



City of Waukesha
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Committee: Plan Commission	Date: 8/28/2024
Common Council Item Number: PC24-0571	Date: 8/28/2024
Submitted By: Doug Koehler, Principal Planner	City Administrator Approval: Click here to enter text.
Finance Department Review: Click here to enter text.	City Attorney's Office Review: Click here to enter text.
Conditional Use Permit – 820 Philip Drive, Suite A. EAB Grandview Ltd. – A request to allow an accountant office to operate in this location in the M-1 Light Manufacturing District.	

Details: 820 Phillip Dr. is an approximately 5,000 square foot building in the M-1 Light Manufacturing District. Part of the building is a warehouse and is occupied by a manufacturing company. The rest is designed for a professional office. The applicant and the property owner have stated that the office space has been occupied by accounting offices for the past forty years.

Recently the previous occupant, an accountant, retired and the space was leased to EAB Accounting. The applicants did not realize an Occupancy Permit was required until they were told to apply for one during their annual fire inspection. Standalone accountants and professional offices are not permitted in the M-1 or M-2 Manufacturing Districts, so the Chief Building Inspector has required them to apply for a Conditional Use Permit as well before they can receive the Occupancy Permit.

Office, storage, and other uses normally auxiliary to principal manufacturing uses are allowed in the M-1 district. Larger scale manufacturing operations commonly have offices for their staff accountants in their facilities which are located in the manufacturing districts. The smaller businesses on Phillip Drive are more likely to contract with outside accounting services, but still benefit from having them located nearby. EAB's clients include several local accounting businesses, including the occupant of the other space at 820 Phillip Dr. As a result, staff feels that their operation is reasonably related to an auxiliary office for a permitted industrial operation.

The applicant, Angela Koput, is EAB Accounting's only employee at this location. The business will operate during regular hours, nine AM to five PM Monday through Friday.

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

Financial Remarks:
No financial impact to the City.

Staff Recommendation:

Staff recommends approval of a Conditional Use Permit for EAB Accounting at 820 Phillip Dr. with the following condition:

- A Certificate of Occupancy is required.