



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, July 25, 2018

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 6:02 p.m.

B. ROLL CALL

- Present** 6 - Mr. Wayne Clark, Ms. Erin Hirn, Mr. Jon Keckeisen, Mr. Jim Lisinski, Ms. Amanda Nowak, and Mr. Eric Torkelson
- Excused** 2 - Mayor Dan Devine, and Mr. Tom Rebstock

Staff

Steve Schaer, AICP, Manager of Planning and Zoning

C. APPROVAL OF MINUTES

1. [18-00431](#) June 27, 2018 Draft Minutes

Attachments: [June 27, 2018 - Draft minutes](#)

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

D. NEW AND PREVIOUS MATTERS

- 2A. [2018-0575](#) Special Use Permit for Pizzeria Scotty, to relocate and establish a restaurant within the existing commercial building located at 9022 W. Oklahoma Ave.

Attachments: [Application - Pizzeria Scotty](#)

This matter was Recommended For Approval on a Block Vote.

- 2B. [18-00426](#) Site, Landscaping and Architectural Plans for Pizzeria Scotty, an existing business to relocate and establish a restaurant within the existing commercial building located at 9022 W. Oklahoma Ave., submitted by Travis Puschnig of Pizzeria Scotty (Tax Key No. 517-9982-002 and 517-9982-003).

Discussion ensued with questions being answered by staff.

Erin Hirn inquired on whether the applicant will maintain the recommended greenspace.

Eric Torkelson questioned the timing of implementing recommended lighting updates. Will this be addressed with building permits or latest occupancy? Staff indicated that the required updated are typical at a time prior to issuance

of the building permit, but could also be required prior to occupancy.

Recommendation: Recommend Common Council approval of the Special Use Permit for Pizzeria Scotty, to relocate and establish a restaurant within the existing commercial building located at 9022 W. Oklahoma Ave. and approval of the Site, Landscaping and Architectural Plans for Special Use Permit for Pizzeria Scotty, to relocate and establish a restaurant within the existing commercial building located at 9022 W. Oklahoma Ave., submitted by Travis Puschnig, d/b/a Pizzeria Scotty (Tax Key No. 517-9982-002 and 517-9982-003), subject to the following conditions:

(Items 1 through 5 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 and approved by the Department of Development to show the following: (a) architectural plans to reflect any HVAC, kitchen exhaust(s), and/or roof top units; (b) identify changes to the exterior building color and materials including the awning material. The City doesn't allow plastics, instead fabric awnings or metal; (c) additional greenspace/landscaping area being incorporated into the site on the east side of the building between the parking area and building. The east side of the building is paved for a previous drive-thru window. Planning is recommending that some pavement in areas on the east side of the building (between concrete wheel stops and building) be removed for more greenspace excepting walkways to/from employee and customer access points to parking lot. The existing hedge around the property needs some trimming; (d) the refuse area shall feature a 4-sided enclosure. I believe it may have been designed that way, but the gates are turned inward and it's currently functioning only as 3-sided. Please confirm/ensure that the existing area is large enough to accommodate all exterior waste, recycle, and grease containers; (e) direct all lighting fixtures downward to avoid light splay beyond property limits. (f) show the location of existing and proposed lighting poles and fixtures and details being provided on plan. Contact Steven Schaer, Planning Manager at 414-302-8460 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8460.

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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. The security form shall be submitted to and approved by the Building Inspections and Neighborhood Services Department, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer at (414) 302-8460.
4. Consolidate two lots into one via CSM. A certified survey map will be a condition of the approval. The purpose will be to consolidate the two properties into one lot.
5. Common Council approval of the special use (scheduled for August 7, 2018) 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)

6. Signage plan being provided for staff review and approval.
7. 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. Lisinski, seconded by Mr. Torkelson, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

- 3A.** [2018-0574](#) Special Use Permit for Six on Becher to establish a 6-unit multi-family dwelling, within the existing building located at 7601 W. Becher St.

Attachments: [Application - Six on Becher](#)
[Six on Becher - \(SLA\)](#)
[letter of concern](#)

This matter was Recommended For Approval on a Block Vote.

- 3B.** [18-00430](#) Site, Landscaping and Architectural Plans for Six on Becher, a proposed apartment building, located at 7601 W. Becher St., submitted by Doug Prahst, d/b/a Livingstone Properties, LLC. (Tax Key No. 477-0736-001)

Attachments: [Six on Becher - \(SLA\)](#)

Discussion ensued with questions being answered by staff.

Items 3A & 3B were considered together.

Plan Commission approval was issued to amend the motion to include a snow removal plan.

Recommendation: Common Council Approval of the Special Use Permit for Six on Becher, a proposed apartment building, located at 7601 W. Becher St. and Plan Commission approval of the Site, Landscaping and Architectural Plans for Six on Becher, a proposed apartment building, located at 7601 W. Becher St., submitted by Doug Prahst, d/b/a Livingstone Properties, LLC. (Tax Key No. 477-0736-001)

(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, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) details of the proposed exterior changes, to include but not limited to cut sheets for doors and windows and details of proposed trim work; and, (b) any landscape species or number of plant changes as directed by the City Forester. Contact Shaun Mueller at 414-302-8470 with further questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Shaun Mueller, City Planner at 414-302-8470.
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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. The attached security form shall be submitted to and approved by the Building Inspection and Neighborhood Services Department, relative to the cost estimate as determined in Condition #2. Contact Shaun Mueller, City Planner at 414-302-8470.

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

4. Signage and updated lighting plan being provided for staff review and 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 Ms. Hirn, seconded by Mr. Lisinski, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

4. [18-00427](#) Site, Landscaping and Architectural Plan for MagraHearth, LLC, a new business proposing exterior building alterations and site improvements within the existing building located at 6525 W. Burnham St., submitted by Craig Podlesnik, Podvacic Holdings, LLC, d/b/a MagraHearth, LLC and Adam Stein, architect Logic Design and Architecture, Inc. (Tax Key No. 475-0006-001).

Attachments: [MagraHearth - SLA](#)

Discussion ensued with questions being answered by staff.

Recommendation: Recommend Site, Landscaping and Architectural Plan for MagraHearth, LLC, a new business proposing exterior building alterations and site improvements within the existing building located at 6525 W. Burnham St., submitted by Craig Podlesnik, Podvacic Holdings, LLC, d/b/a MagraHearth, LLC and Adam Stein, architect Logic Design and Architecture, Inc. (Tax Key No. 475-0006-001), 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, Landscaping and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) specific exterior materials being noted; (b) additional landscaping infill species being coordinated with the City Forestry Department; (c) a schedule improvements being provided, including paving improvements within the easement area on the west side of the site; (d) details of outdoor storage and screening; Contact Steven Schaer, Planning Manager at 414-302-8460 with any questions.

2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8460.
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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. The security form shall be submitted to and approved by the Building Inspections and Neighborhood Services Department, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer at (414) 302-8460.

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

4. Signage and lighting plan being provided for staff review and 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.

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

5. [18-00428](#) Proposed Site, Landscaping and Architectural Plans for an on-site generator at the Allis Care Center-Exceptional Living Centers, an existing nursing home/assisted living facility located at 9047 W. Greenfield Ave., submitted by Michael P. Spitzer, d/b/a Allis Care Center-Exceptional Living Centers. (Tax Key No. 451-0220-003)

Attachments: [Allis Care - SLA](#)

Discussion ensued with questions being answered by staff.

Recommendation: Approve the Site, Landscaping and Architectural Plans for an on-site generator at the Allis Care Center-Exceptional Living Centers, an existing nursing home/assisted living facility located at 9047 W. Greenfield Ave., submitted by Michael P. Spitzer, d/b/a Allis Care Center-Exceptional Living Centers. (Tax Key No. 451-0220-003), 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, Landscaping and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) incorporate a raised curb with landscaping area along at least the parking lot sides of the proposed generator location; (b) incorporate a 4-sided fence enclosure around the perimeter of the new generator area; (c) reduce number or eliminate proposed bollards; (d) provide specifics on the type of landscaping, curbing, fence type and height relative to the proposed height of the generator.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8460.
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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. The security form shall be submitted to and approved by the Building Inspections and Neighborhood Services Department, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer at (414) 302-8460.

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

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.

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

6. [18-00429](#) Signage Plan Appeal for McDonald's Restaurant, an existing fast food restaurant located at 8301 W. Greenfield Ave., submitted by Brian J. Bevan, d/b/a Schroeder & Holt Architects. (Tax Key No. 451-0644-004)

Attachments: [McDonald's - \(Sign Plan Appeal\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: Plan Commission approval of the Signage Plan Appeal for McDonald's Restaurant, an existing fast food restaurant located at 8301 W. Greenfield Ave., submitted by Brian J. Bevan, d/b/a Schroeder & Holt

Architects. (Tax Key No. 451-0644-004), subject to a reduction in the total wall area from the 96.66 sf proposed to 37.05 sf.

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

E. ADJOURNMENT

The Plan Commission committee requested a report on RSR Trucking located at 6036 W. Beloit Rd.

There being no other business, a motion was made by Wayne Clark and seconded by Jim Lisinski to adjourn the Plan Commission meeting at 6:47 p.m.

The motion carried unanimously.



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.