



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Plan Commission

Wednesday, April 22, 2026

6:00 PM

Council Chambers, City Hall

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

Present 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben, and Jennifer Wallner

Absent 1 - Elizabeth Moltzan

IV. Public Comment

V. Approval of Minutes

[ID#26-03193](#) Minutes of March 25, 2026

Attachments: [PC Minutes - Draft 3-25-2026](#)

[Sign In Sheet - 3-25-2026](#)

A motion was made by Member Joan Francoeur, seconded by Member Heather Granger, that this item be approved. The motion carried by the following vote:

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

[ID#26-03480](#) Minutes of April 1, 2026

Attachments: [PC Minutes - Draft - 4-1-2026](#)

[Sign In Sheet - 4-1-2026](#)

A motion was made by Member Wallner, seconded by Member Granger, that this Minutes be approved. The motion carried by the following vote:

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

VI. Consent Agenda

[PC26-0034](#) Final Site Plan & Architectural Review, 1101 W St. Paul Avenue, INNIO – a

request to approve final plans for a new 80' x 45' concrete pad behind the R&D building to support testing operation in the M-2 General Manufacturing District.

Attachments: [City of Waukesha Cover Sheet - 1101 W St Paul Ave FINAL SPAR](#)
[City Department Review Comments INNIO concrete pad Final SPAR 20260407 SPAR26-00016 Engineering Concurrence Letter](#)
[Checklist - Innio Test Cell, 1101 W St Paul Ave, March 12, 2026](#)
[INNIO Waukesha - Test Cell Plan 2026-03-05 \(flat\)](#)

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

[PC26-0037](#) Minor Site Plan & Architectural Review, 2415 Springdale Road – a request to approve plans for 3 new patio and grill stations in the Springdale Condominiums common space around the pool area in the Rm-2 PUD Multi-Family Residential District.

Attachments: [City of Waukesha Cover Sheet - 2415 Springdale Rd.](#)
[20260406 Engineering Concurrence Letter SPAR26-00021](#)
[Springdale Road Apartments Grill Station](#)
[Site Plans, 2415 Springdale Rd., Springdale Apartments. 4-22-26](#)
[Project Staff Reviews - SPAR26-00021 4-16-26](#)

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

[PC26-0043](#) Minor Site Plan & Architectural Review, 1500 Tenny Avenue, Aspen Overlook– a request to approve plans to modify the second level floor plans to move the outdoor deck space to the rear of the buildings for the remaining buildings to be constructed in this condo development located in the Rm-3 Multi Family District

Attachments: [City of Waukesha Cover Sheet - 1500 Tenny Ave.](#)
[Project Staff Reviews - SPAR26-00022 4-16-26](#)
[Site Plan - Aspen Overlook, 1500 Tenny Ave. 4-22-26](#)
[Floor Plans, Elevations, and Renderings - Aspen Overlook, 1500 Tenny Ave. 4-22-26](#)
[Original Layout - Aspen Overlook, 1500 Tenny Ave. 4-22-26](#)

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

VII. Open Public Hearing

[PC26-0040](#) Conditional Use Permit – 222 W St Paul Avenue – A request for a Conditional Use Permit to allow an automobile detailing business to operate in one of the tenant spaces with an overhead door in this building located in the B-3 General Business District.

Attachments: [City of Waukesha Cover Sheet - 222 W. St. Paul Ave. Conditional Use Permit](#)
[Project Staff Reviews - CU26-00002 4-16-26](#)
[Site Plan, 222 W. St. Paul Ave., 4-22-26](#)
[Conditional Use Permit Application - Jesus Detailing Service, 222 W. St. Paul Ave. 4-22-26](#)
[Building Unit Layout - 222 W. St. Paul Ave., 4-22-26](#)
[Applicant Cover Letter April Meeting - 222 W. St. Paul Ave, 4-22-26](#)
[Architectural Plans, 222 W. St. Paul Ave. 4-22-26](#)

[PC26-0039](#) Conditional Use Permit - 330 Wisconsin Avenue, Hebron House – A request for a Conditional Use Permit to allow residential uses on the upper level and rear 50% of the first level of this building located in the B-2 Central Business District.

Attachments: [City of Waukesha Cover Sheet -330 Wisconsin Avenue Conditional Use](#)
[City Department Review Comments Conditional Use 330 Wisconsin](#)
[Site and Landscape Plan - Hebron Housing Services - 330 Wisconsin Ave. - 3.23.26](#)
[Conditional Use Permit - Hebron Housing Services - 330 Wisconsin Ave. - 3.26.26](#)
[Cover Letter - Hebron Housing Services - 330 Wisconsin Ave. - 3.23.26](#)
[Development Review Checklist - Hebron Housing Services - 330 Wisconsin Ave. - 3.23.26](#)

VIII. Action on Public Hearing

[PC26-0040](#) Conditional Use Permit – 222 W St Paul Avenue – A request for a Conditional Use Permit to allow an automobile detailing business to operate in one of the tenant spaces with an overhead door in this building located in the B-3 General Business District.

Attachments: [City of Waukesha Cover Sheet - 222 W. St. Paul Ave. Conditional Use Permit](#)
[Project Staff Reviews - CU26-00002 4-16-26](#)
[Site Plan, 222 W. St. Paul Ave., 4-22-26](#)
[Conditional Use Permit Application - Jesus Detailing Service, 222 W. St. Paul Ave. 4-22-26](#)
[Building Unit Layout - 222 W. St. Paul Ave., 4-22-26](#)
[Applicant Cover Letter April Meeting - 222 W. St. Paul Ave, 4-22-26](#)
[Architectural Plans, 222 W. St. Paul Ave. 4-22-26](#)

A motion was made by Alderman Jack Wells, seconded by Member Heather Granger, that this item be approved with conditions. The motion carried by the following vote:

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

[PC26-0039](#) Conditional Use Permit - 330 Wisconsin Avenue, Hebron House – A request for a Conditional Use Permit to allow residential uses on the upper level and rear 50% of the first level of this building located in the B-2 Central Business District.

Attachments: [City of Waukesha Cover Sheet -330 Wisconsin Avenue Conditional Use](#)
[City Department Review Comments Conditional Use 330 Wisconsin Site and Landscape Plan - Hebron Housing Services - 330 Wisconsin Ave. - 3.23.26](#)
[Conditional Use Permit - Hebron Housing Services - 330 Wisconsin Ave. - 3.26.26](#)
[Cover Letter - Hebron Housing Services - 330 Wisconsin Ave. - 3.23.26](#)
[Development Review Checklist - Hebron Housing Services - 330 Wisconsin Ave. - 3.23.26](#)

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

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

IX. Business Items

[PC26-0038](#) Minor Site Plan & Architectural Review, 330 Wisconsin Avenue, Hebron House – a request to approve plans for exterior improvements to the building, including repairs to the front porch, tuck pointing, new roof and new landscaping in front of the building in the B-2 Central Business District.

Attachments: [City of Waukesha Cover Sheet -330 Wisconsin Avenue FINAL SPAR](#)
[City Department Review Comments 330 Wisconsin Minor SPAR 20260407_SPAR26-00019_MSA Review Letter](#)
[Site and Landscape Plan - Hebron Housing Services - 330 Wisconsin Ave. - 3.23.26](#)
[Cover Letter - Hebron Housing Services - 330 Wisconsin Ave. - 3.23.26](#)
[Development Review Checklist - Hebron Housing Services - 330 Wisconsin Ave. - 3.23.26](#)

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

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

[PC26-0035](#) Final Site Plan & Architectural Review, 801 N East Avenue, East Terrace Apartments – a request to approve final plans for the construction of a solar array in the form of a carport facility over the parking lot along the south side of the building in the Rm-3 Multi Family Residential District

Attachments: [City of Waukesha Cover Sheet - 801 N. East Ave. Final SPAR](#)
[Project Staff Reviews - SPAR26-00017 4-16-26](#)
[Approval Notice - 801 N. East Ave.](#)
[20260407_SPAR26-00017_MSA Review Letter](#)
[Site Plans - East Terrace Apartments , 801 N East Ave, March 24, 2026](#)

A motion was made by Alderman Jack Wells, seconded by Member Joan Francoeur, that this item be approved with staff comments and that trees should be maintained and if removed should be replaced. The motion carried by the following vote:

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

[PC26-0036](#) Final Site Plan & Architectural Review, 576 Elizabeth Street, Aries Industries – a request to approve final plans for the construction of an 8,000 sq. ft. addition behind the existing industrial building along with repainting the existing building and general site improvements including new landscaping and a new paved parking lot in the M-1 Light Manufacturing District.

Attachments: [City of Waukesha Cover Sheet - 576 Elizabeth St. Final SPAR](#)
[Site and Architectural Plans, Updated 4-15-26 - 576 Elizabeth St.](#)
[Cover Letter - Berg Mgmt - 576 Elizabeth St., 4-22-26](#)
[Project Staff Reviews - SPAR26-00020 4-16-26](#)
[Site and Architectural Plans, initial Final SPAR Submittal - 576 Elizabeth St.](#)
[Approval Notice - 576 Elizabeth](#)
[20260408_SPAR26-00020_MSA Review Letter](#)

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

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

[PC26-0042](#) Certified Survey Map - 1625 Coldwater Creek Drive, ProHealth Care – A request to approve a 1 Lot CSM including 18.3954 acres of land located west of Meadowbrook Road and south of Coldwater Creek in the I-1

Institutional District.

Attachments: [City of Waukesha Cover Sheet- CSM, Meadowbrook Road Coldwater Creek Dr PHC](#)
[City Department Review Comments 1625 Coldwater Creek CSM](#)
[Checklist - CSM](#)
[Checklist - A](#)
[Overview Letter](#)
[CSM02_MEADOWBROOK_032726](#)
[CSM02_MEADOWBROOK_032726_MSA Review_4-10-2026](#)

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

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

[PC26-0046](#) Certified Survey Map – 223 S West Avenue, Water Utility Building – A request to approve a 1 Lot CSM including 0.12 acres of land located along the east side of S West Avenue north of Newhall Avenue in the Rm-1 Multi Family Residential District.

Attachments: [City of Waukesha Cover Sheet- CSM, 223 S West Avenue Water Utility](#)
[City Department Review Comments 223 S West Ave CSM](#)
[CSM_2026](#)
[Approval Notice - 223 S. West Ave. BZA](#)

A motion was made by Member Francoeur, seconded by Member Granger, that this Certified Survey Map be recommend approval with conditions. The motion carried by the following vote:

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

[PC26-0047](#) Rezoning Petition – 223 S West Avenue, Water Utility Building – A request from the Community Development Department to rezone the 0.12 acre City owned property at 223 S West Avenue from Rm-1 Multi-Family Residential to B-1 Neighborhood Business District.

Attachments: [City of Waukesha Cover Sheet- Rezoning, 223 S West Avenue Water Utility](#)
[Petition for Rezoning - 223 S West Ave](#)
[CSM_2026](#)

A motion was made by Member Francoeur, seconded by Member Keller, that this Rezoning Petition be approved with conditions. The motion carried by the

following vote:

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

[ID#26-03495](#) Land Use Plan Amendment - 223 S West Avenue, Water Utility Building – A request from the Community Development Department to amend the land use plan designation for the property at 223 S West Ave, WAKC 1333164, from the Civic and Institutional (CIV) land use category to the Commercial (C) land use category.

Attachments: [City of Waukesha Cover Sheet - Land Use Amendment 223 S West Avenue Water Utilitybuilding](#)
[Land Use Plan Map - 223 S West Ave](#)
[CSM_2026](#)

A motion was made by Member Granger, seconded by Member Wallner, that this Business item be approved with conditions. The motion carried by the following vote:

Aye: 6 - Joan Francoeur, R.G. Keller, Heather Granger, Jack Wells, Alicia Halvensleben and Jennifer Wallner

Absent: 1 - Elizabeth Moltzan

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. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).