

Town of Verona Plan Commission Meeting Minutes

Tuesday, July 9, 2020, 6:30 pm

Zoom meeting

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

Staff: Sarah Gaskell, Administrator

Also Present: Jamie Lindau, Cameron Lindau

1. Call to Order/Approval of Meeting Agenda – Maxwell called the meeting to order at 6:31 pm. Motion to approve the agenda by Slack, second by Mathies. Motion Carried.
2. Public Comment – None
3. Approval of minutes from 6/11/2020 – Rosemary Bodolay representing the AD Hoc committee requested a change; Slack requested a word change; Motion to approve minutes by Mathies, second by Slack. Motion carried.
4. Discussion and Action: Concept plan for Phase II (application 2020-5) submitted by Cameron and Jamie Lindau for the self-storage unit on Maple Grove Drive. Discussion items included wetland declassification procedure (Maxwell); significant increase in number of parking spaces for RV/Trailers/Boats compared to the last iteration (Paul); the proximity of the buildings to the required wetland setback (Paul); inconsistencies in this site plan drawing compared to what was approved for Phase I such as building entrance and reserved parking locations (Mathies); lighting plan differences (Mathies); access to area designated for future development seems tight (Slack); landscape plan update (Lindau). There was no action taken.
5. Discussion and Action: Draft Subdivision Ordinance
Discussion included review of the highlighted portions in the Draft document:
 - Should “definitions” be highlighted throughout the document? No, suggestion is to capitalize them throughout the document
 - Item 1.3.6 should read “except its units”
 - Item 1.6.3 regarding testing: Gaskell/Maxwell will decide if this should be nested under 1.6.1
 - 1.6.5 noted a change of the addition of utilities and schools; need further discussion on this item re: impact of schools
 - Typo on 1.9 *Variences*; Slack will review and update with technical language suggestions
 - 2.2.1 Checklist will be created by Maxwell, Mathies and Gaskell for eventual review by PC; this checklist will be provided as guidance only
 - 2.3 Mathies suggests removal of language re: preliminary submittal CSM and just include procedures around Final CSM – just incorporate it into one long list
 - Include language around requiring public easements for walking and biking access within any private developments
 - 5.1.1 Do we have a blanket waiver for all developments re public dedication? Needs exploration
 - Have we looked at mitigation fees and how other municipalities handle these if at all? Roads, stormwater, bridges direct impact due to development? Gaskell to pursue
 - 6.1.2 What does PC think about requesting map showing location of existing flora? It’s good and should be kept but needs to be more explicit in terms of expectation of the town – i.e. mitigation if flora or trees are lost in the process of development; Slack will suggest some language for this item
 - 7.2.1 Lot averaging should be included – already in Comp Plan and will provide variety of lot sizes; wetlands should be in outlots (Slack) and Mathies says they are fine on lots; consensus is to keep them in outlots but allow for a variance request
 - 8.2 Cluster subdivision discussion re: 20% Open Space requirement; should stormwater basins be

- included in the Open Space category? Yes, but make it a feature/amenity
- 8.2 Lot averaging to be included – will allow for variation of sizes and inclusion of open space amenities; minimum size proposed as 1.3 acres – Gaskell and Maxwell to discuss
 - 8.4 Minimal visual impact – questions around the legality of the right to your view and subsequent requirement for screening; Gaskell and Maxwell to research
 - 9.2.1.b – reference “other language” instead of copy and paste
 - 9.2.a Letter of Credit now includes road in addition to intersection
 - Draft will be presented to NRAC, Public Works after PC reviews once more

Discussion included:

6. Reports:

- Chair – Maxwell asked Mathies to speak about sale of former Kerlyk property and potential for upcoming development; property sold for \$16 million or \$285k/acre; Epic is not the new owner.
- Prairie Circle Development is almost ready to begin construction; Mathies wondered if Town Board has to approve stormwater and Developer’s Agreements – to be determined.
- Twin Rocks – no updates
- Finance – budget seems to be on track
- NRAC – will be meeting next week to discuss Ad Hoc Committee report
- Commissioners: Slack – Deer Haven has sold more lots; Costco communications what is this about? Paul – any news on Church on PD being annexed into City to be able to have a lit sign? Cross County Road construction schedule – on track for completion as predicted
- Administrator – still need a fifth member on the Commission; Ad Hoc Report comments still being solicited

7. Next meeting set for August 18th, 2020 at 6:30pm via Zoom.

8. Adjourn – Maxwell adjourned the meeting at 8:51pm.

Submitted by Sarah Gaskell, Planner/Administrator and Doug Maxwell, Chair

Approved: