



Project Address: 4624 Monona Drive (15th Aldermanic District – Ald. Foster)
Application Type: Demolition Permit
Legistar File ID # [63475](#)
Prepared By: Colin Punt, Planning Division
Report includes comments from other City agencies, as noted.
Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Chris McGuire; Kwik Trip, Inc.; 1626 Oak St; La Crosse, WI 54603

Contact: Dean Schulz; Excel Engineering, Inc.; 100 Camelot Dr; Fond du Lac, WI 54935

Requested Action: Approval of a demolition permit to remove a street-facing wall to accommodate an addition for an existing convenience store.

Proposal Summary: The applicant is seeking the approvals to remove the western street-facing wall of the convenience store building at 4624 Monona Drive for a 1589-square foot expansion.

Applicable Regulations & Standards: Section 28.185 M.G.O. provides the process for demolition and removal permits.

Review Required By: Plan Commission

Summary Recommendations: The Planning Division recommends that the Plan Commission find the standards met and **approve** a demolition permit for technical demolition at 4624 Monona Drive to enable a building addition. This recommendation is subject to input at the public hearing and the comments previously provided reviewing agencies during site plan review.

Background Information

Parcel Location: The subject site is 29,375 square feet (0.67 acres) located on the northeast quadrant of the intersection of Monona Drive and East Dean Avenue. It is within Aldermanic District 15 (Ald. Foster) and the Madison Metropolitan School District.

Existing Conditions and Land Use: The site is currently developed with a vehicle fueling station and convenience store. The existing convenience store building is 3,526 square feet and built in 2011. The site is zoned NMX (Neighborhood Mixed Use district).

Surrounding Land Uses and Zoning:

North: A small multi-tenant commercial building zoned NMX (Neighborhood Mixed Use district);

East: A four-unit and single-family residence, both zoned NMX;

South: Across East Dean Avenue, the Monona Municipal Golf Course, zoned PR (Parks and Recreation district); and

West: Across Monona Drive, commercial buildings in the City of Monona.

Adopted Land Use Plan: The [Comprehensive Plan](#) (2018) recommends Neighborhood Mixed Use for the site. The site is not within any neighborhood or special area plan.

Zoning Summary: The subject property is zoned NMX (Neighborhood Mixed Use district):

Requirements	Required	Proposed
Front Yard Setback	None	2.98'
Side Yard Setback: Where proposed buildings or abutting buildings have window openings in side walls within 6' of lot line.	One-story: 5'	12.85' east side yard 122.25' west side yard
Rear Yard Setback	20'	Adequate
Maximum Lot Coverage	75%	75%
Maximum Building Height	3 stories/ 40'	1 story existing building and proposed addition

Site Design	Required	Proposed
Number Parking Stalls	No minimum required	12
Accessible Stalls	Yes	1
Loading	None	None
Number Bike Parking Stalls	Auto convenience store: 1 per 1,000 sq. ft. floor area (5)	6
Landscaping and Screening	Yes	Yes
Lighting	Yes	Yes
Building Forms	Not required	Building addition less than 50% of floor area

Other Critical Zoning Items	Utility Easements, Barrier Free (ILHR 69)
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Table prepared by Jenny Kirchgatter, Assistant Zoning Administrator

Environmental Corridor Status: The site is not within a mapped environmental corridor.

Public Utilities and Services: The site is served by a full range of urban services.

Project Description, Analysis & Conclusion

The applicant, representing Kwik Trip, is requesting approval of a demolition permit to permit the removal of a street-facing wall and addition as part of a building remodel of an existing convenience store and gas station at 4624 Monona Drive. The existing convenience store building will remain, with a 1,589 square foot addition proposed on the south side of the existing building. The proposed addition will include a freezer, cooler, food preparation and storage area, coffee station, and checkout counter. The addition includes a continuation of the glazing featured on the front facade and will match the predominantly brick-red CMU and tan EIFS wall materials and gray-shingled hipped roof.

The project also includes interior remodeling and cosmetic modifications to the building exterior and fueling canopy for branding. Additional exterior modifications include relocating the bicycle rack to the southern side of the store (facing East Dean Avenue) and shifting the dumpster east to allow better delivery access. Pavement for two parking spaces will be replaced with permeable pavers to offset the additional paving needed for the

dumpster area modification. Vehicle parking will remain as is with 12 spaces and six fuel pump spaces. A new sidewalk and driveway replacement at East Dean Avenue is also proposed to accompany storm sewer modifications. The convenience store will operate 24 hours per day and food deliveries are expected daily.

This proposal had previously been reviewed by agencies for site plan approval prior to identification of the need for demolition permit approval.

Compliance with Adopted Plans

The [Comprehensive Plan](#) (2018) recommends Neighborhood Mixed Use for the site. The Neighborhood Mixed-Use category includes relatively small existing and planned Activity Centers that include residential uses, as well as retail, restaurant, service, institutional, and civic uses primarily serving nearby residents. The site is not within any neighborhood or special area plan.

Demolition Permit

In order to approve a demolition request, M.G.O §28.185(7) requires that the Plan Commission must find that the requested demolition and proposed use are compatible with the purpose of the demolition section of the zoning code and the intent and purpose of the Neighborhood Mixed Use District. The NMX District is established to encourage and sustain the viability of commercial nodes that serve the shopping needs of residents in adjacent neighborhoods. The district is also intended to encourage pedestrian, bicycle and transit use as a means of accessing these commercial areas; and to encourage diversification of uses, including residential, commercial, and civic uses, in order to enhance the vitality and appeal of these areas. Furthermore, the proposed use following demolition or removal should be compatible with adopted neighborhood plans and the [Comprehensive Plan](#). Those recommendations are outlined above. The demolition standards also state that the Plan Commission shall consider the report of the City's Historic Preservation Planner regarding the historic value of the property as well as any report submitted by the Landmarks Commission. At its January 11, 2021 meeting, the Landmarks Commission found that the existing building at 4624 Monona Drive have no known historic value.

Conclusion

Considering the adopted plan recommendations, intent and purpose of the NMX district, the recommendation of the Landmarks Commission, and the potential impacts on the neighborhood, the Planning Division believes that the Plan Commission can find the standards for demolition met for the request to allow a technical demolition at 4624 Monona Drive to enable a building addition on the existing convenience store.

At time of report writing, staff is unaware of any written comments from the public.

Recommendation

Planning Division Recommendations (Contact Colin Punt 243-0455)

The Planning Division recommends that the Plan Commission find the standards met and **approve** a demolition permit for technical demolition at 4624 Monona Drive to enable a building addition, subject to input at the public hearing. This proposal has been reviewed for site plan approval, so no reviewing agency comments are provided.