



Due to the COVID-19 pandemic, the Verona Town Board will hold its regular town board meeting as a virtual meeting. The Town Board will not meet at Town Hall, 7669 County Highway PD. Members of the Town Board and Staff may join the meeting by using Zoom Webinar, as described immediately below.

Members of the public can join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting.

Join the meeting via computer, tablet, or smart phone:

<https://zoom.us/j/94019001036?pwd=UXc1RzR6MnpDdkJySnZ6TIRWRTILUT09>

Meeting ID: 917 5128 9391

Password: 212205

Join the meeting via phone by dialing the number below and use the same meeting ID and password information

(312) 626-6799

Anyone with questions prior to the meeting may contact the Town at (608) 845-7187 or email Sarah Gaskell at

sgaskell@town.verona.wi.us

PUBLIC SPEAKING INSTRUCTIONS

WRITTEN COMMENTS: You can send comments to the Town Board on any matter, either on or not on the agenda, by emailing mgeller@town.verona.wi.us or sgaskell@town.verona.wi.us or in writing to Town Board Chair, 7669 County Highway PD, Verona, WI, 53593.

Those wishing to speak during the virtual meeting MUST register by 6:30 PM in advance of the meeting start time by emailing sgaskell@town.verona.wi.us or by calling 608-807-4460. You will be given information on how your speaking opportunity will be coordinated.

1. Call to Order/Approval of the agenda
2. Public Comment – Comments on matters not listed on this agenda could be placed on a future meeting agenda. If the Chair or staff has received written comments for items not on the agenda, these will be read.
3. Approval of minutes from June 2, 2020
4. Administrator/Planner Report
5. Committee Reports
 - a) Plan Commission:
 1. Discussion and Possible Action: Land use application 2020-4 submitted by Ron Klaas, Donofrio Kottke & Associates, representing Robert and Robin Hefty, 7790 Riverside Drive, for lot reconfiguration and rezone for three lots: lot 1, 2.655 acres (RR 2); Lot 2, 2.285 acres (RR 2); and lot 3, 51.879 acres (AT 35).

b) Public Works

1. Discussion and Possible Action: Approval of 2020 Seal Coat Contract with Scott Construction, Inc for \$12,102.85
2. Discussion and Possible Action: Approval of Flint Road Asphalt Patch Repairs to be performed by Scott Construction Inc, for the approximate amount of \$6,000
3. Discussion and Possible Action: Approval of the Payne and Dolan Inc. change order for Cross Country Road asphalt wedging and leveling repairs for \$13,431.25

c) Ordinance Committee

d) Financial Sustainability Committee

e) Natural and Recreational Areas Committee

f) EMS Commission

g) Town Chair's Business

h) Supervisor Announcements

6. New Business

- A. Discussion: Presentation of Draft Report by the Ad Hoc Committee on assessment of new developments in the Town of Verona
- B. Discussion and Possible Action re: Payment of Bills

7. Adjournment

Regular board agendas are published in the Town's official newspaper, The Verona Press. Per Resolution 2016-2 agendas are posted at the Town Hall and online at www.town.verona.wi.us. Use the 'subscribe' feature on the Town's website to receive agendas and other announcements via email. Notice is also given that a possible quorum of the Plan Commission and/or Public Works, Ordinance, Natural and Recreational Areas, and Financial Sustainability Committees and could occur at this meeting for the purposes of information gathering only.

If anyone having a qualifying disability as defined by the American with Disabilities Act needs an interpreter, materials in alternate formats, or other accommodations to access these meetings, please contact the Town of Verona @ 608-845-7187 or sgaskell@town.verona.wi.us. Please do so at least 48 hours prior to the meeting so that proper arrangements can be made.

Mark Geller, Town Chair, Town of Verona

Printed in VP: 7/2/2020

Posted: 6/29/2020

Amended 7/2/2020

REGULAR MONTHLY BOARD MEETING MINUTES

TOWN OF VERONA

June 2, 2020, 6:30 PM

Zoom meeting that was open to the public

Present: Geller, Mathies, Maxwell, Duerst, and Wiederhoeft

Staff Present: Gaskell, Barnes

Public Present: Jamie Lindau, Cameron Lindau, Bruce Allison

1. **Call to Order/Approval of the Agenda** – Mark Geller called the meeting to order at 6:30 PM after explaining how the meeting would be conducted via Zoom. Duerst moved to approve the agenda. Maxwell suggested changing moving 7a (i) to 6a. Duerst allows amendment. Second by Mathies. Motion carried by voice vote.
2. **Public Comment** – No public comment was made during the videoconference. No public comments were received in writing.
3. **Approval of Minutes from the May 5, 2020 Regular Meeting**– Mathies and Maxwell requested corrections sent via email to Administrator Gaskell. Mathies moved to approve; 2nd by Duerst. Motion carried by voice vote.
4. **Administrator/Planner Report** – Administrator/Planner reported on upcoming meetings, the continued use of Zoom for Town Board and Committee meetings. The burn ban has been lifted and Pelitteri has resumed normal trash and recycling pick up operations. The State has authorized a grant program to assist municipalities in recouping costs associated with COVID-19. The Clerk/Treasurer position has been advertised and applications are being reviewed. The Goose Lake study contract has been awarded and the kick off meeting scheduled. Chair Geller wishes to have the Annual Meeting in person and hopes to be able to accommodate that.
5. **Public Hearing: Petition to Discontinue to Portion of the Public Way Prairie Circle** – There was no public comment. Public hearing closed at 6:42pm.
6. **Committee Reports**
 - Plan Commission:
 - i. Discussion and Possible Action – Petition to Vacate a Portion in the ‘public way’ making up Prairie Circle. Motion made by Maxwell to accept the Petition, 2nd by Wiederhoeft. Maxwell provided a brief summary of the process and explained it’s needed to record the final plat for the Prairie Circle subdivision. Motion carried 5-0.
 - ii. Discussion and Possible Action – Resolution 2020-03 to Vacate a Portion of the Public Right of Way Making up Prairie Circle in the Town of Verona with the condition that the necessary Temporary Limited Easement for Prairie Circle be granted by the landowners. Motion by Maxwell, 2nd by Duerst. Maxwell explained this is one of the final steps in the development of the subdivision process at the Town Board level. Mathies questioned the expiration date of the TLE and asked if the agreement can be extended if necessary. Gaskell said yes and will change the language in the TLE. Mathies asked about the change in the outlot dedication language on the plan that was forthcoming. Maxwell replied that the change has been made. Motion carried 5-0.
 - iii. Discussion and Possible Action: Exemption to the Dawn to Dusk light requirement of the Dark Sky Ordinance 2017-04 for Land use Application 2019-22, aka Madison Self Storage. Motion carried 5-0. Jamie and Cameron Lindau are in attendance and identified themselves. Maxwell explained this would allow the applicant to have 24-hour lights for the signage visible from Highway 18-151 and for three lights near the office and first parking spaces. The lights are goose necked and adhere to lighting guidelines. Motion by Maxwell to approve, 2nd by Mathies. Motion carried 5-0.
 - Public Works:
 - i. Discussion and Possible Action: Field Access Driveway Permit for Parcel No. 0608-134-9500-8 on Grandview Road. Motion to approve by Duerst, 2nd by Wiederhoeft with the amendment to install a 40’ culvert. Chris Barnes provided detail as the to generation of the request and its relation to a land split CSM previously approved by the PC and TB. The Public Works Committee recommended approval of the permit with the request that the associated culvert length be increased by 20 feet to widen the apron of the access. The applicant has been informed. Separation and sight distances are appropriate and acceptable. Motion carried 5-0.
 - ii. Discussion and Possible Action: Field Access Driveway Permit for Parcel No. 0608-322-9550-0 on Flint Lane. Motion to approve by Duerst, 2nd by Wiederhoeft. The applicant owns frontage on the stub end of Flint Lane and is requesting field access at that location. Barnes explained the permit would provide a way for the owner of the property to access his property that is seasonally isolated. The applicant, Bruce Allison, was in attendance and provided context for the application by reviewing his written submission. Discussion items included the path of

water, impact to the road, and future repairs to Flint Lane. The Public Works Committee discussed the application and recommends approval. Motion carried 5-0.

- iii. Discussion and Possible Action: Award of Bid for Crack-fill 2020 Projects to Crack Filling Service, Corp. Motion to approve by Duerst, 2nd by Maxwell. Barnes explained Crack Filling Service had the lowest price by far and has provided good service to the town on past projects. The Public Works Committee discussed the bid and recommends award to Crack Filling Service, Corp. Motion carried 5-0.
- iv. Discussion and Possible Action: Wisconsin Department of Transportation Bridge Fund Agreement for the Sugar River Bridge, B-13-0346 for Construction in State Fiscal Year 2023. Motion to approve agreement by Maxwell, 2nd by Duerst. Maxwell asked about the Town's cost share and how that was determined. Barnes said it's dependent on the proposed overall cost. Barnes explained that the cost for rehab is comparable to the cost for replacement due to the grant contribution from the State. Duerst about the design for the bridge and would it be a clear span. Barnes stated the design is dependent upon the hydrologic analysis performed during the engineering phase. He anticipates that the bridge may be elevated over its current location. Mathies asked about the timeline and Barnes said design would be in 2022 and construction in 2023. Maxwell asked for confirmation on the town share and that for an \$800,000 bridge cost, the town would be responsible for around \$80,000. Motion carried 5-0.

- Ordinance Committee: No update
- Financial Sustainability Committee: No update.
- Natural and Recreational Areas Committee: No update.
- EMS Commission: No update
- Town Chair's Business: Chair Geller reminded those present that the Chair has the power to appoint members to committees and commission and the Town Board considers those appointments for their approval.
 - i. Committee appointments were presented as follows with Supervisor appointments set for one year and citizen appointments for 2 years unless otherwise specified: EMS, Mike Duerst, Sue Luginbuhl; Public Works, Manfred Enberg, Phyllis Wiederhoeft, John Senseman, Russ Swiggum; NRAC Dwayne Hoffman; Financial Sustainability, John Senseman, Tom Mathies; Ordinance, Tom Mathies, Bob Rego; Joint City/Town Planning, Deb Paul, Sarah Slack. Motion by Geller, 2nd by Maxwell. Motion carried 5-0.
- Supervisor Announcements: Wiederhoeft asked about ordinances related to Garlic Mustard as a noxious weed and would like to write one if not and include Wild Parsnip.

7. New Business

- A. Discussion and Possible Action re: Resolution 2020-05 to Waive Interest on Property Tax Payment Installments due on or After April 1, 2020. Motion made by Mathies, 2nd by Maxwell. Geller explained this is response to COVID-19 and WTA gave a lengthy report on the potential resolution. Dane County has adopted a similar resolution making the Town eligible to do so as well. Maxwell asked about potential impact on the Town's budget. Geller said there would be no affect on when the Town receives payment from the County. Mathies supports the resolution as it may help some businesses and neighboring municipalities have adopted similar legislation. Motion carried 5-0.
- B. Discussion and Possible Action re: Renewal Applications for Alcohol Licenses with an Opportunity for Public Comment:
 - a. Class "B" retail license for the sale of fermented malt beverages to be consumed on premises for Blackhawk Bowhunters, LLC, Dale Goytowski President/Agent, 2103 County Highway PB, main clubhouse bar contingent upon receiving the renewal fee. Class "B" retail license for the sale of fermented malt beverages to be consumed on premises and "Class B" retail license for the sale of intoxicating liquor to be consumed on premises for Ole Duffers Pub, Susan Kaye Buchanan President/Agent, 1755 County Highway PB contingent upon receiving the renewal fee. Motion to approve by Duerst, second by Maxwell. Motion carried 5-0.
 - b. Discussion and Possible Action re: Operator's Licenses for year ending June 30, 2021. Motion to approve by Duerst, second by Wiederhoeft. Motion carried 5-0.
- C. Discussion and Possible Action re: Payment of Bills
 - Discussion and Possible Action re: Payment of Bills – Motion to approve by Duerst; 2nd by Wiederhoeft. Motion carried 5-0

8. Adjourn – Chair Geller adjourned the meeting at 8:41 PM.

Approved:

Prepared by Sarah Gaskell/Administrator

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

SUBJECT: Administrator Report for July 7th, 2020

Upcoming Meetings

- Plan Commission July 9th, 2020
- Annual Town Meeting July 14th, 2020 (?)
- Zoom platform will continue to be used until further notice

COVID-19

- New order went into effect July 2nd; bars no longer allowed to serve inside, gathering limit; required employee postings
- Town Hall is open but people are encouraged to utilize email and phone calls to limit exposure; facial coverings are strongly encouraged – staff will be wearing them at the counter

Work Plan

- New website – proposal from Revize amended; service contract
- COVID policies and procedures for Town Hall facilities and staff
- Finalize Subdivision Ordinance
- Onboarding Binder for Town Supervisors
- Electronic file organization

Miscellaneous

- Clerk/Treasurer hiring process
- Encourage absentee voting as much as possible

TOWN OF VERONA

TO: Town Board of Supervisors
Public Works Committee

DATE: July 1, 2020

FROM: W. Christopher Barnes, Public Works Project Manager 

SUBJECT: Monthly Report-June 2020

The monthly Public Works Department Activity report is submitted for the information and review of the Board and the Committee. June was a busy month with continued mowing, brush clearing, and road program construction. Numerous citizen and resident concerns and action requests were received and addressed on a daily basis. If you should have any questions, please let me know.

Road Maintenance Activities

Performed asphalt wedging and leveling, gravel shoulder and chip sealing on Mid Town Road, Timber Lane, and Locust Drive.

Scheduled road chip sealing for June 27th-complete.

Placed cold mix asphalt on various road on various roads

Held preconstruction meeting for Cross Country Road with planned construction to begin July 8th thru the 10th.

Installed 3 new road signs

Restriped Military Ridge Trail crossing on White Crossing Road

Equipment and Facility Activities

Restriped town office parking lot

Mowed town prairie areas as directed

Received update on new plow truck- delivery is July 15th. Madison Truck and Equipment will then install equipment

Continued COVID 19 precautions and measures at the town office and Public Works building

Sanitary Sewer Utility Activities

Ordered new castings for manhole on the Nesbitt Road.

Continued data input for the sewer GIS program.

Engineering Activities

Processed field access permits for Grandview Drive and Flint Lane as approved by Town Board

Processed utility right of way permit to MGE for installation of gas main on Shady Oak Lane, Mid Town Road, Timber Lane , Meadow Lane, Shady Hill and Nor-del- Hill

Sent a letter to the resident at 2707 Hula Drive regarding ditch drainage

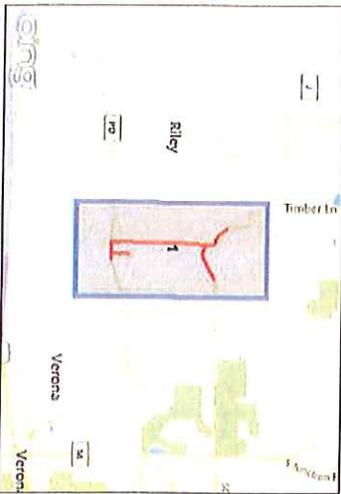
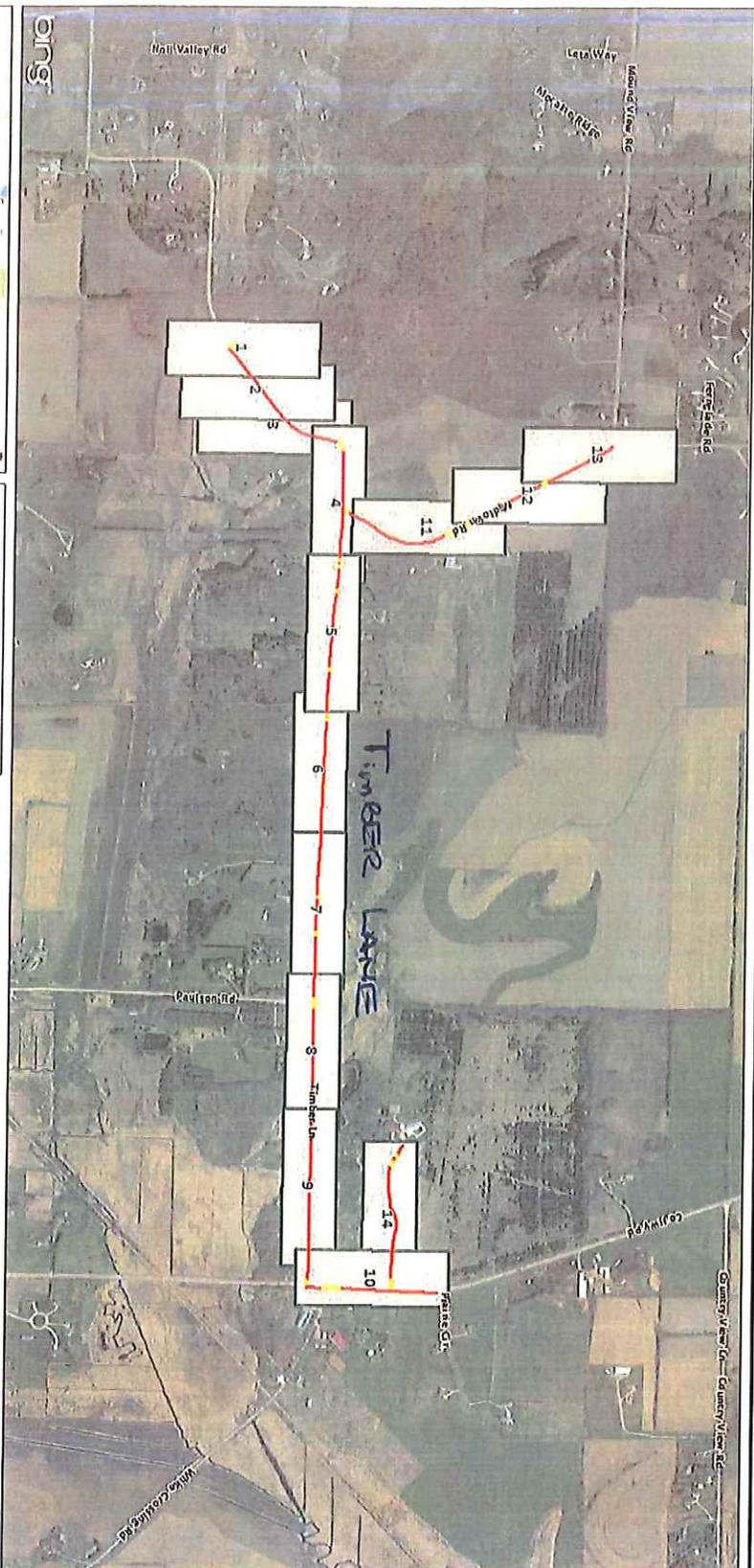
Processed the 2020 crack filling program (Dairy Ridge Road and Town Office parking lot) as approved by Town Board

Reviewed drainage plans for Maple Grove self-storage facility

Processed Valley Road Bridge funding agreement as approved by the Town Board

Scheduled Goose Lake/ Fitchrona Road public information meeting for July 2nd at 6:30-7:30 PM

c: Sarah Gaskell, Town Planner/Administrator
Mark Judd, Road Patrolman



Project Details

	Project Route: Vibratory Plow
	Project Route: Boring
	As-Built Sheet

Pipe Quantities
 2" PE 60 PSI 1,400 LF
 4" PE 60 PSI 12,600 LF



As-Built Index

Timber Lane Gas Service Expansion
 Towns of Middleton and Verona
 Dane County, WI

MGOE
 Madison Gas and Electric

**MONTGOMERY ASSOCIATES:
 RESOURCE SOLUTIONS, I.L.C.**
 119 South Main Street | Cottage Grove, WI 53527
 (608) 839-4422 | www.ma-rs.org

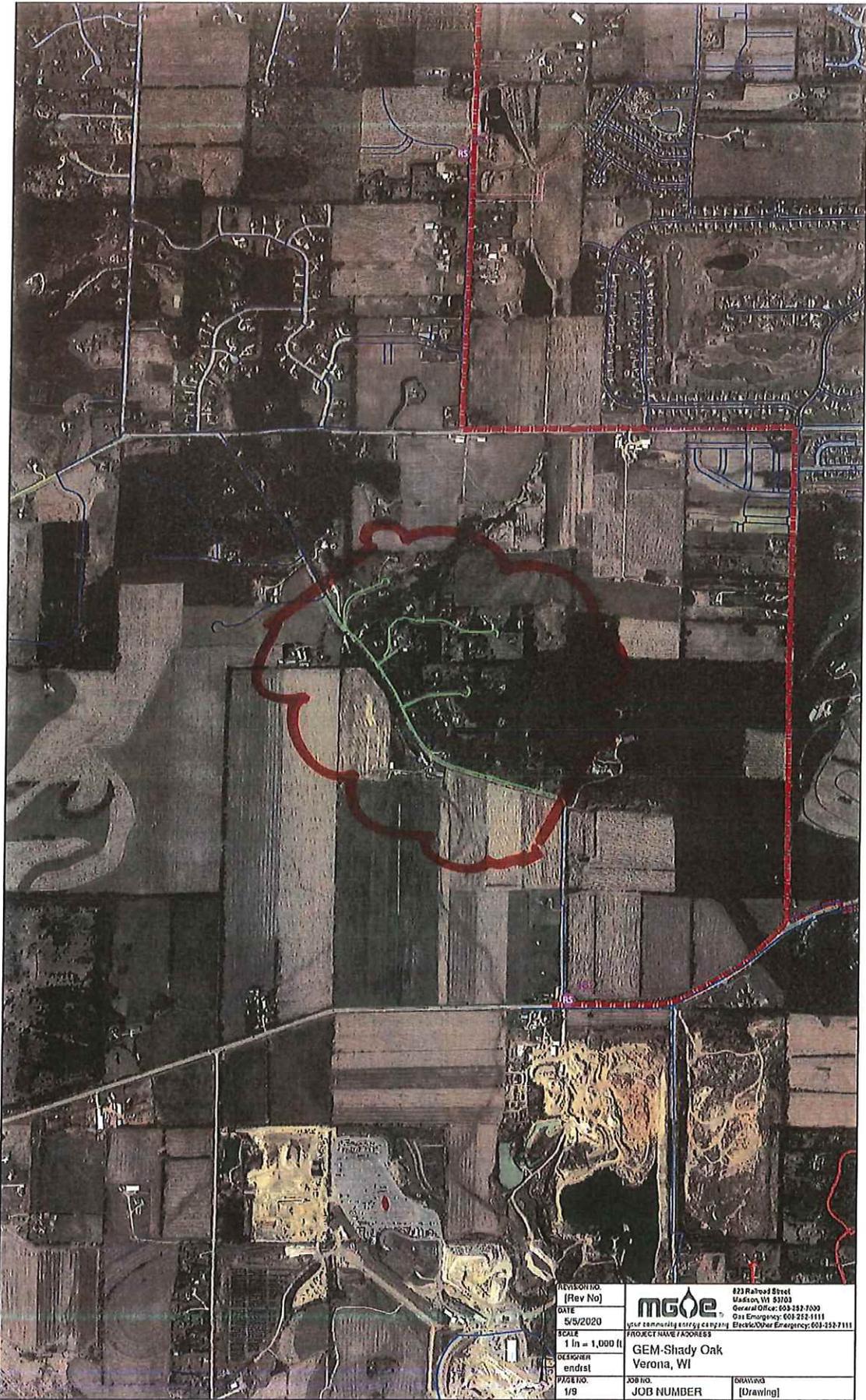
SKB DWI

1 of 1

PROJECT NO. 1386-035
 DATE 1/9/2018

SCALE: 1 inch = 1,000 feet

0 500 1,000 Feet



REVISION NO. [Rev No]	 823 Railroad Street Madison, WI 53703 General Office: 608-282-7000 Gas Emergency: 608-282-1111 Electric/Other Emergency: 608-282-7111
DATE 5/5/2020	
SCALE 1 in = 1,000 ft	PROJECT NAME / ADDRESS GEM-Shady Oak Verona, WI
DESIGNER endst	JOB NO. JOB NUMBER
DRAWING 1/9	[Drawing]



June 22, 2020

Re: Fitchrona Road Flooding Study

Dear Property Owner:

You are receiving this meeting notice because you live near the Fitchrona Road and US 18/151 underpass, where the Town of Verona and City of Fitchburg are jointly conducting a study to determine options to improve road flooding. The meeting will include a brief summary of the purpose of the study, our understanding of the existing upstream and downstream watershed conditions, potential solutions to improve flooding of the road, and next steps. Attendees will be invited to provide their insights and feedback.

We encourage you to attend online if you are able, and we will also have a room reserved at Fitchburg City Hall for those who would like to join in person. We will be practicing social distancing, so space will be limited. We look forward to seeing you there (in-person or virtually)!

Fitchrona Road Flood Study Meeting
July 2, 2020; 6:30-7:30 PM

Attend Online by Registering at:
<https://attendee.gotowebinar.com/register/2521261933743150606>

Join in-person at:
City Hall (5520 Lacy Road, Fitchburg, WI)
Room: Council Chambers

We would appreciate it if you would take the time to fill out the survey at the link below to help us better understand downstream flooding concerns:

<https://arcg.is/1zime50>

Sincerely,

Claudia Guy

Claudia Guy, P.E.
Fitchburg Environmental Engineer
Claudia.guy@fitchburgwi.gov

W. Christopher Barnes

W. Christopher Barnes, P. E.
Town of Verona Public Works Project Manager
CBarnes@town.verona.wi.us

Attachment: Notice map

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

DATE: July 7th, 2020

RE: Administrator's Memo – July 7th, 2020 Town Board Meeting

Plan Commission

- 1) Discussion and Action: Land use application 2020-4 submitted by Ron Klaas, Donofrio Kottke & Associates, on behalf of Robert and Robin Hefty, 7790 Riverside Road

The Applicant filed a CSM to reorganize existing parcels to accommodate the construction of a new home to replace an existing home on one of the newly configured lots. The new CSM and zoning districts for three lots are proposed as follows: Lot 1, 2.655 acres (RR 2); Lot 2, 2.285 acres (RR 2); and lot 3, 51.879 acres (AT 35). This land includes four tax parcels 0608-304-8500-4 (40 acres), 0608-3800-0 (1.99 acres), 0608 303-9520-0 (10 acres), and 0608-9501-0 (4.92 acres). Comments from the Plan Commission included questions around the location of sanitary and wells, timeline for construction of the new home, how the shared driveway ROW would be accommodated once the new lot lines were configured. The Plan Commission voted 4-0 to approve the Land Use Application 2020-4 subject to the following conditions:

- a. The mobile home be removed at the time of occupancy of the new home, Lot 2 is subsequently sold or within two years, whichever occurs first and the septic line associated with the mobile home be properly discontinued when any one of these scenarios occur
- b. If Lot 2 or 3 is sold at any time, the selling owner will be responsible for the cost of moving the driveway into the shared driveway easement

Public Works

- 1) Discussion and Action: Approval of 2020 Seal Coat Contract with Scott Construction, Inc for \$12,102.85

As part of the 2020 Road Maintenance Project, three roads were selected for chip seal improvements this year: Mid Town Road, Timber Lane, and Locust Drive. The 2020 town budget for road maintenance is \$319,983. As discussed at the April 14, 2020 Board meeting, if cost savings in the contract were achieved, then staff would recommend adding Paulson Road to the project. The project is currently ~ \$2,000

under budget. This proposed action would allow for the completion of road maintenance in the northwest area of the town. The cost for this additional work is approximately \$12,102.85. If approved, approximately \$16,000 will remain in the road construction capital outlay account. Staff recommends approval.

2) Discussion and Possible Action: Approval of Flint Road Asphalt Patch Repairs to be performed by Scott Construction Inc, in the approximate amount of \$6,000

The surface condition of Flint Lane has become so poor that cold patching methods of repair are no longer cost effective. Staff discussed performing remedial paving of sections of Flint lane to allow for snow and ice control. It is estimated that \$6,000 will provide for adequate repairs and can be funded by account balance in the Public Works Street Maintenance account. Staff recommends approval.

3) Approval of the Payne and Dolan Inc. change order for Cross Country Road asphalt wedging and leveling repairs for \$13,431.25.

Upcoming scheduled work on Cross Country Road consists of asphalt base repairs, asphalt milling and hot mix asphalt resurfacing. During layout of the asphalt base repairs, both staff and the contractor determined that it was unnecessary to excavate the earth subgrade and that many of the patch areas would be better addressed by an additional asphalt wedge application. A change order is recommended to add asphalt wedging and leveling to the project and to delete pay items for excavation and base repair materials items. The net result is that overall cost is projected to remain unchanged. Work is scheduled to be completed by July 10, 2020. Staff recommends approval.

New Business

1. Discussion: Presentation of draft report by the ad hoc committee on assessment of new developments in the Town of Verona.

The Ad Hoc Committee to Study the Impact of Growth in the Town of Verona has prepared a preliminary progress report. The goal of the committee and the report is to provide the Town Board with “impartial, integrated and well researched reports that will help the town anticipate and addresses the impacts of development on its citizens.” Town Board Supervisors are encouraged to provide comment regarding the Preliminary Progress Report.

Planning Report

Town of Verona

June 8th, 2020

7790 Riverside Road

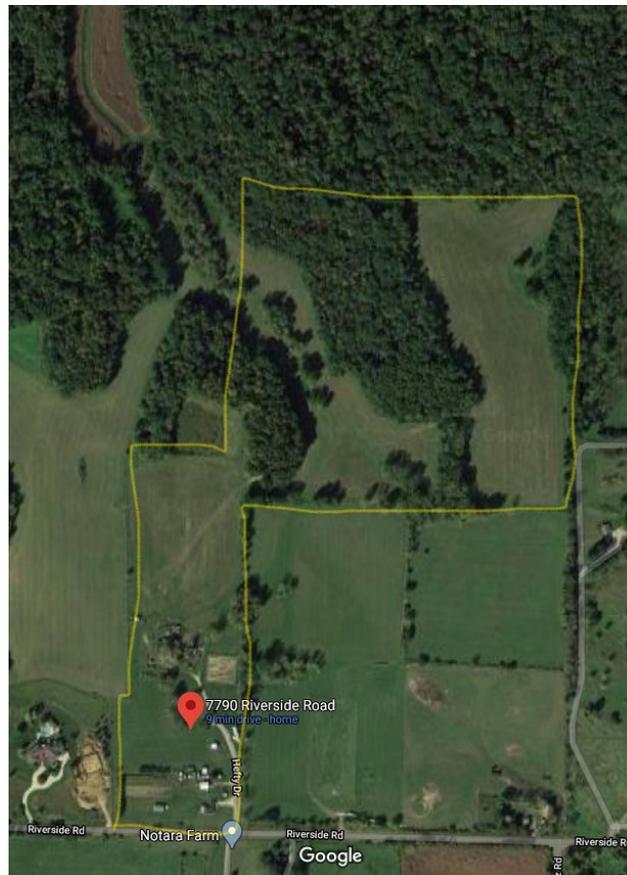
Summary: The property owners are applying for a rezone to reconfigure three existing lots, including a 4.9-acre meets and bounds parcel in RR-2, one 10.73 CSM lot in RR-8 and one 39.43-acre metes-and-bounds parcel in AT-35. The new lots would consist of two RR-2 parcels (2.65 and 2.285 acres and one 51,879-acre AT-35 parcel. No new building sites are being created in this rezone.

Property Owner: Robert and Robin Hefty

Property Address: 7790 Riverside Road
Verona WI 53593

Applicant: Ron Klaus,
D'Onofrio Kottke and Associates, Inc
7530 Westward Way
Madison WI 53717

Location Map



Comprehensive Plan Guidance:

The property is currently zoned RR-2, RR-4, RR-8 and AT-35 via a combination of parcels, some considered remnant. The Comprehensive Plan density for this area is RR 4-8, one home per 4-8 acres and Transitional Agriculture. Due to the long-term existence of this parcel, Dane County Zoning Department recommends the parcel be allowed to be converted from a Metes and Bounds to a CSM without meeting the 4-acre minimum lot size of the Comprehensive Plan.

Current and Proposed Zoning: The current zoning is RR-4-8 and AT-35. The new zoning will be RR-2 and AT-35.

Extra-territorial Review/Boundary Agreement Authority: This parcel is in Area C of the boundary agreement with the City of Verona/Fitchburg so no reviews by other jurisdictions are necessary.

Surrounding Land Use and Zoning: The surrounding land uses include RR 4-8, AT-35 and FP-35.

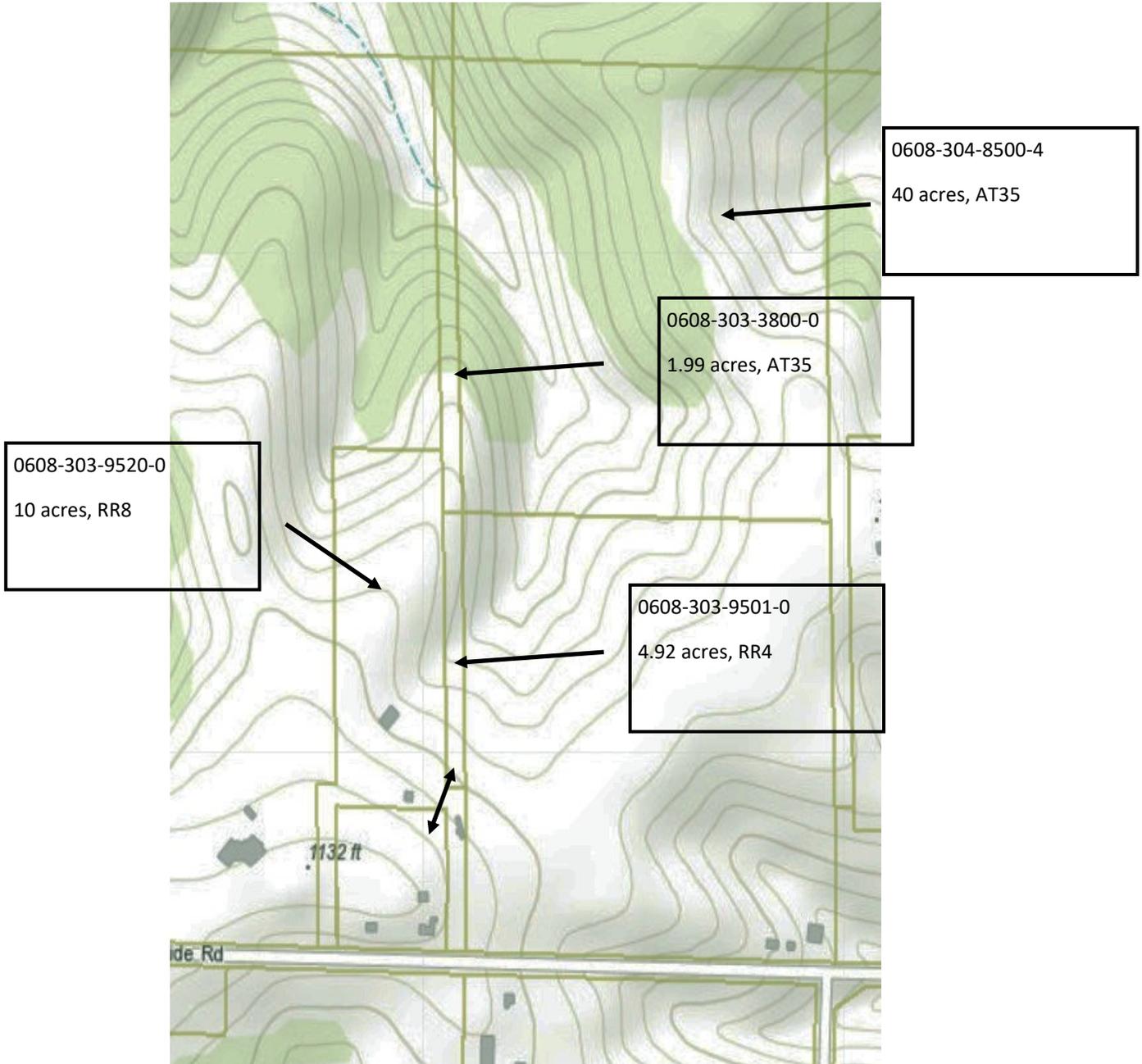
Site Features: n/a

Driveway Access: Access to the homes and the field will continue to be via Hefty Drive.

Staff Comments: Staff recommends approval of the CSM and the rezone. This CSM corrects past surveying errors, provides a better location for a home and meets the overall intent of the Comprehensive Plan, which is to organize development. Requiring RR 4-8 for this property would result in oddly shaped lots that would not provide any benefit over the current configuration.

Hefty properties — 7790 Riverside Road

Current situation: (tax parcels, access dane)

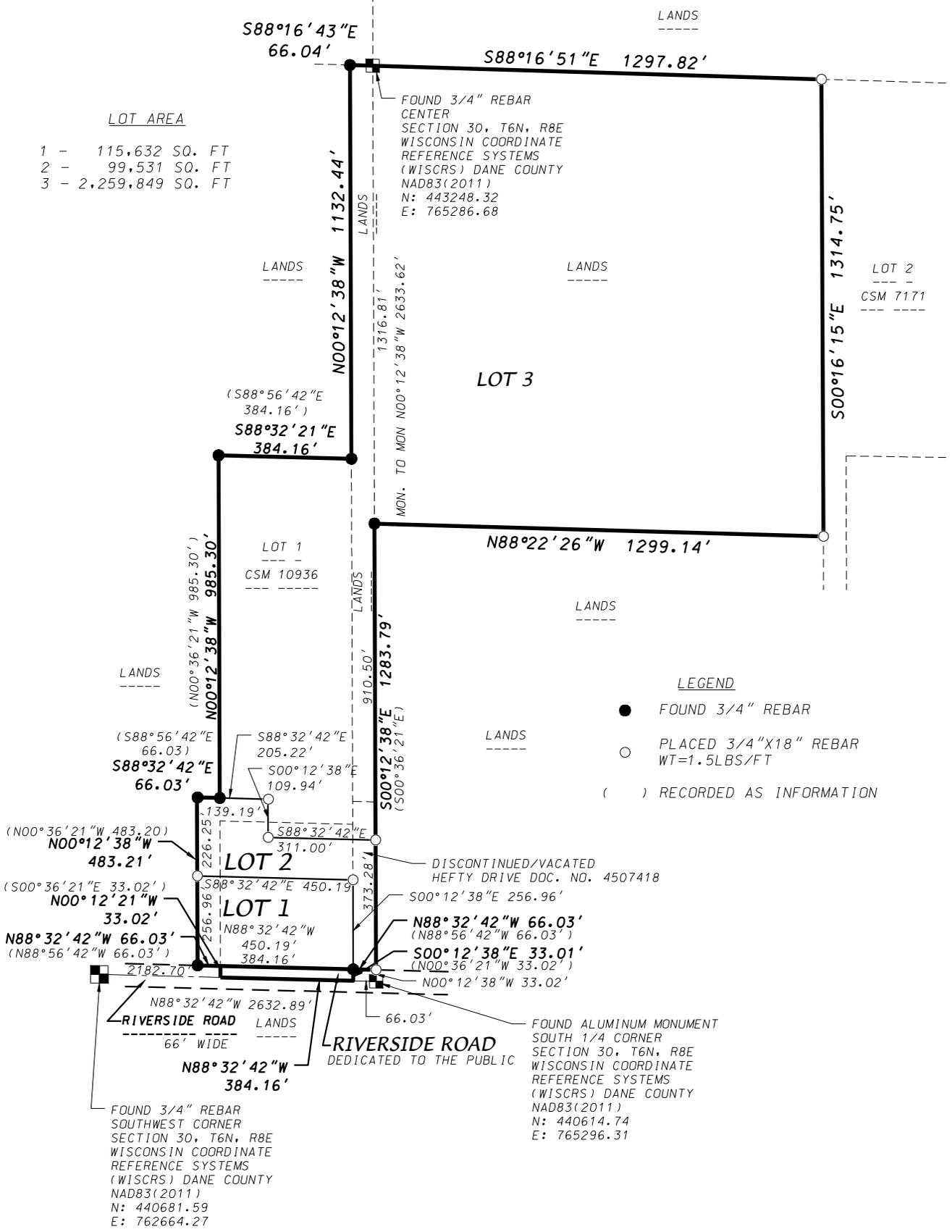


CERTIFIED SURVEY MAP

LOT 1, CERTIFIED SURVEY MAP NO. 10936; DISCONTINUED/VACATED HEFTY DRIVE AND LANDS
LOCATED IN THE SE1/4 OF THE SW1/4, NE1/4 OF THE SW1/4 AND THE NW1/4 OF THE SE1/4 OF
SECTION 30, T6N, R8E, TOWN OF VERONA, DANE COUNTY, WISCONSIN

LOT AREA

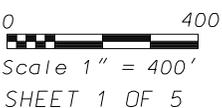
1 -	115,632 SQ. FT
2 -	99,531 SQ. FT
3 -	2,259,849 SQ. FT



- LEGEND**
- FOUND 3/4" REBAR
 - PLACED 3/4"x18" REBAR WT=1.5LBS/FT
 - () RECORDED AS INFORMATION



WISCONSIN COORDINATE
REFERENCE SYSTEMS (WISCRS)
DANE COUNTY NAD83(2011)
THE SOUTH LINE OF THE SW1/4
OF SECTION 30, T6N, R8E
BEARS N88°32'42"W



DATE: June 8, 2020
 F.N.: 19-07-122
 C.S.M. NO. _____
 DOC. NO. _____
 VOL. _____ SHEET _____

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
 Phone: 608.833.7530 • Fax: 608.833.1089
 YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

Comprehensive Plan Guidance:

The property is currently zoned RR-4, RR-8 and AT-35 via a combination of parcels, some considered remnant. The Comprehensive Plan density for this area is RR 4-8, one home per 4-8 acres and Transitional Agriculture. Due to the long-term existence of this parcel, Dane County Zoning Department recommends the parcel be allowed to be converted from a Metes and Bounds to a CSM without meeting the 4-acre minimum lot size of the Comprehensive Plan.

Current and Proposed Zoning: The current zoning is RR-4, RR-8 and At-35. The new zoning will be RR-2 and AT-35.

Extra-territorial Review/Boundary Agreement Authority: This parcel is in Area C of the boundary agreement with the City of Verona/Fitchburg so no review by the city is necessary.

Surrounding Land Use and Zoning: The surrounding land uses include RR 4, RR8, AT-35 and FP-35.

Site Features: n/a

Driveway Access: Access to the homes and the field access will continue to be via Hefty Drive, a shared driveway. Hefty Drive was previously vacated by the Town Board.

Staff Comments: Staff recommends approval of the CSM and the rezone. This CSM corrects past surveying errors, provides a better location for a future home, provides for a large agricultural lot and meets the overall intent of the Comprehensive Plan, which is to organize development.

From: Lane, Roger <lane.roger@countyofdane.com>
Sent: Monday, June 8, 2020 9:22 AM
To: Sarah Gaskell <SGaskell@town.verona.wi.us>
Cc: Standing, Brian <Standing@countyofdane.com>
Subject: RE: Hefty Property DC petition 11556

Dear Sarah,

Good question.

Section 66.1001 of the Wisconsin Statutes covers Comprehensive Plans. There are some definitions and sections that get to the root of your question. See below. The definition of a Comprehensive Plan notes that it is a guide on which governmental unit base legislative actions on. The decisions that are rendered must not contradict the objectives, goals, and policies contained within the comprehensive plan. The language in the comprehensive plan is not a regulation. As I understand it, the Comprehensive Plan should be viewed as a tool to guide Plan Commission members when making decision. The question should be asked, "Does the circumstance fall in line with the overall goal?"

With the Hefty property, the Comprehensive Plan shows the property being in both the Rural Residential 4 to 8 acre development area and the Agricultural Transitional Area. In simple terms, the Plan allows for some development on the property and has an area that should be reserved in agriculture. If this was vacant land, it would be appropriate to create 4 to 8 acre lots and have a design to have the remaining lands in reserve for future development.

However, this is not the case. The property has already been developed and the landowners are trying to reconfigure the lots to improve the overall design. The proposal is not to increase the density that is existing. There are two existing single-family houses and a mobile home. The end result will have three lots. This proposal corrects past surveying errors, cleans up a vacated road, and creates a better location for an existing house (mobile home). It appears that this proposal meets the overall intent to establish organized development. From a plan aspect, there is a defined development area and a defined agricultural area.

I understand the area has been identified to have 4 to 8 acres lots. But this case, trying to make existing development comply with new requirements (4 to 8 acre lots) will end with very oddly configured lots which does not really gain anything for what is existing. I believe that the overall goal is to have some type of organized development which this proposal is trying to achieve. If density is viewed as an issue, possibly deed restricting the AT-35 area to prohibit further residential development.

Roger Lane
Dane County Zoning Administrator

"Comprehensive plan" means a guide to the physical, social, and economic development of a local governmental unit that is one of the following:

66.1001(1)(a)1. **1.** For a county, a development plan that is prepared or amended under s. 59.69 (2) or (3).

66.1001(1)(a)2. 2. For a city, village, or town, a master plan that is adopted or amended under s. 62.23 (2) or (3).

“Consistent with” means furthers or does not contradict the objectives, goals, and policies contained in the comprehensive plan.

Land-use element. A compilation of objectives, policies, goals, maps and programs to guide the future development and redevelopment of public and private property. The element shall contain a listing of the amount, type, intensity and net density of existing uses of land in the local governmental unit, such as agricultural, residential, commercial, industrial and other public and private uses. The element shall analyze trends in the supply, demand and price of land, opportunities for redevelopment and existing and potential land-use conflicts. The element shall contain projections, based on the background information specified in par. (a), for 20 years, in 5-year increments, of future residential, agricultural, commercial and industrial land uses including the assumptions of net densities or other spatial assumptions upon which the projections are based. The element shall also include a series of maps that shows current land uses and future land uses that indicate productive agricultural soils, natural limitations for building site development, floodplains, wetlands and other environmentally sensitive lands, the boundaries of areas to which services of public utilities and community facilities, as those terms are used in par. (d), will be provided in the future, consistent with the timetable described in par. (d), and the general location of future **land uses by net density** or other classifications.

EFFECT OF ENACTMENT OF A COMPREHENSIVE PLAN, CONSISTENCY REQUIREMENTS.

66.1001(2m)(a) (a) The enactment of a comprehensive plan by ordinance does not make the comprehensive plan by itself a regulation.

66.1001(2m)(b) (b) A conditional use permit that may be issued by a political subdivision does not need to be consistent with the political subdivision's comprehensive plan.

TOWN OF VERONA
APPLICATION FOR LAND USE CHANGE

Please review the Town of Verona Comprehensive Land Use Plan and Subdivision and Development Ordinance 05-04 (found on the Town website: www.town.verona.wi.us) and Dane County Ordinances Chapter 10 – Zoning, Chapter 11 – Shoreland, Shoreland-Wetland and Inland-Wetland Regulations and Chapter 75 – Land Division and Subdivision Regulations prior to application.

APPLICATION IS MADE to the Town of Verona Board for a land use change for:

Property address/legal description 7790 RIVERSIDE ROAD

Please check all that apply:

- comprehensive plan amendment
- rezone petition
- current zoning category _____
- new zoning category requested _____
- conditional use permit
- conditional use requested _____
- certified survey map
- preliminary plat
- final certified survey map
- concept plan
- site plan
- request for Town road access

Property Owner: ROBERT & ROBIN HEFTY Phone# (608) 469-8684

Address: 7790 RIVERSIDE ROAD E-Mail BHEFTY1@HOTMAIL.COM

Applicant: Owner _____ Agent _____

If the applicant is different from property owner, please include documentation authorizing application on behalf of property owner

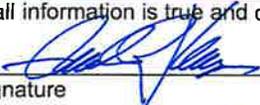
Applicant's Phone# RON KLAAS 833-7530 E-Mail RKLAAS@DONOFRIO.CC

I hereby authorize RON KLAAS
to act as my agent in the application process for the above indicated land use change.

Signature _____ Date _____

Description of Land Use Change requested: (use reverse side if additional space is needed)
RECONFIGURE EXISTING LOT LINES AND CLEANUP ZONING CATEGORIES TO FIT THE HOMES AND LAND USES THAT CURRENTLY EXIST.

I certify that all information is true and correct. I understand that failure to provide all required information will be grounds for denial of my request

Applicant Signature  Date 6-3-20

Print Name RONALD R KLAAS

RETURN COMPLETED APPLICATION AND 12 COPIES OF MAP/PLAN TO:
~~Amanda Arnold~~, Planner/Administrator
7669 County Highway PD
Town of Verona
Verona, WI 53593-1035 608-845-7187 / 608-845-7143 Fax

PRE-APPLICATION MEETING:
A pre-application meeting or initial review may be scheduled with Town Staff and/or Plan Commission Chair

June 3, 2020

Town of Verona
Sarah Gaskell, Administrator
7669 CTH PD
Verona, WI 53593

RE: Hefty Rezone & CSM

Dear Sarah:

On behalf of Robert & Robin Hefty, we are requesting a rezone and CSM for their property on Riverside Road. In summary, this will reconfigure their existing lot lines so that each of their 3 homes will be situated on it's own lot. The zoning will be changed to match the new lot configuration.

The details of this are shown on the attached materials:

1. Town application for land use change
2. 3 Lot CSM
3. Dane County rezone form and corresponding staff report
4. Zoning map and matching legal descriptions
5. Town future land use map

Roger Lane, the Dane County Zoning Administrator, has discussed this property and proposed changes with the landowners, Doug Maxwell, and our office. He thinks this is a good solution to clean up the current lot lines, and supports it. The Dane County ZLR Committee held a public hearing on May 26, 2020 with the staff report recommending approval with no conditions. There was no opposition at the public hearing, but they delayed action until the Town makes a recommendation.

The 3 existing homes on the Hefty lands are all situated on the front of the property, within 500' of Riverside Road. One of those is a trailer house, and their plans are to remove that and build a new house on Lot 2 of the CSM. This allows them to continue using the property exactly how they are today, while preserving the AG lands in the back. This CSM and rezone does not create a new building site, only cleans up what is there today.

The front portion of the Hefty property falls within the Town's Comprehensive Plan for 4-8 acre residential lots, while the back is part of the transitional AG district. Although these lots do not meet the 4 acre minimum, we ask the Town to review this in the overall context of matching the homes that exist now, while preserving the remaining farm land. This is compatible with existing surrounding land uses, and the neighbors do not have any objections.

Lots 1 and 2 will have frontage on Riverside Road, and Lot 3 will have an access easement over Lot 3. All 3 Lots will continue to use the existing driveway.

We appreciate your consideration of this request. Please let me know if there are any questions.

Sincerely,

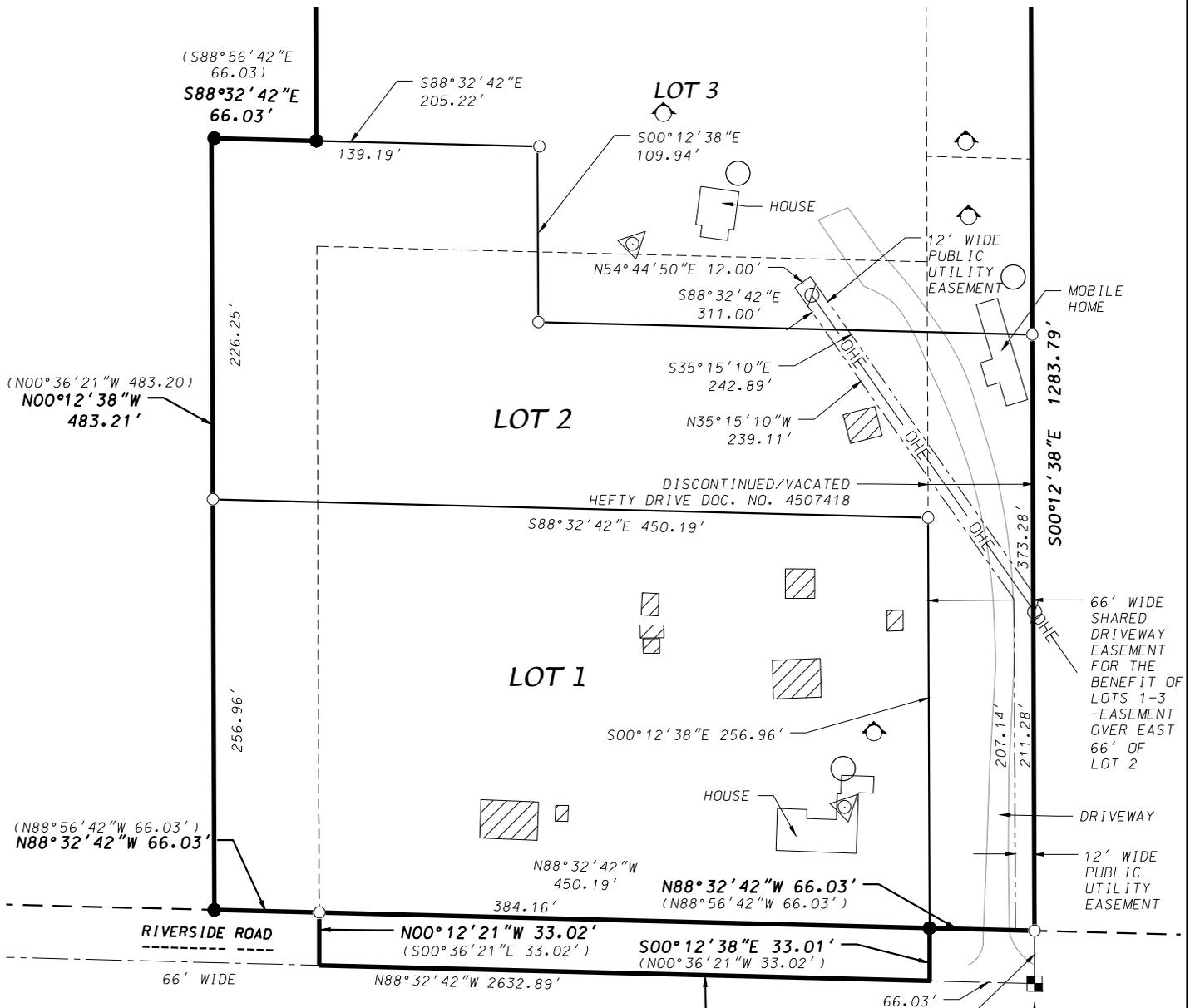
D'Onofrio, Kottke & Associates, Inc.

Ronald R. Klaas

A handwritten signature in blue ink, appearing to read 'Ronald R. Klaas', with a stylized flourish at the end.

CERTIFIED SURVEY MAP

LOT 1, CERTIFIED SURVEY MAP NO. 10936; DISCONTINUED/VACATED HEFTY DRIVE AND LANDS
LOCATED IN THE SE1/4 OF THE SW1/4, NE1/4 OF THE SW1/4 AND THE NW1/4 OF THE SE1/4 OF
SECTION 30, T6N, R8E, TOWN OF VERONA, DANE COUNTY, WISCONSIN



LEGEND

- FOUND 3/4" REBAR
- PLACED 3/4"x18" REBAR
WT=1.5LBS/FT
- () RECORDED AS INFORMATION
- ⊙ WELL
- SEPTIC MANHOLE
- ⊙ SEPTIC VENT
- ▣ SHED
- ⊕ POWER POLE
- OHE — OVERHEAD ELECTRIC

LANDS



WISCONSIN COORDINATE
REFERENCE SYSTEMS (WISCRS)
DANE COUNTY NAD83(2011)
THE SOUTH LINE OF THE SW1/4
OF SECTION 30, T6N, R8E
BEARS N88°32'42"W

FOUND ALUMINUM MONUMENT
SOUTH 1/4 CORNER
SECTION 30, T6N, R8E
WISCONSIN COORDINATE
REFERENCE SYSTEMS
(WISCRS) DANE COUNTY
NAD83(2011)
N: 440614.74
E: 765296.31

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

0 100
Scale 1" = 100'
SHEET 2 OF 5

DATE: June 15, 2020
F.N.: 19-07-122
C.S.M. NO. _____
DOC. NO. _____
VOL. _____ SHEET _____

CERTIFIED SURVEY MAP

LOT 1, CERTIFIED SURVEY MAP NO. 10936; DISCONTINUED/VACATED HEFTY DRIVE AND LANDS LOCATED IN THE SE1/4 OF THE SW1/4, NE1/4 OF THE SW1/4 AND THE NW1/4 OF THE SE1/4 OF SECTION 30, T6N, R8E, TOWN OF VERONA, DANE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, Brett T. Stoffregan, Professional Land Surveyor, S-2742, do hereby certify that this survey is in full compliance with Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of Dane County and the Town of Albion, Dane County, Wisconsin, and under the direction of the Owners listed below, I have surveyed, divided and mapped the land described herein and that said map is a correct representation of the exterior boundaries of the land surveyed and the division thereof. Said land is described as follows:

Lot 1, Certified Survey Map No. 10936, recorded in Volume 65 of Certified Survey Maps on pages 235-235 as Document Number 3852226, in the Dane County Register of Deeds Office; Hefty Drive discontinued and vacated by the Town of Verona by Resolution 2004-06, recorded as Document Number 4507418 and lands, located in the SE1/4 of the SW1/4, NE1/4 of the SW1/4 and the NW1/4 of the SE1/4 of Section 30, T6N, R8E, Town of Verona, Dane County, Wisconsin to-wit:
Commencing at the South 1/4 Corner of said Section 30; thence N88°32'42"W, 66.03 feet along the South line of said SW1/4 to the point of beginning; thence continuing along said South line N88°32'42"W, 384.16 feet; thence N00°12'21"W, 33.02 feet to a point on the North right-of-way line of Riverside Road; thence N88°32'42"W, 66.03 feet along said North right-of-way line; thence N00°12'38"W, 483.21 feet; thence S88°32'42"E, 66.03 feet; thence N00°12'38"W, 985.30 feet; thence S88°32'21"E, 384.16 feet; thence N00°12'38"W, 1132.44 feet to the a point on the North line of said SW1/4; thence S88°16'43"E, 66.04 feet along said North line to the Center of said Section 30; thence S88°16'51"E, 1297.82 feet along the North line of said SE1/4 to the Northwest corner of Lot 2, Certified Survey Map No. 7171; thence S00°16'15"E, 1314.75 feet along the West line of said Lot 2, to the Southeast corner of said NW1/4 of the SE1/4; thence N88°22'26"W, 1299.14 feet along the South line of said NW1/4 of the SE1/4 to the Southwest corner of said NW1/4 of the SE1/4; thence S00°12'38"E, 1283.79 feet along the East line of said SE1/4 of the SW1/4, to a point on the North right-of-way line of Riverside Road; thence N88°32'42"W, 66.03 feet along said North right-of-way line; thence S00°12'38"E, 33.01 feet to the point of beginning. Containing 2,487,694 square feet (57.110 acres)

Dated this 3rd day of June, 2020.

Brett T. Stoffregan, Professional Land Surveyor, S-2742

NOTES

1. Refer to the building site information contained in the Dane County Soil Survey.
2. Public Utility Easements as herein set forth are for the use of PUBLIC BODIES and PRIVATE PUBLIC UTILITIES having the right to serve the area.
3. The monument and ties at Southwest, South and Center of Section 30, T6N, R8E have been found intact.
4. Surveyed for: Robin and Robert Hefty



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089

YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: June 15, 2020

F.N.: 19-07-122

C.S.M. NO. _____

DOC. NO. _____

VOL. _____ SHEET _____

CERTIFIED SURVEY MAP

LOT 1, CERTIFIED SURVEY MAP NO. 10936; DISCONTINUED/VACATED HEFTY DRIVE AND LANDS LOCATED IN THE SE1/4 OF THE SW1/4, NE1/4 OF THE SW1/4 AND THE NW1/4 OF THE SE1/4 OF SECTION 30, T6N, R8E, TOWN OF VERONA, DANE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

I, Robin Hefty, as owner, do hereby certify that I caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on this map.

I also certify that this map is required by S.75.17(1)(a), Dane County Code of Ordinances and S236.10 of the Wisconsin Statutes to be submitted to the following for approval or objection:
Town of Verona
Dane County Zoning & Land Regulation Committee

IN WITNESS WHEREOF, I have caused these presents to be signed this _____ day of _____, 2020.

Robin Hefty

STATE OF WISCONSIN)
COUNTY OF DANE)S.S.

Personally came before me this _____ day of _____, 2020, the above named person to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, Dane County, Wisconsin
My commission expires _____

OWNER'S CERTIFICATE

I, Robert Hefty, as owner, do hereby certify that I caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on this map.

I also certify that this map is required by S.75.17(1)(a), Dane County Code of Ordinances and S236.10 of the Wisconsin Statutes to be submitted to the following for approval or objection:
Town of Verona
Dane County Zoning & Land Regulation Committee

IN WITNESS WHEREOF, I have caused these presents to be signed this _____ day of _____, 2020.

Robert Hefty

STATE OF WISCONSIN)
COUNTY OF DANE)S.S.

Personally came before me this _____ day of _____, 2020, the above named person to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, Dane County, Wisconsin
My commission expires _____



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089

YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: June 15, 2020

F.N.: 19-07-122

C.S.M. NO. _____

DOC. NO. _____

VOL. _____ SHEET _____

CERTIFIED SURVEY MAP

LOT 1, CERTIFIED SURVEY MAP NO. 10936; DISCONTINUED/VACATED HEFTY DRIVE AND LANDS LOCATED IN THE SE1/4 OF THE SW1/4, NE1/4 OF THE SW1/4 AND THE NW1/4 OF THE SE1/4 OF SECTION 30, T6N, R8E, TOWN OF VERONA, DANE COUNTY, WISCONSIN

TOWN OF VERONA CERTIFICATE

This Certified Survey Map and the public highway dedication shown hereon is hereby acknowledged and accepted by the Town of Verona, Dane County, Wisconsin on this _____ day of _____, 2020.

John Wright, Clerk, Town of Verona

DANE COUNTY APPROVAL CERTIFICATE

Approved for recording per Dane County Zoning and Land Regulation Committee action of _____, 2020.

Daniel Everson, Authorized Representative

REGISTER OF DEEDS CERTIFICATE

Received for recording this _____ day of _____, 2020, at _____ o'clock _____.M. and recorded in Volume _____ of Certified Survey Maps on Pages _____ as Document Number _____.

Kristi Chlebowski, Dane County Register of Deeds



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089

YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: June 15, 2020

F.N.: 19-07-122

C.S.M. NO. _____

DOC. NO. _____

VOL. _____ SHEET _____

ZONING DESCRIPTIONS

PARCEL 1 TO BE ZONED RR-2

Lands and Part of Lot 1, Certified Survey Map No. 10936, located in the SE1/4 of the SW1/4 of Section 30, T6N, R8E, Town of Verona, Dane County, Wisconsin to-wit:

Commencing at the South 1/4 corner of said Section 30; thence N00°12'38"W, 33.02 feet; thence N88°32'42"W, 66.03 feet to the point of beginning; thence continuing N88°32'42"W, 450.19 feet; thence N00°12'38"W, 256.96 feet; thence S88°32'42"E, 450.79 feet; thence S00°12'38"E, 256.96 feet to the point of beginning. Containing 115,632 square feet (2.655 acres).

PARCEL 1 TO BE ZONED RR-2

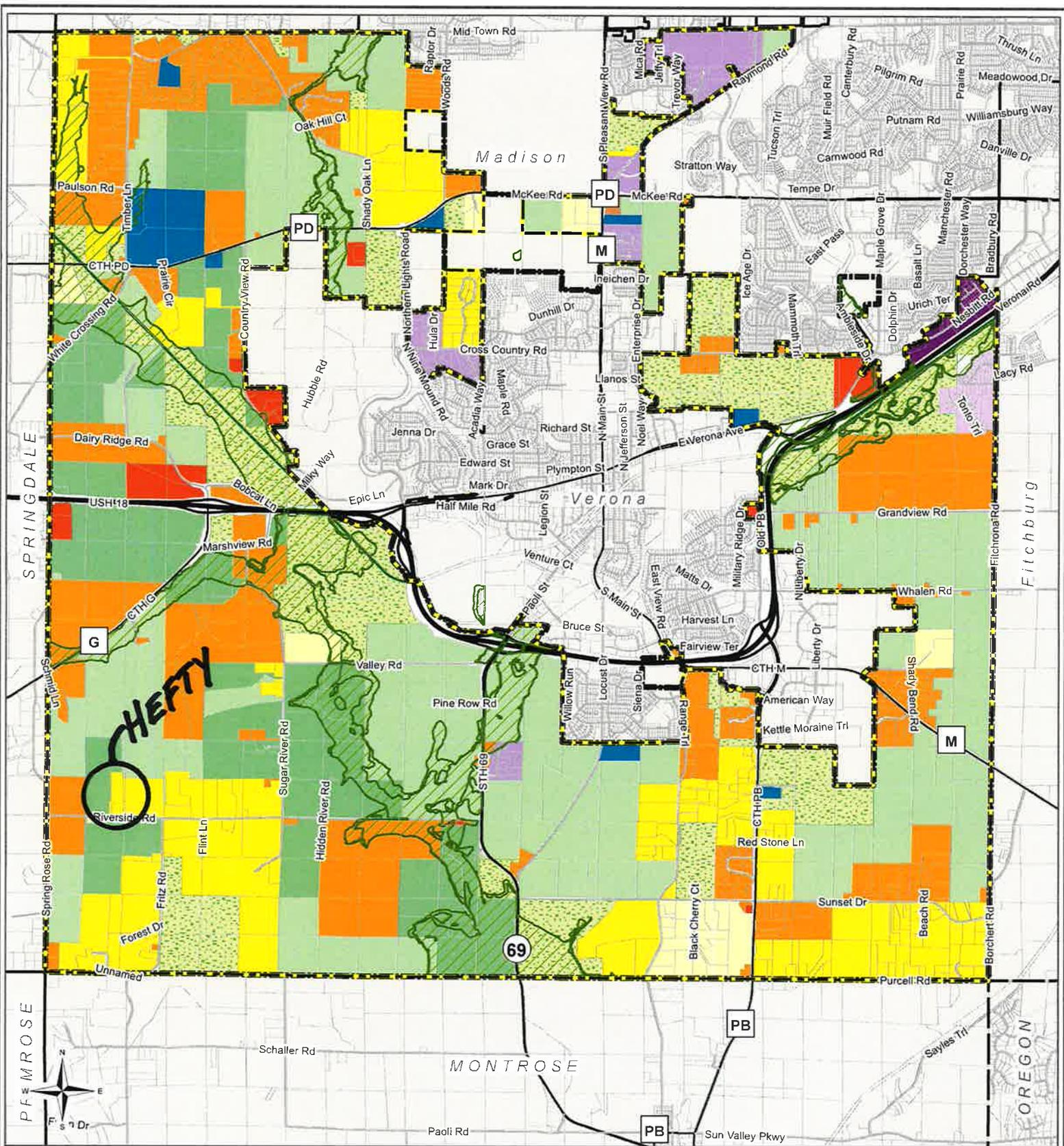
Lands and Part of Lot 1, Certified Survey Map No. 10936, located in the SE1/4 of the SW1/4 of Section 30, T6N, R8E, Town of Verona, Dane County, Wisconsin to-wit:

Commencing at the South 1/4 corner of said Section 30; thence N00°12'38"W, 33.02 feet to the point of beginning; thence N88°32'42"W, 66.03 feet; thence N00°12'38"W, 256.96 feet; thence N88°32'42"W, 450.19 feet; thence N00°12'38"W, 226.25 feet; thence S88°32'42"E, 205.22 feet; thence S00°12'38"E, 109.94 feet; thence S88°32'42"E, 311.00 feet; thence S00°12'38"E, 373.29 feet to the point of beginning. Containing 99,531 square feet (2.285 acres).

PARCEL 1 TO BE ZONED AT-35

Lands and Part of Lot 1, Certified Survey Map No. 10936, located in the SE1/4 of the SW1/4, NW1/4 of the SW1/4 and in the NW1/4 of the SE1/4 of Section 30, T6N, R8E, Town of Verona, Dane County, Wisconsin to-wit:

Commencing at the South 1/4 corner of said Section 30; thence N00°12'38"W, 406.30 feet to the point of beginning; thence N88°32'42"W, 311.00 feet; thence N00°12'38"W, 109.94 feet; thence N88°32'42"W, 139.19 feet; thence N00°12'38"W, 985.30 feet; thence S88°32'21"E, 384.16 feet; thence N00°12'38"W, 1132.44 feet; thence S88°16'43"E, 66.04 feet; thence S88°16'51"E, 1297.82 feet; thence S00°16'15"E, 1314.75 feet; thence N88°22'26"W, 1299.14 feet; thence S00°12'38"E, 910.51 feet to the point of beginning. Containing 2,259,849 square feet (51.879 acres).



Map 9.6: Future Land Use

Town of Verona

Town of Verona

Date Created: 8/20/2018

Date Amended: 11/16/2018

0 0.5 1

- Trail
- Farmland Preservation
- Urban Residential: SFR Neighborhoods Public Septic
- Urban Residential: SFR Neighborhoods Private Septic
- Transitional Agricultural
- Urban Mixed Use Neighborhood
- Natural/Recreational Resources
- Institutional
- Rural Residential, 8+ acres
- Commercial
- Rural Residential, 4-8 acres
- Utilities
- Rural Residential, 2-4 acres
- Environmental Respires Protection Corridor

Miles Note: see Cities authorities on the subject Town of Verona lands



vierbicher
planners engineers advisors

REEDSBURG - MADISON - PRAIRIE DU CHIEN - MILWAUKEE METRO
999 Fourier Drive, Suite 201, Madison, WI 53717
Phone: (608) 826-0532 Fax: (608) 826-0530

Dane County Rezone & Conditional Use Permit

Application Date	Petition Number
03/20/2020	DCPREZ-2020-11556
Public Hearing Date	C.U.P. Number
05/26/2020	

OWNER INFORMATION	AGENT INFORMATION
-------------------	-------------------

OWNER NAME ROBERT and ROBIN HEFTY	PHONE (with Area Code) (608) 669-5920	AGENT NAME DONOFRIO KOTTKE & ASSOCIATES	PHONE (with Area Code) (608) 833-7530
BILLING ADDRESS (Number & Street) 7790 RIVERSIDE RD		ADDRESS (Number & Street) 7530 WESTWARD WAY	
(City, State, Zip) VERONA, WI 53593		(City, State, Zip) Madison, WI 53717	
E-MAIL ADDRESS robinhefty@live.com bhefty@hotmail.com		E-MAIL ADDRESS rklaas@donofrio.cc	

ADDRESS/LOCATION 1	ADDRESS/LOCATION 2	ADDRESS/LOCATION 3
--------------------	--------------------	--------------------

ADDRESS OR LOCATION OF REZONE/CUP		ADDRESS OR LOCATION OF REZONE/CUP		ADDRESS OR LOCATION OF REZONE/CUP	
7790 RIVERSIDE ROAD					
TOWNSHIP VERONA	SECTION 30	TOWNSHIP	SECTION	TOWNSHIP	SECTION
PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED	
0608-303-9501-0		0608-303-9520-0, 0608-303-8500-4, 0608-303-8000-0			

REASON FOR REZONE	CUP DESCRIPTION
-------------------	-----------------

RECONFIGURING LOTS ON EXISTING RESIDENTIAL DEVELOPMENT	
--	--

FROM DISTRICT:	TO DISTRICT:	ACRES	DANE COUNTY CODE OF ORDINANCE SECTION	ACRES
RM-8 (Rural Mixed-Use, 8 to 16 acres) District	RR-2 (Rural Residential, 2 to 4 acres) District	1.5		
RM-8 (Rural Mixed-Use, 8 to 16 acres) District	FP-35 (General Farmland Preservation) District	9.1		
RR-2 (Rural Residential, 2 to 4 acres) District	FP-35 (General Farmland Preservation) District	0.4		

C.S.M REQUIRED? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	PLAT REQUIRED? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	DEED RESTRICTION REQUIRED? <input type="checkbox"/> Yes <input type="checkbox"/> No	INSPECTOR'S INITIALS RWL1	SIGNATURE:(Owner or Agent) 
Applicant Initials _____	Applicant Initials _____	Applicant Initials _____		PRINT NAME: RONALD R. KLAAS

COMMENTS: THE RESIDENTIAL ZONING ON THE SOUTHERLY PORTION OF THE PROPERTY IS BEING RECONFIGURED. SEE ZONING MAP.

DATE:
3-20-20

Staff Report



Zoning and Land Regulation Committee

Public Hearing: **May 26, 2020**

Zoning Amendment Requested:

RM-8 (Rural Mixed-Use, 8 to 16 acres) District TO RR-2 (Rural Residential, 2 to 4 acres) District, RM-8 (Rural Mixed-Use, 8 to 16 acres) District TO AT-35 (Agriculture Transition) District, RR-2 (Rural Residential, 2 to 4 acres) District TO AT-35 (Agriculture Transition) District

Size: **1.5,9.1,0.4 Acres**

Survey Required: **Yes**

Reason for the request:

Reconfiguring lots on existing residential development

Petition 11556

Town/Section:

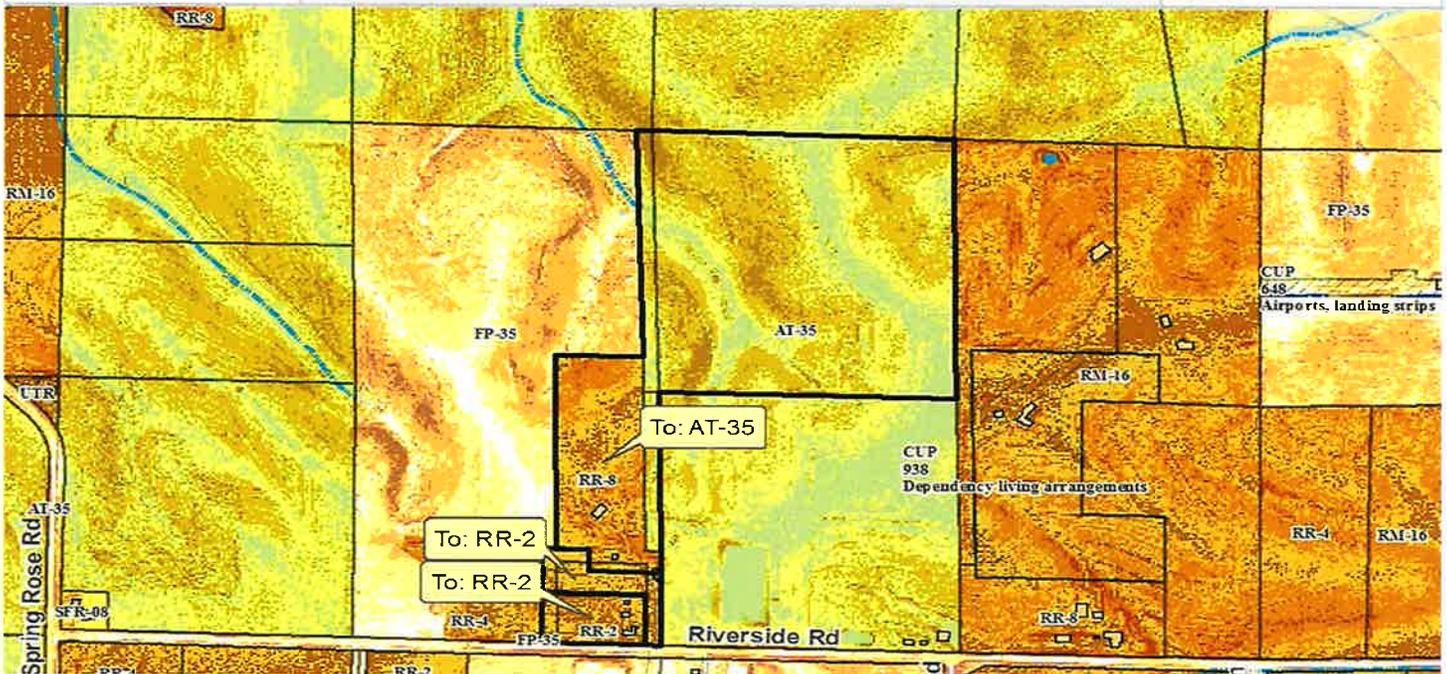
VERONA, Section 30

Applicant

ROBERT HEFTY

Address:

7790 RIVERSIDE ROAD



DESCRIPTION: Landowner wishes to reconfigure three existing lots, including one 4.9-acre metes-and-bounds parcel in the RR-2 zoning district, one 10.73 CSM lot in the RR-8 district and one 39.43-acre metes-and-bounds parcel in the AT-35 zoning district. The reconfiguration will reduce the size of both RR parcels, correct surveying errors and divide both off as separate CSM lots, with appropriate road frontage. At the same time, the AT-35 parcel will be expanded to include several remnant parcels.

OBSERVATIONS: No new homesites would be created with this petition. All proposed lots conform to the minimum requirements of Chapters 10 and 75, Dane County Code.

TOWN PLAN: The property is in a mix of Agricultural Transition and Rural Residential planning areas under the *Town of Verona / Dane County Comprehensive Plan*. Residential development in Rural Residential areas is capped at a net density of one unit per 4 acres, while Agricultural Transition is limited to one unit per 8 acres. Both areas include policies to minimize land converted to agriculture and to limit impacts to surrounding agricultural operations.

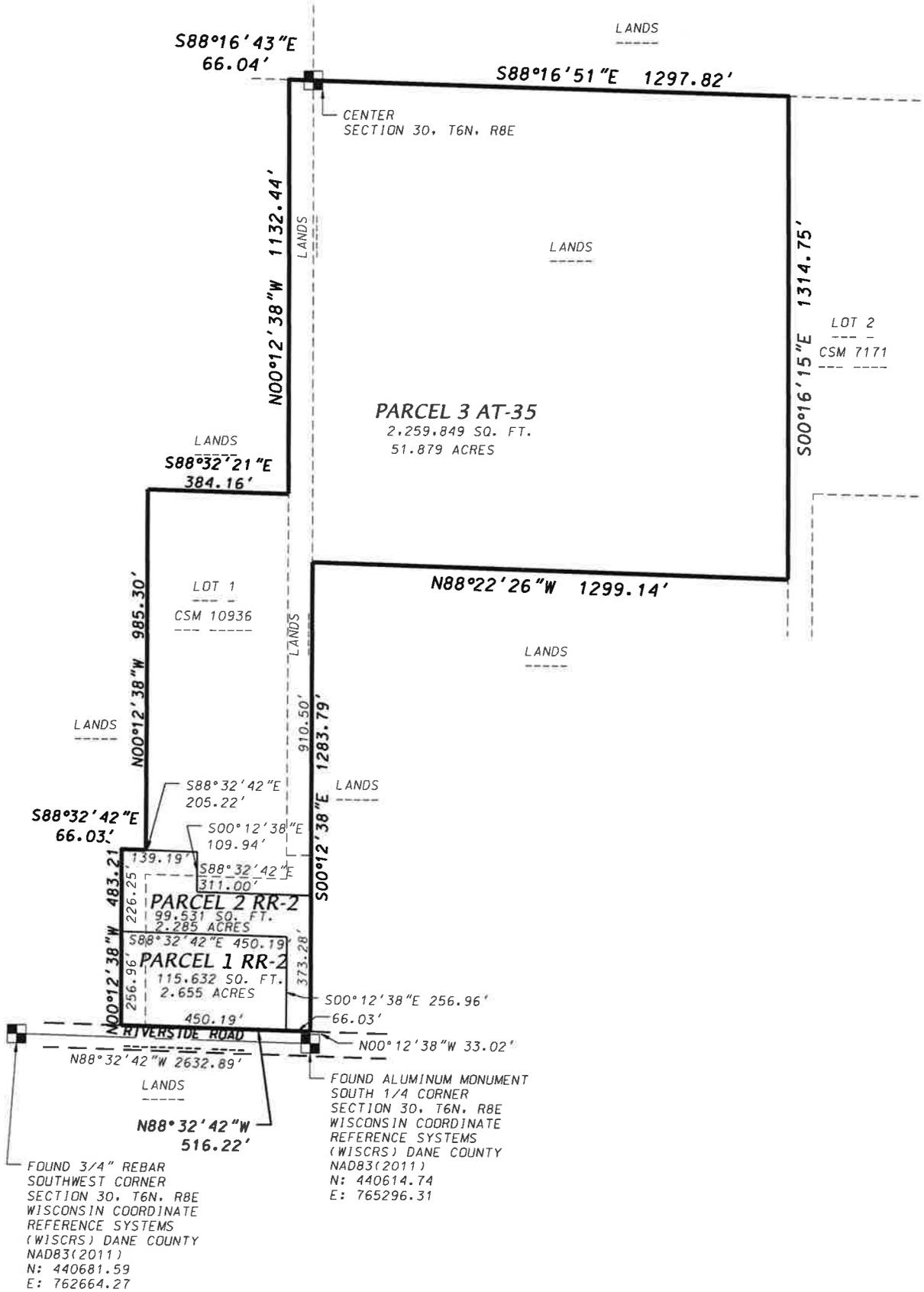
RESOURCE PROTECTION: There are no mapped resource protection corridors on the property.

STAFF: Recommend approval with no conditions.

TOWN: No town action as of May 15,2020.

Questions? Call Brian Standing, standing@countyofdane.com, 608-267-4115.

ZONING MAP



WISCONSIN COORDINATE
REFERENCE SYSTEMS
(WISCRS) DANE COUNTY
NAD83(2011)
THE SOUTH LINE OF THE
SW1/4 OF SECTION 30,
T6N, R8E BEARS
N88°32'42"W



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: March 19, 2020
FN: 19-07-122

TOWN OF VERONA

TO: Town Board of Supervisors

DATE: July 1, 2020

FROM: W. Christopher Barnes, Public Works Project Manager 

SUBJECT: 2020 Road Maintenance Project

ACTION RECOMMENDED that the Town Board:

- A. Approve a Work Directive to Scott Construction, Inc for the addition of Paulson Road to the 2020 seal coat contract in the approximate amount of \$12,102.85
- B. Approve asphalt patching repairs by Scott Construction, Inc. in the approximate amount of \$6,000 for Flint Lane.
- C. Approve a Work Directive to Payne and Dolan Inc. in the amount of \$13,431.25 for asphalt wedging and leveling repairs for the resurfacing of Cross Country Road

As part of the 2020 Road Maintenance Project, three roads were selected for chip seal improvements this year: Mid Town Road, Timber Lane, and Locust Drive. The 2020 town budget for road maintenance is \$319,983. As discussed at the April 14, 2020 Board meeting, if cost savings in the contract were achieved, then staff would recommend adding Paulson Road to the project. The project is currently approximately \$2,000 under budget. This action would allow for the completion of road maintenance in the northwest area of the town. The cost for this additional work is approximately \$12,102.85. If approved, approximately \$16,000 will still remain in the road construction capital outlay account.

Additionally, the road condition of Flint Lane has become so poor that cold patching methods by town staff are no longer cost effective. Staff has discussed performing remedial paving of sections of Flint lane to allow for snow and ice control. It is estimated that a total of \$6,000 will provide adequate repairs and will be funded by account balance in the Public Works Street Maintenance account.

Work on Cross Country Road will consist of asphalt base repairs, asphalt milling and hot mix asphalt resurfacing. During layout of the asphalt base repairs, staff and the contractor determined that it was unnecessary to excavate the earth subgrade and that many of the patch areas could be better addressed by an additional asphalt wedge application. A work directive is recommended to add asphalt wedging and leveling to

the project. Pay items for excavation and base repair materials items will be deleted by change order. The net result is that project cost is projected to remain unchanged. The Work is schedule to be completed by July 10, 2020.

Staff recommends that the Town Board approve the recommended action items and that town staff notify the contractors accordingly.

Attachments

Work Change Directive No. 1

Date of Issuance: July 7, 2020

Effective Date: July 8, 2020

Project: Town of Verona 2020 Roadway Maintenance Projects	Owner: Town of Verona	Owner's Contract No.:
Contract: Town of Verona - Town of Verona 2020 Roadway Maintenance Projects		Date of Contract: April 27, 2020
Contractor: Scott Construction, Inc.		Engineer's Project No.: 00376035

Contractor is directed to proceed promptly with the following change(s):

Item No.	Description
1	Add Project G Paulson Road Seal Coat to the Project excepting the Asphalt wedging and sign installation

Attachments (list documents supporting change):

Original Bid Summary

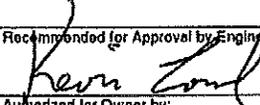
Purpose for Work Change Directive: Adding to the project a portion included in the bid and not awarded.

Authorization for Work described herein to proceed on the basis of Cost of the Work due to:

- Nonagreement on pricing of proposed change.
- Necessity to expedite Work described herein prior to agreeing to changes on Contract Price and Contract Time.

Estimated change in Contract Price and Contract Times:

Contract Price \$12,102.85 (increase) Contract Time 0 days (increase/decrease)

Recommended for Approval by Engineer: 	Date: 06/30/2020
Authorized for Owner by:	Date:
Received for Contractor by:	Date:
Received by Funding Agency (if applicable):	Date:

TOWN OF VERONA 2020 ROADWAY MAINTENANCE PROJECTS (#6821644)

Owner: Town of Verona

Solicitor: MSA Professional Services - Madison

03/13/2020 01:00 PM CDT

MSA Project #00376034

Section Title	Line Item Description	UoM	Quantity	Unit Price	Scott Construction, Inc Extension
PROJECT G: PAULSON ROAD					
	52 Mobilization/ Bonds/ Insurance	LS	1	\$620.00	\$620.00
	53 Traffic Control	LS	1	\$500.00	\$500.00
	54 Asphaltic Seal Coat	SY	6205	\$1.77	\$10,982.85
	55 Asphalt Wedging	TON	0	\$91.00	\$0.00
	56 Sign Installation	EA	0	\$125.00	\$0.00
	Total Project G Bid Items #52-#56				\$12,102.85

Work Change Directive No. 1

Date of Issuance: July 7, 2020

Effective Date: July 8, 2020

Project: Town of Verona 2020 Roadway Maintenance Projects	Owner: Town of Verona	Owner's Contract No.:
Contract: Town of Verona - Town of Verona 2020 Roadway Maintenance Projects		Date of Contract: April 27, 2020
Contractor: Payne & Dolan, Inc.		Engineer's Project No.: 00376035

Contractor is directed to proceed promptly with the following change(s):

Item No.	Description
1	Add asphalt wedging of traffic lanes to correct crown and cross slope drainage

Attachments (list documents supporting change):

Letter from Payne and Dolan dated June 17, 2020

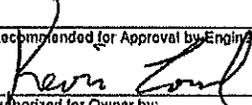
Purpose for Work Change Directive: Revising the plan to include wedging of traffic lanes

Authorization for Work described herein to proceed on the basis of Cost of the Work due to:

- Nonagreement on pricing of proposed change.
- Necessity to expedite Work described herein prior to agreeing to changes on Contract Price and Contract Time.

Estimated change in Contract Price and Contract Times:

Contract Price \$13,431.25 (increase) Contract Time 0 (increase/decrease)
days

Recommended for Approval by Engineer: 	Date: 06/30/2020
Authorized for Owner by:	Date:
Received for Contractor by:	Date:
Received by Funding Agency (if applicable):	Date:

Area Office
6295 Lacy Road
Fitchburg, WI 53593



Mitch Gallitz
Direct: 608-421-5145
Cell: 608-400-7154
mitchgallitz@payneanddolan.com

SUBMITTED TO:
T/O Verona

DATE: June 17, 2020
JOB NAME: T/O Verona
JOB LOCATION: T/O Verona
PLAN DATE:

Change Order #1

For furnishing the necessary labor, material and equipment to complete the following:

Base Proposal - Asphalt Paving Only:

Bid Item	Description	Bid Quantity	Unit	Bid Price	Bid Total
100	ASPHALT WEDGING 5LT 58-28 S	175.00	TN	\$ 76.75	\$ 13,431.25

Job Specific Notes:

- If provided, the fine grading alternate item includes fine grading of base course underlying asphalt roadway areas only. Quotation does not include: sawing, shaping aggregate shoulders, flumes, driveways, etc. unless noted otherwise. Work by others prior to fine grading mobilization includes: staking and layout, material installed to +/-0.1', watering/compaction, proof rolling, aggregate QMP testing, and all other engineer approvals required per contract. Fine grading shall be paid per the unit price as stated in quotation and mobilizations shall be paid per each as requested by Owner/Contractor.
- Unless stated otherwise, base proposal of quotation is contingent upon all items being contracted.
- Quotation does not include winter conditions related to crew or plant costs required for constructing work outside of conventional operating dates of May 1 to October 15.
- Quotation does not include the installation or removal of temporary asphalt ramps that may be required to accommodate phasing of traffic.
- Quotation does not include any inlet protection or erosion control.
- All bases or pavements constructed on wet, frozen or otherwise compromised subbase, or below freezing temperatures will be at the owner's direction and without warranty. If unstable subgrade or base course conditions are encountered during construction, the above pricing does not include the undercut or stabilization of the unstable material which must take place prior to completion of the asphalt paving.
- Lower layer pavements require 40 degrees or higher and surface pavements require 50 degrees or higher. Pavements placed in lower temperatures will be at the owner/contractors written direction and without warranty.

If you have any questions on this proposal, please call me at the contact information listed above.

Thank you!

IF THIS PROPOSAL IS NOT ACCEPTED AND RETURNED WITHIN **10 DAYS** FROM THE DATE OF THIS PROPOSAL OR IF THE WORK IS NOT COMPLETED BY **AUGUST 28, 2020**, PAYNE & DOLAN, INC. RESERVES THE RIGHT TO WITHDRAW THE PROPOSAL OR MODIFY THE TERMS OF THE PROPOSAL/CONTRACT.

STANDARD TERMS AND CONDITIONS

Changed Conditions: Any changed condition of the job specifications involving extra costs will be performed only upon submission of a written change order, and Owner/Contractor will be required to pay to Payne & Dolan, Inc. an extra charge over and above the original contract price for performance of the requested change order.

Subgrade/Aggregate Base: The Owner/Contractor is responsible to furnish Payne & Dolan, Inc. a suitable subgrade/aggregate base having the ability to support the maximum axle loads transmitted from the heaviest construction and/or vehicle traffic anticipated as not to cause any deformation to the subgrade/aggregate base. All subgrade must be rough graded by Owner/Contractor to within $\pm 0.1'$ of the proposed plan subgrade elevations.

Cold Weather Paving: Per section 450.3.2.1.1 and 450.3.2.1.2 in the Wisconsin DOT Standard Specifications, if Payne & Dolan, Inc. is directed to place any asphaltic mixtures outside of WDOT specified date range, Payne & Dolan, Inc., will not be responsible for damage or defects attributed to temperature or other weather conditions. Replacement or repairs will be done on a time and material basis.

Liquidated Damages: It is understood and agreed that the Owner/Contractor will not assess liquidated damages against Payne & Dolan, Inc. prior to meeting with and providing Payne & Dolan, Inc. with documentation demonstrating that Payne & Dolan, Inc. failed to complete their portion of work within the time agreed upon in the contract or within such extra time as may have been allowed by extensions. Any arbitrary assessment will be subject to a 1.5% per month service charge.

Insurance/Indemnification: This Quotation is contingent upon the express agreement that indemnification, defense, additional insured status and waivers of subrogation, if required by the Owner/Contractor, shall be provided by Payne & Dolan, Inc., but only to the extent of Payne & Dolan, Inc.'s negligent acts or omissions in the performance of its work. Owner/Contractor to carry any necessary property insurance on the Work. Payne & Dolan, Inc.'s workers are fully covered by Workers' Compensation Insurance. Payne & Dolan, Inc. will meet insurance limits of liability by using a combination of primary insurance policies and umbrella/excess policies.

Incorporation: If any other agreement is entered into between the parties, the terms of this agreement shall be incorporated into any such agreement and shall supersede any conflicting terms contained therein.

Preliminary Progress Report

Ad Hoc Committee to Study the Impact of Growth in the Town of Verona

Introduction

The Ad Hoc Committee was formed with citizens from every corner of the township in the fall of 2019 to offer a constructive assessment of development and to make recommendations to best prepare the Town for the future. At the Town's Annual Meeting on April 16, 2019, Chair Mark Geller and Town of Verona supervisors and citizens welcomed the idea of forming an Ad Hoc Committee to help study and make recommendations for smart growth in the Township. The Town of Verona board approved the formation of the Ad Hoc Committee at its July 2, 2019 meeting.

In addition to looking at the limitations placed on the Town of Verona by neighboring municipalities through extraterritorial jurisdiction and the pressures caused by development in Madison, Middleton, Verona, and Fitchburg, the Ad Hoc Committee is considering the alignment of growth relative to the Town's recently completed Comprehensive Plan and attempting to look forward for the next 20 years. The Comprehensive Plan sets forward desired goals, such as encouraging landowners "to protect, preserve, and enhance the Town's natural resources" and to encourage "proposed dwelling(s) to be placed so as to minimize impacts on neighboring agricultural uses, minimize disruption of existing natural features, and prevent visual predominance over the surrounding landscape."

Background

The Town is experiencing an enormous increase in the rate of development. From 2004 – 2015, an average of 4.5 new homes were built per year. In 2017, one home was built. From 2016 to early 2020, six new subdivisions have been proposed and approved (four were approved prior to the passing of the Comprehensive Plan). Together, these six developments will add 120 new homes, wells, and septic systems. Also, parcels splits continue: In 2017 there were 10 new residential lots created by parcel splits; in 2018-19 another 6. The percentage growth rate is 2,566 % – a dramatic increase that puts pressure on the Town's limited staff resources and upon the time of elected representatives and the volunteer members of the Standing Committees.

Ad Hoc Committee Description

- The committee will provide the Town Board with quantitative and qualitative data on the effects of growth in the township, including the impact on town services, roads, finances, natural resources, and quality of life.
- The committee will link the work of all the Town's existing committees, collecting and integrating data. The data is intended to assist the Town Board in formulating policies, ordinances, and budgets, and in communicating with Town residents and neighboring communities.
- The goal of the ad hoc committee will be to provide the Town Board with impartial, integrated, and well researched reports that will help the town anticipate and address the impacts of development on its citizens. This requires meeting its financial responsibilities as well as citizens' vision for preserving the rural character of the Town.

Ad Hoc Committee Membership

<p>Mark Geller Chair, Town of Verona Chair, Ad Hoc Committee Country View Road</p> <p>Liaison to Senior Services Committee</p>	<p>Rosemary Bodolay Vice-Chair Sunset Drive</p> <p>Liaison to Ordinance Committee</p>
<p>Susan Pigorsch Vice-Chair Sunset Drive</p> <p>Liaison to Finance Committee</p>	<p>Dave Combs. Former Chair, Town of Verona Valley Road</p>
<p>R. Bruce Allison Former Plan Commission member Former Chair, Open Space and Parks Committee, Town of Verona Sugar River Rd.</p>	<p>Holly Dowling Goose Lake Dr.</p> <p>Liaison to Plan Commission</p>
<p>Jack Ferreri Timber Lane</p> <p>Liaison to Public Works Committee</p>	<p>Jo Tucker Shady Oak Lane</p> <p>Liaison to NRAC Committee</p>

Process

The Ad Hoc Committee conducted several meetings in the fall of 2019 including sessions on Town growth and policies with former Town Administrator Amanda Arnold. Individual committee members were designated to serve as liaison with Town Standing Committees to better understand current efforts and topics of concern. Subcommittees were formed to study current and proposed subdivisions to better assess success and needed areas of improvement. This preliminary progress report highlights the those studies and findings to date, organized by both quantitative and qualitative metrics. A full report is expected to be completed in the fall of 2020.

The overall methodology has been to:

- discuss issues relative to development, annexation, and extraterritorial jurisdiction
- review the Town's Comprehensive Land Use Plan, including maps and the resident survey
- review the Land Use Plans of some neighboring Towns (e.g., Springdale, Dunn, Montrose)
- review many applicable Town ordinances and County regulations
- review publications about issues of growth in rural areas
- review the plans and available documents for six recently approved or proposed Town subdivisions and visit each site;
- summarize findings and recommendations

We note our findings and recommendations represent a combination of approaches the Committee believes will help plan and manage future development while maintaining the Town's resources, character, and financial viability for current and future generations. Some items may be straightforward and easily achieved; others may become part of a longer-term strategy; others may be feasible if changes are made to existing regulations, ordinances, or policies.

Attachment A – Summary of Subdivision / Condo Review for Deer Haven, Driftless Ridge, Fox Hill, Prairie Circle Extension, Twin Rock, and Woods at Watch Hill.

Committee reviewers visited each of the current and proposed developments, and reviewed available documents and development plats. Then, each reviewer entered basic information assessments into an Excel spreadsheet. The specific areas of assessment include roads, traffic, safety, and natural resources to storm water issues and ongoing public works costs.

Attachment A –Notes Sheet

Please refer to this sheet for additional notes regarding the subdivision reviews. Reviewer comments footnoted in the assessments are shown in greater detail.

Attachment B – Preliminary Progress Report

Committee members made a list of questions and recommendations for further review during the subdivision review process.

PRELIMINARY REPORT

Summary of Subdivision / Condo Review Sheets for Deer Haven, Driftless Ridge, Fox Hill, Prairie Circle Extension, Twin Rock, Woods at Watch Hill.
 Prepared by Town of Verona Ad Hoc Committee
 Spring 2020

Review Questions	Overall Response Y or N	Reviewer Responses by Individual Development					
		Deer Haven (C)	Driftless Ridge (C)	Fox Hill (C)	Prairie Circle (H)	Twin Rock (H)	Woods at Watch Hill (C)
Roads:							
Will the Town bear any responsibility for road upkeep within the subdivision?	N	N ¹	N	N	Y	Y ²	N
Does the developer bear any responsibility for construction traffic wear on Town roads?	N	N ³	N	N	N	N	N
Do development plans/agreements compensate Town for reduced life of Town roads?	N	N	N	N	N	N	N
Are there other transportation routes associated with the development's roads (e.g., bike routes, hiker routes; see bike maps, etc.)	Y	Y	N	Y	Y	Y	N
Traffic/Safety:							
Are development roads designed in accordance with Town/County standards?	Y	N ⁴	Y	Y	Y	Y	Y
Are any new intersections with Town roads designed in accordance with Town/County standards?	Y	N ⁴	Y	Y	Y	Y	Y
Natural resources:							
Does there seem to be an efficient use of land resources?	Split	N ^{5a}	Y ^{5b}	N ^{5a}	Y ^{5b}	N ^{5a}	Y ^{5b}
Are natural and scenic areas preserved/enhanced?	Y	N ^{5a}	Y	N	Y	Y	Y
Is the development pedestrian and bike friendly?	Y	Y	Y	N	Y	N	Y
Is the Ice Age Trail Corridor on or near the development?	Split	Y	Y	N	N	N	Y

Review Questions	Overall Response Y or N	Comments
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Reviewer Responses by Individual Development						
Deer Haven (C)	Driftless Ridge (C)	Fox Hill (C)	Prairie Circle (H)	Twin Rock (H)	Woods at Watch Hill (C)	

Sight line preservation / Viewshed: Was a line-of-sight or viewshed analysis performed, showing the new construction in relation to the surrounding area? (Viewshed Analysis helps users estimate the visibility of objects or areas from different points of view.)	N		N	N	N	N	N	N
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Ongoing public works costs: Do the plans and development documents address ongoing/future public works costs?	N ⁷		N ⁶	N	N	N	TBD	N
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Stormwater: Is post-development infiltration volume at least 90 percent of pre-development infiltration volume?	Y ^{8,9}		Y	report not available	Y	Y	TBD	Y
Will post-development TSS leaving the site be reduced by at least 80 percent?	Y		Y	report not available	Y	Y	TBD	Y
Are post-development peak runoff rates equal to pre-development rates for storms up to 100 yr frequency?	Y		Y	report not available	Y	Y	TBD	Y
Are any practices such as rain catchments, pervious pavers, etc. required for individual homes?	N		N	report not available	N	N	N	N
Is a portion of the development in the 100-yr floodplain. If so, what percentage (estimate)?	split		N	report not available	Y	Y	Y	N
What waterway does released stormwater flow into?			Sugar River	Sugar River	Sugar River	Sugar River	Sugar River	Sugar River

Noise and light pollution: Are exterior lights for individual homes, and street lighting, in accordance with the Town Dark Sky Ordinance?	Y ¹⁰		Y	Y	Y	Y	TBD	Y
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Review Questions	Overall Response Y or N	Comments
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Reviewer Responses by Individual Development

	Deer Haven (C)	Driftless Ridge (C)	Fox Hill (C)	Prairie Circle (H)	Twin Rock (H)	Woods at Watch Hill (C)
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Habitat Loss:									
Was the pre-development land use agricultural?	split		N	Y	N	Y	Y	N	
Was the pre-development land use woods or prairie?	split		Woods	N	both	N	N	Y	
Was any land set aside in the development as parks/open space, bike or pedestrian use?	N		N ¹¹	wet pond	N	N	N	N	
Were endangered species, wetlands, invasives addressed in development plans?	N		N	N	N	N	TBD	N	
Loss of farmland and open space									
Was farmland lost for this development? If so, how much?	Y 105-120 ac		N ¹²	Y 22 ac	N	Y 25-40 ac	Y 58 ac	N	
Groundwater availability and quality									
How many new wells and septic systems will be required?	120		16	13	29	14	27	21	
Resident satisfaction/quality of life									
Subjectively, does this development align with Town of Verona citizen desires?	Split	Reviewer comments are of interest. See Note 13	N ¹³	Y	N ¹³	Y ¹³	N ¹³	Y	
Town funding/revenue									
Is there any discussion in the plans or development documents of Town revenue stream?	N		N	N	N	N	TBD	N	

(1) This was not meant to be a detailed design review by committee members - more a look to see if design documents reference County/State standards and give clear insight into design assumptions and methods.

Notes to Summary Sheet

- 1 Although the Town will not have permanent responsibility for road upkeep at Deer Haven, it is plowing the private road under contract to the developer. Has a cost analysis been conducted to determine what it actually costs the town to plow, considering staff, fuel, depreciation, etc? Also, the Declaration Exhibit E states that Deer Haven "retains the right to dedicate any roads in the Condominium to the applicable government jurisdiction." (*DH Declaration of Condominium, Exhibit E, Item 7 & Page 21, 10.2, (3)*)
- 2 It is unclear/unknown when the Town takes over the roads from the developer for Twin Rock. (no condo docs available)
- 3 Sunset Drive has huge potholes, possibly due to construction traffic; should the developer fund the repairs? And, who enforces the weight restriction on this road in the Spring?
- 4 DH: Although the road and intersection designs *may* be correct, we question whether the traffic sight line takes into account the bikers and hikers on Sunset Drive. Also, construction began prior to placement of the stop sign at the intersection, thereby violating the Development Agreement that the intersection shall not be opened until the private road is approved to Town standards. (*DH Development Agreement, section 2.1*)
- 5 Reviewers made numerous comments about land use and natural features; the comments on the "No" side were:
 - a (no) Deer Haven seems much like a Fitchburg subdivision, with homes in close proximity on cul de sacs, lots of pavement, and glacial kettles modified into bioretention basins.
Deer Haven has two "common areas" that attempt to preserve kettles, albeit altered into bioretention basins.

DH paved roads are adequate for residents to bike and walk; Town residents are excluded.
Fox Hill is laid out like a standard city subdivision, but on larger lots.
Fox Hill does not maximize open space, and has no parkland or conservation areas.
Each Fox Hill owner is allowed to clear 60% of the lot, potentially leaving only 1/2 acre of wooded/natural area per lot.
FH paved roads are adequate for residents to bike and walk; Town residents are excluded.
Twin Rock has no open spaces or recreation areas for the residents. No walking paths in prairie.
TR has negotiated that all outlots are private; no use by other Town residents.
TR has no sidewalk, no bike paths.
 - b (yes) Driftless Ridge has elaborate landscaping guidelines.
DR has an Ice Age Trail easement in effect.
Prairie Circle extension has 2-3.4 acre lots, consistent with existing homes on circle.
PC Ext. is currently farm fields. No discussion yet of open space/preservation.
Woods at Watch Hill will have attractive homes, lots of untouched trees, beautiful vistas from homes.
- 6 DH developer agrees to fix private road defects for one year (assume this is one year after build-out).
- 7 DH Deed Restriction Petition, pg 2 states owners may petition to amend or terminate restrictions: what does this mean? Concern is that this is a loophole that will burden Town at some point.
- 8 Condo documents place responsibility for monitoring storm water system on Condo Association. No submittals are required. (*Deer Haven SWMP Report, pg 286*)
- 9 Rainfall rates used in design of stormwater systems (per state law) are 1981 rates. These are out of date.
- 10 The Town Dark Sky Ordinance allows a non-compliant owner 6 months to fix the problem, which seems a long time.
- 11 DH "Common areas" are actually retention basins for stormwater. Ice Age Trail has easement through area. (DH Exhibit D & Exhibit 2)
- 12 Between roads and utility corridors, much carbon-sequestering timber was removed.
- 13 Reviewer Comments regarding "Resident Satisfaction/Quality of Life - Does this development align with Town of Verona citizen desires?"

Deer Haven: This development is plunked down in a remarkable part of the Town of Verona. A Condo "Architectural Committee" determines if the homes are fitting to the condo association. A lack of varied setbacks means that Deer Haven could be an extension of Seminole Hills in Fitchburg. No rural character at all.

Fox Hill: Debatable whether this type of developments meets citizen desires for rural character and agricultural continuity.

Prairie Circle: Lots are large and buildings will be constructed in an existing subdivision. A large and active farm is within view of the subdivision and Goodman Pool with a farm like structure at the entrance is just down the road across the street.

Twin Rocks: The town has a desire for homes on minimum 2-acre lots, to contribute to 'rural character;' in the Resident Survey 83% said rural character is #1 or #2 in importance, 52/65 responses encourage environmental/wildlife preservation; 51/62 say preserve large wooded areas; only 3 of the 27 lots are 2 acres or more. Also, according to Dane County ordinance (75.11): "The subdivider shall designate on every new preliminary plat of a residential subdivision, an area of land suitable for park or playground purposes, and shall dedicate said land to the public where the town agrees to accept the land. The amount of land to be provided shall be at least 1,750 square feet of land for each proposed residential dwelling unit." There is no set aside in Twin Rocks - if followed, there would be 18.63 acres of open space; wetland can't count. The Town petitioned Dane County to not have this happen here. (*Dane County Planning & Development -Land Division Review, minutes 12/17/2019*)

General Notes and Observations:

Whether development uses natural resources efficiently may be quantifiable with appropriate tools, but for the Committee it was somewhat difficult and subjective. Views on efficient land use differ; also personal views on acceptable conservation and preservation strategies may differ. If the Ad Hoc Committee has difficulty with this evaluation, do developers, Planning Committee Members, and public have it also? The public responses to survey would indicate public is fairly strong on conservation/preservation of rural character, and perhaps desires rigorous limits on development. How can this be clarified and made policy?

Attachment B

Preliminary Progress Report - Recommendations

STORM WATER

- 1) To ensure that storm water management systems operate as designed, the systems must be inspected annually (a form can be designed for this or required from the SWMP preparer) and the inspection reports submitted to the Town by a certain date each year. The developer or condo association should provide funding for the Town's administrative costs to oversee this process and for the annual inspections.
- 2) To help mediate potentially damaging storm water, the Town should state that it will look favorably on the use of rain retention gardens by homeowners in new developments.
- 3) The Town should designate personnel to monitor landowners, assuring that they take all commercially reasonable steps to limit damage and change to topographical features, geographical formations, and vegetation (including native species planted in bioretention basins) in new developments, including performing maintenance repair of storm water facilities.
- 4) The Town should consider implementation of a storm water ordinance that reflects newer science than the state regulations, since the new development will affect the Town for a long time to come.
- 5) The Town should make it policy to not allow developers to reduce lot sizes because they are addressing storm water issues. These costs are inherent with every development.

DESIGN SPECS

- 1) Require sight line preservation/viewshed for each development.
 - For example, use GIS to view development internally and from adjacent areas and elevations to determine how it will look and aesthetic impact on the community.
 - Homes on lots overlooking a glacial valley are great for homeowners but have an aesthetic impact on the community and a potential cost to the rural landscape.
- 2) Developers should be required to put a Town representative on the committee that reviews its developments and architecture, especially for landscape plans, natural resources review, and preservation of natural areas. This should include set-backs, placement of housing, and tree planting.
- 3) When an owner applies for a subdivision, require a plan for current and future development at the same time, declaring development land with its higher tax base for whole property. This is to avoid piecemeal development on that owner's parcel.
- 4) In areas where density is greatly increasing, such as the Mid Town Rd/northwest area of Town, require engineer reports to plan for future conversion to municipal water and sewer (easements).
- 5) Encourage the Plan Commission to develop and implement infill strategies that increase density where development is already established, such as along Nesbitt Road.
- 6) Recommend tightening the rules in Dark Sky Ordinance. Non-compliant owners should resolve issues in weeks, not 6 months as currently stated. (e.g., turn off non-compliant light fixture until replaced)

OPEN SPACE

- 1) All subdivisions (condo plat, conventional, or conservation) should be required to set aside parkland/playground/open space as required by Dane County subdivision ordinance (1750 sq. ft. per each proposed residential dwelling unit). *City of Verona uses 1800 sq. ft. /dwelling. If the Town does not have

funds to maintain the space, it should require developers and condo associations to pay for maintenance with an upfront fee.

2) Define when unbuildable lands can be considered by developers as “park” or open space.

3) Use subdivision land control to require and promote trails, hiking and biking paths, and dedicated park space. Town should take a twenty-year view of developments: How will future residents be rewarded by the Town board’s good judgement and planning?

TRAFFIC / SAFETY

1) Prior to beginning construction on homes, developer must install all required traffic signage and have written compliance approval by Town’s Public Works representative. These may include stop signs at intersections, speed limit, dangerous curves, and street names.

2) Require traffic studies conducted according to guidelines that the Town defines - paid for by the developer, that meet a higher standard than current practice (which has been at the sole discretion of the developer).

- Based on unbiased traffic study, developer to consider Dane County bicycle routes and subdivision’s impact.
- Encourage connection to established routes. If possible, set aside easement to established bike paths. Could do the same to hiking/walking routes, e.g., Ice Age Trail.

3) Incorporate Dane County bike route map in the developer review.

4) This assessment must include bicycle traffic and hiking during peak recreational hours/days/dates.

5) Developers provide a traffic study (or use standard numbers i.e., 10 trips/unit/day) to determine the impact a development will have on municipality costs for road repair and other services.

NATURAL RESOURCES

1) Consider creating a set of mandatory or suggested best-practices toward more comprehensive natural resource practices. The principles applicable to a development’s approach to sustainably working with natural resources and preserving/conserving the rural scenery and character, seem to be ambiguous and/or subjective. The NRAC Committee would be an ideal existing entity for this task, to both create the policy and monitor it.

2) Recommend the Town place more specificity in its development guidelines and plan requirements. A method should be devised to monitor and enforce such guidelines to deal with endangered species, invasive species, parks and open space, habitat restoration, etc.

3) Consider requiring a calculation of loss of timber, and plan for mitigation.

4) Ice Age Trail references: Clear maps should be submitted *prior to approval* outlining common areas and public access.

5) The Town should have a mechanism for staff to check in on developments and make sure provisions to protect healthy trees, geography/topography, endangered species are being followed.

6) Create a definable strategy of staged, intentional development with specified verifiable policy end goals to preserve what is best for the future of the Town and for generations to come, and not just taxable units.

FINANCIAL IMPACTS

- 1) Consider increasing developer escrow accounts to cover additional items such as the first year or two of storm water system inspections, road repairs for damage due to construction traffic, etc.
- 2) Review all language potentially transferring legal and financial burdens to Town, such as those regarding petitions to “terminate restrictions” or to dedicate road to government jurisdictions. These have the potential to create unplanned liability and cost for the Town.
 - No development agreement should put the Town at risk for accepting roads/road repair. This should be a town initiative.
 - Developer agreements should state that the Town will not accept private roads unless, by a public meeting/town vote, it is shown that the Town will benefit by the acceptance of such road and will not be responsible unduly for the costs of repair.
- 3) Escrow Deposit. Require cash, not just a line of credit, or, double the escrow limit if it's a line of credit.
- 4) For condos: If the Town is going to provide contract snow plowing services, conduct a cost analysis to confirm the Town has accounted for all costs in the fee it charges (staff, fuel, equipment, depreciation). Also, confirm whether the Town incurs any legal liabilities providing these services, and whether there are any insurance constraints/issues.
- 5) Town should conduct financial analysis of Town staff/resources. Compare 5 years ago with today. Compare how much different developers paid in total for staff time. Require staff to record their time working on development issues starting June 1, to aid in future analysis and accurate reimbursements to the Town for expending staff resources on developer projects.

GOVERNANCE

- 1) Create a clear conflict-of-interest policy that Town supervisors and employees cannot have business dealings with developers or their agents who have been involved in developments in the Town (in the previous 5 years?). Consider creating an ordinance for same.
- 2) Create new development submittal check list, incorporating recommendations above.