



STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, May 29, 2024
6:00 PM

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

7. **Site, Landscaping, and Architectural plan Design Review for site and building alterations to property located 11300 W. Greenfield Ave. (Tax Key No. 445-0355-000).**

Overview & Zoning



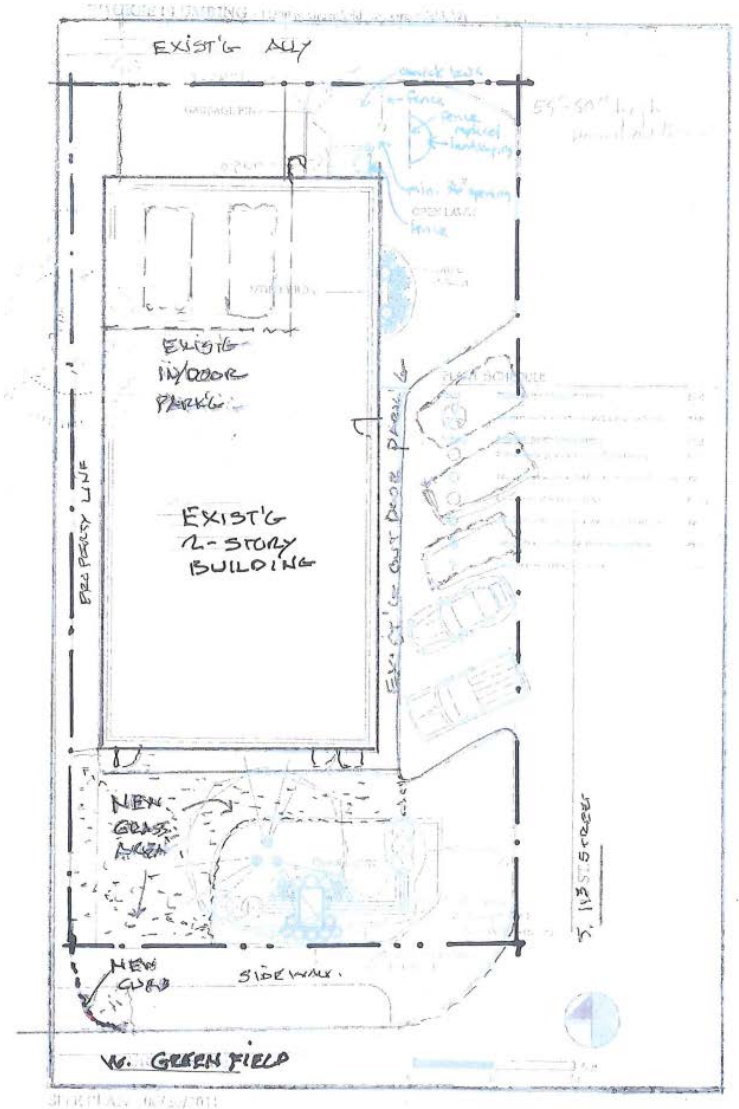
The applicant for the property at 11300 W. Greenfield Ave. is proposing to convert the existing mixed use (commercial ground floor and upper residential) from a 2-unit dwelling to a 3-unit dwelling by converting the ground floor commercial to a residential dwelling.

The property is zoned C-3. Three-unit dwellings are considered a limited uses in the C-3 district. The limited use criteria is satisfied as the building is located on a lot platted or recorded prior to the adoption of the current zoning ordinance which meets the building size and location requirements of the RB district under WAMC 19.41.

Site Plan

The property is located at the corner of S. 113th St. and W. Greenfield Ave. An alley that extends east-west between S. 113th St. and S. 114 St. provides access to two attached garage parking stalls on site and a paved surface for two additional parking spaces behind the building. The ground floor of the building was previously occupied by Milwaukee Plumbing, and their business had obtained a curb cut for an angled parking area along the west side of S. 113 St. The plans show this angled parking area being maintained, but staff is recommending that the curb cut be modified/removed, and a curb, grass terrace, and new sidewalk be installed with the removal of the commercial use. The street facing portion of the site consists of a freestanding sign, an additional parking area, and a short picket fence.

The site plan submitted propose to remove the freestanding business sign, fence, modified curb cut opening on W. Greenfield Ave. that currently provides access to the front parking, and removal of the paved front parking area. The paved parking area is to be replaced with grass.



Engineering and Planning staff recommend closure of the long driveway along 113th St and replace it with a grass terrace and sidewalk to enhance the residential feel. Additionally, this would entail creating a sidewalk and carriage walk leading to the side door and conversion of the side yard to grass. No landscaping plans were submitted with the proposal. Staff will continue to work with the applicant on providing appropriate landscaping.

Architectural Plan

Minor architectural changes are proposed to the existing building. The current building has a rather residential design. The applicant is proposing to remove a portion of the front facing canopy over the entry door. No other architectural changes are proposed.

Floor Plan

The applicant submitted a floor plan for the first floor of the property showing a two-bedroom residential unit. No changes to the second-floor dwelling unit are proposed. There are no changes to the existing garage proposed. Staff is requesting more details as to how the garage will be utilized.

Design Guidelines

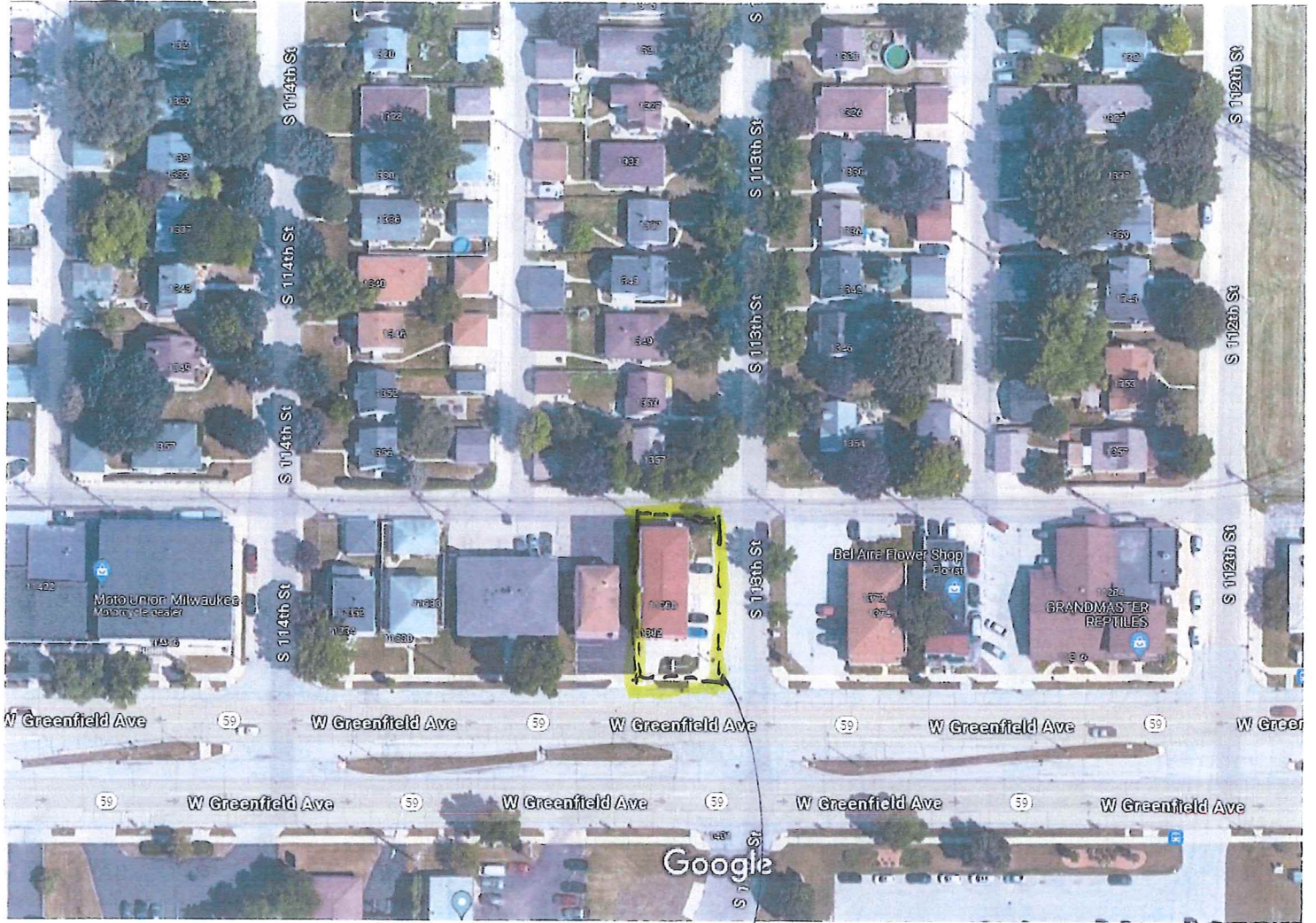
The proposal is considered a minor redevelopment; guidelines may be used as a framework but are not a requirement for approval.



Recommendation: Approval of the Site, Landscaping, and Architectural plan Design Review for site and building alterations to property located 11300 W. Greenfield Ave. (Tax Key No. 445-0355-000) subject to the following conditions:

1. A revised site and landscaping plan being submitted to the Planning & Zoning Office to show (a) removal of the angled parking area on the east side of the site. Install curb, a grass terrace, and sidewalk connection to the neighborhood to the north. A carriage walk being added between the new curb and side entrance to the building. (b) landscaping details being shown on a site plan and subject to City Forestry review, (c) confirmation on use of garage spaces on site, (d) refuse location on site.
2. A Street excavation permit being applied for in OpenGov prior to work beginning. Any concrete work in the right of way needs to be completed by a licensed and pre-qualified contractor within the City of West Allis. Contact Greg Bartelme at (414) 302-8367. Of note, a WisDOT permit may be needed to work adjacent to Greenfield Avenue.

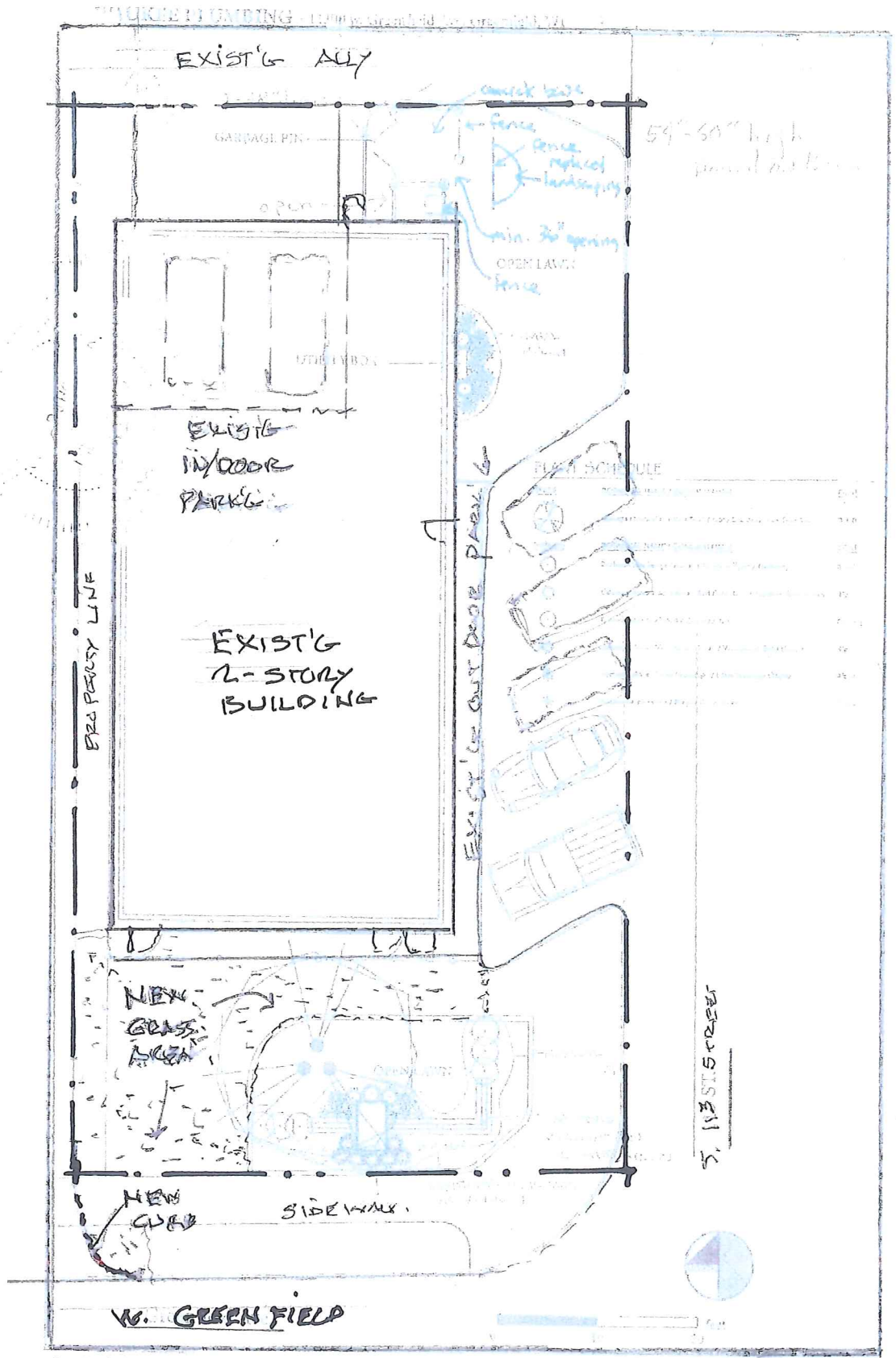
3. Code Enforcement has indicated: Per IEBC 1012.1.1.2 partial change of occupancy classification for lower level will require that space to comply with the R-2 fire protection requirements in IBC ch 9. A fire protection system will be required to be installed in the area undergoing the change in occupancy classification to R-2.



Imagery ©2024 Airbus, Maxar Technologies, Map data ©2024 Google 50 ft

11300 W. GREENFIELD

SITE PLAN



SITE PLAN - 06/30/2011

SITE PLAN - 11300 W. GREENFIELD

(PARK'G AREAS)

11300 W Greenfield Ave

West Allis, Wisconsin

Google Street View

Aug 2023 See more dates



Image capture: Aug 2023 © 2024 Google



FRONT ELEVATION

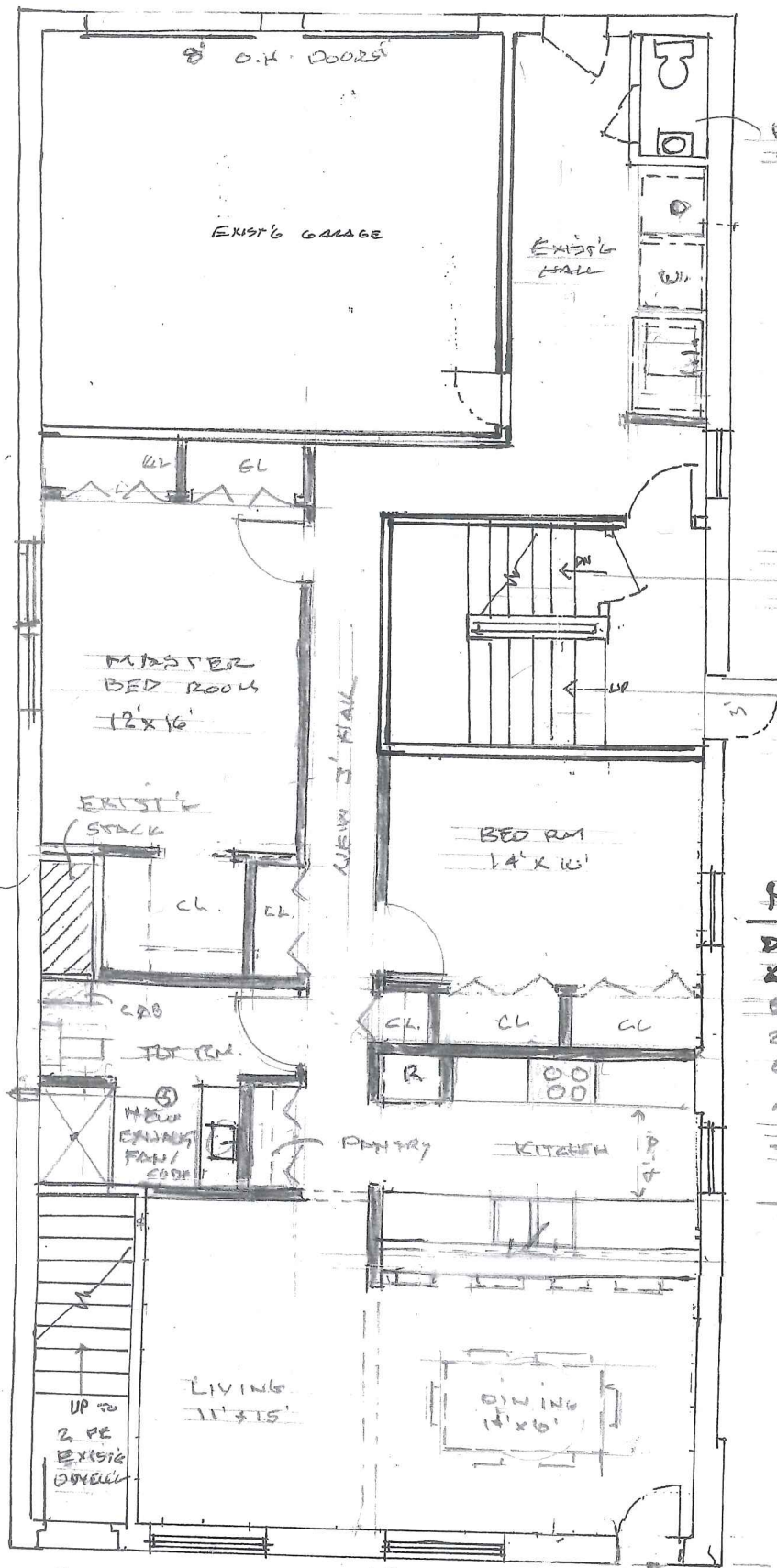
V Greenfield Ave



Greenfield Ave
 Main
 Street View
 See more dates



SIDE ELEVATION



NOTE
 DARK WALLS
 ARE NEW.
 STANDARD
 2x4 WALLS TO
 CEILING
 ABOVE -
 ALL OTHER
 WALLS
 EXIST'G.

LIGHT/AIR CODE REQUIREMENT

MASTER BED ROOM
 12'x16' = 292 SF
 x 8%
 NEED MIN (OPN'G) 23.36 SF
 NEW (2) - 3'x5' D.H.
 E. GLASS WINDOWS
 WITH STL. LINTEL(S) - 6"
 SPACE BETWEEN
 WINDOWS

LIGHT/AIR CODE REQUIREMENT

BED RM 14'x10' = 140 S.F.
 x 8%
 NEED MIN. (OPN'G) = 12.80 S.F.

NEW 3'x5' D.H.
 E. GLASS WINDOW
 WITH STL. LINTEL

ROOM FINISHES

- * FLOORING - GLEND WID. LAMINATE
- * WALLS - 1/2" GYP. BD / PAINTED
- * CEILINGS - 5/8" FIRE CODE GYP. (CULBERT REQUIRED) EXIST CEILING GYP.
- DOORS - 3'0" x 6'8" W.D. (STAINED)
- * CLOSERS BI FOLD CABINETS BY OWNER

NOTE: HV/AC, PLUMB'S
 ELECTRICAL CONTR.
 TO GET SEPARATE
 PERMITS.

INTERIOR S.F. 30'x68' = 2,043
 (GARAGE INCLUDED)
 1300 W. GREENFIELD AVE • WEST ALLIS, WI.
FIRST FLOOR PLAN - ALTERATIONS
 EXIST'G 2-STORY BUILDING.
 1300 W. GREENFIELD AVE • WEST ALLIS

From: [Steve Schaer](mailto:Steve.Schaer@ci.westallis.wi.us)
To: ["greg@ittek@aol.com"](mailto:greg@ittek@aol.com)
Cc: [Shelly Kopyiv](mailto:Shelly.Kopyiv@jack.koumesky.com); [jack Koumesky](mailto:jack.koumesky@jack.koumesky.com)
Subject: 445-0355-000 | 11300-11302 W GREENFIELD AVE
Date: Monday, February 12, 2024 11:43:12 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[11300 W Greenfield Ave. \(SLA\) Milwaukee Plumbing and Piping 04-27-11.pdf](#)

Hi Gerry,

Thanks for calling and converting the existing mixed use (commercial ground floor and upper residence) to a 2-unit dwelling is possible within the C-3 commercial zoning. A [building permit](#) is required to change the use of the ground floor space to residential. The alterations and change in use also prompts a [Planning & Zoning site review](#). The submittal of a site/landscaping and architectural plan are required as part of the design review and Plan Commission process.

As you gather more info from the property owner, if you'd like to arrange for a pre-application meeting with Planning and Code Enforcement just let us know.

Here are some initial comments from Planning & Zoning with respect to the property, and the intended change in use:

1. Update site/landscaping plan to show site improvements – attached is a 2013 site/landscaping plan for MKE Plumbing (existing mixed use).
 - a. Initial recommendations would include: (a) front yard convert paved front yard to greenspace (grass at minimum), (b) part of the existing driveway opening along W. Greenfield Ave (shared with the property to the west), being modified/reduced in size (replace curb and grass terrace along the 11300 W Greenfield Ave. part), (c) remove existing bollards, (d) monument sign removal and replace w/ turf.
 - b. Parking – front yard parking will no longer be possible. Explain the intended plan for any off-street tenant parking. The commercial space utilized some parking on the east will also be in question, will the conversion of space utilize garage parking behind the building off the alley?
2. Architectural plan – Note any exterior updates on an elevation with scope of work. Floor plans being submitted too.
 - a. Will existing [awning](#) be removed?
 - b. Are existing [garage bays off alley](#) to be used for parking?

Steve Schaer, AICP

Manager of Planning & Zoning
Development Department - Planning & Zoning Division | City of West Allis
7525 W. Greenfield Ave. | West Allis, WI 53214
Office: 414-302-8466 | Dept: 414-302-8460
thatwhywestallis.com



