



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Plan Commission

Wednesday, October 28, 2020

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: 932 0628 7125

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. Roll Call

Present 6 - Bartels, Keller, Reilly, Schmitz, Francoeur, and Wells

Absent 1 - Montiho

IV. Public Comment

V. Approval of Minutes

[ID#20-1173](#) Minutes for the Meeting of September 23, 2020.

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

Aye: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montiho

VI. Consent Agenda

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

[ID#20-1208](#) The Retreat, Town of Delafield - Consultation, Extra-Territorial Certified

Preliminary Plat consisting of 8 single family lots and 3 outlots on 49.5 acres of land in the town of Delafield.

[PC20-0093](#) Prairie Song Villas, Prairie Song Drive and Prairie Song Court - Certified Survey Map

VII. Open Public Hearing

[PC20-0080](#) Public Hearing: U-Haul Moving and Storage, 925 Highway 164 - Conditional Use Permit with site plan. Addition of a large propane tank on the site for retail refilling of customer propane cylinders.

[PC20-0088](#) Public Hearing: Tender Car Collision, 323-325 W. Sunset Drive - Conditional Use Permit - Conditional Use request for automobile service and auto body repair.

[PC20-0091](#) Public Hearing: La Nueva Jerusalem Church, 258 W. Broadway - Conditional Use Permit. Request to have a church in the storefront space at 258 W. Broadway.

Action on Public Hearing

[PC20-0081](#) Action on Public Hearing: U-Haul Moving and Storage, 925 Highway 164 - Conditional Use Permit with site plan. Addition of a large propane tank on the site for retail refilling of customer propane cylinders.

A motion was made by Mayor Reilly, seconded by Keller, that this Conditional Use Permit be approved with conditions that tank be located in the area identified as shown in presentation, all temporary signs should be removed prior to Thanksgiving, and the applicant should submit a letter retracting previous conditional use permit. The color of the tank is to be approved by staff. The motion carried by the following vote:

Aye: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montihio

[PC20-0089](#) Action on Public Hearing: Tender Car Collision, 323-325 W. Sunset Drive - Conditional Use Permit - Conditional Use request for automobile service and auto body repair.

A motion was made by Francoeur, seconded by Mayor Reilly, that this Conditional Use Permit be approved with conditions that there be no outdoor repairs. The motion carried by the following vote:

Aye: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montihio

[PC20-0092](#) Action on Public Hearing: La Nueva Jerusalem Church, 258 W. Broadway - Conditional Use Permit. Request to have a church in the storefront space

at 258 W. Broadway.

A motion was made by Mayor Reilly, seconded by Bartels, that this Conditional Use Permit be approved with conditions. The motion carried by the following vote:

Aye: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montiho

VIII. Business Items

[PC20-0086](#) Sorce Services LLC, 220 S. Prairie Avenue - Certified Survey Map. Propose to add approximately 2.4 acres of land to the parcel at 220 S. Prairie Ave. creating a new 4.4123 acre lot.

A motion was made by Mayor Reilly, seconded by Keller, that this Certified Survey Map be approved with conditions subject to reviews by Engineering Department and the Community Development. The motion carried by the following vote:

Aye: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montiho

[PC20-0085](#) Sorce Services LLC, 220 S. Prairie Avenue - Site Plan & Architectural Review. Proposed expansion to newly acquire land at the west end of the site, proposed for outdoor storage of empty dumpsters. Dumpsters proposed to be stored on a 1.6 acre gravel pad and planned to be fenced in.

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: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montiho

[PC20-0084](#) Eaton, 2300 Badger Drive - Final Site Plan & Architectural Review. Proposed 230,000 sq.ft. addition to the plant, with site work to include new parking and stormwater management facilities.

A motion was made by Mayor Reilly, seconded by Keller, that this Site Plan & Architectural Review be approved with conditions that additional trees are added on the southwest property line.. The motion carried by the following vote:

Aye: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montiho

[PC20-0090](#) Howell Oaks Addition No. 3, Phase 4, Madison Street, west of intersection with Prairie Song Drive - Final Plat. 29 single-family lots from 12,000 to 21,000 square feet along Madison Street and one 25,000 sq. ft. outlot at

the NW corner of Madison Street and Prairie Song Dr. to be dedicated to the City as a small pocket park.

A motion was made by Wells, seconded by Francoeur, that this Plat Review be approved with conditions. The motion carried by the following vote:

Aye: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montiho

[ID#20-1255](#) City of Waukesha, 201 Delafield Street - Sign Appeals - request relief from the required setback distance for a detached sign

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

Aye: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montiho

[ID#20-1265](#) Landmark Credit Union, 2302 W. St. Paul Avenue - Sign Appeals - request relief from the required setback distance for a detached sign

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

Aye: 6 - Bartels, Keller, Reilly, Schmitz, Francoeur and Wells

Absent: 1 - Montiho

IX. Director of Community Development Report

X. 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. 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.