STAFF REPORT

October 28, 2026

PROPERTY INFORMATION

Applicant/Agent:	Terry Sebranek	**Date:**	October 28, 2026
Property Owner:	Terry & Jenna Sebranek (Kalerry LLC)	**Parcel No:**	276-0920-0600
Site Address:	45 East Robb Road	**District:**	Industrial Park

REQUEST TYPE

Kalerry LLC requests a **Conditional Use Permit (CUP)** to operate a day care center in accordance with 410.04(6a) and to allow offices not operated in conjunction with a permitted use conducted on the same lot in accordance with 410.04(14) at 45 East Robb Road.

Upon issuance of a CUP, Kalerry LLC will rent the building to SouthwestCAP providing infant and toddler childcare and office space for a community health worker and family advocate.

STAFF REVIEW AND FINDINGS

Comprehensive Plan Alignment: ☒ YES ☐ NO

This site was developed in 2002 as Kid's Stuff Daycare and operated until 2018. Since 2018 It's since been used as professional office space. The proposed use with SWCAP will utilize the building as it was originally designed for and will provide childcare and other services that are essential for working families in the area. Attracting and retaining families in the area is crucial in achieving the Comprehensive Plan as a whole and the proposed use will include in addition to childcare, professional office space for a community health worker and a family advocate providing more public support. Staff find the request consistent with applicable provisions of the Comprehensive Plan.

Public Works / Utilities / Zoning Input: ☒ ADEQUATE ☐ INADEQUATE

Environmental / Site Conditions: ☒ SUITABLE ☐ UNSUITABLE

Recommended Conditions:

1. This permit authorizes the operation of a day care center and professional offices at 45 East Robb Road Parcel No. 276-0920-0600, as described in the application.
2. Day Care shall be licensed in accordance with 400.12(31) and §48.65 and all applicable Wisconsin Department of Children and Families (DCF) regulations and standards.
3. Day Care operations shall provide a safe environment outside for children including necessary fencing in accordance with 400.04(6) and any appropriate signage in accordance with 410.10 and Chapter 485.
4. Operations at this location shall be in accordance with the performance standards applicable in an Industrial Park under 410.11(13), Maintenance of Structures, landscaping and fences.
5. Parking area requirements in an Industrial Park District in accordance to 410.08 shall be followed.
6. This permit is granted as Specific Conditional Use and runs with the land in accordance with 400.12(26).

Staff Recommendation

☐ Approve the application for a Conditional Use Permit as presented.

☒ Approve the application for a Conditional Use Permit with conditions as presented.

☐ Deny the application for Conditional Use Permit.

PLAN COMMISSION REVIEW

Applicant: Terry Sebranek **Parcel Number:** 276-0920-0600 **Meeting Date:** Oct. 28, 2026

Plan Commission Review Criteria (§400.05(7)(h))	YES	NO
1. The request is consistent with applicable provisions of the Comprehensive Plan (2022–2032) and the Future Land Use Map. *Child care and community support are essential for growth.*	☒	☐
2. **The request is compatible with the existing or allowable uses of adjacent properties**. *This was operated as this use for 16 years, and office space for the past 8 years.*	☒	☐
3. **The request can demonstrate adequate public facilities (roads, drainage, potable water, sanitary sewer, and police and fire protection) exist or will exist to serve the use at the time such facilities are needed.** *Existing structure and use with infrastructure in place.*	☒	☐
4. **The request can demonstrate adequate provisions for maintenance of the use and associated structures approved under the permit.** *The applicant is an established operator that maintains the facility and associated structure as part of current operations and proposed future land use.*	☒	☐
5. **The request will not create undue traffic congestion.** *The site uses existing access onto Robb Road, requiring no new access points or modifications to traffic circulation.*	☒	☐
6. **The request will not adversely affect public health, safety and welfare.** *Conditions set forth, and the applicant are committed to promotion of these standards.*	☒	☐
7. **The request conforms to all applicable provisions of this code.** *The use complies with the performance standards of §410.11.*	☒	☐

Finding under Wis. Stat. § 62.23(7)(de): The applicant has demonstrated by substantial evidence that all requirements and conditions established by the City are or shall be satisfied. ☒ YES ☐ NO

Plan Commission Acknowledgement and Action

Based on the substantial evidence provided in the application and the testimony at the public hearing, the Plan Commission finds that all criteria have been met, subject to the following conditions:

1. This permit authorizes the operation of a day care center and professional offices at 45 East Robb Road Parcel No. 276-0920-0600, as described in the application.
2. Day Care shall be licensed in accordance with 400.12(31) and §48.65 and all applicable Wisconsin Department of Children and Families (DCF) regulations and standards.
3. Day Care operations shall provide a safe environment outside for children including necessary fencing in accordance with 400.04(6) and any appropriate signage in accordance with 410.10 and Chapter 485.
4. Operations at this location shall be in accordance with the performance standards applicable in an Industrial Park under 410.11(13), Maintenance of Structures, landscaping and fences.
5. Parking area requirements in an Industrial Park District in accordance to 410.08 shall be followed.
6. This permit is granted as a Specific Conditional Use and runs with the land in accordance with 400.12(26).

Having reviewed the application against the criteria in §400.05(7)(i), and finding the applicant has demonstrated by substantial evidence that the applicable requirements are or will be satisfied as required by Wis. Stat. § 62.23(7)(de), the Plan Commission recommends **APPROVAL** of a Specific Conditional Use Permit to Kalerry LLC. for the operation of a day care center and professional offices at 45 East Robb Road, Parcel No. 276-0920-0600, subject to the conditions set forth below.

Suggested Motion: *Motion to recommend that the Common Council approve a Specific Conditional Use Permit for Kalerry LLC. At 45 East Robb Road (Tax Parcel No. 276-0920-0600) for the operation of a day care center under §410.04(6a) and professional offices under §410.04(14), subject to the Conditions of Approval set forth in the Plan Commission report dated 10/28/2026.*

Signature: _____ **Date:** _____

Chris Jarvis, Chair