



# Wauwatosa, WI

## Plan Commission

### Meeting Agenda

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Monday, May 11, 2026

6:00 PM

Zoom:  
<https://servetosa.zoom.us/j/83599194279>,  
Meeting ID: 835 9919 4279

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#### Regular Meeting

#### VIRTUAL MEETING INFORMATION

Members of the public may observe and participate in the meeting via Zoom at the link above. To access the Zoom meeting via phone, call 1-312-626-6799 and enter the Meeting ID.

#### CALL TO ORDER

#### ROLL CALL

#### NEW BUSINESS

1. Consideration of a Conditional Use Permit to establish a retail store with special event space in the Neighborhood Village Trade and North Avenue Overlay (C1/NOR) zone at 6528 W. North Avenue, Carly Hurley, applicant

[26-0636](#)

#### ADJOURNMENT

#### NOTICE TO PERSONS WITH A DISABILITY

Persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (414) 479-8917 or send an email to [tclerk@wauwatosa.net](mailto:tclerk@wauwatosa.net), with as much advance notice as possible.



# Wauwatosa, WI

## Staff Report

**File #:** 26-0636

**Agenda Date:** 5/11/2026

**Agenda #:** 1.

Consideration of a Conditional Use Permit to establish a retail store with special event space in the Neighborhood Village Trade and North Avenue Overlay (C1/NOR) zone at 6528 W. North Avenue, Carly Hurley, applicant

**Submitted by:**

Art Piñon

**Department:**

Development

### A. Background/Options

The applicant is requesting a Conditional Use Permit to operate a retail store with an associated special event space at 6528 W. North Avenue. The surrounding area is characterized by single-family residential uses to the north and commercial uses to the south, east, and west.

The proposed facility will primarily function as a retail space offering curated gifts, groceries, and home goods, as well as the sale of coffee, wine, and beer. In addition to retail operations, the space will host small-scale special events, such as baby and bridal showers, community group meetings, family-oriented gatherings, and arts and crafts workshops. The proposed operating hours are 10:00 am to 9:00 pm, Monday through Sunday. The submitted floor plan indicates a 990-square-foot space that includes designated areas for retail, a kitchenette, a restroom, storage, and an event space. The primary entrance to the facility will be located along North Avenue.

The required public hearing for this request was held at the April 28 Common Council meeting. The applicant spoke in support of the proposal and no individuals spoke in opposition.

### B. Staff Comments

Planning/Zoning Division

This Conditional Use request supports the goals and objectives outlined in the City of Wauwatosa Comprehensive Plan, specifically:

- Supporting local businesses and enhancing the City's tax base (WCP, p. 20);
- Support development, improvement, and reinvestments in local commercial areas to promote a dynamic, vibrant, and accessible character and appearance as well as a mix of businesses (WCP, p. 20).

Building Division

Architectural supervision, plan review, and all applicable building permits required for any work being performed. A final occupancy inspection and approval are required prior to occupancy.

City Assessor's Office

Provide detailed costs of any alterations and/or new construction as well as income & expense as requested by the Assessor's office

City Clerk's Office

No comments.

Engineering Division

Per City Code 13.30.030, any building project in excess of \$100,000 shall have the sanitary sewer lateral replaced or inspected and pressure tested per BPW requirements. If the existing sanitary sewer lateral is to be re-used, a televised report of the existing lateral from the building to the City main must be provided to Engineering. If Engineering identifies any defects in the existing lateral, the defects must be corrected and another televised report provided to Engineering to verify results. Note that if the existing lateral is made out of clay, the lateral must be lined. This requirement must be met prior to final building occupancy.

Fire Department

No comments.

Health Department

No comments.

Police Department

No comments.

**C. Recommendation**

Staff recommends approval subject to:

1. Establishing hours of operation.
2. Architectural supervision, plan review, and all applicable building permits required for any work being performed. A final occupancy inspection and approval are required prior to occupancy.
3. Providing detailed costs of any alterations and/or new construction, as well as income & expense as requested by the Assessor's office.
4. Compliance with all required Fire Codes.
5. Under WMC 24.16.040I., a Conditional Use will lapse and have no further effect eighteen (18) months after it is approved by the Common Council, unless a building permit has been issued (if required); the use or structure has been lawfully established; or unless a different lapse of approval period or point of expiration has been expressly established by the Common Council.
6. Obtaining other required licenses, permits, and approvals.



6528 W. North Ave.

City of  
**Wauwatosa**



## Lived-in Project Description

A project description including, but not limited to, hours of operation, number of employees, general description of the nature of the business.

- Lived-in will be a community gathering and retail space where you can find curated gifts, grocery and home goods from near and far.
- We will host occasional workshops and special events in the space.
- We plan to offer coffee, beer and wine during regular operating hours and during special events.
- **HOURS:**
  - Monday - Sunday 10 am - 9 pm
- After the first 6 months of operation, we plan to add 2 - 5 part-time staff
- We plan to participate in the East Tosa BID and be a supportive member of the local business community!
- **EXAMPLES OF TYPES OF EVENTS:**
  - Max capacity 25 guests
  - Baby and Bridal Showers (Room Rental Fee / 2 - 3 hour duration)
  - Community Group Meetings (Room Rental Fee / 1 -2 hour duration)
  - Family nights (Free or low cost / 1x month / drop-in 2 - 3 hour duration)
    - learn how to play a new game or make a quick and easy craft
  - Workshops (Ticketed event / 2 - 3 hour duration)
    - basket weaving, watercolor painting, seed sowing, make your own pop-up cards, DIY suncatchers

