

Minutes  
City of Monona  
Plan Commission  
Monday February 8, 2021

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

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

Absent: Mr. Brian Holmquist and Alder Kristie Goforth

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

**Approval of Minutes**

A motion by Mr. Stein, seconded by Ms. Fallat, to approve the minutes of January 25, 2021 carried with no corrections.

**Appearances**

There were no appearances.

**Unfinished Business**

None.

**New Business**

**A. Prehearing Conference on Request by Four Lakes Yacht Club, Represented by Dimension IV Madison Design Group, for Consideration of a Zoning Permit for Building Renovations at 6312 Inland Way. (Case No. 2-004-2021)**

Mr. Homburg and Mr. Peterson recused themselves from the discussion, because they are members of the Four Lakes Yacht Club.

Mr. Bourquin, the project architect from Dimension IV, summarized the proposed changes, which include refinishing the building exterior in stone and fiber cement lap siding, upgrading the front entrance with new windows, adding a canopy to the back seating area and replacing the existing fence with a black-coated chain link fence. The upgrades will also include raising the roofline on the corner of the building and adding a service counter on the building's south-facing side. He explained that, given all the new construction in the area, the goal is to update the building to give it a more club-like feel.

Mr. Plowman summarized the staff report, explaining that the Commission might want to discuss the fence in a commercial district. He said that signage shown in the design would require a separate application and approval.

The Commission members agreed that the proposed changes looked nice and would be cohesive with the new construction at the Riverfront development. Ms. Fallat asked about the height of the fence and Mr. Hallsson, one of the project architects, explained that the replacement would be about the same height as the existing fence, about 6 feet tall. Mr. Plowman explained that the City's Ordinance regulates fence heights in single- and two-family districts, but that fence applications in other districts are to be discussed between the Plan Commission, Building Inspector and Zoning Administrator.

Ms. Fallat asked about site lighting and Mr. Hallsson explained that they had not yet discussed lighting, but that they would want to be mindful of the neighboring residential properties. Mr. Stein asked about landscaping plans. Mr. Hallsson said that some of the existing landscaping might have to be taken out, but that they are considering large planters at the entrance and screening landscaping for the transformers on the building's north side.

**B. Public Hearing on Request by Mojo Home Interiors for one new Wall Sign at 6328 Monona Drive. (Case No. S-001-2021)**

Ms. Kovach, the co-owner of Mojo Home Interiors gave an overview of the business, saying that it would be complementary to the adjacent Cozy Home, since they are both related to home décor and design.

Ms. Williams, from Capital City Signs said that the proposed sign is similar to The Cozy Home's sign, using similar materials, and is slightly smaller than the Cozy Home's sign.

**C. Consideration of Action on Request by Mojo Home Interiors for one new Wall Sign at 6328 Monona Drive. (Case No. S-001-2021)**

Mr. Plowman explained that because the space has been vacant for less than six months and the new use is similar to the previous use, Mojo Home Interiors did not require a Zoning Permit. He said that the sign has a 17-foot area, which fits the sign code requirement based on the 28 feet of store frontage. The staff recommendation was approval of the sign permit.

The Commission members agreed that the proposed sign looked good and were happy to see how the proposed business and The Cozy Home complemented each other.

A motion by Mr. Homburg, seconded by Mr. Peterson, to approve the request by Mojo Home Interiors (c/o Capital City Neon Signs) for one new Wall Sign, to be located at 6328 Monona Drive, as proposed, and according to Chapter 480 Article XII of the Monona Municipal Code of Ordinances with the following conditions of approval:

1. As the sign is to be illuminated, an electrical permit shall be obtained from the City's Building Inspector.
2. If glare from the lighting is deemed excessive by the Plan Commission, then the Plan Commission may require adjustments to the lighting.

The motion carried.

**Reports of Staff and Commission Members**

**A. Staff Report Regarding Status of Development Project Proposals.**

**1. Potential Upcoming Plan Commission Items**

Mr. Plowman said that WPS and Monona Grove High School would have zoning permits on the agenda at the next meeting. He also shared that the City is starting an e-newsletter and would share the link for commissioners to sign up.

Alder Moore shared that the e-newsletter is possible because of a new hire within the Community Media department and that it will be a good first step towards more communication with residents.

2. Upcoming Meetings: February 22, 2021 and March 8, 2021 (Tentative).

**B. Plan Commission Requests for Information from City Staff.**

Mr. Peterson asked about the Broadway Corridor Plan, and what the next steps may be after the discussion at previous meetings. Chair Moore responded that there is discussion of the value of corridor plans in particular, but that the Commission are committed to officially

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retiring the 1989 plan, and also looking at next steps to replace or upgrade it. Discussion will continue at a future Plan Commission meeting as to the next steps.

Ms. Fallat asked at what point the City would start the process of creating the next Comprehensive Plan. Mr. Plowman explained that Comprehensive Plans are updated every ten years, and work on the next one may start 18 months to two years before the ten-year mark. Work on the 2026 Comprehensive Plan would start sometime in 2024.

Mr. Homburg added that during the last Comprehensive Plan Process, the Plan Commission took up one section of the plan at a time for discussion and comment when their agenda was otherwise light.

### **Adjournment**

A motion by Mr. Peterson, seconded by Mr. Stein, to adjourn carried. (7:40pm)

Respectfully submitted by:  
Elisa Guerrero, City Planning Intern