



**CITY OF WAUKESHA**

**Administration**

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<b>Committee:</b> Plan Commission	<b>Date:</b> 7/11/2018
<b>Common Council Item Number:</b> PC18-0078	<b>Date:</b> 7/11/2018
<b>Submitted By:</b> Maria Pandazi, City Planner	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator <a href="#">Click here to enter text.</a>
<b>Finance Department Review:</b> Rich Abbott, Finance Director RA	<b>City Attorney's Office Review:</b> Brian Running, City Attorney <a href="#">Click here to enter text.</a>
<b>Subject:</b> <b>Brown Bear School Care LLC-Conditional Use Permit</b>	

**Details:** The applicant is seeking approval of a Conditional Use Permit to operate a daycare facility in a tenant space at 511 Arcadian Ave. The property is owned by Cross Law Firm, which occupies the other half of the building's first floor. The second floor contains several apartments. It is located in a B-3 General Business District, so Commercial Adult and Childcare facilities are a conditional use. A daycare facility operated there in the past, but the applicant was unable to find out the conditions of approval and believed Brown Bear School Care would have a different business plan, so she chose to apply for a new Conditional Use Permit.

The new daycare will operate from 6:00 AM to 12:00 AM Monday through Saturday, serving families who work both first and second shift hours. Children from six weeks to twelve years old will be eligible for daycare services at the facility. A maximum of thirty children will be present at any given time for the day shift, and a maximum of twenty will be present at the night shift. The facility will employ six to ten staff members, all of whom will need to have state licenses. Between two and six staff will be present at any given time. The daycare will use the rear parking lot, which has eight spaces, and will use an outdoor play area in the back yard. Aside from new signage the applicant does not plan to make any exterior modifications to the building.

The applicant is relocating from an existing childcare facility called Schoolcare Learning Academy at 101 W. Sunset Dr. She is currently licensed by the Wisconsin Department of Children and Families to operate a Child Care facility at that location. She will need to apply for a new license to operate at the new location, and one of the state's conditions for granting the license is local government approval.

The Fire Department comments included a requirement that the applicant install and maintain a full commercial fire alarm system rather than a standard residential system.



**Options & Alternatives:**

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**Financial Remarks:**

Click here to enter text.

**Staff Recommendation:**

Staff Recommends approval of a Permanent Conditional Use Permit for Brown Bear School Care LLC at 511 Arcadian Ave. with the following conditions:

- All Engineering Department, Fire Department, and Water Utility Comments to be addressed.
- Applicant must operate according to the approved business plan.
- Applicant must receive and maintain a Commercial Child Care Operator License from the Wisconsin Department of Children and Family and all employees must maintain necessary certifications.
- Any changes to signage must be approved by the Sign Review Board.