



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Plan Commission

Wednesday, May 27, 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 1-888-788-0099 and using Webinar ID: 950 0622
8663 Password: 110173

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#20-0497](#) Minutes for the Meeting of April 22, 2020.

A motion was made by Mayor Reilly, seconded by Bartels, that the Minutes be approved. 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 the consent agenda items be approved. The motion passed unanimously.

[PC20-0027](#) Executive Place - Certified Survey Map - Proposed two lot CSM to create an 11.83-acre developable lot and a 2.03-acre outlot encompassing an existing stormwater pond at the south end of Executive Place.

[PC20-0032](#) Church of Christ, 2816 Madison Street - Minor Site Plan & Architectural

Review - Proposed 400 sq. ft. addition for storage space to the exposed basement at the rear of the building using materials matching the existing building.

[PC20-0028](#) DPW Salt Storage Shed - Final Site Plan & Architectural Review - The City of Waukesha Public Works Dept. is proposing to construct a new salt storage shed on the south side of the City off of the cul-de-sac at the end of Executive Place.

VII. Open Public Hearing

[ID#20-0506](#) Public Hearing – Hold a public hearing on the proposed boundaries and project plan for Tax Incremental District Number 28, a Mixed Use district located at the southeast corner of CTH X/Saylesville Road and STH 59/Les Paul Parkway.

[ID#20-0503](#) Public Hearing – Hold a public hearing on a proposed amendment to Tax Incremental Finance District Number 22, a Mixed Use District in the vicinity of Sunset Drive between S. East Avenue and Tenny Avenue.

[PC20-0044](#) Public Hearing: Kwik Trip #527, 1700 Pewaukee Road - Conditional Use - Kwik Trip is requesting a Conditional Use permit to construct a new store to replace the existing store at this site.

VIII. Action on Public Hearing

[ID#20-0504](#) Action on Public Hearing – Approve a Plan Commission Resolution for the creation of Tax Incremental District Number 28, a Mixed Use district located at the southeast corner of CTH X/Saylesville Road and STH 59/Les Paul Parkway.

A motion was made by Mayor Reilly, seconded by Montiho, that this Business item be recommended for approval to the City Council, due back on 6/16/2020. The motion carried by the following vote:

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

[ID#20-0505](#) Action on Public Hearing – Approve a Plan Commission Resolution for the first amendment of Tax Incremental District Number 22, a Mixed Use District in the vicinity of Sunset Drive between S. East Avenue and Tenny Avenue.

A motion was made by Mayor Reilly, seconded by Francoeur, that this Business item be recommended for approval to the City Council, due back on 6/16/2020. The motion carried by the following vote:

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

[PC20-0046](#) Action: Kwik Trip #527, 1700 Pewaukee Road - Conditional Use - Kwik Trip is requesting a Conditional Use permit to construct a new store to

replace the existing store at this site.

A motion was made by Mayor Reilly, seconded by Montiho, that this Conditional Use Permit be approved with conditions. The motion carried by the following vote:

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

IX. Business Items

[PC20-0041](#) Kwik Trip #527, 1700 Pewaukee Road - Rezoning - Kwik Trip is requesting to rezone the lands at 1700 Pewaukee Road from M-3 Limited Business and Industrial Park to B-1 Neighborhood Business.

A motion was made by Mayor Reilly, seconded by Bartels, that this Rezoning Petition be recommended for approval to the City Council, due back on 6/16/2020. The motion carried by the following vote:

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

[PC20-0042](#) Kwik Trip #527, 1700 Pewaukee Road - Final Site Plan & Architectural Review - Kwik Trip is proposing a new store to replace the existing store at 1700 Pewaukee Road.

all employees park on site

A motion was made by Keller, seconded by Bartels, 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

[PC20-0043](#) Kwik Trip #527, 1700 Pewaukee Road - Certified Survey Map - Kwik Trip is proposing a 1.3447-acre One Lot Certified Survey Map to create a larger lot for the development of a new store at 1700 Pewaukee Road.

A motion was made by Mayor Reilly, seconded by Francoeur, that this Certified Survey Map be approved with conditions. The motion carried by the following vote:

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

[PC20-0038](#) Kwik Trip #970, 2106 S. West Avenue - Final Site Plan & Architectural Review - Kwik Trip is proposing a new store to replace the existing store at 2106 S. West Avenue.

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

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

[PC20-0039](#) Kwik Trip #970, 2106 S. West Avenue - Certified Survey Map - Kwik Trip is proposing 5.848-acre One Lot Certified Survey Map to create a larger lot for the development of a new store at 2106 S. West Avenue.

A motion was made by Francoeur, seconded by Keller, that this Certified Survey Map be approved with conditions. The motion carried by the following vote:

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

[PC20-0034](#) Ascension Wisconsin Hospital, 2304 W. St. Paul Avenue - PUD Final Site Plan & Architectural Review - Ascension is proposing to construct an approximately 35,000 sq. Ft. two story micro-hospital and medical office building in the new Fox Run mixed use development.

A motion was made by Mayor Reilly, seconded by Wells, 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

[ID#20-0542](#) Salem United Methodist Church, 541 STH 59 - Sign Appeals - Salem United Methodist Church is requesting a variance to section 27.03 of the Sign code to allow a monument sign with an LED reader board to located along Les Paul Parkway (STH 59).

A motion was made by Mayor Reilly, seconded by Montiho, that this Business item 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.