



City of West Allis

Meeting Agenda

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, September 23, 2020

6:00 PM

City Hall - Virtual Meeting
7525 W. Greenfield Ave.

REGULAR MEETING

*To reduce health risks associated with the COVID-19 virus, we are encouraging the Public to monitor the Plan Commission meeting remotely using the following Live Stream option:
<https://www.youtube.com/user/westalliscitychannel/live>*

Plan Commissioners and Applicants will receive further instructions on accessing a virtual Zoom meeting to organize a quorum and to participate in the meeting's agenda items.

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. [20-0426](#) August 26, 2020 Draft Minutes

Attachments: [August 26, 2020 Draft Minutes](#)

D. NEW AND PREVIOUS MATTERS

- 2A. [20-0427](#) Special Use Permit for Subway, a proposed restaurant, to be located at 6736 W. Greenfield Ave.

Attachments: [Subway - 6736 W Greenfield Ave - \(SUP-SLA\)](#)

- 2B. [20-0428](#) Site, Landscaping and Architectural Plans for a proposed restaurant, to be located at 6736 W. Greenfield Ave., submitted by Bhupendra Patel (Tax Key No. 439-0001-014).

Attachments: [Subway - 6736 W Greenfield Ave \(SUP-SLA\)](#)

- 3A. [20-0429](#) Special Use Permit for Qdoba to install a proposed drive-thru at their existing restaurant, located at 2831 S. 108 St.

Attachments: [Qdoba - 2831 S 108 St \(SUP-SLA\)](#)

- 3B. [20-0430](#) Site, Landscaping and Architectural Plans to install a proposed drive-thru at their existing restaurant, located at 2831 S. 108 St., submitted by Kyle Bennehoff (Tax Key No. 520-9960-000).

Attachments: [Qdoba - 2831 S 108 St \(SUP-SLA\)](#)

4. [20-0431](#) Vacation and discontinuance of a portion of public alleyway between S. 74 and S. 75 St. north of W. National Ave. submitted by Paul and Lisa Quesnell, property owners (1616 S. 75 St.)

Attachments: [74 & S 75 St. W. National Ave -1616 S 75 St \(VAC\)](#)

5. [20-0432](#) Sign plan appeal for Avant-Garde, an existing business relocating to a new location at 7201 W. Greenfield Ave., submitted by Zack Wegner of Lemberg Sign Company (Tax Key No. 453-0088-000).

Attachments: [Avant-Garde - 7201 W Greenfield Ave -\(SIGN\)](#)

6. [20-0433](#) Site, Landscaping and Architectural Plans to for proposed parking lot site improvements to Walker School located at 900 S. 119 St. submitted by Steven J. Eichman of the West Allis West Milwaukee School District (Tax Key No. 446-0007-003).

Attachments: [Walker School - 900 S 119 St \(SLA\)](#)

E. ADJOURNMENT



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.

NOTICE OF POSSIBLE QUOROM

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

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.



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, August 26, 2020

6:00 PM

City Hall - Virtual
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

B. ROLL CALL

Present 5 - Wayne Clark, Kathleen Dagenhardt, David Raschka, Eric Torkelson, and Rossi Manka
Excused 4 - Brian Frank, Jon Keckeisen, Amanda Nowak, and Ben Holt

Staff

Steve Schaer, AICP, Manager of Planning and Zoning
Katie Bennett, Lead Planner

Others Attending Remotely

James Kerlin, Atty. Alan Marcuvitz, Carlos Beltran, David Secor, Terry Bartmann,
Steve Eichman Lauren Lofton, Grant Duchac, Brian Bauman

C. APPROVAL OF MINUTES

1. [20-0371](#) July 22, 2020 Draft Minutes

Attachments: [July 22, 2020 Draft Minutes](#)

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

D. NEW AND PREVIOUS MATTERS

- 2A. [20-0378](#) Special Use Permit for Festival Foods, a proposed large retail development grocery store, to be located at 11111 W. Greenfield Ave.

Attachments: [Festival Foods - 11111 W Greenfield Ave \(SUP/SLA\)](#)

This matter was Approved on a Block Vote.

- 2B. [20-0379](#) Site, Landscaping and Architectural Plans for Festival Foods, a proposed large retail development grocery store, to be located at 11111 W. Greenfield Ave., submitted by Aaron Aspenson on behalf of Festival Foods. (Tax Key No. 448-9993-0006 and 448-9993-009)

Attachments: [Festival Foods - 11111 W Greenfield Ave \(SUP/SLA\)](#)

Katie Bennett presented.

Wayne Clark questioned the timing.

Brian Bauman advised fall construction to begin in 2020 with either spring/summer opening of 2021.

Rossi Manka inquired on use of permeable pavers, and offered a suggestion for the applicant to consider available MMSD grants.

Brian Bauman stated they'd prefer not to go that route on this project, as he explained that the existing asphalt pavement will only be pulverized in place and used as part of the base course for new pavement surface.

Recommendation: Recommend approval of the Special Use Permit for Festival Foods, a proposed large retail development grocery store, to be located at 11111 W. Greenfield Ave., and approval of the Site, Landscaping and Architectural Plans for Festival Foods, a proposed large retail development grocery store, to be located at 11111 W. Greenfield Ave., submitted by Aaron Aspenson on behalf of Festival Foods. (Tax Key No. 448-9993-0006 and 448-9993-009), subject to the following conditions:

(Items 1 through 6 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) additional windows on the east and north elevations, as approved by staff; (b) a contingency plan to show a pedestrian connection through parking area (to include a raised sidewalk, pedestrian lighting, landscaping, signage, and accessible ramps), as approved by staff; (c) the date by which a Phase 2 plan, which will address the outlot and the pedestrian connection will be submitted for Plan Commission review, which shall be within two years of this approval date; (d) revised travel lane near outlot building during Phase 1 period (e) removal of outdoor sales displays from plans, with the exception of two seasonal events; (f) seasonal site plan with specifications related to size, location, time period, and screening; (g) revised plan for accessible parking signage to be more permanently installed; (h) detailed plans for location of traffic and pedestrian-oriented signage, to be incorporated into landscape beds; (i) inclusion of bike racks; (j) details on seating options to be located near brat barn space; (k) cart corral details; (l) use of bark mulch rather than stone mulch; (m) City Forester approval of landscaping species and number; (n) removal of non-conforming pole sign from plans within 5 years of this approval date.
2. An estimated cost of landscaping and screening (Phase 1 and Contingency Plan) being submitted to the Department of Development for approval.
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 (Phase 1 and Contingency Plan) shall be executed by the applicant prior to the issuing of a building permit.
4. Common Council approval of the special use (scheduled for September 1, 2020) and applicant's acknowledgement of the special use resolution.
5. Documentation and approval showing compliance with the City of West Allis Stormwater Management Ordinance, to be submitted to the Building Inspections

and Neighborhood Services Department by a registered Civil Engineer. A stormwater permit must be obtained from the City.

6. A signed statement from the property owner that the non-conforming freestanding sign will be removed within 2 years from the date of Plan Commission approval.

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

7. Master Signage Plan being submitted to Plan Commission for review.
8. Removal of Planned Development District (PDD) overlay zoning.

Passed The Block Vote

A motion was made by Clark, seconded by Dagenhardt, to approve all the actions on item nos. 2A & 2B] on a Block Vote. The motion carried unanimously.

3. [20-0380](#)

Ordinance to amend section 12.42(2) of the West Allis Municipal Code to allow “Training, counseling or workforce development facilities operated by a not-for-profit social service organization, for the purpose of enabling job and career opportunities to persons with sensory or physical disabilities,” within the Community Commercial District as a special use. Submitted by James Kerlin of Wiscraft, Inc., d/b/a Beyond Vision (Tax Key No. 449-9981-019).

Attachments: [Beyond Vision Recommendation - 1540 S 108 St \(ORD\)](#)

Steve Schaer presented and outlined the recommendation for denial based on the updated staff report.

James Kerlin stated they'd like to consolidate all operations under one roof, the machine shop only accounts for 10% of the total floor area.

Atty. Alan Marcuvitz will file a more detailed Special User Permit Application if the Common Council requested.

Recommendation: *Plan Commission will be forwarded to the Safety and Development Committee of the Common Council for further consideration. The Safety and Development Committee will make its own decision on the application which may agree or disagree with that of the Plan Commission. The decision of the Committee will be forwarded to the Common Council along with the recommendation of the Plan Commission. If a majority of the Safety and Development Committee approve the application, a public hearing shall be scheduled by the Common Council.*

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

4. [20-0381](#)

Master Signage plan for Beyond Vision located at 1540 S. 108 St. submitted by James Kerlin (Tax Key No. 449-9981-019)

Attachments: [Beyond Vision - 1540 S 108 St - Master Signage](#)

Steve Schaer presented.

Recommendation: Approval of the Master Signage plan for Beyond Vision located at 1540 S. 108 St. submitted by James Kerlin (Tax Key No. 449-9981-019), subject to the a revised signage plan being submitted to the Department of Development to show the following: (a) depth/returns being added and noted on the proposed backer panel; (b) confirmation that both wall sign's feature dimensional logos and channel letters. Dimensions being noted on plan.

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

- 5A. [20-0382](#) Special Use Permit for B&E Kitchen, a proposed shared kitchen and event space, to be located at 5901 W. Beloit Rd.

Attachments: [B&E Kitchen - 5901 W. Beloit Rd \(SUP/SLA\)](#)

- 5B. [20-0383](#) Site, Landscaping and Architectural Plans for B & E Kitchen, a proposed shared kitchen and event space, to be located at 5901 W. Beloit Rd., submitted by Carlos Beltran

Attachments: [B&E Kitchen - 5901 W. Beloit Rd \(SUP/SLA\)](#)

Steve Schaer presented.

Eric Torkelson inquired when they planned to be open for business and received a response from Carlos Beltran advising that they are hoping to be opening in Fall of 2020.

The staff recommendation was modified to include the installation of a 6-ft tall privacy fence on the south west side of the property (west side of existing parking lot).

Recommendation: Recommend Common Council approval of the Application for a Special Use Permit for B & E Kitchen, a proposed shared kitchen and event space, to be located at 5901 W. Beloit Rd., and approval of the Site, Landscape and Architectural Plans for B & E Kitchen, a proposed shared kitchen and event space, to be located at 5901 W. Beloit Rd., submitted by Carlos Beltran. (Tax Key No. 455-0117-001), subject to the following conditions:

(Items 1 through 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. The following information being provided within a project description: (a) submit an architectural plan for the north elevation of the building with respect to the unoccupied façade and a schedule of proposed alterations; and (b) confirmation of any outdoor seating along W. Beloit Rd.; (c) confirmation of storefront planters and improvements; (d) a privacy fence (up to 6-ft tall) being added on the southwest side of the site.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Tony Giron, Planner at

414-302-8469.

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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Tony Giron, Planner at 414-302-8469.
 4. Common Council approval of the Special Use Permit (scheduled for September 1, 2020) 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. Signage plan being provided for staff 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.

This matter was Approved on a Block Vote.

Passed The Block Vote

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

6A. [20-0384](#)

Special Use Permit for West Allis Masonic Lodge, a proposed place of assembly, to be located at 11037 W. Oklahoma Ave.

Attachments: [West Allis Masonic Lodge - 11037 W. Oklahoma Ave \(SUP/SLA\)](#)

This matter was Approved on a Block Vote.

6B. [20-0385](#)

Site, Landscaping and Architectural Plans for a proposed place of assembly, to be located at 11037 W. Oklahoma Ave., submitted by David Secor (Tax Key No. 523-9986-004)

Attachments: [West Allis Masonic Lodge - 11037 W. Oklahoma Ave \(SUP/SLA\)](#)

Steve Schaer presented.

Wayne Clark suggested adding the compass as an architectural feature.

Additional landscaping being added within the existing planting beds.

Recommendation: Recommend Common Council approval of the Application for a Special Use Permit for West Allis Masonic Lodge, a proposed place of assembly, to be located at 11037 W. Oklahoma Ave., and approval of the Site, Landscaping and Architectural Plans for a proposed place of assembly, to be located at 11037 W. Oklahoma Ave., submitted by David Secor (Tax Key No. 523-9986-004), subject to the following conditions:

(Items 1 through 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. A revised site and landscaping plan being submitted to show the following: (a) Removal of the existing "drive thru" sign in front of the building; (b) infill landscaping with the existing planting beds around the perimeter of the property.
 2. Common Council approval of the Special Use Permit (scheduled for September 1, 2020) 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)
3. Signage plan being provided for staff review and 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.

This matter was Approved on a Block Vote.

Passed The Block Vote

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

7. [20-0386](#) Site, Landscaping and Architectural Plans for Curative Care Network, a proposed cold storage building, to be located at 1647 S. 101 St., submitted by Candace Hennessy (Tax Key No. 449-9999-010)

Attachments: [Curative - 1647 S. 101 St \(SLA\)](#)

Steve Schaer presented.

Recommendation: Approval of the Site, Landscaping and Architectural Plans for Curative Care Network, a proposed warehouse building, to be located at 1647 S. 101 St., submitted by Candace Hennessy (Tax Key No. 449-9999-010).

(Item 1 is 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) elevations that include color detail; (b) a reference to any exterior lighting; (c) provisional parking area being shown; (d) consideration of adding a rain garden within the proposed grass bio-swale area. Contact Tony Giron, Planner at (414) 302-8469 with further questions.

(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.

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

8. [20-0387](#) Site and Landscaping plan for the proposed reconstruction of the existing We Energies Bluemound Training Center parking lot on property located at 306-330 S. 116 St. submitted by Greg Calhoun of Ruekert & Mielke and Ryan Lee of We Energies (Tax Key No. 414-9993-002)

Attachments: [We Energies - 306 S 116 St \(SLA\)](#)

Steve Schaer presented.

Recommendation: Approval of the Site and Landscaping plan for the proposed reconstruction of the existing We Energies Bluemound Training Center parking lot on property located at 306-330 S. 116 St. submitted by Greg Calhoun of Ruekert & Mielke and Ryan Lee of We Energies (Tax Key No. 414-9993-002) subject to satisfaction of any remaining stormwater management items, contact Mike Romens, City Plumber at (414) 302-8413 with any questions.

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

9. [20-0388](#) Site and Landscaping plan for the proposed reconstruction of the existing Nathan Hale Parking lot on property located at 11601 W. Lincoln Ave. submitted by Steve Eichman, West Allis West Milwaukee School District (Tax Key No. 483-9999-002)

Attachments: [Nathan Hale - 11606 W Lincoln Ave \(SLA\)](#)

Steve Schaer presented.

Eric Torkelson inquired and received confirmation from Steve Eichman that the speed bumps will be replaced.

Recommendation: Approval of the Site and Landscaping plan for the proposed reconstruction of the existing Nathan Hale Parking lot on property located at 11601 W. Lincoln Ave. submitted by Steve Eichman, West Allis West Milwaukee School District (Tax Key No. 483-9999-002), subject to the following conditions:

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

10. [20-0389](#) Site and Landscaping plan for proposed business relocation and site changes to the property located at 2222 S. 114 St. submitted by Terry Bartmann of Roman Electric. (Tax Key No. 481-9991-013)

Attachments: [Roman Electric - 2222 S 114 St \(SLA\)](#)

Recommendation: Approval of the Site and Landscaping plan for proposed business relocation and site changes to the property located at 2222 S. 114 St. submitted by Terry Bartmann of Roman Electric. (Tax Key No. 481-9991-013), subject to the following conditions:

1. Revised site and landscaping plan being submitted to the Department of

Development to show the following: (a) a site and landscaping plan to specify additional landscaping on site, a landscaping key, permeable paver details, removal of connex/storage boxes from the plan, outdoor storage delineated on plan and parking stall and aisle dimensions; (b) parking lot lighting updates being submitted; (c) fence details being shown on plan. Contact Steve Schaer, Manager of Planning and Zoning with questions (414) 302-8466.

- 2. *An estimated cost of landscaping and screening being submitted to the Department of Development for approval.*
- 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.*
- 4. *Cross access agreements between property owners being shared with the City for reference.*

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

E. ADJOURNMENT

There being no other business, a motion was made by Wayne Clark and seconded by Kathleen Dagenhardt to adjourn the Plan Commission meeting at 7:40 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.

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PLAN COMMISSION AGENDA
Wednesday, September 23, 2020
6:00 P.M.

Virtual Meeting

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

- 2A. Application for a Special Use Permit for Subway, a proposed restaurant, to be located at 6736 W. Greenfield Ave.
- 2B. Site, Landscaping and Architectural Plans for Subway, a proposed restaurant, to be located at 6736 W. Greenfield Ave. submitted by Bhupendra Patel (Tax Key No. 439-0001-014).

Items 2A and 2B may be considered together.

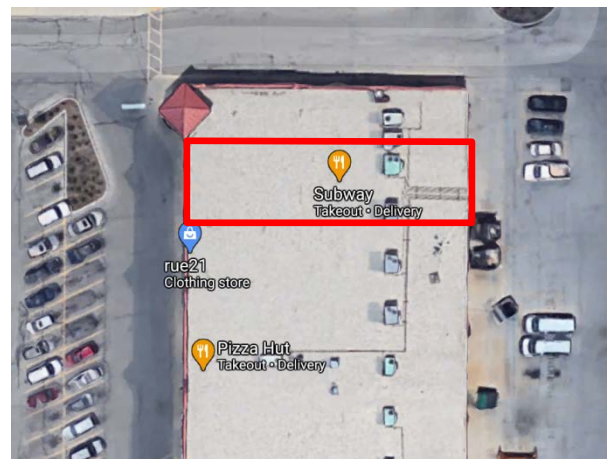


Overview & Zoning

The applicant is proposing to lease the property and renovate to open a Subway restaurant, to be located within Towne Centre Plaza at 6736 W. Greenfield Ave. (former location of Travel Agents International).

The restaurant is a standard Subway franchise.

The site is currently zoned C-3 Community Commercial District, which allows for restaurants uses with a Special Use. A public hearing will be scheduled for October 20, 2020.



Subway use and Operations – Subway is an American privately held restaurant franchise that primarily sells submarine sandwiches and salads. It is one of the fastest-growing franchises in the world and, as of October 2019, had 41,512 locations in more than 100 countries. More than half its locations are in the United States. This location will have 16 tables with chairs and not have any outdoor seating.

Deliveries & Refuse Pick-up - Food deliveries will be made using the owners/staff's personal vehicles by way of the parking lot/back door. Refuse will be picked up on a weekly basis. An enclosed refuse area will be located behind the building.

Staffing – Subway intends to have anywhere from 3 to 5 employees working at this location at any given time.

Hours - Subway plans to keep the following business service hours as follows: Monday to Saturday 8 am – 9 pm, Sunday 9 am – 9 pm.

Background – Bhupendra Patel owns 6 other Subway franchises in the Milwaukee area.

Architectural and Floor Plan

The existing Towne Centre Plaza development is mixed use with plenty of off-street parking, a well landscaped lot, a private sidewalk, and a utility and refuse collection area behind the building. Their nearest neighbor is Rue 21 clothing store to the south.

Subway will utilize the current restaurant and kitchen space within the building to serve their patrons.

Exterior – Subway will not be making any exterior improvements. The Towne Center Shopping Center has provided the restaurant with an adequate exterior that does not require any repairs or improvements.

Subway has added their standard business signage to the front (western) façade.



Site, landscaping and Screening Plan

As part of the staff recommendation, a four-sided refuse enclosure will be required around the dumpster behind Subway.

Parking – Per zoning code Chapter 12.19, restaurants are required to provide 1 off-street parking space per 150 square feet of gross floor area. The parking lot at Towne Center

provides more than enough parking spaces for Subway and all the other shops in the area.

Signage – Subway already has an approved sign plan on file.

Recommendation: Recommend Common Council approval of the Application for a Special Use Permit for Subway, a proposed restaurant, to be located at 6736 W. Greenfield Ave. and approval of the Site, Landscaping and Architectural Plans for Subway, a proposed restaurant, to be located at 6736 W. Greenfield Ave. submitted by Bhupendra Patel (Tax Key No. 439-0001-014)., subject to the following:

(Items 1 through 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) details of a four-sided refuse enclosure surrounding the dumpster and frequency of pick-up being provided. Contact Tony Giron, City Planner at 414-302-8469.
2. An estimated cost of paving, landscaping and screening being submitted to the Department of Development for approval. Contact Tony Giron, City Planner at 414-302-8469.
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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Tony Giron, City Planner at 414-302-8469.
4. Common Council approval of the special use (scheduled for October 20, 2020) and applicant's acknowledgement of the special use resolution.

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

5. Signage and exterior lighting plan being provided for staff 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.



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Items 2A and 2B may be considered together.

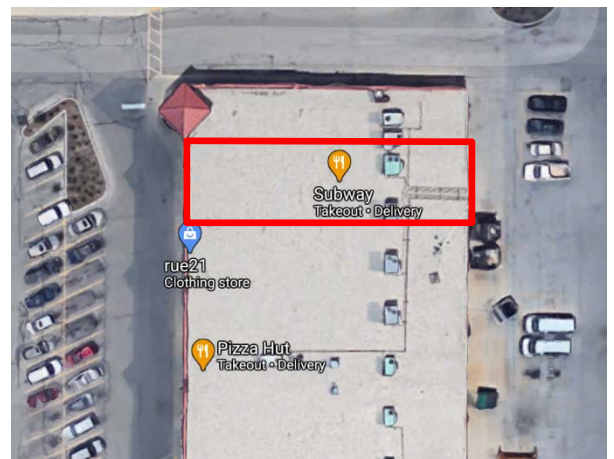


Overview & Zoning

The applicant is proposing to lease the property and renovate to open a Subway restaurant, to be located within Towne Centre Plaza at 6736 W. Greenfield Ave. (former location of Travel Agents International).

The restaurant is a standard Subway franchise.

The site is currently zoned C-3 Community Commercial District, which allows for restaurants uses with a Special Use. A public hearing will be scheduled for October 20, 2020.



Subway use and Operations – Subway is an American privately held restaurant franchise that primarily sells submarine sandwiches and salads. It is one of the fastest-growing franchises in the world and, as of October 2019, had 41,512 locations in more than 100 countries. More than half its locations are in the United States. This location will have 16 tables with chairs and not have any outdoor seating.

Deliveries & Refuse Pick-up - Food deliveries will be made using the owners/staff's personal vehicles by way of the parking lot/back door. Refuse will be picked up on a weekly basis. An enclosed refuse area will be located behind the building.

Staffing – Subway intends to have anywhere from 3 to 5 employees working at this location at any given time.

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Background – Bhupendra Patel owns 6 other Subway franchises in the Milwaukee area.

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Subway has added their standard business signage to the front (western) façade.



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As part of the staff recommendation, a four-sided refuse enclosure will be required around the dumpster behind Subway.

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provides more than enough parking spaces for Subway and all the other shops in the area.

Signage – Subway already has an approved sign plan on file.

Recommendation: Recommend Common Council approval of the Application for a Special Use Permit for Subway, a proposed restaurant, to be located at 6736 W. Greenfield Ave. and approval of the Site, Landscaping and Architectural Plans for Subway, a proposed restaurant, to be located at 6736 W. Greenfield Ave. submitted by Bhupendra Patel (Tax Key No. 439-0001-014)., subject to the following:

(Items 1 through 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) details of a four-sided refuse enclosure surrounding the dumpster and frequency of pick-up being provided. Contact Tony Giron, City Planner at 414-302-8469.
2. An estimated cost of paving, landscaping and screening being submitted to the Department of Development for approval. Contact Tony Giron, City Planner at 414-302-8469.
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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Tony Giron, City Planner at 414-302-8469.
4. Common Council approval of the special use (scheduled for October 20, 2020) and applicant's acknowledgement of the special use resolution.

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

5. Signage and exterior lighting plan being provided for staff 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.



PLAN COMMISSION AGENDA
Wednesday, September 23, 2020
6:00 P.M.

Virtual Meeting

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

- 3A. Application for a Special Use Permit for Qdoba to install a proposed drive-thru at their existing restaurant, located at 2831 S. 108 St.
- 3B. Site, Landscaping and Architectural Plans to install a proposed drive-thru at their existing restaurant, located at 2831 S. 108 St., submitted by Kyle Bennehoff (Tax Key No. 520-9960-000).

Items 3A and 3B may be considered together.

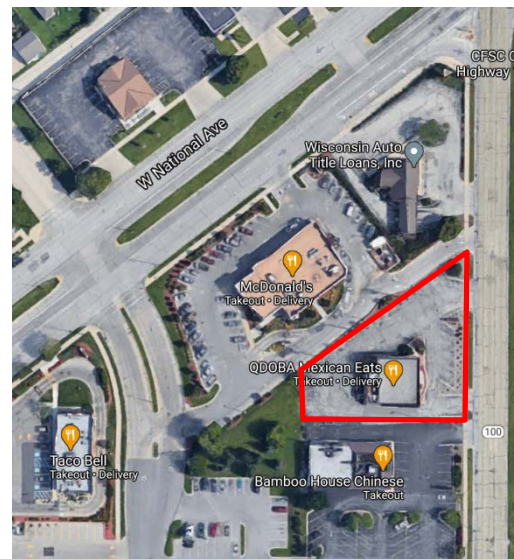


Overview & Zoning

To provide contact-less ordering and pick-up, Qdoba is proposing the addition of a drive-thru lane, window, and speaker-box, on the South side of their existing, free-standing building. If orders are not ready, customers can be directed to designated curb-side parking stalls.

The site is currently zoned C-4 Regional Commercial District, which allows for drive-thru restaurant uses with a Special Use. A public hearing will be scheduled for October 20, 2020.

Qdoba use and Operations – Qdoba Mexican Eats is a chain of fast casual restaurants serving Mexican-style cuisine.



Site, Landscaping, and Architectural Plan

The applicant intends to complete exterior scope of work in quarter 4 of 2020, prior to first snow fall.

Site Improvements

- Grind parking lot down and resurface
- Re-stripe parking stalls (No reduction in parking)
- Expand outdoor patio area and add curb side pick up stalls
- New directional signage for pick-up lane
- Provide accessible curb ramps and accessible route upgrades
- Relocate southeast light pole to maintain minimum route clearances



Exterior Building Improvements

- New Signage (Building and Monument)
- New pain/thin brick
- New pick-up window
- New architectural element on southeast corner

Interior Remodel

- New finishes, fixtures, millwork, branding/marketing
- Upgrade restrooms to meet ADA



Recommendation: Recommend Common Council approval of the Application for a Special Use Permit for Qdoba, to install a proposed drive-thru at their existing restaurant, located at 2831 S. 108 St. and approval of the Site, Landscaping and Architectural Plans for Qdoba to install a proposed drive-thru at their existing restaurant, located at 2831 S. 108 St., submitted by Kyle Bennehoff (Tax Key No. 520-9960-000), subject to the following:

(Items 1 through 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) replacing curb stops with poured concrete along the north and west property lines; (b) additional infill landscaping being included within the expanded outdoor patio area and existing landscaping island on the front/east side of the building and parking lot area; (c) Landscaping key/species subject to the City Forester review and approval; (d) confirmation of hours of operation (store and drive-thru) being provided; (e) completion of the City's storm water checklist. Contact Tony Giron, City Planner at 414-302-8469.
2. An estimated cost of paving, landscaping and screening being submitted to the Department of Development for approval. Contact Tony Giron, City Planner at 414-302-8469.
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4. Common Council approval of the special use (scheduled for October 20, 2020) and applicant's acknowledgement of the special use resolution.

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

5. Consideration toward future consolidation of the southernmost driveway with property to the south.
6. Signage and exterior lighting plan being provided for staff 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.



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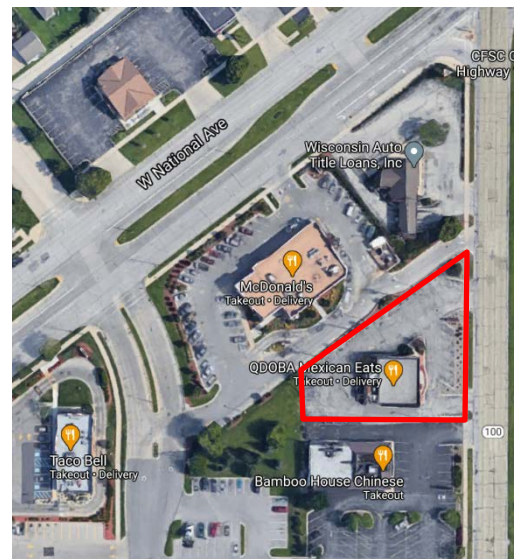


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Qdoba use and Operations – Qdoba Mexican Eats is a chain of fast casual restaurants serving Mexican-style cuisine.



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The applicant intends to complete exterior scope of work in quarter 4 of 2020, prior to first snow fall.

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Recommendation: Recommend Common Council approval of the Application for a Special Use Permit for Qdoba, to install a proposed drive-thru at their existing restaurant, located at 2831 S. 108 St. and approval of the Site, Landscaping and Architectural Plans for Qdoba to install a proposed drive-thru at their existing restaurant, located at 2831 S. 108 St., submitted by Kyle Bennehoff (Tax Key No. 520-9960-000), subject to the following:

(Items 1 through 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) replacing curb stops with poured concrete along the north and west property lines; (b) additional infill landscaping being included within the expanded outdoor patio area and existing landscaping island on the front/east side of the building and parking lot area; (c) Landscaping key/species subject to the City Forester review and approval; (d) confirmation of hours of operation (store and drive-thru) being provided; (e) completion of the City's storm water checklist. Contact Tony Giron, City Planner at 414-302-8469.
2. An estimated cost of paving, landscaping and screening being submitted to the Department of Development for approval. Contact Tony Giron, City Planner at 414-302-8469.
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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Tony Giron, City Planner at 414-302-8469.
4. Common Council approval of the special use (scheduled for October 20, 2020) and applicant's acknowledgement of the special use resolution.

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

5. Consideration toward future consolidation of the southernmost driveway with property to the south.
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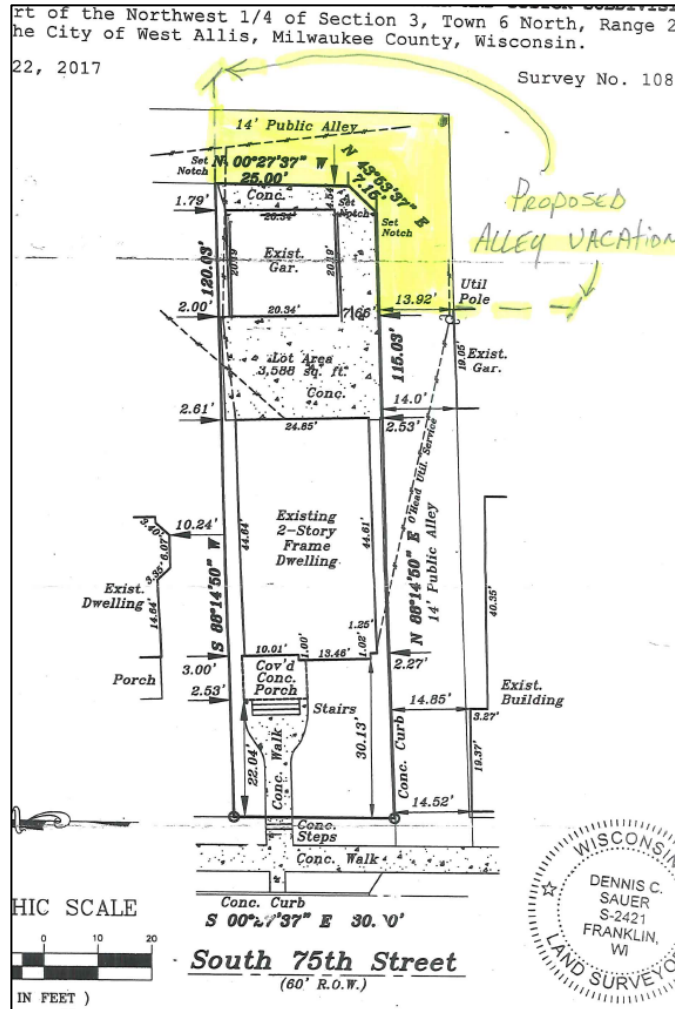
- Vacation and discontinuance of a portion of public alleyway between S. 74 and S. 75 St. north of W. National Ave. submitted by Paul and Lisa Quesnell, property owners (1616 S. 75 St.)

Overview & Zoning

The City has received a request for an alley vacation between S. 74-75 Streets (just north of W. National Ave.). The applicant is seeking to vacate a portion of the alley near/behind his property, but in doing so would result in creating a dead end segment off of S. 75 St. and another dead end segment off of W. Lapham St. See attached map and aerial view - the yellow highlighted area is the subject area requested by the Quesnell's (property owners of 1616 S. 75 St.).

[google/alley-view](#)

The property owner would like to rebuild his garage without reducing the area of his backyard. Zoning code requires a 5-ft setback from the alley way and 3-ft from side yards. Given the alley corner at the SE side of the property, the setback requirement would be about 7-ft at the corner. While there is room to move the garage back to the proper setbacks, the applicant doesn't want to reduce the area of his backyard.



If vacated half of the alley frontage would go to the abutting property owners (in this case a commercial use fronting W. National Ave. and the applicant/property owner of 1616 S 75 St.

There are a total of 8 property owners on the block that reply upon alley way access.

Applicant Rationale:

The applicant has shared perspectives as to why they think the alley should be vacated: Snow removal would still be possible, cars parked along the existing alleyway often encroach into the

alleyway, sanitation trucks currently back down the alley to service refuse and recycling services, safety measure (by vacating alley reducing conflicts) – children at play observed using the alley to do laps around the block.

Staff notes: The Department of Development, Department of Public Works and Engineering Department does not support the requested right-of-way discontinuance. Staff would recommend maintaining this ROW for continued use.

- While DPW/sanitation has indicated the turning radius is difficult for the larger vehicles to make the turn, snowplowing does enter and go through the alley to adequately clear.
- The resulting alley vacation would be a permanent obstruction to any possible future access and maintenance operations.
- In some cases street and alley vacations are warranted as it serves the public interest, but in this matter staff doesn't agree that the alley vacation would result in a collective public benefit for a majority of residents and property owners of the affected block.
- The Board of Appeals would be a more appropriate route for the applicant to explore.



Schedule:

- Plan Commission consideration on 9/23
- Council introduction on 10/6 - may decide if they want to authorize staff to proceed with publishing notice or not. If not the item is placed on file.

- If we proceed with a public hearing other property owners on the block would be notified of a public hearing (likely in November or December).

On October 6 the Common Council will consider if the requested right-of-way vacation should proceed to a public hearing. If so, a hearing would be scheduled for March 3. Prior to a public hearing, State Statutes requires publishing a class 3 notice and personal service on abutting landowners at least 30 days before a public hearing (potentially November 17 or December 1) or, if they can't be personally served, the notice needs to be mailed to them at least 30 days ahead of time. Any abutting owner can object to discontinuance by filing a written objection; it would then take a 2/3 vote by the council to override that objection. Should the Council vacate this portion of street, the abutting property owners would receive their abutting portion of land.

Recommendation: Common Council denial of the requested Vacation and discontinuance of a portion of public alleyway between S. 74 and S. 75 St. north of W. National Ave. submitted by Paul and Lisa Quesnell, property owners (1616 S. 75 St.).



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5. Sign plan appeal for Avant-Garde, an existing business relocating to a new location at 7201 W. Greenfield Ave., submitted by Zack Wegner of Lemberg Sign Company (Tax Key No. 453-0088-000).

Avant-Garde is relocating to another adjacent storefront building along the south side of W. Greenfield Ave. The former business was Staff One who earlier this year relocated to the Hwy 100 and Lincoln Ave. area. Avant-Garde has applied for new wall signage which was approved by staff earlier this month as it meets the sign code. Brent Holmes (Avant-Garde) is requesting Plan Commission approval of window graphics that he would like to install on the street facing glass.

The property is a corner lot so the graphics are planned for both W. Greenfield Ave. and also S. 72 St. sides of the building. Staff notes that the graphics have been designed to be artistic rather than commercial in nature. A translucent window film is proposed on 7 windows facing S. 72 St. where the piercing studios are located. WI State Statutes does require piercing establishments to provide privacy for their patrons. The previous tenants window blinds were in poor condition and the applicant desires a cleaner look and sterile work environment within.

The applicant submitted the following 2 options as described and shown below:

- Both options feature the window film along the south most 7 windows on the east elevation facing S. 72 St. (as an alternate to window blinds). The internal function within the 7 windows is the piercing studio area. All other windows will allow viewing into-out of the building as the internal function of the remainder is store lobby and retail area.
- The mosaic shapes in option 1 are the applicant's original and preferred option.
- Option 2 includes a reduced mosaic size to 20% of the window space.
- Graphics as proposed, are on the outside of the glass.
- The applicant is requesting that the mosaic graphics be interpreted as artistic features not commercial advertising.



Desired effect of film on 1st and 2nd surfaces of window.
(Field test required to determine effect.)

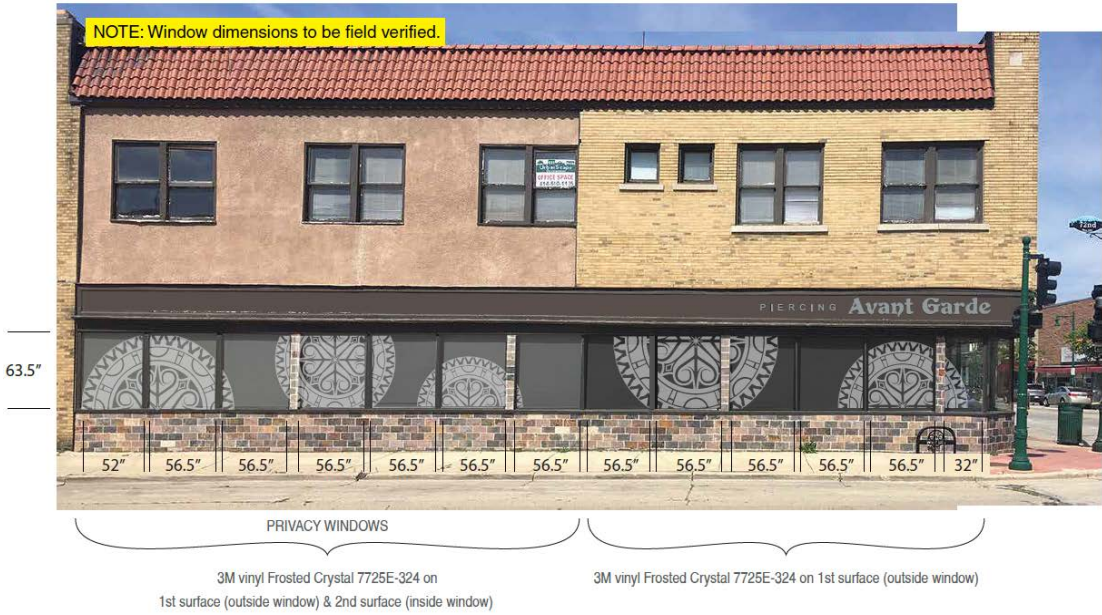
NOTE: Graphics cover 30% of Windows

The typical standard of the Downtown signage ordinance indicate that window signage shall be limited to 20% of a window's area and placed on the interior side of the glass.

Pre-Existing condition



Option 1



Option 2



Storefront facing W. Greenfield Ave. (one option)



3M vinyl Frosted Crystal 7725E-324 on 1st surface (outside window)

Staff is not opposed to the applicant's preferred option (option 1) and given the unique nature of the design and the statutory requirements for privacy supports the applicants plan. The following rationale is offered in support of the applicant's signage plan appeal:

1. The window film and graphics on the 7 window area on the east elevation facing S. 72 St. are being utilized to screen a piercing studio area where statutes require the business to provide privacy.
2. The mosaic graphics may be interpreted as artistic features as they are not commercial advertising.
3. If the Plan Commission chooses to interpret the mosaics as window signage, then option 2 would be an acceptable compromise.

Recommendation: Approval of the Sign plan appeal for Avant-Garde, an existing business relocating to a new location at 7201 W. Greenfield Ave., submitted by Zack Wegner of Lemberg Sign Company (Tax Key No. 453-0088-000), subject to the following: (1) applicant indicating the purpose for why the graphics are not being applied to the interior of the window; (2) explanation of the desired layering effect; (3) confirmation that the lobby area windows on the east and north side of the building will remain primarily transparent.



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6:00 P.M.

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6. **Site, Landscaping and Architectural Plans to for proposed parking lot site improvements to Walker School located at 900 S. 119 St. submitted by Steven J. Eichman of the West Allis West Milwaukee School District (Tax Key No. 446-0007-003).**



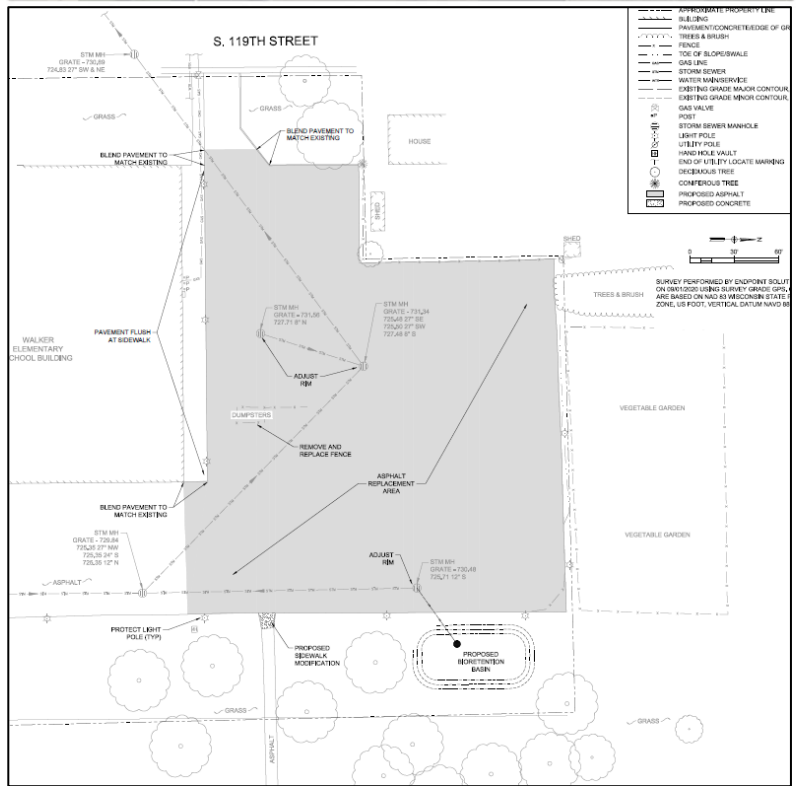
Overview and Zoning

Paving permits and site changes trigger site and landscaping review. The WAWM School District's Walker Elementary School is proposing to rehabilitating/mill the surface of about 61,000-sf of existing paved area and resurfacing the top coat with asphalt. The project is not one that would not typically trigger WDNR rules enforcement, as it will not disturb over 1 acre of material below the existing parking lot. The School District has agreed to provide mitigation on this site to satisfy Total Suspended Solid (TSS) levels. Furthermore, a storm water management report will be completed for the Walker Elementary School, providing the specific details and shared with the City's storm water consultant AECOM.

Site and landscaping

As part of the scope of work staff is recommending that a parking lot and student drop off area layout be provided as a condition of the Plan Commission approval. In 2014, Walker received approval for a new student drop off area on the north side of their building. Staff wants to confirm if the same layout/plan is being implemented again, or if an alternate layout is contemplated. The district is coordinating with the school's principal for more information.

Walker Elementary - Striping Layout from old Aerial Image



Recommendation: Approval of the Site, Landscaping and Architectural Plans for proposed parking lot site improvements to Walker School located at 900 S. 119 St. submitted by Steven J. Eichman of the West Allis West Milwaukee School District (Tax Key No. 446-0007-003), subject to the following conditions:

1. Revised site and landscaping plan being submitted to the Department of Development to show the following: (a) landscaping plan to show existing landscaping being maintained along the west perimeter of the parking lot area; (b) site plan to show parking lot striping layout and student drop off area layout (c) storm water runoff area being shown in accordance with the storm water management requirements; (d) lighting plans (if applicable) to show parking lot lighting photometric

plan, light fixture and pole details, full cut off light fixtures to limit splay beyond property lines. Contact Steve Schaer, Manager of Planning and Zoning with questions (414) 302-8466.

2. Storm water management plan to satisfy: Requirements from the Milwaukee Metropolitan Sewage District (Chapter 13), State of Wisconsin DNR (NR51), State of Wisconsin Uniform Plumbing Code (DSPS Chapters SPS381- 387), and the City of West Allis Ordinances. Contact Mike Romens, City Plumber, with further questions (414) 302-8413.