



04-21-2021

**RE: City of Waukesha Plan Commission Minor Site Plan Review**  
HAC – Overflow Shelter at 1210 Sentry Dr.

To Whom it May Concern:

The Housing Action Coalition of Waukesha County (HAC) has purchased and plans to renovate the vacated fire station at 1210 Sentry Drive into an emergency homeless overflow shelter during the winter months. The building will also provide office and conference space for HAC staff year-round.

The owner has engaged Thrive Architects and Catalyst Construction to perform work for this project. The owner's representative is Thomas Campbell.

HAC is proposing to renovate the interior of the building to provide 3 family suites and 22 bed overflow homeless shelter. No additional building footprint is being added. The current property is zoned Institutional and proposed use is approved in this district.

The existing property has 15 parking spaces, including 1 handicap accessible space. The owner has proposed 3 additional parking spaces at the existing fire truck driveway to accommodate additional occupants. As not all residents at the shelter will have vehicles, it is believed that the proposed 18 parking spaces would be adequate for this use.

The exterior improvements proposed include:

- Removal and replacement of the asphalt shingle roof
  - Proposed Owens Corning Duration, Driftwood
- Replacement of existing windows to match existing style
  - Vinyl double hung windows, Dark Bronze
- Removal and infill of the existing overhead doors at the truck bays
  - Brick wainscot, County Materials, Winter Blend
  - Vertical board and batten siding, painted
- Repair to any exterior elements beyond their useful life (i.e., caulking, windows, siding, etc)
- New windows and doors as required based on the proposed floor plan
- Asphalt parking to be repaired and painted as needed
- New landscaping at front of building and at new parking spaces, assessment of existing landscape materials and final design forthcoming
- New dumpster enclosure, anticipate (2) 4 yard dumpsters to wheel out at pick up.
  - Composite fence material, swinging gate with hasp lock. Color similar to siding.

We are asking the Plan Commission members to approve the improvements at this property as described and shown in the enclosed drawings.

Sincerely,

Jeremy D. Bartlett  
Owner, Thrive Architects, LLC