



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Approved URBAN DESIGN COMMISSION

*Consider: Who benefits? Who is burdened?  
Who does not have a voice at the table?  
How can policymakers mitigate unintended consequences?*

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Wednesday, February 4, 2026

4:30 PM

Virtual

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### Call to Order/Roll Call

Alder Evers was in attendance for Item #6.

**Present:** 6 - Davy Mayer; Jessica Klehr; David W.J. McLean; Shane A. Bernau; Anina Mbilinyi and Rafeeq D. Asad

**Excused:** 1 - Nicholas L. Hellrood

### Approval of Minutes

A motion was made by McLean, seconded by Mayer, to Approve the Minutes of January 21, 2026. The motion passed by voice vote/other.

### Public Comment

1. [91178](#) Urban Design Commission Public Comment  
None.

### Disclosures and Recusals

Bernau recused on Item #6. McLean acted as Chair on this item.

### Agenda Overview

Jessica Vaughn gave an overview of the projects.

### Special Item of Business

2. [91654](#) Presentation by Karen Kapusta-Pofahl, Updated Elected and Appointed Official Code of Ethical Conduct  
**This item was presented and finalized.**

### Public Hearing Items

3. [91366](#) 320 S Brearly Street - Signage Exception. (District 6)  
To confirm that the proposed sign complies with the Sign Code size limitations, the applicant shall revise the sign graphics to show the signable areas, fully dimensioned, on both the non-qualifying elevation (proposed sign location) and qualifying elevation (S Brearly Street-facing elevation).

This item was approved as a consent item with the finding that all applicable standards are adequately addressed and with all the staff recommendations contained in the report.

**A motion was made by Asad, seconded by Klehr, to Grant Final Approval. The motion passed by voice vote/other.**

4. [91533](#) 3837 E Washington Avenue - Signage Exception in Urban Design District (UDD) 5. (District 3)

This item was approved as a consent item with the finding that all applicable standards are adequately addressed and with all the staff recommendations contained in the report.

**A motion was made by Asad, seconded by Klehr, to Grant Final Approval. The motion passed by voice vote/other.**

5. [91180](#) 120 E Lakeside Street - Signage Exception. (District 13)

**A motion was made by Klehr, seconded by Asad, to Refer to the URBAN DESIGN COMMISSION meeting of March 4, 2026, at the request of the applicant. The motion passed by voice vote/other.**

6. [90917](#) 999 S Park Street - New Mixed-Use Building in Urban Design District (UDD) 7. (District 13)

On a motion by Klehr, seconded by Mayer, the Urban Design Commission **GRANTED INITIAL APPROVAL**, with the following conditions:

- The applicant shall revise the window sizes and rhythm throughout to be more consistent across all elevations with those on the street-facing elevation, but paying particular attention to the windows on the east elevation.
- The applicant shall study the possibility of adding openings in the blank wall areas on the east and northeast elevations at the fourth floor.
- The material palette shall be revised to simplify the number and/or colors being used, as well as their consistent application across the building composition to achieve a four-sided building. Of particular concern is the design of the east and northeast elevations.
- The applicant shall submit more detailed information for the proposed the fence.

**A motion was made by Klehr, seconded by Mayer, to Grant Initial Approval. The motion passed by voice vote/other.**

### New Business

7. [89625](#) 111 N Walter Street - Residential Building Complex. (District 15)

**A motion was made by Klehr, seconded by Asad, to Refer to the URBAN DESIGN COMMISSION meeting of April 15, 2026, at the request of the applicant. The motion passed by voice vote/other.**

8. [90918](#) 7401 Mineral Point Road - Planned Multi-Use Site, New Two-Story Commercial Building with Double Drive-Thru. (District 9)

**A motion was made by Klehr, seconded by Asad, to Refer to the URBAN DESIGN COMMISSION meeting of April 15, 2026, at the request of the applicant. The motion passed by voice vote/other.**

### Informational Presentation

9. [91588](#) 5817 Halley Way - Major Alteration to a Previously Approved Planned Development (PD). (District 3)

**The Urban Design Commission Received an Informational Presentation**

**Secretary's Report**

10. [91664](#) Secretary's Report

**Business by Members**

11. [91179](#) Business by Members

**Adjournment**

**The meeting was Adjourned at 7:52 p.m. by unanimous consent.**