

**St. John's Evangelical Lutheran Church  
7809 Harwood Ave.  
Wauwatosa, WI 53213**

***Project Narrative/Plan of Operation  
Conditional Use Permit  
June 2023***

- Owner/Name of business:
  - St. John's Evangelical Lutheran Church  
414-258-7831  
Contact: Jonathan Johnson, Dan Schmal
- Project Manager:
  - MSI General  
P.O. Box 7, Oconomowoc, WI 53066  
262-367-3661  
Contact: John Kutz, Vice President – Director of Sales
- The proposed use of the land, building and/or structures:
  - Proposed 3,925 SF building addition to the existing church/narthex to provide additional church office space, larger accessible restrooms, and a larger narthex for gathering before/after church services. The church will also remove an existing house on the property currently being used for a parsonage in order to gain additional space for parking. Additional parking spaces near the main entrance will be provided along with a covered canopy for visitors to be dropped.
- Plan of Operation:
  - Monday-Friday = Church Office employees; Sunday = Church Services for the entire congregation
- Hours of Operation:
  - 9am – 3pm Weekdays, 5pm - 8pm Saturday, 7:30am – 12 pm Sunday
- Outdoor:
  - Parking lot expansion for staff and guests with additional ADA stalls; covered canopy
- Total number of employees:
  - 8 total church employees during the week; approximately 300 members typical from the congregation for church services
- Number size and type of all vehicles associated with the use:
  - Employee vehicle parking during the weekdays, visitor parking during evenings and Sunday Services, dumpster service weekly during the day

- Expected starting and completion dates of construction:
  - Fall 2023 – Summer 2024
- Proposed phasing of the project if appropriate
  - Project is not planned to be phased at this time
- Resolution or mitigation of any hazardous or adverse impacts
  - none
- Surrounding land uses
  - St. John's Evangelical Lutheran School, residential single family homes, shared parking lot with Aurora HealthCare



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(Owner's Signature)

**6/3/23**

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(Date)