

Town of Verona Plan Commission Meeting Minutes

Thursday, October 27, 2022 6:30pm

Town Hall Community Room

7559 County Highway PD, Verona WI

Members Present: Mark Geller, Lori Lukens, Tom Mathies, Haley Saalsaa-Miller

Staff: Sarah Gaskell, Administrator

Applicants: Mike and Katie Thompson, Doug Sommerfeld

1. Call to Order/Approval of Meeting Agenda – Geller called the meeting to order at 6:30 pm.
Motion to approve the agenda by Lukens, second by Mathies. Motion carried by voice vote.
2. Public Comment – none
3. Approval of Minutes from August 18th, 2022 – Motion to approve by Lukens, second by Mathies.
Motion carried by voice vote.
4. Discussion and Possible Action: CUP Application 2022-02 for a Limited Family Business to be located at 6538 Shady Bend Road, Verona WI 53593
 - a. David Scidmore, 6485 Shady Bend Road – concerns about environmental stress
 - b. Julie and Bill Pailing, 6429 Shady Bend Road – concerned about increased noise and traffic
 - c. Janet Nodorft, 6415 Shady Bend Road – 30-year resident; concerned about property tax values, wildlife impact, noise
 - d. Commissioner discussion
 - Ancillary use definition is confusing
 - Applicant has not provided evidence that they are meeting the conditions
 - Increased noise is a concern
 - RR2 would allow for 100 chickens which would be very noisy
 - Applicants have been very responsive to concerns and reduced number of client dogs to 5
 - e. Motion to recommend approval of CUP 2022-02 subject to the following conditions by Lukens, second by Miller:
 - The conditional use permit shall expire upon the sale of the property.
 - The use shall employ no more than one or one full-time equivalent, employee who is not a member of the family residing on the premises.
 - No more than 5 domestic pets being boarded shall be on the premises at one time.
 - Each animal shall be provided with adequate exercise space.
 - Each animal shall be provided with an indoor containment area.
 - No more than one (1) dog shall be outdoors at any one time, unless the dogs are from the same household. Dogs shall be monitored while outdoors.
 - Outdoor areas must be secured and maintained with fencing that effectively contains the dogs on the premises.
 - Animal waste shall be removed daily from the premises indoor and outdoor areas and placed in proper waste containers until further removed from the property by a waste management company.
 - The physical development and operation of the conditional use must conform, in all respects, to the approved site plan, operational plan and phasing plan.
 - New and existing buildings proposed to house a conditional use must be

constructed and maintained to meet the current requirements of the applicable sections of the Wisconsin Uniform Dwelling Code.

- The applicant shall apply for, receive and maintain all other legally required and applicable local, county, state and federal permits. Copies of approved permits or other evidence of compliance will be provided to the zoning administrator upon request.
- Any ongoing business operation must obtain and continue to meet all legally required and applicable local, county, state and federal licensing requirements. Copies of approved licenses or other evidence of compliance will be provided to the zoning administrator upon request.
- All vehicles and equipment must access the site only at approved locations identified in the site plan and operations plan.
- Off-street parking space for at least four vehicles must be provided, consistent with s. 10.102(8).
- If the Dane County Highway, Transportation and Public Works Department or the town engineer determine that road intersection improvements are necessary to safely accommodate the conditional use, the cost of such improvements shall be borne by the landowner. Costs borne by the landowner shall be proportional to the incremental increase in traffic associated with the proposed conditional use.
- The Zoning Administrator or designee may enter the premises of the operation in order to inspect those premises and to ascertain compliance with these conditions or to investigate an alleged violation. Zoning staff conducting inspections or investigations will comply with any applicable workplace safety rules or standards for the site.
- The owner must post, in a prominent public place and in a form approved by the zoning administrator, a placard with the approved Conditional Use Permit number, the nature of the operation, name and contact information for the operator, and contact information for the Dane County Zoning Division.
- The owner or operator must keep a copy of the conditional use permit, including the list of all conditions, on the site, available for inspection to the public during business hours.
- Failure to comply with any imposed conditions, or to pay reasonable county costs of investigation or enforcement of sustained violations, may be grounds for revocation of the conditional use permit. The holder of a conditional use permit shall be given a reasonable opportunity to correct any violations prior to revocation. If any use allowed by an approved conditional use permit is abandoned for one year or more, the associated conditional use permit shall be terminated. Future re-establishment of an abandoned conditional use shall require approval of a new conditional use permit.

The motion carried by a 3-1 vote with Mathies voting no.

5. Discussion and Possible Action: Land Use Application 2022-05 submitted by Doug Sommerfeld for a rezone for the 1.16-acre parcel 062/0608-161-9351-0 from LC to GC
 - a. Staff report presented
 - b. Commission discussion: items included notification to the neighboring properties and clarification around use.
 - c. Motion to recommend approval of the application by Mathies, second by Lukens with the following conditions:

i. Uses are deed restricted to include only the following:

- Contractor, landscaping or building trade operations
- Undeveloped natural resource and open space areas
- Office uses
- Indoor sales
- Indoor storage and repair
- Personal or professional service
- A Transportation, utility, communication or other use required by law
- Utility services associated with a permitted use

Motion carried by voice vote.

6. Presentation: City of Madison Shady Wood Neighborhood Development Plan – Jeff Greger, City of Madison Planning Department

7. Discussion and Possible Action: Dane County Zoning Opt-Out Process

a. Next steps

- i. Get feedback from Towns who have opted out
- ii. Review GEC zoning code
- iii. Ask GEC to attend a PC meeting/board meeting to introduce selves and service

8. Discussion and Possible Action: Land Division and Development Ordinance

a. Staff to present possible edits at next meeting

9. Other - none

10. Next Meeting: December 15th, 2022

11. Adjourn – 7:52 pm

Submitted by Sarah Gaskell, Town Planner/Administrator