

Town of Verona Plan Commission Meeting Minutes

Thursday, January 10, 2019 6:30 PM

Town of Verona Hall

7669 County Highway PD

Members Present: Doug Maxwell, Deb Paul, Jim Schroeder (arrived at approximately 7:15 p.m.), Laura Dreger, Sarah Slack

Absent: None

Staff: Amanda Arnold

Also Present: see sign in sheet

1. Call to Order/Approval of Meeting Agenda – Doug Maxwell called the meeting to order at 6:30 p.m. Motion to approve the agenda by Dreger. Second by Slack. Motion carried.

2. Public Comment - None

3. Approval of minutes from 12/27/18 – Motion to approve by Paul. Second by Slack. Motion carried.

4. Reports

Chair: Doug Maxwell reported on several potential annexations (Madison Bible Church, Good Shepard Lutheran Church, and some Epic properties). The City of Verona is going to take on an East Neighborhood Plan and has reached out to Town staff to coordinate. The Zurbuchen property, which the group had seen a plan for earlier, is now being proposed for development by another person. Doug stressed the update of the subdivision ordinance and adoption of the new Dane County will be top priorities in the coming months.

Committee Reports: (Public Works, Finance, Natural and Recreational Areas) – Bill Keen reported that the NRAC is close to completing an update to the parks plan.

Commissioners: No reports

Planner/Administrator: No report

5. Land Use App 2019-1 - for property located at 3185 Timber Lane submitted by Brian Monson. The purpose of application is the creation of a new Certified Survey Map to enlarge an existing residential parcel and to rezone from RH-1 to RH-3.

- a. Public Hearing – There were several questions from the audience covering taxation, driveway access, and the potential for prairie planting.
- b. Discussion – There was no major discussion from the Commission.
- c. Action – Motion by Dreger to approve the Land Use Application 2019-1 as described above. Second by Slack. Dreger: aye, Paul: aye, Slack: aye, Maxwell: aye; Schroeder was still absent at this point. Motion carried.

6. Land Use App 2019-2 - for property located at 1990 Hidden River Road submitted by Susan Poast. The purpose of application is request for Conditional Use Permit for a second farm residence.

- a. Public Hearing – Tom Poast provided background information. Tom Mathies asked if the Town planned to vacate Hidden River Road and return it to the property owners sometime in the future. Amanda responded that the road had been considered for vacation in the past, but that staff has not been working on that lately. Sarah Slack pointed out that it could become a shared driveway with two homes.
- b. Discussion – Doug Maxwell walked the group through the required findings for a CUP. There was clarification that the legal description was not for a new lot, but rather to define the area of the CUP.
- c. Action – Motion by Slack to approve Land Use Application 2019-2 as described above. Second by Paul. Dreger added that she wished the CUP area was at least an acre and a

half. Dreger: aye, Paul: aye, Slack: aye, Maxwell: aye; Schroeder abstained because he had just arrived. Motion carried.

7. Review Prairie Circle concept – The purpose of this discussion was to review a new concept for the Sweeney and DiMaggio properties. Doug asked the group to focus on the size and number of lots not the precise location of the property lines. Previously certified survey maps with four lots with shared driveways on each property had been approved by the Plan Commission. After having to deal with improvements to the Prairie Circle and Highway PD intersections, both property owners were back with new plans with proposed roads, rather than shared driveways, and more lots. Tim Sweeney spoke first and made the following points: The Sweeneys plan to build a house for themselves on lot 8 and a barn with plumbing fixtures on lot 7 (Dane County won't allow two structures with plumbing on the same lot). Tim explained that he sees this as two separate plats, his and Dave DiMaggios, that will be submitted at the same time. They have five years to do the improvements to PD. Dave DiMaggio explained that the road improvements involve land dedication from the Jewish Federation and he has a verbal commitment for that. One neighbor was present. Tim explained that they had sent a letter to the neighbors but not the plan. The neighbor felt the lots needed to be the same size as others on Prairie Circle. Doug raised concerns about the need to do a wetland delineation. Since stormwater management ponds can't be in wetland areas, without the delineation, one can't realistically plan for stormwater management. Deb Paul said she'd like to see the lots all be two acres or more, and in other portions of Prairie Circle shared access points by two homes each have been discussed. She thinks this should be explored here. Sarah Slack also shared concerns about it not being consistent with the rest of Prairie Circle. She wondered if a path to the trail could be planned, but the Sweeneys responded that it is very wet by the trail. Dave DiMaggio suggested that it could be considered a conservation subdivision, but Doug responded that would need some more evaluation to determine. Doug also suggested reducing the number of lots on the DiMaggio parcel.

8. Review of draft text of new subdivision ordinance

- a. Motion to repeal the existing ordinance and defer to Dane County regulations – Motion by Dreger. Second by Schroeder. Slack clarified that this is an interim measure. Maxwell confirmed that it was. Motion carried unanimously.
- b. The group first discussed overall process related issues. Doug clarified that the number of approved lots cannot be changed by the Town after it approves a preliminary plat. Doug suggested that the Town approve plats conditionally based on an approved stormwater management plan not altering the overall layout.

The group then discussed whether or not a certain additional time constraint could be put on future lot splits (A CSM allows a person to split a lot into four lots or less. Then in five years they can split one of those lots again. If the person creates several lots and then sells one or more, the new owners can split them again without any time constraint). Requiring a master plan that would outline a future build out for properties that are 10 acres or more was discussed. However, the group preferred to simply place deed restriction on the property that would indicate that the parcel could not be split again for a certain amount of time.

The group then discussed whether or not they should limit development on slopes of a certain percentage. The Town Engineer had suggested requiring a site plan for all properties with steep slopes. There was some concern that in site plan review or in the potential granting of a variance, the Town could appear arbitrary or capricious. The group seems to support requiring the identification of a building envelope, rather than a site plan, for properties with steep slopes. The current driveway ordinance prohibits driveways with a

slope greater than 12%. However, this ordinance is proposed for revision, and the Public Works Committee prefers to defer to whatever requirement the fire department has.

Doug said he and Amanda would work on these issues and bring back revised language.

9. Doug asked Sarah Slack to work with him on deciding how nitrates should be addressed in the Town's ordinances.
10. Schedule: Doug asked the group to try to meet twice monthly until spring. However, a second January meeting was not scheduled. The first February meeting was moved from the 14th to the 13th. A meeting was also set for February 28th. March meetings are to be determined.
11. Adjourn – Motion by Slack. Second by Dreger. Motion carried at 9:20 p.m.

Submitted by:
Amanda Arnold
Planner/Administrator

Approved: 2/13/2019