



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved PLAN COMMISSION

This meeting can be viewed LIVE on Madison City Channel, cable channel 98, digital channel 994, or at www.madisoncitychannel.tv.

Monday, February 15, 2010

5:30 PM

215 Martin Luther King, Jr. Blvd.
Room LL-110 (Madison Municipal Building)

ZONING CODE REWRITE WORKING SESSION

Note: Please disregard the note above about this meeting being televised, which only pertains to regular Plan Commission meetings. This session will NOT be televised!

CALL TO ORDER/ROLL CALL

Present: 10 -

Lauren Cnare; Nan Fey; Eric W. Sundquist; Judy K. Olson; Judy Bowser;
Michael A. Basford; Tim Gruber; Bruce F. Woods; Mark M. Smith and
Marsha A. Rummel

Excused: 5 -

Michael Schumacher; Julia S. Kerr; James C. Boll; Michael G. Heifetz and
Douglas J. Pearson

Staff Present: Rick Roll, Brad Murphy, Matt Tucker, Al Martin

Fey was chair of the meeting. The meeting was called to order by Fey at 5:35 p.m.

MINUTES OF THE January 7, 2010 Work Session

A motion was made by Olson, seconded by Bowser, to Approve the Minutes after changing the word "want" to "expect" in the fourth line under ANNOUNCEMENTS. The motion passed by voice vote/other.

PUBLIC COMMENT

DISCUSSION ITEM

A motion was made and seconded to conduct the working session under informal consideration. Motion passed by voice vote/other.

15932

Adopting and confirming amendments to the Madison General Ordinances as set forth in attached Exhibit F pursuant to Sec. 66.0103, Wis. Stats. to revise the City's Zoning Ordinance.

Rerefered to the PLAN COMMISSION

Design review role of the Urban Design Commission.

The Chair asked staff, Plan Commissioners and Urban Design Commissioners to introduce themselves. Staff summarized two documents: Urban Design Commission Approvals and UDC Role (9/15/2009 Draft Zoning Code).

Question about definitions of minor alteration and major alteration.
Discussion about whether there is a clear determination regarding what the Plan Commission reviews and what the Urban Design Condition reviews.
Discussion about the role of the UDC in the Planned Development District process. Concept review by the UDC is new.
Discussion about nonbinding review of the General Development Plan and Specific Implementation Plan by UDC. Should the Plan Commission have the first review.
Discussion about streamlining the review process. Should only one commission complete the review?
Comment: It is important for UDC to be involved in reviewing general development plans.
Comment: It is hoped that the new zoning code will result in fewer Planned Development districts.
Discussion about Plan Commission looking at the bigger issues and UDC looking at details/design. If UDC doesn't get a submittal until the Specific Implementation Plan, major decisions will already have been made.
Discussion about the current review process. There is overlap between agencies.
Discussion about the desire to have applicant's give informal design presentations to the UDC.
Discussion about how "early in the process" is defined.
Question about how many sketch plan projects staff sees. Answer: Staff sees a wide variety of submittals.
Discussion about encouraging people to use the DAT process and suggestion that applicants read the Best Practices Guide.
Discussion about waiver of design standards. Not all projects can meet the standards. Who reviews waivers, Plan Commission ? UDC? Streamline the process.
Comment: Can standards be waived for a higher level of design?
Discussion about the need to have criteria for waivers.
Discussion about when in the process could someone ask for a waiver.
Comment: Design standards could go to the UDC.
Discussion: How do Urban Design Districts work with the design standards in the draft zoning code?
Discussion about the Commercial-Mixed use districts and whether the goal is to have reviews done by one committee.
Discussion about avoiding unnecessary staff and commission work. Is there a need for every building in an approved GDP to go back through the whole process.
Discussion about Plan Commission review "use oriented" and UDC review "design oriented".
Discussion about some things (pg. 49) that the Plan Commission will want to review.
Question: Will the big box standards be melded into the zoning code? Staff is looking at this.
Discussion about the difference between a frontage and a yard requirement.
Discussion about area exception process; applicants get two meetings. If applicants don't bring back something that meets the Zoning Board of Appeals direction, the request gets rejected.
Comment: Would like UDC to review waivers and make recommendation to the Plan Commission.
Recommendation would include findings. One UDC meeting and one Plan Commission meeting.
Discussion about incomplete submittals. Suggestion that if UDC receives an incomplete submittal, they won't grant a waiver.
Discussion about how likely the City will see waiver requests.
Discussion about fees for waivers.
Discussion about design review process in the Employment Districts. UDC reviews and approves design review?
Discussion about who decides which option is chosen: pg. 73 (5)(a)(b).
Discussion about the makeup of the SEC District design review committee.
Comment that land uses haven't been loosened up to go along with form.
Question about whether overall districts trump the base zoning districts. Answer: Yes.
Discussion about the Building Form Standards. Like the images, because they steer the applicant in the right direction.
Discussion about incomplete submittals coming to the UDC. Potential to not accept or reject incomplete submittals. Increase lead time for submittals, give staff more ability to not accept incomplete submittals.
Question: Can the UDC set a recess time? Answer: Legal question.
Question about status of Downtown districts and Downtown Plan. Not on the agenda.
Discussion about UDC receiving staff reports.
Request to have Plan Commission agenda sent to the UDC commissioners.

Motion by Bowser, second by Basford to move out of informal consideration. Motion passed by voice vote/other.

BUSINESS BY MEMBERS

Basford asked if any additional information on 666 Wisconsin Avenue has come into the Planning Division office. Gruber ask that questions be sent to the Plan Commission for next meeting.

COMMUNICATIONS

Basford received some e-mails regarding the February 8, 2010 Plan Commission meeting.

SECRETARY'S REPORT

The Plan Commission is expected to meet in March to review the staff memorandum on the draft zoning code.

ADJOURNMENT

**A motion was made by Basford, seconded by Gruber, to Adjourn at 7:50 p.m.
The motion passed by voice vote/other.**