



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, November 27, 2023

5:30 PM

****Virtual Meeting****

CALL TO ORDER/ROLL CALL

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

Present: 9 - Yannette Figueroa Cole; John W. Duncan; Derek Field; Ledell Zellers; Kathleen L. Spencer; Maurice C. Sheppard; Nicole A. Solheim; Patrick W. Heck and Christopher T. McCahill

Excused: 2 - Arnold (Gabe) Mendez and Bob Soldner

Zellers was chair for this meeting.

Ald. Figueroa Cole arrived at 5:45 p.m. during Item 2 and following approval of the minutes and consideration of the consent agenda.

Staff Present: Heather Stouder and Tim Parks, Planning Division; Eric Finch, City Attorney's Office; Trent W. Schultz, Madison Dept. of Transportation.

Also Present: Ald. MGR Govindarajan, District 8.

PUBLIC COMMENT

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

There were no registrants to speak during public comment.

Heather Carow is the applicant for Items 15 and 16, and she addressed the Plan Commission during consideration of that item.

Note: There is a registrant listed under this item who registered as a test of the meeting registration system.

COMMUNICATIONS, DISCLOSURES AND RECUSALS

Maurice Sheppard indicated relevant to Item 2 that he is on the board for Olbrich Botanical Society, which operates Olbrich Botanical Garden on City-owned land. However, his role on the board would not impact his ability to consider Item 2.

Nicole Solheim noted that she worked with Gorman Company when they developed the apartments at Holy Name Heights (Item 5). However, she indicated that her role with the company at that time would not affect her ability to consider Item 5 now.

MINUTES OF THE NOVEMBER 13, 2023 REGULAR MEETING

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

SCHEDULE OF MEETINGS

Regular Meetings:

- Monday, December 11, 2023 and January 8, 22, 2024 at 5:30 p.m. (Virtual Meetings)

Special Meeting:

- Thursday, December 7, 2023 at 5:00 p.m. (Room 354, City-County 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. [80662](#) Amending Section 16.03 of the Madison General Ordinances related to Transportation Demand Management to clarify Transportation Demand Management procedures, including broadening applicability.

A motion was made by Solheim, seconded by Spencer, to Return to Lead with the Recommendation for Approval to the TRANSPORTATION COMMISSION. The motion passed by voice vote/other.

- 3. [80795](#) Authorizing the execution of a release of a platted 40-foot No Building Area Restriction on 4115 Maple Grove Drive (District 7).

On a motion by Solheim, seconded by Heck, the Plan Commission recommended approval of the setback release to the Common Council. The motion to recommend approval passed by voice vote/ other.

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

PUBLIC HEARINGS

Annexation

- 4. [80639](#) Creating Section 15.01(657) of the Madison General Ordinances entitled "City Boundaries" and being part of the chapter entitled "Alder Districts and Wards" annexing to the 1st Alder District the property located in the Town on Verona on the south side of Mid Town Road, generally located between Carns Drive and South Gammon Road, creating Section 15.02(159) of the Madison General Ordinances to annex the property to Ward 159, amending 15.03(1) to add Ward 159 to Alder District 1, and assigning a temporary zoning classification of Temp. A (Agricultural) District. (District 1)

On a motion by Sheppard, seconded by Ald. Field, 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 Sheppard, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Development-Related Requests

- 5. [79963](#) 702-726 S High Point Road and 601-701 S Junction Road (District 1): Consideration of an alteration to an approved Planned Development District-Specific Implementation Plan (PD-SIP) to allow a private school tenant in the existing Holy Name Heights/ Bishop O'Connor Center mixed-use development.

On a motion by Ald. Figueroa Cole, seconded by Heck, the Plan Commission found that the proposed alteration is 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 additional condition:

- On a motion by Ald. Duncan, seconded by Ald. Figueroa Cole, the Plan Commission required that the applicant submit an access and safety plan for the facility, which ensures equitable access and safety for all users to the Fire Marshal, Building Inspection Division, Madison Police Department, and Planning Division, and that this plan must be reviewed and approved by the aforementioned parties before recording of the alteration and issuance of permits.

The main motion to approve the alteration subject to conditions passed by voice vote/ other.

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

- 6. [80223](#) 4205 Portage Road (District 17): Consideration of an alteration of an approved conditional use for a residential building complex in the Traditional Residential-Urban 1 (TR-U1) District to allow the mulch in planting beds to be changed from wood to stone.

On a motion by Sheppard, seconded by Ald. Field, the Plan Commission found that the standards were not met and placed on file the conditional use alteration. The motion to place the alteration on file passed by voice vote/ other.

In finding that the standards are not met, members of the Plan Commission noted that they did not feel that the alteration creates an environment of sustained aesthetic desirability compatible with the existing or intended character of the area consistent with conditional use standard #9.

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

- 7. [80434](#) 1302 Chandler Street (District 13): Consideration of a demolition permit to demolish a single-family residence.

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

- 8. [80631](#) Creating Section 28.022-00650 of the Madison General Ordinances to change the zoning of property located at 201-301 South Park Street from PD (Planned Development) District to RMX (Regional Mixed-Use) District; creating Section 28.022-00651 of the Madison General Ordinances to change the zoning of property located at 702 Braxton Place from TR-U1 (Traditional Residential-Urban 1) District to TR-U2 (Traditional Residential-Urban 2) District; and creating Section 28.022-00652 of the Madison General Ordinances to change the zoning of property located at 755 Braxton Place from PD (Planned Development) District to TR-U2 (Traditional Residential-Urban 2) District. (District 13)

On a motion by Sheppard, seconded by Ald. Field, 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 Sheppard, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

- 9. [80635](#) Creating Section 28.022-00654 of the Madison General Ordinances to change the zoning of property located at 4702-4724 Tradewinds Parkway from IL (Industrial-Limited) District to SE (Suburban Employment) District. (District 16)

On a motion by Sheppard, seconded by Ald. Field, 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 Sheppard, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

Note: Items 10-12 are related and were considered as one public hearing.

- 10. [80224](#) 421 S Yellowstone Drive (District 19): Consideration of a demolition permit to demolish a two-story office building.

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

- 11. [80632](#) Creating Section 28.022-00653 of the Madison General Ordinances to change the zoning of property located at 421 South Yellowstone Drive from SE (Suburban Employment) District to TR-U2 (Traditional Residential-Urban 2) District. (District 19)

On a motion by Sheppard, seconded by Ald. Field, 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 Sheppard, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

- 12. [80225](#) 421 S Yellowstone Drive (District 19): Consideration of a conditional use in the [Proposed] Traditional Residential-Urban 2 (TR-U2) District for a multi-family dwelling with greater than 60 units to allow construction of a five-story, approximately 83-unit apartment building.
 On a motion by Sheppard, seconded by Ald. Field, 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 Sheppard, seconded by Field, to Approve. The motion passed by voice vote/other.

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

- 13. [80636](#) Creating Section 28.022-00655 of the Madison General Ordinances to change the zoning of property located at 4404 Hoepker Road from A (Agricultural) District to NMX (Neighborhood Mixed-Use) District and creating Section 28.022-00656 of the Madison General Ordinances to change the zoning of property located at 4404 Hoepker Road from A (Agricultural) District to TR-U1 (Traditional Residential-Urban 1) District. (District 17)
 On a motion by Sheppard, seconded by Ald. Field, 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 Sheppard, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

- 14. [80236](#) Approving the preliminary plat of *Pumpkin Hollow* and the final plat of *Pumpkin Hollow - Phase 1*, all on land generally addressed as 4404 Hoepker Road (District 17).
 On a motion by Sheppard, seconded by Ald. Field, the Plan Commission found the standards met and recommended approval of the preliminary plat and final plat 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 Sheppard, seconded by Field, 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 and 16 are related and were considered as one public hearing.

- 15. [80637](#) Creating Section 28.022-00657 of the Madison General Ordinances to change the zoning of property located at 3002-3020 Meier Road from A (Agricultural) District to IL (Industrial-Limited) District. (District 16)
 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 to the Common Council. The motion to recommend approval passed by voice vote/ other.
A motion was made by Solheim, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

- 16. [80234](#) Approving a Certified Survey Map of property owned by the estate of William C. Blatterman located at 3002-3020 Meier Road (District 16).

On a motion by Solheim, seconded by Ald. Figueroa Cole, 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 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 17 and 18 are related and were considered as one public hearing.

- 17. [80638](#) Creating Section 28.022-00658 of the Madison General Ordinances to change the zoning of property located at 8603-8901 Femrite Drive and 7501-7525 Luds Lane from Temp. A (Agricultural) District to A (Agricultural) District; and creating Section 28.022-00659 of the Madison General Ordinances to change the zoning of property located at 8603-8901 Femrite Drive and 7501-7525 Luds Lane from Temp. A (Agricultural) District to SE (Suburban Employment) District. (District 16)

On a motion by Sheppard, seconded by Ald. Field, 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 Sheppard, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

- 18. [80235](#) Approving a Certified Survey Map of property owned by the County of Dane located at 8603-8901 Femrite Drive (District 16).

On a motion by Sheppard, seconded by Ald. Field, 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 Sheppard, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER. The motion passed by voice vote/other.

Note: Items 19 and 20 are related and were considered as one public hearing.

- 19. [80428](#) 5632 Lake Mendota Drive (District 19): Consideration of a demolition permit to demolish a single-family residence.

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

20. [80429](#) 5632 Lake Mendota Drive (District 19): Consideration of a conditional use to allow a new single-family residence to be constructed on a lakefront property

On a motion by Sheppard, seconded by Ald. Field, 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 Sheppard, 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 reminded members to file their statement of interest forms, and provided an overview of recent Common Council actions and upcoming Plan Commission matters.

- Annual Statement of Interest Forms

** Note: The Plan Commission is asked to file their annual Statement of Interest form with the City Clerk's Office. The forms are due on January 2, 2024. Statements of Interest filings may be submitted electronically at www.cityofmadison.com/statementofinterests.

- Recent Common Council Actions

- 405-407 & 431 W Gorham St 408-430 W Johnson Street 304-318 N Broom Street - Rezoning from CN, UMX and PD to UMX and changing Downtown Height Map for residential redevelopment - Approved on November 21, 2023 subject to Plan Commission recommendations
- 1849 Wright Street - Rezoning from IL to CI - Approved on November 21, 2023 subject to Plan Commission recommendation
- 5803 Lien Road - Rezoning from Temp. A to TR-P and Preliminary Plat of East Meadow Estates - Approved on November 21, 2023 subject to Plan Commission recommendations
- Preliminary Plat and Final Plat of Village at Autumn Lake Replat No. 8 - Approved on November 21, 2023 subject to Plan Commission recommendation
- Zoning Text Amendment to amend map in Section 28.071(2)(a) related to downtown height limits to update the Downtown Height Map in the Brayton Lot area - Approved on November 21, 2023 subject to Plan Commission recommendation
- 4510-4514 Packers Avenue Rezoning from A to SR-C3 and Certified Survey Map Referral - Approved on November 21, 2023 subject to Plan Commission recommendations

- Upcoming Matters – December 11, 2023

- 29 S Mills Street - Demolition Permit, CI to TSS, and Conditional Use- Demolish community center (Neighborhood House) to construct a six-story mixed-use building containing a 16,300 square-foot community center and 60 apartments
- 118 State Street - PD to DC and Conditional Use - Allow nightclub in existing two-story building
- 5001-5105 N Sherman Ave. & 1904 Wheeler Road - 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 on proposed Lot 2, with existing place of worship on proposed Lot 1
- Zoning Text Amendment - Amending various sections of the Zoning Codes to fix minor errors
- 529 University Avenue - Demolition Permit - Demolish restaurant-tavern

- Upcoming Matters – January 8, 2024

- 33 W Johnson Street - UMX to PD - Approve General Development Plan and Specific Implementation Plan to convert former six-story school into mixed-use building with 16,000 sq. ft. of commercial space and 134 apartments, and construct 11-story hotel with 341 guestrooms

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

A motion was made by Field, seconded by Figueroa Cole, to Adjourn at 7:49 p.m. The motion passed by voice vote/other.

REGISTRATIONS

[75227](#)

Registrants for 2023 Plan Commission Meetings