



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.*

Monday, August 25, 2025

5:30 PM

****Virtual Meeting****

Call to Order/Roll Call

Gnam was chair for the meeting.

Staff Present: Meagan Tuttle, Lisa McNabola, Rebecca Cnare, Brian Grady, Jeff Greger, Urvashi Martin, Tim Parks, Planning Division. Ian Brown, Charlie Romines, Streets and Urban Forestry Division. Katie Bannon, Zoning Administrator.

Alders Present: Alder Verveer (4), Alder Figueroa-Cole (10), Alder Matthews (12), Alder Madison (17)

Chair Gnam called the meeting to order at 5:30

Present: 9 - John P. Guequierre; Carmella Glenn; Derek Field; Emily R. Gnam; Sara R. Sanders; Christopher T. McCahill; Anjali Bhasin; Nicole A. Solheim and Patrick W. Heck

Excused: 1 - Darrin S. Wasniewski

Public Comment

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

There was no public comment.

Disclosures and Recusals

There were no disclosures or recusals.

Minutes of the August 11, 2025 Regular Meeting

**A motion was made by Guequierre, seconded by Heck, to Approve the Minutes.
The motion passed by voice vote/other.**

Schedule of Meetings

Regular Meetings:
- September 15 and October 6, 20, 2025

Special Meeting:
- Thursday, October 16, 2025 at 5:00 p.m. (Room 215, Madison Municipal Bldg., 215 Martin Luther King, Jr. Blvd.)

Unfinished Business

2. [89254](#) Amending Sections 4.095, 10.05, 10.055, 10.08, 10.101, 23.24 and 1.08(3) (a) and Creating Section 10.105 of the Madison General Ordinances to enhance the City's street tree protection provisions and to establish a Street Tree Replacement Fund.

On a motion by Alder Field, seconded by Alder Guequierre, the Plan Commission returned the item to the Board of Public Works with a recommendation to approve and asked that the sponsors or the Board of Public Works consider further clarification on the following: 1) That the tree radius is what is used in the policy and the tree protection zone within the radius is confined to the public right-of-way, 2) That the street permit related consequences are applicable to unauthorized tree damage or removal, specifically the word "unauthorized", 3) Where there could be a conflict with other city policies regarding placing property entrances in locations that would otherwise be prohibited but where a street tree is not present, and 4) The process for the revocation of permits and the appeal process to the Board of Public Works.

A motion was made by Field, seconded by Guequierre, to Return to Lead with the Recommendation for Approval to the BOARD OF PUBLIC WORKS. The motion passed by voice vote/other.

New Business

Note: Items 3 and 4 were discussed together.

3. [88388](#) Planning Division staff update - Southwest Area Plan

Members of the Southwest Area Plan and Southeast Area Plan teams from the Planning Division asked the Plan Commission for feedback on two topics related to the Generalized Future Land Use (GFLU) maps. Following the presentation and discussion, no action was taken on this item.

This Discussion Item was Discussed and Continued. No formal action was taken on this item.

4. [88389](#) Planning Division staff update - Southeast Area Plan

Members of the Southwest Area Plan and Southeast Area Plan teams from the Planning Division asked the Plan Commission for feedback on two topics related to the Generalized Future Land Use (GFLU) maps. Following the presentation and discussion, no action was taken on this item.

This Discussion Item was Discussed and Continued. No formal action was taken on this item.

Public Hearings

Zoning Text Amendments

5. [89326](#) Amending Section 28.151 of the Madison General Ordinances related to Supplemental Regulations to amend regulations for Accessory Dwelling Units.

On a motion by Alder Field, seconded by Alder Glenn, 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 Field, seconded by Glenn, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

6. [89357](#) Amending Section 28.098(2)(h) of the Madison General Ordinances related to updating Planned Development zoning to allow additional stories for downtown affordable housing. (District 2, District 4, District 6)

On a motion by Alder Field, seconded by Alder Glenn, 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 Field, seconded by Glenn, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

7. [89358](#)

Amending Section 28.098 of the Madison General Ordinances related to Alterations to a Planned Development District to include a timeline for inactivity.

On a motion by Alder Field, seconded by Alder Glenn, 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 Field, seconded by Glenn, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

Development-Related Requests

8. [88341](#)

1402 Pankratz Street (District 12): Consideration of a conditional use in the Suburban Employment (SE) District for a private school.

On a motion by Alder Field, seconded by Alder Glenn, the Plan Commission found the standards 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 Field, seconded by Glenn, to Approve. The motion passed by voice vote/other.

9. [89376](#)

Creating Section 28.022-00726 of the Madison General Ordinances to change the zoning of property located at 124-126 State Street and 115 West Dayton Street from PD (Planned Development) District to DC (Downtown Core) District. (District 4)

On a motion by Alder Field, seconded by Alder Glenn, 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 Field, seconded by Glenn, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

Note: Items 10 and 11 are related and were considered as one public hearing.

10. [89078](#)

Creating Section 28.022-00723 of the Madison General Ordinances to change the zoning of property located at 3357 and 3359 East Washington Avenue from TR-V1 (Traditional Residential-Varied 1) District to CC-T (Commercial Corridor-Transitional) District. (District 12)

On a motion by Alder Glenn, seconded by Alder Guequierre, the Plan Commission recommended to the Common Council to re-refer the zoning map amendment to Plan Commission on October 20, 2025 (Common Council: October 28, 2025) at the request of the applicant. The motion to re-refer passed by voice vote/other.

A motion was made by Glenn, seconded by Guequierre, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION and should be returned by 10/20/2025. The motion passed by voice vote/other.

11. [88777](#)

922-930 N Fair Oaks Avenue & 3357-3375 E Washington Avenue (District

12): Consideration of a conditional use in the [Proposed] Commercial Corridor-Transitional (CC-T) District and Transit-Oriented Development Overlay District for dwelling units in a mixed-use building with more than 100 units, and consideration of a conditional use in the CC-T District for single-family dwelling, all to allow construction of a five-story, mixed-use building with 3,300 square feet of commercial space and 171 dwelling units and a two-story, six-unit townhouse building.

On a motion by Alder Glenn, seconded by Alder Guequierre, the Plan Commission referred this item to October 20, 2025 at the request of the applicant.

A motion was made by Glenn, seconded by Guequierre, to Refer to the PLAN COMMISSION and should be returned by 10/20/2025. The motion passed by voice vote/other.

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

12. [89230](#)

3236-3300 Commercial Avenue/3235-3237 Burke Avenue (District 12): Consideration of a conditional use in the Traditional Employment (TE) District for dwellings in a mixed-use building to allow construction of a four-story mixed-use building with 8,400 square feet of commercial space and 70 dwelling units.

On a motion by Alder Field, seconded by Alder Glenn, the Plan Commission found the standards 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 Field, seconded by Glenn, to Approve. The motion passed by voice vote/other.

13. [89231](#)

Approving a Certified Survey Map of property owned by Duplicity, LLC located at 3236-3300 Commercial Avenue and 3235-3237 Burke Avenue (District 12).

On a motion by Alder Field, seconded by Alder Glenn, the Plan Commission found the standards for land divisions met and recommended to Council to approve the certified survey map subject to the comments and conditions contained in the Plan Commission materials. The motion passed by voice vote/other.

A motion was made by Field, seconded by Glenn, to RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER. The motion passed by voice vote/other.

Member Announcements, Communications or Business Items

There were no announcements, communications, or business items.

Secretary's Report

- Upcoming Matters – September 15, 2025

- Plan Commission Member Survey
- ID 89375, 89237 & 88957 - 302-308 E Washington Avenue & 15-27 N Butler Street - Rezoning from UMX and PD to PD(GDP-SIP), Conditional Use, and Certified Survey Map Referral - Amend and expand General Development Plan and Specific Implementation Plan for Butler Plaza to construct up to 11-story mixed-use building with 9,000 square feet of commercial space and 76 apartments and create two lots by CSM
- ID 89232 & 89233 - 1601 N Sherman Avenue & 1610 Ruskin Street - Conditional Use and Certified Survey Map Referral - Construct new public school building to replace existing building for Sherman Middle School and Malcolm Shabazz High School and create one lot by CSM
- ID 89234 - 1402 Wyoming Way - Conditional Use - Construct new public school building to replace existing building for Black Hawk Middle School and Gompers Elementary

School

- ID 89235 - 5501 Schroeder Road - Conditional Use for outdoor amplified sound for outdoor recreation facility/ restaurant with entertainment license

- Upcoming Matters – October 6, 2025

- ID 89236 - 139 W Wilson Street - Conditional Use - Construct a 16-story, 320-unit apartment building (Revised project plans)

- ID TBD - 702 N Midvale Boulevard - Rezoning from PD(GDP) to PD(SIP) - Approve new Specific Implementation Plan for "Hilldale Phase 3" to allow Heather Crest street improvements to be constructed (superseding May 2023 SIP approval)

- ID 89452 & 89481 - 305 N Frances Street and 533 Conklin Place - Conditional Use and Certified Survey Map Referral - Construct a 16-story mixed-use building with 2,800 square feet of commercial space and 387 apartments on one lot

- ID 89479 & 89482 - 53 West Towne Mall - Conditional Use and Certified Survey Map Referral - Divide parcel into two lots and construct coffee shop with drive-thru window on proposed Lot 1

The Plan Commission may preview these projects online at

<https://www.cityofmadison.com/dpced/planning/current-projects/1599/>.

Projects are generally grouped by Plan Commission date. The information on the Current Projects pages may be different than the information in the Plan Commission materials for the meeting when a particular item will be considered.

Adjournment

A motion was made by Solheim, seconded by Field, to Adjourn at 8:23 p.m. The motion passed by voice vote/other.

[86598](#)

Registrants for 2025 Plan Commission Meetings