

CITY OF VERONA
PLAN COMMISSION
MINUTES
April 5, 2023

1. Call to Order: Mayor Diaz called the meeting to order at 6:30 p.m.
2. Roll Call: Beth Tucker Long, Tyler Wood, Tyler Powers, Christine Posey, Pat Lytle, and Mike Hankard. Also present: City Administrator Adam Sayre and Tyler Tkachuk attending for Carla Fischer, City Engineer.
3. Public Comment: None
4. Approval of minutes from March 6, 2023 Plan Commission meeting
Motion by Posey, seconded by Tucker Long to approve the March 6, 2023 Plan Commission meeting. Motion Carried 7-0.
5. **Public hearing** – Conditional use permit for day spa located at 524 West Verona Avenue, suite 107
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 Diaz, seconded by Hankard to close the public hearing at 6:33 p.m. Motion carried 7-0.
 - a. **Discussion & Possible Action** – Conditional use permit for day spa located at 524 West Verona Avenue, suite 107
Sayre stated that nothing on the outside of the building or property would change. Staff have no concerns.
Posey thinks this is a good location for this type of use.
Motion by Tucker Long, seconded by Powers to recommend that the Common Council approve the conditional use permit to allow a day spa land use at 524 West Verona Avenue. Motion carried 7-0.
6. **Discussion & Possible Action** – Condominium plat located at 410 and 420 West Verona Avenue
Sayre stated that the applicant is requesting a condominium plat to create three units.
Motion by Tucker Long, seconded by Wood to recommend that the Common Council approve the condominium plate to create three units at 410 and 420 West Verona Avenue. Motion carried 7-0.
7. **Discussion & Possible Action** – Annexation for approximately 148.5 acres of land in the vicinity of Country View Road

Sayre stated that Epic is requesting the annexations for future development. The properties in question are consistent with the City/Town Boundary Agreement and are in Areas A and B of the agreement.

Hankard asked why this land didn't come in with all the other land Epic annexed into the City. Sayre stated Epic is growing and own even more land beyond this now. He said it came down to logistics and permitting.

Lytle asked why the annexation was creating a town island. Sayre stated that we can create town islands according to the boundary agreement. He also noted that there were some homes in that area and Epic was working to keep those in the Town.

Motion by Posey, seconded by Lytle to recommend the Common Council approve the request to annex approximately 148.5 acres of land in the vicinity of Country View Road to the City of Verona. Motion carried 6-0 with Powers abstaining.

8. Discussion & Possible Action – Annexation for approximately 78.1 acres of land in the vicinity of Northern Lights Road

Motion by Tucker Long, seconded by Wood to recommend that the Common Council approve the request to annex approximately 78.1 acres of land in the vicinity of Northern Lights Road to the City of Verona. Motion carried 6-0 with Powers abstaining.

9. Discussion & Possible Action – Site plan review for two (2) temporary parking lots located at 1979 Milky Way

Sayre stated Epic is requesting temporary parking lots for employees due to growth. The lots would be temporary while they construct additional ramps. The North lot would have 676 stalls and the Farmyard lot would have 376 stalls.

Tucker Long asked if the parking lots have been evaluated for flooding. Sayre stated they are working with AECOM on that.

Hankard asked if Epic has investigated carpooling, shuttling, or buses to alleviate the parking problems. Sayre stated there is capacity on buses and the City can't make Epic employees consider other options.

Posey asked if employees would be assigned to certain lots. Bernie Coughlin, Epic, stated that there would not be assigned parking. He added that Epic is working on shuttles and more public transportation options. Diaz asked if Madison Metro would be able to accommodate more routes to Epic. Coughlin stated they currently cannot.

Lytle asked if the City could put conditions on what happens to these lots after the parking is removed. Sayre stated that it would be handled at a staff level.

Motion by Tucker Long, seconded by Hankard to approve the site plan for the North and Farmyard lots with the following conditions: the parking lots may be utilized until December 31, 2026; and if the lots are not vacated and removed by December 31, 2026, all site plan requirements for a permanent parking lot shall be installed by the applicant no later than December 31, 2026, including landscaping, parking lot islands, lighting, and charging stations. Motion carried 6-0 with Powers abstaining.

10. Discussion & Possible Action – Initial review for a proposed 20,000 square foot flex industrial building addition located at 310 Locust Drive

Sayre stated that the applicant is proposing to expand the current building on the property. The addition would be in the rear of the current building and the parking lot would be expanded to wrap around the addition. It would add 37 parking stalls to the site.

Powers asked why the garage doors are different colors. The applicant stated they will be the same color as the rendering is not accurate.

Posey stated the applicant should consider the usage and sightlines during drop off and pick up times at the cheer gym.

11. Reports and comments from the Planning Department

Sayre stated the next Planning Commission meeting will be May 1st. The July meeting will be June 27th.

a. Update on development projects.

12. Adjournment: Motion by Posey, seconded by Powers to adjourn at 7:13 p.m. Motion carried 7-0.

Respectfully Submitted,

Holly Licht, City Clerk

