



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, August 28, 2024

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

Present 8 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, Brandon Reinke, Kathleen Dagenhardt, David Raschka, Lisa Coons

C. APPROVAL OF MINUTES

1. [24-0507](#) July 24, 2024

Attachments: [July 24, 2024 \(draft minutes\)](#)

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

D. NEW AND PREVIOUS MATTERS

- 2A. [24-0500](#) Conditional use permit for North Shore Bank, an existing Neighborhood Service with accessory drive-through service, located at 10533 W. National Ave.

Clark moved to approve Agenda items #2A-#2C, Frank seconded, motion carried.

- 2B. [24-0501](#) Site, Landscaping, and Architectural Design Review for North Shore Bank, an existing Neighborhood Service with accessory drive-through service, located at 10533 W. National Ave. (Tax Key No. 519-0002-006)

Clark moved to approve Agenda items #2A-#2C, Frank seconded, motion carried.

- 2C. [24-0502](#) Certified Survey Map to split the existing parcel at 10533 W. National Ave. into 2 parcels. (Tax Key No. 519-0002-006)

Attachments: [\(CUP-SLA-CSM\) NorthShoreBank](#)

Items #2A, #2B & #2C were taken together and presented by Jack Kovnesky.

Recommendation: Common Council approval of the conditional use and approval of the Site, Landscaping, and Architectural Design Review for North Shore Bank, a proposed Food Production use, at 2201 S. 84th St. (Tax Key No. 478-0538-000) subject to the following conditions:

(Items 1-5 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 Conditional Use Permit and Certified Survey Map (Sept 17, 2024)
2. A certified survey map being submitted to the Planning & Zoning office to divide the existing parcel into two parcels

3. A revised site plan being submitted to the Planning & Zoning office showing: (a) coordination of driveway modifications along W. National Ave.; (b) details for a bike rack subject to [Section 19.44 <https://westallis.municipalcodeonline.com/book?type=ordinances>](https://westallis.municipalcodeonline.com/book?type=ordinances) of the Zoning Code
4. Compliance with City Forestry standards to ensure survivability of any City trees modified as part of the project
5. A [Street excavation permit <https://westalliswi.viewpointcloud.io/>](https://westalliswi.viewpointcloud.io/) being applied for in OpenGov prior to work beginning. Any concrete work in the 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. W. Oklahoma Ave.
6. Signage plans being reviewed for compliance and subject to permitting.

Clark moved to approve Agenda items #2A-#2C, Frank seconded, motion carried.

3A. [24-0503](#)

Conditional Use Permit for Angela's Lil Angels, a proposed Group Child Care Center, at 1112 S. 60th St.

Clark moved to approve Agenda items #3A & #3B, Frank seconded, motion carried.

3B. [24-0504](#)

Site, Landscaping, and Architectural Design Review for Angela's Lil Angels, a proposed Group Child Care Center, at 1112 S. 60th St. (Tax Key No. 438-0252-000)

Attachments: [\(CUP-SLA\) Angela's Lil Angels - 1112 S. 60th St.](#)

Items #3A & #3B were taken together and presented by Emily Wagner.

The Plan Commission recommended having a loading-zone for drop off along S. 60 St., and expressed concerns regarding the lighting plan - safety concern with narrow driveway and the traffic along S. 60 St. Staff indicated this is a walkable neighborhood with access to street parking on Washington St. & Scott St. along with a drop off area behind the building off of S. 60 St.

The applicant was presented and indicated there is room for 50 kids, confirmed video cameras is a state requirement, and stated any and all children are allowed.

Recommendation: Common Council approval of the Conditional Use Permit and Site, Landscaping, and Architectural amendment for Angela's Lil Angels, a proposed group childcare center, at 1112 S. 60th St. (Tax Key No. 438-0252-000), subject to the following conditions:

1. A revised Site and Architectural Plan being submitted to the Planning and Zoning Office to show the following: (a) confirmation of existing and proposed landscaping and screening efforts through the submission of a detailed landscaping plan (b) refuse location and 4-sided screening details being shown on site plan.
2. Signage and lighting plans subject to Planning design review and permitting.
3. The applicant shall apply for a change of use submittal to be reviewed and approved by the Code Enforcement department prior to occupancy. Please contact Robert Woodard at 414-302-8408 for more information.
4. Loading-zone for drop off along S. 60 St.

Clark moved to approve Agenda items #3A & #3B, Frank seconded, motion carried.

4. [24-0505](#)

Sign Appeal for Spirit Halloween, a proposed General Retail use, at 6731 W. Greenfield Ave.

Attachments: [\(Sign Appeal\) Spirit Halloween - 6731 W. Greenfield Ave.](#)

Emily Wagner presented.

Recommendation: *Approve the signage plan appeal for Spirit Halloween, a proposed General Retail use, located at 6731 W Greenfield Ave. (Tax Key No. 453-9018-001) without conditions.*

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

5. [24-0506](#)

Ordinance to Amend Section 12.70 of the West Allis Revised Municipal Code, relative to Flood Control District.

Attachments: [\(ORD\) Floodplain ordinance updates](#)

Plan Commissioners recommend Option 1 (ACT 175)

Recommendation: *Common Council approval of an Ordinance to Amend Section 12.70 of the West Allis Revised Municipal Code, relative to Flood Control District.*

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

E. ADJOURNMENT

There being no other business, a motion was made by Clark, seconded by Katzenmeyer to adjourn at 6:41 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.