



**CITY OF WAUKESHA**

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<b>Committee:</b> Plan Commission	<b>Date:</b> 10/27/2021
<b>Item Number:</b> PC21-0109	<b>Date:</b> 10/27/2021
<b>Submitted By:</b> Doug Koehler, Principal Planner	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator
<b>Finance Department Review:</b> Bridget Souffrant, Finance Director	<b>City Attorney's Office Review:</b> Brian Running, City Attorney
<b>Subject:</b> <b>Waukesha Civic Theater, 270 W. Main St. – Final Site Plan and Architectural Review - Proposed renovations to the former Clock Shop space adjacent to the theater for use as rehearsal, office, and additional theater space.</b>	

**Details:** The Waukesha Civic Theater, which is located at 264 W. Main St., has purchased the building at 270 W. Main St. and would like to renovate it to expand theater operations into it. 270 W. Main St. was formerly the location of the Little Swiss Clock Shop.

Renovations will include adding office space on the second floor of the former clock shop building, adding a small black box theater on the first floor, and adding a large rehearsal and performance space in the front portion of the first floor. The rehearsal space will be visible from the sidewalk and will be designed so it is possible to open it onto the street for outside performances and events. The two buildings will be connected at several points through the shared wall, and the lobby of the existing Civic Theater building will be redesigned to accommodate the expansion.

The most significant exterior change will be to the front façade of 270 W. Main St. The front façade of the building is currently brick with a large rectangular section of corrugated metal on the second floor. The applicants plan to remove the corrugated metal section and replace it with a large window, which will be open to the rehearsal space below. The window will extend three feet over the sidewalk. The overhang is intended to provide a similar level of shade and shelter to an awning. Since this will be a permanent extension into the right of way and since it will involve a large plate glass window it will need to be approved by the Board of Public Works and Council in addition to the Plan Commission.

At street level the applicants will replace the storefront entrance with a sliding window panel, which will both allow visibility into the space and will give them the option to open it to the street. The front façade of the existing theater building will get minor touch-ups to the EIFS and metal panels, and the Plexiglass curved windows will be replaced with real glass. The neon lighting for the existing sign will be replaced, and a large sign will be added onto the new space.

In the rear of the building the second story of the Clock Shop building will be raised several feet to a level which will allow it to connect to the second story offices in the main building. The new rear façade will be white masonry, similar to the existing façade but without the wood trim. On the main building several windows will be added along



the north side on the second story and a new entrance will be added at ground level. A new dumpster enclosure will be backed up to the rear wall of the clock shop building, with one side protected by the wall of the adjacent building and the other by the stairs from the rear entrance. The applicants plan to use a steel and wood frame enclosure.

**Options & Alternatives:**

**Financial Remarks:** No Financial impact.

**Staff Recommendation:**

Staff recommends approval of Final Site Plan and Architectural Review for the expansion of the Waukesha Civic Theater at 270 W. Main St. with the following conditions:

- Approval is contingent on the Board of Public Works and Council approving the proposed intrusion into the Right of Way.
- A Sign Permit is required for any alterations to signs or new signs and signs must comply with the downtown sign lighting regulations.
- All Engineering Department and Fire Department comments will be addressed.