

City of Verona
Minutes
Plan Commission
December 2, 2019

1. **Call to Order:** Luke Diaz called the meeting to order at 6:30 p.m.
2. **Roll Call:** Mike Bare, Luke Diaz, Sarah Gaskell, Steve Heinzen, Pat Lytle, Scott Manley and Beth Tucker Long were present. Also present: City Administrator Adam Sayre; Community Development Specialist Katherine Holt; City Attorney Bryan Kleinmaier; and AECOM Engineer Carla Fischer.
3. **Public Comment:** There were no comments by the public.
4. **Minutes:** Motion by Gaskell, seconded by Bare, to approve the November 4, 2019 Plan Commission Minutes. Motion carried 7-0.
5. **Public Hearing – Precise implementation plan (PIP) amendment for a planned unit development (PUD), known as Sugar Creek Commons, located at 501 West Verona Avenue, 503 West Verona Avenue, 507 West Verona Avenue, and 100 Legion Street that would allow for the construction of 143 apartment units and 26,000 square feet of commercial space.**

Sayre presented the Staff report. The precise implementation plan (PIP) for this project has expired, and the developer has requested an extension.

Motion by Diaz, seconded by Tucker Long, to open the public hearing at 6:33 p.m. Motion carried 7-0.

There were no comments from the public.

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

- a. **Discussion & Possible Action – Precise implementation plan (PIP) amendment for a planned unit development (PUD), known as Sugar Creek Commons, located at 501 West Verona Avenue, 503 West Verona Avenue, 507 West Verona Avenue, and 100 Legion Street that would allow for the construction of 143-apartment units and 26,000 square feet of commercial space.**

Sayre stated this is a re-approval of a PIP for the Sugar Creek Commons project, which expired in November 2019. The project has not changed, and Staff has no concerns with re-approving the PIP.

Gaskell asked when buildings D, E and F will be built, and if all of the construction dates are being pushed back.

Fred DeVillers, Forward Development Group, replied construction of buildings D, E and F will not take place until after buildings B and C are built and leased out. Market forces will dictate how long it will take to lease out buildings B and C.

Tucker Long asked why this project has been delayed a year.

Sayre replied the City is continuing negotiations with the developer on a potential TIF incentive.

Tucker Long asked when the TIF negotiations might come to an end.

Sayre replied the negotiations are ongoing.

Motion by Manley, seconded by Tucker Long, to recommend to the Common Council to approve the Precise Implementation Plan (PIP) for Sugar Creek Commons for Buildings B and C, with the following condition:

1. Prior to the issuance of building permits, Forward Development Group shall enter into a Developer's Agreement with the City of Verona.

Motion carried 7-0.

6. Discussion – Initial review for Epic Systems Corporation to construct two (2) office buildings on Campus 5 located at 1979 Milky Way.

Sayre explained the two buildings, Mystery and Castaway, will be located east of the existing Campus 5 site. Access to the site is from Northern Lights Road. The existing parking ramp is sufficient to accommodate parking for the additional two buildings. Staff has no concerns about stormwater or landscaping on the site. The buildings will be constructed of high quality materials, and will be an asset to the community.

Lytle asked if a large portion of the buildings will be visible to neighboring homeowners.

Sayre replied these buildings will likely be less intrusive than the existing buildings on the Epic property.

Tucker Long, Manley and Diaz remarked that they appreciate the architecture of the buildings, and support the project.

7. Discussion – Initial review for a Final Plat for Epic Systems Corporation to consolidate twenty-three (23) tax parcels to one (1) parcel and two (2) outlots located at 1979 Milky Way.

Sayre explained several of the buildings on the Epic property cross lot lines. The Final Plat would combine the 23 existing parcels into one large parcel, with the exception of the well site and two outlots along Northern Lights Road. The new plat will result in property boundaries and records that coincide with current and future planned use. This item will be coming back to the Plan Commission in 2020.

Heinzen asked if this change will have any effect on the property's assessed value.

Sayre replied the change will not impact the assessed value of the property.

Gaskell asked if Epic owns the property on the south side of Epic Lane.

Sayre replied the right-of-way along Epic Lane essentially creates a lot line, and splits the parcels on the south side of Epic Lane from the rest of the property.

Lytle pointed out that the City well creates an island of City land surrounded by private property, and asked if that could be a problem for the City in the future.

Sayre replied it is not an ideal situation, but in some cases there is no other choice. He does not foresee any issues arising from the location of the well.

8. Discussion – Initial review for a proposed drive-through for an automated teller machine (ATM) for Summit Credit Union located north of 154 West End Circle on the northern portion of Stephen Way.

Sayre explained an automated teller machine performs as an ATM that also has teller functions. The Applicant is planning to locate in the West End development, which is currently under construction. They would like to install an ATM in a drive-through area adjacent to Stephen Way. Access to the machine will be from Stephen Way, with exit restricted to a right turn back onto Stephen Way.

Gaskell asked if access to the ATM could be provided from the existing parking lot with access from the west internal to the parking area.

Sayre replied it may result in a loss of parking stalls, and a cut in that location may potentially back traffic up on Stephen Way. Introducing a lot of movement into an area that is very close to an intersection may be asking for trouble.

Gaskell is concerned that having too many access points will make it difficult for students crossing Stephen Way when walking to and from the high school.

Diaz echoed Gaskell's concerns.

Lytle thinks this layout will work, but there is some awkwardness about the way it is laid out.

Tucker Long is concerned about the exit from the drive-through being nearly directly across from the exit for the parking lot to the south.

Manley asked who will be responsible for snow removal in this area.

Sayre replied Steve Brown Apartments will be responsible for snow removal and maintenance. There is some concern over snow storage. It may have to be hauled away.

Manley expressed concern that snow may be dumped in the parking lot, resulting in fewer open parking stalls. He asked if placing the drive-through adjacent to the credit union building is a possibility.

Sayre replied there were a few alternatives for the location of the teller machine. Some concerns with other locations were loss of parking space and traffic movement. The City's ordinance regarding stacking requirements can be challenging, as well, and sometimes dictates the layout of a drive-through.

Greg Polacheck, Summit Credit Union, stated this option is the fourth attempt at a drive-through on this property, and seems to be the best choice.

Dan Seeley, Steve Brown Apartments, stated they have been working with KL Engineering to design this site.

Sayre stated AECOM traffic engineer Jess Billmeyer can study the area for possible solutions.

9. Reports and comments from the Planning Department

a. Update on development projects

Sayre stated development updates are now posted on the City's website, with once-a-month updates on projects going on around the City.

10. Reports and comments from the Plan Commissioners

There were no comments from the Plan Commissioners.

11. Adjournment

Motion by Tucker Long, seconded by Bare, to adjourn at 7:17 p.m. Motion carried 7-0.