

## Town of Verona Plan Commission Meeting Minutes

Friday, March 23rd, 2018 4:00 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 4:04 p.m. He noted that several members were sick so conversation for Item 8, the Comprehensive Plan, would be limited in order to end as early as possible. He also suggested that Item 4, Reports, be moved below Item 7. Motion by Dreger to approve the amended agenda. Second by Paul. Motion carried.
2. Public Comment – None.
3. Approval of minutes from 2/22/2018 – Motion to approve by Schroeder. Second by Paul. Motion carried.
4. Land use application 2018 – 3 – for property located at 3071 Timber Lane submitted by James Jensen and Marianne Madar. The purpose of the application is the splitting of one 5.3 acre parcel into two residential lots, each lot being greater than 2 acres. No rezoning is required. The existing zoning is RH1.
  - Public Hearing – No one was present to comment.
  - Discussion – There was some discussion about the proposed driveway location and whether or not a shared driveway would be better. However, the issue would be resolved at an upcoming public works committee meeting.
  - Action – Motion to approve the lot split of 3071 Timber Lane to provide for two parcels each larger than 2 acres by Dreger. Second by Paul. Motion carried unanimously.
5. Land use application 2018 – 4 – for parcel number 0608-101-9170-7 located on Stony Ridge Circle submitted by Premier Builders. The purpose of the application is the creation of a Certified Survey Map for a 1.91 acre parcel that was previously defined by metes and bounds.
  - Public Hearing – No one was present to comment.
  - Discussion – Doug Maxwell and Amanda Arnold explained the lot would be the same as the existing metes and bounds described area.
  - Action – Motion to approve the draft of the Certified Survey Map for parcel number 0608-101-9170-7 located on Stony Ridge Circle by Paul. Second by Schroeder. Motion carried unanimously.
6. Discussion and possible action re: Town's authority to rezone property and/or waive fees for an applicant. – Amanda pointed out a letter in the packet in which Don Marty was requesting that the Town follow up a 1987 agreement with the property owner of 1917 Range Trail to eliminate the LC 1 zoning on that parcel. The Plan Commission endorsed doing that [subsequently a new owner has purchased the property and has been discussing residential development with the Town and City. Amanda will continue to coordinate on this issue.] Amanda also passed on a concern from an applicant who was asked to rezone their property when it wasn't technically needed for a lot split. In two recent cases, the Town did that and waived local fees, but the applicants had to pay Dane County fees. The Commission decided they would be sensitive to this issue in the future and potentially approach Dane County if it happens again.

7 . Reports

Chair: Doug Maxwell reported on the two condominium projects that are currently going through the Dane County review process (Driftless Ridge has already receive all of its approvals). Dane County staff was considering recommending postponement of Deer Haven and Fox Hill until there could be further review. The condominiums are exempt from the subdivision standards, but Dane County would like to see if most of the standards can be met. Issues that Dane County has raised include but are not limited to the length of the roads and having stormwater management facilities on common areas. Staff and the developers are working with Dane County to address these concerns. Doug explained that the plats will change and likely come back to the Plan Commission for a second review. Doug went on to explain that the approvals for Dave DiMaggio’s property on Prairie Circle had lapsed, and that the Commission could expect a lot split on Timber Lane next month.

Committee Reports – Laura Dreger reported that the finance committee had met will begin work on a five year financial plan soon.

Commissioners – No comments.

Planner/Administrator – No comments.

8. Comprehensive Plan – Doug assigned “homework” rather than discussing the following items.

Review of the draft document (goals, objectives, and policies)

Chapters 9,10,11 – These will be discussed next month.

Policies for land use – e.g. phased development, lot averaging, slopes – Doug volunteered to start working on an update to the Town’s subdivision standards. Deb volunteered to work on a building phasing plan, and Doug said he and Amanda would help since it is a busy time of year for Deb. Laura volunteered to work on policies for building on steep slopes. Amanda volunteered to work on a policy for lot averaging.

Discuss scope of work by consultants – Amanda and Doug have meet with three consultants and will ask the Board for approval to pick one.

9. Other – none.

10. Adjourn – Motion by Melitsoff. Second by Schroeder. Motion carried at 4:58 p.m.

Submitted by:  
Amanda Arnold  
Planner/Administrator

Approved: 4/12/2018