

Minutes
City of Monona
Plan Commission
Monday March 28, 2022

The meeting of the City of Monona Plan Commission was called to order (7:08 pm).

Present: Alder Nancy Moore (Chair), Mr. Robert Stein, Mr. Chris Homburg, Mr. Patrick DePula, Mr. Brian Holmquist

Excused: Alder Kristie Goforth, Ms. Coreen Fallat, Ms. Susan Fox

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

Approval of Minutes

A motion by Mr. Holmquist, seconded by Mr. Stein, to approve the minutes of March 14, 2022 carried with three corrections.

Appearances

None

Unfinished Business

A. Public Hearing on Request by GO Riteway for Approval of a Zoning Permit for Site Modifications for a New Use at 2801 Industrial Drive. (Case No. 2-003-2022)

Mr. Fazlovic and Mr. Craig, representing GO Riteway, presented changes made to the application since the prehearing conference. Plans now better identified ingress and egress points for the parking lots, and identified current gravel areas that would be turned into lawn for the time being, per Plan Commission feedback. The application also identified a couple areas for possible exterior lighting for the building in the future.

B. Consideration of Action on Request by GO Riteway for Approval of a Zoning Permit for Site Modifications for a New Use at 2801 Industrial Drive. (Case No. 2-003-2022)

Mr. Plowman shared the staff report, highlighting that the applicant would also need an erosion control permit given the amount of disturbance planned.

Mr. Homburg commented that if the proposed use was more involved, there would likely be more specific conditions of approval. He recommended that staff review final landscaping and lighting plans, and asked that all larger buses be parked in the back of the building. Mr. Stein commented that a tree island would typically be required for the employee parking area, since there were more than 12 stalls in a row.

A motion was made by Mr. Homburg, seconded by Mr. Stein, to approve a Zoning Permit for a new use and site modifications at 2801 Industrial Drive, as proposed and according to Chapter 480-55 of the Monona Municipal Code of Ordinances with the following conditions of approval:

Conditions of Approval:

1. All required state and local building permits shall be obtained.
2. Separate sign permits shall be obtained from the Plan Commission for any new signage at the site.

3. New plantings and seeding shall be coordinated with City Staff, with work to be completed by June 28th, 2022.
4. Repairs to the stormwater detention basin shall be completed by June 28th, 2022.
5. Final lighting design shall be reviewed and approved by City Staff.
6. Final site cleanup shall be reviewed and approved by City Staff.
7. Inactive vehicles and vehicles that do not fit in the approved stalls shall be parked in the rear of the site.
8. An erosion control permit shall be obtained with final review and approval by City Staff.
9. The existing impervious gravel areas shall be topped with topsoil and seed temporarily until those areas come back for a final proposal.

The motion carried unanimously.

New Business

A. Public Hearing on Request by Premier Labor, for Approval of a Zoning Permit for a New Use Following a Period of Discontinuation at 2001 W. Broadway. (Case No. 2-005-2022)

Mr. Jeff Desens, from Premier Labor, presented their plans to relocate their business to the South Towne area, saying that the location was a good fit for them. Especially given its proximity to Madison Metro bus stops. The building would also give them good visibility along W. Broadway.

B. Consideration of Action on Request by Premier Labor, for Approval of a Zoning Permit for a New Use Following a Period of Discontinuation at 2001 W. Broadway. (Case No. 2-005-2022)

Mr. Plowman shared the staff report, highlighting that the business provided short-term laborers on a fill in basis, which was compatible with the site's CDD zoning. Minimal interior renovations and no exterior modifications were proposed, and parking was considered sufficient for the use. Hours of operation were 6am to 5pm and staff recommend approval of the zoning permit.

The Commission members felt that the business would be a good use for the space and were glad the business was relocating within Monona. Mr. Holmquist asked if a bike rack should be added, to accommodate those arriving by bike.

A motion was made by Mr. Homburg, seconded by Mr. DePula, to approve a Zoning Permit for a new use at 2001 W. Broadway, as proposed and according to Chapter 480-55 of the Monona Municipal Code of Ordinances with the following conditions of approval:

Conditions of Approval:

1. All required permits from state and local agencies shall be obtained. The applicant shall contact the City of Monona Building Inspection Department to confirm requirements.

2. A separate sign permit shall be obtained for any new signage on the building.
3. The Plan Commission may revisit parking if major issues arise, at which time the Plan Commission may require additional conditions.
4. The applicant shall ensure there is a dedicated area with bike racks on the building exterior.

The motion carried.

C. Public Hearing on Request by Premier Labor, Represented by La Crosse Sign Group for New Signage at 2001 W. Broadway. (Case No. S-003-2022)

Mr. Desens presented plans for two wall signs, one facing W. Broadway and one facing Gisholt Drive. These locations were chosen to provide maximum visibility, since the tenant space for the business occupied the southeast corner of the building, which does not face a street. Each sign would say "Premier Labor" in channel lettering.

D. Consideration of Action on Request by Premier Labor, Represented by La Crosse Sign Group for New Signage at 2001 W. Broadway. (Case No. S-003-2022)

Mr. Plowman shared the staff report, saying that both signs were identical channel letter signs, one facing north and one facing west. Two wall signs were allowed because the building has frontage along two streets. The signs were placed to the north and west, rather than directly above the tenant space, for visibility.

The Commission members felt the size and design of the signs were appropriate, but felt that one sign should be located above the tenant space, so as not to cause confusion about the location of the business within the building.

A motion was made by Mr. Homburg, seconded by Mr. DePula, to approve the request by Premier Labor for two new wall signs, to be located at 2001 W. Broadway, as proposed, and according to Chapter 480 Article XII of the Monona Municipal Code of Ordinances with the following finding of fact and conditions of approval:

Finding of Fact:

1. The building orientation and visibility from two streets allows for the approval of two wall signs.

Conditions of Approval:

1. As the signs are 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.
3. The approvals are for one sign on the northern face of the building. The second sign shall be on the same façade as the entry of the business.

The motion carried.

Reports of Staff and Commission Members

Plan Commission Minutes

March 28, 2022

Approved April 11, 2022

A. Staff Report Regarding Status of Development Project Proposals.

1. Economic Development Update

Mr. Plowman reported that the Monona Garden development would appear before the Public Works Committee to get approval for their roadway design before returning to Plan Commission.

2. Potential Upcoming Plan Commission Items

Mr. Plowman said that the April 11th meeting would include a revised GDP from Slind and a couple small business zoning permits.

3. Updates/Discussion on Diversity, Equity, and Inclusion (DEI) Efforts

None

4. Updates/Discussion on Sustainability Efforts

Alder Moore reminded the Commission about the Sustainability Committee's Earth Day event on April 23rd.

5. Upcoming Meetings: April 11, 2022, April 25, 2022

B. Plan Commission Requests for Information from City Staff.

Adjournment

A motion by Mr. DePula, seconded by Mr. Holmquist, to adjourn carried. (7:42pm)

Respectfully submitted by:
Elisa Guerrero, City Planning Intern