



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, January 24, 2024

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

B. ROLL CALL

Present 7 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, Dan Devine, Brandon Reinke, David Raschka

Excused 2 - Kathleen Dagenhardt, Lisa Coons

Others Attending

Ald. Roadt, Dave Wepking, Melinda Dejewski, John Wellencamp, AmyRose Murphy, Emily Cialdini

Staff

Steve Schaer, AICP, Manager of Planning and Zoning
Jack Kovnesky, Planner

C. APPROVAL OF MINUTES

1. [24-0037](#) December 14, 2023 (draft minutes)

Attachments: [December 14, 2023 \(draft minutes\)](#)

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

D. NEW AND PREVIOUS MATTERS

- 2A. [24-0039](#) Site, Landscaping, and Architectural Design Review for City of West Allis Department of Public Works Facility, a proposed Light Industrial use, at 52** W. Burnham St. & 5032 W. Rogers St. (Tax Key Nos. 474-0002-001 & 474-0003-000).

Attachments: [\(SLA-Ord-CSM\) DPW](#)

2A, 2B & 2C were taken together.

- 2B. [24-0051](#) Ordinance to rezone property at 5032 W. Rogers St. from I-2 to I-1 Industrial (tax key no. 474-0003-000).

- 2C. [24-0052](#) Certified Survey Map to combine properties located at 52** W. Burnham St. & 5032 W. Rogers St. (Tax Key Nos. 474-0002-001 & 474-0003-000), submitted by the City Engineering Department.

Steve Schaer presented.

Recommendation (2A): Approve (**as amended**) the Site, Landscaping, and Architectural Design Review for City of West Allis Department of Public Works Facility, a proposed

Light Industrial use, at 52** W. Burnham St. & 5032 W. Rogers St. (Tax Key Nos. 474-0002-001 & 474-0003-000), subject to the following conditions:

1. Revised Site, Landscaping, and Architectural plans being submitted to the Planning and Zoning Office **and** to show the following: (a) delineate fencing (material types, height and location) on plans; (b) Additional landscaping on the SE ~~and E~~ side of the site. Additional infill landscaping within proposed green spaces per City Forester recommendation; (c) a photometric plan being submitted. Full cut-off fixtures and light directed downward to avoid splay beyond property limits; (d) canopy elevation being provided.
2. Documentation and approval showing compliance with the City of West Allis Storm water Management Ordinance, to be submitted to the Building Inspections and Neighborhood Services Department by a registered Civil Engineer. A storm water permit must be obtained from the City.

Recommendation (2B): Council approval of an Ordinance to rezone property located at 5032 W. Burnham St. from I-2 to I-1 Industrial (Tax Key No. 474-0003-000).

Recommendation (2C): Council approval of a certified survey map to combine 52** W. Burnham St. & 5032 W. Rogers St. (Tax Key Nos. 474-0002-001 & 474-0003-000), subject to submittal and technical corrections.

3. [24-0040](#) Certified Survey Map to split the existing parcel at 11** block S. 70 ST into two parcels, submitted by Emily Cialdini of Land by Label (Tax Key No. 439-9002-000).

Attachments: [\(CSM\) 1100 S 70th St](#)

Jack Kovinesky presented.

Recommendation: Approve the Certified Survey Map to split the existing parcel at 11** Block S. 70th St into two parcels. (Tax Key No. 439-9002-000) subject to the following conditions:

1. Common Council approval of the Certified Survey Map.
2. Staff review and technical corrections being made to the Certified Survey Map. Easements and cross-access agreements related to sanitary sewer main, storm mains, storm water retention, traffic/driveways, parking, etc. by the Engineering Department.

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

4. [24-0041](#) Site, Landscaping, and Architectural Design Review for 9700 W. National Ave. submitted by Andy Lopac of Best-In-Class Remodeling (Tax Key No. 479-0457-001).

Attachments: [\(SLA\) Best-In-Class Remodeling](#)

Jack Kovnesky presented.

Recommendation: Approval of the Architectural plan for Best-In-Class Remodeling, a proposed Neighborhood Service use, at 9700 W. National Ave. (Tax Key No. 479-0457-001) subject to working with City staff toward a phased approach for paving and landscape improvements.

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

5. [24-0042](#) Ordinance to amend zoning code related to certain animal services, rummage sales, and separation distance for narcotic treatment services.

Attachments: [\(ORD\) Zoning Code Updates v2](#)

Steve Schaer presented.

Recommendation: Council approval Ordinance to amend zoning code related to certain animal Services, rummage sales, and separation distance for narcotic treatment services.

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

6. [24-0044](#) Discussion item on the 2045 Comprehensive Plan.

Attachments: [Comprehensive Plan](#)

This matter was Discussed.

7. [24-0043](#) Discussion on 2023 Planning and Zoning Annual Report.

Attachments: [Annual Report](#)

This matter was Discussed.

8. [24-0045](#) Project Tracking update.

This matter was Discussed.

E. ADJOURNMENT

There being no other business, a motion was made by Clark, seconded by Frank to adjourn at 6:49 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.