



City of West Allis

Meeting Agenda

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, March 22, 2023

6:00 PM

City Hall, Common Council Chambers
7525 W. Greenfield Ave.

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

D. NEW AND PREVIOUS MATTERS

1. [23-0160](#) February 22, 2023

Attachments: [February 22, 2023 \(draft minutes\)](#)

- 2A. [23-0184](#) Conditional Use Permit for Dunkin', a proposed Restaurant with accessory drive-through service, at 7801 W. Greenfield Ave.

- 2B. [23-0185](#) Site, Landscaping, and Architectural Design Review for Dunkin', a proposed Restaurant with accessory drive-through service, at 7801 W. Greenfield Ave. (Tax Key No. 452-0566-000)

Attachments: [\(CUP-SLA\) Dunkin - 7801 W Greenfield Ave](#)

3. [23-0186](#) Site, Landscaping, and Architectural Design Review for Archie's Flat Top, a proposed Restaurant (limited), at 6922 W. Becher St. (Tax Key No. 476-0086-000)

Attachments: [\(SLA\) Archies Flat Top -6922 W Becher St.](#)

4. [23-0187](#) Site, Landscaping, and Architectural Amendment for Office 6500, a proposed office and 1-Unit Dwelling, at 6500 W. Greenfield Ave. (Tax Key No. 439-0148-000)

Attachments: [\(SLA\) Office 6500 - 6500 W Greenfield Ave.](#)

5. [23-0188](#) Site, Landscaping, and Architectural Amendment for New Image Auto Body, an existing Light Motor Vehicle Service use, at 8830 W. National Ave. (Tax Key No. 478-0273-001)

Attachments: [\(SLA\) New Image Auto Body - 8830 W National Ave.](#)

6. [23-0189](#) Site, Landscaping, and Architectural Design Review for LA Pub & Grill, a proposed Tavern, at 5832 W. Lincoln Ave. (Tax Key No. 474-0402-000)
Attachments: [\(SLA\) LA Pub & Grill - 5832 W Lincoln Ave.](#)
7. [23-0190](#) Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52** W. Burnham St. (Tax Key No. 474-0002-001)
Attachments: [\(SLA\) Burnham Business Center II - 52** W Burnham St.](#)
8. [23-0103](#) Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning 6604-20 W. Mitchell St. from I-1 to C-3.
Attachments: [\(ORD\) Higgins Rezoning - 6604-20 W Mitchell St. \(2-22-23\)](#)
[\(ORD\) Higgins Rezoning - 6604-20 W Mitchell St. \(3-22-23\)](#)
9. [23-0191](#) Vacation of part of the alley North of the 7400 Block of W. Greenfield Ave.
Attachments: [\(VAC\) 7400 Alley N of Greenfield Ave.](#)
10. [23-0192](#) Ordinance to Amend Section 19 of the West Allis Revised Municipal Code.
Attachments: [\(ORD\) Zoning Code Edits](#)
11. [23-0193](#) OpenGov Tutorial for Plan Commissioners.
13. [23-0195](#) Comprehensive Plan Engagement update.
14. [23-0194](#) Project tracking updates.

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, February 22, 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 p.m. in Room 128, due to technical difficulties the meeting was moved and reconvened in the Art Gallery.

B. ROLL CALL

- Present** 7 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, Dan Devine, David Raschka, and Rossi Manka
- Excused** 2 - Brandon Reinke (PC Alternate), and Kathleen Dagenhardt

Others Attending

Atty. Brian Randall

Staff

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

C. APPROVAL OF MINUTES

1. [23-0093](#) January 25, 2023

Attachments: [January 25, 2023](#)

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

D. NEW AND PREVIOUS MATTERS

8. [23-0103](#) Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning 6604-20 W. Mitchell St. from I-1 to C-3.

Attachments: [\(ORD\) Higgins Rezoning - 6604-20 W Mitchell St.](#)

Atty. Randall representing Higgins, confirmed they will not sell the property.

Recommendation: Common Council approval of the Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning 6604-20 W. Mitchell St. from I-1 to C-3 (Tax Key No. 454-0254-002).

Raschka moved to hold this matter until March, Manka seconded, motion carried by the following vote:

- Aye:** 4 - Frank, Torkelson, Raschka, and Manka
- No:** 2 - Clark, and Katzenmeyer

2A. [23-0095](#) Conditional Use Permit for Dunham Auto Sales, a proposed Light Motor Vehicle Sales (indoor) use, at 6047 W. Beloit Rd.

Frank moved to approve as amended, items #2A & 2B, Torkelson seconded, motion carried.

2B. [23-0096](#) Site, Landscaping, and Architectural Design Review for Dunham Auto Sales, a proposed Light Motor Vehicle Sales (indoor) use, at 6047 W. Beloit Rd. (Tax Key No. 475-0015-002)

Attachments: [\(CUP-SLA\) Dunham Auto - 6047 W Beloit Rd.](#)

Recommendation: Approve the Site, Landscaping, and Architectural Design Review for Dunham Auto Sales, a proposed Light Motor Vehicle Sales (indoor) use, at 6047 W. Beloit Rd. (Tax Key No. 475-0015-002) subject to the following conditions:

(Item 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. Common Council approval of the Conditional Use Permit.
2. Submit updated plans to the Planning & Zoning office to show a) 4-sided refuse enclosure, b) removal of unnecessary post, (c) **landscape planters integrated on site along street frontage.**

This matter was Approved as Amended.

Passed The Block Vote

Frank moved to approve as amended, items #2A & 2B, Torkelson seconded, motion carried.

3A. [23-0097](#) Conditional Use Permit for Fire Cycle Fitness, a proposed Instruction/Training (16 or more persons at one time) use, at 1468 S. 84 St.

Clark moved to approve items #3A & #3B, Katzenmeyer seconded, motion carried.

3B. [23-0098](#) Site, Landscaping, and Architectural Design Review for Fire Cycle Fitness, a proposed Instruction/Training (16 or more persons at one time) use, at 1468 S. 84 St. (Tax Key No. 452-0713-000).

Attachments: [\(CUP-SLA\) Fire Cycle - 1468 S 84 St.](#)

Recommendation: Approve the Site, Landscaping, and Architectural Design Review for Fire Cycle Fitness, a proposed Instruction/Training (16 or more persons at one time) use, at 1482 S. 84 St. (Tax Key No. 452-0713-000) subject to the following conditions:

(Item 1 is 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. Common Council approval of the Conditional Use Permit.
2. New address assignment being requested of the Code Enforcement Department.

Clark moved to approve items #3A & #3B, Katzenmeyer seconded, motion carried.

Passed The Block Vote

Clark moved to approve items #3A & #3B, Katzenmeyer seconded, motion carried.

- 4. [23-0099](#) Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52** W. Burnham St. (Tax Key No. 474-0002-001)

Attachments: [\(SLA\) Burnham Business Center II - 52** W Burnham St.](#)

Recommendation: Hold the Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52** W. Burnham St. (Tax Key No. 474-0002-001)

This matter was Held.

- 5. [23-0100](#) Site, Landscaping, and Architectural Design Review for Storage Rentals of America, an existing Light Industrial use, at 11108 W. Lapham St. (Tax Key No. 448-9993-010)

Attachments: [\(SLA\) Storage Rentals of America - 11108 W Lapham St.](#)
[\(SLA\) Storage Rentals of America - Supplemental](#)

Recommendation: Approve the Site, Landscaping, and Architectural Design Review for Storage Rentals of America, an existing Light Industrial use, at 11108 W. Lapham St. (Tax Key No. 448-9993-010) subject to the following conditions:

(Item 1 shall be satisfied prior to the issuance of building permits)

- 1. Submit updated plans to the Planning & Zoning office to show (a) second set of windows on the Southern façade.

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

- 6. [23-0101](#) Site, Landscaping, and Architectural Design Review for Joya Zam, a proposed Neighborhood Retail use, at 9611 W. Greenfield Ave. (Tax Key No. 450-0104-000)

Attachments: [\(SLA\) Joyas Zam - 9611 W Greenfield Ave.](#)

Recommendation: Approve the Site, Landscaping, and Architectural Plans for Joya Zam, a proposed Neighborhood Retail use, to be located at 9611 W. Greenfield Ave. (Tax Key No. 450-0104-000) subject to the following conditions:

(Items 1 and 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 and landscaping plan being submitted to the Planning and Zoning Office to indicate the following:*
 - a. *Notation on the site plan to indicate removal of the parking stall on the south edge of the property and the parking stall on the concrete pad abutting Greenfield Ave.*
 - b. *Notation on the site plan to indicate the vacation of the curb cut along Greenfield Ave.*
 - c. *Any additions or changes to the landscaping plan being approved by the City Forester.*
2. *Revised architectural plan being submitted to the Planning and Zoning Office to indicate the following:*
 - a. *Removal and replacement of the glass block windows on the west façade to match the proposed adjacent windows on the front façade of the existing building.*
3. *Sign plan being submitted to the Planning and Zoning Office for any proposed signage on the building. Removal of the existing non-conforming freestanding sign will be required upon any additional signage installed.*

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

7. [23-0102](#)

Site, Landscaping, and Architectural Design Review for Boucher Lincoln, an existing Light Motor Vehicle Sales use, at 3161 S. 108 St. (Tax Key No. 523-9986-010)

Attachments: [\(SLA\) Boucher Lincoln - 3161 S 108 St.](#)

Recommendation: Approve the Site, Landscaping, and Architectural Plans for Boucher Lincoln, an existing Light Motor Vehicle sales use, at 3161 S. 108th St. (Tax Key No. 523-9986-010) subject to the following conditions:

(Item 1 is 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. *Submit updated plans to the Planning & Zoning office to show refuse enclosures on the site.*
2. *Sign Plan is submitted to the Planning & Zoning office subject to approval by Planning & Zoning.*

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

9. [23-0104](#)

Vacation and discontinuance of a portion of public right of way along S. 55th St. Between W. Mobile St. (north) and W. Mobile St. (south).

Attachments: [\(VAC\) S 55 St and UPRR](#)

Recommendation: *Common Council approval of the Vacation and discontinuance of a portion of public right-of-way near the intersection of S. 92nd St. and W. Cleveland Ave. subject to public notice and a public hearing in accordance with State Statutes.*

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

- 10. [23-0110](#) Discussion regarding site design considerations for Dunkin’ and accessory drive-through service at 7801-19 W. Greenfield Ave.

This matter was Discussed.

- 11. [23-0105](#) Comprehensive Planning 2045 discussion.

This matter was Discussed.

- 12. [23-0106](#) Project tracking updates.

This matter was Discussed.

E. ADJOURNMENT

There being no other business, a motion was made by Frank, seconded by Clark to adjourn at 7:55 p.m.



All meetings of the {bdName} 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.



**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, March 22, 2023
6:00 PM**

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

- 2A. Conditional Use Permit for Dunkin', a proposed Restaurant with accessory drive-through service, at 7801 W. Greenfield Ave.**
- 2B. Site, Landscaping, and Architectural Design Review for Dunkin', a proposed Restaurant with accessory drive-through service, at 7801 W. Greenfield Ave. (Tax Key No. 452-0566-000)**

Overview and Zoning

The lot at 7801 W. Greenfield Ave. has been vacant since 2015. Ravi Pandya of Pandya Network, a Dunkin' franchisee, purchased the site and is proposing a 2-tenant building. The building would include a Dunkin' restaurant with accessory drive-through service and space for another restaurant tenant to be named later. The project team plans to finish construction by Fall 2023.

Hours of Operation: 5am - 8pm daily

7801 W. Greenfield Ave. is zoned C-2. Restaurants are a Conditional Use in the C-2 zoning district. Accessory Drive-Through Service is also Conditional Use in the C-2 district.



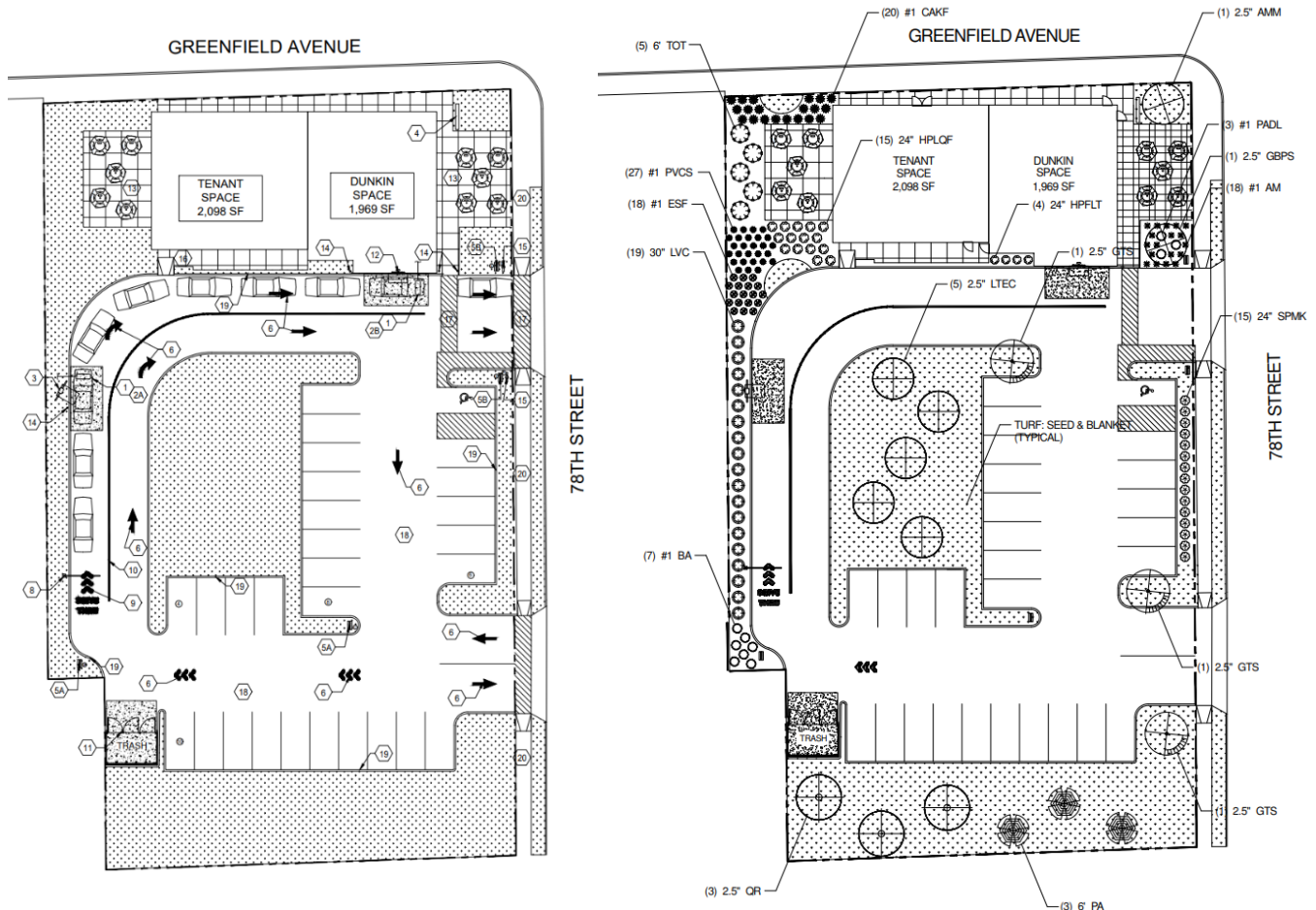
Site Plan

Dunkin's proposed site layout is designed to complement the main-street style development along W. Greenfield Ave. The building is located close to the lot line, well within the 10' maximum front setback. The entrances to the building are connected to the public sidewalk by more paving, creating a functionally wider sidewalk along W. Greenfield Ave. Active, outdoor dining areas for both tenant spaces are included on either side of the building, adjacent to W. Greenfield Ave. and at the corner with S. 78th St. This layout activates the street frontage, contributes to the street wall and public realm, and strongly orients the development towards pedestrians.

Parking and drive-through service are located at the rear of the site, separated from the main street by the building, buffered from S. 78th St. by landscaping, and accessible via 2 driveways along S. 78th St. Drive-through patrons will enter via the Southern driveway, drive along the West lot line to place an

order, and receive service along the rear of the building before exiting via the Northernmost driveway to S. 78th St. The Northernmost driveway functions as exit only.

The proposed parking area includes 28 stalls; 26 are allowed by code. The applicant has agreed to adjust plans to eliminate 2 parking stalls to comply with the code. No bike parking is shown; 2 spaces (1 rack) are required by code. The applicant has agreed to add bike parking to comply with the code.



Landscaping Plan

The proposed landscaping plan includes ample landscaping with 17 different species. The Northwest corner of the lot, adjacent to an outdoor dining space, is the most densely planted with a variety of ornamental grasses along with arborvitae and bushes to the visually buffer the neighboring site and the rear drive-through. The Northeast corner of the lot is also densely planted with 2 trees and low ornamental grasses and perennials.

The centrally located landscaping bed will function as green infrastructure, collecting stormwater from the parking lot and drive-through. Plans include certain trees which City Forestry has indicated will not thrive in wet soil conditions and should be updated.

Plantings along the West and East lot line will buffer the site from the neighbor and street. 7 trees, including ginkgo, spruces, and oaks, will be planted on the South end of the site to buffer from residential neighbors.

Architectural Plan

The proposed building is 1-story and 4,067 sq. ft. Most of the structure is 17' 3" tall, with decorative monoliths rising above each tenant's entrance to 21' 9".

The proposed façade includes fiber cement panels (light grey), thin brick veneer (dark grey), EIFS (tan and accent colors), and metal banding. Staff advised the applicant that EIFS is not an accepted material; the applicant agreed to change EIFS to a higher quality material.

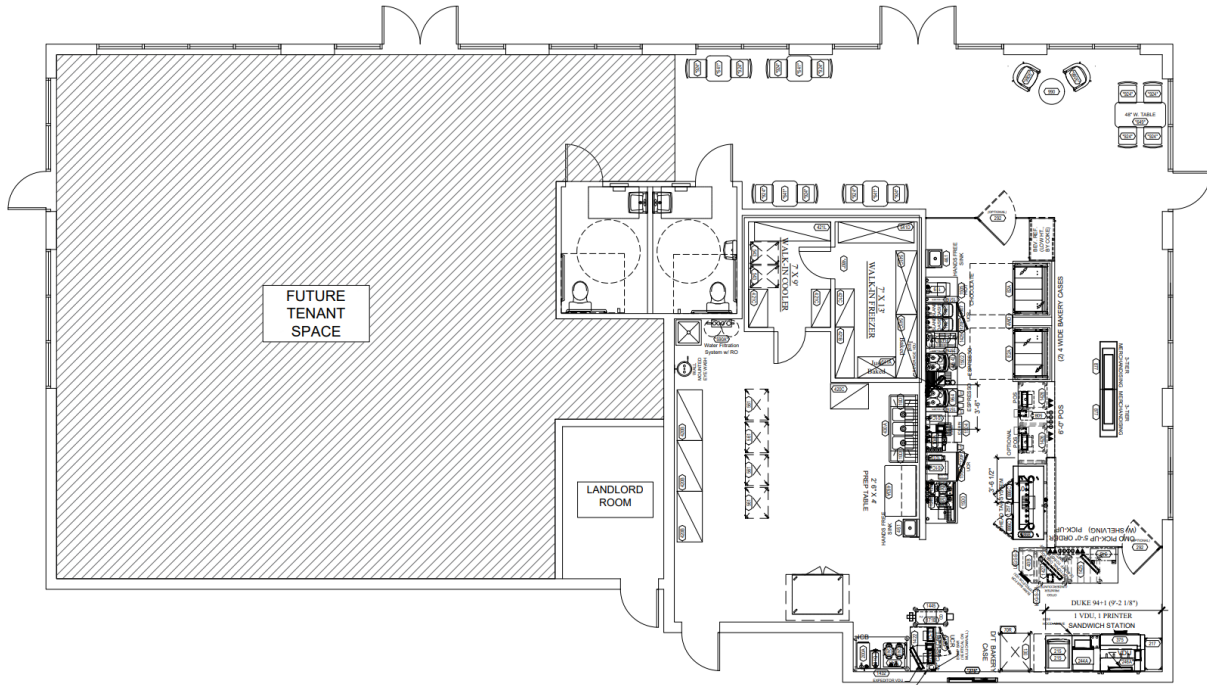
The lower 10' of the proposed façade is primarily thin brick veneer with large, storefront style windows and glass doors on the front (North) and sides (East and West). This section is divided by metal banding from the upper fiber cement panel portion of the façade. This metal banding is painted orange over the Dunkin' tenant space and grey elsewhere. Decorative painted metal parapets top the front of the structure. The upper fiber cement paneling wraps partially around the East and West sides and continues above the drive-in service window on the Eastern rear. The rest of the rear is thin brick veneer.

4 vertical elements in a different material (shown as EIFS in plans) frame the façade. 2 of these elements are located above the main tenant entrances on the front, 1 bookends the South end of the East side elevation, and 1 frames the drive-through service window on the rear. The East side vertical element is the only one that does not extend to above the parapet line. The front elements are slightly different, with Dunkin's dropping down to ground level around the entrance windows and the other tenant space solely above the middle metal banding.



Floor Plan

The proposed floor plan includes 2 connected tenant spaces. Dunkin's space is located on the East side and is 1,969 sq. ft. The other restaurant tenant's is located on the West side and is 2,098 sq. ft. Both spaces are open to each other at the front and share restroom facilities. The future tenant's space is unplanned at this point. Dunkin's space includes seating and service areas open to the public on the North and East sides of the space; the service counter is centrally located facing East. Kitchen and drive-through service areas for employees are located to the West and South.



Design Guidelines

As is, the proposed plan satisfies all but 1 guideline objective:

- 3ai. Quality Materials: EIFS is not an accepted material due to history of poor performance.

The applicant has agreed to replace this with a higher quality material; at that point the project will satisfy all design guidelines.

The project also satisfies the drive-through specific technical standards:

1. Drive-through lanes should be located at the side or rear of buildings.
2. Driveways should be located as far away as possible from street intersections.
3. Driveways for corner sites should be located on the secondary street.

This project captures the intent of the City's design guidelines. The development is properly suited to its context: maintaining the pedestrian-oriented commercial main-street design of the corridor, activating the corners with outdoor dining, and protecting vehicle storage and service at the rear. The development complements the public realm with active outdoor uses, people-friendly design, and thoughtful mitigation of parking and services. With changes to EIFS materials, the project will also be of high quality from a building and environmental standpoint.

See attached Plan Commission checklist.

Recommendation: Approve the Site, Landscaping, and Architectural Design Review for Dunkin', a proposed Restaurant with accessory drive-through service, at 7801 W. Greenfield Ave. (Tax Key No. 452-0566-000) subject to the following conditions:


(Item 1-5 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. Common Council approval of the Conditional Use Permit (scheduled for April 18, 2023).
2. Submit revised site, landscaping and architectural plans to the Planning & Zoning office to show the following: a) replace EIFS with higher quality building material; b) replace proposed pole sign on site plan with conforming freestanding sign base; c) removal of 2 parking spaces to comply with Sec. 19.44(2); d) addition of outdoor bike rack to comply with Sec. 19.44(3); e) landscaping planting plan approved by City Forestry.
3. Documentation and approval showing compliance with the City of West Allis Stormwater Management Ordinance, to be submitted to the Code Enforcement Department by a registered Civil Engineer. A stormwater permit must be obtained from the City Building Inspector. Contact Mike Romens, Building Inspector, at 414-302-8413.
4. Planned work or modifications within City right-of-way shall be coordinated with City Engineering. Driveway permits being applied for and obtained through City Engineering for any modifications. Contact Greg Bartelme (414) 302-8367.
5. Common Council approval of a Certified Survey Map to combine both parcels into one lot.

PLAN COMMISSION CHECKLIST


1.

Goal:
Context

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


2.

Goal:
Public Realm

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

3.

Goal:
Quality

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



**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, March 22, 2023
6:00 PM**

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

3. Site, Landscaping, and Architectural Design Review for Archie's Flat Top, a proposed Restaurant (limited), at 6922 W. Becher St. (Tax Key No. 476-0086-000).

Overview and Zoning

Archie's Flat Top is a proposed Restaurant (limited) and tavern in the former Randy's Neighbor's Inn building. The proposed restaurant will primarily sell hamburgers and will also sell alcohol. Archie's Flat Top will be in the tenant space furthest west in the existing building. Scratch Ice Cream is proposed to occupy the east tenant space in the building.

6922 W. Becher St. is zoned C-2. Due to the square footage of the restaurant, the proposed use is a permitted limited use in the C-2 Zoning District.

Hours of Operation:

Sun.-Th: 10:00am-6:00pm

Fri-Sat: 10:00am-12:00am

Site & Landscaping Plan

No changes to the existing site are proposed at this time. Staff would like to note that the site does not have a refuse enclosure. Staff have included a recommendation to screen the existing refuse with a four-sided refuse enclosure.

Architectural Plan

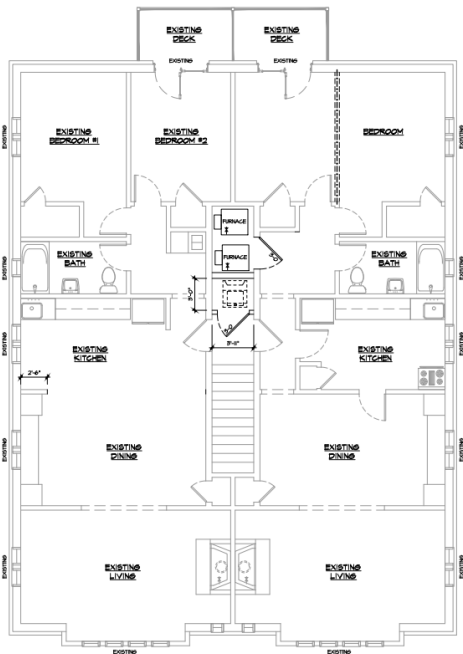
The street facing façade of the existing building will receive numerous changes to the architecture. Changes include removal of the existing awnings and siding along the lower level of the building. New storefront windows are proposed for both tenant spaces along with new lighting, a new glass door, updated painting scheme for the terracotta roof, and new siding for the upper floor. No other changes are proposed to the existing building.



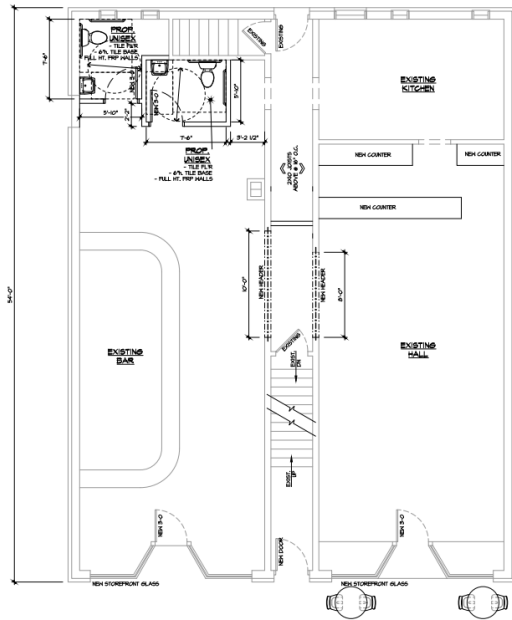


Floor Plan:

Minimal changes to the floor plan are proposed. Among the changes is an update to the existing two bathrooms on the first floor making them slightly larger. For ease of access between the two tenant spaces, a new header is proposed connecting the two spaces. The residential portion of the building on the second floor is proposed to be utilized as short-term rental through vacation rental websites.



PROPOSED SECOND FLOOR PLAN
1/4" = 1'-0"



PROPOSED FIRST FLOOR PLAN
1/4" = 1'-0"

Design Guidelines

This project is not considered a significant redevelopment due to minimal proposed changes. Design guidelines are not mandatory but serve as a framework for review.

See attached Plan Commission checklist and [Design Review Guidelines](#) for further details. The proposed project for the existing building satisfies majority of the criteria.

Recommendation: Approve the Site, Landscaping, and Architectural Plans for Archie's Flat Top a proposed Restaurant(limited) use, to be located at 6922 W. Becher St. (Tax Key No. 476-0086-000) subject to the following conditions:

(Item 1 is 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 plan being submitted to the Planning and Zoning Office to indicate a refuse enclosure on the site.
2. Signage and lighting plans being submitted to the Planning Office for review. A sign permit is required for signage alterations.



**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, March 22, 2023
6:00 PM**

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

4. Site, Landscaping, and Architectural Amendment for Office 6500, a proposed office and 1-unit dwelling at 6500 W. Greenfield Ave. (Tax Key No. 439-0148-000).

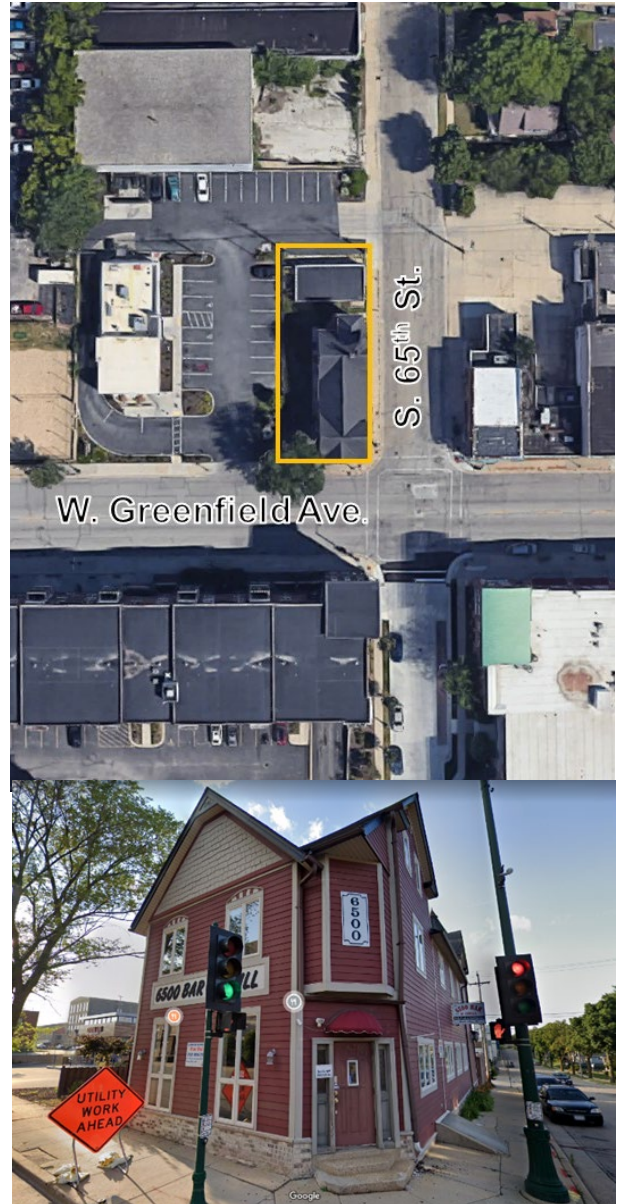
Overview and Zoning

Office 6500 is a proposed office and 1-unit dwelling located in the existing building at 6500 W. Greenfield Ave. Site, Landscaping, and Architectural plans were previously approved by the Plan Commission for a restaurant and bar at the address above on July 27, 2022. The applicant is proposing to change the bar and restaurant portion of the building to an office use.

6500 W. Greenfield Ave. is zoned C-3. Offices are considered Neighborhood Service use. This is a permitted use in the C-3 zoning district.

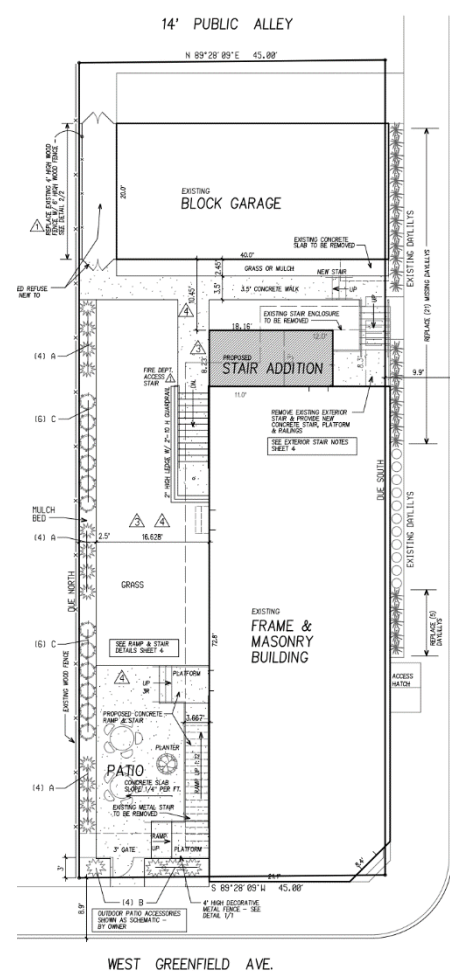
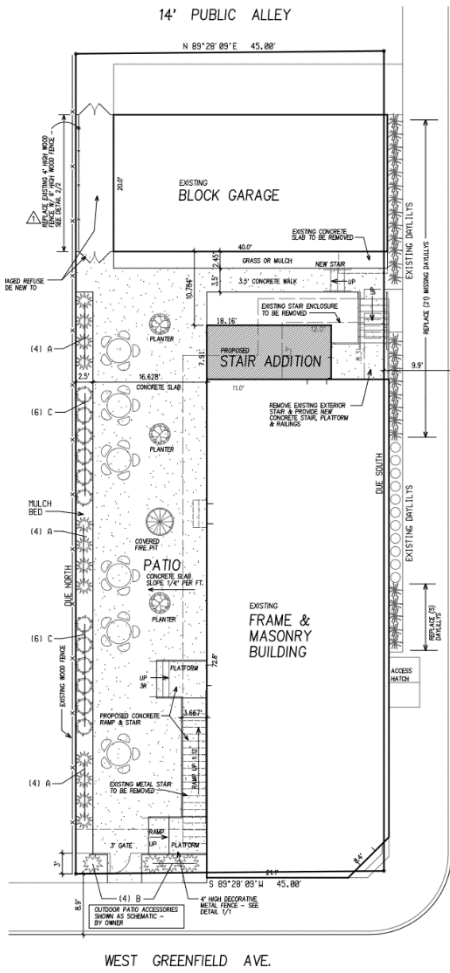
Site & Landscaping Plan

The patio on the west side of the building is to be altered slightly in the update. The previous approval showed the patio extending north on the site towards the existing garage. The new proposal shows a downsized patio space extending north about half the length of the existing building. The remaining area is to be grass. Landscaping along the western edge of the property remains the same as previously approved. No other changes are proposed to the site.



July 2022 Approved Site Plan

March 2023 Proposed Site Plan



Architectural Plan

The architectural plan remains the same as previously approved in July 2022. Staff is requesting that the architectural plan is revised to show removal of the kitchen hood and signage on the building.

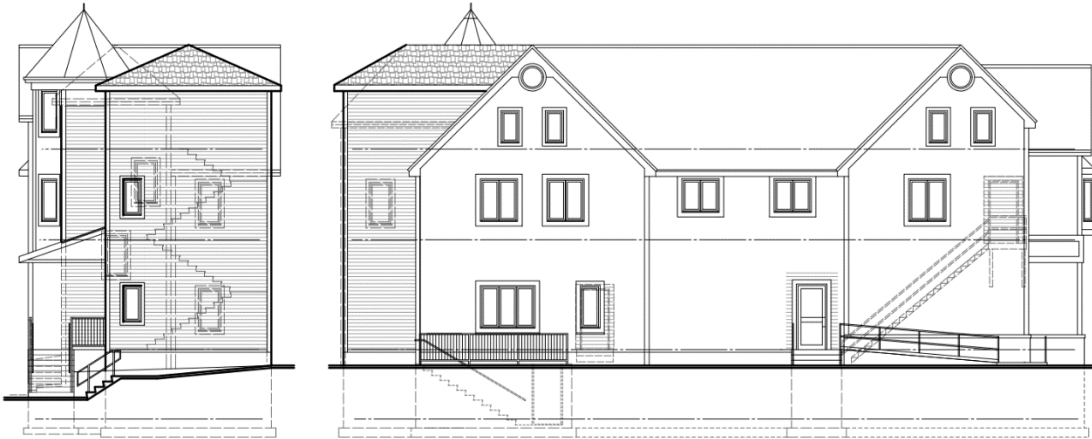


south elevation

east elevation

SCALE: 1/8" = 1'-0"

SCALE: 1/8" = 1'-0"

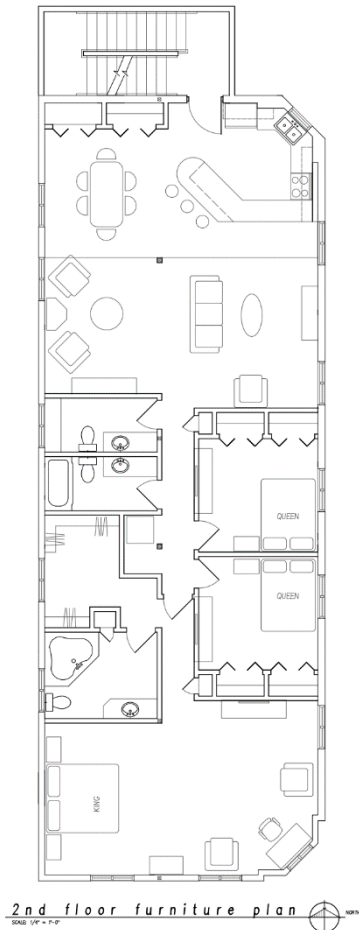


north elevation
SCALE: 1/8" = 1'-0"

west elevation
SCALE: 1/8" = 1'-0"

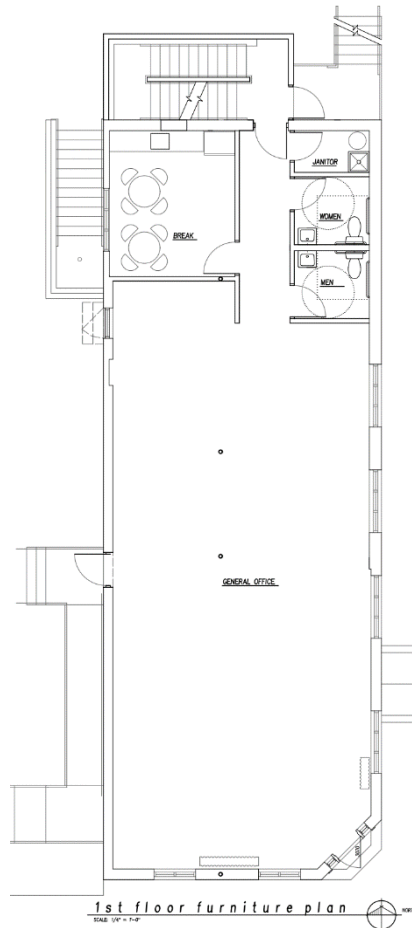
Floor Plan:

Previously, the first floor was to be a bar and restaurant. This has since been proposed to be changed to an office space. The proposed office space is open concept with a conference room towards the rear of the building. Two bathrooms are proposed for the office. The second floor is proposed to be a three-bedroom apartment. No other changes are proposed.



2nd floor furniture plan
SCALE: 1/4" = 1'-0"

3



1st floor furniture plan
SCALE: 1/4" = 1'-0"

Design Guidelines

This project is a site, landscaping, and architectural amendment to previously approved plans. Design guidelines are not mandatory but serve as a framework for review.

Recommendation: Approve the Site, Landscaping, and Architectural Amendment for Office 6500, a proposed office and 1-unit dwelling at 6500 W. Greenfield Ave. (Tax Key No. 476-0086-000) subject to the following conditions:

(Items 1 and 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 floor plan being submitted to the Planning and Zoning Office to indicate the square footage of the office area including the hallway.
2. Revised architectural plan being submitted to the Planning and Zoning Office to indicate removal of the signage and kitchen hood on the existing building, and maintenance repairs to the garage and refuse area to be noted on plans.
3. A signage and lighting plan being submitted to and approved by the Planning office. Removal of old signage and signage permits are required for any new signage alterations.



STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, March 22, 2023
6:00 PM

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

5. Site, Landscaping, and Architectural Amendment for New Image Auto Body, an existing Light Motor Vehicle Service use, at 8830 W. National Ave. (Tax Key No. 478-0273-001)

Overview and Zoning

William Ouimet, property owner of an auto repair shop at 8830 W. National Ave., is proposing a series of improvements to the property. Proposed work includes architectural repairs and minor changes as well as site changes to remove paving and add permeable surface and landscaping.

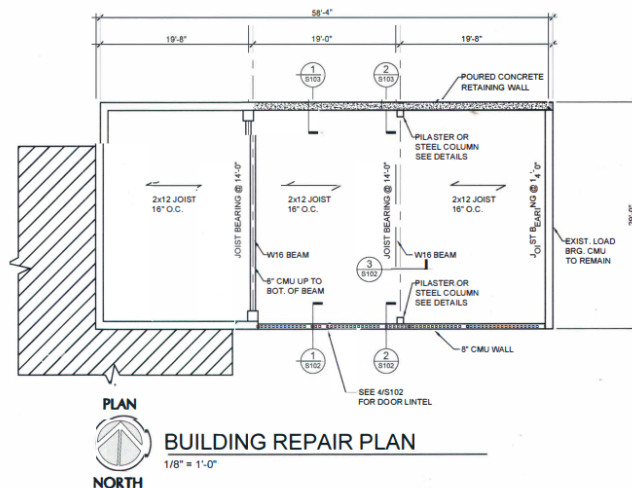
Certain minor architectural repairs have already been permitted, a retaining wall was in a state of disrepair.

8830 W. National Ave. is zoned C-2. Light Motor Vehicle Service is a Conditional Use in the C-2 zoning district.



Architectural Plan

The proposed architectural plan includes minor alterations to the building. A retaining wall has been repaired and a CMU wall will be rebuilt with a new door.



Site Plan

The proposed site plan includes significant changes to improve the site.

Paving will be entirely redone on the Northwest and East sides of the lot. Parking spaces in these areas will be redone with previous pavers and new concrete driveways will be built. A significant amount of the East parking area will be removed in favor of new planting beds.

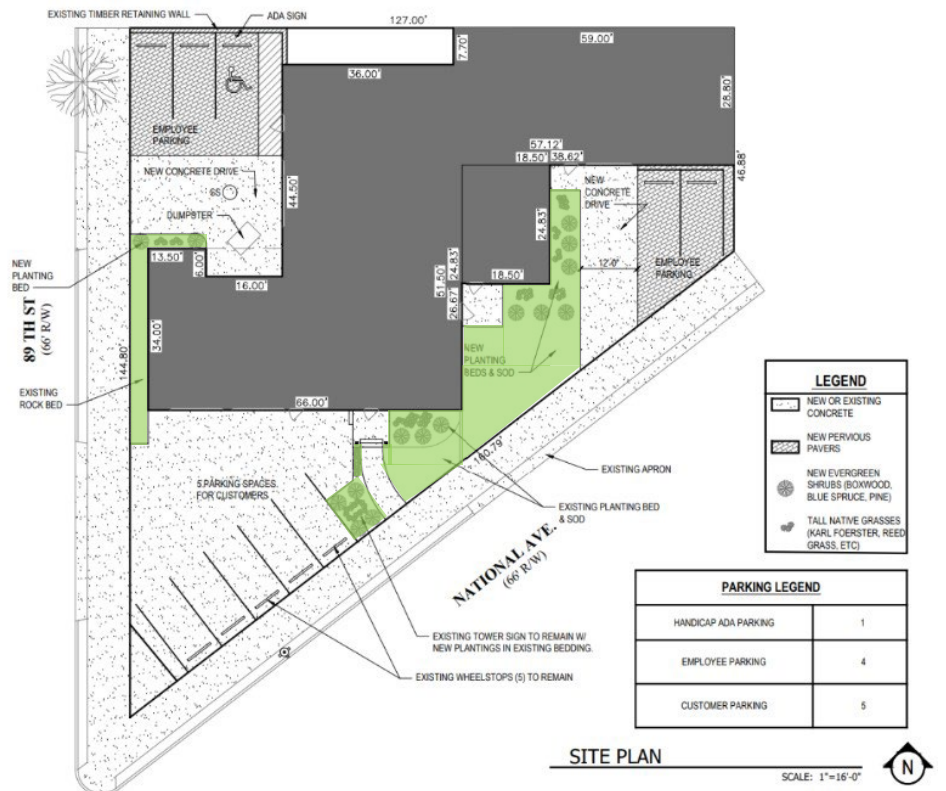
Car storage will operate much differently with the new proposed plan. The Southwest parking area with 5 parking spaces will be used for customer parking. The Northwest with 3 parking spaces will be used for employee parking and dumpster access. The East parking area will be reduced to just 2 employee parking spaces. 10 total parking spaces are provided.



Refuse is shown in a dumpster with no screening. Staff recommends adding a refuse enclosure in this location.

Landscaping Plan

The proposed landscaping plan includes a significant amount of new sod as well as new evergreen shrubs and tall native grasses. A small planting area with evergreen shrubs and native grasses will also be added to the Northwest parking area adjacent to the building. Existing plantings will remain as is.



Design Guidelines

As a plan amendment, compliance with the design guidelines is not mandatory but still serve as a framework for review. The proposed plan fails to satisfy all guidelines, but significantly improves 5:

- 2ai. Street Edge: Improved street edge by adding landscaping, breaking up paved areas along the street edge and creating visual interest with green space.
- 2ci. Vehicle parking: Reduced the amount of vehicle parking areas adjacent to the primary street frontage.
- 3bi. Natural features: Increased the amount of natural area on the lot with 2 new planting areas.
- 3bii. Manage stormwater: Excellent use of permeable pavers as a green infrastructure measure on a tightly constrained lot.
- 3biii. Reduce impervious surface: Removed paved areas and added planting areas. Removed impervious paving for permeable pavers under 5 parking stalls.

See attached Plan Commission checklist.

Recommendation: Approve the Site, Landscaping, and Architectural Amendment for New Image Auto Body, an existing Light Motor Vehicle Service use, at 8830 W. National Ave. (Tax Key No. 478-0273-001) subject to the following conditions:

(Item 1 is 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. Submit updated plans to the Planning & Zoning office to show a) refuse enclosure.
2. Signage and lighting plans being submitted (if alterations are planned).

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
Wednesday, March 22, 2023
6:00 PM

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

6. **Site, Landscaping, and Architectural Design Review for LA Pub & Grill, a proposed Tavern, at 5832 W. Lincoln Ave. (Tax Key No. 474-0402-000)**

Overview and Zoning

The property was formerly a tavern called the [Sale Inn](#) on the north side of W. Lincoln Ave. and east side of S. 59 St.



On January of 2020 the Code Enforcement Department was called to the property by the West Allis Police Department due to the collapse of the brick veneer on the southern face of the building (fronting W. Lincoln Ave.). The upper veneer above the windows collapsed due to decay and failure of the steel lintel and brick ties.

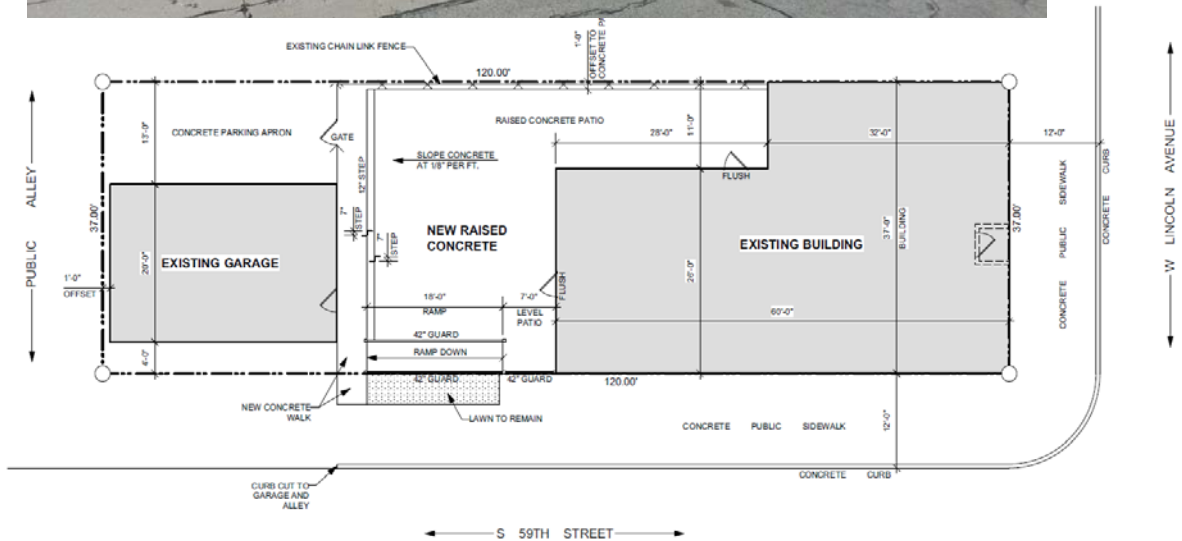
The former owner (D. Hilety) closed the tavern as the building was in disrepair. The property has since been marketed and sold to a new property owner, Mr. Anthony Burgarino and Fekri Sinani, have submitted plans toward renovating the building inside and out for a new pub. The applicant is proposing to include a kitchen and prep area serve food for dine in and carry out in addition to continuing to run the tavern.

The proposed new name is LA Pub & Grill. The new owner is actively pursuing a liquor license, building permit and [design review to cure the building](#), make renovations and improve the exterior appearance. The alterations require Planning Commission review in advance of obtaining a building permit. The property is zoned C-2, Neighborhood Commercial which allows taverns. Hours of operation stated on the license application 7am to 2am. Staffing at 3 FTE employees with an additional 5 projected over 3 years.

Site, Landscaping Plan ([Link to site plan](#))

The building is situated up to the street frontages of W. Lincoln Ave. and S. 59 St. there is

a small side and backyard area where a new concrete patio is proposed. A new glass overhead door will be installed on the north elevation to access the patio from the pub. An existing chain-link fence is proposed to remain on the east side of the yard separating the patio from the barber shop next door. An existing three car garage sits on the rear of



1 PROPOSED SITE PLAN ← N

SCALE: 1" = 10'

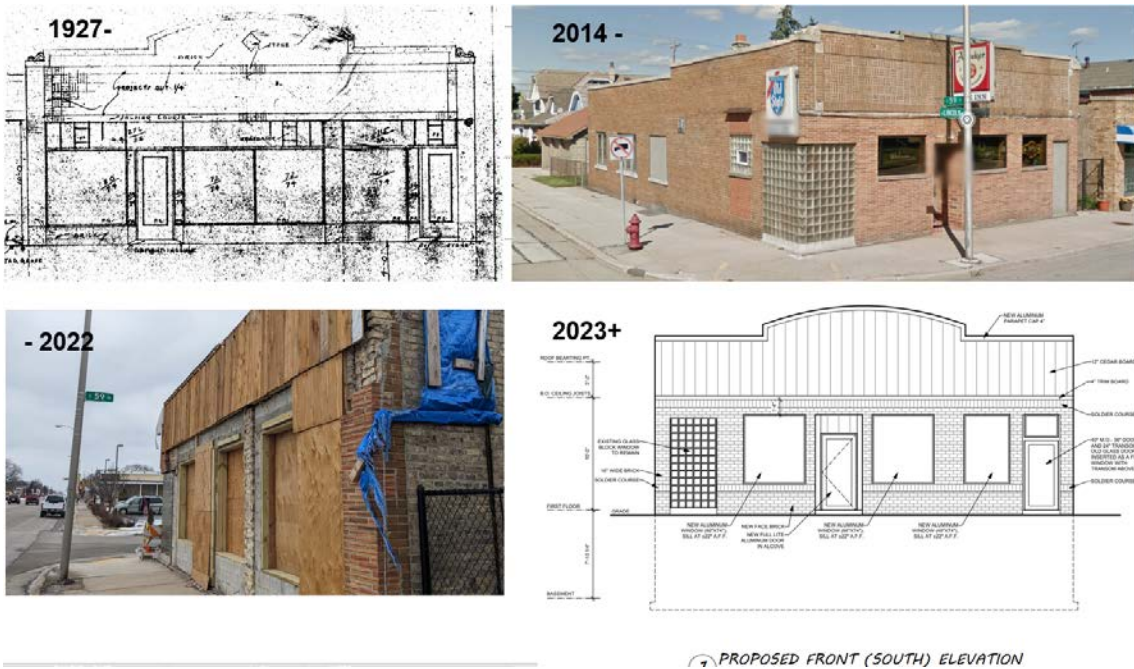
the property along the alleyway. A concrete apron exists east of the garage. New fencing is proposed along the street frontage with S. 59 St. and between the garage and the east property line. No other changes are proposed to the site.

Staff is recommending the site plan specify site improvements like chain link fence removal areas, new fence areas, fence style and height, refuse area and screening details. Provide a basic table chair layout of the outdoor area (number of seats) and any screening considerations.

Architectural Plan [\(link to plans\)](#)

The new owner is seeking approval of architectural elevations and a site plan to renovate the exterior of the building and site for a new tavern with food. The collage below summarizes nearly 100 years of time. The building was constructed in 1927 and featured large glass windows facing W. Lincoln Ave. Then, in the mid-1950's the original buildings design was altered, closing doors, adding glass block, infilling storefront window systems with different types of brick from the original (covered to create a near windowless environment). At least three to four different types of brick were used to infill window openings and doors over time.

Based on past occupancy permits, the building functioned for about 55 years as a tavern with living quarters between 1966 to about 2020 (The New Key and the Sale Inn tavern). The new ownership would like to secure the building, get it water tight (wall and roof repairs) rebuild the south parapet wall, re-skin it with a combination of brick and exterior siding materials light enough in weight to avoid future failures. There is urgency to repair the south parapet wall to ensure weather tight interior. Staff recommends that the south parapet wall be repaired/renovated as a priority (while working toward the right exterior aesthetic).



Staff has been working with the applicant and has the **following recommendations** for the exterior design of the building:

- i. General - Detail exterior materials being used on the plan elevations. Ideally the plans would be revised to detail a consistent exterior brick type, windows & doors overall as best possible...
- ii. South elevation –
 - 1. Alternative material to replace the existing cedar board siding area above windows include a [hardi-board panel](#), [nichiha](#)

[products](#) or [porcelain tile](#). Any one of these materials would provide a durable finish and could help freshen up the look.

In the original building design, a brick soldier course frames/outlines a parquet brick pattern above the windows. New exterior materials could be framed-in to provide some additional layering and relief/off-set to avoid a flat plain look.

Carry brick up the SW and SE corners of the building. See screenshot below... work-around in the glass block area on SW corner.

2. Add masonry sills under the new windows areas. This would help with some consistency with the west elevation windows/sills.
- iii. HVAC recommendation – Kitchen remodel/HVAC. Venting be through the roof upwards. If there are any new penetrations on the building as part of the kitchen remodel, please note on plans.
- iv. Garage – provide a plan to show any upgrades to the existing garage. Or at minimum a basic scope of work (new overhead doors, paint...)
- v. Exterior lighting plans. Show the proposed location and fixture type you are proposing on the plans. Introduction of exterior lighting fixtures could be a nice addition and would also help add some additional interest to the front of the building. Of note, avoid exposed LED rope or strip lighting or similar as an accent light.

Example: decorative exterior lights, 7508 W. Greenfield Ave.



Design Guidelines

Design guidelines are not mandatory but serve as a framework for review. See attached Plan Commission checklist and [Design Review Guidelines](#) for further details.

Floor Plan:

The floor plan shows the new layout with a bar and sit-down dining space. A kitchen and prep area are also replacing a former apartment unit in the NW corner of the building. A staircase, located centrally within the building leads to a full basement that will not be used as a pub, but instead storage area. Building floor area:



First floor: 1,919 gross sq. Ft.
 Basement: 1,560 gross sq. Ft.
 Total floor area: 3,479 gross sq. Ft.

- The menu will be heavy meat.
 Just a draft for now
- Apps**
 Gourmet calamari
 Gourmet eggplant
 Gourmet mozz stick
 Gourmet mushroom
 Gourmet wings
- Salads**
 Gourmet Caesar
 Gourmet Wedge
 Gourmet Caprese
- Sandwiches**
 Gourmet Burgers
 Cheese choices,
 serano raspberry gouda,
 provolone, asiago, cheddar.
 Gourmet chicken sandwich
 Gourmet sicilian steak
 Gourmet prime rib
 Gourmet tenderloin

MAXIMUM OCCUPANCY:
 80 PERSONS

2 PROPOSED FIRST FLOOR PLAN
 SCALE: 1/4" = 1'-0" GROSS AREA=1,919 SQ. FT.



Recommendation: Approve the Site, Landscaping, and Architectural Amendment for Office 6500, a proposed office and 1-unit dwelling at 6500 W. Greenfield Ave. (Tax Key No. 476-0086-000) subject to the following conditions:

(Items 1-3 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 architectural plan to be submitted to the Planning and Zoning Office to show the following: (a) detail exterior materials being used on the plan elevations; an alternative material to replace the proposed cedar board siding area above windows (consider LP, hardi-board panels, nichiha products or tile); (b) façade additional layering and relief/off-set to avoid a flat plain look; (c) carry brick up the SW and SE corners of the building (d) show any HVAC wall or roof top units; (e) provide a plan to show any upgrades to the existing garage. At minimum a basic scope of work (if new overhead doors, paint...);
2. Exterior lighting plans. Show exterior lighting details of the proposed location and fixture type on the plans.
3. Revised site and landscaping plan to be submitted to the Planning and Zoning Office to show the following: (a) specify site improvements like chain link fence removal areas, new fence areas, fence style and height, refuse area and screening details; (b) Provide a basic table chair layout of the outdoor area (number of seats) and any screening considerations.



**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, March 22, 2023
6:00 PM**

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

4. Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52 W. Burnham St. (Tax Key No. 474-0002-001)**

Overview and Zoning

Burnham Business Center II is a proposed speculative industrial/office development by Jeff Hall of Colliers International. The project would closely resemble the existing Burnham Business Center I located immediately adjacent to the East in West Milwaukee.

The proposal includes 2 buildings of 85,000 and 60,000 sq. ft. (total of 145,000 sq. ft.). A construction schedule has not been set. No changes have been made from the initial submission. The project owner has not given a commitment regarding moving forward with civil/storm water and other design changes to the project team. The project team has shared the project might need to sit for a little while.

Hours of operation: tbd

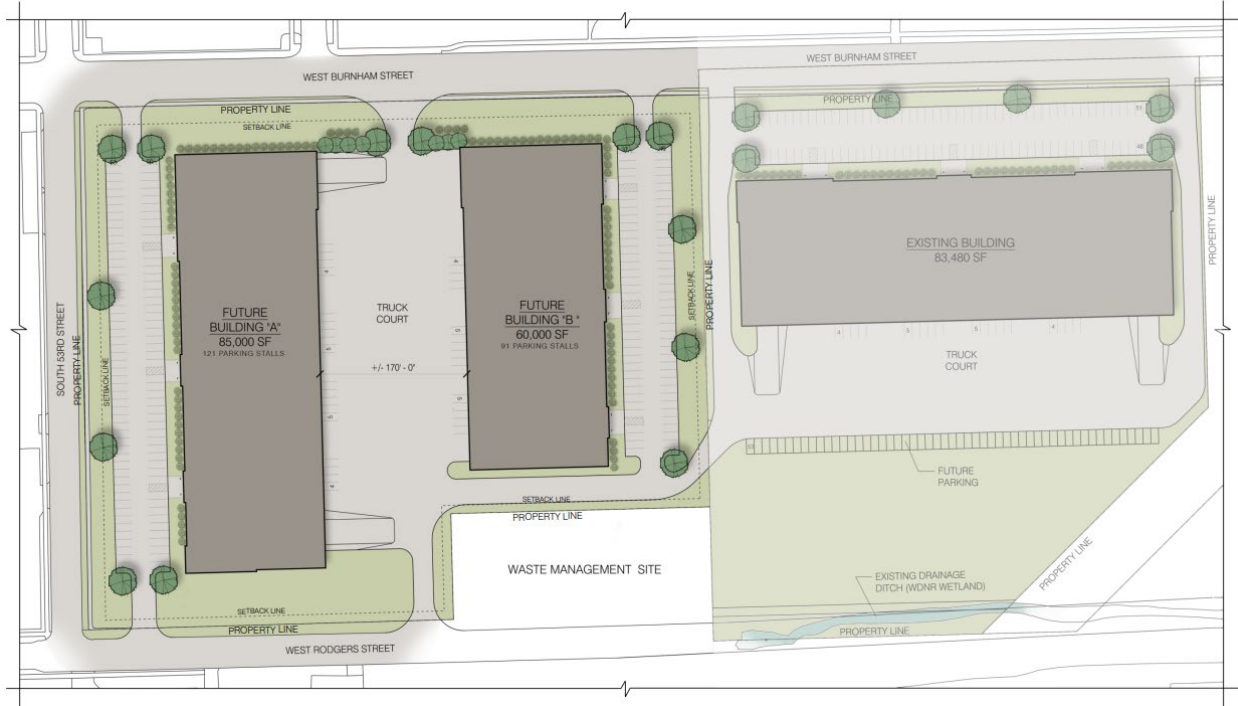
52** W. Burnham St. is zoned I-1. Light Industrial uses are a Limited Use in the I-1 district.

Site & Landscaping Plan

At this time, Burnham Business Center II has only submitted preliminary site plans. Staff and the project's architect met and collaborated to identify a series of changes to the preliminary plan depicted below.

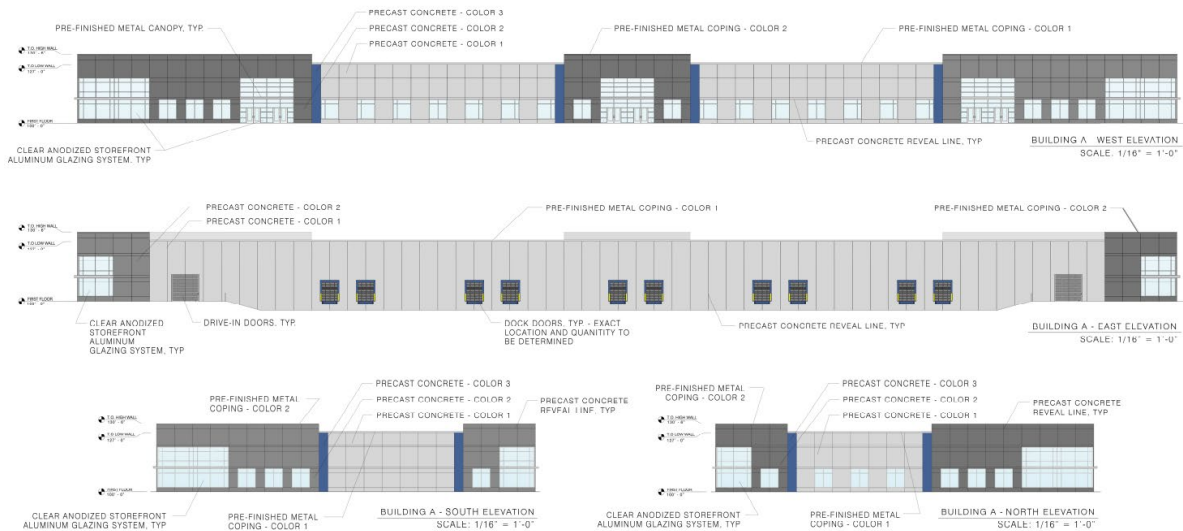
Proposed changes include relocating and eliminating certain driveways, adding sidewalk connections, adding plaza and entrances facing W. Burnham St., shielding the central loading bay from the primary street, adding landscaping, breaking up parking areas with landscaping islands, and adding refuse enclosures.

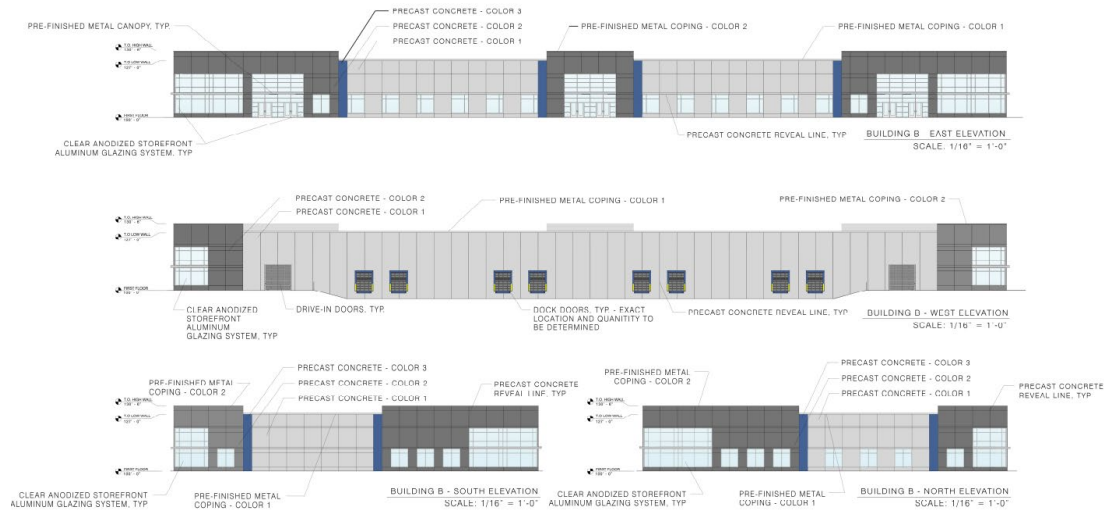




Architectural Plan

The proposed architectural plan is more complete though will also change in the updated submission. The proposed buildings will primarily be composed of pre-cast concrete panels in 3 different colors. This material will be complemented with metal canopies and aluminum window framing. Windows will be transparent and storefront style.





Floor Plan

At this time, no floor plans are included. The proposed building will essentially be a shell. As a speculative industrial/office proposal, specific floor plans for individual tenants would be designed as needed and would be approved through the City’s Building Permit process.

Design Guidelines

Project is considered a new development; compliance with the Design Guidelines is mandatory.

See attached Plan Commission checklist. The initial proposal failed to satisfy most objectives.


Recommendation: Hold the Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52** W. Burnham St. (Tax Key No. 474-0002-001)

1. The applicant has failed to supply a complete set of plans. Staff recommends the Plan Commission set a deadline for a complete set to be submitted with the understanding that the plans will be rejected if this deadline is not met. The applicant would be able to reapply whenever they have updated plans that reflect changes from the original submission.

PLAN COMMISSION CHECKLIST


1.

Goal:
Context

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


2.

Goal:
Public Realm

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

3.

Goal:
Quality

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



**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, February 22, 2023
6:00 PM**

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

- 8. Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning 6604-20 W. Mitchell St. from I-1 to C-3. (Tax Key No. 454-0254-002)**

Overview and Zoning

The subject property is located on the NW corner of S. 66 St and W. Mitchell St.; it is currently the home of Higgins Tower Service. This is a family owned and operated business that has over 50 years of experience in the aerial tower industry. Higgins provides a wide variety of aerial tower installation, maintenance, emergency repair, removal, and ancillary services, as well as specialized work on church steeples, flagpoles, and similar structures.

Existing Zoning: I-1 Light Industrial District.

Proposed Zoning: C-3, Community Commercial District

Future Land Use 2040 plan: Mixed Use

Last year, Higgins Tower Service met with the city about site improvements and subsequently received Plan Commission approval of their site and architectural plan to upgrade access to their property, install building, site, and landscaping improvements. Planning and Economic Development staff also expressed the recommended 2040 land use plan to rezone the property to commercial, like that of the nearby Makers Row and SoNa Lofts redevelopment area. Of note, rezoning would not serve as a barrier for the continued operations of Higgins but was sought to realign the property for the future, should Higgins decided to sell or move.

This year, Planning has requested and received 1st District alderperson sponsorship to rezone the property from I-1 to C-3 (commercial zoning that aligns with the abutting Makers Row and SoNa Lofts properties to the North). An [area context summary](#) shows the Higgins property situated within the larger Six Points Redevelopment neighborhood area.

1. Planning has previously expressed the City's interest to rezone the property to Commercial (with Higgins)
2. Rezoning would also better align the property with that of the 2040 Land Use Map which indicates mixed use.
3. To best serve the future of the neighborhood and to align the zoning with the 2040 land use plan, staff request Plan Commission recommend approval.
4. If rezoned, and if Higgins were to sell or move from the property, future users (if not similar exactly similar to Higgins) would need to comply with the commercial zoning.

A public hearing before Common Council is scheduled for March 7th.



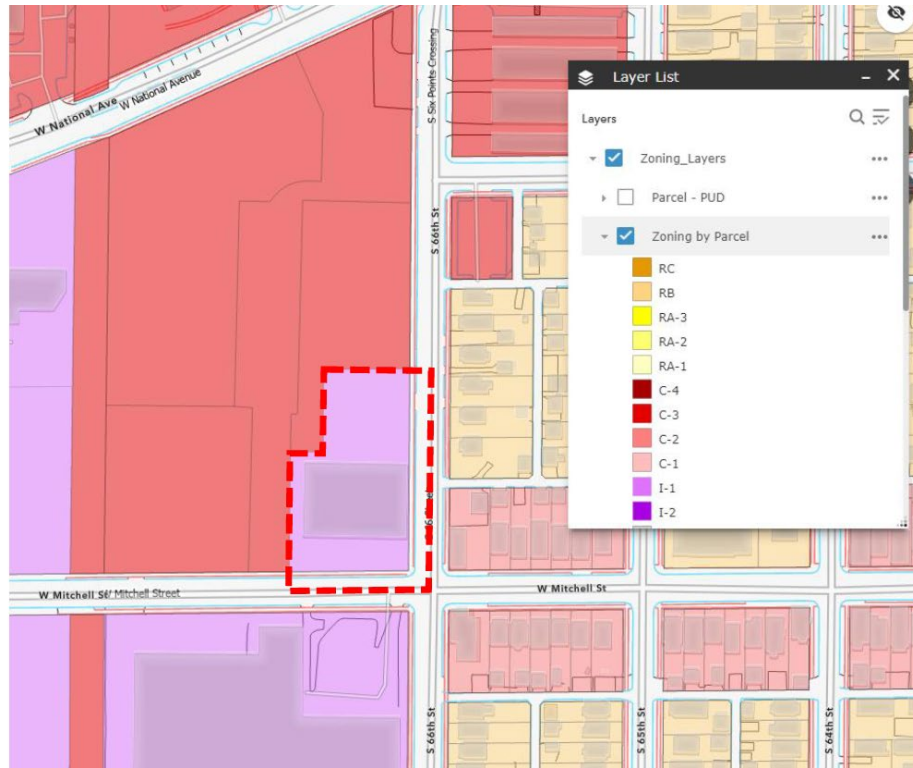
Street view - [454-0254-002 | 6604-6620 W MITCHELL ST](#)

Proposed Rezoning
Map for property:

**6604-6620 W
MITCHELL ST**
(454-0254-002)



Action:
I-1, Light industrial to
C-3, Community
commercial district



Recommendation: Common Council approval of the Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning 6604-20 W. Mitchell St. from I-1 to C-3 (Tax Key No. 454-0254-002).



**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, March 22, 2023
6:00 PM**

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

8. Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning 6604-20 W. Mitchell St. from I-1 to C-3. (Tax Key No. 454-0254-002)

Overview and Zoning

The subject property is located on the NW corner of S. 66 St and W. Mitchell St.; it is currently the home of Higgins Tower Service. This is a family owned and operated business that has over 50 years of experience in the aerial tower industry. Higgins provides a wide variety of aerial tower installation, maintenance, emergency repair, removal, and ancillary services, as well as specialized work on church steeples, flagpoles, and similar structures.

Existing Zoning: I-1 Light Industrial District.

Proposed Zoning: C-3, Community Commercial District

Future Land Use 2040 plan: Mixed Use

Last year, Higgins Tower Service met with the city about site improvements and subsequently received Plan Commission approval of their site and architectural plan to upgrade access to their property, install building, site, and landscaping improvements. Planning and Economic Development staff also expressed the recommended 2040 land use plan to rezone the property to commercial, like that of the nearby Makers Row and SoNa Lofts redevelopment area. Of note, rezoning would not serve as a barrier for the continued operations of Higgins but was sought to realign the property for the future, should Higgins decided to sell or move.

This year, Planning has requested and received 1st District alderperson sponsorship to rezone the property from I-1 to C-3 (commercial zoning that aligns with the abutting Makers Row and SoNa Lofts properties to the North). An [area context summary](#) shows the Higgins property situated within the larger Six Points Redevelopment neighborhood area.

1. Planning has previously expressed the City's interest to rezone the property to Commercial
2. Rezoning would also better align the property with that of the 2040 Land Use Map which indicates mixed use.
3. To best serve the future of the neighborhood and to align the zoning with the 2040 land use plan, staff request Plan Commission recommend approval.
4. If rezoned, and if Higgins were to sell or move from the property, future users (if not similar exactly similar to Higgins) would need to comply with the commercial zoning.

A public hearing before Common Council occurred on March 7th. The Economic Development Committee held action on the item following the Plan Commission's hold on February 22nd.



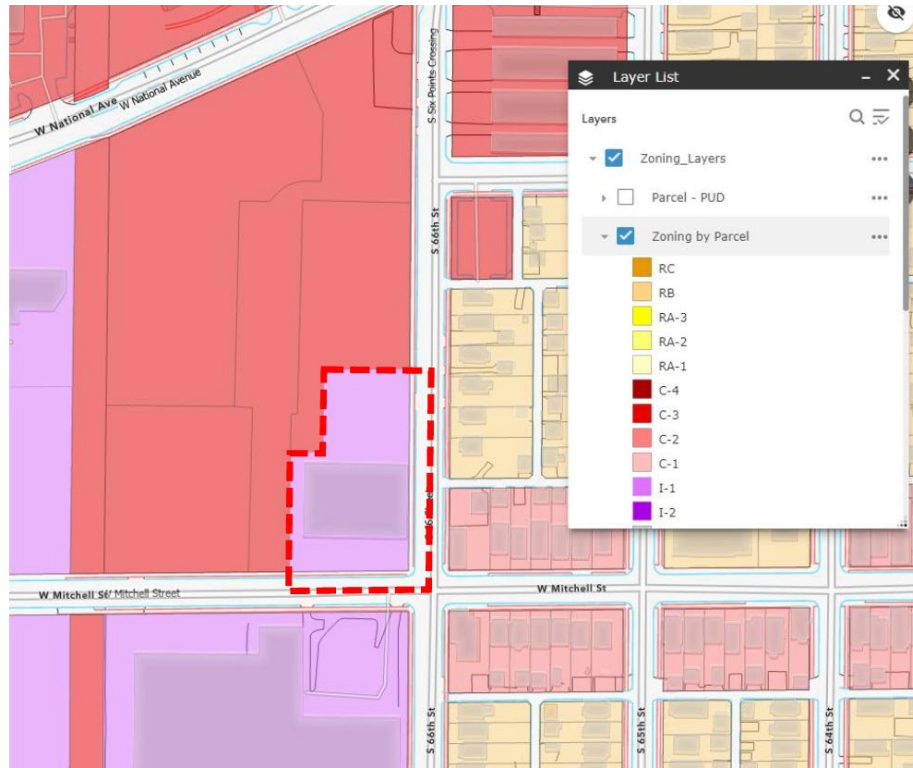
Street view - [454-0254-002 | 6604-6620 W MITCHELL ST](#)

Proposed Rezoning Map for property:

6604-6620 W MITCHELL ST
(454-0254-002)



Action:
I-1, Light industrial to
C-3, Community commercial district



Recommendation: Common Council approval of the Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning 6604-20 W. Mitchell St. from I-1 to C-3 (Tax Key No. 454-0254-002).



**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, March 22, 2023
6:00 PM**

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

9. Vacation of part of the alley North of the 7400 Block of W. Greenfield Ave.

The City has begun a process for consideration to vacate a portion public Right of Way (RoW) being part of the alley north of the 7400 block of W. Greenfield Ave. shown and legally described and identified as a map exhibit of the City of West Allis Engineering Department file no. Y-1203, which is attached hereto and incorporated within this notice.

A resolution (R-2023-0136) introducing said request was presented to the Common Council of the City of West Allis on March 7, 2023.

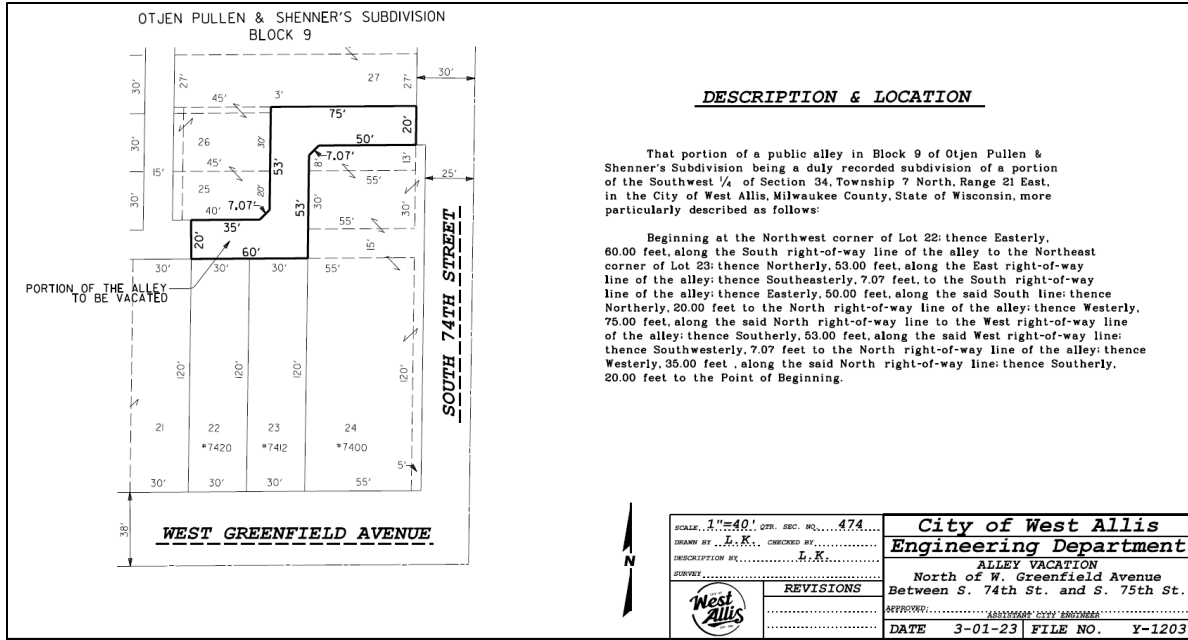
Prior to the public hearing scheduled for April 18, 2023, State Statutes requires publishing a class 3 notice and personal service on abutting landowners at least 30 days before a public hearing or, if they can't be personally served, the notice needs to be mailed to them at least 30 days ahead of time.

PUBLISHED: March 17, 24, and 31, 2023

Any abutting owner can object to discontinuance by filing a written objection; it would then take a 2/3 vote by the council to override that objection. Should the Council decide to vacate this portion of public right-of-way, the abutting property owners would receive an abutting portion of land, and that land would be taxable.

Purpose: The vacation of RoW is being considered to reduce city maintenance and liability expense of these lands. Of note, the public derives no benefit for the land area immediately behind 7412 and 7420 W. Greenfield Ave. Nor to the west of the 7400 W Greenfield Ave. property. These private property owners have benefitted from utilizing the RoW area for storage, refuse areas and parking. At least two of the three property owners have expressed interest in the vacation. The third, Noble, has not responded to inquiries from our City Attorney's Office.

A new alley way around the part being vacated will be dedicated on or about the same time as the April 18, 2023 public hearing for the alley vacation. The city will also have also prepared a resolution dedicating a new alley way for the benefit of the public.



Recommendation: Common Council approval of the Vacation and discontinuance of Vacation of part of the alley North of the 7400 Block of W. Greenfield Ave. subject to public notice and a public hearing in accordance with State Statutes.



**STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, March 22, 2023
6:00 PM**

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

10. Ordinance to amend Chapter 19 zoning ordinance for house cleaning edits.

Overview

Since adopting the new zoning code May 6, 2022, Planning and Zoning staff have identified various items that require revisions to allow for better implementation to align with the goals of the overall zoning code.

Minor Textual Changes:

- **19.44:** Tweak language from “open to the public” to “not including warehousing/storage” or “floor area devoted to retail space/customer service.”
- **19.5:** Update all mentions of “PDD” (Planned Development District) to “PUD” (Planned Unit Development)

Car Wash

Background: One of the major goals of the Design Review Guidelines is to mitigate impacts that detract from the experience of the public realm. Planning and Zoning Staff have identified the Car Wash use as a use that may detract from these experiences.

Staff recommends removing the Car Wash use as a permitted use in the C-3 District. The Car Wash use will remain a permitted use in the C-4 District where it aligns better to the existing uses and character of that commercial district.

Proposed changes:

- **19.32:** Remove Car Wash Service as an allowed use in C-3.

Increased Number Threshold for Instruction/Training as a Conditional Use:

Background: Currently, Instruction/Training(16 or more persons at one time) use requires a Conditional Use Permit. Staff have identified this number to be rather limiting for certain uses. The proposed change would allow for a less burdensome public process for business owners. Additionally, this may encourage the attraction of future businesses. Occupancy numbers would be properly maintained and regulated through the required building codes.

Proposed Changes:

- **19.32:** Increase the number threshold for Instruction/Training as a Conditional Use
 - Instruction/Training (30 or fewer persons at one time) = Permitted Use
 - Instruction/Training (31 or more persons at one time) = Conditional Use

Food Production:

Background: One goal of the May 6 update was to provide the ability for smaller restaurants, below 2,000 square feet, to be approved without going through the Conditional Use Permit process. Similar to the creation of the Restaurant (limited) use, staff identified a change that would improve how food production uses are regulated.

Currently, Food Production (limited) is a conditional use in every Commercial District and is a permitted use in both Industrial Districts. Smaller food production uses may be appropriate and desirable additions to commercial areas in the City. These may include but are not limited to small scale canning, pickling, ice cream making, and other similar food production operations. To better promote this use, staff recommends adding criteria for smaller scale food production as a limited use in Commercial Districts and a Permitted Use in Industrial Districts.

Proposed changes:

- **19.32:** Change name of Food Production (limited) to just Food Production
- **19.32:** Add new use category “Food Production (limited)” as a Limited Use in Commercial Districts and a Permitted Use in Industrial Districts. Limited Use criteria to match those of Restaurant (limited)

Electrical Vehicle Charging Stations:

Background: The use of electric vehicles has been growing over the past years and is expected to grow further. Staff have identified updates to the Zoning Code to better regulate and accommodate for the growth of the electric vehicle market.

Proposed Changes:

- **19.35 & 19.36:** Add Electric Vehicle Charging Stations as an Accessory Use. Add criteria to “adhere to the accessible guidelines per ICC A117.1-2009”

Accessory Dwelling Units:

Background: One goal of the May 6 update was to allow for more housing density and a greater mix of residential housing types. This change would allow for benefits including more taxable value, increased population potential, etc. As a result, accessory dwelling units were created as a limited accessory use.

Currently, accessory dwelling units have a maximum building coverage of 50% of the principal building, not to exceed 700 square feet. Planning and Zoning staff are proposing for the maximum to be set to 800 square feet. The proposed maximum square footage will potentially encourage future construction of accessory dwelling units while having minimal neighborhood effect.

Proposed Changes:

- **19.42:** Adjust maximum ADU building coverage from 700 to 800 sq. Ft.

Bicycle Parking Design Standards:

Background: The May 6 update created bicycle parking minimums in the Zoning Code. The adoption of this regulation promotes multimodal transportation options for residents. Currently, there are not design standards for bicycle parking.

Staff have identified a need to implement design guidelines for bicycle parking as a measure to further increase the promotion of multimodal transportation options. The regulation seeks to ensure quality design and support the use of bicycle racks in the City. Additionally, adopting this regulation will strengthen West Allis as a Bike Friendly Community.

Proposed Changes:

- **19.44:** Add bike parking structure design standards to meet [APBP standards](#).
 - Dimensions. A bicycle parking space provided to comply with the requirements of this section shall be a minimum 2 ft in width and 6 ft in length.
 - Outdoor
 - Location. All required outdoor bicycle parking spaces shall be located within 50 ft of the main entrance of the occupancy served. Contiguous bicycle parking may extend beyond 50 ft and be counted towards the requirement. City-owned bicycle parking installed on the public right-of-way may count towards the requirement.
 - Surface. The space shall be hard-surfaced, well-drained, and illuminated.
 - Security. The bicycle rack shall be designed such that there are 2 or more contact points between a bicycle and the rack. A bicycle rack which only allows securing of a wheel, such as a low-profile rack, grid rack or comb rack, may not be used to meet the requirements of this section. The bicycle rack shall be designed to accommodate locking mechanisms, such as chain and U-shaped locking devices.
 - Design. A bicycle rack used to comply with the requirements of this section shall be a stationary device of steel tubing or stock which provides bicycle-locking points between 1 and 3 feet off the ground and a gap near the bottom for pedal clearance, such that a person can lock a bicycle frame and one bicycle wheel to the tubing with a standard, 4-inch-by-8-inch or larger, U-shaped bicycle lock. A bicycle rack shall be securely anchored to the ground or adjacent structure. A properly positioned inverted U-shaped rack shall be considered 2 bicycle parking spaces.
 - Indoor
 - Location. Indoor bicycle parking spaces may be provided in a bicycle storage room, integral structured parking area, or other dedicated area located to provide direct access to an entrance a bicyclist may use. If the spaces are on a floor other than the ground floor, an elevator that is sufficiently large to accommodate bicycles shall be provided to access the bicycle parking area.
 - Charging. At least 1 bicycle parking space shall be within 2 ft of an electrical charging port.

Restaurant Parking Standards:

Background: The May 6 update created parking maximums as the standard for parking regulations. Currently, the Restaurant use has a maximum parking regulation of 40% of the building capacity. This standard has been an issue for staff to identify parking maximums early in the planning process.

Staff is proposing for the parking maximum regulation for the Restaurant use to be based on the square footage of the building itself rather than occupancy. This will help to streamline site design processes in early planning stages.

Proposed Changes:

- **19.44:** New standards for restaurants: maximum of 1 per 150 sf