PLANNING DIVISION STAFF REPORT - ADDENDUM

August 26, 2025

PREPARED FOR THE PLAN COMMISSION and COMMON COUNCIL

Project Address:	**3236-3300 Commercial Avenue and 3235/3237 Burke Avenue** (District 12, Alder Matthews)
Application Type:	Conditional Use and Certified Survey Map
Legistar File ID #:	89230 and 89231
Prepared By:	Lisa McNabola, AICP, Planning Division Report Includes Comments from other City Agencies, as noted
Reviewed By:	Kevin Firchow, AICP, Principal Planner

Addendum

On August 25, 2025, the Plan Commission recommended approval of the Certified Survey Map subject to the conditions recommended by the reviewing agencies. The conditions included the following:

69. The applicant shall dedicate an additional 5 feet of Right of Way along their frontage of Commercial Avenue Service Road. Applicant shall be responsible for construction of five (5) – foot sidewalk and curb and gutter along their frontage.

72. The Applicant shall Dedicate a 5-foot wide strip of Right of Way along Commercial Ave. with the concurrent CSM application.

The applicant contacted City staff to note that the conditions conflict with their data on the width of the Right of Way (Commercial Avenue Service Road). City staff confirmed the applicant's data was accurate. To ensure that a 5-foot sidewalk and curb and gutter can be constructed along the Commercial Avenue Service Road the applicant will need to dedicate 7.5 feet of Right of Way.

Staff recommend that the Common Council amend the above conditions to require a 7.5-foot dedication. Amended condition 69 also clarifies that the applicant does not need to dedicate "additional" feet, which is consistent with condition 72.

The applicant is amenable to the amended conditions.

69. The applicant shall dedicate ~~an additional~~ 7.5 feet of Right of Way along their frontage of Commercial Avenue Service Road. Applicant shall be responsible for construction of five (5) – foot sidewalk and curb and gutter along their frontage.

72. The Applicant shall Dedicate a 7.5-foot wide strip of Right of Way along Commercial Ave. with the concurrent CSM application.