



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Plan Commission

Wednesday, October 27, 2021

6:30 PM

Council Chambers, City Hall

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

Present 4 - Francoeur, Bartels, Reilly, and Schmitz

Absent 1 - Montihio

Excused 2 - Keller, and Wells

IV. Public Comment

None

V. Approval of Minutes

[ID#21-2924](#) Minutes for the meeting of September 22, 2021.

Attachments: [pcmn210922](#)
[092221 Sign in Sheet](#)

A motion was made by Mayor Reilly, seconded by Alderman Bartels, that the Minutes be approved. The motion carried by the following vote:

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montihio and Wells

VI. Consent Agenda

A motion was made and seconded that the consent agenda items be approved. The motion passed unanimously.

[PC21-0110](#) Certified Survey Map, Waukesha Civic Theater, 270 W. Main Street – Proposed CSM one lot CSM to combine the current properties at 264 and 270 W. Main Street for theater expansion.

Attachments: [Waukesha Civic Theater CSM Cover Sheet](#)
[2110591 CSM 2021-09-22](#)
[20640000 - Waukesha Civic Theatre application form](#)
[cover letter](#)
[CSM21-00010 Project Reviews \(PC21-0110\) 10-22-21](#)

[ID#21-2933](#) Recommend on the transfer of excess land to the Deer Path Homeowners Association.

Sponsors: Public Works

Attachments: [21-2933 BPW Agenda Cvr-Transfer of Excess Land to Deer Path HOA](#)
[21-2933 03 Quit Claim Deed CSM 10163 Outlot 1](#)
[21-2933_01 Location Map](#)
[21-2933_02 Site Map](#)

[ID#21-2919](#) Sign Appeal, Waukesha Police Dept., 1901 Delafield Street – Proposed detached sign in front of the building to be an electronic message center.

Attachments: [Police Department Cover Sheet](#)
[Permanent Sign Permit Application](#)
[Sign Specifications](#)
[Sign Appeal and Variances](#)

VII. Open Public Hearing

[PC21-0108](#) Conditional Use Permit, Modern Solar, 135 Wisconsin Ave. – Propose to use the 2nd floor as residential space in the B-3 General Business District.

Attachments: [Modern Solar Cover Sheet](#)
[floor plan](#)
[Project Description for 135 Wisconsin Ave](#)
[135 Wisconsin Ave. Project Reviews \(CU21-00010, PC21-0108\) 10-22-21](#)

[PC21-0112](#) Conditional Use Permit, Home Industry, 347 Delafield Street – Propose to operate a Beauty Shop as a home industry in the Rm-1 Multi-Family Residential District.

- Attachments:** [Delafield Street Hair Salon Home Industry Cover Sheet](#)
[Letter](#)
[Licenses](#)
[Photos of Property](#)
[Plans](#)
[347 Delafield St. Project Reviews \(CU21-00011, PC21-0112\) 10-22-21](#)

[ID#21-3035](#) Ordinance Amendment to section 21.02 and 21.03 of the City of Waukesha Fire Prevention Code regarding definitions and authority of the fire chief to require electronic reporting of certain inspection reports.

- Attachments:** [21.03 Requiring Electronic Filing of Certain Inspection Reports - Final](#)

VIII. Action on Public Hearing

[PC21-0108](#) Conditional Use Permit, Modern Solar, 135 Wisconsin Ave. – Propose to use the 2nd floor as residential space in the B-3 General Business District.

- Attachments:** [Modern Solar Cover Sheet](#)
[floor plan](#)
[Project Description for 135 Wisconsin Ave](#)
[135 Wisconsin Ave. Project Reviews \(CU21-00010, PC21-0108\) 10-22-21](#)

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

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[PC21-0112](#) Conditional Use Permit, Home Industry, 347 Delafield Street – Propose to operate a Beauty Shop as a home industry in the Rm-1 Multi-Family Residential District.

Attachments: [Delafield Street Hair Salon Home Industry Cover Sheet](#)

[Letter](#)

[Licenses](#)

[Photos of Property](#)

[Plans](#)

[347 Delafield St. Project Reviews \(CU21-00011, PC21-0112\) 10-22-21](#)

In addition to staff comments, conditions include limit to one employee - the owner. the owner is responsible for no customer parking in shared driveway. no signage. and by appt only.

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

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[ID#21-3035](#) Ordinance Amendment to section 21.02 and 21.03 of the City of Waukesha Fire Prevention Code regarding definitions and authority of the fire chief to require electronic reporting of certain inspection reports.

Attachments: [21.03 Requiring Electronic Filing of Certain Inspection Reports - Final](#)

A motion was made by Mayor Reilly, seconded by Member Francoeur, that this Ordinance Amendment be approved . The motion carried by the following vote:

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

IX. Business Items

[PC21-0109](#) Final Site Plan and Architectural Review, Waukesha Civic Theater, 270 W. Main St. – Proposed renovations for improvements and to adjoin this space to the existing Theater at 264 W. Main Street.

Attachments: [Waukesha Civic Theater Final SPAR Cover Sheet](#)
[2110591 CSM 2021-09-22](#)
[20640000 - Waukesha Civic Theatre](#)
[cover letter](#)
[SPAR21-00049 Project Reviews \(PC21-0109\) 10-22-21](#)

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

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[PC21-0115](#) Final Site Plan and Architectural Review, Neenah Enterprises Storage Yard Expansion, 1220 S. Prairie Avenue – Proposed plans for an expansion to the storage yard, including a proposed parking lot and storm water management facility.

Attachments: [Final SPAR - Neenah Enterprises 1220 S Prairie Ave Cover Sheet](#)
[CJE2151R0- SWMP](#)
[CJE2151R1-CivilPlanSet](#)
[COMPLETED Application for Development Review 092321](#)
[COMPLETED Conditional Use Permit Application 092321](#)
[NeenahEnterprises_Survey_KMS](#)
[PC21-0115 Dept. Review Comments](#)

Owner indicated that a fence will be added to the submitted site plan . behind the landscape.

Staff should work with the applicant on height and density of planting of landscape.

Landscape should be enhanced and include additional plantings where deciduous trees are located.

Staff should review the new landscape plan to provide sufficient screening to screen for protection and aesthetics.

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

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[PC21-0140](#) Rezoning- B-1 PUD Neighborhood Business Planned Unit Development, Moreland Plaza, 811 -831 W. Moreland Blvd. – Propose rezone to a Planned Unit Development, which would allow a zero lot line between 831 and 827 Moreland Blvd.

Attachments: [Moreland Plaza Rezoning to PUD Cover Sheet](#)
[2021-09-20 134653 CSM Moreland Plaza](#)
[APPL PC Development Review Application Dec. 2019](#)
[Version Moreland Plaza CSM and PUD Overlay 9.27.2021](#)
[Cover Letter Moreland Plaza CSM and PUD Change 9.27.2021 City of Waukesha Submitted](#)
[Petition for Rezoning \(002\) city fo Waukesha Moreland Plaza 9.27.2021](#)
[Submittal Check 9.27.2021 Moreland Plaza](#)
[PC21-0140 Dept. Review Comments](#)

A motion was made by Mayor Reilly, seconded by Member Schmitz, that this item be approved with conditions. The motion carried by the following vote:

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[PC21-0118](#) Certified Survey Map, Moreland Plaza, 811 -831 W. Moreland Blvd. – Proposed two lot CSM to split the off the anchor tenant space of the shopping center for future development.

Attachments: [Moreland Plaza CSM Cover Sheet](#)
[2021-09-20 134653 CSM Moreland Plaza](#)
[Cover Letter Moreland Plaza CSM and PUD Change 9.27.2021 City of Waukesha Submitted](#)
[Petition for Rezoning \(002\) city fo Waukesha Moreland Plaza 9.27.2021](#)
[PC21-0118 Dept Review Comments](#)

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

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[PC21-0139](#) PUD Amendment, Habitat for Humanity of Waukesha County, White Rock Avenue – Amendment to a Planned Unit Development along White Rock Avenue to allow for the development of three (3) two-family residential buildings (6 total units).

- Attachments:** [Habitat for Humanity PUD Amendment Cover Sheet](#)
[D.c Village site plan color](#)
[Habitat Prairieville Village Civil](#)
[Habitat Prairieville Village Landscape Plan](#)
[Habitat Prairieville Village Narrative](#)
[Habitat PUD Application](#)
[Prairieville Village Colored House Drawings](#)
[PC21-0139- PUD Habitat Project Reviews](#)

A motion was made by Member Francoeur, seconded by Mayor Reilly, that this PUD Amendment be approved with conditions. The motion carried by the following vote:

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[PC21-0127](#) Plan Commission Consultation, Tallgrass Villas – Conceptual plan review of a proposed 24 building duplex project on approximately 11.78 acres of land located along the south side of Northview Rd, NW of the Tallgrass Subdivision.

- Attachments:** [Consultation Tallgrass Villas Cover Sheet](#)
[SITE PLAN-Tallgrass Villas 2021-09-30](#)
[DOC100121-10012021091208](#)
[TALL GRASS-foundation plans-south face-tallgrass.10-17-2021 bw](#)
[TALL GRASS-foundation plans-north face-tallgrass.10-17-2021 bw](#)
[TALL GRASS 10-8-2021.pdf first look](#)

This item was presented and discussed

[PC21-0138](#) PUD Amendment, Riverfront Site – Proposed amendment to allow the recent proposed development of three apartment buildings with mixed use commercial space, and dedication of parkland along the Riverwalk near Bank and Brehm Streets

- Attachments:** [General Capital Architectural Plans \(10-21-21\)](#)
[General Capital Riverfront Development Civil Plans](#)
[Riverfront Development Project Narrative](#)
[PC21-0138 PUD Riverfront Project Reviews](#)

A motion was made by Mayor Reilly, seconded by Alderman Bartels, that this PUD Amendment be approved with conditions. The motion carried by the following vote:

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[PC21-0131](#) Certified Survey Map, Riverfront Site, Bank and Brehm Streets – Proposed three lot and one outlot CSM for lands located along Bank St. and Brehm St.

- Attachments:** [General Capital Riverfront CSM](#)
[PC21-0131 CSM Riverfront Project Reviews](#)

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

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[PC21-0130](#) Final Site Plan and Architectural Review, Riverfront Site, Bank and Brehm Streets – Proposed multi-family mixed use development consisting of three buildings and a total of 192 residential units on approximately 2.5 acres along the north side of the Fox River in downtown.

- Attachments:** [General Capital Architectural Plans \(10-21-21\)](#)
[General Capital Riverfront Development Civil Plans](#)
[Riverfront Development Application](#)
[Riverfront Development Storm Water Management Report](#)
[Riverfront Development Floodplain Exhibits Before and After](#)
[Riverfront Development Lighting Specs](#)
[Riverfront Development Project Narrative](#)
[PC21-0130 Final SPAR Riverfront Project Reviews](#)

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

Aye: 4 - Francoeur, Bartels, Reilly and Schmitz

Absent: 3 - Keller, Montiho and Wells

[PC21-0141](#) Minor Site Plan & Architectural Review, Housing Action Coalition, 1210 Sentry Drive– Proposal to relocate the dumpster enclosure from its previously approved location

- Attachments:** [Housing Action Coalition Overflow Shelter Dumpster Relocation Cover Sheet](#)
[Development Review Application signed](#)
[Dumpster Location Revision](#)
[Plan Commission Cover Letter](#)

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

Aye: 2 - Bartels and Schmitz

Absent: 3 - Keller, Montiho and Wells

Abstain: 2 - Francoeur and Reilly

X. Director of Community Development Report

XI. Adjournment

Meeting adjourned at 8:47 pm

"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.