

Minutes
City of Monona
Plan Commission
Monday January 13, 2020

The meeting of the City of Monona Plan Commission was called to order (7:00 pm).

Present: Alder Nancy Moore (Chair), Alder Kathy Thomas, Mr. Chris Homburg, Ms. Coreen Fallat, Mr. Josh Peterson, Mr. Robert Stein, Mr. Brian Holmquist and Ms. Susan Fox

Also Present: Doug Plowman, City Planner and Elisa Guerrero, City Planning Intern

Approval of Minutes

A motion by Ms. Thomas, seconded by Mr. Peterson, to approve the minutes of December 9, 2019 carried with no corrections.

Appearances

There were no appearances.

Unfinished Business

There was no unfinished business.

New Business

A. Public Hearing on Request by the Monona Grove School District, represented by Eppstein Uhen Architects, for Approval of a Zoning Permit for Exterior HVAC Renovations at 800 Greenway Road. (Case No. 2-001-2020)

Mr. Homburg and Ms. Fox abstained from this agenda item.

Mr. Maclain Schramm, of Eppstein Uhen Architects, presented the commission with an overview of the work that the architecture firm is completing for the Winnequah School. In addition to new windows and a new security vestibule, a new HVAC system is being installed for the school. Given the current design of the building, the architects and school staff decided that placing various smaller HVAC units across the roof of the existing building was the best option for the school. Each HVAC unit will be enclosed by a decorative screen that will be painted the same green color as the building's roof, and will be approximately 7 feet tall.

B. Consideration of Action on Request by the Monona Grove School District, represented by Eppstein Uhen Architects, for Approval of a Zoning Permit for Exterior HVAC Renovations at 800 Greenway Road. (Case No. 2-001-2020)

Planner Plowman shared the staff report for the permit, explaining that the windows and vestibule were approved administratively, but the HVAC units needed commission approval. Given the limited ceiling space for ductwork within the building, it was necessary to place the HVAC units on the roof, but their impact has been minimized as much as possible. The city's zoning code requires that HVAC units be screened, for which the applicant has submitted specifications.

Mr. Stein asked Mr. Schramm if any alternative options to the proposed design were considered, and Mr. Schramm responded that the architects had discussed other options but ultimately decided that the proposed design was the best solution, given the scope and budget of the project. Mr. Stein also asked if the existing HVAC system would be removed and if there were

noise implications, given so many units would be installed. Mr. Schramm replied that the existing system would be removed, and that the screening around each unit would act as a visual and acoustic barrier. Alder Thomas stated that these were necessary improvements for the school and that there were limited options as to how to make the improvements, given the design of the building. Mr. Holmquist and Ms. Fallat agreed that the units seemed like the best option given the conditions of the building and their efficiency.

Alder Moore asked if there was any flexibility in the placement of the HVAC units should the School District decide they want to put solar on the roof of the school. Mr. Schramm responded that the HVAC units were placed to most efficiently match the placement of ductwork within the building and that he did not believe that it would affect placement of solar panels, should the District decide to install them. Alder Moore also asked how the screening increased the overall size of the units and Mr. Schramm responded that the screens had to be placed far enough away from the units to allow for air flow and maintenance, so they approximately doubled the footprint of the units.

Mr. Peterson asked, since there are not currently units on the roof, if adding these units would create a need for OSHA approved fall protection along the roof. Mr. Schramm said that the screens themselves provided some fall protection, but that he was not sure if more fall protection would be required. Mr. Peterson recommended that they check OSHA standards.

A motion by Alder Thomas, seconded by Mr. Stein, to approve the Zoning Permit for Exterior HVAC additions to the Winnequah School located at 800 Greenway Road, according to Chapter 480-55 of the Monona Municipal Code of Ordinances with the following conditions of approval:

Conditions of Approval:

1. All required building permits from state and local agencies shall be obtained. The applicant shall contact the City of Monona Building Inspection Department to confirm requirements.
2. Compliance with the Occupational Safety and Health Administration (OSHA) requirements.

The motion carried.

Reports of Staff and Commission Members

A. Staff Report Regarding Status of Development Project Proposals.

1. Potential Upcoming Items

Planner Plowman informed the commission that the Precise Implementation Plan pre-hearing conference for the final phase of the Riverfront development would be on the agenda for the next meeting. He also updated the commission about working with staff from the Immaculate Heart of Mary to dim the lights in front of their building, since they were distracting. Finally, Mr. Plowman said that he was continuing to compile materials about municipal lighting ordinances and plans to bring those to a future meeting.

2. Upcoming Meetings: January 27, 2020, February 10, 2020 (Tentative)

B. Plan Commission Requests for Information from City Staff.

Plan Commission Minutes
January 13, 2020
Approved January 27, 2020
Adjournment

A motion by Ms. Fox, seconded by Ms. Fallat, to adjourn carried. (7:25pm)

Respectfully submitted by:
Elisa Guerrero, City Planning Intern