



**STAFF REPORT  
WEST ALLIS PLAN COMMISSION  
Wednesday, April 24, 2019  
6:00 PM**

**Room 128 – City Hall – 7525 W. Greenfield Ave.**

- 2A. Special Use Permit for the West Allis-West Milwaukee Community Recreation Center for a Gymnasium and Recreation facility to be constructed onto the existing building at 2450 S. 68 St. submitted by the West Allis-West Milwaukee Recreation Department and CG Schmidt.**
  
- 2B. Site, Landscaping and Architectural Plans for the West Allis-West Milwaukee Community Recreation Center for a Gymnasium and Recreation facility to be constructed onto the existing building at 2450 S. 68 St., submitted by the West Allis-West Milwaukee Recreation Department and CG Schmidt (Tax Key No. 489-0088-001).**

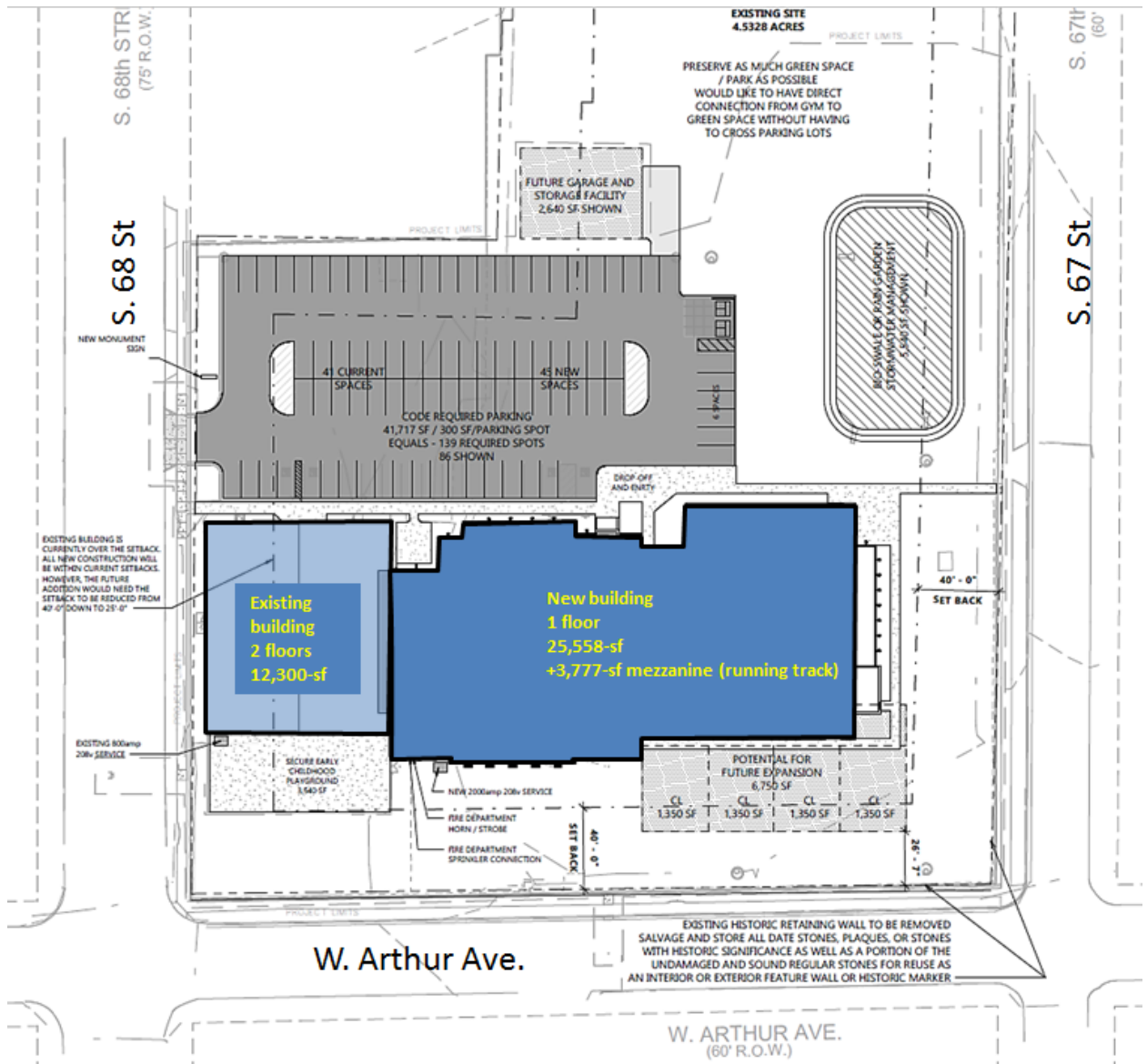
Items 2A and 2B may be considered together.

**Overview and Zoning**

The West Allis West Milwaukee School District has submitted plans to construct a gymnasium recreational facility addition onto the existing Recreation Department building (Survive Alive building) located at 2450 S. 68 St. The site is zoned P-1 Park District, which permits public schools as a Special Use. Three neighborhood meetings have been conducted to date by the school district to help focus the design being presented to the Plan Commission and Common Council for consideration.

Project description - The WAWM Recreation and Community Service Department's project description is included as an exhibit with this staff report for your review.

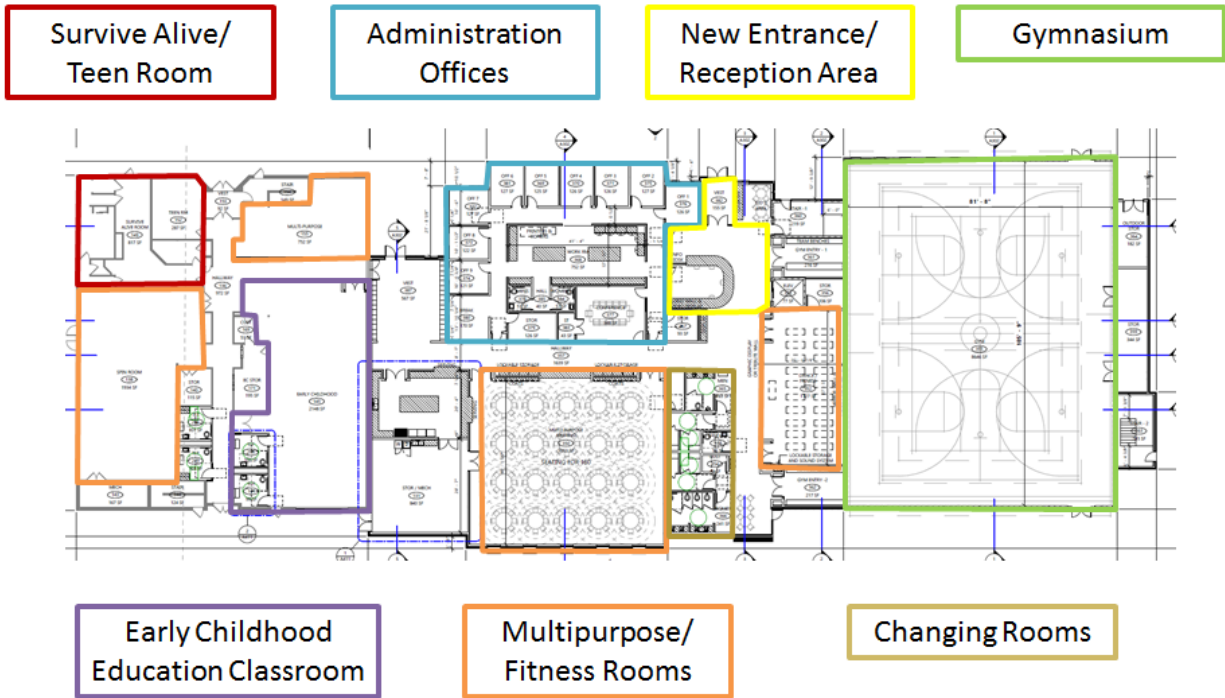




**The new facility will provide space for:**

- Administrative Offices
- Preschool & Early Childhood Classrooms
- Fitness Classrooms
- Multi-purpose rooms
- Gymnasium
- Walking Track (12 laps to a mile)
- New Parking Lot (86 spaces)
- Removal of Retaining Walls (convert to grass slope)
- Removal of majority of existing chain link fence
- New site lighting
- Storm water bio-retention system

# Interior Floorplan



## Site and Landscaping Plans

The overall site is 4.5 acres.

The site is currently vehicle accessible from S. 68 St. (one driveway) and will remain as such with this proposal. The existing driveway will be closed and shifted south of its current location.

The existing parking lot features 40 parking stalls. The parking area will be extended east to accommodate a total of 86 parking stalls (includes 4 ADA).

Street frontage landscaping along S. 68 St. is proposed between the parking lot and the sidewalk. The



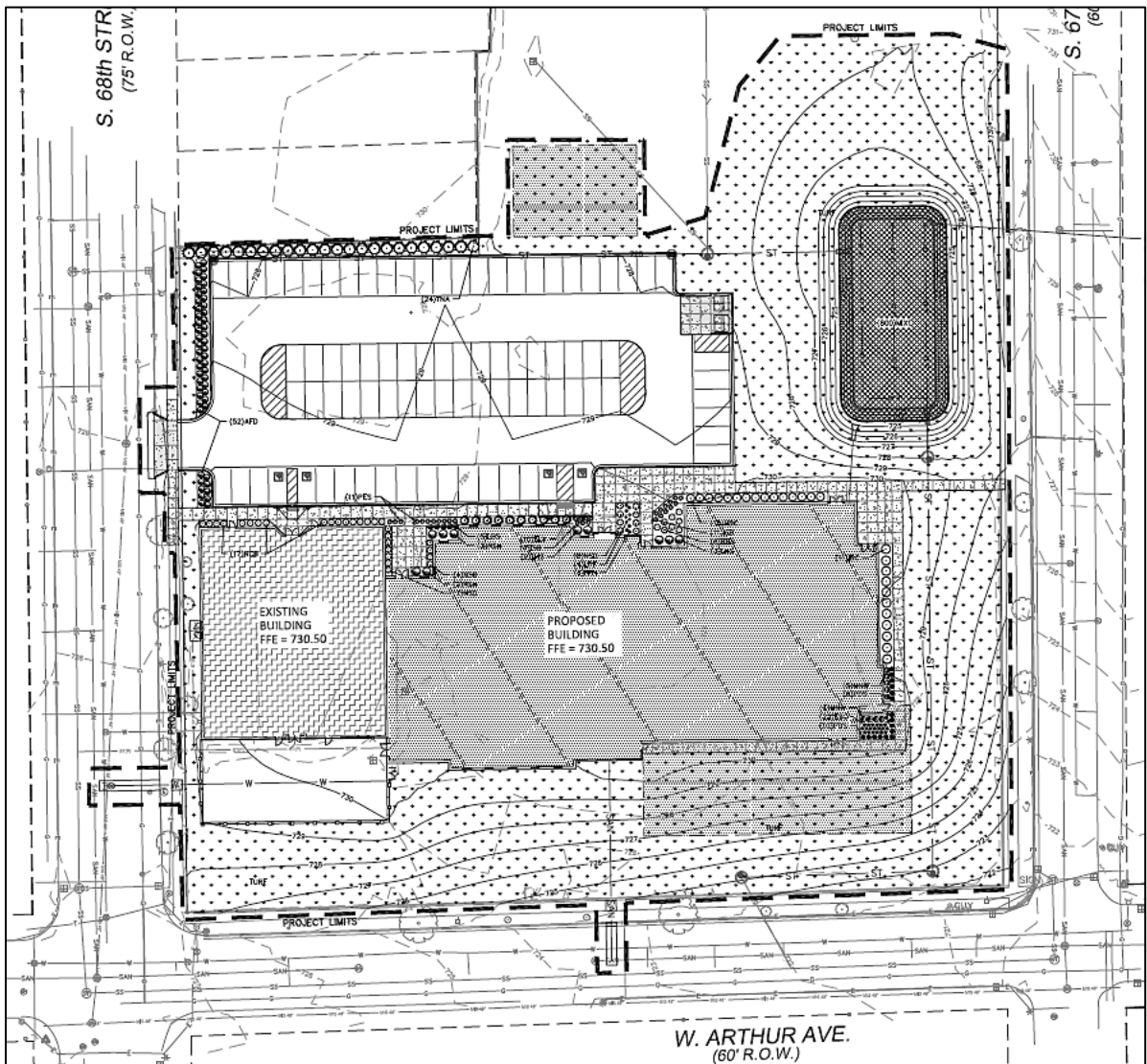
The existing fence, retaining walls and light poles will be removed. To mitigate the difference in grade a grass slope will be installed for a gradual slope up to the new facility. New lighting will be installed on the property.

Staff is recommending additional landscaping along the Arthur Ave. and S. 67 St. frontages.

A storm water bio-retention basin is proposed east of the parking lot addition to capture run-off on site. An overflow pipe is also included should the amount of run-off exceed the natural attenuation on site. Attenuation is the process of storing and slowly releasing surface water run-off, and is one of the key features of sustainable drainage systems. By slowing down the rate at which surface water enters sewers or water courses (Lake Michigan), it reduces the risk of downstream flooding.

Walkup pedestrian access from S. 68 St. and S. 67 St. public sidewalks will be provided to the main entrance to the building. The main entrance faces north toward the parking lot.

The existing exercise equipment, gardens and playground on the north end of the site will remain and not be affected.





**Parking**

The property currently has 40 spaces, including 4 ADA stalls. A total of 86 parking spaces will be provided on site.

While there is available space to accommodate additional off-street parking the WAWM Community Center's request for a special use review they are asking the Commission and Common Council to consider allowing a reduction in the required number of parking stalls on site.

The City of West Allis off-street parking Chapter 12.19 states the calculated number of parking stalls for a Community Center to be 1 parking stall for every 300 square feet of gross floor area. When completed the project will be a total of 41,488 square feet. As proposed a total of 138 parking stalls are required. WAWM Community Center is requesting that the City allow a reduction in this number (by 52 stalls) and allow us to provide 86 total stalls on site.

The primary reason for this reduction is to preserve as much of the greenspace and park area of the site as possible as a much-needed amenity in a densely built neighborhood.

- Providing the required number of parking stalls would significantly reduce the amount of useable greenspace for the neighborhood and create a barrier between the new facility and the park/playground and recreational facilities in the area on the north end of the site.

Based on the proposed use of the site staff agrees that the proposed off-site 86 parking stalls will still provide ample parking for the users of the facility.

- Various classes and groups using the facility typically meet at differing times of the day.
- There is no provision for bleachers in the gym.
- No tournaments or spectated events are intended in the gym.
- If, in rare cases, there is a large event that requires more parking, there is ample street parking in the neighborhood that is lightly used by the residents of the area.

Staffing - there will be 14 full time staff and five to ten part time staff depending on the programming on site. Five department service vehicles may be parking in the lot when not in use and one passenger mini-van.

**Architecture**

Area. The existing building is 12,300-sf in size and the new addition will be just under 30,000-sf for a total of about 41,600-sf in total building area.

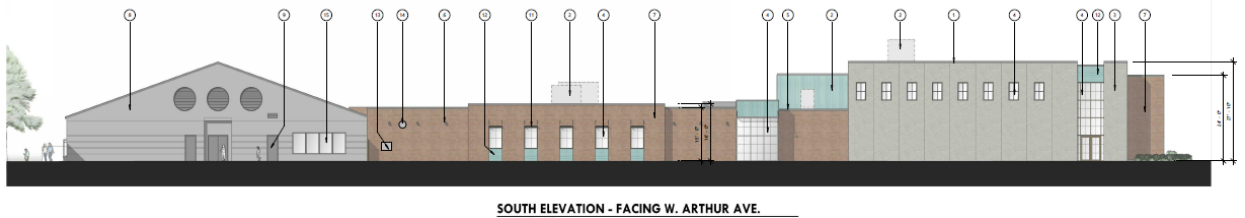
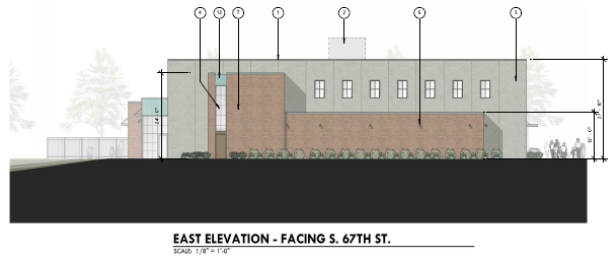
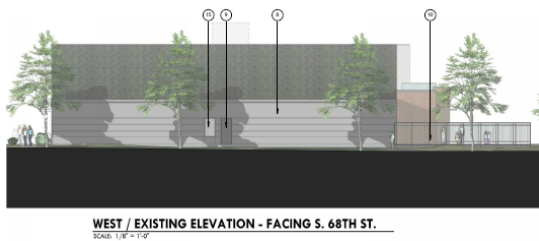
Height. The tallest point of the new building (the gymnasium) will be 27-ft tall. This is comparable to the existing roof peak of the "rec/survive alive" building along S. 68 St. The architectural design is respectful of surrounding residential uses and varies in proportion and scale to avoid an imposing look within neighborhood.

Exterior materials. Exterior building materials include the use of pre-cast concrete panels, pre-finished metal wall panels, brick and windows. Metal sun shades and entrance canopies will also be included on some windows and near the main entrance to the building.

Staff is recommending that the existing building not be completely painted and is seeking an alternate scheme for consideration. Additional windows are also being recommended on the east side of the building to avoid blank unarticulated wall space.

Accessory Garage. The existing storage garage on site will be demolished with the construction of the new parking lot extension. A future garage building may be constructed and is shown on plan. Detailed plans for this accessory structure have not been submitted, but would require a building permit and review prior to construction.

Future addition. A provision for a future 6,750-sf building addition is shown on the south east side of the site plan. Detailed plans for this addition have not been submitted, but would require a building permit and review prior to construction.



### Lighting

The existing 40-ft tall (ball field and open space) wood flood lights will be removed with this project.

With the proposed improvements a new lighting plan is proposed that consists of 3 new 25-ft tall light poles with full cut-off LED light fixtures. The freestanding pole lighting has been designed to provide area lighting for the existing playground area on the north end of the site and for the off-street parking lot area north of the building. Several other building lights mounted on the exterior of the building are also proposed. A photometric plan was submitted and shows very little light splay beyond the property line on the west side of the parking lot. No light splay is indicated on the north, south or east property lines.

### Signage

No signage has been proposed with this application, but staff would like to note that if signage is desired in the future, application should be made to the Department of Development for review and approval.

**Recommendation:** Recommend Common Council approval of the Special Use Permit for the West Allis-West Milwaukee Community Recreation Center for a Gymnasium and Recreation facility to be constructed onto the existing building at 2450 S. 68 St. and approval of the Site, Landscaping and Architectural Plans for the West Allis-West Milwaukee Community Recreation Center for a Gymnasium and Recreation facility submitted by the West Allis-West Milwaukee Recreation Department and CG Schmidt (Tax Key No. 489-0088-001), 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 the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. A revised Site, Landscaping and Architectural Plan being submitted to the Department of Development to show the following: (a) Alternate solution to repainting the existing brick building; (b) windows being added on the east side of the new building. Color details and comparisons being considered; (c) screening rooftop units as necessary if visible from surrounding street frontages; (d) landscaping (tree planting) areas being included on plan along W. Arthur Ave. and S. 67 St. species being reviewed/approved by the City Forester; (e) refuse screening details being provided; (f) bicycle rack units being added to accommodate at least 10 bicycles on site; (g) a construction schedule being submitted. Contact Steven Schaer, City Planner, at (414) 302-8460 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval.
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. Contact Steve Schaer at (414) 302-8460.
4. Driveway permit being applied for and granted with relocation adjustments to the S. 68 St. driveway location. Contact Greg Bartelme of the Engineering Department at (414) 302-8367.
5. Common Council approval of the Special Use Permit and applicant's acknowledgement signature on the Special Use Resolution being submitted to the Clerk's Office. A Public Hearing is scheduled for May 7, 2019.

(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.



## Recreation & Community Services Department

1205 S 70th St, West Allis, WI 53214 (414) 604-4900 [www.wawmrec.com](http://www.wawmrec.com)

City of West Allis  
Plan Commission  
7525 W. Greenfield Ave.  
West Allis, WI 53214

March 29, 2019

Dear Plan Commission Members:

The WAWM RCS has been in operation since 1934. Our mission is to provide recreation experiences and learning opportunities that serve our community. We are excited to submit our plans for the renovation and expansion of the Recreation Center (also previously referred to as the Survive Alive building) located at 2450 S. 68th St. The current building structure was constructed in the mid 1980's and no longer functions at a level congruent with the needs of our department. The upgraded Recreation and Community Services Center will run in accordance with all West Allis-West Milwaukee School District, Board of Education policies. The remodel and construction of this center will allow our department to better serve the community and significantly expand our program offerings to best meet the needs of the changing and diverse community we serve. The Recreation and Community Services Center will help to contribute to the many reasons why people should and will want to live in West Allis. The following statement of operation includes a project description, intended use, groups to be served, and building operation plan.

**Project Description:** The West Allis-West Milwaukee Recreation and Community Services Department is remodeling the existing structure at 2450 S. 68th St. and adding on to the east. The new center helps to address and remediate the immediate need to repair the expansive property retaining wall, relocates all Recreation and Community Services administrative offices and registration operations, provides program space for existing programs due to the loss of other properties, adds additional program space to best meet the needs of the West Allis and West Milwaukee communities and brings more functionality and aesthetic appeal to the current structure.

**Intended Use:** Our intention is to use the center to conduct program registration processes and handle day to day administrative operations of the department. The center will be used to house our Spin Cycling classes, adult and youth exercise classes, preschool program, youth and adult enrichment programs, gym activities (youth sports,





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open play, fitness classes, etc.) and there will be an indoor walking track that will be **(Intended Use Continued)**

open to the residents of the community for a nominal fee. The center will continue to house the Survive Alive Fire Safety program in conjunction with the West Allis Fire Department and the KIP Teen Replica Room in partnership with the WAWM Heroin/Opioid Task Force. There will be a large multi-purpose room that can host staff trainings, social groups such as the West Allis Retirees, special events, and other classes and meetings. We do anticipate renting spaces when available in accordance with school district board policies similar to current practices. Revenue from occasional rentals will be used to help offset the cost of center operations.

**Groups Served:** The center will be used to serve the WAWM RCS administrative team, community members, WAWM RCS part time employees, preschool program participants, recreation program participants and general community members as well as some non residents. We anticipate being able to serve district employee groups, community groups, and those hosting a special event or meeting.

## **Building Operations:**

Capacity = The number of persons on site will continually vary based on the building schedule. The intention of the gym is host daytime programs and activities that can be better accommodated in the center vs. school buildings. Occasional large group events may take place in the gym with a maximum capacity not to exceed 300 seated. The gym is not intended or designed to host large tournaments. The multi-purpose room capacity is 150 seated at tables. All other program spaces are designed for classes which typically do not have more than 25 participants.

Hours of Operation = The anticipated hours of operation for office operations are Monday - Thursday from 8:00am-5:00pm and Friday from 8:00am-4:00pm. Scheduled classes and programs are typically Monday - Saturday from 8:00am-9:00pm. With the expanded capabilities, we may offer early morning exercise and track walking no earlier than 6:00am. The center will be available for rentals on Sundays.

Personnel = 14 full time staff will work out of the Recreation and Community Services Center along five to ten part time staff depending on the programming.

Service Vehicles = We will be parking five department service vehicles in the lot when not in use. One passenger mini van



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If you have any questions or seek additional information, please feel free to contact Shelly Strasser, Director of Recreation and Community Services, directly at (414) 604-4937 or [stram@wawmsd.org](mailto:stram@wawmsd.org).