

City of Verona  
Minutes  
Plan Commission  
March 6, 2017

1. Jack Linder called the meeting to order at 6:30 p.m.
2. **Roll Call:** Scott Manley, Jon Turke, Jack Linder, Jeff Horsfall, Steve Heinzen. Mayor Hochkammer was absent and excused. Patrick Lytle joined the meeting at 6:33 p.m. Also present: Adam Sayre, Director of Planning and Development; Jeff Mikorski, City Administrator; Jeff Montpas, City Engineer.
3. **Minutes:** Motion by Manley, seconded by Turke, to approve the February 6, 2017 Plan Commission minutes. Motion carried 5-0.
4. **Public Hearing : Conditional use permit for a group daycare center and group development land use to be located on Lot 25 of Liberty Business Park.**

Motion by Heinzen, seconded by Horsfall, to open the public hearing at 6:33 p.m. Motion carried 5-0.

There were no comments from the public.

Motion Turke, seconded by Manley, to close the public hearing at 6:34 p.m. Motion carried 6-0.

- a. **Conditional use permit for a group daycare center and group development land use to be located on Lot 25 of Liberty Business Park.**

Mr. Sayre presented the Staff report. He noted that the applicant will have to extend Laser Street as part of the project. The applicant has discussed straightening Laser Street which will require the discontinuance and replatting of the roadway.

Motion by Manley, seconded by Lytle, to recommend that the Common Council approve a conditional use permit for a group daycare center and group development land use to be located on Lot 25 of Liberty Business Park with the following condition:

1. Prior to the issuance of building permits, the developer shall enter into a developer's agreement with the City for the extension of Laser Street.

Motion carried 6-0.

- b. **Site plan review to allow for the construction of a 12,600 square foot child-care center to be located on Lot 25 of Liberty Business Park.**

Mr. Horsfall asked about the boulder wall. A representative from Tri-North Builders said that the wall will be 4 feet tall and they will match other materials used in the project.

Motion by Lytle, seconded by Heinzen, to approve the site plan review to allow for the construction of a 12,600 square foot child-care center to be located on Lot 25 of Liberty Business Park. Motion carried 6-0.

5. **General Development Plan for a Planned Unit Development, known as Sugar Creek Commons, located at 501 West Verona Avenue, 503 West Verona Avenue, 507 West Verona Avenue, 513 West Verona Avenue, 100 Legion Street, and 501-522 Topp Avenue that would**

**allow for the construction of 255-apartment units, and 24,800 square feet of commercial space.**

Mr. Sayre stated that the applicant has reduced the number of apartment units to 255 units. The applicant has also shifted the location of some of the apartment units. Mr. Sayre added that the office portion of the building has been eliminated and the commercial space will be in buildings B and C on W Verona Avenue with apartment units on the second and third story. The applicant has proposed on-street parking along Verona Avenue. Mr. Sayre said that a traffic impact analysis would be necessary to determine if on street parking is possible. The potential drive through that was discussed in February has been eliminated from the site.

Ron Henshue, Forward Development Group, highlighted changes in the project since the February meeting. He stated that they eliminated the office space which will allow them to bring some of the apartment units to Verona Ave.

Mr. Lytle suggested that the parking could be reduced in the surface lot given the underground parking in the apartment buildings and the hotel. Mr. Sayre said that it could be possible, but the surface parking would need to accommodate the hotel and banquet center during event times. He added that the lot is also screened from Verona Avenue.

Motion by Manley, seconded by Heinzen, to recommend that the Common Council approve a General Development Plan for a Planned Unit Development, known as Sugar Creek Commons, located at 501 West Verona Avenue, 503 West Verona Avenue, 507 West Verona Avenue, 513 West Verona Avenue, 100 Legion Street, and 501-522 Topp Avenue that would allow for the construction of 255-apartment units, and 24,800 square feet of commercial space with the following conditions:

1. Prior to the submittal of a PIP, a TIA shall be completed and approved by City Staff.
2. The GDP shall become effective upon Forward Development Group acquiring the properties identified within the GDP submittal.

Motion carried 6-0.

**6. Initial site plan review for a proposed 5,156 square foot building addition to the Goddard School located at 102 Prairie Oaks Drive.**

Mr. Sayre explained that due to demand, the existing Goddard School is proposing to add an addition that would add approximately 56 children to the facility. The new addition would be northwest of the existing building and be connected by a corridor. Staff recommends that the applicant add more brick to the addition to match the existing building. Mr. Sayre added that a CSM was necessary to combine to lots into one parcel.

Mr. Manley suggested that the applicant alter the entrance of the new building so it matches the entrance of the existing building. The applicant commented that there would be no entrance to the new addition. All students would still enter through the existing building. Mr. Lytle agreed with Mr. Manley that the applicant should still incorporate more of the elements from the entrance of the existing building for continuity. Mr. Manley asked if the corridor would have a pitched roof. A representative from Shulfer Architects said that it would have a sloped, pitched roof.

Mr. Linder asked why the applicant didn't bring the two buildings together and have the play area on the north side. The applicant stated that building the corridor would allow the facility to construct the addition without interrupting current operations.

7. **Reports and comments from the Planning Department**

Mr. Sayre stated that the City has started on the Northwest Neighborhood Plan. He added that the city has contracted with MSA Professional Services to draft the plan.

Mr. Sayre said that the City will be interviewing for a new planning position.

8. **Reports and comments from the Plan Commissioners**

9. **Adjournment:** Motion by Horsfall, seconded by Turke to adjourn the meeting at 7:35 p.m.  
Motion carried 6-0.