



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, October 7, 2024

5:30 PM

****Virtual Meeting****

CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:30 p.m.

Present: 8 - John P. Guequierre; John W. Duncan; Derek Field; Christopher T. McCahill; Arnold (Gabe) Mendez; Nicole A. Solheim; Sara R. Sanders and Anjali Bhasin

Excused: 3 - Ledell Zellers; Patrick W. Heck and Bob Soldner

Nicole Solheim was chair for this meeting.

Staff Present: Meagan Tuttle and Tim Parks, Planning Division; Katie Bannon, Zoning Administrator; and Adam Kaniewski, Parks Division.

Also Present: Ald. Yanette Figueroa Cole, Dist. 10. and Ald. Sabrina Madison, Dist. 17.

PUBLIC COMMENT

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

There were no registrants to speak during public comment

COMMUNICATIONS, DISCLOSURES AND RECUSALS

There were no communications, disclosures, or recusals by members of the Plan Commission.

MINUTES OF THE SEPTEMBER 23, 2024 MEETING

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

SCHEDULE OF MEETINGS

Regular Meetings:

- October 7, 21 and November 4, 18, 2024

Special Meeting:

- Thursday, November 7, 2024 at 5:00 p.m. (Room 215, Madison Municipal Bldg., 215 Martin Luther King, Jr. Blvd.)

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.

PUBLIC HEARINGS**Zoning Text Amendment**

2. [85058](#) Amending Sections 28.132 and 28.138 of the Madison General Ordinances related to Lakefront Encroachments to codify lakefront yard policy and add detail.
- On a motion by Mendez, seconded by Ald. Guequierre, 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 Mendez, seconded by Guequierre, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.**

Extraterritorial Land Division

3. [84827](#) 5048 Thorson Road, Town of Sun Prairie: Consideration of a Certified Survey Map within the City's Extraterritorial Jurisdiction to create two residential lots.
- On a motion by Ald. Guequierre, seconded by Ald. Field, the Plan Commission found that the extraterritorial plat approval standards and criteria were not met and denied the land division. The motion to deny (made as a motion for "disapproval") passed by voice vote.
- In denying the land division, members of the Commission noted the reasons not to approve the request contained in the staff report and the City's interest in preserving the site and surrounding area for future urban development.
- A motion was made by Guequierre, seconded by Field, to Deny. The motion passed by voice vote/other.**

Development-Related Requests

4. [84826](#) 3020 Waunona Way (District 14): Consideration of a conditional use to allow construction of an addition to a single-family residence on a lakefront parcel.
- On a motion by Mendez, seconded by Ald. Guequierre, the Plan Commission found that the standards were met and approved the conditional use request 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 Mendez, seconded by Guequierre, to Approve. The motion passed by voice vote/other.**
5. [84828](#) 6910 Seybold Road (District 19): Consideration of a conditional use in the Commercial Center (CC) District for dwelling units in a mixed-use building to allow construction of a two-story mixed-use building with roughly 3,000 square feet of commercial space and two (2) apartments.

On a motion by Mendez, seconded by Ald. Guequierre, the Plan Commission found that the standards were met and approved the conditional use request 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 Mendez, seconded by Guequierre, to Approve. The motion passed by voice vote/other.

6. [84994](#) Approving the final plat of *Starkweather Plat* on land generally addressed as 3450-3614 Milwaukee Street (District 15).

On a motion by Sanders, seconded by Ald. Field, the Plan Commission found the standards met and recommended approval of the final plat 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 Sanders, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

7. [84995](#) 702 W Olin Avenue (District 13): Consideration of a conditional use in the Traditional Residential-Consistent 4 (TR-C4) District for a total area of accessory buildings measured at ground floor that exceeds 1,000 square feet to allow construction of a detached garage with an accessory dwelling unit.

On a motion by Mendez, seconded by Ald. Guequierre, the Plan Commission found that the standards were met and approved the conditional use request 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 Mendez, seconded by Guequierre, to Approve. The motion passed by voice vote/other.

8. [84996](#) 1902 S Stoughton Road (District 15): Consideration of a conditional use in the Commercial Corridor-Transitional (CC-T) District for a single-family residence to allow a commercial building to be converted into a single-family residence.

On a motion by Mendez, seconded by Ald. Guequierre, the Plan Commission found that the standards were met and approved the conditional use request 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 Mendez, seconded by Guequierre, to Approve. The motion passed by voice vote/other.

Note: Items 9 and 10 are related and were considered as one public hearing.

9. [84821](#) 2250 Roth Street (District 12): Consideration of a demolition permit to demolish a single-family residence.

On a motion by Mendez, seconded by Ald. Guequierre, 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 Mendez, seconded by Guequierre, to Approve. The motion passed by voice vote/other.

10. [85057](#) Creating Section 28.022-00690 of the Madison General Ordinances to change the zoning of property located at 2248-2254 Roth Street from TR-C4 (Traditional Residential-Consistent 4) District to PR (Parks and Recreation) District. (District 12)

On a motion by Mendez, seconded by Ald. Guequierre, 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 Mendez, seconded by Guequierre, to RECOMMEND TO COUNCIL TO ADOPT - RECESSED PUBLIC HEARING. The motion passed by voice vote/other.

11. [84607](#)

Creating Section 28.022-00685 of the Madison General Ordinances to change the zoning of property located at 4303 Portage Road from Temporary TR-U1 (Traditional Residential-Urban 1) District to TR-U1 (Traditional Residential-Urban 1) District. (District 17)

On a motion by Mendez, seconded by Ald. Guequierre, the Plan Commission recommended to the Common Council re-referral of the zoning map amendment to the October 21, 2024 Plan Commission (October 29 Common Council) at the request of the applicant. The motion to recommend re-referral passed by voice vote/other.

A motion was made by Mendez, seconded by Guequierre, to RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING to the PLAN COMMISSION and should be returned by 10/21/2024. The motion passed by voice vote/other.

12. [84010](#)

4303 Portage Road (District 17): 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 three-story, 65-unit apartment building.

On a motion by Mendez, seconded by Ald. Guequierre, the Plan Commission referred the conditional use request to October 21, 2024 at the request of the applicant. The motion to refer passed by voice vote/other.

A motion was made by Mendez, seconded by Guequierre, to Refer to the PLAN COMMISSION and should be returned by 10/21/2024. The motion passed by voice vote/other.

BUSINESS BY MEMBERS

There was no business by members.

SECRETARY'S REPORT

Meagan Tuttle summarized recent Common Council actions and upcoming Plan Commission matters for the Commission.

- Recent Common Council Actions

- 905 Huxley Street - Rezoning from TR-U2 to RMX and the Preliminary Plat and Final Plat of Huxley Yards Subdivision - Adopted on September 24, 2024 subject to the Plan Commission's recommendations

- Upcoming Matters – October 21, 2024

- Election of Plan Commission Chair and Vice-Chair
- ID 84997, 85247, 84998 & 85000 - 2430-2450 E Washington Avenue and 10-16 N Seventh Street - Demolition Permit, Rezoning from TR-C4 to TSS, Conditional Use, and Certified Survey Map Referral - Demolish auto repair business, mixed-use building, single-family residence, and two (2) two-family residences to construct a five-story mixed-use building with 260 square feet of commercial space and 76 apartments on one lot in Urban Design Dist. 5
- ID 85001, 85248 & 85032 - 623 Schewe Road and 10122 White Fox Lane - Demolition Permit to demolish a single-family residence at 623 Schewe Road, Rezoning from Temp. A to TR-P, and the Preliminary Plat and Final Plat of The Crest at Eagle Trace, creating 45 lots for single-family and

- two-family dwellings and one outlot for public stormwater management
- ID 85182 - 8402 Castle Pines Drive - Conditional Use to allow an existing single-family residence to be used as a family daycare
- ID 85183 - 961-967 S Park Street - Conditional Use to allow limited production and processing in an existing commercial building
- ID 85184 - 222 W Gorham Street - Conditional Use to convert a restaurant-nightclub into a nightclub

- Upcoming Matters – November 4, 2024

- ID 85186, TBD, 85187 & 85193 - 619-699 W Mifflin Street - Demolition Permit, Rezoning from PD to UMX, Conditional Use, and Certified Survey Map Referral - Demolish two apartment buildings to construct a ten-story, 239-unit apartment building and re-divide two parcels into a lot for proposed building and a lot for existing apartment building to remain
- ID TBD & 85185 - 933 S Holt Circle - Rezoning from PD to Amended PD(GDP-SIP) and Conditional Use - Amend General Development Plan and Specific Implementation Plan for Valhalla Valley Addition to High Point Estates to allow existing single-family residence to be used as a family daycare
- ID 85319 - 8421 Mansion Hill Avenue - Conditional Use - Construct four-story, 136-unit apartment building
- ID 85408 - 3441 Burke Avenue - Demolition Permit - Demolish single-family residence
- ID 85409 - 2917 Dairy Drive - Conditional Use - Construct one-story, 14,595 square-foot storage and warehousing facility

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

A motion was made by Field, seconded by Mendez, to Adjourn at 6:06 p.m. The motion passed by voice vote/other.

REGISTRATIONS

A final, complete list of persons registered for items on the Plan Commission agenda will be attached to the below-listed file following adjournment of the meeting. The final list of registrations for a particular meeting will include the meeting date in the title of the file. Registrants will no longer be entered on the minutes after each item. An agenda item with no registrants will not appear on the table of registrants attached for that meeting; however, that item will still have been considered as noted in the proceedings for that meeting.

[81428](#)

Registrants for 2024 Plan Commission Meetings