

**CITY OF WEST ALLIS  
RESOLUTION R-2023-0499**

**RESOLUTION TO CREATE POLICY AND PROCEDURE FOR RECOGNIZING  
NEIGHBORHOOD ASSOCIATIONS**

**CREATING POLICY # 3202**

**WHEREAS**, neighborhood associations serve a vital function in creating strong neighborhoods as well as opening lines of communication between residents and elected officials and City staff; and

**WHEREAS**, the City desires to create a formal way for neighborhood associations to obtain recognition from the City;

**NOW THEREFORE**, be it resolved by the Council of the City Of West Allis, in the State of Wisconsin, as follows:

**SECTION 1:**        **ADOPTION** “3202 Neighborhood Associations” of the City Of West Allis Policies & Procedures is hereby *added* as follows:

A D O P T I O N

3202 Neighborhood Associations(*Added*)

1. PURPOSE:

To formalize the way the City recognizes and interacts with neighborhood associations.

2. ORGANIZATIONS AND PERSONS AFFECTED:

This policy applies to all City of West Allis departments, boards, commissions, and the general public.

3. POLICY:

It is the policy of the Department of Planning to follow a uniform set of procedures on organizing, recognizing, and interacting with neighborhood associations.

4. REFERENCES:

None.

5. PROCEDURES:

- a. Division. The City is geographically divided into coterminous and nonoverlapping neighborhood districts as shown on the map below. Each

neighborhood district was designed to include residents who share common interests and is eligible to become a recognized neighborhood association under this section.

#### NEIGHBORHOOD DISTRICT MAP

- b. Application. Any resident of a district may contact the Planning Department to request the creation and recognition of a neighborhood association. The Planning Department shall collect information it deems necessary to present the application to the council.
- c. Approval. The common council may consider any application for neighborhood association recognition, and may grant the application if doing so is in the best interest of the City.
- d. Map Amendment. A neighborhood association may apply to shift a boundary line to include the properties on both sides of a street either at the time of application or any time after recognition. To do so, an officer of the neighborhood association shall submit a request to the Planning Department. Any request made after recognition shall include proof that the request was authorized by the governing board of the neighborhood association. The Planning Department shall forward the request to any neighborhood association(s) that would be impacted by the proposed boundary adjustment and comments solicit .s The common council may consider any comments it receives from the impacted neighborhood association(s) within 21-days and approve or deny the request.
- e. Association Authority. The governing board of any recognized neighborhood association may seek any benefits or resources made available by the city to recognized neighborhood associations.
- f. Name Change. A neighborhood association may apply to change the official neighborhood association name either at the time of application or any time after recognition. To do so, an officer of the neighborhood association shall submit a request to the Planning Department with an explanation for why it is seeking a name change. Any request made after recognition shall include proof that the request was authorized by the governing board of the neighborhood association. The common council may approve or deny the request.

PASSED AND ADOPTED BY THE CITY OF WEST ALLIS COUNCIL

\_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Ald. Vince Vitale	_____	_____	_____	_____
Ald. Ray Turner	_____	_____	_____	_____
Ald. Tracy Stefanski	_____	_____	_____	_____
Ald. Marty Weigel	_____	_____	_____	_____
Ald. Suzzette Grisham	_____	_____	_____	_____
Ald. Danna Kuehn	_____	_____	_____	_____
Ald. Thomas Lajsic	_____	_____	_____	_____
Ald. Dan Roadt	_____	_____	_____	_____
Ald. Rosalie Reinke	_____	_____	_____	_____
Ald. Kevin Haass	_____	_____	_____	_____

Attest

Presiding Officer

\_\_\_\_\_  
Rebecca Grill, City Clerk, City Of  
West Allis

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Dan Devine, Mayor, City Of West  
Allis