



# City of Madison

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

## Meeting Minutes - Draft PLAN COMMISSION

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

*This meeting may be viewed LIVE on Charter Spectrum Channel 994, AT&T U-Verse Channel 99 or at [www.madisoncitychannel.tv](http://www.madisoncitychannel.tv).*

---

Monday, March 3, 2025

5:30 PM

**\*\*Virtual Meeting\*\***

---

### CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:32 p.m.

**Present:** 10 - John P. Guequierre; John W. Duncan; Derek Field; Emily R. Gnam; Sara R. Sanders; Christopher T. McCahill; Nicole A. Solheim; Patrick W. Heck; Anjali Bhasin and Darrin S. Wasniewski

**Excused:** 2 - Arnold (Gabe) Mendez and Bob Soldner

Emily Gnam was chair for the meeting.

Darrin Wasniewski was excused from the meeting prior to consideration of Item 2.

Staff Present: Meagan Tuttle, Bill Fruhling, Angela Puerta, and Tim Parks, Planning Division, and Matt Tucker, Building Inspection Division.

Also Present: Ald. Juliana Bennett, Dist. 2; Ald. Yannette Figueroa Cole, Dist. 10; Ald. Amani Latimer Burris, Dist. 12; Ald. Sabrina Madison, Dist. 17; and Adriana Soto and Julio Garcia, Spanish-Language Interpreters.

### PUBLIC COMMENT

1. [60306](#) Plan Commission Public Comment Period

There were no registrants for public comment.

### DISCLOSURES AND RECUSALS

There were no disclosures or recusals by the Commission

### MINUTES OF THE FEBRUARY 13, 2025 SPECIAL MEETING

A motion was made by Solheim, seconded by Field, to Approve the Minutes.  
The motion passed by voice vote/other.

### MINUTES OF THE FEBRUARY 17, 2025 REGULAR MEETING

A motion was made by Solheim, seconded by Field, to Approve the Minutes.  
The motion passed by voice vote/other.

## SCHEDULE OF MEETINGS

Regular Meetings:

- Mondays, March 17 and April 7, 28, 2025 at 5:30 p.m. (Virtual)

## AGENDA NOTE:

Note: Hearing items may be called at any time after the beginning of the meeting. Those wishing to speak on an item must register with the Secretary. The Plan Commission uses a consent agenda, which means that the Commission can consider any item where there are no registrants wishing to speak in opposition regardless of its placement on the agenda.

For this meeting, the Plan Commission took Items 9-11 out of order following Roll Call to accommodate a request for Spanish interpretation services. Following consideration of those items, the Plan Commission resumed the order on the published agenda and consent agenda.

## NEW BUSINESS

2. [86824](#) Amending the *Report of the Lamp House Block Ad Hoc Plan Committee*

On a motion by Ald. Field, seconded by Ald. Duncan, the Plan Commission recommended approval of the Ald. Field-Proposed Substitute dated March 1, 2025. The motion to recommend approval of the substitute passed by voice vote/ other.

A motion by Heck, seconded by Ald. Field, to amend the main motion to approve the substitute without the fifth 'Whereas' clause (regarding the 2021 changes to the Downtown Height Map) and to remove #1 of Appendix 5 attached to the substitute regarding maximum building height failed on the following 1-7 vote: AYE: Heck; NAY: Ald. Duncan, Ald. Field, Ald. Guequierre, Bhasin, McCahill, Sanders, Solheim; NON-VOTING: Gnam, Wasniewski; EXCUSED: Mendez, Soldner.

**A motion was made by Field, seconded by Duncan, to RECOMMEND TO COUNCIL TO ADOPT WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER. The motion passed by voice vote/other.**

## PUBLIC HEARINGS

### Zoning Text Amendments

Note: Items 3 and 4 are related and were considered as one public hearing.

3. [86804](#) Creating Chapter 21 of the Madison General Ordinances related to Zoning Floodplain Regulations and Maps.

On a motion by Solheim, seconded by Ald. Duncan, the Plan Commission recommended approval of the ordinance amendment to the Common Council. The motion to recommend approval passed by voice vote/ other.

**A motion was made by Solheim, seconded by Duncan, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.**

4. [86807](#) Amending various sections within Chapter 28 of the Madison General Ordinances to remove floodplain references.
- On a motion by Solheim, seconded by Ald. Duncan, the Plan Commission found the standards met and recommended approval of the zoning text amendment to the Common Council. The motion to recommend approval passed by voice vote/ other.
- A motion was made by Solheim, seconded by Duncan, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.**

### Zoning Map Amendment

5. [86989](#) Creating Section 28.022-00703 of the Madison General Ordinances to change the zoning of property located at 321 Russell Street from PD (Planned Development) District to TSS (Traditional Shopping Street) District. (District 6)
- On a motion by Solheim, seconded by Ald. Duncan, the Plan Commission found the standards met and recommended approval of the zoning map amendment to the Common Council. The motion to recommend approval passed by voice vote/ other.
- A motion was made by Solheim, seconded by Duncan, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.**

### Development-Related Requests

6. [86523](#) 3915 Lien Road (District 3): Consideration of a conditional use in the Commercial Corridor-Transitional (CC-T) District and Transit-Oriented Development (TOD) Overlay District for a drive-through window to allow construction a coffee shop with drive-through window.
- On a motion by Solheim, seconded by Ald. Field, the Plan Commission found that the standards were met and approved the conditional use subject to the comments and conditions contained in the Plan Commission materials and the following condition:
- Consistent with Standard #6, work with staff on a plan to add wayfinding signage to improve pedestrian access to the site consistent with MGO Chapter 31, Sign Codes.
- The motion to approve passed by voice vote/ other.
- A motion was made by Solheim, seconded by Field, to Approve. The motion passed by voice vote/other.**
7. [86728](#) 623 N Lake Street (District 2): Consideration of a conditional use in the Downtown Residential 2 (DR2) District for a multi-family dwelling with greater than eight (8) dwelling units, and consideration of a conditional use in the DR2 District for a lodging house, all to allow alterations to an approved eight-story mixed-use building to contain 21 apartments and a ten-room lodging house.
- On a motion by Solheim, seconded by Ald. Duncan, the Plan Commission found that the standards were met and approved the conditional use subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.
- A motion was made by Solheim, seconded by Duncan, to Approve. The motion passed by voice vote/other.**

- 8. [86857](#) 1240 Sherman Avenue (District 6): Consideration of a conditional use to allow construction of two accessory buildings on a lakefront parcel.

On a motion by Solheim, seconded by Ald. Duncan, the Plan Commission found that the standards were met and approved the conditional use subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

**A motion was made by Solheim, seconded by Duncan, to Approve. The motion passed by voice vote/other.**

Note: Items 9-11 are related and were considered as one public hearing. By unanimous consent, the Plan Commission took Item 10 out of order to allow a motion on the zoning map amendment to be made first, followed by the demolition permit and conditional use requests.

- 9. [86732](#) 77 Sirloin Strip (District 14): Consideration of a demolition permit to demolish a restaurant.

On a motion by Solheim, seconded by Ald. Field, the Plan Commission referred the demolition permit to March 17, 2025 pending Common Council consideration of the proposed TR-U1 zoning at its March 11, 2025 meeting. The motion to refer passed by voice vote/ other.

The motion to refer to the March 17 meeting replaced an earlier motion by Solheim, seconded by Heck, to refer the demolition permit to a future meeting (no specific date). The motion to refer to a future meeting passed by voice vote/ other. However, following discussion of Item 11, the Plan Commission voted to reconsider the referral on a motion by Ald. Field, seconded by Ald. Guequierre. The motion to reconsider passed by voice vote/ other.

**A motion was made by Solheim, seconded by Field, to Refer to the PLAN COMMISSION and should be returned by 3/17/2025. The motion passed by voice vote/other.**

- 10. [86990](#) Creating Section 28.022-00704 of the Madison General Ordinances to change the zoning of property located at 77 Sirloin Strip from TR-V2 (Traditional Residential-Varied 2) District to TR-U1 (Traditional Residential-Urban 1) District. (District 14)

On a motion by Solheim, seconded by Ald. Guequierre, the Plan Commission found that the standards for approval are not met and recommended to the Common Council that the zoning map amendment be placed on file without prejudice. The motion to recommend to place on file without prejudice passed on the following 5-3 vote: AYE: Bhasin, Heck, McCahill, Sanders, Solheim; NAY: Ald. Duncan, Ald. Field, Ald. Guequierre; NON-VOTING: Gnam, Wasniewski; EXCUSED: Mendez, Soldner.

In recommending that the zoning map amendment not be approved, members of the Plan Commission indicated that they did not believe that the select conditions for allowing zoning for a large multi-family dwelling in the Low-Medium Residential land use category were met, and that the proposed zoning and building did not reflect the recommendations for the site in the South Madison Plan.

**A motion was made by Solheim, seconded by Guequierre, to RECOMMEND TO COUNCIL TO PLACE ON FILE WITHOUT PREJUDICE -PUBLIC HEARING. The motion passed by the following vote:**

**Ayes:** 5 - Sara R. Sanders; Christopher T. McCahill; Nicole A. Solheim; Patrick W. Heckand Anjali Bhasin

**Noes:** 3 - John P. Guequierre; John W. Duncanand Derek Field

**Excused:** 2 - Arnold (Gabe) Mendezand Bob Soldner

**Non Voting:** 2 - Emily R. Gnamand Darrin S. Wasniewski

- 11. [86733](#) 77 Sirloin Strip (District 14): Consideration of a conditional use in the [Proposed] Traditional Residential-Urban 1 (TR-U1) District for a multi-family dwelling with greater than 60 units to allow construction of a 74-unit apartment building.  

On a motion by Solheim, seconded by Heck, the Plan Commission referred the conditional use to March 17, 2025 pending Common Council consideration of the proposed TR-U1 zoning at its March 11, 2025 meeting. The motion to refer passed by voice vote/ other.

**A motion was made by Solheim, seconded by Heck, to Refer to the PLAN COMMISSION and should be returned by 3/17/2025. The motion passed by voice vote/other.**

Note: Items 12 and 13 are related and were considered as one public hearing.

- 12. [86734](#) 922-926 N Fair Oaks Avenue (District 12): Consideration of a demolition permit to demolish two single-family residences.  

On a motion by Solheim, seconded by Sanders, the Plan Commission found that the standards were met and approved the demolition permit subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

**A motion was made by Solheim, seconded by Sanders, to Approve. The motion passed by voice vote/other.**
- 13. [86991](#) Creating Section 28.022-00705 of the Madison General Ordinances to change the zoning of property located at 922-926 North Fair Oaks Avenue from TR-C1 (Traditional Residential-Consistent 1) District to CC-T (Commercial Corridor-Transitional) District. (District 12)  

On a motion by Solheim, seconded by Ald. Field, the Plan Commission found the standards met and recommended approval of the zoning map amendment to the Common Council. The motion to recommend approval passed by voice vote/ other.

**A motion was made by Solheim, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.**

Note: Items 14 and 15 are related and were considered as one public hearing.

- 14. [86735](#) 3222, 3230, and 3238 E Washington Avenue (District 12): Consideration of a demolition permit to demolish three single-family residences.  

On a motion by Solheim, seconded by Ald. Duncan, the Plan Commission found that the standards were met and approved the demolition permit subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

**A motion was made by Solheim, seconded by Duncan, to Approve. The motion passed by voice vote/other.**
- 15. [86992](#) Creating Section 28.022-00706 of the Madison General Ordinances to change the zoning of property located at 3222-3238 East Washington Avenue and 3229 Ridgeway Avenue from TR-C1 (Traditional Residential-Consistent 1) District and TR-C4 (Traditional Residential-Consistent 4) District to TR-U2 (Traditional Residential-Urban 2) District. (District 12)  

On a motion by Solheim, seconded by Ald. Duncan, the Plan Commission found the standards met and recommended approval of the zoning map amendment to the Common Council. The motion to recommend approval passed by voice vote/ other.

**A motion was made by Solheim, seconded by Duncan, to RECOMMEND TO**

**COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.**

Note: Items 16 and 17 are related and were considered as one public hearing.

16. [86993](#) Creating Section 28.022-00707 of the Madison General Ordinances to change the zoning of property located at 6303 Portage Road and 4821 Hoepker Road from Temp. A (Temporary Agricultural) District to A (Agricultural) District and creating Section 28.022-00708 of the Madison General Ordinances to change the zoning of property located at 6303 Portage Road and 4821 Hoepker Road from Temp. A (Temporary Agricultural) District to TR-P (Traditional Residential-Planned) District. (District 17)

On a motion by Solheim, seconded by Ald. Field, the Plan Commission found that the standards for approval are not met and recommended to the Common Council that the zoning map amendment be placed on file without prejudice. The motion to recommend to place on file without prejudice passed by voice vote/ other.

In recommending that the zoning map amendment not be approved, members of the Plan Commission indicated that the request is inconsistent with the City's adopted plans for the subject properties, noting in particular the inconsistency with the stormwater management and open space recommendation for portions of the subject site and the recommended street network.

**A motion was made by Solheim, seconded by Field, to RECOMMEND TO COUNCIL TO PLACE ON FILE WITHOUT PREJUDICE -PUBLIC HEARING. The motion passed by voice vote/other.**

17. [86736](#) Approving the preliminary plat of the *LEO Living* on property addressed as 6303 Portage Road and 4821 Hoepker Road (District 17).

On a motion by Solheim, seconded by Ald. Guequierre, the Plan Commission found that the standards for approval are not met and recommended to the Common Council that the preliminary plat be rejected. The motion to reject the preliminary plat passed by voice vote/ other.

In recommending that the preliminary plat be rejected, members of the Plan Commission noted that the Subdivision Regulations require that preliminary plats be consistent with adopted plans and that the proposed subdivision is inconsistent with the City's adopted plans for the subject properties, noting in particular the inconsistency with the stormwater management and open space recommendation for portions of the subject site and the recommended street network.

**A motion was made by Solheim, seconded by Field, to RECOMMEND TO COUNCIL TO REJECT - REPORT OF OFFICER. The motion passed by voice vote/other.**

#### Land Division

18. [86860](#) Adjacent to 3111 Burke Road, Town of Sun Prairie: Consideration of a Certified Survey Map within the City's Extraterritorial Jurisdiction to create one residential lot.

On a motion by Solheim, seconded by Ald. Duncan, the Plan Commission found that the extraterritorial plat approval standards were met and approved the Certified Survey Map subject to the comments and conditions contained in the Plan Commission materials. This item passed by voice vote/other.

**A motion was made by Solheim, seconded by Duncan, to Approve. The motion passed by voice vote/other.**

## MEMBER ANNOUNCEMENTS, COMMUNICATIONS OR BUSINESS ITEMS

There were no announcements, communications, or business by members.

## SECRETARY'S REPORT

### - Recent Common Council Actions

- ID 86737 and 86738 - 940-1050 S High Point Road, 1051 S Pleasant View Road and 902 Landmark Trail - Revised Preliminary Plat and Final Plat of Hill Valley - Adopted on February 25, 2025 subject to the Plan Commission recommendations
- ID 86649 - Zoning Text Amendment - Repealing and recreating MGO Section 28.185 and creating MGO Section 41.28 related to demolition of buildings to update the approval processes - Adopted as an amended alternate ordinance on February 25, 2025
- ID 86650 - Zoning Text Amendment - Amending Sections in Chapter 28 of the Zoning Code related to single-family homes, accessory dwelling units, and small residential infill projects - Adopted an amended ordinance on February 25, 2025

### - Upcoming Matters – March 17, 2025

- 87140 & 87141 - 6702 Odana Road - Demolition Permit and Conditional Use - Demolish bank to construct a four-story mixed-use building with 1,973 square feet of commercial space and 60 apartments
- ID 87142 - 210 Bernard Court - Demolition Permit - Demolish three-family residence
- ID 87143 - 406 N Frances Street - Conditional Use for a nightclub
- ID 87144 - 1025 N Sherman Avenue - Conditional Use for a restaurant-nightclub

## ADJOURNMENT

**A motion was made by Heck, seconded by Bhasin, to Adjourn at 10:10 p.m. The motion passed by voice vote/other.**

## REGISTRATIONS

[86598](#)

Registrants for 2025 Plan Commission Meetings