



City of West Allis

Meeting Agenda

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, August 23, 2023

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. [23-0525](#) July 26, 2023

Attachments: [July 26, 2023 \(draft minutes\)](#)

D. NEW AND PREVIOUS MATTERS

- 2A. [23-0521](#) Conditional Use Permit for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St.

- 2B. [23-0550](#) Site, Landscaping, and Architectural Design Review for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St. (Tax Key No. 481-9997-008)

Attachments: [\(CUP-SLA\) Automotive Vision Designs - 11133 W Rogers St.](#)

3. [23-0551](#) Site, Landscaping, and Architectural Amendment for Morgan Grove Apartments, an existing 5+ Unit Dwelling, at 10942 W. Wildwood Ln. (Tax Key No. 523-0035-001)

Attachments: [\(SLA\) Morgan Grove Apartments - 10942 W Wildwood Ln.](#)

4. [23-0552](#) Sign Plan for Healium Hot Yoga, an existing Instruction/Training use, at 6679 W. National Ave. (Tax Key No. 454-0654-000)

Attachments: [\(SIGN\) Healium - 6679 W Nat'l Ave.](#)

5. [23-0553](#) Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning the former Lane Intermediate School at 1300 S. 109 St. from RA-3 residence to C-3 commercial district (Tax Key No. 445-0715-002).

Attachments: [\(COMM\) WAWM Rec Center - 1300 S 109 St](#)

6. [23-0554](#) Comprehensive Plan update.

7. [23-0555](#) Project Tracking update.

E. ADJOURNMENT



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.

NOTICE OF POSSIBLE QUORUM

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

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.



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, July 26, 2023

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

B. ROLL CALL

Present 7 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, Brandon Reinke, Kathleen Dagenhardt, David Raschka
Excused 1 - Dan Devine

Others Attending

Tom Stakoviak (item #4)

Staff

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

C. APPROVAL OF MINUTES

1. [23-0488](#) June 28, 2023

Attachments: [June 28, 2023 \(draft minutes\)](#)

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

D. NEW AND PREVIOUS MATTERS

4. [23-0497](#) Site, Landscaping, and Architectural Design Review for BP, an existing Fuel Sales use, at 9530 W. National Ave. (Tax Key No. 479-0424-002).

Attachments: [\(SLA\) Sunrise BP addition - 9530 W Nat'l Ave](#)

Recommendation: Approval of the Site, Landscaping, and Architectural Design Review for BP, an existing Fuel Sales use, at 9530 W. National Ave. (Tax Key No. 479-0424-002), subject to the following conditions:

1. Revised Site and Landscaping Plans being submitted to the Department of Development to show the following: (a) clean up and maintenance of the existing corner landscaping feature; (b) note on plan to indicate installation of new landscaping post WisDOT construction. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
2. 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.

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

- 2A. [23-0493](#) Conditional Use Permit for United Auto Glass, a proposed Light Motor Vehicle Service use, at 5110 W. Lincoln Ave.

Application was withdrawn by the applicant.

- 2B. [23-0494](#) Site, Landscaping, and Architectural Design Review for United Auto Glass, a proposed Light Motor Vehicle Service use, at 5110 W. Lincoln Ave. (Tax Key No. 474-0007-003)

Attachments: [\(CUP-SLA\) United Auto Glass - 5110 W Lincoln Ave.](#)

Application was withdrawn by the applicant.

- 3A. [23-0495](#) Conditional Use Permit for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St.

This matter was held per staff recommendation. Applicant has a deadline of August 23, 2023 to remedy the existing code violations.

- 3B. [23-0496](#) Site, Landscaping, and Architectural Design Review for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St. (Tax Key No. 481-9997-008)

Attachments: [\(CUP-SLA\) Automotive Vision Designs - 11133 W Rogers St.](#)

Recommendation: Hold the Site, Landscaping, and Architectural Design Review for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St. (Tax Key No. 481-9997-008) subject to the following:

1. Resolution of all code violations found during December 2022 occupancy inspection. Reference inspection notes/reports in record OCC-169.
2. Plan Commission set a deadline of August 23, 2023. If work has not commenced to remedy the existing code violations by next Plan Commission date (August 23, 2023), then the conditional use and plans will be rejected. The applicant would be able to reapply whenever they have satisfied the code violations.
3. A site plan being submitted to show the location of any outdoor storage and vehicle staging for the subject business.
4. Refer the Plan Commission recommendation to the Common Council for action. A conditional use public hearing was conducted July 18, 2023, but Council held action given unresolved code violations.

This matter was held per staff recommendation. Applicant has a deadline of August 23, 2023 to remedy the existing code violations.

5. [23-0498](#) Certified Survey Map to combine the existing parcels at 9333 W. Lincoln Ave. and 9343 W. Lincoln Ave. into 1 parcel. (Tax Key Nos. 486-0012-001 & 486-0030-000)

Attachments: [\(CSM-ORD\) WAWM School District 9333 & 9343 W Lincoln Ave](#)

Items 5 & 6 were taken together.

Dagenhardt moved to approve items #5 & #6, seconded by Katzenmeyer, motion carried unanimously.

6. [23-0499](#)

Ordinance to rezone property located at 9343 W. Lincoln Ave. from RC to C-2 Commercial (Tax Key No. 486-0030-000)

Items 5 & 6 were taken together.

Recommendation: Common council Approval of the Certified Survey Map to combine the existing parcels at 9333 W. Lincoln Ave. and 9343 W. Lincoln Ave. into 1 parcel. (Tax Key Nos. 486-0012-001 & 486-0030-000) and Council approval of an ordinance to rezone property located at 9343 W. Lincoln Ave. from RC to C-2 Commercial (Tax Key No. 486-0030-000).

Dagenhardt moved to approve items #5 & #6, seconded by Katzenmeyer, motion carried unanimously.

Passed The Block Vote

Dagenhardt moved to approve items #5 & #6, seconded by Katzenmeyer, motion carried unanimously.

7. [23-0500](#)

Ordinance to Amend Section 19 of the West Allis Revised Municipal Code, relative to updating regulations for Child Care Centers, Nicotine Sales, and other minor changes.

Attachments: [\(ORD\) Zoning Code Edits](#)

Recommendation: Recommend Common Council approval of the Ordinance to Amend Section 19 of the West Allis Revised Municipal Code, relative to updating regulations for Child Care Centers, Nicotine Sales, and other minor changes:

1. Revision amending definition of Nicotine Sales to include a business with 10% of sales devoted to nicotine products or paraphernalia sales.
2. Revision to add a limited use criteria that disallows daycares in 2-or-more unit dwellings but continues to allow them in the commercial portion of mixed-use buildings.
3. City Attorney's Office review.

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

8. [23-0501](#)

Comprehensive Plan update.

This matter was Discussed.

9. [23-0502](#)

Project Tracking update.

This matter was Discussed.

E. ADJOURNMENT

There being no other business, a motion was made by Frank, seconded by Dagenhardt to adjourn at 6:18 p.m.



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**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, August 23, 2023
6:00 PM**

Watch: <https://www.youtube.com/user/westalliscitychannel>

- 2A. Conditional Use Permit for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St.**
- 2B. Site, Landscaping, and Architectural Design Review for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St. (Tax Key No. 481-9997-008)**

Overview and Zoning

Automotive Vision Designs is a proposed automotive business to be located at 11133 W. Rogers St. The business will service vehicles for tinting, detailing, and wrapping.

11133 W. Rogers St. is zoned I-1. Light Motor Vehicle Service is a Conditional Use in the I-1 zoning district.

The business applied for an occupancy permit in December of 2022, and was advised to apply for a Conditional Use permit. Subsequent building, plumbing, fire and electrical inspections took place as part of the business occupancy process.

The scope of work and floor plan submitted indicates no interior or exterior changes being proposed. Vehicle servicing will be conducted in the interior of the existing building. 8 off-street parking spaces are available on site for the business. The business will employ 3 to 5 people.

Hours of Operation:

- Monday – Friday: 9am - 5pm
- Saturday: 11am – 2pm
- Sunday: Closed



Site & Landscaping Plan

Automotive Vision Designs is not proposing any site or landscaping changes as part of this proposal.

The existing site includes a building on the South portion of the lot and a paved parking lot to the North.

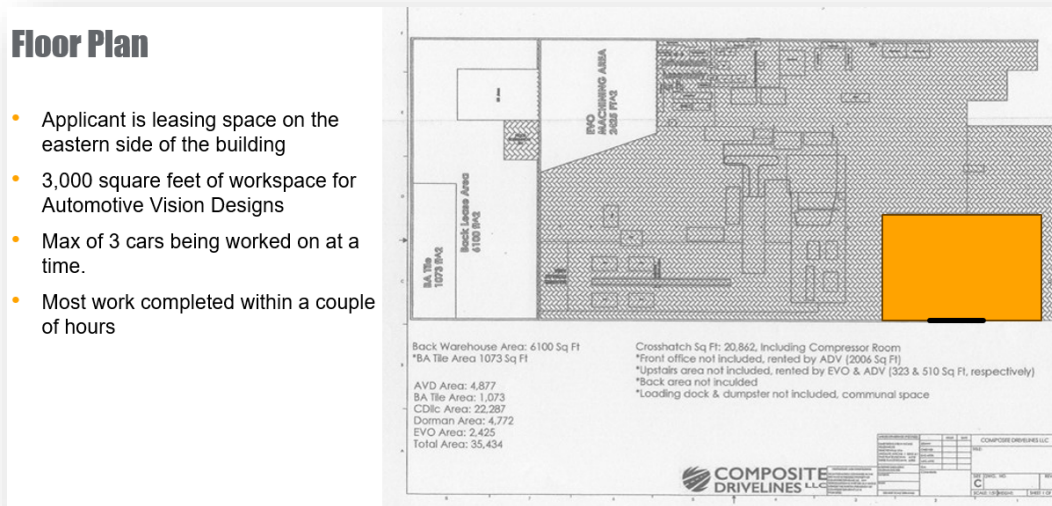
Architectural Plan

Automotive Vision Designs is not proposing any architectural changes.



Floor Plan

The applicant is leasing space on the eastern side of the existing building. A floor plan was provided by the applicant who indicates about 3,000 square feet of workspace.



Design Guidelines

Project is not considered a new development or significant redevelopment due to minimal proposed site changes. Design guidelines are not mandatory but serve as a framework for review. See attached Plan Commission checklist.

Outstanding Occupancy Permit code violations

To date, the applicant has not satisfied code violations identified during Building, Electrical or Plumbing inspections.

Recommendation: Reject the Conditional Use Permit and Site, Landscaping, and Architectural Design Review for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St. (Tax Key No. 481-9997-008) based on the following:

1. Code violations found during December 2022 occupancy inspection (OCC-169) have not been resolved.
2. Plan Commission at its July meeting set a deadline of August 23, 2023 to resolve code violations. The applicant can reapply for a Conditional Use permit whenever they have satisfied the code violations.
3. A site plan has not been submitted to show the location of any outdoor storage and vehicle staging for the subject business.
4. Refer the Plan Commission recommendation to the Common Council consent agenda to place on file. A conditional use public hearing was conducted July 18, 2023, but Council held action given unresolved code violations.

PLAN COMMISSION CHECKLIST

1.

Goal:
Context

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Neighbor	i. Street wall	<input type="checkbox"/>	
	ii. Scale	<input type="checkbox"/>	
	iii. Historic neighbors	<input type="checkbox"/>	
	iv. Connectivity	<input type="checkbox"/>	
b. Site	i. Orientation	<input type="checkbox"/>	
	ii. Unique features	<input type="checkbox"/>	
	iii. Historic elements	<input type="checkbox"/>	
	iv. Additions	<input type="checkbox"/>	

2.

Goal:
Public Realm

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Active Ground Floor	i. Tall and clear ground floor	<input type="checkbox"/>	
	ii. Street edge	<input type="checkbox"/>	
	iii. Active uses	<input type="checkbox"/>	
	iv. No blank walls	<input type="checkbox"/>	
b. Build for People	i. Engaging spaces	<input type="checkbox"/>	
	ii. Accessible spaces	<input type="checkbox"/>	
	iii. Built-out site	<input type="checkbox"/>	
	iv. Pedestrian connections	<input type="checkbox"/>	
c. Mitigate Impacts	i. Vehicle parking	<input type="checkbox"/>	
	ii. Utilities and services	<input type="checkbox"/>	
	iii. Lighting	<input type="checkbox"/>	
	iv. Fencing	<input type="checkbox"/>	

3.

Goal:
Quality

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Building	i. Quality materials	<input type="checkbox"/>	
	ii. Ground floor	<input type="checkbox"/>	
	iii. Exterior features	<input type="checkbox"/>	
	iv. Quality design	<input type="checkbox"/>	
b. Environment	i. Natural features	<input type="checkbox"/>	
	ii. Manage stormwater	<input type="checkbox"/>	
	iii. Reduce impervious surface	<input type="checkbox"/>	
	iv. Embody sustainability	<input type="checkbox"/>	



STAFF REPORT
WEST ALLIS PLAN COMMISSION
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6:00 PM

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3. Site, Landscaping, and Architectural Amendment for Morgan Grove Apartments, an existing 5+ Unit Dwelling, at 10942 W. Wildwood Ln. (Tax Key No. 523-0035-001)

Overview and Zoning

On May 31st, a fire started on a balcony at Morgan Grove Apartments' C Building. The fire caused significant damage to the roof, balconies, and interior of apartments. The brick and concrete shell of the building remains intact.

Metropolitan Associates will spend \$2.5 million to repair the C Building, including changing the pitch of the roof and rebuilding with fire resistant materials. To prevent future fires, the company will also replace balconies across all of the complex's other 442 units. Metropolitan Associates plans to begin work on C Building as soon as possible and replace all balconies within 1 year.

10942 W. Wildwood Ln. is zoned RC. 5+ Unit Dwellings are Conditional Uses in the RC district.



Balconies

All of the complex's wooden, cantilevered balconies will be replaced with metal, column supported balconies. The metal balconies will include both metal decking with PVC deck boards and metal railings. All features will be black in color, except for the PVC boards.



C Building

When rebuilding C Building, Metropolitan Associates will make a few slight changes to improve the building. The new roof will be pitched at a slightly steeper pitch to prevent roof drainage problems experienced in the previous iteration. Cedar board panels on the façade will be replaced with vertical grey hardipanel. New aluminium fascia, soffits, gutters, and downspouts will be white in color. Balconies will also be replaced as seen previously.



Design Guidelines

The proposed project is considered a minor redevelopment. Compliance with the design guidelines is not mandatory.

See attached Plan Commission checklist.

Recommendation: Approve the Site, Landscaping, and Architectural Amendment for Morgan Grove Apartments, an existing 5+ Unit Dwelling, at 10942 W. Wildwood Ln. (Tax Key No. 523-0035-001)

PLAN COMMISSION CHECKLIST

1.

Goal:
Context

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Neighbor	i. Street wall	<input type="checkbox"/>	
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	iv. Connectivity	<input type="checkbox"/>	
b. Site	i. Orientation	<input type="checkbox"/>	
	ii. Unique features	<input type="checkbox"/>	
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	iv. Additions	<input type="checkbox"/>	

2.

Goal:
Public Realm

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Active Ground Floor	i. Tall and clear ground floor	<input type="checkbox"/>	
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Goal:
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	ii. Manage stormwater	<input type="checkbox"/>	
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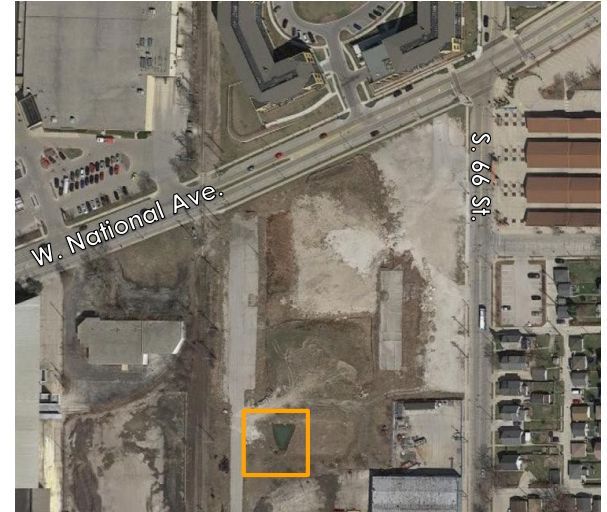
**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, August 23, 2023
6:00 PM**

4. **Sign Appeal for Healium Hot Yoga, an existing Instruction/Training use, at 6679 W. National Ave. (Tax Key No. 454-0654-000)**

Overview

The owner of Healium Hot Yoga, an existing Instruction/Training use, is applying for a Sign Plan Appeal to allow for a painted wall sign on the tenant space on the east façade of the existing SoNa Lofts building. The proposed sign is 8' x 8' (64 square). The signage is to be painted on a blank concrete wall. The signage will offer greater visibility for the business.

An image of the proposed signage has been provided by the applicant. Shown on the proposed sign plan is the business name in white text placed upon a black circle. A black and white tiger head appears along with the text "West Allis."



The area of the signage exceeds the maximum square footage allowed per Code. The maximum square footage for signage for the tenant space is 50 sq. ft. based on the Sign Code. The Plan Commission has discretion to deny or grant a variance for the proposed square footage of the signage.

Painted wall signs cannot be approved administratively under the Sign Code. The applicant is requesting an appeal to also allow the painted wall sign under the Sign Code's Creative Sign subsection. The creative sign section grants businesses the opportunity to present their proposal before the Plan Commission.

Creative Sign Requirements

Creative Sign section 13.21(24)(c)(i) requires that signs shall conform with the following:

- i. Design quality. The sign shall:



1. Constitute a substantial aesthetic improvement to the site and shall have a positive visual impact on the surrounding area.
 2. Be of unique design, and exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit.
 3. Provide strong graphic character through the imaginative use of graphics, color, texture, quality materials, scale, and proportion.
- ii. Contextual criteria. The sign shall contain at least one of the following elements:
1. Classic historic design style;
 2. Creative image reflecting current or historic character of the City;
 3. Public art, symbols or imagery relating to the entertainment or design industry; or
 4. Inventive representation of the use, name or logo of the structure or business.
- iii. Architectural criteria. The sign shall:
1. Utilize and/or enhance the architectural elements of the building.
 2. Be placed in a logical location in relation to the overall composition of the building's facade and not cover any key architectural features/details of the facade.

Based on the proposed design in relation to the above criteria, staff agrees with the applicant that these requirements have been met and believes a Creative Sign Plan should be approved. The sign features a creative way of advertising the business, provides a positive visual impact to the surrounding area and is located on a side wall to not cover architectural features of the building.

Recommendation: Recommend approval of the Signage Plan for Healium Hot Yoga, an existing Instruction/Training use, at 6679 W. National Ave. (Tax Key No. 454-0654-000) based on the sign's satisfaction of the requirements of the City's Sign Code Creative Sign Subsection.



STAFF REPORT
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Watch: <https://www.youtube.com/user/westalliscitychannel>

5. Discussion item - Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning the former Lane Intermediate School at 1300 S. 109th St. from RA-3 to C-3 commercial district (Tax Key No. 445-0715-002).

Overview and Zoning

The West Allis-West Milwaukee School District (WAWM) is planning to remodel the former Lane Intermediate as a Community Recreation Center. The property is zoned RA-3.

The RA-3 district allows for residential, schools, daycares, and civic institutions, but it doesn't more specifically allow "recreation" or "indoor recreation" which is broadly

[defined](#) in the municipal code as *the use of a lot for conducting live sports, activities, or games of skill for the entertainment of participants entirely within a building.*



WAWM sought sponsorship and Ald. Haass offered his support to consider an amendment to the zoning (either a text or map change) to allow an indoor recreation use at this site. This item will be considered for discussion purposes only at the August Plan Commission meeting and the September 5th Council meeting. WAWM will provide an overview of their project scope and Planning will share some basic zoning options. No action will be required on either of these dates, but we welcome feedback that will be used to develop a formal zoning recommendation.

Proposal Summary

WAWM would like to demolish the older (south) portion of the existing school to make way for a phased new building addition (pools & turf training), while renovating the newer (north) portion that includes the gymnasium. A portion of the existing property (1.18 acres) would be undeveloped and could be split via CSM for future development. Please refer to the attached summary received from the Rec Department.

Options

The basic zoning options for consideration include:

1. Rezone property to C-3 commercial – would permit indoor recreational use as a conditional use per [sec. 19.32](#) of the zoning code
2. Amend the ordinance language, to allow recreation as a conditional use within the RA-3 zoning district.
3. Maintain existing RA-3 residential zoning (prohibit WAWM's plan to develop a recreation facility).