



# 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?*

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Monday, August 28, 2023

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:** 8 - Yannette Figueroa Cole; John W. Duncan; Derek Field; Kathleen L. Spencer; Maurice C. Sheppard; Arnold (Gabe) Mendez; Patrick W. Heck and Christopher T. McCahill

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

**Non Voting:** 1 - Ledell Zellers

Ledell Zellers was chair for the meeting.

Staff Present: Heather Stouder, Secretary; Chris Wells, Planning Division; Jacob Moskowicz, Building Inspection; Ian Brown, Forestry.

Also: Ald. Verveer, Ald. Rummel, Ald. Bennett, Ald. Govindarajan, Ald. Currie, Ald. Evers, Ald. Knox, Jr., Ald. Martinez-Rutherford, Ald. Madison, and Ald. Myadze.

### PUBLIC COMMENT

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

There was one registrant for public comment but they were not present when called.

### COMMUNICATIONS, DISCLOSURES AND RECUSALS

Regarding Items 5-9, Gabe Mendez disclosed that he has been part of planning meetings regarding this project, and because his department (at the University of Wisconsin-Madison) would potentially benefit from those items, he would recuse himself for those items.

Also regarding Items 5-9, Ald. Field and Chris McCahill both disclosed that they are employed at the University of Wisconsin-Madison but they work in units not planned to occupy the proposed building. They said they do not stand to benefit from the proposal and their relationship with the applicant would not affect their ability to consider those items.

### MINUTES OF THE AUGUST 7, 2023 REGULAR MEETING

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

**Ayes:** 7 - Yannette Figueroa Cole; John W. Duncan; Derek Field; Kathleen L. Spencer; Maurice C. Sheppard; Patrick W. Heckand Christopher T. McCahill

**Abstentions:** 1 - Arnold (Gabe) Mendez

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

**Non Voting:** 1 - Ledell Zellers

**SCHEDULE OF MEETINGS**

Regular Meetings:

- Monday, September 18 and October 2, 30, 2023 at 5:30 p.m. (Virtual Meetings)

Special Meeting:

- Thursday, September 7, 2023 at 5:00 p.m. (Virtual Meeting)

**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.

**PUBLIC HEARINGS**

**Development-Related Requests**

Note: Items 2-4 are related and were considered as one public hearing.

- 2. [78192](#) 18-30 N Carroll Street; District 4: Consideration of a demolition permit to demolish two commercial buildings and a museum  
 On a motion by Ald. Figueroa Cole, seconded by Ald. Field, 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 Figueroa Cole, seconded by Field, to Approve. The motion passed by voice vote/other.**
- 3. [78194](#) 18-30 N Carroll Street; District 4: Consideration of a conditional use in the Downtown Core (DC) District for a new building greater than 20,000 square feet or that has more than four stories to allow construction of a five-story museum  
 On a motion by Mendez, seconded by Ald. 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. This item passed by voice/vote/other.  
**A motion was made by Mendez, seconded by Figueroa Cole, to Approve. The motion passed by voice vote/other.**
- 4. [78225](#) Approving a Certified Survey Map of property owned by Wisconsin Historical Foundation, Inc. located at 18-30 N Carroll Street (District 4).  
 On a motion by Mendez, seconded by Spencer, the Plan Commission found the standards met and

recommended approval of the certified survey map, subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

**A motion was made by Mendez, seconded by Spencer, to RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER. The motion passed by voice vote/other.**

Note: Items 5-9 are related and were considered as one public hearing.

- 5. [78199](#) 209 Bernard Court and 911 Clymer Place; District 8: Consideration of a demolition permit to demolish two residential buildings

On a motion by Heck, seconded by Ald. Field, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials. The item passed on the following vote: AYE: Heck, Ald. Duncan, Spencer, Sheppard, Ald. Figueroa Cole; RECUSED: Mendez; NON-VOTING: Zellers; EXCUSED: Solheim.

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

**Ayes:** 7 - Derek Field; Kathleen L. Spencer; Maurice C. Sheppard; Patrick W. Heck; Yannette Figueroa Cole; Christopher T. McCahilland John W. Duncan

**Recused:** 1 - Arnold (Gabe) Mendez

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

**Non Voting:** 1 - Ledell Zellers
  
- 6. [79460](#) 923 Clymer Place; District 8: Consideration of a demolition permit to demolish a two-family residence.

On a motion by Heck, seconded by Ald. Field, the Plan Commission found that the standards were met and approved this item subject to comments and conditions contained in the Plan Commission materials. The item passed on the following vote: AYE: Heck, Ald. Duncan, Spencer, Sheppard, Ald. Figueroa Cole; RECUSED: Mendez; NON-VOTING: Zellers; EXCUSED: Solheim.

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

**Ayes:** 7 - Derek Field; Kathleen L. Spencer; Maurice C. Sheppard; Patrick W. Heck; Yannette Figueroa Cole; Christopher T. McCahilland John W. Duncan

**Recused:** 1 - Arnold (Gabe) Mendez

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

**Non Voting:** 1 - Ledell Zellers
  
- 7. [78874](#) Amending Section 28.022-00289 of the Madison General Ordinances to amend the Campus-Institutional (CI) District Master Plan for the University of Wisconsin-Madison Campus for the portion of the campus generally addressed as 232 N Park Street and 915-935 W Johnson Street, 8th Alder District, to include specific plans for the proposed Levy Hall Academic Building. (District 8)

On a motion by Heck, seconded by Ald. Field, the Plan Commission found the standards met and recommended approval of the Campus-Institutional District Master Plan Amendment, subject to the comments and conditions contained in the Plan Commission materials. The item passed on the following vote: AYE: Heck, Ald. Duncan, Spencer, Sheppard, Ald. Figueroa Cole; RECUSED: Mendez; NON-VOTING: Zellers; EXCUSED: Solheim.

**A motion was made by Heck, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - RECESSED PUBLIC HEARING. The motion passed by the following vote:**

**Ayes:** 7 - John W. Duncan; Derek Field; Kathleen L. Spencer; Maurice C. Sheppard; Patrick W. Heck; Christopher T. McCahilland Yannette Figueroa Cole

**Recused:** 1 - Arnold (Gabe) Mendez

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

**Non Voting:** 1 - Ledell Zellers

8. [78912](#)

Creating Section 28.022-00639 of the Madison General Ordinances to change the zoning of property located at 923 Clymer Place and 207 North Brooks Street, 8th Alder District, from TR-U2 (Traditional Residential-Urban 2) District to CI (Campus Institutional) District. (District 8)

On a motion by Heck, seconded by Ald. Field, 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. The item passed on the following vote: AYE: Heck, Ald. Duncan, Spencer, Sheppard, Ald. Figueroa Cole; RECUSED: Mendez; NON-VOTING: Zellers; EXCUSED: Solheim.

**A motion was made by Heck, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by the following vote:**

**Ayes:** 7 - Derek Field; Kathleen L. Spencer; Maurice C. Sheppard; Patrick W. Heck; Yannette Figueroa Cole; Christopher T. McCahilland John W. Duncan

**Recused:** 1 - Arnold (Gabe) Mendez

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

**Non Voting:** 1 - Ledell Zellers

9. [78913](#)

Creating Section 28.022-00640 of the Madison General Ordinances to change the zoning of property located at 209 Bernard Court, 911 Clymer Place, and 908 West Dayton Street, 8th Alder District, from TR-U2 (Traditional Residential-Urban 2) District to CI (Campus Institutional) District. (District 8)

On a motion by Heck, seconded by Ald. Field, 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. The item passed on the following vote: AYE: Heck, Ald. Duncan, Spencer, Sheppard, Ald. Figueroa Cole; RECUSED: Mendez; NON-VOTING: Zellers; EXCUSED: Solheim.

**A motion was made by Heck, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by the following vote:**

**Ayes:** 7 - Kathleen L. Spencer; Maurice C. Sheppard; Patrick W. Heck; Yannette Figueroa Cole; John W. Duncan; Christopher T. McCahilland Derek Field

**Recused:** 1 - Arnold (Gabe) Mendez

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

**Non Voting:** 1 - Ledell Zellers

Items 10-12 were referred to a future meeting (no date specified) at the request of staff.

- 10.     [78643](#)             3450, 3490, and 3510 Milwaukee Street; District 15: Consideration of a demolition permit to demolish an industrial building and two single-family residences

On a motion by Heck, seconded by Ald. Field, the Plan Commission voted to refer this item to a future meeting (no date specified). That motion passed by voice vote / other.

**A motion was made by Heck, seconded by Field, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.**
- 11.     [78911](#)             Creating Section 28.022-00634 of the Madison General Ordinances to change the zoning of property located at 3420-3614 Milwaukee Street, 15th Alder District, from Temp. A (Agricultural) District to CC-T (Commercial Corridor-Transitional) District, and creating Section 28.022-00635 of the Madison General Ordinances to change the zoning of property located at 3420-3614 Milwaukee Street, 15th Alder District, from Temp. A (Agricultural) District to TR-V2 (Traditional Residential-Varied 2) District, and creating Section 28.022-00636 of the Madison General Ordinances to change the zoning of property located at 3420-3614 Milwaukee Street, 15th Alder District, from Temp. A (Agricultural) District to TR-U2 (Traditional Residential-Urban 2) District, and creating Section 28.022-00637 of the Madison General Ordinances to change the zoning of property located at 3420-3614 Milwaukee Street, 15th Alder District, from Temp. A (Agricultural) District to PR (Parks and Recreation) District, and creating Section 28.022-00638 of the Madison General Ordinances to change the zoning of property located at 3420-3614 Milwaukee Street, 15th Alder District, from Temp. A (Agricultural) District to CN (Conservancy) District. (District 15)

On a motion by Heck, seconded by Ald. Field, the Plan Commission voted to recommend the zoning map amendment be referred to a future meeting (no date specified) at the request of staff. The motion to recommend re-referral passed by voice vote / other.

**A motion was made by Heck, seconded by Field, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION. The motion passed by voice vote/other.**
- 12.     [78642](#)             Approving the preliminary plat of the *Starkweather Plat* on property addressed as 3420-3614 Milwaukee Street; District 15.

On a motion by Heck, seconded by Ald. Field, the Plan Commission voted to refer this item to a future meeting (no date specified). That motion passed by voice vote / other.

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

Note: Items 13 & 14 are related and were considered as one public hearing.

- 13.     [78197](#)             3913 Lien Road; District 3: Consideration of a conditional use in the Commercial Corridor-Transitional (CC-T) District for a car wash; and consideration of a conditional use for a major alteration to an existing planned multi-use site per MGO Section 28.137(2)(e), all to allow construction of a car wash.

On a motion by Ald. Field, seconded by McCahill, the Plan Commission found that the standards were not met and placed on file the request for the car wash. In regards to the Conditional Use Standards, the

Plan Commission stated the Conditional Use Standards Nos. 4 and 7 were not met.

Regarding Standard No. 4, the Plan Commission noted the August 28, 2023 Planning Division Staff Report where it states *"In regards to the use itself, staff does not believe that establishment of an auto-oriented use, such as a car wash, is the intensity of use that is encouraged by the adopted plans. The auto-oriented development itself is not believed to significantly complement or directly support transit in the area."* The Plan Commission noted that the Greater East Towne Area Plan (GETAP) repeatedly encourages *"improvement that supports walkable, bikable, and transit-oriented development"*. That Plan classifies the subject parcel and surrounding parcels as Community Mixed-Use (CMU) which the Comprehensive Plan describes as a *"relatively high-intensity mix of residential, retail, office, institutional, and civic uses generally located adjacent to a major transportation corridor with two to six stories."* Noted the proposed use would, by definition, bring vehicle trips and traffic to the subject parcel and access streets, by the very definition of the service that it provides, while also not supporting any other modes of transportation as outlined in the Plan. This subject area is intended by the GETAP to be for a mix of high intensity uses and this will be a less desirable location for the development of additional, higher intensity uses and of housing in particular because of the lines of idling cars running contrary to the goals of the adopted plan. (Noted lines of cars both on the parcel and perhaps off the parcel in high use times and after snow events, as the applicant mentioned.)

Regarding Conditional Use Standard No. 7, the Plan Commission noted that the Transit-Oriented Development (TOD) Ordinance states that the TOD Overlay District is *"intended to support investment in and use of public transit and bicycle connections. It does this by fostering development that intensifies land use and economic value around transit stations and by promoting a mix of uses that will enhance the livability of station areas. The district is also intended to: (a) Provide increased mobility choices. (b) Improve pedestrian connections, traffic and parking conditions. (c) Foster high-quality buildings and public spaces that help create and sustain long-term economic vitality."* The Plan Commission objected to the fact that the proposed use is auto only and only benefits auto modes of transportation and does not support transit, which is contrary to and violates the goals of the TOD Overlay ordinance.

**A motion was made by Field, seconded by McCahill, to Place On File. The motion passed by voice vote/other.**

14. [79049](#)

Approving a Certified Survey Map of property owned by Club Car Wash Operating, LLC located at 3913 Lien Road; District 3.

On a motion by Mendez, seconded by Ald. Figueroa Cole, the Plan Commission found the standards met and recommended approval of the certified survey map, subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

**A motion was made by Mendez, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER. The motion passed by voice vote/other.**

Note: Items 15 & 16 are related and were considered as one public hearing.

15. [79017](#)

1233 Regent Street; District 13: Consideration of a demolition permit to demolish an auto repair garage

On a motion by Heck, seconded by Ald. Field, 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 Field, to Approve. The motion passed by voice vote/other.**

16. [79016](#)

1233 Regent Street; District 13: Consideration of a conditional use in the Traditional Shopping Street (TSS) District for a multi-family dwelling with 49-60 units, and consideration of a conditional use in the TSS District and Transit-Oriented Development (TOD) Overlay for a building taller than four stories and 60 feet in height, to allow construction of a five-story, 50-unit

apartment building.

On a motion by Heck, seconded by Ald. Field, 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 Field, to Approve. The motion passed by voice vote/other.**

17. [78425](#)

Approving a Certified Survey Map of property owned by Michael J. and Lisa Koch Schuster located at 7021 Cottage Grove Road; District 16.

On a motion by Mendez, seconded by Heck, the Plan Commission found that the proposed land division did not meet the standards for approval and placed the request on file without prejudice. The motion passed by voice vote/other.

Specifically, the Plan Commission found that the proposed lots did not conform to the lot width and area requirements stated in the A-Agricultural District and the street frontage requirements in Section 28.135 of the Zoning Code A land division that does not comply with the Zoning Code and Subdivision Regulations cannot be approved by the Plan Commission and Common Council.

**A motion was made by Mendez, seconded by Heck, to Place On File Without Prejudice. The motion passed by voice vote/other.**

18. [78428](#)

1609 S Park Street; District 13: Consideration of a conditional use in the Commercial Corridor-Transitional (CC-T) District for a vehicle access sales and service window to allow a restaurant to be converted into a coffee shop with vehicle access sales and service window in Urban Design Dist. 7

On a motion by Heck, seconded by Ald. Field, the Plan Commission voted to refer this item to a future meeting (no date specified). The motion to refer passed on the following vote: AYE: Heck, Ald. Duncan, Spencer, Sheppard, Ald. Figueroa Cole, Mendez; NAY: Ald. Field, McCahill; NON-VOTING: Zellers; EXCUSED: Solheim. In the discussion on the motion, the Plan Commission specified several items that should be addressed prior to this item returning to the Plan Commission. This included plans showing revised building details related to the addition of a walk-up service, and working with Traffic Engineering to address their concerns regarding pedestrian circulation.

On a motion by Sheppard, seconded by Ald. Figueroa Cole, the Plan Commission amended the original motion to also request the applicant provide more detailed traffic queuing information and plans prior to this item returning to the Plan Commission. The motion to amend the main motion passed by voice vote/other.

**A motion was made by Heck, seconded by Field, to Re-refer to the PLAN COMMISSION,. The motion passed by the following vote:**

**Ayes:** 6 - John W. Duncan; Kathleen L. Spencer; Maurice C. Sheppard; Arnold (Gabe) Mendez; Patrick W. Heckand Yannette Figueroa Cole

**Noes:** 2 - Derek Fieldand Christopher T. McCahill

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

**Non Voting:** 1 - Ledell Zellers

19. [78633](#)

660 S Whitney Way; District 19: Consideration of a conditional use in the Regional Mixed-Use (RMX) District for a vehicle access sales and service window, and consideration of an alteration to a conditional use for a planned multi-use site containing 40,000 square feet or more of area of which 25,000 square feet is designed or intended for retail, to convert a restaurant-tavern into a bank with vehicle access sales and service window.

On a motion by Heck, seconded by Ald. Field, 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 Field, to Approve. The motion passed by voice vote/other.**

20. [79015](#)

4757 Hayes Road; District 17: Consideration of a conditional use in the Commercial Corridor-Transitional (CC-T) District for a multi-family dwelling with greater than 60 units to convert a three story motel into an apartment building with 135 units.

On a motion by Heck, seconded by Ald. Field, 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 Field, to Approve. The motion passed by voice vote/other.**

21. [79018](#)

131 W Wilson Street; District 4: Consideration of an alteration to an approved conditional use in Urban Mixed-Use (UMX) zoning to approve amended plans for exterior lighting on a 15-story, 263-unit apartment building.

On a motion by Heck, seconded by Ald. Field, the Plan Commission referred this item to September 18, 2023 pending a recommendation by the Urban Design Commission. That 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 9/18/2023. The motion passed by voice vote/other.**

22. [79021](#)

1115 Rutledge Street; District 6: Consideration of a conditional use to construct an accessory building on a lakefront lot.

On a motion by Heck, seconded by Ald. Field, 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 Field, to Approve. The motion passed by voice vote/other.**

## BUSINESS BY MEMBERS

There was no Business By Members.

## SECRETARY'S REPORT

Heather Stouder summarized the upcoming matters for the Plan Commission.

Stated that a special meeting of the Plan Commission would be held on September 7, 2023 . The main focus of the meeting would be to work through proposals for changes to the Generalized Future Land Use map as part of the Comprehensive Plan Interim Update. The meeting will be held virtually in order to provide easier access to what is anticipated to be a lot of public registrants. The outcome is general guidance (direction to staff) from the Commission with no formal action taken. The meeting will be held from 5:00 p.m. to 8:00 p.m.

**- Upcoming Matters – September 18, 2023**

- 606-614 Little Dove Trail, 9205-9229 Silver Maple Drive, 9206-42 Gentle Feather Road, et al - TR-C3 to TR-P, Amended TR-P Master Plan, Preliminary Plat, and Final Plat of Acacia Ridge Replat No. 5, re-dividing 68 single-family lots and 2 outlots into 106 lots for single-family and two-family dwellings, 2 outlots for private open space, and 1 outlot for a public alley
- 6853 McKee Road - PD(GDP) to PD(SIP) - Construct a two-story, 10,440 square-foot commercial building
- 1412 Pflaum Road - Demolition Permit, Conditional Use, and Certified Survey Map Referral - Demolish auto service station and convenience store to construct car wash on one lot
- 680 Grand Canyon Drive - Demolition Permit, Conditional Use, and Certified Survey Map Referral - Demolish multi-tenant commercial building to construct four-story mixed-use building with 185 square feet of commercial space and 60 apartments on one lot
- 339 W Gorham Street - Conditional Use for a nightclub tenant on first floor of a mixed-use building
- 1108 Post Road - Conditional Use for an arts/technical/trade school tenant (dog training) in existing building
- 2417 Hoard Street - Demolition Permit - Demolish single-family residence
- 617 Knickerbocker Street - Demolition Permit - Demolish single-family residence
- 6302 Odana Road - Conditional Use - Convert office building into apartment hotel containing 15 rooms/suites

**- Upcoming Matters – October 2, 2023**

- 139 W Wilson Street - Demolition Permit and Conditional Use - Demolish four-story apartment building and construct 16-story apartment building with 320 units in UMX zoning
- 248 East Hill Parkway - PD to TR-C3 and Amended PD and Preliminary Plat and Final Plat of Third Addition to Reston Heights, creating five single-family lots, one lot for an existing apartment complex, and one outlot for public stormwater management
- 2102-2202 Darwin Road - Demolition Permit, PMHP to SE, Certified Survey Map Referral, and Conditional Use - Demolish single-family residence at 2101 Darwin Road, create two lots and one outlot in SE zoning, and construct auto rental business on proposed Lot 2
- 3100 E Washington Avenue - Demolition Permit, Conditional Use, and Certified Survey Map Referral - Demolish car sales facility to construct a five-story apartment building with 192 units on one lot

**ANNOUNCEMENTS**

There were no announcements.

**ADJOURNMENT**

**A motion was made by Mendez, seconded by Field, to Adjourn at 9:10 p.m. The motion passed by voice vote/other.**

**REGISTRATIONS**

[75227](#) Registrants for 2023 Plan Commission Meetings