



**City of Waukesha**  
201 Delafield St. Waukesha, WI 53188  
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<b>Committee:</b> Plan Commission	<b>Date:</b> 8/23/2023
<b>Common Council Item Number:</b> PC23-0433	<b>Date:</b> 8/23/2023
<b>Submitted By:</b> Doug Koehler, Principal Planner	<b>City Administrator Approval:</b> <a href="#">Click here to enter text.</a>
<b>Finance Department Review:</b> <a href="#">Click here to enter text.</a>	<b>City Attorney's Office Review:</b> <a href="#">Click here to enter text.</a>
<b>Subject:</b> <b>Minor Site Plan and Architectural Review – 1209 Delafield St. A request to add a new fence and reconfigure the parking area.</b>	

**Details:** 1209 Delafield St. is a small auto repair shop on an unusually shaped lot. The building is Legal Non-conforming, with a rear setback of roughly 10 feet. There is limited storage space available inside the building, so the applicants have used the rear storage area for garbage and for storing extra tires. They would like to add a fence for screening purposes. The fence will be 6' high vinyl. It will run the length of the building and encompass the entire area behind it. It will be set back two feet from the lot line.

The applicants also plan to add asphalt to the drive out to Moreland Blvd., at the north side of the lot. The new asphalt will allow for parallel parking on the west side of the drive, in addition to the perpendicular parking spaces along the east side of the drive. They plan to maintain a five-foot landscape buffer in between the driveway and the property to the west, and they will add new landscaping to the driveway. The site plan the applicants have submitted shows a different configuration for the front lot, facing Delafield St., from what is existing, but the applicants do not plan to make any changes to that area.

The parking strip on the north side of the property is actually two narrow parcels, both of which are owned by the applicant. The strip to the east, which includes the parking spaces, is zoned B-4. The strip to the west, which includes most of the driveway, is zoned B-1. Staff would like those parcels to be combined and rezoned, since they would not be viable as separate uses. Since the applicant is not making any changes to the adjacent lot at this time, it has not been included as a requirement prior to work commencing. However, the requirement is included as an Engineering Department comment, with no deadline aside from the standard two-year timeline for all Site Plan and Architectural Review approvals.

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

**Financial Remarks:**  
No financial impact to the City.

**Staff Recommendation:**

Staff recommends approval of Minor Site Plan and Architectural Review for MSI. with the following conditions:

- Engineering Department comments will be addressed.