



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Plan Commission

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Wednesday, April 24, 2024

6:00 PM

Council Chambers, City Hall

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#### I. Call to Order

#### II. Pledge of Allegiance

#### III. Roll Call

**Present** 7 - John Schmitz, Shawn Reilly, Corey Montiho, R.G. Keller, Joan Francoeur, Elizabeth Moltzan, and Jack Wells

#### IV. Public Comment

*The following individuals spoke on Item PC24-0517, Certified Survey Map:*

*Craig Swartwout, 2325 Imperial Lane*

*Michael Snider, 6418 W. Washington Blvd*

#### V. Approval of Minutes

[ID#24-9508](#) Minutes of the March 27, 2024 Plan Commission Meeting

**A motion was made by Member Shawn Reilly, seconded by Ald. Elizabeth Moltzan, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 7 - John Schmitz, Shawn Reilly, Corey Montiho, R.G. Keller, Joan Francoeur, Elizabeth Moltzan and Jack Wells

#### VI. Public Hearing

[PC24-0515](#) Conditional Use Permit - Archdiocese of Milwaukee Brew City Catholic. 818 N East Avenue – Brew City Catholic is requesting to use the former St. Joseph Church Convent as a base for Campus Ministry programs and housing for missionaries serving Carroll University students.

#### VII. Action on Public Hearing

[PC24-0515](#) Conditional Use Permit - Archdiocese of Milwaukee Brew City Catholic. 818 N East Avenue – Brew City Catholic is requesting to use the former St. Joseph Church Convent as a base for Campus Ministry programs and housing for missionaries serving Carroll University students.

**A motion was made by Member Shawn Reilly, seconded by Ald. Jack Wells, that this item be approved with conditions. The motion carried by the following vote:**

**Aye:** 7 - John Schmitz, Shawn Reilly, Corey Montiho, R.G. Keller, Joan Francoeur, Elizabeth Moltzan and Jack Wells

## VIII. Business Items

[PC24-0518](#) Final Site Plan & Architectural Review – 1409 E St Paul Avenue, MetalTek – A request to approve plans for a new executive office center on the north end of MetalTek property at 1409 E St Paul Avenue.

**A motion was made by Ald. Jack Wells, seconded by Member R.G. Keller, that this item be approved with conditions. The motion carried by the following vote:**

**Aye:** 7 - John Schmitz, Shawn Reilly, Corey Montiho, R.G. Keller, Joan Francoeur, Elizabeth Moltzan and Jack Wells

[PC24-0519](#) Minor Site Plan & Architectural Review – 410 Wisconsin Avenue, Waukesha Café House. – A request to approve plans for a patio addition from the front porch to provide outdoor seating space.

**A motion was made by Member Shawn Reilly, seconded by Member Corey Montiho, that this item be approved with conditions. The motion carried by the following vote:**

**Aye:** 6 - John Schmitz, Shawn Reilly, Corey Montiho, Joan Francoeur, Elizabeth Moltzan and Jack Wells

**Abstain:** 1 - R.G. Keller

[ID#24-9521](#) Sign Appeal & Variance - 410 Wisconsin Avenue - Waukesha Café House, 410 Wisconsin Avenue - A request to allow a location change of a dual post sign in the B-2 district, which had been previously approved at Plan Commission.

**A motion was made by Ald. Jack Wells, seconded by Member John Schmitz, that this item be approved with conditions. The motion carried by the following vote:**

**Aye:** 6 - John Schmitz, Shawn Reilly, Corey Montiho, Joan Francoeur, Elizabeth Moltzan and Jack Wells

**Abstain:** 1 - R.G. Keller

[PC24-0524](#) Final Site Plan & Architectural Review – 1900 E Main Street, Griffin Ford – A request to approve plans for a new vehicle maintenance building to replace the current used car office at 1900 E. Main Street

*for site plans, must show that the number of cars sold here will be reduced and show employee parking areas*

*Architectural review approval only*

**A motion was made by Member Shawn Reilly, seconded by Member R.G. Keller, that this item be approved with conditions. The motion carried by the following vote:**

**Aye:** 7 - John Schmitz, Shawn Reilly, Corey Montiho, R.G. Keller, Joan Francoeur, Elizabeth Moltzan and Jack Wells

[PC24-0517](#) Certified Survey Map – 130 Delafield Street - A request to approve a One-lot CSM of approximately 4.92 acres in size combing four existing City owned parcels across Delafield Street from City Hall.

**A motion was made by Member Shawn Reilly, seconded by Member Corey Montiho, that this item be approved with conditions. The motion carried by the following vote:**

**Aye:** 7 - John Schmitz, Shawn Reilly, Corey Montiho, R.G. Keller, Joan Francoeur, Elizabeth Moltzan and Jack Wells

[ID#24-9495](#) An Ordinance Amending Section 16.01 of the Building Code, regarding Incorporation of Statutory Requirements for Smoke and Carbon Monoxide Detectors

**A motion was made by Member Shawn Reilly, seconded by Member Joan Francoeur, that this item be approved with conditions. The motion carried by the following vote:**

**Aye:** 7 - John Schmitz, Shawn Reilly, Corey Montiho, R.G. Keller, Joan Francoeur, Elizabeth Moltzan and Jack Wells

[ID#24-9506](#) Declaration of Surplus Land - 0.15 Acres of City owned land at the Northwest Corner of N. Grandview Blvd. and Northview Rd.

**A motion was made by Ald. Jack Wells, seconded by Ald. Elizabeth Moltzan, that this item be recommended for approval. The motion carried by the following vote:**

**Aye:** 7 - John Schmitz, Shawn Reilly, Corey Montiho, R.G. Keller, Joan Francoeur, Elizabeth Moltzan and Jack Wells

IX. Director of Community Development Report

X. Adjournment