



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Wednesday, October 27, 2021

6:00 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** 5 - Kathleen Dagenhardt, Rossi Manka, Eric Torkelson, Jessica Katzenmeyer, and Dan Devine
- Excused** 4 - Brian Frank, Amanda Nowak, David Raschka, and Ben Holt

#### Others Attending

Atty. Brad Dagen, Gurinder Nagra, Luis Barbosa, Robert Chandler, David Koscielniak, Michael Berry, Jack Burkee, Adolfo Alejandro, Michael Lange, Melissa Schrubbe, Chris Paul, Ald. Roadt, Ald. Weigel

#### Staff

Steve Schaer, AICP, Manager of Planning and Zoning  
Tony Giron, AICP, Planner  
Zac Roder, Planner

#### C. APPROVAL OF MINUTES

1. [21-0531](#) September 22, 2021 Draft Minutes

**Attachments:** [September 22, 2021 Draft Minutes](#)

A motion was made by Clark, seconded by Torkelson to approve the minutes of September 22, 2021 This motion carried unanimously.

#### D. NEW AND PREVIOUS MATTERS

2. [21-0513](#) Ordinance to amend the official West Allis Zoning Map by rezoning property located at 8530-56 W. National Ave. from M-1, Manufacturing District and C-2, Neighborhood Commercial to C-2 Neighborhood Commercial submitted by John Pechan, Bethesda Lutheran Communities (Tax Key No. 478-9998-003).

**Attachments:** [ORD - Rezone - 8530-56 W National Ave](#)

*Tony Giron presented.*

*A motion was made by Wayne Clark and seconded by Kathleen Dagenhardt, to approve the Ordinance to amend the official West Allis Zoning Map by rezoning property located at 8530-56 W. National Ave. from M-1, Manufacturing District and C-2, Neighborhood Commercial to C-2 Neighborhood Commercial submitted by John Pechan, Bethesda Lutheran Communities (Tax Key No. 478-9998-003).*

Eric Torkelson and Wayne Clark asked questions about the future use and applicant. The property will remain taxable.

**Recommendation:** Common Council approval of ordinance to amend the official West Allis Zoning Map by rezoning property located at 8530-56 W. National Ave. from M-1, Manufacturing District and C-2, Neighborhood Commercial to C-2 Neighborhood Commercial submitted by John Pechan, Bethesda Lutheran Communities (Tax Key No. 478-9998-003).

**A motion was made by Clark, seconded by Dagenhardt that this matter be approved, motion carried unanimously.**

**3A. [21-0514](#)**

Special Use Permit for a playground use to be located at 2320-34 S. 79 St.

**Attachments:** [\(SUP-SLA\) St Paul Lutheran playground - 2320-34 S 79 St](#)

**A motion was made by Dagenhardt, seconded by Manka to approve all the actions on 3A & 3B on a Block Vote. The motion carried by the following vote:**

**3B. [21-0515](#)**

Site, Landscaping, and Architectural Plans for a proposed playground to be located at 2320-34 S. 79 St. submitted by Michael Berry d/b/a St. Paul's Lutheran Church and School. (Tax Key Nos. 488-0125-001, 488-0126-000, 488-0127-000).

**Attachments:** [\(SUP-SLA\) - St Paul Lutheran playground - 2320-34 S 70 St](#)

*Tony Giron presented.*

*Two neighborhood meetings have been conducted to date. One hosted by the St. Paul's in August and another hosted by the City in October. Noise, property maintenance, security and use of the park after school hours by the general public were some of the primary concerns of the neighborhood meetings.*

*Wayne Clark stated that the project will remove three properties from the tax roles.*

*The Mayor indicated that the Common Council will conduct a public hearing on November 16 and will take the policy issue into consideration.*

*Wayne Clark opposed to the loss of taxable value.*

**Recommendation:** Recommend Common Council approval of the Special Use Permit for a playground use to be located at 2320-34 S. 79 St., and approval of the Site, Landscaping, and Architectural Plans for a proposed playground to be located at 2320-34 S. 79 St. submitted by Michael Barry d/b/a St. Paul's Lutheran Church and School. (Tax Key Nos. 488-0125-001, 488-0126-000, 488-0127-000), subject to the following conditions:

*(Item 1 is 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 Special Use (scheduled for November 16, 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)*

2. *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.*

*The motion carried 5 in favor and one vote to oppose.*

**A motion was made by Dagenhardt, seconded by Manka to approve all the actions on 3A & 3B on a Block Vote. The motion carried by the following vote:**

**Passed The Block Vote**

**A motion was made by Dagenhardt, seconded by Manka to approve all the actions on 3A & 3B on a Block Vote. The motion carried by the following vote:**

**Aye:** 4 - Dagenhardt, Manka, Torkelson, and Katzenmeyer

**No:** 1 - Clark

4. [21-0516](#) Ordinance to amend the official West Allis Zoning Map by rezoning property located at 1359 S. 84 St. from RB-2 Residence District to C-2 Neighborhood Commercial submitted by Gurinder Nagra d/b/a State Fair Petro Mart, Inc. (Tax Key 442-0604-000).

**Attachments:** [ORD - Rezone - 1359 S 84 St - State Fair Petro Mart, Inc](#)

*Steve Schaer presented.*

**Recommendation:** *Common Council approval of the Ordinance to amend the official West Allis Zoning Map by rezoning property located at 1359 S. 84 St. from RB-2 Residence District to C-2 Neighborhood Commercial submitted by Gurinder Nagra d/b/a State Fair Petro Mart, Inc. (Tax Key 442-0604-000) subject to Common Council approval of a Special use.*

**A motion was made by Clark, seconded by Dagenhardt that this matter be Approved, motion carried unanimously.**

- 5A. [21-0517](#) Special Use Permit for an automobile convenience store and gas station use to be located at 8404 W. Greenfield Ave. and 1359 S. 84 St.

**Attachments:** [\(SUP-SLA\) - SF Petro - 8404 W Greenfield Ave & 1359 S 84 St](#)

**A motion was made by Clark, seconded by Torkelson, to approve all the actions on items 5A & 5B on a Block Vote. The motion carried unanimously.**

- 5B. [21-0518](#) Site, Landscaping, and Architectural Plans for a proposed convenience store and gas station to be located at 8404 W. Greenfield Ave. and 1359 S. 84 St. submitted by Luis Barbosa d/b/a State Fair Petro Mart Inc. (Tax Key Nos. 442-0635-000 and 442-0604-000).

**Attachments:** [\(SUP-SLA\) - SF Petro - 8404 W Greenfield Ave & 1359 S 84 St.](#)

Items 5A & 5B were taken together.

Steve Schaer presented.

Wayne Clark asked if the neighbors were notified of the use/expanded area. Yes, as a special use, property owners within 200-ft were notified.

Does City Engineering support the project with respect to traffic volume and signage location. Yes, Engineering has reviewed and approves of the project as presented.

**Recommendation:** Common Council approval of the Special Use Permit for an automobile convenience store and gas station use to be located at 8404 W. Greenfield Ave. and 1359 S. 84 St. and approval of the Site, Landscaping, and Architectural Plans for a proposed convenience store and gas station to be located at 8404 W. Greenfield Ave. and 1359 S. 84 St. submitted by Luis Barbosa d/b/a State Fair Petro Mart Inc. (Tax Key Nos. 442-0635-000 and 442-0604-000).

(Items 1-4 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 Department of Development to show the following: (a) Landscaping revisions in accordance with the City Forester's recommendations; (b) paving and drainage/stormwater management details being shown on a civil engineering plan; (c) exterior lighting details (fixture types and photometrics) being provided. Contact Steve Schaer, City Planner 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, City Planner 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 demolition, potential driveway closure, and landscaping be executed by the applicant prior to the issuing of a building permit. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
4. Common Council approval of the Special use (scheduled for November 16, 2021). Applicant's acknowledgement signature on the Special Use Permit Resolution.

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

5. Sign permit being applied for with Planning and Zoning for compliance review in accordance with the signage ordinance.
6. 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.

**A motion was made by Clark, seconded by Torkelson, to approve all the actions on items 5A & 5B on a Block Vote. The motion carried unanimously.**

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**Passed The Block Vote**

A motion was made by Clark, seconded by Torkelson, to approve all the actions on items 5A & 5B on a Block Vote. The motion carried unanimously.

**6A. [21-0519](#)**

Special Use Permit for an automobile convenience store and gas station use to be located at 2904 S. 84 St.

**Attachments:** [\(SUP-SLA\) SF Petro Mart - 2904 S 84 St](#)  
[21-0519 - Common Council Notes in Opposition to gas station](#)

A motion was made by Clark, seconded by Dagenhardt, to approve all the actions on items 6A & 6B on a Block Vote. The motion carried unanimously.

**6B. [21-0520](#)**

Site, Landscaping, and Architectural Plans for a proposed convenience store and gas station to be located at 2904 S. 84 St. submitted by Luis Barbosa d/b/a/ State Fair Petro Mart Inc. (Tax Key 516-9988-001).

**Attachments:** [\(SUP-SLA\) - SF Petro Mart - 2904 S 84 St](#)

*Items 6A & 6B were taken together.*

*Zac Roder presented.*

*Wayne Clark asked if Ald. Roadt is satisfied with the reduced hours. Ald. Roadt appreciates the owner reducing the hours of operation given the neighborhood setting.*

**Recommendation:** *Approve the Site, Landscaping and Architectural Plans for a proposed convenience store and gas station, to be located at 2904 S. 84 St., submitted by Luis Barbosa, d/b/a State Fair Petro Mart. (Tax Key No. 484-9999-013)subject to the following conditions:*

*(Items 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. Revised Site, Landscaping, and Architectural Plans being submitted to and approved by the Planning & Zoning program to show the following: ~~a) wrap façade elements around all four sides; b) median extension on S. 84 St.; c) pedestrian connection;~~ d) exterior color samples; e) taller evergreen plantings (6-ft initial planting height) in proximity to adjacent residential use lines of sight; f) alternate to wood fence (composite fence); **e) relocate the dumpster closer to the building;** g) paving and drainage/stormwater management details shown on a civil engineering plan. Contact Zac Roder, City Planner at 414-302-8465 with any questions.*

*2. 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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Zac Roder, City Planner at 414-302-8465.*

A motion was made by Clark, seconded by Dagenhardt, to approve all the actions on items 6A & 6B on a Block Vote. The motion carried unanimously.

**Passed The Block Vote**

A motion was made by Clark, seconded by Dagenhardt, to approve all the actions on items 6A & 6B on a Block Vote. The motion carried unanimously.

- 7A. [21-0521](#) Special Use Permit for a community-based residential facility to be located at 8410 W. Cleveland Ave.

**Attachments:** [\(SUP-SLA\) - CBRF - 8410 W Cleveland Ave](#)

A motion was made by Clark, seconded by Dagenhardt, to approve all the actions on items 7A & 7B on a Block Vote. The motion carried unanimously.

- 7B. [21-0522](#) Site, Landscaping, and Architectural Plans for a proposed community-based residential facility to be located at 8410 W. Cleveland Ave. submitted by David Koscielniak d/b/a Midwest Commercial Funding LLC. (Tax Key 487-0250-002).

**Attachments:** [7 - \(SUP-SLA\) 8410 W Cleveland Ave CBRF](#)

*Items 7A & 7B were taken together.*

*Steve Schaer presented.*

*Wayne Clark asked if the project is taxable. The property will be taxable.*

**Recommendation:** *Common Council approval of the Special Use Permit for a proposed Community Based Residential Facility, and to approve the Site, Landscaping and Architectural Plans for a proposed Community Based Residential Facility to replace the existing office building located at 8410 W. Cleveland Ave., submitted by Steven Hribar and Robert Chandler of Midwest Commercial Funding. (Tax Key No. 487-0250-002), subject to the following conditions:*

*(Items 1 thru 4 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, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) a landscaping and species plan as recommended by the City Forester; (b) material and color details of the proposed exterior materials and window transparency; (c) schedule for construction through completion being provided; (e) updated stormwater utility plans to allow for catchment of water within the proposed SE landscaping area. Ideally the new landscape area at the SE corner could be adapted to catch water where it could be naturally attenuated in the soil. For heavier rain events the proposed inlets would function as overflow measures. City Planning recommends adaptations to this end. (d) confirmation of cross access agreement considerations being submitted; (f) shifted the refuse area slightly south to prevent the door swing from encroaching into the alleyway; g) fence details (types for refuse area and around light well areas). Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8460 with questions.*
- 2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8460 with 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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steven Schaer, Manager of Planning and Zoning at (414) 302-8460.*
4. *Common Council approval of the Special Use Permit and applicant's acknowledgement of the special use resolution (Public Hearing scheduled for November 16, 2021).*

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

5. *Signage plan being provided to the Department of Development for review and approval.*
6. *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.*

**A motion was made by Clark, seconded by Dagenhardt, to approve all the actions on items 7A & 7B on a Block Vote. The motion carried unanimously.**

#### **Passed The Block Vote**

**A motion was made by Clark, seconded by Dagenhardt, to approve all the actions on items 7A & 7B on a Block Vote. The motion carried unanimously.**

#### **8. [21-0523](#)**

Site, Landscaping, and Architectural Plans for a proposed three-unit multi-family residential facility to be located at 1518 S. 92 St. submitted by Adolfo Alejandro d/b/a Romo Salvador (Tax Key 451-0246-000).

**Attachments:** [\(SLA\) - 3 Family - 1518 S 92 St](#)

*Tony Giron presented.*

*Eric Torkelson asked if a neighborhood meeting was required or conducted. Being a permitted use there is not a requirement.*

*Rossie Manka asked about in unit amenities/utilities. Tony indicated in unit washers and dryers.*

*The Mayor indicated tight underground parking spaces, and that it may not appeal to residents with large vehicles. Jessica Katzenmeyer indicated safety concern should people back out of garage.*

***Recommendation:*** *Approve the Site, Landscaping, and Architectural Plans for a proposed three-unit multi-family residential facility to be located at 1518 S. 92 St. submitted by Adolfo Alejandro d/b/a Salvador Romo (Tax Key 451-0246-000). Contact Tony Giron at 414-302-8469 with any questions.*

**A motion was made by Clark, seconded by Manka that this matter be Approved, motion carried unanimously.**

9. [21-0524](#) Site, Landscaping, and Architectural Plans for renovations to an existing bar and restaurant located at 8911 W. National Ave. submitted by Michael Lange d/b/a Fourth-N-Long (Tax Key 478-0085-000).

**Attachments:** [\(SLA\) - Fourth N Long - 8911 W National Ave](#)

Zac Roder presented.

**Recommendation:** Approve the Site, Landscaping and Architectural Plans for renovations to an existing bar and restaurant located at 8911 W. National Ave. submitted by Michael Lange d/b/a Fourth-N-Long (Tax Key 478-0085-000), subject to the following conditions:

(Item 1 is 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 and approved by the Planning & Zoning program to how the following: a) color of exterior paint; b) landscaping species plan approved by Forestry; c) site plan to reflect the applicant proposal to remove freestanding sign. Contact Zac Roder, at 414-302-8465 with any questions.

**A motion was made by Clark, seconded by Torkelson that this matter be Approved, motion carried unanimously.**

10. [21-0525](#) Site, Landscaping and Architectural Plan for planned site improvements for a proposed new class B tavern license application for DHV Enterprises, LLC, d/b/a The G Spot, 7534 W. Beloit Rd. submitted by Glenn Schrubbe, agent (Tax Key No. 488-0512-005).

**Attachments:** [\(SLA\) - Schrubbe's - 7534 W Beloit Rd](#)

Steve Schaer presented.

Wayne Clark asked about the neighborhood comments. A petition was submitted to the Common Council against granting a liquor license. The Plan Commission's focus is site, landscaping and architectural review.

Parking was questioned during discussion. Melissa Schrubbe, applicant, indicated no customer/patron off-street parking. Patrons would park in the street, likely along W. Beloit Rd. Off-street parking is limited and would be reserved for employees and/or the residential tenant of the property.

Parking on site would be for bar employees or residential tenants only.

A motion was made by Jessica Katzenmeyer and seconded by Wayne Clark who after some discussion withdrew his second. Kathleen Dagenhardt seconded to approve the Site, Landscaping, and Architectural Plan for planned site improvements for a proposed new class B tavern license application for DHV Enterprises, LLC, d/b/a The G Spot, 7534 W. Beloit Rd. submitted by Glenn Schrubbe, agent (Tax Key No. 488-0512-005).

**Recommendation:** Approval of the site, landscaping and architectural plan for

planned site improvements for a proposed new class B tavern license application for DHV Enterprises, LLC, d/b/a The G Spot, 7534 W. Beloit Rd. submitted by Glenn Schrubbe, agent (Tax Key No. 488-0512-005), subject to the following conditions:

1. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) on-site parking arrangements being indicated; (b) landscaping details (species and quantity); (c) door type on west elevation; (c) schedule completion being provided. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8460 with questions.

**A motion was made by Katzenmeyer, seconded by Dagenhardt that this matter be Approved, motion carried unanimously.**

11. [21-0526](#) Ordinance to amend the Official West Allis Zoning Map amending section 12.05 for certain properties along the Hwy 100 corridor in alignment with the 2040 Comprehensive Plan.

**Attachments:** [ORD - Rezone - HWY 100](#)

*Tony Giron presented.*

*Two property owners have objected to the proposed rezoning. Menards and Able Distribution. Both communications have been shared with the Clerk's Office to be placed on an upcoming 11/16 Council agenda.*

*Atty. Brad Dagen representing the property at 1650 S. 108 St. Able Distribution was present and was introduced. He requested to speak at the meeting and Mayor Devine allowed his testimony.*

**Recommendation:** *Common Council approval of ordinance to amend the Official West Allis Zoning Map amending section 12.05 for certain properties along the Hwy 100 corridor in alignment with the 2040 Comprehensive Plan. A public hearing is scheduled for November 16, 2021.*

**A motion was made by Clark, seconded by Dagenhardt that this matter be Approved, motion carried unanimously.**

12. [21-0527](#) Signage Plan appeal for The Reunion, an existing restaurant, located at 6610 W. Greenfield Ave., submitted by Chris Paul, d/b/a The Reunion. (Tax Key No. 439-0001-032)

**Attachments:** [\(SIGN\) - Reunion - 6610 W Greenfield Ave](#)

*Tony Giron presented.*

**Recommendation:** *Recommend approval of the signage Plan for The Reunion, an existing restaurant, located at 6610 W. Greenfield Ave., submitted by Chris Paul, d/b/a The Reunion. (Tax Key No. 439-0001-032)*

**A motion was made by Clark, seconded by Torkelson that this matter be Approved, motion carried unanimously.**

13. [21-0528](#) Creative Signage Plan for Perspective Brewing, a new restaurant, to be located at 7506 W. Greenfield Ave., submitted by Daniel Naus, d/b/a Perspective Brewing. (Tax Key No. 440-0445-000).

**Attachments:** [\(SIGN\) - Perspective Brewing - 7506 W Greenfield Ave](#)

*Tony Giron presented.*

**Recommendation:** *Recommend approval of the Signage plan appeal for Perspective Brewing, a new restaurant, to be located at 7508 W. Greenfield Ave., submitted by Daniel Naus, d/b/a Perspective Brewing. (Tax Key No. 440-0445-000)*

**A motion was made by Clark, seconded by Dagenhardt that this matter be Approved, motion carried unanimously.**

14. [21-0529](#) Report back to Plan Commission on the 414 Church project schedule. The 414 Church is an existing religious institution, located at 7515 W. National Ave. (Tax Key No. 453-0408-001).

*Planning Commission already took action (conditional approval) of this item last month, and as part of its September recommendation asked staff to report back on the proposed implementation schedule. Since, the item was already acted upon, the Plan Commission acknowledges the construction schedule.*

*Tony Giron presented.*

**This matter was Discussed.**

15. [21-0530](#) Reschedule November Plan Commission meeting date to either December 1 or 8, 2021.

*Plan Commission requested a poll to decide which date would be selected to ensure a quorum.*

**This matter was Discussed.**

## E. ADJOURNMENT

*There being no other business, a motion was made by Kathleen Dagenhardt and seconded by Rossie Manka to adjourn the Plan Commission meeting at 7:37 p.m.*

*The motion carried unanimously*



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.