

**Attachment 1**  
**File No. 251261**  
**Plan of Operation - Assembly Hall Use (11301 W. Lake Park Drive)**  
**January 7, 2026**

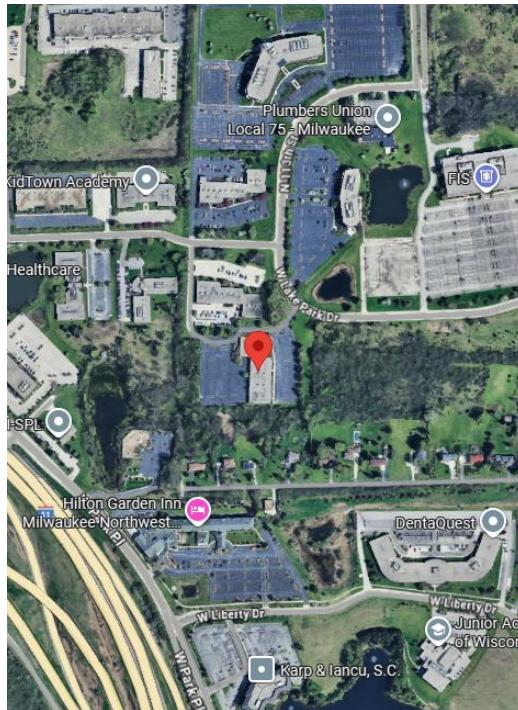
1. Current conditions: The site is approximately 6.65 acres, and the existing single-story building is 40,000 sf. There are approximately 340 surface parking spaces in two lots adjacent to the building.
2. Proposed changes: No changes are proposed to the parking lot, building footprint, massing, or exterior façade. All existing landscaping and vegetation on the site will be retained and maintained. Interior improvements will include a commercial kitchen. All alterations will meet building and accessibility codes. If any changes are proposed to the site or exterior of the building, or the terms of the assembly hall use as outlined below, a minor modification or an amendment to the DPD (Park Place, Stage 7) could be required.
3. Intent: The owner of 11301 W. Lake Park Drive intends to reuse the currently vacant building as an assembly hall (primarily community memorial and cultural gathering center), including kitchen facilities for meal preparation associated with family gatherings, memorial ceremonies, cultural traditions, and community support functions with the option to lease the kitchen (defined as catering service). All other uses allowed per the Park Place GPD are also allowed within the building.
4. Terms and Details of Assembly Hall Use:
  - a. Business Operation: The building will operate as an indoor assembly hall, primarily for community memorials and cultural gatherings. A commercial kitchen will support meal preparation and may be leased when available as a base kitchen for food trucks, catering services and other licensed food vendors.
  - b. # of Employees: Staff will range from 2–6 depending on event size.
  - c. Capacity: 1,200
  - d. Hours of Operation: Events may be held 7 days per week, but it is anticipated that most events will take place Friday through Monday, primarily during daytime into the late evening (8:00 am to 12:00 am). Some memorial events may extend over multiple days, requiring 24/7 operations. Most activities will remain indoors however any outdoor activities will end at 8PM.
  - e. Loading and Deliveries: Loading and deliveries will use existing service access points on the northwest side of the building.
  - f. Dumpsters: Dumpsters will stay in their current on-site location (adjacent to the southwest corner of the building) with regular scheduled waste removal.

g. Access & Parking:

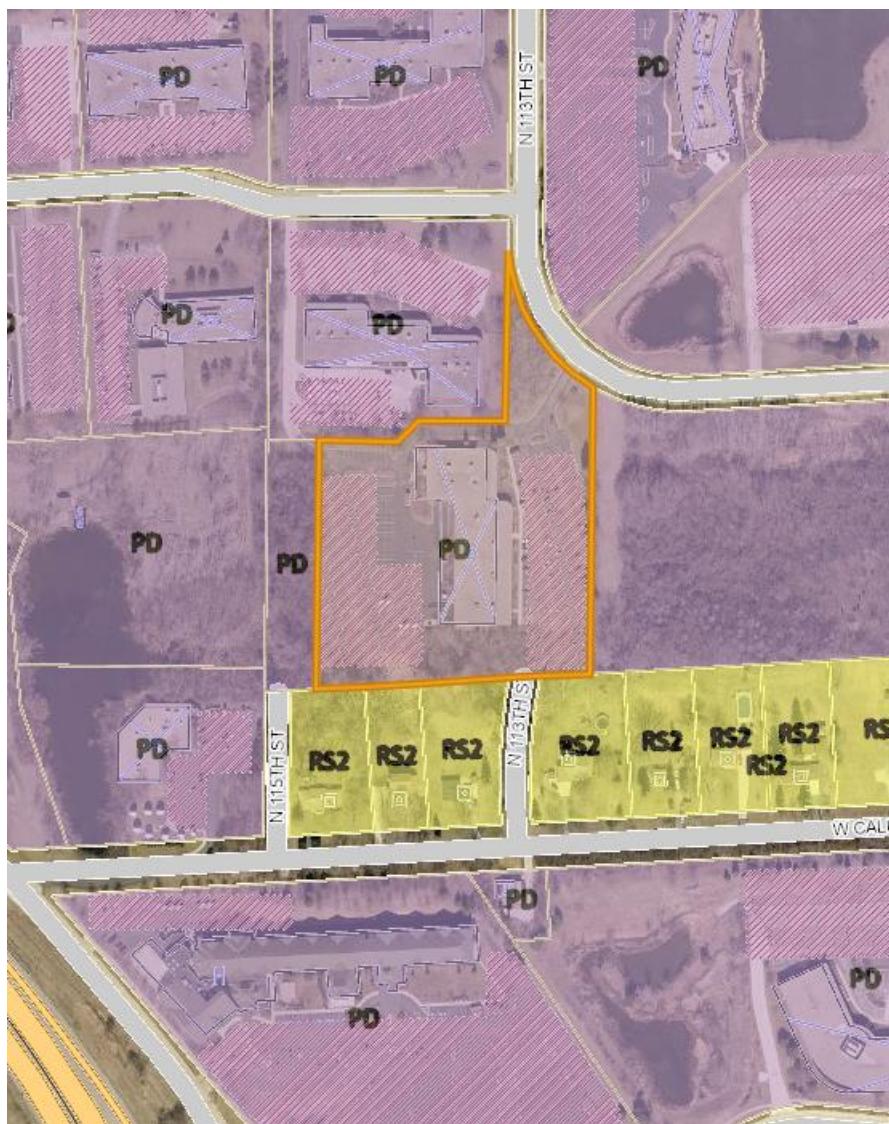
- i. Vehicle access is from W. Lake Park Dr. to the northeast of the building. A second access point is from the northwest corner of the site through the property at 11425 West Lake Park Drive.
- ii. Approximately 340 surface parking spaces for vehicles on site. One lot is on the west side of the building and another lot is on the east side, adjacent to the main entrance. This far exceeds the zoning code requirement of 1 space per 1,000 sf of building area, which equals 40 spaces.
- iii. 8 Bicycle parking spaces will be added near the main entrance to the building (east side).
- iv. Main pedestrian entrance along with a secondary entrance are located on the east side of the building. There is a sidewalk along the east side of the building adjacent to the east parking lot that leads to two entrances. Those who park on the west side of the building will access the building via three west side entrances that provide access to the assembly hall, the storage and loading dock area, and the kitchen.

h. Other: The facility will operate with a properly issued City of Milwaukee alcohol license. Alcohol service will be provided only by licensed bartenders or licensed catering vendors operating under the facility's license or their own valid license, as permitted by the City.

**Vicinity Map**



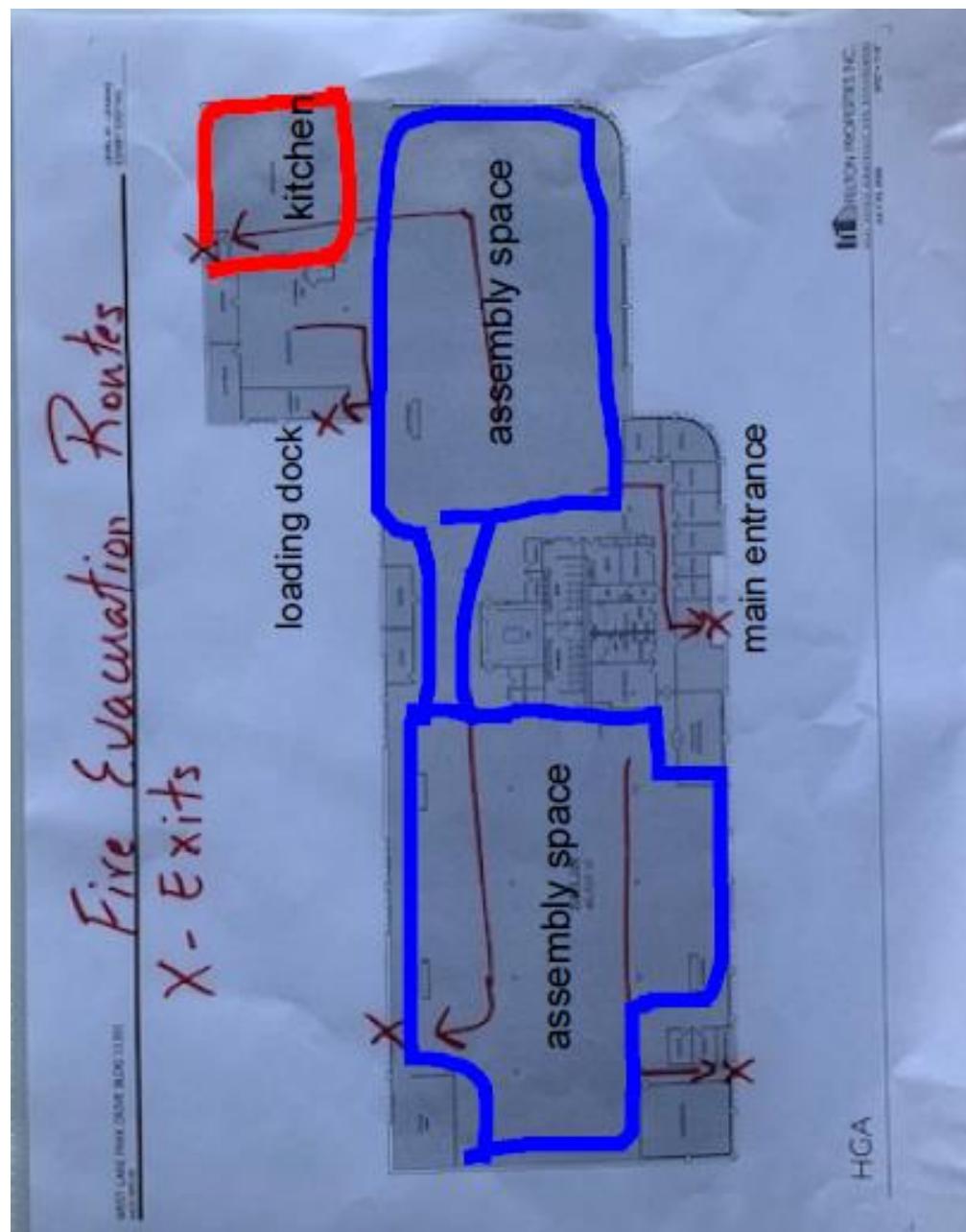
Zoning Map



Site Map



## Fire Evacuation Routes & Interior Layout



### Interior Photos



**Future Kitchen Area**



**Dumpster**



**Loading Dock & Northwest Entrance**



**Main Entrance (East Side)**

