



# City of Madison

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

## Meeting Minutes - Approved 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, September 19, 2022

5:30 PM

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

---

### CALL TO ORDER/ROLL CALL

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

**Present:** 9 - Jael Currie; Patrick W. Heck; Erik Paulson; Ledell Zellers; Kathleen L. Spencer; Maurice C. Sheppard; Anthony S. Fernandez; Bradley A. Cantrell and Arnold (Gabe) Mendez

**Excused:** 1 - Nicole A. Solheim

Ald. Paulson arrived at 5:35 p.m. after approval of the August 29, 2022 minutes and prior to consideration of the consent agenda.

Staff Present: Heather Stouder, Breana Collins, Linda Horvath, Dan McAuliffe, and Tim Parks, Planning Division

### PUBLIC COMMENT

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

There were no registrants for public comment.

### COMMUNICATIONS, DISCLOSURES AND RECUSALS

During discussion of Item 2, Sheppard disclosed that he was an employee of Madison College but that he did not speak on the college's behalf on that item.

### MINUTES OF THE AUGUST 29, 2022 REGULAR MEETING

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

### SCHEDULE OF MEETINGS

Regular Meetings:

- Monday, October 3, 24 and November 7, 21, 2022 at 5:30 p.m.

Special Meeting:

- Thursday, September 29, 2022 at 5:00 p.m.

**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.

**ROUTINE BUSINESS**

2. [73473](#) Authorizing the Mayor and City Clerk to execute a lease with Patrick J. Baxter, Trustee of the Patrick J. Baxter Revocable Trust, owner of the property located at 2301 W. Beltline Highway, occupied by tenant Kayser Ford, for the use of a portion of the City-owned Cannonball Bike Path corridor, formerly a part of the Union Pacific Railroad corridor, located at 2201 W. Beltline Highway, for parking lot improvements ancillary to the adjacent car dealership. (10th & 14th A.D.)
- A motion was made by Cantrell, seconded by Sheppard, to Return to Lead with the Recommendation for Approval to the BOARD OF PUBLIC WORKS. The motion passed by voice vote/other.**

**SPECIAL ITEM OF BUSINESS**

3. [73648](#) Planning Division staff update on the Hawthorne-Truax Neighborhood Plan
- Breana Collins, Linda Horvath, and Dan McAuliffe provided the Plan Commission with an update on the neighborhood plan in progress.
- During the discussion, members of the Plan Commission expressed general support for the draft plan materials presented. Following the presentation and discussion, no action was taken.
- This Discussion Item was Discussed and Continued**

**PUBLIC HEARINGS****Subdivision**

4. [72784](#) Approving the preliminary plat and final plat of the *Village at Autumn Lake Replat No. 6* on property addressed as 2121-2157 Waterfall Way; 17th Ald. Dist.
- On a motion by Cantrell, seconded by Sheppard, the Plan Commission found the standards met and recommended approval of the preliminary plat and final plat to the Common Council subject to the comments and conditions in the Plan Commission materials. The motion to approve passed by voice vote/ other.
- A motion was made by Cantrell, seconded by Sheppard, to RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER. The motion passed by voice vote/other.**

**Land Division**

- 5. [73186](#) Adjacent to 2550 Woods Road, Town of Verona: Consideration of a Certified Survey Map within the City's Extraterritorial Jurisdiction to create two lots for open space.  

On a motion by Cantrell, seconded by Sheppard, the Plan Commission found the standards met and approved the Certified Survey Map subject to the comments and conditions in the Plan Commission materials. The motion to approve passed by voice vote/ other.

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

**Due to an issue beyond the City's control, the public hearing notices for the September 19, 2022 meeting for the remaining items on the agenda were not published as required by Section 28.181 of the Zoning Code. The Zoning Code requires that a Class 2 Notice per Wis. Stats. Section 985 be published in the official city paper, the Wisconsin State Journal, prior to consideration of any zoning map amendment, zoning text amendment, conditional use request, or demolition permit. Specifically, staff was informed that the first of the two notices was not published as required. As a result, Items 6-17 cannot be heard as scheduled on September 19 and were referred to the October 3, 2022 Plan Commission meeting.**

**Zoning Text Amendments**

- 6. [72659](#) Amending MGO Sec. 28.183(5)(a)6. to allow that the Plan Commission Secretary or District Alder may advise applicants to present at the Urban Design Commission prior to Plan Commission for a conditional use application.  

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the zoning text amendment be referred to October 3, 2022 (October 11, 2022 Common Council meeting) to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**
- 7. [73471](#) Amending Table 28L-2 in MGO Sec. 28.181 and amending MGO Sec. 28.206 to Increase Fees.  

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the zoning text amendment be referred to October 3, 2022 (October 11, 2022 Common Council meeting) to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

**Zoning Map Amendment & Related Request**

- 8. [72892](#) Creating Section 28.022-00588 of the Madison General Ordinances to change the zoning of property located at 7151-7145 Littlemore Drive, 7202 Cottage Grove Road, 851 Harrington Drive, and 6901 Bluff Point Drive, 16th Alder District, from CN (Conservancy) District to PR (Parks and Recreation) District.

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the zoning map amendment (ID 72892) be referred to October 3, 2022 (October 11, 2022 Common Council meeting) to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

- 9. [72778](#) 7035 Littlemore Drive; 16th Ald. Dist.: Consideration of a conditional use in the [Proposed] Parks and Recreation (PR) District for a community center to allow construction of a shelter in Door Creek Park.

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the conditional use request to October 3, 2022 to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

**Conditional Use Requests & Demolition Permits**

- 10. [72780](#) 7440 Mineral Point Road; 9th Ald. Dist.: Consideration of a demolition permit to demolish a one-story restaurant.

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the demolition permit to October 3, 2022 to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

- 11. [72781](#) 7440 Mineral Point Road; 9th Ald. Dist.: Consideration of a conditional use in the Commercial Center (CC) District for vehicle access sales and service windows to allow construction of a one-story multi-tenant commercial building containing approximately 8,700 square feet of floor area and two vehicle access sales and service windows.

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the conditional use request to October 3, 2022 to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

- 12. [72843](#) 3841 E Washington Avenue and 3909-3913 Lien Road; Urban Design Dist. 5; 3rd Ald. Dist.: Consideration of a conditional use in the Commercial Corridor-Transitional (CC-T) District for a multi-family dwelling containing

greater than 36 dwelling units to allow a hotel to be converted into 190 apartments.

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the conditional use request to October 3, 2022 to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

13. [73120](#)

931 E Main Street; 6th Ald. Dist. Consideration of a conditional use in the Traditional Employment (TE) District for an arts/ technical/ trade school; consideration of a conditional use in the TE District for a reception hall; consideration of a conditional use in the TE District for a restaurant-tavern; and consideration of a conditional use in the TE District for general retail, all to allow a cooking school/ reception hall/ restaurant-tavern/ and spice sales tenant within a multi-tenant commercial building.

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the conditional use request to October 3, 2022 to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

14. [73121](#)

609 E Dayton Street; 6th Ald. Dist.: Consideration of a demolition permit to demolish greater than fifty percent (50%) of the exterior walls of a commercial building.

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the demolition permit to October 3, 2022 to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

15. [73122](#)

609 E Dayton Street and 616 E Mifflin Street: Consideration of a conditional use in the Traditional Employment (TE) District for a hotel to allow construction of a three-story, 55-room hotel

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the conditional use request to October 3, 2022 to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

16. [73183](#)

2403 East Springs Drive; 17th Ald. Dist.: Consideration of a demolition permit to allow demolition of a commercial building.

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the demolition permit to October 3, 2022 to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 10/3/2022. The motion passed by voice vote/other.**

17. [73184](#) 7601 Portage Road; 17th Ald. Dist.: Consideration of a demolition permit to demolish a single-family residence.

On a motion by Cantrell, seconded by Sheppard, the Plan Commission recommended that the demolition permit to October 3, 2022 to allow the request to be properly noticed. The motion to recommend referral passed by voice vote/ other.

**A motion was made by Cantrell, seconded by Sheppard, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.**

## BUSINESS BY MEMBERS

There was no business by members.

## SECRETARY'S REPORT

Heather Stouder summarized recent Common Council actions and upcoming matters for the Plan Commission.

### - Recent Common Council Actions

- 102 S Sprecher Road - Temp. A to TR-U1 and Certified Survey Map Referral to construct four-story, 160-unit apartment building on one lot, with one outlot - Adopted subject to Plan Commission recommendation on September 6, 2022
- Zoning Text Amendment - Amending portions of Chapter 28 to change "Subchapter 28J" to "Section 28.151" - Adopted subject to Plan Commission recommendation on September 6, 2022
- 575 Zor Shrine Place - SE to TR-U2 to construct five-story, 105-unit apartment building in a residential building complex - Adopted subject to Plan Commission recommendation on September 6, 2022
- 4000-4150 Packers Avenue 4201 N Sherman Avenue - Temp. A to TR-C3, TR-V2, TR-U1, CN and CC-T and Preliminary Plat of Raemisch Farm Development - Adopted subject to Plan Commission recommendation on September 6, 2022
- 3706 Nakoma Road - Certified Survey Map creating two lots - Adopted subject to Plan Commission recommendation on September 6, 2022

### - Upcoming Matters – October 3, 2022

- 121 E Wilson Street - UMX to DC, Demolition Permit, Conditional Use, and CSM Referral - Demolish office building and parking structure to construct a fourteen-story mixed-use building with approximately 19,500 sq. ft. of commercial space and 337 dwelling units with outdoor recreation on one lot
- 7101 US Highways 12 & 18 and 4502 Brandt Road/ CTH AB - PR to IG, Preliminary Plat and Certified Survey Map - Dane County Sustainability Campus, creating one lot for a future landfill and one lot for future industrial/landfill-related development
- Zoning Text Amendment - Amending sections of Chapter 28 to allow dwelling units in mixed-use buildings in certain residential districts
- Zoning Text Amendment - Amending several sections of Chapter 28 to create "Mission Boxes" as a permitted use in various districts
- 5602-5606 Schroeder Road - Demolition Permit and Conditional Use - Demolish two restaurants to construct a four-story, 84-unit apartment building in Urban Design Dist. 2
- 3206 E Washington Avenue - Demolition Permit and Conditional Use - Demolish car wash and construct a new car wash in Urban Design Dist. 5
- 4142 Monona Drive - Conditional Use for an adult family home in existing single-family residence
- 817 Big Stone Trail - Conditional Use - Construct single-family residence exceeding 10,000 square feet of floor area

### - Upcoming Matters – October 24, 2022

- 2403 East Springs Drive - Conditional Use - Construct a five-story, approximately 220-room hotel
- 117-125 N Butler Street - DR1 to DR2, Demolition Permit, Conditional Use, and CSM Referral - Demolish three multi-family dwellings to construct four-story, 32-unit apartment building on one lot
- 4205 Portage Road - Conditional Use - Construct residential building complex containing 484 apartments in five buildings

## ANNOUNCEMENTS

There were no announcements.

## ADJOURNMENT

**A motion was made by Cantrell, seconded by Sheppard, to Adjourn at 6:59 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.

[69103](#)

Registrants for 2022 Plan Commission Meetings