



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: 11/19/2025
ID Number: PC25-0169	Ordinance/Resolution Number (if applicable): N/A
Department Submitting: Community Development	Submission Date:
Agenda Item Title: Minor Site Plan and Architectural Review – 3011 Saylesville Road – Request from Momentum Early Learning to install a new fence to enclose the playground area at the childcare center located in the B-3 General Business District.	

Issue Before the Council: Proposed fence around a day care outdoor play area.
Options & Alternatives: The Plan Commission could approve the application with or without conditions, or deny it. If the application is denied the proposal will not be able to go forward.
Additional Details: The applicant is hoping to open Momentum Early Learning, a child care facility, at 3011 Saylesville Road, where the Lawrence School Day Care Facility was previously located. An outdoor play area is currently located at the southeast corner of the building. The applicants would like to add a fence around the play area only. The fence will be black coated chain link, five feet high. It will surround the play area only and will be set back several feet from the right of way. An existing, very old chain link fence runs along Lawrence Lane in the right of way to the south of 3011 Saylesville Road. The fence is a right of way encroachment, so the Engineering Department has requested that it be removed as a condition of this project. The applicant would like the Plan Commission to waive that requirement. They do not believe the fence belongs to the property and feel that it should not be their responsibility to remove it. They have also stated that the fence will add a significant unexpected expense and delay as they try to open their business.



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Based on historic aerial photos it appears the fence was installed in its current location prior to 1950. At that time, Lawrence Lane did not exist. A private driveway into a farm was located in its place. Lawrence Lane became right of way in the Town of Waukesha when the residential subdivision behind the Lawrence School was built in the 1960's, but it was not expanded into a road until later. The property was annexed into the City along with the Lawrence Lane right of way in 1997, with the current boundaries. The fence was in the right of way at that point.

The position of the Engineering Department is that right of way encroachments are the responsibility of the adjacent property owner, regardless of how they came to be in the right of way. The City does not intend to remove the fence if it is not removed by the applicant.

What is the Strategic Plan Priority this item relates to:

People-Centered Development

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

The proposal will allow the applicant to reopen a day care business at the Lawrence School property. A previous day care business at the location closed in 2022, leaving a need in the area. The building has been vacant since.

Financial Remarks: No direct financial impact to the City.

Executive Recommendation: Staff recommends approval of Minor Site Plan and Architectural Review for the proposed new fence at 3011 Saylesville Road with the following conditions:

- Engineering Department comments to be addressed. Engineering Department would like the fence in the right of way to be removed.

Recommended Motion: "I move to approve Minor Site Plan and Architectural Review for the proposed new fence at 3011 Saylesville Road, with staff comments to be addressed."

Reviewed By:

Reviewer #1 Name & Title	Reviewer Signature
Reviewer #1 Name & Title	Reviewer Signature



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City Administrator	Reviewer Signature