



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Plan Commission

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Wednesday, March 24, 2021

6:30 PM

Virtual Meeting

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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: 996 5650 4000

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

**Present** 6 - Bartels, Keller, Reilly, Montiho, Wells, and Francoeur

**Absent** 1 - Schmitz

#### IV. Public Comment

#### V. Approval of Minutes

[ID#21-1705](#) Minutes for the Meeting of February 24, 2021.

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

**Aye:** 6 - Bartels, Keller, Reilly, Montiho, Wells and Francoeur

**Absent:** 1 - Schmitz

#### VI. Consent Agenda

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

[PC21-0022](#) Hillcrest Park - Minor Site Plan & Architectural Review - Proposed

retaining wall and bollards along walking path.

[PC21-0018](#) EB Shurts, 810 W. College Avenue – Minor Site Plan & Architectural Review – Proposed greenhouse to be located north of the parking lot.

[PC21-0021](#) Esitec LLC - Certified Survey Map - Proposed CSM to include one lot and two outlots at 1915 Macarthur Road. The two outlots, as well as the southerly 125 feet of Lot 1, are in the Village of Waukesha.

## VII. Open Public Hearing

[ID#21-1827](#) The Tap Yard, 1150 W. Sunset Drive – Conditional Use Permit – Request to operate an outdoor beer garden on an empty building site in the Shoppes at Fox River Shopping Center.

## VIII. Action on Public Hearing

[ID#21-1827](#) The Tap Yard, 1150 W. Sunset Drive – Conditional Use Permit – Request to operate an outdoor beer garden on an empty building site in the Shoppes at Fox River Shopping Center.

**A motion was made by Wells, seconded by Keller, that this Business item be approved with Staff recommendations and the condition that the stage be located on the south side of site. The motion carried by the following vote:**

**Aye:** 6 - Bartels, Keller, Reilly, Montiho, Wells and Francoeur

**Absent:** 1 - Schmitz

## IX. Business Items

[PC21-0006](#) Waukesha Police Department, 1901 Delafield Street – Final Site Plan & Architectural Review – An addition to the north and east elevations of the Police Station and revised parking lot.

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

**Aye:** 6 - Bartels, Keller, Reilly, Montiho, Wells and Francoeur

**Absent:** 1 - Schmitz

[PC20-0127](#) Aspen Overlook, Tenny Avenue – PUD Final Site Plan & Architectural Review – Proposed 36 unit condo development along the east side of Tenny Avenue.

**A motion was made by Mayor Reilly, seconded by Francoeur, that this Site Plan & Architectural Review be approved with staff conditions and staff comments and the garage door glass should be frosted. The motion carried by the following vote:**

**Aye:** 6 - Bartels, Keller, Reilly, Montiho, Wells and Francoeur

**Absent:** 1 - Schmitz

[PC20-0128](#) Aspen Overlook, Tenny Avenue – Rezoning – Proposal to rezone 10.9 acres of land from T-1 to Rm-1, Multi-family zoning with a PUD overlay.

**A motion was made by Mayor Reilly, seconded by Montiho, that this Rezoning Petition be approved with conditions. The motion carried by the following vote:**

**Aye:** 6 - Bartels, Keller, Reilly, Montiho, Wells and Francoeur

**Absent:** 1 - Schmitz

[PC21-0012](#) Montessori School, 2600 Summit Avenue – Final Site Plan & Architectural Review – Proposed 8,564 sq. ft. addition to the north end of the school.

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

**Aye:** 6 - Bartels, Keller, Reilly, Montiho, Wells and Francoeur

**Absent:** 1 - Schmitz

[PC21-0017](#) Sunset Crossings, 120 E. Sunset Drive – Minor Site Plan & Architectural Review with PUD Amendment – New store front features on the south facade and a PUD amendment to allow 53,500 sq. ft. of Self Storage.

*A motion was not made on this item. Applicant to come back to the Plan Commission on April 6, 2021 with the following changes:*

*Entrance design and the whole front facade to limit the impact of the storage and allow use as self storage and emphasize the retail components. Limit storage space signage to only above the office area.*

## 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.

## 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](mailto: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.