



# City of West Allis

## Meeting Minutes

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

---

Wednesday, April 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** 5 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, David Raschka  
**Excused** 3 - Brandon Reinke, Kathleen Dagenhardt, Lisa Coons

#### Others Attending

Ald. Weigel, John Fuchs, Mian Oil Co., & Khalek Construction, Redmond Group, Ryan and Dave of North Shore Bank

#### Staff

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

#### C. APPROVAL OF MINUTES

1. [24-0248](#) March 27, 2024 (draft minutes)

**Attachments:** [March 27, 2024 \(draft minutes\)](#)

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

#### D. NEW AND PREVIOUS MATTERS

8. [24-0241](#) Certified Survey Map to combine the existing parcel at 9422 W. National Avenue (Tax Key No. 479-0674-003) and 9440 W. National Avenue (Tax Key No. 479-0676-004), into one parcel.

**Attachments:** [\(CSM\) 9422 W National Ave](#)

*Item taken out of order due to a scheduling conflict by applicant. Steve Schaer presented.*

*Recommendation: Common Council approval the Certified Survey Map to combine the existing parcel at 9422 W. National Avenue (Tax Key No. 479-0674-003) and 9440 W. National Avenue (Tax Key No. 479-0676-004), into one parcel subject to Common Council approval and a revised Certified Survey Map being submitted to the Planning office for minor technical corrections.*

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

- 2A. [24-0166](#) Conditional Use Permit for Tsunami Express Carwash, a proposed Car Wash with accessory drive-through service, at 10928 W. Oklahoma Ave.

Clark moved to approve Agenda items #2A & #2B, Frank seconded, motion carried.

**2B. [24-0167](#)**

Site, Landscaping, and Architectural Design Review for Tsunami Express Carwash, a proposed Car Wash with accessory drive-through service, at 10928 W. Oklahoma Ave. (Tax Key No. 520-0151-001)

**Attachments:** [\(CUP-SLA\) Tsunami Car Wash - 10928 W Oklahoma Ave \(3-27-24\)](#)  
[\(CUP-SLA\) Tsunami Car Wash - 10928 W Oklahoma Ave \(4-24-24\)](#)

Jack Kovnesky presented.

Wayne inquired on whether a traffic analysis been done by the Engr.Dept, and received confirmation that this was done with both our Engr. Dept., and Milwaukee County. Based on the traffic study there is not an expectation of traffic backing up onto Oklahoma Ave. Further details were provided by the Redmond Group, clarifying the reduced driveway openings on Oklahoma Ave., have been addressed per staff recommendations.

Brian Frank inquired on what the daily anticipated volume would be. Redmond Group stated their estimate is between 200-400 vehicles per day. Curb to curb service is five (5) minutes per car which is more efficient than other facilities.

**Recommendation:** Common Council approval of the conditional use and approval of the Site, Landscaping, and Architectural Design Review for Tsunami Express Carwash, a proposed Car Wash with accessory drive-through service, at 10928 W. Oklahoma Ave. (Tax Key No. 520-0151-001) subject to the following conditions:

1. Common Council approval of the Conditional Use Permit
2. A revised Landscaping Plan being submitted to the Planning office
3. 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. (CTH NN) being a County Highway and subject to County permit (plans have been shared with Milw. Co.).
4. 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.
5. Signage plans being reviewed for compliance and subject to permitting.

Clark moved to approve Agenda items #2A & #2B, Frank seconded, motion carried.

**3A. [24-0234](#)**

Conditional Use Permit for Panera Bread, a proposed restaurant, at 3020 S.108 St.

Clark moved to approve the Agenda, items #3A - #3B, Katzenmeyer seconded, motion carried.

**3B. [24-0235](#)**

Site, Landscaping, and Architectural Design Review for Panera Bread, a proposed restaurant at 3020 S.108 St. Tax Key No. 519-0339-007.

**Attachments:** [\(CUP-SLA\) Panera Cafe - 3020 S 108 St](#)

Steve Schaer presented.

Mayor Devine questioned why the applicant was opposed to outdoor dining, and was advised that based on this stores model they are not planning any outdoor dining usage, the focus is the quick pickup orders, fast casual: with no drive-thru options; about 20 indoor seats.

**Recommendation:** Common Council approval of the Conditional Use Permit for Panera Bread, a proposed restaurant, at 3020 S.108 St. and approval of the Site, Landscaping, and Architectural Design Review for Panera Bread, a proposed restaurant at 3020 S.108 St. Tax Key No. 519-0339-007, subject to the following conditions:

1. Common Council approval of the Conditional Use Permit.
2. A bicycle rack being located in front of the building.
3. Signage and lighting plans being reviewed for compliance and subject to permitting.
4. Consideration of an outdoor dining patio on site. (advised not mandatory)

Clark moved to approve Agenda items #2A & #2B, Frank seconded, motion carried.

**5A.** [24-0236](#)

Conditional Use Permit for a proposed gas station and neighborhood retail use at 8404 W. Greenfield Ave.

Frank moved to approve Agenda, items #5A & #5B, subject to signage condition of a 45 degree angle and revise the north elevation to be added to the Conditions of Approval, Clark seconded, motion carried.

**5B.** [24-0237](#)

Site, Landscaping, and Architectural Design Review for proposed gas station and neighborhood retail use at 8404 W. Greenfield Ave. (Tax Key No. 442-9001-000)

**Attachments:** [\(SUP-SLA\) Mian Oil - 8404 W Greenfield Ave](#)

Steve Schaer presented.

Wayne Clark asked about the conflicts with the neighborhood, along with the Alderperson's opinions of the current presented project.

Wayne Clark asked Mayor Devine what his opinion is, and was advised that he was unable to attend a meeting on Monday with the Third District Alderpersons, Planning and Mion Oil, due to a conflict, however he would be fine with this proposal.

Brian Frank requested the signage condition of a 45 degree angle and revise the north elevation to be added to the Conditions of Approval.

**Recommendation:** Common Council approval of the Conditional Use Permit and Site, Landscaping, and Architectural Design Review for proposed gas station and neighborhood retail use at 8404 W. Greenfield Ave. (Tax Key No. 442-9001-000), subject to the following conditions:

*(Items 1-4 are 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 public hearing scheduled (expected May 21, 2024).
2. Revised Site, Landscaping and Architectural Plans being submitted to the Department of Development to show the following: (a) consideration of an alternate building layout being prepared for review, closer to street frontage(s) and with canopy behind building; (b) relocating the S. 84 St. driveway further north on site away from the intersection; (c) 4-sided exterior design. A redesigned north elevation material and roofline to match rest of building; (d) alternate exterior material to EIFS (no EIFS, dryvit, or similar); (e) canopy elevations being provided (roofline and column design to match principle building); (f) additional landscaping and screening on site, especially along the north and west sides to buffer residential uses. Landscaping revisions in accordance with the City Forester's recommendations; (g) photometric exterior lighting details being provided. Contact Steve Schaer, City Planner at (414) 302-8466 with any questions.
3. Driveway modifications or change within right-of-way require 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.
4. 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.
5. Signage plans being reviewed for compliance and subject to permitting **with a 45 degree angle requirement.**

*U-Haul is encouraged to continue to work with staff and re-submit plans in alignment with staff comments shared below. Updates will come back to Plan Commission at a future meeting.*

**Frank moved to approve Agenda, items #5A & #5B, subject to signage condition of a 45 degree angle and revise the north elevation to be added to the Conditions of Approval, Clark seconded, motion carried.**

**6. [24-0238](#)**

Site, Landscaping, and Architectural Design Review for new house construction within the 1700 block of S. 60 St. (Tax Key No. 454-0032-002).

**Attachments:** [\(SLA\) New house - 1700 block S 60 St](#)

Steve Schaer presented.

Eric Torkelson prefers Option #1.

David Raschka stated a combination of Option #1 & #3 with a door on frontage of the house.

*Recommendation: Submittal of updated site, landscaping, and architectural design plans for new house construction within the 1700 block of S. 60 St. (Tax Key No. 454-0032-002). The design attributes from option 1 and 3 (with a front door & roof overhang) being incorporated to fit context and design quality of the neighborhood.*

**Clark moved to approve this matter, with a combination of Option 1 & 3 with a front door, Torkelson seconded, pending design changes, motion carried.**

- 7A. [24-0239](#) Conditional Use Permit for Myo Revelations Medical Massage, a proposed Massage Therapy use, to be located at 8831 W. Greenfield Ave.

**Katzenmeyer moved to approve Agenda, items #7A - #7B, Frank seconded, motion**

- 7B. [24-0240](#) Site, Landscaping, and Architectural Design Review for Myo Revelations Medical Massage, a proposed Massage Therapy use, to be located at 8831 W. Greenfield Ave. (Tax Key No. 451-0088-000).

**Attachments:** [\(CUP-SLA\) Myo Masssage - 8831 W Greenfield Ave.](#)

**Katzenmeyer moved to approve Agenda, items #7A - #7B, Frank seconded, motion carried.**

9. [24-0242](#) Vacation and discontinuance of an improved alley between W. Electric Ave. and W. Mobile St. west of S. 54 St.

**Attachments:** [\(VAC\) Electric alley](#)

*Steve Schaer presented.*

*Recommendation: Common Council approval of the vacation and discontinuance of an improved alley between W. Electric Ave. and W. Mobile St. west of S. 54 St.*

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

10. [24-0243](#) Site, Landscaping and Architectural plan for a new pavilion at Liberty Heights Park located at 6101 W. Orchard St. (Tax Key Number 454-0159-001)

**Attachments:** [\(SLA\) Liberty Heights Pavilion - 6101 W Orchard St.](#)

*Steve Schaer presented.*

*Wayne Clark inquired on the funding source for the project and was advised that Community Development Block Grant funds will be the funding source.*

*Recommendation: Approval of the Site, Landscaping, and Architectural plan for a new pavilion at Liberty Heights Park located at 6101 W. Orchard Ave. (Tax Key No. 454-0159-001) subject to technical review of Civil Plans and landscape improvements by staff.*

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

11. [24-0244](#) Preliminary Site, Landscaping, and Architectural Design Concept Review for construction of a new building with accessory drive-thru service at for North Shore Bank at 10533 W National Ave. (Tax key Parcel: 519-0002-006)

**Attachments:** [\(PRE-SLA\) North Shore Bank - 10533 W Nat'l Ave.](#)

*Jack Kovnesky presented.*

**This matter was No action taken.**

12. [24-0245](#) Signage Plan Appeal for Twisted Plants located at 6202 W. Lincoln Ave. (Tax Key No. 475-0375-000)

**Attachments:** [\(SIGN\) Twisted Plants - 6202 W Lincoln Ave.](#)

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

4. [24-0168](#) Site, Landscaping, and Architectural Design Review for U-Haul, an existing business, at 924 S.108 St., and a proposed business at 800 S. 108 St., and 7\*\* S.108 St. (Tax Key No's. 444-9993-001, 444-9995-002, & 444-9997-002)

**Attachments:** [\(SLA\) U-Haul - 924 S 108 St](#)

*Steve Schaer presented.*

*Wayne Clark stated there has to be a better use for this area.*

**Recommendation:** *Rejection of the proposed Site, Landscaping, and Architectural Design Review for U-Haul, an existing business, at 924 S.108 St., and a proposed business at 800 S.108 St., and 7\*\* S.108 St. (Tax Key No's. 444-9993-001, 444-9995-002, & 444-9997-002).*

*The review of U-Haul's plan submittal consists of three parts and corresponding with the three properties where the use, site changes, and building alterations are planned by U-Haul.*

*Common Council granted a use variance for properties at 800 S. 108 St. and 924 S. 108 St., and staff acknowledges. However, based on the volume of staff comments, non-conformance with sec. 19.13 the adopted site, landscaping, and architectural design review guidelines, and non-compliance with the signage ordinance section 13.21, staff is recommending Plan Commission reject the proposed U-Haul proposal. The Hwy 100 Corridor 2045 Comprehensive Plan acknowledge it as major gateway into/from the city, and therefore making the standards mentioned above imperative conditions of approval .*

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

13. [24-0246](#) Project Tracking updates.

**This matter was Discussed.**

- 14. [24-0247](#) Recommendation to move the May 22nd meeting to May 29th.

This matter was Approved.

**E. ADJOURNMENT**

*There being no other business, a motion was made by Clark, seconded by Frank to adjourn at 7:18 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.