



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, March 27, 2024

6:00 PM

City Hall, Common Council Chambers
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

The meeting was called to order at 6:02 p.m.

Wayne Clark chaired the meeting.

B. ROLL CALL

- Present** 6 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, Brandon Reinke, Lisa Coons
- Excused** 3 - Dan Devine, Kathleen Dagenhardt, David Raschka

Others Attending

Shelly Strasser, WAWM Recreation Department
Nathan Schieve, Groth Architects
Miranda & Craig, Redmond Group
Evan Dittmar & Eric Fleischman, Tredo Group
Nicolas Ramos, Antigua
Luis Barbossa (CSM)
Chad Michael Venne along with 25-30 students of the UWM Lubar College of Business
Marty Weigel, AmyRose Murphy

Staff

Steve Schaer, AICP, Manager of Planning and Zoning
Jack Kovnesky, Planner

C. APPROVAL OF MINUTES

1. [24-0162](#) February 28, 2024 (draft minutes)

Attachments: [February 28, 2024 \(draft minutes\)](#)

Katzenmeyer moved to approve this matter, Frank seconded, motion carried.

D. NEW AND PREVIOUS MATTERS

- 2A. [24-0164](#) Conditional Use Permit for the WAWM Recreation Department, for a proposed indoor recreation facility, located at 1300 S.109 St.

Torkelson moved to approve Agenda, items #2A & #2B, Frank seconded, motion carried.

- 2B. [24-0165](#) Site, Landscaping, and Architectural Design Review for the WAWM Recreation Department, for a proposed indoor recreation facility, located at 1300 S.109 St. (Tax Key No. 445-0715-002)

Attachments: [\(CUP-SLA\) 1300 S 109 St - WAWM Rec](#)

Items 2A & 2B were taken together.

Recommendation: Common Council approval of the Conditional Use Permit and Site, Landscaping, and Architectural Design Review for the WAWM Recreation Department, for a proposed indoor recreation facility, located at 1300 S. 109 St. (Tax Key No. 445-0715-002) subject to the following conditions:

1. *A revised Site and Architectural Plan being submitted to the Department of Development to show the following: (a) Landscaping plan being submitted to show post-demolition landscaping details and removing asphalt paving within terrace areas along S. 109 St. to be replaced with grass confirm on plans; (b) refuse location and 4-sided screening being shown on site plan; (c) two stairwell window openings being shown on the south elevation of the remaining building; (d) construction schedule for phase two, utility easement (aligned with W. Madison St.) being maintained and coordination with City Engineer relative to discussion on future phase of construction and extension of W. Madison St. Contact Steve Schaer, Manager of Planning and Zoning at 414-302-8466.*
2. *A [Street excavation permit <https://westalliswi.viewpointcloud.io/>](https://westalliswi.viewpointcloud.io/) being applied for in OpenGov prior to work beginning. Any concrete work in the street right of way needs to be completed by a licensed and pre-qualified contractor within the City of West Allis. Contact Greg Bartelme at (414) 302-8367.*
3. *Vermin abatement documentation being submitted prior to demolition.*
4. *Documentation and approval showing compliance with the City of West Allis Storm water Management Ordinance, to be submitted to the Building Inspections and Neighborhood Services Department by a registered Civil Engineer. A storm water permit must be obtained from the City.*

Torkelson moved to approve Agenda, items #2A & #2B, Frank seconded, motion carried.

3A. [24-0166](#)

Conditional Use Permit for Tsunami Express Carwash, a proposed Car Wash with accessory drive-through service, at 10928 W. Oklahoma Ave.

This matter was Held.

3B. [24-0167](#)

Site, Landscaping, and Architectural Design Review for Tsunami Express Carwash, a proposed Car Wash with accessory drive-through service, at 10928 W. Oklahoma Ave. (Tax Key No. 520-0151-001)

Attachments: [\(CUP-SLA\) Tsunami Car Wash - 10928 W Oklahoma Ave](#)

Items 3A & 3B were taken together.

The Redmond Group were present to represent the Tsunami Express Carwash, the proposed EIFS is not a problem. They could try to combine the pump house with the refuse. The parking lot in the back is a safety concern to Tsunami. They would like to keep the east cut on the curb cuts at Oklahoma.

Recommendation: Hold action. With the writing of this report, staff still has some significant concerns and has not had adequate communications with some of the newer project leads from the Tsunami team, and is also awaiting feedback from Milwaukee Co.

Staff shared the following points for review that should at minimum be incorporated into future discussions and plan changes. As part of the Conditional Use Permit and Site, Landscaping, and Architectural Design Review for Tsunami Express Carwash, a proposed Car Wash with accessory drive-through service, at 10928 W. Oklahoma Ave. (Tax Key No. 520-0151-001):

1. A revised Site, Landscaping, and Architectural Plan being submitted to the Planning office to show the following: (a) Site plan showing recommended site access and building location changes per Engineering and Planning; (b) EIFS is not a permitted exterior material. Higher quality material will be needed to replace the EIFS on the building; (c) The south, street facing façade is made up primarily of masonry and split face CMU. Multiple windows align the south façade along with 4 doors. Staff recommends increased glazing along windows and doors for enhanced visual appeal; (d) Landscaping plan showing replacement of weigela and additional landscaping per City Forester recommendation; (e) incorporating vacuum pump house into main building envelope or closer in proximity to main building and away from drive entrances; (e) projected decibel level readings being shared with staff and in consideration with surrounding uses; (f) curb being installed along the west exterior perimeter of the property. Contact Steve Schaer, Manager of Planning and Zoning at 414-302-8466.
2. A [Street excavation permit <https://westalliswi.viewpointcloud.io/>](https://westalliswi.viewpointcloud.io/) being applied for in OpenGov prior to work beginning. Any concrete work in the right of way needs to be completed by a licensed and pre-qualified contractor within the City of West Allis. Contact Greg Bartelme at (414) 302-8367. W. Oklahoma Ave. (CTH NN) being a County Highway and subject to County permit (plans have been shared with Milw. Co.).
3. Documentation and approval showing compliance with the City of West Allis Storm water Management Ordinance, to be submitted to the Building Inspections and Neighborhood Services Department by a registered Civil Engineer. A storm water permit must be obtained from the City.
4. Signage plans being reviewed for compliance and subject to permitting.

This matter was Held.

4A. [24-0169](#)

Conditional Use Permit for The Salon Suites, a proposed Beauty, Wellness, and Massage Therapy use located at 11575 W. Theo Trecker Way.

Torkelson moved to approve Agenda items #4A & #4B, Frank seconded, motion carried.

4B. [24-0170](#)

Site, Landscaping, and Architectural amendment for The Salon Suites, a proposed Beauty, Wellness, and Massage Therapy use located at 11575 W. Theo Trecker Way. (Tax Key No. 445-0756-001)

Attachments: [\(CUP-SLA\) Salon Suites - 11575 W Theo Trecker Way](#)

Items 4A & 4B were taken together.

Recommendation: Common Council approval of the Conditional Use Permit and Site, Landscaping, and Architectural amendment for The Salon Suites, a proposed Beauty, Wellness, and Massage Therapy use located at 11575 W. Theo Trecker Way (Tax Key No. 445-0756-001), subject to the following conditions:

1. Common Council approval of the Conditional use permit with the following universal criteria for massage therapy:
 - a. State of WI licensed operation.
 - b. Maintain customer appointment records.
 - c. All customers enter/exit through common/public areas.
 - d. 24/7 Video camera within common public access points.
 - e. Daytime Hours (not open before 7am or after 10pm).
2. A revised Site and Architectural Plan being submitted to the Department of Development to show the following: (a) confirmation on plans of north ramp being installed or not; (b) refuse location and 4-sided screening details being shown on site plan. Contact Steve Schaer, Manager of Planning and Zoning at 414-302-8466.
3. Signage and lighting plans subject to Planning design review and permitting.

Torkelson moved to approve Agenda items #4A & #4B, Frank seconded, motion carried.

5. [24-0171](#) Sale of an approximate 670-sf portion of land on property located at 62** W. National Ave. (Tax key Parcel: 454-0073-001)

Attachments: [Antigua land sale](#)

Recommendation: Refer to Common Council. Recommend Common Council approval Sale of an approximate 670-sf portion of land on property located at 62** W. National Ave (Tax key Parcel: 454-0073-001), as the land sale would further redevelopment of underutilized land in accordance with the 2045 Comprehensive Plan.

If Council approves the land sale the following being submitted to Plan Commission for consideration:

1. A revised Site and Landscaping Plan being submitted to the Planning and Zoning Office. Contact Steve Schaer, Manager of Planning and Zoning at 414-302-8466.
2. Certified Survey Map to consolidate properties and to be recorded with the Milwaukee Co. Register of Deeds.
3. Licensed extension of premise being applied for with the City Clerk's Office.

Torkelson moved to approve this matter, Katzenmeyer seconded, motion carried.

6. [24-0172](#) Ordinance to amend zoning code to prohibit the retail sale of dogs, cats, and rabbits.

Attachments: [\(ORD\) Dog Cat Rabbits](#)

Recommendation: Common Council approval of the Ordinance to amend zoning code to prohibit the retail sale of dogs, cats, and rabbits.

Frank moved to approve this matter, Reinke seconded, motion carried.

7. [24-0173](#) Certified Survey Map to consolidate two lots into one at 55** W. Lincoln Ave. (Tax Parcel 474-0490-000), and 5520 W Lincoln Ave. (Tax Parcel 474-0491-000)

Attachments: [\(CSM\) 5501 W Lincoln Ave](#)

Recommendation: Approve the Certified Survey Map to combine the existing parcels at 55** W. Lincoln Ave. and 5520 W. Lincoln Ave. into 1 parcel. (Tax Key Nos 474-0490-000 and 474-0491-000) subject to Common Council approval and a revised Certified Survey Map being submitted to the Planning office for minor technical corrections.

Frank moved to approve this matter, Katzenmeyer seconded, motion carried.

8. [24-0174](#) Signage plan appeal for Reunion Restaurant located at 6610 W. Greenfield Ave. (Tax Key No. 439-0001-032)

Attachments: [\(SIGN\) Reunion - 6610 W Greenfield Ave.](#)

Recommendation: Recommend approval of the Signage Plan for Reunion, an existing Restaurant use, at 6610 W. Greenfield Ave. (Tax Key No. 439-0001-032).

Frank moved to approve this matter, Katzenmeyer seconded, motion carried.

9. [24-0175](#) Site, Landscaping, and Architectural Design Review for proposed improvements within City Pedestrian Plaza Right-of-Way Downtown West Allis in the 1300 block of S. 72 St.

Attachments: [\(SLA\) Ped Plaza - 1300 block of S 72 St.](#)

Recommendation: Referral to Common Council Board of Public Works for consideration of a privilege agreement and Site, Landscaping, and Architectural plans for proposed improvements within City Pedestrian Plaza Right-of-Way Downtown West Allis in the 1300 block of S. 72 St.

Plan Commission acknowledges that a pedestrian plaza supports the goal of the 2045 Comprehensive Plan to create vibrant spaces for community life. West Allis has few public spaces that center community life. To further solidify itself as a destination and foster a stronger sense of community, West Allis should create welcoming, unique, shared places for people.

Katzenmeyer moved to approve this matter being referred to the Common Council board of Public Works, Frank seconded, motion carried.

10. [24-0176](#) Vacation and discontinuance of an improved alley between W. Lincoln Ave. and W. Grant St. and within the 2200 block of S. 108 St. and S. 109 St.

Attachments: [\(VAC\) Grant alley - 2200 block of S 108 St & S 109 St](#)

Recommendation: Common Council approval of the vacation and discontinuance of an improved alley between W. Lincoln Ave. and W. Grant St. and within the 2200 block of S. 108 St. and S. 109 St.

Frank moved to approve this matter, and refer to Common Council, Reinke seconded, motion carried.

11. [24-0177](#)

Project Tracking updates.

This matter was Discussed.

E. ADJOURNMENT

There being no other business, a motion was made by Frank, seconded by Reinke to adjourn at 7:03 p.m.



All meetings of the Plan Commission are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.