

Brandon & Jennifer Miller

Owners, Momentum Early Learning
W238N1664 Busse Rd, Waukesha, WI 53188
bmiller@momentumearlylearning.com

Date: October 20, 2025

City of Waukesha
Community Development Department
201 Delafield Street
Waukesha, WI 53188

RE: Plan Commission Submittal – New Fence

To Whom It May Concern:

Please find enclosed our plan commission application for a new fence to be constructed on our property to enclose a playground needed for our new childcare center. The fenced in playground is a requirement for licensing a childcare center in the state of Wisconsin. The fence will be 5ft tall, black, and encompass the entire playground. It will be set back from the centerline of Lawrence Ln by 45ft, well beyond the right of way. Additional specs of the fence are enclosed for your review and approval. An aerial map is also included in the application for review and approval.

Sincerely,

Brandon & Jennifer Miller

Owners, Momentum Early Learning



City of Waukesha

Application for Development Review

Last Revision
Date:
January 2025

City of Waukesha Community Development Department - 201 Delafield Street, Waukesha, WI 53188 262-524-3750
City of Waukesha Department of Public Works Engineering Division—201 Delafield Street, Waukesha, WI 53188 262-524-3600
www.waukesha-wi.gov

APPLICANT INFORMATION

Applicant Name: Jennifer Miller
Applicant Company Name: Momentum Early Learning
Address: 3011 Saylesville Rd
City, State: Waukesha Zip: 53186
Phone: 262-777-1431
E-Mail: jmillerc@momentumearlylearning.com

PROPERTY OWNER INFORMATION

Applicant Name: Same as applicant
Applicant Company Name: _____
Address: _____
City, State: _____ Zip: _____
Phone: _____
E-Mail: _____

ARCHITECT/ENGINEER/SURVEYOR INFORMATION

Name: N/A
Company Name: _____
Address: _____
City, State: _____ Zip: _____
Phone: _____
E-Mail: _____

PROJECT & PROPERTY INFORMATION

Project Name: Momentum Early Learning fence
Property Address: 3011 Saylesville Rd
Tax Key Number(s): 291-1363-075-000
Zoning: Business
Total Acreage: 4.16 Existing Building Square Footage: 28,184
Proposed Building/Addition Square Footage: _____
Current Use of Property: Childcare

PROJECT SUMMARY (Please provide a brief project description.)

We are submitting this application to request approval for a fence on our property to enclose our playground. This fence is needed in order for us to be licensed as a childcare facility. A map is attached to this application along with the specs of the fence. The fence will be 5 ft tall and black.

All submittals require a complete scaled set of digital plans (Adobe PDF) and shall include a project location map showing a 1/2 mile radius, a COLOR landscape plan, COLOR building elevation plans, and exterior lighting photometric maps and cut sheets. A pre-application meeting is required prior to submittal of any applications for Subdivisions, Planned Unit Developments, and Site and Architectural Plan Review. **The deadline for all applications requiring Plan Commission Reviews is Monday at 4:00 P.M., 30 days prior to the meeting date. The Plan Commission meets the Fourth Wednesday of each month.**

APPLICATION ACKNOWLEDGEMENT AND SIGNATURES

I hereby certify that I have reviewed the City of Waukesha Development Handbook, City Ordinances, Submittal Requirements and Checklists and have provided one PDF of all required information. Any missing or incomplete information may result in a delay of the review of your application. By signing this I also authorize The City of Waukesha or its agents to enter upon the property for the purpose of reviewing this application.

Applicant Signature: Jennifer Miller
Applicant Name (Please Print): Jennifer Miller
Date: 10/16/2025

For Internal Use Only:

Amount Due (total from page 2): _____ Amount Paid: _____ Check #: _____
Trakit ID(s): _____ Date Paid: _____

City of Waukesha Application for Development Review

TYPE OF APPLICATION & FEES (CHECK ALL THAT APPLY) Please note that each application type has different submittal requirements. Detailed submittal checklists can be found in Appendix A of the Development Handbook. **FEES**

☒ Plan Commission Consultation/Conceptual Review **\$390**

☐ Traffic Impact Analysis

☐ Commercial, Industrial, Institutional, and Other Non-Residential **\$480**

☐ Residential Subdivision or Multi-Family **\$480**

☐ Resubmittal (3rd and all subsequent submittals) **\$480**

ONE OF THE THREE FOLLOWING ITEMS IS REQUIRED FOR SITE PLAN & ARCHITECTURAL REVIEWS (*):

* ☐ Preliminary Site Plan & Architectural Review

Engineering Review Deposit \$5,000 + _____

☐ Level 1: Buildings/additions less than 10,000 sq.ft. or sites less than 1 acre **\$2,240**

☐ Level 2: Buildings/additions between 10,001-50,000 sq.ft. or sites between 1.01 and 10 acres **\$2,460**

☐ Level 3: Buildings/additions between 50,001-100,000 sq.ft. or sites between 10.01 and 25 acres **\$2,680**

☐ Level 4: Buildings/additions over 100,001 sq.ft. or sites greater than 25.01 acres **\$2,900**

☐ Resubmittal Fees (after 2 permitted reviews) **\$750**

* ☐ Final Site Plan & Architectural Review

Engineering Review Deposit \$5,000 + _____

☐ Level 1: Buildings/additions less than 10,000 sq.ft. or sites less than 1 acre **\$1,360**

☐ Level 2: Buildings/additions between 10,001-50,000 sq.ft. or sites between 1.01 and 10 acres **\$1,480**

☐ Level 3: Buildings/additions between 50,001-100,000 sq.ft. or sites between 10.01 and 25 acres **\$1,700**

☐ Level 4: Buildings/additions over 100,001 sq.ft. or sites greater than 25.01 acres **\$2,020**

☐ Resubmittal Fees (3rd and all subsequent submittals) **\$750**

* ☒ Minor Site Plan & Architectural Review (total site disturbance UNDER 3,000 total square feet)

☐ Projects that do not require site development plans **\$420**

☐ Resubmittal Fees (3rd and all subsequent submittals) **\$420**

☐ Certified Survey Map (CSM)

Engineering Review Deposit \$750 or \$2,500 (see schedule) + _____

☐ 1-3 Lots **\$690**

☐ 4 lots or more **\$750**

☐ Resubmittal (3rd and all subsequent submittals) **\$180**

☐ Extra-territorial CSM **\$450**

☐ Preliminary Subdivision Plat

Engineering Review Deposit \$7,500 + _____

☐ Up to 12 lots **\$1,335**

☐ 13 to 32 lots **\$1,530**

☐ 36 lots or more **\$1,750**

☐ Resubmittal (3rd and all subsequent submittals) **\$695**

☐ Final Subdivision Plat (Final Site Plan Review is also required.)

Engineering Review Deposit \$7,500 + _____

☐ Up to 12 lots **\$750**

☐ 13 to 32 lots **\$995**

☐ 36 lots or more **\$1,215**

☐ Resubmittal (3rd and all subsequent submittals) **\$695**

☐ Extra-territorial Plat **\$930**

☐ Rezoning and/or Land Use Plan Amendment

☐ Rezoning **\$745**

☐ Land Use Plan Amendment: **\$705**

☐ Conditional Use Permit

☐ Conditional Use Permit with no site plan changes **\$530**

☐ Conditional Use Permit with site plan changes **\$570** plus applicable preliminary and final site plan fees above

☐ Planned Unit Development or Developer's Agreement (Site Plan Review is also required)

☐ New Planned Unit Development or Developer's Agreement **\$2,000**

☐ Planned Unit Development or Developer's Agreement Amendment **\$960**

☐ Annexation **NO CHARGE**

☐ House/Building Move **\$150**

☐ Street or Alley Vacations **\$465**

TOTAL APPLICATION FEES:

Engineering Review Deposit Total = _____

Application Fee Total =

420

FINAL SITE PLAN & ARCHITECTURAL REVIEW PLAN SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION

Final site and architectural plans are submitted only after the Plan Commission has approved Preliminary Site Plans for any new residential development with 4 or more units and all non-residential developments, including modifications to existing developments. Some projects may bypass Preliminary approval but only if it is determined by City staff in the Pre-Application meeting.

Review Time: Approximately 30 days (45 if Common Council review is needed)

Reviewing Departments: Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

Reviewing Boards: Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

In addition to this application and corresponding application fee you will also need:

- ☐ One (1) digital (PDF) that includes of items listed below
 - ☐ Cover letter outlining project details.
 - ☐ Color architectural elevations of all sides of the building and color perspective renderings
 - ☐ Landscape Plan (see Attachment I: Landscape Plan Checklist)
 - ☐ Attachment A: Development Review Checklist
 - ☐ Site Plan (see Attachment B: Engineering Plan Checklist)
 - ☐ Grading Plan (see Attachment C: Site Grading and Drainage Plan Checklist)
 - ☐ Stormwater Management Plan (see Attachment D: Stormwater Management Plan Checklist)
 - ☐ Utility Plans (see Attachment H: Sewer Plan Review Checklist)

MINOR SITE PLAN & ARCHITECTURAL REVIEW SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION

Minor Site and Architectural review is intended for projects that may not need the extensive submittal requirements for Preliminary and Final Site Plan approval. Projects that qualify for Minor Site Plan submittal may include landscape, façade and building changes or minor site modifications that don't result in the addition of impervious surface.

Review Time: Approximately 30 days (45 if Common Council review is needed)

Reviewing Departments: Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

Reviewing Boards: Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

In addition to this application and corresponding application fee you will also need:

- ☒ One (1) digital (PDF) that includes of items listed below
 - ☒ Cover letter outlining project details.
 - ☐ Architectural elevations of all sides of the building being modified
- ☐ In addition, depending on the type of project, you may also need the following items:
 - ☐ Site Plan (see Attachment B: Engineering Plan Checklist)
 - ☐ Landscape Plan (see Attachment I: Landscape Plan Checklist)

CERTIFIED SURVEY MAP SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION

A Certified Survey Map may be used to divide up to eight (8) lots in Commercial, Industrial, and Mixed Use zoning districts and up to four (4) lots in all other zoning districts.

Review Time: Approximately 45-60 days. An extension letter will be required if the approval process will take more than 90 days.

Reviewing Departments: Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

Reviewing Boards: Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

In addition to this application and corresponding application fee you will also need:

- ☐ One (1) digital (PDF) that includes of items listed below
 - ☐ Attachment E: Certified Survey Map Checklist
 - ☐ Attachment A: Development Review Checklist and other attachments as applicable.

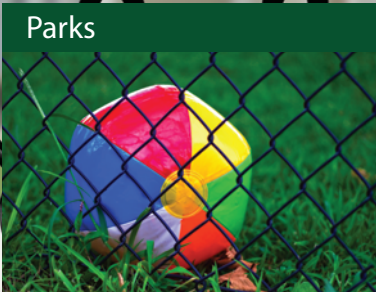
**Please note If any exterior architectural, landscape, or site plan changes are required you must also go through Site Plan Review and meet all of those submittal requirements.*

Spectra® Color Chain Link... *Made to perform.*

Spectra® is the latest generation of Master Halco's residential, commercial and industrial chain link fence systems. It provides the corrosion protection of zinc, with the durability and attractive appearance of a colored polyester framework and extruded PVC fabric, to ensure years of attractive and reliable performance that blends in beautifully with the environment.



Pets



Parks



Property Lines



Residential



Schools



Privacy Fencing

Our Spectra® Fencing System

Premium quality frame and fabric is guaranteed for 15 years.



15 Year Warranty

Features and Benefits:

- Zinc-coated steel framework is thoroughly cleaned during the pre-treatment process, then color coated with a 3 mil minimum polyester layer for protection from corrosion.
- All galvanized wire has a 15 mil minimum extruded polyvinyl chloride coating for dual protection from corrosion and the elements.
- Fittings are made of galvanized steel with a 3 mil minimum of polymer layer for protection from corrosion.

Available Colors

Choose from 3 serene colors that blend in perfectly with the environment. Spectra® defines property lines, and will add value to any residential or commercial property.



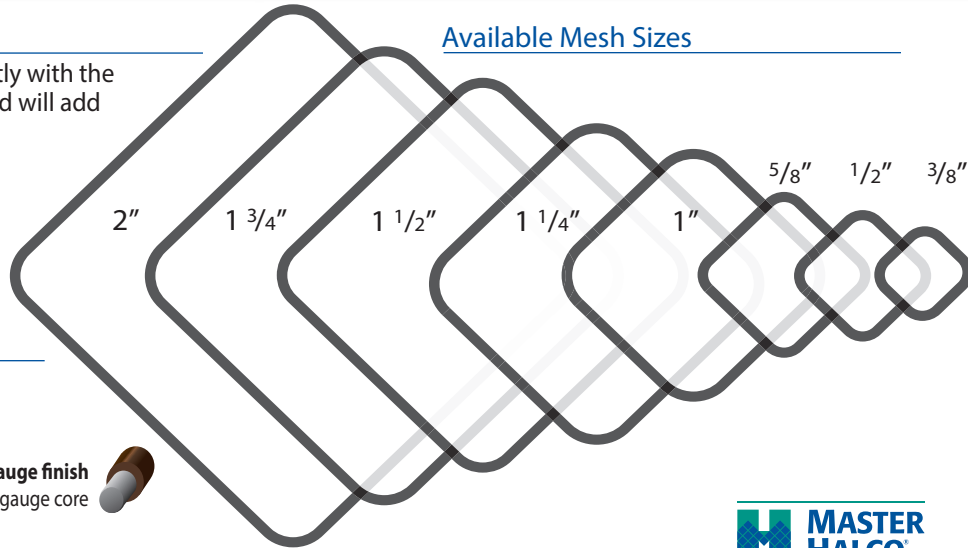
Midnight Black Forest Green Sierra Brown

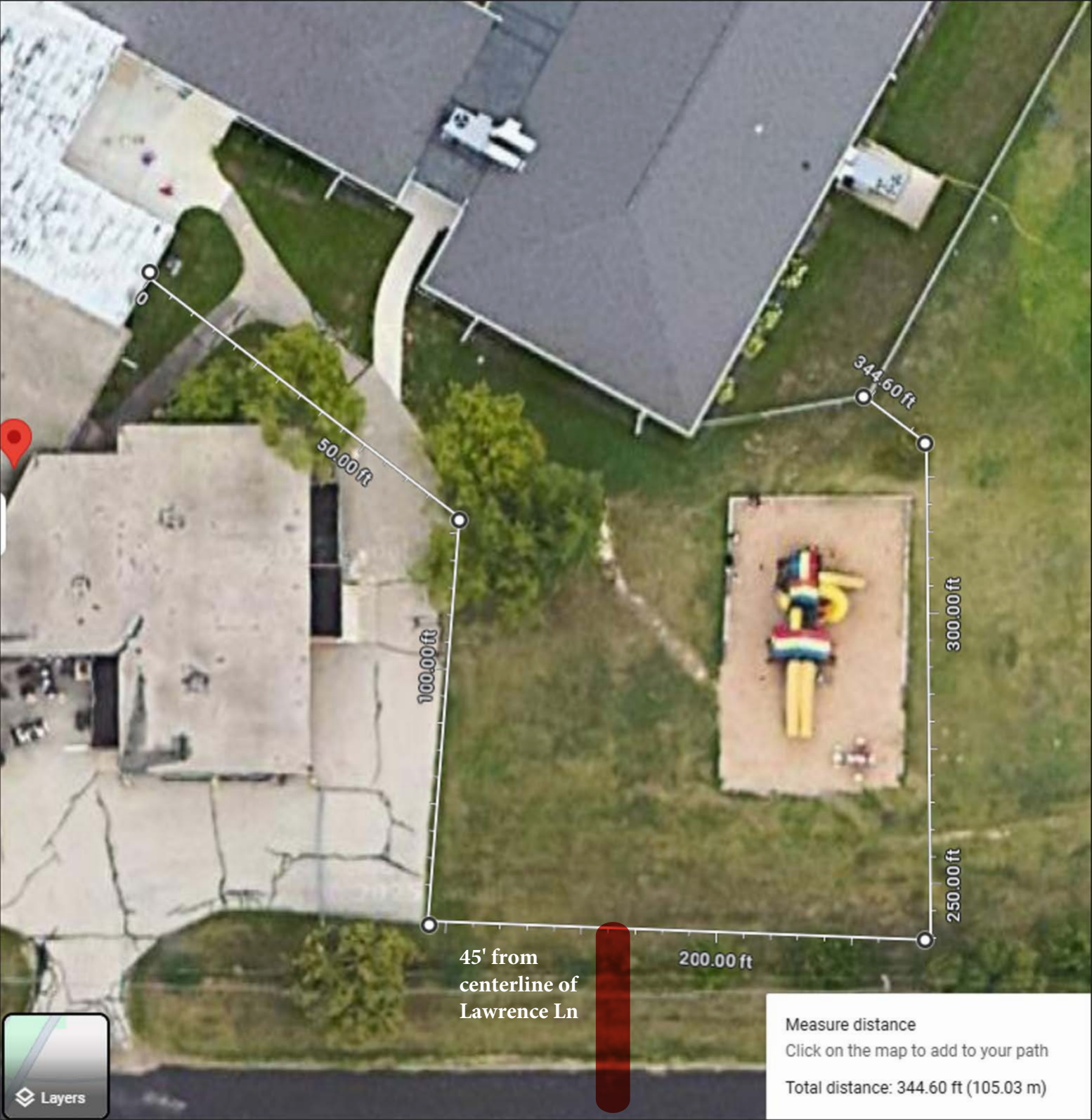
Available Wire Gauges (Finish and Core)

Use the finish gauge number when ordering.



Available Mesh Sizes





50.00 ft

100.00 ft

200.00 ft

300.00 ft

250.00 ft

344.60 ft

45' from
centerline of
Lawrence Ln

Measure distance
Click on the map to add to your path
Total distance: 344.60 ft (105.03 m)

