

STAFF REPORT
WEST ALLIS PLAN COMMISSION
Wednesday, May 23, 2018
6:00 PM

ROOM 128 – CITY HALL – 7525 W. GREENFIELD AVE.

2. Site, Landscaping and Architectural Plans for Cream City Clay, Inc., an existing pottery studio with classes, to add second floor classroom space located at 7105 W. Greenfield Ave., submitted by Colleen Volland d/b/a Cream City Clay, Inc. (Tax Key No. 453-0059-000)

Overview and Zoning

Cream City Clay is an existing pottery school and studio business operated by the proprietor Colleen Volland.



The property is located in Downtown West Allis and is zoned C-1/Central Business District. From the zoning perspective, classes/schools require a special use permit in the downtown C-1 zoning district. Cream City has already obtained a special use permit for classes in February 2015. The proposal is to occupy an existing second floor space within the existing building.

Existing Use Description:

41% Non-Accredited Instruction, 44% Artists Workspace and 15% retail sales
The updates to the existing second floor reflect the continuation of the business plan submitted in the original occupancy request in 2015. The added space will allow for the original 4-6 private studios, daytime parent/child classes, summer children's classes, and extended space for gallery showings.

Hours of Operation: General hours of operation for the public will be between 9am to 10pm seven days per week. The applicant has volunteered the following specific hours: M-Th: 10am-9pm, Fri & Sat: 10-5pm, Sun: Members only 10-3pm.

Current Usage of First floor: 3,375 Sq Ft

- Non-credit pottery classes Monday-Saturday 2.5 hours/wk for a 5-7wk session with an average of 8-14 students per time period. Approximately 5-7 classes a week.
- Studio work space for 15-28 members working an average of 4-8 hours a week

- Retail Gallery Space
- Gallery Shows 4 times per year with an average of 10-15 people on the first floor at a given time for this event including staff

Proposed usage for Second Floor: 1,869 Sq ft

- Non-credit pottery classes with an average of 6-12 students per time period. Hours of use would be 2.5 hours/week for 5-7 wk session. Estimated 2- 4 classes per week.
- Private Studio work space for approx. 4-6 members. Members would have a key access. Members could work 9am-10pm 7 days a week and use the space an estimated time of 5-6 hours per day. (On occasion a member may work later to monitor a kiln firing)
- Gallery Shows 4 times per year for Private studio members to show and sell their work. Average of 6-10 people on the second floor for this event at a given time including staff.



Architectural

Updates are primarily focused internally to remodel the second floor space, but an exterior fire escape (projecting 40-inches) will be added on the rear (south facing) portion of the building.

Project Description:

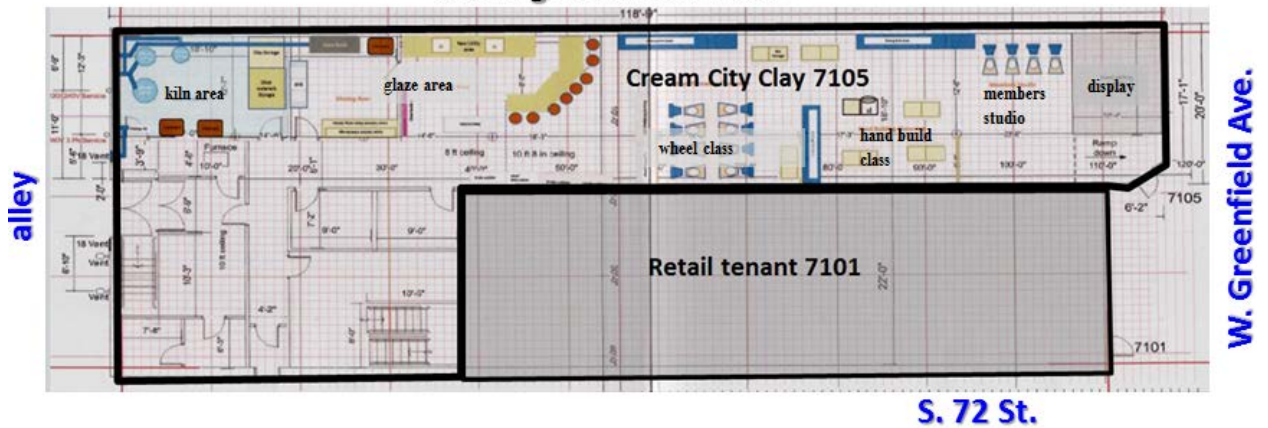
Exterior

- Add steel stairs to rear of building for second point of egress (40 inch projection)

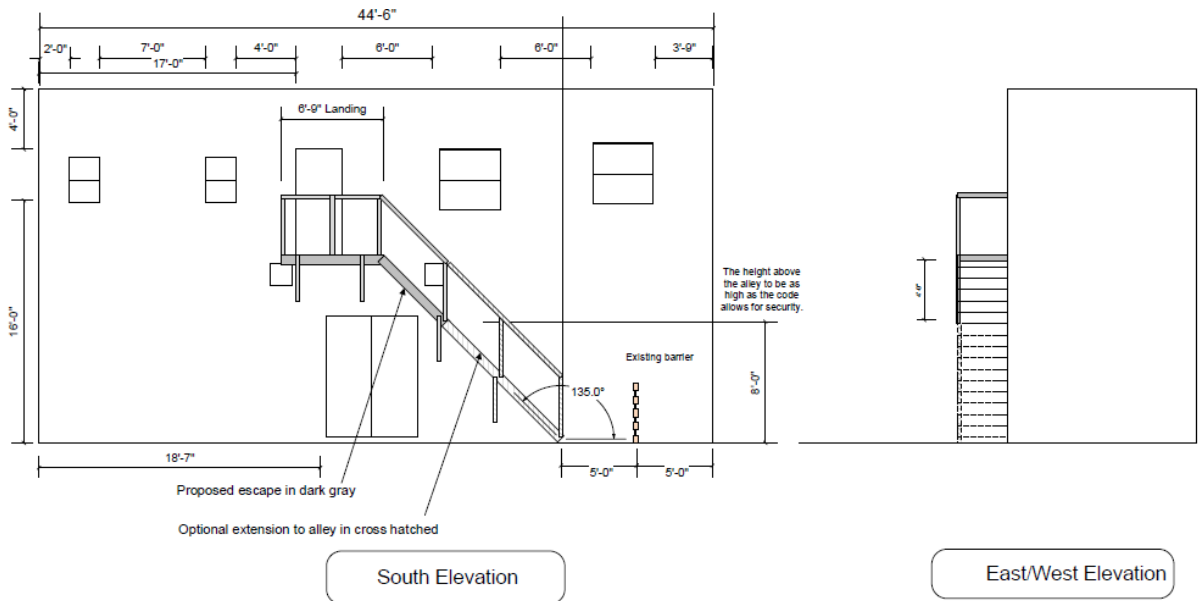
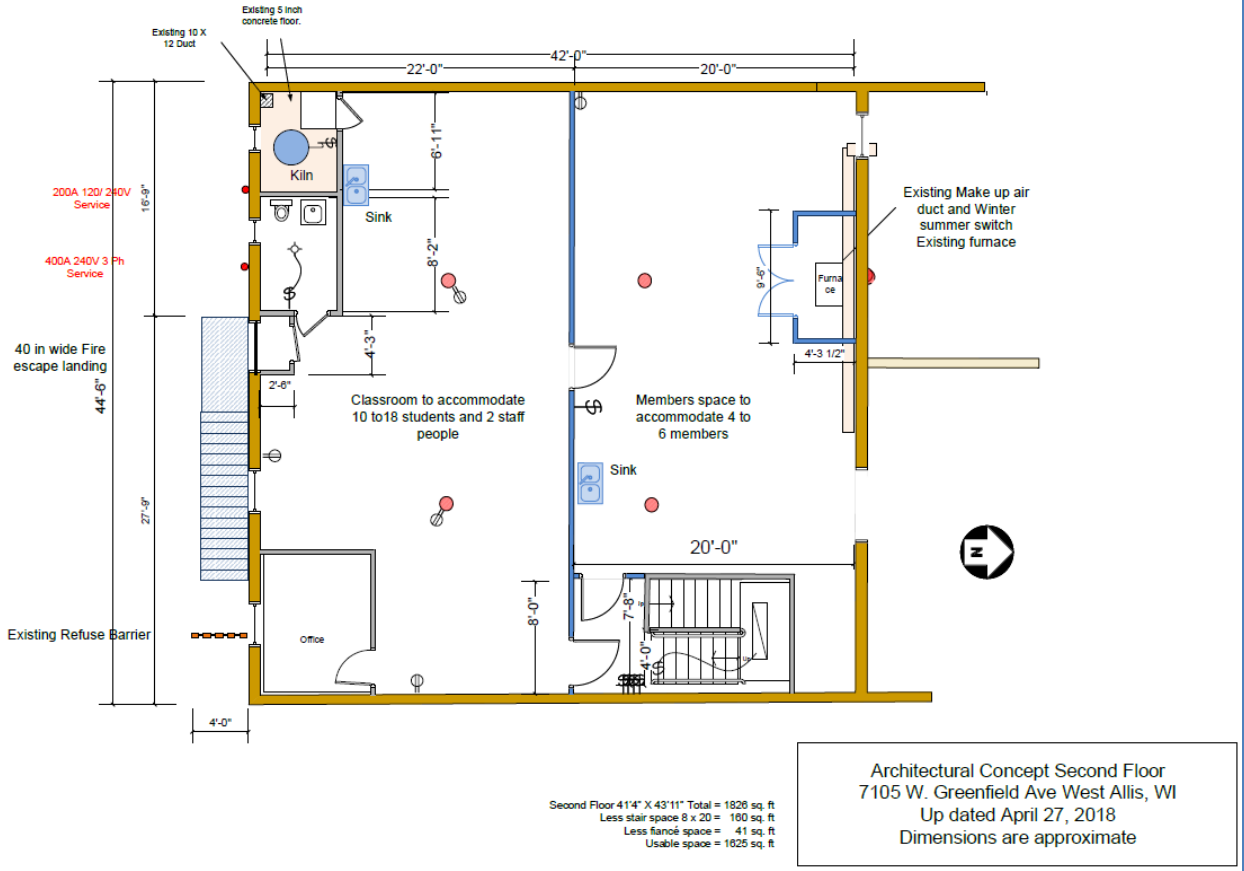
Interior

- Update existing lighting to LED
- Remove Carpet and install vinyl in work space.
- Install 1-2 utility sinks
- Move non-bearing interior wall 4' to the south
- Enclose furnace
- Install kiln and vent
- Walls painted

Existing First Floor Plan



2nd Floor - Proposed Expansion area



Site and Landscaping

There are no site plan improvements proposed other than to maintain the existing property.

The existing building occupies the entire site and there is a customer entrance facing W. Greenfield Ave. and toward the rear of the building on S. 72 St. The building is split into 2 tenant spaces. A 3,300 sf space for Cream City Clay and a 2,500 sf space for a cell phone retailer.



Parking - The parking requirement for this type of use is calculated at 1 space for every 300 sf for retail, studio and instructional area ($5,200\text{sf}/300 = 17$ spaces). There are about 36 municipal shared spaces between S. 71 St. and S. 72 St. on the south side of W. Greenfield Ave.

Refuse - The applicant has noted that the business will not produce enough waste to require a dumpster. If it becomes apparent that one is needed, they have agreed to place one at the rear of the building with City approval for size and location.

Signage

Cream City Clay will be submitting a signage permit and plan separately to the Department of Development for consideration.

The cell phone business in the corner tenant space is utilizing a temporary sign for that business. It has been determined that the temporary sign permit has lapsed and is no longer valid. The Building Inspections Department will follow up with this tenant to achieve compliance.

Recommendation: Site, Landscaping and Architectural Plans for Cream City Clay, Inc., an existing pottery studio with classes, to add second floor classroom space located at 7105 W. Greenfield Ave., submitted by Colleen Volland d/b/a Cream City Clay, Inc. (Tax Key No. 453-0059-000), subject to the following conditions:

1. Revised site plan being submitted to the Department of Development to show the following: (a) An updated site plan indicating property line location with respect to the building location and proposed fire escape; (b) details of the proposed fire escape.
2. An amendment to the existing Grant of Privilege with approved plans being submitted by applicant to the City Attorney's Office for issuance of a Grant of Privilege for a second floor egress exterior staircase being installed on the south end of the building over alley right of way.