



# 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).*

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Monday, March 25, 2024

5:30 PM

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

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### CALL TO ORDER/ROLL CALL

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

**Present:** 8 - Yannette Figueroa Cole; John W. Duncan; Ledell Zellers; Kathleen L. Spencer; Arnold (Gabe) Mendez; Nicole A. Solheim; Patrick W. Heck and Christopher T. McCahill

**Excused:** 2 - Derek Field and Bob Soldner

Ledell Zellers was chair for the meeting.

Staff Present: Kevin Firchow, Secretary; Chris Wells, Planning Division; Matt Tucker, Building Inspection; Mike Sturm, Parks Division; and Kate Smith, City Attorney's Office.

Also Present: Ald. Juliana Bennett, Dist. 2, Ald. Regina Vidaver, Dist. 5; Ald. Marsha Rummel, Dist. 6; Ald. Sabrina Madison, Dist. 17.

### PUBLIC COMMENT

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

There were no registrants for public comment.

### COMMUNICATIONS, DISCLOSURES AND RECUSALS

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

### MINUTES OF THE MARCH 11, 2024 REGULAR MEETING

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

### SCHEDULE OF MEETINGS

Regular Meetings:  
- Monday, April 8 and May 6, 2024 at 5:30 p.m. (Virtual Meetings)

### 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. [82474](#) Determining a Public Purpose and Necessity and adopting Relocation Orders for the acquisition of land interests required for the construction and maintenance of stormwater management facilities required for flood mitigation and restoration within the Old Sauk Trails Business Park Pond and Greenways portion of the Pheasant Branch Greenway. (District 9)  
  
**A motion was made by Solheim, seconded by Spencer, to Return to Lead with the Recommendation for Approval to the BOARD OF PUBLIC WORKS. The motion passed by voice vote/other.**

**NEW BUSINESS**

- 3. [81653](#) Adopting the Lake Monona Waterfront Master Plan (District 4, District 13, District 14)  
  
**A motion was made by Figueroa Cole, seconded by Solheim, to Return to Lead with the Recommendation for Approval to the BOARD OF PARK COMMISSIONERS. The motion passed by voice vote/other.**

**PUBLIC HEARING-5:45 p.m.**

**Development-Related Requests**

Note: Items 4 and 5 are related and were considered as one public hearing.

- 4. [81559](#) 655 W Badger Road (District 14): Consideration of a demolition permit to demolish a two-story commercial building.  
  
On a motion by Solheim, seconded by Spencer, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials. This item passed by voice vote/ other.  
  
**A motion was made by Solheim, seconded by Spencer, to Approve. The motion passed by voice vote/other.**
  
- 5. [81954](#) Creating Section 28.022-00668 of the Madison General Ordinances to change the zoning of property located at 655 West Badger Road from SR-V2 (Suburban Residential-Varied 2) District to CC-T (Commercial Corridor-Transitional) District. (District 14)  
  
On a motion by Solheim, seconded by Spencer, 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 Solheim, seconded by Spencer, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - RECESSED PUBLIC HEARING. The motion passed by voice vote/other.**

Note: Items 6 and 7 are related and were considered as one public hearing.

6. [81565](#) 428-444 State Street (District 2): Consideration of a demolition permit to demolish three mixed-use buildings.

On a motion by Heck, seconded by Solheim, the Plan Commission found that the standards were not met and Placed on File demolition permits for three mixed-use buildings addressed at 428-444 State Street.

In placing the demolitions on file, the Plan Commission specifically found that Demolition Standard #7 was not met. In speaking to this motion, it was stated this standard requires findings related to the Demolition Section's statement of purpose and with the health, prosperity, safety, and welfare of the City of Madison. The Demolition "Statement of Purpose" in Madison General Ordinance 28.185 states, in part, "The purpose of this section is therefore to ensure the preservation of historic buildings, encourage applicants to strongly consider relocating rather than demolishing existing buildings, aid in the implementation of adopted City plans, maximize the reuse or recycling of materials resulting from a demolition." It was further specified that it the demolitions did not aid in the implementation of adopted plans as it was contrary to Downtown Plan Recommendation 75 that states, "Encourage the preservation, rehabilitation and adaptive reuse of sound older buildings that contribute to the district's character."

The motion to place the demolition permit on file passed on the following 5-3 vote: AYE: Zellers, Heck, Mendez, Solheim, Spencer; NAY: Ald. Duncan, Ald. Figueroa Cole, McCahill; EXCUSED: Ald. Field, Soldner.

**A motion was made by Heck, seconded by Solheim, to Place On File. The motion passed by the following vote:**

**Ayes:** 5 - Ledell Zellers; Kathleen L. Spencer; Arnold (Gabe) Mendez; Nicole A. Solheim and Patrick W. Heck

**Noes:** 3 - Yannette Figueroa Cole; John W. Duncan and Christopher T. McCahill

**Excused:** 2 - Derek Field and Bob Soldner

7. [69792](#) 428-444 State Street; 2nd Ald. Dist.: Consideration of a conditional use in the Downtown Core (DC) District for a new building; and consideration of a conditional use for nonresidential development immediately adjacent to the boundary of a City-owned public park, to allow construction of a six-story tall mixed-use building containing up to 6,445 square feet of commercial space and 26 apartments adjacent to Lisa Link Peace Park.

On a motion by Heck, seconded by Solheim, the Plan Commission referred the conditional use requests to a future meeting (no date specified). The motion to refer passed by voice vote/other.

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

8. [81922](#) 2230 Pennsylvania Avenue; Urban Design Dist. 4 (District 12): Consideration of a conditional use in the Industrial-Limited (IL) District for a personal indoor storage facility.

On a motion by Solheim, seconded by Spencer, the Plan Commission referred the conditional use to April 8, 2024 at the request of the applicant and to allow for a recommendation by the Urban Design Commission. This item passed by voice vote/other.

**A motion was made by Solheim, seconded by Spencer, to Refer to the PLAN COMMISSION and should be returned by 4/8/2024. The motion passed by voice vote/other.**

9. [81944](#) Approving a Certified Survey Map of property owned by Madison Square Storage, LLC located at 2230 Pennsylvania Avenue (District 12).  
On a motion by Solheim, seconded by Spencer, the Plan Commission referred the conditional use to April 8, 2024 at the request of the applicant and to allow for a recommendation by the Urban Design Commission on the related conditional use. This item passed by voice vote/other.  
**A motion was made by Solheim, seconded by Spencer, to Refer to the PLAN COMMISSION and should be returned by 4/8/2024. The motion passed by voice vote/other.**
10. [81562](#) Re-approving the preliminary plat of *Herrling Property Subdivision* on property generally addressed as 10252-10554 Mineral Point Road (District 9).  
On a motion by Solheim, seconded by Spencer, the preliminary plat was referred to April 8, 2024 at the request of the applicant. The motion to refer passed by voice vote/ other.  
**A motion was made by Solheim, seconded by Spencer, to Re-refer to the PLAN COMMISSION and should be returned by 4/8/2024. The motion passed by voice vote/other.**
11. [81917](#) 626 Langdon Street (District 2): Consideration of a conditional use in the Downtown Residential 2 (DR2) District for general retail and a coffee shop tenant in a multi-family dwelling.  
On a motion by Solheim, seconded by Spencer, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials. This item passed by voice vote/other.  
**A motion was made by Solheim, seconded by Spencer, to Approve. The motion passed by voice vote/other.**
12. [81918](#) 204 W Sunset Court (District 5): Consideration of a demolition permit to demolish the street-facing wall of a single-family residence.  
On a motion by Solheim, seconded by Spencer, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials. This item passed by voice vote/other.  
**A motion was made by Solheim, seconded by Spencer, to Approve. The motion passed by voice vote/other.**
13. [81919](#) 1002 Erin Street (District 13): Consideration of a demolition permit to demolish a two-family residence.  
On a motion by Heck, seconded by Mendez, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials. This item passed by voice vote/other.  
**A motion was made by Heck, seconded by Mendez, to Approve. The motion passed by voice vote/other.**
14. [81920](#) 4701 Ellestad Drive (District 16): Consideration of a demolition permit to demolish a single-family residence.  
On a motion by Solheim, seconded by Spencer, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials. This item passed by voice vote/other.  
**A motion was made by Solheim, seconded by Spencer, to Approve. The motion passed by voice vote/other.**

- 15. [81921](#) 5454 Buttonwood Drive/ 4902 Amcenter Drive (District 17): Consideration of a conditional use in the Commercial Center (CC) District for a vehicle access sales and service window to allow construction of a multi-tenant commercial building with a vehicle access sales and service window.

On a motion by Solheim, seconded by Spencer, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials. This item passed by voice vote/other.

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

- 16. [82113](#) 620 Cedar Street (District 13): Consideration of a conditional use in the Traditional Residential-Consistent 3 (TR-C3) District to construct an accessory building exceeding 1,000 square feet.

On a motion by Solheim, seconded by Spencer, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials. This item passed by voice vote/other.

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

- 17. [82116](#) 3722 Speedway Road (District 5): Consideration of a conditional use in the Neighborhood Mixed-Use (NMX) District for a mixed-use building with more than 24 dwelling units; and consideration of a conditional use in the NMX District for a building taller than three stories or 40 feet in height to allow for the construction of a four-story mixed-use building containing approximately 760 square feet of commercial space and 31 dwelling units.

On a motion by Solheim, seconded by Figueroa Cole, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials.

In approving the conditional use requests, the Plan Commission found that the standards for conditional uses have been found met, including standards 5, 7 and 12.

Regarding Standard 5, the Plan Commission noted that the parking reduction is within the range that can be approved administratively by staff. Noted that the reduction was appropriate given the transportation linkages at the site.

Related to Standard 7, the Plan Commission noted that the revised and clarified ordinance was approved earlier this month to clarify the location of the parking. Noted that the applicant has confirmed in writing that they wished to be reviewed under the recent ordinance and opt in and that that decision is allowed per State Statute as described by the City's Assistant City Attorney. Noted that the covered parking meets the zoning requirements and, in regards to the surface parking, it has been addressed given the revised site plan. As such, the Plan Commission noted that the current plan conforms with the zoning code for off-street parking.

Related to Standard 12, the Plan Commission noted the Comprehensive Plan's recommendation for a 2-4-story building and up to 70 dwelling units per acre in this area, which they noted the proposal falls within. Also noted that the fourth story is set back and is much smaller than the lower floors. While the neighborhood plan calls for a three-story building, the Plan Commission noted it also calls for a mixed-use building with residential and commercial, which this proposal is consistent with. Considering the topography of the site, the review of the shadow study, and the review of the diagrams that the proposal complies with the height transition (to residential districts) requirement, the Plan Commission believe that the standard has been met.

This item passed by voice vote/ other.

**A motion was made by Solheim, seconded by Figueroa Cole, to Approve. The**

**motion passed by voice vote/other.**

**Land Division**

- 18. [82120](#) 3180 Burke Road, Town of Burke: Approval of a Certified Survey Map within the City's Extraterritorial Jurisdiction to create two lots.  
 On a motion by Solheim, seconded by Spencer, the Plan Commission found that the extraterritorial plat approval standards met and approved the Certified Survey Map subject to the comments and conditions contained in the Plan Commission materials. This item passed by voice vote/other.  
**A motion was made by Solheim, seconded by Spencer, to Approve. The motion passed by voice vote/other.**

**BUSINESS BY MEMBERS**

**SECRETARY'S REPORT**

Kevin Firchow provided an overview of recent Common Council actions and upcoming Plan Commission Matters.

**- Recent Common Council Actions**

- 1908 Arlington Place - Certified Survey Map creating two lots in TR-C2 zoning in University Heights Historic Dist. - Motion to approve did not receive 14 votes needed to pass at March 19, 2024 Common Council Meeting.
- Amending MGO Section 33.24(15)(e)5.a. related to Urban Design Landscaping and Open Space to remove the minimum terrace width requirement with Urban Design Dist. 8 - Approved on March 19, 2024 subject to Urban Design Commission and Plan Commission recommendations
- Amending MGO Section 28.185 related to Approval of Demolition and Removal to expand considerations for properties with historic value or significance. - Approved on March 19, 2024 subject to Plan Commission recommendation

**- Upcoming Matters – April 8, 2024**

- ID 80830, 77592 & 80433 - 5001-5105 N Sherman Ave. & 1904 Wheeler Road - Rezone from A and SR-C1 to PR, Conditional Use, and Certified Survey Map Referral - Create two lots by CSM to allow reconstruction and expansion of a golf driving range (outdoor recreation) adjacent to Cherokee Marsh Conservation Park-North Unit
- ID 81965 - Amending Sections within MGO Chapter 28 related to drive-through windows
- ID 81952 - Amending MGO Sections 28.151 and 28.211 to allow Accessory Dwelling Units for properties with up to eight dwelling units and remove owner-occupancy requirement for ADUs
- ID 82251 - 1254 E Washington Avenue - Conditional Use - Convert building into single-family residence in Urban Design Dist. 8

**- Upcoming Matters – May 6, 2024**

- ID 81923, 81925 & 81945 - 506-518 E Wilson Street and 134-150 S Blair Street - Demolition Permit, Rezoning from PD to UMX, Conditional Use, and Certified Survey Map - Create two lots in (proposed) UMX zoning, and demolish five buildings to construct eight-story, 170-unit apartment building on S Blair Street and six-story, 100-room hotel on E Wilson Street with shared parking and open space

**ANNOUNCEMENTS**

There were no announcements.

**ADJOURNMENT**

**A motion was made by Mendez, seconded by Solheim, to Adjourn at 8:38 p.m.. The motion passed by voice vote/other.**

## REGISTRATIONS

[81428](#)

Registrants for 2024 Plan Commission Meetings