



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Plan Commission

Wednesday, August 26, 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

II. Pledge of Allegiance

III. Roll Call

Present 7 - Francoeur, Bartels, Keller, Reilly, Montiho, Wells, and Schmitz

IV. Public Comment

V. Approval of Minutes

[ID#20-0959](#) Minutes for the Meeting of July 22, 2020.

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

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

VI. Consent Agenda

A motion was made and seconded that this business item be approved. The motion passed unanimously.

[PC20-0068](#) Salem United Methodist Church, 541 STH 59, Final (Minor) Site Plan & Architectural Review - Proposed new entrance and patio on the north façade, with a sidewalk connection to the new Senior Living Facility, and proposed HVAC equipment under the overhang of the building to be screened with lattice fence.

VII. Open Public Hearing

[PC20-0069](#) Public Hearing: Twenty Six Motorsports, LLC, 500 E. North Street, Conditional Use Permit - Proposed operation of an automotive detailing and graphics shop by Twenty Six Motorsports, LLC in the B-3 General Business zoning district.

[ID#20-1000](#) Public Hearing: Hold a public hearing on the proposed boundaries and project plan for Tax Incremental District Number 29, a Rehabilitation – Conservation district, located in the vicinity of Delafield Street and Madison Street.

VIII. Action on Public Hearing

[PC20-0070](#) Action: Twenty Six Motorsports, LLC, 500 E. North Street, Conditional Use Permit - Proposed operation of an automotive detailing and graphics shop by Twenty Six Motorsports, LLC in the B-3 General Business zoning district.

A motion was made by Mayor Reilly, seconded by Schmitz, that this Conditional Use Permit be approved with the condition that Staff approves the glass. The motion carried by the following vote:

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

[ID#20-1001](#) Action: Approve a Plan Commission Resolution for the creation of Tax Incremental District Number 29, a Rehabilitation – Conservation district, located in the vicinity of Delafield Street and Madison Street.

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

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

IX. Business Items

[ID#20-0990](#) Matter of Report: BIC Automotive, 1441 E. Racine Avenue, Conditional Use Permit - This is a six month follow up as requested by the Plan Commission at the 1/22/2020 meeting.

No action taken.

[ID#20-0950](#) Parking Lot, 402 Wisconsin Avenue, Consultation – Last fall, ADH Properties, LLC. received orders from the Building Inspection Dept. to pave or landscape their parking lot at 402 Wisconsin Avenue, where a concrete slab and a couple of large trees had been removed and the disturbed areas were filled with gravel. The owner has not yet made the improvements to the site and would like to discuss the issue with the Plan Commission.

No action taken.

[PC20-0074](#) Landmark Credit Union, Fox Run Blvd., PUD Final Site Plan & Architectural Review - Proposed 3,586 sq. ft. branch building with walk-in lobby, offices, and drive-thru operations on Lot 3 of the Fox Run Redevelopment.

A motion was made by Francoeur, seconded by Keller, 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

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.