



City of Waukesha
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Committee: Plan Commission	Date: 3/23/2022
Common Council Item Number: PC22-0216	Date: 3/23/2022
Submitted By: Doug Koehler, Principal Planner	City Administrator Approval: Click here to enter text.
Finance Department Review: Click here to enter text.	City Attorney's Office Review: Click here to enter text.
Subject: Conditional Use – 713 N. Grandview Blvd – SE WI Emergency Support Group (Friends with Food)	

Details: The applicant would like to operate a food shelf service at 713 N. Grandview Blvd. The food shelf, Southeastern Wisconsin Emergency Support Group, is currently operating in a church but has outgrown the space there. They currently distribute 6,000 – 9,000 lbs of food weekly to families in need of assistance.

They would like to operate out of the storefront location at 713 N. Grandview Blvd. The front section of the building will be used as space where families can choose the food they need, and will also contain several offices. Further toward the rear is space for dry goods storage, space for a potential future walk-in cooler, and a loading dock area.

Distribution hours are limited, and families are required to make reservations to limit the number of people on-site at any given time to no more than fifteen people per half hour. Delivery of food and other distribution items will take place during off hours. The applicants have identified space for parking five cars in front of the store and roughly six spaces in the rear. The front spaces will be generally reserved for handicap and elderly clients but will be open for use by others if necessary.

Staff has requested that the applicants enter into a shared parking agreement with one or more of the nearby properties to provide approximately ten additional spaces to account for overflow and staff parking during food distribution hours. Their landlord has indicated that he will be willing to provide shared parking at other businesses that he owns in the area. The code requirement for this type of business would be 33 spaces, but staff feels that that number is unnecessary in this case.

Options & Alternatives:
[Click here to enter text.](#)

Financial Remarks:
No financial impact to the City.

Staff Recommendation:

Staff recommends approval of a permanent Conditional Use for use of the store at 713 N. Grandview Blvd. as a food-shelf, with the following conditions:

- The applicants will receive an Occupancy Permit from the Building Department prior to operating in the space.
- The applicants will provide a copy of a shared parking agreement with one or more neighboring properties within 400 feet, allowing use of up to ten additional parking spaces during distribution hours.