



**STAFF REPORT**  
**WEST ALLIS PLAN COMMISSION**  
**Wednesday, March 23, 2022**  
**6:00 PM**

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

**6. Report on Plan Commission tracking overview.**

At the previous Plan Commission meeting, Commissioners requested staff develop a tracking system for past projects and a strategy to update Commissioners on their progress.

Previously, staff tracked projects by scheduled check-ins with applicants. Since that meeting, staff created an additional method of tracking: a spreadsheet in which projects presented before Plan Commission will be recorded and followed through the approval process.

Dates of approval by Common Council, for Building Permits, and for Occupancy Permits will be identified. A "status" column will show what stage the project is currently in. A "notes" column will be used to share any additional details, including when projects are scheduled for Plan Commission and Council approvals.

This file can be shared with Plan Commissioners, and will be used internally to measure progress towards completion and assist with applicant check-ins.

Name	Address	Staff Assigned	Type	Status	Plan Commission	Common Council	Building Permit	Occupancy	Notes
Ethiopian Coffee Shop	7629 W Greenfield Ave	SS	CUP-SLA	Pre-permit	1/26/2022	3/1/2022	Waiting		
HIDTA	11548 W Theo Trecker	SS	SLA	Pre-permit	1/26/2022	N/A	Waiting		
Trinity Lutheran	2500 S 68 St	SS	CUP-SLA	In progress	2/23/2022	3/15/2022	Waiting		
Paulie's Stage	1416-18 S 81 St	SS	CUP-SLA	In progress	2/23/2022	3/15/2022	N/A	N/A	
Domino's	10922 W National Ave	ZR	CUP-SLA	In progress					PC scheduled 3/23
Urban Pioneer	8001 W National Ave	ZR	CSM-CUP-SI	In progress					PC scheduled 4/27

*Sample from tracking document*