



**City of Waukesha**  
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<b>Committee:</b> Plan Commission	<b>Date:</b> 9/27/2023
<b>Common Council Item Number:</b> PC23-0434	<b>Date:</b> 9/27/2023
<b>Submitted By:</b> Doug Koehler, Principal Planner	<b>City Administrator Approval:</b> <a href="#">Click here to enter text.</a>
<b>Finance Department Review:</b> <a href="#">Click here to enter text.</a>	<b>City Attorney's Office Review:</b> <a href="#">Click here to enter text.</a>
<b>Minor Site Plan and Architectural Review – 101 W. Broadway, The Hope Center – A request to modify the previously approved Landscape Plan.</b>	

**Details:** The Hope Center is in the process of moving its operations one block north from its current location at 502 N. East Ave. to the former Chase Bank branch building at 101 W. Broadway. The Plan Commission approved Final Site Plan and Architectural Review in September of last year for changes to the parking area and the addition of a new garage. A building permit was issued in March of this year for the work the Plan Commission approved plus alterations to the interior of the former bank building. The work is ongoing, and the applicants expect to have it completed this fall.

The previously approved submission included a plan to leave the former bank drive through canopy in place and repurpose it as an outdoor space for the Hope Center's clients. Over the course of the construction project the applicants realized the canopy was structurally unsound, and it was removed in August, initially without Plan Commission approval or a demolition permit. After City staff contacted the applicants, they have applied for and received a demolition permit and have submitted this modified Landscape Plan.

The updated plan shows a new concrete patio where the canopy was previously located, and a new wooden pergola to provide shade for the space. The patio has already been poured, but the pergola has not been installed yet. The updated plan also shows some changes to the proposed landscape plantings. The previous plan showed several large trees adjacent to the garage and near the canopy. The applicants have stated that those trees would interfere with sightlines for the security cameras which will be placed on the building and the garage, so they would like to replace them with smaller trees and bushes instead. They would also like to shift landscaping so it will provide screening between the patio area and East Avenue. Staff has requested that the applicant add some of the trees, or trees of similar size, back into the plan and shift them further from the buildings to prevent interference with the cameras.

The applicants are hoping to complete the construction and receive Occupancy sometime in October, so they can complete their move to the new building by the end of the year. The landscaping will not be done by then, and they did not provide a landscape bond as part of the initial Building Permit application. Instead, staff is recommending that the Plan Commission impose a deadline for them to have the work complete.

**Options & Alternatives:**  
[Click here to enter text.](#)

**Financial Remarks:**

No financial impact to the City.

**Staff Recommendation:**

Staff recommends approval of Minor Site Plan and Architectural Review for the Hope Center's updated landscape plan with the following conditions:

- Add trees of a similar size to the ones shown on the previously approved landscape plan, relocated to prevent conflict with cameras, to be approved by staff.
- All landscaping work will be completed by no later than May 31<sup>st</sup>, 2024.
- Engineering Department comments will be addressed.