

City of Verona  
Minutes  
Plan Commission  
January 4, 2021

Due to the COVID-19 pandemic, the Verona Plan Commission held its meeting as a virtual meeting. The Plan Commission did not meet at City Hall, 111 Lincoln Street. Members of the Plan Commission and Staff joined the meeting by using Zoom Webinar. Members of the public were able to join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting via phone.

1. **Call to Order:** Luke Diaz called the meeting to order at 6:31 p.m.
2. **Roll Call:** Luke Diaz, Mike Hankard, Steve Hingle, Katie Kohl, Pat Lytle, Tyler Powers, and Beth Tucker Long were present. Also present: City Administrator Adam Sayre, Community Development Specialist Katherine Holt, and City Engineer Carla Fischer.
3. **Public Comment:** None
4. **Approval of minutes from December 7, 2020 Plan Commission meetings.**

Motion by Tucker Long, seconded by Powers, to approve the minutes from the December 7, 2020 Plan Commission meetings. Motion carried 7-0.
5. **Public Hearing – Conditional Use Permit for an event center located at 1105 Laser Street, Suite 101.**

Motion by Diaz, seconded by Lytle, to open the public hearing at 6:34 p.m. Motion carried 7-0.

No comments.

Motion by Tucker Long, seconded by Lytle, to close the public hearing at 6:34 p.m. Motion carried 7-0.

  - a. **Discussion and Possible Action – Conditional Use Permit for an event center located at 1105 Laser Street, Suite 101.**

Sayre explained that the applicant has submitted a request for a conditional use permit to allow an event center in a portion of the existing building at 1105 Laser Street. This project requires approval of a conditional use permit (CUP). Staff recommends the Plan Commission recommend that the Common Council approve the conditional use permit to allow an indoor commercial entertainment land use.

Lytle asked if this land use would require a conditional use permit in the proposed zoning ordinance.

Holt responded that there are some land uses that are permitted by right in the proposed zoning ordinance, while others still require a conditional use permit. This land use was not included in the first proposal of the zoning ordinance and Staff will request this land use be added.

Hankard asked if there would be outdoor music at this location or any other outdoor events. Hankard agrees that if outdoor music occurs that this would be a good location.

Sayre replied that if there were outdoor music that this would require an amplification permit from the Police Department, which is not requested at this time.

Motion by Tucker Long, seconded by Hingle, to recommend to the Common Council to approve a conditional use permit for an event center located at 1105 Laser Street, Suite 101. Motion carried 7-0.

**6. Discussion and Possible Action – Certified survey map to create two (2) lots located at 200 Keenan Court.**

Holt stated that the applicant is requesting approval of a CSM to create two (2) new lots at 200 Keenan Court. Lot 1 will be 0.62 acres in size and Lot 2 will be 1.18 acres. Lots will have a shared access point from Keenan Court, which will require a shared access agreement.

Staff recommends the Plan Commission recommend that the Common Council approve the certified survey map to create two (2) lots at 200 Keenan Court with the following conditions:

1. A shared access easement agreement is recorded for the two (2) lots to allow access for the new Lot 2.
2. A shared parking agreement to allow Lot 1 and Lot 2 to utilize the same parking.

Powers asked if this applicant also owns the vacant building to the south and if so why are they proposing a new building on the new lot.

Sayre responded that the applicant owns the vacant building to the south as well as Gus's Diner. They are actively trying to work to fill the vacant building at this time.

Motion by Lytle, seconded by Tucker Long, to recommend that the Common Council approve a certified survey map to create two (2) lots located at 200 Keenan Court. Motion carried 7-0.

**7. Discussion and Possible Action – Planned Unit Development (PUD) concept plan review for a two (2)-story, forty-eight (48) apartment units in two (2) buildings located on the northern side of Prairie Oaks Drive east of the Goddard School.**

Holt presented that the applicant is proposing two apartment buildings for a total of 48 apartment units. The buildings will range between two to three stories. Building 1 does not meet the front yard setback and it is short by 5 feet. Building 2 does not meet the said yard setback as it is short by 3.5 feet. Staff has no concerns on these. There will be one access point from Prairie Oaks Drive.

They are proposing approximately 83 parking stalls; 56 underground and 27 surface stalls.

Diaz asked if there will be fencing between the existing and proposed residential buildings.

Sayre stated that this may not occur as planting trees would be a better option in addition there is a difference in elevation between the residential homes and the apartment buildings.

Diaz asked if the applicant will install electric vehicle charging stations for the site.

Sayre stated that they are planning on having electric charging stations in the underground parking area, but they need to do more research.

Hankard stated that it is smart to pull the electric vehicle conduit into the building when it is under construction as it is cheaper to do so then. This is pretty common practice.

Powers stated that the design looks nice for the area and is consistent with other development projects for the City. This land use is a good use of this space and supports the playground and setbacks.

Tucker Long asked if this will be designed for families and if this is market rate housing.

Sayre replied that this is a market rate facility that lends towards single residents based on the unit mix.

Lytle stated this is a great start and echoes that outreach to the northern neighbors is important. Screening the proposed building with mature trees and the large setback will help to minimize the impacts to the existing neighbors.

Diaz stated that the proposed setbacks will work and he likes the appearance of the buildings.

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

**a. Update on development projects.**

Sayre stated that updates can be found on the City's website for all projects.

Tucker Long asked what was happening with 300 East Verona Avenue property.

Sayre replied that the medical clinic is going in there and they are working with Staff for a demolition permit.

**9. Adjournment**

Motion by Hingle, seconded by Powers, to adjourn. Motion carried 7-0. The meeting was adjourned at 7:07 p.m.

Kayla Martin  
Deputy City Clerk