



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

## City of Waukesha Cover Sheet

<b>Committee:</b> Plan Commission	<b>Meeting Date:</b> 9/24/2025
<b>ID Number:</b> PC25-0060	<b>Ordinance/Resolution Number (if applicable):</b> N/A
<b>Department Submitting:</b> Community Development	<b>Submission Date:</b>
<b>Agenda Item Title:</b> <b>Minor Site Plan and Architectural Review – 1409 Poplar Dr., Central Services – A request to add a new 1,728 sq. ft. pole building to provide cover and keep bulk materials dry. The interior walls of this building will be lined with concrete blocks, and no utilities are proposed for this cold storage building in the M-1 Light Manufacturing District.</b>	

<b>Issue Before the Council:</b> Proposed accessory storage structure.
<b>Options &amp; Alternatives:</b> 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.
<b>Additional Details:</b> The applicant, Central Services, is a landscaping and snow removal contractor. Their property at 1409 Poplar Dr. is zoned M-1 Light Manufacturing. It is isolated and thoroughly screened from any non-manufacturing use. The rear storage and parking yard is surrounded by a chain link fence with privacy slats. The applicants currently store a significant quantity of equipment outside.  They would like to add a new pole building for storage, located in the yard behind the main building. The proposed building will have an area of 1,728 square feet. It will have three overhead doors on one side, and no other doors or windows. Concrete blocks will provide additional structural support on the interior. The exterior siding will be vertical metal panels, colored to match the main building. The building will have no electrical or other utilities connected to it.



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**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 add new cold storage for their landscaping business to use. They will be able to move equipment into the building from where it is currently stored outside in the parking and storage yard, reducing its exposure to the elements and making the yard more orderly.

**Financial Remarks:** No direct financial impact to the City.

**Executive Recommendation:** Staff recommends approval of Minor Site Plan and Architectural Review for the storage building at 1409 Poplar Dr. with the following conditions:

- Engineering Department comments to be addressed.

**Recommended Motion:** "I move to approve Minor Site Plan and Architectural Review for the proposed pole storage building at 1409 Poplar Dr."

**Reviewed By:**

<b>Reviewer #1 Name &amp; Title</b>	<b>Reviewer Signature</b>
<b>Reviewer #1 Name &amp; Title</b>	<b>Reviewer Signature</b>
<b>City Administrator</b>	<b>Reviewer Signature</b>