



# City of West Allis

## Meeting Agenda

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Wednesday, June 25, 2025

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. APPROVAL OF MINUTES

1. [25-0232](#) May 28, 2025

**Attachments:** [May 28, 2025 \(draft minutes\)](#)

#### D. NEW AND PREVIOUS MATTERS

2. [25-0234](#) Site, Landscaping, and Architectural Design Review for Caribbean Jaac's, a proposed Restaurant (Limited) Use, at 5901 W. Burnham St. (Tax Key: 455-0094-000).

**Attachments:** [\(SLA\) Caribbean Jaacs](#)

3. [25-0235](#) Request for vacation and discontinuance of a 60x580-ft portion of City Right-of-Way by Central Transport, an existing Light Industrial Use, at 11218 W. Mitchell St. (Tax Key No. 448-9986-005).

**Attachments:** [\(VAC\) 11218 W. Mitchell St.](#)

4. [25-0236](#) Project Tracking.

#### E. ADJOURNMENT



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**NOTICE OF POSSIBLE QUORUM**

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**

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# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Wednesday, May 28, 2025

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** 8 - Wayne Clark, Brian Frank, Eric Torkelson, Dan Devine, Brandon Reinke, Lisa Coons, David Raschka, Kathleen Dagenhardt

#### Others Attending

Nick Jung, Lane Gugger, Skip DeBack, Charlie Sancinati, Mary Lou Arvizu, Ben Prochnow, Jessica Katzenmeyer, Patrick Schloss

#### Staff

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

#### C. APPROVAL OF MINUTES

1. [25-0178](#) April 23, 2025

**Attachments:** [April 23, 2025 \(draft minutes\)](#)

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

#### D. NEW AND PREVIOUS MATTERS

2. [25-0182](#) Demolition site plan review for St. Aloysius property at 1405-35-41 S. 92 St. & 1414 S. 93 St. (Tax Key No.450-0502-000).

**Attachments:** [\(Demo\) St Al's](#)

*Steve Schaer presented.*

**Recommendation:** *Approval of the Demolition site plan review for St. Aloysius property at 1405-35-41 S. 92 St. & 1414 S. 93 St. (Tax Key No. 450-0502-000), subject to necessary Code Enforcement permits in advance of work.*

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

- 3A. [25-0183](#) Conditional Use Permit for N&S Towing, a light motor vehicle service at 11139 W. Becher St.

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

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

- 3B. [25-0184](#) Site, Landscaping, and Architectural Design Review for N&S Towing, a light motor vehicle service at 11139 W. Becher St. (Tax Key: 481-9992-017)

**Attachments:** [\(CUP-SLA\) N&S Towing](#)

Steve Schaer presented.

Items 3A & 3B were taken together.

Wayne Clark asked for clarification on which area of asphalt is being repaired, with an explanation being provided.

Wayne Clark further inquired on what N&S Towing would do with their current building. N&S Towing stated they would be keeping this property as they handle the towing for the State Fair.

Kathleen Dagenhardt questioned after two weeks, what happens if the owners don't pick up their cars. N&S Towing advised they would then be relocated to another storage facility on Layton Ave.

**Recommendation:** Common Council approval of the Conditional Use Permit for N&S Towing, a light motor vehicle service and approval of the Site, Landscaping, and Architectural plans for N&S Towing, at 11139 W. Becher St. (Tax Key: 481-9992-017).

(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. Common Council approval of the Conditional Use Permit (June 10, 2025)
2. A updated Site, Landscaping, Architectural Plan being submitted to Planning & Zoning to show:
  - (a) fence and gate location being added to the site plan;
  - (b) pavement sealant and restriping being noted/added to scope of work in front parking areas;
  - (c) note on plan that commercial vehicles shall not be parked or staged on the street;
  - (d) after-hours drop off being spaced away from residential (show location on site);
  - (e) refuse dumpster(s) being shown on site and screening method. If being kept indoors please indicate;
  - (f) truck service bays being kept closed to avoid noise emission.
3. Any signage and/or lighting updates being submitted for permit and design review.

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

4. [25-0185](#) Site, Landscaping, and Architectural Design Review for Antigua, an existing restaurant use, to install a patio at 6207 W National Ave. (Tax Key No. 454-9004-000)

**Attachments:** [\(SLA\) Antigua Patio](#)

Jack Kovnesky presented.

**Recommendation:** Approve the Site, Landscaping, and Architectural Design Review for Antigua, an existing restaurant use, to install a patio at 6207 W National Ave. (Tax Key No. 454-9004-000) subject to building permits being submitted with the Code Enforcement Department.

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

5. [25-0186](#) Site, Landscaping, and Architectural Design Review for Prestige Interior Contractors, a proposed home improvement business at 1519-21 & S. 84 St. (Tax Key No. 451-0665-002 & 451-0519-000).

**Attachments:** [\(SLA\) Prestige Interior Contractors](#)

Jack Kovnesky presented.

**Recommendation:** Approval of the Site, Landscaping, and Architectural Design Review for Prestige Interior Contractors, a proposed home improvement business at 1519-21 & S. 84 St. (Tax Key No. 451-0665-002 & 451-0519-000) subject to the following conditions:

1. A Site, Landscaping, Architectural Plan being submitted to Planning & Zoning to show a scope of work being prepared and submitted to the Planning and Zoning Office to identify required property site/landscaping maintenance: (a) site plan to reference closure of one of the driveways on S. 84 St.; (b) show the location, style, height of fencing and privacy slat color details; (c) a landscaping plan being submitted to show planting details and reference locations on site (d) Indicate scope of asphalt repair plan (e) indicate the refuse container location as well as the required 4-sided fencing enclosure details on the site plan (f) Indicate any lighting updates or improvements to ensure compliance with West Allis Municipal Code.
2. Driveway Permits being applied for with the Engineering Department for closure of one of the driveways along S. 84 St. Contact Greg Bartleme at (414) 302-8367.

Frank moved to approve this matter with black vinyl coated chain-link fencing on sides & rear property lines and more decorative wood fence on the front of the property., Reinke seconded, motion carried.

6. [25-0187](#) Site, Landscaping, and Architectural Design Review for Double B's BBQ, an existing restaurant use, at 7412 W. Greenfield Ave. (Tax Key No. 440-9003-000)

**Attachments:** [\(SLA\) Double B's](#)

Jack Kovnesky presented.

Discussion ensued with questions being answered by staff.

**Recommendation:** Approve the Site, Landscaping, and Architectural Design Review for Double B's BBQ, an existing restaurant use, at 7412 W. Greenfield Ave. (Tax Key No. 440-9003-000) subject to the following conditions:

1. Submittal of building permit for the paving project

2. An updated Site Plan being submitted to Planning & Zoning to show: (a) property lines relative to the scope of the paving project; (b) parking stall layout and location of any food trucks; (c) utility upgrades; (d) placement of fixtures including smokers and wood; (e) site improvements including but not limited to a 4-sided refuse enclosure, screening, and landscaping.

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

7. [25-0188](#) Sign Plan Appeal for Temptations at 9800 W. Greenfield Ave. (Tax Key No. 443-0429-003)

**Attachments:** [\(SIGN\) Temptations](#)

*Emily Wagner presented.*

**Recommendation:** Recommend approval of the Sign Plan for Temptations, an existing adult-oriented entertainment business, at 9800 W Greenfield Ave. (Tax Key No. 443-0429-003)

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

8. [25-0189](#) Sign Plan Appeal for St. Barnabas, an existing Religious Institution use, at 2319 S. 61st St. (Tax Key No. 490-9002-000)

**Attachments:** [\(SIGN\) St. Barnabas 2319 S 61st St](#)

*Jack Kovnesky presented.*

**Recommendation:** Recommend approval of the Signage Plan for St. Barnabas, an existing Religious Institution use, at 2318 S. 61st St. (Tax Key No. 490-9002-000) subject to the following condition removal of all temporary signage upon consolidation of the congregation.

**Clark moved to approve this matter for one year, Torkelson seconded, motion carried by the following vote:**

**Aye:** 7 - Clark, Frank, Torkelson, Devine, Reinke, Coons, Raschka

**No:** 0

**Abstain:** 1 - Dagenhardt

9. [25-0190](#) Sign Plan Appeal for St. Barnabas, an existing Religious Institution use, at 6753 W. Rogers St. (Tax Key No. 475-0043-000)

**Attachments:** [\(SIGN\) St. Barnabas 6753 W Rogers St](#)

*Jack Kovnesky presented.*

*Wayne Clark inquired as to when consolidation is going to occur and was advised that Barnabas is actively selling St. Rita's and eventually St. Augustine's. The material is die bond durable for 5-7 years.*

**Recommendation:** Recommend approval of the Signage Plan for St. Barnabas, an

existing Religious Institution use, at 6753 W. Rogers St. (Tax Key No. 475-0043-000) subject to the following conditions:

1. Revised sign plan being submitted to the Planning & Zoning office to show a reduction in square footage of the proposed sign to 32 sq. ft. or under
2. Removal of all temporary signage upon consolidation of the congregation.

**Clark moved to approve this matter for one year, Torkelson seconded, motion carried by the following vote:**

**Aye:** 7 - Clark, Frank, Torkelson, Devine, Reinke, Coons, Raschka

**No:** 0

**Abstain:** 1 - Dagenhardt

10. [25-0191](#) Project tracking.

**This matter was Discussed.**

**E. ADJOURNMENT**

*There being no other business, a motion was made by Raschka, seconded by Frank to adjourn at 7:00 p.m.*



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**STAFF REPORT**  
**WEST ALLIS PLAN COMMISSION**  
**Wednesday, June 25, 2025**  
**Room 128 City Hall**  
**6:00 PM**

**2. Site, Landscaping, and Architectural Design Review for Caribbean Jaac's, a proposed Restaurant (Limited) Use, at 5901 W. Burnham St. (Tax Key: 455-0094-000).**

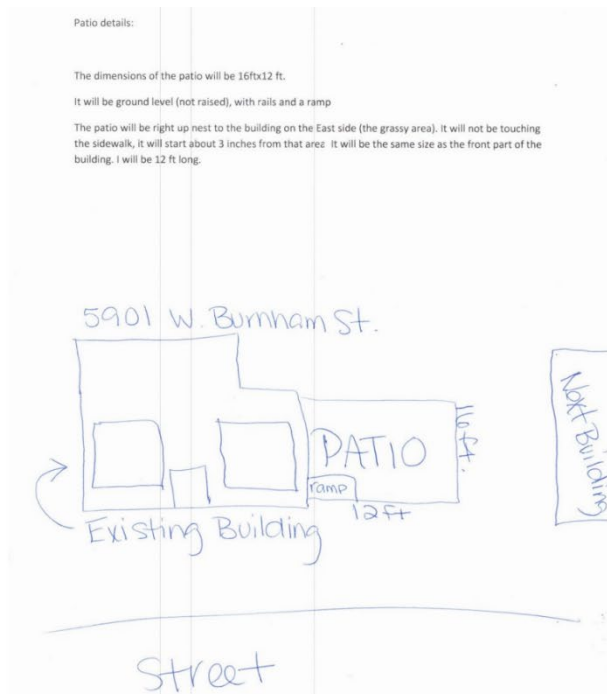
**Overview and Zoning**

Caribbean Jaac's, a proposed restaurant at [5901 W. Burnham St.](#) has submitted a proposal for the construction of a new outdoor patio. The new restaurant is located in the former site of Gold Coast Subs, which has been closed for several years. The new restaurant will provide Caribbean specialties to West Allis. The interior of the restaurant cannot accommodate many patrons due to the small size. However, a grassy area provides the location for a future patio.

The property is zoned C-2. [Restuarants \(limited\) are a Linted Use](#) in the C-2 zoning district. There are no other changes to the site, architecture, or operation of the business beyond expanded seasonal dining options.

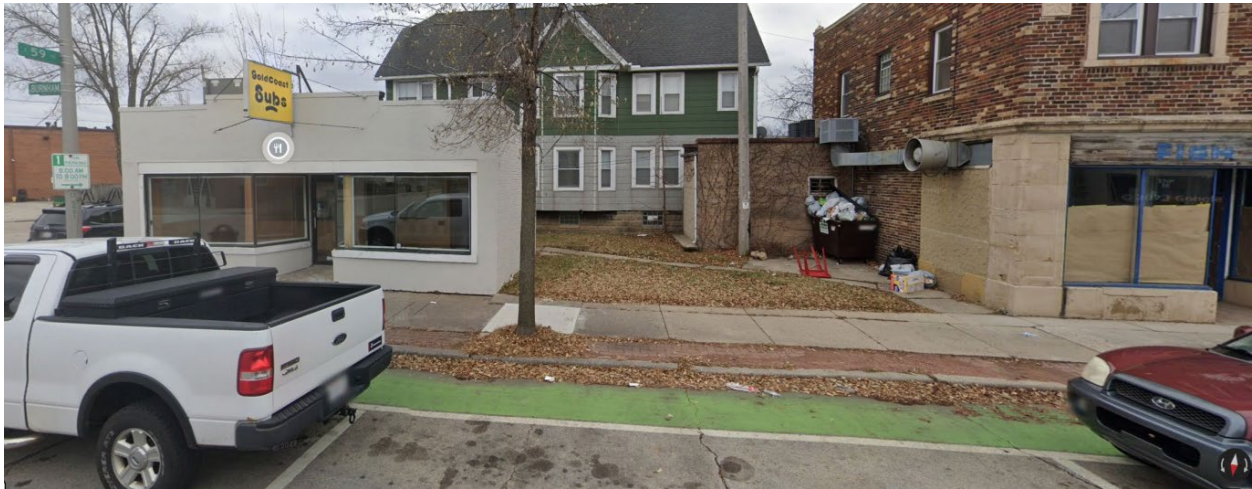
**Site Plan**

The site plan provided by the applicant shows the intended space for the patio area. This improvement will be constructed on the west side of the existing building. The patio will be constructed of wood and will be 16 ft by 12 ft. A small ramp will lead to the patio area from the sidewalk. Based on the submitted plans, it appears that the patio may extend into the City right-of-way. Should any part of the patio extend into the right-of-way, a Grant of Privilege for encroachment will need to be secured first. Additionally, the site's dumpster is not located within a screened refuse area. To comply with the City's design guidelines, a four-sided refuse area will need to be constructed.



**Recommendation:** Approve the Site, Landscaping, and Architectural Design Review for Caribbean Jaac's, a proposed Restaurant (Limited) Use, at 5901 W. Burnham St. (Tax Key: 455-0094-000) subject to the following conditions:

1. A revised site plan being submitted to the Planning & Zoning Department to show the ramp location relative to the public sidewalk, deck material and color details, and the refuse location details including four-sided screening.
2. A building permit and survey will be needed for the deck per the Code Enforcement Department.
3. Grant of Privilege being applied for any obstructions into the City right-of-way.
4. Any exterior lighting on the building or patio being indicated as part of the plan.





**STAFF REPORT**  
**WEST ALLIS PLAN COMMISSION**  
**Wednesday, June 25, 2025**  
**Room 128 City Hall**  
**6:00 PM**

- 3. Request for vacation and discontinuance of a 60x580-ft portion of City Right-of-Way by Central Transport, an existing business, at 11218 W. Mitchell St. (Tax Key No. 448-9986-005).**

**Overview and Zoning**



The City has received a request from Lily Moore of Crown Enterprises, Inc. located at 11218 W. Mitchell St. to vacate and discontinue a portion of unimproved City right-of-way. This request was made previously in 2020 which was denied, but due to the passing of time Crown Enterprises desires to put forth the request again. The applicant has indicated that the area would be used for site expansion and improvement related to the industrial use on site (motor freight/trucking terminal).

Discussions with the City’s Engineering department have revealed specific intentions

for this portion of land as a future right-of-way improvement. This improvement will serve as an extension of S. 113<sup>th</sup> St. to connect W. Lapham St. and W. Mitchell St., creating a north/south parallel road within the HWY 100 corridor. Both the Engineering Department and Planning and Zoning department agree that this portion of land would better serve the public as this future connecting road. Planning and Zoning staff additionally raise concerns regarding the current state of Crown Enterprises’ existing lot, noting that maintenance has been deferred here for several years. Although Crown Enterprises intends to replace its fencing on site soon, weed overgrowth and asphalt maintenance remain in critical condition, requiring attention.



Rock and garbage piles



Weeds encroaching upon public sidewalk



Asphalt in poor condition



Fencing in disrepair and weed overgrowth

On July 15<sup>th</sup> 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 August 12<sup>th</sup>. 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 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 unimproved S. 113 St. City right-of-way between W. Lapham St. and W. Mitchell St. requested by Lily Moore of Crown Enterprises, Inc. on the basis that the City reserves the right to improve the right-of-way for utility and access purposes.