

Housing and Supportive Services Renovation

330 Wisconsin Ave. Waukesha, WI 53186

March 20th, 2026

Dear Planning Commission:

Hebron Housing Services plans to purchase and renovate the rooming house and commercial space located at 330 Wisconsin Ave. Currently, the building is owned by Adam McCarthy (Smart Asset Realty) and leased to Hebron. Hebron currently occupies the building and utilizes the first floor as office space for supportive services staff and utilizes the second floor as transitional (temporary) housing for homeless youth aged 18-24. The front 50% (approximately 1,580 sq ft.) of the first floor is zoned for business, and the remainder of the building (approximately 4,000 sq ft.) is zoned for residential.

Hebron has three main goals for this project. The first goal is to provide the building's tenants with a secure and comfortable place to live. The second goal is to give the building a "brand new" look inside and out. The third goal is to make the building as maintenance-free as possible for Hebron. The building is nearly 110 years old and, as such, needs major repairs and upgrades. Since occupying the building, Hebron has had to make several major and costly repairs, which create challenges in managing the property and programming. Very little of the proposed work would require changes to the structure of the building at all. The project, in and of itself, is largely a "facelift" that seeks to improve the property's functionality, habitability, and curb appeal.

On the exterior of the building, the front stairs will be demolished and rebuilt to code. The brickwork and concrete surfaces will be tuckpointed and repaired, and the foundation will be inspected for leaks and repaired where needed. Additionally, the driveway behind the building will be excavated and repaved with asphalt. All wood surfaces will be repaired, scraped, and repainted. The largest aspect of the exterior renovations would be a new roof, which includes the complete removal and replacement of the existing roof, and the replacement of all soffits, fascia, gutters, and downspouts. The existing roof condensers will be removed, and a forced-air HVAC system will be installed over the existing atrium. Dead cabling will be removed, and new exterior doors will be hung.

On the first floor, the northwest corner comprises three bedrooms. One of those bedrooms will be converted into a kitchen. The kitchen remodel will include adding new plumbing lines, drains, and fixtures. New cabinets and countertop installations will be installed as

well. The bathroom in that area will also be remodeled and updated. There is a glass waiting area on the first floor. The glass paneling will be removed.

On the second floor, both kitchens will be remodeled, which consists of the removal and replacement of the existing cabinets, countertops, and trim. New plumbing fixtures will be installed. The existing range hood will be cleaned and repaired. Both bathrooms will also be remodeled, including the removal and replacement of vanities, sinks, fixtures, toilets, tubs, and tub surrounds. New interior doors will be hung throughout.

Throughout the first and second floors, existing flooring will be removed and replaced with luxury vinyl planks (LVP). All walls and ceilings will be patched or repaired where needed. The building will be freshly painted throughout. Live knob and tube wiring throughout the building will be removed and replaced, and all outlets and other electrical work will be installed and wired properly. All common lights will be wired to remain on 24/7; the outdoor lighting will be on a timer. A new fire detection system will also be installed.

The basement requires mold and asbestos abatement. All existing tile and carpeting will be removed, leaving behind bare concrete floors. All concrete floor and wall surfaces will be scraped and cleaned, then painted with waterproof paint. Lighting will be added and upgraded throughout the basement. The breaker boxes will be repaired. The boiler and water heater will be removed and replaced with furnaces and tankless water heaters, respectively. Wood paneling will be removed and replaced with mold-tough drywall. A new fire panel will be installed.

Hebron believes that all these repairs and upgrades will be necessary to provide quality housing for low-income households. and a comfortable place to work. Hebron sought input on this project from Dan Hatch from the E-Plan Exam and Brian Charlesworth, the Fire Marshal. In meeting with Mr. Hatch, he believes this project would be mostly Level 1 alterations and some Level 2, and believes the project is feasible from a code perspective. Mr. Charlesworth had input on a new fire detection system and has agreed to work with Hebron's architect, Connor Fischer, to provide specifications for the system.

Hebron is excited to meet and discuss the upcoming project. Hebron appreciates your consideration and input on this project.

Sincerely,



Kathleen Christenson Fisher

CEO, Hebron Housing Services