



# 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?*

---

Wednesday, August 13, 2025

4:30 PM

Virtual

---

### CALL TO ORDER/ROLL CALL

**Present:** 6 - Davy Mayer; Jessica Klehr; David W.J. McLean; Anina Mbilinyi; Rafeeq D. Asad and Nicholas L. Hellrood  
**Excused:** 1 - Shane A. Bernau

### APPROVAL OF MINUTES

A motion was made by Mbilinyi, seconded by Asad, to Approve the Minutes of July 30, 2025. The motion passed by voice vote/other.

### PUBLIC COMMENT

1. [86031](#) Urban Design Commission Public Comment  
None.

### DISCLOSURES AND RECUSALS

Asad recused himself on Items 3, 4 and 6.

### AGENDA OVERVIEW

Jessica Vaughn gave an overview of the projects.

### PUBLIC HEARING ITEMS

2. [87242](#) 3357-3375 E Washington Avenue + 922-930 N Fair Oaks Avenue - New Mixed-Use Building Located in Urban Design District (UDD) 5. (District 12)  
The motion was made with the following findings and conditions:  
  
The townhome building design shall be refined to reflect a better distribution of the proportions between the windows, sills and masonry base with the goal of minimizing the appearance of the parapet wall or space above the second-floor window as much as possible.  
The applicant shall provide a section of the townhome development.  
The building design along N Fair Oaks Avenue shall be revised to incorporate design elements or design techniques to reduce the mass and scale and soften the North Fair Oaks elevation, including but not limited to incorporating stepbacks, articulation in the base, human scale architectural elements, landscape, yard spaces/fences, etc.  
Explore changing the white accent material to be more consistent with other material colors on the

building.

Further explore the connectivity between the townhomes and the residential building, including minimizing parking, increasing landscape, etc.

Adding a protective element at the corner for the patio area, including a seat wall and/or landscape.

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

3. [89064](#) 905 Huxley Street - Comprehensive Design Review for Signage (CDR). (District 12)

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 Klehr, seconded by Hellrood, to Grant Final Approval.  
The motion passed by the following vote:**

**Ayes:** 4 - Davy Mayer; Jessica Klehr; Anina Mbilinyi and Nicholas L. Hellrood

**Recused:** 1 - Rafeeq D. Asad

**Excused:** 1 - Shane A. Bernau

**Non Voting:** 1 - David W.J. McLean

4. [89409](#) 1003 Huxley Street - Comprehensive Design Review for Signage (CDR). (District 12)

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 Klehr, seconded by Hellrood, to Grant Final Approval.  
The motion passed by the following vote:**

**Ayes:** 4 - Jessica Klehr; Anina Mbilinyi; Davy Mayer and Nicholas L. Hellrood

**Recused:** 1 - Rafeeq D. Asad

**Excused:** 1 - Shane A. Bernau

**Non Voting:** 1 - David W.J. McLean

5. [89408](#) 4201 Buckeye Road - Comprehensive Design Review for Signage (CDR). (District 15)

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 Klehr, seconded by Hellrood, to Grant Final Approval.  
The motion passed by voice vote/other.**

## INFORMATIONAL PRESENTATION

6. [88916](#) 2150 Commercial Avenue + 2231-2235 Myrtle Street - New Mixed-Use Building in Urban Design District (UDD) 4. (District 12)

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

**SECRETARY'S REPORT**

**BUSINESS BY MEMBERS**

7. [87114](#) Business by Members

**ADJOURNMENT**

The meeting was Adjourned at 6:27 p.m. by unanimous consent.