



**STAFF REPORT**  
**WEST ALLIS PLAN COMMISSION**  
**Wednesday, July 27, 2022**  
**6:00 PM**  
**City Hall – Common Council Chambers**

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

- 2A. Conditional Use Permit for AS Towing LLC, a proposed Light Motor Vehicle Service use, to be located at 5225 W. Electric Ave.**
- 2B. Site, Landscaping and Architectural Plans for AS Towing LLC, a proposed Light Motor Vehicle Service use, to be located at 5225 W. Electric Ave., submitted by Alejandra Sosa, d/b/a AS Towing LLC. (Tax Key No. 474-0009-000)**

**Overview and Zoning**

The property owner of 5225 W. Electric Ave. is proposing to open a towing and auto repair business, AS Towing LLC, within their existing 7,600 SF industrial building. The building is currently home to 2 associated tenants, a towing business and an auto repair shop, which would continue to operate at the site.

The property is zoned M-1. Light Motor Vehicle Service is a Conditional Use in this zoning district.

The applicant is not proposing any changes to the site. AS Towing LLC will primarily function as a towing operation but will also service vehicles on site. 3 tow trucks will be stored on site and the owner expects to service 3 vehicles at any given time.

Proposed hours of operation are:  
Monday - Sunday: 8:00 am – 7:00 pm



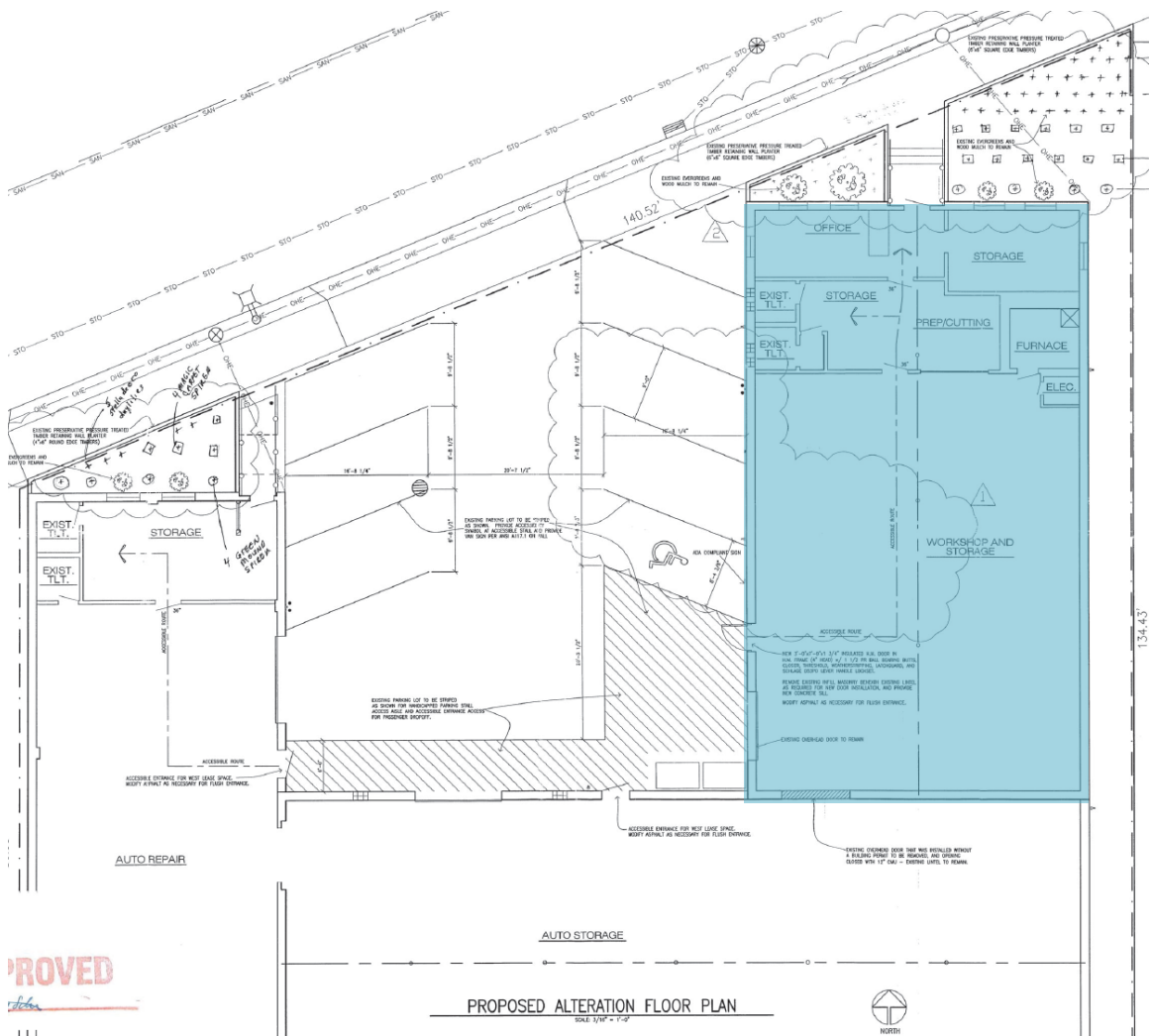
## Site and Landscaping Plan

The applicant does not propose any significant changes to the site's existing layout.

The proposed user will operate in the building's Eastern tenant space. The existing businesses operate from the Western and Southern portions of the building. The tenants will share a single driveway and 7 vehicle parking stalls (including 1 ADA stall). Each tenant has their own vehicle entry door into their portion of the building.

The site's planter beds were in poor condition but were recently weeded and replanted by the property owner.

Staff does not recommend requiring a surety bond for this project.



**Site Conditions**

Upon the initial submission of the application, staff made several visits to the site. At the time, the site was being used by the existing businesses in a manner that exceeded the site’s designed capacity.

The parking lot was consistently filled with more vehicles than it is designed for. The parking lot includes 7 stalls (including 1 ADA stall), but repeated visits showed that additional vehicles are being stored in the parking lot. The ADA stall is also being improperly blocked, and the vehicle pathways into garages are impeded by tow trucks and their attached vehicles. On one occasion, it appeared work on a vehicle was occurring outdoors.



The existing business was operating in violation of its Conditional Use Permit, which requires all vehicles be stored within the building, the parking lot solely be used for employee and customer parking, and no repair vehicles shall be parked in the City right-of-way.

**Site Improvements**

Staff held the item from June’s Plan Commission agenda and worked with the property owner to address the issues at the site. The property owner was very receptive, and wanted to make any changes necessary to ensure their new business could move in.

To address the root cause of the problem, the property owner agreed to store the vehicles that are not currently being serviced at a different property. This would resolve overcrowding on the site and the violations of the existing business’ permit.

The property owner is now renting space at a lot in Milwaukee (6683 N 40<sup>th</sup> St) to store vehicles. The businesses will transport vehicles for service to this site as needed. The parking lot will solely be used to store employee and company vehicles. Staff made visits to the site and confirmed it was in manageable, improved condition.



**Recommendation:** Approve the Site, Landscaping and Architectural Plans for AS Towing LLC, a proposed Light Motor Vehicle Service use, to be located at 5225 W. Electric Ave., submitted by Alejandra Sosa, d/b/a AS Towing LLC. (Tax Key No. 474-0009-000) subject to the following conditions:

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

1. Common Council approval of the Conditional Use Permit.
2. Revised site plan being submitted to the Planning and Zoning Office to indicate the following notes: (a) the number of vehicles on site shall be equal to the number of off-street parking stalls in accordance with the approved site plan. (b) overnight company tow vehicle off-street parking spaces shall be indicated on plan and a clear access path/lane shall be maintained from the street to the overhead bay doors (c) an agreement from the property owner acknowledging that long term outdoor vehicle staging/storage shall be conducted at an alternate location/property in the City of Milwaukee (d) service and/or repair work shall be conducted indoors and not may be conducted within the public right-of-way, or outside of the building/approved repair bay areas, (e) overhead bay doors being kept closed during operation to minimize noise.
3. Sidewalk Repair. The grant of this special use is subject to compliance with Policy No. 2806 of the Revised Municipal Code relative to the City's sidewalk improvement policy as it relates to damaged, (if any) abutting sidewalk.