

Town of Verona Plan Commission/Town Board Meeting Minutes

Thursday, September 14, 2017 6:00 PM

Town of Verona Hall

7669 County Highway PD

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

Town Board Members Present: Mark Geller, Manfred Enburg, (Doug Maxwell and Laura Dreger)

Absent: Mike Duerst

Staff: Amanda Arnold

Also Present: see sign in sheet

1. Call to Order/Approval of Meeting Agenda – Mark Geller called the meeting to order at 6:02 p.m. Motion to approve the agenda by Dreger. Second by Maxwell.
2. Meeting Goals – Mark Geller explained the meeting goals and reminded the group that the discussion was not about any specific development but was instead intended to provide consistent guidance when dealing with land use change applications. The goals of the meeting were: 1. to assure that everyone has a unified understanding of perimeters for land use decision making and of the application process, 2. to achieve consensus on a minimum parcel size in the Town (in particular in condominium developments which are technically one large lot with unit areas rather than traditional parcels), and 3. to achieve consensus on density and unit size calculations for plats.
3. Discussion of principles of land use decision making – Doug Maxwell reviewed the following items: comprehensive plan policies and density policies, the role of zoning, and guidance from Attorney Reuter and Roger Lane, Zoning Administrator. If land is properly zoned for a specific development and the density is supported in the comprehensive plan, the Town is very limited in its ability to deny a plat (or CSM). The Town does have the ability to consider a number of different factors when approving or denying a rezoning.
4. Review of requirements by the Town of developers – Doug Maxwell reviewed what he and Amanda Arnold have been requiring of developers and the process they are being asked to follow. He also reviewed what is included in a typical development agreement.
5. Review density policies – Doug Maxwell presented information provided by Public Health of Madison and Dane County about the dispersion of contaminants from septic systems (they feel a 1.5 acre lot is enough space). He also provided information on minimum lot sizes in other surrounding communities. The conversation then turned to condominium plats and Mark Geller explained that a condominium plat is a legal tool, and not an exemption from zoning regulations. Manfred Enburg handed out document that presented ten steps for site layout. Doug commented that he and Amanda do many of these steps already and some are the purview of the developer. Manfred encouraged looking a larger areas and encouraging more cluster subdivisions. Doug handed out several scenarios for calculating a minimum unit size in condo developments and several people then stated their preference for a minimum unit size in condominium developments. Jim Schroder expressed support for a minimum unit area of two acres, but was willing to accept somewhat small areas to avoid too much uniformity. Deb Paul was open to more flexibility in unit size to get open space in return. She suggested have a minimum number of units that would have to be two acres or greater, and others could be smaller. Mark Geller added that he didn't want to dismiss a creative, quality development based on hard rule on unit size. Manfred encouraged not focusing on unit size and instead focusing on site analysis and natural features and letting those determine layout and size. Manfred would support a smaller unit size in return for a percentage of land being put into a conservation area. He added that he didn't think condominium developers should get a credit for the area needed for the road. Laura Dreger expressed concern with having units less than 1.8 acres. Ron Melitsoff was open to some flexibility in unit size but his concern was setting a baseline that no developer could go below.
6. Review draft of the future land use map – Doug Maxwell reviewed the draft future land use map and land use categories. There was general support of the plan, but some concerns were raise about allowing four acre lots along the border with the Town of Springdale. There were also questions raised about the lot sizes in Springdale.

7. Next steps: Consensus to be ratified at the Town Board meeting on October 2nd, 2017 – While this was the goal of the meeting, action was later deferred until the staff could provide a report that synthesized the input and suggested an approach for determining unit size in condominium plats.
8. Adjourn – Motion by Enburg. Second by Schroeder. Motion carried at 8:55 p.m.

Submitted by: Amanda Arnold
Planner/Administrator

Approved: 10/19/2017