



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Plan Commission

---

Wednesday, April 28, 2021

6:30 PM

Virtual Meeting

---

Direct link to the meeting for live stream: <https://waukesha.legistar.com/Calendar.aspx>

Listen to the meeting live by calling 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Webinar ID: 996 5650 4000

Password: 164599

If you would like to participate in public comment for this meeting, you need to register by 4:00 PM the day of the meeting by following this link:

<https://waukesha-wi.gov/1907/Public-Comment>

Directions for registration at the end of agenda.

I. Call to Order

II. Pledge of Allegiance

III. Rollcall

**Present** 7 - Francoeur, Bartels, Keller, Reilly, Montiho, Wells, and Schmitz

IV. Public Comment

V. Approval of Minutes

[PC21-0019](#) Minutes for the Meeting of April 6, 2021.

**A motion was made by Montiho, seconded by Francoeur, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 7 - Francoeur, Bartels, Keller, Reilly, Montiho, Wells and Schmitz

VI. Consent Agenda

**A motion was made and seconded that the Consent Agenda items be approved. The motion passed unanimously.**

[PC21-0020](#) 301 Blair Court, Certified Survey Map – A proposed two lot and one outlot CSM to allow the owner of 301 and 302 Blair Ct. to extend their rear yards into an unused outlot of the East Sutton Condominium Association.

[PC21-0026](#) 438 Springdale Road, Certified Survey Map – A one lot CSM to combine to two parcels into one 4.015 acres lot along the east side of Springdale Rd.

[PC21-0028](#) Wendy's, 2050 Silvernail Road, Minor Site Plan & Architectural Review - proposed changes to the south elevation.

[PC21-0029](#) Wendy's, 2112 E. Moreland Blvd., Minor Site Plan & Architectural Review - proposed changes to the west elevation.

VII. Open Public Hearing

VIII. Action on Public Hearing

IX. Business Items

[PC21-0024](#) Proven Power Sports, 1505 STH 164, Minor Site Plan & Architectural Review – Minor changes to the façade to accommodate a motorcycle dealership.

**A motion was made by Francoeur, seconded by Keller, that this Site Plan & Architectural Review be approved with conditions. The motion carried by the following vote:**

**Aye:** 7 - Francoeur, Bartels, Keller, Reilly, Montiho, Wells and Schmitz

[ID#21-2033](#) Waukesha State Bank, 151 E. St. Paul Avenue, Sign Appeals – Request to replace an existing pylon sign with an updated monument sign.

**A motion was made by Keller, seconded by Bartels, that this Business item be approved with conditions because a monument sign is more appealing than the existing sign and the parcel is larger than most signs in B2 zonings. A corner lot makes sense to add a monument sign. The motion carried by the following vote:**

**Aye:** 7 - Francoeur, Bartels, Keller, Reilly, Montiho, Wells and Schmitz

[ID#21-2049](#) Kwik Trip, 1700 Pewaukee Road, Sign Appeals – Request to install an EMC sign across the street from a residential district.

**A motion was made by Mayor Reilly, seconded by Schmitz, that this Business item be approved with conditions. The motion carried by the following vote:**

**Aye:** 7 - Francoeur, Bartels, Keller, Reilly, Montiho, Wells and Schmitz

[PC21-0027](#) HAC Overflow Shelter, 1210 Sentry Drive, Minor Site Plan & Architectural Review – Plans to renovate the former fire station for use as an emergency homeless overflow shelter during the winter months.

**A motion was made by Keller, seconded by Bartels, that this Site Plan & Architectural Review be approved with conditions. The motion carried by the following vote:**

**Aye:** 4 - Bartels, Keller, Wells and Schmitz

**Abstain:** 3 - Francoeur, Reilly and Montiho

[PC21-0030](#) Westbrook Shopping Center, 2120 E. Moreland Blvd., Minor Site Plan & Architectural Review – Replace the parking lot lighting with new LED fixtures and 28 foot tall light poles.

**A motion was made by Mayor Reilly, seconded by Keller, that this Site Plan & Architectural PUD Review be approved with conditions. The motion carried by the following vote:**

**Aye:** 7 - Francoeur, Bartels, Keller, Reilly, Montiho, Wells and Schmitz

X. Director of Community Development Report

XI. Adjournment

"A majority of the Council members may be in attendance"

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Community Development Office 48 hours prior to the meeting at 524-3750, or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.

## PUBLIC COMMENT

Waukesha is currently conducting its meetings virtually due to the COVID-19 pandemic and City Hall is closed. There have been numerous security problems in opening up meeting for anyone to “enter” a virtual meeting, so the city has developed a specific process in order to allow the public to provide comments while also ensuring that the meeting is conducted appropriately.

### Steps to Register for Public Comment:

- You will need to register for public comment on the following link if you wish to participate. <https://waukesha-wi.gov/1907/Public-Comment>
- Provide the required information (First and Last name, E-mail address, address, phone number)
- City staff will review your registration. You will then be contacted by a City staff member by phone to verify your information.
- Once verified, you will receive an e-mail link for the meeting. When it is time for the meeting, you click on the provided link to join the meeting.
- The link you receive is unique to you. It cannot be forwarded or shared with others. Each person that would like to comment needs to complete their own registration.
- Registration must be submitted by 4PM on the day of the meeting start time to allow time for verification.

If you would prefer to not participate live in the meeting, you can submit comment at least one hour prior to the meeting by e-mailing [CommDev@waukesha-wi.gov](mailto:CommDev@waukesha-wi.gov). You will need to include the specific meeting and item (from the list above) that your comment is for as well as your name and address. Your comment will be read live at the meeting during public comment. If you have any questions regarding this process, please contact 262-524-3671 during business hours.