



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Wednesday, September 28, 2022

6:02 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING

#### A. CALL TO ORDER

#### B. ROLL CALL

- Present** 7 - Wayne Clark, Brian Frank, Jessica Katzenmeyer, Dan Devine, Brandon Reinke (PC Alternate), Kathleen Dagenhardt, and David Raschka
- Excused** 2 - Rossi Manka, and Eric Torkelson

#### Others Attending

Gary Tree, Jim Fuchs, Bill Henry

#### Staff

Steve Schaer, AICP, Manager of Planning and Zoning  
Zac Roder, Senior Planner

#### C. APPROVAL OF MINUTES

1. [22-0497](#) August 24, 2022 Draft Minutes

**Attachments:** [August 24, 2022 Draft Minutes](#)

**Katzenmeyer moved to approve this matter, Dagenhardt seconded, motion carried.**

#### D. NEW AND PREVIOUS MATTERS

- 2A. [22-0540](#) Certified Survey Map to split the existing lot located at 10230-10288 W. National Ave. into 2 lots, submitted by Patrick Shay d/b/a Advanced Building Corporation.

**Katzenmeyer moved to approve the Consent Agenda, items #2A - #2C, Frank seconded, motion carried on a consent vote.**

- 2B. [22-0541](#) Conditional Use permit for Biggby Coffee, a proposed restaurant with drive-through service, to be located within a portion of the property at 10230-10288 W. National Ave.

**Katzenmeyer moved to approve the Consent Agenda, items #2A - #2C, Frank seconded, motion carried on a consent vote.**

- 2C. [22-0542](#) Site, Landscaping, and Architectural plans for Biggby Coffee, a proposed restaurant with drive-through service, to be located within a portion of the property at 10230-10288 W. National Ave. (Tax Key No. 485-9990-011)

**Attachments:** [\(CSM-CUP-SLA\)- 10230-10288 W Nat'l Ave - Biggby Coffee](#)

Steve Schaer presented.

**Recommendation:** Recommend Common Council approval of the Conditional use, Certified Survey Map and Site, Landscaping, and Architectural plans for Biggby Coffee, a proposed restaurant use with drive-through service, to be located within a portion of the property at 10230-10288 W. National Ave. (Tax Key No. 485-9990-011) subject to the following conditions:

(Item 1-2 is 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. Common Council approval of the Certified Survey Map and Conditional Use Permit (returning to Council - expected October 4, 2022).
2. Revised site, landscaping, and architectural plan being submitted to the Planning and Zoning Office to indicate the following: (a) accurate notations for directions on the elevations, (b) landscaping plan and species details being provided in a revised plan and being approved by the City Forester; (c) proposed traffic control measures being reviewed/approved by Engineering Department; (d) certified survey map being updated in alignment with site plan changes.

Katzenmeyer moved to approve the Consent Agenda, items #2A - #2C, Frank seconded, motion carried on a consent vote.

### Passed The Block Vote

Katzenmeyer moved to approve the Consent Agenda, items #2A - #2C, Frank seconded, motion carried on a consent vote.

3. [22-0543](#) Site, Landscaping, and Architectural Plans for JHF Investments private warehouse, an existing Light Industrial use located at 12300 W. Adler Ln., submitted by William Henry, d/b/a JHF Investments II LLC. (Tax Key No. 413-9994-019)

**Attachments:** [\(SLA\) - 12300 W Adler Ln](#)

Zac Roder presented.

**Recommendation:** Approve the Site, Landscaping, and Architectural Plans for JHF Investments private warehouse, an existing Light Industrial use located at 12300 W. Adler Ln., submitted by William Henry, d/b/a JHF Investments II LLC. (Tax Key No. 413-9994-019) subject to the following conditions:

(Item 1 is 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.)

An alternate exterior building material to EIFS siding being presented to the Planning & Zoning Office. Contact Zac Roder, Lead Planner at [zroder@westalliswi.gov](mailto:zroder@westalliswi.gov) <<mailto:zroder@westalliswi.gov>>

Frank moved to approve this matter, Reinke (PC Alternate) seconded, motion carried.

4. [22-0544](#) Certified Survey Map to adjust the existing parcels located at 1657-73 S. 108 St. and 109\*\* W. Mitchell St., submitted by Marcus Sengstock, d/b/a West Allis Real Estate Holding, LLC. (Tax Key Nos. 448-9979-006 and 448-9979-007)

**Attachments:** [\(CSM\) - Pallas-Days Inn Lot Split](#)

*Zac Roder presented.*

**Recommendation:** *Common Council approval of the Certified Survey Map to adjust the existing parcels located at 1657-73 S. 108 St. and 109\*\* W. Mitchell St., submitted by Marcus Sengstock, d/b/a West Allis Real Estate Holding, LLC. (Tax Key Nos. 448-9979-006 and 448-9979-007) subject to any technical corrections.*

**Clark moved to approve this matter, Dagenhardt seconded, motion carried.**

5. [22-0545](#) Resolution to repeal and replace the Planning Department's Site, Landscaping, and Architectural Plan Design Review Guidelines

**Attachments:** [\(RES\) - Design Review Guidelines](#)

*Zac Roder presented.*

**Recommendation:** *Recommend approval of the resolution to repeal and replace the Planning Department's Site, Landscaping, and Architectural Plan Design Review Guidelines.*

*A public hearing will be conducted at a future date yet to be determined. Staff would like the opportunity for Plan Commission and Common Council to review the document and ask any questions.*

**Clark moved to approve this matter, Frank seconded, motion carried.**

6. [22-0546](#) Ordinance to amend section 19.01, the Official West Allis Zoning Map, for certain properties along the W. Beloit Rd. corridor in alignment with the 2040 Comprehensive Plan

**Attachments:** [\(ORD\) - Beloit Rd Rezoning](#)

*Zac Roder presented*

**Recommendation:** *Recommend Common Council approval of the ordinance to amend section 19.01, the Official West Allis Zoning Map, for certain properties along the W. Beloit Rd. corridor in alignment with the 2040 Comprehensive Plan. Scheduled for October 18, 2022.*

**Clark moved to approve this matter, Katzenmeyer seconded, motion carried.**

7. [22-0547](#) Ordinance to amend section 19.01, the Official West Allis Zoning Map, for certain properties along the W. Lincoln Ave. corridor in alignment with the 2040 Comprehensive Plan

**Attachments:** [\(ORD\) - Lincoln Ave Rezoning](#)

Zac Roder presented

**Recommendation:** Recommend Common Council approval of the ordinance to amend section 19.01, the Official West Allis Zoning Map, for certain properties along the W. Lincoln Ave. corridor in alignment with the 2040 Comprehensive Plan. Scheduled for October 18, 2022.

Clark moved to approve this matter, Frank seconded, motion carried.

- 8. [22-0548](#) Plan Commission project tracking updates

This matter was Discussed.

- 9. [22-0549](#) Discuss November/December meeting date

Members will be able to vote on the following dates for the combined meeting: November 30, 2022, December 7, 2022, December 14, 2022

This matter was Discussed.

**E. ADJOURNMENT**

There being no other business, a motion was made by Kathleen Dagenhardt and seconded by Brian Frank to adjourn at 6:45 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.