



City of Verona

111 Lincoln Street
Verona, WI 53593-1520
COMMON COUNCIL

Monday – July 13, 2020 – 7:00 P.M.

www.ci.verona.wi.us

Due to the COVID-19 pandemic, the Verona Common Council will hold its meeting as a virtual meeting. The Common Council will not meet at City Hall, 111 Lincoln Street. Members of the Common Council and Staff will join the meeting by using Zoom Webinar, as described immediately below.

Members of the public can join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting using phones, as described immediately below. Those requiring toll-free options are asked to contact City Hall for details prior to the meeting at adam.sayre@ci.verona.wi.us or 608-848-9941.

Join the meeting via computer, tablet, or smart phone:

<https://zoom.us/j/97801432805>

Webinar ID: 978 0143 2805

Join the meeting via phone by dialing:

312-626-6799

Webinar ID: 978 0143 2805

Watch live on the City's YouTube Channel: <https://www.youtube.com/user/VeronaWIMeetings>

The online meeting agenda and all support materials can be found at <https://www.ci.verona.wi.us/>. In addition to the public, all Council members and staff will also be participating remotely. Anyone with questions prior to the meeting may contact the City at (608) 848-9941 or adam.sayre@ci.verona.wi.us.

PUBLIC SPEAKING INSTRUCTIONS

- **WRITTEN COMMENTS:** You can send comments to the City Council on any matter, either on or not on the agenda, by emailing adam.sayre@ci.verona.wi.us or in writing to Common Council, 111 Lincoln Street., Verona, WI, 53593.
- For public comments, including comments during the public hearing, register and speak: Those wishing to speak during the virtual meeting **MUST** register by 7:00 PM in advance of the meeting

start time by emailing adam.sayre@ci.verona.wi.us or calling 608-848-9941. You will be given information on how your speaking opportunity will be coordinated.

1. Call to order
2. Roll Call
3. Public Comments
4. Approval of Minutes from the June 22, 2020 Common Council meeting.
5. Mayor's Business
6. Announcements
7. Administrator's Report
8. Engineer's Report
9. Committee Reports
 - A. Finance Committee**
 - (1) Payment of bills
 - B. Plan Commission**
 - (1) Discussion and Possible Action Re: Resolution No. R-20-028 approving a Precise Implementation Plan amendment to allow three (3) live work units located at 142 Paoli Street
 - (2) Discussion Re: A concept plan review of a Planned Unit Development (PUD) for a proposed four (4) story, 79-unit apartment building with 9,319 square feet of commercial space located at 410 and 420 West Verona Avenue
 - (3) Discussion Re: A concept plan review of a Planned Unit Development (PUD) for a proposed 161,050 square foot wholesale building and 24-fuel pumps located at the southwest corner of Count Highway M and Thousand Oaks Trail
10. New Business
 - A. Discussion and Possible Action Re: Bar and Restaurant COVID-19 Support Program
11. Adjournment

Luke Diaz, Mayor

POSTED: Miller's Market
Verona City Hall
Verona Public Library
City Website @ www.ci.verona.wi.us

IF YOU NEED AN INTERPRETER, MATERIALS IN ALTERNATIVE FORMATS, OR OTHER ACCOMODATION TO ACCESS THE MEETING, PLEASE CONTACT THE CITY CLERK AT 845-6495 AT LEAST 48 HOURS PRECEDING THE MEETING. EVERY REASONABLE EFFORT WILL BE MADE TO ACCOMMODATE YOUR REQUEST.

CITY OF VERONA
MINUTES
COMMON COUNCIL
June 22, 2020
Verona City Hall

Due to the COVID-19 pandemic, the Verona Common Council held its meeting as a virtual meeting. The Common Council did not meet at City Hall, 111 Lincoln Street. Members of the Common Council and Staff joined the meeting by using Zoom Webinar. Members of the public were able to join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting via phone.

1. Mayor Diaz called the meeting to order at 7:03 p.m.
2. Roll call: Alderpersons Kate Cronin, Charlotte Jerney, Chad Kemp, Christine Posey, Heather Reekie, Charlie Ryan and Evan Touchett were present. Also present: City Administrator Adam Sayre; City Engineer Carla Fischer; Police Chief Bernie Coughlin; Community Development Specialist Katherine Holt; and City Clerk Ellen Clark. Alderperson Kohl was absent and excused.
3. Public Comment:
 - Sam Barbuch, 217 Llanos Street, Verona, spoke regarding data indicating that people of color are arrested at higher rates in Verona than are white people.
 - John McKenzie, representing McKenzie Apartment Company, spoke regarding his company's proposal for the Sugar Creek Elementary School property.
 - Rich Arnesen, representing Stonehouse Development, spoke regarding the company's experience with affordable housing projects, and partnership with McKenzie Apartment Company in the Sugar Creek Elementary School property project.
 - Brian Munson, representing Steve Brown Apartments and the Alexander Company, spoke regarding their proposal for the Sugar Creek Elementary School property.
 - Kevin German, representing Local 311 of the International Association of Professional Fire Fighters, AFL-CIO was brought into the meeting by Sayre. German, Sayre and Diaz attempted to unmute German's microphone. They were unable to do so, leaving German unable to speak at the meeting.
4. Approval of the minutes from the June 8, 2020 Common Council meeting. Motion by Cronin, seconded by Kemp, to approve the minutes of the June 8, 2020 Common Council meeting. Motion carried 7-0.
5. Mayor's Business: None
6. Announcements: None

7. Administrator's Report:

- As Dane County moves into Phase 2 of the Forward Dane Plan, Staff is making changes and adjustments to City buildings and facilities. Some of those changes include:

Library – The Library reopened to the public with limited services on June 15th. The public can pick up Library materials on hold, browse new books, and use computers, copiers, fax machines, printers, and WIFI. Curbside pickup is still being offered. Visitors are encouraged to wear masks. The current Library hours have been slightly reduced from the normal hours and are: Monday through Thursday 9 a.m. – 7 p.m., Friday 9 a.m. – 6 p.m., and Saturday 9 a.m. – 4 p.m.

City Hall – City Hall is targeting a July 6th reopening to the public with social distancing and protective plastic barriers.

Public Works – Public Works is planning a July 6th reopening to the public with social distancing and protective plastic barriers.

Senior Center – The Senior Center is anticipating a limited reopening in July with appointment based scheduling for services.

Splash pad/Fireman's Beach – The splash pad was reopened on June 15th, and Fireman's Beach opened on June 20th. Staff will continue to monitor crowds and guidance from Dane County and make changes as necessary.

Cronin added the first hour the library is open each day is reserved for seniors and those with compromised immune systems.

8. Engineer's Report:

- Well 6 Pumping Station Construction: Permanent electric power has been connected and the natural gas connection is being coordinated. The contractor plans to begin testing and pumping of the well, HVAC and electrical controls on June 24th. Well start-up is anticipated for late June to mid-July.
- Verona Area High School Construction Traffic Improvements: Asphalt paving throughout the project is planned. Military Ridge State Trail closure is complete. Traffic signals at the intersections of Verona Avenue and West End Circle, and Verona Avenue and Nine Mound Road may be activated in the next couple of weeks.
- CTH PD Construction – Woods Road to CTH M: The lower layer of asphalt paving is scheduled for this week. Traffic will then be split, and median lane closures will occur, and median work will begin. When median work is completed, traffic will be moved to the median lanes to allow for the remaining work along the outside lanes.

9. Committee Reports:

A. Public Safety and Welfare Committee

- (1) Discussion and Possible Action Re: An application for a Class "B" Fermented Malt Beverages license from Hop Haus Brewing Company, LLC d/b/a Hop Haus Brewing Company, 231 S. Main Street, Verona, WI 53593, Philipp Hoechst, Agent. Motion by Reekie, seconded by Touchett, to approve an application for a

Class “B” Fermented Malt Beverages license for Hop Haus Brewing Company, LLC d/b/a Hop Haus Brewing Company, 231 S. Main Street, Verona, WI 53593, Philipp Hoehst, Agent. Hop Haus Brewing Company, LLC is requesting a Class “B” Fermented Malt Beverages license effective July 1, 2020. This license will be in addition to the Class “C” Wine license renewing on July 1. Hop Haus Brewing Company will once again be considered a brewpub, which requires the business to hold a Class “B” license. Nothing will change regarding hours or service at the Verona location. Motion carried 7-0.

- (2) Discussion and Possible Action Re: An application for a Combination Class “A” Fermented Malt Beverages and “Class A” Intoxicating Liquor license from Kwik Trip, Inc., d/b/a Kwik Trip #1075, 233 Wildcat Way, Verona, WI 53593. Motion by Reekie, seconded by Touchett, to approve a Combination Class “A” Fermented Malt Beverages and “Class A” Intoxicating Liquor license for Kwik Trip, Inc., d/b/a Kwik Trip #1075, 233 Wildcat Way, Verona, WI 53593, Juan Alfonso Primo, Agent. Approval of these licenses will allow the new Kwik Trip convenience store on Wildcat Way to sell alcohol. The license will be effective July 27th, with store opening scheduled for July 30th. Motion carried 7-0.
- (3) Discussion and Possible Action Re: An application for a Cigarette and Tobacco Products Retail License for Kwik Trip, Inc., d/b/a Kwik Trip #1075, 233 Wildcat Way, Verona, WI 53593. Motion by Reekie, seconded by Touchett, to approve a Cigarette and Tobacco Products Retail License for Kwik Trip, Inc., d/b/a Kwik Trip #1075, 233 Wildcat Way, Verona, WI 53593. Approval of this license will allow the new Kwik Trip convenience store on Wildcat Way to sell tobacco products. Motion carried 7-0.
- (4) Discussion and Possible Action Re: A temporary premises description amendment for Tavern and Bar, LLC d/b/a Cahoots, 102 W. Railroad Street, Verona, WI 53593 contingent upon police inspection, installation of a 4-foot tall metal fence and access to the fenced area through the building only. Motion by Reekie, seconded by Touchett, to approve a temporary premises description amendment for Tavern and Bar, LLC d/b/a Cahoots, 102 W. Railroad Street, Verona, WI 53593. Tavern and Bar, LLC has applied for a temporary premises description amendment to include a portion of the front parking lot. This will allow them to serve more customers, while adhering to required social distancing guidelines. The amendment will be effective through October 1, 2020. No music or amplification will be included, and service will end at 10 p.m. Motion carried 7-0.
- (5) Discussion and Possible Action Re: A temporary premises description amendment for LBO, Inc., d/b/a 5th Quarter, 161 Horizon Drive, #110, Verona, WI 53593. Motion by Reekie, seconded by Touchett, to approve a temporary premises description amendment for LBO, Inc., d/b/a 5th Quarter, 161 Horizon Drive, #110, Verona, WI 53593 to extend the existing patio into the front parking lot on July 11, 2020 from 10 a.m. – 10 p.m. LBO, Inc. has applied for a temporary premises description amendment to extend the existing patio into

the front parking lot. This premises description amendment will allow the 5th Quarter to serve an influx of customers expected during their annual golf tournament. Motion carried 7-0.

B. Finance Committee

- (1) Discussion and Possible Action Re: Acceptance of City 2019 Financial Statements. Motion by Kemp, seconded by Cronin, to accept the City 2019 Financial Statements.

Baker Tilly representatives John Rader, Jodi Dobson and Vasvi Joshi presented the City's 2019 Financial Statements.

Rader complimented Finance Director Brian Lamers and his Staff for their cooperation and communication during the audit. Baker Tilly issued an unmodified opinion of the City's Financial Statements, which is the highest level of assurance you can receive from an outside CPA firm. There were no material entries for this audit.

Joshi presented the current analysis of the general fund balance, assigned fund balance, debt service, and general fund revenues and expenditures were discussed. There was a slight increase in the non-spendable and assigned fund balances in 2019.

The City's general outstanding debt is \$51,834,128, of which \$4,640,000 is from utilities. Approximately 31% of the City's expenditures are going toward debt service.

Dobson reported on the 2019 Utilities Financial Statements. The increase in water utility rates in December 2019 and continued growth allowed operating revenues to increase from 2018-2019. Operating costs are increasing, as well. There are strong cash reserves, which have been relatively stable over the last several years. In addition, only about 8% of the utility's capital assets are financed by debt. Sewer rates were also adjusted in December 2019. Cash reserves for the sewer utility are relatively strong and stable. Approximately 12% of the sewer utility's capital assets are financed with outstanding debt. The stormwater utility's expenses are a bit above revenues. Cash reserves are stable and strong, and only about 3% of the stormwater utility's capital assets are financed with outstanding debt.

Diaz asked for a bottom line on the City's overall fiscal health.

Rader and Dobson replied the City has always had very strong overall fiscal health. In addition, the TIFs are doing very well, and the City's policy to decrease borrowing is a good policy to follow at this time. The utilities are also in a strong position. There are no red flags.

Motion carried 7-0.

- (2) Discussion and Possible Action Re: Resolution No. R-20-021 Initial Resolution authorizing General Obligation Bonds in an amount not to exceed \$670,000 for

street improvement projects. Motion by Kemp, seconded by Posey, to approve Resolution No. R-20-021 Initial Resolution authorizing General Obligation Bonds in an amount not to exceed \$670,000 for street improvement projects.

Todd Taves, representing Quarles & Brady, presented bond issue information for this, and the remaining resolutions on the agenda. These resolutions will allow the City to proceed with a \$5,680,000 bond issue. \$5,555,000 of that amount is for capital improvements called for in the 2020 budget. The majority of the borrowing is for sewer updates, which will be paid by the sewer utility versus property taxes. The amount to be levied by the City for debt service will be just over \$1,000,000. The street and park improvements will be financed over a 10-year term, and the sewer improvements will be over 19 years. This is an excellent time to be issuing debt due to low interest rates. The borrowing will come back to the Common Council in July for consideration and award.

Motion carried 7-0. (A copy of Resolution No. R-20-021 is incorporated into these minutes as Attachment A.)

- (3) Discussion and Possible Action Re: Resolution No. R-20-022 Initial Resolution authorizing General Obligation Bonds in an amount not to exceed \$410,000 for parks and public grounds projects. Motion by Kemp, seconded by Cronin, to approve Resolution No. R-20-022 Initial Resolution authorizing General Obligation Bonds in an amount not to exceed \$410,000 for parks and public grounds projects. Motion carried 7-0. (A copy of Resolution No. R-20-022 is incorporated into these minutes as Attachment B.)
- (4) Discussion and Possible Action Re: Resolution No. R-20-023 Initial Resolution authorizing General Obligation Bonds in an amount not to exceed \$4,600,000 for sewerage projects. Motion by Kemp, seconded by Posey, to approve Resolution No. R-20-023 Initial Resolution authorizing General Obligation Bonds in an amount not to exceed \$4,600,000 for sewerage projects. Motion carried 7-0. (A copy of Resolution No. R-20-023 is incorporated into these minutes as Attachment C.)
- (5) Discussion and Possible Action Re: Resolution No. R-20-024 directing publication of Notice to Electors relating to bond issues. Motion by Kemp, seconded by Cronin, to approve Resolution No. R-20-024 directing publication of Notice to Electors relating to bond issues. Motion carried 7-0. (A copy of Resolution No. R-20-024 is incorporated into these minutes as Attachment D.)
- (6) Discussion and Possible Action Re: Resolution No. R-20-025 providing for the sale of \$5,680,000 General Obligation Corporate Purpose Bonds, Series 2020A. Motion by Kemp, seconded by Cronin, to approve Resolution No. R-20-025 providing for the sale of \$5,680,000 General Obligation Corporate Purpose Bonds, Series 2020A. Motion carried 7-0. (A copy of Resolution No. R-20-025 is incorporated into these minutes as Attachment E.)

C. Community Development Authority

- (1) Discussion and Possible Action Re: Resolution No. R-20-026 authorizing Staff to

work with a developer on the redevelopment of the Sugar Creek/New Century School sites located at 420 Church Street.

Sayre explained on June 8, 2020, the Common Council reviewed development proposals from McKenzie Apartment Company and Steve Brown Apartments for the development of the Sugar Creek/New Century School sites. The Council postponed action and requested additional information from Staff.

Sayre provided a comparison of the two proposals. McKenzie is proposing a total of 318 housing units, including 226 market rate and 92 affordable units consisting of studio, 1, 2 and 3 bedroom apartments. Proposed use of the New Century School is community use, with potential use for a non-profit group. Public amenities include a pool, community center, pool building, band stand and playground. Steve Brown is proposing a total of 236 housing units, including 132 market rate and 104 affordable units consisting of 20 loft style apartments above retail, and 1, 2 and 3 bedroom apartments. Proposed use of the New Century School is public-private partnership options, including a children's museum, community center, non-profit headquarters, or maker space. Private options may be on the table, as well. Public amenities include a plaza containing a community center or performance space, and a central space with lawn, pool or pickleball options.

After the last Council meeting, City Staff requested additional financial information from both developers. The estimated potential City cost for the McKenzie Apartment Company is \$2,963,600 and includes Tax Incremental Financing (TIF) and parkland fee waiver. The TIF funding would be for demolition, infrastructure improvements, and public facilities. Steve Brown Apartments has a gap of \$8,861,600 for the commercial space, site improvements, affordable housing, and public space. The potential City cost is the maximum amount of funding that is needed, but it could be less depending on other programs/funds. Any selected project with TIF funds will be negotiated by the City once a developer is selected.

Action by the Council authorizes Staff to work with the selected developer on refining their plans, including public hearings, but does not approve the project. Further, once a developer is selected, Staff will work with Ehlers to complete a proforma analysis, as both projects contain a TIF request. This is not the end of the process; this is the beginning of the process.

Reekie asked if it would be wise for the City to wait until after Ehlers gathers the TIF information for each of the two developers before making a decision.

Sayre replied it is possible, but it would be difficult to analyze TIF requests now. The number of units in the development ultimately decides what projects are granted a TIF request. The number of units could change, as could the public improvements. We would want to conduct the required public hearings and get the public involved first.

Reekie asked why the City should pay the extra in TIF for either project considering it is not in a TID now.

Sayre replied that would depend on which project you think is better. None of those numbers have been negotiated at this point. The developers have identified the need for TIF. Steve Brown lists the commercial space, site improvements, affordable housing and public space as items that may require TIF. Their request is not a TIF request; it is a funding gap. They may be able to fill the gap with other funding sources and tax credits. McKenzie lists demolition of the school building, infrastructure improvements, and public facilities as items that may require TIF.

Reekie asked if it is feasible for the City to develop this site for community use only, and not include housing.

Sayre replied it is feasible, but you would have to know how you want to program the use of that space. It would also throw out over six months of work by Staff. He is not sure that more than twelve acres of athletic fields is what the City wants adjacent to the downtown. The balance the Community Development Authority (CDA) and the RFP were trying to strike was having some sort of larger public component that would activate the site, and bringing people into it, as well. Ultimately, people will help support the downtown.

Reekie asked for a specific explanation of why the City would donate the land to the Brown Company.

Sayre replied McKenzie has a \$77,000 purchase price, but there are always other costs to it for the City. We want to look at the overall potential City cost, not just the upfront purchase price. There are a lot of public components to these plans.

Ryan asked what the public hearing process looks like.

Sayre replied there is a formalized public hearing process. In addition, Staff advises developers to conduct a neighborhood meeting. For the General Development Plan, there is a public hearing before the Plan Commission. Property owners within 200 feet of the property are notified of the public hearing, and notices are posted physically on the property, as well as in the local newspaper, and through an email blast. The same process is repeated for the Precise Implementation Plan (PIP). In addition, both developers want to work with the public through an open house, a design meeting, etc., to get an idea of what the community wants.

Ryan asked once a developer is selected, what obligation do they have to heed the feedback they receive from the Council or the public.

Sayre replied the Council has the flexibility to reject things, within reason. If the project is generally consistent with what the expectations of the project were in the design concepts, it would be poor practice to deny something. If there are drastic differences, there is some flexibility to make changes.

Kemp stated the one thing that is important for everyone to realize is that if you

put a pool in this site, you are stuck with it. He asked if there are other suitable sites for a pool that would make more sense than this one.

Sayre replied a Phase 1 pool study was conducted in 2016-2017. He presented an overview of potential pool sites. There would be an acquisition cost for some of the properties, and using some of the other sites would have the potential of displacing local athletic groups, such as baseball and soccer.

Kemp stated these are both good proposals, and both have benefits. McKenzie put together some things community members said they wanted. He is concerned about the size of the pool, the lack of retail, and the lack of information regarding the cost of affordable housing with the McKenzie plan. He is hearing that people want a walkable downtown, and some options for the site. He believes if there is no retail included on the site, the opportunity for a walkable downtown could be lost forever.

Cronin wondered if there would be any interest in delaying the vote on this, since Alder Kohl is not here to vote tonight, and she is a member of the CDA.

Jerney stated we still have a long way to go before we see the final plan that will finally be put into place, and asked if it is essential to make a decision tonight.

Sayre replied the goal was to make a decision by the end of June, and asked what additional information Staff can provide to the Council to help with the decision. If we do not move forward, the project will be slowed down.

Ryan echoed Kemp's concerns regarding the pool. Several pools are already in existence in the City, or will be soon. Verona should have an aquatic center, which this location cannot accommodate. He likes the phrasing Steve Brown uses regarding activating the downtown, but is also concerned about vacant retail space. McKenzie talked about density, but you do not want too much. Steve Brown has a better balance of affordable to market rate housing. He would lean toward Steve Brown.

Motion by Kemp, seconded by Jerney, to approve Resolution No. R-20-026 authorizing Staff to work with the Steven Brown Apartment Company and the Alexander Company on the redevelopment of the Sugar Creek/New Century School sites located at 420 Church Street.

Cronin stated she saw an increase in support for the Steve Brown proposal from her constituents. She is in favor of that proposal because it includes more affordable housing. She also agrees that we need to have some mixed use space in the plan, and feels the Steve Brown plan is the best fit for the neighborhood.

Posey shared similar thoughts. She has heard from people living in the neighborhood surrounding the property that they prefer the Steve Brown plan. She appreciates the number of workforce housing units in the proposal, but does have some concerns regarding the retail portion. She would like to see this project worked in phases. Would love to see an aquatic center, but it would have to be located on another site for it to meet the needs of the full community.

Touchett stated he has been leaning toward the Steve Brown choice, and likes the year-round amenities they are offering. The retail part is a challenge, but we need more people in the downtown to make it more viable and walkable.

Diaz stated the City has taken some good steps in the downtown, and there is a lot of activity on the trails. The Steve Brown proposal has a chance to activate the downtown area. He believes it is important to phase the development versus building it to completion right away. He encouraged Staff to dig in and put a good amount of time into the financials.

Ryan and Reekie stated they have received more comments from their constituents in favor of the Steve Brown proposal, as well.

On roll call: Alder Cronin – Aye; Alder Jerney – Aye; Alder Kemp – Aye; Alder Posey – Aye; Alder Reekie – Aye; Alder Ryan – Aye; Alder Touchett – Aye.
Motion carried 7-0.

Diaz encouraged the public to provide feedback regarding this project.

10. New Business:

- A. Discussion and Possible Action Re: Resolution No. R-20-027 honoring the life of George Floyd with our actions.

Sayre explained at the June 8th Council meeting Staff was directed to draft a Resolution honoring the life of George Floyd. The proposed Resolution recognizes the City is a welcoming community, that the Council endorses peaceful unification opposing acts of violence against persons of color, and those of different ethnicity, religions, beliefs, or expressions. Further, the Resolution directs the Personnel Committee to review all internal employee and hiring policies to ensure the City has a diverse workforce that is reflective of our community.

Reekie stated we need to think more deeply about the ultimate goal of this resolution. She believes it should include a required specific action to be taken, other than the Personnel Committee examining the City's hiring policies. The City's hiring policies are already in accordance with anti-discrimination law. Having more people of color in administrative positions does not necessarily provide proof that the City as an employer is racially just and equitable. She proposed that instead of reviewing hiring policies, Staff could be directed to research, choose and implement an anti-racism training program for all existing and future Staff members. She would like to see some edits made to the resolution before voting on it.

Sayre replied it would be a good idea for this to go through committee to help guide Staff in what the Personnel Committee and Council want us to do. That will make the process more productive for everyone.

Reekie stated as part of the Personnel Committee she would be happy to rework the resolution to create more longstanding change versus just supporting a movement.

Ryan stated he would be happy to postpone the passing of this resolution to make it right and make sure that people in this community understand that everyone is

welcome in Verona. He would like to see concrete, meaningful, tangible actions included in the resolution.

Jerney would like to make sure that diversity is included in hiring actions. She did attend the March for Racial Justice and was very moved to be part of it. She would like to see some community educational programs and a forum with which to share ideas and views on diversity and racial justice.

Posey stated one of the pieces is the budget. We need to put dollars behind the words. We need to look at what things we will need to prioritize moving forward with the budget, in addition to the actions and words. As we move forward, it is important to understand the impact we, as a government, have on the community as a whole.

Diaz stated some of the items discussed under Public Comment may be discussed in more detail by the Public Safety and Welfare Committee.

Ryan stated what the City does with its dollars is a moral statement. Social justice, economic justice, racial justice are principals that guide people to the right decision. He believes the City needs to look at realigning the dollars to meet the community's justice needs.

The consensus of the Council was to delay voting on this resolution until the next meeting.

Sayre asked for additional comments for the resolution between now and the next meeting on July 13th.

Reekie asked if Personnel Committee will meet to discuss the resolution. All Personnel Committee members indicated that they will be available to meet.

There was no motion on this item.

B. Discussion and Possible Action Re: Collective Bargaining Agreement with Local 311 of the International Association of Professional Firefighters, AFL-CIO.

The Common Council may convene in closed session as authorized by Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Common Council may reconvene in open session and take action on the closed session item.

City Staff has been negotiating with Local 311 of the International Association of Professional Firefighters, AFL-CIO, since November of 2019 on a new collective bargaining agreement. Staff is requesting a closed session with the Common Council to provide an update on the negotiations and to obtain feedback/direction from the Common Council.

Sayre explained that for the closed session everyone will log out of this meeting, and will log into the separate closed session meeting. This meeting will continue running on this side. When the closed session is completed, he will end the closed session meeting, and everyone will log back into this session.

Motion by Kemp, seconded by Cronin, to convene in closed session as authorized by Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Common Council may reconvene in open session and take action on the closed session item. On roll call: Alder Cronin – Aye; Alder Jerney – Aye; Alder Kemp – Aye; Alder Posey – Aye; Alder Reekie – Aye; Alder Ryan – Aye, Alder Touchett – Aye. Motion carried 7-0.

The Common Council convened in closed session at 9:36 p.m. Attorney Kyle Gulya, Human Resources Coordinator Mitch Weckerly, and Fire Chief Dan Machotka were invited to remain for the closed session.

CLOSED SESSION

Motion by Reekie, seconded by Ryan, to reconvene in open session at 10:30 p.m.

11. Adjournment:

Motion by Reekie, seconded by Cronin, to adjourn at 10:34 p.m. Motion carried 6-0.

Ellen Clark
City Clerk

ATTACHMENT A

Resolution No. R-20-021

**INITIAL RESOLUTION AUTHORIZING
GENERAL OBLIGATION BONDS
IN AN AMOUNT NOT TO EXCEED
\$670,000 FOR STREET IMPROVEMENT PROJECTS**

BE IT RESOLVED by the Common Council of the City of Verona, Dane County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$670,000 for the public purpose of paying the cost of street improvement projects.

Adopted, approved and recorded June 22, 2020.

/s/Luke Diaz, Mayor

/s/ Ellen Clark, City Clerk

ATTACHMENT B

Resolution No. R-20-022

**INITIAL RESOLUTION AUTHORIZING
GENERAL OBLIGATION BONDS
IN AN AMOUNT NOT TO EXCEED
\$410,000 FOR PARKS AND PUBLIC GROUNDS PROJECTS**

BE IT RESOLVED by the Common Council of the City of Verona, Dane County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$410,000 for the public purpose of paying the cost of parks and public grounds projects.

Adopted, approved and recorded June 22, 2020.

/s/Luke Diaz, Mayor

/s/Ellen Clark, City Clerk

ATTACHMENT C

Resolution No. R-20-023
INITIAL RESOLUTION AUTHORIZING
GENERAL OBLIGATION BONDS
IN AN AMOUNT NOT TO EXCEED
\$4,600,000 FOR SEWERAGE PROJECTS

BE IT RESOLVED by the Common Council of the City of Verona, Dane County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$4,600,000 for the public purpose of paying the cost of sewerage projects.

Adopted, approved and recorded June 22, 2020.

/s//Luke Diaz, Mayor

/s/Ellen Clark, City Clerk

ATTACHMENT D

Resolution No. R-20-024

**RESOLUTION DIRECTING PUBLICATION OF NOTICE TO ELECTORS
RELATING TO BOND ISSUES**

WHEREAS, initial resolutions authorizing general obligation bonds have been adopted by the Common Council of the City of Verona, Dane County, Wisconsin (the "City") and it is now necessary that said initial resolutions be published to afford notice to the residents of the City of their adoption;

NOW, THEREFORE, BE IT RESOLVED that the City Clerk shall, within 15 days, publish a notice to the electors in substantially the form attached hereto in the official City newspaper as a class 1 notice under ch. 985, Wis. Stats.

Adopted, approved and recorded June 22, 2020.

/s/Luke Diaz, Mayor

/s/Ellen Clark, City Clerk

ATTACHMENT E

Resolution No. R-20-025

RESOLUTION PROVIDING FOR THE SALE OF \$5,680,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2020A

WHEREAS, the Common Council of the City of Verona, Dane County, Wisconsin (the "City") has adopted initial resolutions (the "Initial Resolutions") authorizing the issuance of general obligation bonds for the following public purposes and in the following amounts:

- (a) \$670,000 for street improvement projects;
- (b) \$410,000 for parks and public grounds projects; and
- (c) \$4,600,000 for sewerage projects.

WHEREAS, the Common Council hereby finds and determines that the projects described in the Initial Resolutions are within the City's power to undertake and therefore serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Combination of Issues. The issues referred to above are hereby combined into one issue of bonds designated "General Obligation Corporate Purpose Bonds, Series 2020A" (the "Bonds") in an amount not to exceed \$5,680,000 for the purposes above specified.

Section 2. Sale of the Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the City Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded June 22, 2020.

/s/Luke Diaz, Mayor

/s/Ellen Clark, City Clerk

Administrator Report for July 13, 2020

Upcoming Meetings/Events

- Personnel Committee – July 14th
- Park, Recreation, and Forestry Commission – July 15th
- Informational meeting for St. Ambrose Academy – July 20th

COVID-19 Updates

Due to the recent spike in COVID-19 cases and revised orders from Dane County, Staff has made the following adjustments to facilities and operations:

Library – The Library has modified their hours and will have the building closed from 10:00 a.m. to 12:00 p.m. each day to allow Staff to clean and restock books on shelves. Curbside pick-up will remain active and available during the 2-hour building closure. 9:00 a.m. to 10:00 a.m. will remain open to seniors and high risk individuals.

City Hall and Public Works – Both buildings remain closed to the public for the foreseeable future.

Senior Center – The Senior Center is currently offering foot care services to seniors on an appointment basis only. Additional program offerings may be expanded in the near future.

Splash pad/Fireman's Beach – Due to the popularity of the Verona Beach, capacity has been limited to 125 people. The Beach has hit the capacity several times. In order to alleviate issues of people showing up and not being able to get in right away, the City has implemented an online sign-up for pre-determined 2-hour and 10-minute time slots. Additional information is located on the Fireman's Park and Beach Facebook page and the City website.

Park Program – The City's Park Program was temporarily suspended due to a positive COVID-19 test for one of the participants. The current goal is to restart the program on July 20th.

August Council Meeting

Due to the elections, the August 10th Council meeting will be changed to August 12th. Please mark your calendars accordingly.

2020 Census

The 2020 Census is underway. Wisconsin is second in the United States with a response rate of 68.8%. Minnesota is leading with 71.5% and Iowa and Michigan are

behind Wisconsin with 68%. Dane County has a response rate of 75%. As of July 8, 2020, the City has an 82.2% response rate with 76.5% of the responses by the internet. In 2010, the City had an 87% response rate, which was only done by mail in questionnaires. Census workers will begin door-to-door in August. As a reminder, the Census data that is collected will help determine funding allocations for the next ten (10) years.

CITY OF VERONA ENGINEER REPORT

for July 13, 2020

CONSTRUCTION PROJECTS

WELL 6 PUMPING STATION CONSTRUCTION

Testing and pumping of the well and electrical controls began June 29th. MGE has been delayed on the natural gas installation, which has slowed progress of HVAC testing. Asphalt paving, finish carpentry (cabinets, ceiling trims, caulking, door hardware, etc.), and well start-up is anticipated for mid to late July.

VERONA AREA HIGH SCHOOL CONSTRUCTION – TRAFFIC IMPROVEMENTS

The majority of the work items have been completed. Work will continue on finishing, punch list, and some re-work items throughout the project areas.

The W. Verona Avenue signals at West End Circle and Nine Mound Road are planned to be operational on July 10th.

Traffic will continue on the inside lane of W. Verona Avenue until punch list items are complete. Other project roads will be opening in the coming weeks with some possible lane restrictions to complete punchlist and finishing items.

CTH M CONSTRUCTION

The Contractor's crews are addressing various punch list activities throughout the project limits.

CTH PD CONSTRUCTION – WOODS ROAD TO CTH M

Traffic is currently split (placed on their appropriate side) and median lane closures are in place. During the week of July 13th, the site electric, the concrete curb & gutter and sidewalk, the bike path, and the landscaping are all scheduled to be completed. During the week of July 20th, the asphalt milling, surface paving, permanent paint, and permanent signs are scheduled to be completed for the median lanes. Then traffic will be switched to utilize the median lanes so that work can be completed in the outside lanes.

LIBERTY PARK PHASE 4 CONSTRUCTION

The curb & sidewalk has been poured as of the end of the day of July 8th. There are some minor portions of the sidewalk that may be delayed a few days due to last minute modifications. Paving is projected to be complete by the end of July.

FIREMAN'S PARK CONSTRUCTION

Maple Leaf Landscaping seeded & placed erosion mat on the Bruce Street Basin. Concrete and asphalt warranty repairs are in progress.

RAPID RECTANGULAR FLASHING BEACON PROJECT

The project will consist of the installation of RRFBs at four intersections within the City listed below:

- North Main Street and St. Andrews Church Driveway
- North Nine Mound Road and Edward Street
- South Nine Mound Road and Military Ridge State Trail
- Whalen Road and Military Ridge Drive

The project is anticipated to begin soon and be completed by August 14th.

2020 ASPHALT REHABILITATION PROJECT

Northern Lights Road paving between Staff Park A and Staff Park B is completed. All work is completed. Contract closeout is all that remains.

2020 CHIP SEAL PROJECT

2020 Chip Seal project is complete. Contract closeout is all that remains.

KETTLE CREEK NORTH PHASE 3

The Letter of Credit reduction recommendation has been provided to Adam Sayre. There is a private storm sewer pipe that needs to be installed before Lots 5 & 6 in Phase 3 can be released for building permits.

THE WOODS AT CATHEDRAL POINT PHASE 1

Mass grading and detention basin construction has started. A preconstruction conference for the underground public utilities has been scheduled for July 14th.

MAJOR DESIGN PROJECTS

EAST SIDE INTERCEPTOR DESIGN

90% Construction plans have been reviewed by City staff. Easement acquisition has commenced with property owners with offers being sent out the last week of June. Permit applications have been submitted to Wisconsin Department of Natural Resources, and we are awaiting the permit from Wisconsin Department of Natural Resources. Coordination with Dane County and Ice Age Trail have occurred, and accommodations / improvements are being included with the project.

LINCOLN STREET STORMWATER FACILITY DESIGN

Final design is progressing on the pond design and modeling, pond embankment (dam) design and permitting, and corresponding hydraulic and water quality modeling.

MEMORANDUM

To: Mayor and Council Members

From: Adam Sayre, City Administrator

Date: July 10, 2020

Re: Administrator's Memo – July 13, 2020 Common Council Meeting

Listed below is an explanation of items on the July 13, 2020 Common Council agenda:

PUBLIC SAFETY AND WELFARE COMMITTEE

1. Discussion and Possible Action Re: Resolution No. R-20-028 approving a Precise Implementation Plan amendment to allow three (3) live work units located at 142 Paoli Street.

The proposed PIP amendment would change approximately 3,005 square feet of commercial space to three (3) live work units at 142 Paoli Street. The Plan Commission held the required public hearing on July 6, 2020 and discussed the project. Comments from the Plan Commission included discussion about approving live work units and the units being solely residential units, surprised to learn that the commercial portion of the property has remained vacant since opening in 2018, agreement that the location is good for potential commercial uses with trail access, glad to learn there is a potential for commercial on the lower level of the property, and thought three (3) live work units are a good experiment for the City. The Plan Commission voted 5-0 to recommend approval of the PIP amendment.

2. Discussion Re: A concept plan review of a Planned Unit Development (PUD) for a proposed four (4) story, 79-unit apartment building with 9,319 square feet of commercial space located at 410 and 420 West Verona Avenue.

The Applicant is proposing a Planned Unit Development (PUD) concept plan that would allow for the construction of a four (4)-story, 79-unit apartment building with 9,319 square feet of commercial located at 410 and 420 West Verona Avenue. The building would contain affordable and market rate units with one (1), two (2), and three (3) bedrooms. The Plan Commission discussed the project on July 6, 2020. Comments from the Plan Commission included support for the workforce affordable units, support for three (3) bedroom units, questions regarding the design and location for the commercial units along Rita Avenue instead of West Verona Avenue, concerns for parking the site with residents and commercial users, concerns that there may be too much commercial in the City, and support for pedestrian and bicycle accessibility. The Council is encouraged to provide feedback and recommendations to the applicant on the concept. No formal motion is required as this is the conceptual review of the project.

3. Discussion Re: A concept plan review of a Planned Unit Development (PUD) for a proposed 161,050 square foot wholesale building and 24-fuel pumps located at the southwest corner of Count Highway M and Thousand Oaks Trail.

The Applicant is proposing a Planned Unit Development (PUD) concept plan that would allow for the construction of approximately 161,050 square foot Costco building and fuel facility with a maximum of 24 pumping locations in the southwest corner of CTH M and Thousand Oaks Trail in the Verona Technology Park. Due to the size of the building, this building is reviewed following the PUD planning process, which includes a Concept Plan, General Development Plan, and a Precise Implementation Plan. The Plan Commission discussed the project on July 6, 2020. Comments from the Plan Commission included support for Costco as a destination for the City that has the ability to support neighboring communities, concerns regarding the amount of impervious surface for the entire site, support for solar panels in the future, discussions regarding transit options, parking and potential conflicts for the Wisconsin Brewery and Costco, pedestrian connectivity, and would a vacant store agreement work for a fueling station. The Council is encouraged to provide feedback and recommendations to the applicant on the concept. No formal motion is required as this is the conceptual review of the project.

NEW BUSINESS

A. Discussion and Possible Action Re: Bar and Restaurant COVID-19 Support Program

On July 1, 2020 Dane County issued Emergency Order #7 limiting gatherings at bars and restaurants. This new Order has created financial challenges for some local bars and restaurants. In response to the Order, Staff has drafted a Bar and Restaurant COVID-19 Support Program. The Criteria for the Program are the same as the previous grant program except for the following:

- Maximum grant is \$4,000
- Must be classified as a bar or restaurant as defined in the Dane County Order
- The business or applicant has not previously been awarded a City of Verona COVID-19 grant

The City has approximately 33 bars and restaurants; 8 were previously awarded City of Verona COVID-19 grant funds. Staff recommends making \$100,000 in funds available for this grant program.

**CITY OF VERONA
RESOLUTION NO. R-20-028**

**RESOLUTION TO APPROVE AN AMENDMENT TO A
PRECISE IMPLEMENTATION PLAN LOCATED 142 PAOLI STREET
THAT WOULD ALLOW FOR THE REMOVAL OF 3,005 SQUARE FEET OF
COMMERCIAL SPACE AND REPLACE WITH THREE (3) LIVE-WORK UNITS.**

WHEREAS, the proposed amendment to a Precise Implementation Plan will allow for the removal of 3,005 square feet of commercial space and replace with three (3) live-work units; and

WHEREAS, the amended Precise Implementation Plan will not be detrimental to the public, health, safety, and morals of the community; will not have a negative impact on the neighborhood property values, environment or traffic; will not impede the orderly development of other properties within the vicinity; and

WHEREAS, the amended Precise Implementation Plan will not interfere with current traffic patterns, will not violate the requirements of the Verona Zoning Ordinance and will not violate Verona's flood plain requirements; and

WHEREAS, the Plan Commission held a public hearing on the proposed amendment to the Precise Implementation Plan on July 6, 2020 and voted to recommend approval with the following conditions:

1. The businesses located within the live-work units shall operate between the hours of 6:00 a.m. and 10:00 p.m. for external customers.
2. The businesses located within the live-work units shall conform to the allowable uses of the Neighborhood Commercial (NC) zoning district.

NOW, THEREFORE, BE IT RESOLVED that the City of Verona Common Council approves the amended Precise Implementation Plan to allow for the removal of 3,005 square feet of commercial space and replace with three (3) live-work units.

CITY OF VERONA

SEAL

Luke Diaz, Mayor

Ellen Clark, Clerk

Planning Report

City of Verona

Plan Commission 7-6-2020

Velocity

Planned Unit Development – Precise Implementation Plan Amendment

Summary: The applicant has submitted a request for a planned unit development (PUD) precise implementation plan (PIP) amendment. The applicant is proposing to remove 3,005 square feet of commercial space and replace it with three (3) live-work units at 142 Paoli Street.

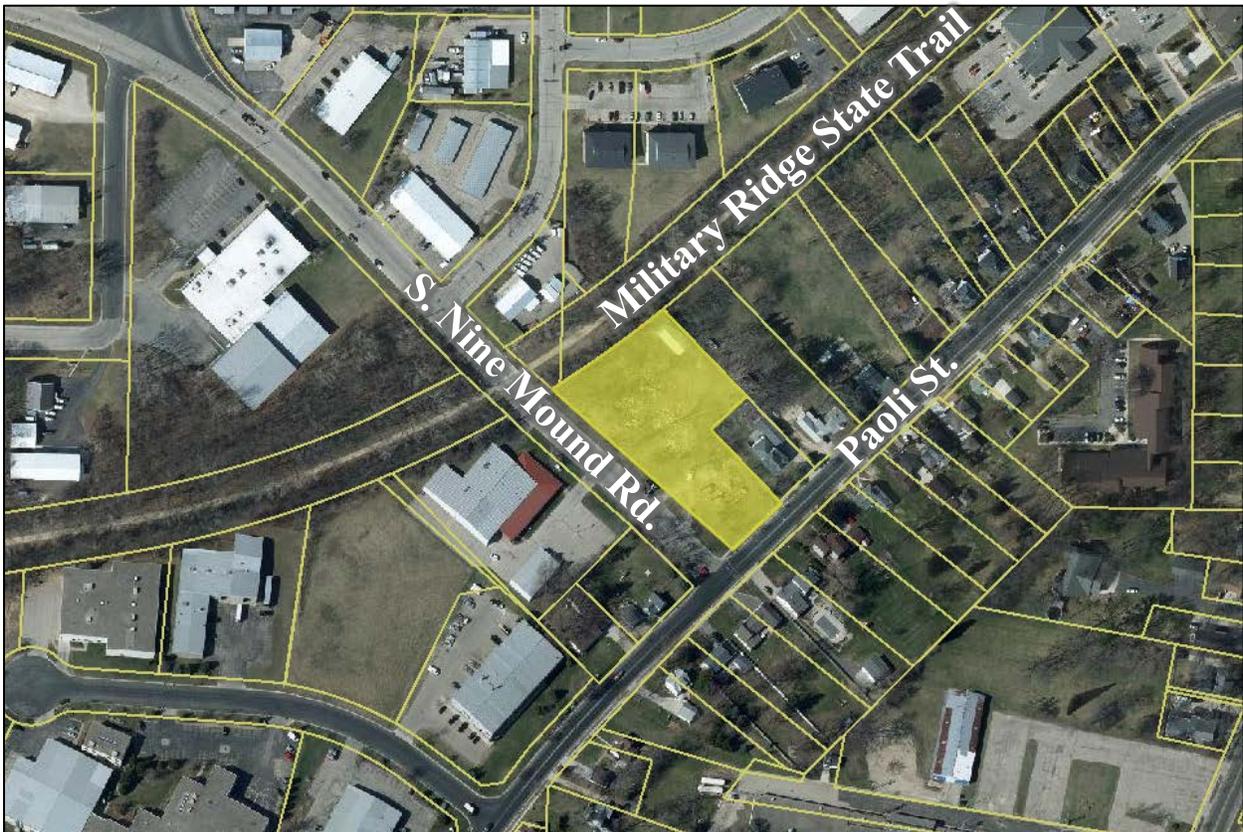
Property Location: 142 Paoli Street

Property Owner: Velocity Mixed Use LLC
Kyle Dumbleton, Architect
510 W. Edgewater St.
Portage, WI 53901

Applicant: Same

Existing Zoning: Urban Residential (UR) with PUD overlay
Existing Land Use: Mixed-use – Commercial and Apartments
Proposed Land Use: Apartments and live-work units

Location Map



Background:

The Applicant is requesting a Planned Unit Development (PUD) Precise Implementation Plan (PIP) amendment for 142 Paoli Street (“Property”) to change 3,005 square feet of commercial space to three (3) live-work units. A live-work unit contains an office or commercial area that is separate from the living quarters of the residence.

In 2013, the City approved plans for a PUD on this property that would have contained a single building with a first floor 4,660 square foot restaurant and 24-apartment units. As part of the 2013 PUD, the City rezoned the property from Urban Industrial (UI) to Urban Residential (UR). The 2013 project did not move forward.

In December of 2015, a developer proposed a PUD for the property that would have allowed for the construction of a 36-unit apartment building, and a 3,700 square foot commercial building. The Common Council denied the 2015 project due to concerns about density, the project not being a true mixed-use development, and due to public opposition to the project.

In 2016, the developer proposed a PUD for the property containing 29-apartment units and 3,900 square feet of commercial space. The General Development Plan (GDP) was approved in June with the following condition:

1. Any internally illuminated signs or any other signs with internally illumination or indirect light from the back of the letters or sign shall not produce any glare. Internally illuminated signs displaying illuminated copy shall be designed in such a way so that when illuminated, the sign appears to have light colored copy on a dark or non-illuminated background.
2. The businesses located within the commercial portion of the building shall operate between the hours of 6:00 a.m. and 10:00 p.m.
3. The commercial land uses shall conform to the allowable uses of the Neighborhood Commercial (NC) zoning district.

In September of 2016, the PIP was approved with the following conditions:

1. Prior to the issuance of building permits, the Director of Planning and Development shall approve a revised landscaping plan.
2. Prior to the issuance of building permits, the City Engineer shall review and approve the stormwater management plan.

In February of 2020, Verona Area School District (VASD) applied for a certified survey map to dedicate additional right-of-way from the Property to be used for the new high school transportation improvements, which was approved. These public improvements are currently under construction.

Planned Unit Development Process:

The intent of a planned development is to provide incentives for infill development and redevelopment in areas of the community that are experiencing a lack of significant

Planned Unit Development – Precise Implementation Plan Velocity

reinvestment. Further, PUD's are designed to forward both the aesthetic and economic development objectives of the City by controlling the site design and appearance, density, or intensity of development in terms of more flexible requirements for land uses, density, intensity, bulk, landscaping, and parking requirements. In exchange for such flexibility, PUD's shall provide a much higher level of site design, architectural control, and other aspects of aesthetic and functional excellence than normally required for other developments. The planned development process is a four (4) step process:

- *Step 1 – Pre-Application Conference:* The applicant discusses the project with Staff prior to moving on to the Plan Commission. Staff provides the applicant with initial comments on the plan.
- *Step 2 – Concept Plan:* General concept plans (bubble plans) are submitted for the Plan Commission and Common Council review with no action. The Plan Commission and Common Council provide feedback on the plans.
- *Step 3 – General Development Plan (GDP):* The intent of the GDP is provide general, but more detailed than the concept plan, about the proposed development. A public hearing is held before the Plan Commission. The City notifies all properties, with a letter, that are located within 200-feet of the property that is requesting the GDP. The Plan Commission makes a recommendation to the Common Council. If the GDP is approved, this step provides the zoning entitlements to the project.
- *Step 4 – Precise Implementation Plan (PIP):* The final step in the PUD process is the final approval of all plans including site plan, landscaping, stormwater, photometric plans, building design, etc. A public hearing is held before the Plan Commission. The City notifies all properties, with a letter, that are located within 200-feet of the property that is requesting the PIP. The Plan Commission makes a recommendation to the Common Council. If the PIP is approved, the applicant can proceed to obtain building permits and start construction of the project.

The VeloCity mixed-use development is requesting approval of Step 4, PIP, of the PUD process. Notifications of the public hearing were mailed to properties within 200-feet of the Property.

Planning Review:

The Applicant is purposing to change the land use and interior design of the commercial area of the existing building. The building meets all of the bulk requirements as the footprint of the building will remain the same. The building has met the landscaping requirements and the stormwater management requirements.

Parking:

The Applicant was approved for 70 parking stalls, including 35 surface stalls and 35 underground stalls. The Zoning Ordinance requires a minimum of 50-parking spaces for the apartment land use and a minimum of 13-spaces are required for the planned commercial area of 3,005 square feet and the potential 615 square foot expanded commercial area. With the proposed removal of the 3,005 square feet of commercial,

Planned Unit Development – Precise Implementation Plan Velocity

the parking still meets the minimum requirements of the Zoning Ordinance and allows for clients of the live-work units to have parking.

Design:

The exterior of the building is built minus the 615 square feet of expanded commercial area depicted in Figure 2 in the lower left portion of the building. Access to the live-work units will be along the originally planned access point shown with the railing by the orange portion of the building. Two of the offices are located close to the entrance of the current commercial area with the last office access down a corridor that could be used as a gallery for an artist. The floor plan depicts separate office entrances and residence entrances on the corridor. Staff has no concerns with the design of the live-work units.

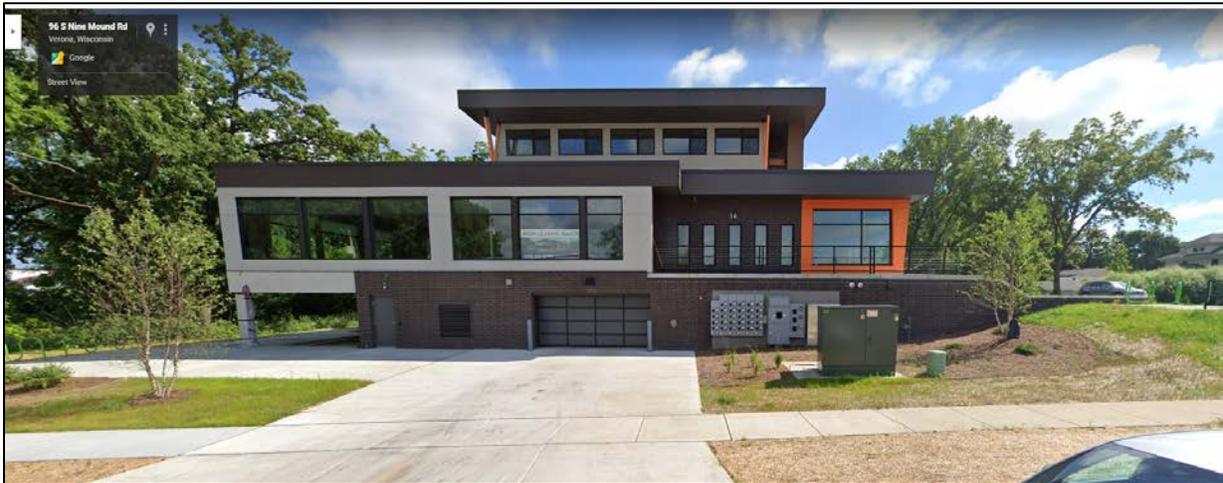


Figure 2 – Existing building facing South Nine Mound Road with the trail to the left of the building.

Comprehensive Plan:

The Verona Comprehensive Plan encourages “in-fill development” and “new development and redevelopment in the Downtown area”. The proposed project is located on the western edge of the Downtown area and is consistent with the City’s goals to create a vibrant Downtown. Staff believes long-term, this property is appropriate for multi-family uses as it is on the bike trail, located in close proximity to Downtown, and will assist to creating a critical mass of people to help make the Downtown area a more attractive area for redevelopment. The live-work units will give the City additional types of housing that is currently missing. The proposed development is consistent with the City’s Comprehensive Plan.

Uses:

The GDP for this project required the commercial hours of operation to be limited to 6:00 am to 10:00 pm. Further, commercial uses are restricted to the uses permitted in the Neighborhood Commercial (NC) Zoning district. Staff recommends that the commercial component of the live-work units have office hours that were approved for the GDP.

Planned Unit Development – Precise Implementation Plan
Velocity

Historical, in other communities, live-work units have been challenging to fill because the commercial interest has been limited and typically the units become another apartment unit with no commercial. However, COVID-19 may have changed the live-work environment as many employees continue to work from home and some may permanently work from home. Further, the Applicant has struggled to fill the commercial space. The new high school, and traffic patterns, will most likely change the commercial demand and future land uses in this area of the City. However, Staff believes a small scale live-work area may be successful and could provide a balance with the surrounding land uses in the area.

Recommendation:

Staff recommends the Plan Commission recommend that the Common Council approve the Precise Implementation Plan amendment for the removal of 3,005 square feet of commercial and replace with three (3) live-work units at 142 Paoli Street with the following conditions:

1. The businesses located within the live-work units shall operate between the hours of 6:00 a.m. and 10:00 p.m. for external customers.
2. The businesses located within the live-work units shall conform to the allowable uses of the Neighborhood Commercial (NC) zoning district.

Prepared by: Katherine Holt *KH*
Community Development Specialist

Submitted by: Adam Sayre, AICP *AS*
City Administrator



VELOCITY

June 8, 2020

To: Verona Plan Commission

From: Velocity Mixed Use, LLC ownership group
Kyle Dumbleton, Managing Member and Architect

Re: Precise Implementation Plan (PIP) amendment to change commercial space To Live-Work units.

History

The project was designed and programmed from 2015-2018 as a mixed-use project that would provide several small commercial spaces on the ground level of a mixed-use project in a transitional area of Verona.

The conditions at the time indicated that there could be a demand for these types of spaces at this location. As the project came on line, and with the seismic change in market conditions since the COVID-19 pandemic, the market is moving away from this type of space.

There is continued uncertainty that the commercial spaces as originally designed will find a suitable tenant given the long-term uncertainties.

We are concerned that this space will remain vacant during this market disruption while other opportunities to use the space in a modified manner are present.

Conditions/Demands

The demand for housing at this project has exceeded available units and the project has been at 100% occupancy since closing with 90% renewals and continued strong interest in the residential component of the Project.

In identifying these issues, we believe a minor modification to the approved PIP will create a solution that conveys the intent of the original uses while also creating more opportunities for residents at the building.

We are seeing a large increase in work from home tenants and are proposing the modification of the three commercial spaces to three Live/Work units, which contain separate offices and Living Quarters.

Impact on previously approved PIP:

- Interior alterations only, no changes to building footprint, exterior appearance, or site.
- No impact on required and provided Parking stalls
- No impact on required open space
- Intend to keep small commercial area accessible from the bike trail level

Request:

We are requesting an approval of a minor alteration to the previously approved PIP based to allow for a change from 3 commercial spaces to 3 live/work units.

Sincerely yours,

Kyle Dumbleton

A handwritten signature in black ink that reads "Kyle Dumbleton". The signature is written in a cursive, flowing style with a long horizontal stroke extending from the end of the name.

Kyle Dumbleton, Managing Member and Architect
Velocity Mixed Use, LLC ownership group

PROPOSED
LIVE-WORK



510 WEST EDGEWATER ST. PORTAGE, WI, 53901 > P. 608-445-7869
WWW.MIDWESTMODERN.COM > INFO@MIDWESTMODERN.COM

MIDWESTMODERN LLC

VELOCITY MIXED USE
142 PAOLI STREET, VERONA,
WISCONSIN, 53593 Approver

OVERALL SITE PLAN

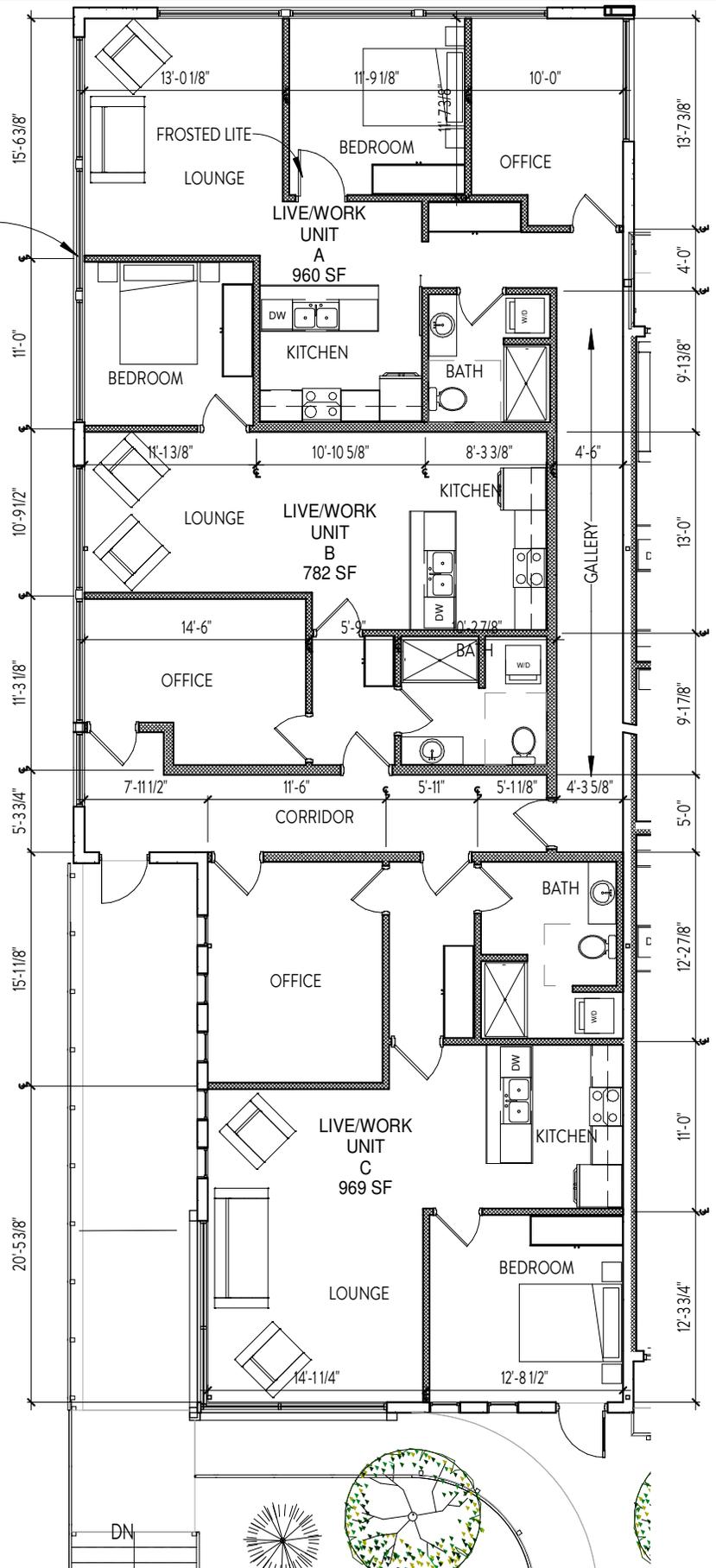
Project number	17 -01
Date	06.08.2020
Scale	3/32" = 1'-0"

CM2.0

SOUTH 9 MOUND RD. BELOW

APPLIED MULLION W/ SOUND GASKET, TYP

NORTH

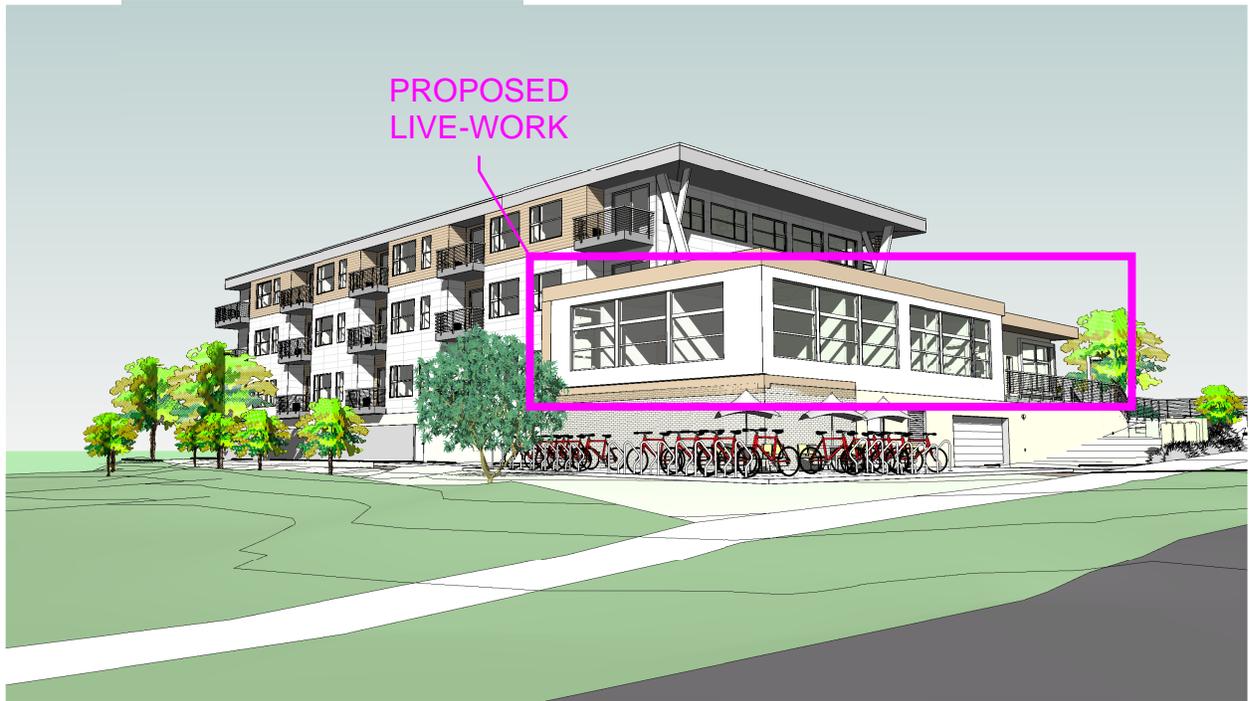


1 LIVE-WORK UNITS
3/32" = 1'-0"

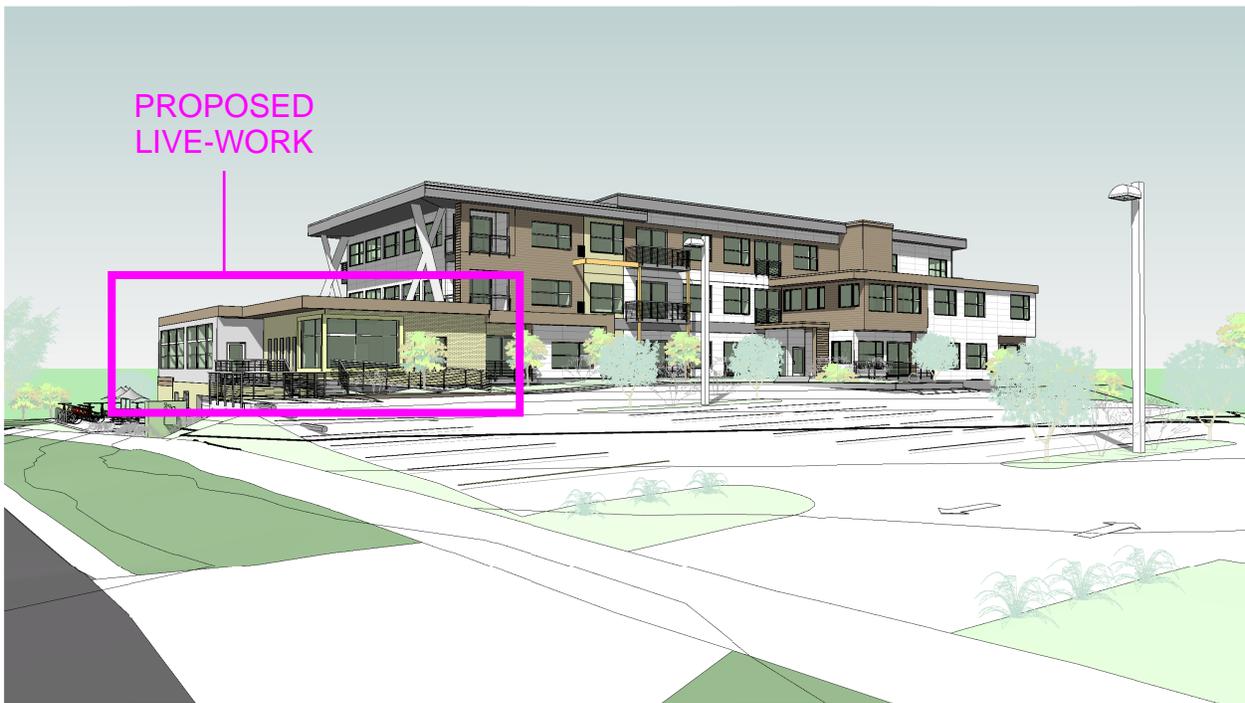
COMMERCIAL CONVERSION

Project number	17-01
Date	06.08.2020
Scale	3/32" = 1'-0"

CM2.1



① A-BIKE PATH AT S. 9 MOUNDS



② B-NINE MOUND TO BIKE PATH



510 WEST EDGEWATER ST. PORTAGE, WI, 53901 > P. 608-445-7869
WWW.MIDWESTMODERN.COM > INFO@MIDWESTMODERN.COM

MIDWESTMODERN LLC

VELOCITY MIXED USE
142 PAOLI STREET, VERONA,
WISCONSIN, 53593 Approver

PERSPECTIVE VIEWS

Project number	17-01
Date	06.08.2020
Scale	3/32" = 1'-0"

CM2.2

Planning Report

City of Verona

Plan Commission 7-6-2020

410 & 420 W. Verona Ave.

Planned Unit Development – Concept Plan

Summary: The Applicant submitted a request for planned unit development (PUD) concept plan review for 410 and 420 West Verona Avenue. The Applicant proposes to construct a four (4) story, 79-unit apartment building with 9,319 square feet of commercial.

Property Location: 410 and 420 West Verona Avenue

Property Owners: SMS Main Street LLC
410 W. Verona Ave.
Verona, WI 53593

Old National Bank
420 W. Verona Ave.
Verona, WI 53593

Applicant: Northpointe Development Corp
230 Ohio Street
Oshkosh, WI 54902

Existing Zoning: Urban Commercial (UC), Downtown Design and Use Overlay District

Existing Land Use: In-Vehicle Sales or Service (Bank) and Indoor Entertainment (Restaurant)

Proposed Land Use: Commercial and Apartments

Figure 1 – Location Map



Site Description:

Northpointe Development (“Application”) has submitted a request to construct 9,319 square feet of commercial and 79 apartment units at 410 and 420 West Verona Avenue (“Property” or “Subject Property”). The Property is zoned Urban Commercial (UC) and is located within the Downtown Design and Use Overlay District. This is being reviewed as a Planned Unit Development (PUD) as exemptions will be requested.

Currently, the Property contains the Klassik Tavern and Old National Bank with drive-through bank tellers.

Development Process:

Any planned unit development for this Property will have to go through the following development process and meet all of the requirements prior to receiving a building permit. Some of these steps may occur concurrently.

- **Planned Unit Development (PUD)** – This is necessary as zoning exemptions are required for the project, which includes a four step review process.
 - *Step 1 – Pre-Application Conference:* The applicant discusses the project with Staff prior to moving on to the Plan Commission. Staff provides the applicant with initial comments on the plan, which was completed and is ongoing.
 - *Step 2 - Concept Plan:* An applicant would create a plan that shows conceptually how the Property would be laid out with transportation (i.e. roads, paths, etc.), stormwater management areas, parkland dedication, buildings (placement and design), and various land uses. This is a way to gain feedback from Planning Staff and the Plan Commission to determine if there is consensus on the concept, which is the current Application.
 - *Step 3 – General Development Plan (GDP):* The intent of the GDP is provide general, but more detailed than the concept plan, about the proposed development. A public hearing is held before the Plan Commission. The City notifies all properties, with a letter, that are located within 200-feet of the property that is requesting the GDP. The Plan Commission makes a recommendation to the Common Council. If the GDP is approved, this step provides the zoning entitlements to the project.
 - *Step 4 – Precise Implementation Plan (PIP):* The final step in the PUD process is the final approval of all plans including site plan, landscaping, stormwater, photometric plans, building design, etc. A public hearing is held before the Plan Commission. The City notifies all properties, with a letter, that are located within 200-feet of the property that is requesting the PIP. The Plan Commission makes a recommendation to the Common Council. If the PIP is approved, the applicant can proceed to obtain building permits and start construction of the project.

410 & 420 West Verona Avenue
Planned Unit Development – Concept Plan

- **Land Division** – An applicant will need to submit a certified survey map and/or plat to combine property lines. This would go before the Plan Commission and the Common Council for their approvals.

Downtown Mobility and Development Plan:

The Property is located in the Downtown Mobility and Development Plan (“Plan”), which was adopted in 2014. The Property is discussed on page 17 of the Plan and states:

“The majority of the commercial properties will remain for the foreseeable future, excluding two sites (415 W. Verona Avenue and 420 W. Verona Avenue). These properties were recommended as redevelopment sites due to their size, location, and ownership. ...The other site (#17) includes a bar, parking and undeveloped land. If the Anchor Bank property (420 W. Verona Avenue) were included in this redevelopment, a significantly larger development is possible. In this case, a new building should anchor the Rita and Verona intersection. Figure 3.16 illustrates how both of these sites could redevelop with the parking located to the site and rear of the sites.”

Although the Plan shows a redevelopment design for the Klassik Tavern property in Figure 3.16, the Applicant was able to include the Old National Bank property, which is the location of the former Anchor Bank property discussed in the Plan. The Applicant is proposing to have commercial at the corner with Rita Avenue and West Verona Avenue that will include Old National Bank as a tenant along with other new tenants. The Plan discusses how this site in 2014 has some viability for reinvestment or redevelopment due to low improvement values (p. 62).



410 & 420 West Verona Avenue
Planned Unit Development – Concept Plan

Tax Incremental District 9:

The Common Council approved the creation of a 14 acre Tax Incremental District 9 (TID) in September of 2017 as depicted in Figure 2. The proposed Application is located in this TID as well as the approved Sugar Creek Commons development south of West Verona Avenue. The purpose of the TID is to pay for the cost of public improvements such as public infrastructure and to provide incentives necessary to allow redevelopment to occur.



Figure 2 - Tax Increment District

Planning Review:

Bulk Requirements:

Staff reviewed the bulk requirements using the non-residential bulk requirements for the UC Zoning District as the first floor is predominately commercial. The Applicant proposes a sixteen (16) foot front setback, which will meet the minimum setback of fifteen (15) feet and a maximum setback of twenty-five (25) feet in the Downtown Design and Use Overlay District. The Applicant is requesting an exception for the maximum height requirement of forty-five (45) feet to allow for fifty (50) feet to the upper parapet.

Access/ Parking:

The Applicant proposes two (2) new access points and removes two (2) access points as depicted in Figure 3. The Applicant proposes to close the large access point in front of Klassik Tavern on West Verona Avenue and maintain the existing access point for Old National Bank on West Verona Avenue. The access point closest to the intersection of West Verona Avenue and Rita Avenue will be removed and the remaining existing access point on Rita Avenue will move to the north. Staff recommends the Applicant continue to explore moving the West Verona Avenue access point further to the east to avoid potential intersection and turning conflicts with Rita Avenue and Legion Street.

410 & 420 West Verona Avenue
Planned Unit Development – Concept Plan



Figure 3 - Concept Plan with aerial

The Applicant is proposing 133 parking stalls, which includes eighty (80) underground and fifty-three (53) surface stalls. The Applicant has calculated the required parking spaces to be 186 stalls for the apartments and 31 stalls for the commercial space. The City has allowed one (1) underground parking space for each apartment unit through the PUD process. The standard parking calculation for an indoor sales or service facility per the zoning ordinance is one (1) parking space for every 300 square feet of gross floor area (Sec. 13-1-89 (c)(4)), which is 31 stalls. If a parking exemption is granted, the Applicant would need 79 underground parking stalls and a minimum of 31 surface parking stalls for a total of 110 stalls. Staff recommends the parking on the site remain as proposed as Old National Bank is the only known commercial user and guests visiting the apartments will need parking. Limited street parking is available in the area but should not be relied upon to fulfill the parking requirements for this development.

The Application includes sidewalks connecting Old National Bank as well as residences to West Verona Avenue sidewalks. Bicycle facilities are unknown at this time. Staff recommends bicycle parking to be included in subsequent applications.

Affordability/Timeline:

The Applicant is proposing that most of the multi-family units will be rent restricted for a minimum of thirty (30) years and available to households earning 30-60% of the County median income as depicted in Table 1. The Applicant plans to apply for grant funds from Dane County in July of 2020 followed by applying to WHEDA for federal tax credits in December of 2020. Pending the GDP approval, the Applicant will seek PIP approval in the spring of 2021. The Applicant hopes to begin construction in the fall of 2021 pending financing and approvals are completed.

Table 1: County Median Income

County Median Income	# of People in the Household				# Units per Bedroom		
					Estimated Rate per unit		
	1	2	3	4	1	2	3
30%	\$21,030	\$24,030	\$27,030	\$30,030	16		
					\$479		
50%	\$35,050	\$40,050	\$45,050	\$50,050	9	10	13
					\$835	\$1,000	\$1,150
60%	\$42,060	\$48,060	\$54,060	\$60,060	12	4	
					\$1,000	\$1,200	
Market Rate					3	9	3
					\$1,100	\$1,400	\$1,675
Total					40	23	16

Design:

Conceptual building floor plans and exterior designs were included in the concept submittal. In general, the building would be a fifty (50) feet tall, which exceeds the maximum height requirement for the Downtown Design and Use Overlay Zone. The rendering shows brick depicted in Figure 4 as a darker color and potentially a plank or siding for the lighter colored areas. The Applicant has asked for an exemption to exceed the height requirement by five (5) feet. The building fronts onto West Verona Avenue and has allowed space between the single-family homes to the north and the building. The building will appear shorter due to stepping down the height of the building towards the ends of the building and creating undulations with the porches and brick. Staff encourages the Plan Commission to review the conceptual building designs and provide feedback to the Applicant.



Figure 4 – Building Rendering

Residential Phasing Policy:

Effective October 1, 2012, the City began a Residential Development Policy limiting approvals of multi-family developments to a target range between 25 and 50 new multi-family units each year. One (1) of the exceptions to this policy is for mixed-use development. The policy states:

“At the discretion for the Common Council, exceptions to the target limit for newly approved residential units may be made for commercial development that include residential uses, also known as “mixed use development proposals”. The City is particularly supportive of mixed-use development in the Downtown area that can accomplish the City’s goals of Downtown redevelopment and revitalization and therefore may exempt such projects from the phasing limits”.

The proposed development has the potential to be exempted from the phasing policy at the discretion of the Common Council. The phasing policy does not distinguish between market rate and affordable residential units. As discussed at the beginning of the Staff report, the City has approved the Plan and TID 9 to support redevelopment of the Property and properties in the vicinity of this Property.

Staff Comments:

In general, Staff is receptive to the Application. Additional design details are necessary to provide a full review and analysis of the project. Generally, Staff is comfortable with the proposed use and redevelopment on the Property. Staff recommends the Applicant host a neighborhood meeting after the Common Council initial review of the project.

Recommendation:

Staff recommends the Plan Commission review the submitted materials and provide feedback to the applicant.

Prepared by: Katherine Holt *KH*
Community Development Specialist

Submitted by: Adam Sayre, AICP *AS*
City Administrator



June 3, 2020

City of Verona
Plan Commission
111 Lincoln Street
Verona WI 53593

Re: Narrative – Planned Unit Development (PUD)
Klassik and Old National Bank Site
410 & 420 W Verona Ave
Verona, WI

Plan Commission Recommendation Date: July 6, 2020

The following is submitted together with the site plan and application for Plan Commission consideration.

Organizational Structure:

Developer: Northpointe Development Corp
230 Ohio Street
Oshkosh, WI 54902
Phone: 608-334-5665
Contact: Sean O'Brien
sean@northpointedev.com

Architect: Knothe & Bruce Architects, LLC
7601 University Avenue, Ste. 201
Middleton, WI 53562
Phone: 608-836-3690
Contact: Kevin Burow
kburow@knothebruce.com

Project Description:

The property legal descriptions are: JAMIESON ADDN PRT LOT 13 BEG SW COR SD LOT TH N75DEGE 150 FT TH N 216.2 FT TH S87DEGW 146.02 FT TH S 246.04 FT TO POB, JAMIESON ADDN LOT 13 EXC ELY 20 FT THF, R839/661 & R881/656, JAMIESON ADDN ELY 20 FT LOT 13 and ZAVADA-STEINHOFF ADDN OUTLOT 109; Parcel numbers: 060815343632, 060815343436, 060815343838 and 060815340699.

The properties are currently zoned Urban Commercial and is consistent with the current City Land Use Map.

City owned land abuts the site on the east side. Existing single-family housing is located to the north and west. Commercial properties are located to the south, across West Verona Ave.

The proposed project is a mixed-use residential development consisting of a single building and will be completed in a single phase. The building is a four story, 79-unit apartment building with an underground parking garage and a mixture of residential units and commercial space on first floor. A portion of the commercial space is slated as the new home to the Old National Bank, so will have a connected, 2-lane drive-through.

Standards

The project is being proposed as a PUD to allow for this Mixed-use development.

This project will not substantially impair or diminish the use, value and enjoyment of other properties within this neighborhood. Quite the opposite. This project will enhance the character of the neighborhood and bring additional opportunities for housing.

The site has been designed to facilitate safe pedestrian and vehicular traffic flow. Accessible routes will be provided to residential and commercial spaces.

The project will comply with the City Erosion Control and Stormwater Management requirements. Infiltration areas will be provided as required.

Each unit has a private patio or deck. Other amenities include a community room, roof terrace and an exercise room.

The anticipated development schedule is to start construction in the Fall of 2021 with occupancy of the buildings in the Fall of 2022. Most of the units will be rent restricted for a minimum of 30 years and available to households earning 30-60% of the county median. The project will target households of varying sizes as well as veterans. The developer plans to apply for TIF funds from the City to accommodate for the affordability as well as the significant amount retail of space. The intent for the TIF funds will be to bridge the funding gap in the project and allow for the retail spaces to be rented to smaller local businesses. Old National Bank has made a commitment to Verona and plans to be the anchor tenant in the project. The developer will also apply for grant funds from Dane County in July of 2020 followed by applying to WHEDA for Federal 9% tax credits in December 2020. The developer will seek Precise Implementation Plan approval in the Spring of 2021 if able to line up all the required financing.

Requested Exceptions:

- Setbacks - The front setback (West Verona Ave) is required to be 35' and we are currently at 16'.
- Building Height – Max allowable is 35', this is a 4-story building with a height of +/- 50' to the upper parapet.
- Parking – 133 stalls shown (surface and underground) however 217 are required (186 for the apartments and 31 for the commercial space).
- ATM drive approach requires 100' queue before the ATM and 40' after. We have 93' before and 30' after so we are in near compliance. It is our understanding that the code is currently being rewritten which will may shorten this length for Banks/ATMs. As we do not intend to seek PIP approval until 2021, we would like to revisit this exception at a later date.

Site Development Data:

Densities:

Lot Area	82,877 S.F. 1.90 acres
Dwelling Units	79 DU
Lot Area / D.U.	1,049 S.F./D.U.
Density	41.6 units/acre
Usable Open Space	25,400 S.F. = 321 S.F. per dwelling unit
Floor Area Ratio	28%

Commercial Area: 9,319 S.F.

Residential Area:
First Floor = 13,944 S.F.
Second floor = 28,687 S.F.
Third Floor = 28,687 S.F.
Fourth Floor = 23,843 S.F.
Total = 95,161 S.F.

Building Height: 4 stories = +/-50'-0"

Dwelling Unit Mix:

One Bedroom	40
Two Bedroom	23
Three Bedroom	<u>16</u>
Total	79 units

Vehicle Parking:

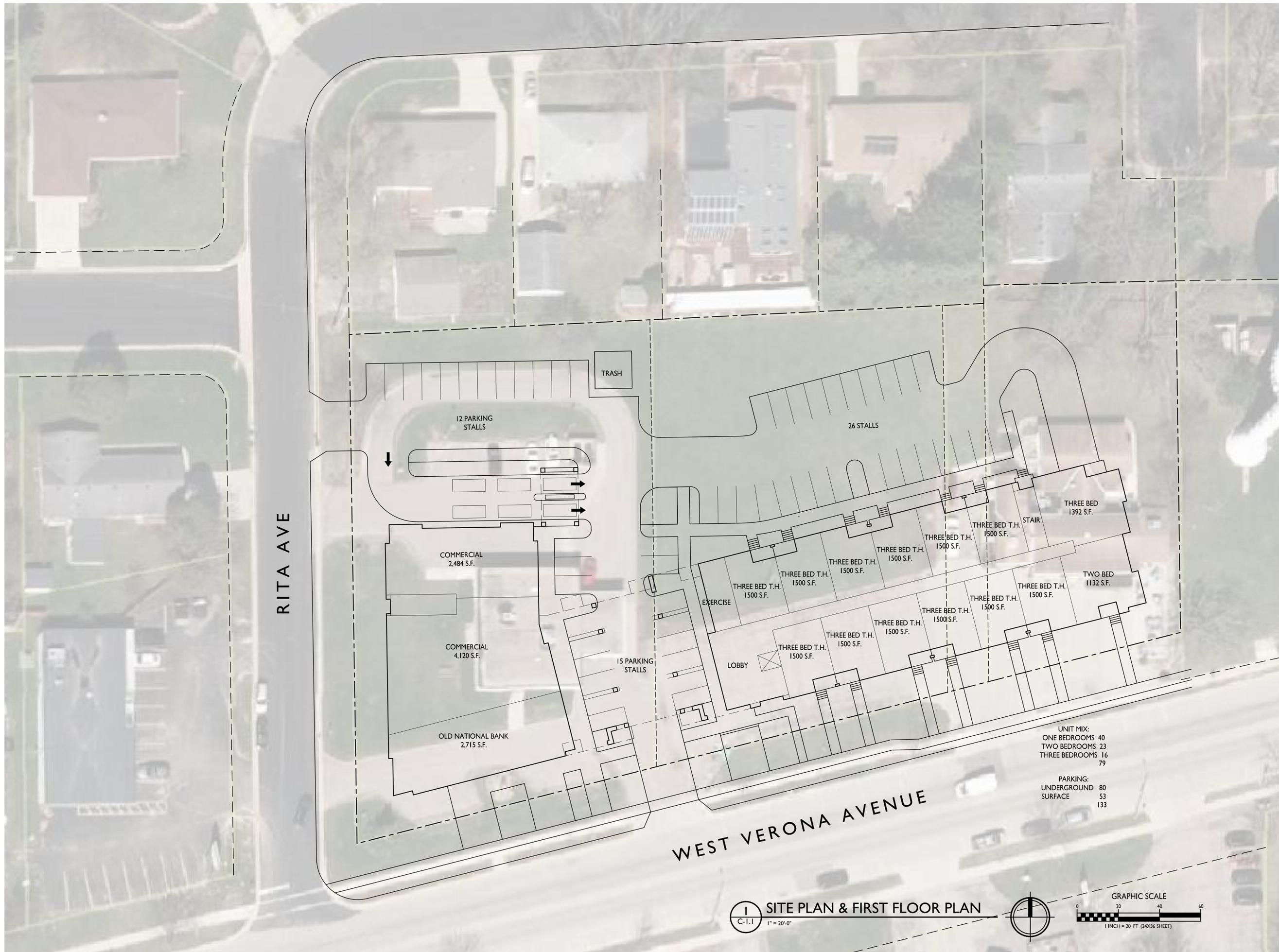
Underground	80
<u>Surface</u>	<u>53</u>
Total	133 vehicle stalls

Thank you for your time reviewing our proposal.

Sincerely,



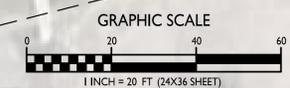
Kevin Burow, AIA



RITA AVE

WEST VERONA AVENUE

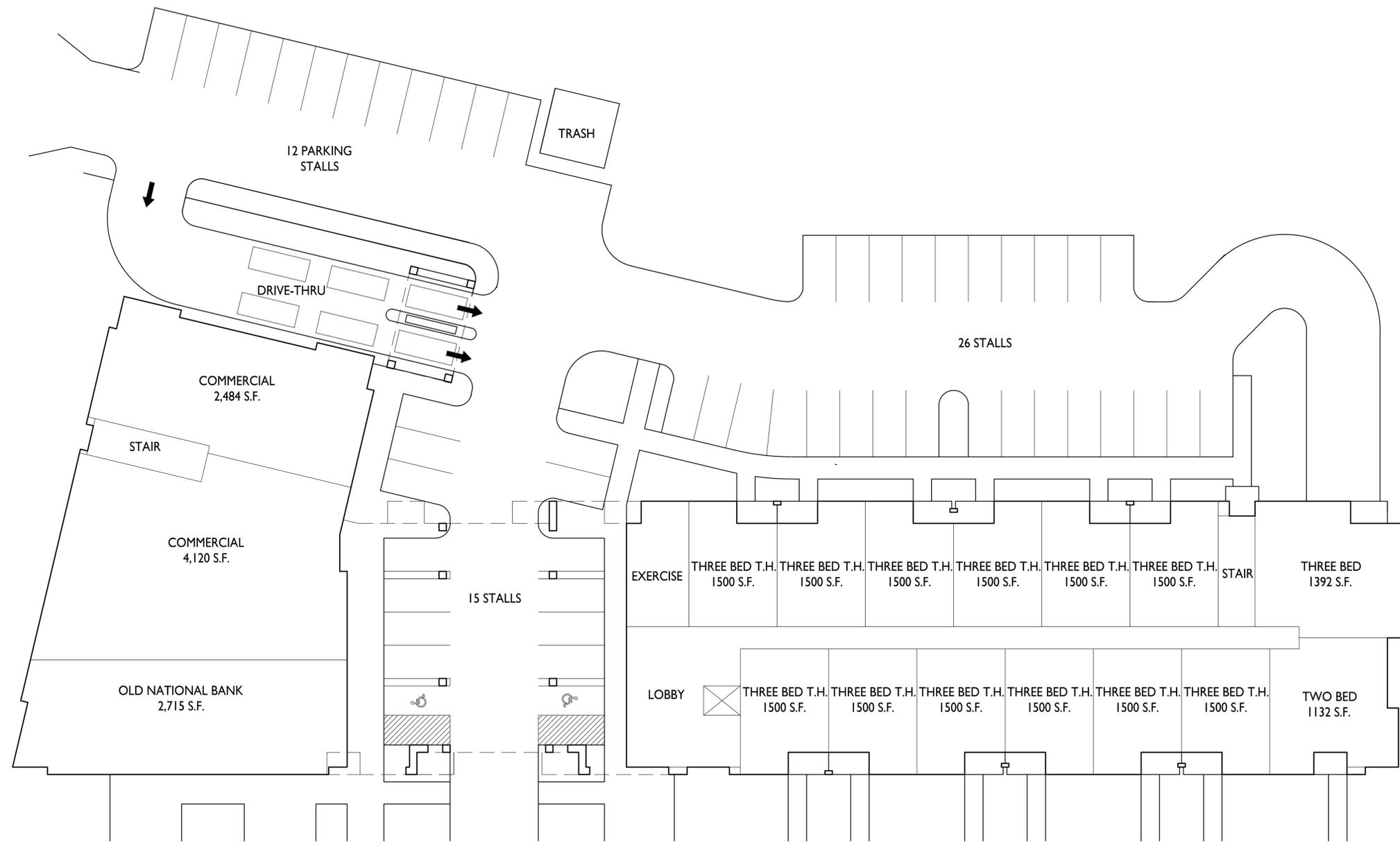
SITE PLAN & FIRST FLOOR PLAN
C-1.1 1" = 20'-0"





knothe • bruce
ARCHITECTS

Phone: 7601 University Ave, Ste 201
608.836.3690 Middleton, WI 53562



UNIT MIX:
ONE BEDROOMS 40
TWO BEDROOMS 23
THREE BEDROOMS 16
79

ISSUED
Issued for Review - June 3, 2020

PROJECT TITLE
**Northpointe
Development**

West Verona Avenue
Verona, Wisconsin
SHEET TITLE
First Floor Plan

1 FIRST FLOOR PLAN
A-1.1 1/16" = 1'-0"



SHEET NUMBER

A-1.1

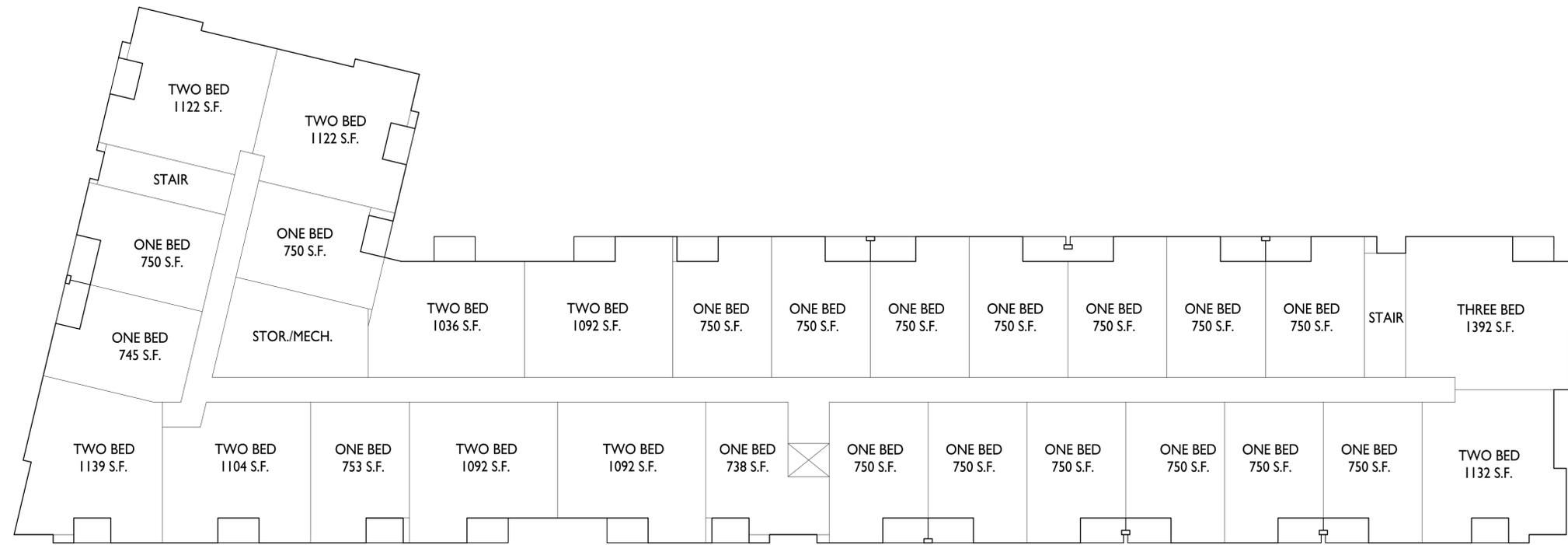
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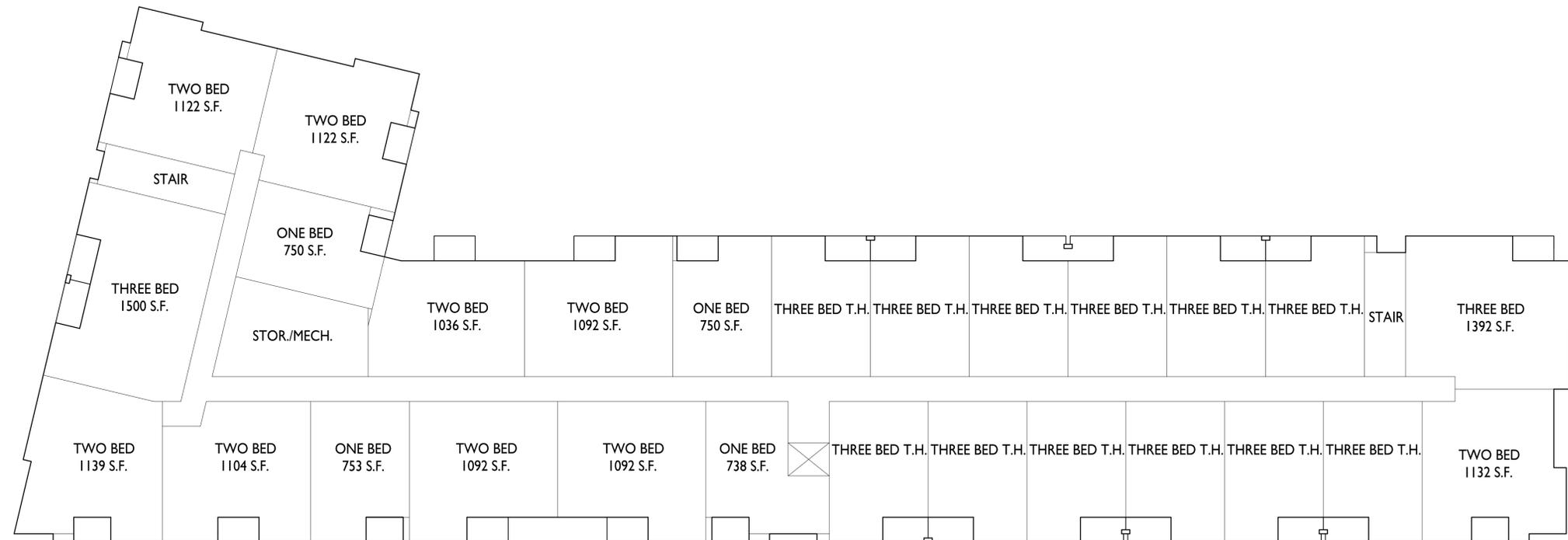
Phone: 7601 University Ave., Ste 201
608.836.3690 Middleton, WI 53562



2 THIRD FLOOR PLAN
A-1.2 1/16" = 1'-0"



ISSUED
Issued for Review - June 3, 2020



1 SECOND FLOOR PLAN
A-1.2 1/16" = 1'-0"



PROJECT TITLE
**Northpointe
Development**

West Verona Avenue
Verona, Wisconsin
SHEET TITLE
**Second & Third
Floor Plans**

SHEET NUMBER

A-1.2

PROJECT NO. **2013**

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Phone: 7601 University Ave., Ste 201
608.836.3690 Middleton, WI 53562

ISSUED
Issued for Review - June 3, 2020

PROJECT TITLE
**Northpointe
Development**

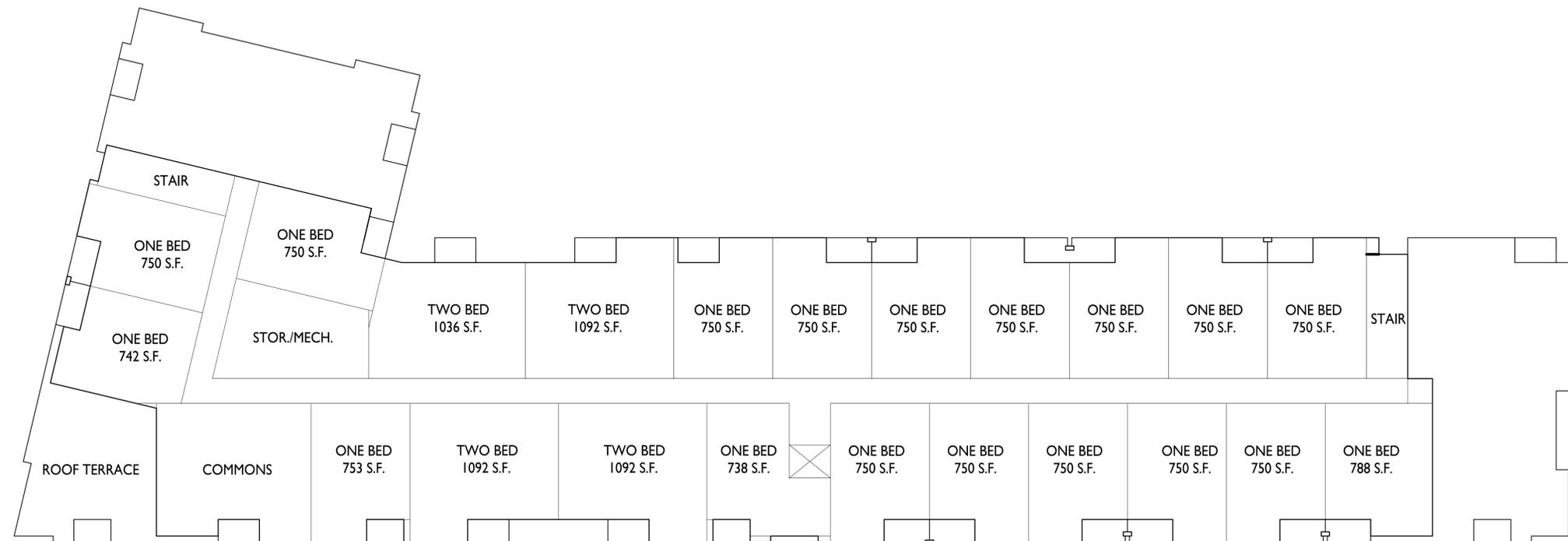
West Verona Avenue
Verona, Wisconsin
SHEET TITLE
Fourth Floor Plan

SHEET NUMBER

A-1.3

PROJECT NO. **2013**

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FOURTH FLOOR PLAN
A-1.3 1/16" = 1'-0"





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ISSUED
Issued for Review - June 3, 2020



PROJECT TITLE
**Northpointe
Development**

1 FRONT ELEVATION
A-2.1 1/16" = 1'-0"

West Verona Avenue
Verona, Wisconsin
SHEET TITLE
**Exterior
Elevations**

SHEET NUMBER

A-2.1

PROJECT NO. **2013**
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Planning Report

City of Verona

Plan Commission 7-6-2020

Costco Wholesale

Planned Unit Development – Concept Plan

Summary: The Applicant has submitted a request for planned unit development (PUD) concept plan review to construct a 161,050 square foot wholesale building and fuel facility with a maximum of 24 pumping locations in the southwest corner of CTH M and Thousand Oaks Trail.

Property Location: Southwest corner of CTH M and Thousand Oaks Trail

Property Owner: Anorev LLC
2248 Deming Way, Suite 200
Middleton, WI 53562

Applicant: Costco Wholesale
999 Lake Drive
Issaquah, WA 98027

Existing Zoning: Suburban Commercial (SC)
Existing Land Use: Vacant
Proposed Land Use: Indoor Sales or Service (wholesale building) and In-vehicle Sales or Service (fuel station)

Figure 1 – Location Map



Site Description:

Costco Wholesale (“Application”) has submitted a request to construct an indoor sales or service land use at the southwest corner of County Highway M (CTH M) and Thousand Oaks Trail (“Property” or “Subject Property”). The Property is zoned Suburban Commercial (SC). The Zoning Ordinance states “any proposed development that will include ‘indoor sales and service’ land uses contained within buildings 100,000 square feet in size or larger” (Sec. 13-1-371 (4)) will be reviewed as a Planned Unit Development District (PUD).

Background:

The Verona Technology Park was platted in 2004. Underground utilities were installed along John P. Livesey Boulevard right-of-way between American Way and Thousand Oaks Trail, but the road was not installed. There are curb cuts along American Way and Thousand Oaks Trail where the future John P. Livesey Boulevard will connect.

Development Process:

Any planned unit development for this Property will have to go through the following development process and meet all of the requirements prior to receiving a building permit. Some of these steps may occur concurrently.

- **Planned Unit Development (PUD)** – This is necessary as the building is larger than 100,000 square feet as discussed in the site description.
 - *Step 1 – Pre-Application Conference:* The applicant discusses the project with Staff prior to moving on to the Plan Commission. Staff provides the applicant with initial comments on the plan, which was completed and is ongoing.
 - *Step 2 - Concept Plan:* An applicant would create a plan that shows conceptually how the Property would be laid out with transportation (i.e. roads, paths, etc.), stormwater management areas, parkland dedication, buildings (placement and design), and various land uses. This is a way to gain feedback from Planning Staff and the Plan Commission to determine if there is consensus on the concept, which is the current Application.
 - *Step 3 – General Development Plan (GDP):* The intent of the GDP is provide general, but more detailed than the concept plan, about the proposed development. A public hearing is held before the Plan Commission. The City notifies all properties, with a letter, that are located within 200-feet of the property that is requesting the GDP. The Plan Commission makes a recommendation to the Common Council. If the GDP is approved, this step provides the zoning entitlements to the project.

Costco Wholesale
Planned Unit Development – Concept Plan

- *Step 4 – Precise Implementation Plan (PIP)*: The final step in the PUD process is the final approval of all plans including site plan, landscaping, stormwater, photometric plans, building design, etc. A public hearing is held before the Plan Commission. The City notifies all properties, with a letter, that are located within 200-feet of the property that is requesting the PIP. The Plan Commission makes a recommendation to the Common Council. If the PIP is approved, the applicant can proceed to obtain building permits and start construction of the project.
- **Land Division** – An applicant will need to submit a certified survey map and/or plat to combine property lines. This would go before the Plan Commission and the Common Council for their approvals as well as land vacation to remove the proposed John P. Livesey Boulevard right-of-way from the site.

Southeast Neighborhood Plan:

The Property is located in the Southeast Neighborhood Plan (“Plan”), which was adopted in 2010. The Property and others are discussed on page 19 of the Plan and state:

- “The City will require a minimum of 25% landscaping areas/open space for developments within the ‘Southeast Commercial’ Sub-area – consistent with the City’s ‘Suburban Commercial’ and ‘Suburban Office’ zoning district requirements;”
- “Land-uses in this Sub-Area are planned to be primarily service or retail businesses, given the high traffic counts, excellent visibility and accessibility at this major highway intersection;”
- “High-quality architecture and building design will be required for development within this area, given its prominent location as the ‘gateway’ to the City of Verona from the south and southeast. The Plan Commission will serve as the architectural review and approval board for any proposed development within this area;”

The Plan also states: “The City has taken great efforts to limit the amount of land that will be utilized for *retail* development in this area and has allowed only about 80 acres (closest to the intersection of CTH ‘M’ and ‘PB’ ...) to be zoned for retail development” (p. 15). The Plan acknowledges that the goal is to keep the downtown area retail and service center viable, but that this location makes sense for some form of retail at two major highways. “This limited amount of retail development will also enhance the City’s effort to promote employment and job-creation opportunities within the Southeast Neighborhood by creating the amenities and services that are necessary in close proximity to a major employment center” (p. 15). The Applicant states that it “recruits primarily from the community in which it is located. ...They strive for 50% full-time to part-time ratio” (p. 34, Application).

Costco Wholesale
Planned Unit Development – Concept Plan

The Applicant is proposing to locate Costco Wholesale in the southeast corner of CTH PB and CTH M. The Applicant understands that landscaping is important to the development of this Property and is preserving the existing large oak tree near the intersection of CTH PB and CTH M by adjusting their site plan design. The Applicant proposes enhanced landscaping along the base of the north façade to provide depth and visual interest. The landscaping plan will be submitted in subsequent applications.

Planning Review:

Bulk Requirements:

Setback/Code Requirements	Proposed (ft.)	Code (ft.)	Compliance
Front (CTH M)	71	25	Yes
Street Side (Thousand Oaks Trl.)	67	25	Yes
Side	Exceeds min.	10 or 0	Yes
Min. Paved Surface Setback:			
From Side	25	5	Yes
From Street (CTH M)	16	10	Yes
(Thousand Oaks Trail)	17	10	Yes
Max. Building Height			
Building	31	45	Yes
Fuel Station	14	45	Yes

The site plan in the Application contains measurements for the setbacks. The building meets and exceeds the minimum setback requirements. The fuel station meets all of the setback requirements as it is twenty (20) feet from the side setback to the east and exceeds the front setback from American Way. The canopy for the fuel station is well under the forty-five (45) maximum height.

Transportation:

Access to the site will be from Thousand Oaks Trail and American Way utilizing the existing curb cuts. John P. Livesey Boulevard, which should be renamed in this area, will dead end into the Applicant’s parking lot. The newly created lots will have access solely from the newly named public road. The fuel station will have direct access from American Way and will connect to the Costco parking lot.

The site plan in the Application illustrates how truck traffic will travel on the site with a dashed arrowed line. The fueling trucks will enter and exit from John P. Livesey Boulevard to access the fuel station. The freight trucks will enter and exit from John P. Livesey Boulevard traveling through the parking lot to the north, traveling parallel to CTH M, and travel south parallel to Thousand Oaks Trail to the loading and unloading docks. After the freight trucks are unloaded, the freight truck will travel south and west in the parking lot towards the fuel station to exit onto John P. Livesey Boulevard.

The Applicant is proposing 751 parking spaces, which includes twenty (20) handicapped spaces and does not include designated future parking. The parking stall

Costco Wholesale
Planned Unit Development – Concept Plan

dimensions are ten (10) feet wide, which is wider than the typical parking stall width of nine (9) feet. The standard parking calculation for an indoor sales or service facility per the zoning ordinance is one (1) parking space for every 300 square feet of gross floor area (Sec. 13-1-89 (c)(4)). This Application requires a minimum of 537 parking spaces based on the Application, which is the difference of 214 parking spaces from the ordinance and their proposal of 751 parking spaces. The Applicant has listed on the site plan future parking for an additional “+59 stalls”, which would be located in the corner of CTH PB and CTH M. The additional parking may be needed as this would be a destination for people that are outside of the City.

The standard parking calculation for an in-vehicle sales or service per the zoning ordinance is one (1) parking space per 50 square feet of gross floor area (Sec. 13-1-89(g)(4)). Any parking required for the fuel station is available in the proposed parking lot as the fuel station will be owned and operated by the Applicant.

The Applicant is encouraged to designate a pedestrian area that is safe to walk from American Way through the fuel station to connect to the parking lot corridor as depicted red in Figure 2. This pedestrian connection will increase pedestrian connectivity north/south on the site.



Figure 2 - Potential pedestrian connection

The Applicant will complete a Traffic Impact Analysis (TIA) in conjunction with AECOM as the project progresses through the design. The TIA will give Staff and the Applicant understandings of what road improvements are needed. Typical examples of

Costco Wholesale
Planned Unit Development – Concept Plan

improvements may include, but not limited to, turn lanes, elongating queuing lanes, mountable curbs for trucks, and traffic signals.

The Application does not include sidewalks or bicycle facilities at this time. However as the project progresses, Staff recommends pedestrian connections from American Way and Thousand Oaks Trail be provided. Bicycle racks will be required at the front of the store.

Drainage/Stormwater:

Stormwater management details are being discussed and Staff will be providing feedback to the Applicant in the near future. Staff encourages the Applicant to master plan the stormwater, including the outlots, to reduce the number of stormwater ponds required for the overall development.

Design:

Conceptual building designs were included in the concept submittal for the building and the fuel station. In general, the wholesale building would be approximately thirty-one (31) feet tall, which conforms to the Zoning Ordinance requirements. The Applicant proposes to use high quality, recycled, architectural metal panels, structural brick, split-face concrete masonry units (CMU) and cultured stone veneer. The Applicant has created visual interest by changing the height of the building and creating undulations giving the illusion of smaller building sections as depicted in Figures 3 and 4. Additional building elevations and renderings are contained in the Application.



Figure 3 - Front of the building

Costco Wholesale
Planned Unit Development – Concept Plan



Figure 4 - Building design

The fueling station height is approximately fourteen (14) feet tall. The canopy is wrapped in metallic champagne, which matches the wholesale building. The canopy columns are wrapped with cultured stone veneer from the ground to the height of the fuel pump, which changes to brick to connect to the canopy as depicted in Figure 5.



Figure 5 - Fuel Station design

Staff is encouraged by the building design and the fuel station design. The design of the fuel station mirrors the wholesale building design and the wrapping of the columns elevates the design. Staff encourages the Plan Commission to review the conceptual building designs and provide feedback to the Applicant.

Sustainability:

Costco designs their sites to include sustainable design.

Costco Wholesale
Planned Unit Development – Concept Plan

“Awareness and responsibility to design, construct and operate Costco sites and buildings in an energy-efficient, sustainable and environmentally responsible manner are embedded into the Costco program. This include, but are not limited to:

- The building structure steel system and architectural metal panels are comprised of 80% recycled content with the associated batt insulation comprised of greater than 50% of recycled content.
- The roof maintains reluctance, emittance and SRI ratings that lessen heat gain and the premanufactured building system provides erection efficiency reducing impacts to the carbon footprint. ...
- All site and building lighting systems utilize LED Technology.
- Implementation of the APANA water management systems drive operational efficiency to lower waste water and sewer use. (Application, p. 6)”

Staff is supportive of the sustainable features that will be used for the site as the current zoning ordinance does not require sustainable or green building.

Certified Survey Map (CSM) and Vacation:

The Applicant proposes to purchase Lots 1 through 8, 11 through 15, and part of Lot 16 as depicted in yellow in Figure 6. Lots 4 through 8, 11 through 13, 15, and part of 16 will be combined into one large lot. The right-of-way for John P. Livesey Boulevard depicted in teal will be vacated. The entire road does not need to be vacated as the portion near American Way is proposed to have four (4) lots, which will have access from John P. Livesey Boulevard. The combined lots and vacation would total approximately 23.8 acres; however, Costco would only use approximately 17.8 acres with the remaining acreage for future commercial lots. Staff would support the combination of the lots to create new lots and the vacation of the right-of-way. Staff recommends the portion of the public John P. Livesey Boulevard be renamed as it will no longer connect publicly to Thousand Oaks Trail.

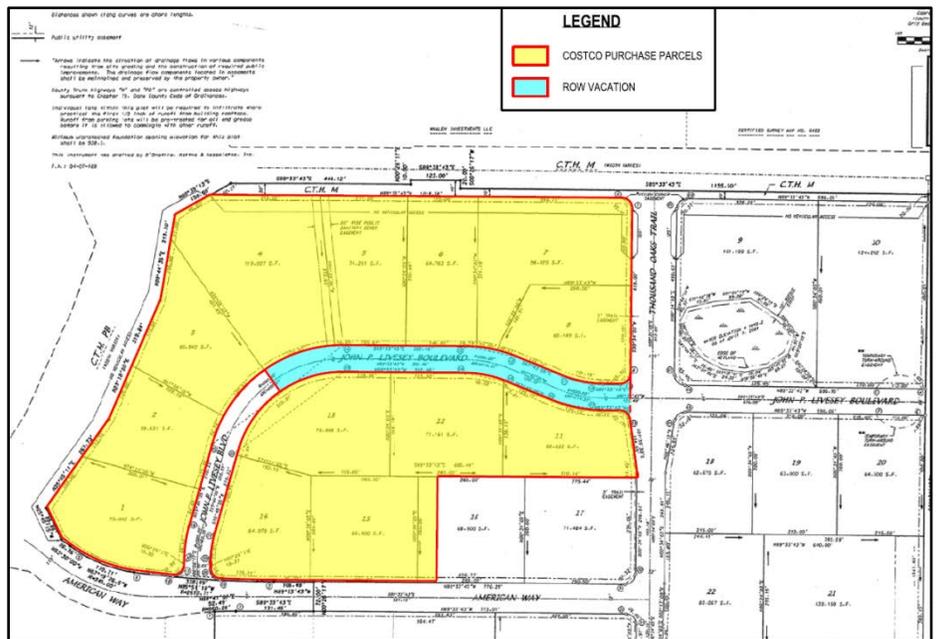


Figure 6 - Potential Certified Survey Map and Vacation

Vacant Store Agreement:

Similar to the recently constructed Festival Foods, Costco will be required to enter into a vacant store agreement with the City. The existing agreement with Festival Foods requires the City to impose similar requirements with other stores that are of equal size or larger. The intent of the agreement is to reduce future blight if the store were to become vacant. The Applicant is aware of this requirement and is already working on a similar agreement with the City. Additional details of this requirement will be discussed as subsequent plans are submitted.

Public Comments:

The Concept Plan does not require a public hearing as this plan is to gain feedback from the Plan Commission and Common Council. However, public hearings will be required in subsequent applications. Staff has received several comments from the public via email and phone conversations. The majority of the people who have contacted Staff are supportive of Costco opening a location on this property due to the access from the highway, demand, potential for additional businesses to move to Verona, and consumers who can support local existing businesses. Some who are supportive of project have concerns regarding increase in traffic and change of traffic patterns. Persons in opposition to the project have concerns with noise, conflicts with access point for existing businesses, and increase in traffic.

Staff Comments:

In general, Staff is receptive to the Application. Additional design details are necessary to provide a full review and analysis of the project. Generally, Staff is comfortable with the proposed use on the Property.

Recommendation:

Staff recommends the Plan Commission review the submitted materials and provide feedback to the applicant.

Prepared by: Katherine Holt *KH*
Community Development Specialist

Submitted by: Adam Sayre, AICP *AS*
City Administrator

From: [winifred lacy](#)
To: [Katherine Holt](#)
Subject: Costco developement
Date: Tuesday, June 23, 2020 7:10:14 PM

Katherine, Can this be presented to the plan commission? winnie Lacy

Mike Zimmerman suggested I contact you in regard to a project I am working on. It is a book which I have titled "Roads to the Past, stories of our ancestors". Many of our families (my husband and mine) have streets and roads with family names. i.e. Lacy Road, Lottes Lane, Farrell Street to name a few. In the 1890s my husband's grandparents, William and Minnie Batker, owned the land where Costco is planning to build. Because I did not have a "Batker" street to use for that chapter of my book I made up a name " Batker Byway" . If by chance the developer will use an actual name of "Batker" someplace in the development I will change the name I made up for use in the book. As it stands now, this is the heading for the Batker section of the book. I think there would be many Batker descendants who would also be happy to see the name Batker used.

Thank you for listening to my request

Winnie Lacy

ROADS TO THE PAST

VOLUME VI

BATKER BYWAY

COSTCO WHOLESALE CORPORATION

Concept Plan Submittal



Verona Technology Park City of Verona, WI

June 08, 2020

PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

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PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

1.0 Property Owner and Project Team

Property Owner: Anorev LLC
2248 Deming Way, Suite 200
Middleton, WI 53562
(See Appendix 1 for Owner Authorization Letter)

Contract Purchaser: Costco Wholesale
999 Lake Drive
Issaquah, WA 98027

Real Estate Consultant: Brian Whelan
Senior Vice President
Northwest Atlantic
2311 W. 22nd Street
Oak Brook, IL 60523

Development Manager: Stephen Cross
President
Cross Engineering & Associates, Inc.
1955 Raymond Drive, Suite 119
Northbrook, IL 60062

Architect: Risa Yuki
Principal
MG2
1101 Second Ave, Ste 100
Seattle, WA 98101

Engineer, Surveyor
and Traffic Consultant: Brent Pitcher, PE
Vice President, Principal
Graef
275 West Wisconsin Avenue, Suite 300
Milwaukee, WI 53203

PROPOSED COSTCO WHOLESALE

VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

2.0 Introduction and Subject Property

Costco Wholesale (Costco) began operations in 1983 in Seattle. In October 1993, Costco merged with The Price Company, which pioneered the membership warehouse concept in 1976. In January 1997, after the spin-off of most of its non-warehouse assets to Price Enterprises, Inc., the Company changed its name to Costco Wholesale Corporation, which trades under the NASDAQ symbol "COST."

Costco originated the warehouse club concept in 1976 and continues to be an industry leader in terms of service, quality, value and innovation. Costco has grown to become, in terms of sales, the second-largest Global retailer and the largest operator of membership clubs worldwide. (See Appendix 2 -About Costco)

Costco has two existing warehouses within the Madison area. The closest facility is located in City of Middleton, approximately 8 miles north of the City of Verona. The other facility is located in City of Sun Prairie, approximately 20 miles northeast of the City of Verona. Currently, approximately 45% of all households in Verona have a Costco membership and travel outside of the community to shop at one of the other Madison area locations. Costco has entered into an agreement to purchase Lots 1 through 8, 11 through 15 and part of Lot 16 of the Verona Technology Park, located at the northeast corner of the intersection of County Highway PB and American Way, in order to develop a membership warehouse retail store and fuel facility (see Exhibit A - Location Map, and Exhibit B - Aerial Photo). The Verona Technology Park was platted, and the park infrastructure constructed in 2004. Underground utilities have been installed along the John P. Livesey Boulevard right-of-way between American Way and Thousand Oaks Drive that runs between the subject lots, however, the final grading, curb and gutter, pavement, sidewalk and street lights have not been installed. The subject lots were graded as part of the park improvements, and stormwater detention is provided within the existing stormwater management facility located on the south side of American Way.

In order to construct the Costco warehouse, a portion of the John P. Livesey Boulevard right-of-way (ROW) would need to be vacated. As part of the entitlement approvals, a ROW vacation request would be submitted to the City by the property owner, and the vacated ROW area would be included within the proposed Costco development project. (See Exhibit C - Verona Technology Park Plat). As previously noted, the ROW runs between the subject lots to be purchased by Costco, and it should be noted that the portion of ROW that would be vacated only serves the proposed lots to be purchased by Costco. The lots on either side of the vacated ROW would be consolidated with the vacated ROW to form a single lot for the warehouse and fuel facility, with four platted outlots for future commercial uses. The combined lot area is

PROPOSED COSTCO WHOLESALE

VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

approximately 22.5 acres, and the vacated ROW is approximately 1.3 acres, which would be a total of approximately 23.8 acres. As part of the Costco project, Costco will construct the public roadway within the remaining John P. Livesey Boulevard ROW in order to serve the Costco development project and the four outlots.

The Costco warehouse would utilize approximately 17.80 acres of the 23.80-acre property purchase, with 4 outlots totaling approximately 6 acres for future sale and development.

The existing zoning is Suburban Commercial, which would allow for the proposed Costco warehouse and fuel facility. However, due to the size of the development, a Planned Unit Development overlay is required.

3.0 Concept Plan Proposal

The goal of the proposed Concept Plan is to develop the vacant parcels with a Costco warehouse and fuel facility. The proposed Costco building will be approximately 161,050 sf, and the overall site plan will provide for approximately 751 parking stalls, with room to expand the parking lot by an additional 59 stalls. (See Exhibit D - Site Plan, Exhibit E - Site Context Plan with Aerial Overlay). The initial parking count will provide a ratio of 4.65 stalls per 1,000 sf of building area, which provides ample parking based on Costco's anticipated initial member use.

The property will be accessed from County Highway PB and American Way at the southwest corner of the development and CTH M and Thousand Oaks Trail on the east side. Both access points have excellent access to the adjacent highways, as well as access to US 18/151. Four access driveways have been designed to provide multiple locations to enter and exit the Costco site. Parking has been efficiently distributed around the south and west sides of the warehouse to maximize the convenient parking spaces proximate to the customer entrance and exit located at the southwest corner of the building.

A large heritage oak tree is located near the northwest corner of the property near the intersection of County Highway PB and CTH M. The site plan has been designed to save this tree.

Architecture: The proposed warehouse design is a timeless solution utilizing a mixture of modern, traditional and sustainable materials in a warm color palette of browns and beige. Horizontal and vertical articulation are achieved through color, texture and material distribution along the façades. Materials used include high quality, recycled, architectural metal panels, structural brick, integral color split-face concrete masonry units and cultured

PROPOSED COSTCO WHOLESALE

VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

stone veneer. The warehouse entry is a focal point to the site and incorporates pedestrian scaled detailing and the use of glass. Enhanced landscaping along the base of the north façade will compliment this elevation providing depth, softening and visual interest. The fuel facility design takes cues from the warehouse and incorporates similar materials, colors and textures creating a visual connection. (See Exhibit F - Warehouse Elevations, Exhibit G - Concept Building Perspectives, Exhibit H - Fuel Facility Elevations and Exhibit I - Floorplan)

Sustainable Design: Awareness and responsibility to design, construct and operate Costco sites and buildings in an energy-efficient, sustainable and environmentally responsible manner are embedded into the Costco program. This include, but are not limited to:

- The building structure steel system and architectural metal panels are comprised of 80% recycled content with the associated batt insulation comprised of greater than 50% of recycled content.
- The roof maintains reflectance, emittance and SRI ratings that lessen heat gain and the premanufactured building system provides erection efficiency reducing impacts to the carbon footprint.
- Landscaping exceeds minimum requirements in order to create high impact and beautiful landscapes through larger caliper trees, native vegetation and drought tolerant species, which in turn minimize irrigation needs.
- All site and building lighting systems utilize LED Technology
- Implementation of the APANA water management systems drive operational efficiency to lower waste water and sewer use.

The fueling facility will initially provide three islands with 18 pumping locations. It has been planned with room to extend the islands in order to add three more pumps which will provide an additional 6 pumping locations. In the ultimate configuration the fueling facility could provide a total of 24 pumping locations. The fuel facility has been designed to provide access from the internal driveways, the cul-de-sac or American Way. It is anticipated that 70-80 percent of the members visiting the warehouse will also purchase gasoline during the same visit.

The subject properties were included in a Traffic Impact Analysis dated October 2017, and prepared by AECOM on behalf of the City of Verona. As the project progresses through the entitlement and design process, Costco will work closely with the city staff to develop roadway improvements needed as part of the Costco development.

Public improvements anticipated as part of this development include the construction of the roadway within the John P. Livesey Boulevard ROW that will remain, as well as relocation or removal of any public utilities that are within the ROW to be vacated. Utilities to service the

PROPOSED COSTCO WHOLESALE

VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

project have already been extended to the property, and have adequate capacity for the proposed project and outlots.

Stormwater management facilities constructed on the south side of American Way as part of the overall technology park improvements provide the required Stormwater detention. Onsite infiltration facilities for best management practices will be provided with construction of the Costco parcel.

In addition to the floor merchandise, the warehouse also provides other specialty departments and services such as bakery, photo center, tire center, pharmacy, optical and hearing departments.

The loading dock is located at the southeast corner of the building, adjacent to Thousand Oaks Trail. With the exception of local vendors/suppliers and delivery service such as UPS or Fedex, all deliveries to the warehouse are controlled by Costco so that most deliveries are completed during the morning hours, prior to the store opening.

Following are the anticipated warehouse and fuel facility operation hours:

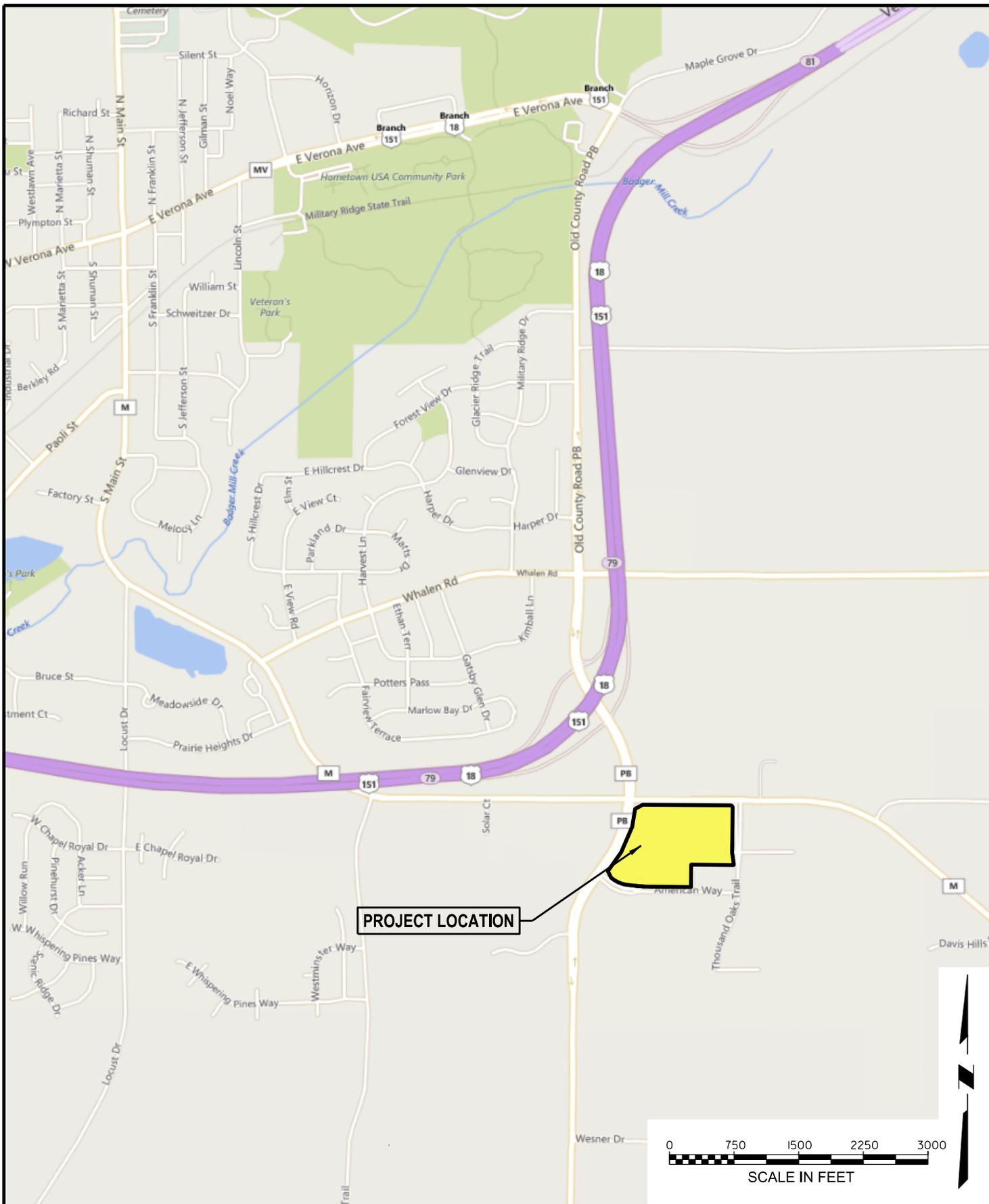
HOURS	Warehouse	Fuel
Mon-Fri	10 am - 8:30 pm	6 am - 9:00 pm
Sat	9:30 am - 6 pm	7 am - 7 pm
Sun	10 am - 6 pm	7 am - 7 pm

It is anticipated that construction would either begin in the fall of 2021 or fall of 2022, with an opening date of summer 2022 or summer 2023 depending on the start date. Submittals for the General Development Plan (GDP) would likely be made in the fall of 2020, followed by the Precise Implementation Plan (PIP) submittals in 2021 or early 2022.

PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

EXHIBIT A

LOCATION MAP



Cross
 Cross Engineering & Associates, Inc.
 1955 Raymond Drive, Suite 119
 Northbrook, IL 60062
 Tel: 847/498-0800

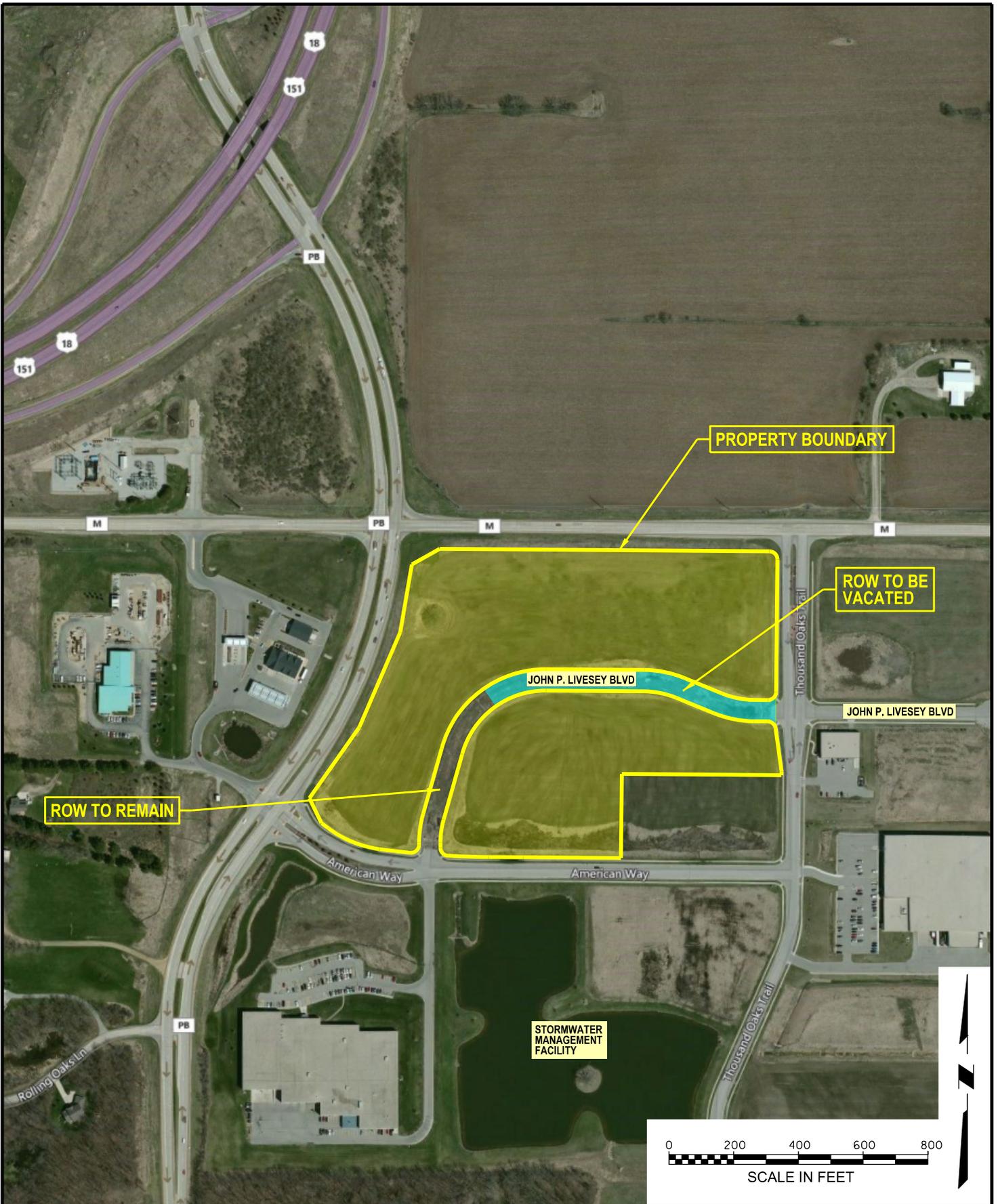
Prepared for:
Costco Wholesale
 999 Lake Drive
 Issaquah, WA 98027

Title: LOCATION MAP		
Project: Costco Wholesale - Verona, WI		
Project #: 2008	Date: 6/8/20	Sheet #: Exhibit A

PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

EXHIBIT B

AERIAL PHOTO



Cross
 Cross Engineering &
 Associates, Inc.
 1955 Raymond Drive, Suite 119
 Northbrook, IL 60062
 Tel: 847/498-0800

Prepared for:
Costco Wholesale
 999 Lake Drive
 Issaquah, WA 98027

Title: AERIAL PHOTO		
Project: Costco Wholesale - Verona, WI		
Project #: 2008	Date: 6/8/20	Sheet #: Exhibit B

PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

EXHIBIT C

VERONA TECHNOLOGY PARK PLAT

VERONA TECHNOLOGY PARK #3969930

Part of Lot 2, Certified Survey Map No.9950 & a Parcel of Land located in the NE1/4, NW1/4, SW1/4 and SE1/4 of the NE1/4 of Section 26, T6N, R8E, City of Verona, Dane County, Wisconsin



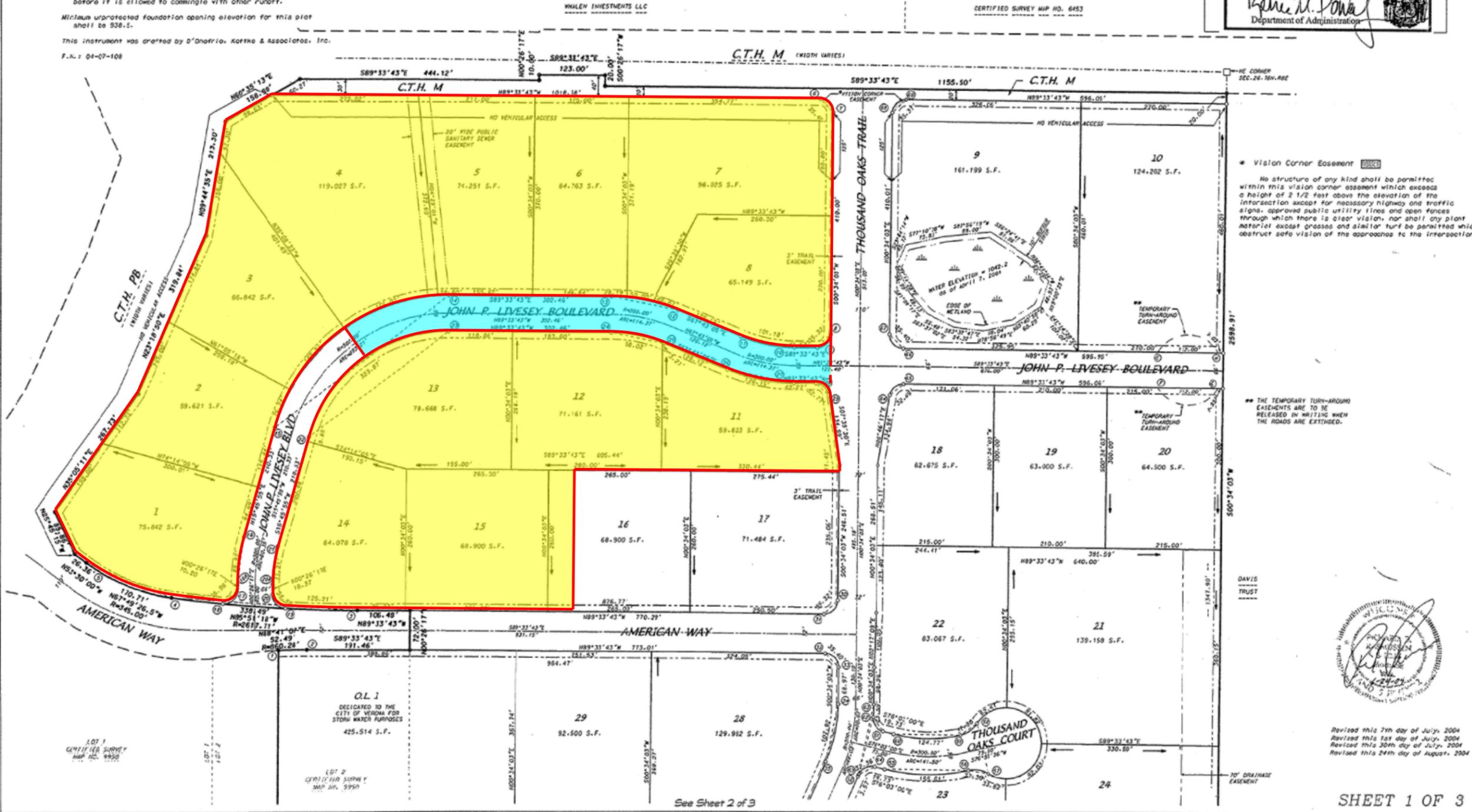
- LEGEND AND NOTES**
- Found Dane County Aluminum Monument.
 - Found 1-1/4" diameter solid round iron stake.
 - Found 3/4" diameter solid round iron stake.
 - Placed 1-1/4" x 18" solid round iron rebar stake, weighing 4.30 lbs / ft. All other lot and outlot corners are marked with 3/4" x 18" solid round iron rebar stakes, weighing 1.50 lbs / ft.
- Distances, lengths and widths are measured to the nearest hundredth of a foot.
 Distances shown along curves are chord lengths.
- Public utility easement
- Arrows indicate the direction of drainage flows in various components resulting from site grading and the construction of required public improvements. The drainage flow components located in easements shall be maintained and preserved by the property owner.
- County Trunk Highways "M" and "PB" are controlled access highways pursuant to Chapter 19, Dane County Code of Ordinances.
- Individual lots within this plat will be required to infiltrate where practical the first 1/2 inch of runoff from building rooftops. Runoff from parking lots will be pre-treated for oil and grease before it is allowed to combine with other runoff.
- Minimum unprotected foundation opening elevation for this plat shall be 336.5.
- This instrument was drafted by D'Annunzio, Kotke & Associates, Inc.
 P.N.: 04-07-108

LEGEND

- COSTCO PURCHASE PARCELS
- ROW VACATION

There are no objections to this plat with respect to s. 236.15, 236.16, 236.20 and 236.21 (1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified *September 28th, 2004*
Rene M. Pomy
 Department of Administration



PROJECT:

Costco Wholesale
 Verona Technology Park
 NEx County Hwy PB / American Way
 Verona, WI

PREPARED FOR:

Costco Wholesale
 999 Lake Drive
 Issaquah, WA 98027

NO.	DATE	DESCRIPTION
6/8/20		Date Issued

CROSS ENGINEERING & ASSOCIATES, INC. © 2020
VERONA TECHNOLOGY PARK PLAT

EXHIBIT C

PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

EXHIBIT D

SITE PLAN

PROJECT DATA

CLIENT: COSTCO WHOLESALE
999 LAKE DRIVE
ISSAQUAH, WA 98027

PROJECT ADDRESS: NWC AMERICAN WAY &
THOUSAND OAKS TRAIL
VERONA, WI

SITE DATA:

TOTAL SITE AREA: 23.79 ACRES (1,036,103 SF)

INCLUDES:
COSTCO SITE AREA: 17.81 ACRES (775,602 SF)
OUTLOT 1: 1.74 ACRES (75,837 SF)
OUTLOT 2: 1.37 ACRES (59,590 SF)
OUTLOT 3: 1.51 ACRES (65,884 SF)
OUTLOT 4: 1.36 ACRES (59,190 SF)

JURISDICTION: CITY OF VERONA

ZONING: SUBURBAN COMMERCIAL

BUILDING DATA:

TOTAL BUILDING FOOTPRINT AREA: 161,223 SF

INCLUDES:
WAREHOUSE MAIN LEVEL: 155,600 SF
VESTIBULE: 5,623 SF

PARKING DATA:

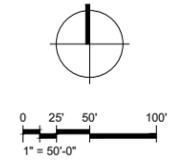
TOTAL PARKING: 751 STALLS

INCLUDES:
MAIN LEVEL PARKING PROVIDED:
○ 10' WIDE STALLS: 731 STALLS
⊕ ACCESSIBLE STALLS: 20 STALLS

NUMBER OF STALLS PER 1000 SF OF BUILDING AREA: 4.65 STALLS

FUTURE PARKING (NOT INCLUDED IN TOTAL ABOVE): +59 STALLS

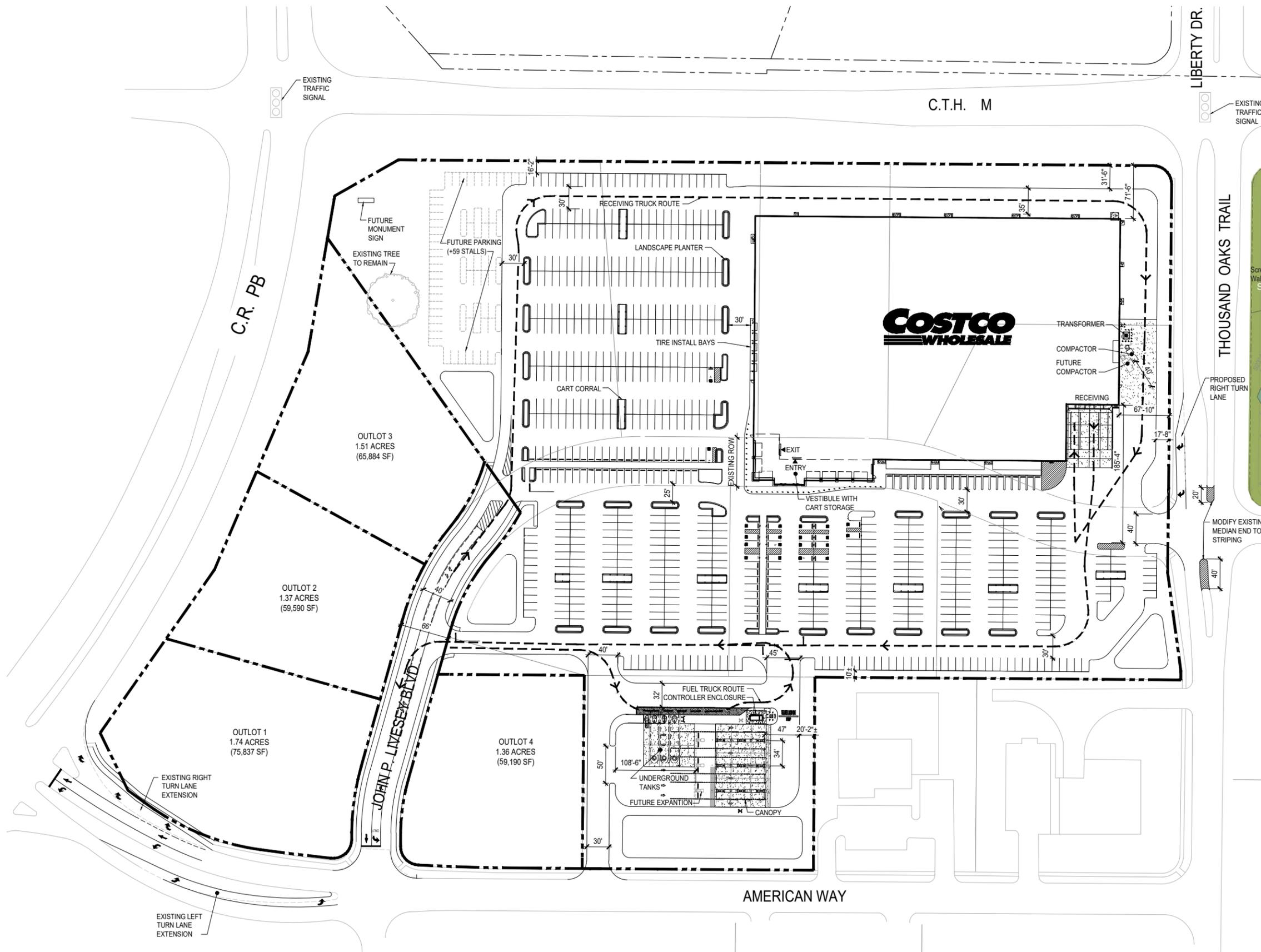
NOTES:
EXISTING CONDITIONS TO BE FIELD VERIFIED.



19-5367-01
JUNE 5, 2020

CONCEPT
SITE PLAN

DD11-02



COSTCO WHOLESALE

VERONA, WISCONSIN

CONCEPT SITE PLAN

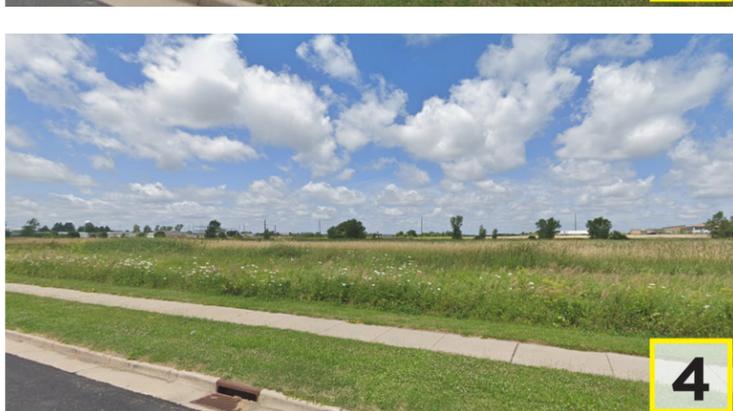
JUNE 5, 2020

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PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

EXHIBIT E

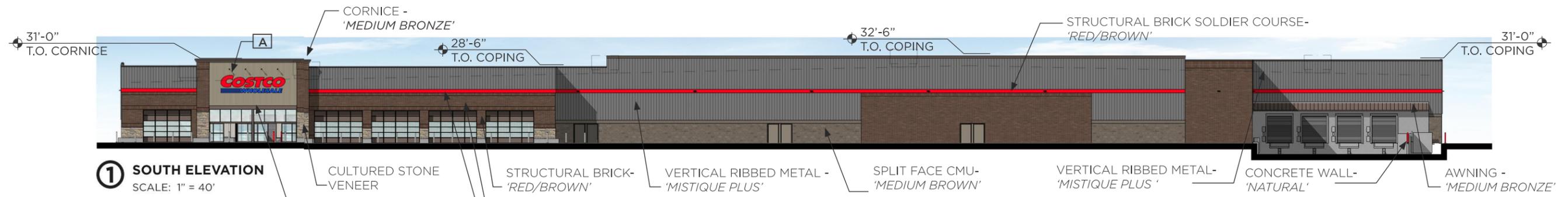
SITE CONTEXT PLAN WITH AERIAL OVERLAY



PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

EXHIBIT F

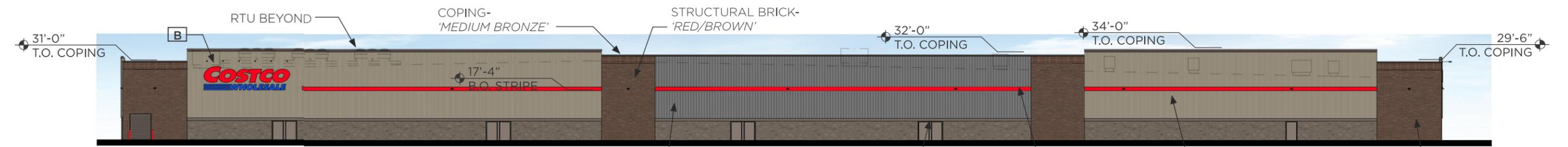
CONCEPT WAREHOUSE ELEVATIONS



1 SOUTH ELEVATION
SCALE: 1" = 40'



2 WEST ELEVATION
SCALE: 1" = 40'

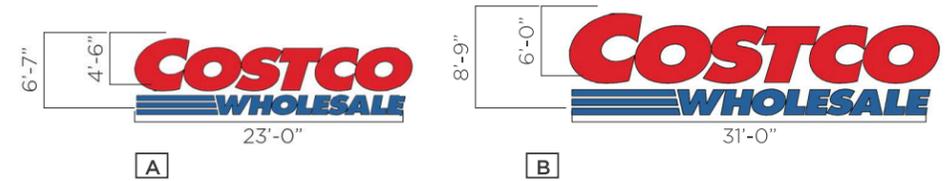


3 NORTH ELEVATION
SCALE: 1" = 40'

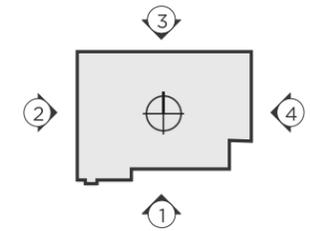


4 EAST ELEVATION
SCALE: 1" = 40'

SIGN TABLE					
QUANTITY	SIGN	SIZE	AREA (EACH)	TOTAL SF	
A	1	TIRE CENTER	17'-4" x 1'-9"	31 SF	31 SF
B	1	COSTCO WHOLESALE	4'-6" C	158 SF	158 SF
C	2	COSTCO WHOLESALE	6'-0" C	280 SF	560 SF
TOTAL SIGN AREA				470 SF	749 SF



5 WAREHOUSE SIGNS
SCALE: 1" = 40'



PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

EXHIBIT G

CONCEPT BUILDING PERSPECTIVES.



JUNE 5, 2020
19-5367-01
VERONA, WI

ENTRY PERSPECTIVE





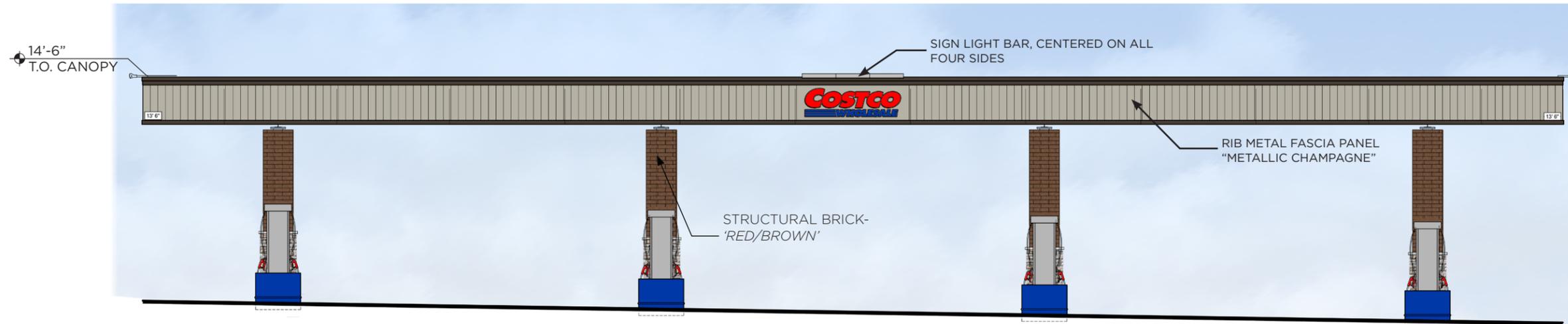




PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

EXHIBIT H

FUEL FACILITY ELEVATIONS



1 EAST & WEST ELEVATIONS
SCALE: 1/4" = 1'-0"

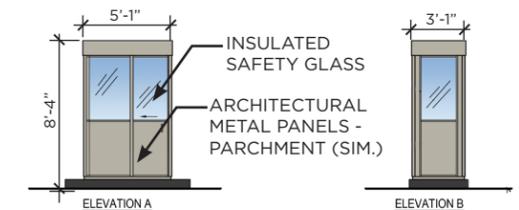


2 NORTH & SOUTH ELEVATIONS
SCALE: 1/4" = 1'-0"

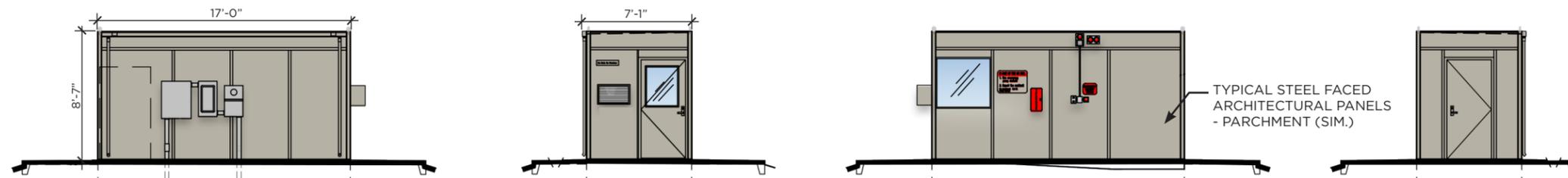
SIGNAGE AREA TABULATION (WALL SIGNS)				
QTY	SIGN	SIZE	AREA (SF)EA	TOTAL SF
4	COSTCO WHOLESALE	2'-6" x 8'-7"	21 SF	84 SF
TOTAL SIGNAGE AREA				84 SF



4 CANOPY SIGN
SCALE: 1/2" = 1'-0" (SUPPLIED AND INSTALLED BY CANOPY SUPPLIER)



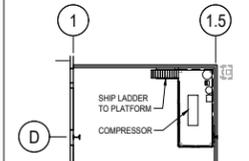
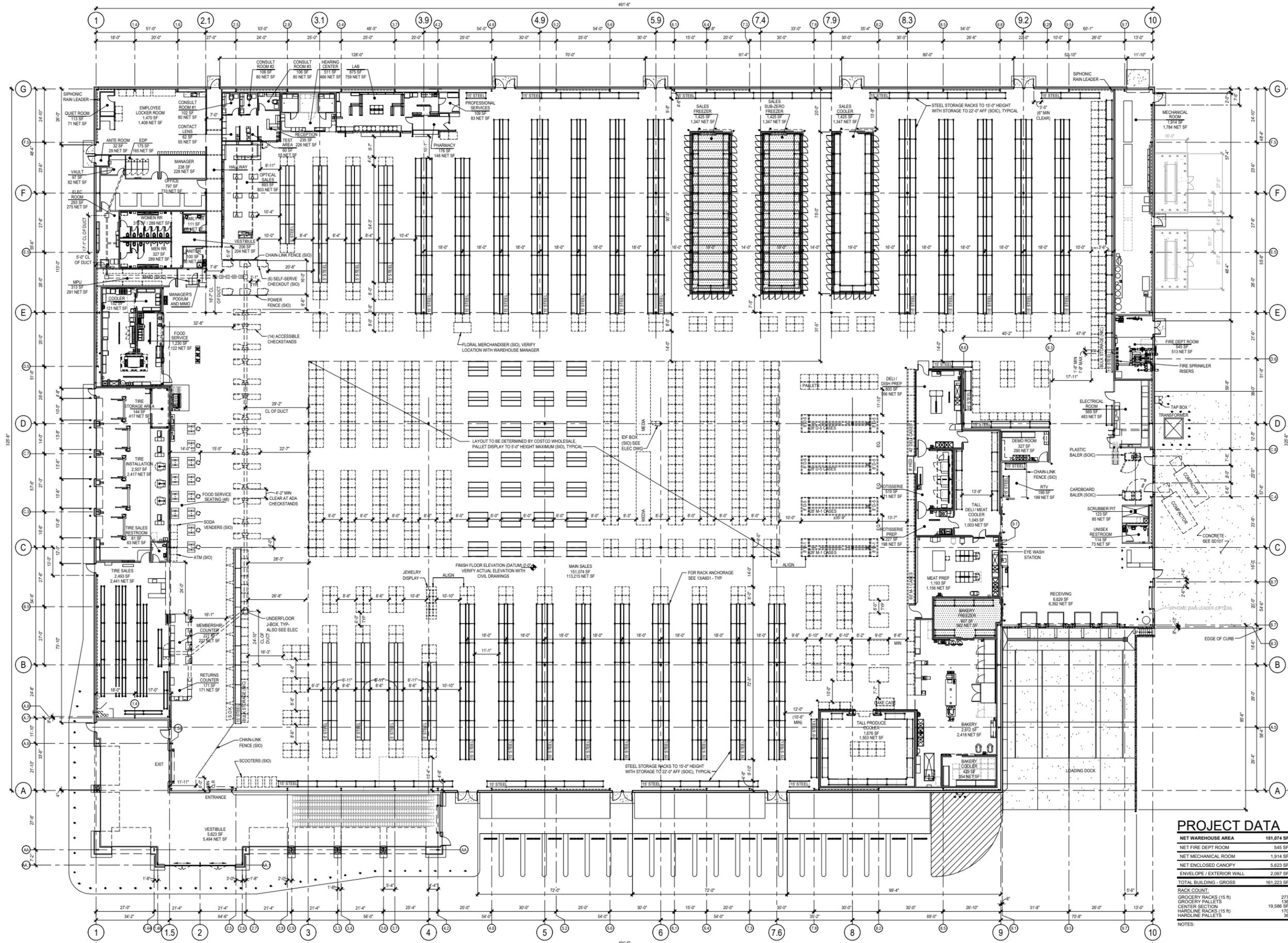
5 WARMING HUT ELEVATIONS
SCALE: 1/4" = 1'-0"



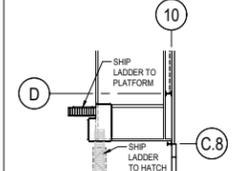
PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

EXHIBIT I

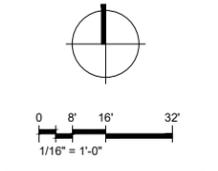
FLOORPLAN



COMPRESSOR PLATFORM
SCALE: 1/16" = 1'-0"



EQUIPMENT PLATFORM
SCALE: 1/16" = 1'-0"



PROJECT DATA

NET WAREHOUSE AREA	151,074 SF
NET FIRE DEPT ROOM	545 SF
NET MECHANICAL ROOM	1,914 SF
NET ENCLOSED CANOPY	5,623 SF
ENVELOPE / EXTERIOR WALL	2,067 SF
TOTAL BUILDING - GROSS	161,223 SF
RACK COUNT:	
GROCERY RACKS (15 ft)	277
GROCERY PALLET	136
CENTER SECTION	19,586 SF
HARDLINE RACKS (15 ft)	170
HARDLINE PALLET	36

NOTES:

COSTCO WHOLESALE CONCEPT FLOOR PLAN

VERONA, WISCONSIN MAY 19, 2020

00-0000-01
MAY 19, 2020
CONCEPT FLOOR PLAN
DD21-01

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PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

APPENDIX 1

OWNER AUTHORIZATION LETTER



2248 Deming Way, Suite 200
Middleton, WI 53562
(608) 833-2929, (608) 824-9020 (Facsimile)

June 8, 2020

VIA EMAIL ONLY

Mr. Adam Sayre
City Administrator
City of Verona
111 Lincoln Street
Verona, WI 53593
adam.sayre@ci.verona.wi.us

Re: Anorev LLC Sale to Costco Wholesale Corporation

Dear Adam:

As you are aware, Anorev LLC, an affiliate of Livesey Company LLC, has entered into a contract to sell approximately 24 acres located in the "Verona Technology Park" to Costco Wholesale Corporation. In connection with that transaction, Costco has engaged Stephen J. Cross of Cross Engineering Associates, Inc. to perform certain services and to submit certain applications to the City of Verona, including an application to be submitted today, June 8, 2020.

By this letter, Anorev LLC hereby authorizes Mr. Cross and his firm to submit such applications. If you have any questions or comments, or need anything further from Anorev LLC in order to accept such submission, please let me know right away.

Very Truly Yours,

LIVESEY COMPANY LLC

John J. McEwan
Senior Vice President/General Counsel
(on behalf of Anorev LLC)

JJM/mad

cc: Stephen J. Cross (via Email Only ~ scross@crossengineering.net)

PROPOSED COSTCO WHOLESALE
VERONA TECHNOLOGY PARK, CITY OF VERONA, WI

APPENDIX 2

ABOUT COSTCO



About Costco

April 2020

Company Profile

Costco Wholesale Corporation operates an international chain of membership warehouses, mainly under the “Costco Wholesale” name, that carry quality, brand-name merchandise at lower prices than are typically found at conventional wholesale or retail sources.

Warehouses are designed to help small- to medium-size businesses reduce costs in purchasing for resale and for everyday business use. Individuals may also purchase for their personal needs.

Costco warehouses present one of the largest product category selections to be found under a single roof. Categories include groceries, candy, appliances, electronics, automotive supplies, tires, toys, hardware, sporting goods, jewelry, watches, cameras, books, housewares, apparel, health and beauty aids, furniture, office supplies, and office equipment. Costco is known for carrying top quality national and regional brands, with 100% satisfaction guaranteed, at prices consistently below traditional wholesale or retail outlets.

Members also can shop for private label Kirkland Signature™ products, designed to be of equal or better quality than national brands, including juice, cookies, coffee, housewares, luggage, clothing and detergent. Additionally, Costco operates self-service gasoline stations at a number of its U.S. and Canadian locations.

Costco Wholesale Industries, a division of the Company, operates manufacturing businesses, including special food packaging, optical laboratories, meat processing and jewelry distribution. These businesses have a common goal of providing members with high quality products at a greater value.

According to Craig Jelinek, president, CEO and director, “Costco is able to offer lower prices and better values by eliminating virtually all the frills and costs historically associated with conventional wholesalers and retailers, including salespeople, fancy buildings, delivery, billing, and accounts receivable. We run a tight operation with extremely low overhead that enables us to pass on dramatic savings to our members.”

Founded in 1983



Costco Wholesale began operations in 1983 in Seattle. In October 1993, Costco merged with The Price Company, which pioneered the membership warehouse concept in 1976. In January 1997, after the spin-off of most of its non-warehouse assets to Price Enterprises, Inc., the Company changed its name to Costco Wholesale Corporation, which trades under the NASDAQ symbol “COST.”

Costco originated the warehouse club concept in 1976 and continues to be an industry leader in terms of service, quality, value and innovation. Costco has grown to become, in terms of sales, the second-largest Global retailer and the largest operator of membership clubs worldwide.

Company Mission Statement



Costco's mission is to continually provide our members with quality goods and services at the lowest possible prices. In order to achieve our mission we will conduct our business with the following Code of Ethics in mind:

1. Obey the law
2. Take care of our members
3. Take care of our employees
4. Respect our vendors

If we do these four things throughout our organization, then we will realize our ultimate goal, which is to **reward our shareholders**.

Costco Risk-Free 100% Satisfaction Guarantee



On Membership:

Costco will refund the membership fee in full at any time if a member is dissatisfied.

On Merchandise:

We guarantee satisfaction on every product we sell with a full refund. Product specific limitations apply. See Costco.com for details.

Worldwide Location Totals by Country



787 Warehouses (as of 4/15/20)

- 547 in U.S. (45 states) & Puerto Rico
- 100 in Canada (9 Canadian provinces)
- 39 in Mexico (18 states)
- 29 in the United Kingdom
- 26 in Japan
- 16 in South Korea
- 13 in Taiwan
- 12 in Australia
- 2 in Spain
- 1 in France
- 1 in Iceland
- 1 in China

Financial Performance FY '19



- Total Revenue \$152.7 Billion
- Net Income \$3.65 Billion
- Average Sales per Warehouse Worldwide \$182 Million

Employment Facts



- 258,000 employees worldwide; 172,000 U.S. employees.
- U.S. – 91% benefits eligible (97% enrolled).
- Low turnover (U.S.) – 13% first year; 7% after one year
- Costco recruits primarily from the community in which it is located.
- Costco's objective is to hire promotable employees with enthusiasm and a desire to build a career.
- Costco pays among the highest wages in the industry. U.S. hourly wages:
 - Service Assistant \$15.00 to \$24.50 per hour
 - Service Clerk \$15.50 to \$26.20 per hour
 - Meat Cutters \$15.50 to \$27.70 per hour
 - Long-term employees are also eligible for extra checks of \$5,000 to \$8,000 per year.
 - A full-time cashier's annual salary after 6 years is \$59,500.
- Costco provides a tremendous benefit package including medical, dental, vision, pharmacy, mental health, life insurance, disability, long term care, employee assistance program, flexible spending accounts, employee stock purchase program, 11 holidays per year, college student retention program, 401(k), and a free Costco membership with an annual 2% Reward.
- Part-time employees working more than 23 hours per week receive core medical, dental and vacation benefits after 6 months.
- Part-time employees are guaranteed 24 hours per week.
- Great opportunities for career advancement, Costco promotes from within.
- Strive for 50% full-time to part-time ratio.
- Costco employment grows as sales increase.
- Substantial disposable income generated within the community.

Membership Data

- 56 Million Households
- 102 Million Cardholders
- 52.8 Million Gold Star and Business Primary Members
- Renewal Rate: 90% (U.S. and CN)

Types of Membership:



- **Business Membership** is available to all licensed businesses, nonprofit organizations, government agencies, farmers and ranchers. The \$60 annual membership fee includes a spouse card. Up to six additional Business Membership cards are available at \$60 each, which includes a free Household card. Business identification (business license, resale certificate, or three pieces of business ID) is required when applying for a Business Membership. It is valid at any Costco worldwide.



- **Gold Star Membership** is available for individuals who do not qualify for a Business Membership. The Gold Star Membership is \$60 per year, which includes a free Household card. It is valid at any Costco worldwide.



- **Executive Membership** is available to anyone who wants the benefits of a Costco Gold Star Membership with the added value of an Executive Membership. It adds savings by offering exclusive services and an annual 2%

Reward. Executive Members also receive additional benefits on select Costco Services, such as identity protection, check printing and more. Executive Members also receive a complimentary subscription to the *Costco Connection* – a lifestyle magazine. The upgrade fee is \$60 for Gold Star and Business Members.

Why a Membership Fee?



Costco's operating philosophy is simple. We keep costs down and pass the savings on to our members. By charging a small annual membership fee, we are able to offset operating cost and price our merchandise even lower. We do not advertise and we do not have "sales." Our tremendous buying power combined with our never-ending quest for efficiency, results in the lowest possible prices on the items our members want most.

Merchandise Strategy



- Limited selection: 3,800 – 4,000 active SKU's
- Wide range of product categories
- Highest quality national brands
- Selected private label – Kirkland Signature™
 - High volume items – many in top 10
 - Ease of development not a factor
- Substantial price savings on all items
- Packaging innovation
- New products and services
- The Six Rights of Merchandising – the basis of Costco's merchandising philosophy and practices. It is emphasized in training at all levels.
 - The Right Merchandise
 - In the Right Place
 - At the Right Time
 - In the Right Quantity
 - In the Right Condition
 - At the Right Price

Specialty Departments and Services



- Fresh Produce
- Gourmet Deli & Rotisserie Chicken
- Fresh Meat
- Fresh Bakery
- Food Court
- Photo Center
- Auto Buying
- Pharmacy (also at Costco.com)
- Tire Center
- Optical Department/Independent Optometrist
- Hearing Aid Center
- Gas Station
- Travel Program
- Special Order Kiosk
- Costco.com

Typical Hours of Operation



- Warehouses
 - Monday – Friday 10:00 AM to 8:30 PM
 - Saturday 9:30 AM to 6:00 PM
 - Sunday 10:00 AM to 6:00 PM
- Gas Station hours vary

How does Costco benefit the city and community?

- Provides jobs
- Curbs Retail Leakage
- Generates property tax
- Involved in the community
- Local Services

What are examples of Costco's Community Involvement?



1% of pretax profit is designated annually for charitable organizations (\$43 Million FY19).

- **Volunteer Reading Program**

Costco employees volunteer to help students in first through fourth grades improve their reading skills. Currently, there are over 466 programs across the United States and Canada, with more than 2,500 volunteers working one-on-one with students.

- **Children's Miracle Network Hospitals Campaign**

In 2019, Costco members and employees helped to raise more than \$33 million for 114 Children's Miracle Network Hospitals across the U.S. and Canada.

- **United Way Campaign 2019-20**

All U.S. and Canada locations participated in raising over \$23 million (including company match).

- **Other Donation Programs**

- **New Eyes for the Needy** – Costco has partnered with New Eyes since 2012 to send members' used eyewear and hearing aids to those in need around the world.
- **Feeding America** – food donation program. In FY 2019, Costco donated over 62 million pounds of food.
- **Charity Backpack Program** – Since 1993, over 6.1 million backpacks have been donated to needy children across the U.S., Canada, Mexico, Taiwan, Korea, Japan, Puerto Rico, Australia, Spain, France, Iceland and the UK.
- **Costco Scholarship Fund** - Since 2000, Costco has joined forces with the University of Washington and Seattle University to create scholarships for highly qualified underrepresented students who wish to attend these universities.
- **World Vision** – Costco donates non-food items to people in need. In FY19, Costco donated \$76M in merchandise.



City of Verona Bar & Restaurant COVID-19 Support Program

The City of Verona Small Business COVID-19 Support Program is available for restaurants and bars experiencing financial difficulties as a result of the COVID-19 outbreak. Funds for this grant program are from the City's Revolving Loan Program. The goal of this grant program is to help local businesses survive the COVID-19 outbreak. This grant program will help business stay afloat during this pandemic and retain employees.

Currently, there is \$100,000 of available funds to support City of Verona restaurants and bars with employment retention and to mitigate losses from the COVID-19 pandemic. Grant awards will range from \$1,000 to \$4,000 and will depend on the number of applicants.

Application Eligibility:

Program funds are limited and subject to change. Eligible applications are due **July 20th at 4:00 pm** to City Administrator Adam Sayre. Signed and completed applications can be dropped off at City Hall in the drop-box or can be emailed to adam.sayre@ci.verona.wi.us. The awarding of grants will occur after July 27th and the amount will be dependent on the number of applications and requests. This grant program is available to small businesses located in the City of Verona that meet all of the following criteria:

- Experienced substantial financial impact due to COVID-19.
- Existing for-profit business in the City of Verona has a bricks and mortar presence.
- Employ 25 or fewer full-time equivalent (FTE) positions.
- Managed a profitable business operation in 2019.
- If a local franchisee, your small business does not have access to franchisor financial support.
- The Business is not delinquent as it relates to City of Verona property taxes, personal property taxes, fees, special assessments, etc.
- Less than \$1 million in revenue in 2019.
- Demonstrate at least a 25% reduction in revenues attributable to the COVID-19 pandemic.
- Shall be a restaurant or bar. A restaurant has the meaning as defined in Wisconsin Statutes Ch. 97.01(14g) and whose sale of alcohol beverages accounts for 50% or less of the establishments gross receipts. "Bar" is an

establishment in which fermented malt beverages are sold for consumption upon said premises and whose sale of alcohol beverages accounts for 51% or more of the establishment's gross receipts and whose primary business is that of a bar.

- The business and/or Applicant has not previously been awarded a City of Verona COVID-19 grant.

Eligible Expenses:

The following items are eligible for the grant program funds if the expense occurred March 1, 2020 or later:

- Payroll
- Utilities
- Lease/Mortgage payments

Ineligible Expenses:

The following items are not eligible for the grant program funds:

- Construction related capital improvements
- Signage or advertising
- Past due leases, loan or utility payments
- Uniforms
- Other items of which sufficient stock existing prior to the Governor's Safer at Home Order and was not impacted by the revenue shortage such as dry goods, equipment, or utensils.

City of Verona
Small Business COVID-19 Support Program

Business Name: _____

Business Address: _____

In order to participate in the Emergency COVID-19 Small Business Support Program ("Program") and receive grant funds, the City of Verona ("City") requires that you ("Business") certify the following items below:

- You own or are authorized to represent the small business named above.
- Your small business has experienced substantial financial impact due to COVID-19.
- Your existing for-profit business in the City of Verona has a bricks and mortar presence.
- Your small business employs 25 or fewer full-time equivalent (FTE) positions.
- Your small business was a profitable business operation in 2019
- If a local franchisee, your small business does not have access to franchisor financial support.
- The Business is not delinquent as it relates to City of Verona property taxes, personal property taxes, fees, special assessments, etc.
- Your Business had less than \$1 million in revenue in 2019.
- Your Business can demonstrate at least a 25% reduction in revenues attributable to the COVID-19 pandemic.
- Shall be a restaurant or bar. A restaurant has the meaning as defined in Wisconsin Statutes Ch. 97.01(14g) and whose sale of alcohol beverages accounts for 50% or less of the establishments gross receipts. "Bar" is an establishment in which fermented malt beverages are sold for consumption upon said premises and whose sale of alcohol beverages accounts for 51% or more of the establishment's gross receipts and whose primary business is that of a bar.
- The business and/or Applicant has not previously been awarded a City of Verona COVID-19 grant.

A materially false statement willfully or fraudulently made in connection with this affirmation shall result in rendering the submitting company ineligible with respect to the program, and, in addition, may subject the person making the false statement to criminal charges.

Notwithstanding any other rights of the City under other sections of this Affirmation or applicable law, if the Business violates any of the terms, covenants, or provisions of the Affirmation, or if any representation or warranty made by the Business in this Affirmation or in any document or application submitted in connection with this Affirmation or the Program shall prove false or misleading, or if, in the sole judgment of the City, the conduct of the Business is such that the interests of the City have been or are likely to

be impaired or prejudiced, the City shall thereupon have the right to (1) terminate any funding or withhold payments due to the Business under the Program and/or (2) demand and obtain the return of payments already made to the extent of damages the City may have already suffered due to a breach by the Business. Any such action by the City shall not give rise to any claim for damages against the City.

I _____, (name of business owner) hereby certify, represent, and covenant to and with the City as of the date of this affirmation the following:

1. My business, _____ (the "Business"), has a customer storefront in the City of Verona, employs _____ full-time equivalent positions, and the information contained herein is, to the best of my knowledge, information and belief, accurate and complete.
2. The Business has experienced a significant decline in revenues due to the impacts of COVID-19 and the Business will use Program funds to cover existing business expenses impacted by COVID-19.
3. The Business operated at a profit in 2019.
4. The Business will comply with all laws and rules applicable to the program, including city, state and federal laws. This certification shall be deemed executed in the City of Verona, State of Wisconsin, and shall be governed and construed in accordance with the laws of the State of Wisconsin and the laws of the United States.
5. The Business is not delinquent as it relates to City of Verona property taxes, personal property taxes, fees, special assessments, etc.
6. Your Business had less than \$1 million in revenue in 2019.
7. Your Business can demonstrate at least a 25% reduction in revenues attributable to the COVID-19 pandemic.
8. I am authorized to complete and submit this certification on behalf of the Business. I verify that the statements and information contained herein are true and correct and that the Business has not misrepresented its eligibility for the City of Verona Emergency COVID-19 Small Business Support Program.
9. Willful or fraudulent submission of a materially false statement in connection with this certification may result in the Business being ineligible for the Program reimbursements and may subject the Business or the person making false statements to criminal charges.

By signing below, I certify that the above statements are true and correct to the best of my knowledge. I understand that a false statement may disqualify me from benefits.

Business Owner Name (Please Print)

Business Owner Signature

Date