



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, January 27, 2021

6:00 PM

City Hall, Room - Virtual
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

B. ROLL CALL

Present 4 - Wayne Clark, Brian Frank, Eric Torkelson, and Rossi Manka
Excused 5 - Kathleen Dagenhardt, Jon Keckeisen, Amanda Nowak, David Raschka, and Ben Holt

Staff

Steve Schaer, AICP, Manager of Planning and Zoning
Katie Bennett, Lead Planner
Tony Giron, Planner
Erin Scharf, Zoning Administrator and Business Process Liaison

Others Attending

Dan Nowak, Dana Spandet, Don Nummerdor, Fred Fisher, Robert Schmidt

C. APPROVAL OF MINUTES

1. [21-0004](#) December 2, 2020 Draft Minutes of Regular & Supplemental Agendas

Attachments: [PC Draft Minutes Of 12-2-20 \(Supplemental Agenda Item\)](#)
[PC Draft Minutes of 12-2-20 \(Regular Agenda\)](#)

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

D. NEW AND PREVIOUS MATTERS

- 2A. [21-0032](#) Special use permit for Flour Girl & Flame, a proposed restaurant and limited food production business, to be located at 8121-23 W. National Ave.

Attachments: [Flour Girl & Flame - 8121-23 W National Ave \(SUP-SLA\)](#)

This matter was Approved on a Block Vote.

- 2B. [21-0033](#) Site, Landscaping, and Architectural Plans for Flour Girl & Flame, a proposed restaurant and limited food production business, to be located at 8121-23 W. National Ave., submitted by Dan Nowak, d/b/a Flour Girl & Flame. (Tax Key No. 452-0601-000).

Attachments: [Flour Girl & Flame - 8121-23 W National Ave \(SUP-SLA\)](#)

Items 2A and 2B were considered together.

Recommend Common Council approval of the Special Use Permit for Flour Girl & Flame, a proposed restaurant and limited food production business, to be located at 8121-23 W. National Ave., and approval of the Site, Landscaping, and Architectural Plans for Flour Girl & Flame, a proposed restaurant and limited food production business, to be located at 8121-23 W. National Ave., submitted by Dan Nowak, d/b/a Flour Girl & Flame. (Tax Key No. 452-0601-000), 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) A four-sided refuse enclosure; (b) confirmation of easement agreement with railroad. Contact Tony Giron, Planner at 414-302-8469.*
- 2. 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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Tony Giron, Planner at 414-302-8469.*
- 3. Common Council approval of the Special Use (scheduled for February 2, 2021) and applicant's acknowledgement of the Special Use Permit Resolution.*

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Torkelson, seconded by Manka, to approve all the actions on item nos. 2A & 2B on a Block Vote. The motion carried unanimously.

3. [21-0034](#) Certified Survey Map to split the existing parcel located at 10707 W. Cleveland Ave. and 10757 W. Cleveland Ave. into 2 parcels, submitted by Robert E. Schmidt III, d/b/a Bolder Venture (Tax Key No. 519-9996-003).

Attachments: [Aspen Dental -10757 W Cleveland Ave \(CSM\)](#)

Recommendation: *Recommend Common Council approval of the Certified Survey Map to split the existing parcel located at 10707 W. Cleveland Ave. and 10757 W. Cleveland Ave. into 2 parcels, submitted by Robert E. Schmidt III, d/b/a Bolder Venture (Tax Key No. 519-9996-003), subject to the following conditions:*

- 1. The balance of an outstanding sidewalk special assessment on the parcel must be paid to the City prior to the recording of the Certified Survey Map.*
- 2. Revise and resubmit CSM per comments from Engineering related to dedicated land language.*

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

4. [21-0035](#)

Signage Plan for Aspen Dental, a proposed dental office, to be located at 10757 W. Cleveland Ave., submitted by Sign Effectz, Inc. on behalf of Aspen Dental Management, Inc. (Tax Key No. 519-9996-003).

Attachments: [Aspen Dental - 10757 W Cleveland Ave \(SIGN\)](#)

The sign contractor noted that the business intended to open in 6 weeks and needs to install signage.

The initial motion was made by Wayne Clark and seconded by Rossi Manka to accept the staff recommendation for denial. However after discussion with the applicant, Wayne Clark (motioner) and Rossi Manka (seconded) both rescinded their motions and changed the course of action as follows:

A motion was made by Wayne Clark and seconded by Rossi Manka to place the application on file as it doesn't meet the sign ordinance. The directive to the applicant was to apply for a sign permit, for a 45-sf sign that will conform to the sign ordinance. A subsequent request for a sign variance to appeal for an additional 45-sf wall sign.

Recommendation: *Place the Signage Plan Appeal application for Aspen Dental on file for a proposed dental office, to be located at 10757 W. Cleveland Ave., submitted by Sign Effectz, Inc. on behalf of Aspen Dental Management, Inc. (Tax Key No. 519-9996-003).*

The Planning Commission directive place the application on file as it doesn't meet the sign ordinance. The directive to the applicant is to apply for a sign permit, for a 45-sf sign that will conform to the sign ordinance. This may be approved administratively by Planning staff. A subsequent request for a sign variance to appeal for an additional 45-sf wall sign may then be submitted to Planning and Zoning for a future meeting before the Plan Commission. The Plan Commission offered a special meeting to address the appeal request.

A motion was made by Clark, seconded by Manka, that this matter be Placed on File. The motion carried unanimously.

5. [21-0036](#)

Ordinance to amend the official West Allis Zoning Map by rezoning property located at 1436 S. 92 St. from RC-2, Residence District to C-2, Neighborhood Commercial District submitted by Andy Lopac (Tax Key No. 451-0228-002).

Attachments: [Rezone - 1436 S 92 St \(ORD\)](#)

Recommendation: Common council approval of the Ordinance to amend the official West Allis Zoning Map by rezoning property located at 1436 S 92 St. from RC-2, Residence District to C-2, Neighborhood Commercial District submitted by Andy Lopac (Tax Key No. 451-0228-002) scheduled for 2/2/21.

A motion was made by Clark, seconded by Torkelson, that this matter be Approved. The motion carried unanimously.

6. [21-0037](#) Site, Landscaping, and Architectural Plans for a new garage, to be located at 1436 S. 92 St. submitted by Andy Lopac (Tax Key No. 451-0228-002).

Attachments: [1436 S 92 St - SLA](#)

Recommendation: Approve the Site, Landscaping, and Architectural Plans for a new garage, to be located at 1436 S. 92 St. submitted by Andy Lopac (Tax Key No. 451-0228-002) subject to the following conditions:

A motion was made by Eric Torkelson and seconded by Wayne Clark to **modify** and accept the staff recommendation

(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) overall site plan showing entire property (buildings, site features including proposed garage); (b) additional infill landscaping along the north side of the property to screen from the neighbor; (c) show all access points to the garage. If accessing the garage from another property, confirmation of an easement with neighboring properties; (d) **revised elevations to show changes relative to the relocated garage door (from east side to the north side of the building)**. Contact Tony Giron, at 414-302-8460 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Tony Giron, City Planner at 414-302-8460.
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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Tony Giron, City Planner at 414-302-8460.

A motion was made by Torkelson, seconded by Clark, that this matter be Approved as Amended. The motion carried unanimously.

7. [21-0038](#) Ordinance to amend the Future Land Use Map within the City's Comprehensive Plan (Chapter 10 Land Use) for properties located at 6500 W. Washington St., 1323 S. 65 St., and 1339-1347 S. 65 St. from Industrial and Office to Commercial Land Use.

Attachments: [Rezone - Motor Castings \(ORD\)](#)

This matter was Approved on a Block Vote.

8. [21-0039](#) Ordinance to amend the Official West Allis Zoning Map by rezoning properties, located at 6500 W. Washington St., 1323 S. 65 St., 1339-1347 S. 65 St. and portions of City right-of-way from M-1, Light Industrial to C-3, Community Commercial District (Tax Key Nos. 439-0001-037, 439-0139-002, 439-0140-001).

Attachments: [Rezone - Motor Castings \(ORD\)](#)

Items 7 & 8 were taken together.

Staff recommendation: Common Council approval of the following:

7. Ordinance to amend the Future Land Use Map within the City's Comprehensive Plan (Chapter 10 Land Use) for properties located at 6500 W. Washington St., 1323 S. 65 St., and 1339-1347 S. 65 St. from Industrial and Office to Commercial Land Use.

; and,

8. Ordinance to amend the Official West Allis Zoning Map by rezoning properties, located at 6500 W. Washington St., 1323 S. 65 St., 1339-1347 S. 65 St. and portions of City right-of-way from M-1, Light Industrial to C-3, Community Commercial District (Tax Key Nos. 439-0001-037, 439-0139-002, 439-0140-001).

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Clark, seconded by Frank, to approve all the actions on item nos. 7 & 8 on a Block Vote.

The motion carried unanimously.

9. [21-0040](#)

Ordinance to amend the Official West Allis Zoning Map by rezoning properties, located at 331-33 S. 108 St., and 1** Block of S. 108 St. from M-1, Light Industrial to C-3, Community Commercial District (Tax Key No. 414-9990-001 and 414-9991-002).

Attachments: [Rezone M1-331-33 S 108 St & 1** Block of S 108 St to C3 \(ORD\)](#)

Recommendation: Common Council approval of the Ordinance to amend the Official West Allis Zoning Map by rezoning properties, located at 331-33 S. 108 St., and 1** Block of S. 108 St. from M-1, Light Industrial to C-3, Community Commercial District (Tax Key No. 414-9990-001 and 414-9991-002) scheduled for 2/2/21.

A motion was made by Clark, seconded by Frank, that this matter be Approved.

The motion carried unanimously.

10. [21-0041](#)

Ordinance to Adopt the City of West Allis 2040 Comprehensive Plan.

Attachments: [2040 Comprehensive Plan \(ORD\)](#)

Recommendation: Common Council approval of the Ordinance to Adopt the City of West Allis 2040 Comprehensive Plan. Hearing - February 17, 2021.

A motion was made by Clark, seconded by Frank, that this matter be Approved.

The motion carried unanimously.

E. ADJOURNMENT

There being no other business, a motion was made by Wayne Clark and seconded by Rossi Manka to adjourn the Plan Commission meeting at 7:00 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.