



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Wednesday, September 25, 2024

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING (draft minutes)

#### A. CALL TO ORDER

#### B. ROLL CALL

**Present** 6 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, Brandon Reinke, Kathleen Dagenhardt  
**Excused** 2 - David Raschka, Lisa Coons

#### Others Attending

*Vickie Brown-Gurley, Executive Director Woodland Schools, Nick Fuchs*

#### C. APPROVAL OF MINUTES

1. [24-0541](#) August 28, 2024

**Attachments:** [August 28, 2024 \(draft minutes\)](#)

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

#### D. NEW AND PREVIOUS MATTERS

3. [24-0551](#) Site, Landscaping, and Architectural Design Review for façade property at 7113 W. National Ave. (Tax key Parcel: 453-0609-000)

**Attachments:** [\(SLA\) 7113 W National Ave](#)

*Jack Kovnesky presented.*

*Recommendation: Approval of Site, Landscaping, and Architectural Design Review for façade property at 7113 W. National Ave. (Tax key Parcel: 453-0609-000) subject to the following condition:*

1. *A driveway permit being applied for with City Engineering Department for work within the City Right-of-Way.*

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

2A. [24-0549](#) Conditional Use Permit for Woodlands School, a proposed K-8 elementary school at 1562 S. 72nd St.

Torkelson moved to approve Agenda items #2A & #2B, Katzenmeyer seconded, motion carried by roll call vote:motion carried by roll call vote:

2B. [24-0550](#) Site, Landscaping, and Architectural Design Review for Woodlands School, a proposed K-8 elementary school at 1562 S. 72nd St. (Tax Key No. 453-0223-001)

**Attachments:** [\(CUP-SLA\) Woodlands School Data Package](#)

*Emily Wagner presented.*

*Steve Schaer introduced Vickie Brown-Gurley.*

*Discussion ensued with questions being answered by staff.*

*Recommendation: Approve the Site, Landscaping, and Architectural Design Review and Conditional Use Permit for Woodlands School, a proposed K-8 elementary school at 1526 S. 72nd St. (Tax Key Parcel: 453-0223-001), subject to the following conditions:*

1. *A revised Site, Landscaping, and Architectural Plan submitted to the Planning Office to show the following: (a) a landscaping plan indicating existing and proposed features of the site (including a species list); (b) an indication of additional landscaping measures along the northern parking lot abutting W. Orchard St. on the landscaping plan; (c) details of a 4-sided refuse enclosure and screening method being provided; (d) an updated site plan demonstrating alterations to the southern parking lot, showing the property lines in relation to the public alley right-of-way; (e) an updated site plan to show the provision of bicycle parking at a rate of 1 bicycle parking stall per classroom, as required by Sec. 19.44; (f) maintenance updates being confirmed in a scope of work showing the replacement and repair of broken windows, window trim, and roofline coping; (g) an architectural plan indicating details of proposed exterior elevator/lift. Contact Emily Wagner, Planner, at 414-302-8465.*
2. *Coordination and application for a Loading Zone permit to designate area along S. 72nd St. for the specific purpose of creating a limited parking zone for student pick-up and drop-off.*
3. *Signage plans to be reviewed for compliance and subject to permitting.*
4. *Details of new fencing on site, replacement of chain link, and removal of barb wire to be reviewed for compliance and subject to permitting.*
5. *Photometric lighting plans to be reviewed for compliance and subject to permitting.*

**Torkelson moved to approve Agenda items #2A & #2B, Katzenmeyer seconded, motion carried by roll call vote:motion carried by roll call vote:**

4. [24-0552](#) Site plan for proposed demolition plan at 6901 W. Beloit Rd. (Tax key Parcel: 489-0037-000)
5. [24-0553](#) Frank moved to approve this matter, Dagenhardt seconded, motion carried. Ordinance to Amend Chapter 19 of the West Allis Municipal Code, relative to certain automotive uses.

**Attachments:** [\(ORD\) CUP criteria vehicle services 9-25-24](#)

**Recommendation:** Common Council approval of the ordinance to Amend Chapter 19 of the West Allis Municipal Code, relative to certain automotive uses.

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

6. [24-0554](#) Ordinance to Amend Chapter 19 of the West Allis Municipal Code, relative to massage therapy uses.

**Attachments:** [\(ORD\) LUP massage therapy 9-25-24](#)

**Recommendation:** Common Council approval of the ordinance to Amend Chapter 19 of the West Allis Municipal Code, relative to massage therapy uses.

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

7. [24-0566](#) Revised Site, Landscaping, and Architectural Design Review for an accessory parking facility, at 9422-30 W. National Ave. submitted by John Fuchs and Nick Fuchs on behalf of Source One Enterprise LLC (Tax Key No. 479-0674-003).

**Attachments:** [\(SLA\) Revised parking 9422 W National Ave](#)  
[\(SLA\) plan exhibit 9422 W National Ave](#)

**Recommendation:** Approval of the revised Site, Landscaping, and Architectural plans are being prepared for an accessory parking facility, at 9422-30 W. National Ave. submitted by John Fuchs and Nick Fuchs on behalf of Source One Enterprise LLC (Tax Key No. 479-0674-003 & Tax Key Parcel: 479-0676-004), and subject to the following:

(Items to be completed prior to issuance of any building permits to construct a parking lot).

1. A revised Site and Architectural Plan being submitted to the Department of Development to show the following: (a) exterior building wall detail of brick veneer type/color (Heartbreakers bldg); (b) better define the new fence line locations on the site plan and along the east property line show the end point of the fence being about 20-ft setback from W. National Ave. to promote visibility; (c) Please provide the correct details and reference their location on the site plan with the correct reference detail number/sheet number. Contact Steve Schaer, Manager of Planning and Zoning at 414-302-8466.
2. Exterior lighting plan (location and fixture type).
3. A [Street excavation permit <https://westalliswi.viewpointcloud.io/>](https://westalliswi.viewpointcloud.io/) and sidewalk permit being applied for prior to work beginning. Any concrete work in the street right of way needs to be completed by a licensed and pre-qualified contractor within the City of West Allis. Contact Greg Bartelme at (414) 302-8367.

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

8. [24-0555](#) Project Tracking.

This matter was Discussed.

**E. ADJOURNMENT**

There being no other business, a motion was made by Frank, seconded by Katzenmeyer to adjourn at 7:00 p.m.



All meetings of the Plan Commission 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.