



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission
From: Adrienne Nelson, Associate Planner
Date: August 31, 2026
Re: Special Exception Request – Haven Heritage Adult Family Home

A special exception request was submitted by Paul and Komaria Mendy of Haven Heritage Adult Family Home LLC for the operation of an adult family home at 180 Plank Road (parcel #322073200). This property is zoned [Residential Multifamily \(RMF\)](#), and the current use of the property is duplex style residential units. Per Section [17.19\(3\)](#) of the Municipal Code, community living arrangements/group homes, subject to [Wis. Stats. § 62.23\(7\)\(i\)](#), are permitted as a special exception.

Haven Heritage Adult Family Home LLC is seeking to operate a 1- to 2-bed certified adult family home for adults with disabilities. This home would operate as a typical residential home with 24/7 support, no signage, and minimal traffic. Paul or Komaria Mendy would be on site daily providing supervision to trained staff. The home would comply with all DHS requirements, fire and safety standards, and local ordinances.

Plan Commission was notified of this special exception application at their [July 23rd, 2026 meeting](#) and the Common Council at their [August 4th, 2026](#) meeting. A class two notice was published and additional notice was mailed to all property owners within 100' of the proposed special exception. Staff received three calls and one email inquiring about the special exception request. Of the correspondence received, only one was to voice direct opposition to the adult family home, due to concerns for the safety of elderly or disabled residents during natural disasters, possible access issues for fire/police, and yard maintenance issues. Staff was able to confirm that yard maintenance is performed by contractors hired by the landlord and not the tenants themselves.

The special exception request was sent over to police and fire for review and comments. There are two existing adult family homes within 2,500 feet, located at 150 and 154 Plank Road, that have required extensive assistance from both departments. From 2024 to present, a total of 118 calls were made to police from 150 Plank Road and 4 calls from 154 Plank Road. From 2024 to present, a total of 61 calls were made to fire/EMS from 150 Plank Road and 1 call from 154 Plank Road.

According to Section [17.47\(4\)](#) of the Municipal Code, no special exception shall be recommended for approval unless the Plan Commission shall find:

- a. That the establishment, maintenance, or operation of the special exception use or structure will not be detrimental or injurious to the use and enjoyment of adjacent properties or properties in the immediate vicinity.
- b. That the special exception is compatible with the adjacent existing uses and structures or uses and structures likely to develop which are permitted in the district.
- c. That adequate public facilities and services are available to the development.
- d. That adequate measures are taken to provide for drainage.
- e. That ingress and egress to the property is provided in such a manner as to minimize traffic hazards and congestion.
- f. That adequate parking and loading areas are provided.

Staff Recommendation

It is up to the Plan Commission to determine if the special exception request meets all the criteria set forth in Section [17.47\(4\)](#) of the Municipal Code and to make a recommendation to the Common Council. If the Plan Commission determines this request meets all the criteria set forth, then staff recommend the following conditions be applied:

1. That this special exception is approved only for this specific address, 180 Plank Road, and the specific company, Haven Heritage Adult Family Home LLC. If the unit or ownership changes, a special exception application will need to be reapplied for.
2. The property is to be used for a 1- to 2-bed adult family home in compliance with all state regulations, standards, and statutes.
3. Property shall be maintained so as not to negatively impact the residential character of the neighborhood.
4. If more than two complaints on the operation of the facility are received in a calendar year, the Plan Commission and/or Common Council can order a review of the Special Exception and take appropriate actions to address the concerns.