



City of West Allis

Meeting Minutes

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 (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
Tony Giron, Planner

Others Attending Remotely

Paul Quesnell, Steve Eichman, Jim Kerlin, Ald. Haass, Brent Holmes, Skip DeBack

C. APPROVAL OF MINUTES

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

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

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

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 - \(SUP-SLA\)](#)

This matter was Approved on a Block Vote.

- 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 \(SUP-SLA\)](#)

Tony Giron presented.

Wayne Clark questioned how the restaurant could be in business without securing a special use permit. Staff indicated that the applicant applied for conditional occupancy.

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.

This matter was Approved on a Block Vote.

Passed The Block Vote

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

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 \(SUP-SLA\)](#)

This matter was Approved on a Block Vote.

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 \(SUP-SLA\)](#)

Tony Giron presented.

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.*
- 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.*

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Clark, seconded by Torkelson, to approve all the actions on item nos. 3A & 3B on a Block Vote. The motion carried unanimously.

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 \(VAC\)](#)

Steve Schaer presented.

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.).*

A motion was made by Clark, seconded by Dagenhardt, to accept the staff recommendation of denial. The motion carried unanimously.

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 -\(SIGN\)](#)

Steve Schaer presented.

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 indicting 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.*

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

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 \(SLA\)](#)

Steve Schaer presented.

Recommendation: Approval of the 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)., 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.

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

7. [20-0449](#)

Reconsideration of an 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).

Steve Schaer summarized the procedure and rationale for reconsideration.

A motion was made by Rossi Manka and seconded by KD to reconsider the item.

Discussion followed including comments by Ald. Haass (5th District Alderperson) and a presentation by James Kerlin of Beyond Vision.

After hearing testimony, Wayne Clark made a motion to deny, and it was seconded by Eric Torkelson to deny the requested Ordinance being reconsidered.

The Plan Commission's decision on this matter will be forwarded to the Common Council at the next regular scheduled meeting on October 6, 2020.

A motion was made by Clark, seconded by Torkelson, that this matter was Denied. The motion carried by the following vote:

Aye: 4 - Clark, Raschka, Torkelson, and Manka

No: 1 - Dagenhardt

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 7:36 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.