

Minutes
City of Monona
Plan Commission
Monday November 8, 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. Patrick DePula, Ms. Susan Fox, Mr. Brian Holmquist

Excused: Mr. Robert Stein

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

Approval of Minutes

A motion by Alder Goforth, seconded by Ms. Fox, to approve the minutes of October 25, 2021 carried with one correction.

Appearances

None

Unfinished Business

A. Public Hearing on Request by Northpointe Development Corporation and DreamLane Real Estate Group for Approval of a General Development Plan (GDP called “Broadway Lofts and Townhomes” for the site located at approximately 1208 E. Broadway, for a 75-Unit Residential Development. (Case No. 2-022-2021)

Mr. DePula joined the meeting.

Mr. O’Brien, representing Northpointe Development Corporation, gave a summary of the proposed development, highlighting changes in the plans since the last pre-hearing conference including more brick on the building exteriors and extended sidewalks along the private drive. He also mentioned that more details on the site’s stormwater management would be submitted with the PIP. Mr. O’Brien also presented the differences in rent that would be charged in the development compared to market rate and luxury developments like Yahara Terrace and the Riverfront.

Mr. Manning, representing Dream Lane Real Estate Group, shared that the team had met with Madison B-Cycle and were exploring the idea of having a B-Cycle station on site and providing free memberships to residents to aid with site connectivity.

Ruth Ann Whitehorse (representing Chief Auto Parts), spoke in favor of the proposal.

Mr. Jayson Chung (5404 McKenna Rd), spoke in favor of the proposal, commenting that it would help diversify the city’s housing and was not too isolated of a location for residential.

B. Consideration of Action on Request by Northpointe Development Corporation and DreamLane Real Estate Group for Approval of a General Development Plan (GDP called “Broadway Lofts and Townhomes” for the site located at approximately 1208 E. Broadway, for a 75-Unit Residential Development. (Case No. 2-022-2021)

Mr. Plowman shared the staff report, noting that only the GDP was under consideration and that more detailed plans would be submitted with the PIP. The project is in the CDD zoning district, which allows for residential development as part of a compatible mix of uses. The

parcel was marked as commercial in future land use maps, but the residential project did meet other housing goals of the Comprehensive Plan, which had been previously discussed. The parking provided met code, and various outdoor and communal amenities would be included. Lutheran Social Services had been contracted to provide a services coordinator on site. The landscaping plan included exceeded the required points and other plans like lighting would be reviewed with the PIP. Staff recommended approval of the GDP.

Mr. Homburg reminded the Commission that the GDP approval was an outline of the project, and while the plans submitted in this proposal were more detailed than typical GDP plans, details like landscaping would have to come back for approval as part of the PIP.

Mr. Homburg and Alder Goforth commented that the landscaping plan was nice. Mr. Homburg said that terrace trees should be added to the private drive, and that the sidewalk on the western side of the private drive should be extended to end of the drive by whoever develops the other parcels on the lot. Mr. Holmquist emphasized that site circulation would be important and suggested adding a section of the walking path between the apartment building and the southern townhome building. Ms. Fallat thought that the walking path should loop around the entire property, and Mr. O'Brien said they were considering it but might be limited by regulations around the environmental corridor.

Ms. Fox asked about the role of the services coordinator and Mr. O'Brien explained that the coordinator would be available for all residents, more actively during move in times, to connect residents to any social services they might be interested in accessing. There would be a full time on-site property manager, and the services coordinator would have dedicated space on-site for meeting with residents.

Mr. Holmquist asked if the project would seek TIF funding from the CDA and if that would affect aspects of the project design. Mr. O'Brien clarified that the WHEDA tax credits were the main element that would fill the project's financial needs, and that while TIF was available for the site, they would only pursue that funding if it was truly necessary to carry out the project.

Alder Goforth, Mr. DePula, Alder Moore and Ms. Fox reiterated their support for the affordable housing the project would bring to Monona, which they said was needed. Alder Moore recommended speaking to surrounding businesses about getting a Madison Metro bus stop nearby, since they were currently revising their bus routes.

A motion by Mr. Homburg, seconded by Mr. Holmquist, was made to recommend to the Monona City Council for approval of a General Development Plan (GDP) for Broadway Lofts and Townhomes, which will include a 63-unit apartment building and two, 6-unit townhome buildings, as proposed and according to Chapter 480-37 of the Monona Municipal Code of Ordinances with the following findings of fact and conditions of approval:

Findings of Fact:

1. The proposed plans are submitted for review under Section VI of the Zoning Code for Planned Community Developments, which expects that the planned community development tool will be used to encourage more imaginative site planning, to assist in achieving more rational and economic development with relationship to public services, to permit optimum development of land.
2. The Plan Commission has determined that sufficient information has been submitted to determine acceptability of the proposed General Development Plan in terms of its character, its use pattern, its intensity of use, its economic, environmental, and service impact, and such other factors as would be pertinent

to such basic decision prior to the preparation of detailed engineering, architectural and landscape architectural plans in accordance with standards listed in Section VI.

Conditions of Approval:

1. No construction under this General Development Plan may be permitted except in conformity with precise development plans approved under Article VI of the Zoning Code.
2. City Council approval the General Development Plan is required per Article VI of the Zoning Code.
3. The private street connections, pedestrian connections and driveway must be completed to E. Broadway, with final review and approval during the Precise Implementation Plan.
4. The private road design, private parking lots, drives and pedestrian path designs shall all be reviewed during the Precise Implementation Plan.
5. The water quality design shall be reviewed for final approval as part of the Precise Implementation Plan.
6. The development of the lots to the west shall complete the sidewalks on the west side of the private road from where these are shown to end to the southern limits of the property.
7. Final landscape, electrical, architectural, bike and car parking plans shall receive final review during the Precise Implementation Plan.
8. City park improvement in lieu of fees will be due for the total new unit count.

A friendly amendment was made by Ms. Fox, accepted by the maker and seconder of the motion, to add ninth and tenth conditions of approval as follows:

9. The property shall maintain an on-site manager for 30 years from initial occupancy.
10. The property shall also maintain a Service Coordinator to facilitate connection between residents and various support services as needed and desired for 30 years from initial occupancy.

The motion carried. Mr. Homburg and Mr. Holmquist voted nay.

C. Public Hearing on Request by Alrig USA, Represented by Bowman Consulting Group, LTD for Approval of a 2-Lot Certified Survey Map (CSM) to Divide Lot 9 of the River Place Plat, the Old National Bank Lot at 6501 Monona Drive into Two Separate Parcels. (Case No. 2-019-2021)

Ms. Chapman of Bowman Consulting Group, representing the property owner presented the CSM and noted that there had been no changes to the CSM since the last time it was presented to the Plan Commission. The CSM divides the original lot into two separate lots while maintaining the existing drive as a shared access point for both new lots.

D. Consideration of Action on Request by Alrig USA, Represented by Bowman Consulting Group, LTD for Approval of a 2-Lot Certified Survey Map (CSM) to Divide Lot 9 of the River Place Plat, the Old National Bank Lot at 6501 Monona Drive into Two Separate Parcels. (Case No. 2-019-2021)

Mr. Plowman shared the staff report, saying that Public Works Committee had reviewed the plans and recommended approval with comments about site circulation, both internal and its interface with Monona Drive. The joint access easement for the shared driveway, in addition to a cross access easement across the two lots would need to remain in place. Vierbicher

reviewed plans and it was recommended that plan revisions based on the letter be reviewed administratively. Staff recommended approval.

Mr. Homburg asked about drainage on the site and commented that the CSM should include easements for drainage across both sites, given that the main stormwater basin will be located underneath the parking lot on the southern lot. Alder Goforth asked if they had a backup plan in case a medical clinic tenant didn't fill the second building and Mr. Chapman responded that they were working with local brokers to fill the space.

The other Commission members had no additional comments.

A motion was made by Mr. Homburg and seconded by Mr. DePula for the Plan Commission to recommend Monona City Council approval of a 2-Lot Certified Survey Map (CSM) to divide Lot 9 of the River Place Plat at 6501 Monona Drive, as proposed, according to Section 473-4(b) of the Monona Municipal Code of Ordinances and Section 236.34 of the Wisconsin Statutes, with the following conditions of approval:

1. City Council review and approval is required prior to the recording of the CSM.
2. Final staff approval of the CSM is required, including the edits in the review letter dated November 3rd from Vierbicher, the City's engineering consultant.
3. Joint access and drainage easements shall be sent to City Staff for review and approval with inclusion on the recorded CSM.

The motion carried (Ms. Fox abstained).

E. Public Hearing on Request by Alrig USA, Represented by Bowman Consulting Group, LTD for Approval of a Zoning Permit for New Construction and a New Use at 6501 Monona Drive. (Case No. 2-021-2021)

Ms. Chapman shared the plans to divide the existing lot and build a Chipotle with a drive-thru on the northern lot and a small medical clinic on the southern lot. She highlighted the addition of designated order pick-up stalls and explained that on-site directional signage would be installed to direct drive-thru traffic. The roof was changed from a metal roof to shingles, to better match surrounding buildings. An underground stormwater filtration basin would be installed underneath the parking lot of the future medical clinic building.

F. Consideration of Action on Request by Alrig USA, Represented by Bowman Consulting Group, LTD for Approval of a Zoning Permit for New Construction and a New Use at 6501 Monona Drive. (Case No. 2-021-2021)

Mr. Plowman shared the staff report, highlighting that plans for the construction of the southern building and its use would need to return for separate approval. The plans followed both the Broadway and Monona Drive corridor plans, and the parking provided did meet requirements, although there had been concern about parking during busy times at the Chipotle. He highlighted that the revised landscaping plan had the minimum required points and that a lighting plan would need to be submitted.

Ms. Fallat, Mr. Holmquist and Mr. Homburg commented that landscaping should be increased, given how high-profile of a location the lot is. Mr. Holmquist, Alder Moore and Alder Goforth all commented about the need for adequate screening and landscaping around the dumpsters.

Mr. Homburg worried about the parking provided not being sufficient for the traffic Chipotle would bring to the site. He and Mr. Holmquist emphasized that site circulation and directional

signage would be important. He asked for electric vehicle conduit and bike parking to be included in final plans. Ms. Fallat and Mr. Homburg requested clarification on the fencing around the patio and pedestrian routes on sites.

A motion was made by Mr. Homburg, seconded by Mr. DePula, to approve a Zoning Permit for new construction at 6501 Monona Drive, 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. Zoning Permit approvals are contingent upon City Council approving the proposed Certified Survey Map to divide Lot 9 of the River Place Plat.
2. All required state and local building permits shall be obtained.
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 the city's consulting engineer for review and approval prior to the granting of building permits.
5. The applicant shall respond to the comments from the review letter dated 11.03.2021 prior to building permits being issued. These revisions shall be reviewed by the city's consulting engineer, with final approval by City Staff.
6. Separate sign permits shall be obtained from the Plan Commission for any new signage at the site.
7. Details on the fence surrounding the outdoor patio shall be submitted to Plan Commission for approval prior to the issuance of occupancy permits.
8. A full lighting plan shall be submitted to Plan Commission for review and approval.
9. The applicant shall work with the City of Monona Public Works Department to find a solution to the sanitary lines, and to ensure the plan is in compliance with the City Ordinance.
10. Zoning Permit approval is required for the southern building for both building construction and the future tenant.
11. Final approval of site circulation and site circulation signage shall return to Plan Commission.
12. The site shall use type 1 pavement given the intensity of use.
13. The dumpster enclosure gate shall be addressed with final approval by Plan Commission.
14. The applicant shall investigate conduit for future electric vehicle charging stations with final approval by City Staff.
15. When the applicant returns to Plan Commission for landscaping there shall be plans shown for bike parking on the site.
16. The drainage and access easement agreements required as part of the CSM approval are also a part of this Zoning Permit approval.
17. The revised landscape plan shall return to Plan Commission for further review.
18. The revised pedestrian routes and sidewalks shall return to Plan Commission for further review.

The motion carried unanimously (Ms. Fox abstained).

New Business

None

Plan Commission Minutes

November 8, 2021

Approved November 22, 2021

Reports of Staff and Commission Members

A. Staff Report Regarding Status of Development Project Proposals.

1. Economic Development Update

Mr. Plowman shared that the City had received another grant application for the Main Street Bounce Back grant program.

2. Potential Upcoming Plan Commission Items

Upcoming agenda items included the development proposal along Monona Dr. between Springhaven and Dean, a new zoning permit for the former Treasure Mart space, and One City Schools signage and traffic flow plans.

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

Alder Goforth shared that the City's DEI Committee was planning an outreach survey.

4. Upcoming Meetings: November 22, 2021 and December 13, 2021.

B. Plan Commission Requests for Information from City Staff.

Adjournment

A motion by Alder Goforth, seconded by Mr. DePula, to adjourn carried. (8:40 pm)

Respectfully submitted by:

Elisa Guerrero, City Planning Intern