

3/2/2020 - Minutes

1. Call To Order

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

2. Roll Call

Mike Bare, Luke Diaz, Pat Lytle, Scott Manley and Beth Tucker Long were present. Steve Heinzen is absent and excused. Alderperson Gaskell resigned from the Common Council on March 1, 2020, and is therefore no longer a member of the Plan Commission.

Also present: City Administrator Adam Sayre; Community Development Specialist Katherine Holt; and City Engineer Carla Fischer.

3. Public Comment

There were no comments by the public.

4. Approval Of Minutes From The February 2, 2020 Plan Commission Meeting

Motion by Diaz, seconded by Bare, to approve the February 3, 2020 Plan Commission Minutes. Motion carried 5-0.

5. Public Hearing - Zoning Map Amendment For Epic Systems Corporation To Rezone Lands From Rural Agriculture (RA) To Suburban Industrial (SI) Located At 1979 Milky Way.

Motion by Diaz, seconded by Tucker Long, to open the public hearing at 6:33 p.m. Motion carried 5-0.

There were no comments by the public.

Motion by Lytle, seconded by Tucker Long, to close the public hearing at 6:34 p.m. Motion carried 5-0.

a. Discussion & Possible Action – Plat review for Epic Systems Corporation to create two (2) lots and two (2) outlots located at 1979 Milky Way.

Holt presented the Staff report. Epic Systems Corporation is planning to combine twenty-three (23) parcels into two (2) parcels and two (2) outlots on existing Epic land. The plat would remove all of the certified survey maps from the last sixteen (16) years, shift right-of-ways and modify and release easements. This will result in the majority of buildings being located on a single parcel, and the elimination of lot lines splitting buildings.

Manley asked if the solar array is contained on the proposed plat.

Tod Sloan, Epic Systems Corporation, explained the main goal was to clean up the properties around the development of the office campus, and to touch as few parcels as possible in the process. The parcels along the outer edges of the property were left as is.

Motion by Tucker Long, seconded by Bare, to recommend to the Common Council to approve a plat for Epic Systems Corporation to create two (2) lots and two (2) outlots. Motion carried 5-0.

b. Discussion & Possible Action – Zoning map amendment for Epic Systems Corporation to rezone Lots 1 and 2 to Suburban Industrial (SI) and outlots 1 and 2 to remain as Rural Agricultural (RA).

Motion by Bare, seconded by Tucker Long, to recommend to the Common Council to approve the zoning map amendment for Epic Systems Corporation to rezone Lots 1 and 2 to Suburban Industrial (SI) and

outlots 1 and 2 to remain as Rural Agricultural (RA). Motion carried 5-0.

6. Public Hearing – Zoning Map Amendment To Rezone 103 North Franklin Street From Neighborhood Office (NO) To Central Commercial (CC) And A Conditional Use Permit To Allow Light Industrial Activities Incidental To Indoor Sales Or Services Land Use.

Motion by Diaz, seconded by Lytle, to open the public hearing at 6:44 p.m. Motion carried 5-0.

David Horn stated he is concerned that changing the land use on this block to Central Commercial leaves open the possibility of a juvenile prison being placed on the property. He is concerned that there was building going on before a public hearing was held. He does not want industrial activities taking place in the downtown area, and strongly recommends that the zoning map amendment be denied.

Brad D'Orazio, owner of the property at 103 North Franklin Street, stated he canvassed the neighborhood, and heard no objections from the neighbors. The business will be conducted according to the City's ordinances, and the office area will be used as an attorney's office.

Chris McIntosh, 102 North Jefferson Street, spoke in support of D'Orazio's project, and is glad to see improvements being made to the building and property at 103 North Franklin Street.

Holt explained the building at 103 North Franklin Street will be used to make custom wood bats, and will contain office space, as well. Most recently, the building was used for vehicle storage. The floor plan will be updated to include a bathroom, and to partition the building. The building will be soundproofed, as well. Requirements of the zoning map amendment have been met.

Sayre explained that a prison is already allowed by right under Neighborhood Office (NO) zoning. There is a lack of walk-in traffic for the business, but they are doing business through the internet.

Motion by Manley, seconded by Tucker Long, to close the public hearing at 7:01 p.m. Motion carried 5-0.

a. Discussion & Possible Action – Zoning map amendment to rezone 103 North Franklin Street from Neighborhood Office (NO) to Central Commercial (CC).

Holt explained the building at 103 North Franklin Street will be used to make custom wood bats, and will contain office space, as well. Most recently, the building was used for vehicle storage. The floor plan will be updated to include a bathroom, and to partition the building. The building will be soundproofed, as well. Requirements of the zoning map amendment have been met.

Sayre explained that a prison is already allowed by right under Neighborhood Office (NO) zoning. There is a lack of walk-in traffic for the business, but they are doing business through the internet.

Lytle asked how the City will document that the business remains below the allowable noise level.

Sayre replied the noise level is measured at the property line by a decibel reader.

D'Orazio stated the lathe used to make the bats is actually very quiet.

Lytle asked D'Orazio what drew him to the property.

D'Orazio replied he likes the look of the structure, and is happy to preserve it, and well as improve the look of the existing property.

Manley asked what exterior work will be done on the building.

D'Orazio stated the building will be painted, and rusty doors will be replaced. They will be removing dead trees and cleaning up the parcel in general.

Motion by Bare, seconded by Tucker Long, to recommend to the Common Council to approve a zoning map amendment to rezone 103 North Franklin Street from Neighborhood Office (NO) to Central Commercial (CC).

Diaz stated he is happy to see this building being preserved and put to good use.

Lytle asked if a site plan review would be necessary should the owner add on to or otherwise increase the size of the building at some point.

Sayre replied expanding the building would trigger a site plan review. The business would still be capped at 15% of the total area of the buildings for industrial activities.

Motion carried 5-0.

b. Discussion & Possible Action – Conditional use permit for 103 Franklin Street to allow light industrial activities incidental to indoor sales or services land use.

Motion by Tucker Long, seconded by Bare, to recommend to the Common Council to approve the conditional use permit to allow a light industrial activity incidental to indoor sales and services land use at 103 North Franklin Drive, with the following conditions:

1. The total area devoted to light industrial activities shall not exceed 15% of the total area of the buildings on the property.
2. The production area shall be physically separated by a wall from other activity areas and shall be soundproofed.
3. Any noise from the building shall conform to the standards of the City's Ordinances.

Motion carried 5-0.

7. **Discussion & Possible Action – Site Plan Review For An Addition To Cleary Building Corporation At 190 Paoli Street.**

Sayre explained the applicant is requesting a site plan approval to allow for the construction of a 48,588 square foot building addition located at 190 Paoli Street. The plan was originally approved by the Plan Commission in 2008, but the addition did not go forward at that time. Staff believes there will be enough parking available for employees, though the number of parking spaces does not meet City parking standards. The applicant will be required to update floodplain information and stormwater management standards for the project. Staff recommends that conditions of approval relating to stormwater and floodplain details be finalized before building permits are issued.

Motion by Diaz, seconded by Manley, to approve the site plan for an addition to Cleary Building Corporation at 190 Paoli Street, with the following conditions:

1. A topographic survey shall be prepared by a registered land surveyor, establishing the elevation of the existing building corners and the elevation of the natural grade in the location of the proposed building additions.
2. If the natural ground where the addition is proposed is below the floodplain elevation OR connected to an existing building below the floodplain elevation, the project shall conform to the City's floodplain zoning ordinance (Title 13, Ch. 20 Floodplain Zoning) including but not limited to:
 - The elevation of the lowest floor shall be at least two (2) feet above the floodplain elevation on fill. The fill shall be one foot or more above the regional flood elevation extending at least 15 feet beyond the limits of the structure.
 - The basement or crawlway floor may be placed at the regional flood elevation if it is dry floodproofed to two (2) feet above the flood plain elevation. No basement or crawlway floor is allowed

below the regional flood elevation.

- Contiguous dryland access shall be provided from a structure to land outside of the floodplain.

3. The applicant shall complete and sign the City of Verona Erosion Control and Stormwater Management Permit Application.

4. Prior to the issuance of building permits, the City Engineer shall review and approve a stormwater management and erosion control plan for the project that conforms to the City of Verona Erosion Control and Stormwater Management Permit Application.

5. All wells shall be abandoned on site per Wisconsin Department of Natural Resource standards and the applicant shall connect to the City of Verona municipal water supply.

Lytle asked Fischer if the floodplain requirements are for the addition only, or if they will apply to the existing building, as well.

Fischer replied if the existing building is inside the floodplain, the additions will have to comply with the floodplain ordinance. This could change the lowest elevation of what they are proposing.

Motion carried 5-0.

8. Discussion & Possible Action – Initial Review For Lots 9 And 10 In The Verona Technology Park To Construct Two (2) Buildings Located At The Corner Of County Highway M And Thousand Oaks Trail.

Holt explained the applicant is requesting an initial review to create an 8, 200 square foot office building at the corner of CTH M and Thousand Oaks Trail, and a 41,200 square foot flexible industrial use building with access from John P. Livesey Boulevard. The application conforms to the recommendations of the Southeast Neighborhood Plan. Access to the site will be from John P. Livesey Boulevard and all access points will be prohibited from Thousand Oaks Trail and CTH M. Staff recommends the applicant have a cross-access easement agreement between the two buildings and that the parking lot be designed to have access to the east when the property becomes developed. Staff is recommending the applicant move the larger building to the north and shift one row of parking to the south, or disperse parking around the building. Stormwater management details are being discussed at this time. Canopy trees are planned for the parking area, and two screening walls will shield views of the loading docks and truck areas. A certified survey map (CSM) may be needed to create one lot from Lots 9 and 10, which will require a conditional use permit for a group development to have two buildings on one lot.

Manley remarked perhaps the City should require higher quality and aesthetically pleasing buildings for those properties with frontage along CTH M.

Tucker Long suggested a screening wall be installed on the John P. Livesey Boulevard side of the buildings, as well.

Lytle stated there are some mature trees to the south of the KSW building that may work well as screening material from John P. Livesey Boulevard for the loading dock and truck access areas.

Diaz would like to see more landscaping and trees on the property.

9. Reports And Comments From The Planning Department

a. Update on development projects

A development agreement was approved for the Sugar Creek Commons project, and development agreements are being developed for the Woods at Cathedral Point. The ACS project is still on track. The Market 5 project is moving along, and Kwik Trip will be starting construction soon.

Goodwill is currently moving into the existing World of Variety building and doing upgrades to the interior, as

well as the roof. It is also anticipated that a new coat of paint will be applied to the exterior of the building. In addition, the overhead door originally planned for the south side of the building has been eliminated and the front doors will be replaced with sliding doors. Since this property is zoned Commercial, and it is a retail use, Goodwill's use of this building is allowed by right.

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 7:54 p.m. Motion carried 5-0.