



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, July 26, 2023

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

B. ROLL CALL

Present 7 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, Brandon Reinke, Kathleen Dagenhardt, David Raschka
Excused 1 - Dan Devine

Others Attending

Tom Stakoviak (item #4)

Staff

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

C. APPROVAL OF MINUTES

1. [23-0488](#) June 28, 2023

Attachments: [June 28, 2023 \(draft minutes\)](#)

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

D. NEW AND PREVIOUS MATTERS

4. [23-0497](#) Site, Landscaping, and Architectural Design Review for BP, an existing Fuel Sales use, at 9530 W. National Ave. (Tax Key No. 479-0424-002).

Attachments: [\(SLA\) Sunrise BP addition - 9530 W Nat'l Ave](#)

Recommendation: Approval of the Site, Landscaping, and Architectural Design Review for BP, an existing Fuel Sales use, at 9530 W. National Ave. (Tax Key No. 479-0424-002), subject to the following conditions:

1. Revised Site and Landscaping Plans being submitted to the Department of Development to show the following: (a) clean up and maintenance of the existing corner landscaping feature; (b) note on plan to indicate installation of new landscaping post WisDOT construction. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
2. 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.

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

- 2A. [23-0493](#) Conditional Use Permit for United Auto Glass, a proposed Light Motor Vehicle Service use, at 5110 W. Lincoln Ave.

Application was withdrawn by the applicant.

- 2B. [23-0494](#) Site, Landscaping, and Architectural Design Review for United Auto Glass, a proposed Light Motor Vehicle Service use, at 5110 W. Lincoln Ave. (Tax Key No. 474-0007-003)

Attachments: [\(CUP-SLA\) United Auto Glass - 5110 W Lincoln Ave.](#)

Application was withdrawn by the applicant.

- 3A. [23-0495](#) Conditional Use Permit for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St.

This matter was held per staff recommendation. Applicant has a deadline of August 23, 2023 to remedy the existing code violations.

- 3B. [23-0496](#) Site, Landscaping, and Architectural Design Review for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St. (Tax Key No. 481-9997-008)

Attachments: [\(CUP-SLA\) Automotive Vision Designs - 11133 W Rogers St.](#)

Recommendation: Hold the Site, Landscaping, and Architectural Design Review for Automotive Vision Designs, a proposed Light Motor Vehicle Service use, at 11133 W. Rogers St. (Tax Key No. 481-9997-008) subject to the following:

1. Resolution of all code violations found during December 2022 occupancy inspection. Reference inspection notes/reports in record OCC-169.
2. Plan Commission set a deadline of August 23, 2023. If work has not commenced to remedy the existing code violations by next Plan Commission date (August 23, 2023), then the conditional use and plans will be rejected. The applicant would be able to reapply whenever they have satisfied the code violations.
3. A site plan being submitted to show the location of any outdoor storage and vehicle staging for the subject business.
4. Refer the Plan Commission recommendation to the Common Council for action. A conditional use public hearing was conducted July 18, 2023, but Council held action given unresolved code violations.

This matter was held per staff recommendation. Applicant has a deadline of August 23, 2023 to remedy the existing code violations.

5. [23-0498](#) Certified Survey Map to combine the existing parcels at 9333 W. Lincoln Ave. and 9343 W. Lincoln Ave. into 1 parcel. (Tax Key Nos. 486-0012-001 & 486-0030-000)

Attachments: [\(CSM-ORD\) WAWM School District 9333 & 9343 W Lincoln Ave](#)

Items 5 & 6 were taken together.

Dagenhardt moved to approve items #5 & #6, seconded by Katzenmeyer, motion carried unanimously.

6. [23-0499](#)

Ordinance to rezone property located at 9343 W. Lincoln Ave. from RC to C-2 Commercial (Tax Key No. 486-0030-000)

Items 5 & 6 were taken together.

Recommendation: Common council Approval of the Certified Survey Map to combine the existing parcels at 9333 W. Lincoln Ave. and 9343 W. Lincoln Ave. into 1 parcel. (Tax Key Nos. 486-0012-001 & 486-0030-000) and Council approval of an ordinance to rezone property located at 9343 W. Lincoln Ave. from RC to C-2 Commercial (Tax Key No. 486-0030-000).

Dagenhardt moved to approve items #5 & #6, seconded by Katzenmeyer, motion carried unanimously.

Passed The Block Vote

Dagenhardt moved to approve items #5 & #6, seconded by Katzenmeyer, motion carried unanimously.

7. [23-0500](#)

Ordinance to Amend Section 19 of the West Allis Revised Municipal Code, relative to updating regulations for Child Care Centers, Nicotine Sales, and other minor changes.

Attachments: [\(ORD\) Zoning Code Edits](#)

Recommendation: Recommend Common Council approval of the Ordinance to Amend Section 19 of the West Allis Revised Municipal Code, relative to updating regulations for Child Care Centers, Nicotine Sales, and other minor changes:

1. Revision amending definition of Nicotine Sales to include a business with 10% of sales devoted to nicotine products or paraphernalia sales.
2. Revision to add a limited use criteria that disallows daycares in 2-or-more unit dwellings but continues to allow them in the commercial portion of mixed-use buildings.
3. City Attorney's Office review.

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

8. [23-0501](#)

Comprehensive Plan update.

This matter was Discussed.

9. [23-0502](#)

Project Tracking update.

This matter was Discussed.

E. ADJOURNMENT

There being no other business, a motion was made by Frank, seconded by Dagenhardt to adjourn at 6:18 p.m.



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.