

Minutes
City of Monona
Plan Commission
Monday May 23, 2022

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

Present: Alder Nancy Moore (Chair), Alder Brian Holmquist, Mr. Robert Stein, Mr. Chris Homburg, Ms. Susan Fox, Mr. Chris Conrad, Mr. Brandon Gries

Excused: Ms. Coreen Fallat

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

Approval of Minutes

A motion by Ms. Fox, seconded by Mr. Stein, to approve the minutes of May 9, 2022 carried with three corrections.

Appearances

None

Unfinished Business

A. Public Hearing on Request by Alrig USA, Represented by Bowman Consulting Group, LTD for Consideration of Additional Materials and Follow Up to the Approved Zoning Permit Conditions at 6501 Monona Drive. (Case No. 2-021-2021)

Mr. Homayouni and Mr. Hansch, representing Alrig USA, presented more detailed information about the development plans, to address conditions of approval from the original zoning permit.

B. Consideration of Action on Request by Alrig USA, Represented by Bowman Consulting Group, LTD for Consideration of Additional Materials and Follow Up to the Approved Zoning Permit Conditions at 6501 Monona Drive. (Case No. 2-021-2021)

Mr. Plowman shared the staff report, noting that the zoning permit was approved in November 2021 and that the CSM for the new lot configuration would be recorded soon. Stormwater and building permits would be approved after the CSM was recorded. Plans for a 3 ft. patio fence, lighting and landscaping plans and electric vehicle charging conduit had been submitted and complied with the code. Discussion of the site circulation and signage for the pickup window was recommended.

The Commission members expressed concerns about site circulation, especially in relation to the pickup window, and felt that there was not enough emphasis on customers turning right into the first driveway. In addition to placing signage directing traffic to the right at that intersection, Mr. Homburg, Alder Holmquist and Mr. Gries suggested creating a bump out in the curb on the western side of the site, just past the first entrance to the lot. The bump out would allow lefts turns in and out of the lot to the west of the Chipotle, and would still allow cars driving south on the road through, but would force cars driving north to turn either right or left. A 'Do Not Enter' sign should be placed on the bump out, to ensure than oncoming traffic turns.

Mr. Gries, Mr. Homburg, Mr. Stein, and Alder Holmquist also requested that additional pedestrian crossing striping be added to the north-west corner, across the access road to connect the sidewalk across the street to the building. Mr. Stein recommended use of more

native plants in the landscaping plan. The Commission members commented that the proposed patio fence location and design was appropriate for the site.

Mr. Gries, Mr. Conrad, and Mr. Homburg said that it would be better for the applicant to lay conduit to more stalls for EV charging, and said the plans should clarify which stalls were EV charging vs. order pick up. It was also suggested that the EV stalls be moved to slightly less-desirable locations, so that those stalls are less likely to be use by people who are not charging an EV. Mr. Gries would have preferred the bike parking be located closer to the building, but Mr. Homburg, Alder Holmquist and Mr. Stein liked the proposed location, so long as it was well lit.

Mr. Homburg, Alder Holmquist and Mr. Stein commented that gooseneck lighting should be incorporated into the lighting plan, to better match the River Place design, and that the temperature for LED fixtures should be warmer. Mr. Homburg, Ms. Fox, Mr. Gries and Mr. Stein said the corner of Monona Drive and Broadway should be heavily landscaped and commented that some of the ash trees on the site were either dead or dying and in need of replacement. Mr. Homburg and Mr. Stein also said that a couple more canopy trees could be added along Monona Drive.

A motion was made by Mr. Homburg, seconded by Mr. Gries, to approve additional conditions to the 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 additional conditions of approval:

Additional Conditions of Approval:

1. A revised signage plan shall return to Plan Commission for review and approval.
2. A striping plan for the parking lot shall return to the Plan Commission for review and approval.
3. A revised lighting plan with fixtures shall return to Plan Commission for review and approval.
4. A revised plan showing electric vehicle charging locations and future conduit installation shall be provided to City Staff for review and approval.
5. A landscape plan shall be provided to City Staff for review and approval.
6. Revisions to the bicycle layout per discussions from the May 23, 2022 meeting shall be shared with City Staff for review and approval.
7. A revised west island with a bump out to prevent traffic from travelling north shall be provided to City Staff for review and approval.

The motion carried unanimously

New Business

A. Public Hearing on Request by Monona Oaks Community Church, Inc. for Revisions to Zoning Permit No. 2-001-2012 for Adjustments to Approved Student Enrolment Numbers at 6200 Monona Drive. (Case No. 2-013-2022)

Mr. Berner, representing Monona Oaks Community Church, explained that a zoning permit for Charis Academy to operate in the Monona Oaks building was originally approved in 2012 with a condition that the student population not exceed 65 students. Charis had since moved out of the building, but wanted to return for the 2022-23 school year while they looked for a building of their own. The projected student population is about 100 students, who would attend class in the building on Mondays and Wednesdays. Traffic flow plans for pick up and drop off were included.

Steven Halverson (205 Femrite Drive) submitted a written comment in support of the proposal.

B. Consideration of Action on Request by Monona Oaks Community Church, Inc. for Revisions to Zoning Permit No. 2-001-2012 for Adjustments to Approved Student Enrolment Numbers at 6200 Monona Drive. (Case No. 2-013-2022)

Mr. Plowman reported that the proposal would be an expansion of use to the original Conditional Use Permit. Traffic flow would enter on Roselawn and exit on to Monona Drive.

Fire Chief McMullen commented that with the increase in students, under the fire code the use would move from religious to educational, requiring the installation of a monitored alarm system and sprinkler system. He understood that the sprinkler system was cost prohibitive and mentioned that there was some room for discretion within the fire code. Because the use was temporary, he was willing to compromise with the applicant and waive the need for a sprinkler system, requiring only the monitored alarm system.

The Commission members felt the expanded use was complementary to the church and felt the traffic flow plan was good, so long as the applicant could come to an agreement with the Fire Chief about the alarm system.

A motion was made by Mr. Homburg, seconded by Mr. Gries, to approve a Conditional Use Permit for the operation of Charis Classical Academy as an expansion of the existing use at Monona Oaks Community Church at 6200 Monona Drive according to Chapter 480-55 of the Monona Municipal Code of Ordinances, with the following conditions of approval:

1. Building permits as required by the City of Monona and State of Wisconsin Building Codes are required.
2. The expanded use is a temporary approval for the 2022-2023 academic year for up to 100 students. If enrollment exceeds 100 students, the Zoning Permit shall be revisited and reviewed by the Plan Commission.
3. Compliance with Building Code requirements for bathrooms and exits is required.
4. Final plans shall be reviewed for compliance with the Monona Fire Code with final approval by Chief McMullen.

The motion carried unanimously.

C. Public Hearing for a Rezoning Request and Map Amendment from Single-Family Residence District (Monona Municipal Code of Ordinances Sec. 480-24) to Retail Business District (Monona Municipal Code of Ordinances Sec. 480-28) at 5601 Monona Drive as Requested by Schwenn Properties LLC. (Case No. 2-014-2022)

Mr. Brouner, representing Schwenn Properties, presented their request to change the zoning of their property from Single-Family to Retail Business. The property has operated as a gas and service station for over 70 years, and it's believed that the designation of the lot as Single-Family was some kind of drafting mistake. There are no Single-Family lots along this section of Monona Drive.

D. Prehearing Conference for a Rezoning Request and Map Amendment from Single-Family Residence District (Monona Municipal Code of Ordinances Sec. 480-24) to Retail Business District (Monona Municipal Code of Ordinances Sec. 480-28) at 5601 Monona Drive as Requested by Schwenn Properties LLC. (Case No. 2-014-2022)

Mr. Plowman shared the staff report, noting that there were no changes planned for the site and that the requested change in zoning was to Retail Business. Past, current and future land use maps showed the lot as a commercial use, and the Single-Family zoning was likely a drafting error.

The Commission members agreed that it made sense to rezone the lot to Retail Business, because of its current use and the commercial use designated on Monona's land use maps.

Reports of Staff and Commission Members

A. Staff Report Regarding Status of Development Project Proposals.

1. Economic Development Update

The Monona Garden and Slinde projects would both receive CDA feedback soon, after which Monona Garden would return to Plan Commission and Slinde would go to Council. The Bloom project might come back to Plan Commission in July or August.

2. Potential Upcoming Plan Commission Items

Upcoming items included the formal Schwenn's rezoning, follow up on conditions of approval for 915 Femrite Drive, and a patio permit for Tully's.

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

None

4. Updates/Discussion on Sustainability Efforts

No Mow May yard signs had been printed and distributed.

Monona Grove High School hosted an open house and ribbon cutting for their new solar array on May 21.

5. Upcoming Meetings: June 13, 2022, June 27, 2022.

B. Plan Commission Requests for Information from City Staff.

Mr. Homburg suggested that the City change its ordinance regarding type 1 and type 2 pavements.

Adjournment

A motion by Mr. Stein, seconded by Ms. Fox, to adjourn carried. (9:02pm)

Respectfully submitted by:
Elisa Guerrero, City Planning Intern