

Minutes  
City of Monona  
Plan Commission  
Monday October 12, 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, Mr. Josh Peterson, 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 Goforth, to approve the minutes of September 28, 2020 carried with no corrections.

**Appearances**

There were no appearances.

**Unfinished 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)**

Mr. David Pellitteri explained that the revised application being considered was based on comments from the Plan Commission meeting on September 14, 2020. Vierbicher was the engineering firm representing the applicant on the project, so to avoid a conflict of interest Strand Associates conducted the stormwater review on behalf of the City.

**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 summarized the updates to the application since the September 14 meeting, stating that lighting, landscaping and further stormwater plans were now included. He added that the few comments from the stormwater review were being resolved. City staff flagged the need for stormwater and erosion control permits.

The Commission briefly discussed the landscaping plan and screening, recommending slightly different tree selections than those in the application. The Commission members said the revised plans were comprehensive and addressed previous concerns.

A motion was made by Mr. Homburg, seconded by Mr. Peterson, to approve a Zoning Permit for Site Modifications, requested by David Pellitteri, of Pellitteri Waste Systems, to be located at 2714 Industrial Drive, 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 permits from state and local agencies shall be obtained. The applicant shall contact the City of Monona Building Inspection Department to confirm requirements.
2. Coordinate with the City's Fire Department to install a Knox Box and provide keys for the entrance off of Industrial Drive.

3. 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 prior to approval of stormwater and erosion control permits.
4. Erosion control and stormwater management permit applications shall be submitted to City Staff for review and approval prior to the granting of building permits.

The motion carried unanimously.

### **New Business**

#### **A. Public Discussion and possible recommendation to Monona City Council on request by Monona East Side Business Alliance for increased flexibility from regulations for Monona restaurants to adapt to challenges posed by COVID-19.**

Mr. Renner, President of the Monona East Side Business Alliance (MESBA), explained the Dane County public health guidelines, stating that, because restaurants will continue to be limited to 25% capacity, there is a need to extend allowances for outdoor seating later into the year. He presented various proposed solutions, including outdoor heated tents, food delivery service designated parking spaces, and makeshift drive through lanes.

Alder Moore explained that the current City allowances are effective through November 15, but might need to be extended given the State and County public health guidelines. Ms. Fallat and Alder Goforth expressed support for extending the current City regulations.

The Commission members asked questions about the heated tents and wondered how cost-effective they might be for businesses, in addition to how seating within them would be effected by social distancing guidelines. Mr. Peterson cautioned that any temporary tent-like structures would need to be sturdy enough to handle winter weather. Ms. Fox expressed support for the idea of make shift drive through lanes, citing Buck and Honey’s as a good example of an efficient drive though, and various Commission members agreed. Mr. Homburg, Ms. Fallat and Mr. Holmquist said that restaurants should be cautious about using street parking spaces and ADA parking spaces for delivery service pick up spots. Commission members agreed that restaurants could use their parking lot space to set up these kinds of temporary measures, because they are limited to 25% indoor capacity and therefore will not need all of their parking spaces for customers.

#### **B. Discussion of potential additions or revisions to the City Ordinance regarding bicycle parking and electric vehicle charging standards.**

Ms. Guerrero provided a summary of the Green Zoning reports, discussing aspects of potential changes to “Attachment 2 – Site Design Standards for Parking, Landscaping and Lighting” related to bike parking and Electric Vehicle (EV) charging stations.

Ms. Fallat said that further information on the current availability of bike parking in Monona, along with the costs associated with bike parking, would be helpful background for future discussion. She also mentioned that lighting standards for bike parking should be a consideration, and Alder Goforth agreed, saying that lighting might depend on the land use. Alder Goforth stated that having bike parking at some office buildings would be useful, and expressed support for allowing bike parking to be substituted for a small amount of vehicle parking, which Mr. Homburg disagreed with.

Mr. Homburg said that because the City uses performance-based standards, the Plan Commission has the authority to require bike parking of applicants, explaining that performance-based standards allow the Commission the most flexibility. He expressed concern about an

ordinance requiring bike parking based on land use, because demand for bike parking can vary so much. He also suggested that bike-parking discussion be included in staff reports for zoning applications. Mr. Plowman clarified that Attachment 2 lays out requirements for vehicle parking, landscaping and lighting, which are often the topics covered in staff reports, but does not include language about bike parking.

Mr. Homburg, Mr. Stein, and Mr. Holmquist supported requiring bike parking for new developments, but cautioned against too prescriptive of an ordinance. Mr. Stein said that he liked the idea of supporting and expanding bike infrastructure, but did not want to follow design requirements like the City of Madison. Mr. Holmquist said that the discussion was helpful in thinking about bike parking design recommendations in the future.

Related to EV charging, Mr. Homburg expressed concern about requiring businesses to offer EV charging for their customers, but said that it made more sense for businesses to offer EV charging for their employees, using American Family Insurance as an example. Alder Moore explained that trends in the EV market are moving quickly and that including language about EV charging in the parking standards would help the City stay on top of the changing market. Mr. Stein and Mr. Homburg said that including an 'EV-ready' requirement to lay conduit in parking lots would be a good first step forward, and Ms. Fallat agreed. Mr. Homburg also said that it would make sense to specify EV charging as a permitted use in the zoning code.

Ms. Fallat asked if installing a level 2 charger in a single-family garage would qualify for Renew Monona Loan funds, and Mr. Plowman answered that it might be possible, given that projects related to renewable energy are eligible for the loan. Ultimately, the decision would fall to the CDA. The Commission discussed EV parking at locations like the Riverfront, WPS, Yahara Terrace and hotels in the area. The Commission also discussed the differences between level 2 and level 3 chargers, and allowing owners to charge fees for the use of their stations.

### **Reports of Staff and Commission Members**

- A. Staff Report Regarding Status of Development Project Proposals.
  - 1. Potential Upcoming Items  
Mr. Plowman said that the next meeting would include the rezoning application for Clear Spring Court and that a pre-hearing conference for the Shopko site could come before the Commission soon.
  - 2. Upcoming Meetings: October 26, 2020 and November 9, 2020 (Tentative).
- B. Plan Commission Requests for Information from City Staff.  
Mr. Stein asked if staff could speak to Gunderson Funeral Home about services hosted in their parking lot.

### **Adjournment**

A motion by Mr. Peterson, seconded by Ms. Fox, to adjourn carried. (8:33pm)

Respectfully submitted by:  
Elisa Guerrero, City Planning Intern