



**STAFF REPORT  
WEST ALLIS PLAN COMMISSION  
Wednesday, April 26, 2023  
6:30 PM**

Watch: <https://www.youtube.com/user/westalliscitychannel>

4. **Extension of time for Site, Landscaping and Architectural Plans for Higgins Tower, an existing Light Industrial use, located at 6620 W. Mitchell St., submitted Katie Hampel, of Amundsen Davis LLC on behalf of Higgins Tower Service, Inc. (Tax Key No. 454-0254-002).**

**Overview and Zoning**

The Higgins property owner has not started improvements yet as they are awaiting an outcome relative to a land exchange (property interest changes including easement terminations and lot line reconfigurations). To date those negotiations, continue and the Higgins team has requested more time before commence the agreed/approved site improvements per the April 27, 2022 Plan Commission. City zoning ordinance requires that approved plans be implemented within one year. The requested extension of time will help prevent a lapse in approval. The property owners seek to maintain site access functions to their properties.

**April 2022 Plan Commission** – Below is a recap of last year’s approval. The staff is supportive of Plan Commission granting an extension of time to commence improvements.

Higgins Tower Service was approved last year for site improvements to their property at 6620 W. Mitchell St. The improvements are focused upon improving the parking lot/pavement areas on the south and west sides of the existing building. The pavement is deteriorating, and improvements will also help with site circulation. The proposal also includes some landscaping improvements on the south and west side of the site.

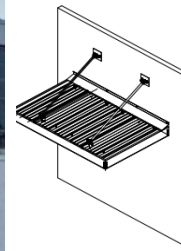
Zoning: I-1 Light manufacturing District.

**Recap of 2022 approved Architectural Improvements**

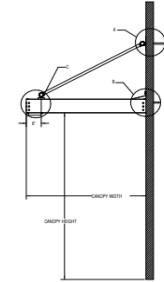
Exterior alternations include:

- New canopy overhang over west overhead door.
- Canopy will be a galvanized (gray) and will showcase materials Higgins uses in their business (tie backs, turn buckles, etc)

No new exterior lighting or additional signage is planned.



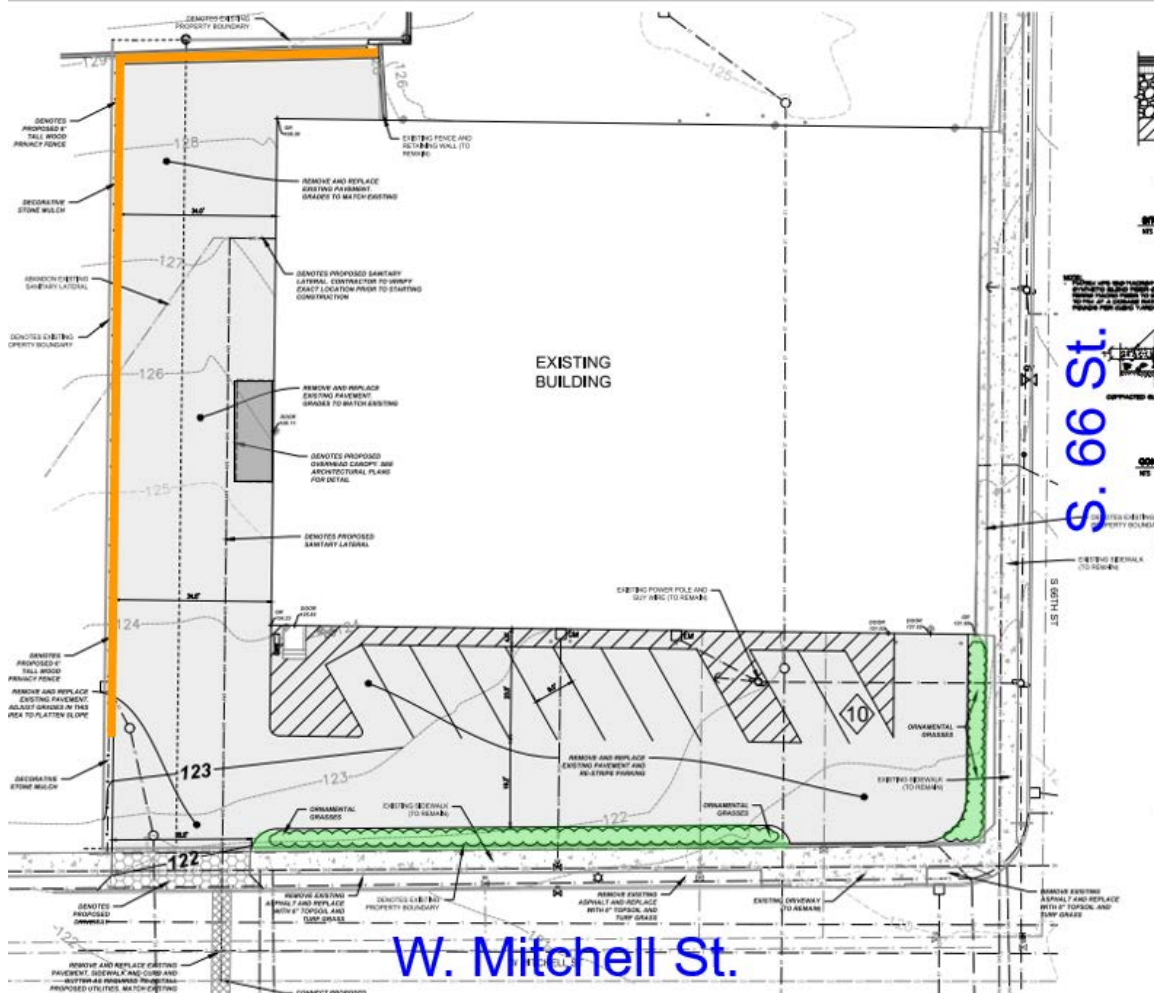
ISOMETRIC VIEW OF CANOPY



SECTION VIEW OF CANOPY

### Recap of 2022 approved Site and Landscaping Plan Improvements

Two landscaped areas (south end of the property) and a screen fence (west side) are planned. The site and landscaping plan submitted is shown below. Staff has highlighted the new fence location and landscaping areas. The canopy location over the west overhead door is also indicated. The pavement areas shown on plan south and west of the existing building will be removed and replaced with new with the same grade.





**Recommendation:** Approval of an extension of time to commence the Site, Landscaping and Architectural Plans for Higgins Tower, an existing Light Industrial use, located at 6620 W. Mitchell St., submitted by Ryan Spott, d/b/a Higgins Tower Service, Inc. (Tax Key No. 454-0254-002), subject to the following conditions:

(Items 1-3 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) an updated landscaping and screening plan to include a wood fence on the east, S. 66 St. side, of the north storage yard; (b) scale landscaping plan information, dimensions and key referencing more diversity of species, number of plants, spacing and City Forester comments; (c) a construction detail of the proposed wood fence. For safety/visibility it's recommended that the proposed wood fence be setback from W. Mitchell St. property line at least 20-ft; (d) accessible ADA parking stall subject to staff review. Contact Steve Schaeer, Manager of Planning and Zoning, at (414) 302-8466 with any questions.
2. Documentation and approval showing compliance with the City of West Allis Stormwater Management Ordinance, to be submitted to the Building Inspections and Neighborhood Services Department by a registered Civil Engineer. Contact Mike Romens, Building Inspector, at 414-302-8413.
3. Driveway permits being obtained through the City Engineering Department.
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.