



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, December 6, 2017

6:00 PM

City Hall Room 128

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

The meeting was called to order at 6:02 p.m. in Room 128

B. ROLL CALL

Present 7 - Mayor Dan Devine, Mr. Wayne Clark, Ms. Erin Hirn, Mr. Jon Keckeisen, Mr. Jim Lisinski, Ms. Amanda Nowak, and Mr. Eric Torkelson

Others Attending

Steve Schaer, AICP, Manager of Planning and Zoning

Guests: Brian Merwin, Cathy Manthei, Mark Manthei, Tom Dexter, Ald. Weigel

C. APPROVAL OF MINUTES

1. [17-00146](#) October 25, 2017 Draft Minutes

Attachments: [October 25, 2017 Draft Minutes](#)

A motion was made by Mr. Clark, seconded by Mr. Lisinski, that this matter be Approved. The motion carried unanimously.

D. NEW AND PREVIOUS MATTERS

2. [17-00147](#) Site, Landscaping and Architectural Plans for Hyundai West Allis, an existing automotive dealership, located at 10611 W. Arthur Ave., submitted by Thomas Dexter, d/b/a International Autos. (Tax Key No. 485-9990-017)

Attachments: [Staff Report - Hyundai](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend approval of the Site, Landscaping and Architectural Plans for Hyundai West Allis, an existing automotive dealership, located at 10611 W. Arthur Ave., and submitted by Thomas Dexter, d/b/a International Autos. (Tax Key No. 485-9990-017)

(Items 1 through 3 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) delineate service, display and customer parking on the site plan; (b) the four sided refuse enclosure area being repaired and

gates kept closed. Contact Steven Schaer at 414-302-8466 with any questions.

2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, Manager of Planning and Zoning at (414) 302-8460 with any questions.
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 refuse screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steven Schaer, Manager of Planning and Zoning at (414) 302-8460 with any questions.

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

4. Sign permits being applied for in accordance with the signage ordinance.

A motion was made by Mr. Clark, seconded by Ms. Hirn, that this matter be Approved. The motion carried unanimously.

3A. [2017-0731](#)

Special Use Application for Shared Journeys, a proposed school and childcare facility, to be located within a portion of the existing Apostles building located at 1509 S. 76 St. submitted by Lisa Colla, Shared Journey, on behalf of Apostles Presbyterian Church (Tax Key No. 452-0082-001)

Attachments: [Application - Shared Journeys](#)
[Staff Report - Shared Journeys](#)

This matter was Recommended For Approval on a Block Vote.

3B. [17-00148](#)

Site, Landscaping and Architectural Plans for Shared Journeys, a proposed school and childcare facility, to be located within a portion of the existing Apostles building located at 1509 S. 76 St. submitted by Lisa Colla, Shared Journey, on behalf of Apostles Presbyterian Church.

Attachments: [Staff Report - Shared Journeys](#)

Items 3A and 3B were considered together.

Discussion ensued with questions being answered by staff.

The applicant Shared Journeys advised the Plan Commission that there will be up to 7 staff members, one of which is full time. The remaining staff are part time. Furthermore, with respect to parking arrangements: one staff member currently walks to work, two others have cars and will park on site. The applicant also indicated that most students use public transportation. During the current semester only 2 students drive to school.

Recommendation: Common Council approval of the Special Use Permit for Shared Journeys, a proposed school and childcare facility, to be located within a portion of the existing Apostle Presbyterian Church building at 1509 S. 76 St., and approval of the Site, Landscaping and Architectural Plans for Shared

Journeys, a proposed school and childcare facility, to be located within a portion of the existing Apostles building located at 1509 S. 76 St. submitted by Lisa Colla, Shared Journeys, on behalf of Apostles Presbyterian Church (Tax Key No. 452-0082-001) subject to the following conditions:

(Items 1- 2 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show; (a) site plan to designate student drop off and pick up area in front of the building along S. 76 St.; (b) a bicycle rack being provided on site. Contact Steven Schaer, Manager of Planning and Zoning at (414) 302-8460 with any questions.
2. Common Council approval of the Special Use Permit, the Public Hearing is scheduled for December 19, 2017.

(Remaining condition of approval to be satisfied within one year of Plan Commission approval;)

3. 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.

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Mr. Clark, seconded by Mr. Keckeisen, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

4. [2017-0795](#) Certified Survey Map to modify the property boundary for lands located at 10205 W. Greenfield Ave. and 10211 W. Greenfield Ave. submitted by Michael Nau of Hillside, LLC, property owner (Tax Key No. 449-9996-003 and 449-9995-004).

Attachments: [Application - Hillside Properties](#)

[Staff Report - CSM](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend Common Council approval of the Certified Survey Map to modify the property boundary for lands located at 10205 W. Greenfield Ave. and 10211 W. Greenfield Ave. submitted by Michael Nau of Hillside, LLC, property owner (Tax Key No. 449-9996-003 and 449-9995-004), subject to any technical corrections.

A motion was made by Mr. Clark, seconded by Mr. Lisinski, that this matter be Recommended For Approval. The motion carried unanimously.

5. [R-2017-0387](#) Extension of the approved Certified Survey Map to combine existing lots located at 1480-88 S. 84 St., 1515 S. 83 St., 82** W. Orchard St., 15** S. 83 St., 1525-27 S. 83 St., 1529-31 S. 83 St., 1533-35 S. 83 St. into two new lots, split a portion of the existing lot located at 1515 S. 83 St. into a new lot, and combine two other existing lots located at 1502 S. 83 St. and 15** S. 83 St. into one lot for the development of “Element 84” within the 84th and Greenfield Redevelopment area, submitted by John Ross, d/b/a Ogden & Company, Inc. (Current Tax Key Nos. 451-0642-006, 452-0712-000, 452-0711-000, 452-0420-000, 452-0421-000, 452-0422-000, 452-0423-000, 452-0417-001 and 452-0415-000)

Attachments: [Staff Report - CSM](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend Common Council approval of an extension of the approved Certified Survey Map to combine seven existing lots located at 1480-88 S. 84 St., 1515 S. 83 St., 82** W. Orchard St., 15** S. 83 St., 1525-27 S. 83 St., 1529-31 S. 83 St., 1533-35 S. 83 St. into two new lots, split a portion of the existing lot located at 1515 S. 83 St. into a new lot, and combine two other existing lots located at 1502 S. 83 St. and 15** S. 83 St. into one lot for the development of “Element 84” within the 84th and Greenfield Redevelopment area, submitted by John Ross, d/b/a Ogden & Company, Inc. (Current Tax Key Nos. 451-0642-006, 452-0712-000, 452-0711-000, 452-0420-000, 452-0421-000, 452-0422-000, 452-0423-000, 452-0417-001 and 452-0415-000)

A motion was made by Mr. Clark, seconded by Mr. Lisinski, that this matter be Recommended For Adoption. The motion carried unanimously.

E. ADJOURNMENT

There being no other business, a motion was made by Eric Torkelson and seconded by Amanda Nowak to adjourn the Plan Commission meeting at 6:15 p.m.

The motion carried unanimously.