



**Planning & Zoning**  
planning@westalliswi.gov  
414.302.8460

August 31, 2021

Keisha Spencer Jefferson  
West Allis Center for Early Education  
11112 W. National Ave.  
West Allis, WI 53227

**Re: Special Use Permit for a proposed daycare, within a portion of the existing multi-tenant shopping center, located at 11112 W. National Ave.**

**Site, Landscaping, and Architectural Plans for a proposed daycare, within a portion of the existing multi-tenant shopping center, located at 11112 W. National Ave., submitted by Keisha Jefferson, d/b/a West Allis Center for Early Education. (Tax Key No. 520-9999-003).**

Dear Ms. Jefferson:

This letter is to inform you that the Plan Commission, at its meeting of August 25, 2021, approved the above-referenced item, subject to the following conditions.

*(Items 1 through 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, Landscaping, and Architectural Plans being submitted to the Planning & Zoning program to show the following: (a) removal of the angled parking stall west/behind the children's play area; (b) landscaped barrier being added around the new outdoor children's play area; (c) reevaluate quantity of ADA stalls needed for entire property; (d) color details of the repaint; and (d) indication that the fencing on the refuse enclosures will be repaired or replaced. Contact Tony Giron, Planner at 414-302-8469.*
- 2. Common Council approval of the Special Use (scheduled for September 7, 2021) and applicant's acknowledgement of the Special Use Permit Resolution.*

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

- 3. Sign permit being applied for with Planning and Zoning for compliance review in accordance with the signage ordinance.*
- 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.*



Please contact the Building Inspection and Neighborhood Services Department at 414-302-8400 for additional requirements for permit application information.

If you have any questions please contact Tony Giron, AICP, Planner, or myself at (414) 302-8460 or [planning@westalliswi.gov](mailto:planning@westalliswi.gov)

Sincerely,

A handwritten signature in black ink, appearing to read "S. J. Schaer".

Steven J. Schaer, AICP  
Manager, Planning and Zoning

cc: Andy Ni, New National Plaza, 11112 W National Ave., West Allis, WI 53227  
Mei Hua, 11112 W National Ave., West Allis, WI 53227  
Tony Giron, Planner  
Ed Lisinski, Director, Department of Building Inspections and Neighborhood Services

**CITY OF WEST ALLIS  
RESOLUTION R-2021-0519**

**RESOLUTION RELATIVE TO DETERMINATION OF AN APPLICATION FOR A  
SPECIAL USE PERMIT FOR A PROPOSED DAYCARE, TO BE LOCATED AT 11112  
W. NATIONAL AVE.**

**WHEREAS**, Keisha Jefferson (Applicant), d/b/a West Allis Early Education, has duly filed with the City Clerk an application for a Special Use Permit, pursuant to Sec. 12.43(2) and Sec. 12.16 of the Revised Municipal Code, to establish a children's day care facility to be located at 11112 W. National Ave.; and,

**WHEREAS**, after due notice, a public hearing was held by the Common Council on September 7, 2021, at 7:00 p.m., in the Common Council Chambers to consider the application; and,

**WHEREAS**, the Common Council, having carefully considered the evidence presented at the public hearing and the following pertinent facts noted:

1. The applicant and property owner, Keisha Jefferson, d/b/a West Allis Center for Early Education, is proposing to establish a children's day care facility at 11112 W. National Ave. (Tax Key No. 520-9999-003). The day care facility will occupy approximately 5,700 sq. ft. of space on the western end of a multi-tenant commercial building. Two separate outdoor play areas will also be established adjacent on the same property.

2. New National Plaza currently owns the subject day care property located at 11112 W. National Ave., West Allis, Milwaukee County, Wisconsin, more particularly described as follows:

All the land of the owner being located in the Southeast  $\frac{1}{4}$  of Section 7, Township 6 North, Range 21 East, City of West Allis, Milwaukee County, State of Wisconsin, describes as follows:

Commencing at the Northeast corner of the said Southeast  $\frac{1}{4}$ , thence Southerly, 594.18 feet, along East  $\frac{1}{4}$  line of said Southeast  $\frac{1}{4}$ , thence Southwest, 1019.94 feet, along centerline of West National Avenue, thence Northwest, 60.00 feet, at right angle to the North right-of-way line of West National Avenue and Point of Beginning, thence Southwest, 563.54 feet, along said North right-of-way line, thence Northwest, 71.42 feet, along East right-of-way line of South 112th Street, thence Northerly, 279.08 feet, along said East right-of-way line, thence Northeast, 51.98 feet, thence Easterly, 48.03 feet, to the Southerly right-of-way line of Mequanigo Drive, thence Northeast, 285.02 feet, along said Southerly right-of-way line, thence Southeast, 260.00 feet, to the Point of Beginning.

Tax Key No. 520-9999-003

3. The proposed day care would enroll infants aged 6 weeks to children aged 12. Two outdoor play areas are planned adjacent to the tenant space located at 11112 W. National Ave. A shared parking lot surrounds the subject day care use on the east, south, and west sides of the tenant space.

4. The aforesaid premises is zoned C-4 Regional Commercial District, which permits day care facilities as a Special Use pursuant to Sec. 12.43(2) and Sec. 12.16 of the Revised Municipal Code.

5. The subject property is located at approximately mid-block between S. 108 St. and S. Wollmer Rd. along W. National Ave. Properties to the north and west are zoned and developed for residential uses, and properties to the south and east are zoned and developed for commercial uses.

6. The proposed development should not adversely contribute to traffic volumes or traffic flow in the area as it has previously been used as a restaurant.

**NOW THEREFORE**, BE IT RESOLVED by the Common Council of the City of West Allis that the application for Special Use submitted by Keisha Jefferson, applicant of property located at 11112 W. National Ave. be, and is hereby granted on the following grounds:

That the establishment, maintenance and operation of the proposed use, with the imposition of certain conditions hereinafter set forth, reasonably satisfies the standards set forth in Secs. 12.16 of the Revised Municipal Code, so as to permit the issuance of a special use permit as therein provided.

BE IT FURTHER RESOLVED that said special use permit is granted subject to the following conditions:

1. Site, Landscaping, Screening, Architectural Signage Plans. The grant of this special use permit is subject to and conditioned upon the site, landscape, screening, and architectural plans approved on August 25, 2021, by the City of West Allis Plan Commission as provided in Sec. 12.13 of the Revised Municipal Code of the City of West Allis. No alteration or modification of the approved plan shall be permitted without approval by the Plan Commission.
2. Building Plans, Fire Codes and Licenses. The grant of this special use is subject to building plans being submitted to and approved by the Department of Building Inspections and Neighborhood Services and by the Fire Department. Any applicable licenses shall be applied for and approved. Capacity shall be in accordance with limits of occupancy load calculations as approved by Building Inspection and Fire Departments. Subject to applicant obtaining all required State of Wisconsin licenses and permissions.
3. Hours of Operation. Regular hours of operation will be 6 am to 10:30 pm, Monday through Friday and 8 am to 4 pm, Saturday and Sunday.
4. Fencing. A 3-foot-high decorative vinyl fence will surround both children's play areas. A strip of landscaping and boulders will surround the play area that backs up to the parking lot.
5. Parking. Nineteen (19) parking spaces are required for the daycare use, calculated as follows: one (1) space for every three hundred (300) square feet of gross floor area. One hundred forty-six (146) parking spaces are provided on site for all commercial uses on site.
6. Litter. Employees shall inspect the area and the immediate vicinity and pick up litter on a daily basis.
7. Refuse Collection. All refuse collection to be provided by commercial hauler and stored within a four-sided enclosure large enough for all outdoor storage of refuse and recyclable containers as approved by the Department of Development. All tenants of the property will be required to abide by the City of West Allis health/public nuisance rules per Chapter 7 of the Revised Municipal Code. Because there are residents that live within the residential neighborhood adjacent to the site, delivery operations and refuse pick up shall only be permitted during daytime hours. These functions shall not be permitted between the hours of

10:00 p.m. and 7:00 a.m.

8. Outdoor Lighting and monitoring. All outdoor lighting fixtures shall be shielded in such a manner that light rays emitted by the fixture, either directly from the lamp or indirectly from the fixture, do not splay from the property boundaries. Full cut-off lighting fixtures and/or house side shields shall be utilized on site as necessary to maintain a nuisance-free environment. The site shall be monitored by staff to ensure a safe environment.

9. 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.

10. Expiration of Special Use Permit. Any special use approved by the Common Council shall lapse and become null and void one (1) year from and after that approval if the use has not commenced, construction is not underway, or the owner has not obtained a valid building permit. An extension of these time limitations may be granted without a public hearing by the Common Council in accordance with the following criteria:

A. The applicant requesting the extension shall complete a planning application available from the Department of Development and shall submit a \$250.00 extension fee.

B. A written explanation for the extension of time shall accompany the planning application along with a timeline/schedule for obtaining necessary permits, zoning, state and municipal approvals and a target date for construction start;

C. The request for extension shall be submitted within sixty (60) days of the expiration of the special use permit;

D. The extension, if granted, shall be valid for a period of six (6) months. If no building permit has been issued and construction has not commenced within six (6) months from the date the extension has been granted, the special use shall become null and void.

#### 11. Miscellaneous

A. Applicants are advised that the foregoing conditions are reasonably necessary to protect the public interest and to secure compliance with the standards and requirements specified in Sec. 12.16 of the Revised Municipal Code; that the issuance of the special use is expressly subject to compliance with said conditions.

B. The use, as granted herein, is subject to applicants' compliance with all other state and local laws and regulations which may be applicable to the proposed use of the real estate in question.

C. The special use, as granted herein, shall run with the land and benefit and restrict all future owners and occupants of the property, unless the use shall lapse or be terminated and the use will not be altered or extended (including structural alterations and/or additions) without the

approval of the Common Council, following public hearing, all as provided in Sec. 12.16 of the Revised Municipal Code.

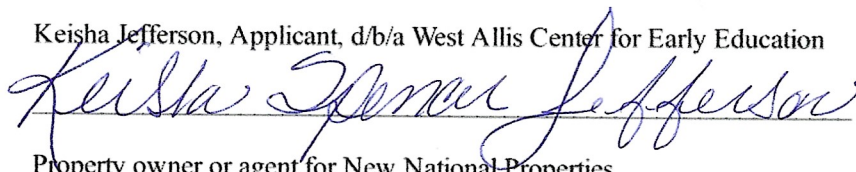
12. Lapse. If the applicant does not meet all of the terms and conditions set forth in this grant of a special use within one year of the granting thereof, then the Special Use Permit shall lapse and become null and void and the applicant shall forfeit any right to use the property as conferred by the Special Use Permit. The failure of the applicant to meet the terms and conditions of the Special Use Permit shall subject the permit to being declared void by the Common Council after notice to the applicant and a hearing before the Safety and Development Committee. Upon a finding and recommendation by the Committee to the Common Council on the matter, the applicant and/or any interested person may make comments regarding the matter to the Common Council prior to the Common Council's next regular meeting following the recommendation. Upon the Common Council's finding that the Special Use Permit has lapsed and become void, the applicant shall cease all operations at the property.

13. Termination of Special Use. If the person or entity granted the special use violates, allows or suffers the violation of the ordinances of the City of West Allis, the State of Wisconsin or the United States on the premises covered by the special use, then the special use may be terminated.

14. Acknowledgement. That the applicant signs an acknowledgment that he/she has received these terms and conditions and will abide by them.

The undersigned applicant agrees to the terms and conditions and has agreed that the grant of the Special Use Permit is conditioned on meeting the terms and conditions of this resolution.

\_\_\_\_\_  
Keisha Jefferson, Applicant, d/b/a West Allis Center for Early Education



Property owner or agent for New National Properties

Mailed to applicant on the \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
City Clerk

**SECTION 1:** ADOPTION "R-2021-0519" of the City Of West Allis Municipal Resolutions is hereby *added* as follows:

ADOPTION

R-2021-0519(Added)

PASSED AND ADOPTED BY THE CITY OF WEST ALLIS COUNCIL SEPTEMBER 07, 2021.

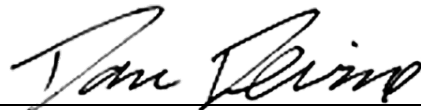
	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Ald. Angelito Tenorio	<u>X</u>	_____	_____	_____
Ald. Vince Vitale	<u>X</u>	_____	_____	_____
Ald. Tracy Stefanski	<u>X</u>	_____	_____	_____
Ald. Marty Weigel	<u>X</u>	_____	_____	_____
Ald. Suzzette Grisham	<u>X</u>	_____	_____	_____
Ald. Danna Kuehn	<u>X</u>	_____	_____	_____
Ald. Thomas Lajsic	<u>X</u>	_____	_____	_____
Ald. Dan Roadt	<u>X</u>	_____	_____	_____
Ald. Rosalie Reinke	<u>X</u>	_____	_____	_____
Ald. Kevin Haass	<u>X</u>	_____	_____	_____

Attest

Presiding Officer



Rebecca Grill, City Clerk, City Of  
West Allis



Dan Devine, Mayor City Of West Allis





# Planning Application



Project Name Daycare Center

### Applicant or Agent for Applicant

Name Keisha Spencer Jefferson  
 Company West Allis Center for Early Education  
 Address 11112-10 West National Ave.  
 City West Allis State WI Zip 53227  
 Daytime Phone Number 414-595-8022  
 E-mail Address keishajefferson@outlook.com

### Agent is Representing (Tenant/Owner)

Name Andy Ni  
 Company New National Plaza  
 Address 11112 West National Ave  
 City West Allis State WI Zip 53227  
 Daytime Phone Number 262-527-0789  
 E-mail Address andymingni@gmail.com

### Property Information

Property Address 11112-10 West National Ave  
 Tax Key No. 590-9999.003  
 Aldermanic District 5  
 Current Zoning C-4 Zoning  
 Property Owner Mei Hua  
 Property Owner's Address 1112 West National Ave  
 Existing Use of Property Vacant  
 Previous Occupant Restaurant  
 Total Project Cost Estimate No estimates

### Application Type and Fee (Check all that apply)

- Special Use: (Public Hearing Required) \$525
- Level 1: Site, Landscaping, Architectural Plan Review \$125 (Project Cost \$0-\$1,999)
- Level 2: Site, Landscaping, Architectural Plan Review \$275 (Project Cost \$2,000-\$4,999)
- Level 3: Site, Landscaping, Architectural Plan Review \$525 (Project Cost \$5,000+)
- Site, Landscaping, Architectural Plan Amendment \$125
- Extension of Time \$275
- Master Sign Program Review \$125
- Sign Plan Appeal \$125
- Request for Rezoning \$600 (Public Hearing Required)  
Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_
- Planned Development District \$1,525 (Public Hearing Required)
- Subdivision Plats \$1,700
- Certified Survey Map \$750
- Certified Survey Map Re-approval \$75
- Street or Alley Vacation/Dedication \$525
- Formal Zoning Verification \$225

**In order to be placed on the Plan Commission agenda, Planning & Zoning MUST receive the following by the last Friday of the month, prior to the month of the Plan Commission meeting.**

- Completed Application
- Corresponding Fees
- Project Description
- Set of plans (electronic) - check all that apply
  - Site/Landscaping/Screening Plan
  - Floor Plans
  - Elevations
  - Certified Survey Map
  - Other

Items shall be emailed to [Planning@westalliswi.gov](mailto:Planning@westalliswi.gov)  
 Please make checks payable to: City of West Allis

### FOR OFFICE USE ONLY

Application Received 7-30-21  
 Plan Commission 8-25-21  
 Publication Date \_\_\_\_\_  
 Common Council Introduction \_\_\_\_\_  
 Common Council Public Hearing 9-7-21

Applicant or Agent Signature Keisha Spencer Jefferson Date 7/30/2021

Property Owner Signature De Memo Date 7/30/2021





3353 South Sunny Slope Rd.  
New Berlin, WI 53151  
414-595-8022  
keishajefferson@outlook.com  
07/30/2021

Zoning Administrator and City Process Liaison  
Planning and Zoning | City of West Allis  
7525 W. Greenfield Ave. | West Allis, WI 53214  
Office: 414-302-8418

Dear City of West Allis Planning Commission:

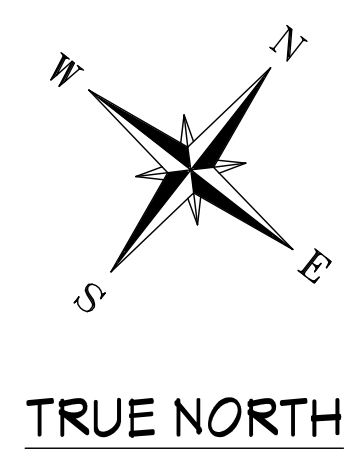
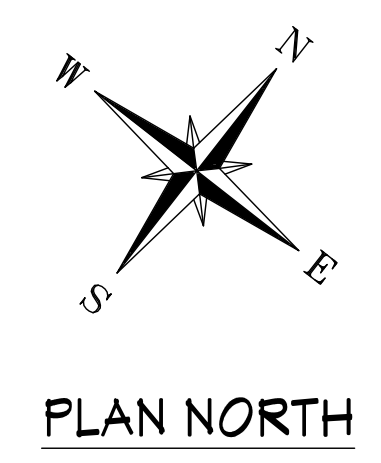
West Allis Center for Early Education partnered with the Next-Door Foundation Head Start Program primary focus is early childhood education. West Allis Center for Early Education will offer early childhood educational programming in the city of West Allis, by partnering with the Next-Door Foundation to extend quality care and provide services to low-income to moderate income children and families. The projected location is in the New National Plaza 11112-10 West National Ave. West Allis, WI 53227. The center's hours of operation will be 6am until 10:30pm Monday through Friday. WACEE will provide meals and to and from school transportation. WACEE will generate its revenue by participating in the Wisconsin childcare shares subsidy program, The Early Head Start program, and private pay. It is the intention of WACEE to open our doors by November 1, 2021 to accommodate the 2021-2022 school year, with a projected a capacity of over 90 children and approximately 15 staff members. West Allis Center for Early

Education is a limited liability company: to providing educational services for children ages six weeks through Twelve years. Our passion is to provide a high-quality program that is designed to meet the needs of the parents and the community. WACEE will offer a full-time educational programing for the following:

- Infants and Toddlers (1 Months to 24 Months): Our Infant and Toddler program is designed to provide each child with a safe and nurturing environment that will stimulate learning. Teachers actively chart the development of each child and provide parents with daily communication regarding their child's personal care routine.
- Two's (24 Months to 36 Months): In the two's class, teachers actively work towards potty-training each child. To prepare the children for the preschool program, children are introduced to the concept of center play. Furthermore, the curriculum provides a strong vocabulary enriched base so that literary skills may be introduced to children.
- Preschool/Pre-K (3–5-Year-Old): Our Preschool and Pre-K curriculum introduces several learning concepts such as literacy, math, and critical thinking skills. Vocabulary development is very important at this stage too, as children will begin to learn the art of writing. The classrooms are organized into centers such as reading, science, math, and writing. Furthermore, children are exposed to a print-rich environment, which allows students to associate written language to oral language.

Parents are fully aware of their child's academic progress through quarterly assessment tools.

- School Age (Kindergarten through 11 Years): The before and after school day childcare program provides care for full -day Kindergarten through 4th grade students, as well as transportation to local elementary schools. The teachers provide a variety of enrichment activities including games, physical fitness, stories and arts & crafts. Our summer camps allow children from first through fourth grades to explore a variety of interests. Throughout the summer, the children have opportunities to take field trips that stimulate learning and enhance their camp experience.



PLAN NORTH

TRUE NORTH

1 EXISTING SITE PLAN  
C1.0 1" = 20'-0"

LEGEND:	
[Hatched Box]	- EXISTING PLANTING BEDS TO REMAIN
[Dotted Box]	- EXISTING LAWN AREAS TO REMAIN

\* PLAN COMMISSION SET - (07-30-21)\*

Project: INTERIOR ALTERATIONS AND NEW PLAY YARD FOR:  
**WEST ALLIS CENTER FOR EXCELLENCE, LLC**  
 11112 W. NATIONAL AVENUE  
 WEST ALLIS, WISCONSIN 53227

Sheet Title:  
**EXISTING SITE PLAN**

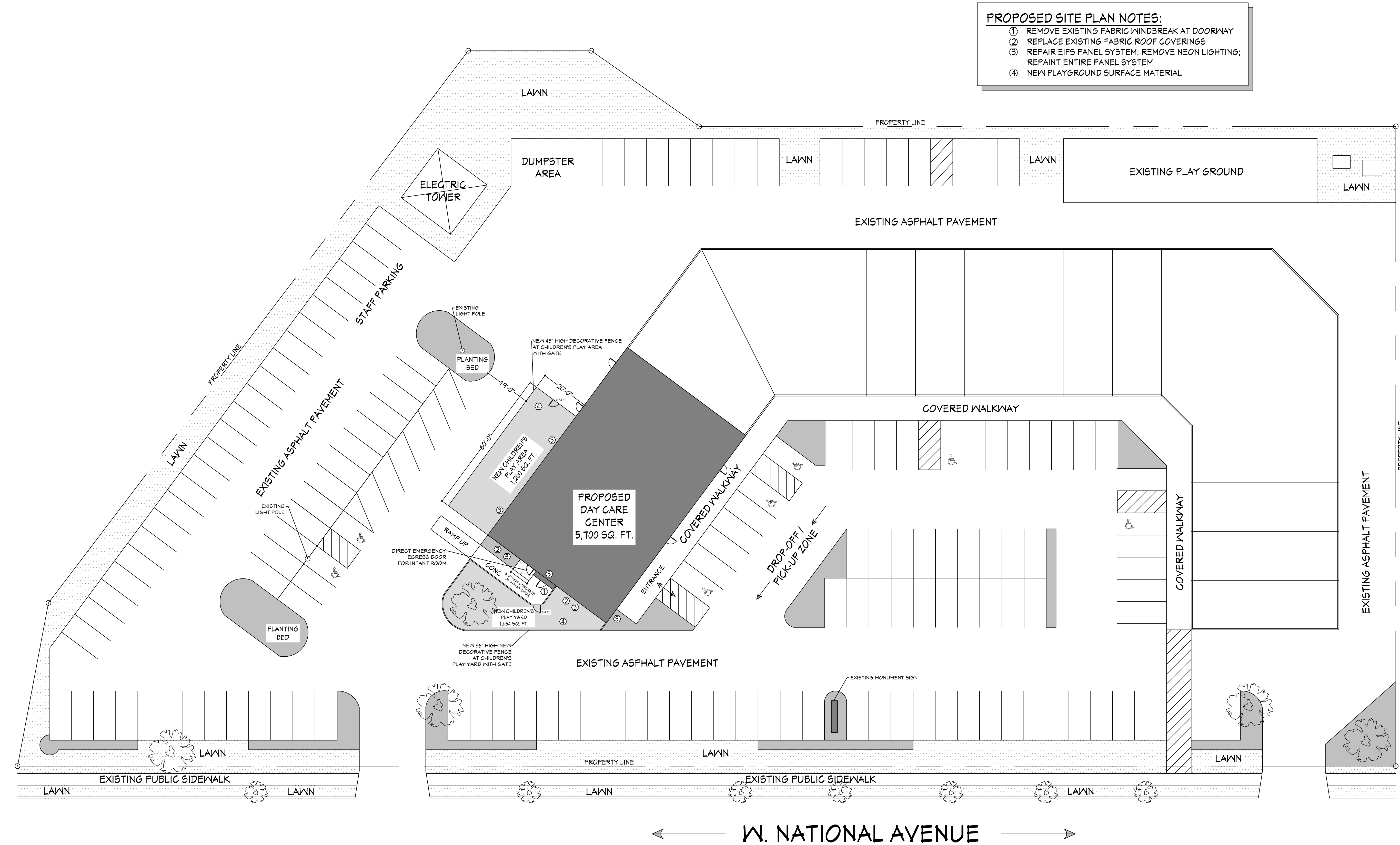
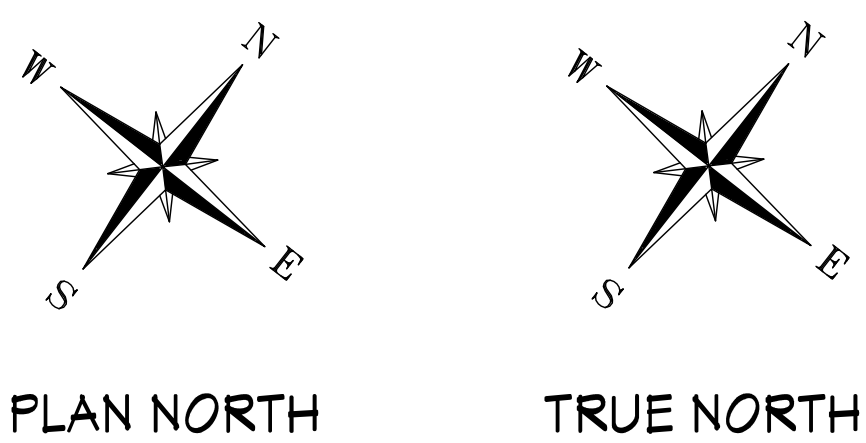
Revisions:

Date: 07/30/21  
 Job No. 21-143  
 Sheet No.

**C1.0**

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It's not simply Architecture, it's Kozitecture!  
 David J. Koscielniak AIA AIA  
 12310 West Waterford Avenue  
 Greenfield, Wisconsin 53228  
 Cell: (414) 303-8489  
 Email: koz@kozitecture.com  
 www.kozitecture.com



- PROPOSED SITE PLAN NOTES:**
- ① REMOVE EXISTING FABRIC WINDBREAK AT DOORWAY
  - ② REPLACE EXISTING FABRIC ROOF COVERINGS
  - ③ REPAIR EIFS PANEL SYSTEM; REMOVE NEON LIGHTING; REPAINT ENTIRE PANEL SYSTEM
  - ④ NEW PLAYGROUND SURFACE MATERIAL

1  
C1.1 PROPOSED SITE PLAN  
1" = 20'-0"

**LEGEND:**

	EXISTING PLANTING BEDS TO REMAIN
	EXISTING LAWN AREAS TO REMAIN
	EXIT DOORS FROM TENANT SPACE

\* PLAN COMMISSION SET - (07-30-21)\*

Project: INTERIOR ALTERATIONS AND NEW PLAY YARD FOR:  
**WEST ALLIS CENTER FOR EXCELLENCE, LLC**  
 11112 W. NATIONAL AVENUE  
 WEST ALLIS, WISCONSIN 53221

Sheet Title:  
**PROPOSED SITE PLAN**

Revisions:  
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Date: 07/30/21  
 Job No. 21-143  
 Sheet No.

**C1.1**

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**Koz-i-tec-ture**  
 It's not simply Architecture, it's Kozitecture!  
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 Email: koz@kozitecture.com  
 www.kozitecture.com







