

**STAFF REPORT  
WEST ALLIS PLAN COMMISSION  
WEDNESDAY, October 24, 2018  
6:00 PM  
ROOM 128 – CITY HALL – 7525 W. GREENFIELD AVE.**

- 6A. Special Use Permit for a proposed daycare within an existing church property, City of Faith Church, located at 6420 W. Mitchell St.
- 6B. Site, Landscaping and Architectural plans for a proposed daycare within an existing church property located at 6420 W. Mitchell St. submitted by Michael Cokes of City of Faith Church Corporation (Tax Key No. 454-0262-004).

Items 6A and 6B may be considered together.

**Overview**

City of Faith church located at 6420 W Mitchell St. is proposing to utilize 3 existing classrooms on the main level of the building for a child care center with the tentative name of Great Start Preschool and Childcare Center.



**Operations**

The following summary has been prepared from the applicant's project description:

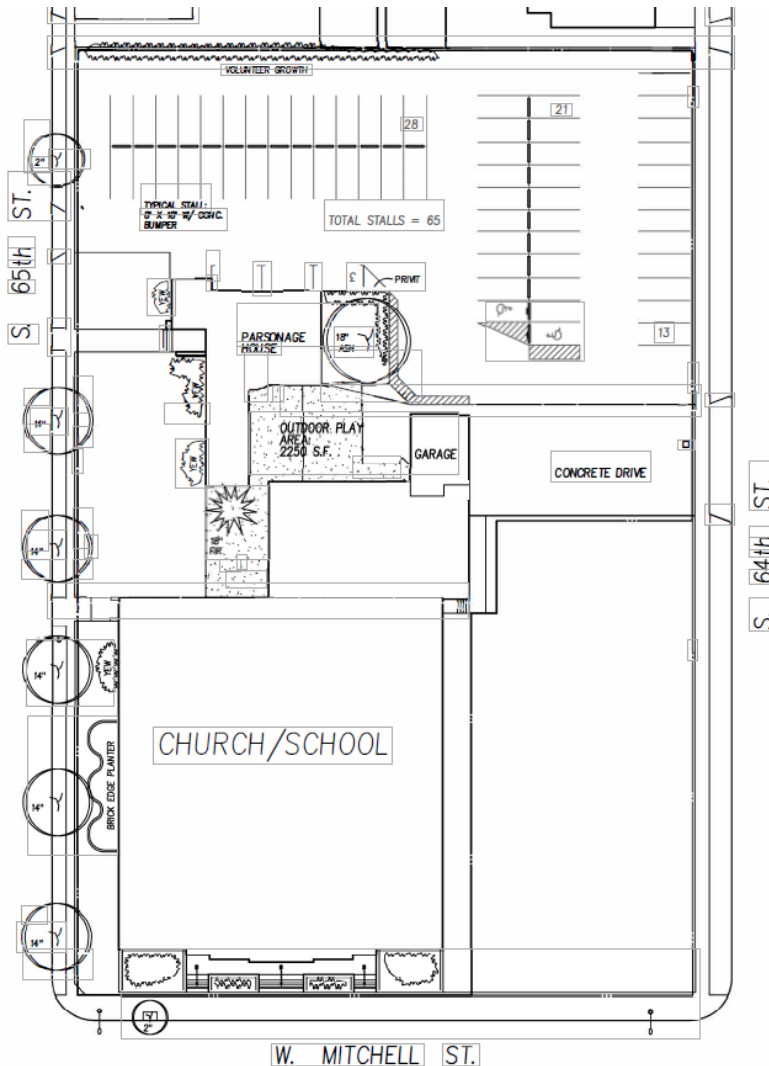
Child care – The center will have a concentration in preparing children for school and providing parents with a safe alternative for older children before and after school. Total number of children is 50, ranging in age from 3 to 12 years old. Hot lunch/dinner will be brought in by an outside vendor on weekdays, with snacks provided by the center.

Hours – The center's proposed hours of operation are Monday - Friday 5:30 am – 9:00 pm and Saturday 7:00 am – 5:00 pm. Care will be provided year round including summer.

Staff – Childcare center operations will be administered by Tangie Cokes who holds an MBA in Management, BA in Criminal Justice, and an Administrator’s Credential in Early Childhood Education. Mrs. Cokes currently owns and operates three other childcare centers in the Milwaukee area. The center is looking to employee 5-7 full and part time employees.

**Site, Landscaping and Architectural**

No exterior site, landscaping or architectural changes are proposed as part of the application. A basic site plan has been included as part of the submittal which shows the existing layout of building and parking on site.



Play Area - A grassy area to the North of the building play area would be used for an outdoor play area.

Refuse - A dumpster is located within a garage to the North of the main building.

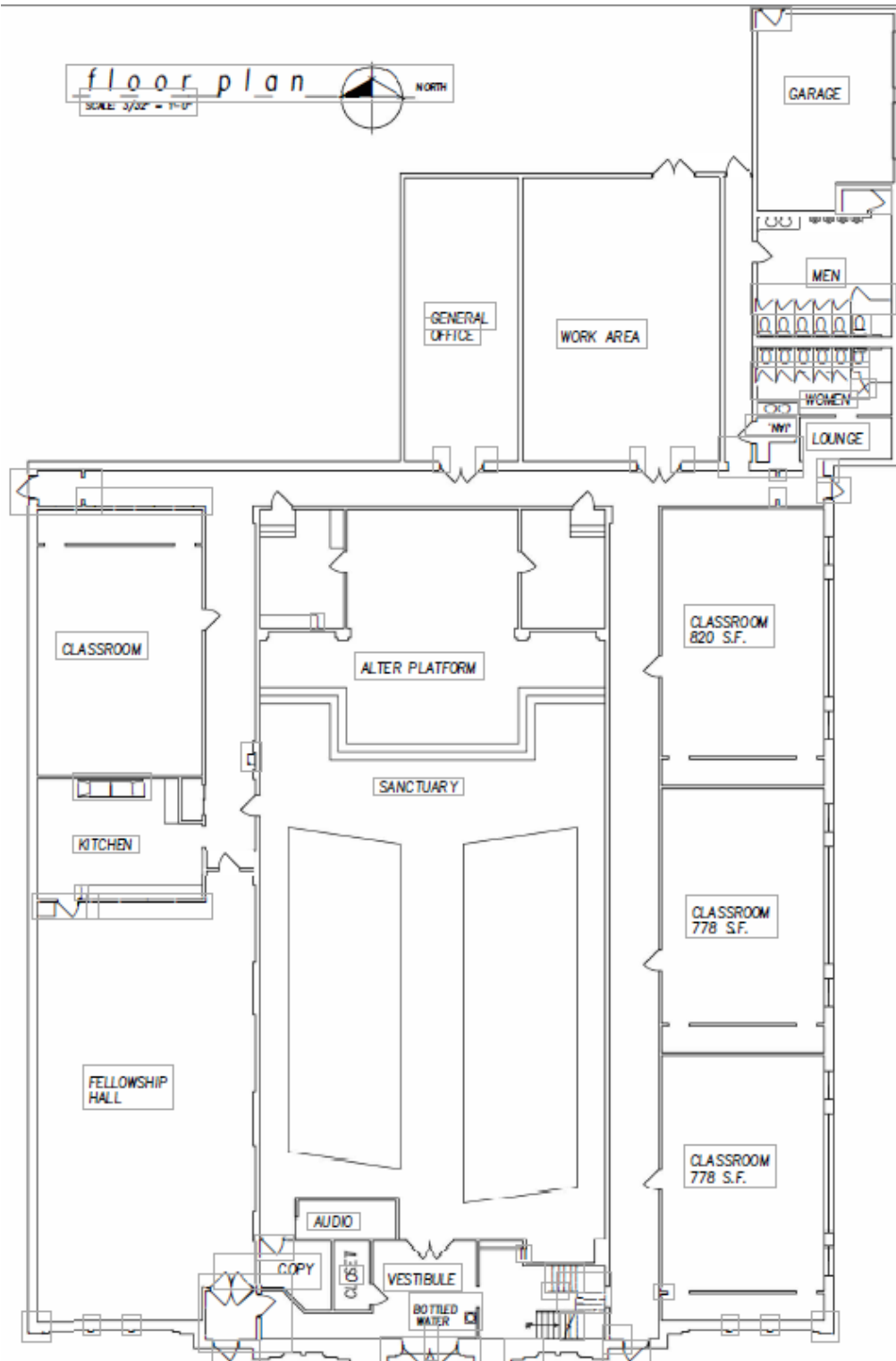
Parking – The church currently has a 65 stall parking lot that would be shared by the childcare center. The daycare requires 8 parking stalls. Employees and customers could use the building entrance adjacent to the parking lot on the North side, or drop-off and enter through an entrance on 65<sup>th</sup> St.

Signage - No signage is proposed as part of this proposal. A future sign would be located above the childcare entrance door on 65<sup>th</sup> St.

Parsonage – There is an existing parsonage house on the property located to the North of the church that the owner is considering converting to a community living arrangement.

## Floor Plans

Three existing classrooms as well as restrooms on the East side of the building are proposed for use by the daycare. Only minor updates to the space are being completed. Floor plans are provided below.



**Recommendation:** Common Council approval of the Special Use Permit for a proposed daycare within an existing church property, City of Faith Church, located at 6420 W. Mitchell St. and approval of the Site, Landscaping and Architectural Plans for a proposed daycare within an existing church property located at 6420 W. Mitchell St. submitted by Michael Cokes of City of Faith Church Corporation (Tax Key No. 454-0262-004).

(Items 1-4 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. Revised Site and Landscaping Plans being submitted to the Department of Development to show the following: (a) Additional landscaping and fence improvements being installed on the North and East sides of the property; (b) Cleanup and refresh landscaping areas along W. Mitchell and 65<sup>th</sup> St; (c) Secure wheel stops within parking lot area; (d) Confirm parking lot stall dimensions and drive lanes; (e) Indicate fence height and style details for the proposed play area, Staff is recommending a decorative style of fence Contact Jill Gregoire, City Planner at (414) 302-8469 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Jill Gregoire, City Planner at (414) 302-8469 with any 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 demolition, potential driveway closure, and landscaping be executed by the applicant prior to the issuing of a building permit. Contact Jill Gregoire, City Planner at (414) 302-8469 with any questions.
4. Common Council approval of the Special use (scheduled for November 5, 2018). Applicant's acknowledgement signature on the Special Use Permit 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.