

Minutes  
City of Monona  
Plan Commission  
Monday February 22, 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, Ms. Susan Fox and Mr. Josh Peterson

Absent: Mr. Brian Holmquist

Also Present: Doug Plowman, City Planner, Darrin Pope, City's Consulting Engineer and Elisa Guerrero, City Planning Intern

**Approval of Minutes**

A motion by Mr. Stein, seconded by Ms. Fallat, to approve the minutes of February 8, 2021 carried with no corrections.

**Appearances**

None

**Unfinished Business**

**A. Public Hearing on Request by Wisconsin Physicians Service (WPS), Represented by DLR Group, for Approval of a Zoning Permit for New Construction at 1765 W. Broadway. (Case No. 2-002-2021)**

Matthew Johnson, the project architect, walked through the project drawings, describing the exterior materials to be used, including dark and textured concrete, aluminum siding and metal details made to look like wood ('knotwood'). He further described the landscaping plans, equipment screening on the south side of the building, the link between the RKB building and the new building, and the solar array on the roof.

**B. Consideration of Action on Request by Wisconsin Physicians Service (WPS), Represented by DLR Group, for Approval of a Zoning Permit for New Construction at 1765 W. Broadway. (Case No. 2-002-2021)**

Mr. Stein recused himself from the discussion, except to answer technical questions about the landscaping plans.

Mr. Plowman summarized the staff report, suggesting that the Commission discuss the adequacy of equipment screening, the availability of parking, and the landscaping and lighting plans. The square footage of the building requires 105 parking stalls, and while the plans only show 27 parking stalls added, the campus as a whole has an excess of parking that makes up the difference. The City's engineer reviewed the plans and worked with the applicant to resolve all points of concern. Staff recommended approval of the zoning permit.

Mr. Homburg asked to see the building materials in more detail, expressing worry that the new building would not look cohesive with the rest of the campus. Mr. Johnson showed the building design in more detail and Mr. Roseth, from WPS, explained that many of the materials were chosen to make the building more resilient during adverse weather events or natural disasters, since the building will house critical WPS operations like the data center.

Mr. Homburg, Ms. Fallat, and Ms. Fox were concerned that the landscaping plan did not provide sufficient screening around equipment and should include more plantings in general. Mr. Homburg pointed out that more trees were going to be removed than were going to be planted and suggested adding more trees to the west side of the building. He also suggested more landscaping be added around the mechanical equipment near the loading dock, to ensure that the equipment is fully screened. Ms. Fallat asked what plants were included in the 'stormwater mix' being planted in the stormwater pond. Mr. Stein clarified that stormwater mixes typically include a mix of sedges, native grasses, and other native plants used for ornamentation.

Mr. Homburg strongly suggested that the applicants lay electrical groundwork in their parking lot to install Electric Vehicle charging stations, explaining that installation costs were much lower when electric conduit is installed during parking stall construction. Alder Goforth suggested adding electric bike charging infrastructure as well, considering how popular e-bikes are becoming. Mr. Roseth explained that the Nordby building on the campus has four EV charging stalls, and said that EV chargers could be added to the new building if that building sells. He said that WPS already works closely with MGE and could easily add that charging infrastructure to the plans. Mr. Johnson said that EV charging and e-bike charging infrastructure could be placed near the north-side entrance to the new building, near the proposed ADA compliant parking stalls.

Mr. Homburg asked about the location of current bike racks around the RKB building and suggested a new bike rack be added on the north side of the building, near any e-bike infrastructure. Mr. Roseth said that the RKB building has a bike rack either on the east or north side, but that another could be added near the north entrance to the new building.

Chair Moore asked why the solar array was only shown on a small part of the building roof and Mr. Roseth explained that the solar array shown is an initial array, but that the entire building has the infrastructure to expand the solar array in the future. He said that if all goes well with the installation of the first solar array, they would consider expanding it to cover more of the roof.

A motion was made by Mr. Homburg, seconded by Mr. Peterson, to approve a Zoning Permit for new construction at 1765 W. Broadway, 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 state and local building permits shall be obtained.
2. 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.
3. 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.
4. The applicant shall respond to the comments from the review letter dated 2.17.2021 prior to building permits being issued. These revisions shall be reviewed by the city's consulting engineer, with final approval by City Staff.
5. A separate sign permit shall be obtained from the Plan Commission for any new signage on the building.
6. The landscaping plan shall be revised to incorporate more plantings and returned to Plan Commission for final approval.

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7. The conduit shall be installed for electric vehicle charging and electric bike charging stations, to be shown on the revised landscaping plan for Plan Commission review and approval.
8. Additional bike racks shall be installed near the northern entrance to the proposed building, and be shown on the revised landscaping plan for Plan Commission review and approval.

The motion carried unanimously.

**C. Public Hearing on Request by Monona Grove School District, Represented by Point of Beginning, Inc. for Approval of a Zoning Permit for a New Artificial Turf Field and Replacement Running Track at 4400 Monona Drive. (Case No. 2-003-2021)**

Mr. Geffert, from Point of Beginning, briefly described the proposed field renovation, saying that the main change would be replacing the grass field with artificial turf, along with a few other improvements to the area.

**D. Consideration of Action on Request by Monona Grove School District Represented by Point of Beginning, Inc. for Approval of a Zoning Permit for a New Artificial Turf Field and Replacement Running Track at 4400 Monona Drive. (Case No. 2-003-2021)**

Mr. Homburg and Ms. Fox recused themselves from the discussion.

Mr. Plowman summarized the staff report, saying that the City's engineer, Mr. Pope has reviewed the plans and approved them. He also said that City Staff were working to record the stormwater agreement for the project and approval of the zoning permit was recommended.

The commission members said that the proposal looked good overall, so long as the stormwater plan was worked out.

A motion was made by Ms. Fallat, seconded by Mr. Stein, to approve a Zoning Permit for a new artificial turf field and replacement running track at 4400 Monona 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 state and local building permits shall be obtained.
2. 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.
3. 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.
4. A right-of-way permit is required for any work within the City of Monona public right-of-way.

The motion carried unanimously.

**New Business**

None

**Reports of Staff and Commission Members**

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

**1. Economic Development Update**

Mr. Plowman said that he and the City Administrator are working with Mr. Renner and MESBA to host listening sessions with local business owners, to understand how the City can better support the business community.

Chair Moore said that Mr. Plowman and Mr. Gadow will bring recommendations about economic development and connections between the Comprehensive Plan and Broadway Corridor Plan in the future.

**2. Potential Upcoming Plan Commission Items**

Mr. Plowman said that zoning permits for the Four Lakes Yacht Club and a new use in the former Treasure Mart space would be on the agenda at the March 8<sup>th</sup> meeting, along with a prehearing conference for a potential mixed use development at the Monona Garden site.

**3. Upcoming Meetings: March 8, 2021 and March 22, 2021 (Tentative).**

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

Mr. Homburg asked if WPS could be allowed to submit their final landscaping plan under the normal two-week application deadline, to accommodate their tight schedule. Mr. Plowman said that yes, he could work with them on that front.

**Adjournment**

A motion by Mr. Stein, seconded by Ms. Fallat, to adjourn carried. (8:05pm)

Respectfully submitted by:  
Elisa Guerrero, City Planning Intern