

40  
36.



# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

| File Number | Title | Status |
|-------------|-------|--------|
|-------------|-------|--------|

2007-0386      Special Use Permit      In Committee

Transitional Use Permit to demolish an existing two-family dwelling at 7802-04 W. Hicks St. and to convert it to a commercial parking lot for HM Graphics, an existing business located at 7840 W. Hicks St. (Tax Key Nos. 477-0142-003 and 477-0143-000)

Introduced: 6/19/2007

Controlling Body: Safety & Development Committee  
**Plan Commission**

### COMMITTEE RECOMMENDATION

*APPROVE & FILE*

| ACTION DATE:  | MOVER                               | SECONDER                            |            | AYE                                 | NO       | PRESENT | EXCUSED                             |
|---------------|-------------------------------------|-------------------------------------|------------|-------------------------------------|----------|---------|-------------------------------------|
| <u>7/3/07</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Barczak    | <input checked="" type="checkbox"/> |          |         |                                     |
|               | <input type="checkbox"/>            | <input type="checkbox"/>            | Czaplewski |                                     |          |         |                                     |
|               | <input type="checkbox"/>            | <input type="checkbox"/>            | Dobrowski  |                                     |          |         |                                     |
|               | <input type="checkbox"/>            | <input type="checkbox"/>            | Kopplin    |                                     |          |         |                                     |
|               | <input type="checkbox"/>            | <input type="checkbox"/>            | Lajsic     | <input checked="" type="checkbox"/> |          |         |                                     |
|               | <input type="checkbox"/>            | <input type="checkbox"/>            | Narlock    |                                     |          |         |                                     |
|               | <input type="checkbox"/>            | <input type="checkbox"/>            | Reinke     | <input checked="" type="checkbox"/> |          |         |                                     |
|               | <input type="checkbox"/>            | <input type="checkbox"/>            | Sengstock  |                                     |          |         |                                     |
|               | <input type="checkbox"/>            | <input type="checkbox"/>            | Vitale     |                                     |          |         | <input checked="" type="checkbox"/> |
|               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Weigel     | <input checked="" type="checkbox"/> |          |         |                                     |
|               |                                     |                                     | TOTAL      | <u>4</u>                            | <u>0</u> |         | <u>1</u>                            |

### SIGNATURE OF COMMITTEE MEMBER

*[Signature]*      \_\_\_\_\_      \_\_\_\_\_  
Chair      Vice-Chair      Member

### COMMON COUNCIL ACTION **APPROVAL** + **PLACE ON FILE**

| ACTION DATE:        | MOVER                               | SECONDER                            |            | AYE                                 | NO | PRESENT | EXCUSED                             |
|---------------------|-------------------------------------|-------------------------------------|------------|-------------------------------------|----|---------|-------------------------------------|
| <u>JUL - 3 2007</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Barczak    | <input checked="" type="checkbox"/> |    |         |                                     |
|                     | <input type="checkbox"/>            | <input type="checkbox"/>            | Czaplewski | <input checked="" type="checkbox"/> |    |         |                                     |
|                     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Dobrowski  | <input checked="" type="checkbox"/> |    |         |                                     |
|                     | <input type="checkbox"/>            | <input type="checkbox"/>            | Kopplin    | <input checked="" type="checkbox"/> |    |         |                                     |
|                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Lajsic     | <input checked="" type="checkbox"/> |    |         |                                     |
|                     | <input type="checkbox"/>            | <input type="checkbox"/>            | Narlock    | <input checked="" type="checkbox"/> |    |         |                                     |
|                     | <input type="checkbox"/>            | <input type="checkbox"/>            | Reinke     | <input checked="" type="checkbox"/> |    |         |                                     |
|                     | <input type="checkbox"/>            | <input type="checkbox"/>            | Sengstock  | <input checked="" type="checkbox"/> |    |         |                                     |
|                     | <input type="checkbox"/>            | <input type="checkbox"/>            | Vitale     |                                     |    |         | <input checked="" type="checkbox"/> |
|                     | <input type="checkbox"/>            | <input type="checkbox"/>            | Weigel     | <input checked="" type="checkbox"/> |    |         |                                     |
|                     |                                     |                                     | TOTAL      | <u>9</u>                            |    |         | <u>1</u>                            |

**STANDING COMMITTEES OF THE  
CITY OF WEST ALLIS COMMON COUNCIL  
2004**

**ADMINISTRATION & FINANCE**

Chair: Michael J. Czaplewski  
Vice-Chair: Martin J. Weigel  
Gary T. Barczak  
Thomas G. Lajsic  
Rosalie L. Reinke

**PUBLIC WORKS**

Chair: Richard F. Narlock  
Vice-Chair: Linda A. Dobrowski  
Kurt E. Kopplin  
Vincent Vitale  
James W. Sengstock

**SAFETY & DEVELOPMENT**

Chair: Thomas G. Lajsic  
Vice-Chair: Vincent Vitale  
Gary T. Barczak  
Martin J. Weigel  
Rosalie L. Reinke

**LICENSE & HEALTH**

Chair: Kurt E. Kopplin  
Vice-Chair: James W. Sengstock  
Linda A. Dobrowski  
Richard F. Narlock  
Michael J. Czaplewski

**ADVISORY**

Chair: Rosalie L. Reinke  
Vice-Chair: Gary T. Barczak  
Linda A. Dobrowski  
Vincent Vitale  
Martin J. Weigel



# Planning Application Form

City of West Allis ■ 7525 West Greenfield Avenue, West Allis, Wisconsin 53214  
414/302-8460 ■ 414/302-8401 (Fax) ■ <http://www.ci.west-allis.wi.us>

**Applicant or Agent for Applicant**

**Agent is Representing (Owner/Leasee)**

Name SIXTO VILLEGAS  
 Company FRIOHN DESIGN GROUP  
 Address 3885 N. BROOKFIELD RD  
 City BROOKFIELD State WI Zip 53045  
 Daytime Phone Number 262.790.0500  
 E-mail Address svillegas@fr:dm.com  
 Fax Number 790.0505

Name JAMES S. SANDSTROM  
 Company H.M. GRAPHICS  
 Address 7840 W. HICKS ST  
 City WEST ALLIS State WI Zip 53214  
 Daytime Phone Number 414.615.2702  
 E-mail Address hmj@hgraphics.com  
 Fax Number 4.546.8692

Project Name/New Company Name (If applicable) HM GRAPHICS ADDITIONAL PARKING

**Application Type and Fee**

(Check all that apply)

- Request for Rezoning: \$500.00 (Public Hearing required)  
Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_
- Request for Ordinance Amendment \$500.00
- Special Use: \$500.00 (Public Hearing required)
- Transitional Use \$500.00 (Public Hearing Required)
- Level 1 Site, Landscaping, Architectural Plan Review \$100.00
- Level 2 Site, Landscaping, Architectural Plan Review \$250.00
- Level 3 Site, Landscaping, Architectural Plan Review \$500.00
- Site, Landscaping, Architectural Plan Amendments \$100.00
- Extension of Time: \$250.00
- Certified Survey Map: \$500.00 + \$30.00 County Treasurer
- Planned Development District \$1500.00(Public Hearing required)
- Subdivision Plats: \$1500.00 + \$100.00 County Treasurer + \$25.00 for reapproval
- Signage Plan Review \$100.00
- Street or Alley Vacation/Dedication: \$500.00
- Signage Plan Appeal: \$100.00

Agent Address will be used for all official correspondence.

**Property Information**

Property Address 7840 W HICKS / 7802-04 W. Hicks St.  
 Tax Key Number 477-0142-003 / 477-0143-000  
 Current Zoning M-1 MANUFACTURING / RB-2  
 Property Owner HM GRAPHICS  
 Property Owner's Address P.O. Box 14397  
MILWAUKEE, WI 53214  
 Existing Use of Property \_\_\_\_\_  
 Structure Size \_\_\_\_\_ Addition \_\_\_\_\_  
 Construction Cost Estimate: Hard \_\_\_\_\_ Soft \_\_\_\_\_ Total \_\_\_\_\_  
 Landscaping Cost Estimate \_\_\_\_\_  
 Total Project Cost Estimate: \$100,000  
 Previous Occupant \_\_\_\_\_

**Attach detailed description of proposal.**

In order to be placed on the Plan Commission agenda, the Department of Development must receive a completed application, appropriate fees, a project description, 6 sets of scaled, folded and stapled plans (24" x 36") and 1 electronic copy (PDF format) of the plans by the first Friday of the month.

Attached Plans Include: (Application is incomplete without required plans, see handout for requirements)

- Site Plan
- Floor Plans
- Elevations
- Signage Plan
- Legal Description
- Certified Survey Map
- Landscaping/Screening Plan
- Grading Plan
- Utility System Plan
- Other \_\_\_\_\_

Applicant or Agent Signature \_\_\_\_\_

Date: JUNE 5, 2007

Subscribed and sworn to me this \_\_\_\_\_ day of June, 2007

Notary Public: [Signature]  
 My Commission: 4/1/10

Please make checks payable to:  
City Of West Allis

*Please do not write in this box*

Application Accepted and Authorized by: \_\_\_\_\_

Date: \_\_\_\_\_

Meeting Date: \_\_\_\_\_

Total Fee: \_\_\_\_\_

oper: bmk/lev  
Date: 6/15/07 01 Receipt no: 51064  
GM DEV TRANSITIONAL 1 \$500.00  
BRIOHN DESIGN GROUP  
GP DEV SITE-RCH PL 1 \$100.00  
BRIOHN DESIGN GROUP  
CK CHECK PA 3741 \$600.00  
Total tendered \$600.00  
Total payment \$600.00  
Trans date: 6/06/07 Time: 8:48:22

We are submitting a proposed parking expansion (to 7802-04 W. Hicks St.) for HM graphics located at 7840 W. Hicks St. The project will consist of razing an existing residence and re-grading the parcel to accommodate a new asphalt parking area consisting of 20 stalls. The purpose of this work is to provide HM Graphics with the additional parking required for their pre-approved addition. The projected cost of the project will be approximately \$60,000.



7525 West Greenfield Avenue  
West Allis, Wisconsin 53214-4648



**CITY CLERK/TREASURER'S OFFICE**

414/302-8200 or 414/302-8207 (Fax)

[www.ci.west-allis.wi.us](http://www.ci.west-allis.wi.us)

**Paul M. Ziehler**

*City Admin. Officer, Clerk/Treasurer*

**Monica Schultz**

*Assistant City Clerk*

**Rosemary West**

*Treasurer's Office Supervisor*

July 9, 2007

Mr. Sixto Villegas  
Briohn Design Group  
3885 N. Brookfield Rd.  
Brookfield, WI 53045

Dear Mr. Villegas:

On July 3, 2007 the Common Council approved a Resolution relative to determination of a Transitional Use Permit to demolish an existing two-family dwelling at 7802-04 W. Hicks St. and to convert it to a commercial parking lot for HM Graphics, an existing business located at 7840 W. Hicks St. (Tax Key Nos. 477-0142-003 and 477-0143-000)

A copy of Resolution No. R-2007-0170 is enclosed.

Sincerely,

A handwritten signature in cursive script that reads "Monica Schultz".

Monica Schultz  
Assistant City Clerk

/jl

enc.

cc: John Stibal  
Ted Atkinson  
Steve Schaer  
Barb Burkee  
James S. Sandstrom, HM Graphics



# City of West Allis

7525 W. Greenfield Ave.  
West Allis, WI 53214

## Resolution

**File Number: R-2007-0170**

**Final Action:**

**Sponsor(s):** Safety & Development Committee

**JUL - 3 2007**

Resolution relative to determination of a Transitional Use Permit to demolish an existing two-family dwelling at 7802-04 W. Hicks St. and to convert it to a commercial parking lot for HM Graphics, an existing business located at 7840 W. Hicks St. (Tax Key Nos. 477-0142-003 and 477-0143-000)

WHEREAS, James Sandstrom, d/b/a HM Graphics, duly filed with the City Administrative Officer-Clerk/Treasurer an application for a transitional use permit, pursuant to Sec. 12.36(2) of the Revised Municipal Code, for proposed expansion of the HM Graphics commercial parking lot located at 7840 W. Hicks St. to a residential lot located at 7802-04 W. Hicks St.; and,

WHEREAS, the Common Council, having carefully considered the evidence presented at the public hearing and the following pertinent facts noted:

1. The applicant, James Sandstrom, d/b/a HM Graphics, has offices on site at 7840 W. Hicks St., West Allis, WI 53214.
2. The applicant owns the property at 7840 W. Hicks St. and has a valid offer to purchase the property at 7802-04 W. Hicks St., West Allis, Milwaukee County, Wisconsin, more particularly described as follows:

All the land of the owner being located in the Southeast  $\frac{1}{4}$  of Section 4, Township 6 North, Range 21 East, in the City of West Allis, Milwaukee County, State of Wisconsin, described as follows:

Lots 1, 2, 3, 4 and part of Lot 5 in Block 1 of Conklin Park Subdivision, more particularly described as:

Beginning at the Southwest corner of said Lot 1; thence Northerly, 255.00 feet, along East right-of-way line of South 80th Street to the South right-of-way line of Union Pacific Railroad; thence Easterly, 452.00 feet, along said South line; thence Southerly, 105.00 feet; thence Easterly, 2.00 feet; thence Southerly, 25.00 feet; thence Westerly, 50.00 feet; thence Southerly, 125.00 feet, to the North right-of-way line of West Hicks Street; thence Westerly, 400.00 feet, along said North line to the Point of Beginning.

Part of Lot 5 in Block 1 of Conklin Park Subdivision, more particularly described as:

Beginning at the Southwest corner of said Lot 5; thence Northerly, 125.00 feet; thence Easterly, 50.00 feet; thence Southerly, 125.00 feet to the north right-of-way line of West Hicks Street; thence

Westerly, 50.00 feet, along said line to the Point of Beginning.

Said land being located at 7840 W. Hicks St and 7802-04 W. Hicks St.

Tax Key Nos.: 477-0142-003 and 477-0143-000

3. The applicant is proposing to expand the existing commercial parking lot approximately 50 feet to the east of the existing HM Graphics parking lot and east property line
4. The 7802-04 W. Hicks St. site was previously developed as a two-family residence and will be demolished.
5. The property at 7840 W. Hicks St. is zoned M-1 Manufacturing District. The 7802-04 W. Hicks St. lot is zoned RB-2 Residence District and the applicant is requesting that a Transitional Use be granted for 20 parking spaces so HM Graphics can meet the parking requirements of the Revised Municipal Code for their proposed 23,640 sq. ft. warehousing addition to the existing building. A five-foot wide landscape bed and a six-foot high board-on-board fence will be added to the east side of the proposed lot to buffer the neighborhood.
6. The subject property is part of a block along the north side of W. Hicks St. between S. 77 St. and S. 80 St., which is zoned for manufacturing and residential purposes. Properties to the north are developed as commercial; properties to the south and east are developed as residential and the properties to the west are developed as manufacturing.
7. The proposed development should not adversely contribute to traffic volumes or traffic flow in the area as 20 additional off-street parking spaces will be provided for HM Graphics employees.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of West Allis that the application of James Sandstrom, d/b/a HM Graphics for a Transitional Use Permit to demolish an existing two-family dwelling and to convert it to a 20-stall commercial parking lot for HM Graphics, an existing business located at 7840 W. Hicks St. be and is hereby granted on the following grounds:

That the establishment, maintenance and operation of the proposed use, with the imposition of certain conditions hereinafter set forth, reasonably satisfies the standards set forth in Secs. 12.16 and 12.36(2) of the Revised Municipal Code, so as to permit the issuance of a special use permit and a transitional use permit as therein provided.

BE IT FURTHER RESOLVED that said transitional use permit is granted subject to the following conditions:

1. Site and Landscaping Plans. The grant of this transitional use permit is subject to and conditioned upon the site, landscape and screening plans approved by the City of West Allis Plan Commission on June 27, 2007, as provided in Sec. 12.13 of the Revised Municipal Code of the City of West Allis. No alteration or modification of the approved plan shall be permitted without approval by the Plan Commission.



2. Building Plans and Fire Codes. The grant of this special use is subject to building plans being submitted to and approved by the Department of Building Inspections and Zoning and the Fire Department.
3. Paving and Drainage. Paving and Drainage Plan being submitted to the Department of Building Inspections for approval.
4. Off-Street Parking. Off-street parking for 89 vehicles is required for the existing business and proposed 23,640 sq. ft. warehousing addition. Off-street parking for 89 vehicles will be provided on site, which includes the transitional use area.
5. Hours of Operation. HM Graphics operates its business among three shifts, 24 hours, seven days per week.
6. Litter. Employees shall inspect the site and immediate vicinity and pick up litter on a daily basis.
7. Refuse Collection. Refuse collection shall be provided by a commercial hauler.
8. Window Signage. Any building window signage shall not exceed twenty (20) percent of each window's area.
9. Expiration of Transitional Use Permit. Any transitional use approved by the Common Council shall lapse and become null and void one (1) year from and after that approval if the use has not commenced, construction is not underway, or the owner has not obtained a valid building permit. An extension of these time limitations may be granted without a public hearing by the Common Council by resolution reauthorizing the transitional use in accordance with the following criteria:
  - A. The applicant requesting the extension shall complete a planning application available from the Department of Development and shall submit a \$250.00 extension fee.
  - B. A written explanation for the extension of time shall accompany the planning application along with a timeline/schedule for obtaining necessary permits, zoning, state and municipal approvals and a target date for construction start;
  - C. The request for extension shall be submitted within sixty (60) days of the expiration of the transitional use permit;
  - D. The extension, if granted, shall be valid for a period of six (6) months. If no building permit has been issued and construction has not commenced within six (6) months from and after the extension has been granted, the transitional use shall become null and void.
26. Miscellaneous.
  - A. Applicants are advised that the foregoing conditions are reasonably necessary to protect the

public interest and to secure compliance with the standards and requirements specified in Sec. 12.16 of the Revised Municipal Code; that the issuance of the transitional use is expressly subject to compliance with said conditions.

B. The use, as granted herein, is subject to applicants' compliance with all other state and local laws and regulations which may be applicable to the proposed use of the real estate in question.

C. The transitional use, as granted herein, shall run with the land and benefit and restrict all future owners and occupants of the property, unless the use shall lapse or be terminated and the use will not be altered or extended (including structural alterations and/or additions) without the approval of the Common Council, all as provided in Sec. 12.36(2) of the Revised Municipal Code.

D. Applicant is advised that the foregoing conditions are reasonably necessary to protect the public interest and to secure compliance with the standards and requirements specified in Sec. 12.36(2) of the Revised Municipal Code; that the issuance of the transitional use is expressly subject to compliance with said conditions.

The transitional use, as granted herein, shall run with the land and benefit all future owners and occupants of the property, unless the use shall lapse or be terminated and the use will not be altered or extended (including structural alterations and/or additions) without the approval of the Common Council, all as provided in Sec. 12.36(2) of the Revised Municipal Code.

Mailed to applicant on the  
9<sup>th</sup> day of July, 2007.

Monica Schultz  
Assistant City Clerk

cc: Dept. of Development  
Dept. of Building Inspections and Zoning  
Div. of Planning

ZON-R-629-7-3-07

ADOPTED JUL - 3 2007  
Paul M. Ziehler  
Paul M. Ziehler, City Admin. Officer, Clerk/Treas.

APPROVED July 5 2007  
Jeannette Bell  
Jeannette Bell, Mayor