

Minutes
City of Monona
Plan Commission
Monday August 10, 2020

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

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

Absent: Mr. Josh Peterson

Also Present: Doug Plowman, City Planner

Approval of Minutes

A motion by Mr. Stein, seconded by Ms. Fallat, to approve the minutes of July 27, 2020 carried with one correction.

Appearances

There were no appearances.

Unfinished Business

There was no unfinished business.

New Business

A. Public Hearing on Request by Immaculate Heart of Mary (IHM) for Approval of a Zoning Permit, Site Plans and Structural Elevations for a Building Addition at 4905 Schofield Street. (Case No. 2-007-2020)

Mr. Ferch, the project architect, presented the revised addition plans for the convent chapel. He shared that there would now be a door and access ramp on the backside of the building, in addition to a rescue door on the second floor. He explained that the existing stormwater pipe would be removed and replaced with a retention pond between the convent and school building, which was decided upon after consulting the city engineer. The new plan addressed concerns about the slope on the backside of the building with revised grading and a retaining wall. He also said that there will now be stone along the bottom of the entire building, and discussed the lighting plan.

B. Consideration of Action on Request by Immaculate Heart of Mary (IHM) for Approval of a Zoning Permit, Site Plans and Structural Elevations for a Building Addition at 4905 Schofield Street. (Case No. 2-007-2020)

Planner Plowman shared the staff report, explaining that a full landscaping plan was included in the application. He also shared comments from other City Staff regarding stormwater and erosion control permits.

The Commission members agreed that the applicants had done a good job of addressing questions and concerns from the pre-hearing conference and that the revised plans looked nice. Ms. Fox, Alder Goforth and Ms. Fallat were glad to see a schedule for the bell tower, and Planner Plowman confirmed that there had been no neighbor concerns about the bell schedule. Mr. Stein commented that the landscaping plan was much improved and several Commission

members said that they liked the stone on the addition. Mr. Homburg checked that the suggested conditions of approval seemed reasonable to the applicants, to which they agreed.

A motion by Mr. Homburg, seconded by Ms. Fallat, to approve a Zoning Permit, Site Plans and Structural Elevations for a Chapel Addition at 4905 Schofield Street, according to Chapter 480 Article V of the Zoning Code 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 monitored alarm system is required and plans shall be submitted to the City's Fire Chief for approval prior to granting of occupancy permits.
3. The proposed building, including the bell tower shall have sprinkler protection with plans approved by the City's Fire Chief.
4. If noise from the new bell tower becomes an issue, the Plan Commission may require a schedule be established with the IHM Church.
5. Erosion control and stormwater management permits are required prior to granting of building permits.
6. This Zoning Permit includes approval of the revision to the rear elevation to include a door to the second story balcony, replacing the small window as originally shown on the plan.

The motion carried unanimously.

Reports of Staff and Commission Members

A. Staff Report Regarding Status of Development Project Proposals.

1. Potential Upcoming Items

Planner Plowman said that the August 24 meeting is cancelled, but that there would be a couple zoning permit applications on the agenda for the September 14 meeting.

Alder Goforth shared with the Commission that, after finding good locations for bike racks at Confectionique, the building owner declined to install the bike racks.

2. Upcoming Meetings: August 24, 2020 (Cancelled), September 14, 2020

B. Plan Commission Requests for Information from City Staff.

Adjournment

A motion by Mr. Stein, seconded by Mr. Holmquist, to adjourn carried. (7:20pm)

Respectfully submitted by:
Elisa Guerrero, City Planning Intern