



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Agenda - Final

### Plan Commission

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Wednesday, March 24, 2021

6:30 PM

Virtual Meeting

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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#21-1705](#) Minutes for the Meeting of February 24, 2021.

**Attachments:** [pcmn210224](#)

VI. Consent Agenda

*Approval with Staff Comments and Conditions.*

[PC21-0022](#) Hillcrest Park - Minor Site Plan & Architectural Review - Proposed retaining wall and bollards along walking path.

**Attachments:** [Hillcrest Park Renders](#)  
[Bollard light dimensions](#)  
[Bollard light for Hillcrest](#)  
[Hillcrest Park Cover Sheet](#)

*Charlie Griffith*

[PC21-0018](#) EB Shurts, 810 W. College Avenue – Minor Site Plan & Architectural Review – Proposed greenhouse to be located north of the parking lot.

**Attachments:** [EB Shurts Greenhouse Proposal for Plan Commission](#)  
[03.12.21 Hillcrest Park site plans for Plan Commission 2021](#)  
[EB Shurts Dept. Comments](#)  
[EB Shurts Cover Sheet](#)

*Charlie Griffith*

[PC21-0021](#) Esitec LLC - Certified Survey Map - Proposed CSM to include one lot and two outlots at 1915 Macarthur Road. The two outlots, as well as the southerly 125 feet of Lot 1, are in the Village of Waukesha.

**Attachments:** [Certified Survey Map](#)  
[Bledsoe 20210205 ESITEC CSM Review](#)  
[RPT-2021-0204-Esitec CSM Staff Review](#)  
[Esitec Cover Sheet](#)

*Doug Koehler*

## VII. Open Public Hearing

[ID#21-1827](#) The Tap Yard, 1150 W. Sunset Drive – Conditional Use Permit – Request to operate an outdoor beer garden on an empty building site in the Shoppes at Fox River Shopping Center.

**Attachments:** [The Tap Yard description](#)  
[Pictures](#)  
[Waukesha Primetime Events Lease - Signed](#)  
[Waukesha licen beer garden](#)  
[Shoppes Beer Garden 2](#)  
[beergarden](#)  
[The Tap Yard Dept. Comments](#)  
[The Tap Yard Cover Sheet](#)

*Doug Koehler*

## VIII. Action on Public Hearing

[ID#21-1827](#) The Tap Yard, 1150 W. Sunset Drive – Conditional Use Permit – Request to operate an outdoor beer garden on an empty building site in the Shoppes at Fox River Shopping Center.

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[beergarden](#)  
[The Tap Yard Dept. Comments](#)  
[The Tap Yard Cover Sheet](#)

*Doug Koehler*

#### IX. Business Items

[PC21-0006](#) Waukesha Police Department, 1901 Delafield Street – Final Site Plan & Architectural Review – An addition to the north and east elevations of the Police Station and revised parking lot.

**Attachments:** [Plan Commission Application - Final](#)  
[Waukesha Police Dept. Cover Sheet](#)

*Robin Grams*

[PC20-0127](#) Aspen Overlook, Tenny Avenue – PUD Final Site Plan & Architectural Review – Proposed 36 unit condo development along the east side of Tenny Avenue.

**Attachments:**

[Aspen Overlook - Write Up](#)

[2021-02-22 Development Review Checklist - Attachment A](#)

[2021-02-22 Fee Checklist - Aspen Overlook](#)

[2021-02-22 Landscape Plan Checklist - Attachment I](#)

[CDW Aspen Overlook Lplan Set 20210218](#)

[2021-02-19 CIVIL PLANS ASPEN OVERLOOK](#)

[2021-02-22 Engineering Plan Checklist - Attachment B](#)

[2021-02-22 Sewer Plan Checklist Attachment H - Aspen Overlook](#)

[2021-02-22 Response Letter Aspen Overlook](#)

[2021-02-22 Stormwater Management Plan - Attachment D](#)

[Preliminary Stormwater Aspen Overlook 2020-12-15 \(1\)](#)

[CDW Aspen Overlook Rendering - Color](#)

[Aspen Overlook PUD SPAR Cover Sheet](#)

[ASPEN OVERLOOK PHOTOMETRIC PLAN](#)

[2021320 Aspen Overlook Elevations](#)

[Aspen Overlook Exterior Materials Design](#)

*Charlie Griffith*

[PC20-0128](#) Aspen Overlook, Tenny Avenue – Rezoning – Proposal to rezone 10.9 acres of land from T-1 to Rm-1, Multi-family zoning with a PUD overlay.

**Attachments:**

[Aspen Overlook Rezoning Exhibit + Legal-121720](#)

[Rezoning Petition.3.1.21](#)

[Aspen Overlook Rezoning Cover Sheet](#)

*Charlie Griffith*

[PC21-0012](#) Montessori School, 2600 Summit Avenue – Final Site Plan & Architectural Review – Proposed 8,564 sq. ft. addition to the north end of the school.

**Attachments:**

[Project Narrative](#)

[LOT City of Waukesha](#)

[2053880 - Sheet - A1-2a - OVERALL UPPER LEVEL FLOOR PLAN](#)

[2053880 - Sheet - A1-2c - ENLARGED NORTH WING PLAN](#)

[2053880 - Sheet - A1-3 - OVERALL ROOF PLAN](#)

[2053880 - Sheet - A2-0 - EXTERIOR ELEVATIONS](#)

[2053880 - Sheet - A2-1 - EXTERIOR ELEVATIONS](#)

[Attachment A-Development Review Checklist](#)

[Attachment B-Engineering Plan Checklist](#)

[Attachment C-Site Grading-Drainage Checklist](#)

[Attachment D-SW Checklist](#)

[Attachment H-Sewer Plan Checklist](#)

[Attachment I-Landscape Plan Checklist](#)

[2053880 - PXP.VSL](#)

[2053880c-0\\_1](#)

[2053880c-1\\_0](#)

[2053880c-1\\_1](#)

[2053880c-1\\_2](#)

[2053880c-1\\_3](#)

[2053880c-1\\_4](#)

[2053880c-2\\_0](#)

[2053880- SWMR \(2021-02-22\)](#)

[Montessori School Pictures](#)

[2053880c-1\\_1C](#)

[Montessori School Dept. Comments](#)

[Montessori School Cover Sheet](#)

*Doug Koehler*

[PC21-0017](#) Sunset Crossings, 120 E. Sunset Drive – Minor Site Plan & Architectural Review with PUD Amendment – New store front features on the south facade and a PUD amendment to allow 53,500 sq. ft. of Self Storage.

**Attachments:** [120 E SUNSET PC SUBMITTAL 02-25-2021](#)

[Sunset DE-2 2021-03-15](#)

[Sunset-Storage-Perspective-1](#)

[Sunset-Storage-Perspective-2](#)

[Sunset Crossings Dept. Comments](#)

[Sunset Crossings Cover Sheet](#)

*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](mailto: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.