



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

Wednesday, April 23, 2025

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

#### REGULAR MEETING (draft minutes)

#### A. CALL TO ORDER

#### B. ROLL CALL

**Present** 6 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, Dan Devine, Brandon Reinke

**Excused** 3 - Kathleen Dagenhardt, David Raschka, Lisa Coons

#### Others Attending

CJ Murray, Nick Boerke, David & Jennessa representing Dynamic Auto Glass and Tint  
David J. "Koz" Koscielniak, Dianne Eineichner; West Allis Business Improvement District

#### Staff

Steve Schaer, AICP, Manager of Planning and Zoning  
Jack Kovnesky, Planner

#### C. APPROVAL OF MINUTES

1. [25-0138](#) February 26, 2025

**Attachments:** [February 26, 2025 \(draft minutes\)](#)

Katzenmeyer moved to approve this matter, Clark seconded, motion carried.

#### D. NEW AND PREVIOUS MATTERS

- 2A. [25-0139](#) Conditional Use Permit for the Picklr, a proposed Instruction/Training (31 or more persons at one time), at 2550 S. 108th St.

Torkelson moved to approve this matter, Clark seconded, motion carried.

- 2B. [25-0140](#) Site, Landscaping, and Architectural Conditional Use Permit for The Picklr, a proposed Instruction/Training (31 or more persons at one time), at 2550 S. 108th St.

**Attachments:** [\(CUP-SLA\) Picklr - 2550 S 108th St](#)

Jack Kovnesky presented.

Items 2A & 2B were taken together.

Staff is seeking approval for the Conditional Use Permit along with basic approval for the Site, Landscaping, and Architectural.

**Recommendation:** Approve the Site, Landscaping, and Architectural plans for The Picklr, a proposed Instruction/Training (31 or more persons at one time) use, at 2550 S.

108th St. (Tax Key Parcel: 485-9990-016).

*(Items 1-2 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. Common Council approval of the Conditional Use Permit (May 6, 2025)
2. A Site, Landscaping, Architectural Plan being submitted to Planning & Zoning to show: (a) a scope of work being prepared and submitted to the Planning and Zoning Office to identify required property site/landscaping maintenance and exterior updates to the building: provide exterior paint color details, pavement and walkway repair, identifying the refuse pick-up area and replacing the 4-sided enclosure fencing, replacing and adding landscaping (plants and trees) within pre-existing areas on site in accordance with the approved plan from 1994; (b) any proposed additional site alterations to be shown on a site/landscaping plan (c) bicycle parking in accordance with Chapter 19.44 of the Zoning Code (d) any lighting updates or improvements to ensure compliance with West Allis Municipal Code.

**Torkelson moved to approve this matter, Clark seconded, motion carried.**

3. [25-0141](#)

Site, Landscaping, and Architectural Design Review to convert a single-family home into a duplex, a proposed use, at 2001 S. 70th St (Tax Key No. 453-0926-000).

**Attachments:** [\(SLA\) 2001 S 70 St-SF to Duplex](#)

*Jack Kovnesky presented.*

***Recommendation:*** Approval of the Site, Landscaping, and Architectural Design Review to convert a single-family home into a duplex, a proposed use, at 2001 S. 70th St (Tax Key No. 453-0926-000) subject to an application submitted to the Board of Appeals for an area variance to allow a side lot setback of 17' instead of the current standard of 3'.

**Frank moved to approve this matter, Clark seconded, motion carried.**

4. [25-0142](#)

Site plan design review for proposed outdoor seating area for Aroma Cafe, an existing business located at 8100 W. National Ave. (Tax Key: 452-0341-001).

**Attachments:** [\(SLA\) Aroma Cafe - 8100 W. National Ave.](#)

*Jack Kovnesky presented.*

*Wayne Clark asked what a grant of privilege is and was advised that it is a formal document that outlines obstructions into city right-of-way and gives liability to the property owner.*

***Recommendation:*** Approve the Site, Landscaping, and Architectural Amendment for a patio addition for Aroma Cafe, an existing Restaurant (limited), at 8100 W. National Ave. (Tax Key No. 452-0341-001) subject to a City Engineering determination of a grant of privilege if deemed to encroach into the city right-of-way.

**Clark moved to approve this matter, Torkelson seconded, motion carried.**

5. [25-0143](#) Request for a six-month extension for conditional use permit to commence SoNa Lofts Phase 2, a proposed 5+ Unit Dwelling, at 6600 W. Mitchell St. (Tax Key No. 454-0656-000) by Daniel Katt d/b/a Mandel Group, Inc.

**Attachments:** [\(EXT\) SoNa Lofts ext of time - 6600 W. Mitchell St.](#)

Steve Schaer presented.

**Recommendation:** Approve a nine-month extension for conditional use permit to commence SoNa Lofts Phase 2, a proposed 5+ Unit Dwelling, at 6600 W. Mitchell St. (Tax Key No. 454-0656-000) by Daniel Katt d/b/a Mandel Group, Inc.

Clark moved to approve this matter for a nine month extension, Frank seconded, motion carried.

6. [25-0144](#) Creative Sign Plan for a Business Improvement District led public art project to be installed at Cook Specialty, an existing business located at 7321 W. Greenfield Ave. (Tax Key No. 453-0117-000).

**Attachments:** [\(SIGN\) Creative Sign - Cooks - 7321 W Greenfield Ave.](#)

Jack Kovnesky presented.

**Recommendation:** Approve the Creative Sign Plan for a Business Improvement District led public art project to be installed at Cook Specialty, an existing business located at 7321 W. Greenfield Ave. (Tax Key No. 453-0117-000) subject to a signage permit being approved and issued by the Code Enforcement Department.

Clark moved to approve this matter, Frank seconded, motion carried.

7. [25-0145](#) Ordinance to amend limited use criteria for automotive uses

**Attachments:** [\(ORD\) Automotive uses](#)

Steve Schaer presented.

**Recommendation:** Common Council approval of an ordinance to amend limited use criteria for automotive uses with ordinance amendment to include vinyl wrap services.

(Items 1-3 are required as part of the occupancy permit process):

1. Business operational plan indicating the type of business, hours, number of vehicles on site, customer drop off pick up procedure, how long vehicles stay on site, typical business operations on site or within the community.
2. A Site, Landscaping, Architectural Plan being submitted to Planning & Zoning to show: (a) removal of the trailer from the property, (b) a site and landscaping plan to show proposed site alterations (indicating removal of the trailer and bollards along W. Greenfield Ave., proposed landscaping improvements along the frontage of the site, parking lot striping, refuse location on site or within building, any exterior improvements to the building like exterior paint updates, window openings, lighting and signage). (c) a floor plan of the building and how it will function.
3. A signage and lighting plan permit requirement in compliance with West Allis

*Municipal Code.*

**Clark moved to approve this matter, Katzenmeyer seconded, motion carried.**

**8. [25-0146](#)**

Ordinance to rezone property in the 6900 block of W. Orchard St. from RC Residential to C-2 Commercial (Tax Key 453-0001-010).

**Attachments:** [\(Rezone\) Iron Pig - 6900 block of W. Orchard St.](#)

*Steve Schaer presented.*

***Recommendation:*** Common Council approval ordinance to rezone property in the 6900 block of W. Orchard St. from RC Residential to C-2 Commercial (Tax Key 453-0001-010).

*(Items 1-3 are required to be satisfied prior to making site alterations, commencing operations, or permits associated with the new use on site):*

- 1. A Site, Landscaping, Architectural Plan being submitted to Planning & Zoning to show: (a) proposed site alterations including but not limited to location of smoker, type of smoker unit (specifications, power source, exhaust/emission filter/scrubber, paving, fencing, lighting, electrical updates, refuse area improvements, parking modifications, landscaping and screening); (b) bicycle parking on the Tanner Paul site accordance with Chapter 19.44 of the Zoning Code; (c) any lighting updates or improvements to ensure compliance with West Allis Municipal Code.*
- 2. Details/specifications of the smoker unit (if a structure, if a trailer, or truck(s)), details should include size, exhaust emission filtration, fencing, lighting, power/electrical needs.*
- 3. Coordination with Health Department. Contact Amy Goettmann Environmentalist Coordinator, Southwest Suburban Health Department.*

**Clark moved to approve this matter, Torkelson seconded, motion carried.**

**E. ADJOURNMENT**

*There being no other business, a motion was made by Katzenmeyer, seconded by Torkelson to adjourn at 7:02 p.m.*



All meetings of the Plan Commission 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.