



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Thursday, December 14, 2023

5:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING (draft minutes)

#### A. CALL TO ORDER

#### B. ROLL CALL

- Present** 7 - Wayne Clark, Eric Torkelson, Jessica Katzenmeyer, Dan Devine, Brandon Reinke, David Raschka, Lisa Coons
- Excused** 2 - Brian Frank, Kathleen Dagenhardt

#### Others Attending

Ald. Roadt, Patrick Schloss, Economic Development Executive Director  
John Hoffman, Theres Thompson, Shelly Tucciarelli (H4A), Crystal Rollins (HRA), Sam Speaker and Lee Gonzales (Michael's),  
Marla Poytinger (Bars & Rec), Ashley Pollex, Andrew Pomeroy, Kevin Muscott ( Bars & Rec), Sandy Hurado

#### Staff

Steve Schaer, AICP, Manager of Planning and Zoning  
Zac Roder, AICP, Lead Planner  
Jack Kovnesky, Planner

#### C. APPROVAL OF MINUTES

1. [23-0715](#) October 25, 2023 (draft minutes)

**Attachments:** [October 25, 2023 \(draft minutes\)](#)

Katzenmeyer moved to approve this matter, Frank seconded, motion carried.

#### D. NEW AND PREVIOUS MATTERS

- 2A. [23-0745](#) Conditional Use Permit for West Allis Food Truck Park, a proposed Restaurant, at 8443 W. Cleveland Ave.

*Jack Kovnesky presented.*

*2A & 2B were taken together.*

Clark moved to approve this matter, Torkelson seconded, motion carried by the following vote:

**Aye:** 6 - Clark, Torkelson, Katzenmeyer, Devine, Reinke, Coons

**No:** 0

**Abstain:** 1 - Raschka

**2B.** [23-0746](#) Site, Landscaping, and Architectural Design Review for West Allis Food Truck Park, a proposed Restaurant, at 8443 W. Cleveland Ave. (Tax Key No. 517-0346-000)

**Attachments:** [\(CUP-SLA\) West Allis Food Truck Park](#)

*Wayne questioned if the food trucks will be owned by Michael's and was advised they are independent from the owners and will be leased space during the established hours of operation.*

*Lisa Coons requested clarification for the hours of service.*

*Jessica Katzenmeyer asked if there were any concerns with regulations regarding food trucks in relationship to residential area.*

*Jack Kovnesky stated this was reviewed with the city attorney and the project falls within the guidelines of a restaurant.*

**Recommendation:** *Common Council approval of the conditional use and approval of the Site, Landscaping, and Architectural Design Review for West Allis Food Truck Park, a proposed Restaurant use, at 8443 W. Cleveland Ave. (Tax Key No. 517-0346-000) subject to the following conditions:*

*(Item 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. Details on refuse location, frequency of pick-up by commercial hauler.*
- 3. Electrical service being provided on site to support operations.*
- 4. Submittal of a certified survey map to combine the parcels at 8443 W. Cleveland Ave. and 84\*\* W. Cleveland Ave.*

**Clark moved to approve this matter, Torkelson seconded, motion carried by the following vote:**

**Aye:** 6 - Clark, Torkelson, Katzenmeyer, Devine, Reinke, Coons

**No:** 0

**Abstain:** 1 - Raschka

**3A.** [23-0747](#) Conditional Use Permit for Bars & Recreation, a proposed Recreation (indoor) and Tavern use, at 6325 W. National Ave.

*Steve Schaer presented.*

*3A & 3B were taken together.*

**Katzenmeyer moved to approve this matter, Clark seconded, motion carried by the following vote:**

**Aye:** 6 - Clark, Torkelson, Katzenmeyer, Devine, Reinke, Coons

**No:** 0

**Abstain:** 1 - Raschka

**3B.** [23-0748](#) Site, Landscaping, and Architectural Design Review for Bars & Recreation, a proposed Recreation (indoor) and Tavern use, at 6325 W. National Ave. (Tax Key No. 454-0122-001)

**Attachments:** [\(CUP-SLA\) Bars & Rec - 6325 W Nat'l Ave.](#)

*Eric Torkelson inquired as to whether the property has gone through an environmental remediation process to confirm the structural integrity of the property and questioned if the fire department was involved with review of the building for safety concerns. Steve Schaer advised that the remedial process has been done and all projects get reviewed by all departments to ensure safety concerns are met.*

*Wayne Clerk questions whether staff sees a conflict or any pressure issue regarding parking and was advised of the walkable parking spaces within the nearby neighborhood.*

*Patrick Schloss stated the neighborhood has the capacity for parking, and we welcome opportunities to bring creative projects to our area.*

**Recommendation: Common Council approval of the conditional use and approval the Site, Landscaping, and Architectural Design Review for Bars & Recreation, a proposed Recreation (indoor) and Tavern use, at 6325 W. National Ave. (Tax Key No. 454-0122-001), subject to the following conditions:**

*(Item 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 (Public Hearing December 12, 2023).*
2. *Revised site, landscaping, and architectural plans being submitted to the Planning and Zoning Office to show the following: (a) new windows that fit existing openings on north and west facades; (b) evaluate structural integrity of retaining wall and adjacent parking lot, abate any rodent issues, and repair/replace as necessary; (c) new metal fence details being provided; (d) site and landscaping plan revisions to accurately show W. National Ave. streetscape as built; (e) landscaping plan to include a schedule to identify species and quantity on site;.*
3. *Signage and exterior lighting plans being submitted to the Planning and Zoning Office for permit design review.*

**Katzenmeyer moved to approve this matter, Clark seconded, motion carried by the following vote:**

**Aye:** 6 - Clark, Torkelson, Katzenmeyer, Devine, Reinke, Coons

**No:** 0

**Abstain:** 1 - Raschka

**4A.** [23-0749](#) Conditional Use Permit for Las Cazuelas Chilaquiles & Taco Bar, a proposed restaurant, at 6738 W. Greenfield Ave.

*Steve Schaer presented.*

4A & 4B were taken together.

**Raschka moved to approve this matter, Katzenmeyer seconded, motion carried.**

**4B. [23-0750](#)**

Site, Landscaping, and Architectural Plans for Las Cazuelas Chilaquiles & Taco Bar, a proposed restaurant, at 6738 W. Greenfield Ave. (Tax Key No. 439-0001-014).

**Attachments:** [\(CUP-SLA\) Las Cazuelas - 6738 W Greenfield Ave.](#)

**Recommendation:** Common Council approval of the conditional use and approval the Site, Landscaping, and Architectural Plans for Las Cazuelas Chilaquiles & Taco Bar, a proposed restaurant, at 6738 W. Greenfield Ave. (Tax Key No. 439-0001-014), subject to the following conditions:

1. Common Council approval of the Conditional Use Permit (December 12, 2023).
2. A revised site plan being submitted to the Planning and Zoning Office if exterior seating arrangements are planned.
3. Signage and exterior lighting plan being submitted to Planning Office for design review.

**Raschka moved to approve this matter, Katzenmeyer seconded, motion carried.**

**5. [23-0751](#)**

Certified Survey Map to combine the existing parcels at 7801 W. Greenfield Ave. and 14\*\* S. 78th St. into 1 parcel. (Tax Key Nos. 452-0566-000 and 452-0567-000)

**Attachments:** [\(CSM\) 7801 W Greenfield Ave](#)

Zac Roder presented.

**Recommendation:** Approve the Certified Survey Map to combine the existing parcels at 7801 W. Greenfield Ave. and 14\*\* S. 78th St. into 1 parcel. (Tax Key Nos. 452-0566-000 and 452-0567-000) subject to Common Council approval.

1. Dedicate 10' x10' NE corner to the City of West Allis to encompass corner sidewalk and allow sufficient space for ADA accessible curb ramps.

**Clark moved to approve this matter with the inclusion of the engineering requirement of item #1, Raschka seconded, motion carried.**

**6. [23-0752](#)**

Ordinance to rezone the property located at 2211 S. 60th St. from RB to RC (Tax Key No. 475-0558-001)

**Attachments:** [\(ORD\) 2211 S 60th St](#)

Zac Roder presented.

**Recommendation:** Approve the Ordinance to rezone the property located at 2211 S. 60th St. from RB to RC (Tax Key No. 475-0558-001) subject to Common Council approval.

**Raschka moved to approve this matter, Torkelson seconded, motion carried.**

- 7. [23-0753](#) Ordinance to Amend Section 19 of the West Allis Revised Municipal Code, relative to allowing certain animal services as limited uses and defining rummage sales.

**Attachments:** [\(ORD\) Zoning Code Updates](#)

*Zac Roder presented.*

*Mayor Devine suggested that other surrounding communities in the region allow narcotic treatment so West Allis does not become one of the only municipalities with treatment options (shared responsibilities).*

*David Raschka requested that animal breeding operations be separated out from animal boarding, with the items coming before the Plan Commission for review.*

*Wayne Clark questioned how we incorporate these comments into this proposal, staff advised they will separate the two uses for clear definition within the code.*

**Recommendation:** *Approve the Ordinance to Amend Section 19 of the West Allis Revised Municipal Code, relative to allowing certain animal services as limited uses and defining rummage sales subject to the following conditions Common Council approval.*

**Raschka moved to approve this matter with a 750 sq. ft. separator for narcotic treatment services, Torkelson seconded, motion carried.**

- 8. [23-0754](#) Sign Plan Appeal for La Salsa, a proposed restaurant, at 8129 W. Greenfield Ave. (Tax Key No. 452-0358-000)

**Attachments:** [\(SIGN\) La Salsa - 8129 W Greenfield Ave.](#)

*Jack Kovnesky presented.*

**Clark moved to approve this matter, Katzenmeyer seconded, motion carried.**

- 9. [23-0755](#) Comprehensive Plan update.

**This matter was Discussed.**

- 10. [23-0756](#) Project Tracking update.

**This matter was Discussed.**

**E. ADJOURNMENT**

*There being no other business, a motion was made by Rashka, seconded by Torkelson to adjourn at 6:03 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.