

Minutes
City of Monona
Plan Commission
Monday July 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, Mr. Chris Homburg, Ms. Coreen Fallat, Mr. Josh Peterson, Mr. Robert Stein, Ms. Susan Fox and Mr. Brian Holmquist

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

Approval of Minutes

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

Appearances

There were no appearances.

Unfinished Business

There was no unfinished business.

New Business

A. Public Hearing on Request by Metcalfe Brothers Realty, LLC for Consideration of a Zoning Permit for a New Use at 5419 Monona Drive. (Case No. 2-008-2020)

Mr. Metcalfe presented to the Commission, explaining that the proposed tenant is a religious group (Comunidad Cristiana Luz de Esperanza), who would occupy the second floor unit. He said that the space was previously occupied by the Martial Arts Studio, which is now located on the first floor. He described the group's service times, explaining that other businesses in the strip mall are either not busy or closed during the group's peak times. He explained that there is a shared parking agreement between the owners and tenants of the buildings, allowing for shared use of the building's parking stalls. He felt that the religious group would complement the other businesses and would work well with the parking agreement. Mr. Yan and Mr. Obando, members of the religious group, were also present.

B. Consideration of Action on Request by Metcalfe Brothers Realty, LLC for Consideration of a Zoning Permit for a New Use at 5419 Monona Drive. (Case No. 2-008-2020)

Ms. Fox arrived to the meeting at 7:15pm.

Planner Plowman presented the staff report, adding that parking has been a point of discussion in the past when zoning permits for this unit have come before the Commission. Given that the group's peak times overlap with times when Insty-Prints is closed, Mr. Plowman said that parking does not present too much of a concern. He said that staff recommended approval and thought that this provided a varied use for the space.

The Commission members agreed that it was a good use for the space and would be a nice addition to the strip mall. There were some concerns about parking, but Mr. Homburg and Ms. Fallat said that as long as the applicants made sure that their members parked in the Insty-Print spaces, that there should not be conflict with the neighboring businesses. Alder Schilling asked how much growth they expected to see in their congregation, and Mr. Obando answered that

they did not expect to grow past 60 or 70 members. Mr. Stein commented that if they experienced that much growth they would likely look for a larger space, assuaging concerns about straining parking availability. Alder Schilling asked if Mr. Metcalfe would consider adding bike parking for the building, to which he agreed.

A motion by Mr. Homburg, seconded by Mr. Peterson, to approve a Zoning Permit for the new use at 5419 Monona Drive, as proposed, and according to Chapter 480. Article V, 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. A separate sign permit shall be obtained from the Plan Commission for any new signage.
3. The applicant and City Staff shall investigate the possibility of adding another bike rack to the center.

The motion carried.

C. Public Hearing on Request by Galway Companies for Approval of Revised Parking Garage Design associated with the Yahara Commons GDP and Phase II PIP. (Case No. 2-010-2020)

Mr. Doran, Galway Companies presented the new parking garage entrance design, explaining that there would now be separate entrances to the upper level resident parking and the lower level public parking. The public parking entrance now faces Inland Way and is almost directly across from the Current's parking garage entrance. This configuration allowed both entrances to be wider and for the public parking entrance to have a shallower grade than originally proposed. He explained that having the public entrance along Inland Way allowed for more visibility to park visitors, but is offset from the park enough that headlights of exiting cars will not point directly into the park. He mentioned that Mr. Fredendall from JLA and Mr. Zampardi from Vierbicher Engineers were available to answer questions as well.

D. Consideration of Action on Request by Galway Companies for Approval of Revised Parking Garage Design associated with the Yahara Commons GDP and Phase II PIP. (Case No. 2-010-2020)

Mr. Plowman presented the staff report, explaining that they entrance design changed significantly and thus required Commission approval. He summarized the proposal, explaining that the applicants wanted feedback from the Commission before having the City engineering review of their finalized plans. Mr. Plowman discussed some potential pedestrian and bike conflicts with the new entrance. He suggested that the concrete of the parking entrance be a different color than the sidewalk, to alert pedestrians that they are crossing a roadway. He also said that Access Management Guidelines require that corner clearance for driveways be 50' for low traffic generators, and that these plans may require an exception.

The Commission members agreed that the updated entrance proposal was an improvement over the original proposal, but raised some concerns about having the entrance so close to main pedestrian walkways. Mr. Homburg said that Yahara Lane would not qualify as a high traffic generator and therefore only the 50' corner clearance would apply. Mr. Zampardi clarified that the drive clearance is 48', just shy of the 50' requirement.

Ms. Fallat said that she liked the lower grade and increased separation of resident vs. public parking in this design. She agreed with the suggestion to make the driveway concrete a distinct color. Alder Moore expressed concern about pedestrian visibility on the raised table because of the planters. Mr. Stein said that the landscaping could be changed to be lower growing, and Mr. Holmquist said that he was not overly concerned about pedestrian conflicts, because Inland Way was designed specifically to slow traffic down. Alder Schilling suggested that there be a right turn only sign at the public parking exit, to minimize conflict between pedestrians and vehicles exiting the garage. The Commission members agreed that clear signage would be necessary for the parking entrances.

A motion by Mr. Homburg, seconded by Mr. Peterson, to approve revised parking garage entrance plans for the Yahara Commons Phase II PIP, according to Chapter 480. Article V, of the Monona Municipal Code of Ordinances with the following findings of fact and conditions of approval:

Findings of Fact:

1. The driveway location is acceptable for this use given the low volume of traffic entering and leaving Yahara Lane.

Conditions of Approval:

1. Final engineering plans shall be submitted by the applicant to the city's consulting engineer for review and approval prior to granting of building permits.
2. Any required revisions to the landscape or lighting plans shall be reviewed and approved by city staff.
3. Pedestrian warning signs shall be included within the signage package proposed by the applicant to adequately warn pedestrians and vehicles of potential conflicts along Inland Way.
4. Colored concrete shall be installed to match the rest of the development at the sidewalk crossing on Inland Way.
5. Includes approval of the revised grade level units on Bridge Road.
6. Recommend the applicant look at revisions to the lower level driveway entrance to the north, with final approval by staff.
7. The Plan Commission may require a right turn only sign out of the public parking entrance on Inland Way in the future if traffic conflicts become too great.
8. Signage delineating this as the public parking entrance shall be proposed as part of the property's Comprehensive Signage Plan.

The motion carried.

E. Public Hearing on Request by Anastasia Korbitz for a Zoning Permit for a New Use at 4201 Monona Drive. (Case No. 2-009-2020)

Ms. Korbitz said that she is a Monona resident but her business has been located in Middleton for the past ten years. During the past 6 months, she decided that she wanted her business located closer to her home. She explained that her business is only open for a handful of specialty markets each year and otherwise they fulfil online orders. She said that her customers come from all over the state for the specialty markets. The landlord, Ms. Thomas, said that she was happy to have Confectionique as a tenant.

F. Consideration of Action on Request by Anastasia Korbitz for a Zoning Permit for a New Use at 4201 Monona Drive. (Case No. 2-009-2020)

The Commission members agreed that this was a good use for the space and would be a welcome addition to the businesses along Monona Drive. They thought it would be beneficial for businesses in the area if Confectionique brings in customers and visitors from outside of Monona. Alder Shilling suggested that they install additional bike parking, given the proximity to the Lake Loop bike path.

A motion by Alder Schilling, seconded by Mr. Homburg, to approve a Zoning Permit for a new use at 4201 Monona Drive, according to Chapter 480. Article V, 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. A separate sign permit shall be obtained from the Plan Commission for any new signage on the building.
3. The applicant and City Staff shall investigate the possibility of adding a bike rack to the property.

The motion carried.

G. Public Hearing on Request by Confectionique LLC for one new Wall Sign and one Landscape Ground Sign at 4201 Monona Drive. (Case No. S-010-2020)

Mr. Dacy, the sign vendor, explained that the junction box on the storefront had been removed, so the wall sign would now be centered on the storefront.

H. Consideration of Action on Request by Confectionique LLC for one new Wall Sign and one Landscape Ground Sign at 4201 Monona Drive. (Case No. S-010-2020)

Mr. Plowman explained that the applicant was requesting one wall sign and one landscape ground sign. He said that a Comprehensive Sign Plan is mentioned for the building, but that there is not one on file. He also explained that the fuchsia color of the signs is an important part of the brand recognition, although previous sign approvals had said that signs within the landscape ground sign would have the same background color.

Ms. Fox, Ms. Fallat and Mr. Homburg raised concerns about the fuchsia color of the sign clashing with the Medicine Shoppe sign in the landscape ground sign. The Commission discussed several options and decided that the background should be the same blue color as the Medicine Shoppe sign, and that the applicant could decide what color to make the text of the sign. Alder Schilling asked why the typeface had changed on the new sign and Mr. Dacy clarified

Plan Commission Minutes

July 27, 2020

Approved August 10, 2020

that they had made the change because they did not have the file for the previous font. Mr. Homburg said that the landscaping around the ground sign should be updated

A motion by Mr. Homburg, seconded by Ms. Fallat, to approve the sign permit for one new Wall Sign and one Landscape Ground Sign to be located at 4201 Monona Drive, as proposed, and according to Chapter 480. Article XII, of the Monona Municipal Code of Ordinances with the following conditions of approval:

Conditions of Approval:

1. The wall sign shall be centered in the space as the junction box has been removed.
2. The landscape ground panel shall have the same background color as the existing Medicine Shoppe panel.
3. The property owner shall refresh the landscaping around the sign. There shall be no tall plantings on the east side of the sign.

The motion carried.

Reports of Staff and Commission Members

- A. Staff Report Regarding Status of Development Project Proposals.
 1. Potential Upcoming Items
Mr. Plowman said that the Immaculate Heart of Mary chapel addition zoning permit would come before the Commission at the August 10 meeting.
 2. Upcoming Meetings: August 10, 2020, August 24, 2020 (Tentative)
- B. Plan Commission Requests for Information from City Staff.

Adjournment

A motion by Alder Schilling, seconded by Mr. Peterson, to adjourn carried. (8:30pm)

Respectfully submitted by:
Elisa Guerrero, City Planning Intern