



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, October 24, 2018

6:02 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING (Draft Minutes)

A. CALL TO ORDER

The meeting was called to order at 6:02 p.m. in Room 128

B. ROLL CALL

- Present** 5 - Mr. Wayne Clark, Ms. Erin Hirn, Mr. Jon Keckeisen, Mr. Tom Rebstock, and Mr. Eric Torkelson
- Excused** 4 - Mayor Dan Devine, Mr. Jim Lisinski, Ms. Amanda Nowak, and Mr. Brian Frank

Staff

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

Others Attending

Nate Karlewski, Mike Menello, Aaron Colmerauer, Steve Carr, Troy Mleziva, Mike Klumb, Chad Bartell

C. APPROVAL OF MINUTES

1. [18-00594](#) September 26, 2018 Draft Minutes

Attachments: [September 26, 2018 \(draft minutes\)](#)

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

D. NEW AND PREVIOUS MATTERS

- 2A. [2018-0655](#) Special Use Permit Application for Kwik Trip to establish a fuel station and convenience store on currently undeveloped lands (formerly AMF Bowling) located in the 10900 Block of W. Lapham St.

Attachments: [Application - Kwik Trip](#)
[Kwik Trip - \(SUP & SLA\)](#)

This matter was Recommended For Approval on a Block Vote.

- 2B.** [18-00587](#) Site, Landscaping and Architectural Plan for Kwik Trip to establish a fuel station and convenience store on currently undeveloped lands (formerly AMF Bowling) located in the 10900 Block of W. Lapham St., submitted by Jeff Osgood, Project Manager of Kwik Trip (current Tax Key Nos. 448-9979-005 & 448-9979-004)

Attachments: [Kwik Trip - \(SUP & SLA\)](#)

Items 2A and 2B were considered together.

Discussion ensued with questions being answered by staff.

Plan Commission agreed with the staff recommendation to add traffic calming on the south side of the site and additional landscaping. A schedule on compliance with the Wisconsin Department of Transportation will be submitted.

Recommendation: Common Council approval of the Special Use Permit for Kwik Trip to establish a fuel station and convenience store on currently undeveloped lands (formerly AMF Bowling) located in the 10900 Block of W. Lapham St. and approval of the Site, Landscaping and Architectural Plan for Kwik Trip to establish a fuel station and convenience store on currently undeveloped lands (formerly AMF Bowling) located in the 10900 Block of W. Lapham St. submitted by Jeff Osgood, Project Manager of Kwik Trip (current Tax Key Nos. 448-9979-005 & 448-9979-004), subject to the following conditions:

(Items 1-5 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 and Landscaping Plans being submitted to the Department of Development to show the following: (a) Landscaping revisions in accordance with the City Forester's recommendations; (b) ornamental trees being integrated into the east and south perimeters of the site; (c) additional traffic calming improvements being integrated into the south side of the site near the cross access area between the Kwik and Coast car wash sites. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
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 demolition, potential driveway closure, and landscaping be executed by the applicant prior to the issuing of a building permit. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.

4. The Developer's confirmation and a schedule for implementation of the recommended WisDOT improvements being provided to the Common Council.
5. Common Council approval of the Certified Survey Map and Special use (scheduled for November 5, 2018). Applicant's acknowledgement signature on the Special Use Permit Resolution.

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission 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 Ms. Hirn, seconded by Mr. Keckeisen, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

2C. [18-00588](#)

Sign Plan Appeal for Kwik Trip, to establish a fuel station and convenience store on currently undeveloped lands (formerly AMF Bowling) located in the 10900 Block of W. Lapham St., submitted by Jeff Osgood, Project Manager of Kwik Trip (current Tax Key Nos. 448-9979-005 & 448-9979-004)

Attachments: [Kwik Trip - \(SUP, SLA & SIGN\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend approval of Sign Plan Appeal for Kwik Trip, to establish a fuel station and convenience store on currently undeveloped lands (formerly AMF Bowling) located in the 10900 Block of W. Lapham St. submitted by Jeff Osgood, Project Manager of Kwik Trip (current Tax Key Nos. 448-9979-005 & 448-9979-004), subject to the following:

1. A revised signage plan being submitted to show a reduction of one freestanding sign. If a Hwy 100 sign is desired, then it should be consolidated into the freestanding sign of the abutting lot to the east.
2. Reduce the height of directional signage to 4-ft tall including base.

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

3A. [2018-0844](#)

Special Use Permit for a proposed butcher shop to be located within the existing mixed-use building at 2079 S. 69 Street.

Attachments: [Application-2079 W Becher \(Butcher Shop\)](#)
[Butcher Shop - \(SUP & SLA\)](#)

This matter was Recommended For Approval on a Block Vote.

3B. [18-00589](#)

Site, Landscaping and Architectural Plans for a proposed butcher shop to be located within the existing mixed-use building at 2079 S. 69 St., submitted by Mark Lutz (Tax Key No. 476-0085-000).

Attachments: [Butcher Shop \(SUP & SLA\)](#)

Items 3A and 3B were considered together.

Discussion ensued with questions being answered by staff.

Recommendation

Recommend Common Council approval of the Special Use Permit for a proposed butcher shop to be located within the existing mixed-use building at 2079 S. 69th Street and approval of the Site, Landscaping and Architectural Plans for Special Use Permit a proposed butcher shop to be located within the existing mixed-use building at 2079 S. 69th Street, submitted by Mark Lutz (Tax Key No. 476-0085-000), subject to the following conditions:

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

1. An estimated cost of landscaping and fencing being submitted to the Department of Development for approval. Contact Katie Bennett, City Planner at 414-302-8463.
2. 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 fencing 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 Building Inspections and Neighborhood Services Department, relative to the cost estimate as determined in Condition #2. Contact Katie Bennett, City Planner at 414-302-8463.
3. Common Council approval of the special use (scheduled for November 5, 2018) 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)

4. Signage plan being provided for staff review and approval.
5. 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. Rebstock, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

4. [18-00590](#) Site and Landscaping plan for Chr Hansen, proposing to demolish vacant buildings on land located at 9106 W. Mitchell St. (451-0395-001), 9032 W. Mitchell St. (451-0393-005), 8905 W. Mitchell St. (451-0396-001), 8917 W. Mitchell St. (451-0400-001), 1717 S. 89 St. (451-0403-002), 1721 S. 89 St. (451-0403-003), 1700 Block S. 89 St. (451-0403-005), 1700 Block S. 89 St. (451-0404-001), 8902 W. Maple St. (451-0405-000), 8908 W. Maple St. (451-0406-000) and 8914 W. Maple St., (451-0407-001) submitted by Aaron Colmerauer on behalf of Chr Hansen, Inc.

Attachments: [Chr Hansen \(SLA\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend approval of the Site and Landscaping plan for Chr Hansen, proposing to demolish vacant buildings on land located at 9106 W. Mitchell St. (451-0395-001), 9032 W. Mitchell St. (451-0393-005), 8905 W. Mitchell St. (451-0396-001), 8917 W. Mitchell St. (451-0400-001), 1717 S. 89 St. (451-0403-002), 1721 S. 89 St. (451-0403-003), 1700 Block S. 89 St. (451-0403-005), 1700 Block S. 89 St. (451-0404-001), 8902 W. Maple St. (451-0405-000), 8908 W. Maple St. (451-0406-000) and 8914 W. Maple St. (451-0407-001) submitted by Aaron Colmerauer on behalf of Chr Hansen, Inc., subject to the following conditions:

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

1. Revised Site and Landscaping Plans being submitted to the Department of Development to show the following: (a) fully grassed site and closure of any curb cuts upon demolition completion; (b) perimeter landscaping being installed upon completion of demo; (c) submittal of a demolition and landscaping schedule; (d) reference the location and quantity of plantings on landscaping plan; (e) remove or replace chain link fence on the east side of the building/site and near the entrance to Mitchell St. and to be consistent with new ornamental fencing materials. Contact Jill Gregoire, City Planner at (414) 302-8469 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
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 demolition, potential driveway closure, and landscaping be executed by the applicant prior to the issuing of a building permit. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.

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

4. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.

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

5A. [2018-0859](#)

Special Use Permit for Citgo, an existing fuel station and convenience store, to obtain a Class A license located at 9530 W. National Ave.

Attachments: [Sunrise Citgo - \(SUP & SLA\)](#)

This matter was Recommended For Approval on a Block Vote.

5B. [18-00591](#)

Site, Landscaping and Architectural plan for Citgo, an existing fuel station and convenience store, to obtain a Class A license located at 9530 W. National Ave., submitted by Ramzan Charania, property owner (Tax Key No. 479-0424-002)

Attachments: [Sunrise Citgo \(SUP & SLA\)](#)

Items 5A and 5B were considered together.

Discussion ensued with questions being answered by staff.

Plan Commission accepted the staff recommendations and advised staff to obtain revised drawings.

Jon Keckeisen questioned why there were no specifying exterior architectural details.

Staff advised that there will be no EIFS, instead there will be cement siding on the roofline and a wrapping brick belt course around the remainder of the south, east and north sides of the building including the small office appendage. The west all will be painted to match the new look and color. A new, full fence, on the southwest side perimeter will be installed on the site.

Recommendation: Common Council approval of the Special Use Permit for Citgo, an existing fuel station and convenience store, to obtain a Class A license located at 9530 W. National Ave. and approval of the Site, Landscaping and Architectural plan for Citgo, an existing fuel station and convenience store, to obtain a Class A license located at 9530 W. National Ave. submitted by Ramzan Charania, property owner (Tax Key No. 479-0424-002), subject to the following conditions:

(Items 1-5 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 and Landscaping Plans being submitted to the Department of Development to show the following: (a) an alternate to the proposed EIFS roofline be shown on a revised set of plans. Additionally, that the brick and roofline elements be extended around the north, south and west side of the building (inclusive of the existing office extension on the north); (c) remove and replace the existing fencing and incorporate a new perimeter fence and refuse enclosure area on the SW side of the site; (d) remove the phone booth and temporary signage (without permits) on site; (e) on the north side of the site, remove or replace the flag pole and base near the drive entrance/exit (f) clean up and maintenance of the existing corner landscaping feature. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
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 demolition, potential driveway closure, and landscaping be executed by the applicant prior to the issuing of a building permit. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
4. Common Council approval of the Certified Survey Map and Special use (not yet scheduled). Applicant's acknowledgement signature on the Special Use Permit Resolution.
5. (Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission 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 to approve all the actions on the preceding items on a Block Vote. The motion carried by the following vote:

Aye: 3 - Mr. Clark, Mr. Rebstock, and Mr. Torkelson

No: 1 - Mr. Keckeisen

Passed The Block Vote

A motion was made by Ms. Hirn, seconded by Mr. Rebstock, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

- 6A. [2018-0846](#) Special Use Permit for a proposed daycare within an existing church property, City of Faith Church, located at 6420 W. Mitchell St.

Attachments: [Application - City of Faith Church](#)
[City of Faith - \(SUP & SLA\)](#)

This matter was Recommended For Approval on a Block Vote.

- 6B. [18-00592](#) Site, Landscaping and Architectural plans for a proposed daycare within an existing church property located at 6420 W. Mitchell St. submitted by Michael Cokes of City of Faith Church Corporation (Tax Key No. 454-0262-004).

Attachments: [City of Faith \(SUP & SLA\)](#)

Items 6A and 6B were considered together.

Discussion ensued with questions being answered by staff.

Recommendation: Common Council approval of the Special Use Permit for a proposed daycare within an existing church property, City of Faith Church, located at 6420 W. Mitchell St. and approval of the Site, Landscaping and Architectural Plans for a proposed daycare within an existing church property located at 6420 W. Mitchell St. submitted by Michael Cokes of City of Faith Church Corporation (Tax Key No. 454-0262-004).

(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 and Landscaping Plans being submitted to the Department of Development to show the following: (a) Additional landscaping and fence improvements being installed on the North and East sides of the property; (b) Cleanup and refresh landscaping areas along W. Mitchell and 65th St; (c) Secure wheel stops within parking lot area; (d) Confirm parking lot stall dimensions and drive lanes; (e) Indicate fence height and style details for the proposed play area, Staff is recommending a decorative style of fence Contact Jill Gregoire, City Planner at (414) 302-8469 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Jill Gregoire, City Planner at (414) 302-8469 with any questions.
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 demolition, potential driveway closure, and landscaping be executed by the applicant prior to the issuing of a building permit. Contact Jill Gregoire, City Planner at (414) 302-8469 with any questions.

4. Common Council approval of the Special use (scheduled for November 5, 2018). Applicant's acknowledgement signature on the Special Use Permit Resolution.

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

5. 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. Torkelson, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

7. [18-00593](#) Signage Plan Appeal for Ironworkers Local 8 Headquarters located at 12034 W. Adler Ln., submitted by Zach Wenger d/b/a Lemberg Electric. (Tax Key No. 413-9994-018)

Attachments: [Ironworkers - \(Sign Appeal\)](#)

Discussion ensued with questions being answered by staff.

Plan Commission considered the proposed sign plan and discussed the variance and agreed with staff's recommendation to reduce the overall height of the sign to 30'. All other dimensions and design requirements of the property sign meeting meet the sign ordinance requirements.

Recommendation: Staff is recommending approval Signage Plan Appeal for Ironworkers Local 8 Headquarters located at 12034 W. Adler Ln., submitted by Zach Wenger d/b/a Lemberg Electric. (Tax Key No. 413-9994-018), subject to the following conditions:

1. The sign proposal being lowered 5-ft from 35-ft (current height) to 30-ft total height.
2. Details on the brightness/light levels to ensure that the sign is not a distraction to drivers in the I-94 corridor.
3. A note on the sign plan that the messages on the electronic message center will hold for a minimum of 3 seconds.

The basis for approval explained as follows:

1. The proposed sign has been designed by the applicant to meet all but the height requirements of the sign ordinance.
2. Quality architectural design elements at a scale that is appropriate to the proposal are being incorporated into the proposed design of the new sign.

- 3. Only one freestanding sign will exist on the property.
- 4. The subject property is a commercial or industrial uses which abuts 1-94 and/or 1-894 right-of-way.

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

E. ADJOURNMENT

There being no other business, a motion was made by Tom Rebstock and seconded by Jon Keckeisen to adjourn the Plan Commission meeting at 7:25 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.