



# 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, January 22, 2024

5:30 PM

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

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### CALL TO ORDER/ROLL CALL

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

**Present:** 10 - Yannette Figueroa Cole; John W. Duncan; Derek Field; Ledell Zellers;  
Kathleen L. Spencer; Maurice C. Sheppard; Arnold (Gabe) Mendez;  
Nicole A. Solheim; Patrick W. Heck and Christopher T. McCahill

**Excused:** 1 - Bob Soldner

Zellers was chair for this meeting.

Staff Present: Heather Stouder, Breana Collins, Jeff Greger, Colin Punt, and Tim Parks, Planning  
Division; Ian Brown, City Forester.

Also Present: Ald. Michael Vermeer, District 4; Ald. Marsha Rummel, District 6; Ald. Amani Latimer-Burris,  
District 12; Ald. Barbara Harrington-McKinney, District 20.

### PUBLIC COMMENT

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

There were no registrants to speak during public comment.

### COMMUNICATIONS, DISCLOSURES AND RECUSALS

Maurice Sheppard indicated he was on the staff of Madison College, which owns the property under  
consideration as Items 7 and 8, but that his affiliation with the owner would not impact his ability to  
consider those items.

Nicole Solheim noted that she would recuse herself from the consideration of Items 9 and 10.

Patrick Heck noted that he was a neighbor of the properties subject to consideration as Items 11-13, but  
that would not impact his ability to consider those items.

### MINUTES OF THE DECEMBER 7, 2023 SPECIAL MEETING

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

### MINUTES OF THE DECEMBER 11, 2023 REGULAR MEETING

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

### MINUTES OF THE JANUARY 8, 2024 CANCELLED MEETING

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

### SCHEDULE OF MEETINGS

Regular Meetings:

- Monday, February 5, 26 and March 11, 25, 2024 at 5:30 p.m. (Virtual Meetings)

Special Meeting:

- Thursday, March 14, 2024 at 5:00 p.m. (Room 215, Madison Municipal Building)

### 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.

### NEW BUSINESS

- 2. [81301](#) Authorizing the City of Madison Planning Division to submit an application to the Capital Area Regional Planning Commission to expand the Central Urban Service Area to include properties located in the Reiner Neighborhood Development Plan area.

**A motion was made by Solheim, seconded by Sheppard, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

- 3. [81303](#) Authorizing the City of Madison Planning Division to submit an application to the Capital Area Regional Planning Commission to expand the Central Urban Service Area to include the properties located in the High Point-Raymond Neighborhood Development Plan area.

**A motion was made by Solheim, seconded by Sheppard, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

### PUBLIC HEARINGS

#### Annexation

- 4. [81305](#) Creating Section 15.01(659) of the Madison General Ordinances entitled "City Boundaries" and being part of the chapter entitled "Alder Districts and Wards" annexing to the 18th Alder District nine parcels located in the Town of Westport generally addressed as 5000 North Sherman Avenue, creating

Section 15.02(161) of the Madison General Ordinances to annex the property to Ward 161, amending 15.03(18) to add Ward 161 to Alder District 18, and assigning a temporary zoning classification of Temp. A (Agricultural) District. (District 18)

On a motion by Solheim, seconded by Sheppard, the Plan Commission recommended that Council adopt the annexation. The motion passed by voice vote/other.

Note: A two-thirds vote of the Common Council is required to pass this ordinance

**A motion was made by Solheim, seconded by Sheppard, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

**Development-Related Requests**

- 5. [80686](#) 529 University Avenue (District 2): Consideration of a demolition permit to demolish a restaurant-tavern.  
On a motion by Solheim, seconded by Sheppard, the Plan Commission referred the demolition permit to March 11, 2024 at the request of the applicant. The motion passed by voice vote/other.  
**A motion was made by Solheim, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 3/11/2024. The motion passed by voice vote/other.**

- 6. [81076](#) 1738 Roth Street (District 12): Consideration of a conditional use in the Commercial Corridor-Transitional (CC-T) District for a mission house.  
On a motion by Solheim, seconded by Sheppard, the Plan Commission found the standards met and approved the conditional use 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 Solheim, seconded by Sheppard, to Approve. The motion passed by voice vote/other.**

Note: Items 7 and 8 are related and were considered as one public hearing.

- 7. [81024](#) Creating Section 28.022-00663 of the Madison General Ordinances to change the zoning of property located at 33 West Johnson Street from UMX (Urban Mixed Use) District to PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00664 to approve a Specific Implementation Plan. (District 4)  
On a motion by Solheim, seconded by Ald. Figueroa Cole, the Plan Commission found the standards met and recommended approval of the zoning map amendment, subject to the comments and conditions contained in the Plan Commission materials.  
**A motion was made by Solheim, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - PUBLIC HEARING. The motion passed by voice vote/other.**

- 8. [81199](#) 33 W Johnson Street (District 4): Consideration of a conditional use pursuant to MGO Section 28.134(3) for projections into the Capitol View Preservation Limit to allow conversion of a former six-story school into a six- to eleven-story mixed-use building with 16,000 square feet of commercial space, 134 apartments, and 341 hotel guest rooms.  
On a motion by Solheim, seconded by Ald. Figueroa Cole, the Plan Commission found the standards met and approved the conditional use 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 Solheim, seconded by Figueroa Cole, to Approve. The**

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

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

Note: At the time that the public hearing notices were sent for the January 8 meeting, the subject sites for Items 9 and 10 were part of a larger parcel addressed as 2007 Roth Street pending the recording of a Certified Survey Map (CSM) of that property to create three lots and one outlot. Since the notices for these items were published consistent with Section 28.181 of the Zoning Code, the CSM of 2007 Roth was recorded and new addresses assigned to each of the parcels created by the CSM. The addresses below reflect the new parcel addresses.

- 9. [81251](#) 1003 Huxley Street (District 12) (Noticed as "2007 Roth Street (Lot 1 of proposed Certified Survey Map")): Consideration of an alteration to an approved conditional use in the Traditional Residential-Urban 2 (TR-U2) District for a multi-family dwelling with greater than 60 units to allow architectural changes to an approved six-story, 250-unit apartment building

On a motion by Heck, seconded by Ald. Field, the Plan Commission found the standards met and approved the alteration to the approved conditional use subject to the comments and conditions in the Plan Commission materials. The motion to approve passed on the following 7-1 vote: AYE: Ald. Duncan, Ald. Field, Ald. Figueroa Cole, Heck, McCahill, Mendez, Spencer; NAY: Sheppard; RECUSED: Solheim; NON-VOTING: Zellers; EXCUSED: Soldner.

**A motion was made by Heck, seconded by Field, to Approve. The motion passed by the following vote:**

**Ayes:** 7 - Yannette Figueroa Cole; John W. Duncan; Derek Field; Kathleen L. Spencer; Arnold (Gabe) Mendez; Patrick W. Heckand Christopher T. McCahill

**Noes:** 1 - Maurice C. Sheppard

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

**Excused:** 1 - Bob Soldner

**Non Voting:** 1 - Ledell Zellers

- 10. [81252](#) 905 Huxley Street (District 12) (Noticed as "2007 Roth Street (Lot 2 of proposed Certified Survey Map")): Consideration of an alteration to an approved conditional use in the Traditional Residential-Urban 2 (TR-U2) District for a multi-family dwelling with greater than 60 units to allow architectural changes to an approved seven-story, 303-unit apartment building.

On a motion by Heck, seconded by Ald. Field, the Plan Commission found the standards met and approved the alteration to the approved conditional use subject to the comments and conditions in the Plan Commission materials. The motion to approve passed by voice vote/other, with Sheppard voting Nay, and Solheim Recused.

**A motion was made by Heck, seconded by Figueroa Cole, to Approve. The motion passed by voice vote/other, with Sheppard voting No and Solheim Recused.**

Note: Items 11-13 are related and were considered as one public hearing.

- 11. [81083](#) 702 E Washington Avenue (District 6): Consideration of a demolition permit to demolish a two-story commercial building.

On a motion by Solheim, seconded by Spencer, the Plan Commission found the standards met and approved the demolition permit 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 Solheim, seconded by Spencer, to Approve. The motion passed by voice vote/other.**

- 12. [81316](#) Amending Section 33.24(15)(e)12.b. related to Upper-Level Development Standards of the Madison General Ordinances to clarify how stories are measured in Urban Design District 8. (Alder District 6)

**A motion was made by Solheim, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.**

- 13. [81081](#) 702-734 E Washington Avenue; Urban Design Dist. 8 (District 6): Consideration of a conditional use in the Traditional Employment (TE) District for dwelling units in a mixed-use building; consideration of a conditional use in the TE District for a building exceeding five stories and 68 feet in height, and; consideration of a conditional use in the TE District for accessory outdoor recreation; all to allow the construction of a 15-story mixed-use building containing approximately 15,000 square feet of commercial space and 244 apartments.

On a motion by Solheim, seconded by Mendez, the Plan Commission found the standards met and approved the conditional use subject to the comments and conditions in the Plan Commission materials and the following condition:

- That a management plan be submitted to the Planning Division and district alder.

The motion to approve with conditions passed by voice vote/ other.

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

Note: Items 14-16 are related and were considered as one public hearing.

- 14. [81077](#) 15 Ellis Potter Court (District 19): Consideration of a demolition permit to demolish a commercial building.

On a motion by Solheim, seconded by Sheppard, the Plan Commission found the standards met and approved the demolition permit 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 Solheim, seconded by Sheppard, to Approve. The motion passed by voice vote/other.**

- 15. [81078](#) 6110 Schroeder Road and 1-15 Ellis Potter Court (District 19): Consideration of a conditional use in the Suburban Employment (SE) District for a multi-family dwelling; and consideration of a conditional use in the SE District for dwelling units in a mixed-use building, all to allow construction of a three-story, 54-unit apartment building; two-story, 11-unit townhouse building; and accessory garage.

On a motion by Solheim, seconded by Sheppard, the Plan Commission found the standards met and approved the conditional use 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 Solheim, seconded by Sheppard, to Approve. The motion passed by voice vote/other.**

- 16. [81085](#) Approving a Certified Survey Map of property owned by BR15 Real Estate, LLC located at 6110 Schroeder Road and 1-15 Ellis Potter Court (District 19).  

On a motion by Solheim, seconded by Sheppard, the Plan Commission found the standards met and recommended approval of the Certified Survey Map to the Common Council subject to the comments and conditions in the Plan Commission materials. The motion to recommend approval passed by voice vote/ other.

**A motion was made by Solheim, 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.**

Note: Items 17 and 18 are related and will be considered as one public hearing. Following the public hearing, the Plan Commission shall make separate findings and motions on each agenda item.

- 17. [81079](#) 531 W Mifflin Street (District 4): Consideration of a demolition permit to demolish a single-family residence.  

On a motion by Solheim, seconded by Sheppard, the Plan Commission referred the demolition permit to February 5, 2024 at the request of the applicant. The motion passed by voice vote/other.

**A motion was made by Solheim, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 2/5/2024. The motion passed by voice vote/other.**

- 18. [81080](#) 531 W Mifflin Street (District 4): Consideration of a conditional use in the Downtown Residential 2 (DR2) District for a residential building complex containing a four-unit apartment building and a single-family residence; and consideration of a conditional use to reduce the rear yard setback requirements for the residential building complex.  

On a motion by Solheim, seconded by Sheppard, the Plan Commission referred the conditional use request to February 5, 2024 at the request of the applicant. The motion passed by voice vote/other.

**A motion was made by Solheim, seconded by Sheppard, to Refer to the PLAN COMMISSION and should be returned by 2/5/2024. The motion passed by voice vote/other.**

- 19. [81082](#) 929 E Washington Avenue; Urban Design Dist. 8 (District 6): Consideration of a conditional use in the Traditional Employment (TE) District for a building exceeding five stories and 68 feet in height; consideration of a conditional use in the TE District for a hotel; consideration of a major alteration to a conditional use per Section 28.137(2)(e) of the Zoning Code for a planned multi-use site containing a hotel; consideration of a conditional use in the TE District for a food and beverage use (including but not limited to a restaurant, restaurant-tavern, or brewpub); consideration of a conditional use in the TE District for an outdoor eating area for a food and beverage use; and consideration of a conditional use in the TE District for accessory outdoor recreation, all to allow construction of a 15-story, 265-room hotel with a food and beverage use and outdoor eating area.  

On a motion by Solheim, seconded by Sheppard, the Plan Commission found the standards met and approved the conditional use 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 Solheim, seconded by Sheppard, to Approve. The motion passed by voice vote/other.**

20. [81264](#) 2413 S Park Street (District 14): Consideration of a demolition permit to demolish an auto repair facility.

On a motion by Solheim, seconded by Sheppard, the Plan Commission found the standards met and approved the demolition permit 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 Solheim, seconded by Sheppard, to Approve. The motion passed by voice vote/other.**

21. [81265](#) 6402 Femrite Drive (District 16): Consideration of a demolition permit to demolish a single-family residence.

On a motion by Solheim, seconded by Sheppard, the Plan Commission found the standards met and approved the demolition permit 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 Solheim, seconded by Sheppard, to Approve. The motion passed by voice vote/other.**

22. [81266](#) 7901 E Buckeye Road (District 16): Consideration of a demolition permit to demolish a two-story commercial building (also addressed as 3737 CTH AB (Town of Cottage Grove)).

On a motion by Solheim, seconded by Sheppard, the Plan Commission found the standards met and approved the demolition permit 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 Solheim, seconded by Sheppard, to Approve. The motion passed by voice vote/other.**

23. [81267](#) 506-518 E Wilson Street and 134-148 S Blair Street (District 6): Consideration of an alteration to an approved Planned Development District-Specific Implementation Plan (PD-SIP) to allow outdoor recreation, weekly outdoor events, and special seasonal events in the parking lot for the adjacent restaurant-taverns.

On a motion by Solheim, seconded by Ald. Figueroa Cole, the Plan Commission found the proposed alteration to allow outdoor recreation, weekly outdoor events, and special seasonal events in the parking lot consistent with the Specific Implementation Plan approved by the Common Council and the Planned Development standards and approved the alteration subject to the comments and conditions in the Plan Commission materials and the following revisions and conditions:

- That condition 3 be revised as noted: "All of the proposed events and service in the outdoor area in this condition shall not start before the listed start time and shall end and the area cleared of attendees and outdoor amplified sound and use of sound-producing devices stopped by the end time enumerated below. The approval for 2024 shall apply to the following:

- >> The seasonal outdoor events shall not start before 11:00 AM and shall end by 9:00 PM.

- >> The outdoor live music/performance events shall not start before 4:00 PM on Sunday and Monday, and shall end by 9:00 PM.

- >> Sand volleyball/outdoor recreation shall only be allowed between 5:30-4:30-9:00 PM Monday-Friday and from 12:00-9:00 PM on Sunday."

- That only one performance space/ stage is approved for the weekly outdoor events, which shall be located between the Essen Haus and Hotel Ruby Marie. [This condition does not apply to the plan for the two seasonal events approved by the Plan Commission.]

The motion to approve with the revised and additional conditions passed by voice vote/ other.

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

**Extraterritorial Land Division**

24. [77936](#) 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 Heck, seconded by Ald. Field, the Plan Commission referred the proposed land division to February 5, 2024 to allow the applicant to appear before the Commission before they acted on the request. The motion to refer passed by voice vote/ other.

**A motion was made by Heck, seconded by Field, to Refer to the PLAN COMMISSION and should be returned by 2/5/2024. The motion passed by voice vote/other.**

## BUSINESS BY MEMBERS

There was no business by members.

## SECRETARY'S REPORT

Heather Stouder provided an overview of recent Common Council actions and upcoming Plan Commission matters.

### - Recent Common Council Actions

- 29 S Mills Street - Rezoning from CI to TSS to construct a six-story mixed-use building containing a 16,300 square-foot community center and 60 apartments - Approved on January 9, 2024 subject to Plan Commission recommendation
- 118 State Street - Rezoning from PD to DC for a nightclub in existing two-story building - Approved on January 9, 2024 subject to Plan Commission recommendation
- Zoning Text Amendment - Amending various sections of the Zoning Codes to fix minor errors - Approved on January 9, 2024 subject to Plan Commission recommendation

### - Upcoming Matters – February 5, 2024

- 139 W Wilson Street - Demolition Permit and Conditional Use - Demolish apartment building and construct 16-story apartment building with 320 units in UMX zoning
- 1410 Engineering Drive - Amended CI District Master Plan for UW-Madison to allow construction of a 385,000 sq. ft. academic building (for College of Engineering) following demolition of existing two-story academic building
- 7751 Mid Town Road, 2150 Marty Road, and 7342-7362 Raymond Road - Temp. A to A, TR-P and CC-T and Preliminary Plat of Midpoint Meadows, creating 148 lots for single-family residences, 96 lots for 48 two-family twin bldgs., 2 lots for future multi-family development, 1 lot for future mixed-use development, 7 outlots for public uses, and 5 outlots for private uses

### - Upcoming Matters – February 26, 2024

- 5525 Tradesmen Drive - Conditional Use to allow retail tenant in a multi-tenant industrial building
- 5702 South Hill Drive - Conditional Use - Allow conversion of place of worship into a private school
- 117-125 W Mifflin Street - Demolition Permit - Demolish five commercial buildings

## ANNOUNCEMENTS

There were no announcements.

## ADJOURNMENT

**A motion was made by Field, seconded by Solheim, to Adjourn at 9:35 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