



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, March 28, 2018

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

The meet was called to order at 6:04 p.m.

B. ROLL CALL

Present 4 - Mr. Wayne Clark, Mr. Jim Lisinski, Mr. Tom Rebstock, and Mr. Eric Torkelson
Excused 4 - Mayor Dan Devine, Ms. Erin Hirn, Mr. Jon Keckeisen, and Ms. Amanda Nowak

Others Attending

David Le Blauc, Mark Lampe, Brianna Cotton, Shaun Nelson, Matt Pisko, Brannin Gries, Jeff Lupient, John McCarthy

C. APPROVAL OF MINUTES

A motion was made by Mr. Lisinski, seconded by Mr. Rebstock, that this matter be Approved.
The motion carried unanimously.

1. [18-00179](#) February 27, 2018 Draft Minutes

Attachments: [February 27, 2018 Draft Minutes](#)

D. NEW AND PREVIOUS MATTERS

- 2A. [2018-0018](#) Special Use Permit for the proposed Pick 'n Save Fuel Center to be located within the parking lot of the existing Pick 'n Save at 6760 W. National Ave., submitted by Tim Kratz, d/b/a Sevan Multi-Site Solutions, LLC.

Attachments: [Application - Pick N Save Fuel Center](#)
[Pick n Save Fuel Center](#)
[Pick n Save - March P/C](#)

This matter was Recommended For Approval on a Block Vote.

- 2B. [18-00129](#) Site, Landscaping and Architectural Plans for the proposed Pick 'n Save Fuel Center to be located within the parking lot of the existing Pick 'n Save at 6760 W. National Ave., submitted by Tim Kratz, d/b/a Sevan Multi-Site Solutions, LLC. (Tax Key No. 453-001-008)

Attachments: [Pick n Save Fuel Center](#)
[Pick n Save - March P/C](#)

This matter was Approved on a Block Vote.

2C. [2018-0167](#)

Certified Survey Map to create a parcel for the proposed Pick 'n Save Fuel Center to be located within the parking lot of the existing Pick 'n Save at 6760 W. National Ave., submitted by Tim Kratz, d/b/a Sevan Multi-Site Solutions, LLC. (Tax Key No. 453-001-008)

Attachments: [Pick n Save Fuel Center](#)
[Pick n Save - March P/C](#)
[Application - Pick & Save Fuel Center \(CSM\)](#)
[CSM - Pick & Save Fuel Center](#)

Items 2A, 2B and 2C were considered together and presented by Mr. Mueller emphasizing most customers are grocery shoppers that are going to/from the existing store.

Discussion ensued with questions being answered by staff.

Eric Torkelson questions whether there had been a traffic study conducted, and was advised that this has not occurred, however according to data of other similar grocery and fuel station combinations, the majority of fuel customers (about 70%) are going shopping at the center or leaving after shopping. An environmental study has been conducted and any impacts will be addressed to federal standards.

Wayne Clark inquired why we aren't requiring an expedited signage removal for the non-confirming pole sign and was advised by staff that two years is the standard requirement.

Recommendation: Recommend Common Council approval of the Special Use Permit, Certified Survey Map for the proposed Pick 'n Save Fuel Center to be located within the parking lot of the existing Pick 'n Save at 6760 W. National Ave. as well as approval of the Site, Landscaping and Architectural Plans for the proposed Pick 'n Save Fuel Center to be located within the parking lot of the existing Pick 'n Save at 6760 W. National Ave.

(Items 1-8 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) raising the level of the masonry treatments on the canopy supports to go halfway up the support columns (material of which to be approved by staff); (b) ensuring that utilities on the south side of the kiosk building are appropriately screened; (c) addressing the existing desire line (worn out area in the grass and mulch) that pedestrians use coming off of W. Orchard St. into the site, consider extending landscaping, extending a sidewalk or adding a fence; (d) bark mulch in the proposed and the existing landscape islands; (e) detailed cut sheets for all improvements proposed (i.e. lighting, benches and bike racks) to be approved by staff; (f) expanded sidewalk along the narrowed portion of the sidewalk on the front elevation of the Pick 'n Save grocery store, unless it can otherwise be

- shown that there is an existing easement in place that is necessary/needed to restrict the expansion of the sidewalk; (g) cart corrals being shown on the plans; (h) a cart corral solution near the bus stop along W. National Ave.; (i) expanding the finished landscaped area along the fuel center frontage to the north to create a more green front yard for the fuel center; (j) landscaping species and number to be approved by the City Forester. Contact Shaun Mueller, Senior Planner at (414) 302-8460 with further questions.
2. Information provided to City Staff as to how the rear, western portion of the parking lot is used, currently appears to be used for truck and trailer parking which is not code compliant in the C-3 Zoning District.
 3. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Shaun Mueller, Senior Planner at (414) 302-8460 with any questions.
 4. 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 the estimated cost of landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Shaun Mueller, Senior Planner at (414) 302-8460 with any questions.
 5. Common Council approval of the Special Use Permit (scheduled to be placed back on the April 4 Safety and Development Committee Agenda).
 6. Common Council approval of the Certified Survey Map (Scheduled to be placed on the April 4 Safety and Development Committee Agenda).
 7. A signed statement from the property owner that the non-conforming freestanding sign will be removed within 2 years from the date of this Plan Commission approval.
 8. Documentation and approval showing compliance with the City of West Allis Stormwater Management Ordinance, to be submitted to the Engineering Department by a registered Civil Engineer.

(Remaining conditions of approval to be satisfied within one year of Plan Commission approval;)

9. A photometric and lighting plan to be approved by staff.
10. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replace and repair to City walkways of damaged or defective (if any) abutting sidewalk.

This matter was Recommended For Approval on a Block Vote.

Passed The Block Vote

A motion was made by Mr. Lisinski, seconded by Mr. Torkelson, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

- 3A. [2018-0188](#) Special Use Permit for Infiniti Milwaukee, to establish a vehicle dealership on undeveloped property located in the 10500 Block W. Arthur Ave.

Attachments: [Application - Infiniti Milwaukee](#)
[Infiniti - \(SUP-SLA\)](#)

This matter was Recommended For Approval on a Block Vote.

- 3B. [18-00180](#) Site, Landscaping and Architectural Plans for Infiniti Milwaukee, to establish a vehicle dealership on undeveloped property located in the 10500 Block W. Arthur Ave., submitted by Brannin Gries, architect and Jeff Lupient, Lupient Automotive Group (Tax Key No. 485-9990-006)

Attachments: [Infiniti - \(SUP-SLA\)](#)

Items 3A and 3B were considered together.

Discussion ensued with questions being answered by staff.

Jim Lisinski questioned whether underground storm water retention tanks are a normal occurrence. Steve Schaer explained it is becoming more common. For example, the Hampton Inn at 8201 W. Greenfield Ave. has underground retention tanks to capture surface water run-off.

Recommendation: Common Council approval of the Special Use Permit for Infiniti Milwaukee, to establish a vehicle dealership on undeveloped property located in the 10500 Block W. Arthur Ave. and approval of the Site, Landscaping and Architectural Plans for Infiniti Milwaukee, to establish a vehicle dealership in the 10500 Block W. Arthur Ave., submitted by Brannin Gries, architect and Jeff Lupient, Lupient Automotive Group (Tax Key No. 485-9990-006), subject to the following conditions:

(Items 1-6 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) landscaping reference key being shown on plans; (b) additional landscaping around the perimeter of the site (east, west and south); (c) clearstory windows/architectural articulation on other 3 sides of the building (east west and south). Contact Steven Schaer, Manager of City Planning at (414) 302-8466 with further questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8466.
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 the estimated cost of landscaping and Screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steve Schaer, City Planner at 414-302-8466.

4. Documentation and approval showing compliance with the City of West Allis Storm water Management Ordinance, to be submitted to the Building Inspections and Neighborhood Services Department by a registered Civil Engineer. Contact Ed Lisinski, Building Inspector, at 414-302-8414.
5. Permit application and approved plans being submitted by applicant to the Engineering Dept. for necessary driveway permit to be granted by the Board of Public Works. Contact Greg Bartelme, Engineering Department at 414-302-8367.
6. Common Council approval of the special use (scheduled for April 4, 2018). Applicant's acknowledgement signature on the Special Use Permit Resolution.

(Remaining conditions of approval to be satisfied within one year of Plan Commission approval ;)

7. A signage plan being submitted for permit review and approved by the Department of Development.

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Mr. Torkelson, seconded by Mr. Rebstock, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

4A. [2018-0191](#)

Special Use Permit for Pho Saigon, a proposed restaurant, to be located at 10534 W. Greenfield Ave.

Attachments: [Application - Pho Saigon](#)
[Pho Saigon - \(SUP-SLA\)](#)

This matter was Recommended For Approval on a Block Vote.

4B. [18-00181](#)

Site, Landscaping and Architectural Plans for Pho Saigon, a proposed restaurant, to be located at 10534 W. Greenfield Ave., submitted by Barry Yang, AIA, d/b/a Barry C. Yang Architect. (Tax Key No. 444-0511-001 and 444-0513-000)

Attachments: [Pho Saigon- \(SUP-SLA\)](#)

Items 4A and 4B were considered together.

Discussion ensued with questions being answered by staff.

Wayne Clark stated this is a nice revitalization of a rough property.

Eric Torkelson questioned how long it would take to get the site work to be completed.

Barry Yang stated they plan to get the interior work done in four months and are hoping to get the exterior done in two months.

Recommendation: Recommend Common Council approval of the Special Use Permit for Pho Saigon, a proposed restaurant, to be located at 10534 W. Greenfield Ave. and approval of the Site, Landscaping, and Architectural Plans for Pho Saigon, a proposed restaurant, to be located at 10534 W. Greenfield Ave., submitted by Barry Yang, AIA, d/b/a Barry C. Yang Architect. (Tax Key No. 444-0511-001 and 444-0513-000), subject to the following conditions:

(Items 1-4 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the 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) plans to note curbing repair along the southwestern corner of the site; (b) pavement repair being noted within the west parking area; (c) exterior color, door and window details; (d) new wood refuse enclosure being indicated on plan (provide detail); (e) removal of the damaged checkered accent panel and LED lighting along the roofline; (f) Exterior lighting details being provided. Existing soffit lighting being repaired, and a decorative style of exterior signage lighting is recommended; (g) removal of the existing patio wood plank surface within the existing patio area for a more durable paved surface; (h) replace the east and west side exterior doors. Details being provided; (i) curb cut geometry along S. 106 St. being corrected on plan to fit as built situation; (j) removal of the existing wood header board on the east side of the building (previously supported a pergola feature which no longer exists); (k) bike rack/parking being noted on site and details of an inverted-u rack being noted. Contact Steve Schaer, Planning Manager at (414) 302-8466 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steve Schaer, Planning Manager at (414) 302-8466 with any questions.
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 the estimated cost of refuse screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steve Schaer, Planning Manager at (414) 302-8466 with any questions.
4. Common Council approval of the Special Use Permit (scheduled for April 4, 2018) and applicant's acknowledgement signature on the Special Use Resolution being submitted to the Clerk's Office.

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

5. Submission of an application to combine parcels 444-0511-001 and 444-0513-000 via a Certified Survey Map.
6. Sign Plan details via a Sign Permit Application to be submitted to the Department of Development for review and approval.
7. 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.

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Mr. Torkelson, seconded by Mr. Rebstock, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

- 5A. [2018-0189](#) Special Use Permit for CS Logistics, Inc., an existing transportation courier business, to establish a vehicle detailing use as part of their business operations, located at 11001 W. Mitchell St.

Attachments: [Application - CS Logistics](#)
[CS Logistics - \(SUP-SLA\)](#)

This matter was Recommended For Approval on a Block Vote.

- 5B. [18-00182](#) Site, Landscaping and Architectural Plans for CS Logistics, Inc., an existing transportation courier business, to establish a vehicle detailing use as part of their business operations, located at 11001 W. Mitchell St., submitted by Steve Kreinz, applicant for CS Logistics, Inc. (Tax Key No. 448-9983-002).

Attachments: [CS Logistics- \(SUP-SLA\)](#)

Items 5A and 5B were considered together.

Discussion ensued with questions being answered by staff.

Recommendation: Common Council approval of the Special Use Permit for CS Logistics, Inc., an existing transportation courier business, to establish a vehicle detailing use as part of their business operations, and approval of the Site, Landscaping and Architectural Plans for CS Logistics, Inc., located at 11001 W. Mitchell St., submitted by Steve Kreinz, applicant for CS Logistics, Inc. (Tax Key No. 448-9983-002), subject to any necessary building and fire codes.

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Mr. Torkelson, seconded by Mr. Rebstock, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

6. [18-00183](#) Sign Plan Appeal for Cousins Subs to be located at 6512 W. Greenfield Ave, submitted by Ashley Felman of Kieffer Signs.

Attachments: [Cousins - \(Sign Plan Appeal\)](#)

Discussion ensued with questions being answered by staff.

John McCarthy of Kieffer Sign Co. is representing the Cousins Sign Appeal.

Shaun Mueller informed the committee that there hasn't been a precedent for allowing more signage (over and above the sign allowance) and recommends denial of the appeal.

Jim Lisinski stated, "we have a sign code - we have a formula for the maximum area" - doesn't see any unique circumstance to exceed the typical allowance granted within the sign ordinance.

Recommendation: Recommend denial of the Sign Plan Appeal for Cousins Subs to be located at 6512 W. Greenfield Ave, submitted by Ashley Felman of Kieffer Signs.

A motion was made by Mr. Torkelson, seconded by Mr. Lisinski, to accept staff recommendations of denial. The motion carried unanimously.

7. [18-00186](#) Sign Plan Appeal for WELS Lutherans for Life, an existing non-profit organization, located at 8501 W. Lincoln Ave., submitted by Peter Georgson, d/b/a WELS Lutherans for Life.

Attachments: [WELS- \(Sign Plan Appeal\)](#)

Discussion ensued with questions being answered by staff.

Wayne Clark inquired as to whether they have agreed to the conditions that were shown on the slide.

Steve Schaer indicated that the applicant has agreed to the conditions.

Recommendation: Recommend approval of the Sign Plan Appeal for WELS Lutherans for Life, located at 8501 W. Lincoln Ave., submitted by Peter Georgson, d/b/a WELS Lutherans for Life subject to a Sign Plan Appeal application being submitted.

A motion was made by Mr. Lisinski, seconded by Mr. Rebstock, that this matter be Approved. The motion carried unanimously.

E. ADJOURNMENT