



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Plan Commission

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Wednesday, April 22, 2020

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 1-312-626-6799 and using Webinar ID: 981 2524  
8917 Password: 250594

If you would like to participate in public comment for this meeting, you need to register by 4:00 pm on 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 - Keller, Reilly, Merchle, Montiho, Wells, Francoeur, and Bartels

#### IV. Public Comment

#### V. Approval of Minutes

[ID#20-0404](#) Minutes for the Meeting of March 25, 2020.

**A motion was made by Francoeur, seconded by Montiho, that the Minutes be approved. The motion carried by the following vote:**

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

#### VI. Consent Agenda

#### VII. Business Items

[PC20-0017](#) Waukesha School District, Dumpster Enclosures - Final Site Plan & Architectural Review for enclosures at Butler, Horning, and Les Paul Middle Schools.

**A motion was made by Mayor Reilly, seconded by Wells, that this Site Plan & Architectural Review for the dumpster at Les Paul Middle School be approved**

with conditions. The motion carried by the following vote:

**Aye:** 6 - Keller, Reilly, Merchle, Wells, Francoeur and Bartels

**Abstain:** 1 - Montiho

**A motion was made by Mayor Reilly, seconded by Wells, that this Site Plan & Architectural Review for the dumpster located at Butler Middle School be approved with conditions. The motion carried by the following vote:**

**Aye:** 6 - Keller, Reilly, Merchle, Wells, Francoeur and Bartels

**Abstain:** 1 - Montiho

**A motion was made by Mayor Reilly, seconded by Keller, that a dumpster enclosure at Horning Middle School not be required at this time, but if any future work is to be done an enclosure should be included. The motion carried by the following vote:**

**Aye:** 6 - Keller, Reilly, Merchle, Wells, Francoeur and Bartels

**Abstain:** 1 - Montiho

[PC20-0025](#) Wynwood Condominium Association - Minor Site Plan & Architectural Review – Proposal for a new dumpster enclosure off of Racine Avenue, across from Springbrook North.

**A motion was made by Mayor Reilly, seconded by Francoeur, that this Site Plan & Architectural Review be approved with staff comments and that the old enclosure be removed and landscaping be added. The motion carried by the following vote:**

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

[ID#20-0406](#) St. Paul Apartments - Plan Commission Consultation - A proposed 114-unit apartment building along W. St. Paul Avenue, across from Fuller Street.

**Discussion only. No action taken.**

[PC19-0103](#) Skyline Subdivision - Rezoning - Approximately 80 acres along the north side of Summit Avenue on the west side of the City (Downing Farm) from T-1 Temporary to RS-3 Single family.

**A motion was made by Mayor Reilly, seconded by Merchle, that this Rezoning Petition be recommended for approval with conditions to the City Council, due back on 5/19/2020. The motion carried by the following vote:**

**Aye:** 6 - Keller, Reilly, Merchle, Montiho, Wells and Bartels

**Absent:** 1 - Francoeur

[PC19-0111](#) Skyline Subdivision - Preliminary Site Plan & Architectural Review - 156 single-family lots on approximately 80 acres along the north side of Summit Avenue on the west side of the City (Downing Farm).

**A motion was made by Mayor Reilly, seconded by Montiho, that this Site Plan & Architectural Review be approved with conditions. The motion carried by the following vote:**

**Aye:** 6 - Keller, Reilly, Merchle, Montiho, Wells and Bartels

**Absent:** 1 - Francoeur

[PC19-0102](#) Skyline Subdivision - Preliminary Plat - 156 single-family lots on approximately 80 acres along the north side of Summit Avenue on the west side of the City (Downing Farm).

**A motion was made by Mayor Reilly, seconded by Merchle, that this Plat Review be recommended for approval with conditions to the City Council, due back on 5/19/2020. The motion carried by the following vote:**

**Aye:** 6 - Keller, Reilly, Merchle, Montiho, Wells and Bartels

**Absent:** 1 - Francoeur

[PC20-0024](#) Fox Run New Developmet - PUD Final Site Plan & Architectural Review – Final site plans for the new Fox Run redevelopment at Sunset Drive and W. St. Paul Avenue.

**A motion was made by Mayor Reilly, seconded by Keller, that this Site Plan & Architectural Review be recommended for approval with conditions to the City Council, due back on 5/19/2020. The motion carried by the following vote:**

**Aye:** 6 - Keller, Reilly, Merchle, Montiho, Wells and Bartels

**Absent:** 1 - Francoeur

[ID#20-0459](#) Plan Commission Consultation - 200 Delafield Street – Proposal for a 78-unit Senior Housing development, across from City Hall, 200 Delafield Street

**Discussion only. No action taken.**

## VIII. Director of Community Development Report

## IX. 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.