



# City of Waukesha

Waukesha City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Plan Commission

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Wednesday, May 27, 2026

6:00 PM

Council Chambers, City Hall

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#### I. Call to Order

#### II. Pledge of Allegiance

#### III. Roll Call

**Present** 6 - Joan Francoeur, Heather Granger, Elizabeth Moltzan, Jack Wells, Alicia Halvensleben, and Jennifer Wallner

**Absent** 1 - R.G. Keller

#### IV. Public Comment

#### V. Approval of Minutes

[ID#26-03494](#) Minutes of April 22, 2026

**A motion was made by Member Francoeur, seconded by Alderman Moltzan, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 6 - Joan Francoeur, Heather Granger, Elizabeth Moltzan, Jack Wells, Alicia Halvensleben and Jennifer Wallner

**Absent:** 1 - R.G. Keller

#### VI. Consent Agenda

*Consent Agenda passed by unanimous consent.*

[PC26-0049](#) Minor Site Plan & Architectural Review, 3103 Saylesville Road, Water Utility – a request to approve plans for a new 70-foot-tall radio tower to be installed south of the Well 8 building in the I-1 Institutional District

[PC26-0054](#) Minor Site Plan & Architectural Review, 800 Philip Drive, The Gund Company– a request to approve plans to install a new 800 sq. ft concrete pad for the installation of new tanks at the rear of building located in the M-1 Industrial District.

[PC26-0055](#) Extraterritorial Certified Survey Map – Davies, Summit Avenue in the Town of Delafield – A request for extraterritorial approval a 10.49-acre 2 Lot and 2 Outlot CSM along the south side of Summit Avenue west of the City of Waukesha in the Town of Delafield.

[PC26-0058](#) Certified Survey Map - 211 and 233 Maple Avenue, Carroll University – A request to approve a 1 Lot CSM to combine the two properties at 211 and 233 Maple Avenue into one 3.382-acre lot located along the east side of Maple in the I-1 Institutional District.

## VII. Public Hearings

[PC26-0051](#) Conditional Use Permit – 400 W Sunset Drive, Juanito Motor Auto Care LLC. – A request for a Conditional Use Permit to allow an auto repair business to operate in the existing building located in the B-3 General Business District.

[PC26-0057](#) 2100 Airport Road – A request for a Conditional Use Permit to allow the operation of an metal machining, stamping, fabrication and powder coating business at 2100 Airport Road in the M-3 Limited Business Industrial Park District.

## VIII. Action on Public Hearings

[PC26-0051](#) Conditional Use Permit – 400 W Sunset Drive, Juanito Motor Auto Care LLC. – A request for a Conditional Use Permit to allow an auto repair business to operate in the existing building located in the B-3 General Business District.

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

**Aye:** 6 - Joan Francoeur, Heather Granger, Elizabeth Moltzan, Jack Wells, Alicia Halvensleben and Jennifer Wallner

**Absent:** 1 - R.G. Keller

[PC26-0057](#) 2100 Airport Road – A request for a Conditional Use Permit to allow the operation of an metal machining, stamping, fabrication and powder coating business at 2100 Airport Road in the M-3 Limited Business Industrial Park District.

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

**Aye:** 6 - Joan Francoeur, Heather Granger, Elizabeth Moltzan, Jack Wells, Alicia Halvensleben and Jennifer Wallner

**Absent:** 1 - R.G. Keller

## IX. Business Items

[PC26-0050](#) Final Site Plan & Architectural Review, 245 N Barstow Street, Carroll University – a request to approve plans for a new 55,000 sq. ft. 3 story business school building along the east side of Barstow Street located in the I-1 Institutional District.

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

**Aye:** 5 - Joan Francoeur, Elizabeth Moltzan, Jack Wells, Alicia Halvensleben and Jennifer Wallner

**Absent:** 1 - R.G. Keller

**Abstain:** 1 - Heather Granger

[PC26-0045](#) Certified Survey Map – 1535 E Racine Avenue – A request to approve a 2 Lot CSM splitting the 0.94-acre parcel located along the south side of Racine Avenue into two lots under the B-1 Neighborhood Business District.

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

**Aye:** 6 - Joan Francoeur, Heather Granger, Elizabeth Moltzan, Jack Wells, Alicia Halvensleben and Jennifer Wallner

**Absent:** 1 - R.G. Keller

[PC26-0053](#) Minor Site Plan & Architectural Review, 1101 W St. Paul Avenue, INNIO – a request to approve final plans to remodel the main entrance along W St Paul Avenue in the M-2 General Manufacturing District.

**A motion was made by Member Heather Granger, seconded by Alderman Elizabeth Moltzan, that this item be approved with conditions. The motion carried by the following vote:**

**Aye:** 6 - Joan Francoeur, Heather Granger, Elizabeth Moltzan, Jack Wells, Alicia Halvensleben and Jennifer Wallner

**Absent:** 1 - R.G. Keller

[ID#26-03694](#) Review and Possible Action to declare five City owned properties as Surplus Land – 7.55 acres of land spread across five sites will no longer be needed by the water utility including 1430 S East Ave, 2320 W Sunset Dr, 3815 Creekside Dr, 115 Delafield St, and parcel WAKC 1382-002 located along Center Road.

**A motion was made by Member Joan Francoeur, seconded by Alderman Jack Wells, that this item be recommended for approval. The motion carried by the following vote:**

**Aye:** 6 - Joan Francoeur, Heather Granger, Elizabeth Moltzan, Jack Wells, Alicia Halvensleben and Jennifer Wallner

**Absent:** 1 - R.G. Keller

X. Director of Community Development Report

XI. Adjournment