



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, March 27, 2019

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. in Room 128

Jon Keckeisen chaired the meeting.

B. ROLL CALL

- Present** 5 - Ms. Erin Hirn, Mr. Jon Keckeisen, Mr. Tom Rebstock, Mr. Eric Torkelson, and Mr. Brian Frank
- Excused** 4 - Mayor Dan Devine, Mr. Wayne Clark, Mr. Jim Lisinski, and Ms. Amanda Nowak

Staff

Steve Schaer, AICP, Manager of Planning and Zoning
Katie Bennett, Planner

Others Attending

Ald. Roadt, Bill Ohm, Dan Roskopf, Jose Vidrio, Jake Schindler, Gerald Falk,
Scott Yauck

C. APPROVAL OF MINUTES

1. [19-0208](#) February 27, 2019 Draft Minutes

Attachments: [February 27, 2019 \(draft minutes\)](#)

A motion was made by Mr. Torkelson, seconded by Ms. Hirn, that this matter be Approved. The motion carried unanimously.

D. NEW AND PREVIOUS MATTERS

- 2A. [19-0198](#) Certified Survey Map to split the existing parcel located at 1010, 1040, 1126,&1304 S 70 St. into 2 parcels, submitted by Scott Yauck, d/b/a Cobalt Partners, LLC. (Tax Key No. 439-0001-026).

Attachments: [Hotel - CSM & Rezone](#)

This matter was Approved on a Block Vote.

- 2B. [19-0199](#) Ordinance to amend the Official West Allis Zoning Map by removing the PDD-2, Commercial Overlay District from Lot 1 of the property located at 1010, 1040, 1126,&1304 S 70 St. (Tax Key No. 439-0001-026).

Attachments: [Hotel - CSM & Rezone](#)

Items 2A and 2B were considered together.

Discussion ensued with questions being answered by staff.

Recommendation (2A): Recommend Common Council approval of the Certified Survey Map to split the existing parcel located at 1010, 1040, 1126,&1304 S 70 St. into 2 parcels, submitted by Scott Yauck, d/b/a Cobalt Partners, LLC. (Tax Key No. 439-0001-026), subject to approval of all necessary easements and cross-access agreements related to sanitary sewer main, storm mains, storm water retention, driveways, parking, etc. by the Engineering Department.

Recommendation (2B): Recommend Common Council approval of an Ordinance to amend the Official West Allis Zoning Map by removing the PDD-2, Commercial Overlay District from Lot 1 of the property located at 1010, 1040, 1126, &1304 S 70 St. (Tax Key No. 439-0001-026), subject to the approval and recording of the updated Certified Survey Map, which establishes two lots on the property

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Ms. Hirn, seconded by Mr. Rebstock, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

3. [19-0200](#) Site, Landscaping and Architectural Plan for a proposed demolition of an existing building located at 1010-1304 S. 70 St., submitted by Scott Yauck, d/b/a Cobalt Partners, LLC (Tax Key No. 439-0001-026).

Attachments: [Cobalt -1010-1304 S 70 St - Demolition \(SLA\)](#)

Discussion ensued with questions being answered by staff.

Ald. Roadt questioned the durability of a fabric fence and was advised they typically last only three (3) months.

Scott Yauck, Developer, agreed the maintenance of the fence is important. With respect to maintenance of the fabric fence material, if it starts to fail it will be replaced to keep it looking good.

A motion was made by Eric Torkelson and seconded by Brian Frank to accept the staff recommendations.

Recommendation: Recommend approval of the Site and Landscaping Plan for proposed demolition of an existing building located at 1010-1304 S. 70 St., submitted by Scott Yauck, d/b/a Cobalt Partners, LLC (Tax Key No. 439-0001-026), subject to the following conditions:

(Items 1 through 3 are required to be satisfied prior to any work being done that is associated with the proposal reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site and Landscaping Plans being submitted to the Department of Development to show the following: (a) design of fence-wrap, as approved by Development staff; (b) detailed landscape plans for Contingency Plan A and Contingency Plan B, which identify the species and total number of plantings for proposed landscaping, as approved by City Forester; (c) additional perimeter landscaping on Contingency Plan A and Contingency Plan B; (d) minimum of two pedestrian connections on Contingency Plan B; (e) identify March 2021 as start date and June 2021 as completed by date on Contingency Plan A; (f) identify March 2022 as start date and June 2022 as completed by date on Contingency Plan B. Contact Katie Bennett, Planner at (414) 302-8463 with questions.
2. An estimated cost of landscaping and parking lot improvements for Contingency Plan A and Contingency Plan B being submitted to the Department of Development for approval. Contact Katie Bennett, Planner at (414) 302-8463 with questions.
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 the parking lot and landscape improvements be executed by the applicant prior to the issuing of a building permit. Contact Katie Bennett, Planner at (414) 302-8463 with questions.

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission approval)

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.

A motion was made by Mr. Torkelson, seconded by Mr. Frank, that this matter be Approved. The motion carried unanimously.

4. [19-0201](#)

Special Use Permit for Columbus Club of West Allis, an existing Catholic fraternal organization to be located at 7633 W Beloit Rd. submitted by Gerald G. Falk, Columbus Club of West Allis (Tax Key No. 515-0046-000).

Attachments: [Columbus Club of West Allis -7633 W Beloit Rd - \(SUP\)](#)

Discussion ensued with questions being answered by staff.

Applicant, Gerald Falk, indicated the meeting space will not be used for banquets or similar events. The space will only be a meeting club space, with 3 meetings per month for up to thirty (30) members.

Recommendation: Recommend Common Council approval of the Special Use Permit for Columbus Club of West Allis, an existing Catholic fraternal organization to be located at 7633 W Beloit Rd. submitted by Gerald G. Falk, Columbus Club of West Allis (Tax Key No. 515-0046-000), public hearing scheduled for April 1, 2019.

A motion was made by Mr. Torkelson, seconded by Ms. Hirn, that this matter be Approved. The motion carried unanimously.

5. [19-0202](#) Special Use Permit for Bonita's, a proposed restaurant to be located at 1412 S 73 St., submitted by Fernando Walker, applicant, and Dan Beyer, architect (Tax Key No. 453-0093-000).

Attachments: [Bonitas -1412 S 73 St \(SUP\)](#)

Per applicant's request, this item was tabled.

6. [19-0203](#) Vacation and Discontinuance of a portion of unimproved City alley right-of-way between S. 107 St. and S. 108 St. south of W. Lincoln Ave. and north of W. Hayes Ave. submitted by the City Engineering Department.

Attachments: [S 107 St & S 108 St of W Lincoln Ave \(VAC\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: Common Council approval of the proposed Vacation and Discontinuance of a portion of unimproved City alley right-of-way between S. 107 St. and S. 108 St. south of W. Lincoln Ave. and north of W. Hayes Ave. (public hearing anticipated for May 14, 2019)

A motion was made by Mr. Rebstock, seconded by Ms. Hirn, that this matter be Approved. The motion carried unanimously.

- 7A. [19-0205](#) Site, Landscaping, and Architectural Plans for Jose Vidrios Auto Repair, a proposed auto repair business, to be located within the existing mixed use building at 5606 W. Burnham St. (Tax Key No. 455-0033-000).

Attachments: [Auto Repair 5606 W Burnham \(SUP & SLA\)](#)

This matter was Approved on a Block Vote.

Discussion ensued with questions being answered by staff.

Items 7A and 7B were considered together.

Eric Torkelson questioned on item 1(a) non-confirming vehicles gone April 1, 2019. How does the city enforce/regulate the number of vehicle storage on site?

Katie Bennett suggested Site plan delineation with parking stalls to show customer repair vehicles.

A motion was made by Eric Torkelson and seconded by Erin Hirn to amended the Site Plan requirement and accept the staff recommendations.

Recommendation: Recommend Common Council approval of the Special Use Permit for Jose Vidrios Auto Repair, a proposed auto repair business to be located within the existing mixed use building at 5606 W. Burnham St. and approval of the Site, Landscaping, and Architectural Plans for Jose Vidrios Auto Repair, a proposed auto repair business, to be located within the existing mixed use building at 5606 W. Burnham St. (Tax Key No. 455-0033-000), subject to the

following conditions:

(Items 1 through 4 are required to be satisfied prior to any work being done that is associated with the proposal reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping, and Architectural Plans being submitted to the Department of Development to show the following: (a) updated parking details, including the dimensions of parking stalls and a note stating that vehicles larger than those dimensions will not be parked on site, and identification of the parking stalls to be occupied by vehicles there for service by the auto repair business; (b) square footage of each building use; (c) refuse location and screening details being shown on plan. Contact Katie Bennett, City Planner at 414-302-8463.
2. Plan Review approval by the Department of Building Inspections and Neighborhood Services.
3. Removal of non-compliant commercial vehicle storage and other outdoor equipment storage from the property.
4. Common Council approval of the special use (scheduled for April 1, 2019) and applicant's acknowledgement of the special use resolution.

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission approval)

5. 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.

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Mr. Torkelson, seconded by Ms. Hirn, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

8. [19-0206](#) Signage Plan for Laughing Grass, an existing retail store located at 1412 S. 72 St., submitted by Green Hills Metal Werks on behalf of Laughing Grass Hemp LLC. (Tax Key No. 453-0063-000).

Attachments: [Laughing Grass 1412 S 72 St \(Signage\)](#)

Discussion ensued with questions being answered by staff.

Jake Schindler, sign contractor, explained the unique dimensions, shape, offsets, and materials.

Given the existing signs shape, quality of construction and alignment with the creative sign section, Plan Commission granted a six (6) sf variance.

Recommendation: Approval of the signage plan appeal Signage Plan for Laughing Grass, an existing retail store located at 1412 S. 72 St., submitted by Green Hills Metal Works on behalf of Laughing Grass Hemp LLC. (Tax Key No.

453-0063-000)., subject to the following conditions:

Revised signage plan being submitted to and approved by the Department of Development to show the following: (a) diagram showing existing sign to be centered above storefront window; (b) diagram showing no portion of existing sign covering any portion of storefront window. Contact Steve Schaer at 414-302-8460 with further questions.

A motion was made by Ms. Hirn, seconded by Mr. Frank, that this matter be Approved. The motion carried unanimously.

- 9. [19-0207](#) Reschedule May Plan Commission meeting from May 22, 2019 to May 23, 2019.

The next Plan Commission meeting will take place on May 29, 2019.

E. ADJOURNMENT

There being no other business, a motion was made by Tom Rebstock and seconded by Brian Frank to adjourn the Plan Commission meeting at 6:46 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.