



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

Wednesday, June 26, 2024

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

#### REGULAR MEETING (draft minutes)

#### A. CALL TO ORDER

#### B. ROLL CALL

- Present** 7 - Wayne Clark, Brian Frank, Eric Torkelson, Brandon Reinke, Kathleen Dagenhardt, David Raschka, Lisa Coons
- Excused** 1 - Jessica Katzenmeyer

#### Others Attending

Scout Troop 53, John Fuchs, CSM-Nick Ramos,  
Ald. Grisham, Mr. & Mrs. Wishman's

#### Staff

Steve Schaer, AICP, Manager of Planning and Zoning  
Jack Kovnesky, Planner  
Emily Wagner, Planner

#### C. APPROVAL OF MINUTES

1. [24-0372](#) May 29, 2024

**Attachments:** [May 29, 2024 \(draft minutes\)](#)

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

#### D. NEW AND PREVIOUS MATTERS

2. [24-0374](#) Site, Landscaping, and Architectural Design Review for Quad, a marketing solutions company, for a proposed parking lot expansion at 555 S. 108th St. (Tax Key No. 414-9991-009)

**Attachments:** [\(SLA\) Quad - 555 S 108 St](#)

**Recommendation:** *Approval of the Site, Landscaping, and Architectural Design Review for Quad, a proposed parking lot expansion at 555 S. 108th St. (Tax Key No. 414-9991-009), subject to the following conditions:*

*(Items 1 through 3 are required to be satisfied prior to any work being done that is associated with the proposal reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)*

1. *Revised Site and Landscaping Plans being submitted to the Planning and Zoning Department to show the following: (a) Confirmation of the number of accessible parking spaces on site and an inventory of the required number of accessible parking being provided on site in proximity to entry points (b)*

landscaping plan being reviewed by City Forestry. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8466.

2. 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. A storm water permit must be obtained from the City. Contact Mike Romens, Plumbing Inspector at 414-302-8413.
3. Lighting plan being submitted for review by the Planning and Zoning Department.

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

4. 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.

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

**3A. [24-0375](#)**

Conditional Use Permit for Precision Auto Body MKE, a proposed Light Motor Vehicle Service use at 1649 S. 83rd St.

**Frank moved to approve Agenda items #3A & #3B, Clark seconded, motion carried.**

**3B. [24-0376](#)**

Site, Landscaping, and Architectural Design Review for Precision Auto Body MKE, a proposed Light Motor Vehicle Service use at 1649 S. 83rd St. (Tax Key No. 452-0477-000)

**Attachments:** [\(CUP-SLA\) Precision Auto Body MKE -1649 S 83 St](#)

*Items 3A & 3B were taken together.*

*Recommendation: Staff recommend the approval of this application. With the writing of this report, staff still have some concerns regarding various plan elements that have not been addressed by the applicant's submissions.*

*Staff shared the following points for review that should at minimum be incorporated into future discussions and plan changes. Staff recommend Common Council approval of the Conditional Use Permit and Site, Landscaping, and Architectural Design Review for Precision Auto Body MKE, a proposed Light Motor Vehicle Service at 1649 and 1645 S. 83rd St. (Tax Key No. 452-0477-000) subject to the following conditions:*

1. A revised Site, Landscaping, and Architectural Plan being submitted to the Planning office to show the following: (a) repaving and drainage/grading details being delineated on the site plan, (b) The proposed location of refuse containers and 4-sided refuse enclosures to properly screen these structures, (c) a landscaping plan to show west side fence details (location, type, height), and perimeter tree planting details (quantity & species). Note on plan indicating property maintenance (weeding & debris) around side perimeters. East side of the property indicating use of planters facing 83rd

St.

2. *Signage and lighting plans submitted for review for compliance and subject to permitting.*

Frank moved to approve Agenda items #3A & #3B, Clark seconded, motion carried.

4. [24-0377](#)

Revised Site, Landscaping, and Architectural Design Review for an accessory parking facility, at 9422-30 W. National Ave. submitted by John Fuchs and Nick Fuchs on behalf of Source One Enterprise LLC (Tax Key No. 479-0674-003).

**Attachments:** [\(SLA\) Revised Parking - 9422 W National Ave](#)

**Recommendation:** *Approval of the revised Site, Landscaping, and Architectural plans are being prepared for an accessory parking facility, at 9422-30 W. National Ave. submitted by John Fuchs and Nick Fuchs on behalf of Source One Enterprise LLC (Tax Key No. 479-0674-003), and subject to the following:*

*(Items to be completed prior to issuance of any building permits to construct a parking lot).*

1. *A revised Site and Architectural Plan being submitted to the Department of Development to show the following: (a) traffic pattern to be right in and out at National Avenue driveway. **Change stall configuration to 90 degrees.** Driveway modifications and directional signage per City Engineer (no left turns in/out); (b) exterior building wall details (Heartbreakers bldg); (c) retaining wall and drainage plan being reviewed by Engineering Department. **Grading and drainage plan for overall site (combined).** (d) eliminate the last parking stall near W. National Ave. on SE corner of property. Contact Steve Schaer, Manager of Planning and Zoning at 414-302-8466.*
2. *Exterior lighting plan (location and fixture type).*
3. *Exterior brick details being (samples) submitted for consideration to repair the east wall of the building. Contact Steve Schaer, Manager of Planning and Zoning at 414-302-8466.*
4. *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 street 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.*

Frank moved to approve this matter, Dagenhardt seconded, motion carried by the following vote:

**Aye:** 6 - Clark, Frank, Torkelson, Reinke, Dagenhardt, Coons

**No:** 0

**Abstain:** 1 - Raschka

5. [24-0378](#) Certified Survey Map to split the existing parcel at 2580 S. Root River Pkwy. into two parcels. (Tax Key No. 483-9981-000).

**Attachments:** [\(CSM\) 2580 S RootRiver Pkwy](#)

**Recommendation:** Common Council approval of Certified Survey Map to split an existing parcel at 2580 S. Root River Pkwy. into two parcels (Tax Key No. 483-9981-000), by property owner Brian Teclaw 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. Submittal of a certified survey map to divide the parcel at 2580 S. Root River Pkwy. into two lots.
2. Common Council approval of Certified Survey Map.

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

- S1. [24-0392](#) Certified Survey Map to split a portion of land located at 62\*\* W. National Ave (Tax key No. 454-0073-001) and combine it with the property located at 6207 W. National Ave. (Tax Key No. 454-0072-000).

**Recommendation:** Common Council approval of Certified Survey Map to split a portion of land at 62\*\* W. National Ave. (Tax Key No. 454-0073-001) and combine it with the property at 6207 W. National Ave. (Tax Key No. 454-0072-000) 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. Technical corrections to the CSM
  - a) Correct land area to be sold from .68 acres to .02 acres.
  - b) MKE County preliminary review of submittal (City will coordinate)
2. Common Council approval of Certified Survey Map (July 10)

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

6. [24-0379](#) Project Tracking

This matter was Discussed.

## E. ADJOURNMENT

There being no other business, a motion was made by Clark, seconded by Frank to adjourn at 6:45 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.