



City of Madison

City of Madison
Madison, WI 53703
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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, November 20, 2024

4:30 PM

Virtual

CALL TO ORDER / ROLL CALL

Present: 6 - Jessica Klehr; David W.J. McLean; Shane A. Bernau; Anina Mbilinyi;
Nathaniel (Harry) Graham and Russell S. Knudson
Excused: 2 - Marsha A. Rummel and Rafeeq D. Asad

APPROVAL OF MINUTES

A motion was made by Knudson, seconded by Klehr, to Approve the Minutes of November 6, 2024. The motion passed by voice vote/other.

PUBLIC COMMENT

1. [81138](#) Public Comment
None.

DISCLOSURES AND RECUSALS

Klehr recused herself on Item #5.

AGENDA OVERVIEW

Jessica Vaughn gave an overview of the projects.

PUBLIC HEARING ITEMS

2. [85706](#) 110 Belmont Road - Comprehensive Design Review of Signage (CDR). (District 3)

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, including:

- The night view of the ground signs shall be refined so that the logo has a dark background with light copy consistent with the Sign Code requirements and CDR Criteria No. 4.
- The final CDR package shall include a note that states that "Future signage submittals not specifically addressed by this document shall comply with the standards of Chapter 31."
- The final CDR package shall include a landscape plan showing the relocation of any displaced landscaping as a result of the installation of the proposed signage.

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

3. [85971](#) 617 North Shore Drive - Signage Exception. (District 4)

This item was approved as a consent item with the finding that all applicable standards are adequately addressed and noting the findings and recommendations contained in the report, including:

- The proposed wall sign is consistent with the code limitations regarding size.
- The sign is placed in a manner that is integrated with the architecture of the building; it identifies building entrances.
- Given the visibility of the building from lake and the need for identification for boaters and drivers along John Nolen Drive, the placement of the sign on a non-qualifying elevation, is necessary and results in a higher level of visibility and business identification than another location on the qualifying elevation.
- Generally, the proposed sign is of quality design aesthetic, including individual channel letters.
- Staff notes that as part of the sign permit application, proof of landlord/property owner (City of Madison Parks Division) approval will be required.

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

4. [85970](#) 4520 East Towne Boulevard - Exterior Building Modifications in Urban Design District (UDD) 5. (District 17)

The motion passed with the following finding and condition:

- There is general consensus that the site plan as proposed is acceptable.
- The building design shall be refined to minimize/screen the blank walls on the south and north elevations, including landscape and architectural design elements; reduce the height of the entry mass to be more in scale with the building; and reduce the parapet wall height to be more proportional to the building mass and scale.

**A motion was made by Knudson, seconded by Klehr, to Grant Initial Approval.
The motion passed by voice vote/other.**

5. [85973](#) 825 W Badger Road - Public Building, Exterior Modifications and Building Addition in Urban Design District (UDD) 7. (District 14)

A motion was made by Knudson, seconded by Graham, to Grant Final Approval. The motion passed by the following vote:

Ayes: 4 - David W.J. McLean; Anina Mbilinyi; Nathaniel (Harry) Graham and Russell S. Knudson

Recused: 1 - Jessica Klehr

Excused: 2 - Marsha A. Rummel and Rafeeq D. Asad

Non Voting: 1 - Shane A. Bernau

UNFINISHED BUSINESS

6. [84960](#) 6701 McKee Road (formerly addressed as 6853 McKee Road) - Planned Development-Specific Implementation Plan (PD-SIP) for a New Mixed-Use Development . (District 7)

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

- The building design and composition is generally adequate and appropriate as it relates to breaking down the overall building mass and scale.
- The application return to the UDC for Final Approval to resolve following details:
 - Provide details of the material transitions where the board formed concrete

- sandwich panel transitions to the fiber cement material.
- Provide the coping/cap finish detail for the board formed concrete sandwich panel.
 - Provide details on the finish treatments for VTAC/PTAC units.
 - Reorganize the amenities in the southwest corner (i.e., patio seating, bike parking) near the commercial space in Building A1 to accommodate landscape and soften the hardscape area.
 - The building design shall be refined to provide additional connectivity to the street with more walk-up units for a stronger urban design and positive orientation to the street.
 - Revise the landscape plan to fill in the lawn area at the corner of McKee Road and Maple Grove Road with additional plantings to look more intentional and substantial; reflect climbing vegetation be planted in the raised boxes to soften the hardscape area; and return areas of stone mulch to shredded bark mulch to support the plant life and hold moisture.
 - Update the site [and landscape] plan to align the tree islands in the parking area on the west side of Building A2 to align with those on the adjacent development for a more cohesive planting plan between the two sites.

A motion was made by Knudson, seconded by McLean, to make an advisory recommendation to the Plan Commission to Approve, with findings and conditions. The motion passed by voice vote/other.

7. [84857](#)

2150 Marty Road & 7751 Mid Town Road - Residential Building Complex for Midpoint Meadows Multi-Family Development. (District 1)

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

- The application return to the UDC for Final Approval and to resolve following details:
 - Overall, the Commission finds that the proposed massing and building composition is lacking a variety in its massing and roof structures that are appropriate for an urban design aesthetic. The building design and massing shall be refined to better respond to the site grading and provide a better transition across the site, as well as locating mass in more appropriate locations.
 - The landscape plan shall be revised to increase the shade tree coverage in the parking areas.
 - The retaining wall around Building 6 shall be redesigned to be terraced to minimize the blank walls along the street and provide a more pedestrian scale, and incorporate landscape.
 - The site plan shall be revised to provide an enhanced pedestrian connection along Raymond Road between Buildings 3 and 4, similar to the enhanced pedestrian connection between Buildings 2 and 3.
 - The landscape plan shall be revised to incorporate ornamental scale trees to anchor the building corners; within the central amenity space the planting plan should be reorganized to create drifts, groupings or massing of plants versus singular linear planting beds; to reflect hardwood mulch versus stone mulch.

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

NEW BUSINESS

8. [85975](#)

8102 Wellness Way/8198 McKee Road - Construction of Accessory Structures and Site Improvements for an Existing Hospital in the Campus Institutional (CI) Zoning District. (District 7)

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 Klehr, seconded by Graham, to make an advisory recommendation to the Plan Commission to Approve. The motion passed by voice vote/other.

SPECIAL ITEM OF BUSINESS

- 9. [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 Klehr, seconded by McLean, to Refer to the URBAN DESIGN COMMISSION meeting of April 30, 2025. The motion passed by voice vote/other.

SECRETARY'S REPORT

SCHEDULE OF MEETINGS

BUSINESS BY MEMBERS

- 10. [81137](#) 2024 Announcements, Questions and/or Considerations for Future Agendas (no other action to be taken under this item).
Election of Chair and Vice Chair:

A motion was made by Knudson, seconded by Klehr, to nominate Bernau as Chair. The motion passed on a unanimous vote of (5-0).

A motion was made by Graham, seconded by Mbilinyi, to nominate McLean as Vice Chair. The motion passed on a unanimous vote of (5-0).

ADJOURNMENT

The meeting was Adjourned at 8:26 p.m. by unanimous consent.