

CHECKLIST FOR INTERMEDIATE PLAN SUBMITTAL
Town of Ashippun, Dodge County, Wisconsin

Project Name: _____ Tax Parcel Number(s): _____ Date: _____

UTILITIES:

- Utility plan submitted Date: _____
- Plans prepared and stamped by a Registered Professional Engineer
- Has the plan been reviewed by the Town Engineer? Comments: _____

- Has the plan been reviewed by the Ashippun Sewer District? Comments: _____

- Has the plan been reviewed by the Ashippun Water District? Comments: _____

- Have the plans been approved by the DNR? Comments: _____
- Subdividers of 5 or more lots are required by the Ashippun Fire Department to have water reservoirs installed (5-40 lots, 1 –10,000 gallon tank; 40-80 lots, 2-10,000 gallon tanks; 80-120 lots, 3-10,000 gallon tanks) – has this requirement been met?
- Are water laterals and sewer laterals shown to be installed to the street lot line as required?
- All sanitary sewer and sanitary sewer lateral trenches within proposed streets shall be backfilled with granular material meeting the requirements of the "Standard Specifications"; however, upon written approval of the Town Engineer, the trenches may be backfilled with excavated material meeting the requirements of the "Standard Specifications." If excavated material is allowed for backfill, it shall be compacted by mechanical methods, meeting the approval of the Town Board, upon the recommendation of the Town Engineer. Is this shown on the plans?
- Are sewer and water main line diameters adequate?
- Are any utility easements required?

Notes:

ROADS:

- Road Plans submitted Date: _____
- Plans prepared and stamped by a Registered Professional Engineer or a Registered Land Surveyor.
- Has the plan been reviewed by the Town Engineer?
Comments: _____

- Has the plan been reviewed by the Town Road Supervisor? Comments: _____

- Proposed roads to be dedicated as public right-of-way.
- Show Right-of-way at a minimum of sixty-six (66) feet in width.
- Culvert sizes and lengths shall be shown on the plans and are subject to approval by the Town Engineer.
- The width of the paved surfaces (except in cul-de-sacs) shall be thirty-two (32) feet.
- Each side of the pavement shall be shouldered for a width of three (3) feet unless curb and gutter is required.
- Unless necessitated by exceptional topography subject to the approval of the Plan Commission, the maximum centerline grade of any public way shall not exceed six (6) percent for arterial and collector streets and ten (10) percent for minor streets, alleys and frontage streets. The grade of any street shall not be less than one-half of one (0.5) percent.
- Ditch foreslopes shall not be steeper than 4:1 and ditch backslopes shall not be steeper than 3:1.
- A minimum of 500' must be obtained between intersections.
- Min. Road Section of 2" Asphaltic Surface Course, 2" Asphaltic Base Course, 10" Gravel Crushed Stone Base Course.
- If a cul de sac has been installed, does it meet all design requirements?
- All culverts shall be a minimum of fifteen (15) inches in diameter by thirty (30) feet in length. Metal end flared sections shall be installed at each end of all culverts, as directed by the Town Engineer. Town Board approval is required for any alternate culvert end treatment.
- Culvert posts shall be placed at the ends of all culverts crossing road surfaces. The posts shall be marker posts prepared and installed as per State Specifications. These posts shall be furnished and installed by the subdivider and located as directed by the Town Engineer. Guard rails, if required by the Town Engineer, shall be furnished and installed by the subdivider.
- Drainage ditches shall conform to the Typical Road Section, Diagram A, unless modified by the Town Engineer. Road ditches shall be seeded and/or sodded as grassed waterways. Where the velocity of flow exceeds four (4) feet per second on soils having a severe erosion hazard, or exceeds six (6) feet per second on soils having less than severe erosion hazard, the subdivider shall install a paved invert or check dams, flumes, or other energy dissipating devices approved by the Town Board, upon the recommendation of the Town Engineer. Where any of these required and installed as necessary?
- Construction methods and material are to conform to the requirements of the State of Wisconsin Standard Specifications for Road and Bridge Construction, latest edition, except as amended.

Developer will need to be aware of the following for Final Approval:

- Verification shall be required from the Subdivider's Registered Professional Engineer or Registered Land Surveyor stating that the road was constructed as designed.
- New street signs are to be paid for by the Developer and obtained and placed by the Town.
- Streets and roads will not be accepted by the Town before May 1st or after November 15th. Developer will need to accommodate this rule.
- Any costs incurred by the Town for engineering and/or legal fees as a result of the review of the construction plans or the inspection of improvements are to be paid by the subdivider prior to acceptance of the road(s) by the Town Board.
- The subdivider must furnish such proof as the Town may require, that all costs for road construction have been paid by the subdivider.

- The subdivider shall execute a surety bond or letter of credit to the Town to be approved by the Town Attorney for the entire construction of the proposed improvements. The bond or letter of credit shall include all construction along with all applications as required, and shall be in an amount determined as adequate by the Town. This bond shall remain in effect until approval of improvements by the Town.
- When subgrading operations are completed on any Town road, the subdivider shall furnish the Town Engineer a written certification from the subdivider's Surveyor that the subgrade conforms to the approved construction plans. The Town Engineer shall be notified five (5) days prior to placement of any gravel to inspect the site and determine if placement of base course may begin.
- Roads shall be surfaced with ten (10) inches of compacted crushed aggregate base course (either crushed gravel or crushed stone), conforming to Gradation No. 2 of Standard Specifications of the State of Wisconsin for Road and Bridge Construction, latest edition, with the exception that a maximum of ten (10) percent passing the No. 200 sieve will be permitted by the Town. The costs of all sieve analysis tests required by the Town shall be paid by the subdivider. Sieve analysis results shall be submitted to the Town prior to Final Approval.
- Compaction of subgrade and base course shall be in accordance with the Standard Specifications, but shall never be less than ninety-five (95) percent of the maximum density of the material being compacted. The Town Engineer will have five (5) days to check aggregate base course before the first bituminous asphalt pavement application is applied. Compaction test results shall be submitted prior to Final Approval.
- The first bituminous asphalt pavement application shall be two (2) inches of bituminous base course, Gradation No. 2 per State Specifications. A second application of two (2) inch thick bituminous asphalt surface course, Gradation No. 3 per State Specifications, shall be applied within one (1) year but not before the first application has laid through one (1) winter. The Town Board, at its option, may require the delay of the asphalt surface course for a period not to exceed two (2) years, in which case the subdivider shall file a certified check in an amount equal to the estimated cost of said surface course, said estimate to be made by the Town Board, for the purpose of completing the asphalt surface course.

Notes:

STORMWATER:

- Stormwater management / erosion control plan submitted Date: _____
- Plans prepared and stamped by a Registered Professional Engineer or a Registered Land Surveyor.
- Has the plan been reviewed by the Town Engineer? Comments: _____
- Are the peak flows from post-development less than peak flows from existing conditions for the 100 yr. Storm event?
- If more than 1acre will be disturbed, has a Notice of Intent been applied for with the DNR?
- Side slopes shall be covered with a minimum of four (4) inches of topsoil, prepared, seeded or sodded, fertilized, watered and maintained for a sufficient period to provide adequate grasscover, prior to acceptance by the Town Board. Unless otherwise provided by the Town, all slopes steeper than three (3) horizontal to one (1) vertical shall be sodded and staked by the subdivider.
- Sod shall be laid in strips at those intervals necessary to prevent erosion and at right angles to the direction of drainage. Temporary vegetation and mulching shall be used to protect critical areas, and permanent vegetation shall be installed as soon as practical.
- Tree cutting and shrubbery clearing shall not exceed 50 percent of the lot or tract and shall be conducted so as to prevent erosion and sedimentation; preserve and improve scenic qualities; and during foliation, substantially screen any development. The subdivider shall protect and retain existing trees, shrubbery, vines, and grasses not actually lying in public roadways, building foundation sites, private driveways, soil absorption waste disposal areas, paths and trails. Trees are to be protected and preserved during construction in accordance with sound conservation practices, including by well islands or retaining walls whenever abutting grades are altered.
- Sediment basins shall be installed and maintained at all drainage ways to trap, remove and prevent sediment and debris from being washed outside the area being developed.
- Are any drainage easements required?
- The Town Board shall require the subdivider to provide or install certain protection and rehabilitation measures, such as fencing, sloping, riprap, revetments, jetties, clearing, dredging, snagging, drop structures, brush mats, willow poles, and grade stabilization structures, as necessary.

Notes:

PARKS:

Subdivider shall reserve land in excess of one (1) acre for every ten (10) dwelling units for acquisition by the Town for a period not to exceed three (3) years. Land to be dedicated or reserved for public acquisition for parks, recreation and open space shall be retained in its natural condition unless otherwise directed by the Town Board. Land so reserved shall be shown on Final Plat or Certified Survey Map

The recreation and park fee in lieu of dedication of land shall be \$500.00 for each new parcel. Some exceptions: No fee is to be paid on the land retained by the Owner (Seller), unless use of the land changes within one (1) year of the division. A parcel of land of 35 acres or more which is used for agricultural purposes and will continue to be used as such for a period of at least five (5) years by the Owner or Buyer is exempt from the park fee. A parcel of land given to a member of the immediate family of the owner is exempt from the park fee.

Where a development abuts a public use area such as a park, lake, stream, hunting grounds or public recreational area, the subdivider shall provide a pedestrian access easement not less than 20 feet wide connecting such public area with a public street. The Town may reserve additional area if they think necessary.

Has 1 acre for every 10 dwelling units been reserved for public acquisition or fees paid in lieu of dedication? _____ Yes _____ No
 If the property abuts a public use area, has a 20 ft. easement for public access been provided? _____ Yes _____ No

LANDSCAPING PLAN:

- Landscaping plan submitted.
- Minimum of 1-2" diameter tree per lot

ACTION:

- Recommend Approval

Approve with the following conditions: _____

- Recommend Denial

Deny for following reasons: _____
