



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Wednesday, May 29, 2019

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING (draft minutes)

#### A. CALL TO ORDER

*The meeting was called to order at 6:06 p.m. in Room 128*

#### B. ROLL CALL

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

#### Staff

Steve Schaer, AICP, Manager of Planning and Zoning  
Katie Bennett, Planner  
Jill Gregoire, Planner  
Cory Clark, Planning Intern

#### Others Attending

*Ald. Roadt, Ald. Barczak, Jesus Estrada, Cindy L. Estrada, Jordan Nelson, Brian Fisher, David Baum, Jennifer Burns, Bill Ryan, John Ford, Todd Frawley, Mathew Teresinski, Jonathan Ross*

#### C. APPROVAL OF MINUTES

1. [19-0331](#) April 24, 2019 Draft Minutes

**Attachments:** [April 24, 2019 \(draft minutes\)](#)

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

#### D. NEW AND PREVIOUS MATTERS

- 2A. [2019-0369](#) Special Use Permit for Holiday Inn Express, a proposed hotel, to be located at 10201 West Lincoln Ave.

**Attachments:** [Application - Holiday Inn Express](#)  
[Holiday Inn Express\(SUP-SLA\)](#)

**This matter was Recommended For Approval on a Block Vote.**

- 2B. [19-0333](#) Site, Landscaping and Architectural Plans for Holiday Inn Express, a proposed hotel, to be located at 10201 W. Lincoln Ave, submitted by John T. Ford of Catalyst Partners on behalf of the Lincoln Hospitality Group. (Tax Key No. 485-9996-007)

**Attachments:** [Holiday Inn Express \(SUP-SLA\)](#)

*Items 2A and 2B were considered together.*

*Discussion ensued with questions being answered by staff.*

*Wayne Clark questioned and received confirmation from Katie Bennet that all recommendations have been addressed with the exception of some driveway questions and landscape comments from Forestry. Wayne further questioned when the expected demolition date is. John Ford advised the anticipated date is September of 2019 with an occupancy date of July 2020.*

**Recommendation** *Common Council approval of the Special Use Permit for Holiday Inn Express, a proposed hotel, to be located at 10201 W Lincoln Ave., and approval of the Site, Landscaping and Architectural Plans for Holiday Inn Express, a proposed hotel, to be located at 10201 W Lincoln Ave, submitted by John T. Ford on behalf of the Lincoln Hospitality Group, LLC. (Tax Key No. 485-9996-007), subject to the following conditions:*

*(Items 1 through 5 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, Landscaping, and Architectural Plans being submitted to the Department of Development to show the following: (a) landscaping details clearly identified as Phase 1, Phase 2, and Contingency Plan; (b) City Forester approval of the landscaping species and number; (c) additional pedestrian connection/crossing from hotel entrance toward Lincoln Avenue; (d) sidewalk/pedestrian connection to Lincoln Ave. clearly identified on the Contingency Plan; (e) Implement by date included on Contingency Plan; (f) revised window plan for the first floor, as approved by staff; (g) additional windows added to the east and west elevation, as approved by staff; (h) staff approval of material and color samples; and (i) City Engineer approval of new entrance/drive location and design. Contact Katie Bennett, City Planner at 414-302-8463.*
- 2. An estimated cost of landscaping and screening for Phase 1, and estimated cost of landscaping and sidewalk construction for the Contingency Plan being submitted to the Department of Development for approval. Contact Katie Bennett, City Planner at 414-302-8463.*
- 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 both landscaping and screening for Phase 1 and landscaping and sidewalk construction for the Contingency Plan shall be executed by the applicant prior to the issuing of a building permit. Contact Katie Bennett, City Planner at 414-302-8463.*
- 4. Common Council approval of the special use (scheduled for June 4, 2019) and applicant's acknowledgement of the special use resolution.*
- 5. 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. A stormwater permit must be obtained from the City. Contact Mike Romans, Plumbing Inspector at 414-302-8413.*

*(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. *Lighting plan being submitted to the Department of Development for review and approval, to include, lighting locations, cut sheets of fixtures as well as photometric plans.*
8. *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. Clark, seconded by Mr. Lisinski, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

3. [19-0334](#) Certified Survey Map to split the existing parcel located at 10201 W. Lincoln Ave into two parcels, submitted by John T. Ford of Catalyst Partners on behalf of the Lincoln Hospitality Group. (Tax Key No. 485-9996-007)

**Attachments:** [10201 W Lincoln Ave \(CSM\)](#)

*Discussion ensued with questions being answered by staff.*

***Recommendation:*** *Recommend Common Council approval of the Certified Survey Map to split the existing parcel located at 10201 W Lincoln Ave into two parcels, submitted by John T. Ford on behalf of the Lincoln Hospitality Group, LLC (Tax Key No. 485-9996-007).*

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

- 4A. [2019-0366](#) Special Use Permit for a proposed beer garden, to be located at 6800 W Becher St.

**Attachments:** [Application-Beer Garden-6800 W Becher Lutz Beer and Coffee Bar \(SUP-SLA\)](#)

**This matter was Recommended For Approval on a Block Vote.**

- 4B. [19-0335](#) Site, Landscaping and Architectural Plans for a proposed beer garden, to be located at 6800 W. Becher St, submitted by Mark Lutz, d/b/a Lutz Land Management, LLC. (Tax Key No. 476-0105-000)

**Attachments:** [Lutz Beer and Coffee Bar \(SUP-SLA\)](#)

*Items 4A and 4B were considered together.*

*Discussion ensued with questions being answered by staff.*

*Wayne Clark questioned and received confirmation from Katie Bennet that the recommendations are being addressed by the applicant.*

**Recommendation:** Common Council approval of the Special Use Permit for a proposed beer garden, to be located at 6800 W Becher St, and approval of the Site, Landscaping and Architectural Plans for a proposed beer garden, to be located at 6800 W Becher St, submitted by Mark Lutz, d/b/a Lutz Land Management, LLC. (Tax Key No. 476-0105-000), subject to the following conditions:

*(Items 1 through 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, Landscaping, and Architectural Plans being submitted to the Department of Development to show the following: (a) planned landscaping and identification of number and species of plantings; (b) City Forester approval of the landscaping species and number; (c) driveway location, curb details, and any intended parking areas with dimensions; (d) closing of driveway at new patio area; (e) the roof being painted and color identification; and (f) exact number of indoor/outdoor seating be reflected on the plans. Contact Katie Bennett, City Planner at 414-302-8463.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Katie Bennett, City Planner at 414-302-8463.
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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Katie Bennett, City Planner at 414-302-8463.
4. Common Council approval of the special use (scheduled for June 4, 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. Signage plan being provided for staff review and 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.

**This matter was Approved on a Block Vote.**

### **Passed The Block Vote**

**A motion was made by Mr. Clark, seconded by Mr. Lisinski, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.**

- 5A. [2019-0367](#) Special Use Permit for a proposed Community Based Residential Facility to replace the existing office building located at 8410 W. Cleveland Ave.

Attachments: [Application- CBRF- 8410 W Cleveland Community Based Residential Facility \(SUP-SLA\)](#)

**This matter was Recommended For Approval on a Block Vote.**

- 5B. [19-0336](#) Site, Landscaping and Architectural Plans for a proposed Community Based Residential Facility to replace the existing office building located at 8410 W. Cleveland Ave., submitted by Steven Hribar and Robert Chandler of Midwest Commercial Funding. (Tax Key No. 487-0250-002)

Attachments: [Community Based Residential Facility \(SUP-SLA\)](#)

*Items 5A and 5B were considered together.*

*Discussion ensued with questions being answered by staff.*

*Jim Lisinski questioned and received confirmation from Steve Schaer that there will be a poured cub.*

*Wayne Clark questioned if there will be a safety measures in place to prevent residents from eloping. Platinum Communities Representative explained that Wandergard locks and alarms will be utilized at access points to the building to ensure resident safety and security. Platinum uses these same systems as part of their best practices at other facilities they manage.*

*Ald. Barczak questions how deliveries were to be made/accepted and was advised by Platinum Communities Representative that these would take place on either the side, front or rear entrances.*

**Recommendation:** *Common Council approval of the Special Use Permit for a proposed Community Based Residential Facility, and to approve the Site, Landscaping and Architectural Plans for a proposed Community Based Residential Facility to replace the existing office building located at 8410 W. Cleveland Ave., submitted by Steven Hribar and Robert Chandler of Midwest Commercial Funding. (Tax Key No. 487-0250-002), subject to the following conditions:*

*(Items 1 thru 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, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) additional landscaping and species updates as recommended by the City Forester; (b) color details of the proposed exterior materials; (c) schedule for demolition and construction through completion being provided; (d) cross access agreement considerations being submitted; (e) a bike rack being incorporated into the site plan. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8460 with questions.*
- 2. An estimated cost of landscaping and screening being submitted to the*

*Department of Development for approval. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8460 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 landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steven Schaer, Manager of Planning and Zoning at (414) 302-8460.*
4. *Common Council approval of the Special Use Permit and applicant's acknowledgement of the special use resolution (Public Hearing scheduled for June 4, 2019).*

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

5. *Signage plan being provided to the Department of Development for review and 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.*

**This matter was Approved on a Block Vote.**

### **Passed The Block Vote**

**A motion was made by Mr. Clark, seconded by Mr. Lisinski, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.**

6. [19-0337](#) Site, Landscaping, and Architectural Plans for McDonald's, an existing restaurant located at 1550 S. 108th St., submitted by David Baum. (Tax Key No. 449-0034-000)

**Attachments:** [McDonalds \(SLA\)](#)

*Discussion ensued with questions being answered by staff.*

**Recommendation:** *Recommend approval of the Site, Landscaping, and Architectural Plans for McDonald's, an existing restaurant located at 1550 S 108th St., submitted by David Baum. (Tax Key No. 449-0034-000), subject to the following conditions:*

*(Items 1 and 2 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. *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.*
2. *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. Contact Jill Gregoire, City Planner at 414-302-*

8469.

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

3. *Signage plan being provided to the Department of Development for review and 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. Clark, seconded by Mr. Frank, that this matter be Approved. The motion carried unanimously.**

7. [19-0338](#)

Ordinance to repeal and recreate subsection 12.45 M-1, Manufacturing District of the Revised Municipal Code and to create a new subsection called Industrial Districts, with a Light Industrial District and Heavy Industrial District. Definitions being updated in section 12.06 of the Revised Municipal Code relative to certain industrial uses.

Attachments: [Ordinance - Industry \(ORD\)](#)

*Discussion ensued with questions being answered by staff.*

*Wayne Clark and Brian Frank questioned how this affects properties that would become non-conforming. Steve Schaer advised that the M-2 District would be situated in areas of the City where there would be less likelihood of incompatible uses (such as residential near heavy manufacturing). A concept M-2 District area was shown on the northwest side of the City.*

*Ald. Barczak advised this request was recommended by the Common Council.*

*Dan Devine questioned if this ordinance was comparable to the eventual Citywide zoning ordinance update. Planning indicated that the format will be reviewed with the City Attorney's Office, but generally speaking the M-1 and M-2 update would be representative of the new form for the overall Citywide zoning ordinance update.*

**Recommendation:** *Common Council consideration of the ordinance to repeal and recreate subsection 12.45 M-1, Manufacturing District of the Revised Municipal Code and to create a new subsection called Industrial Districts, with a Light Industrial District and Heavy Industrial District.*

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

8. [19-0339](#)

Ordinance to amend subsections 12.10(2)(f) Accessory Buildings of the Revised Municipal Code relative to height of Accessory Buildings (garages).

Attachments: [Ordinance - Garage \(ORD\)](#)

*Discussion ensued with questions being answered by staff.*

*Brian Frank recommended a 9' wall height. Wayne Clark stated he didn't want to*

take action.

**Recommendation:** Recommend Common Council consideration of the Ordinance to amend subsections 12.10(2)(f) Accessory Buildings of the Revised Municipal Code relative to height of Accessory Buildings (garages).

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

9. [19-0340](#)

Discussion on Ordinance to amend the Official West Allis Zoning Map by rezoning five properties in the 2600 Block on the West side of Hwy 100 from M-1 Manufacturing District to C-4 Regional Commercial District. (Tax Key No. 484-9986-003, 484-9986-011, 484-9986-013, 484-9986-014, 484-9986-015)

Attachments: [Discussion \(Rezone\)](#)

*Discussion ensued with questions being answered by staff.*

*Plan Commission was not opposed to rezoning all properties discussed with staff in this agenda item. Staff indicated that it would also discuss the next steps with the Common Council, Safety and Development Committee, to seek further direction which would include notifying affected property owners to explain the rationale and seek feedback prior to any Council decision.*

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

## E. ADJOURNMENT

*There being no other business, a motion was made by Jim Lisinski and seconded by Wayne Clark to adjourn the Plan Commission meeting at 7:21 p.m.*

The motion carried unanimously.

**This matter was Approved**



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.