



City of Waukesha
 201 Delafield Street
 Waukesha, WI 53188
 Tel: 262.542.3700
 waukesha-wi.gov

City of Waukesha Cover Sheet

Committee: Plan Commission	Meeting Date: 6/24/2026
ID Number: PC26-0066	Ordinance/Resolution Number (if applicable): N/A
Department Submitting: Community Development	Submission Date:
Agenda Item Title: Final Subdivision Site Plan and Architectural Review – 445 Madison St. – Salvation Army – a request to approve plans for a new 2,100 square foot addition to accommodate a new two stall garage at the south end of the building along the east side of Third Street, located in the I-1 Institutional District	

Issue Before the Council: Proposed garage addition for the Salvation Army.
Options & Alternatives: The Plan Commission could approve the application with or without conditions, or deny it. If the application is denied the project will not be able to go forward.
Additional Details: The Salvation Army of Waukesha County occupies a 1.71 acre property at the intersection of Madison Street and Third Street. The property is located on a slope, and the portions of it that are not taken up by the office building and parking lots are steeply graded. The Salvation Army owns a vehicle which resembles an ambulance, and which they use to support disaster response efforts. They need to store the vehicle indoors when it is not in use. They would like to build a garage on their property, for the purpose of storing the vehicle. After considering several alternatives, they have settled on a garage attached to the main building, with access to Third Street, as the only viable option. The Board of Zoning Appeals approved a variance at their May 11 th meeting to allow the addition, with a street yard setback of approximately 11 feet from the street right of way, rather than the typical 25 foot minimum.



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The addition will have an area of approximately 2,000 square feet, consisting of the garage itself plus a hallway connecting it to the main building, and a stairway connecting it to the lower level parking lot. It will have red brick siding and a mansard roof, to match the rest of the Salvation Army building. The rear of the building will extend into the slope of the hill, so it will have a large foundation, with a height of almost a full story, also designed to match the foundation sections of the rest of the building.

A new sidewalk and new driveway will extend from the new garage into the street. With only 11 feet between the garage entrance and the sidewalk, the vehicle will extend over the sidewalk well before the front clears the garage doors, if it is backed out, which could cause safety concerns for pedestrians and even possibly automobile traffic on the street. The applicants have stated that they always intend to back the vehicle into the garage, with the help of a spotter, so it can be driven straight out. They have also pointed out that Third St. has a very low traffic volume, both for pedestrians and for automobiles.

However, if this addition is approved there is no realistic way for the City to make backing into the garage an enforceable requirement. The Board of Zoning Appeals approved the variance with the condition that the applicants would add a backup mirror to the building, to increase visibility. The Plan Commission's authority to add conditions to its Site Plan approvals is more clear in the ordinance, so staff would recommend including that condition for this approval as well.

What is the Strategic Plan Priority this item relates to:

People-Centered Development

What impact will this item have on the Strategic Plan Priority?

This proposal will allow the Salvation Army to store an emergency support vehicle on its property, and improve their ability to serve the community.

Financial Remarks: No direct financial impact to the City.

Executive Recommendation: Staff recommends approval of Final Site Plan and Architectural Review for the Salvation Army at 445 W. Madison St. with the following conditions:

- A back up mirror must be added to the building.
- Engineering Department and Fire Department comments must be addressed.



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Recommended Motion: "I move to approve Final Site Plan and Architectural Review for The Salvation Army at 445 W. Main St. with all staff comments to be addressed."

Reviewed By:

Reviewer #1 Name & Title	Reviewer Signature
Reviewer #1 Name & Title	Reviewer Signature
City Administrator	Reviewer Signature