



STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, June 27, 2018
6:00 pm
City Hall – Room 128– 7525 W. GREENFIELD AVE.

- 3A. Special Use Permit for RSR Services LLC an existing warehouse/distribution and commercial truck repair facility located at 6036 W. Beloit Rd.
- 3B. Site, Landscaping and Architectural Plans for RSR Services LLC an existing warehouse/distribution and commercial truck repair facility located at 6036 W. Beloit Rd., submitted by Steven Ignasiak d/b/a RSR Services LLC. (Tax Key No. 475-0034-004)

Items 3A and 3B may be considered together.

Overview and Zoning

This item was before the Plan Commission last month (May 23, 2018) and tabled/held so the applicant could work with staff on site and landscaping plan revisions. Subsequently, a Common Council hearing was conducted on June 19, 2018 and the Common Council approved the special use conditionally with the understanding that the site, landscaping and architectural details be considered by the Plan Commission, and that the improvements be completed this year. Given the past delay to achieve full site, landscaping and architectural compliance, more specific terms of the Council's approval toward implementation are as follows:

Implementation Schedule. The grant of this special use permit is conditioned upon and subject to an implementation schedule being submitted to and approved by the Common Council.

- a. Completion of paving, storm water management, landscaping and exterior building painting as approved by the West Allis Plan Commission shall be completed by August 31, 2018.
- b. If the applicant has made substantial progress as determined by the Department of Development, the Department is authorized by the Common Council to extend the deadline for completion of site and building improvements to October 31, 2018.
- c. If the applicant does not meet all of the terms and conditions set forth in this grant of a special use by October 31, 2018, then, the Special Use Permit shall lapse and become null and void and the applicant shall forfeit any right to use the property as conferred by the Special Use Permit.

RSR - 6036 W. Beloit Rd
Tax Key No. 475-0034-004



The applicant, Steve Ignasiak of RSR Services LLC, owns the property at 6036 W. Beloit Rd. and is seeking a valid business occupancy permit for the use on the property.

The Building Inspections Department has RSR in court (June 27, 2018 next court appearance).

RSR would like to obtain an occupancy permit, and be in good standing with the City, but cannot until Planning, Building Inspections/Plumbing issues have been resolved.

Zoning: M-1

Commercial Vehicle Repair
is permitted as a **Special Use**

- Occupant seeking valid occupancy

Hours of Operation:

6:00 am – 10:00 pm (M-F)*

7:00 am – 3:00 pm (Sat)

* Second shift proposed, until 10:00pm (2 employees)

Parking

32 required

27 proposed on site
(20 employees)

- Service for trucks, trailers and construction equipment
- Not a salvage yard or storage center

Background/History

Applicant has not secured business occupancy permit
Previously approved special use (from October 2015) has expired
City filed complaint to municipal court

Goals

- The City is pursuing two courses: 1) a legal remedy to stop illegal operation on the property; and, 2) a use/zoning and site/landscaping architectural remedy towards compliance/occupancy, as the City wants the site brought into compliance.
- The applicant has submitted a special use permit application, plans and their implementation schedule for Council consideration.

Municipal Court appearances to date:

September 20, 2017

December 13, 2017

March 21, 2018

June 27, 2018

If approved by Plan Commission, RSR would complete the site and building improvements this year in 2018 (a schedule has been included with their application).

While the schedule indicates completion in May of 2019, the Common Council has approved the following terms:

The grant of this special use permit is conditioned upon an implementation schedule being approved by the Common Council.

- Completion of site, landscaping and exterior building improvements, being approved by the West Allis Plan Commission, shall be completed by **August 31, 2018**.
- If the applicant has made **substantial progress** as determined by the Department of Development, the Department is authorized by the Common Council to extend the deadline for completion of site and building improvements to **October 31, 2018**.

The applicant is in agreement.

The use - RSR Services, LLC

The business is a short-haul trucking company servicing customers in Wisconsin and Illinois since 2003. The facility at 6036 W. Beloit Road will be used for repair and maintenance of our equipment, trucks, and trailers that operate throughout the greater Milwaukee area. It will be replacing a current location at 1912 W. Pierce Street in Milwaukee. RSR Services also has a larger garage and yard in Elkhorn, WI which will remain operational. In addition, they also plan on doing repair and maintenance for other

local businesses to include trucks, trailers, and construction equipment. From this location, we will be employing (12) drivers, (1) office employee, and (5) mechanics.

Hours - open between 6:00 a.m. and 10:00 p.m. (Monday - Friday) This includes a second shift of mechanics working until 10 pm as needed for truck repairs. Saturdays, open from 7:00 a.m. to 3:00 p.m.

RSR Services specializes in hauling recyclable material for the recycling industry. It is not in the nature of our business to off-load, store, or reload these materials, other than at their points of origin and delivery. This yard will not be used as a salvage yard or recycling center, as this is not in the scope of our business.

The site is zoned M-1, which allows auto repair as a Special Use. Prior to the RSR use, the site has been largely unmaintained for several years. The proposed improvements are valued at approximately \$109,000.

The proposed business operations will be open from 6:00 am to 10:00 pm (M-F), with second shift mechanics working until 10pm as needed. The business will also be open from 7:00 am to 3:00 pm on Saturday. This location will employ 12 drivers, 5 office employees and 5 shop mechanics.



Architecture

The site currently maintains an industrial-sized garage of approximately 4,800 sq. ft., as the primary building. In general, the building (and site) has been unkempt for several years. Since purchasing the property RSR has replaced all of the windows, updated the restrooms and proposes to install a new overhead garage door this summer on the east wall.

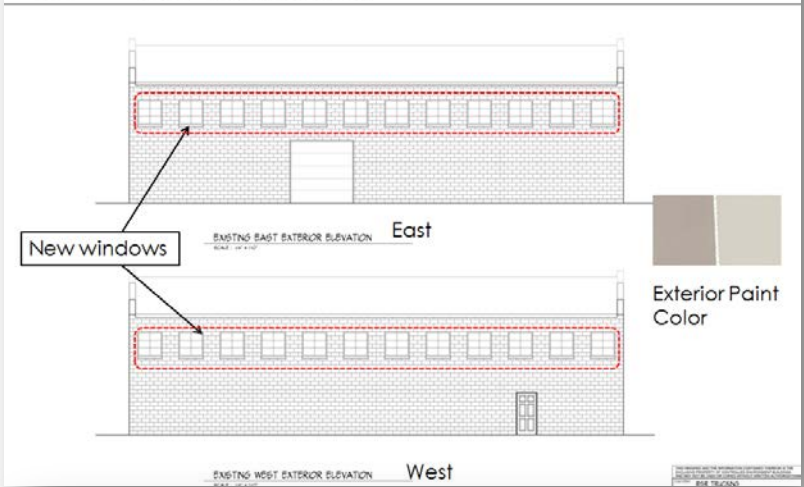
The building will be painted in a neutral color. Color samples have been provided showing the main building color and the trim colors. All four sides of the building will be painted. The existing window screens will be removed from the building.

Site and Landscaping

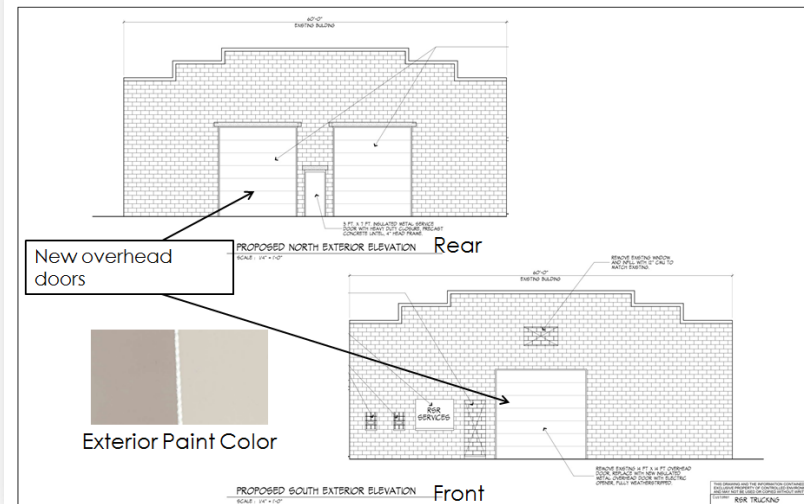
Prior to RSR purchasing the site, the property has suffered neglect and

Architecture

- 2016-17 - New windows have been installed (completed)
- 2018 - The building will be painted



- 2016-17 - New overhead doors have been installed (completed)
- 2018 - The building will be painted



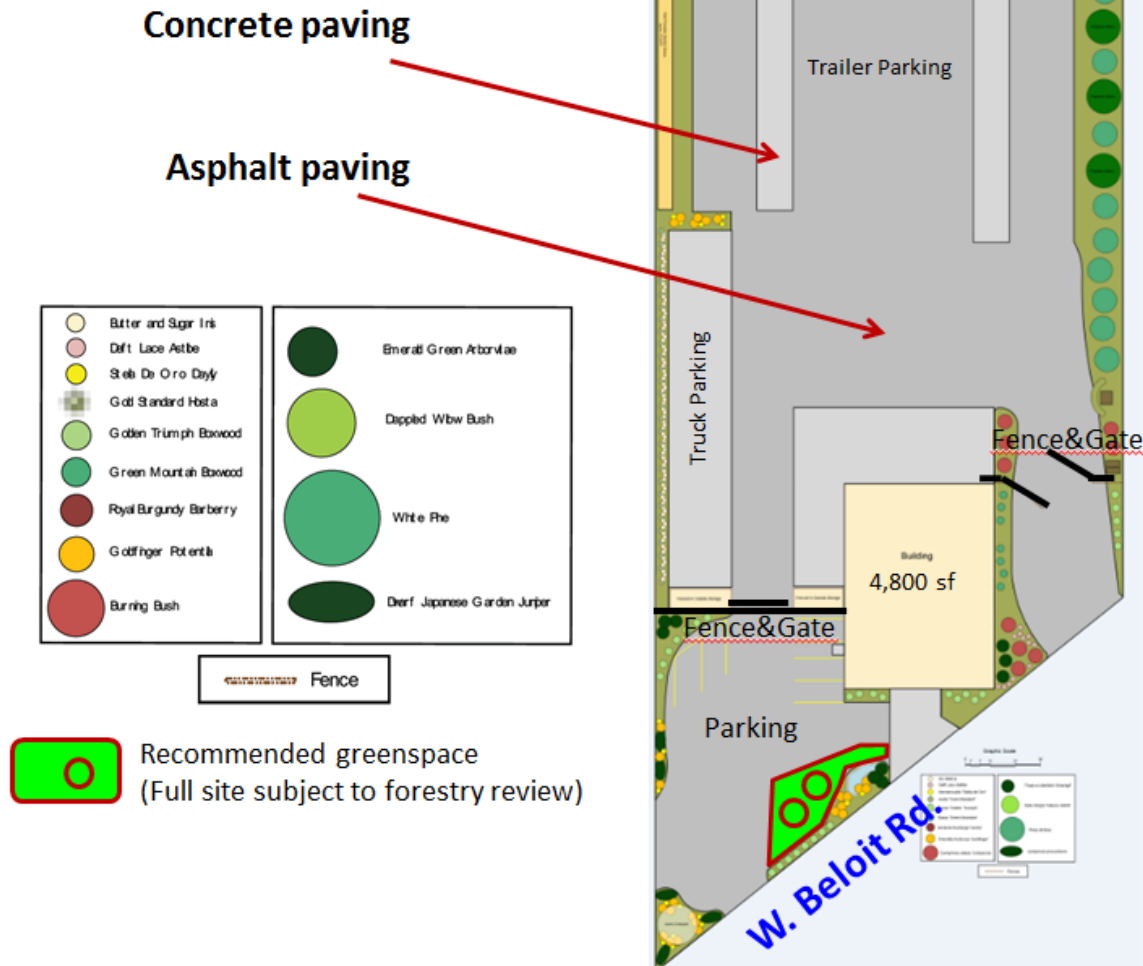
overgrowth for several years, if not decades. RSR is currently using the site, but hasn't improved the surface, conditions yet (paving, grading or landscape). A site and landscaping plan has been submitted which staff is recommending be revised to show additional landscaping and paving vs. compacted stone surface.

- The site, which is zoned M-1, requires a 25 ft. front yard setback. As such, staff is recommending that the area in front of the building be landscaped along the building and new fencing installed to screen the rear yard area.
- The previously proposed compacted stone surface areas will be paved and drained.
- Perimeter landscaping is proposed, and staff is recommending some additional landscape material height, including trees, to adequately screen the truck/trailer storage yard area. Furthermore, additional landscape screening along the south and west sides of the property to screen the customer and employee parking lot. Staff is recommending that some parking proposed in the front yard be relocated alongside or behind the building.
- Additional trees being added within proposed landscaping areas to offer a visual buffer from surrounding properties. sides and back edges of the property, 8 ft. minimum in depth, is recommended.
- All areas of outdoor storage, including refuse areas and parking of commercial vehicles will be required to be shown on revised site plans. These areas will also need to be screened appropriately.



Proposed Site/Landscaping Plan

[StreetView W. Beloit Rd.](#)



Site Use and Management

The applicant has indicated the following traffic pattern: trucks will enter from Beloit Road into the existing driveway opening on the east side and proceed north past the building into the turn-around area for parking and access to the (2) overhead garage doors on the north side of the building. Truck exit will be reverse, going out the same east driveway.

Automobiles will enter and exit through the west driveway. Drivers will park their personal vehicles in the space that their truck is assigned. Automobile parking for other employees and customers will be on the west side of the building to include (9) parking spaces in total. RSR will designate (2) spaces in the front of the building for handicap parking.

Lighting for these areas will be provided by (4) directional fixtures mounted to the building.

Parking

The plans show parking stalls for 20 trucks along the western property line. Employee parking will also need. Per code, 32 parking stalls are technically required on site (1:150). The applicant has indicated that 27 parking stalls will be provided on site. Staff is recommending that the two parking stalls shown along W. Beloit Rd. be relocated on site either alongside or behind the building.

Storm Water

Most of the property's storm water run-off will drain into the storm water collection areas which have been installed at the northeast corner of the property. Most other run-off will drain to a rain garden which will be installed near the south fence line along with updated landscaping, all being part of the storm water run-off plan approved by the DNR.

Storm water Management

- 2016-17 - New storm water retention area installed (shown below)
- 2018 - Rain garden (in front yard), landscaping and paving improvements



Fencing

Dilapidated chain link fencing (rusted, missing slats, leaning, etc.) is currently found throughout the site.

The revised site plan submitted by RSR shows a new gated fence being installed on the east and west sides of the building (facing south), however the style of fence is not



indicated. Two fenced screened outdoor storage areas are just behind the south fence line (in and area just west of the building). The other perimeters of the site (north, east and west) currently feature fence lines which in staff's opinion are dilapidated and in need of replacement. The following staff recommendations:

- Existing dilapidated fencing shall be removed from the site
- Staff is recommending perimeter screen fencing be provide and shown on plans in addition to the proposed landscaping, and the location of the refuse and oil tank should be noted on plan and properly screened from view.
- Staff is recommending fence details being provided on plan. Also, that the south facing fence/gate combination, visible from street frontage (W. Beloit Rd.), be more decorative in style.

Signage

A non-conforming pole sign was removed from the front yard of the property. Existing wall signage will also require a permit and be required to conform within the signage ordinance. Any new signage plan, for free standing or wall signs, may be approved internally by staff.

Recommendation: Recommend Common Council approval of the Special Use Permit for RSR Services, a proposed commercial truck repair facility to be located at 6014 W. Beloit Rd. and approval of the Site, Landscaping and Architectural Plans for RSR Services, a proposed commercial truck repair facility to be located at 6014 W. Beloit Rd., submitted by Steve Ignasiak, d/b/a RSR Services LLC. (Tax Key No. 475-0034-004), subject to the following conditions:

(Items 1 through 5 are required to be satisfied prior to any work being done that is associated with the proposal reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) detailed site and landscaping plans with species and quantities, including tree plantings around the perimeter of the site and proportional foundation plantings and perimeter screening, to be confirmed by the City Forester; (b) additional landscaping area being shown on plan along the south side of the site; (c) removal of dilapidated fencing around the perimeter of the site and replacement with new fencing; (d) fencing and slating details being provided; (e) decorative composite and/or wood fencing being provided along the front street facing side (behind the front façade of the building); (f) inclusion of all refuse and outdoor storage areas, with adequate four-sided screening; (g) truck, trailer, customer and employee parking spaces being noted on site plan. The two parking stalls shown along W. Beloit Rd. being relocated on site alongside or behind the building; and, (h) location of lighting fixtures and details for all site and architectural lighting. Contact Steven Schaer, Planning Manager at 414-302-8460 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8460.
3. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. The security form shall be submitted to and approved by the Building

Inspections and Neighborhood Services Department, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer at (414) 302-8460.

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 Building Inspector. Contact Mike Romens, Plumbing/Building Inspector, at 414-302-8400.

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission approval)

5. Signage and updated lighting plan being provided for staff review and approval.
6. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.