

**CITY OF VERONA**  
**PLAN COMMISSION**

2/6/2023 - Minutes

1. Call To Order

Mayor Diaz called the meeting to order at 6:30 p.m.

2. Roll Call

Luke Diaz, Christine Posey, Beth Tucker Long, Pat Lytle, Tyler Powers, and Mike Hankard were present. Tyler Wood was absent and excused. Also present: City Engineer Carla Fischer and City Administrator Adam Sayre.

3. Public Comment

None

4. Minutes

Approval of minutes from January 3, 2023 Plan Commission meeting

Motion by Powers, seconded by Tucker Long to approve the minutes from the January 3, 2023 Plan Commission meeting. Motion carried 6-0.

5. 6878 And 6880 County Highway M

**Public Hearing** – Zoning map amendment, conditional use permit, and site plan for a landscape contractor business on 5.54-acres of land located at 6878 and 6880 County Highway M

Motion by Diaz, seconded by Lytle to open the public hearing at 6:33 p.m. Motion carried 6-0.

The applicant introduced himself and said they were available for any questions.

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

a. **Discussion & Possible Action** – Zoning map amendment for 5.54 acres of land from Rural Agriculture (RA) to Suburban Industrial (SI).

Sayre stated that the applicant is proposing to redevelop two parcels as an office space and shop building for their landscape company. There will be a parking lot along CTH M. The annexation will come later. Access will remain the same as it is today, but they will be adding a bypass lane and a right-in turn lane. The tree inventory and landscaping plan still need to be completed.

Diaz asked if there were going to be any tank storage of pesticides or anything of nature. The applicant stated they don't do any weed control.

Lytle stated the neighborhood was impressed that they went door to door and addressed concerns.

Posey likes the traffic improvements.

Motion by Tucker Long, seconded by Powers to recommend that the Common Council approve a zoning map amendment for 5.54 acres of land from Rural Agriculture (RA) to Suburban Industrial (SI) with the following conditions: the approval shall become effective upon annexation of the property and the approval shall become effective upon the execution of an annexation agreement. Motion carried 6-0.

b. Discussion & Possible Action – Conditional use permit for professional office located at CTH M

Motion by Diaz, seconded by Posey to recommend that the Common Council approve the conditional use permit to allow an office located at 6878 and 6880 CTH M with the following conditions: the approval shall become effective upon annexation of the property and the approval shall become effective upon the execution of an annexation agreement. Motion carried 6-0.

c. Discussion & Possible Action – Site plan review for a landscape contractor business located at CTH M

Motion by Powers, seconded by Hankard to approve the site plan to allow for construction of 6,152 square foot office building and shop located at 6878 and 6880 CTH M with the following conditions: the approval shall become effective upon annexation of the property, the approval shall become effective upon the execution of an annexation agreement, a revised landscape plan shall be submitted for staff review to include screening of the parking areas no later than June of 2023 or before an erosion control or grading permit is request, whichever is sooner, and utilize white noise reversing alarm for all vehicles and equipment required to have back-up alerts. Motion carried 6-0.

6. 225 Paoli Street

**Public hearing** – Conditional use permit for professional office, service station, and vehicle rental and sales located at 225 Paoli Street

Motion by Diaz, seconded by Tucker Long to open the public hearing at 6:53 p.m. Motion carried 6-0.

There were no comments from the public.

Motion by Diaz, seconded by Posey to close the public hearing at 6:53 p.m. Motion carried 6-0.

a. Discussion & Possible Action – Conditional use permit for professional office, service station, and vehicle rental and sales located at 225 Paoli Street

Sayre stated that staff has no concerns with the use, and it is adjacent to similar uses.

Lytle asked if parking was sufficient. Sayre stated there was more than adequate parking. He noted that most will be wholesale and that there won't be many customers coming to the site.

Motion by Powers, seconded by Posey to recommend that the Common Council approve the conditional use permit to allow for professional office, service station, and vehicle sales and rental land uses at 225 Paoli St. Motion carried 6-0.

7. 751 Gatsby Glen Drive And 812 Cheshire Castle Way

Discussion & Possible Action – Certified survey map (CSM) to split lot #63 of the Hawthorne Hills Subdivision into two (2) lots located at 751 Gatsby Glen Drive and 812 Cheshire Castle Way

Motion by Posey, seconded by Tucker Long to recommend that the Common Council approve the certified

survey map to split lot 63 of the Hawthorne Hills Subdivision into two (2) lots with the following condition: a shared wall agreement shall be recorded with the Dane County register of Deeds. Motion carried 6-0.

8. Avalon Ridge

Discussion & Possible Action – Final plat to divide three (3) lots into eight (8) lots located south of CTH PD and east of CTH M for Avalon Ridge

Sayre stated that outlot 1 has been changed due to Dane County not approving that access point.

Lytle asked if there are any concerned with the apartment residents accessing the site through a cul-de-sac. Jess Billmeyer, City Traffic Engineer, is not concerned because there will be a signal light at Morningside Blvd. and CTH M. Posey is concerned about CTH M getting backed up. Billmeyer added that the green signal will be much longer on CTH M, and if there is a traffic backup, it would be at CTH M and PD.

Motion by Tucker Long, seconded by Diaz to recommend that the Common Council approve the final plat for the Avalon Ridge to divide three lots into eight lots located south of CTH PD and east of CTH M for Avalon Ridge with the following conditions: prior to the issuance of building permits, the developer shall enter into a developer's agreement with the City and the final plat shall become effective upon annexation of the property. Motion carried 6-0.

9. 301 Prairie Heights Drive

Discussion & Possible Action – Initial review for a child daycare located at 301 Prairie Heights Drive

Sayre stated this is the last vacant lot along Prairie Heights Drive. The proposed building is 10,000 square feet. The applicant needs to provide bicycle parking.

Posey is concerned about the location of the play area as it is right below the highway. Gary Wendt, Bradford Real Estate, stated the play area will be enclosed with a 6-foot-tall fence. He added that it is preferable to have the short-term parking for parents closer to Prairie Heights Drive. Lytle asked to have the police department look at past accidents to see if debris had traveled that far from accidents in the past.

Hankard stated it would be beneficial to move the playground because of the noise.

Diaz stated this is a good place for a daycare. He agreed with Hankard that the playground would be better in the front of the building.

10. Reports And Comments From The Planning Department

a. Update on Census: Sayre stated that the detailed census information is supposed to be released in May.

b. Update on development projects: Sayre stated that the Century School Park is up for Bid.

11. Adjournment

Motion by Powers, seconded by Tucker Long to adjourn at 7:22 p.m. Motion carried 6-0.

Respectfully Submitted,

Holly Licht, City Clerk

