



# 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?*

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Wednesday, May 8, 2024

4:30 PM

Virtual

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### CALL TO ORDER / ROLL CALL

**Present:** 6 - Marsha A. Rummel; Kathryn (Wendy) von Below; Cliff Goodhart; Shane A. Bernau; Christian J. Harper and Russell S. Knudson  
**Excused:** 2 - Jessica Klehr and Rafeeq D. Asad

### APPROVAL OF MINUTES

A motion was made by Knudson, seconded by Rummel, to Approve the Minutes of April 17, 2024. The motion passed by voice vote/other.

### ROLL CALL

**Present:** 7 - Marsha A. Rummel; Kathryn (Wendy) von Below; Cliff Goodhart; Shane A. Bernau; Christian J. Harper; Rafeeq D. Asad and Russell S. Knudson  
**Excused:** 1 - Jessica Klehr

### PUBLIC COMMENT

1. [81138](#) Public Comment  
None

### DISCLOSURES AND RECUSALS

Bernau was recused on Item #6. Asad was recused on Item #7. von Below was recused on Item #9.

### AGENDA OVERVIEW

Jessica Vaughn gave an overview of the projects

### PUBLIC HEARING ITEMS

2. [82904](#) 110 Belmont Road - Comprehensive Design Review of Signage (CDR). (District 3)

A motion was made by Knudson, seconded by von Below, to Refer to a future URBAN DESIGN COMMISSION meeting. The motion passed by voice vote/other.

### SPECIAL ITEM OF BUSINESS

3. [82973](#) Repealing and Recreating Section 33.24 of the Madison General Ordinances related to the Urban Design Commission to implement Phase 1 of planned multi-phase revisions to the UDC ordinance.

**A motion was made by Knudson, seconded by von Below, to Refer to the URBAN DESIGN COMMISSION meeting of June 12, 2024. The motion passed by voice vote/other.**

### UNFINISHED BUSINESS

4. [81073](#) 9453 Spirit Street (aka 305 Bear Claw Way) - Residential Building Complex. (District 9)

**A motion was made by Asad, seconded by Bernau, to make an Advisory Recommendation to the Plan Commission to Approve. The motion passed by voice vote/other.**

5. [81425](#) 4702 Verona Road - Major Amendment to an Existing Planned Development (PD) for a Drive-Through Coffee Shop. (District 10)

The Urban Design Commission made an advisory recommendation to the Plan Commission to **APPROVE** with the following conditions:

- The new windows located to the left of the main entrance shall be lowered to a minimum sill height of 29" above the finished floor. A modesty screen can be provided and is acceptable.
- A final materials board detail shall be provided that shows a durable exterior paint that is appropriate for a masonry material. This condition can be reviewed/approved administratively.
- The continued review of the lighting shall be completed administratively.
- The stella d'oro lily shall be swapped for a less common varietal.

**A motion was made by von Below, seconded by Harper, to make an advisory recommendation to the Plan Commission to Approve. The motion passed by the following vote:**

**Ayes:** 5 - Marsha A. Rummel; Kathryn (Wendy) von Below; Shane A. Bernau; Christian J. Harper and Russell S. Knudson

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

**Excused:** 1 - Jessica Klehr

**Non Voting:** 1 - Cliff Goodhart

### NEW BUSINESS/ALDER REFERRAL

6. [83099](#) 519-521 W Main Street - Alder Referral for Advisory Recommendation for a New Multi-Family Building. (District 4)

\*Bernau was recused on this item.

The Urban Design Commission made an advisory recommendation to the Plan Commission to **APPROVE** with the following finding, conditions, and comments:

- Overall, the Commission finds that the design/detailing of the masonry reflects a good composition and restraint in the materials palette; it provides a nice, rich texture to the composition of the building, consistent with Conditional Use Standard No. 8.
- The garage door shall be recessed at least 2-3' from the face of the front facade and a header shall be integrated above the door for the garage ventilation to match the window

height. The garage door shall have translucent openings.

- The accessibility ramp shall be better integrated into the plaza space.
- The design of the commercial space shall be refined to incorporate more glazing.
- The location of the front door shall be such that is visible and oriented towards the street.
- The applicant shall confirm that the vision triangle requirements are being met.
- The Commission has concerns related to maintaining horizontal brick pavers. Consideration should be given to utilizing a permeable paver system and/or utilizing concrete in smaller areas such as landings and the accessible ramp.

**A motion was made by von Below, seconded by Rummel, to make an advisory recommendation to the Plan Commission to Approve. The motion passed by the following vote:**

**Ayes:** 5 - Kathryn (Wendy) von Below; Christian J. Harper; Rafeeq D. Asad; Marsha A. Rummel and Russell S. Knudson

**Recused:** 1 - Shane A. Bernau

**Excused:** 1 - Jessica Klehr

**Non Voting:** 1 - Cliff Goodhart

#### INFORMATIONAL PRESENTATIONS

7. [83067](#) 3535 & 3553 University Avenue - New Mixed-Use Building in Urban Design District (UDD) 6. (District 5)

\*Asad was recused on this item.

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

8. [83068](#) 521 E Washington Avenue - New Mixed-Use Building in Urban Design District (UDD) 4. (District 6)

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

9. [83152](#) 1430-1436 Monroe Street - Major Amendment to a Planned Development (PD) for Exterior Building Modifications to the Camp Randall Sports Center and McClain Athletic Facility Buildings. (District 5)

\*von Below was recused on this item.

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

#### SECRETARY'S REPORT

10. [83127](#) 2023 Planning Division Annual Report

#### SCHEDULE OF MEETINGS

#### BUSINESS BY MEMBERS

11. [81137](#) 2024 Announcements, Questions and/or Considerations for Future Agendas (no other

action to be taken under this item).

**ADJOURNMENT**

The meeting was Adjourned at 8:06 p.m. by unanimous consent.