



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, June 26, 2019

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 6:03 p.m. in Room 128

B. ROLL CALL

- Present** 6 - Mayor Dan Devine, Ms. Erin Hirn, Mr. Jon Keckeisen, Ms. Amanda Nowak, Mr. Tom Rebstock, and Mr. Brian Frank
- Excused** 2 - Mr. Wayne Clark, and Mr. Eric Torkelson

Staff

Steve Schaer, AICP, Manager of Planning and Zoning
Katie Bennett, Planner
Jill Gregoire, Planner
Cory Clark, Planning Intern

Others Attending

Ald. Weigel, John Stibal, Al Scheinpflug, Diane Henneman, Bob Deney, Brian C. Randall, Ryan Spott, Mark Spies, Darren McKinnon, Thomas Olejniczak, Mary Claire Lanser, Katherine Foley, Thomas Wachowiacz.

C. APPROVAL OF MINUTES

1. [19-0406](#) May 29, 2019 Draft Minutes

Attachments: [May 29, 2019 \(draft minutes\)](#)

A motion was made by Mr. Rebstock, seconded by Mr. Keckeisen, that this matter be Approved.
The motion carried unanimously.

D. NEW AND PREVIOUS MATTERS

- 2A. [2019-0416](#) Application for Special Use Permit for proposed new construction of a behavior health hospital to be located at 1706 S. 68 St. and adjacent commercial parking lot at 1700 Block S. 68 St.

Attachments: [Application - UHS Hospital - 1706 S 68 St & 1700 Block S of 68 St](#)

[United Health Services \(SUP-SLA\)](#)

[Carol Searing-Wood opposed](#)

[Glory Dohearty.support](#)

Discussion ensued with respect to staff recommendation item 1(a) to remove a proposed driveway on the NW side of the site plan. A motion was made by Brian Frank and seconded by Amanda Nowak to strike item 1(a) and accept the remaining staff recommendations. This matter was Recommended For Approval on a Block Vote.

2B. [19-0407](#)

Site, Landscaping and Architectural Plans for a proposed new construction of a behavior health hospital and off-street parking to be located at 1706 S. St. and adjacent commercial parking lot at 1700 Block S. 68 St., submitted by Brian C. Randall, Davis & Kuelthau, s.c. on behalf of Milwaukee Behavior Health, LLC c/o Diane Henneman of Universal Health Services. (Tax Key No. 453-0776-003 & 453-0747-001)

Attachments: [United Health Services \(SUP-SLA\)](#)

Items 2A and 2B were considered together.

Discussion ensued with questions being answered by staff.

A brief overview and introduction by staff before turning over to the UHS team for further explanation of who UHS is and what they propose.

Sixteen to twenty beds in the proposed 120 bed facility will be filled by Milwaukee County.

No psychiatric crisis emergency center within the hospital in West Allis.

Discharge process will include a discharge authorized by a medical doctor and/or physicians order. Discharge plans will also include transportation from the facility. No patients will be discharged to the street.

The neighborhood meeting of April 13, 2019 included 455 invites being mailed to residence and door to door contact on weekends. Forty people signed in as attendees at the meeting, along with twenty-two people completed exit questions.

Discussion ensued with respect to staff recommendation item 1(a) to remove a proposed driveway on the NW side of the site plan. A motion was made by Brian Frank and seconded by Amanda Nowak to strike item 1(a) and accept the remaining staff recommendations.

Recommendation: *Common Council approval of the Application for Special Use Permit for proposed new construction of a behavior health hospital to be located at 1706 S. 68 St. and adjacent commercial parking lot at 1700 Block S. 68 St., and to approve the Site, Landscaping and Architectural Plans for a proposed new construction of a behavior health hospital and off-street parking to be located at 1706 S. St. and adjacent commercial parking lot at 1700 Block S. 68 St., submitted by Brian C. Randall, Davis & Kuelthau, s.c. on behalf of Milwaukee Behavior Health, LLC c/o Diane Henneman of Universal Health Services. (Tax Key No. 453-0776-003 & 453-0747-001), subject to the following conditions:*

(Items 1 thru 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. Revised Site, Landscaping, and Architectural Plans being submitted to the Department of Development to show the following: (a) ~~removal of the driveway on W. Mitchell St. closest to the intersection to/for the UHS site;~~ (b) revised landscaping plan to reference the landscaping key as it*

corresponds to the site/landscaping plan; (c) additional greenspace being added to the off-site parking lot (west of S. 68 St.); (d) City Forester approval of the landscaping species type and quantity; (e) brick or an alternate to the proposed split faced veneer material on the west elevation of the gymnasium portion of the building; (f) window transparency detail being indicated on the north elevation of the main entrance; (g) color details of the exterior materials being provided; (h) exterior building elevation directional labels being updated; (i) house side shield options being provided for the light poles on site and within the off-site parking lot. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8466.

2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8466.
3. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8466.
4. Common Council approval of the special use (scheduled for July 16, 2019) and applicant's acknowledgement of the special use resolution.
5. Documentation and approval showing compliance with the City of West Allis Storm water Management Ordinance, to be submitted to the Building Inspections and Neighborhood Services Department by a registered Civil Engineer. A storm water permit must be obtained from the City. Contact Mike Romans, Plumbing Inspector at 414-302-8413.

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission approval)

6. Signage permit plans being provided for staff review and approval.
7. 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.

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Mr. Frank, seconded by Ms. Nowak, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

3. [19-0408](#) Determination of surplus Community Development Authority owned property located at 1706 S. 68 St.

Attachments: [CDA land - UHS - Discussion](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend Common Council approval of the Determination of surplus Community Development Authority owned property located at 1706 S. 68 St. (Tax Key No. 453-0776-003) on the basis that the proposed redevelopment would satisfy the

City's public purpose in conformance of the 2030 comprehensive land use plan for said land; and, and the sale of this land would result in taxable property and relieve the City of maintenance of the property

A motion was made by Ms. Hirn, seconded by Mr. Frank, that this matter be Approved. The motion carried unanimously.

4. [19-0409](#)

Site, Landscaping and Architectural Plans for WaterStone Bank, an existing bank, located at 10296 W. National Ave., submitted by Al Scheinpflug, d/b/a WaterStone Bank SSB. (Tax Key No. 485-9990-012)

Attachments: [WaterStone Bank - SLA](#)

Discussion ensued with questions being answered by staff.

Recommendation: *Recommend approval of the Site, Landscaping and Architectural Plans for WaterStone Bank, an existing bank, located at 10296 W. National Ave., submitted by Al Scheinpflug, d/b/a WaterStone Bank SSB. (Tax Key No. 485-9990-012), subject to the following conditions:*

(Items 1 through 3 are required to be satisfied prior to any work being done that is associated with the proposal being reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. *Revised Site and Landscaping Plans being submitted to the Department of Development to show the following: (a) property lines, parking areas, and existing drive locations. Contact Katie Bennett, Planner at (414) 302-8463 with questions.*
2. *An estimated cost of landscaping and parking lot improvements, for both the initial plan and the contingency plan, being submitted to the Development Department for approval. Contact Katie Bennett, Planner at (414) 302-8463 with questions.*
3. *A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated costs of parking and landscape improvements be executed by the applicant prior to the issuing of a building permit. Contact Katie Bennett, Planner at (414) 302-8463 with questions.*

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission approval)

4. *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.*

A motion was made by Mr. Rebstock, seconded by Mr. Keckeisen, that this matter was Approved. The motion carried by the following vote:

Aye: 3 - Mr. Keckeisen, Mr. Rebstock, and Mr. Frank

No: 2 - Ms. Hirn, and Ms. Nowak

5. [19-0410](#) Certified Survey Map to combine the parcels located at 1137 S. 62nd St. and 1200 Block S 63rd St., from 2 to 1 lot, submitted by property owner Maura Sullivan. (Tax Key No. 439-0216-000 and 439-0229-000)

Attachments: [1137 S. 62nd St - \(CSM\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend Common Council approval of the Certified Survey Map to combine the parcels located at 1137 S. 62nd St. and 1200 Block S 63rd St., from 2 to 1 lot, submitted by property owner Maura Sullivan. (Tax Key No. 439-0216-000 and 439-0229-000)

A motion was made by Mr. Frank, seconded by Ms. Hirn, that this matter be Approved. The motion carried unanimously.

6. [19-0411](#) Signage Plan for Hobby Lobby, an existing arts and crafts store, located at 6900 W. Greenfield Ave. submitted by Jordan Bauer on behalf of Bauer Sign Company. (Tax Key No. 439-0001-007)

Attachments: [Hobby Lobby - \(Sign\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend denial of the Signage Plan for Hobby Lobby, an existing arts and crafts store, located at 6900 W. Greenfield Ave. submitted by Jordan Bauer on behalf of Bauer Sign Company. (Tax Key No. 439-0001-007)

A motion was made by Ms. Hirn, seconded by Mr. Frank, to accept the staff recommendation of denial. The motion carried unanimously.

- 7A. [19-0412](#) Application for Special Use Permit for WA Community Child Care, LLC, to expand an existing day care, located at 6682 W. Greenfield Ave.

Attachments: [WA Community Child Care LLC - \(SUP-SLA\)](#)

This matter was Approved on a Block Vote.

- 7B. [19-0413](#) Site, Landscaping and Architectural Plans for WA Community Child Care, LLC, an existing day care, located at 6682 W. Greenfield Ave., submitted by Thomas Wachowiach on behalf of WA Community Child Care, LLC. (Tax Key: 439-0001-031)

Attachments: [WA Community Child Care LLC - \(SUP-SLA\)](#)

Items 7A and 7B were considered together.

Discussion ensued with questions being answered by staff.

(Items 1 through 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 Site, Landscaping, and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) a detailed site plan to show the existing parking lot areas on the 6682 property

(between W. Greenfield Ave and along the east side of the site), number of parking stalls used by the day care and pedestrian walkways; (b) revised floor plan to note/highlight the areas within building that are changing; (c) fence and play surface details for the new playground area. Contact Steve Schaer at 414-302-8466 with further questions.

2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8466.
3. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8466.

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Ms. Hirn, seconded by Mr. Keckeisen, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

8. [19-0414](#) Application for Special Use Permit to establish alcohol beverage (Class A) sales at the existing fuel station located at 10537 W. Greenfield Ave.

Attachments: [Pantry 41 Alcohol Beverage Sales \(SUP\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend approval of the Application for Special Use Permit to establish alcohol beverage (Class A) sales at the existing fuel station located at 10537 W. Greenfield Ave.

A motion was made by Mr. Frank, seconded by Ms. Nowak, that this matter was Approved. The motion carried by the following vote:

Aye: 4 - Mr. Keckeisen, Ms. Nowak, Mr. Rebstock, and Mr. Frank

No: 1 - Ms. Hirn

- 9A. [19-0415](#) Application for Special Use Permit for an outdoor extension of premise at the existing bar located at 7127 W. National Ave.

Attachments: [Red White and Brews \(SUP-SLA\)](#)

A motion was made by Erin Hirn and seconded by Brian Frank to amend the staff recommendation to allow seating in the front of the building, but held off on the making a determination on the back area until the neighborhood offers comments at the Public Hearing of July 16, 2019. This matter was Approved on a Block Vote

- 9B. [19-0416](#) Site, Landscaping and Architectural Plan amendment for an outdoor extension of premise at the existing bar located at 7127 W. National Ave., submitted by Eric Millard of Red, White and Brews. (Tax Key No. 453-0612-000).

Attachments: [Red White and Brews - \(SUP-SLA\)](#)

Items 9A and 9B were considered together.

Discussion ensued with questions being answered by staff.

Ald. Weigel indicated there may likely be a petition submitted to the City by the neighborhood in opposition to this proposal.

Recommendation *Recommend Common Council approval of the Special Use Permit for an outdoor extension of premise at the existing bar located at 7127 W. National Ave, and approval of the Site, Landscaping and Architectural Plan amendment for an outdoor extension of premise at the existing bar located at 7127 W. National Ave. submitted by Eric Millard of Red, White and Brews (Tax Key No. 453-0612-000)., subject to the following conditions:*

(Items 1 through 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 Site, Landscaping, and Architectural Plans being submitted to the Department of Development to show the following: (a) detailed plan to show the entire sidewalk width from the restaurant to the curb, furniture locations and dimension and any other objects in the right of way, a minimum of 3.0 ft. of clearance must be maintained on the sidewalk for pedestrians; (b) accurate number of indoor/outdoor seating be reflected on the plans; (c) landscaping planters being installed behind the building to buffer the outdoor patio area from view. Contact Steven Schaefer, Manager of Planning and Zoning at 414-302-8460.*
- 2. Request for a Grant of Privilege with approved plans being submitted by applicant to the City Attorney's Office, for issuance of a grant of Privilege for furniture. Contact Margaret Jutz, Attorney's Office, at 414-302-8445.*
- 3. Common Council approval of the special use (scheduled for July 16, 2019) and applicant's acknowledgement of the special use resolution.*

This matter was Approved on a Block Vote

Passed The Block Vote

A motion was made by Ms. Hirn, seconded by Mr. Frank, to approve all the actions on the preceding items on a Block Vote. The motion carried by the following vote:

Aye: 4 - Ms. Hirn, Mr. Keckeisen, Ms. Nowak, and Mr. Rebstock

No: 1 - Mr. Frank

10. [19-0417](#)

Ordinance to amend Sections 12.30 Residential Estate District, 12.31 Residence District, 12.37 Residence District, C-1 Central Business District, and C-2 Neighborhood Commercial District of the Revised Municipal Code relative to short term rental uses and updating definitions within Section 12.06.

Attachments: [Short Term Rentals - \(ORD\)](#)

Discussion ensued with questions being answered by staff.

Ald. Weigel asked for clarification on the definition of bed and breakfast vs short-term rental.

Staff advised the State of Wisconsin defines bed and breakfasts differently from short-term rentals, furthermore, the Health Department would license B&B's separately from short-term rentals.

Recommendation: *Recommend Common Council approval of the Ordinance to amend Sections 12.19 Off-Street Parking, Loading and Other Site Improvement Regulations, 12.30 RE-1 Residential Estate District, 12.31 RA-1 Residence District, 12.36 RB-2 Residence District, 12.37 RC-1 Residence District, 12.40 C-1 Central Business District, and 12.41 C-2 Neighborhood Commercial District of the Revised Municipal Code relative to short term rental uses and updating definitions within Section 12.06.*

A motion was made by Mr. Rebstock, seconded by Ms. Nowak, that this matter be Approved. The motion carried unanimously.

11. [19-0418](#)

Ordinance to amend Subsections 13.215(2)(6)(10)(16)(18)(19) of the Downtown Signage Ordinance relative to updating definitions, types of prohibited signs and updates to the changeable copy signs section within the Downtown West Allis Signage Ordinance.

Attachments: [Central Business District \(ORD\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: *Staff does not recommend Common Council passage of the Ordinance to amend Subsections 13.215(2)(6)(10)(16)(18)(19) of the Downtown Signage Ordinance relative to updating definitions, types of prohibited signs and updates to the changeable copy signs section within the Downtown West Allis Signage Ordinance based on the following:*

(a) *The existing ordinance provides for the expression of both commercial and noncommercial speech, business identification and advertising needs. A changeable copy signage allowance is already allowed within the existing signage ordinance;*

(b) *The requested window signage allowance will result in excessive amount of signage clutter, distraction, reduced aesthetics/image within Downtown West Allis, a WI Main Street community.*

The ordinance amendment does enhance or preserve the unique and historic character of the Downtown and protect property values within the City.

A motion was made by Erin Hirn and seconded by Brian Frank to accept the staff recommendation of denial. If Common Council should so choose to pass the ordinance, Plan Commission recommends Electronic Message Center requests come to the Plan Commission for individual review.

E. ADJOURNMENT

There being no other business, a motion was made by Brian Frank and seconded by Jon Keckeisen to adjourn the Plan Commission meeting at 8:00 p.m.

Special thanks were extended to Jim Lisinski (not present), thanking him for thirteen years of service, 143 Plan Commission meetings, over 2,000 plan reviews and attendance at various Plan Commission workshops and a Congress for New Urbanism (CNU) conference in Buffalo, NY.



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.