

## Town of Verona Plan Commission Meeting Minutes

Thursday, January 9, 2020, 6:30 p.m.

Town of Verona Hall

7669 County Highway PD

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

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 Schroeder. Second by Slack. Motion carried.
2. Public Comment - None
3. Approval of minutes from 12/5/19 – Mathies pointed out one typo. Motion to approve the minutes by Mathies. Second by Slack. Motion carried.
4. Discussion and action on a Vice Chair and Secretary – Tom Mathies pointed out that having a Vice Chair and Secretary was not part of the Town's ordinances and wouldn't need Board approval. Instead, it was a just a voluntary way for the group to organize themselves. There was a brief discussion about the likely qualifications of whoever gets the Administrator position. Motion by Mathies to nominate Deb Paul for Secretary. Second by Slack. Motion carried. Motion by Slack to nominate Tom Mathies for Vice Chair. Second by Schroeder. Motion carried.
5. Reports:  
Chair: Doug Maxwell reported that MSA should have a report related to stormwater and the subdivision ordinance in February. He also mentioned a summary of lot availability that he had created.  
Committee Reports: The Public Works Committee is working on a truck purchase. The other committees have not met recently.  
Commissioners: Tom Mathies reported that he's been following up to make sure all the commitments made related to the quarry on Highway 69 have been or are being met.  
Planner/Administrator: No report.
6. Land use application 2019-11 – Submitted by Cameron and Jamie Lindau on behalf of Swan You See LCC for a rezoning from RM-8 (Rural Residential) to HC (Heavy Commercial) and a site plan review for a self-storage facility proposed for Parcel Number 0608-132-8790-0 on Maple Grove Drive – Jamie Lindau gave a presentation about the proposed use. He presented images that covered: the site layout, fencing, lighting, the architectural design, and landscaping among other things. Mr. Lindau stated that the stormwater pond was big enough to accommodate a future phase. There was a question about whether or not there was enough space between the road and the pond to accommodate Dane County code standards. There was also a discussion about tree species. The Commission supported having the trees in front of the fencing. There was also a discussion about how much of the site should be fenced. It was determined that this should be determined by the applicant because it affects the security of his site. Mr. Lindau said the wetlands would not be affected by the second phase of construction. There was a long discussion about lighting; a variance from the Dark Skies Ordinance granted by the Board may be needed. Tom Mathies advocated for motion sensors to be used at all times, not just after 10 p.m. He also asked about permeable pavers and green roofs. Deb Paul raised concerns about the amount of parking. Then there was a discussion about whether or

not the Heavy Commercial zoning would cover all of the uses related to the mini storage (like auctions and outdoor storage of vehicles).

Motion by Mathies to recommend approval of a change from RM-8 zoning to HC zoning for parcel number 0608-132-8790-0 with the condition that a deed restriction will be placed on the property limiting the uses to those proposed by this applicant (personal storage/mini storage and associate functions); second by Schroeder. Slack: aye; Schroeder: aye; Paul: no; Mathies: aye; Maxwell: aye. Motion carried.

Motion by Slack to recommend approval of the concept plan (depicted on the grading and erosion control plan received January 8<sup>th</sup>, 2020) for a personal storage facility with the understanding that a final site plan will be submitted along with the following items: final building signage, light plan, landscape plan, driveway sight distances, stormwater management plans, and other appropriate items, that will be reviewed again during the Dane County approval process; second by Mathies. Slack: aye; Schroeder: aye; Paul: no; Mathies: aye; Maxwell: aye. Motion carried.

7. Land Use Application 2019-4 – The final plat and associated agreements for a residential subdivision at Spring Rose Road and Highway G (parcel numbers 0608-302-8507-2, 0608-193-900-2 and 0608-193-8500-9). Twenty-seven residential lots and four outlots are proposed. A rezoning, concept plan, and preliminary plat were previously approved – Doug Maxwell handed out two checklists: one to guide the developer during the plat approval process and the other defining what needs to be done after approval. Adam Carrico presented refinements that had been made to the plans after approval of the preliminary plat. These included the addition of access points to the wetlands/prairie off of Highway G, the dedication of right-of-way along Spring Rose Road, and other small edits.

Motion by Mathies to recommend approval of the final plat with the addition of a hatching to define the drainage easement area between Lots 19 and 20 that are to be shown on all applicable pages of the Plat; second by Paul. Motion carried unanimously.

The group then briefly reviewed the construction documents. Tom Mathies pointed out that a sign was shown on one outlot at the entry and that sign may not be allowed by the zoning.

The group then discussed the draft development agreement and neighborhood covenants. The group indicated that they want a chance to review more final versions at a later date.

8. Discussion of Draft Development and Subdivision Ordinance – Discussion was deferred until the next meeting.
9. Review of schedule for future meetings – The next meeting will be on February 13<sup>th</sup>.
10. Adjourn – Doug Maxwell adjourned the meeting at 9:45 p.m.

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

Approved: 13 February 2020