

City of Verona
Minutes
Plan Commission
January 7, 2019

1. **Call to Order:** Luke Diaz called the meeting to order at 6:32 p.m.
2. **Roll Call:** Beth Tucker Long, Scott Manley, Luke Diaz, Sarah Gaskell, Steven Heinzen, and Pat Lytle were present. Also present: Adam Sayre, Director of Planning and Development; Katherine Holt, Community Development Specialist; Jeff Mikorski, City Administrator; and Carla Fischer from AECOM. Mike Bare was absent and excused.
3. **Minutes:** Motion by Manley, seconded by Gaskell, to approve the December 3, 2018 Plan Commission Minutes. Motion carried 6-0.

4. **Public Hearing – Conditional Use Permit amendment to the Epic Systems Corporation Group Development to allow for the construction of a greenhouse building to be located at 1979 Milky Way.**

Epic is requesting a conditional use permit and site plan approval to construct a 3,120 square foot greenhouse at 1979 Milky Way near the employee garden plots east of Country View Road. The greenhouse will be used by Epic’s horticulture team. The proposed greenhouse requires site plan approval and an amendment to Epic’s conditional use permit, which requires approval from the Common Council.

Motion by Diaz, seconded by Tucker Long, to open the public hearing at 6:32 p.m. Motion carried 6-0.

There were no public comments.

Motion by Lytle, seconded by Heinzen, to close the public hearing at 6:33 p.m.

Motion carried 6-0.

A. **Discussion & Possible Action – Conditional Use Permit amendment to the Epic Systems Corporation Group Development to allow for the construction of a greenhouse building to be located at 1979 Milky Way.**

Sayre gave a brief overview of the location of the proposed greenhouse from Country View Road. Epic reconstructed the road to provide greater access to the sight and improve sight distance. The building meets the zoning requirements for conditional uses.

Diaz really likes the design.

Motion by Tucker Long, seconded by Manley, to recommend to the Common Council approval of the Conditional Use Permit amendment to the Epic Systems Corporation Group Development to allow for the construction of a greenhouse building to be located at 1979 Milky Way. Motion carried 6-0.

B. **Discussion & Possible Action – Site plan review for Epic Systems Corporation to construct a greenhouse building at 1979 Milky Way.**

Motion by Lytle, seconded by Heinzen, to approve the site plan for Epic Systems Corporation to construct a greenhouse building at 1979 Milky Way. Motion carried 6-0.

5. **Public Hearing – Replat for the Kettle Creek North subdivision.**

Lands located within the Kettle Creek North subdivision that were previously dedicated to the public for park purposes and public right-of-way are proposed to be replatted in order to

accommodate a stormwater management facility, a realignment of public right-of-way, and other land for park purposes.

Sayre gave a brief overview of a 2016 plat that needs to be replatted due to the stormwater pond. A Class 3 public hearing notice is required for this.

Motion by Diaz, seconded by Manley, to open the public hearing at 6:38 p.m.
Motion carried 6-0.

There were no public comments.

Motion by Manley, seconded by Tucker Long, to close the public hearing at 6:38 p.m.
Motion carried 6-0.

A. Discussion & Possible Action – Replat for the Kettle Creek North subdivision to create 33 single-family lots, 2 outlots, and dedicate lands for the future realigned roadways within the plat.

Sayre gave an overview of the staff report. This was a project approved in 2016. The original plat contained 174 lots and 4 outlots in the Neighborhood Residential (NR) zoning district. The plat needs to be modified to include a permanent stormwater pond on the property. The applicant is creating 33 lots. Accommodating the stormwater pond resulted in a reduction of roadway dedication and the loss of 10 lots. The City would vacate a small portion of parkland and gain approximately 6,000 square feet of parkland. The last replat the City approved was for Epic and included the dedication and vacation of parkland. The parkland vacation must be filed with Dane County Circuit Court after being conditionally approved by the Common Council.

Heinzen asked for an update on the proposed development to the north and how will these properties interact or align with each other.

Sayre replied that Hemlock Drive will extend to the other development. Forward Development Group (FDG) has a storm water management pond north of Kettle Creek North storm water pond. It fits well except that Windrift Way will not extend into the FDG property.

Lytle stated this developer wasn't attempting to get rid of parkland to get storm water into the site. We should hold other developers to this idea.

Motion by Manley, seconded by Heinzen, to recommend to the Common Council to approve the replat for the Kettle Creek North subdivision to create 33 single-family lots, 2 outlots, subject to Dane County Circuit Court vacating the portion of the plat included the replat and including the portion dedicated to the public. Motion carried 6-0.

Diaz asked how confident we are in the ability to handle the storm water.

Fischer replied that this is a low area that the water already goes towards. The plat meets all of the City's standards. Staff thought about requiring a higher infiltration stand, but the state standards are required to be met. There are ways to do an interconnection of storm water management.

Gaskell stated that we need to look into better storm water management regulations. We should be designing to a higher standard.

6. Public Hearing – Zoning map amendment to rezone multiple parcels located within the Kettle Creek North Plat from their current classifications.

Certain lands will be rezoned from Neighborhood Residential (NR) to Public Institutional (PI), while other lands will be rezoned from PI to NR. The proposed zoning map amendment will allow for the realignment of previously platted public right-of-way, for land dedicated to the public for park purposes to be realigned within the subdivision, to allow for the construction of single-family homes, and to allow for the construction of a storm water management facility.

Sayre stated that rezoning for the correct property lines with the correct lots requires a public hearing and the Plan Commission makes a recommendation to the Common Council.

Motion by Diaz, seconded by Heinzen, to open the public hearing at 6:51 p.m.

Motion carried 6-0.

There were no public comments.

Motion by Gaskell, seconded by Lytle, to close the public hearing at 6:51 p.m.

Motion carried 6-0.

A. Discussion & Possible Action – Zoning map amendment to rezone multiple parcels located within the Kettle Creek North Plat from their current classifications to Neighborhood Residential and Public Institutional.

Sayre stated that the applicant is looking at rezoning the residential family lots to NR and outlots 6 & 7 to PI. Staff recommends approval of the rezoning map amendment to rezone parcels of the Kettle Creek Subdivision to NR and PI.

Motion by Lytle, seconded by Heinzen, to recommend to the Common Council to approve the rezoning map amendment to rezone parcels of the Kettle Creek Subdivision to Neighborhood Residential and Public Institutional. Motion carried 6-0.

7. Discussion & Possible Action – Certified survey map to create three (3) lots for the Sugar Creek Commons development located at the southwest corner of West Verona Avenue and Legion Street.

Sayre gave a brief overview of the location. The CSM was approved less than a year ago. The reason to remove the lot line is due to building codes. The Applicant will combine Lots 2 and 3 into one Lot.

Tucker Long asked why we had two lots from the beginning.

Sayre replied that there are two different buildings that shared an underground parking garage. At times, two separate lots can be helpful from a lending/financial stand point.

Gaskell clarified that the buildings have not changed and are visually two separate buildings.

Motion by Heinzen, seconded by Lytle, to recommend to the Common Council to approve the Certified Survey Map to create three (3) lots for the Sugar Creek Commons development located at the southwest corner of West Verona Avenue and Legion Street. Motion carried 6-0.

8. Discussion – Concept review for a proposed community information sign for the Verona Area School District to be located south of West Verona Avenue, east of West End Circle, north of Half Mile Road, and west of Nine Mound Road.

Sayre described the property that the City owns. When the City acquired the land from the Wisconsin Department of Transportation (WisDOT), the conditions were that no commercial or industrial development can occur, there will be no advertising signs unless community oriented signs, and the land must remain in public use. The Verona Area School District is looking to put a community sign in this area. By code, this requires a conditional use permit and also a property use agreement. This is an initial concept review for the Plan Commission and will go to the Common Council for the same review.

Originally, the applicant proposed the sign in the right-of-way. The sign will be 16 feet tall, and has a lot of grade from West Verona Avenue. West End Circle is 8 feet above the location of the sign.

Three different types of utilities are located in the area the applicant is looking at putting the sign. Storm water pipe would go under the sign. A workable solution would be to extend the pipe. An 8-inch sanitary pipe is located in the same area. The sign would straddle the pipe. The City would require televising of the pipe and stringent language that the City would not be liable if something happened to the sign during maintenance work on the pipe.

The design of the sign is 16 feet tall using bricks that are the same as the high school. There is a significant amount of grade dropping into the site. A portion of the sign will include an electronic message center and it will be managed by Verona Area School District (VASD). Other signs were approved recently in the area for the Steve Brown Apartments. The Erbach property is for sale and would most likely want a sign, too.

Tucker Long asked if the retail section for West End was approved to put a sign close to the road and if you could see it from Market 5.

Sayre replied that the approval for the buildings is 10 to 15 feet away from West Verona Avenue. The VASD sign would be back about 80 feet from West Verona Avenue.

Gaskell asked if there was any information on what kind of visual information will be posted.

Sayre replied that the City cannot regulate content, but messages can change every 30 seconds and cannot flash.

Tucker Long asked if there was another plan if this spot is not approved.

Hans Justeson from JSD Professional Services replied that there is not another option at this time. They already proposed one location, but it was challenging. They worked with staff to come up with this location.

Lytle stated that this piece of property doesn't have a future for use due to the utilities. It isn't useful for people coming from the west to see the sign as you would pass the school and miss the information. He asked if there were any plans for signs on the west.

Justeson replied that there aren't plans for signs at this time.

Lytle asked if the sewer from the school would be connecting with the line under the sign or elsewhere.

Sayre answered that the school would not tie into this area for lines. However, turn lanes and other road improvements could use this area.

Manley asked if this sign were to straddle the 8 inch pipe with 5.5 feet between the two pillars is that enough room to make a repair to a pipe.

Justeson replied that it is not an ideal situation, but it could be done with a small backhoe.

Manley stated that it is decent looking sign. The brick matching may not be needed as it is far away from the school. It could be stone.

Tucker Long asked how the conduit will reach the sign and if we have signs like this for other schools.

Justeson replied that the Erbach trust has a 10 ft. wide easement with VASD.

Sayre replied that we do not have anything except the blue signs for the other schools.

9. Discussion & Possible Action – East Neighborhood Study

Sayre is looking for an okay from the Plan Commission to start work on the East Neighborhood project. This study would involve the Town of Verona and the Joint Town/City Committee. The Town has long term concerns for this area. This area abuts Fitchburg. This project doesn't have a timeline, but Staff does want to tackle uses for this area.

Diaz stated that this is a good idea to do this. He thinks that making sure the traffic is distributed well and designed with people who want to travel with bike or pedestrians in mind would be good.

Tucker Long stated that including Town of Verona is a good idea from the start.

Heinzen stated that one or two properties have a manure pit in that area.

Sayre replied that the owners are closing the pit and working with Department of Natural Resources to clean it out.

The consensus of the Commission was to proceed with the East Neighborhood study.

10. Reports and comments from the Planning Department

a. Update on development projects.

- Festival Foods will be starting to build in 2019.
- The current construction on Whalen Road is for Well #6.

11. Reports and comments from the Plan Commissioners

There were no reports or comments from the Plan Commissioners.

12. Adjournment

Motion by Manley, seconded by Tucker Long, to adjourn at 7:26 p.m. Motion carried 6-0.