



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 twithee@town.verona.wi.us or in writing to Town Board Chair, 7669 County Highway PD, Verona, WI, 53593.

- 1) Call to Order/Approval of the Agenda
- 2) Pledge of Allegiance
- 3) 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 may be read.
- 4) Approval of minutes from December 6 and 29, 2022
- 5) Committee Reports
 - A. Plan Commission
 1. Discussion and Possible Action: Land Use Application 2022-06 for CSM and rezone located at 7562 CTH PD, Verona WI 53593
 2. Discussion and Possible Action: Dane County Ordinance Amendment 2022 OA-044 regarding conditional use permit appeals
 3. Discussion and Possible Action: Town of Verona Land Division and Development Ordinance
 4. Discussion and Possible Action: Dane County Zoning Opt-Out Process
 - B. Public Works
 - C. Ordinance Committee
 - D. Financial Sustainability Committee
 - E. Natural and Recreational Areas Committee
 - F. EMS Commission
 - G. Senior Services Committee
 - H. Town Chair's Business
 - I. Supervisor Announcements
- 6) Staff Reports
 - A. Administrator/Planner Report
 - B. Public Works Director Report
 - C. Clerk/Treasurer Report
- 7) Old Business

8) New Business

- A. City of Verona road construction projects on CTH PD and Country View Road
- B. Discussion: Check Register Review

9) 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 twithee@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

Sent to VP: 12/22/2022

Amended: 1/2/2023



Town of Verona Strategic Planning Summary

Two strategic planning sessions held by the Town Board, committees, and commissions on November 11, 2017 and February 17th, 2018. The purpose of these sessions was to develop an updated vision statement and outline guiding principles for work going forward.

Town of Verona Vision Statement

To maintain the Town as an independent, financially sustainable, safe,
and healthy rural community

Guiding principles

- Create a welcoming and inclusive community
- Provide efficient services
- Be fiscally responsible
- Anticipate and plan for growth
- Protect and enhance cultural and natural resources
- Maintain open and transparent government
- Coordinate and collaborate with neighboring jurisdictions/key partners

Town of Verona
Town Board Meeting Minutes
Tuesday, December 6, 2022 – 6:30 pm

Town Board Members Present: Chair Geller, Mathies, Lonsdorf, Paul, and Duerst

Staff Present: Clerk/Treasurer Withee and Public Works Director Barnes

Applicants Present:

1. Call to Order/Approval of the Agenda – Chair Geller called the meeting to order at 6:32 pm. Motion by Duerst to approve the agenda, second by Lonsdorf. Motion carried by voice vote.
2. Pledge of Allegiance
3. Public Comment – no comments
4. Approval of minutes from November 1, 2022 – Motion by Mathies to approve the minutes from November 1, 2022, as amended, second by Paul. Motion carried by voice vote.
5. Committee Reports
 - A. Plan Commission – no meeting
 - B. Public Works – Duerst stated public works will be sending out road bids. Discussed Wesner Road and Country View Road. Epic may be annexing in Country View Road.
 - C. Ordinance Committee – no meeting
 - D. Financial Sustainability Committee – no meeting
 - E. Natural and Recreational Areas Committee – Bill Keen presented the updated 2023 goals. The consensus of the board is to approve the 2023 goals. Mathies would like to see a plan presented for the town prairie that incorporates the professional involvement. Mathies stated that the committee should continue to check in with the board throughout the year. Geller stated the committee will be assisting Gaskell with the update to the Parks and Open Space Plan.
 - F. EMS Commission – Lonsdorf stated that ambulance runs continue to increase. Labor arbitration was concluded but has not heard the results.
 - G. Senior Services Committee – Paul stated Director will work on getting data on town resident usage. Meals on wheels and case management numbers remain the same.
 - H. Town Chair’s Business – Discussion and possible action to appoint new Public Works Committee member to serve a term until 2024. Motion by Geller to approve Brent Lindal, second by Duerst. Geller stated that he will be meeting with the Chair of Springdale.
 - I. Supervisor Announcements – Duerst spoke with Ray Mauer and Sarah Schmidt about the expansion of County Road PD. There is a meeting next week hosted by the City of Verona for residents regarding the CTH PD expansion that will be held at town hall. Lonsdorf stated he attended the open house for the new business in Montrose that the

to which the town sold the reserve liquor license. He stated that it is a very nice establishment and the owner thanked the town for the sale of the license. He also attended a meeting and MMSD may lower the flow into Badger Mill Creek due to too much phosphorus in the water.

6. Staff Reports

Administrator/Planner Report was included in the packet

Public Works Director Report was included in the packet. Geller asked if the salt shed overhead door was fixed, Barnes stated that they did a good job. Barnes gave an update on the conversion from propane to natural gas.

Clerk/Treasurer Report was included in the packet

7. Old Business

8. New Business

- A. Discussion and Possible Action: Adoption of the Proposed Fitch-Rona EMS District 2023 Operating Budget. Motion by Mathies to approve adopt the Proposed Fitch-Rona EMS District 2023 Operating Budget, second by Lonsdorf. Discussion by board. Motion carried by voice vote.
 - B. Discussion and Possible Action: Approval of the 2023 MSA Engineering Services Contract. Motion by Geller to approve the 2023 MSA Engineering Services Contract, second by Duerst. Discussion by board. Motion carried by voice vote.
 - C. Discussion and Possible Action: Adoption of the Draft 2023 Budget. Motion by Lonsdorf to approve the adoption of the Draft 2023 budget, second by Duerst. Discussion by board. Motion carried by voice vote.
 - D. Discussion and Possible Action: Purchase of Zero-turn Lawn Maintenance Mower. Barnes presented the bids and memo. Staff recommends purchasing the Turf Tiger Two mower for \$15,100. Motion by Geller to approve the purchase of zero-turn lawn maintenance mower not to exceed \$15,100, second by Duerst. Discussion by board. Motion carried by voice vote.
 - E. Discussion and Possible Action: 2023 Draft Utility District Budget. Barnes presented the 2023 draft utility district budget. Discussion by board.
 - F. Discussion: Check Register Review. Discussion by board.
9. Motion by Lonsdorf to adjourn, second by Mathies, meeting adjourned without objection at 8:30 pm.

Prepared by Teresa Withee, Town Clerk

Approved:

Town of Verona
Special Town Board Meeting Minutes
Tuesday, December 27, 2022 – 6:30 pm

Town Board Members Present: Chair Geller, Lonsdorf, Paul, and Duerst

Town Board Members Absent: Mathies

Staff Present: Administrator/Planner Gaskell, Clerk/Treasurer Withee and Public Works Director Barnes

Applicants Present:

1. Call to Order/Approval of the Agenda – Chair Geller called the meeting to order at 6:30 pm. Motion by Duerst to approve the agenda, second by Paul. Motion carried by voice vote.
2. Approval of minutes from the 2021 Annual Public Hearing and Utility Commission minutes from November 17, 2021 – Motion by Lonsdorf to approve the minutes from November 17, 2021, second by Geller. Motion carried by voice vote.
3. Presentation of the 2023 Utility District Budget, by Director Barnes.
4. Public Hearing Regarding Proposed 2023 Utility District Budget - Public hearing opened at 6:49 pm motion by Duerst, second by Lonsdorf. Roll call vote – all ayes.
5. Close Public Hearing - Public Hearing closed at 6:50 pm by Duerst, second by Paul
6. Motion to approve the 2023 Utility District Budget: Motion by Duerst to approve the 2023 Utility District Budget, second by Lonsdorf. Motion carried by voice vote.
7. Discussion and Possible Action: 2022 Budget to Actual Review and Possible Budget Amendments, presented by Administrator Gaskell.
8. Motion to go into closed session per Wis. Stats. §19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the closed session is to discuss Staff performance evaluations and compensation. Motion by Duerst to enter closed session, seconded by Geller, Roll – Geller, Lonsdorf, Paul, Duerst; aye.
 - a. Motion to return to open session by Paul, second by Duerst; motion carried by voice vote.
 - b. Motion to approve items as discussed in closed session by Geller, second by Lonsdorf; motion carried by voice vote.
9. Motion by Duerst to adjourn, second by Paul, meeting adjourned without objection at 7:27 pm.

Prepared by Teresa Withee, Town Clerk

Approved:

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

DATE: January 3rd, 2023

RE: Administrator's Memo – January Town Board Meeting

Plan Commission

- 1) Discussion and Possible Action: Land Use Application 2022-06 for a CSM and rezone located at 7562 CTH PD, Verona WI 53593
The Plan Commission discussed this item at their monthly meeting in December. Discussion items buildings on site, plan for demo of the old house, shape of the lot. The Plan Commission recommended approval of the application with a voice vote
- 2) Discussion and Possible Action: Dane County Ordinance Amendment 2022 OA-044 regarding conditional use permit appeals
The Plan Commission discussed this item at their monthly meeting in December. Discussion items included purpose of the amendment and town input. The Plan Commission recommended approval of this application with a voice vote. Motion carried by voice vote.
- 3) Discussion and Possible Action: Land Division and Development Ordinance
The Plan Commission discussed this item at their monthly meeting in December. Discussion items included intent of the ordinance and the preference for eliminating traditional subdivision design as an option and increasing minimum lot sizes. This would require amending the ordinance but not repealing it. *Before adoption of a subdivision ordinance or any amendments thereto the governing body shall receive the recommendation of its planning agency and shall hold a public hearing thereon. Notice of the hearing shall be given by publication of a class 2 notice, under Ch. 985. Any ordinance adopted shall be published in form suitable for public distribution.* The Plan Commission will be reviewing edits at their January meeting with a Public Hearing planned for February 7th, 2022.
- 4) Discussion and Possible Action: Dane County Zoning Opt-Out Process
The Plan Commission discussed this item at their monthly meeting in December. Discussion items included review of the zoning code administered by GEC for the Towns of Springdale, Berry, Blue Mounds, Springfield, Sun Prairie and Westport; Fees; desire for input from Dane County Planning and Zoning Department staff. The discussion is ongoing.

2022-06

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. A pre-application meeting or initial review should be scheduled with Town Staff and/or Plan Commission Chair if you have any questions or concerns and to determine the fees associated with the application.

Proposed land use change for (property address/legal description): 7562 County Highway PD
(see attached CSM)

Please check all that apply:

- comprehensive plan amendment – please see specific submittal requirement
- rezone petition AT-35
 - current zoning category AT-35
 - new zoning category RR-2
- 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 Phone 608-279-7359

Address 7562 County Highway PD E-Mail schwenn1@tds.net

Applicant, if different from the property owner Nathan Lockwood

Applicant's Phone 608-206-6873 E-mail nlockwood@donofrio.cc

If the applicant is different from property owner, please sign below to allow the agent to act on behalf of property owner.

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

Diane Schwenn
Signature

11/15/2022
Date

Description of Land Use Change requested: (use reverse side if additional space is needed)

Create a smaller residential parcel, RR-2, for the existing home so that the remaining AT-35 agricultural land can be sold

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

Nathan Lockwood
Applicant Signature

11/15/2022
Date

Print Name Nathan Lockwood

RETURN COMPLETED APPLICATION TO MAP/PLAN AND ANY OTHER INFORMATION VIA EMAIL TO:

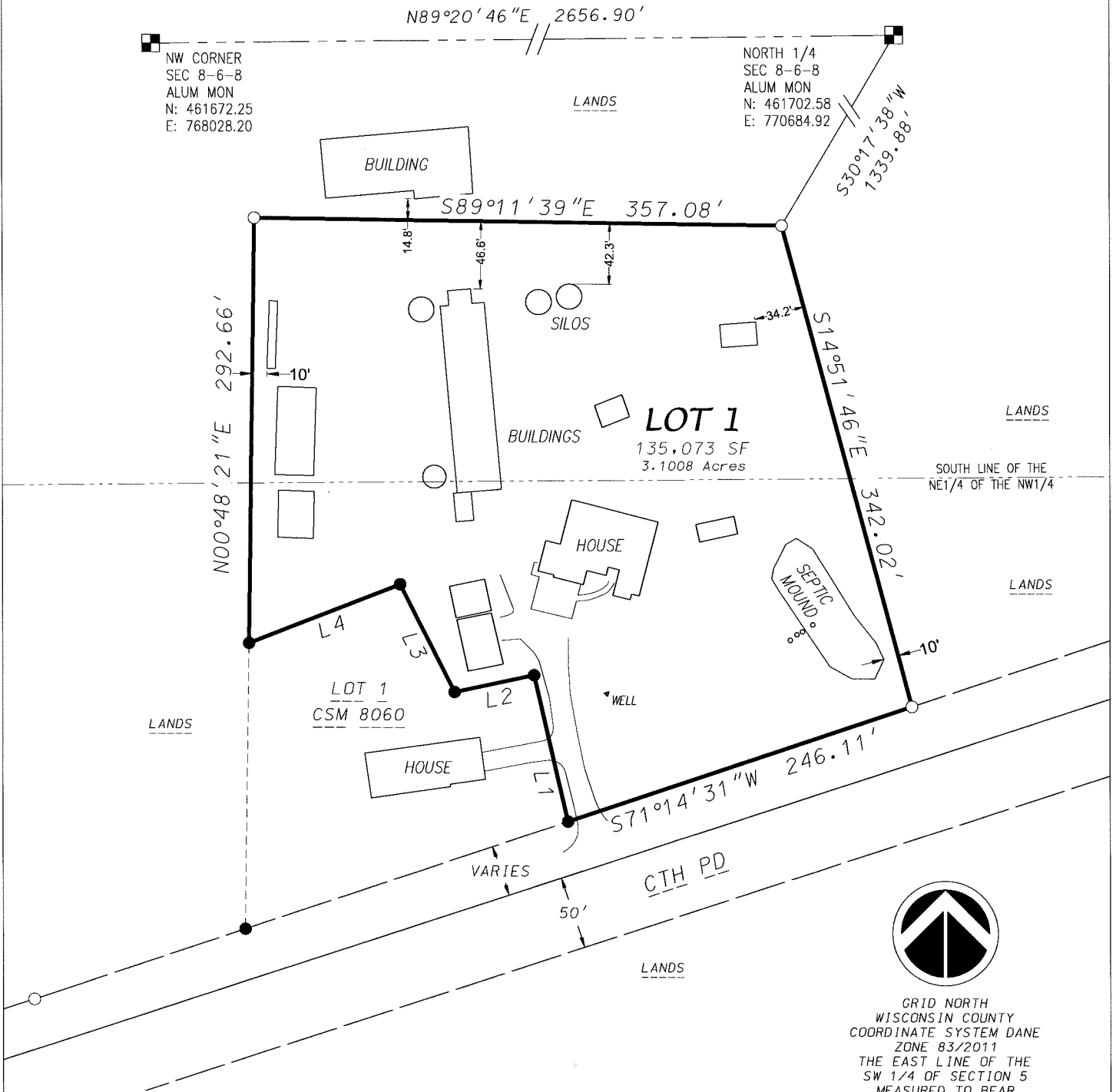
Sarah Gaskell, Administrator, Town of Verona
7669 County Highway PD, Verona, WI 53593
sgaskell@town.verona.wi.us
(608) 845-7187

OFFICE USE ONLY

Application # 2022-06
Fee \$650
Paid by D'Onofrio
Date 11.16.22 Check # 9404
Receipt # _____

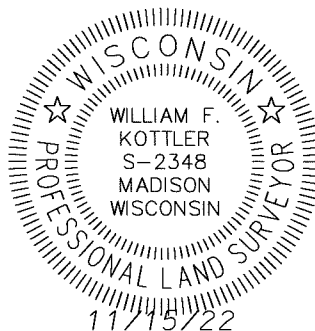
**PRELIMINARY
CERTIFIED SURVEY MAP**

PART OF THE NE 1/4 OF THE NW 1/4 AND PART OF THE SE 1/4 OF THE NW 1/4, SECTION 8;
TOWNSHIP 6 NORTH, RANGE 8 EAST, TOWN OF VERONA, DANE COUNTY, WISCONSIN

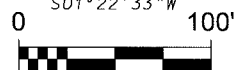


LINE TABLE

LINE#	DIRECTION	LENGTH	RECORDED AS DIRECTION	LENGTH
L1	N12°53'09"W	102.99'	N11°59'54"W	102.67'
L2	S77°42'38"W	55.01'	S78°39'30"W	54.97'
L3	N26°26'51"W	82.74'	N25°30'56"W	82.91'
L4	S68°19'06"W	110.07'	S69°10'36"W	110.00'



GRID NORTH
WISCONSIN COUNTY
COORDINATE SYSTEM DANE
ZONE 83/2011
THE EAST LINE OF THE
SW 1/4 OF SECTION 5
MEASURED TO BEAR
S01°22'33"W



LEGEND

- DANE COUNTY PLSS MONUMENT
- 3/4" REBAR FOUND
- 3/4"x18" REBAR@1.13#/LF SET
- ⊙ 1/4" REBAR FOUND
- ⊙ 1/4"x18" REBAR@3.65#/LF SET

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

OWNER/SUBDIVIDER:
SCHWENN REV LIVING TR,
MARVIN O & DIXIE L
7562 COUNTY HIGHWAY PD
VERONA, WI 53593

DATE: November 15, 2022

F.N.: 12-05-130

C.S.M. NO. _____

DOC. NO. _____

VOL. _____ SHEET _____

SHEET: 1 OF 3

Planning Report

Town of Verona

December 15th, 2022

7562 County Highway PD

062/0608-082-9502-0

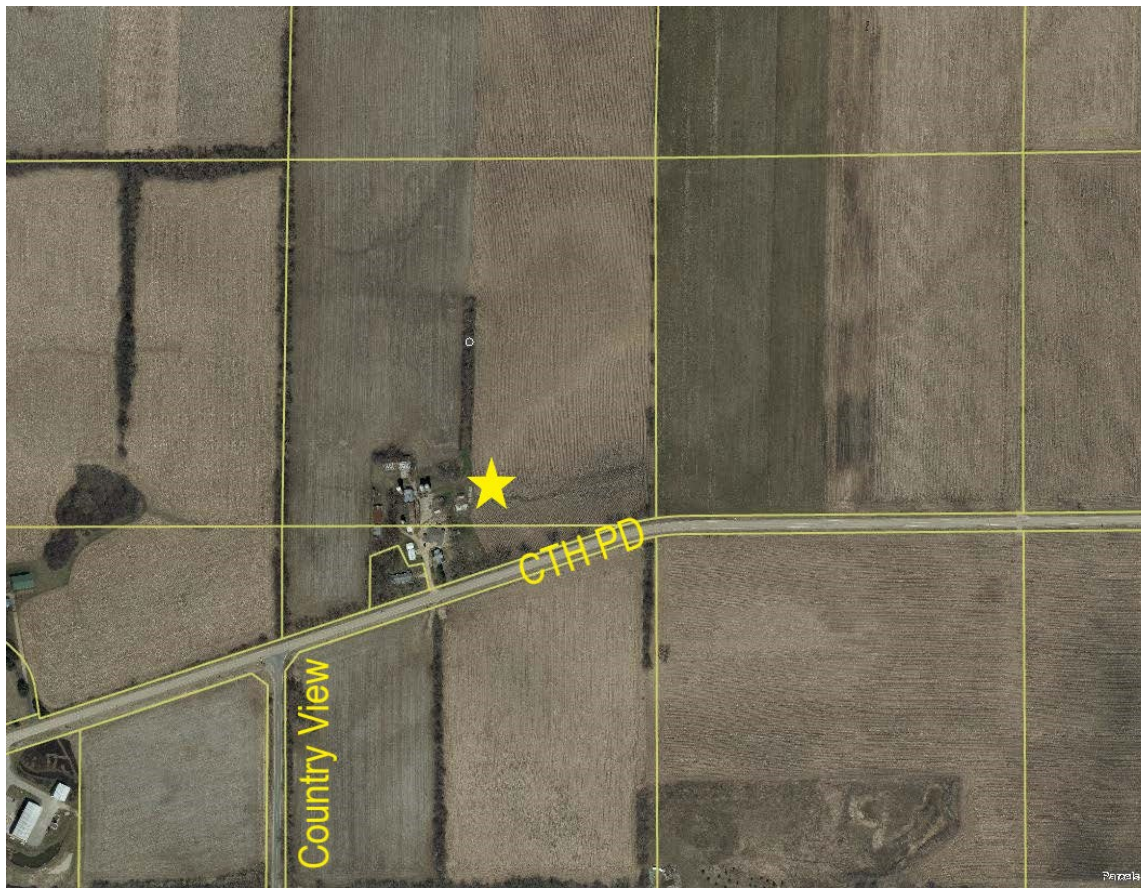
Summary: The property owner is applying for a CSM to create a 3.1-acre parcel and subsequent rezone from AT-35 to RR-2. The remainder of the parcel will remain in metes and bounds with no change to the zoning category.

Property Owner: Marvin and Dixie Schwenn Rev Living Trust

Property Address: 7562 CTH PD
Verona WI 53593

Applicant: Nathan Lockwood
D'Onofrio Kottke & Associates
7530 Westward Way
Madison WI 53717

Location Map



Comprehensive Plan Guidance:

Land is currently zoned AT-35 and is shown as Transitional Agriculture on the Future Land Use Map from the Comprehensive Plan. A rezone from At-35 to RR-2 would not significantly change the use of the parcel as the RR-2 designation would encompass the existing residence and accessory buildings. The remainder of the parcel would remain in metes and bounds. The rezone would allow the applicant to sell the larger portion of the parcel, separate from the residence.

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

Extra-territorial Review/Boundary Agreement Authority: Joint Committee provisions for review apply to “land remaining in the Town and located in Areas A, B, and D.” This parcel is in Area B and will be subject to review/approval of the JPC.

Surrounding Land Use and Zoning: The property is adjacent to one RR-2 parcel to the west and farm/agriculture uses on the north and east side. The parcel is currently farmed and no changes are expected in that use.

Site Features: None of significance.

Driveway Access: Access to the site is provide via existing driveway off of PD and will not change.

Staff Comments: Staff recommends approval of the rezone.



Dane County Planning & Development Zoning Division

TO: Town Clerks, Supervisors & Planning Commissioners

FROM: Hans Hilbert, Assistant Zoning Administrator

DATE: November 14, 2022

RE: **Ordinance Amendment 2022 OA-044 regarding conditional use permit appeals**

REC'D
NOV 17 2022
TOWN OF VERONA

Ordinance Amendment 2022 OA-044, regarding conditional use permit appeals has been introduced by the County Board. The Zoning & Land Regulation (ZLR) Committee will hold a public hearing on OA-044 on December 13, 2022 at 6:30 pm. Instructions for attending the hybrid meeting are included on the public notice.

As an amendment to Chapter 10, towns have the option to review and take action on the amendment. While town action is not required, if it is taken, it must be submitted within 30 days of the County public hearing to be counted. Any town action on OA-044 is due by January 12, 2023. Please direct any questions to Hans Hilbert at 608-266-4993, or hilbert.hans@countyofdane.com.

I. Summary

Based on input from the Board of Adjustment, Corporation Counsel, and the Dane County Towns Association, Dane County Planning and Development staff have prepared this ordinance amendment to provide for appeals of approvals or denials of conditional use permits to circuit court rather than the Board of Adjustment, and provide a certain time for commencement of a conditional use and correction of violations of conditions.

- A. Since 2016, the Board of Adjustment is responsible for hearing any appeal of the decision of the Zoning and Land Regulation Committee related to the approval or denial of a conditional use permit. In 2017 the Wisconsin Legislature adopted Act 67 providing that, *"If a county denies a person's conditional use permit application, the person may appeal the decision to the circuit court under the procedures contained in s. 59.694 (10)"*. This amendment allows appeals directly to circuit court as provided for by state law.
- B. Under the current ordinance, the recipient of a CUP is afforded a "reasonable opportunity" to correct violations of any condition of a CUP before the Zoning Committee may revoke the permit. This OA replaces "reasonable opportunity" with a defined 30 days.
- C. Prior to 2018, if a CUP was issued and the use was not instituted within the following year the permit became null and void. The comprehensive rewrite of Chapter 10 omitted this language. This amendment restores the expiration of conditional use permits that fail to be instituted within 1 year.

II. Timeline for town action

Town action on the proposed ordinance amendment must be provided to the County within 30 days of the County public hearing on the amendment. While it is good practice for towns to take action on text amendments to Chapter 10, it is not required.

Town officials, please review the enclosed ordinance amendment text and submit a Town Board action report by January 12, 2023. You may complete the enclosed form and submit it by mail or fax, or you may utilize the online reporting tool available on our website at <https://danecountyplanning.com/Town-Information-Page>.

Enclosures:

2022 OA-044 Public Notice

2022 OA-044 Ordinance Text

Town Board Action form

**NOTICE OF PUBLIC HEARING FOR
ORDINANCE AMENDMENT 2022-OA-044
BY THE DANE COUNTY ZONING AND LAND REGULATION COMMITTEE**

Notice is hereby given that the Dane County Zoning and Land Regulation Committee will hold a public hearing in Room 354 of the City-County Building, 210 Martin Luther King Jr, Blvd, Madison, Wisconsin on the item listed below, on Tuesday, December 13, 2022 at 6:30pm. This will be a hybrid meeting. Members of the public may attend the meeting either in person at the location listed above, OR virtually by phone or computer.

A virtual meeting will be held using the ZOOM meeting app. All persons wishing to speak on an agenda item must pre-register for the meeting at least one hour in advance of the meeting. Please call 608-266-4266 or contact us via email at plandev@countyofdane.com to obtain a registration slip. Any written testimony must be submitted within one week prior to the public hearing (December 6th) by emailing it to plandev@countyofdane.com. To attend the meeting by computer go to: <https://zoom.us/j/91599913650>. To attend the meeting by phone: Dial 1-888-788-0099 and enter Webinar ID: 915 9991 3650. If you would like to obtain more details regarding an agenda item, please call 608-266-4266. You may review the ordinance amendment text at: <https://dane.legistar.com/Legislation.aspx> and entering "2022-OA-044" in the legislative text box. Please contact Hans Hilbert at Hilbert.hans@countyofdane.com or (608)266-4993 with questions about the amendment or if you have difficulty accessing the text

1. 2022 OA-044. AMENDING CHAPTER 10 OF THE DANE COUNTY CODE OF ORDINANCES,
4 REGARDING CONDITIONAL USE PERMIT APPEALS

PUBLISHED: Wisconsin State Journal
November 29 & December 6, 2022
Zoning and Land Regulation Committee

2022 OA-044

AMENDING CHAPTER 10 OF THE DANE COUNTY CODE OF ORDINANCES,
REGARDING CONDITIONAL USE PERMIT APPEALS

The County Board of Supervisors of the County of Dane does ordain as follows:

ARTICLE 1. Unless otherwise expressly stated herein, all references to section and chapter numbers are to those of the Dane County Code of Ordinances.

ARTICLE 2. Section 10.101(7)(c)4. is amended to read as follows:

(7) Conditional Use Permits.

(c) Approval Process.

4. Appeals to ~~Board of Adjustment~~Circuit Court.

a. Any person aggrieved by the grant or denial of a conditional use permit may appeal the decision ~~of the town board or zoning committee to the Dane County Board of Adjustment~~ to the circuit court as authorized by Wis. Stat. s. 59.69(5e)(e) using the procedures contained in Wis. Stat. s. 59.694(10).

~~**b.** Aggrieved parties must file their appeal with the zoning administrator within 30 days of the final action.~~

ARTICLE 3. Section 10.101(7)(d)2.a.xiii. & xiv. are amended to read as follows:

(d) Conditions.

a. Standard conditions. The town board and zoning committee shall impose, at a minimum, the following conditions on any approved conditional use permit:

xiii. 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~~ 30 days from the date of a written notice of violation to correct any violations prior to revocation.

xiv. If any use allowed by an approved conditional use permit is not commenced within one year of issuance of the permit or 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.

ARTICLE 4. Section 10.200(2)(b)2. is amended to read as follows:

(2) Zoning Districts.

(b) In each zoning district, land uses are divided into permitted and conditional uses.

2. No land use listed as a conditional use in the applicable zoning district may take place until the town board and zoning committee approve a conditional use permit under s. 10.101(7), ~~or the board of adjustment overturns a denial of a conditional use permit under s. 10.101(7)(c)4.~~

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ARTICLE 5. Section 10.500(6)(b) is amended to read as follows:

(6) Board of Adjustment.

(b) Powers and Duties. The Board of Adjustment has the following specific powers and duties related to this ordinance, and other land use ordinances of Dane County.

~~1. Hearing and deciding appeals of conditional use permit decisions under s. 10.101(7)(c)4.~~

21. Hearing and deciding appeals of administrative decisions under s. 10.101(9) and Chapters 11, 14 and 17, Dane County Code.

32. Hearing and deciding variances under s. 10.101(10) and Chapters 11, 14 and 17, Dane County Code.

[EXPLANATION: This amendment provides for appeals of approvals or denials of conditional use permits to circuit court rather than the board of adjustment, and provides a certain time for commencement of a conditional use and correction of violations of conditions.]

TOWN BOARD ACTION REPORT
FOR CHAPTER 10 ORDINANCE AMENDMENT

REGARDING ORDINANCE AMENDMENT: #2022 OA-044

DANE COUNTY ZLR PUBLIC HEARING DATE: December 13, 2022

RETURN TO DANE COUNTY ZONING BY: January 12, 2023

PLEASE BE ADVISED: IF THIS ACTION REPORT IS NOT RETURNED TO THE DANE COUNTY ZONING OFFICE WITHIN THIRTY (30) DAYS OF THE ABOVE PUBLIC HEARING DATE YOUR ACTION REPORT WILL NOT BE CONSIDERED.

Whereas, the Town Board of the Town of _____, having considered said Ordinance Amendment, be it therefore resolved that said Ordinance Amendment is hereby (check one):

- APPROVED**
- DENIED**

PLANNING COMMISSION VOTE: _____ In Favor _____ Opposed

TOWN BOARD VOTE: _____ In Favor _____ Opposed

COMMENTS:

I, _____, as Town Clerk of the Town of _____ County of Dane, hereby certify that the above Ordinance Amendment was acted on in a lawful meeting of the Town Board on _____.

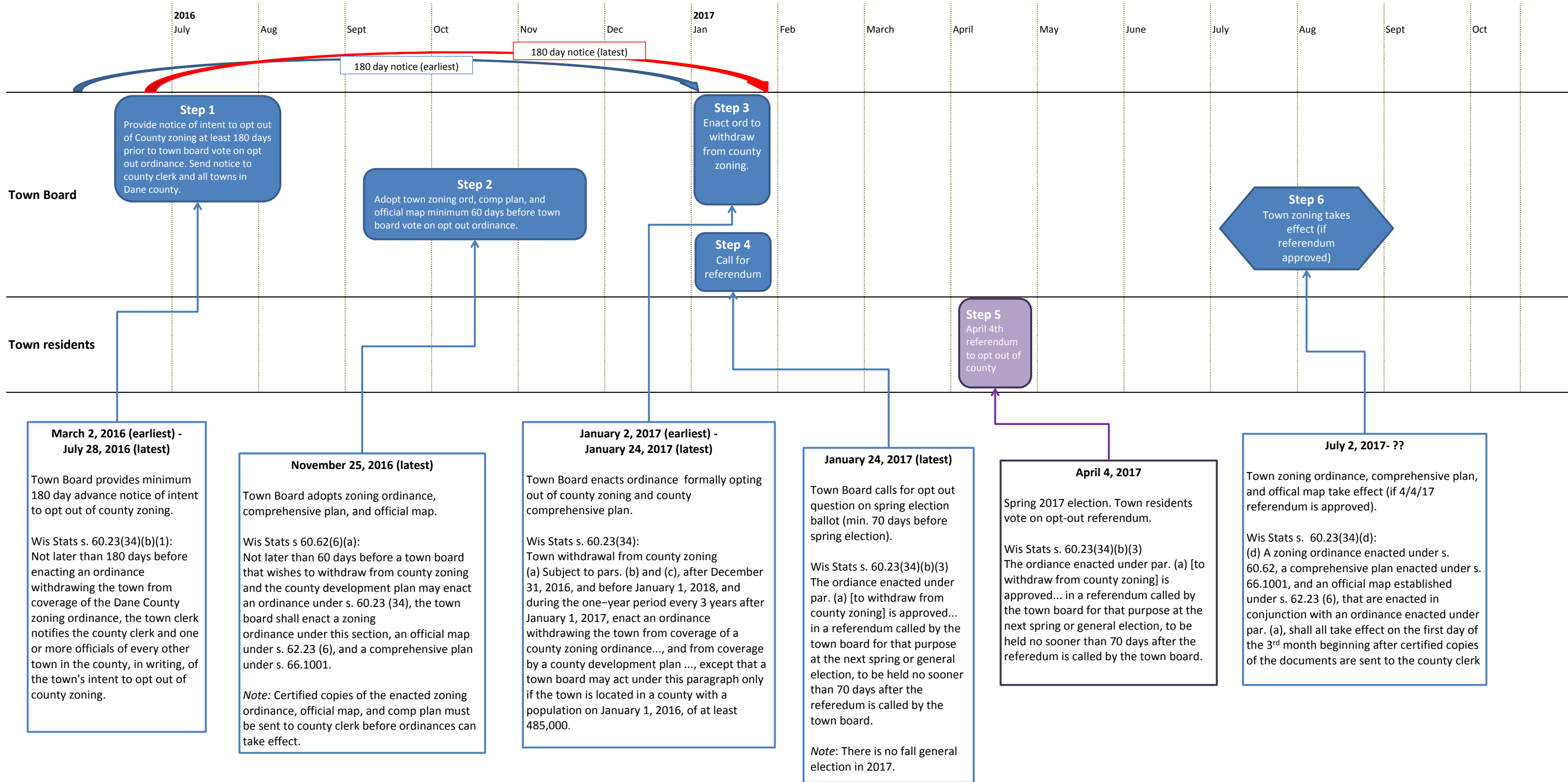
DATE: _____
Town Clerk

County zoning withdrawal timeline with referendum on the April 4, 2017 election ballot

Example shows the schedule for earliest possible opt-out of county zoning (1/2/17) using referendum

The purpose of this diagram is to show the statutorily required process for a town to withdraw from Dane County zoning in 2017. The process involves the following sequence of events: 1) Town board provides 180-day advance notice of town's intent to withdraw from county zoning ; 2) Town board adopts a zoning ordinance, comprehensive plan, and official map; 3) Town board formally enacts ordinance opting out of county zoning; 4) The enacted opt-out ordinance is voted on at either the town annual meeting or in a referendum called by the town board for that purpose at the next spring or general election. This diagram shows the process utilizing a referendum on the April 4, 2017 ballot. Due to requirements associated with the referendum, the 180 day notice of intent would need to be provided as late as October 20, 2016.

This diagram does not include steps that a town would need to take to transition to its own planning, zoning, and land division administration and enforcement. At a minimum, this would entail budgeting and contracting for planning/zoning/land division administrative services ,establishing town procedures (forms, fees, schedules, records maintenance, enforcement, etc.), establishing a record of lawful land uses in existence at the time of transition, and coordinating procedures with Dane County for regulations the county will continue to administer (shoreland / floodplain / wetland zoning, erosion control / stormwater management, rural addressing, land/subdivision review in shoreland/floodplain areas, rural road naming, sanitary permitting, etc.).

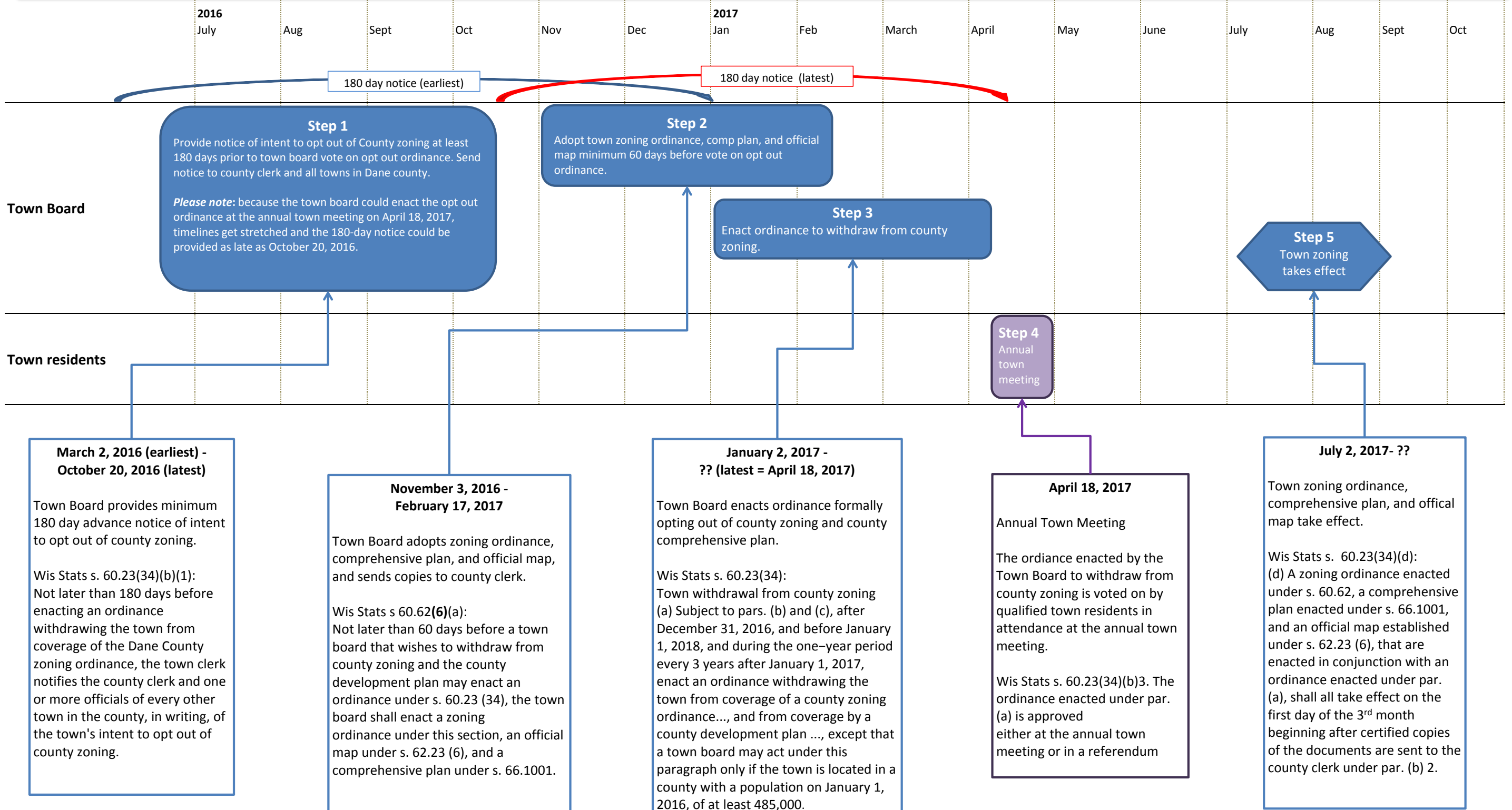


County zoning withdrawal timeline, with vote at annual town meeting on April 18, 2017

Example shows the schedule for the latest possible opt-out of county zoning in 2017

The purpose of this diagram is to show the statutorily required process for a town to withdraw from Dane County zoning in 2017. The process involves the following sequence of events: 1) Town board provides 180-day advance notice of town's intent to withdraw from county zoning ; 2) Town board adopts a zoning ordinance, comprehensive plan, and official map; 3) Town board formally enacts ordinance opting out of county zoning; 4) The enacted opt-out ordinance is voted on at either the town annual meeting or in a referendum called by the town board for that purpose at the next spring or general election. This diagram shows the process utilizing the town annual meeting. Because the town board could also vote on the opt out ordinance at the annual town meeting, applicable timelines get extended and the 180-day notice could be provided as late as October 20, 2016.

This diagram does not include steps that a town would need to take to transition to its own planning, zoning, and land division administration and enforcement. At a minimum, this would entail budgeting and contracting for planning/zoning/land division administrative services , establishing town procedures (forms, fees, schedules, records maintenance, enforcement,etc.), establishing a record of lawful land uses in existence at the time of transition, and coordinating procedures with Dane County for regulations the county will continue to administer (shoreland / floodplain / wetland zoning, erosion control / stormwater management, rural addressing, land/subdivision review in shoreland/floodplain areas, rural road naming, sanitary permitting, etc.).



TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

SUBJECT: Administrator Report for January 2023

Upcoming Meetings

- Public Works – January 17th, 7:00am Town Hall
- NRAC – January 18th, 6:30pm Town Hall
- Plan Commission – January 19th, 6:30pm Town Hall
- Joint City/Town Planning Committee - TBD

General

- Christmas tree drop-off: January 7th and 11th, 10:00am to 1pm Town Hall

Work Plan

- 2022 Budget Amendments if needed
- Western Dane County Joint Municipal Court set up
- Trash and Recycling Contract
- Open Space and Parks Plan 2024 – 2029
- Vault reorganization
- Communications Plan
- Succession Plan
- Emergency Plan
- Impact Fee Analysis

TOWN OF VERONA

TO: Town Board of Supervisors
Public Works Committee

DATE: December 30, 2022

FROM: W. Christopher Barnes, Public Works Director

SUBJECT: Monthly Report – December 2022

The monthly Public Works Department Activity report is submitted for the information and review of the Board and the Committee. December was an active month with the beginning of the seasonal winter operations, tree clearing and equipment maintenance. 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

- 4 snow events and multiple wind drifting call outs.
- 8 fallen tree call outs
- Completed asphalt overlay and shouldering on Schmidt Lane.
- Completed ditch maintenance on Riverside Road and Manhattan Drive.

Equipment and Facility Activities

- Cancelled brush drop off event on December 14th.
- Reset material storage blocks to improve drainage and provide additional storage.
- MG&E installed gas service for conversion from propane to natural gas for the facility.
- Received new SCAG mower.

Sanitary Sewer Utility Activities

- Continued collaboration with Madison Metro Sewerage District (MMSD) staff about the upcoming Badger Mill Pump Station 17 Force Main relief project.
- Attended a neighborhood meeting for December 14th for the Lower Badger Mill Inceptor Sewer project at the town community room with MMSD and R.A. Smith Engineering.

- **Engineering Activities**

- Began compiling funding and cost sharing options for Single Purpose Road repairs for the Pubic Works Committee.
- Continued working with the City of Fitchburg on the successful WISDOT grant application for Fitchrona Road reconstruction. Submitted a revised cost proposal to the city with a reduced scope to stay within the Town budgeted local match.
- Completed route survey and quantity calculations for the 2023 Road Projects
- Valley Road Bridge bid opening was held December 13, 2022 WISDOT bid letting. Low Bid by Concrete Structures, Inc. in the amount of \$ 689,996.64. The overall project cost is currently on budget. Construction to start in Spring 2023.
- Reviewed the current County Highway PD expansion plans.

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

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Teresa Withee, Clerk/Treasurer

SUBJECT: December 2022 Clerk/Treasurer Report

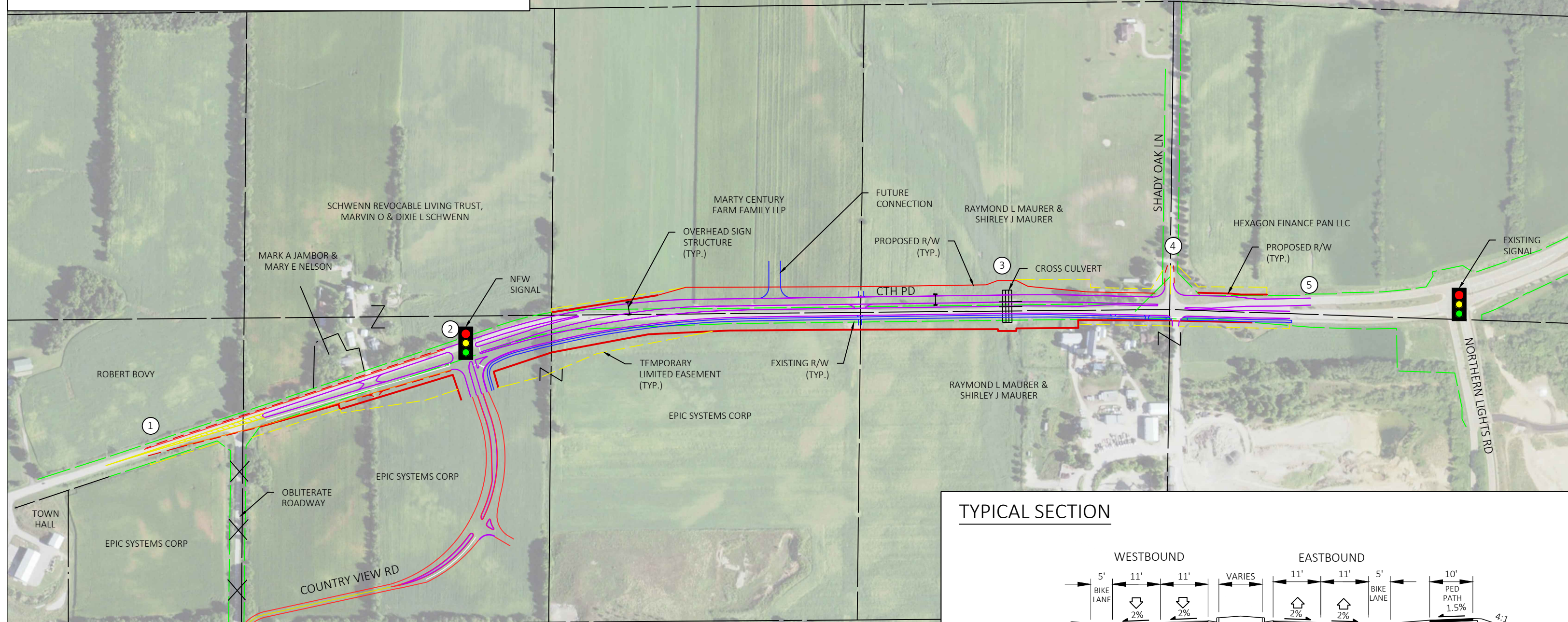
Clerk

- Prepared packets for candidates to run in the Spring Election and sent emails to candidates on spring ballot
- Recorded 51 Dog Licenses
- Attended Finance Committee meeting and recorded minutes

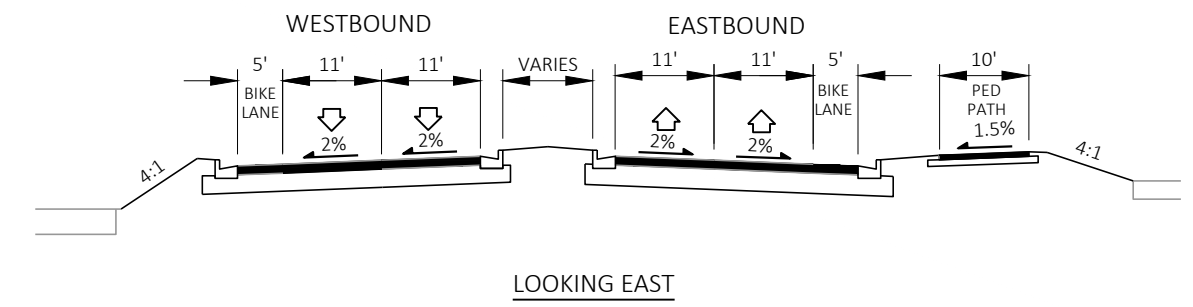
Treasurer

- Reviewed invoices, printed checks, prepared unpaid invoice reports and check detail reports
- Monthly bank reconciliations
- Prepared and posted agenda for Finance Committee Meeting
- Signed and sent Tax Roll Certificate and Referenda/Resolution Date form to Dane County Treasurer
- Completed Mill Rate worksheet for Dane County
- Completed Levy Limit Worksheet and submitted to Department of Revenue
- Completed Statement of Taxes and submitted to Department of Revenue
- Completed Certificate of Taxes Levied and submitted to Dane County
- Tax collection began on December 12th - \$2,170,347.93 collected through December 27, 2022
- Entered address changes as requested by tax payers for tax bills

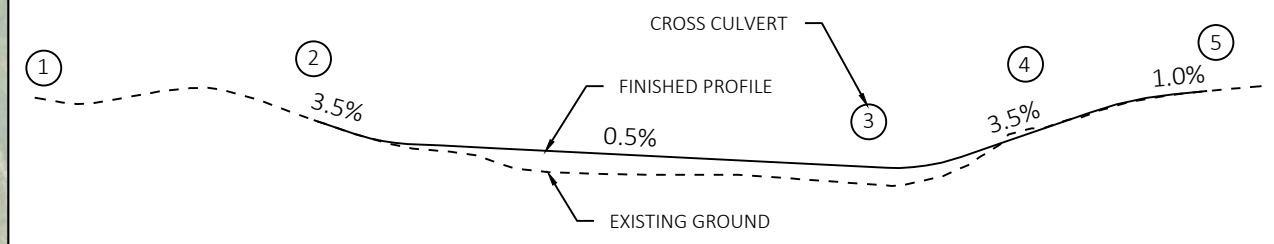
CTH PD EXPANSION (SHADY OAK TO COUNTRY VIEW)



TYPICAL SECTION



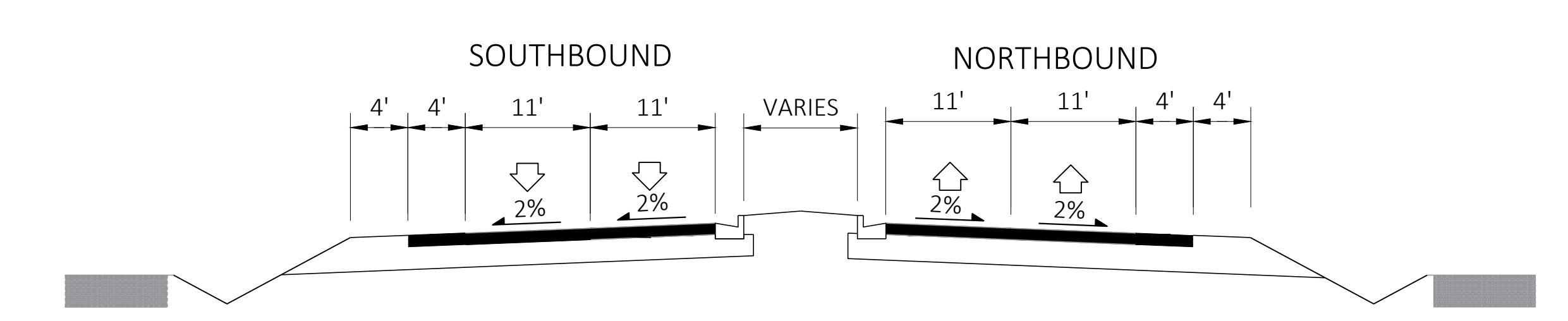
PROFILE



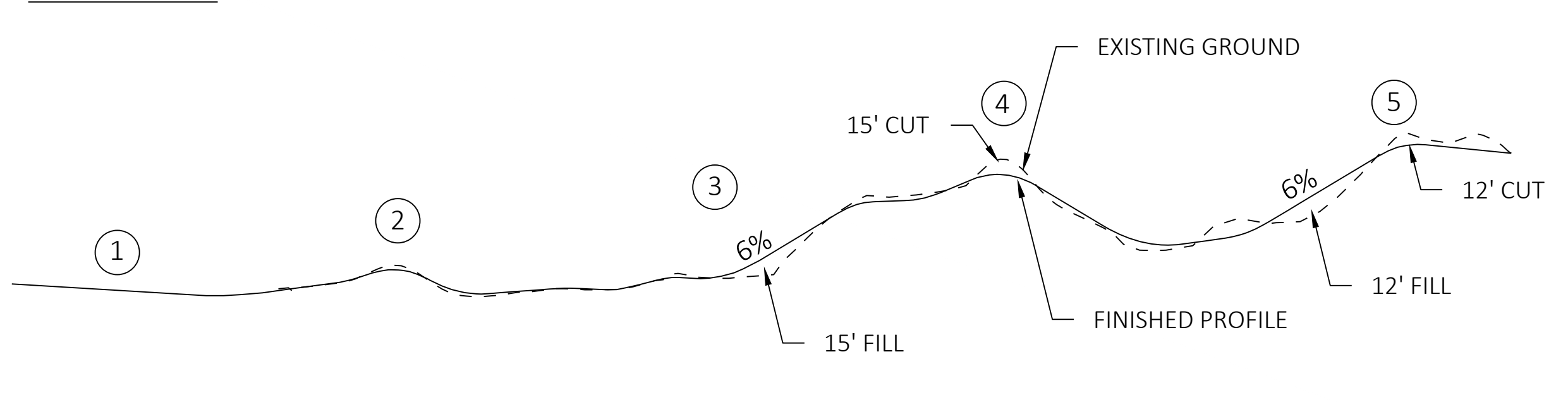
COUNTRY VIEW ROAD
EXISTING ALIGNMENT
ALTERNATIVE



TYPICAL SECTION

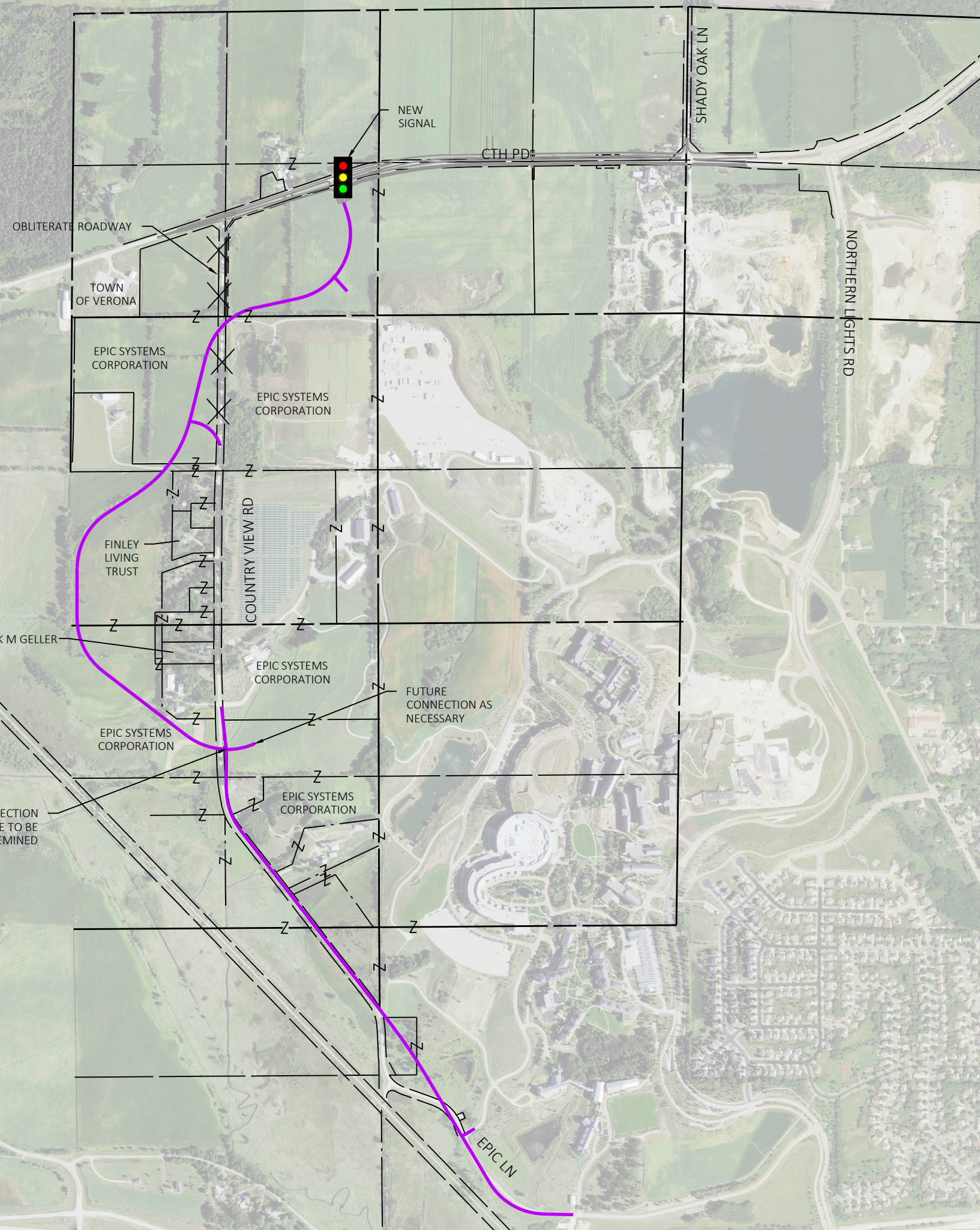


PROFILE



PRELIMINARY EXHIBIT
FOR DISCUSSION ONLY

COUNTRY VIEW ROAD
WEST ALIGNMENT
ALTERNATIVE



PRELIMINARY EXHIBIT
FOR DISCUSSION ONLY