



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, July 24, 2024

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

B. ROLL CALL

Present 5 - Jessica Katzenmeyer, Brandon Reinke, Kathleen Dagenhardt, David Raschka, Lisa Coons

Excused 3 - Wayne Clark, Brian Frank, Eric Torkelson

C. APPROVAL OF MINUTES

1. [24-0432](#) June 26, 2024

Attachments: [June 26, 2024 \(draft minutes\)](#)

Dagenhardt moved to approve this matter, Raschka seconded, motion carried.

D. NEW AND PREVIOUS MATTERS

2. [24-0438](#) Site, Landscaping, and Architectural Design Review for U-Haul, an existing business, at 924 S. 108 St., and a proposed business at 800 S. 108 St. (Tax Key No's. 444-9993-001, 444-9995-002)

Attachments: [\(SLA\) U-Haul 7-24-24](#)

David Raschka asked about window transparency and what would be seen on the inner wall when looking into the building. U-Haul indicated typical of other locations like the one shown in the staff report at Murfreesboro, TN., a mix of orange lockers and other branding to be seen through the windows.

Recommendation: Approve the proposed Site, Landscaping, and Architectural Design Review for U-Haul, an existing business, at 924 S.108 St., and a proposed business at 800 S. 108 St. (Tax Key No's. 444-9993-001& 444-9995-002), subject to the following:

Item 1 modified based on revised plans.

- ~~1) A revised Site, Landscaping, and Architectural plan being submitted to the Planning and Zoning Office to show the following: (a) confirm use and any site improvements to the 7** S. 108 St. property (under separate ownership); (b) City Forester review/approval of the proposed landscaping plans. Site/landscaping plan to show: (a) confirm percentage greenspace (20% required) - to meet ordinance requirement for self storage uses; (c) on the north west side of the 800 S. 108 St. building punched window openings on the west elevation and the north elevation to replace proposed vinyl wall graphics; (d) the NW side of 800 S. 108 St. building offers an opportunity to~~

~~add symmetry with the southern elevation: adding new (more modern) flat metal canopies being over the top of the recommended storefront windows on the northwest end of the building; l On the southwest end of the 800 S. 108 St. building remove existing/remnant canopies and add (more modern) flat metal canopies over the top of the proposed storefront windows on the south and west elevations; l At the 924 S. 108 St. property, additional brick and wood panels are recommended on the NE and SE corners of the building; (f) window details — transparent windows are recommended; (g) refuse and propane facilities being enclosed within a four sided enclosure (provide details on plan); (h) Note on plan to indicate outdoor storage or rental display areas on each site; (i) pedestrian connection from retail area to public sidewalk.~~

1) Revised Site, Landscaping, and Architectural plan being submitted to the Planning and Zoning Office to show the following:

800 S. 108 St.:

- (a) Confirm use north door and any site improvements to the 7** S. 108 St. property (under separate ownership);
- (b) City Forester review/approval of the proposed landscaping plans.
- (c) Provide window details (punched openings, window transparency recommended), remove OHD features on street facing elevations;
- (d) on the NW and SW side of 800 S. 108 St. building describe, add flat metal canopies over the top of the proposed storefront windows;
- (e) On the south end of the 800 S. 108 St. building describe, add a flat bracketed canopy over the retail entry;
- (f) Pedestrian connection from retail area to public sidewalk (shown on plans).
- (g) Site plan to note remove of existing pole sign on southwest corner of site.
- (h) Refuse and propane facilities being enclosed within a four-sided enclosure (provide details on plan);
- (i) Note on plan to indicate outdoor storage or rental display areas.

924 S. 108 St.:

- (j) additional brick and wood panels are recommended on the NE and SE corners of the building(shown on plans);
- (k) window details required transparent windows are recommended;
- (l) Note on plan to indicate outdoor storage or rental display areas.

2) Describe the extent of any new paving and drainage improvements on the site plan. Pavement in certain areas of site in poor condition, storm catch basins sunk below grade. Identify scope or repair work, and reference improvements on the site plan.

3) A [Street excavation permit <https://westalliswi.viewpointcloud.io/>](https://westalliswi.viewpointcloud.io/) being applied for in OpenGov prior to work beginning. Any concrete work in the right of way needs to be completed by a licensed and pre-qualified contractor within the City of West Allis. Contact Greg Bartelme at (414) 302-8367. Of note, WisDOT - Hwy 100 being a State of WI highway, Sue King will be part of the overall plan review process to help coordinate U-Hauls access along

Hwy 100. We've shared the overall site plan you've submitted to them for initial review.

- 4) *Stormwater management - Documentation and approval showing compliance with the City of West Allis Storm water Management Ordinance, to be submitted to the Code Enforcement Department by a registered Civil Engineer (compliance with Milwaukee Metro Sewerage District (MMSD) and or water quality requirements via WDNR).*
- 5) *Lighting plan. Any proposed lighting on site or buildings shall include full cut-off fixtures and be directed downward to avoid splay across property lines. This is especially important along the south side of the site where abutting a residential community.*
- 6) *Submit signage plans for permit review. The proposed new signage shown for reference within the architectural submittal appears to exceed the number of and area of signage allowance per the city sign ordinance. Freestanding and wall/building signage is allowed on each site, but would need to be in conformance with the city sign code:*
[Sign Review & Approval | West Allis, WI - Official Website \(westalliswi.gov\).](https://www.westalliswi.gov/DocumentCenter/View/1386/Sign-Handout-2500-0-sq-ft?bidId=>)
[<https://www.westalliswi.gov/DocumentCenter/View/1386/Sign-Handout-2500-0-sq-ft?bidId=>](https://www.westalliswi.gov/DocumentCenter/View/1386/Sign-Handout-2500-0-sq-ft?bidId=>)

Raschka moved to approve this matter, Dagenhardt seconded, motion carried.

3A. [24-0429](#)

Conditional Use Permit for Sugar Studio LLC, a proposed Food Production use, at 2201 S. 84th St.

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

3B. [24-0430](#)

Site, Landscaping, and Architectural Design Review for Sugar Studio LLC, a proposed Food Production use, at 2201 S. 84th St. (Tax Key No. 478-0538-000)

Attachments: [\(CUP-SLA\) Sugar Studio - 2201 S 84th St](#)

Items 3A & 3B were taken together.

Recommendation: *Common Council approval of the conditional use and approval of the Site, Landscaping, and Architectural Design Review for Sugar Studio LLC, a proposed Food Production use, at 2201 S. 84th St. (Tax Key No. 478-0538-000) 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 (July 30).*
2. *A revised site plan being submitted to the Planning & Zoning office showing details for a 4-sided trash enclosure and estimated frequency of pick-up.*

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

4. [24-0431](#)

Site, Landscaping, and Architectural Amendment for Piece of Love, an existing Restaurant use, at 6768 W Lincoln Ave. (Tax Key No. 475-0220-000)

Attachments: [\(SLA\) Piece of Love - 6768 W. Lincoln Ave.](#)

David Raschka questioned what materials are being proposed and will the new storefront be sage green (rare) Suggested matching the door and window color.

Recommendation: Approval of the Site, Landscaping, and Architectural Amendment for Piece of Love, an existing Restaurant use, at 6768 W Lincoln Ave. (Tax Key No. 475-0220-000) subject to the following conditions:

- 1. A revised site and landscaping plan being submitted to the Planning & Zoning Office to show (a) details on the materials for the wall panel (b) drainage plans for the plants on the awning (c) details on the dimensions of the projection of the awning.*
- 2. A Grant of Privilege submitted to accommodate the projection of the awning over City right-of-way.*

Dagenhardt moved to approve this matter based on staff getting more details on exterior finishes, Raschka seconded, motion carried.

E. ADJOURNMENT

There being no other business, a motion was made by Raschka, seconded by Katzenmeyer to adjourn at 6:39 p.m.



All meetings of the Plan Commission 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.