

Minutes
City of Monona
Plan Commission
Monday April 25, 2022

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

Present: Alder Nancy Moore (Chair), Alder Brian Holmquist, Mr. Robert Stein, Mr. Chris Homburg, Ms. Susan Fox

Excused: Ms. Coreen Fallat

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

Approval of Minutes

A motion by Mr. Stein, seconded by Alder Holmquist, to approve the minutes of April 11, 2022 carried with no corrections.

Appearances

None

Unfinished Business

None

New Business

A. Public Hearing for the Slinde Realty Company on Request for Approval of a Phase I Precise Implementation Plan (PIP) for the site located at approximately 112-208 Owen Road, for a Mixed-Use Development. (Case No. 2-009-2022)

The Slinde Realty team presented the Precise Implementation Plan for Phase I of the development, which would include underground parking, commercial space on the first floor and 96 residential units, some of which would be workforce housing units. The building would be u-shaped, with a courtyard housing communal outdoor space and a dog run along the west side, over the underground parking. The main building entrance would be on the east side of the building, facing the private connector street. The architecture was unchanged from the General Development Plan (GDP) design, with both masonry and composite siding and step-backs on the 4th floor to reduce the building massing and allow for more deck space. There would be surface level parking on three sides of the building, in addition to the underground parking. Some adjustments had been made to the civil and landscaping plans since the GDP was approved.

Ms. Fox arrived at 7:14pm.

B. Consideration of Action for the Slinde Realty Company on Request for Approval of a Phase I Precise Implementation Plan (PIP) for the site located at approximately 112-208 Owen Road, for a Mixed-Use Development. (Case No. 2-009-2022)

Mr. Plowman shared the staff report, mentioning that the Plan Commission had recommend approval of the GDP to City Council, who would have their second read of the GDP at their May 2nd meeting. Phase 1 of the development would have 3,064 sf of commercial space, 96 residential units and 174 parking stalls. The decrease in number of units meant that the parking now exceeded code requirements. The green space percentage was lower than the required 30%, but the Commission had previously commented that the shared outdoor space above the underground parking could be considered to count towards that requirement,

because it met the spirit of the ordinance. The landscaping plan has slightly fewer canopy trees than required, but overall had more landscaping points than required, which the Commission could discuss. The lighting and stormwater plans had also been reviewed.

Mr. Homburg asked how the existing open detention basin would factor in to the site's stormwater management and if the reduced size of the existing basin has been taken into account in the stormwater modeling. Mr. Arcand, the project's engineer said that the old basin had been taken into account in their modeling, and new stormwater system being constructed would meet all stormwater requirements, without the use of the old basin.

The Commission members were concerned about the proposed traffic flow for the existing USPS location once the Phase 1 private road is operational. Mr. Homburg suggested changing the flow of traffic so that the existing USPS driveway be made an exit only and have cars enter through the private access road. The applicant said they would consider the option and discuss it with the designer for the underground parking.

The Commission members were supportive of the landscaping plan and liked that the points value was higher than required, but suggested adding a couple more canopy trees, especially along the central connector street. Mr. Stein recommended potentially revising some of the planting choices for the shared courtyard area, based on how much soil medium they planned to fit over the underground parking. Ms. Fox, Mr. Holmquist and Mr. Stein said that maintaining the dog run in good condition would be very important.

Alder Moore liked that the building would be roughed out for a solar array and said it would be better if solar was being installed right away. Alder Moore and Mr. Homburg commented that the applicant might want to rough out for even more Electric Vehicle charging stalls, including adding some to the surface level parking.

A motion was made by Mr. Homburg, seconded by Alder Holmquist, to recommend approval of a Precise Implementation Plan for Phase I of the Owen Road General Development Plan, for a 96-Unit Apartment Building with Ground-Floor Commercial Space, as proposed, and according to Chapter 480 of the Monona Municipal Code of Ordinances with the following finding of fact and conditions of approval:

Finding of Fact:

1. The Phase I Precise Implementation Plan submitted for approval, for a 96-Unit Mixed-Use Apartment Building, is deemed to conform substantially to the General Development Plan for the Owen Road Project as recommended for approval by the Plan Commission on April 11, 2022.

Conditions of Approval:

1. Approvals of this Precise Implementation Plan are contingent upon City Council approval of the General Development Plan.
2. All required state and local building permits shall be obtained.
3. A monitored alarm system and Knox Box are required and plans shall be submitted to the City's Fire Chief for approval prior to granting of occupancy permits.
4. The applicants shall review the site plan with the City of Monona Fire Chief for circulation of the city's largest fire truck with final approval by the Fire Chief.
5. The two existing fire hydrants on the Phase II site must stay in service to meet City Ordinance requirements for normal access route distances.

6. Determination of the minimum water service size required to provide adequate flow and pressure to building's fire suppression system is the responsibility of the applicant's engineer.
7. The Police and Fire Departments may require a Bi-Directional Amplifier for the underground parking garage to address concerns with signal strength.
8. Erosion control and stormwater management permit applications shall be submitted to the city's consulting engineer for review with final approval by City Staff prior to the granting of building permits.
9. A City of Monona standard stormwater facilities maintenance agreement ("Declaration of Conditions, Covenants and Restrictions for Maintenance of Stormwater Management Measures") modified specifically for this site shall be submitted for approval by the city's consulting engineer with final approval by City Staff prior to approval of stormwater and erosion control permits.
10. The applicant shall respond to the comments from the review letter dated 04.20.2022 including any additional grading issues discussed on 4.25.2022 prior to building permits being issued. These revisions shall be reviewed by the city's consulting engineer, with final approval by City Staff.
11. The applicant is required to stage all their construction equipment and materials for operations within their own site and not on any city streets.
12. A preconstruction meeting between site contractors and the City of Monona shall be held prior to beginning construction.
13. The Post Office entrance/exit shall be reconfigured to an exit only design, with the entrance pavement being removed and landscaped upon project completion.
14. The Certified Survey Map for the development has to be approved and recorded before this Precise Implementation Plan is in effect.
15. Phase II Precise Implementation Plan review and approval is not included with these approvals.
16. If the dog run area becomes an issue the Plan Commission may require turf in that area.
17. An additional canopy tree is required in Phase I with final approval by City Staff.
18. Parkland dedication fees in lieu of land shall be required for this development.

The motion carried unanimously.

C. Public Hearing on Request by AIM Distribution, for Approval of a Zoning Permit for a New Use Following a Period of Discontinuation at 851-855 E. Broadway. (Case No. 2-010-2022)

Mr. McGill, the applicant's realtor, presented the application for AIM Distribution, who distribute and refurbish printers and other similar appliances. The warehouse space met all the applicant's needs and no changes would be made to the interior or exterior of the building.

D. Consideration of Action on Request by AIM Distribution, for Approval of a Zoning Permit for a New Use Following a Period of Discontinuation at 851-855 E. Broadway. (Case No. 2-010-2022)

Ms. Guerrero shared the staff report, calling out that a zoning permit was necessary because the site had been vacant for more than 6 months. The use was compatible with the site and parking was considered adequate, given how few visitors were expected per day. Staff recommended approval of the zoning permit.

The Commission members felt that the use was appropriate for the site. Ms. Fox commented that any trash or recycling bins should be screened. Mr. Homburg and Mr. Stein said some of the landscaping should be updated.

A motion was made by Mr. Homburg, seconded by Mr. Stein, to approve a Zoning Permit for a new use requested by AIM Distribution, to be located at 851-855 E. Broadway, as proposed and according to Chapter 480-55 of the Monona Municipal Code of Ordinances with the following 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. The applicant shall work with the Fire Department to ensure the building's sprinkler system meets requirements.
3. A separate sign permit shall be obtained for any new signage on the building.
4. The landscaping shall be refreshed including replacing the trees that have been removed. This work shall be completed within 60 days of this permit and have final approval by City Staff.
5. If there are any exterior trash or recycling containers these shall be adequately screened with final approval by City Staff.

The motion carried unanimously.

E. Public Hearing on Request by Salvatore's Tomato Pies for Approval of a Fence Permit for a New Patio at 5507 Monona Drive

Mr. DePula presented his proposal to install temporary decorative fencing around the outdoor seating patio for his restaurant. The fencing would help block the wind for diners and would block the direct light from car headlights in the parking lot. The fence would be temporary, attached to movable planters, and stored away for the winter. The outdoor space was important for the restaurant while indoor renovations were underway.

Colleen O'Keefe (5505 Monona Drive) spoke in opposition to the fence permit, citing concerns about the material and height of the fence blocking the visibility of her business and that the fence would block the pedestrian walkway.

Mr. Devin Renner, representing MESBA, spoke in favor of the fence permit, saying that the patio had originally been approved as part of the 'streetery' COVID relief project to support local businesses. Allowing the fence permit would help transition the streetery program to be more permanent, which would be beneficial for the business community.

Mr. Plowman shared two other written public comments submitted, which were included in the meeting packet.

F. Consideration of Action on Request by Salvatore's Tomato Pies for Approval of a Fence Permit for a New Patio at 5507 Monona Drive.

Mr. Plowman said that only the fence permit was being considered at this meeting, but that a zoning permit for the permanent patio space might need to be considered in the future. The request was also being reviewed by the License Review Committee, and the zoning permit could be on the agenda before it was reviewed by the License Review Committee. The proposed fence was 5ft 4" tall, which was taller than the maximum 42in allowed by code.

The Commission members said that the fence should be lowered to the 42" code requirement, which would still block headlights from the parking lot, but wouldn't block the visibility of other businesses in the strip mall. They felt that, at 42" and with the lattice design on top, the fence would be decorative in nature and therefor permissible. As long as it was well maintained, most Commissioners felt that the material was appropriate.

The Commission members said that the temporary and movable nature of the fence would be important. The fence should be removed in the winter, to allow for snow plowing in the parking lot.

The Commission discussed the timeline for interior renovations for the restaurant, which were expected to be done in the fall, after which the patio area would likely be moved from the front of the building to the south side. It was agreed that the Commission should further discuss the zoning permit to make the patio permanent, before approving the fencing permit.

A motion was made by Mr. Homburg, seconded by Ms. Fox, to table the request by Salvatore's Tomato Pies for approval of a Fence Permit for a new patio at 5507 Monona Drive.

The motion carried.

Reports of Staff and Commission Members

A. Staff Report Regarding Status of Development Project Proposals.

1. Economic Development Update

The Monona Garden development would likely be coming through for approval at the second meeting in May.

2. Potential Upcoming Plan Commission Items

Items for the May 9th meeting included consideration of the Slinde CSM, a signage permit and discussion of revisions to the City's boathouse ordinance.

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

The Ad Hoc DEI committee was close to completing their report and recommendations to Council. Council members all recently completed the Nehemiah Black History for a New Day course.

4. Updates/Discussion on Sustainability Efforts

The Sustainability Committee recently held their annual Earth Day event.

Monona Grove High School will hold a ribbon cutting and open house on May 21st for their new solar panel installation.

On April 18th, City Council passed a No Mow May resolution.

5. Upcoming Meetings: May 9, 2022, May 23, 2022.

B. Plan Commission Requests for Information from City Staff.

Adjournment

A motion by Mr. Stein, seconded by Ms. Fox, to adjourn carried. (8:46pm)

Respectfully submitted by:
Elisa Guerrero, City Planning Intern