Urban Design Commission Secretary's 2024 Year in Review

JANUARY 22, 2025

2024 Statistics

UDC by the Numbers 2024

22 UDC meetings

98 total applications

- 18 Informational Presentations
- 15 Initial Approvals
 - All development related
 - All returning to UDC for final approval
- 58 Final Approvals
 - 17 of which were related to signage
 - 41 of which were development related
 - 23 of the 41 Final Approvals were only at UDC the one time

UDC by the Numbers 2023 - 2024

UDC By the Numbers – 2023-2024

	2023	2024	Trend
Total # of Meetings	23	22	-1
Total # of Applications	128	98	-30
Informational Presentations	35	18	-17
Initial Approvals	16	17	-1
Final Approvals	52	42	-10
Signage	16	17	-1

2024 Key Projects



1904 Bartillon Drive
Public Building
Dane County/City of
Madison Men's Shelter

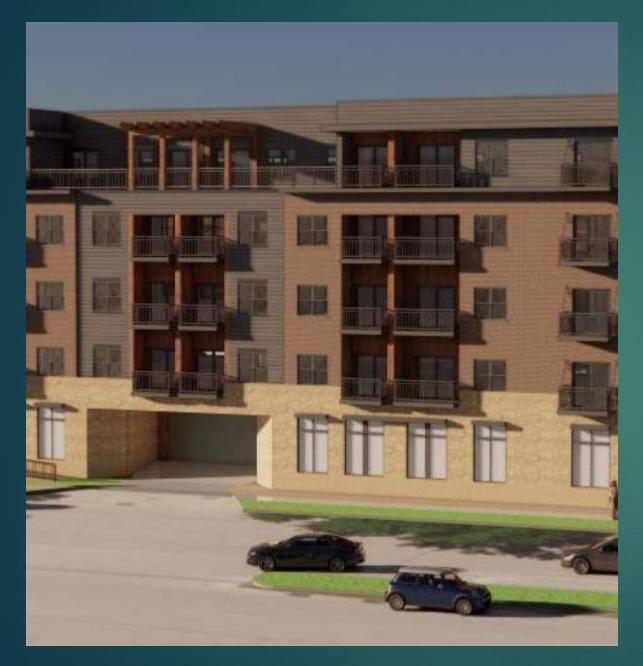








3535-3553 University Avenue Mixed-use Development







702-750
University Row
UW Digestive
Health Center









418-446 W Washington Ave & 413-417 W Mifflin St Alder Referral





4520 East
Towne Blvd
Chase
Bank



Miscellaneous Administration Items

Robert's Rules Refresher

- 1. Open the public hearing
- •Technically this happens when the UDC takes an item up

- 2. Applicant Presentation
- 3. Public Comment
- 4. Questions of the Commission
- Commission may ask questions to the applicant or public to clarify facts or testimony
- Once complete, the public hearing is closed and there is no further engagement with the public or applicant
- 5. Commission
 Deliberation and
 Discussion
- Closes the public hearing
- No more questions or input from applicant or public
- •The Commission may engage staff at any time
- •The Commission may suspend their rules and reopen the public hearing
- 6. Commission Action

Robert's Rules Applied to Informational Presentations



Applicant Presentation



Questions of the Applicant/Public



Commission Comments

Motions

Motion Intent – Approval vs. Advisory

Example Approving Motion Language:

 "Motion for Initial/Final Approval...with the following conditions..."

Example Advisory Motion Language:

 "UDC recommends to the Plan Commission that the development proposal be approved/denied with the following findings and conditions...the project return to UDC for Final review and approval"

Comments and Conditions

Clear, concise, and specific

Purview/"Staying in our lane..."

Action words – shall vs should, consider vs revise

Potential condition language:

- "The applicant shall...."
- "Revise the front entry to remove the canopy..."

Miscellaneous Administration Items



Zoom Meeting Information



Staff Reports



Bookkeeping Items Contact Information
City Residency

Licensure for architects and landscape architect members

Attendance - Quorum

Any thoughts or questions?

Thank you!