



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Wednesday, July 24, 2019

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING

#### A. CALL TO ORDER

*The meeting was called to order at 6:03 p.m. in Room 128*

#### B. ROLL CALL

- Present** 7 - Mr. Wayne Clark, Ms. Erin Hirn, Mr. Jon Keckeisen, Ms. Amanda Nowak, Mr. Tom Rebstock, Mr. Eric Torkelson, and Mr. Brian Frank
- Excused** 2 - Mayor Dan Devine, and Mr. David Raschka

#### Staff

Steve Schaer, AICP, Manager of Planning and Zoning  
Katie Bennett, Planner  
Cory Clark, Planning Intern

#### Others Attending

Sam Stair, Pamela Neal, Lottie Dorsey, Melissa Beda

#### C. APPROVAL OF MINUTES

1. [19-0451](#) June 26, 2019 (draft minutes)

**Attachments:** [June 26, 2019 \(draft minutes\)](#)

A motion was made by Ms. Hirn, seconded by Mr. Frank, that this matter be Approved. The motion carried unanimously.

#### D. NEW AND PREVIOUS MATTERS

2. [19-0452](#) Welcome new member David Raschka as the Alternate Member No. 1 on the Plan Commission, his three-year term to expire April 30, 2022.
3. [2019-0477](#) Application for a Special Use Permit for Anytime Fitness, a proposed health club, to be located at 2227, 2229, and 2235 S 108 St.

**Attachments:** [Application - Anytime Fitness](#)  
[Anytime Fitness - \(SUP\)](#)

*Katie Bennett presented.*

*Site, Landscaping and Architectural plans have already been approved. This item is only to approve the Special Use Permit.*

**Recommendation:** *Recommend approval of the Application for Special Use Permit for Anytime Fitness, a proposed health club, to be located at 2227, 2229, and 2235 S 108*

St.

A motion was made by Mr. Torkelson, seconded by Mr. Keckeisen, that this matter be Recommended For Approval. The motion carried unanimously.

- 4A. [2019-0478](#) Application for a Special Use Permit for a proposed daycare, to be located at 7601 W. Becher St.

Attachments: [Application - Daycare- 7601 W Becher](#)

This matter was Recommended For Approval on a Block Vote.

- 4B. [19-0453](#) Site, Landscape and Architectural Plans for a proposed daycare, to be located at 7601 W Becher St, submitted by Samuel Stair (Tax Key No. 477-0736-001).

Attachments: [7601 W. Becher St - \(SUP-SLA\)](#)

*Items 4A and 4B were considered together.*

*Discussion ensued with questions being answered by staff.*

*A summary of the staff recommendation was present by Cory Clark.*

*The property owner and tenant will be cleaning up the site.*

*Jon Keckeisen questioned if the fencing is going to be corrected and received confirmation that missing sections will be replaced with comparable 4 ft. tall fencing. He further inquired if the apartments are occupied and was advised not as yet, there are (2) 2 bedrooms and (1) 1 bedroom which have separate entrances from the daycare facility.*

*Erin Hirn inquired whether there will be enough parking for staff and was advised there are three stalls in the garage, and 5 spaces off-street (on site), additionally there is some street parking along W. Becher St. (excepting the bus stop areas).*

**Recommendation:** Recommend Common Council approval for the Application of a Special Use Permit for a proposed day care, to be located at 7601 W. Becher St. and Plan Commission approval of the revised Site, Landscaping and Architectural Plans for a proposed day care to be located at 7601 W. Becher St., submitted by Samuel Stair subject to the following conditions being satisfied:

*(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, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) updated plans to be submitted to detail the scope of required repair work to the site and building; (b) any new site, landscaping or playground elements should be indicated on the revised plans; (c) a schedule for implementation of the recommended site, landscaping and architectural improvements be submitted and approved by the Department of

*Development; (d) indication of proposed drop-off and pick-up areas within the existing parking area, one off-street space being designated as a child drop off and pick up area and a note on plan that the alley should not be blocked; (e) details being provided on plan to show a 4-sided refuse enclosure with personnel door; (f) updated lighting details be provided. A contract with a commercial hauler being confirmed; (f) parking schedule. Contact Steve Schaer, Planning Manager at 414-302-8460 with questions.*

2. *An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steve Schaer, Planning Manager at 414-302-8460.*
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. The security form shall be submitted to and approved by the Department of Development, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer, Planning Manager at (414) 302-8460.*
4. *Common Council approval of the Special Use (scheduled for August 6, 2019) 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. *Updated lighting plan being submitted to the Department of Development.*
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 Ms. Hirn, seconded by Mr. Keckeisen, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.**

5. [19-0454](#) Site, Landscaping and Architectural Plans for proposed site and building improvements to the former restaurant property, located at 3411 S. 108 St., submitted by Donald Kurkowski, Architects/Planners, S.C. and Bill Alfahel, property owner (Tax Key No. 523-9951-002).

**Attachments:** [3411 S 108 St - \(SLA\)](#)

*Discussion ensued with questions being answered by staff.*

**Recommendation:** *Recommend approval of the Site, Landscaping and Architectural Plans for proposed site and building improvements to the former restaurant property located at 3411 S. 108 St., submitted by Donald Kurkowski,*

Architects/Planners, S.C. and Bill Alfahel, property owner (Tax Key No. 523-9951-002), subject to the following:

*(Items 1-5 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)*

1. *A construction schedule being provided to the Department of Development.*
2. *Driveway permits being applied for with WisDOT (for the closure of an existing driveway on Hwy 100), and the City of West Allis Engineering Department (for a new driveway approach on S. Wollmer Rd.). Contact Greg Bartelme at (414) 302-8367.*
3. *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. Contact Mike Romans, Plumbing Inspector at 414-302-8413.*
4. *An estimated cost of landscaping and screening being submitted to the Department of Development for approval.*
5. *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. The security form shall be submitted to and approved by the Department of Development, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer, Planning Manager at (414) 302-8466.*

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

6. *A lighting plan being submitted to the Department of Development for 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.*

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

6. [19-0455](#) Signage Plan for The West, an existing apartment development, located at 6620 W National Ave, submitted by Poblocki Sign Company on behalf of Mandel Group (Tax Key No. 454-0651-002).

**Attachments:** [The West - \(SIGN\)](#)

*Discussion ensued with questions being answered by staff.*

**Recommendation:** Recommend approval of the proposed Signage Plan for The West, an existing apartment development, located at 6620 W National Ave, submitted by Poblocki Sign Company on behalf of Mandel Group (Tax Key No. 454-0651-002), subject to the total signage area for the property being capped at 200-sf for this high density residential development.

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

7. [19-0456](#)

Progress update on approved projects:

- a. 1205 S. 70 St. – S. 70 St. corridor
- b. Element 84 apartments (84 and Greenfield Ave.)
- c. The Station, 6800 W. Becher St.
- d. Butcher Shop, 6900 block W. Becher St.
- e. 7127 W. National Ave. outdoor extension of premise
- f. 68 and Mitchell Redevelopment Area

*Discussion ensued with questions being answered by staff.*

## E. ADJOURNMENT

*There being no other business, a motion was made by Erin Hirn and seconded by Tom Rebstock to adjourn the Plan Commission meeting at 6.36 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.