

Minutes  
City of Monona  
Plan Commission  
Monday October 25, 2021

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, Mr. Patrick DePula, Ms. Susan Fox, Mr. Brian Holmquist

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

**Approval of Minutes**

A motion by Mr. DePula, seconded by Alder Goforth, to approve the minutes of October 11, 2021 carried with no corrections.

**Appearances**

None

**Unfinished Business**

None

**New Business**

**A. Public Hearing on Request by Auburn Ridge for Approval of a Zoning Permit for a New Use Following a Period of Discontinuation at 508-510 River Place. (Case No. 2-024-2021)**

Mr. Brinkman, from DSI Real Estate, presented the application for Auburn Ridge's custom cabinet showroom and office to be located at 508 River Place. Their current showroom is open by appointment only, and this location would be open during normal business hours should this change. The location was convenient for them because they are a sister company to DSI Real Estate and work often with Veridian Homes.

**B. Consideration of Action on Request by Auburn Ridge for Approval of a Zoning Permit for a New Use Following a Period of Discontinuation at 508-510 River Place. (Case No. 2-024-2021)**

Mr. Plowman shared the staff report, saying that there would be no cabinet manufacturing on the site, and that business would be by appointment only. Parking on site was determined to be sufficient. There was a Comprehensive Sign Plan for River Place, so signage could be considered administratively.

The Commission members thought the showroom would be a good use for the space and liked the application.

A motion was made by Mr. Holmquist, seconded by Mr. DePula, to approve a Zoning Permit for a new use at 508-510 River Place, as proposed and according to Chapter 480-55 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 for any new signage on the building.

The motion carried unanimously.

**C. Public Hearing on Request by Galway Companies, for Approval of a Fence Permit at 6408 Bridge Road.**

Mr. Koenig, from McGann Construction, presented the proposal to install a chain link fence on the northeast side of the building to create an area for residents to bring their pets. The fence would be black coated chain link fencing, 4 feet tall, and would allow pets to be off leash. The area would be only for building residents, not open to the public.

**D. Consideration of Action on Request by Galway Companies, for Approval of a Fence Permit at 6408 Bridge Road.**

Mr. Homburg recused himself from the discussion.

Mr. Plowman shared the staff report, explaining that this fence permit was brought before Plan Commission because of its unique combination of location, materials and size. The proposed location was in the street yard of the site, and the proposed fence did not meet material or height requirements for street yards. However, black coated chain link fencing was typical for these kinds of pet enclosures. He commented that there were no changes to the originally proposed landscaping for the area, and therefore staff recommended that all landscaping be well maintained, given the increased traffic in the area the enclosure would create.

Mr. Holmquist, Alder Goforth and Ms. Fox, felt that the location was appropriate for the site. Mr. Stein, Mr. DePula and Ms. Fox said the fence height was appropriate. Mr. Holmquist and Mr. Stein commented that the fence should likely be setback further from the sidewalk, to allow for adequate snow storage in the winter and to avoid damage to the fence.

Mr. Holmquist and Mr. Stein felt that the chain-link fence was appropriate for a pet enclosure. Alder Goforth, Ms. Fox, Ms. Fallat and Mr. DePula added that a decorative-style fence would be more appropriate given the high visibility of the location. Ms. Fox suggested the fencing match the style of an existing decorative fence on the site.

Ms. Fallat and Alder Moore raised concerns about the landscaping on site being well maintained and wondered if artificial turf might be a better option for such a high use area. Mr. Stein said that maintaining grass in such a high-traffic area would be difficult but was unsure about use of artificial turf.

A motion was made by Mr. Holmquist and seconded by Mr. DePula for the Plan Commission to approve a Fence Permit, requested by Steve Doran, of Galway Companies, to be located at 6408 Bridge Road, as proposed and according to Section 175-22 of the Monona Municipal Code of Ordinances, with the following finding of fact and conditions of approval:

**Finding of Fact:**

1. The intent of the fence is to create an enclosure for tenants to bring their pets. The proposed fence is in a highly visible location where the use of decorative materials is important. As a pet enclosure the 4' height is appropriate and an exception is permissible. The fence is set back from the street, and will be located outside of the vision triangle.

**Conditions of Approval:**

1. If the enclosed area creates issues with the vision triangle the Plan Commission may request the applicant return for possible adjustments.
2. The fence shall be set back 5 feet from the sidewalk to allow for both adequate snow storage and the vision triangle to be addressed.

A friendly amendment to the motion was made by Ms. Fox, accepted by the maker and seconder of the motion, to change condition two to read as follows:

2. The fence shall be set back from the sidewalk to allow for both adequate snow storage and the vision triangle to be addressed, with final approval by City Staff.
3. The fence materials shall be ornamental and decorative in nature, similar to the ornamental iron fence in the submitted packet, with final approval by City Staff.
4. The 4' fence height is approved.

A friendly amendment was made by Mr. Holmquist, accepted by the seconder of the motion, to add condition number 5 to read as follows:

5. Landscaping within the enclosed area shall continue to be well maintained, and if there are further concerns, the applicant shall return to Plan Commission for further review and discussion.

The motion carried unanimously (Mr. Homburg abstained).

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

#### **A. Staff Report Regarding Status of Development Project Proposals.**

##### **1. Economic Development Update**

Mr. Plowman and Ms. Guerrero presented draft informational materials with demographic and housing data in Monona, based on a request from Ms. Fallat and Mr. Homburg at the previous meeting.

Commission members shared feedback on the content and design of the draft materials and asked questions about the data sources used, availability of 2020 Decennial Census data, the possibility of adding additional statistics to the document. Staff said that the revised materials would be presented in the coming months once more data is available.

##### **2. Potential Upcoming Plan Commission Items**

Mr. Plowman shared that the Chipotle CSM and Zoning Permit, as well as the Northpointe General Development Plan would be on the next meeting's agenda. One City School items and Springhaven/Monona Drive project would likely be on the November 22 agenda.

##### **3. Updates/Discussion on Diversity, Equity, and Inclusion (DEI) Efforts**

There were no updates.

##### **4. Upcoming Meetings: November 8, 2021 and November 22, 2021.**

#### **B. Plan Commission Requests for Information from City Staff.**

### **Adjournment**

A motion by Alder Goforth, seconded by Ms. Fox, to adjourn carried. (8:07pm)

Respectfully submitted by:

Plan Commission Minutes  
October 25, 2021  
Approved November 8, 2021

Elisa Guerrero, City Planning Intern