



**CITY OF WAUKESHA**  
**DEPARTMENT OF COMMUNITY DEVELOPMENT**  
 City Hall, 201 Delafield Street, Waukesha, WI 53188  
 (262) 524-3750

**CONDITIONAL USE PERMIT APPLICATION**

This application must accompany a Plan Commission Application along with the required fee.  
 The Plan Commission may not make a decision on this request if the property owner is not present at the meeting.

DATE: 7/6/24

- NEW APPLICATION                       AMENDMENT TO EXISTING CONDITIONAL USE PERMIT

Please describe your proposed use below in as much detail as possible. Be sure to include potential future growth, to avoid needing to come back for further approvals in the future. Some portions of the questionnaire below will not apply to all Conditional Use Permit applications. If there are relevant details which are not covered below, please attach a written narrative to explain them.

NAME OF PROJECT OR BUSINESS: BCI Inc  
 LOCATION OF USE: 1028 N Hartwell Ave Waukesha WI 53186  
 TYPE OF USE: Retail Vehicle Sales  
 Is this a NEW use or is this use being relocated from somewhere else? Same use sublot  
 If you are relocating a use, where are you relocating it from? NO  
 Do you operate a use in other locations? (Circle one) YES NO  
 If yes, please explain: 2000 Davidson Rd Waukesha WI 53186 This would be  
 Will the use be occupying an existing building or will you be building a new building? EXISTING NEW  
 Hours and days of operation: 9-5 mon through Friday  
 Number of Employees: 1  
 Number of on-site parking stalls available: 20  
 Length of permit requested (6 month, 1 year, 2 year, permanent): permanent  
 Current zoning: B3  
 Is a License required to operate this use? (Circle one) YES NO    If yes, please attach a copy.  
 Name of licensing authority: Wisconsin Department of Transportation  
 Will any hazardous materials be used? NO

The following information must be attached to process the permit:

- A site map showing the location of the proposed site.
- A site plan showing the location of building(s), parking, landscaping, etc.
- A floor plan of the building showing how it will be used for the proposed use.
- If an existing building, a photo of the building.
- If new, complete development plans must be submitted per the development guidelines.
- If facade changes are proposed, plans must be submitted showing changes.
- A business plan if there is one; otherwise answer the questions on the back.

Please attach a copy of your Business Plan if you have one.

If you do not have written Business Plan or choose not to share it, please answer the following questions:

1. What business will you be in? Vehicle Sales
2. Explain your business' daily operations. Buying and selling Vehicles Retail
3. How will business be managed on a daily basis? \_\_\_\_\_
4. What are your products or services? Used Cars and trucks
5. Will your employees need additional parking? NO
6. Are employees required to have any certification(s)? NO
7. Who is the owner of the building or premises where your business will be conducted? Old School Properties LLC "Dave Jensen"
8. If you are not owner of the building or premises where your business will be conducted, do you have a lease agreement with the owner? N/A
9. Are there any insurance requirements for your business? NO
10. Will you have property insurance? Yes
11. Are there any noise considerations/concerns with your business operations? NO

Please Note: If approved, this permit will be issued to the applicant only and will not be transferrable. This application will become null and void if required fees and materials are not submitted at time of application. Any physical changes made to the building may require the installation of additional fire protection systems. Please contact the Fire Marshal for further discussion.