

Minutes
City of Monona
Plan Commission
Monday September 14, 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. Josh Peterson

Absent: 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 Ms. Fallat, to approve the minutes of August 10, 2020 carried with no corrections.

Appearances

There were no appearances.

Unfinished Business

A. Public Hearing on Request by Erin Riedasch for Approval of a Zoning Permit for a Massage Therapy and Skincare Establishment at 4405 Monona Drive. (Case No. 2-004-2020)

Ms. Riedasch explained that she hopes to renovate the house to be a beautiful space for her customers, and that she is excited to join the Monona community.

B. Consideration of Action on Request by Erin Riedasch for Approval of a Zoning Permit for a Massage Therapy and Skincare Establishment at 4405 Monona Drive. (Case No. 2-004-2020)

Planner Plowman explained that there was a pre-hearing conference for this proposal, and the applicant plans to change from a non-conforming to a conforming use. He explained that, because only the first floor will be used for the business, requirements like parking were based on the first floor area, excluding the basement and second floor. Mr. Plowman described the parking layout, saying that staff parking would be inside the garage, leaving surface parking for customers. He further explained that the screening requirements could be considered met, given the existing fence, maple tree and garage.

Mr. Homburg and Mr. Stein stated that they are not concerned about the screening or parking on site. The commission members agreed that it was a good use of the space, and were glad to see the house being improved.

A motion by Alder Goforth, seconded by Mr. Peterson, to approve a Zoning Permit for a Massage Therapy and Skincare Establishment at 4405 Monona Drive, according to Chapter 480 of the Zoning Code of the Monona Municipal Code of Ordinances with the following 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 Massage Establishment License shall be obtained from the City Clerk prior to the Certificate of Occupancy being granted.
3. A separate sign permit shall be obtained from the Plan Commission for any new signage.

The motion carried unanimously.

New Business

A. Public Hearing on Request by Pellitteri Waste Systems for Approval of a Zoning Permit for Site Modifications at 2714 Industrial Drive. (Case No. 2-011-2020)

Ken Kosciak, representing Pellitteri, described the proposal, explaining the plan to remove some existing trees, pave more area with concrete and build a stormwater pond to address site runoff. He added that there would be new lighting on site and screening as needed, plus two 30-foot entry gates on two sides of the property, which would allow access to the neighboring property owned by Pellitteri.

The site owner, Rosemary Zimmerman, stated support for the plans, explaining that the proposed project should help mitigate some existing stormwater issues. Mr. Rob Spence, from the adjoining Rundle-Spence Co. property, spoke, explaining that the significant elevation change between properties causes water to run off onto his property. He wanted to verify that the new stormwater pond would solve that issue. Mr. Kosciak assured Mr. Spence that Pellitteri would take care of any issues that arise from the project, in the interest of being a good neighbor.

B. Consideration of Action on Request by Pellitteri Waste Systems for Approval of a Zoning Permit for Site Modifications at 2714 Industrial Drive. (Case No. 2-011-2020)

Planner Plowman gave an overview of the staff report, stating that the site use would not change, since the proposal is only to include additional parking to the lot. He explained that the City Engineer was interested in getting Plan Commission feedback before proceeding with a detailed engineering review, given that this is a unique proposal.

Ms. Fox joined the meeting.

All the Commission members expressed concern about a conflict of interest if the City's consulting engineer worked for the same firm, Vierbicher, that was designing the stormwater plans. Mr. Plowman said he would ask, Strand, the firm that helped with the Riverfront development, to complete the engineering review instead.

The Commission members felt that the proposal was too general and agreed that more specific project plans would be necessary to make a decision. Mr. Homburg requested plans that detailed green space and site setbacks, in addition to landscaping and stormwater plans. Ms. Fallat requested more specific information about the proposed parking stalls for the site. Mr. Stein said that he has no issues with the proposed use, but expressed concern about the stability of the cottonwood tree that the applicant planned not to remove and suggested they revisit the decision. Mr. Peterson said that the Commission has a

responsibility to review more specific plans, especially considering the concerns expressed by Mr. Spence.

At the applicant's request, the Commission decided to include the proposal in the following Plan Commission meeting agenda, giving the applicant one week to submit additional plans and information.

A motion by Mr. Homburg, seconded by Ms. Fox, to request additional information from the applicant at the following Plan Commission meeting and to hire a different consultant to perform the engineering review for the proposal.

The motion carried unanimously.

C. Public Hearing on Request by Kat Casey for Approval of a Zoning Permit for a New Use at 5734 Monona Drive. (Case No. 2-012-2020)

Mr. Homburg explained that his daughter occasionally works for Ms. Casey and offered to recuse himself from the discussion if the Commission felt it was a conflict of interest. The Commission decided it was not a conflict of interest.

Ms. Casey said that her business has been located at the Yahara Terrace for the last 5 years, but would like to move to a larger space to better accommodate the growing children's program. She explained that this property is much better for the business, given the larger parking lot and private restrooms.

Ms. Lyschel, owner of the neighboring property, expressed support for the new proposed use explaining that she felt it complemented her own business.

D. Consideration of Action on Request by Kat Casey for Approval of a Zoning Permit for a New Use at 5734 Monona Drive. (Case No. 2-012-2020)

Planner Plowman explained that a zoning permit was necessary because the property has been vacant for more than six months. He shared that the Public Works Director commented that property upkeep and snow plowing is the tenant's responsibility, and the Parks Director inquired whether the yoga studio would be interested in teaching outdoor classes at Woodland park.

The Commission members all agreed that this was a good use for the space and were happy to see the building occupied again. Alder Goforth asked who would take care of landscaping on the property and Ms. Casey explained that she and the building owner were working together on landscaping.

A motion by Mr. Peterson, seconded by Mr. Stein, to approve a Zoning Permit for a New Use at 5734 Monona Drive, according to Chapter 480 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 separate sign permit shall be obtained from the Plan Commission for any new signage.

Plan Commission Minutes

September 14, 2020

Approved September 28, 2020

The motion carried unanimously.

Reports of Staff and Commission Members

A. Staff Report Regarding Status of Development Project Proposals.

1. Potential Upcoming Items

Mr. Plowman said that the upcoming meeting on September 28 would include the Pellitteri zoning permit and one other zoning permit proposal for the Treasure Mart lot on Femrite Drive.

2. Upcoming Meetings: September 28, 2020 and October 12, 2020 (Tentative).

B. Plan Commission Requests for Information from City Staff.

Adjournment

A motion by Mr. Peterson, seconded by Alder Goforth, to adjourn carried. (7:53pm)

Respectfully submitted by:

Elisa Guerrero, City Planning Intern