



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Plan Commission

Wednesday, February 28, 2024

6:00 PM

Council Chambers, City Hall

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

Present 7 - John Schmitz, Shawn Reilly, Elizabeth Moltzan, Jack Wells, Corey Montiho, R.G. Keller, and Joan Francoeur

IV. Public Comment

V. Approval of Minutes

[ID#24-8944](#) Minutes of January 24, 2024

A motion was made by Member Shawn Reilly, seconded by Member Joan Francoeur, that the Minutes be approved. The motion carried by the following vote:

Aye: 6 - John Schmitz, Shawn Reilly, Elizabeth Moltzan, Jack Wells, R.G. Keller and Joan Francoeur

Absent: 1 - Corey Montiho

VI. Business Items

[ID#24-8946](#) Sign Appeals & Variances - 344 W Broadway - A request for detached monument sign in the landscape area in front of the building at 344 W. Broadway within the B-2 Central Business District.

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

Aye: 5 - Shawn Reilly, Elizabeth Moltzan, Jack Wells, R.G. Keller and Joan Francoeur

Absent: 1 - Corey Montiho

Abstain: 1 - John Schmitz

[PC24-0496](#) Minor Site Plan & Architectural Review - 344 W. Broadway - A request to place monument sign in the landscape area in front of 344 W. Broadway and strip the paved area for two parking spaces and one ADA parking space.

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

Aye: 5 - Shawn Reilly, Elizabeth Moltzan, Jack Wells, R.G. Keller and Joan Francoeur

Absent: 1 - Corey Montihio

Abstain: 1 - John Schmitz

[PC24-0497](#) Minor Site Plan & Architectural Review - 410 Wisconsin Avenue, Waukesha Café - A request to approve plans for a new 240 sq. ft. second story addition of the rear of the building at 410 Wisconsin Avenue.

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

Aye: 5 - John Schmitz, Shawn Reilly, Elizabeth Moltzan, Jack Wells and Joan Francoeur

Absent: 1 - Corey Montihio

Abstain: 1 - R.G. Keller

[ID#24-9051](#) Consultation - 1405 & 1409 E. St. Paul Avenue, MetalTek - A request from MetalTek to receive comments and feedback from the Plan Commission on conceptual plans to remove the buildings at 1405 and 1409 E. St. Paul Avenue and construct a new Executive Office Center and parking lot in their place.

VII. Director of Community Development Report

VIII. Adjournment