

## Town of Verona Plan Commission Meeting Minutes

Thursday, November 16, 2017 6:00 PM

Town of Verona Hall

7669 County Highway PD

Members Present: Doug Maxwell, Ron Melitsoff, Jim Schroeder, Deb Paul, Laura Dreger

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 6:00 p.m. Motion by Dreger to approve. Second by Melitsoff. Motion carried.
2. Public Comment – Doug Maxwell invited comments on any items not on the agenda. He explained that a public hearing on item #6 had been held previously.
3. Approval of minutes from Oct 19 – motion by Dreger. Second by Schroeder. Motion carried.
4. Reports
  - Chair: Doug Maxwell took a few minutes to explain his role in making motions. His intention in drafting motions and presenting them is to start conversation, not because he has a vested interest in the particular motion. He also briefly discussed how new development affects the town budget. He presented a page of question and answers about how taxes are calculated and how development (net new construction) relates to the amount of money that that Town can levy. Lastly, Doug presented the Town Board action from 11/7/17 on density calculation and minimum unit size for condominium developments.
  - Committee Reports (Public Works, Finance, Natural and Recreational Areas) – Laura Dreger reported the finance committee has been reviewing the draft 2018 budget and she encouraged people to attend the hearing on Nov. 21<sup>st</sup>.
  - Commissioners – No reports.
  - Planner/Administrator – Amanda Arnold mentioned that the City of Verona has a public hearing on the revised NW Neighborhood Plan scheduled for Dec. 4<sup>th</sup>.
5. Land use application 2017 – 13 – for property located at 6555 CTH M submitted by Anthony Puccio. The purpose of the application is the splitting of 4.33 acre parcel into a 2.33 acre parcel and a 2 acre parcel. The existing zoning of RH1 allows for two acre parcels.
  - Public Hearing – No comments
  - Discussion – Amanda Arnold explained that the applicant is working with the County on a road access permit and has provided an existing driveway agreement. Jim Schroeder said he had driven by the site and saw no issues. Deb Paul asked if there were any existing deed restrictions. Amanda said she didn't know of any.
  - Action – Motion to approve the preliminary CSM contingent on an access easement being shown on the CSM and a driveway agreement being registered with the County and provided to the Town. Motion by Schroeder, Second by Paul. Motion carried unanimously.
6. Land use application 2017- 8 - for property located at 3151 Shady Oak Lane submitted by JSD Professional Services for Jim Coons. The purpose of the application is the rezoning from RH-4 to R4 to allow for condominium development made up of 13 single -family units on 26 acres
  - Motion to un-table by Paul. Second by Schroeder. Motion carried unanimously.
  - Discussion – Jessica Vaughn of JSD Professional Services gave a brief presentation. She provided the following clarifications: a more detailed survey had resolved issues with the Wagner driveway, there would be a 10' landscaping buffer in addition to the 30' stormwater easement so any building along Shady Oak would be 40' off the road. She also presented traffic counts for Shady Oak and noted they may be higher than usual because of the work on Highway M. Doug Maxwell followed up by presenting a letter from the City of Madison stating their opposition to the proposal because of their long term plans to grow into the area and the unit sizes were too large. He added that the plans and the intersection placement had been reviewed by MSA and they found no issues. A few questions were taken from the audience. These included a question about lot size, one about tree

diversity and the potential for extend the existing woods, and clarification of the setbacks along the Woods at Watch Hill.

- Action
  - Motion by Paul that the land use application 2017-8 for the property at 3151 Shady Oak Lane be approved for rezoning from RH4 to R4 contingent upon the satisfactory approval of the Development Agreement by the Town. Second by Schroeder. Motion carried unanimously.
  - Motion by Schroeder that the draft plat map for the condominium be approved for 13 units, two common areas and no unit shall be less than 1.5 acres. Second by Dreger. Dreger clarified that no “credits” are being given for the road or stormwater management and units could be larger than 1.5 acres. Motion carried unanimously.
  - Motion by Paul that the Developer file with Dane County a deed restriction for units as shown on the plat for 15 units, two of which would be common areas and 13 for single family dwellings, all with a minimum unit size of 1.5 acres. Second by Melitsoff. Motion carried unanimously.

7. Land Use application 2017- 9 – for property located at 11451 Mid Town Road submitted by Justin Temple for OAJ Development. The purpose of the application is the rezoning from RH-4 to R4 to allow for condominium development made up of 29 single family units on 62.9 acres.

Doug Maxwell stepped down as Chair for this item, and Laura Dreger took over. It was noted that the existing zoning is A3, not RH-4 as listed on the agenda.

- Public Hearing – Justin Temple gave a presentation. He covered the building disturbance area, height restrictions, and traffic among other things.
- Discussion – Marsha Fry asked if more trees could be added on unit 17 to block their view. Justin said he was willing to work with them on that. Tom Mathies asked about endangered species and enforcement of commitments. Amanda responded that Dane County Land and Water Resources has the most policing power during the grading phase. The Town has the ability to add provisions to the development agreement, which already includes the right of the Town to assess property owners for needed improvements. Deb Paul raised concerns about the drainage easement passing through a unit, and the stormwater management ponds being on individual units. Ron Melitsoff raised concerns about the length of the dead-end road, but Justin responded that an easement is planned for a potential connection to the south in the future.
- Action –
  - Motion by Melitsoff that the land use application 2017-9 for the property at 11451 Mid Town Rd be approved for rezoning from A3 to R4 contingent upon the satisfactory approval of the Development Agreement by the Town. Second by Schroeder. All ayes, except for Maxwell who abstained. Motion carried.
  - Motion by Paul that the draft preliminary plat map for the condominium be approved for 29 residential units, two common areas and no unit shall be less than 1.5 acres, as shown on the preliminary plat; with the understanding that revised plat will be brought back for approval before a development agreement is signed. Second by Melitsoff. All ayes, except for Maxwell who abstained. Motion carried.
  - Motion by Schroeder that the Developer file with Dane County a deed restriction for 29 single-family residential units and 2 common areas. Second by Paul. All ayes, except for Maxwell who abstained. Motion carried.

8. Comp plan update – Doug explained that he’d like to have two area meetings in January rather than four as he had originally planned. These will be January 11th and 18<sup>th</sup> meeting to discuss the draft of the Land Use Map and Land Use Chapter.

9. Other – Doug reflected on the year and thanked the commission for their work on the boundary agreement with the City of Verona, the opt out process, the Dane County zoning re-wright process, the comp plan, the review of three condominium developments and multiple certified survey maps.

10. Adjourn – Motion by Dreger. Second by Melitoff. Motion carried at 8:24 p.m.

Submitted by:  
Amanda Arnold  
Planner/Administrator

Approved: 11/30/2017