



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Wednesday, January 22, 2025

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING (draft minutes)

#### A. CALL TO ORDER

#### B. ROLL CALL

**Present** 5 - Wayne Clark, Brian Frank, Eric Torkelson, Dan Devine, Brandon Reinke

**Excused** 4 - Jessica Katzenmeyer, Kathleen Dagenhardt, David Raschka, Lisa Coons

#### Others Attending

Ald. Weigel, Christopher Kidd, Nabil Salous

#### Staff

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

#### C. APPROVAL OF MINUTES

1. [25-0004](#) December 11, 2024

**Attachments:** [December 11, 2024](#)

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

#### D. NEW AND PREVIOUS MATTERS

- 2A. [25-0013](#) Conditional Use Permit for Toppers, a proposed Restaurant use, at 11045 W. National Ave.

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

- 2B. [25-0014](#) Site, Landscaping, and Architectural Design Review for Toppers, a proposed Restaurant use, at 11045 W. National Ave. (Tax Key No. 520-1004-000)

**Attachments:** [\(CUP-SLA\) Toppers - 11045 W National Ave.](#)

Items 2A & 2B were considered together.

Jack Kovnesky presented.

Mayor Devine stated a comparable pizza location (Domino's) is open until 1 a.m., and inquired on thoughts for future tenants, which are unknown at this time.

**Recommendation:** Common Council approval of the Conditional Use and approval of the Site, Landscaping, and Architectural Design Review for Toppers Pizza, a proposed Restaurant, at 11045 W National Ave. (Tax Key No. 520-1004-000) subject to the following conditions:

1. *Common Council approval of the Conditional Use Permit (Scheduled for February 11th, 2025)*
2. *A signage plan being submitted for design review and permit.*

**Frank moved to approve this matter, Clark seconded, motion carried.**

**3A. [25-0015](#)**

Conditional Use Permit for CD One Price Cleaners, a proposed Dry Cleaning use, at 2367 S.108th St.

**Clark moved to approve this matter as amended in the Recommendation, Reinke seconded, motion carried.**

**3B. [25-0016](#)**

Site, Landscaping, and Architectural Design Review for CD One Price Cleaners, a proposed Dry Cleaning use, at 2367 S. 108th St. (Tax Key No. 484-0013-001)

**Attachments:** [\(CUP-SLA\) CD One Price Cleaners - 2367 S 108 St.](#)

Items 3A & 3B were considered together.

Jack Kovnesky presented.

Ald. Weigel questioned the hours of operation and what type of security will there be for customers trying to get into the business as well as how to keep people out that aren't customers.

***Recommendation:***

1. *Common Council approval of the Conditional Use Permit (Scheduled for February 11th, 2025)*
2. *Revised Site, Landscaping, Architectural, and Floor Plan being submitted to the Planning and Zoning Office showing (a) detailed landscaping with a species list and additional landscaping placed to buffer the parking lot and the rear sidewalk; (b) details on any proposed mechanical units and venting; (c) details on the interior floor plan; (d) commercial operations (deliveries & exports) being focused on the east doors; (e) a new 6-ft double sided wood or composite fence being added along the west property line; (f) a painted accent band being incorporated into the design on the north and west exterior elevations of the building.*
3. *Building permits being applied for with the Code Enforcement Department for review.*
4. *A driveway permit being applied for with City Engineering Department for work within the City Right-of-Way.*
5. *WisDOT coordination and approval of alterations to any driveway access points along STH 100 (S. 108th St.)*

**Clark moved to approve this matter as amended in the Recommendation, Reinke seconded, motion carried.**

4A. [25-0017](#) Conditional Use Permit for Hidden Lofts, a proposed 5+ Unit Dwelling use, at 3000 Block S.108th St.

Clark moved to approve this matter as amended in the Recommendation, Frank seconded, motion carried.

4B. [25-0018](#) Site, Landscaping, and Architectural Design Review for Hidden Lofts, a proposed 5+ Unit Dwelling use, at 3000 Block S. 108th St. (Tax Key No. 520-1011-001)

Attachments: [\(CUP-SLA\) Hidden Loft Apartments - 3000 Blk of S 108 St.](#)

Items 4A & 4B were considered together.

Steve Schaer presented.

**Recommendation:**

1. Common Council approval of the Conditional use permit (scheduled February 11, 2025).
2. Revised Site, Landscaping, and Architectural plans submitted to show the following: (a) a sidewalk connection to/from public right of ways of W. Oklahoma Ave. and S. 108 St. (Hwy 100) being incorporated into the site plans; (b) maximum of 60 outdoor surface parking stalls. A total of 120 spaces are allowed (60 surface and 60 garage spaces on site) per sec. 19.44; (c) a landscaping plan and species reference list for review and approval by City Forester. **Perimeter landscape screening and replacement more decorative fence considerations being noted;** (d) 4-sided screened refuse enclosure being large enough to accommodate volume. Incorporate personnel door into refuse enclosures. **Frequency of pick-up being indicated;** (e) **traffic calming measures being incorporated on site to include speed limit signs, speed tables; painted cross walks, restrict motor vehicle access at NE corner (bike ped only);** (f) consideration of a path/trail amenity adjacent to existing stormwater pond; (g) a full hammerhead turnaround installed at the dead end on the west side of the site; (h) **two exterior bike racks;** (h) site lighting plan and photometric/lighting plan; (i) turning radius shown on a site plan for fire trucks; (j) **alternate exterior building design features for one of the buildings (design elements, roofline, accents).**
3. A full utility plan (water, storm, sanitary) being submitted for review by Engineering Department. Additional hydrants as required per Fire Department.
4. A stormwater management plan showing compliance with the City of West Allis Stormwater Management Ordinance, to be submitted to the Code Enforcement Department by a registered Civil Engineer. The plan should be modeled to show how proposed elevations work with the pond as built. The plan will also be reviewed by the City Stormwater consultant per ordinance.
5. Access management - WisDOT and MKE County are reviewing the plans. A traffic study/technical memo may be required subject to their review.
6. Planned work or modifications within right-of-way shall be coordinated with City Engineering, Milwaukee County, and WisDOT. Contact Greg Bartelme (414) 302-8367.

Clark moved to approve this matter as amended in the Recommendation, Frank seconded, motion carried.

**E. ADJOURNMENT**

*There being no other business, a motion was made by Clark, seconded by Reinke to adjourn at 7:17 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.