

Plan Commission Minutes
April 27, 2020
Approved May 11, 2020

Minutes
City of Monona
Plan Commission
Monday April 27, 2020

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

Present: Alder Nancy Moore (Chair), Alder Kristie Schilling, Ms. Coreen Fallat, Mr. Robert Stein, Mr. Chris Homburg, Mr. Brian Holmquist and Mr. Josh Peterson

Absent: Ms. Susan Fox

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

Approval of Minutes

Mr. Homburg recused himself from the vote, given that he was absent from the April 13th meeting.

A motion by Mr. Peterson, seconded by Alder Schilling, to approve the minutes of April 13th, 2020, carried with no corrections.

Mr. Holmquist arrived.

Appearances

There were no appearances.

Unfinished Business

There was no unfinished business.

New Business

A. Public Hearing on Request by Hector Marin of HC Distributor LLC, for Approval of a Zoning Permit for a New Use following a period of discontinuation at 2401 Industrial Drive. (Case No. 2-005-2020)

Mr. Marin explained to the Commission that he is interested in opening a window tinting and car detailing shop in the proposed location. He said that the location is ideal for his business because there are other auto-related businesses in the area and he expects there to be plenty of traffic for his business in that area.

B. Consideration of Action on Request by Hector Marin of HC Distributor LLC, for Approval of a Zoning Permit for a New Use following a period of discontinuation at 2401 Industrial Drive. (Case No. 2-005-2020)

Mr. Plowman summarized the staff report for the shop, mentioning that because the storefront has been vacant for more than six months it requires Plan Commission approval. Mr. Plowman explained that the vehicle lift in the back part of the shop was the only alteration the applicant will make to the building, and that signage for the business would also need commission approval.

Mr. Stein asked how many cars would be in the building at any given time, and the applicant responded that there is space for six cars, but he expects there to be three to four, on an average day. Mr. Homburg asked about the building's parking spaces, of which there are two in the front, and some in the back of the building, and suggested that the applicant encourage his

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employees to park in the back of the building. Alder Schilling mentioned that there should be street parking on Industrial Drive that customers can also use, if necessary.

The Commission members agreed that this business is a good proposed use for the space and location, and welcomed Mr. Marin to the Monona business community.

A motion by Mr. Homburg, seconded by Mr. Peterson, to approve the Zoning Permit for a New Use following a period of discontinuation at 2401 Industrial Drive, 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. Separate sign permit approvals will be obtained from the Plan Commission for all new signage on the building.

The motion carried.

Reports of Staff and Commission Members

A. Staff Report Regarding Status of Development Project Proposals.

1. Potential Upcoming Items

Mr. Plowman notified the commission that the Precise Implementation Plan for Phase II of the Riverfront development will now come through for Commission consideration during the May 11th meeting, because the applicants needed more time to finalize their designs.

Mr. Plowman also mentioned that May 25th meeting date falls on Memorial Day and will be cancelled, unless a very time sensitive application comes through, in which case the meeting will likely be moved to May 26th.

2. Upcoming Meetings: May 11, 2020. May 25, 2020 (Tentative)

B. Plan Commission Requests for Information from City Staff.

There were no requests for information.

Adjournment

A motion by Mr. Stein, seconded by Ms. Fallat, to adjourn carried. (7:13pm)

Respectfully submitted by:
Elisa Guerrero, City Planning Intern