



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 will be read.
- 4) Approval of minutes from November 2nd, 2021 and November 17th 2021
- 5) Staff Reports
 - A. Administrator/Planner Report
 - B. Public Works Project Manager Report
 - C. Clerk/Treasurer Report
- 6) Public Hearing – 2023 Dane County Natural Hazard Mitigation Plan: Town of Verona Draft Mitigation Strategies
- 7) Committee Reports
 - A. Plan Commission
 - i) Discussion and Possible Action: Land Use Application 2021-06 submitted by Noa Prieve on behalf of Stilwell Trust, 6411 Sunset Drive, for a 4-unit Preliminary Plat (parcel number 062/060-364-8990-2 (20.3-acres)).
 - ii) Discussion and Possible Action: Land Use Application 2021-11 submitted by Ron Klaas on behalf of Olsen Trust for a 4-Unit Concept Plan and Rezone Approval (parcel numbers 062/0608-361-9190-9, 062/0608-362-9500-2, 062/0608-361-9100-7 (21 acres in total)).
 - 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
- 8) Old Business

9) New Business

- A. Discussion: Dane County Cowling Property Conservation Park Purchase
- B. Discussion and Possible Action: Resolution 2021-09 – Appointment of Town of Verona Election Personnel for the 2022-2023 Term
- C. Discussion and Possible Action: 2022 MSA Engineering Services Contract
- D. Discussion and Possible Action: Draft 2022 Fee Increases
- E. Discussion and Possible Action: Draft 2022 Town General Fund Budget
- F. Discussion: Check Register Review

10) 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: 11//24/2021
Posted: 11/24/2021
Amended: 12/03/21

Town of Verona
Town Board Meeting
Tuesday, November 02, 2021, 6:30 p.m.

Town Board Members Present: Geller, Mathies, Lonsdorf, Wiederhoeft and Maxwell

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

Others Present: Jim Crittenden, Mike Duerst, Paul and Mona Kirsop, Mike and Pat Ehly

- 1) Call to Order/Approval of the Agenda – Chair Geller called the meeting to order at 6:30 pm. Motion by Mathies to approve the agenda, second by Maxwell. 5 ayes, 0 nays, motion carried by voice vote.
- 2) Pledge of Allegiance
- 3) Public Comment – Mike Ehly asked if the brush issue is on the agenda for tonight. Geller stated that it is not a specific item on the agenda, but it can be discussed during the budget portion of the meeting.
- 4) Approval of minutes from October 5, 2021 Town Board Meeting. Motion by Mathies to approve minutes from October 5, 2021, second by Wiederhoeft. 5 ayes, 0 nays, motion carried.
- 5) Staff Reports were included in packet
- 6) Public Hearing: Conditional Use Permit for an Attached Accessory Dwelling Unit to be located at 2782 White Crossing Road, Verona 53593.
Open Public Hearing – motion by Geller to open public hearing at 6:42 pm, second by Mathies. 5 ayes, 0 nays, motion carried by voice vote.
Close Public Hearing – motion by Geller to end public hearing at 6:43 pm, second by Mathies. 5 ayes, 0 nays, motion carried by voice vote.
- 7) Committee Reports
 - A. Plan Commission:
 1. Discussion and Possible Action: Conditional Use Permit 2021-01 by Stacey Bean for an Attached Accessory Dwelling Unit located at 2782 White Crossing Road. Maxwell introduced the proposal. Gaskell reviewed the staff report. Discussion by board. Motion by Maxwell, second by Lonsdorf, to approve Conditional Use Permit 2021-01 by Stacey Bean for an Attached Accessory Dwelling Unit located at 2782 White Crossing Road and to accept the findings in the staff report, seconded by Mathies. 5 ayes, 0 nays, motion carried by voice vote.
 - B. Public Works: Wiederhoeft stated they received a new quote for the replacement of tires on the John Deere and funds are available in the street maintenance budget. The Dane County Hazardous Mitigation Plan will need a TOV public hearing which could be held in December.

Wiederhoeft stated they are changing the monthly committee meeting date to the third week of the month in the evening.

- C. Ordinance Committee: no report
 - D. Financial Sustainability Committee: met with town board to discuss budget
 - E. Natural and Recreational Areas Committee: Lonsdorf stated they had a guest speaker regarding farmland preservation. He will send the article to the other supervisors. They discussed the comprehensive plan and noted there is a missing map called steep slopes map. They recommend this be added to the plan.
 - F. EMS Commission: Lonsdorf spoke about the budget. The commission is considering raising run rates.
 - G. Senior Services Committee: Wiederhoeft stated the Belleville focus is moving in the right direction and they are now only meeting once per month. Mathies clarified that this is regarding Belleville Senior Center and the town will be working with the City of Verona for next year.
 - H. Town Chair's Business: no report
 - I. Supervisor Announcements: The budget process was discussed. There will be a meeting on December 9, 2021, at 4pm to discuss the Chapters 1-5 of the Ad Hoc Report. The Plan commission will review the report at their December 16, 2021, meeting. Mathies stated that the electors vote on the levy at the budget hearing. Maxwell commented on the City of Verona November Plan Commission meeting and they have recommended to approve the annexation of the Marty Farm.
- 8) Old Business:
- A. Discussion and Possible Action: John Deere Front End Loader Repair. Motion by Wiederhoeft to approve John Deere Front End Loader Repair for \$13,322.18, second by Maxwell. 5 ayes, 0 nays, motion carried.
- 9) New Business:
- B. Discussion and Possible Action: Approval of CU-1 and CU-2 Unit Repairs by General Heating & Air Conditioning, Inc. Gaskell provided the board with the new estimate of \$11,330. Discussion by board. Motion by Lonsdorf to approve CU-1 and CU-2 Unit Repairs by General Heating & Air Conditioning, Inc. for \$11,330, second by Maxwell. 5 ayes, 0 nays, motion carried.
 - C. Discussion and Possible Action: Adoption of the Proposed Fitch-Rona EMS District 2022 Operating Budget. Discussion by board. Motion by Lonsdorf to approve Proposed Fitch-Rona EMS District 2022 Operating Budget \$88,360, second by Mathies. 5 ayes, 0 nays, motion carried.

- D. Discussion and Possible Action: Approval of Town of Verona Engagement Letter from Johnson Block CPA for the 2021 Audit. Discussion by board. Motion by Mathies to approve Engagement Letter from Johnson Block CPA for the 2021 Audit not to exceed \$10,100, second by Wiederhoeft. 5 ayes, 0 nays, motion carried.
- E. Discussion: Draft 2022 Budget was reviewed. Gaskell stated no updates to revenue since the last version. Town will need to approve fee increases next month. Under Expenditures, capital outlay will be reduced to \$22,330 due to the updated HVAC repair quote. Discussion regarding adding MPO fee of \$494. Mathies would like a new line added for MPO and not have this under conservation. Gaskell stated that adding the steep slope map will need to be contracted out to MSA and we would need to add an additional \$2,000. Maxwell stated he uses access Dane to find this information and doesn't feel spending \$2,000 is worth adding the map. Consensus is to not add this to the budget. Gaskell stated that there will be an increase to the town insurance due to a worker's comp audit to account for staffing changes. She has updated the 2022 proposed budget. Street maintenance line item is where end loader tires will be expensed. Maxwell questioned the equipment fund capital expenditure. Gaskell stated that this has been moved to Capital Outlay under road equipment. This will be moved to reserves. Wiederhoeft asked to discuss the bush collection line item. Geller stated that \$20,000 has been added under revenue and expense. Options for brush removal have been discussed. This will be a service that is paid for by residents as they use the service. Barnes reviewed options for brush removal. Maxwell asked to review reserve funds. Lonsdorf asked about what is allowed for ARPA fund spending. Gaskell stated that WTA has provided guidance, infrastructure, premium pay for staff and possibly broadband. Gaskell stated that the changes will be posted.
- F. Discussion: Check Register Review. No questions from the board.

10) Motion by Maxwell to adjourn, second by Mathies, meeting adjourned with no objection at 7:50 pm.

Prepared by Teresa Withee, Town Clerk

Approved:

Town of Verona
Town Board Meeting
Tuesday, November 17, 2021 6:45 PM

Town Board Members Present: Geller, Mathies, Lonsdorf, Wiederhoeft and Maxwell

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

Others Present:

- 1) Call to Order/Approval of the Agenda – Chair Geller called the meeting to order at 6:45 pm. Motion by Mathies to approve the agenda, second by Maxwell. 5 ayes, 0 nays, motion carried by voice vote.
- 2) Discussion and Possible Action: Resolution 2021-08 to Accomplish the Establishment of Wards in Accordance with the Data Furnished from the 2020 Census. Motion by Mathies to approve Resolution 2021-08 Adopting a Ward Plan, second by Wiederhoeft. 5 ayes, 0 nays, motion carried.
- 3) Motion by Maxwell to adjourn, second by Mathies, meeting adjourned with no objection at 7:50 pm.

Prepared by Teresa Withee, Town Clerk

Approved:

DRAFT

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

SUBJECT: Administrator Report for December 2021

Upcoming Meetings

- Special Town Board Meeting – December 9th 4pm Town Hall
- Plan Commission - December 16th; Virtual meeting
- NRAC – November 14th, 6:30pm Town Hall
- Public Works – November 21st, 6:30pm Town Hall
- Special Town Board Meeting – TBD, Town Hall

General

- Remote hours continue for the following staff:
 - Teresa Withee - Wednesdays
 - Sarah Gaskell – Thursdays
- Town Hall mask guidance – masks required indoors via Public Health Order (expires January 3rd, 2021); exception: If everyone in an enclosed space is fully vaccinated, people may remove their masks
- Town Hall closed December 24, 27, 31st

Work Plan

- Finalize Subdivision Ordinance – Public hearing January 4th, 2021
- Blanket Rezone process for Cross Country Circle Neighborhood – submitted to County; ZLR public hearing date 12/28/21
- Communications Plan
- Emergency Plan
- Impact Fee Analysis
- AAPA project determination

TOWN OF VERONA

TO: Town Board of Supervisors
Public Works Committee

DATE: December 2, 2021

FROM: W. Christopher Barnes, Public Works Director

SUBJECT: Monthly Report - November 2021

The monthly Public Works Department Activity report is submitted for the information and review of the Board and the Committee. November has been a busy month with the preparation for winter snow and ice events, sign maintenance, brush cutting, and road shouldering. 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

- Installed new Stop signs and Dead End signs on Stony Ridge Circle and Cross Country Circle.
- Continued to monitor Paulson Road culvert for beaver dams.
- Shoulder gravel replacement on Tonto Trail and Wesner Road.
- Completed tree removal from White Crossing Road and Purcell Road.
- Prepared a letter to residents to remove right of way obstructions and address poor condition mailboxes and fire numbers prior to winter.
- Picked up approximately 6 cubic yards of fly dumping items on various roads.

Equipment and Facility Activities

- Complete snowplow training on the new Peterbilt plow truck.
- Received new replacement for the John Deere 544E loader.
- Received 100 tons of the 2021/22 salt order.

Sanitary Sewer Utility Activities

- Mailed annual utility update letter and rate letter to the utility district customers.
- Completed 2022 budget with minimal rate increase to account for increased treatment charges from Madison Metropolitan Sewerage District. Budget and rate change approved on November 17, 2021.
- Responded to 4 Digger Hotline utility relocate requests.

Engineering Activities

- Finalized Valley Road bridge public input meeting to be held at Town Hall on Tuesday, December 14, 2021 from 6:00 – 7:00 p.m.
- Completed the draft 2023 Dane County Hazard Mitigation Plan with the Public Works Committee. Public input scheduled for December 7, 2021 board meeting. The plan is a summary of issues the town sees as natural hazards (floods, snow storms, tornados), and makes the town eligible for FEMA disaster relief funds.
- Continued inputting the 2021 State of Wisconsin road certification and pavement rating package for completion by December 15, 2021.
- Submitted a joint Local Road Improvement Program grant application with the City of Fitchburg to reconstruct Fitchrona Road from Nesbitt Road to Tonto Trail. If approved as submitted, construction could begin in 2025 with a town share cost of between \$75,000 to \$350,000 depending on the funding level received.
- Issued 4 driveway permits.
- Began 2022 road route survey.

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



TECHNICAL MEMORANDUM

To: Claudia Guy, PE, City of Fitchburg
Chris Barnes, PE, Town of Verona

From: Ann-Marie Kirsch, PE, AE2S

Re: **Fitchrona Road/Goose Lake Flood Study**

Date: July 16, 2021

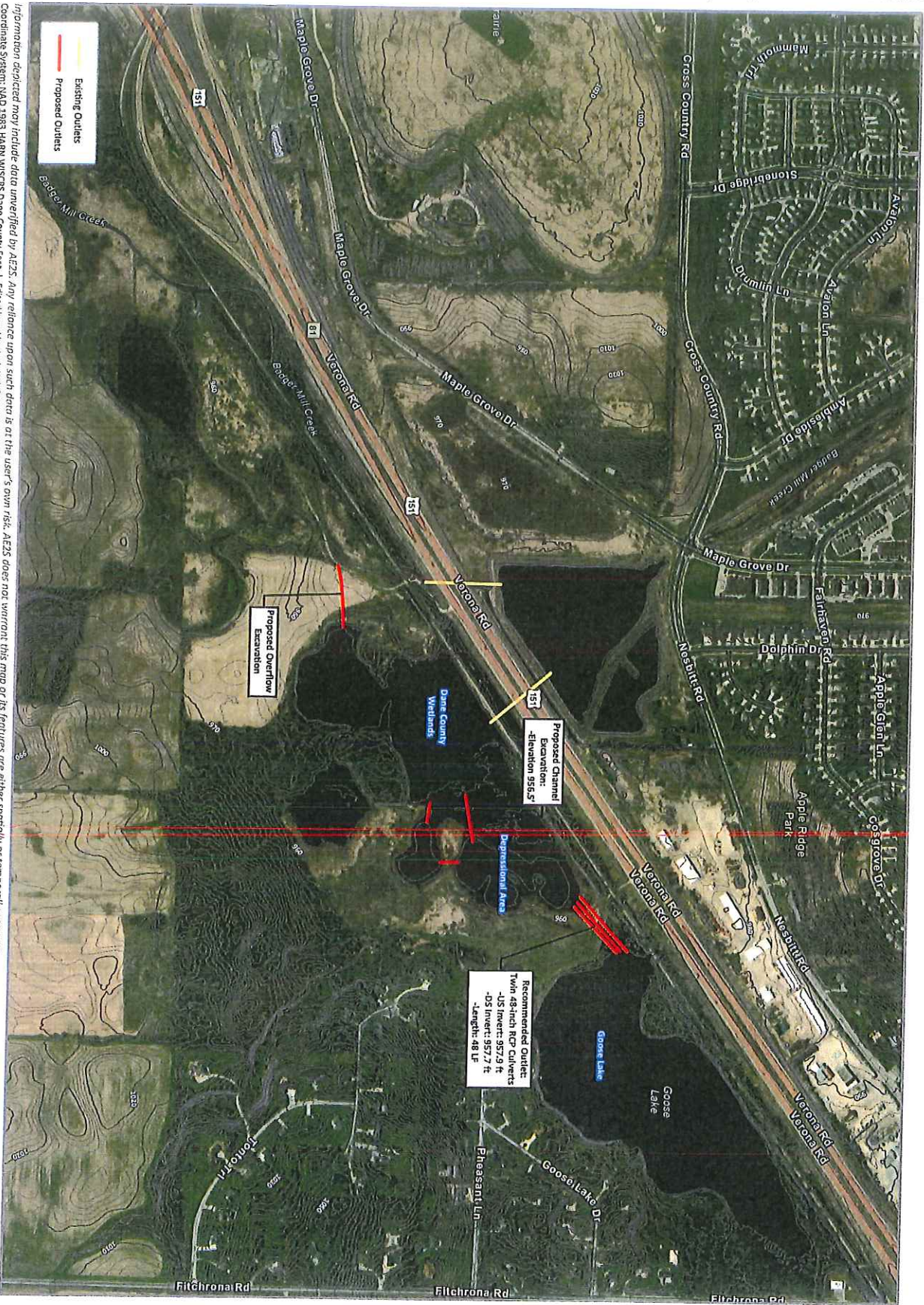
RECOMMENDATIONS

Goose Lake to Badger Mill Creek Capacity Improvements

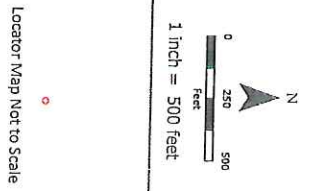
Based on the analysis completed for this study, the recommended improvements are shown in **Figure 1** on the following page and summarized below:

- Improved Goose Lake outlet structure— Twin 48-inch concrete pipe culverts (lowers normal water surface elevation of Goose Lake about 1.6 feet (959.3 ft to 957.9 ft).
- Grade a new channel between depressional areas south of USH 18/151.
- Lower the overflow and grade a channel at southwest end of the depressional areas, which then flows through a natural wetland area before flowing into Lower Badger Mill Creek.
- Install a backflow preventer on the 30-inch corrugated metal pipe under USH 18/151.

Changes in the 100-year water surface elevation and flow rates are summarized in **Figure 2**. Note that improving the conveyance through the Dane County Park lands results in a change in timing of hydrograph peaks, resulting in an increase in the peak discharge rate downstream of the confluence of the Goose Lake outflow and the main stem of Lower Badger Mill Creek. While the Wisconsin Department of Natural Resources states that this is not a regulatory issue, increasing downstream peak discharge rates may have an impact on downstream property owners.



Information depicted may include data unverified by AE2S. Any reliance upon such data is at the user's own risk. AE2S does not warrant this map or its features are either spatially or temporally accurate. Coordinate System: NAD 1983 HANN WISCONS DANE COUNTY FEET | WVA\Fitchburg Public Works\14827-2019-003\GIS\GIS\Fitchburg Stormwater Improvements.aprx | Preferred Alternative



Locator Map Not to Scale
 City of Fitchburg
 Dane County, WI

Figure 1
RECOMMENDED
ALTERNATIVE

REGIONAL STORMWATER
 MANAGEMENT STUDY AND
 DESIGN - FITCHRONA ROAD
 AND GOOSE LAKE
 Date: 3/10/2021



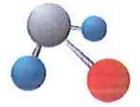


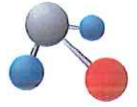
Figure 2 Preferred Alternative Impacts on 100-year Storm

Table 1 shows the existing and proposed Goose Lake flood levels relative to the elevation that Fitchrona Road begins to flood from backwater in Goose Lake. In existing conditions, the least severe storm event expected to impact Fitchrona Road from backwater conditions is between the 5- and 10-year storm event. This is improved to between the 25- and 50-year storm event with the preferred alternative.

Table 1: Preferred Alternative Flood Risk

EVENT	EXISTING CONDITIONS	PREFERRED ALTERNATIVE
100-year	965.2	963.5
50-year	964.7	962.7
25-year	964.0	961.9
10-year	962.7	960.8
5-year	961.8	960.3
2-year	961.1	959.9

Min. Fitchrona Road Elev = 962.5 ft



Fitchrona Road Capacity Improvements

Fitchrona Road can also frequently flood (1-2 year return period) from upstream flooding sources—Quarry Ridge basin overflow and the Nesbitt/Bavaria Pond overflow. Downstream conveyance capacity improvements at Goose Lake combined with doubling the existing storm sewer along the west side of Fitchrona Road along the roadway will reduce the risk of flooding from upstream sources to approximately a 5-year return period.

We recommend installation of 400 LF of 30-inch diameter concrete storm sewer pipe as part of the upcoming reconstruction project for Fitchrona Road, provided there is room in the roadway for the additional storm sewer. We do not recommend additional storm sewer capacity if it would require boring under USH 18/151 because of the high costs and permitting issues associated with boring as compared to the benefits of providing the additional conveyance capacity.

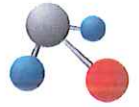
Recommended Alternative Opinion of Probable Costs

Opinion of probable costs for the preferred alternative for Goose Lake to Lower Badger Mill Capacity Improvements is \$293,600, which includes a 40 percent estimating contingency, 18 percent for engineering and administrative costs, and \$10,000 for WDNR/USACE Permitting. The opinion of probable cost does not include land acquisition costs or costs associated with securing drainage easements. The opinion of probable cost does not include the cost of materials and installation of the proposed 30-inch storm sewer along Fitchrona Road (estimated at \$60,000), nor does it include roadway restoration and other associated costs. The opinions of probable cost should be considered a Class 4 estimate as classified by the Association for the Advancement of Cost Engineering (AACE International), which is consistent with an opinion of probable cost prepared as part of a feasibility study.

BACKGROUND

Purpose

AE2S was contracted by the City of Fitchburg and Town of Verona, Wisconsin, to evaluate existing flooding issues at Goose Lake, which extend to Fitchrona Road, resulting in extended road closures. The scope of services included two public information meetings, and the evaluation of three alternatives to increase the level of service at Fitchrona Road. Finally, AE2S evaluated the impact of current plans to increase capacity under Fitchrona Road to reduce the risk of flooding from upstream sources, combined with plans to lower Goose Lake Water surface



elevations. The purpose of this memo is to describe the results of our analyses and recommendations for future improvements to the Goose Lake outlet and Fitchrona Road drainage infrastructure.

Modeling Approach

The computer model, XP-SWMM, was used to compute peak flow rates for the 2-, 5-, 10-, 25-, 50-, and 100-year storm events based on the MSE4 rainfall distribution and rainfall depths from NOAA Atlas 14 (2.84, 3.49, 4.09, 5.01, 5.80, and 6.66 inches, respectively). Hydraulic modeling was also completed using the XP-SWMM tool. Electronic copies of the hydrologic and hydraulic models are included with this memo as **Appendix A**.

Data Sources

The following data sources were used as part of this study:

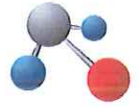
- AECOM XP-SWMM model and supporting memorandum
- City of Madison and Dane County LiDAR DEM and Orthophotos
- Dane County parcel data
- WisDOT record drawings for USH 18/151
- Historical aerial photographs
- Flood Insurance Study HEC-HMS model, obtained from WDNR
- Flood Insurance Study report (current effective)
- City of Fitchburg storm sewer GIS layer
- Dane County 1-foot topographic information
- Site visits and observations

All elevations reported in this memorandum are relative to NAVD88, unless otherwise noted.

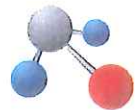
EXISTING CONDITIONS

The Goose Lake watershed is approximately 1770 acres in size (see **Figure 4**), and the level of development within the tributary area has greatly increased over the last 20 years. While previously predominantly rural and rural-residential in character, much of the watershed is now dominated by large-scale commercial development accompanied by infrastructure changes including the USH 18/151 expansion and grade separation at CTH PD. A general location map is shown in **Figure 3**, on the following page.

The existing drainage patterns are generally from northeast to southwest. One subwatershed flows through the Nesbitt-Limestone basin, south across USH 18/151 to the Quarry Ridge Basin,



and then west to Goose Lake. Another subwatershed flows through the Nesbitt-Bavaria Pond before flowing south to Goose Lake. There are several other treatment practices located more upstream in the watershed, including the Nesbitt Heights pond, Nesbitt Heights infiltration cells, Jung's pond, and many smaller private facilities. During large storm events, overflow will travel directly from the Nesbitt-Limestone basin to the Nesbitt-Bavaria pond along the north side of USH 18/151, and from Jamestown Basin to the Nesbitt-Bavaria pond along the east side of Fitchrona Road. **Figure 16** shows local drainage patterns in more detail. Goose Lake also receives direct runoff from the rural residential area surrounding the lake and upstream agricultural lands. **Figure 4** shows relevant watersheds, with the area that flows to Goose Lake from Fitchrona Road shown in red, the area flowing directly into the lake shown in orange, and the area that flows into the wetland complex downstream of Goose Lake shown in yellow.



Opinions of Probable Costs for Alternatives

Table 7 summarizes the opinion of probable cost for each alternative, including the preferred alternative described at the beginning of this memorandum. Opinions of probable cost do not include the cost of the proposed 30-inch storm sewer under Fitchrona Road. The opinion of probable cost for the Fitchrona storm sewer is \$60,000, exclusive of other roadway design and construction costs.

Table 7: Opinion of Probable Costs for Alternatives

Alternative	Description of Alternative	Probable Costs
1A	Increase downstream conveyance (larger pipes exiting Goose Lake)	\$301,500
1B	Increase downstream conveyance (much larger pipes exiting Goose Lake)	\$522,700
2	Increase downstream conveyance with flow along bike path to Badger Mill Creek	\$623,400
3	Increase storage in the system including downstream conveyance	\$607,600
Preferred Combination	1A for conveyance, 3 for water level	\$293,600

FITCHRONA ROAD LOCAL DRAINAGE EVALUATION

Once the preferred alternative was selected, the proposed tailwater impacts on Goose Lake were used to evaluate the drainage system under Fitchrona Road. The existing drainage configuration at Fitchrona Road is shown in **Figure 16**. In general, the Nesbitt-Limestone pond drains to the Quarry Ridge Basin under USH 18/151, but overflow from larger events flows along USH 18/151 to the Nesbitt/Bavaria Basin. Local drainage north and west of the Quarry Ridge Basin flows north through storm sewer, crosses under Fitchrona Road, then returns south along the storm sewer on the west side of Fitchrona Road, around the MMSD pump station, and then to Goose Lake.

TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Teresa Withee, Clerk/Treasurer

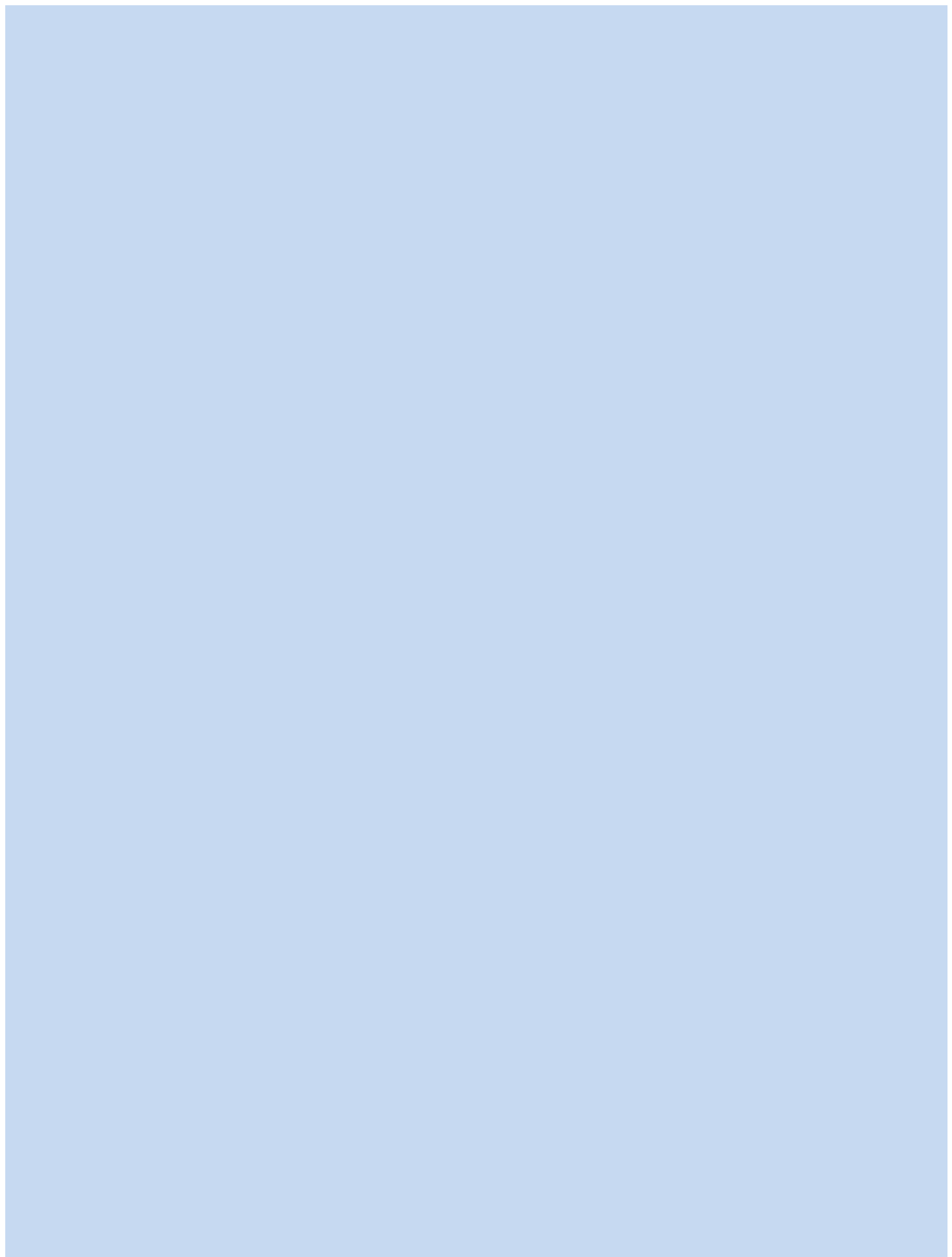
SUBJECT: November 2021 Clerk/Treasurer Report

Clerk

- Attended town board meeting / budget workshop and recorded minutes
- Updated Newsletter insert for 2022 tax bill mailing
- Publish Type A Notice for Spring Primary and Spring Election

Treasurer

- Reviewed invoices, printed checks, prepared unpaid invoice reports and check detail reports
- Monthly bank reconciliations
- Attended budget workshops and recorded minutes
- Completed BCS tax bill processing form
- Entered all special assessments in Access Dane
- Completed Mill Rate Worksheet
- Attended budget public hearing and recorded minutes





Dane County Natural Hazard Mitigation Plan

2023 Update

Overview

Dane County is in the process of updating its Natural Hazard Mitigation Plan (NHMP). The last plan update for the County was completed in 2018. Natural Hazard Mitigation Plans are important steps that communities take to assess the threat of various natural hazards in their area and make decisions on how to best limit the loss of life and property when the disasters occur.

Natural Hazard Mitigation Planning Process

The requirement for mitigation planning is set in the Disaster Mitigation Act of 2000. The requirements for local mitigation plans are codified in Title 44 Code of Federal Regulations (CFR) §201.6 and are administered by FEMA. FEMA outlines its requirements in the Local Mitigation Planning Handbook, found here: http://www.fema.gov/media-library-data/20130726-1910-25045-9160/fema_local_mitigation_handbook.pdf. This is the process Dane County will be following for the 2023 NHMP Update.

The procedural steps for NHMP's as outlined by FEMA in its Local Mitigation Planning Handbook are:

TASK 1	Determine the Planning Area and Resources	TASK 4	Review Community Capabilities	TASK 9	Create a Safe and Resilient Community
TASK 2	Build the Planning Team	TASK 5	Conduct a Risk Assessment		
TASK 3	Create an Outreach Strategy	TASK 6	Develop a Mitigation Strategy		
		TASK 7	Keep the Plan Current		
		TASK 8	Review and Adopt the Plan		

The Risk Assessment Process

The risk assessment process includes three components: hazard identification, vulnerability assessment, and capability assessment. Worksheets to collect data for each of the risk assessment components are attached. This information will be used to form the basis of your jurisdiction's new (or updated) mitigation strategy.

Name of Jurisdiction: Town of Verona

Hazard	Hazard Attributes				Impact Attributes					Total of Row Values	
	Area of Impact (1-5)	Past History, Probability of Future Occurrence (1-5)	Short Term Time Factors (1-5)	Secondary Impact (Long Term - Community Impacts)							
				Primary Impact (Short Term - Life and Property)	Impact on General Structures (0-5)	Impact on Critical Facilities (0-5)	Impact on At-Risk Populations (0-5)	Social Impact (0-5)	Economic Impact (0-5)		Severity Of Other Associated Secondary Hazards (0-5)
Dam/Levee	1	1	1	0	0	0	0	0	0	0	3
Extreme Cold	5	3	4	2	2	2	4	2	2	2	26
Extreme Heat	5	4	4	2	2	2	4	2	2	2	27
Drought	5	2	3	1	1	2	2	2	4	3	23
Expansive soils	5	2	1	3	3	1	1	1	2	2	20
Flood	5	5	3	3	4	4	4	3	4	4	35
Fog	2	1	5	1	1	2	2	2	2	1	17
Hail Storm	2	2	4	1	3	2	2	1	4	1	20
Landslide	1	1	1	1	1	1	1	1	1	1	9
Lightning	5	5	5	1	4	2	2	2	3	2	29
Tornado	4	4	5	2	2	4	4	3	5	2	31
Wildfire	1	1	3	1	1	1	1	1	1	1	11
Windstorm	4	4	5	2	2	4	4	3	5	2	31
Winter Storm	5	5	5	3	3	5	5	4	3	2	35
Karst (Sinkhole)	1	1	5	5	5	1	1	2	4	2	26

Email one copy of the completed set of worksheets and documentation to mclellan@countyofdane.com AND husen.sara@countyofdane.com.

Municipal Mitigation Strategy Worksheet

Sept. 2021

- Use this worksheet to develop a mitigation strategy for your municipality.
- Use a separate worksheet for each mitigation strategy.
- **By TH Oct. 21**, submit all *mitigation strategy worksheets* in MS WORD format to mclellan@countyofdane.com and husen.sara@countyofdane.com .

Municipality		Town of Verona	
Mitigation Strategy Name		Winter Storm	
Mitigation strategy goal			
<i>Highlight the applicable strategic category</i>	Prevention	Natural Resource Protection	
	Property Protection	Critical Facilities Protection	
	Public Education & Awareness	Structural Project	
<i>Describe the overall improvements to the community including the purpose for and the desired outcome from implementing this strategy</i>	<p>The Town of Verona has a duty to protect residents from unpredictable winter storm hazards, and additional snow equipment to apply brine (water and salt mixture) distribution to road would be an effective means of addressing snow and ice conditions. Additionally, areas subject to drifting could be protected by installation snow fencing.</p> <p>The desired outcome would be a preventive method of mitigating snow drifting and applying material to minimize snow and ice buildup and improve winter road safety for vehicles and other road users while decreasing the amount of pure salt applied to the road network.</p>		
Define the steps to achieving this mitigation strategy			
<p>1. Identify hazardous and problematic road areas which could benefit from brine application and/ or snow fencing.</p> <p>a. <i>Responsible Party</i> – Town Staff</p> <p>b. <i>Funding source</i> – Municipal Budget</p> <p>c. <i>Completion date</i> – 1-2023</p>			

Municipality	Town of Verona
Mitigation Strategy Name	Winter Storm
<p>2. Seek public input on brine application in lieu of/in addition to, salt and sand distribution. Installation of snow fencing in the public right of way or on private property.</p> <p>a. <i>Responsible Party</i> – Town Board</p> <p>b. <i>Funding source</i> – Municipal Budget</p> <p>c. <i>Completion date</i> –6-2023</p>	
<p>3. Grant writing to FEMA – Pre-Disaster Mitigation Grant Program</p> <p>d. <i>Responsible Party</i> – Town Staff</p> <p>e. <i>Funding source</i> – Municipal Budget</p> <p>f. <i>Completion date</i> – Complete within first six months of project initiation.</p>	
<p>4. Implementation process/construction after awarded grant is received.</p> <p>a. <i>Responsible Party</i> – Town Staff/ Equipment Vendor/Installation Contractor</p> <p>b. <i>Funding source</i> – FEMA, Town Budget</p> <p>c. <i>Completion date</i> – 2 years after project initiation.</p>	

Municipal Mitigation Strategy Worksheet

Sept. 2021

- Use this worksheet to develop a mitigation strategy for your municipality.
- Use a separate worksheet for each mitigation strategy.
- **By TH Oct. 21**, submit all *mitigation strategy worksheets* in MS WORD format to mclellan@countyofdane.com and husen.sara@countyofdane.com .

Municipality	Town of Verona	
Mitigation Strategy Name	Wind Storm	
Mitigation strategy goal		
<i>Highlight the applicable strategic category</i>	Prevention	Natural Resource Protection
	Property Protection	Critical Facilities Protection
	Public Education & Awareness	Structural Project
<i>Describe the overall improvements to the community including the purpose for and the desired outcome from implementing this strategy</i>	<p>The Town of Verona has a duty to protect residents from unpredictable wind storm events and hazards, and a program to remove dead and hazardous trees from the public right of way would provide improved security and safety for residents and other road users by reducing the number of road closures and accidents related to downed trees and utilities.</p> <p>The desired outcome would be a public road network free of recognizable tree hazards and vulnerable utility lines as well as improving emergency response times by minimizing unforeseen road closures.</p>	
Define the steps to achieving this mitigation strategy		
<p>5. Survey locations of hazardous trees and private overhead utilities in the public right of way</p> <p>a. <i>Responsible Party</i> – Town Staff/Private Utility Companies</p> <p>b. <i>Funding source</i> – Municipal Budget</p> <p>c. <i>Completion date</i> – 1-2023</p>		
<p>6. Seek public input for removal of trees in the public right of way with respect to aesthetics and public safety.</p> <p>g. <i>Responsible Party</i> – Town Board</p> <p>h. <i>Funding source</i> – Municipal Budget</p> <p>i. <i>Completion date</i> –12-2023</p>		

Municipality	Town of Verona
Mitigation Strategy Name	Wind Storm
<p>7. Grant writing to FEMA – Pre-Disaster Mitigation Grant Program</p> <ul style="list-style-type: none"> j. <i>Responsible Party</i> – Town Staff k. <i>Funding source</i> – Municipal Budget l. <i>Completion date</i> – Complete within first twelve months of project initiation. 	
<p>8. Implementation process/construction after awarded grant is received.</p> <ul style="list-style-type: none"> d. <i>Responsible Party</i> – Third Party/Private Contractor/ Utility Companies e. <i>Funding source</i> – FEMA f. <i>Completion date</i> – 2-4 years after project initiation. 	
<hr/>	

Municipal Mitigation Strategy Worksheet

Sept. 2021

- Use this worksheet to develop a mitigation strategy for your municipality.
- Use a separate worksheet for each mitigation strategy.
- **By TH Oct. 21**, submit all *mitigation strategy worksheets* in MS WORD format to mclellan@countyofdane.com and husen.sara@countyofdane.com.

Municipality	Town of Verona	
Mitigation Strategy Name	Flooding	
Mitigation strategy goal		
<i>Highlight the applicable strategic category</i>	Prevention	Natural Resource Protection
	Property Protection	Critical Facilities Protection
	Public Education & Awareness	Structural Project
<i>Describe the overall improvements to the community including the purpose for and the desired outcome from implementing this strategy</i>	<p>The Town of Verona has a duty to protect residents from unpredictable hazards, and flooding dangers and risks can be reduced by purchasing an emergency engine driven centrifugal trash pump.</p> <p>The desired outcome would be the ability to quickly and effectively pump water from culverts and storm sewers that are at or over design capacities during and after a storm event. This strategy would and improved safety to residents by reducing flooding frequencies to roads and bridges.</p>	
Define the steps to achieving this mitigation strategy		
9. Identify areas subject to flooding which could be relieved by pumping		
<ul style="list-style-type: none"> a. <i>Responsible Party</i> – Town Staff b. <i>Funding source</i> – Municipal Budget c. <i>Completion date</i> –1-2023 		
10. Determine if available pump systems would be effective for specific rainfall events		
<ul style="list-style-type: none"> m. <i>Responsible Party</i> – Town Board n. <i>Funding source</i> – Municipal Budget o. <i>Completion date</i> –6-2023 		

Municipality	Town of Verona
Mitigation Strategy Name	Flooding
<p>11. Grant writing to FEMA – Pre-Disaster Mitigation Grant Program in order to fund property purchase</p> <p>p. <i>Responsible Party</i> – Town Staff</p> <p>q. <i>Funding source</i> – Municipal Budget</p> <p>r. <i>Completion date</i> – Complete within first twelve months of project initiation.</p>	
<p>12. Implementation process/construction after awarded grant is received.</p> <p>g. <i>Responsible Party</i> – Town Staff/ Pump Vendor</p> <p>h. <i>Funding source</i> – FEMA, Municipal Budget</p> <p>i. <i>Completion date</i> – 1 year after project initiation.</p>	

Municipal Mitigation Strategy Worksheet

Sept. 2021

- Use this worksheet to develop a mitigation strategy for your municipality.
- Use a separate worksheet for each mitigation strategy.
- **By TH Oct. 21**, submit all *mitigation strategy worksheets* in MS WORD format to mclellan@countyofdane.com and husen.sara@countyofdane.com .

Municipality	Town of Verona	
Mitigation Strategy Name	Flooding	
Mitigation strategy goal		
<i>Highlight the applicable strategic category</i>	Prevention	Natural Resource Protection
	Property Protection	Critical Facilities Protection
	Public Education & Awareness	Structural Project

Municipality	Town of Verona
Mitigation Strategy Name	Flooding
<i>Describe the overall improvements to the community including the purpose for and the desired outcome from implementing this strategy</i>	<p>The Town of Verona has a duty to protect residents from unpredictable hazards, and flooding dangers and risks can be reduced by purchasing vulnerable properties located in the identified flood way and floodplain areas. buying sensitive lands</p> <p>The desired outcome would be an elimination of property damage due to flooding and improved safety to residents by reducing flooding frequencies to roads and bridges.</p>
Define the steps to achieving this mitigation strategy	
13. Identify properties subject to historical flooding damage	
<ul style="list-style-type: none"> a. <i>Responsible Party</i> – Town Staff b. <i>Funding source</i> – Municipal Budget c. <i>Completion date</i> –1-2023 	
14. Determine if voluntary purchase of properties is desired by the property owner	
<ul style="list-style-type: none"> s. <i>Responsible Party</i> – Town Board t. <i>Funding source</i> – Municipal Budget u. <i>Completion date</i> –6-2023 	
15. Grant writing to FEMA – Pre-Disaster Mitigation Grant Program in order to fund property purchase	
<ul style="list-style-type: none"> v. <i>Responsible Party</i> – Town Staff w. <i>Funding source</i> – Municipal Budget x. <i>Completion date</i> – Complete within first twelve months of project initiation. 	
16. Implementation process/construction after awarded grant is received.	
<ul style="list-style-type: none"> j. <i>Responsible Party</i> – Private Party Appraisal/Acquisition Contractor k. <i>Funding source</i> – FEMA, Municipal Budget l. <i>Completion date</i> – 2-3 years after project initiation. 	



TOWN OF VERONA

TO: Town Board of Supervisors

FROM: Sarah Gaskell, Planner/Administrator

DATE: December 7th, 2021

RE: Administrator's Memo – December Town Board Meeting

Plan Commission

1. Discussion and Possible Action: Land Use Application 2021-06 submitted by Noa Prieve on behalf of Stilwell Trust, 6411 Sunset Drive, for a 4-unit Preliminary Plat (parcel number 062/060-364-8990-2 (20.3-acres)).
The Town Board approved the Concept plan and rezone in September 2021. The Plan Commission reviewed the Preliminary Plat at their November meeting and recommended approval 4-0 with the following conditions:
 - a. Sunset Drive ROW be dedicated to the Town prior to final Plat approval
 - b. Building envelope on Unit 3 be reflective of the 150' setback from the center line of Sunset Drive
 - c. Building envelopes on Units 1 and 2 can be adjusted further east if desired

2. Discussion and Possible Action: Land Use Application 2021-11 submitted by Ron Klaas on behalf of Olsen Trust for a 4-Unit Concept Plan and Rezone Approval (parcel numbers 062/0608-361-9190-9, 062/0608-362-9500-2, 062/0608-361-9100-7 (21 acres in total)).
The Plan Commission reviewed this application at their November meeting and recommended approval 4-0 of the Concept Plan and rezone with the following conditions:
 - a. Units be deed restricted to single family homes
 - b. Building envelopes be added to Preliminary Plat
 - c. Shared driveway and common area maintenance shall be addressed in the Declaration of Covenants
 - d. Development Agreement review
 - e. Sunset Drive ROW be dedicated to the Town prior to final plat approval

New Business

1. Discussion: Dane County Cowling Property Conservation Park Purchase

This eventual Dane County Park will be a regional effort between the County, the cities of Verona and Madison and the Town of Verona. To date, both the City of Verona and Madison have committed several hundred thousand dollars toward the purchase of the property. The park features pristine woodlands, two kettle ponds and a significant ridgeline. Discussions about development include a small parking lot, trailhead, trails and a possible reroute of the Ice Age trail crossing from the east side of Woods Road.

2. Discussion and Possible Action: Resolution 2021-09 – Appointment of Town of Verona Election Personnel for the 2022-2023 Term

The Town of Verona is responsible for staffing all elections held within its jurisdiction. The Town Board has the authority to appoint an elections board to serve for two-year terms and this is typically done at this time.

3. Discussion and Possible Action: 2022 MSA Engineering Services Contract

The Professional Services Agreement contains a slight increase in hourly fees for all MSA staff. MSA has been providing on-call services to the town since 2001.

4. Discussion and Possible Action: Draft 2022 Fee Increases

The fees proposed for increases/additions/change are as follows:

- a. Restructuring the fees for Community Room Rentals. The old fee structure was confusing and weekday rentals fees were higher than weekend fees. The capacity limit has also been lowered.

Small group rental - \$40/hr. weekdays; \$50/hr. weekends (TOV)

Large group rental - \$80/hr. weekdays; \$90/hr. weekends (TOV)

Small group rental - \$60/hr. weekdays; \$70/weekends (COV)

Large group rental - \$100/hr. weekdays; \$110/weekends (COV)

5-hour minimum rental – includes set up/break down time

- b. Trash and Recycling Cart Parts

Wheel – \$5

Pin – 2 for \$5

Lid – \$15

Axle - \$5

- c. Land Use Application charges for Plats less than 5 units/lots

See fee sheet

5. Discussion and Possible Action: Draft 2022 Town General Fund Budget

Changes to the last draft reflect an additional \$21,759 in General Tax Revenues from the approved levy increase. This draft revenue has been allocated to the General Reserves line in order to get closer the auditor's recommendation of 25% reserves.

**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 1730 BEACH Rd AND 6411 SUNSET DR, VERONA BEING Lot 4 of CSM #5396 located in the NW 1/4 and SW 1/4 of the SE 1/4 of SECTION 26,

Please check all that apply:

- comprehensive plan amendment
- rezone petition
 - current zoning category RM-16
 - new zoning category requested MFR-08
- 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: STILWELL LIVING TRUST, LEE + BEAUTY STILWELL Phone# 608-576-0231

Address: 1730 BEACH RD, VERONA, WI 53593 E-Mail landbstilwell@tds.net

Applicant, if different from the property owner: WILLIAM ^{SR} SURVEYOR - MOA PRIEVE

Applicant's Phone# 608-255-5705 E-Mail _____

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 MOA PRIEVE
to act as my agent in the application process for the above indicated land use change.

Signature [Signature] Date 5.17.21

Description of Land Use Change requested: (use reverse side if additional space is needed)
THE OWNERS WOULD LIKE TO CREATE A CONDO PLAT DIVIDING THE EXISTING PROPERTY INTO FOUR CONDO UNITS.

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 [Signature] Date 5.17.21

Print Name LEE STILWELL

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

Sarah Gaskell, Planner/Administrator, Town of Verona
7669 County Highway PD, Verona, WI 53593-1035
sgaskell@town.verona.wi.us

A pre-application meeting or initial review may be scheduled with Town Staff and/or Plan Commission Chair if you have questions or concerns. Please call 608-845-7187 with questions.

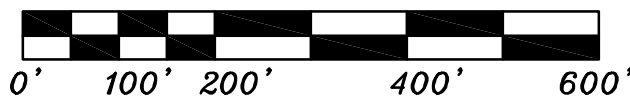
LEGEND

- = SET 3/4"x24" REBAR WT 1.5 LB PER LIN FT
- △ = SET SURVEY SPIKE
- ▲ = FOUND PKNAIL
- = FOUND 3/4" REBAR
- ⊙ = FOUND 1" IRON PIPE (UNLESS NOTED)
- ⊕ = FOUND ALUMINUM MONUMENT (UNLESS NOTED)
- (##) = RECORDED AS
- ⊕ = SEPTIC VENT
- ⊗ = SEPTIC TANK
- ⊙ = WELL

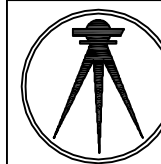
L.C.E. = LIMITED COMMON ELEMENT

PREPARED FOR:
STILWELL LIVING TRUST
1730 BEACH ROAD
VERONA, WI 53593

SCALE 1" = 200'



(WCCS - DANE ZONE)
BEARINGS ARE REFERENCED TO THE EAST LINE OF THE SE 1/4 OF SECTION 36-6-8 LINE TO BEAR S 00°57'06" W



WILLIAMSON SURVEYING & ASSOCIATES, LLC

104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597.

NOA T. PRIEVE & CHRIS W. ADAMS

PROFESSIONAL LAND SURVEYORS

PHONE: 608-255-5705 FAX: 608-849-9760 WEB: WILLIAMSONSURVEYING.COM

SUNSET LLAMAS CONDOMINIUM PLAT

DANE COUNTY, WISCONSIN

WILLIAMSON SURVEYING & ASSOCIATES, LLC

SURVEYOR'S CERTIFICATE:

I, Noa T. Prieve, Professional Land Surveyor, hereby certify that this plat is a correct representation of the condominium described and identification and location of the units and the common and limited common elements can be determined from the plat.

Williamson Surveying and Associates, LLC
by Noa T. Prieve & Chris W. Adams

DATE: _____

Noa T. Prieve S-2499
Professional Land Surveyor

DESCRIPTION:

Part of Lot 4, Certified Survey Map No. 5396, recorded in the Dane County Register of Deeds Office in Volume 24 of Certified Survey Maps, Pages 307 through 309, as Document No. 2054106. Located in part of the Northwest and Southwest 1/4's of the Southeast 1/4 of Section 36, T6N, R8E, Town of Verona, Dane County, Wisconsin, more particularly described as follows:

Commencing at the East 1/4 Corner of said Section 36; thence S 00°57'06" W along the east line of the Southeast 1/4, 1,517.04 feet; thence N 89°50'54" W, 1,303.60 feet to the southeast corner of said Lot 4 and to the point of beginning.

Thence continue along said Lot 4, N 89°50'54" W, 899.03 feet; thence N 00°49'16" E, 797.37 feet to the right-of-way of Beach Road; thence along said right-of-way along an arc of a curve concaved northwesterly having a radius of 60.00 feet and a long chord bearing and distance of N 17°31'20" E, 114.83 feet to the northwest corner of said Lot 4; thence continue along said Lot 4 for the next 3 courses S 89°11'55" E, 370.31 feet; thence N 56°08'41" E, 287.60 feet; thence N 63°01'19" E, 137.10 feet to the Southwest right-of-way of Sunset Drive; thence along said right-of-way for the next two courses S 41°16'58" E, 166.73 feet; thence S 44°22'08" E, 33.76 feet to the east line of said Lot 4; thence along said Lot 4, S 00°41'45" W, 977.06 feet to the point of beginning. This parcel contains 868,577 sq. ft. or 19.94 acres thereof.

NOTES:

- 1.) THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF A TITLE REPORT FOR THE SUBJECT TRACT OR ADJOINERS AND IS THEREFORE SUBJECT TO ANY EASEMENTS, AGREEMENTS, RESTRICTIONS AND STATEMENT OF FACTS REVEALED BY EXAMINATION OF SUCH DOCUMENTS.
- 2.) WETLANDS AND FLOOD PLAIN, IF PRESENT, HAVE NOT BEEN DELINEATED OR SHOWN.
- 3.) SECTION CORNER TIES FOR THE EAST 1/4 CORNER AND SOUTHEAST CORNER OF SECTION 36, T6N, R8E HAVE BEEN CHECKED AND VERIFIED PER THE LATEST TIE SHEET ON RECORD.
- 4.) ALL UNITS OF THIS CONDOMINIUM HAVE ACCESS TO PUBLIC UTILITIES IN PUBLIC RIGHT OF WAY, EXISTING ROADWAY EASEMENT (DOC# 2285923) AND THE LIMITED COMMON ELEMENT ALONG THE WESTERN SIDE OF UNITS 4 AND 2 FOR THE BENEFIT OF UNITS 1, 2 AND 4.
- 5.) ALL AREAS DEPICTED ON THE CONDOMINIUM PLAT AS LIMITED COMMON ELEMENTS SHALL BE GOVERNED BY THE TERMS AND CONDITIONS OF THE DECLARATION.
- 6.) DRIVEWAY CONNECTION IN THE AREA HATCHED ON THE CONDOMINIUM PLAT SHALL BE REMOVED OR BLOCKED UPON ANY SALE OR TRANSFER OF UNIT NUMBER 3 OF THIS PLAT.
- 7.) THE PORTION OF UNIT 3 LOCATED IN SUNSET DRIVE RIGHT OF WAY IS PUBLIC RIGHT OF WAY.

RECEIVED FOR RECORDING THIS _____ DAY OF _____, AT _____ O'CLOCK _____ M. AND RECORDED IN VOLUME _____

OF CONDOMINIUM PLATS, PAGE _____, AS DOCUMENT No. _____

REGISTER OF DEEDS

There are no objections to this condominium with respect to Sec. 703 Wis. Stats. and is hereby approved for recording.

Dated this _____ day of _____, 20____

Dane County Planning and Development

SURVEYORS SEAL

REV. 11-29-21

DRAWN BY NETIL BORTZ

DRAWING NO. 20W-349

SHEET 1 OF 1

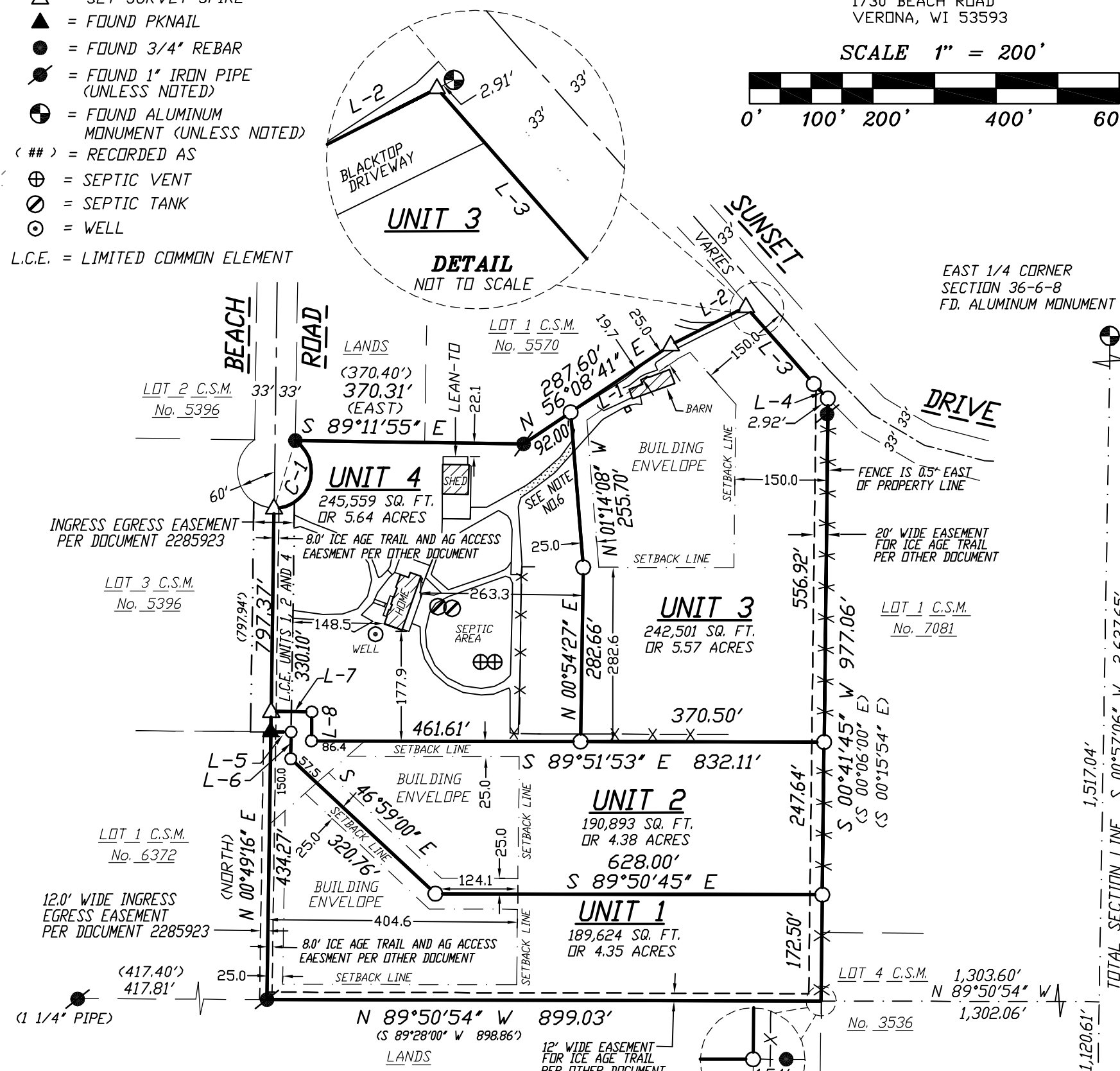
LINE TABLE:

L-#	BEARING	DIST.
L-1	(N 55°15'57" E) (N 55°14'00" E) N 56°08'41" E	195.60'
L-2	(S 62°06'15" E) (N 62°14' E) (N 63°01'19" E)	137.10'
L-3	S 41°16'58" E	166.73'
L-4	S 44°22'08" E	33.76'

L-#	BEARING	DIST.
L-5	S 89°39'06" E	33.00'
L-6	S 00°49'16" W	43.40'
L-7	S 89°39'06" E	66.00'
L-8	S 00°49'16" W	47.13'

CURVE TABLE:

C-#	RADIUS	CHORD BEARING AND DIST.	ARC	DELTA
C-1	60.00'	N 17°31'20" E 114.83'	153.15'	146°14'37"



DETAIL
NOT TO SCALE

SOUTHEAST CORNER
SECTION 36-6-8
F.D. BRASS MONUMENT

TOTAL SECTION LINE S 00°57'06" W 2,637.65'

ROAD DEDICATION

A road dedication located on part of Lot 4, Certified Survey Map No. 5396, recorded in the Dane County Register of Deeds Office in Volume 24 of Certified Surveys, Pages 307 through 309 as Document No. 2054106. Located in the Northwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 36, T6N, R8E, Town of Verona, Dane County, Wisconsin, being more particularly described as follows:

Commencing at the East $\frac{1}{4}$ Corner of said Section 36; thence S $00^{\circ}57'06''$ W along the east line of the Southeast $\frac{1}{4}$, 1,517.04 feet; thence N $89^{\circ}50'54''$ W, 1,303.60 feet to the southeast corner of said Lot 4; thence N $00^{\circ}41'45''$ E along said Lot 4, 977.06 feet to the Northeast right-of-way corner of said Lot 4 and to the point of beginning.

Thence continue N $00^{\circ}41'45''$ E along said Lot 4, 46.62 feet to the Southwest line of Certified Survey Map No. 15020 and the centerline of Sunset Drive; thence N $41^{\circ}16'58''$ W along said Southwest line and centerline of Sunset Drive, 157.37 feet to the north line of said Lot 4; thence S $63^{\circ}01'19''$ W along said Lot 4, 34.06 feet; thence S $41^{\circ}16'58''$ E, 166.73 feet; thence S $44^{\circ}22'08''$ E, 33.76 feet to the point of beginning. This road dedication is 5,905 sq. ft. or 0.14 acres thereof.

Planning Report

Town of Verona

May 14th, 2021

1730 Beach Road/6411 Sunset Drive

Summary: The applicant is seeking approval for a Condo Plat for parcel number 062/0608-364-8790-2. The plat would create four units of approximately 5.27, 5.73, 4.31 and 4.31 acres in size.

Property Owner: Stilwell Trust

Property Addresses: 1730 Beach Road, 6411 Sunset Drive

Applicant: Noa Prieve
Williamson Surveying

Location Map



Comprehensive Plan Guidance:

The density of this area is Residential RR 4-8 acres, so 1 house per 4-8 acres. The parcel is currently zoned RM 16 so a rezone would be appropriate for this parcel.

Current and Proposed Zoning: The current zoning is RM 16. The new zoning would be MFR-08 for each unit because the parcel is a proposed condominium. Currently 20.26 acres, the parcel would consist of 4 units of various sized acreages.

Extra-territorial Review/Boundary Agreement Authority: This parcel is in Area C of the boundary agreement with the City of Verona and is in the ETJ area of the City of Fitchburg. No further action is required with the City of Verona. The City of Fitchburg has indicated they will not approve any subdivisions for land in the ETJ area for parcels less than 35 acres and have no interest in rezone applications.

Surrounding Land Use and Zoning: The surrounding land uses are RR 1, 2 and 4. The parcel directly south is zoned RM 16.

Site Features: The site features pasturelands, agricultural fields, a residence and numerous sheds and farm buildings. The topography is varied, and the applicants keep llamas on the property. There is a driveway that provides private access from Beach Road to Sunset Road. Additionally, the private drive extending south from Beach Road is utilized by two adjacent landowners.

Driveway Access: It is anticipated that driveway access for Unit 4 will remain unchanged. Units 1, 2 and 4 will share a driveway easement with the neighbors to the west. Currently, there are three residences utilizing the shared access. This proposal would add an additional 2 driveways to this access. The access for Unit 3 will be via Sunset Drive using the existing driveway.

Other: There are existing driveway easement agreements with Lot 3 CSM 5396 and Lot 1 CSM 6372 owners on Beach Road. The owners of these lots were in support of the proposal when it was proposed as a land subdivision via CSM. The applicant is working with the Ice Age Trail Alliance to dedicate the existing path that traverses the perimeter of the property on the Eastern and southern sides to the IAT. The easement is depicted on the condominium plat.

Due to the proposed size of the units, it is anticipated that stormwater concerns can be handled individually on each unit instead of via an outlot/common element. However, this may change after review by the Town's Public Works Director once driveway access is further delineated.

Staff Comments: Staff recommends approval of the Condo Plan and rezone with the following considerations:

- Access to Beach Road be accomplished via either a shared easement agreement for the driveways or by designating the shared driveway as a common element.
- Development Agreement approval
- Declaration of Covenants approval
- Preparation of Preliminary Plat





WILLIAMSON SURVEYING & ASSOCIATES, LLC

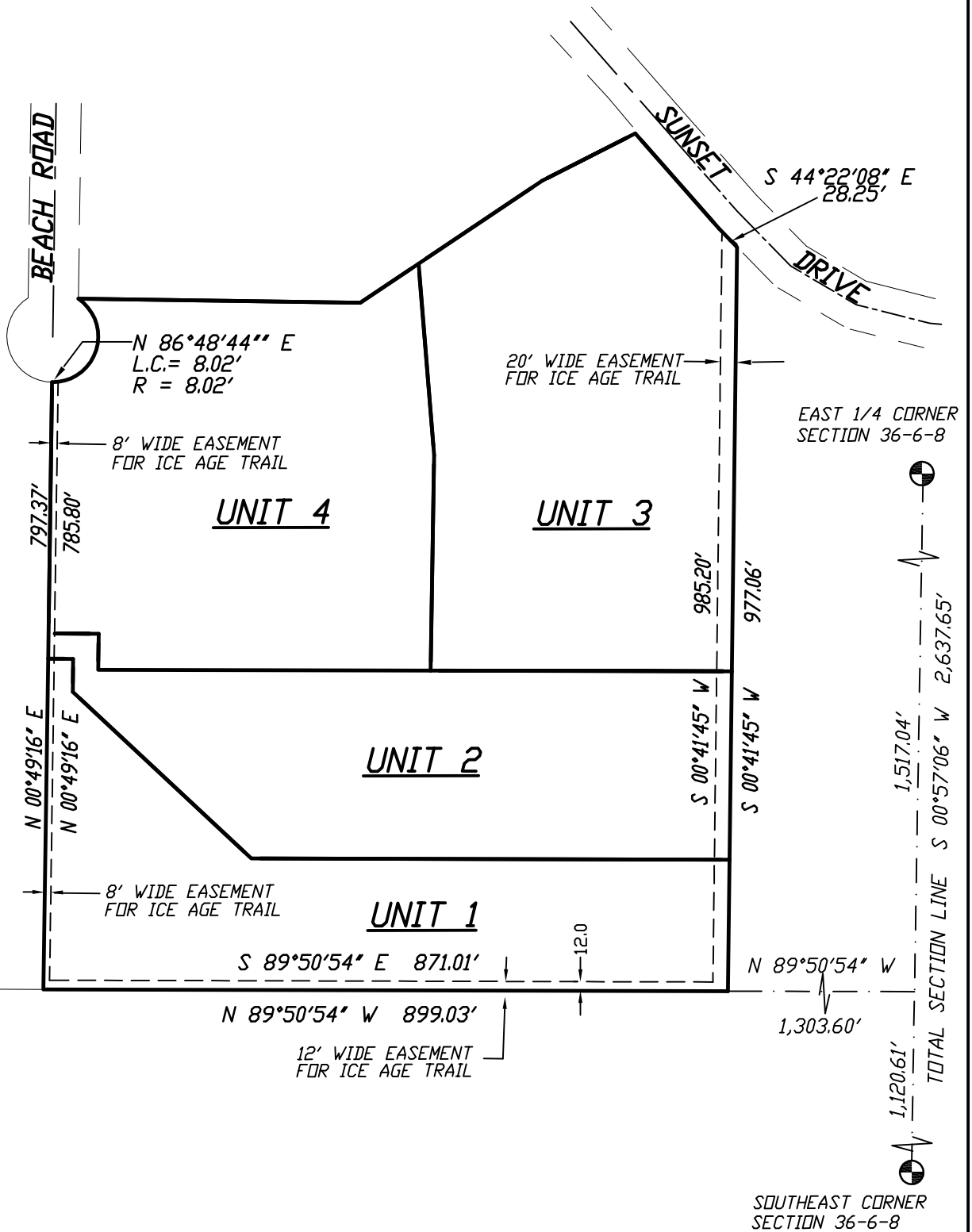
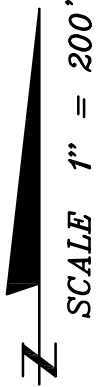
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597.

NOA T. PRIEVE & CHRIS W. ADAMS

PROFESSIONAL LAND SURVEYORS

PHONE: 608-255-5705 FAX: 608-849-9760 WEB: WILLIAMSONSURVEYING.COM

EXHIBIT MAP





WILLIAMSON SURVEYING & ASSOCIATES, LLC

104A WEST MAIN STREET, WAUNAKEE, WI 53597

NOA T. PRIEVE and CHRIS W. ADAMS

PHONE: 1-608-255-5705 WEB: WILLIAMSONSURVEYING.COM

THIS ICE AGE TRAIL EASEMENT

An easement located in part of Sunset Llamas Condominium Plat, previously being lot 4, Certified Survey Map No. 5396, recorded in the Dane County Register of Deeds Office in Volume 24 of Certified Survey Maps, Pages 307 through 309, as Document No. 2054106. This property is also located in part of the Northwest and Southwest 1/4's of the Southeast 1/4 of Section 36, T6N, R8E, Town of Verona, Dane County, Wisconsin, more particularly described as follows:

Commencing at the East 1/4 Corner of said Section 36; thence S 00°57'06" W along the east line of the Southeast 1/4, 1,517.04 feet; thence N 89°50'54" W, 1,303.60 feet to the southeast corner of said Lot 4 and to the point of beginning. Thence continue N 89°50'45" W, 899.03 feet; thence N 00°49'16" E, 797.37 feet; thence along the arc of a curve concaved northerly having a radius of 60.00 feet and a long chord bearing N 86°48'44" E a distance of 8.02 feet; thence S 00°49'16" W, 785.80 feet; thence S 89°50'45" E, 871.01 feet; thence N 00°41'45" E, 985.20 feet; thence S 44°22'08" E, 28.25 feet; thence S 00°41'45" W, 977.06 feet to the point of beginning. Said Easement contains 33,189 sq.ft. or 0.76 acres.

ICE AGE TRAIL
EASEMENT

DOCUMENT NO.

THIS ICE AGE TRAIL EASEMENT (the “Easement”) is made as of the ___ day of _____, 20___, by A. Lee and Rebecca Z. Stilwell __, (hereinafter “Landowner”), in favor of the ICE AGE TRAIL ALLIANCE, INC., a Wisconsin nonstock corporation (hereinafter “Easement Holder”).

RECITALS:

WHEREAS, Easement Holder is an organization that works to protect, promote, build and maintain the Ice Age National Scenic Trail (“Trail”), which has been recognized by the United States as providing nationally significant scenic, historic, natural and cultural qualities of the region impacted by continental glaciation; and

WHEREAS, Landowner is the sole owner in fee simple of certain real property located in a region impacted by continental glaciation, being in the Town of Verona, Dane County, Wisconsin, more particularly described and depicted on **Exhibit A** attached hereto (“Property”); and

WHEREAS, Landowner desires to grant an easement to maintain a public footpath across a portion of the Property (“Trail Easement Area”), more particularly described on **Exhibits B and C**, attached hereto, which shall become part of the Trail; and

WHEREAS, the Easement Holder desires to accept the easement and intends to provide a right-of-way for the use by the public over and across the Trail Easement Area for outdoor recreation and educational purposes and to permit the maintenance and improvement of the Trail by the Easement Holder and/or assigns and to restrict other uses of the Trail Easement Area which would be inconsistent with the purposes of this Easement; and

WHEREAS, the common law and section 700.40, Wisconsin Statutes recognize “conservation easements” for the purpose of protecting outdoor recreational and scenic values for public enjoyment; and

WHEREAS, the Easement will serve the following “conservation purposes,” as such term is defined in Section 170(h)(4)(A) of the Internal Revenue Code: the preservation of land for outdoor recreation by, or the education of, the general public, the preservation of open space for the scenic enjoyment of the general public, the National Trails System Act, 16 U.S.C. 1241 et seq., and the Wisconsin Ice Age State Scenic Trail Act, Section 23.17; and

WHEREAS, Easement Holder is a nonstock corporation organized pursuant to Chapter 181 of the Wisconsin Statutes whose purposes include the planning, development and maintenance of the Trail throughout Wisconsin and the preservation of natural, scenic and open space lands for conservation purposes for the benefit of the public for scientific and charitable purposes; and is a qualified holder of a conservation easement pursuant to Section 700.40 of the Wisconsin Statutes and a publicly supported, tax-exempt nonprofit organization qualified under Sections 170, 501(c)(3) and 509 of the Internal Revenue Code of 1986; and

THIS SPACE RESERVED FOR RECORDING DATA

NAME AND RETURN ADDRESS

Ice Age Trail Alliance, Inc.
Attn: Executive Director
PO Box 128; 2110 Main Street
Cross Plains, WI 53528

Parcel Identification Numbers

WHEREAS, the conservation values of the Trail Easement Area are further documented in an inventory of relevant features of the Trail Easement Area, as acknowledged by the Landowner and the Easement Holder, on file at the offices of the Easement Holder and incorporated by this reference (“Baseline Documentation”), which consists of reports, maps, photographs, and other documentation that the parties agree provides, collectively, an accurate representation of the Trail Easement Area at the time of this grant and which is intended to serve as an objective, though nonexclusive, information baseline for monitoring compliance with the terms of this Easement and which shall be signed by the both parties before the easement is signed and recorded;

NOW THEREFORE, in consideration of one dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency which are hereby acknowledged, the Landowner and their heirs, successors and assigns by this Easement grant to the Easement Holder and its successors and assigns in perpetuity a conservation easement as described below.

1. **Recitals.** The above Recitals are hereby fully incorporated into the terms of this Easement.

2. **Purpose.** It is the purpose of this Easement that the Trail Easement Area is established for conservation and non-motorized, passive recreational trail purposes, such as walking, hiking, snowshoeing, and cross-country skiing. Should any question arise regarding the propriety of any use of the Trail Easement Area, this Easement shall be construed liberally in favor of such use.

3. **Covenants of Landowner.** In furtherance of the foregoing, the Landowner makes the following covenants, which covenants shall run with and bind the Trail Easement Area in perpetuity. Any activity on or use of the Trail Easement Area inconsistent with the purpose of this Easement is prohibited. Without limiting the generality of the foregoing, the following activities and uses are expressly prohibited:

A. Public access except for by foot, snowshoe, or skis, all including dogs on leash on the Trail and within the Trail Easement Area. Any and all motorized vehicles shall be prohibited on the Trail Easement Area except for the WESTERN SEGMENT as described in Exhibits C and D which is an ingress and egress easement allowing for utility construction, emergency vehicle and farm equipment access for lands south of Unit 1.

B. The placement or construction of any buildings or other structures of any kind (including, without limitation, residential or commercial buildings, towers, roads, utility lines, billboards, and paved parking lots) except that Landowner may allow the western portion be paved for a driveway as provided for access to the Units 1, 2, and 4.

C. Any alteration of the surface of the land, including, without limitation, the excavation, addition or removal of soil, minerals, sand, gravel, rock, peat, or sod or any activity that causes or results in substantial damage to topographical features, geological formation or vegetation, except as may be required in the course of any activity permitted herein or for erosion control activities approved by the Easement Holder in writing prior to such activity.

D. The dumping or other disposal of noncompostible refuse, trash, garbage, debris or other unsightly or offensive material.

E. Any manipulation or alteration of watercourses, lake shores, wetlands or other water bodies within the Trail Easement Area, or any activities undertaken within the Trail Easement Area which are detrimental to water quality.

4. **Reserved Rights of Landowner.** Landowner and Landowner's successors and assigns reserve all rights accruing from the ownership of the Property including the right to engage in or permit or invite guests to engage in all uses of the Trail Easement Area that are not expressly prohibited or inconsistent with the purposes of this Easement.

A. Landowner and Landowner's successors and assigns reserve all rights accruing from the ownership of the Property including the right to engage in or permit or invite guests to engage in all uses of the Property and the Trail Easement Area that are not expressly prohibited or inconsistent with the purposes of this Easement.

5. **Rights of the Easement Holder.** To accomplish the purposes of this Easement, the following rights are conveyed to the Easement Holder:

A. The right-of-way and easement to permit general public access by foot, snowshoe or ski, and dogs on leash but not otherwise, over and across the Trail Easement Area.

B. The right to prohibit public access to all but foot, snowshoe or ski users through the installation of gates or other obstructions, and to limit access by or exclude the public by appropriate means from any portion of the Trail Easement Area except as provided for herein.

C. The right to lay out, mark, develop and maintain or relocate the Trail anywhere within the Trail Easement Area, including the right to construct such structures as bridges and boardwalks, over and across the Trail Easement Area; to make minor topographical changes to the Trail Easement Area for the necessity and convenience of locating the Trail; to post signs marking the Trail footpath, property boundaries, and interpreting natural features; and to manage vegetation through selective removal of exotic or nuisance plant species in order to maintain and enhance the ecological value of the Trail Easement Area.

D. Easement Holder shall have the right to enter upon the Trail Easement Area at reasonable times in order to monitor compliance with and otherwise enforce the terms of this Easement.

E. Easement Holder shall have the right to prevent any activity on or use of the Trail Easement Area that is inconsistent with the purpose of this Easement and to require the restoration of such areas or features of the Trail Easement Area that may be damaged by any inconsistent activity or use.

6. **Notices.** Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other shall be in writing and either delivered personally or sent by first class mail, postage prepaid, addressed as follows:

To Landowner:
A. Lee & Rebecca Z. Stilwell
1730 Beach Road _____
Verona, WI 53593 _____

To Easement Holder: Executive Director
Ice Age Trail Alliance, Inc.
P.O. Box 128; 2110 Main St.
Cross Plains, WI 53528

or to such other address or by such other means of common communication as either party from time to time shall designate by written notice to the other.

8. **Recording.** Easement Holder shall record this instrument or a memorandum thereof in the office of the Register of Deeds and may re-record it at any time as may be required to preserve its rights in this Easement.

9. **General Provisions.**

A. Controlling Law. The interpretation and performance of this Easement shall be governed by the laws of the State of Wisconsin.

B. Liberal Construction. Any general rule of construction to the contrary notwithstanding, this Easement shall be liberally construed in favor of the grant to affect the purpose of this Easement and the policy and purpose of the Wisconsin Conservation Easement Act. If any provision in this instrument is found to be ambiguous, an interpretation consistent with the purpose of this Easement that would render the provision valid shall be favored over any interpretation that would render it invalid.

C. Severability. If any provision of this Easement, or the application thereof to any person or circumstance, is found to be invalid, the remainder of the provisions of this Easement, or the application of such provision to persons or circumstances other than those as to which it is found to be invalid, as the case may be, shall not be affected thereby.

D. Entire Agreement. This instrument sets forth the entire agreement of the parties with respect to the Easement and to the subject matter set forth herein.

F. Amendment; Termination of Rights and Obligations. This Easement may only be amended by a written instrument executed by Landowner and Easement Holder. A party's rights and obligations under this Easement terminate upon transfer of the party's interest in the Easement or Trail Easement Area, except that liability for acts or omissions occurring prior to transfer shall survive transfer.

TO HAVE AND TO HOLD unto Easement Holder and its successors and assigns forever.

IN WITNESS WHEREOF Landowner and Easement Holder have set their hands on the day and year first above written.

LANDOWNER

By: _____
Name: _____
Its: _____

ACKNOWLEDGMENT

STATE OF WISCONSIN)
)
_____ COUNTY)

Personally came before me _____, 20____, the above-named _____, to me known to be the person who executed the foregoing document and acknowledged the same **[on behalf of said trust]**.

Notary Public, State of Wisconsin
My Commission: _____

[Signatures continue on next page]

ACCEPTANCE

Ice Age Trail Alliance, Inc., by a resolution of its Board of Directors adopted at a duly convened meeting on _____, 20__ hereby accepts the Easement Holder's interest in this Easement.

ICE AGE TRAIL ALLIANCE, INC.

By: _____

Name: _____

Its: _____

ACKNOWLEDGMENT

STATE OF WISCONSIN }
) ss
_____ COUNTY }

Personally came before me _____, 20__, the above-named _____, the _____ and _____, the _____ of Ice Age Trail Alliance, Inc., to me known to be the persons who executed the foregoing document as such officers and acknowledged they executed the foregoing document as such officers on behalf of said corporation by its authority.

Notary Public, State of Wisconsin
My commission: _____

This document was drafted by:
Danny Tang
Godfrey & Kahn S.C.
One East Main Street, Suite 500
PO Box 2719
Madison, WI 53701-2719

CONSENT OF MORTGAGEE [if needed]

The undersigned, holder of a mortgage encumbering the Property, hereby consents to, approves and accepts the foregoing Easement and agrees that the lien of its mortgage shall be and is hereby rendered subordinate to the rights therein granted.

Dated this _____ day of _____, 20__.

 NONE

By: _____

Name: _____

Title: _____

DRAFT



WILLIAMSON SURVEYING & ASSOCIATES, LLC

104A WEST MAIN STREET, WAUNAKEE, WI 53597

NOA T. PRIEVE and CHRIS W. ADAMS

PHONE: 1-608-255-5705 WEB: WILLIAMSONSURVEYING.COM

EXHIBIT B

ICE AGE TRAIL EASEMENT – SUNSET LLAMAS CONDOMINIUM PLAT

An easement located in part of Sunset Llamas Condominium Plat, previously being lot 4, Certified Survey Map No. 5396, recorded in the Dane County Register of Deeds Office in Volume 24 of Certified Survey Maps, Pages 307 through 309, as Document No. 2054106. This property is also located in part of the Northwest and Southwest 1/4's of the Southeast 1/4 of Section 36, T6N, R8E, Town of Verona, Dane County, Wisconsin, more particularly described as follows:

Commencing at the East 1/4 Corner of said Section 36; thence S 00°57'06" W along the east line of the Southeast 1/4, 1,517.04 feet; thence N 89°50'54" W, 1,303.60 feet to the southeast corner of said Lot 4 and to the point of beginning. Thence continue N 89°50'54" W, 899.03 feet; thence N 00°49'16" E, 797.37 feet; thence along the arc of a curve concaved northerly having a radius of 60.00 feet and a long chord bearing N 86°48'44" E a distance of 8.02 feet; thence S 00°49'16" W, 785.80 feet; thence S 89°50'45" E, 871.01 feet; thence N 00°41'45" E, 985.20 feet; thence S 44°22'08" E, 28.25 feet; thence S 00°41'45" W, 977.06 feet to the point of beginning. Said Easement contains 33,189 sq.ft. or 0.76 acres.



WILLIAMSON SURVEYING & ASSOCIATES, LLC

104A WEST MAIN STREET, WAUNAKEE, WI 53597

NOA T. PRIEVE and CHRIS W. ADAMS

PHONE: 1-608-255-5705 WEB: WILLIAMSONSURVEYING.COM

EXHIBIT C

WEST SEGMENT OF ICE AGE TRAIL EASEMENT AND ACCESS EASEMENT FOR LANDS TO SOUTH IN SW ¼ OF SE ¼ OF SECTION 36

An easement located in part of Sunset Llamas Condominium Plat, previously being lot 4, Certified Survey Map No. 5396, recorded in the Dane County Register of Deeds Office in Volume 24 of Certified Survey Maps, Pages 307 through 309, as Document No. 2054106. This property is also located in part of the Northwest and Southwest 1/4's of the Southeast 1/4 of Section 36, T6N, R8E, Town of Verona, Dane County, Wisconsin, more particularly described as follows:

Commencing at the East 1/4 Corner of said Section 36; thence S 00°57'06" W along the east line of the Southeast 1/4, 1,517.04 feet; thence N 89°50'54" W, 1,303.60 feet to the southeast corner of said Lot 4; thence continue N 89°50'54" W, 899.03 feet to the point of the beginning.

Thence N 00°49'16" E, 797.37 feet; thence along the arc of a curve concaved northerly having a radius of 60.00 feet and a long chord bearing N 86°48'44" E a distance of 8.02 feet; thence S 00°49'16" W, 797.80 feet to south property line; thence along said south line, N 89°50'54" W, 8.00 feet to the point of beginning. Said Easement contains 6380 sq.ft. or 0.15 acres.

REUTER, WHITISH & EVANS, S.C.

**ATTORNEYS AT LAW
44 EAST MIFFLIN ST., SUITE 306
MADISON, WISCONSIN 53703**

ALLEN D. REUTER
BARBARA O. WHITISH (1952-2013)
DANIEL J. EVANS
DAVID D. RELLES
KEVIN F. MILLIKEN (OF COUNSEL)
NOAH B. RELLES

TELEPHONE
(608) 250-9053

FACSIMILE
(608) 250-9054

MEMORANDUM

To: Sarah Gaskell, Administrator/Planner
From: Allen D. Reuter, Town Attorney
Date: November 12, 2021
Re: Existing Easements for Access – Stillwell Condo Development

You asked for my opinion as to whether the existing easements granting access to the Stilwell property (and neighboring properties) must be updated to address the proposed conversion of the Stilwell parcel to 4 condominium units. The Stilwell property (the “Condo Parcel”) is currently described as Lot 4, CSM No. 5396. Immediately to the west of that parcel is Lot 3 of CSM 5396 owned by James and Phyllis Wiederhoeft (“Lot 3”) and Lot 1 of CSM 6372 owned by David Lonsdorf and Marilyn Chohaney (“Lot 1”). Lot 1, Lot 3 and the Condo Parcel all abut on the public road cul-de-sac of Beach Road, which extends north to Sunset Drive. The easterly 33 feet of the northerly approximately 370 feet of Lot 1 is subject to an existing access easement. The question presented is whether the referenced easement (and a parallel easement on the Condo Parcel) must be amended to allow access to the individual units to be created on the Condo Parcel.

The existing easements are recorded in the office of the Register of Deeds for Dane County in Vol. 16614 page 45 as Document No. 2285923. The easement document was signed by both the Stilwells and Wiederhoefts prior to the sale of Lot 1 to Lonsdorf/Chohaney. The easements run along the boundary between the Condo Parcel and Lot 1. By their terms, the easements are intended to benefit Lot 1, Lot 3 and the Condo Parcel. While not parties to the easement agreement, Lonsdorf/Chohaney became beneficiaries of the easement (i.e acquired the right to use the portion of the easements they did not otherwise own) upon acquiring title to Lot 1.

The terms of the easement relevant to the question presented are as follows:

- Lot 1, but neither of the other lots, is restricted to one single-family structure with an attached garage and a single accessory building.
- A 33’ wide easement is created on Lot 1 and another 33’ wide easement is created on Lot 4 (the Condo Parcel), both straddling the property line (for a combined 66’ easement width) and connecting to the Beach Road cul-de-sac.
- The easements allow for ingress and egress to and from Lots 1, 3 and 4 (the Condo Parcel).
- Construction and maintenance responsibility are allocated among the benefitted parties.

- Stilwells reserved the right to create “one or more additional lots” on Lot 4 (the Condo Parcel) and those new lots, if created, “would also be subject to and benefit from the terms of the easement.”
- All of the terms of the easement “run with the land and shall be binding on, and shall inure to the benefit of the owners of Lots 1, 3 and 4 (the Condo Parcel), their heirs, successors, mortgagees, assigns and legal representatives.”

The proposed condominium plat would create 3 units (Units 1, 2 and 4) on the Condo Parcel that would abut on the existing easement. Ownership of the easement area on Lot 1 will not change, but since all of the units are on the Condo Parcel, their owners will become successors in interest to the Stilwells upon the transfer of title to any of those units. As such, they have the right to use the portion of the easement on Lot 1 just as if the Stilwells still owned the Condo Parcel or its individual units.

The portion of the easement located on the Condo Parcel is designated by the plat as a common area, and defined as a limited common area by the proposed condominium declaration. As such, ownership of that land will transfer in undivided shares to the condominium unit owners upon recording of the plat and declaration. As to this portion of the easement, the unit owners will be the successor in interest to the Stilwells, so they will have both ownership and the right to use the easement area located on the Condo Parcel. That change in ownership will not affect the right of Lot 1 to continue using the easement on the Condo Parcel.

Since the rights of the Stilwells to use the Lot 1 easement automatically transfer to new owners of the Condo Parcel, the change in ownership of any part of the Condo Parcel does not change the rights granted by the easement. Each unit owner will be a successor in interest to the Stilwells, and will take title to their units with the rights attached to those units, including the right to use the easement. Note that the provision making the easement rights run with the land is what gave the owners of Lot 1 their right to use the easement on the Condo Parcel. While there is nothing wrong with the parties entering into a new easement agreement or an amendment to the current one, there is no need to do so to assure access rights to the units being created by the condominium plat. That decision, therefore, is one for mutual agreement among the affected landowners, as there is no basis for the Town to require one.

Please let me know if you have any additional questions.

Declaration of Conditions, Covenants and
Restrictions and Declaration of Easements

This Declaration is made this 27th day of August, 1991 by A. Lee Stilwell and Rebecca Z. Stilwell, hereinafter referred to as "Stilwells".

WHEREAS Stilwells are the owners of Lot 4, Certified Survey Map No. 5396, recorded on November 11, 1987 in the office of the Dane County Register of Deeds as Document No. 2054106, hereinafter referred to as Lot 4;

AND WHEREAS Stilwells are the owners of Lot 1, Certified Survey Map No. 6372, recorded on April 9, 1991 in the office of the Dane County Register of Deeds as Document No. 2254715, hereinafter referred to as Lot 1;

AND WHEREAS James W. Wiederhoeft and Phyllis C. Wiederhoeft are the owners of Lot 3, Certified Survey Map No. 5396, recorded on November 11, 1987 in the office of the Dane County Register of Deeds as Document No. 2054106, hereinafter referred to as Lot 3;

AND WHEREAS Stilwells wish to impose certain conditions, covenants and restrictions on Lot 1 and also wish to create certain easements for the benefit of Lot 1, Lot 3 and Lot 4;

NOW THEREFORE, Stilwells hereby declare that:

Conditions, Covenants and Restrictions

1. Lot 1 shall be used only for single family residential purposes and no structure shall be erected, placed or permitted to remain on said lot other than one detached single-family dwelling, except as set forth herein.

2. The residential structure on Lot 1 shall not exceed two stories in height above basement or foundation level. The front of the house must face northeast or east and be not more than 45 feet off of parallel with the east lot line.

3. The residential structure on Lot 1 shall have a minimum of 2,000 square feet of living space. For the purposes of determining living space, attached garages, open and screened porches, and basements, even if basements are finished, shall be excluded in the determination of square footage.

4. The residential structure on Lot 1 shall have an attached garage and such garage shall contain not less than two (2) automobile garage stalls. All garage door openings in said attached garage or in any secondary building constructed in accordance with paragraph 8 shall be constructed so that they open in a direction which is at least 90 degrees from the direction in which the front of the house faces.

5. No buildings shall be erected or placed on Lot 1 until the plans, specifications, lot drawing showing elevations and location shall have been approved in writing by the Stilwells or their successors in interest, or by their agent designated in writing for such purpose. The purpose of this approval is to ensure that the planned construction meets the covenants and restrictions of this document and is not intended to review floor plan arrangements, building style or design unless specifically outlined in this document. In the event the Stilwells or their successors in interest, or their agent do not object to such construction plans, specifications, lot plan and elevations in

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writing within 15 days after the above has been submitted, then such approval shall be deemed to have been given. All other conditions outlined in these covenants and restrictions are still binding and may be enforced by legal process.

6. The easternmost wall of the residential structure shall not be located on Lot 1 nearer than 133 feet from the East lot line nor nearer than 125 feet from the North lot line nor nearer than fifty (50) feet from the south and west lot lines. Any structure other than the residential structure shall be located to the West of the westernmost wall and south of the northernmost wall of the residential structure and shall not be located nearer than 50 feet from the South and West lot lines of Lot 1. The northerly 125 feet of Lot 1 is hereby designated a view protected area. No structures of any kind shall be built in said area and no trees or shrubs which will exceed 8 feet in height at maturity may be planted in said area without the written permission of Stilwells or their successors in interest.

7. At least one-third of the exterior front wall surface of the residential structure on Lot 1 not including garage wall area, must be of stone or brick surface. No exterior antennas or satellite dish or clotheslines shall be erected on Lot 1 without written approval of the undersigned owner or their successors in interest or by their agent designated in writing for such purpose and must at minimum meet conditions listed in Paragraph 6 above.

8. A second non-residential building for non-commercial or non-business purposes may be erected on Lot 1 as long as the building does not exceed 1,000 square feet and is not more square feet than 3/4 of the square footage of the footprint of the residential structure not including garage and porches. The structure shall also meet all other conditions as outlined herein, especially items 5, 6, 9, 10 and 12. The second building shall not exceed one story or have side walls greater than nine feet in height.

9. All external construction and landscaping for the residential structure or secondary building on Lot 1 shall be completed within 12 months from the date of issuance of the building permit.

10. No buildings previously erected elsewhere may be moved onto Lot 1 except new pre-fabricated construction which has been approved in advance in writing by the undersigned owners or their successors in interest or by their agent.

11. A fence may be installed on Lot 1. However, no part of any fence may be located to the East of the most eastern point of the residential structure. All fences shall meet existing county and Town of Verona fence ordinances. Decorative landscape accent fencing of not more than 30 continuous feet in length is exempt from this restriction.

12. All garage floor surface areas shall be of concrete and all driveway surfaces shall be of asphalt or concrete.

13. No trailer, basement without first story residence, tent, shack, garage, barn or secondary building (Paragraph 8) as previously allowed or any part thereof shall ever be used as a residential area, temporary or permanent on Lot 1.

14. Parking or storage of boats, travel trailers, trailers, mobile homes, campers, snowmobiles, construction equipment, trucks, and other vehicles is prohibited on Lot 1 unless kept inside attached garages or secondary building structure. This shall not prohibit the temporary storage of such vehicles for the purpose of loading or unloading for a period not to exceed seventy-two (72) hours.

15. All of Lot 1 not used as a building site or under cultivation as a family garden shall be maintained as a lawn in grass and mowed at least four times per year or under cover crop such as natural prairie or natural forest ground cover in areas where trees have been planted and tended to keep it free of noxious weeds.

16. No animals, including horses, livestock or poultry of any kind, (other than household pets), may be kept on Lot 1.

17. The above listed conditions, covenants and restrictions may be enforced by any owner of property in CSM 5396. The penalty for any violation will include monetary damages, specific performance and/or restraining orders. All legal costs incurred in connection with the enforcement of these covenants shall be paid by the unsuccessful party in the legal process.

Easements

18. Lot 1 shall be subject to an easement for ingress and egress to Lot 3 and Lot 4 of Certified Survey Map No. 5396. Said easement shall cover that portion of Lot 1 which is described as commencing at the northeasterly corner of Lot 1, being the most southerly point of the existing Beach Road cul de sac; thence S 00 00' 00" E 362.97'; thence S 89 28' 00" W 33'; thence N 00 00' 00" W 373.17' to the most northerly point of Lot 1; thence southeasterly along the most northerly boundary of Lot 1, 34.45' to the point of beginning.

19. Lot 4 shall be subject to an easement for ingress and egress to Lot 1 and Lot 3. Said easement shall cover that portion of Lot 4 which is described as commencing at the northeasterly corner of Lot 1, being the most southerly point of the existing Beach Road cul de sac; thence S 00 00' 00" E 362.97'; thence N 89 28' 00" E 33'; thence N 00 00' 00" W 373.17' to a point on the existing Beach Road cul de sac; thence southwesterly 34.45' along the existing Beach Road cul de sac to the point of beginning.

20. The easement areas shall be used by the owners of Lots 1, 3 and 4 and their guests only for ingress and egress to their respective lots. Said areas shall not be used for the parking of vehicles and shall not be used in any other manner which would impede the use of said areas for ingress and egress.

21. Stilwells shall be responsible for supervising and paying for all costs of the construction of a crushed stone road base and a twenty foot wide asphalt roadway. The center line of the asphalt roadway shall be the common boundary of the two easement areas described above. Said asphalt roadway shall be constructed for a length of 402.97 feet commencing at the northerly most points of the easement areas and shall be constructed in accordance with Dane County road specifications. Construction of the roadway shall be completed on or before August 30, 1991.

22. The owners of Lots 1, 3 and 4 shall be entitled to construct asphalt or concrete driveways which connect their residences with the easement areas and asphalt roadway. The owners of Lots 1 and 3 shall not place any plantings, buildings, fences or other surface objects in the easement areas without the written consent of owners of Lot 4.

23. After completion of the above described asphalt roadway, the costs of and responsibility for repairs, maintenance, upkeep and snow removal for the northerly 210 feet of the asphalt roadway shall be shared equally by the owners of Lots 3 and 4. The costs of and responsibility for the repairs, maintenance, upkeep and snow removal for the remaining 212.97 feet of the asphalt roadway shall be the obligation of the owners of Lot 1 and 4. All decisions concerning repairs, maintenance, upkeep and snow removal

for any portion of the asphalt roadway shall be made by mutual consent of the parties having responsibility for those portions of the roadway as such responsibility is allocated under this paragraph.

24. Stilwells reserve to themselves and their successors in interest the right to transfer the easement areas, together with a circular area having a sixty foot radius and covering portions of lots 1, 3 and 4 to the Township of Verona or its successor, for use as a public road and cul de sac. The center point of said circular cul de sac area shall be the most southerly point of the common boundary of the above described easement areas. The owners of Lots 1 and 3 shall, upon request, execute such documents as may be necessary to complete the transfer of title to the easement areas and circular cul de sac area to the municipality. Upon such transfer, the easements shall terminate and the owners of Lots 1, 3 and 4 shall have no further obligations to each other in regard to the easements, except those obligations which may be outstanding on the date of termination. Any costs incurred in developing the easement areas and circular cul de sac area into a public road shall be paid for by owners of Lot 4, unless the owners of Lot 1 have requested such development, in which case the owners of Lot 1 shall pay said costs.

25. Stilwells also reserve to themselves and their successors in interest the right to declare that the easterly 12 feet of Lot 1 is subject to an easement. Said additional easement may be for one or more of the following purposes, including utility construction, walking, jogging, cross country skiing, emergency vehicle and farm equipment access. Said additional easement shall be on such terms as Stilwells or their successors in interest may deem to be appropriate.

26. Stilwells also reserve to themselves and their successors in interest the right to create one or more additional lots which would be located east of and adjoining Lot 1. Said additional lots would also be subject to and benefit from the terms of the easements set forth herein. Said lot or lots would also be subject to such of the conditions, covenants and restrictions set forth herein as Stilwells elect to impose on such lot or lots at the time the lot or lots are created. If such lot or lots are created, the cost allocations set forth in paragraph 23 shall be changed so that costs related to the northerly 210 feet of the easement areas shall be shared equally between lots 3 and 4 and the costs related to the remaining 212.97 feet of the easement areas shall be divided equally between the new lot or lots and Lot 1.

27. Each lot owner (hereinafter the first owner) agrees that except to the extent caused by the actions of one of the other two lot owners (hereinafter the second and third owners), the first owner shall hold the second and third owners harmless from any and all costs, expenses, fees and damages imposed as a result of the use of said easement areas by the first owner or the first owner's agents, invitees and guests.

28. In the event that the owners of Lot 3 elect to construct a private driveway to serve their property which intersects the existing Beach Road cul de sac rather than a drive which intersects the easement areas, then their rights and obligations under this Declaration shall terminate and they shall execute such documents as may be necessary to evidence such termination.

29. Upon the execution and recording of this Declaration, that Easement Agreement dated November 30, 1988 and recorded in Vol. 12264, Page 27 as Document #2117254 of the Dane County Registry shall terminate.

30. All of the conditions, covenants, restrictions and easement provisions set forth in the Declaration shall run with

the land and shall be binding on, and shall inure to the benefit of the owners of Lots 1, 3 and 4, their heirs, successors, mortgagees, assigns and legal representatives.

Owners of Lots 1 and 4
A. Lee Stilwell
A. Lee Stilwell
Rebecca Z. Stilwell
Rebecca Z. Stilwell

STATE OF WISCONSIN)
COUNTY OF DANE) ss.

Personally came before me this 28th day of August, 1991, A. Lee Stilwell and Rebecca Z. Stilwell, who executed the foregoing instrument and acknowledged the same.

Richard R. Parker
Notary Public
State of Wisconsin
My Commission is Permanent.

Owners of Lot 3
James W. Wiederhoeft
James W. Wiederhoeft
Phyllis C. Wiederhoeft
Phyllis C. Wiederhoeft

STATE OF WISCONSIN)
COUNTY OF DANE) ss.

Personally came before me this 27th day of August, 1991, James W. Wiederhoeft and Phyllis C. Wiederhoeft, who executed the foregoing instrument and acknowledged the same.

Richard R. Parker
Notary Public
State of Wisconsin
My Commission is Permanent.

Document drafted by and should be returned to:

A. Lee Stilwell and Rebecca Z. Stilwell
5698 Nutone Street
Madison, Wisconsin 53711

REC'D - 29 3 24 PM '91
REGISTRATION OFFICE
DANE COUNTY, WI
REGISTERED
53705

Return To:
James Wiederhoeft
PO Box 5326
Madison WI 53705

A. Lee Stilwell

Rebecca Z. Stilwell

STATE OF WISCONSIN)
) ss.
COUNTY OF DANE)

Personally came before me this _____ day of _____, 19____, A. Lee Stilwell and Rebecca Z. Stilwell, who executed the foregoing instrument and acknowledged the same.

Notary Public
State of Wisconsin
My Commission is Permanent.

Owners of Lot 3

James W. Wiederhoeft

Phyllis C. Wiederhoeft

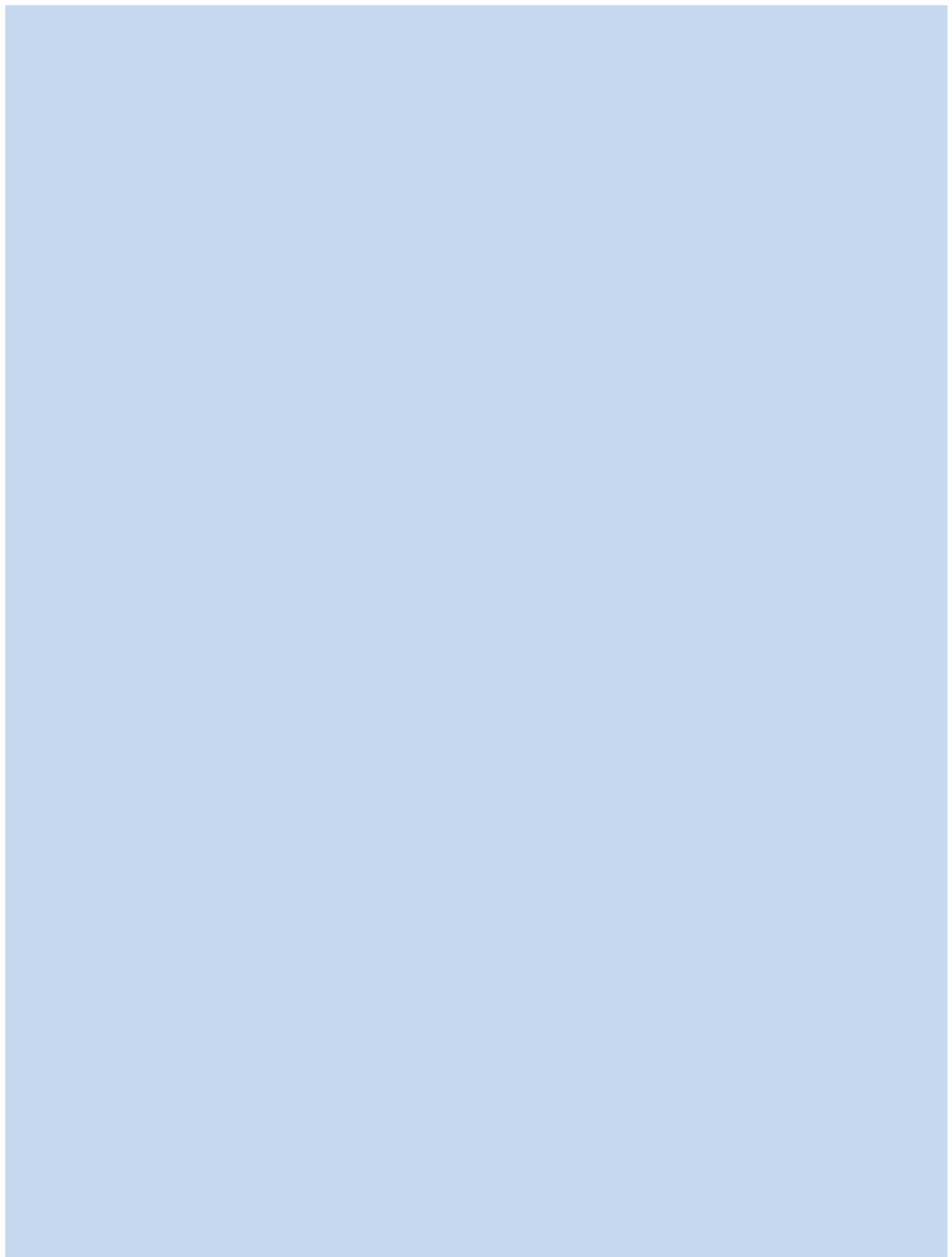
STATE OF WISCONSIN)
) ss.
COUNTY OF DANE)

Personally came before me this _____ day of _____, 19____, James W. Wiederhoeft and Phyllis C. Wiederhoeft, who executed the foregoing instrument and acknowledged the same.

Notary Public
State of Wisconsin
My Commission is Permanent.

Document drafted by and should be returned to:

A. Lee Stilwell and Rebecca Z. Stilwell
5698 Nutone Street
Madison, Wisconsin 53711



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): WARREN & MARY ANN OLSEN
6466 SUNSET DRIVE

Please check all that apply:

- comprehensive plan amendment – please see specific submittal requirement
- rezone petition
 - current zoning category RR-2
 - new zoning category MFR-08
- conditional use permit
conditional use requested _____
- certified survey map
- preliminary plat (CONDO PLAT)
- final certified survey map
- concept plan
- site plan
- request for Town road access

Property Owner Phone 845-7972

Address 6466 SUNSET DR. E-Mail WOLSEN@CHARUS.NET

Applicant, if different from the property owner RONALD R. KLAAS, D'ONOFRIO KOTKE

Applicant's Phone (608) 833-7530 E-mail RKLAAS@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 _____
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)

4 UNIT CONDOMINIUM PLAT TO CREATE 3 ADDITIONAL
HOME SITES

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.

Applicant Signature [Signature] Date 11-12-21

Print Name RONALD R KLAAS

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 # _____
Fee _____
Paid by _____
Date _____ Check # _____
Receipt # _____

Proposed Condominium Plat for Warren and Mary Ann Olsen

Warren and Mary Ann own 19.4 acres on Sunset Drive and are proposing a 4 unit Condominium Plat, which will create 3 more home sites in addition to their existing residence. The Olsen's have lived in their house on the site for 45 years, and also have a detached garage and outbuilding on the property, all of which will be on Unit 4 of the proposed Condo Plat (attached).

The property is within zone C of the City/Town boundary agreement, and within Fitchburg's ETJ (which is the reason for the Condo Plat approach). Their goal is to eventually sell the 3 home sites and have new homes built similar to other projects in the neighborhood (CSM 12006 to the west, Deer Haven Estates to the east, and the proposed Stillwell Condo Plat to the south). The home sites will range in size from 3.6 acres to 5.3 acres. Because of the wooded nature of the land, and the desire to avoid a full town road construction through the trees, they are proposing larger lots and limiting the total number to 4.

All 4 homes will share the existing driveway that has access on Sunset Drive. The shared driveway will be within an 80' Common Element, which will encompass the meandering driveway as it exists today. The driveway will be improved to Town Driveway standards and be owned and maintained jointly by all of the homeowners.

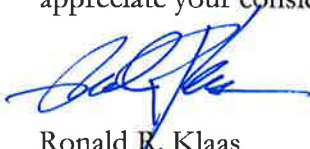
An existing conditions map is attached, and that shows the property to be heavily wooded, with hardwoods on the front portion and a planted pine plantation on the northern two thirds. For some historical perspective, there is also an arial photo from 1976, shortly after the Olsen's built their house. The existing conditions map includes topography, which shows the land to be rolling, no steep slopes, with drainage primarily to the west. Because the lots are large, stormwater management will be handled on site by each individual homeowner.

The fourth map shows the existing underlying soils. The Dresden and New Glarus soils in the area are defined as silt loams that are moderately deep and well drained. Septic drain fields will work in these soils, similar to all of the other homes in the area. Perk tests will need to be completed and septic systems designed and approved by the County as each site is built on.

The property needs to be rezoned from the current designation of RR-2 in order to move forward with the Condo Plat. A rezone application has been filed with the County to move this into the MFR-08 district, which is what the County requires for Condo Plats in rural areas. This request is scheduled to be at the ZLR meeting for a public hearing on December 28th.

A Neighborhood meeting is scheduled for Monday November 15th at the Town Hall. The Plan Commission will be updated on that discussion at their next meeting on November 18th.

D'Onofrio Kottke is providing the Civil Engineering and Land Surveying for this project. Robert Proctor will be the attorney who assists with the Condo Declaration and other legal matters. We appreciate your consideration of this proposal.



Ronald R. Klaas

OLSEN CONDOMINIUM, A CONDOMINIUM PLAT

LOCATED IN THE SE1/4 OF THE NW1/4 AND THE SW1/4 OF THE NE1/4
OF SECTION 36, T6N, R8E,
TOWN OF VERONA, DANE COUNTY, WISCONSIN

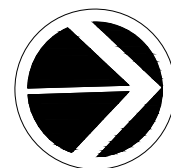
REGISTER OF DEEDS CERTIFICATE

Received for recording this _____ day of _____, 2021 at
_____ o'clock _____ M. and recorded in Volume _____ of Condominium Plats on
Pages _____ as Document Number _____.

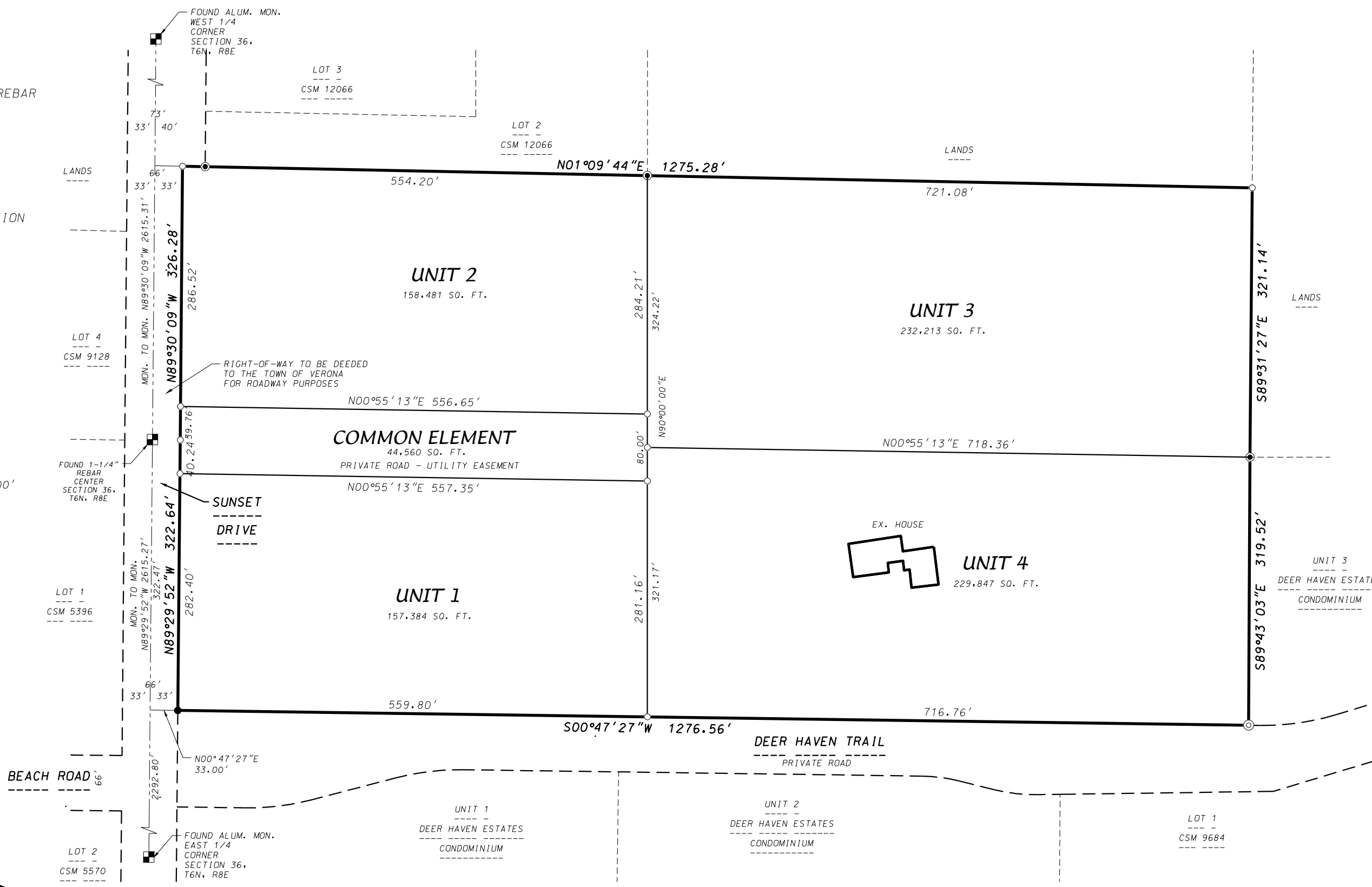
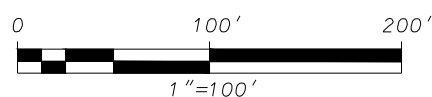
Kristi Chlebowski, Dane County Register of Deeds

There are no objections to this condominium with respect to Sec. 703 Wis. Stats and is hereby approved for recording.
Dated this _____ day of _____, 20____
Dane County Planning and Development

- LEGEND**
- PLACED 3/4"X18" IRON REBAR (WT=1.5 LBS/FT)
 - FOUND 3/4" IRON REBAR
 - ⊙ FOUND 1" IRON PIPE
 - ⊙ FOUND 1/2" IRON PIPE
 - () "RECORDED AS" INFORMATION



GRID NORTH
WISCONSIN COUNTY
COORDINATE SYSTEM
(DANE ZONE)
THE SOUTH LINE OF THE NE
1/4 OF SECTION 36, T6N,
R8E BEARS N89°29'52"W



LEGAL DESCRIPTION

A parcel of land located in the SE1/4 of the NW1/4 and the SW1/4 of the NE1/4 of Section 36, T6N, R8E, Town of Verona, Dane County, Wisconsin to-wit:
Commencing at the East 1/4 corner of said Section 36; thence N89°29'52"W, 2292.80 feet along the South line of said NE1/4; thence N00°47'27"E, 33.00 feet to a point on the North right-of-way line of Sunset Drive, also being the point of beginning; thence N89°29'52"W, 322.64 feet along said North right-of-way line; thence N89°30'09"W, 326.28 feet along said North right-of-way line to a point on the East line of Lot 2, Certified Survey Map No. 12066; thence N01°09'44"E, 1275.28 feet along the East line of Lot 2, Certified Survey Map No. 12066 and the Northerly extension thereof to point on the North line of said SE 1/4 of the NW 1/4; thence S89°31'27"E, 321.14 feet to the Southeast corner of said Unit 3, Deer Haven Estates Condominium; thence S89°43'03"E, 319.52 feet to the Southeast corner of said Unit 3; thence S00°47'27"W, 1276.56 feet along the West line of Deer Haven Trail and the Southerly extension thereof to the point of beginning. Containing 822,482 square feet (18.882 acres).

SURVEYOR'S CERTIFICATE

I, Brett T. Stoffregan, Professional Land Surveyor, S-2742, hereby certify that the plat hereon is prepared in accordance with Wisconsin Statutes, Section 703.11 and is a correct representation of the condominium described. I further certify that such map correctly represents all exterior boundaries and that the locations of each unit and the common elements can be determined from the plat.
Dated this _____ day of _____, 2021
Brett T. Stoffregan,
Professional Land Surveyor, S-2742

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

FN:18-02-151

ZONING DESCRIPTION

PARCEL TO BE ZONED MFR-08

A parcel of land located in the SW1/4 of the NE1/4 and the SE1/4 of the NW1/4 of Section 36, T6N, R8E, Town of Verona, Dane County, Wisconsin to-wit:

Commencing at the East 1/4 corner of said Section 36; thence N89°29'52"W, 2615.27 feet along the South line of said NE1/4 to the point of beginning; thence N89°29'52"W, 322.47 feet along said South line to the Center of said Section 36; thence N89°30'09"W, 326.67 feet along the South line of said NW1/4; thence N01°09'44"E, 1308.28 feet along the East line of Lot 2, Certified Survey Map No. 12066 and the Northerly extension thereof to a point on the North line of said SE1/4 of the NW1/4; thence S89°31'27"E, 321.14 feet to the Southwest corner of Unit 3, Deer Haven Estates Condominium; thence S89°43'03"E, 319.52 feet to the Southeast corner of said Unit 3; thence S00°47'27"W, 1309.56 feet along the West line of Deer Haven Trail and the Southerly extension thereof to the point of beginning. Containing 843,901 square feet (19.373 acres).

6466 Sunset Drive

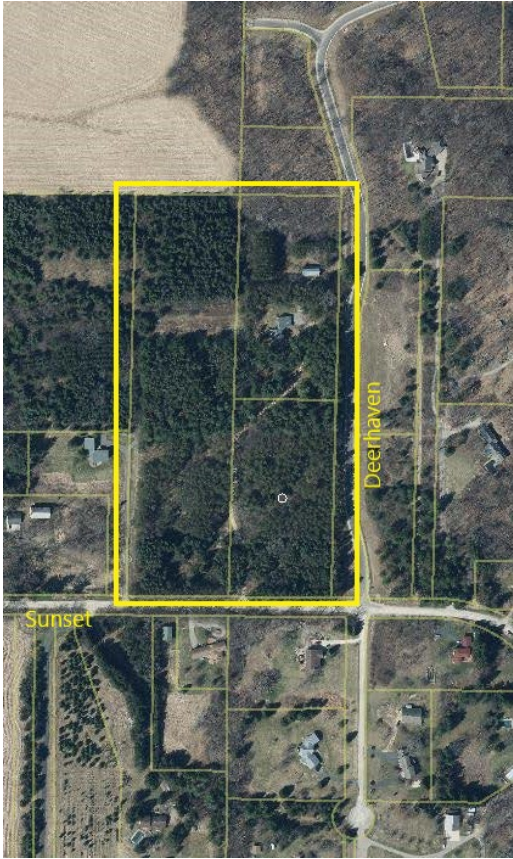
Summary: The applicant is seeking approval for a Condo Plat for parcel numbers 062/0608-361-9190-9, 062/0608-362-9500-2 and 062/0608-361-9100-7. The plat would create four units of approximately 5.4, 5.4, 3.6 and 3.6 acres in size, all zoned MFR-08.

Property Owner: Olsen Trust

Property Addresses: 6466 Sunset Drive

Applicant: Ron Klass,
D’Onfrio Kottke and Associates

Location Map



Comprehensive Plan Guidance:

The density of this area is Residential RR 2-4 acres, so 1 house per 2-4 acres. The parcel is currently in Metes and Bounds so a rezone is required.

Current and Proposed Zoning: The current zoning is RR 2. The new zoning would be MFR-08 for each unit because the parcel is a proposed condominium. Currently 21 acres, the total parcel would consist of 4 units of similar sized acreages.

Extra-territorial Review/Boundary Agreement Authority: This parcel is in Area C of the boundary agreement with the City of Verona and in the ETJ area of the City of Fitchburg. No further action is required with the City of Verona. The City of Fitchburg has indicated they will not approve any subdivisions for land in the ETJ area for parcels less than 35 acres and have no interest in rezone applications.

Surrounding Land Use and Zoning: The surrounding land uses are AT-35, RR 2 and MFR-08. The parcel is adjacent to the Deer Haven subdivision.

Site Features: The site features woodlands and a residence and a few accessory buildings. The topography is slightly varied. There is a driveway that provides access from Sunset Road to the residence located in the northeast part of the parcel.

Driveway Access: It is anticipated that driveway access for all of the units will remain unchanged. Units 1, 2, 3 and 4 will share access via the existing driveway access as a shared common element.

Other: Due to the proposed size of the units, it is anticipated that stormwater concerns will be handled individually on each unit instead of via an outlot/common element. All of the lands proposed for the rezone are currently in Managed Forest Land, until December 31, 2022. The rezone will result in the early withdrawal of this parcel from the and the applicant is aware of this.

Staff Comments: Staff recommends approval of the Concept Condo Plan and rezone with the following considerations:

- Access to Sunset Drive be accomplished by designating the shared driveway as a common element.
- Development Agreement approval
- Declaration of Covenants approval
- Final Plat approval

Neighborhood Meeting for the Olson Condo Plat Proposal
Monday 6pm November 15th, 2021
Town of Verona Town Hall Community Room

There were approximately 10 neighbors who showed up for the neighborhood meeting last night. As expected, it was mostly for gathering more information on the project.

The biggest concern was about the existing pines, with most neighbors wanting to make sure there was a buffer of trees between them and the new homes. We discussed having a 100' setback from Sunset Drive, and a minimum of 50' along the back of the lots (although that really only impacts units 1 & 2, since the Olsen's house is existing and unit 3 will back up to the 11 acre parcel that the Schorr's are purchasing).

One attendee had a much different opinion about the trees, because he thinks they are aging out and will start dying and potentially be a fire hazard. He would like to see the new homeowners gradually replace the pines with a more diverse variety of hardwoods and evergreens (which I think will happen naturally over time). I offered to consult an arborist to get a professional opinion on the remaining life span of the trees and suggestions on eventual turnover of the woods.

He also mentioned that Chris Barnes was planning on a rebuild of Sunset in 2022, and wondered about the timing due to the 6 lots remaining to be built on in Deer Haven, 3 more homes on Stillwell lands, and 3 more on Olsen's. However, Sunset needs upgrading and the consensus seemed to be that it should be move ahead (and hopefully the rebuild provides better pavement support for construction vehicles).

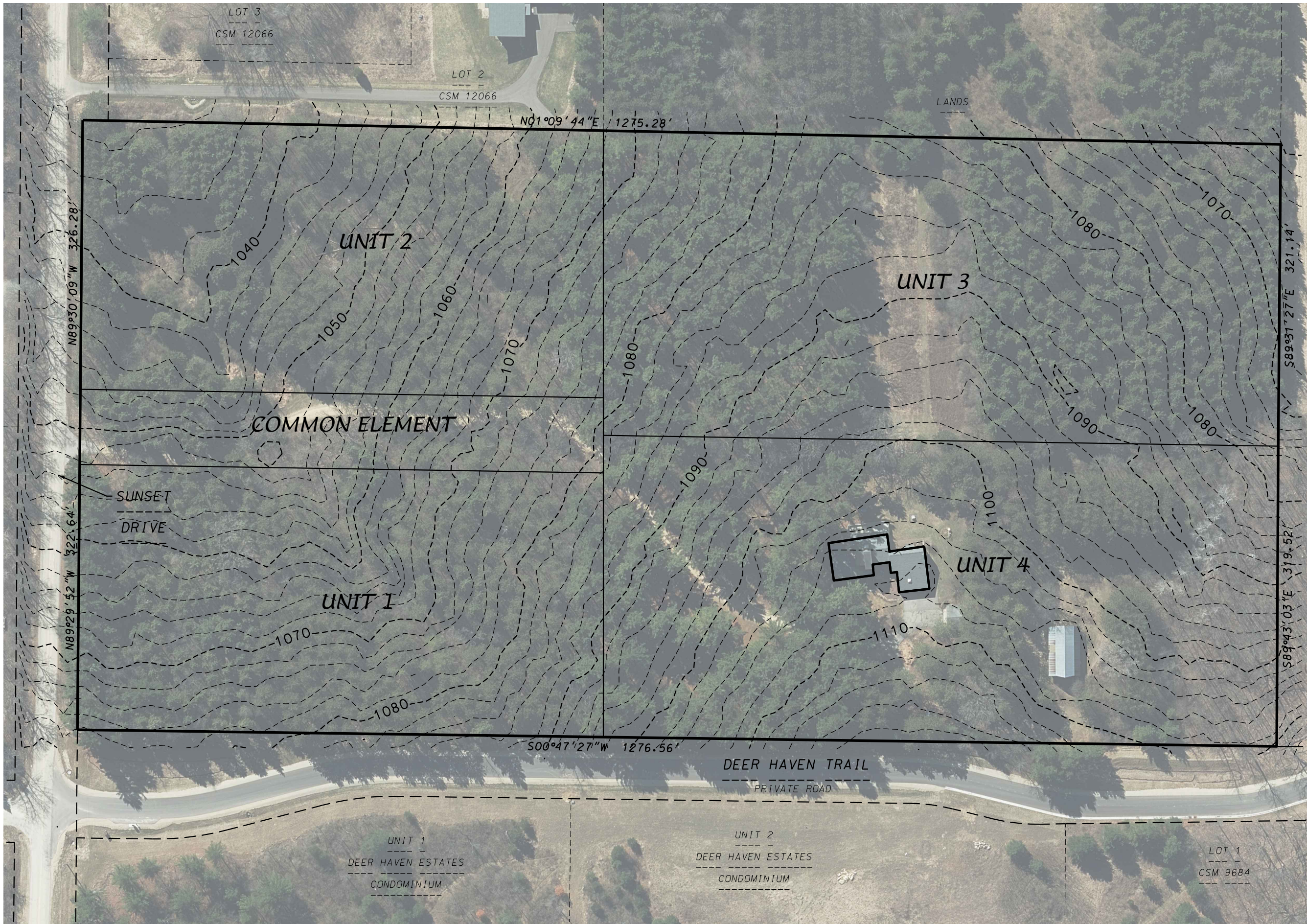
There was mention of TDS having high speed internet in the area, which will be available to the new homeowners.

I mentioned that these homes will be on well and septic, and the underlying soils are suitable for septic systems. No issues brought up with that.

Also mentioned that there will be many more Town meetings, as well as a public hearing at ZLR for the rezone needed. Timing was brought up, and we said our goal is to have all of this completed over the winter and spring month.

One attendee had a concern about the short notice for the neighborhood meeting. I told her to have the neighbors who could not make it to give me a call or send an email and I would be happy to answer questions.

Summary provided by Ron Klaas, D'Onfrio Kottke and Associates



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
 7530 Woodward Way, Madison, WI 53717
 Phone: 608.839.7390 • Fax: 608.839.1089
 YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

EXISTING CONDITIONS
OLSEN CONDOMINIUM
 LOCATED IN THE SE1/4 OF THE NW1/4 AND THE SW1/4 OF THE NE1/4
 OF SECTION 36, T6N, R8E,
 TOWN OF VERONA, DANE COUNTY, WISCONSIN



SCALE: 1" = 100'

DATE: 09-03-13
 REVISED:


FN: 18-02-151
 Sheet Number:
 1 of 1

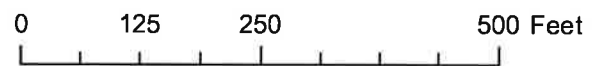
Olsen Condo Plat--aerial photo circa 1976



November 11, 2021

Dane County Mask

-  Dane County Mask
-  Road Names
-  Parcels



[See Alerts](#)COUNTY OF DANE
WISCONSIN[Translate](#)

Dane County Parks

Dane County, City of Madison, Others Partner to Expand the Ice Age National Scenic Trail

November 18, 2021

[Ariana Vruwink, 6082678823](#)

County Executive

40 Acre Property Will Create Opportunities for Trail Connections, Parking, & Preservation of Glacial Landscape

Today, Dane County Executive Joe Parisi joined City of Madison Mayor Satya Rhodes-Conway, City of Verona Mayor Luke Diaz, Town of Verona Chair Mark Geller, and Ice Age Trail Alliance representatives to announce an approximately 40-acre land purchase to expand the Ice Age National Scenic Trail. The property will create more opportunities for trail connections and parking, while further preserving the area's glacial landscape.

"We are excited to form this partnership on the Ice Age National Scenic Trail to increase outdoor recreation opportunities and continue our efforts to preserve Dane County's natural resources," said Dane County Executive Joe Parisi. "This effort will help even more Dane County residents connect with the outdoors and immerse themselves in our expansive system of trails."

A portion of the Ice Age National Scenic Trail currently runs through the University Ridge Golf Course in the Town of Verona, ending at Woods Road. In 2018, with the County's assistance, the City of Madison purchased land on the west side of Woods Road for a critical trail connection. The County recently negotiated the purchase of approximately 40 acres of land adjacent to this City owned land from Mary M. Christiansen, Loveday Herring, and the Martha G. Cowling Revocable Trust.

Attachments

[Cowling Map](#)

[Cowling Area Map](#)

The parcel is unimproved, with mature woodlands and rolling topography with some steeper inclines and contains a couple small ponds. Acquisition of the land will provide options for a trailhead, parking, and preservation of land within the Ice Age National Scenic Trail corridor project area.

“The City of Madison has the honor of being the largest municipality the Ice Age Trail passes through. This property adds nearly 40 acres to the Ice Age Trail corridor and is an important collaboration with Dane County, the City of Verona and the Town of Verona,” said City of Madison Mayor Satya Rhodes-Conway. “The land’s topography includes ridges and kettle ponds that provide very diverse habitats for a range of plant and animal species and connects to the 38 acres in the existing Moraine Woods Conservation Park located on the Johnstown Moraine. I’m so pleased we can be a part of preserving this land and making it accessible for the public to enjoy.”

Acquiring the property is a partnership between Dane County, City of Madison, City of Verona, Town of Verona, and the Ice Age Trail Alliance. The purchase price has been established at \$2,700,000, based on appraised value. The County will contribute \$1,660,000 toward the purchase and hold fee title to approximately 80% of the property. The City of Madison will provide \$540,000 toward the purchase price and will annex and hold fee title to approximately 20% of the northern portion of the property, per a certified survey map, based on its contribution. This 20% ownership will be encumbered by a trail and conservation easement held by the County.

“As the Verona area grows, it’s critical that we preserve valuable natural areas for current and future generations,” said City of Verona Mayor Luke Diaz. “I think that Verona residents are really going to enjoy this area, once it is prepared and open to the public.”

The City of Verona will provide \$500,000 toward the purchase and will hold a trail and conservation easement on the County’s 80% ownership. The Town of Verona will provide maintenance services including mowing and snow plowing at the property. The Ice Age Trail Alliance and its partners/ volunteers will be responsible for construction and management of the trail.

“Intentional land preservation for use by all is vital to the future of Dane County,” said Town of Verona Chair Mark Geller. “The Town of Verona is proud to support and encourage more interactive and cooperative planning between the Town, our adjacent City neighbors, and the County. We are excited to be a part of this innovative, regional partnership.”

The Dane County Parks & Open Space Plan recommends the acquisition of land for the Ice Age National Scenic Trail. It was designated a National Scenic Trail by Congress in 1980 and is one of

only 11 National Scenic Trails. The trail corridor traverses north and south through western Dane County and follows the end moraines that mark the furthest extent of the glacial advancement. The County, along with other units of government and the Ice Age Trail Alliance, work together to acquire lands in order to make trail connections and to preserve the glacial landscape.

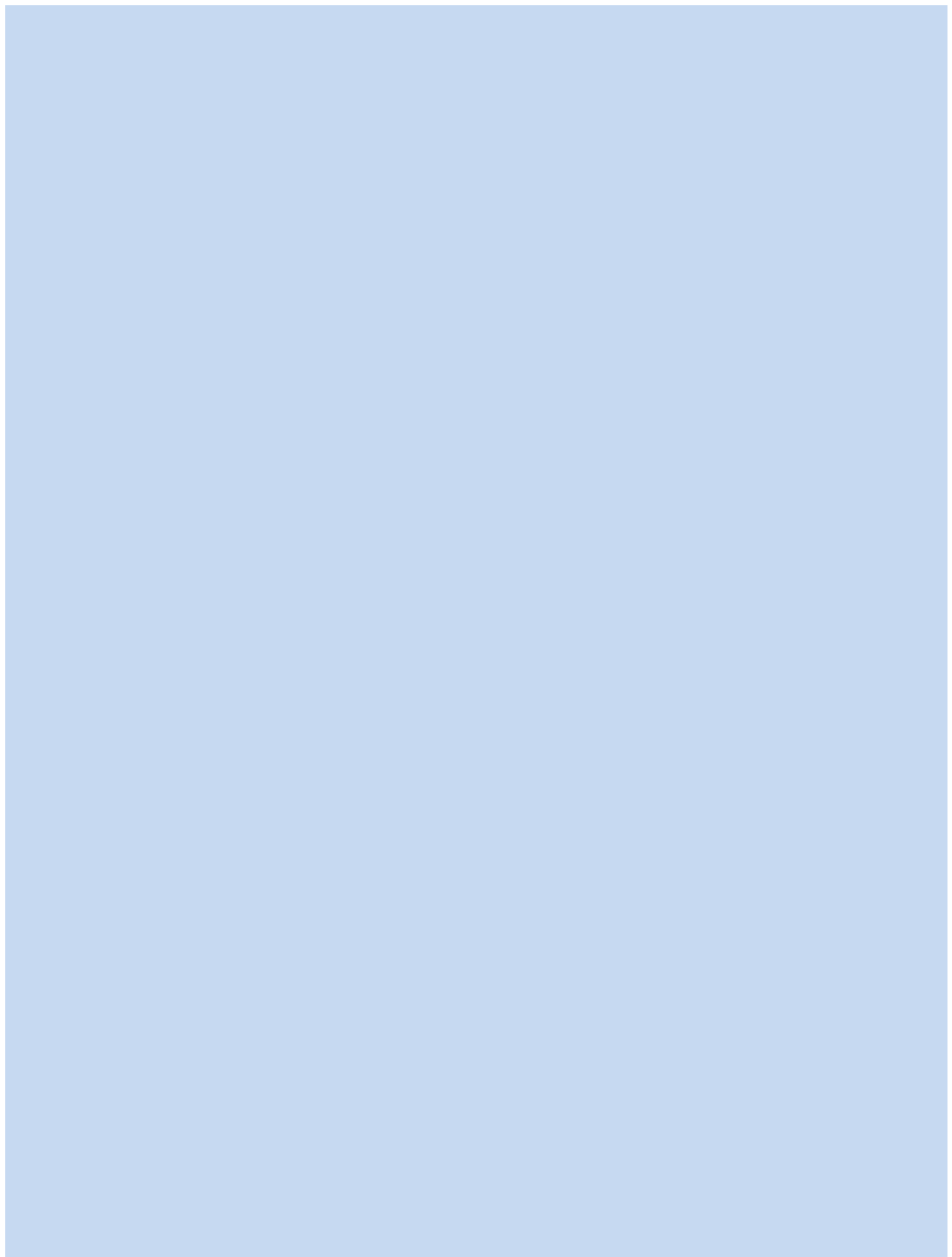
“The Ice Age Trail Alliance commends and thanks Dane County, the Cities of Madison and Verona, and the Town of Verona for persistently working to help complete the Ice Age National Scenic Trail in Dane County,” said Mike Wollmer, Executive Director/CEO of Ice Age Trail Alliance. “This purchase extends the band of parkland separating these communities, while protecting a world-class example of terminal moraine left behind by the last glaciation. It will make a fine location for a future section of the Ice Age Trail.”

Previously, County Executive Parisi included \$100,000 in his 2021 budget for the Ice Age National Scenic Trail at the Ice Age Junction Natural Resource Area. Dane County, the City of Verona, the Ice Age Trail Alliance, and the Southern Chapter of Wisconsin Trout Unlimited began working together in 2019 to help restore a segment of Badger Mill Creek and adjoining wetlands. The project included realigning a segment of the Ice Age National Scenic Trail, which had suffered from wet and muddy conditions.

County Executive Parisi included \$300,000 in his 2022 budget to finalize restoration work of Badger Mill Creek and realignment of the Ice Age Trail through the same area. He also included \$100,000 to continue a partnership with the Ice Age Trail Alliance to increase access to the Ice Age Trail through parking areas and trail development.

Last October, Dane County acquired approximately 295 acres of property in the Town of Berry to become a part of Indian Lake County Park. The \$2.9 million parcel is located within the Ice Age National Scenic Trail Corridor and creates a critical off-road link for the Ice Age National Scenic Trail, eliminating a dangerous on-road connecting route along Highway 19. In February 2020, Dane County also purchased 152 acres in the Town of Cross Plains for the Ice Age Complex as a trail and conservation easement. The easement limits development on the parcel and includes a 30-foot corridor along the east side of the property for the trail.

A resolution to authorize the 40-acre purchase of land for the Ice Age National Scenic Trail will be introduced at tonight’s County Board meeting. It is expected to be approved in the coming weeks.



RESOLUTION 2021-09

Resolution to Appoint Town of Verona Inspectors for 2022-2023 Term

WHEREAS, The Town of Verona is responsible for staffing all elections held within its jurisdiction;
WHEREAS, the Verona Town Board has the authority to appoint an elections board to serve for a two (2) year term;
BE IT RESOLVED, that the following Town residents and Dane County residents be appointed to serve as
Town Election Inspectors for the two year term of January 1, 2022 through December 31, 2023.

	Last Name	First Name	Address	City	State	Zip
1	BARNETT	JANE	2273 Sugar River Road	Verona	WI	53593
2	BASS ARMSTRONG	AMY	1957 County Road PB	Verona	WI	53593
3	BIGLER*	JULIE	593 Viney Road	Verona	WI	53508
4	BOVY	BOB	7648 County Highway PD	Verona	WI	53593
5	CASSIS	MONA	7812 Dairy Ridge Road	Verona	WI	53593
6	CHRISTENSEN	JEFF	7459 Oak Hill Court	Verona	WI	53593
7	DALY	LAURA	2687 Fitchrona Rd	Madison	WI	53719
8	DUNN	JAMIE	2817 White Crossing Rd	Verona	WI	53593
9	EBERHARDT	JOHN	2996 Timber Lane	Verona	WI	53593
10	FERRERI	JACK	3118 Timber Lane	Verona	WI	53593
11	FITZRANDOLPH	JEFF	66 Berdella Court	Cross Plains	WI	53528
12	FOATE	DAWN	8309 Mid Town Rd	Madison	WI	53719
13	GERTSCH	DOROTHY	6422 Shady Bend Road	Verona	WI	53593
14	GODSHALL	KAREN	6931 McKee Road	Madison	WI	53719
15	KEOGH	TIM	6386 Pheasant Lane	Verona	WI	53593
16	KING	ARLENE	7223 Cross Country Road	Verona	WI	53593
17	KOCHANSKI	MARK	2877 Stony Ridge Circle	Verona	WI	53593
18	KREWSON	GRACE	1685 Fritz Road	Verona	WI	53593
19	LALOR	JANET	6666 Purcell Road	Belleville	WI	53508
20	LALOR	RONAN	6666 Purcell Road	Belleville	WI	53508
21	LUGINBUHL	SUE	2157 Sugar River Road	Verona	WI	53593
22	MARTHA MAXWELL	MARTHA	11691 Mid Town Road	Verona	WI	53593
23	MCKINLEY	CAROL	6537 Shady Bend Road	Verona	WI	53593
24	MCKINLEY	JOHN	6537 Shady Bend Road	Verona	WI	53593
25	MEYERS	KIM	6376 Everest Dr	Madison	WI	53719
26	MILLER	GREGG	405 N Shuman Street	Verona	WI	53593
27	O'BRIEN	MICHAEL	2821 Allegheny Dr	Madison	WI	53719
28	PAUL	DEB	6818 Cross Country Road	Verona	WI	53593
29	SHELLPFEFFER	JON	2565 Tonto Trail	Verona	WI	53593
30	SCHNAPP	TERRY	2859 Cross Country Road	Verona	WI	53593
31	SENSEMAN	LIZ	3199 Shady Oak Ln	Verona	WI	53593
32	STANEK	MARTA	1718 Spring Rose Rd	Verona	WI	53593
33	STANEK	ZBIGNIEW	1718 Spring Rose Rd	Verona	WI	53593
34	STILWELL	BECKY	1730 Beach Road	Verona	WI	53593
35	WAGNER	RAY	3131 Shady Oak Lane	Verona	WI	53593
36	WILLETT	MIKE	11785 Mid Town Road	Verona	WI	53593
37	YANKEE	SHONDRA	6738 Sunset Dr	Verona	WI	53593
38	ZDINAK	DEBORAH	1656 Bartlett Ct	Belleville	WI	53508
39	ZUESKE	TODD	3490 Sabaka Trl	Verona	WI	53593

BE IT FINALLY RESOLVED that the official hours for the polling place are from 7:00 AM to 8:00 PM
ADOPTED by the Town of Verona Board on December 7, 2021

Mark M. Geller, Town Chair

I hereby certify that the foregoing resolution was duly adopted by the Town of Verona Board
at a legal meeting on the 7th day of December 2021

Teresa Withee, Clerk/Treasurer

* May only serve if no Chief Inspector who is a Town of Verona resident is available



TOWN OF VERONA

TO: Town Board of Supervisors

DATE: December 1, 2021

FROM: W. Christopher Barnes, Public Works Director

SUBJECT: Annual Consulting Engineering Contract Renewal

ACTION RECOMMENDED:

The Board approve the Professional Services agreement with MSA Professional Services, Inc. for calendar year 2022 and authorize the Town Chair to execute the agreement.

MSA Professional Services, Inc. has performed general consulting engineering service for the Town since 2001. The service agreement provides on-call services for general items such as Geographical Information System (GIS) mapping, surveying, State or Federal permitting and grant assistance. Typical services under this contract include the annual road improvement bidding documents, updating and expanding the sanitary sewer GIS mapping, and miscellaneous drawings and mapping. For 2022, the on-call services are anticipated to include the road improvement project bidding documents and engineering and bidding documents for the Goose Lake area sanitary sewer relining.

This on-call contract is not used for large projects, such as the Valley Road bridge where a public contract may exceed \$25,000 in cost, as these size projects typically involve soliciting proposals from a number of consulting firms to select a firm for the best fit for the specific project.

MSA has performed engineering services for the town in a very professional and responsive manner, and staff interaction with MSA staff has been excellent. Compensation for the engineering services is based upon an hourly rate schedule. The current hourly rate schedule has been in effect for at least 4 years, and for 2022 MSA is proposing an hourly rate increase of approximately 6% for the staff generally assigned to town projects. This rate is comparable to other professional engineering firms and represents a reasonable increase in hourly rates.

It is recommended that the Board approve the Professional Services agreement with MSA Professional Service, INC. for calendar year 2022 and authorize the Town Chair to execute the agreement.

Attachments



Professional Services Agreement

This AGREEMENT (Agreement) is made today December 7, 2021 by and between TOWN OF VERONA (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Town of Verona 2022 General Engineering

The scope of the work authorized is: On-call engineering to coordinate projects, prepare permits, provide development reviews, grant assistance, mapping, attend Public Works Committee meetings and consult with the Town of Verona upon request with Town related engineering and planning concerns. MSA will provide separate phases for required work as necessary to assist in providing monthly billing summaries.

The schedule to perform the work is: approximate start: January 2, 2022
approximate completion: December 31, 2022

The estimated fee for the work is: Hourly, Time and Expenses

This authorization for the work described above shall serve as the Agreement between MSA and OWNER. All services shall be performed in accordance with the Master Professional Services Agreement currently in force. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis. A list of reimbursable expenses is included on the attached rate schedule.

Approval: MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Agreement. A copy of this Agreement signed by the authorized representatives shall be returned for our files.

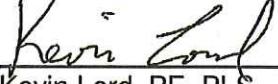
TOWN OF VERONA

Mark Geller
Town Chair
Date: _____

Attest: Town Clerk
Clerk Name: _____
Date: _____

7669 County Highway PD
Verona, WI 53593
Phone: 608-845-7187
Fax: 608-845-7143

MSA PROFESSIONAL SERVICES



Kevin Lord, PE, PLS
Consulting Village Engineer
Date: November 24, 2021

1702 Pankratz Street
Madison, WI 53704
Phone: 608-242-7779
Fax: 608-242-5664

**ATTACHMENT A:
RATE SCHEDULE**

CLIENT LIASON

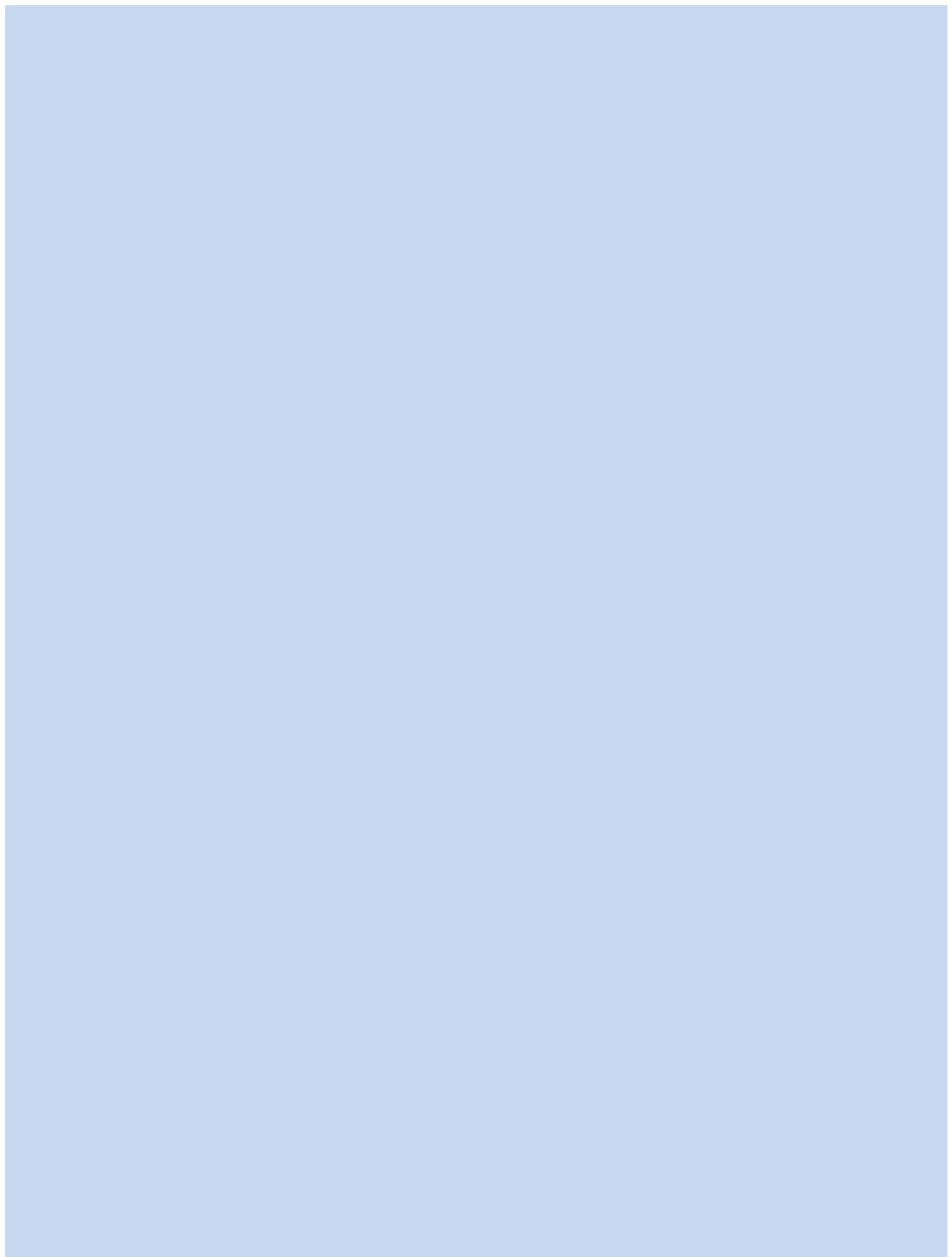
Kevin Lord, PE, PLS, Consulting Town Engineer.....\$150/hr.

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Architects.....	\$127-\$168/hr.
Clerical	\$60-\$100/hr.
CAD Technician.....	\$68-\$132/hr.
Geographic Information Systems (GIS).....	\$92-\$136/hr.
Housing Administration.....	\$67-\$114/hr.
Hydrogeologists.....	\$120-\$144/hr.
Planners	\$97-\$200/hr.
Principals	\$185-\$230/hr.
Professional Engineers.....	\$104-\$230/hr.
Project Manager	\$87-\$200/hr.
Professional Land Surveyors.....	\$90-\$160/hr.
Staff Engineers	\$87-\$135/hr.
Technicians	\$76-\$120/hr.
Wastewater Treatment Plant Operator	\$70-\$89/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Fax	\$1.00/page
GPS Equipment.....	\$40/hour
Mailing/UPS.....	At cost
Automobile Mileage -- (currently \$0.545/mile)	Rate set by Fed. Gov.
MSA Truck Mileage	\$0.70/mile
Nuclear Density Testing	\$25.00/day + \$10/test
Organic Vapor Field Meter.....	\$100/day
PC/CADD Machine.....	Included in labor rates
Robotics Geodimeter.....	\$30/hour
Stakes/Lath/Rods	At cost
Total Station	Included in labor rates
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing.....	At cost

* Labor rates represent an average or range for a particular job classification. These rates are in effect until January 1, 2019. After January 1, 2019, these rates may increase by not more than 5% per year.



PUBLIC HEARING NOTICE FOR THE PROPOSED 2022 BUDGET
TOWN OF VERONA, 7669 County Highway PD, VERONA, WI 53593
NOVEMBER 17, 2021 AT 7:00 PM
A public hearing will be held at Town Hall to receive comments from citizens.

Town of Verona 2022 Proposed Budget

REVENUES	Original 2021 Budget	Draft 2022 Budget	Difference from Original 2021	% Change
All Tax Revenue	\$1,200,862	\$1,273,520	\$72,658	6%
Intergovernmental Revenue	\$251,403	\$260,858	\$9,455	4%
Licenses & Permits	\$79,560	\$80,220	\$660	1%
Fines, Forfeitures, and Penalties	\$8,000	\$7,700	-\$300	-4%
Public Charges for Service	\$124,828	\$161,902	\$37,074	30%
Interest Income	\$14,000	\$2,200	-\$11,800	-84%
Misc. Revenue	\$18,000	\$17,850	-\$150	-1%
Other Finance Sources	\$0	\$0	\$0	100%
Fund 21 - ARPA Revenue	\$0	\$100,691	\$100,691	100%
TOTAL REVENUES	\$1,696,653	\$1,904,941	\$208,288	12%
EXPENDITURES				
Capital Outlay	\$442,791	\$442,298	-\$493	0%
General Government	\$347,390	\$355,049	\$7,659	2%
Public Safety	\$399,770	\$437,427	\$37,657	9%
Public Works	\$388,692	\$433,340	\$44,648	11%
Health and Human Services	\$39,830	\$50,571	\$10,741	27%
Conservation/Development	\$5,890	\$7,134	\$1,244	21%
Fund 21 - ARPA Expense	\$0	\$100,691	\$100,691	100%
Transfers	\$72,290	\$78,431	\$6,141	8%
TOTAL EXPENDITURES	\$1,696,653	\$1,904,941	\$208,288	12%
Revenue less Expenditures	\$0	\$0	\$0	

	Bal 12/31/2020	2021 Revenues	Estimated Expenditure by 12/31	Projected 12/31/2021
Unassigned reserves	\$285,938	\$22,094	\$0	\$308,032
Committed-Leave Time Liability	\$77,013	\$23,096	\$8,569	\$91,540
Restricted -Garbage Bin Replacement	\$1,506	\$900	\$0	\$2,406
Assigned - Revaluation	\$29	\$8,000	\$0	\$8,029
Assigned - Capital Expense	\$143,342	\$20,000	\$0	\$163,342
TOTAL ALL FUNDS	\$507,827			\$573,348

If an interpreter, materials in alternate formats or other accommodations are needed to access this meeting, please contact the Town of Verona office @ 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. **Posted 10/28/2021**