



# City of Madison

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

## Meeting Minutes - Approved URBAN DESIGN COMMISSION

*Consider: Who benefits? Who is burdened?  
Who does not have a voice at the table?  
How can policymakers mitigate unintended consequences?*

---

Wednesday, December 3, 2025

4:30 PM

Virtual

---

### Call to Order/Roll Call

**Present:** 7 - Davy Mayer; Jessica Klehr; David W.J. McLean; Shane A. Bernau; Anina Mbilinyi; Rafeeq D. Asad and Nicholas L. Hellrood

### Approval of Minutes

**A motion was made by Klehr, seconded by McLean, to Approve the Minutes of November 19, 2025. The motion passed by voice vote/other.**

### Public Comment

1. [86031](#) Urban Design Commission Public Comment

### Agenda Overview

Jessica Vaughn gave an overview of the projects.

### Disclosures and Recusals

Asad was recused on Item #4. Bernau was recused on Item #8.

### Public Hearing Items

2. [90605](#) 4725 Tradewinds Parkway - Signage Variance in Urban Design District (UDD) 1. (District 16)  

This item was approved as a consent item with the finding that all applicable standards are adequately addressed and with all the staff recommendations contained in the report.

**A motion was made by Asad, seconded by McLean, to Grant Final Approval.  
The motion passed by voice vote/other.**
3. [90723](#) 307 E Wilson Street - Sign Exception. (District 4)  

This item was approved as a consent item with the finding that all applicable standards are adequately addressed and with all the staff recommendations contained in the report.

**A motion was made by Asad, seconded by McLean, to Grant Final Approval.  
The motion passed by voice vote/other.**

4. [88916](#)2150 Commercial Avenue - New Mixed-Use Building in Urban Design District (UDD)  
4. (District 12)

The following additional design details are needed for the Commission to make findings related to the UDD 4 guidelines and requirements:

- The applicant shall revise the landscape plan to reflect an increase in perennial plantings and shrubs throughout the development. Consideration should especially be given to incorporating additional plantings at the southwest corner of the building where the commercial spaces are located to further activate that space.
- The building design should be revised to provide further design and detailing to distinguish the commercial from the residential at the building ends.
- The applicant shall provide additional design details related to the landscape, amenities and programming in the open spaces/courtyards.
- The parking garage design shall be revised to minimize blank wall expanses.
- The applicant shall provide additional details related to the proposed vertical metal panel on the garage structure, including but not limited to the material, how it is attached to the building, and integrated in the design.
- The applicant shall provide additional details related to how the fiber cement panel materials are applied to the building, including whether they are large sheets or smaller panels, texture, articulation, joints, transitions to other materials, etc.
- The Commission encourages the applicant to continue to explore an at-grade pedestrian connection or other ways to provide further separation/distinction between the buildings and to break down the overall perceived mass and scale.
- The applicant shall provide additional information related to the proposed mechanical HVAC louvers and related design details.
- The applicant shall provide additional information related to site lighting.

**A motion was made by McLean, seconded by Mayer, to Refer to a future URBAN DESIGN COMMISSION meeting. The motion passed by the following vote:**

**Ayes:** 5 - Jessica Klehr; David W.J. McLean; Anina Mbilinyi; Davy Mayer and Nicholas L. Hellrood

**Recused:** 1 - Rafeeq D. Asad

**Non Voting:** 1 - Shane A. Bernau

### Unfinished Business

5. [89581](#)203 N Blount Street - Major Alteration to an Existing Planned Development (PD).  
(District 6)

The motion to recommend Approval included the finding that the Planned Development (PD) standards have been met.

**A motion was made by Klehr, seconded by Hellrood, to make an advisory recommendation to the Plan Commission to Approve. The motion passed by voice vote/other.**

**Ayes:** 5 - Davy Mayer; Jessica Klehr; David W.J. McLean; Anina Mbilinyi and Nicholas L. Hellrood

**Recused:** 1 - Rafeeq D. Asad

**Non Voting:** 1 - Shane A. Bernau

6. [90072](#) 33 W Johnson Street (formerly 200 Wisconsin Avenue) - New Hotel in Urban Mixed-Use (UMX). (District 4)

**A motion was made by Klehr, seconded by Asad, to Refer to the URBAN DESIGN COMMISSION meeting of 12/17/2025. The motion passed by voice vote/other.**

#### **New Business**

7. [90325](#) 3205 Stevens Street - Residential Building Complex. (District 5)

**A motion was made by Klehr, seconded by Asad, to Refer to the URBAN DESIGN COMMISSION meeting of 12/17/2025. The motion passed by voice vote/other.**

#### **Informational Presentation**

8. [90917](#) 999 S Park Street - New Mixed-Use Building in Urban Design District (UDD) 7. (District 13)

**The Urban Design Commission Received an Informational Presentation**

#### **Schedule of Meetings**

#### **Secretary's Report**

#### **Business by Members**

9. [87114](#) Business by Members

#### **Adjournment**

**The meeting was Adjourned at 7:55 p.m. by unanimous consent.**