



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Plan Commission

Wednesday, January 26, 2022

6:30 PM

Council Chambers, City Hall

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

Present 4 - Francoeur, Keller, Wells, and Schmitz

Excused 2 - Reilly, and Montiho

IV. Public Comment

V. Approval of Minutes

[ID#22-3484](#) Minutes from Plan Commission Meeting 12-16-2021

Attachments: [Plan Commission Minutes 12-16-2021](#)

A motion was made by Alderman Jack Wells, seconded by Member John Schmitz, that this item be approved. The motion carried by the following vote:

Aye: 4 - Francoeur, Bartels, Wells and Schmitz

Absent: 2 - Reilly and Montiho

Abstain: 1 - Keller

VI. Consent Agenda

All items on Consent Agenda passed by unanimous consent with staff comments.

[PC22-0191](#) CSM21-00017 Certified Survey Map, Tofte's Table Expansion, 331 Riverfront Street/344 W. Broadway – Proposed 1-Lot Certified Survey Map on approximately 0.2138 acres land in the downtown.

Attachments: [CSM - Tofte's Table Expansion Cover Sheet](#)
[App for CSM -Tofte's Table 331 Riverfront St - 344 W. Broadway](#)
[Project Reviews for CSM21-00017 - Tofte's Table Expansion](#)

[PC22-0186](#) Minor Site Plan & Architectural Review, Therm-Tech, 200 Travis Lane., – Proposed new window and door openings along the east façade adjacent to East Ave. (STH 164) at 200 Travis Lane.

Attachments: [Cover Sheet - Therm-Tech-Minor SPAR](#)

[A1.0 FLOOR PLAN \(R1\)](#)

[A2.0 ELEVATIONS \(R1\)](#)

[C1.0 SITE PLAN \(R1\)](#)

[ThermTech Application](#)

[ThermTech- Project Reviews](#)

[PC22-0192](#) Certified Survey Map, The Village at Fox River, SW corner of STH 59 and River Valley Road – Proposed 2-Lot Certified Survey Map on approximately 23.663 acres land at the Village at Fox River development.

Attachments: [Cover Sheet - CSM - Saylesville and Les Paul 2 lot division](#)

[Draft Certified Survey Map -Sheet 1-8](#)

[Project Reviews for CSM21-00015 Lot Line Adjustment for River Valley Rd. property](#)

VII. Open Public Hearing

[PC21-0145](#) Conditional Use Permit, Band Rehearsal Space, 576 Elizabeth St. - Proposal to use a tenant space in a manufacturing building for band rehearsal space and equipment storage.

Attachments: [Cover Sheet - Elizabeth Street band rehearsal space Conditional Use Permit](#)

[CU Application](#)

[Photos](#)

[Project Reviews CU21-00013 - 576 Elizabeth St. Band Rehearsal Space](#)

[PC21-0155](#) Conditional Use Home Business - 1105 Josephine St., Joe's Armory - 1 year review of a Conditional Use Permit to operate an online firearms sales and transfer business as a home industry at 1105 Josephine Street.

Attachments: [Cover Sheet - Joe's Armory 1-26-22](#)

[Joes Armory- Approval Letter](#)

[Joe's Armory- Project Reviews](#)

[Application for Development Review](#)

[Conditional Use Permit](#)

[Joe's Armory- Project Reviews 2022](#)

VIII. Action on Public Hearing

[PC21-0145](#) Conditional Use Permit, Band Rehearsal Space, 576 Elizabeth St. - Proposal to use a tenant space in a manufacturing building for band rehearsal space and equipment storage.

Attachments: [Cover Sheet - Elizabeth Street band rehearsal space Conditional Use Permit](#)
[CU Application](#)
[Photos](#)
[Project Reviews CU21-00013 - 576 Elizabeth St. Band Rehearsal Space](#)

A motion was made by Member John Schmitz, seconded by Member R.G. Keller, that this item be approved with conditions. The motion carried by the following vote:

Aye: 5 - Francoeur, Bartels, Keller, Wells and Schmitz

Absent: 2 - Reilly and Montiho

[PC21-0155](#) Conditional Use Home Business - 1105 Josephine St., Joe's Armory - 1 year review of a Conditional Use Permit to operate an online firearms sales and transfer business as a home industry at 1105 Josephine Street.

Attachments: [Cover Sheet - Joe's Armory 1-26-22](#)
[Joes Armory- Approval Letter](#)
[Joe's Armory- Project Reviews](#)
[Application for Development Review](#)
[Conditional Use Permit](#)
[Joe's Armory- Project Reviews 2022](#)

A motion was made by Member Francoeur, seconded by Alderman Wells, that this Conditional Use Permit be approved with conditions. The motion carried by the following vote:

Aye: 5 - Francoeur, Bartels, Keller, Wells and Schmitz

Absent: 2 - Reilly and Montiho

IX. Business Items

[ID#22-3392](#) Sign Appeal - Kwik Trip 2807 River Valley Road - Request to install an Electronic Message Center Reader Board Sign, when such signs are not allowed in the B-1 Neighborhood Business District.

- Attachments:** [Cover Sheet - Kwik Trip 2807 River Valley Sign Appeal](#)
[Kwik Trip- Sign Appeals Application](#)
[2021-10-19 Waukesha Sign Plan REV1](#)
[2021 12-21 Waukesha Sign Plan REV2](#)
[Kwik Trip - Les Paul Color Landscape Plan](#)
[Project Reviews- Kwik Trip Sign Appeal](#)

A motion was made by Member John Schmitz, seconded by Member R.G. Keller, that this item be approved with conditions. The motion carried by the following vote:

Aye: 5 - Francoeur, Bartels, Keller, Wells and Schmitz

Absent: 2 - Reilly and Montiho

[PC22-0188](#) Plan Commission Consultation, City View Apartments, 330 E. North Street – Conceptual plan review of a proposed 77-unit apartment complex on approximately 1.2 acres of land located along NW Barstow Street between E. North Street and Buena Vista Avenue.

- Attachments:** [Cover Sheet - Consultation -City View Apartments 330 E North St](#)
[330 E North St -Colored Site Plan -City View Apts](#)
[2021 1222 City View Apartments Initial Consultation Conceptual Package](#)
[City View Apts- 330 E North St](#)

No action.

[ID#22-3397](#) Land Use Plan Amendment – Vacant Land south of the intersection of Saylesville Road and River Road – Proposal to amend the proposed land use on approximately 4.8 acres of land from Commercial Use to High Density Residential Use.

Attachments: [Cover sheet - Land Use Plan Amendment Saylesville Rd.-River Rd.](#)
[2021-12-27 Randall ltr to Koehler \(Rezoning Comp Plan Submittal\) \(14816778\)](#)
[Cardinal Capital Conceptual Summary for Rezoning \(12-27-21\) \(14816768\)](#)
[Cardinal Capital Waukesha Multifamily 12-27-2021 \(14816671\)](#)
[December 15 - Signed Petition for Amending City of Waukesha Zoning Ordinance \(14806890\)](#)
[Keup email for public comment -Cardinal Capital Apt Proposal](#)
[Martin email for public comment - Cardinal Capital Apt. proposal](#)
[Re-Zoning Ordinance - Cardinal Capital](#)
[Re-Zoning Ordinance - River, Rapids, Raintree](#)
[Schultz email for public comment - Cardinal Capital Apt. proposal](#)
[Waukesha Application for Development Review 12-27-2021 \(Signed\) \(14816257\)](#)
[Zimmer email for public comment -Cardinal Capital Apt Proposal -](#)
[Abplanalp email for public comment - Cardinal Capital Proposal](#)
[Black email for public comment - Cardinal Capital Proposal](#)
[Blough email for public comment - Cardinal Capital Proposal](#)
[Holzinger email for public comment - Cardianl Capital Proposal](#)
[Kading email for public comment - Cardinal Capital Proposal](#)
[Majeskie email for public comment - Cardinal Capital Proposal](#)
[Russo email for public comment - Cardinal Capital Proposal](#)
[Trapman email for public comment - Cardinal Capital proposal](#)
[Ward email for public comment - Cardinal Capital Proposal](#)
[Herbst email for public comment - Cardinal Capital Proposal](#)
[Cardinal Capital PC Presentation \(1-26-22\) \(14855484\)](#)
[Apartment Proposal on Saylesville Road and River Road](#)
[Cardinal Capital Apartment Proposal](#)
[FW Rezoning](#)
[FW Zoning Apartment Property](#)
[Fwd Against rezoning saylesville river road land](#)
[Rezoning of Saylesville and River Roads corner](#)
[RM-3 Project Apt Proposal River Saylseville](#)
[Saylesville River Road Project](#)
[Zoning change](#)
[Re Please vote no on rezoning Saylesville Road...](#)
[ReZoning](#)
[Re Vote NO on plan amendment for Saylesville a...](#)
[Saylesville and River Road rezoning. PLEASE VOT...](#)
[RE Zoning change to Saylesville and River Road...](#)

[Saylesville and River Road Apartment Proposal](#)
[zoning change on Saylesville and River Road](#)
[No! on the land use plan amendment](#)

A motion was made by Member Joan Francoeur, seconded by Alderman Jack Wells, that this item be recommended to the Council for approval . The motion carried by the following vote:

Aye: 4 - Francoeur, Keller, Wells and Schmitz

Nay: 1 - Bartels

Absent: 2 - Reilly and Montiho

[PC22-0194](#) Rezoning - Vacant land south of the intersection of Saylesville Road and River Road - Propose to rezone approximately 4.8 acres of vacant land from B-5 Community Business District to Rm-3 Multi-Family Residential District.

Attachments: [Cover Sheet - Rezoning Saylesville Rd.-River Rd.](#)
[2021-12-27 Randall ltr to Koehler \(Rezoning Comp Plan Submittal\) \(14816778\)](#)
[Cardinal Capital Conceptual Summary for Rezoning \(12-27-21\) \(14816768\)](#)
[Cardinal Capital Waukesha Multifamily 12-27-2021 \(14816671\)](#)
[December 15 - Signed Petition for Amending City of Waukesha Zoning Ordinance \(14806890\)](#)
[existing zoning map](#)
[Keup email for public comment -Cardinal Capital Apt Proposal](#)
[Martin email for public comment - Cardinal Capital Apt. proposal](#)
[property for rezoning exhibit](#)
[Re-Zoning Ordinance - Cardinal Capital](#)
[Re-Zoning Ordinance - River, Rapids, Raintree](#)
[Schultz email for public comment - Cardinal Capital Apt. proposal](#)
[Waukesha Application for Development Review 12-27-2021 \(Signed\) \(14816257\)](#)
[Zimmer email for public comment -Cardinal Capital Apt Proposal -](#)
[Cardinal Capital PC Presentation \(1-26-22\) \(14855484\)](#)
[Apartment Proposal on Saylesville Road and River Road](#)
[Cardinal Capital Apartment Proposal](#)
[FW_ Rezoning](#)
[FW_ Zoning Apartment Property](#)
[Fwd_ Against rezoning saylesville_ river road land](#)
[Rezoning of Saylesville and River Roads corner](#)
[RM-3 Project_ Apt Proposal_ River_ Saylseville](#)
[Saylesville_ River Road Project](#)
[Zoning change](#)
[Abplanalp email for public comment - Cardinal Capital Proposal](#)
[Black email for public comment - Cardinal Capital Proposal](#)
[Blough email for public comment - Cardinal Capital Proposal](#)
[Herbst email for public comment - Cardinal Capital Proposal](#)
[Holzinger email for public comment - Cardianl Capital Proposal](#)
[Kading email for public comment - Cardinal Capital Proposal](#)
[Majeskie email for public comment - Cardinal Capital Proposal](#)
[Russo email for public comment - Cardinal Capital Proposal](#)
[Trapman email for public comment - Cardinal Capital proposal](#)
[Ward email for public comment - Cardinal Capital Proposal](#)
[Re_ Please vote no on rezoning Saylesville Road...](#)
[ReZoning](#)
[Re_ Vote NO on plan amendment for Saylesville a...](#)

[Saylesville and River Road rezoning. PLEASE VOT...](#)

[RE Zoning change to Saylesville and River Road...](#)

[Saylesville and River Road Apartment Proposal](#)

[zoning change on Saylesville and River Road](#)

[No! on the land use plan amendment](#)

A motion was made by Member Joan Francoeur, seconded by Alderman Jack Wells, that this item be recommended to the Council for approval. The motion carried by the following vote:

Aye: 4 - Francoeur, Keller, Wells and Schmitz

Nay: 1 - Bartels

Absent: 2 - Reilly and Montiho

[ID#22-3424](#) Zoning Code Amendment - Proposed addition to the Conditional Uses for Sections 22.33, B-1 Neighborhood Business District, 22.36 B-4 Office and Professional Business District, 22.40 M-3 Limited Business and Industrial Park District, 22.42 I-1 Institutional District and 22.43 P-1 Park District to include the item:

- Uses similar to and reasonably related to Principal Permitted Uses

Attachments: [Cover Sheet - Zoning Code Updates](#)

[B-1 Neighborhood Business District Redline](#)

[B-4 Neighborhood Business District Redline](#)

[I-1 Institutional District Redline](#)

[M-3 Limited Business and Industrial Park District Redline](#)

[P-1 Park District Redline](#)

[Ordinance 22.33-22.43 Conditional Uses.pdf](#)

A motion was made by Member John Schmitz, seconded by Member R.G. Keller, that this item be recommended to the Council for approval . The motion carried by the following vote:

Aye: 5 - Francoeur, Bartels, Keller, Wells and Schmitz

Absent: 2 - Reilly and Montiho

[ID#22-3423](#) Declaration of Surplus Land - Former City Hall Annex ,130 Delafield Street - the City owned 1.54 acre parcel at 130 Delafield Street includes the former City Hall Annex/Police Station and is being considered for redevelopment

Attachments: [Cover Sheet - Declaration of Surplus Land](#)

A motion was made by Member Joan Francoeur, seconded by Member John Schmitz, that this item be recommended to the Council for approval. The motion carried by the following vote:

Aye: 5 - Francoeur, Bartels, Keller, Wells and Schmitz

Absent: 2 - Reilly and Montiho

[ID#22-3480](#) WE Energies Easement across City property - Fire Station 1 and Parking Lot 13 - As part of a project to bury electric lines along St. Paul Avenue in the downtown area, WE Energies is requesting a 10 foot wide easement for the purpose of burying electric lines along the NW and NE lot lines of Parking Lot 13, and a 6 foot wide easement along the NE lot line of Fire Station 1, 130 W. St. Paul Avenue.

Attachments: [Cover Sheet - WE Energies easement across City property](#)
[Fire Station 1 Easement draft with site plan](#)
[Parking Lot 13 detailed site plan](#)
[Parking Lot 13 easement document draft](#)
[Parking Lot 13 site plan with easement](#)

A motion was made by Member Joan Francoeur, seconded by Alderman Peter Bartels, that this item be recommended to the Council for approval . The motion carried by the following vote:

Aye: 5 - Francoeur, Bartels, Keller, Wells and Schmitz

Absent: 2 - Reilly and Montiho

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.