated according to unit development principles in contrast to conventional lotting practices.
- (D) Legal Guarantees. The plans for a modified development shall include such covenants, restrictions or other legal provisions as will guarantee the full achievement of the plan.
- (E) Application for Modification. Application for any such modification shall be made in writing by the subdivider at the time the preliminary plat is filed for consideration, stating fully and clearly all the facts relied upon by the petitioner, and shall be supplemented with maps, plans, and other additional data which may aid the reviewing authority in the analysis of the proposed project.

21.14 SPECIAL ASSESSMENT POLICY. (A) Findings and Declaration of Policy. The City of Platteville finds that special assessments are sometimes necessary for the payment of certain municipal work or improvement. It is declared that the policy of the City of Platteville is to apply special assessments to the following categories of work or improvement: construction of new sidewalk, construction of new curb and gutter, new pavement, and installation of new Water and/or Sewer mains. The policy of the City of Platteville with respect to subdivision development is found in Chapter 21.11. The City of Platteville shall impose special assessments as an exercise of Police Power, unless otherwise directed by law.

- (B) Intent and Purpose. The purpose of this section is to publicly declare which categories of municipal work or improvement will normally be assessed to properties benefited by such work or improvement. It also declares the form of such assessment and generally how the calculations for special assessments will be conducted, including deductions.
- (C) Statutory Authority. This section is adopted as authorized under Wisconsin Statutes, Section 66.0701.
- (D) Interpretation. It is not intended by this section to repeal, abrogate, annul, impair or interfere with any existing rules, regulations, ordinances, resolutions or permits previously adopted or issued pursuant to law. Where any terms or requirements of this section may be inconsistent or conflicting, the more restrictive requirements or interpretations shall control.
- (E) Effective Date. This ordinance shall become effective for all special assessments with Preliminary Resolutions enacted on or after March 12, 2002.
- (F) Procedures. The following are the standard procedures with approximate timelines.

- (1) Plan and Budget. The Director of Public Works will develop a 5 Year Capital Investment Plan and consider new sidewalk, new curb and gutter and new water and/or sewer mains. The Director of Public Works will receive guidance and approval from the City Manager, Water and Sewer Commission and Common Council in development of the plan. This 5 Year Plan will be the basis for budgeting the upcoming year's projects. This normally occurs in the fall with budget approval in November/December.
- (2) Preliminary Resolution. The Director of Public Works will prepare Preliminary Resolution(s) for consideration by the Common Council for all new sidewalk, new curb and gutter and new water and/or sewer mains. The resolution shall specify the intention to finance the public work or improvement or current service in whole or in part by special assessments, and the time, after completion of the work or improvement, when the amount of the assessments will be determined and levied, the number of annual installments, if any, in which assessments may be paid, the rate of interest to be charged on the unpaid balance and the terms on which any of the assessments may be deferred while no use of the improvement is made in connection with the property.

This process normally takes two separate Council meeting dates and should be completed before the project is started. The preferred form of the Preliminary Resolution is for the City to exercise Police Powers under Wisconsin Statutes, Section 66.0703.

- (3) Report of the Director of Public Works. The Director of Public Works will prepare the report specified in the Preliminary Resolution in the manner provided by Section 66.0703(4) & (5), Wis. Stats. This will normally occur after the receipt of bids for projects done by private contractors. If the project is to be completed by City or Utility employees, the Director will use the Engineer Estimate as the basis for assessment. Calculations will be on a fair share basis as follows:
 - (a) New Sidewalk. The Director of Public Works will determine the cost of installation per linear foot of sidewalk as specified in paragraph C. This linear foot determination will be based on the linear feet of the property frontage. If the project is partially funded with Federal and/or State funds, the cost per linear foot of sidewalk will be on a percentage basis of the City's share of the project, e.g. if the Federal and/or State share of a project which includes new sidewalk installation is 50%, then the assessment will be for 50% of the cost of installation per linear foot.
 - (b) New Curb and Gutter. The Director of Public Works will determine the cost of installation per linear foot of curb and gutter. This linear foot determination will be based on the linear feet of the property frontage. If the project is partially funded with Federal and/or State

funds, the cost per linear foot of curb and gutter will be on a percentage basis of the City's share of the project, e.g. if the Federal and/or State share of a project which includes new curb and gutter installation is 50%, then the assessment will be for 50% of the cost of installation per linear foot.

- (c) New Water and/or Sewer Main. The Director of Public Works will determine the cost of installation of new water and sewer main to service a new subdivision or area. The assessment will be calculated on an area basis. The area basis will be calculated on the size of the individual lots served by the new utility. If an owner has a lot that could be subdivided, but has not intention to ever do so; he/she may request in writing to the Director of Public Works that the City install only one water service and one private sewer lateral connection for the multiple size lot.
- (d) New Pavement. The Director of Public Works will determine the cost of installation per linear foot of new pavement. This linear foot determination will be based on the linear feet of the property frontage. If the project is partially funded with Federal and/or State funds, the cost per linear foot new pavement will be on a percentage basis of the City's share of the project, e.g. if the Federal and/or State share of a project which includes new pavement installation is 50%, then the assessment will be for 50% of the cost of installation per linear foot.
- (4) Public Hearing. The City Clerk will schedule a Public Hearing and notify affected property owners according to statutes. The Common Council will conduct a Public Hearing to determine the appropriateness of assessment, the amount of assessment and payment schedule. At the conclusion of the Public Hearing, the Common Council will take action on the assessment as appropriate. The Director of Public Works will execute the project as authorized by the Council.
- (5) Final Resolution. The Common Council will approve or disapprove a Final Resolution subsequent to the completion of the work or improvement. The form of the resolution will be as prescribed by law. The Director of Public Works shall prepare and submit a report, in the manner required by Section 66.0703(5), Wis. Stats., which shall contain a statement of the final cost of the work, service or improvement. The form will be as prescribed by law. *Whenever the final cost of the work, service or improvement is more than ten percent (10%) higher than was estimated in the Report of the Director of Public Works that accompanied the Preliminary Resolution, the Council shall consider whether to assess for the actual cost of the project or for some lesser amount.* The policy of the City will be to allow payments over a period of seven (7) years at an appropriate interest rate, unless the assessment is less than \$100.

- (6) Completion. The City Clerk will publish the final resolution as prescribed by law and forward the action to the City Finance Director for collection in accordance with the resolution.

21.15 AMENDMENTS. (A) Authority. Whenever public necessity, convenience, general welfare, changes in State requirements or good subdivision practice require it, these provisions may be amended by the Common Council, subject to review and recommendation by the Plan Commission.

- (B) Initiation. A change or amendment may be initiated by the Common Council, the Plan Commission, City staff, or by a petition of one or more persons affected by these provisions.

21.16 PENALTIES AND ENFORCEMENT. (A) Penalties. Any person who fails to comply with any provision of this Chapter, shall, upon conviction thereof, forfeit not less than \$25 nor more than \$200, together with the cost of prosecution for each violation and in default of payment thereof, shall be imprisoned in the county jail until payment of such forfeiture and costs, but not exceeding 30 days. In addition the remedies provided by Sections 236.30 and 236.31 of the Wisconsin Statutes shall be available to the City.

- (B) Enforcement. (1) Whenever it shall come to the knowledge of the City Engineer, the Building Inspector, any member of the reviewing authority or City police force, that this ordinance or the state statutes governing plats have been violated, such violations shall be reported to the City Attorney for appropriate action.
- (2) No building permit shall be issued for any subdivision or part thereof, until the provisions of this Ordinance have been complied with and no occupancy permit shall be issued until all required improvements except those specifically deferred, have been completed and approved by the City Engineer.
- (3) The City Assessor is hereby instructed not to divide for assessment or taxing purposes, any properties that are being subdivided contrary to these regulations until the reviewing authority and the City Attorney have been notified and their recommendations submitted to the City Council.

21.17 ABROGATION AND GREATER RESTRICTION. It is not intended by this Ordinance to repeal, abrogate, annul, impair, or interfere with any existing easements, covenants, agreements, rules, regulations or permits previously adopted or issued pursuant to laws. However, where this Ordinance, imposes greater restrictions, the provisions of this Ordinance shall govern.

21.18 INTERPRETATION, SEVERABILITY AND REPEALER. (A) In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the City and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

(B) If any section, provision or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

(C) All other ordinances or parts of ordinances of the City inconsistent or conflicting with this Ordinance, to the extent of the inconsistency only, are hereby repealed.

21.19 TITLE AND EFFECTIVE DATE. (A) Title. This Ordinance shall be known as, referred to, or cited as the "Land Division Ordinance, City of Platteville, Wisconsin".

(B) Effective Date. This Ordinance shall be effective after adoption by the Common Council and publication or posting as provided by law.

21.20 APPLICATION FEE. In addition to the plats, maps, and other information as specified in this Chapter, applications shall also include an application fee as established from time to time by the Common Council.