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CITY AT THE CENTER
WEST ALLIS

City of West Allis
Matter Summary

7525 W. Greenfield Ave.
West Allis, WI 53214

File Number	Title	Status
2011-0005	**Special Use Permit**	**Introduced**

Special Use Permit application to establish a community based residential facility, adult and child day care, and classrooms within the Parkway School Building located at 2930 S. Root River Parkway.

Introduced: 1/4/2011

Controlling Body: Safety & Development Committee
Plan Commission

COMMITTEE RECOMMENDATION FILE

ACTION DATE: 2/1/11

	MOVER	SECONDER	AYE	NO	PRESENT	EXCUSED
Barczak						
Czaplewski						
Kopplin			✓			
Lajsic			✓			
Narlock		✓	✓			
Reinke	✓		✓			
Roadt						
Sengstock						
Vitale			✓			
Weigel						
TOTAL			5	—		—

SIGNATURE OF COMMITTEE MEMBER

Chair Vice-Chair Member

COMMON COUNCIL ACTION **PLACE ON FILE**

ACTION DATE: FEB 01 2011

	MOVER	SECONDER	AYE	NO	PRESENT	EXCUSED
Barczak			✓			
Czaplewski			✓			
Kopplin			✓			
Lajsic	✓		✓			
Narlock		✓	✓			
Reinke			✓			
Roadt			✓			
Sengstock			✓			
Vitale			✓			
Weigel			✓			
TOTAL			10	—		—

STANDING COMMITTEES OF THE CITY OF WEST ALLIS COMMON COUNCIL

ADMINISTRATION & FINANCE

Chair: Kurt E. Kopplin
Vice-Chair: Vincent Vitale
Thomas G. Lajsic
Richard F. Narlock
Rosalie L. Reinke

PUBLIC WORKS

Chair: Gary T. Barczak
Vice-Chair: Martin J. Weigel
Michael J. Czaplewski
Daniel J. Roadt
James W. Sengstock

SAFETY & DEVELOPMENT

Chair: Thomas G. Lajsic
Vice-Chair: Richard F. Narlock
Kurt E. Kopplin
Rosalie L. Reinke
Vincent Vitale

LICENSE & HEALTH

Chair: Michael J. Czaplewski
Vice-Chair: James W. Sengstock
Gary T. Barczak
Daniel J. Roadt
Martin J. Weigel

ADVISORY

Chair: Rosalie L. Reinke
Vice-Chair: Daniel J. Roadt
Kurt E. Kopplin
Richard F. Narlock
Vincent Vitale

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

Name Mark C. Taylor, AICP, Assoc. AIA
Company Daar Engineering, Inc.
Address 325 E. Chicago Street, Suite 500
City Milwaukee State WI Zip 53202
Daytime Phone Number 414.935.4426
E-mail Address mark.taylor@daarengineering.com
Fax Number
Project Name/New Company Name (If applicable) CLOSE TO HOME PARKWAY

Agent Address will be used for all offical correspondence.

Property Information

Property Address 2930 South Root River Parkway
Tax Key Number 520-9985-000
Current Zoning RA-1
Property Owner City of West Allis
Property Owner's Address
Existing Use of Property Office - Classrom (City of West Allis)
Total Project Cost Estimate: $3 million
Previous Occupant City of West Allis - School District/Parks

In order to be placed on the Plan Commission agenda, the Department of Development MUST receive the following by the last Friday of the month, prior to the month of the Plan Commission meeting.

(Check boxes next to each listed item):

- ☒ Completed Application
- ☒ Appropriate Fees
- ☒ Project Description
- ☒ 6 Sets of folded and stapled plans (24" x 36")
- ☒ 1 Electronic copy of plans (PDF format)
- ☒ Total Project Cost Estimate

Agent is Representing (Tenant/Owner)

Name Patti Hansburg
Company Close to Home Senior Living
Address 2882 S. 132nd. St.
City New Berlin State WI Zip 53151
Daytime Phone Number 262.370.8393
E-mail Address pattielvis@hotmail.com
Fax Number

Application Type and Fee

(Check all that apply)

- ☒ Special Use: $500.00 (Public Hearing Required)
- ☐ Level 1 Site, Landscaping, Architectural Plan Review $100.00 (Project Cost $0 -2,000)
- ☐ Level 2 Site, Landscaping, Architectural Plan Review $250.00 (Project Cost $2,001 -5,000)
- ☒ Level 3 Site, Landscaping, Architectural Plan Review $500.00 (Project Cost $5,001 +)
- ☐ Site, Landscaping, Architectural Plan Amendments $100.00
- ☐ Extension of Time: $250.00
- ☐ Signage Plan Review $100.00
- ☐ Signage Plan Appeal: $100.00
- ☐ Request for Rezoning: $500.00 (Public Hearing required)
  Existing Zoning: _____ Proposed Zoning: _____
- ☐ Request for Ordinance Amendment $500.00
- ☐ Planned Development District $1500.00(Public Hearing Required)
- ☐ Subdivision Plats: $1700.00
- ☐ Certified Survey Map: $600.00
- ☐ Certified Survey Map Re-approval: $50.00
- ☐ Street or Alley Vacation/Dedication: $500.00
- ☐ Transitional Use $500.00 (Public Hearing Required)

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

- ☒ Site/Landscaping/Screening Plan
- ☒ Floor Plans
- ☒ Elevations
- ☒ Signage Plan
- ☐ Certified Survey Map
- ☐ Other

CITY OF WEST ALLIS
DEPARTMENT OF DEVELOPMENT
DEC 2 2010
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Applicant or Agent Signature _____ **Date:** 1 Nov. 2010

Subscribed and sworn to me this 1st day of December, 20 10

Notary Public: H Schreck
My Commission: 7/20/14

NOTARY PUBLIC HOLLY M. SCHRECK STATE OF WISCONSIN

Please make checks payable to:
City Of West Allis

Oper: GNRCDE0 Check: 7563
Date: 12/10/10 01 Recpt no: 145349
CHECK PAYMENTS $500.00
Amount tendered $1000.00
PAY TO THE ORDER OF
TRI-CITY BANK
CITY OF WEST ALLIS #17107-250

Date: 12/10/10 01 Recpt no: 145349

GH	DEV SPECIAL U 1		$500.00
CLOSE TO HOME SENIOR LIVI			
GU	DEV LVL 3 SIT 1		$500.00
CLOSE TO HOME SENIOR LIVI			
CK	CHECK PA	7563	$500.00
CK	CHECK PA	7564	$500.00
Total tendered			$1000.00
Total payment			$1000.00

Trans date: 12/08/10 Time: 12:49:36

Oper: GNRCDE0 Check: 7564
Date: 12/10/10 01 Recpt no: 145349
CHECK PAYMENTS $500.00
Amount tendered $1000.00
PAY TO THE ORDER OF
TRI-CITY BANK
CITY OF WEST ALLIS #17107-250

Richard J. & Beverly J. Metzger
2929 S Wollmer Rd
West Allis WI 53227

RECEIVED
DEC 20 2010
CITY OF WEST ALLIS
CLERK/TREASURER

December 17, 2010

City of West Allis
City Clerk Paul M Ziehler
7525 W Greenfield Ave
West Allis WI 53214

RE; Common Council meeting
Tuesday January 4, 2011
The use of Parkway School building/p
By Close to home Senior Living, LLC

Attached are ~~8~~ 4 letters w/ concerns for this SUP/Hear + 1 approval

Dear Mr. Ziehler;

We have no problems with the proposal for the Senior care C. accommodate 17 rooms and the adult day care that would accom as it was presented would not entail people that have had or do have drug problems, mentally disturbed or pedophile problems.

We are completely opposed to a child day care that would be leased out to another organization and could accommodate up to 75 children with operational hours from 6:30AM to about midnight. First of all the hours of operation are way to long, we don't want people picking up children past 6:00PM at night. Secondly we do not want the day care operating seven days a week. We would not want any Saturday or Sunday operations. We want to enjoy the peace and quiet of the neighborhood at night and on the weekends. Thirdly having a drop off sight only where the concrete pad is, which was the school bus loading zone when the school was operational, is unsafe, would be to congested at times with the amount of children being dropped off and picked up, people would be pulling into our driveway to come and go up the street, they would be making Y turns in the street or making U turns at the corner of Wollmer Rd. and Root River Parkway. Also I have lived on this street since 1971 and I see the way cars come down around the bend where 114th St. and Wollmer Rd. split off at a fast rate of speed and in the winter before the salt truck/snow plow finds our quiet residential street watched many cars spin out and go up the curb, hit or take out a light pole or run into some parked cars on the road .This is not safe for the children and or the parents as children may dart out into the street while parents are trying to get their children buckled up or get them into or out of their car seats. If unfortunately this child day care becomes operational, there needs to be a drop off and pick up area that is not on the street. Fourthly the play area that is proposed is right across the street from the front of our house, which would create noise from screaming children at times. It was different when the school was operating as the children were mostly past the screaming age and were only out a short period of time for recess. We have five grandchildren so I am not opposed to children we just don't need the noise on a constant basis. Fifthly with the amount of people that would have to be employed there would not be adequate parking in the parking lot which means they could

be very likely be parking in front of our house for many hours, which we would not like. Sixthly we are very concerned that the value of our property will drop, (it has already gone down in value because of the economy) as many people would not be interested in buying a property across the street from a child day care facility.

Let's forget the child day care and proceed with the adult senior care and adult day care.

On December 7, 2010 I had sent this same letter to Steven J Schaer, Rosalie Reinke, James Sengstock and John f Stibal.

Sincerely,

Richard J Metzger

Beverly J. Metzger

cc: Mayor Dan Divine

TRIAD
CONSTRUCTION INC.

December 18, 2010

Mr. Paul M. Ziehler
City Administrative Officer
Clerk/Treasurer
City of West Allis
7525 W. Greenfield Avenue
West Allis, WI 53214

Dear Mr. Ziehler

I wanted to express my concern and interest regarding the proposed Close to Home Parkway, child and adult daycare located on the Root River Parkway.

My concern, as a business person in West Allis is the amount of vacant buildings in the area. This is not good for our community, but rather reflects negatively. West Allis should welcome, as I do this new business venture.

The idea of this daycare is a positive endeavor for West Allis, leading to more jobs and more families interested in living our community. This is a business that will enhance West Allis as well as myself as a business owner, allowing me to ensure my employee's, that West Allis has a top quality daycare service locally, not only for their children, but care for elderly family as well.

It is very fortunate for West Allis that Close to Home Parkway has chosen our community for their new business. They obviously did their research, as I had done, and selected our community for many of the same reasons I do business here.

Let's not miss an opportunity like this one. Close to Home Parkway will only be a positive addition to our neighborhood.

Sincerely,

Werner Holentunder
Triad Construction Inc.

RECEIVED
DEC 21 2010
CITY OF WEST ALLIS
CLERK/TREASURER

2077 South 116th Street, West Allis, WI 53227 t: 414.258.7111 f: 414.258.7132 www.triadgc.com

Dear Mr. Ziehler/City Clerk,

I am writing you today about the "Near Vacant" School Building located at 2930 S. Root River Parkway. As a member of West Allis and also a member of this line of work, I say this is a wonderful idea. Why wouldn't we want a Building that produces nothing and no jobs to turn into a place where people, like me, can find work and provides a very valuable service to our elderly and others in need of care. To sum it up I hope to see the Parkway School Building turn into something productive for all of us instead of rot away.

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DEC 22 2010
CITY OF WEST ALLIS
CLERK/TREASURER

Thanks For Reading My opinion,
West Allis Citizen,

RECEIVED

JAN 3 - 2011

CITY OF WEST ALLIS
CLERK/TREASURER

December 17th, 2010

Dear Mr. Ziehler,

Hello. I hope this letter finds you well. I am writing today to voice my support for the proposed community based residential facility and multi-generational daycare that may be established at the Parkway School Building located at 2930 S. Root River Parkway in West Allis.

I have worked as a caregiver for the elderly and those with dementia issues for nearly five years, and love that I can positively impact the lives of those who have given so much to their loved ones and their community. It is truly a great honor to care for individuals who have raised families in our area, worked diligently in careers that helped bolster our economy and even served in the Armed Forces. There are few ways to show your gratitude for a life lived selflessly, but I find that providing an environment where the aged members of our society can receive the best possible care is a small step in that direction. Currently, I am employed at Close to Home Senior Living, a CBRF located in Milwaukee. Almost weekly, we have tours of our facility for sons and daughters, relatives and guardians looking for a home for their loved ones. The need for exceptional care for our aging population is great, and it is disheartening to know that there are an inadequate number of facilities in the greater southeastern Wisconsin area that can accommodate them. By allowing another such facility to open its doors, not only will many jobs be created in a time when they are desperately needed, but families will finally have an option other than overcrowded nursing homes when it becomes too difficult to care for a loved one on their own. Also, as a new homeowner in the city of West Allis, I would relish the opportunity to welcome more tax revenue from the proposed business and the possibility of a much shorter commute to work should my current employment circumstances ever change.

In closing, I ask that the Parkway School Building Project be given serious consideration for the benefit of everyone in the city, not the least of whom deserve it the most. Thank you for your time and take care.

Sincerely,

Kelly Hansburg

Kelly Hansburg

MR. & MRS. THOMAS W. TOLLAKSEN
2840 S. Root River Parkway
West Allis, WI 53227

RECEIVED
JAN - 4 2011
CITY OF WEST ALLIS
CLERK/TREASURER

December 27, 2010

Paul M. Ziehler
West Allis City Clerk
West Allis City Hall
7525 W. Greenfield Avenue
West Allis, WI

Re: Proposed Special Use Permit Application to Establish a CBRF, Adult and Child Day Care and Classrooms at the Parkway School Building Located at 2930 S. Root River Parkway

Dear Mr. Ziehler:

Please be advised that we have a prior commitment and thus cannot attend the public hearing on the referenced proposed special use permit. For the reasons set forth below, we strongly object to the proposal.

From the information provided at the informational meeting held at Parkway School on December 6, 2010, it is clear that the proposed uses would create a substantial increase in traffic in this residential neighborhood. Further, since the proposal entails a twenty four hour per day, 365 day per year operation of the facility, the intrusion into this residential neighborhood will place a substantial burden on area residents.

By virtue of a copy of this letter to our alderpersons, we are advising them of our views on this matter. We appreciate the opportunity to provide our views to the Council before its consideration of this matter.

Very truly yours,

Thomas W. Tollaksen

Margaret F. Tollaksen

TWT/MFT/ljl

Close to Home Senior Living LLC
2882 S. 132nd St.
New Berlin, WI 53151
(262) 370-8393

Steven Schaer
7525 W. Greenfield Ave
West Allis WI 53214

January 20th, 2011

Dear Steve,

We are attempting to clarify information and address the concerns that were voiced in the last Common Council meeting pertaining to the Parkway School. We are looking forward to becoming part of the West Allis community both by expanding our business and fostering relationships with this city's citizens. We hope to bring positive change to the area by refurbishing an existing building to give it new purpose. The city will benefit from the tax revenue generated by our business plan and upwards of fifty new jobs will be created for the local economy. We are receptive to hearing ideas from the residents of the area and hope to work with the Common Council to make this project a positive experience for everyone involved both directly and indirectly. Thank you for taking the time to review this material and please feel free to contact us if you have any questions or concerns.

Sincerely,

Patti Hansburg

Patti Hansburg, RN
Co-owner Close To Home Senior Living Centers LLC

Cheryl Vander

Cheryl
Co-owr

"your sign has determined your image to a customer you haven't even met. A clear, clean sign is the first line of communication with your potential customer"

Ann -
Please attach to the Special use file 2011-0005

CITY OF WEST ALLIS
DEPARTMENT OF DEVELOPMENT
JAN 21 2011
RECEIVED

- If the child daycare was eliminated from the proposal what effect would this have upon the economics of the deal? Is this a consideration?

From the earliest planning stages of our venture on this site, the child daycare was integral to both the conceptual and financial success of the business. By creating an intergenerational facility, a place where young and old alike could gather to receive the finest care and interact with each other, we would be poised to offer our clientele a unique experience found in few other areas. Such an environment could ensure a greater enrollment for both daycares and offset incurred costs, such as the monthly mortgage and the renovation bills. Additionally, the rent generated from the child daycare could ease the burden of debt by providing the business with an income until all the rooms in the Community Based Residential Facility could be filled. Therefore, the removal of the children from our intergenerational plan is in no way a consideration for us as it is a vital component to the economic viability of the project.

- What use alternatives are there to the proposed child daycare use?

Initially, we wanted to offer West Allis residents the convenience of a 24-hour daycare center. Parents would have had the option of child care no matter what shift or hours were required of them at work. However, after careful consideration, we decided that such a facility would be too disruptive to the long-term residents surrounding the Parkway School. A daycare only open for two shifts a day would cut down on noise and traffic, giving our neighbors the opportunity for a peaceful night's rest. Also, in our early planning stages, we were interested in opening a coffee shop that could be frequented by the seniors in the area, but were met with resistance. Other options or alternatives we would consider include building housing for adults or for individuals struggling to overcome substance addiction. As the Parkway School was in the past allowed to serve high risk teens and AA meetings were held on the premises, these ideas do seem to have some merit.

- Why can't Close to Home simply increase the CBRF, the adult daycare and/or the special needs area?

By increasing the number of residents housed in the CBRF, we are state mandated to become a "large" facility as opposed to a "medium" sized facility. This means that families who are looking to place their loved ones in our care would need to be comfortable with the lack of a homey environment, and we wouldn't be able to give the residents the same level of care as we would in a less populated setting. We are not looking to become a nursing home where individuals are kept in their rooms until staff members have a chance to assess their condition during rounds. The same principal applies to the adult daycare and the special needs facility as well. Having more people in our care, while financially beneficial, is not in the best interest of our clientele, who come to us for a more intimate and personable solution to their changing needs.

- Elaborate on the whether or not the child day care entrance could be relocated to the north or west side of the building or in an area adjacent closer to the off-street parking lot?

After hearing the neighborhood's concern for child drop off at the existing bus staging area, we have relocated the entrance of the daycare to the west side of the building (using the existing primary entrance of the building) and added additional parking to accommodate the drop-offs and pick-ups in the parking lot.

- Clarify the maximum number of daycare children during second shift and hours of operation?

The State of Wisconsin licenses daycare operations based on the square footage of the building. Based on the size of the area allocated for the daycare, we would apply for a license to care for up to 72 children. Currently in the city of West Allis, no existing daycare has limitations on the number of children allowed on the premises during specific hours of the day. The hours of operation for our daycare would be from 6:00 AM until 12:00 AM. As the day progresses, the number of children onsite begins to decrease. We expect for there to be a greatly decreased number of children present at the daycare after 7:00 PM.

- Ages of daycare children served at Parkway?

The children at the facility would range from four weeks of age to twelve years of age.

- Transportation vans were indicated. Please identify the number, type and where they will be stored?

Three passenger vans will be used to transport children to and from the child daycare. They will be parked in three of the lot's spaces until the designated return time. At night, the vans will be parked (stored) at the homes of the drivers. Each van will be kept in good running order and will be equipped with a sensor to alert drivers to the presence of children within to ensure safety.

- Identify/clarify the proposed child day care use and provider (background, experience/qualifications, other locations, child care ages)?

The child daycare would be run by Steven Owens, a State of Wisconsin licensed provider who has been in business since 2007. All of his state surveys have been clean, meaning any and all concerns brought up during inspections have been remedied. His current business is Yours, Mine & Ours, located at 4345 W. Fond du Lac Avenue in Milwaukee. Mr. Owens' hours of operation are 6:00 AM to 11:30 PM, seven days a week.

- Identify/clarify the type of adult and senior day care uses proposed on site.

Elderly individuals who attend the senior daycare can expect well balanced meals and snacks, personal cares including bathing and beautician services, consultations with physicians, specialists and nurses, a wide-variety of activities including crafts, games, physical exercise, gardening, music/art appreciation, movie screenings, book readings, and invaluable interaction with the children at the youth daycare.

The adult special needs program is designed specifically to enhance the quality of life for people who are in dire need of help. Our trained personnel will work with these individuals to better their communication skills, promote socialization, and work to build simple life skills to improve their lives outside of an institutional setting. Physical activity, meal planning and preparation and therapy are all part of the proposed plan for that aspect of the business.

- Parking is provided on site. Indicate the number of parking stalls required and provided. Will the revised plan show additional off-street parking spaces be provided to satisfy the parking deficiency? Is this enough to accommodate all staff, visitors and day care?

Our initial plan had 42 parking spaces, but after listening to the local residents we have increased the parking to 52 spaces. The revised plan will ensure adequate parking spaces for all employees, daycare parents/guardians and visitors in the Parkway School parking lot. No additional cars/vehicles would need to be parked on the street. The parking lot will be properly maintained to meet with all standards of cleanliness and safety. The lot will be plowed and salted during the winter months as well.

- Clarify the educational programs and what job placement affiliations Close to Home has with metro area educational institutions?

In our current locations, we work closely with Alverno College's Art and Recreational Therapy Departments. Nearly every semester, we provide students with onsite clinical training. Residents participate in art therapy sessions to better themselves and give valuable hands-on training to students soon to be working in the field.

Also, we provide clinical training to fourth-year student nurses through the Carroll College School of Nursing. Both residents and students benefit from their interaction during these clinical days, and much is learned/gained by all involved.

Contact information:

For Alverno College:
Michele Burnie
Art Therapy Field Coordinator
(414) 382-6147

For Carroll College School of Nursing:
Judy Kopka, RN
Dr. Julie Ellis
(414) 326-2330

- Indicate the location and types of services offered at the other Close to Home facilities?

Our current locations are:

The Grantosa Home: 4265 N. 104th Street, Milwaukee, WI, 53222

The Bluemound Home: 12231 West. Bluemound, Wauwatosa, WI 53226

Both homes are 20 bed Community Based Residential Facilities. The Grantosa Home caters to older adults with chronic mental health issues and dementia, while the Bluemound Home provides for elderly individuals with dementia and chronic health issues. At our CBRF facilities, residents are provided with all of their nutritional needs. Three balanced meals and two snacks are served daily. All of their medical needs, including management and administration of all medications are dealt with by trained staff. Also, doctor visits are done in-house by Visiting Physicians. All housekeeping and laundry needs are met by the staff, and the residents enjoy a number of activities and socialization time. Bathing, physical exercise, hair care and outings are also provided and arranged for.

- Explain the exterior/site lighting plan for the Parkway School property.

Our goal is to reduce the amount of light pollution that already exists on the site. The flood lights will be removed to this end. We do not wish to add parking lot lighting nor have overhead lighting at the canopy as we feel this would negatively impact the neighborhood and be an unnecessary element for the operations of our facility. The entrance lighting will be accommodated by smaller wall mounted fixtures similar to wall sconces.

- What measures can be taken to address concerns relative to refuse/ dumpster location? Show an alternate location for refuse. (At the meeting it was mentioned that it was too close to residential areas.) What is the frequency of pick up and how are items packaged prior to disposal?

We have moved the refuse are adjacent to the vehicle drop/off turn around. Our existing facilities have collection once a week, but we have no

objections to twice a week collection if deemed necessary. We will also schedule pick-up for "working hours" rather than early morning or late night pickup.

Neatness and proper procedure is a key focus of operations. All garbage is tied in bags and placed in the proper container(s) before being collected and disposed of. We have no problems with odor or litter at our existing facilities; to which we take great pride.