



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Agenda - Final

Plan Commission

Wednesday, October 28, 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 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Webinar ID: 932 0628 7125

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#20-1173](#) Minutes for the Meeting of September 23, 2020.

Attachments: [pcmn200923](#)

VI. Consent Agenda

Approval with Staff Comments and Conditions.

[ID#20-1208](#) The Retreat, Town of Delafield - Consultation, Extra-Territorial Certified Preliminary Plat consisting of 8 single family lots and 3 outlots on 49.5 acres of land in the town of Delafield.

Attachments: [Description & Survey](#)
[The Retreat Cover Sheet](#)

Robin Grams

[PC20-0093](#) Prairie Song Villas, Prairie Song Drive and Prairie Song Court - Certified Survey Map

Attachments: [Development Handbook 2019](#)
[PRAIRIE SONG CSM 7-30-20](#)
[Attachment A Dev Review Checklist](#)
[Attachment E Certified Survey Map checklist](#)
[Prairie Song Villas Cover Sheet.docx](#)

Doug Koehler

VII. Open Public Hearing

[PC20-0080](#) Public Hearing: U-Haul Moving and Storage, 925 Highway 164 - Conditional Use Permit with site plan. Addition of a large propane tank on the site for retail refilling of customer propane cylinders.

Attachments: [20-086 UHaul Waukesha Propane-C01](#)
[APPL PC Development Review Application Dec. 2019 Version](#)
[Approval Letter](#)
[Approved Site Plan](#)
[Cabinete Signed and Stamped Calcs](#)
[Cabinet, Pump, Motor, Meter Information](#)
[Tab 8 WI 10-25-2017 - LP Dispenser Tank FDN Calcs](#)
[U-Haul Dept. Comments](#)
[U-Haul Cover Sheet](#)

Charlie Griffith

[PC20-0088](#) Public Hearing: Tender Car Collision, 323-325 W. Sunset Drive - Conditional Use Permit - Conditional Use request for automobile service and auto body repair.

Attachments: [Tender Car Conditional Use Permit](#)
[Waukesha final 2](#)
[Tender Car Dept. Comments](#)
[Tender Car Cover Sheet](#)

Robin Grams

[PC20-0091](#) Public Hearing: La Nueva Jerusalem Church, 258 W. Broadway - Conditional Use Permit. Request to have a church in the storefront space at 258 W. Broadway.

Attachments: [Conditional Use Permit](#)
[La Nueva Jerusalem Church Dept. Comments](#)
[La Nueva Jerusalem Cover Sheet](#)

Robin Grams

Action on Public Hearing

[PC20-0081](#) Action on Public Hearing: U-Haul Moving and Storage, 925 Highway 164 - Conditional Use Permit with site plan. Addition of a large propane tank on the site for retail refilling of customer propane cylinders.

Attachments: [20-086 UHaul Waukesha Propane-C01](#)
[APPL_PC Development Review Application Dec. 2019 Version](#)
[Approval Letter](#)
[Approved Site Plan](#)
[Cabinete Signed and Stamped Calcs](#)
[Cabinet, Pump, Motor, Meter Information](#)
[Tab 8 WI 10-25-2017 - LP Dispenser Tank FDN Calcs](#)
[U-Haul Dept. Comments](#)
[U-Haul Cover Sheet](#)

Charlie Griffith

[PC20-0089](#) Action on Public Hearing: Tender Car Collision, 323-325 W. Sunset Drive - Conditional Use Permit - Conditional Use request for automobile service and auto body repair.

Attachments: [Tender Car Conditional Use Permit](#)
[Waukesha final 2](#)
[Tender Car Dept. Comments](#)
[Tender Car Cover Sheet](#)

Robin Grams

[PC20-0092](#) Action on Public Hearing: La Nueva Jerusalem Church, 258 W. Broadway - Conditional Use Permit. Request to have a church in the storefront space at 258 W. Broadway.

Attachments: [Conditional Use Permit](#)
[La Nueva Jerusalem Church Dept. Comments](#)
[La Nueva Jerusalem Cover Sheet](#)

Robin Grams

VIII. Business Items

[PC20-0086](#)

Sorce Services LLC, 220 S. Prairie Avenue - Certified Survey Map. Propose to add approximately 2.4 acres of land to the parcel at 220 S. Prairie Ave. creating a new 4.4123 acre lot.

Attachments:

[138-005-003-SWMP \(2020-09-28\) - COMPILED](#)

[20200825 Endpoint 220 Prairie Avenue Wetland Screening final](#)

[20200922CSM3586-Sheet 1-3](#)

[City Transmittal - Sorce Services - 200928](#)

[Sorce Expansion - Legal Description](#)

[Sorce Expansion - Plat of Survey](#)

[Sorce Waukesha - Civil Plans - Municipal Review Set \(2020-09-28\)](#)

[Sorce Services CSM Dept. Comments](#)

[Sorce Services CSM Cover Sheet](#)

Charlie Griffith

[PC20-0085](#)

Sorce Services LLC, 220 S. Prairie Avenue - Site Plan & Architectural Review. Proposed expansion to newly acquire land at the west end of the site, proposed for outdoor storage of empty dumpsters. Dumpsters proposed to be stored on a 1.6 acre gravel pad and planned to be fenced in.

Attachments:

[138-005-003-SWMP \(2020-09-28\) - COMPILED](#)

[20200825 Endpoint 220 Prairie Avenue Wetland Screening final](#)

[20200922CSM3586-Sheet 1-3](#)

[City Transmittal - Sorce Services - 200928](#)

[Sorce Expansion - Legal Description](#)

[Sorce Expansion - Plat of Survey](#)

[Sorce Waukesha - Civil Plans - Municipal Review Set \(2020-09-28\)](#)

[Sorce Services SPAR Dept. Comments](#)

[Sorce Services SPAR Cover Sheet](#)

Charlie Griffith

[PC20-0084](#)

Eaton, 2300 Badger Drive - Final Site Plan & Architectural Review. Proposed 230,000 sq.ft. addition to the plant, with site work to include new parking and stormwater management facilities.

Attachments:

[230.00A City Maintenance Agreement - Wet Basin](#)
[2020-10-02 203.00A Eaton SWMP - Full](#)
[2020-10-02 230.00A Storm Design - Rational 100-YR](#)
[2020-10-02 230.00A Storm DSPTS - WITH gpm](#)
[2020-10-02 230.00A-WI Landscape Color exhibit \(Hi res for computer\)](#)
[Eaton Expansion Project Reviews RESPONSE 10-5-2020](#)
[2020-10-05 FINAL-Siteplan and Archtiectural Review Submittal 2](#)
[Eaton Dept. Comments](#)
[Eaton Final SPAR Cover Sheet](#)
[2020-10-26 230.00A-WI Landscape Color exhibit \(Low res for printing\)](#)
[Eaton Addition Waukesha Site \(10-6-20-v4\)](#)
[Eaton Aerial View](#)
[image001](#)
[image002](#)
[PC RESUBMITTAL SHEETS- C4-L1-L2-L3](#)

Doug Koehler

[PC20-0090](#)

Howell Oaks Addition No. 3, Phase 4, Madison Street, west of intersection with Prairie Song Drive - Final Plat. 29 single-family lots from 12,000 to 21,000 square feet along Madison Street and one 25,000 sq. ft. outlot at the NW corner of Madison Street and Prairie Song Dr. to be dedicated to the City as a small pocket park.

Attachments:

[Howell Oaks Add No 3 - Attachment D - Stormwater Management Plan](#)
[Howell Oaks Add No 3 - Attachment G - Final Plat Checklist](#)
[Howell Oaks Add No 3 - Final Plat Review Cover Letter \(2020-09-28\)](#)
[Howell Oaks Add No 3 - Phase 4 - Final Plat \(Development-Review-Application-](#)
[Howell Oaks Addition No 3](#)
[Howell Oaks Addn No 3 - WI DOA Plat review Form-signed](#)
[Certification of No Objection Howell Oaks No 3 10 16 20](#)
[Howell Oaks Dept. Comments](#)
[Howell Oaks Addition No. 3 Cover Sheet](#)

Doug Koehler

[ID#20-1255](#) City of Waukesha, 201 Delafield Street - Sign Appeals - request relief from the required setback distance for a detached sign

Attachments: [Waukesha City Hall App's](#)
[Waukesha City Hall Sign drawings site](#)
[Sign Appeal Cover Sheet](#)

Charlie Griffith

[ID#20-1265](#) Landmark Credit Union, 2302 W. St. Paul Avenue - Sign Appeals - request relief from the required setback distance for a detached sign

Attachments: [LandmarkCU_monument_variance_Waukesha](#)
[Variance request letter signed](#)
[Landmark Credit Union Cover Sheet](#)

Charlie Griffith

IX. Director of Community Development Report

X. 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.