



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Agenda - Final

Plan Commission

Wednesday, January 27, 2021

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: 996 5650 4000

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

II. Pledge of Allegiance

III. Roll Call

IV. Public Comment

V. Approval of Minutes

[ID#20-1471](#) Minutes for the Meeting of December 9, 2020.

Attachments: [pcmn201209](#)

VI. Consent Agenda

Approval with Staff comments and conditions.

[PC20-0131](#) Hillcrest Elementary School, 2200 Davidson Road, Final Site Plan & Architectural Review - Changes to the entrance at Hillcrest School.

Attachments: [3353_SDW_Hillcrest_ES_Application_2020-12-18](#)

[Hillcrest Elementary Cover Sheet](#)

[Hillcrest Elementary Dept. Comments](#)

Charlie Griffith

[PC20-0129](#) Whittier Elementary School, 1103 S. East Avenue, Final Site Plan & Architectural Review - Changes to the entrance at Whittier School.

Attachments: [3353_SDW_Whittier_ES_Application_2020-12-18](#)
[Whittier Elementary Cover Sheet](#)
[Whittier Elementary School Dept. Comments](#)

Charlie Griffith

[PC20-0132](#) Carroll University, Health & Wellness Center, 304 N. East Avenue, Final Site Plan & Architectural Review - An elevator addition and minor site changes to the property at 304 N. East Avenue.

Attachments: [Application_Plan Commission_Carroll Univ_Health-Wellness_Strang](#)
[S8092_Stamped \(1\)](#)
[L102](#)
[Carroll SPAR Cover Sheet](#)
[Carroll University, Health & Wellness Final SPAR Dept. Comments](#)

Charlie Griffith

[PC20-0134](#) Monterey Apartments, 2725 N. University, Final Site Plan & Architectural Review - Proposed new surface parking spaces within the apartment complex.

Attachments: [P106 - Erosion Control and Storm Water Permit Application Form 12-23-20](#)
[P106c - Erosion Control and Storm Water Permit Fees 12-23-20](#)
[MONTEREY APARTMENTS - 12-28-2020](#)
[Monterey Apts Cover Sheet - SPAR new surface parking](#)
[Monterey Apts. Dept. Comments](#)

Doug Koehler

[PC20-0137](#) Waukesha Fire Station #4, 1700 Northview, Final Site Plan & Architectural Review - Proposed addition to the west side of the building.

Attachments: [20018_PC_Submittal](#)
[Attachement B](#)
[Attachement C](#)
[Attachement D SWMP](#)
[Attachement I](#)
[Waukesha Fire Station #4 Cover Sheet](#)
[Waukesha Fire Station #4 Dept. Comments](#)

Robin Grams

VII. Open Public Hearing

[PC20-0108](#) Public Hearing: Smart Asset, LLC, 351 W. Main Street, Conditional Use with Site Plan & Architectural Review – Request for a conditional use permit to allow residential units in the building at 351 W. Main Street.

Attachments: [351 Main St Plan Commission Drawings](#)
[Conditional Use Permit Application](#)
[Smart Asset Cover Sheet - Conditional Use 351 W. Main](#)
[Smart Asset Dept. Comments](#)

Doug Koehler

[PC20-0103](#) Public Hearing with Site Plan & Architectural Review: 414 Wisconsin Avenue, Conditional Use Permit – Request for a conditional use permit to allow a residential unit in the building at 414 Wisconsin Avenue.

Attachments: [Conditional Use - 414 WI Ave](#)
[Minor SPAR plans](#)
[414 Wisconsin Plat](#)
[Pedro revised site plan 2](#)
[Pedro Site Plan 4](#)
[414 WI Ave Cover Sheet](#)
[414 WI Ave. Dept. Comments](#)

Robin Grams

[ID#20-1573](#) Public Hearing: Hold a public hearing on the proposed boundaries and project plan for Tax Incremental District Number 30, a Rehabilitation – Conservation district, located between of St. Paul Avenue and the Fox River, northeast of Wisconsin Avenue.

Attachments: [TID 30 Plan Commission Resolution](#)
[TID 30 Project Plan 1.18.21](#)
[TID 30 Cover Sheet](#)

Jeff Fortin

[PC20-0135](#) Public Hearing: Fresh Paws of MKE, LLC, 143 Wilson Avenue, Conditional Use Permit – Request for a Conditional Use Permit to operate a dog training business out of the home at 143 Wilson Avenue.

Attachments: [Application](#)
[Drawing and description](#)
[Fresh Paws Cover Sheet](#)
[Fresh Paws Dept. Comments](#)

Robin Grams

VIII. Action on Public Hearing

[PC20-0121](#) Action on Public Hearing: Smart Asset, LLC, 351 W. Main Street, Conditional Use with Site Plan & Architectural Review – Request for a conditional use permit to allow residential units in the building at 351 W. Main Street.

Attachments: [351 Main St Plan Commission Drawings](#)
[Conditional Use Permit Application](#)
[Smart Asset Cover Sheet - Conditional Use 351 W. Main](#)
[Smart Asset Dept. Comments](#)

Doug Koehler

[PC20-0120](#) Action on Public Hearing with Site Plan & Architectural Review: 414 Wisconsin Avenue, Conditional Use Permit – Request for a conditional use permit to allow a residential unit in the building at 414 Wisconsin Avenue.

Attachments: [Conditional Use - 414 WI Ave](#)
[Minor SPAR plans](#)
[414 Wisconsin Plat](#)
[Pedro revised site plan 2](#)
[Pedro Site Plan 4](#)
[414 WI Ave Cover Sheet](#)
[414 WI Ave. Dept. Comments](#)

Robin Grams

Legislative History

12/9/20 Plan Commission held

[ID#20-1574](#) Action on Public Hearing: Review and Approve a Plan Commission Resolution for the creation of Tax Incremental District Number 30, a Rehabilitation – Conservation district, located between of St. Paul Avenue and the Fox River, northeast of Wisconsin Avenue.

Attachments: [TID 30 Plan Commission Resolution](#)
[TID 30 Project Plan 1.18.21](#)
[TID 30 Cover Sheet](#)

Jeff Fortin

[PC20-0136](#) Action on Public Hearing: Fresh Paws of MKE, LLC, 143 Wilson Avenue, Conditional Use Permit – Request for a Conditional Use Permit to operate a dog training business out of the home at 143 Wilson Avenue.

Attachments: [Application](#)
[Drawing and description](#)
[Fresh Paws Cover Sheet](#)
[Fresh Paws Dept. Comments](#)

Robin Grams

IX. Business Items

[PC20-0130](#) Hawthorne Elementary School, 1111 Maitland Drive, Final Site Plan & Architectural Review - Changes to the entrance and minor site revisions at Hawthorne School.

Attachments: [3353_SDW_Hawthorne_ES_Application_2020-12-18](#)
[Hawthorne Elementary Cover Sheet](#)
[Hawthorne Elementary School Dept. Comments](#)

Charlie Griffith

[PC20-0133](#) Carroll University, Health & Wellness Center, 304 N. East Avenue, Rezoning - Request to rezone the property at 304 N. East Avenue from B-1 Neighborhood Business to I-1 Institutional zoning.

Attachments: [Application_Plan Commission_Carroll Univ_Health-Wellness_Strang](#)
[S8092_Stamped \(1\)](#)
[Carroll Rezoning Cover Sheet](#)
[Carroll University, Health & Wellness Rezoning Dept. Comments](#)

Charlie Griffith

[PC20-0100](#) The Village at Fox River, lands at the Southeast Corner of STH 59 and Saylesville Road, PUD Amendment Final Site Plan & Architectural Review – Proposed mixed-use development including a 174-unit apartment building, convenience store/gas station, and a future commercial/office use south of Les Paul Parkway at River Valley Road extended.

Attachments: [The Village at Fox River - Landscape - 2020-10-20](#)
[East Elevation-West Wing](#)
[Entry Perspective](#)
[North Elevation-Commons](#)
[North Elevation-West Wing](#)
[Overall North Elevation](#)
[South Elevation-Commons](#)
[South Elevation-West Wing](#)
[Waukesha Renderings\(Adam-Zhou\)1](#)
[Waukesha Renderings\(Adam-Zhou\)2](#)
[Waukesha Renderings\(Adam-Zhou\)3](#)
[West Elevation-Commons](#)
[West Elevation-West Wing](#)
[The Village at Fox River Cover Sheet](#)
[Village at Fox River SPAR Dept. Comments](#)

Jeff Fortin

Legislative History

| | | |
|----------|-----------------|--------------------------|
| 12/9/20 | Plan Commission | approved with conditions |
| 12/15/20 | City Council | approved |
| 12/15/20 | City Council | Motion failed |
| 12/15/20 | City Council | approved |

[PC21-0001](#)

Waukesha Water Utility Booster Pump Station, 2010 E. Broadway, Final Site Plan & Architectural Review - Proposed Booster Pump Station, reservoirs, and a water tower as required for the Great Lakes Water Supply Program.

Attachments:

[\(0\) Cover Letter and Responses](#)
[\(2\) Attachment A](#)
[\(3\) Attachment B](#)
[\(4\) Attachment C](#)
[\(5\) Attachment D_GRAEF](#)
[\(6\) Attachment H](#)
[\(7\) Erosion Control and SW Permit App](#)
[\(8.0\) CP3 - BPS Drawings](#)
[\(8.1\) CP3A - WT Drawings](#)
[\(9\) Booster Pump Station Site Geotech](#)
[\(10\) GWA Waukesha SWMP Final](#)
[\(11\)%20BPS%20Nike_View%201%20-%202020-06-18](#)
[\(11\)%20BPS%20Nike_View%202%20-%202020-06-18](#)
[\(12\) 2020-08-28_BPS_CSM](#)
[\(13\) USACE Permit](#)
[\(14\) WDNR No Action](#)
[\(15\) PSC Env Impact](#)
[\(16\) BC22_LA Overall Rendered Plan](#)
[Waukesha Water Utility Booster Pump Station Cover Sheet](#)
[Booster Pumping Station Dept. Comments](#)

Doug Koehler

X. Director of Community Development Report

XI. Adjournment

"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.