

Town of Verona Plan Commission Meeting Minutes

Thursday, October 10, 2019 7:00 PM

Town of Verona Hall

7669 County Highway PD

Members Present: Doug Maxwell, Deb Paul, Tom Mathies, Sarah Slack,

Absent: Jim Schroeder

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 7:00 p.m. and asked that Item #5, land use application 2019-9 be moved up before “reports”. Motion to approve the agenda by Slack. Second by Mathies. Motion carried.
2. Public Comment - None
3. Approval of minutes from 9/12/2019 – Motion to approve by Slack. Second by Paul. Motion carried.
4. Land use application 2019-9 submitted by JSD Professional Services on behalf of John and Gary Doerfer for property located at 6458 Whalen Road. The application involves the rezoning of 3.948 acres from AT35 and RR1 to RR2 and a new Certified Survey Map.
 - Presentation – Doug Maxwell provided an overview of this application and for one received for another Doerfer property earlier. There was a discussion about the barns on this property being used for horses. Tom Mathies asked if there would be an agriculture related uses, and the applicant said no.
 - Public Hearing – Doug Maxwell opened the public hearing at 7:09, but no one was there to speak, and the hearing was closed.
 - Discussion and Action – Motion by Mathies to approve application 2019-9. Second by Slack. Motion carried unanimously.
5. Reports:

Chair: Doug Maxwell reported that he and Amanda had been working the Rowleys to clarify concerns about their new zoning and coordinating with the developers of the Prairie Circle extension. He also reported that the Board had considered a shared driveway policy (which he handed out) and had rescinded the requirement that 2783 Prairie Circle have a shared driveway. Related to developments, he reported that utilities were in at Fox Hill, two houses are under construction at Deer Haven, and punch lists are being worked on for Driftless Ridge and Woods at Watch Hill. He also mentioned that at upcoming meetings the Plan Commission may have an application for a self-storage until on Maple Grove Road and lot splits on Riverside Road.

Committee Reports: (Public Works, Finance, Natural and Recreational Areas) – Reports were brief and general in nature.

Commissioners: There was a discussion of reaching out to Fitchburg and staying involved in their comprehensive plan process.

Planner/Administrator: No report.
6. Discussion: Handout: Draft Driveway policy – Doug asked Commissioners to give comments to Amanda.
7. Discussion and action: Fees and dedication of public lands for subdivision developments – Doug explained that dealing with this requirement in the Dane County code is a challenge because a) the Town doesn't have the capacity to manage open space (public parks) and b) if fees are collected in lieu of dedication of open space there are very specific requirements for how the funds are spent. According to the Town's attorney, the fees must be linked with the need created by the new development, must be used on capital improvements, and must be spent within eight years. No action was taken. After the meeting, Dane County staff indicated that they are willing to work to waive the requirement.

8. Discussion of Draft Development and Subdivision ordinance - Doug indicated that the main goal of the discussion of the subdivision ordinance was to consider the various issues associated with the three types of subdivisions. For the **conventional subdivision** the possibility of doing lot size averaging was suggested as an option at the September meeting. Doug stated that the Town's comprehensive plan requires a 2-acre lot minimum size. For the **Condo plat**, the minimum size is 1.5 acres as this was decided by Town Board action and is in the Comprehensive Plan. For the **conservation subdivision** there is no minimum lot size indicated in the Comprehensive Plan. Thus, the main issues to discuss are: i) the concept of net acres vs gross acres for a parcel. The plan commissioners reached a consensus that the areas associated with wetlands and roads would be subtracted from the gross area and that the net area would be used to calculate the number of lots. Options for percentage area for open space were discussed. The consensus was that it would be 25% of the gross area, and would not include the wetland area, but could include the stormwater management features. There was considerable discussion of the maintenance of the wetland and how difficult this can be. The minimum lot size would be 1.6 acres and if an appropriate amount of stormwater was maintained on the property, then a bonus of a 1.2 -acre lot size would be permitted. In no case, would more lots be allowed than provided by the density associated with the Town's Land Use Map (gross parcel area divided by density on Land Use Map). The appropriate amount of stormwater control is a complex issue and professional advice will be required. This issue will be revisited at a future meeting. There was strong agreement that this conservation subdivision should provide for contiguous open space and have an incentive to encourage the reduction of runoff water to levels greater than currently required by Dane County. Doug suggested that the draft document be reviewed by planners who have developed projects in the Town in the past. Sarah suggested it would be better to hire the Town's engineering firm to help with this section of the subdivision ordinance as they would have the interest of the Town as their first priority. Also, the need for public hearings on the document was stressed.
9. Other: None
10. Schedule for future meetings: The next meeting was scheduled for 7 November at 6:30 PM. It was indicated that there would only be three members present, which is the quorum. If one of those three cannot make it, the meeting will be cancelled. Provisionally, there will not be a December meeting.
11. Adjourn: Maxwell adjourned the meeting at 9:12 PM. Amanda Arnold had left at 9:03 PM.

Submitted by: Amanda Arnold, Planner/Administrator and Doug Maxwell, Chair

Approved: 12/5/19