



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Adrienne Nelson, Associate Planner
Date: October 1, 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 also 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. The number of service calls are shown below.

150 Plank Road

	2024	2025	2026	Total
Police:	40	32	46	118
Fire:	23	20	18	61
Total:	63	52	64	179

154 Plank Road

	2024	2025	2026	Total
Police:	1	0	3	4
Fire:	1	0	0	1
Total:	2	0	3	5

The public hearing for this special exception application was held at the Plan Commission meeting on [September 3rd, 2026](#). No comments were received at the public hearing. The recommendation made by staff to the Plan Commission is shown below.

Recommendation to Plan Commission

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.*

The Plan Commission recommended denial of the special exception request, due to stress on public services, with a roll call vote of 5-2.

Staff Recommendation

The Common Council has final decision making authority on all special exception requests and can proceed in one of the following ways:

- **Deny the special exception based off the Plan Commission's recommendation.** Since there are two other facilities operating within 2,500 feet, the request can be denied outright per State Statute.
- **Approve the special exception despite the Plan Commission's recommendation and without any conditions.**
- **Approve the special exception despite the Plan Commission's recommendation and with conditions.** In this instance, staff would recommend the following conditions be applied:
 - 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.
 - The property is to be used for a 1- to 2-bed adult family home in compliance with all state regulations, standards, and statutes.
 - Property shall be maintained so as not to negatively impact the residential character of the neighborhood.
 - That an annual review be conducted by the Plan Commission and that the following information be reviewed at that time: compliance with DHS licensing requirements, compliance with City ordinances, substantiated nuisance complaints, police, fire, and EMS call history, cooperation with neighbors and City staff, any state citations, corrective actions plans, or licensing issues, general management and operation of the facility, and any documented neighborhood impacts.