

CITY OF VERONA
PLAN COMMISSION
MINUTES
August 7, 2023

1. Call to Order: Mayor Diaz called the meeting to order at 6:30 p.m.
2. Roll Call: Milly Harrison, Tyler Powers, Luke Diaz, Christine Posey, and Pat Lytle were present. Mike Hankard and Tyler Wood were absent and excused. Also present: Director of Planning and Development Adam Sayre, City Administrator Jamie Aulik, and City Engineer Carla Fischer.
3. Public Comment
4. Approval of minutes from June 27, 2023 Plan Commission meeting
Motion by Lytle, seconded by Powers to approve the minutes from the June 27, 2023 Plan Commission meeting. Motion carried 5-0.
5. **Public Hearing** – Conditional use permit for a child daycare facility located at 301 Prairie Heights Drive
Motion by Diaz, seconded by Posey to open the public hearing at 6:32 p.m. Motion carried 5-0.
There were no comments from the public.
Motion by Posey, seconded by Harrison to close the public hearing at 6:33 p.m. Motion carried 5-0.
 - a. **Discussion & Possible Action** – Conditional use permit to allow a child daycare facility located at 301 Prairie Heights Drive
Sayre stated the Plan Commission did an initial review of the project in February. At the time there were concerns about the location of the play area and proximity to the highway. Access will be from Prairie Heights Drive. The applicant meets the parking requirements.
Powers asked why there were no changes to the play area. Sayre stated that they talked with the Police Chief, and he didn't have concerns about the placement. Sayre added that the site flows better with the play area staying as is. Posey still has concerns about the play area. She stated that the trash enclosure is more secure with cinderblock, meanwhile, the play area fence is vinyl. Sayre stated that it is not uncommon to have a daycare near a highway and gave the Goddard School in Sun Prairie as a similar example.
Motion by Posey, seconded by Diaz to recommend that the Common Council approve the conditional use permit to allow a group day care center, +9 persons land use at 301 Prairie Heights Drive. Motion carried 5-0.

- b. Discussion & Possible Action – Site plan review for a 10,000 square foot child daycare facility located at 301 Prairie Heights Drive

Harrison liked the tree screen in between the fence and the highway. She asked how much natural light would be in the building as it was difficult to see from the drawings. Gary Wendt, Bradford Real Estate Companies, stated that each of the 10 classrooms have a set of windows, 3 ft. x 3 ft. He noted that the gymnasium-type room would not have a window.

Lytle asked about the layout and fencing of the dry pond. Fischer stated that the design is different than what we've seen in the City before. She noted it did, however, meet the standards. Lytle noted that the current design would prevent someone from wandering into the pond, but questioned whether it would be difficult to get someone out of the pond if they did find a way in. Andrew Geffert, the applicant's engineer, stated that there was a downward slope on the south side, and if someone were to get into the pond, they could climb out that way. He added that the entire pond would fill up during a 200-year storm and rapidly drain.

Posey asked what options were there to make the play area enclosure safer from flying debris from the highway. Geffert stated there are multiple lines of defense: the vegetation along the highway right-of-way, the vegetation outside the fence, and the fence. Posey said it will take time for vegetation to grow, so that buffer will not be there on day one. Wendt stated there will also be four (4)-foot-tall bollards every six (6) feet along the fencing.

Diaz asked the applicant if the site would still be viable if the playground was moved towards Prairie Heights Drive. Wendt said it would not be viable because the building would not fit on the site as there is a 30-foot setback.

Lytle asked Fischer if there were other types of fencing proposed that would better secure the playground area. Fischer stated there is no fool-proof solution.

Motion by Posey, seconded by Diaz to postpone action on the item until the next Plan Commission meeting in order to allow staff and the applicant to research alternate safer fencing options for the play area or to move the play area to a safer location. Motion carried 5-0.

6. Discussion & Possible Action – Annexation of 37.73 acres of land located at 7085 County Highway PD called the Dreger property

Motion by Powers, seconded by Diaz to recommend that the Common Council approve the request to annex approximately 37.73 acres of land to the City of Verona with the following condition: the annexation shall become effective upon execution of an annexation agreement. Motion carried 5-0.

7. Discussion & Possible Action – Final plat to create six (6) lots and two (2) outlots located at 7085 County Highway PD called the Dreger property

Diaz asked if it were possible to construct a bike lane on Harvest Moon Trail. Sayre stated it's possible, but not something that has been planned. There are bike lanes in the development to the south.

Motion by Powers, seconded by Harrison to recommend that Common Council approve the final plat for the Dreger Property to divide one (1) lot into six (6) lots with two (2) outlots with the following conditions: prior to the issuance of building permits, the developer shall enter in a developer's agreement with the City, and the final plat shall become effective upon annexation of the property. Motion carried 5-0.

8. Discussion & Possible Action – Site plan for five (5) temporary outdoor storage units located at 1079 American Way

Sayre stated that Wisconsin Brewing company is proposing to construct these temporary outdoor storage units to replace previously approved storage that was damaged in a storm.

Motion by Diaz, seconded by Harrison to approve the site plan for 5 temporary outdoor storage units located at 1079 American Way with the following conditions: the temporary storage shall be removed no later December 1, 2025 or when occupancy is granted for the expansion, whichever occurs sooner; the temporary storage shall be used for storage only and not for any assembly uses; the applicant shall obtain building permits for the temporary storage and shall comply with NFPA 1 Chapter 25, if necessary; the temporary storage shall not have heating devices installed; the temporary storage shall have portable fire extinguishers; and the Fire Department shall conduct an occupancy inspection prior to the temporary storage being used. Motion carried 5-0.

9. Discussion & Possible Action – Site plan amendment for 10,227 square foot office and shop building located at 6878 and 6880 County Highway M

Sayre stated that staff has no concerns about the changes and believes the design looks nicer than what was previously proposed.

Harrison liked the accessibility details on the plan.

Posey asked what had changed since the last approval. The applicant stated that they didn't consider the setbacks. The mezzanine was always planned but wasn't on the plan that the Plan Commission approved previously.

Motion by Lytle, seconded by Powers to approve the site plan amendment to allow for construction of 10,227 square foot office building and shop located at 6878 and 6880 CTH M with the following condition: the applicant must utilize white noise reversing alarm for all vehicles and equipment required to have back-up alerts. Motion carried 5-0.

10. Reports and comments from the Planning Department: Sayre stated that he is leaving the City of Verona after 10 years.
 - a. Update on development projects.

b. Next meeting:

i. Tuesday, September 5, 2023

11. Adjournment: Motion by Posey, seconded by Harrison to adjourn the meeting at 7:17 p.m. Motion carried 5-0.

Respectfully submitted,
Holly Licht, City Clerk

