



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Plan Commission

Wednesday, April 24, 2024

6:00 PM

Council Chambers, City Hall

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

[24-9850](#) 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