



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Plan Commission

Tuesday, April 6, 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: 968 4051 2126

Password: 857015

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 5 - Bartels, Keller, Reilly, Montiho, and Wells

Absent 2 - Francoeur, and Schmitz

IV. Public Comment

V. Approval of Minutes

[ID#21-1991](#) Minutes for the Meeting of March 24, 2021.

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

Aye: 5 - Bartels, Keller, Reilly, Montiho and Wells

Absent: 2 - Francoeur and Schmitz

VI. Business Items

[PC21-0017](#) Sunset Crossings, 120 E. Sunset Drive – Minor Site Plan & Architectural Review with PUD Amendment – New store front features on the south facade and a PUD amendment to allow 53,500 sq. ft. of Self Storage.

A motion was made by Mayor Reilly, seconded by Keller, that this PUD Amendment be recommended for approval to the City Council, due back on 4/8/2021. The motion carried by the following vote:

Aye: 5 - Bartels, Keller, Reilly, Montiho and Wells

Absent: 2 - Francoeur and Schmitz

VII. Director of Community Development Report

VIII. 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.