



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Plan Commission

Wednesday, November 18, 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

Present 4 - Francoeur, Keller, Reilly, and Montiho

Absent 3 - Bartels, Wells, and Schmitz

II. Pledge of Allegiance

III. Roll Call

IV. Public Comment

V. Approval of Minutes

[ID#20-1219](#) Minutes for the Meeting of October 28, 2020.

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

Aye: 4 - Francoeur, Keller, Reilly and Montiho

Absent: 3 - Bartels, Wells and Schmitz

VI. Consent Agenda

VII. Open Public Hearing

PC20-0095 Public Hearing: 414 Wisconsin Avenue, Conditional Use Permit – Request

for a conditional use permit to allow a residential unit in the building at 414 Wisconsin Avenue.

VIII. Action on Public Hearing

PC20-0097 Action on Public Hearing: 414 Wisconsin Avenue, Conditional Use Permit – Request for a conditional use permit to allow a residential unit in the building at 414 Wisconsin Avenue.

This item is on hold.

IX. Business Items

PC20-0096 414 Wisconsin Avenue, Minor Site Plan & Architectural Review - Add parking spaces to the rear of the property at 414 Wisconsin Avenue.

This item is on hold.

[PC20-0094](#) Living Word Lutheran Church, 3140 Saylesville Road, Minor Site Plan & Architectural Review – The Church is requesting to remove the dumpster enclosure from the approved plans and replace it with a storage building in the northwest corner of the parking lot to be constructed in the future. Until then, they intend to store all garbage, recyclables etc. inside the church.

Commissioner Wells and Commissioner Schmitz joined the attendance.

A motion was made by Mayor Reilly, seconded by Montiho, that this Site Plan & Architectural Review be held. The motion carried by the following vote:

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

Absent: 1 - Bartels

[PC20-0098](#) Lawrence School, 3011 Saylesville Road, Final Site Plan & Architectural Review (Parking Lot) – Propose to add a 29-space parking lot along the south side of the property off of Lawrence lane.

Commissioner Bartels joined the attendance.

A motion was made by Mayor Reilly, seconded by Wells, that this Site Plan & Architectural Review be approved with conditions. The motion carried by the following vote:

Aye: 7 - Francoeur, Bartels, Keller, Reilly, Montiho, Wells and Schmitz

[PC20-0102](#) Tanty Family Dentistry, 1608 E. Sunset Drive, Minor Site Plan & Architectural Review – Proposed architectural changes to the existing building to accommodate a dental clinic.

A motion was made by Keller, seconded by Francoeur, that this Site Plan & Architectural Review be approved with conditions to add screening in the back of the building to screen the mechanical equipment and potentially remove the mechanical equipment. Screening to be approved by staff and completed by

Spring 2021. The motion carried by the following vote:

Aye: 7 - Francoeur, Bartels, Keller, Reilly, Montihio, Wells and Schmitz

X. Director of Community Development Report

"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.

XI. Adjournment