



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, November 28, 2018

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING (Draft Minutes)

A. CALL TO ORDER

The meeting was called to order at 6:01 p.m. in Room 128

B. ROLL CALL

- Present** 8 - Mayor Dan Devine, Mr. Wayne Clark, Ms. Erin Hirn, Mr. Jon Keckeisen, Mr. Jim Lisinski, Ms. Amanda Nowak, Mr. Tom Rebstock, and Mr. Eric Torkelson
- Excused** 1 - Mr. Brian Frank

Staff

Steve Schaer, AICP, Manager of Planning and Zoning
Katie Bennett, Planner
Jill Gregoire, Planner

Others Attending

Sharif Malik, Bob Kraus, Dave Kopp, Mike McNello, Maria Rupena Karczewski, Ald. Roadt, Tim Kieffer, Debby Tomczyk, Chuck Western, Gene Eggert

C. APPROVAL OF MINUTES

1. [18-00675](#) October 24, 2018 Draft Minutes

Attachments: [October 24, 2018 \(draft minutes\)](#)

A motion was made by Mr. Keckeisen, seconded by Mr. Lisinski, that this matter be Approved. The motion carried unanimously.

D. NEW AND PREVIOUS MATTERS

- 2A. [18-00679](#) Ordinance to amend the Future Land Use Map within the City's Comprehensive Plan (Chapter 10 Land Use) from "Commercial" to "Industrial and Office" land use classification for property located at 1800 S. 92 St. submitted by Chr. Hansen (Tax Key No. 451-1002-000).

Attachments: [Chr Hansen Rezone and Land Use Amendment](#)

This matter was Approved on a Block Vote.

- 2B. [18-00680](#) Ordinance to amend the Official West Allis Zoning Map by rezoning the property located at 1800 S. 92 St. from C-2, Neighborhood Commercial District to M-1, Manufacturing District submitted by Chr. Hansen (Tax Key No. 451-1002-000).

Attachments: [Chr Hansen Rezone and Land Use Amendment](#)

Items 2A and 2B were considered together.

Discussion ensued with questions being answered by staff.

Recommendation (2A): Common Council approval of the Ordinance to amend the Future Land Use Map within the City's Comprehensive Plan (Chapter 10 Land Use) from "Commercial" to "Industrial and Office" land use classification for property located at 1800 S. 92 St. submitted by Chr. Hansen (Tax Key No. 451-1002-000).

Recommendation (2B): Common Council approval of an Ordinance to amend the Official West Allis Zoning Map by rezoning the property located at 1800 S. 92 St. from C-2, Neighborhood Commercial District to M-1, Manufacturing District submitted by Chr. Hansen (Tax Key No. 451-1002-000).

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Mr. Clark, seconded by Mr. Lisinski, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

3. [18-00681](#) Site, Landscaping and Architectural Plans for proposed building addition to an existing business located at 6623 W. Washington St., submitted by Charles Western on behalf of Toshiba (Tax Key No. 439-0001-031).

Attachments: [6623 W Washington \(SLA\)](#)

Staff presented a recommendation for conditional approval at the meeting.

Recommendation: Approval of the Site, Landscaping and Architectural Plans for proposed building addition to an existing business located at 6623 W. Washington St., submitted by Charles Western on behalf of Toshiba (Tax Key No. 439-0001-031), subject to the following conditions:

1. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) detailed landscaping plans showing additional landscaping areas along Washington St.; (b) implementation schedule of site and building improvements; (c) additional brick on North and East elevations of new addition (d) paint and color details for existing paneling; (e) review by the Historical Commission. Contact Jill Gregoire, Planner at (414) 302-8469 with further questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Jill Gregoire, Planner at (414) 302-8469 with further questions.
3. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of

landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Jill Gregoire, Planner at (414) 302-8469 with further questions.

The motion carried 6 in favor and 1 no (Clark).

A motion was made by Mr. Lisinski, seconded by Ms. Hirn, that this matter was Approved. The motion carried by the following vote:

Aye: 6 - Ms. Hirn, Mr. Keckeisen, Mr. Lisinski, Ms. Nowak, Mr. Rebstock, and Mr. Torkelson

No: 1 - Mr. Clark

- 4A.** [18-00682](#) Special Use Permit for a proposed banquet facility to be located within a portion of an existing shopping center located at 2671 S. 76 St., submitted by Joe Galbraith on behalf of Maria Rupena Karczewski.

Attachments: [Rupena's Event Space \(SUP-SLA\)](#)

This matter was Approved on a Block Vote.

- 4B.** [18-00683](#) Site, Landscaping and Architectural Plans for a proposed banquet facility to be located within a portion of an existing shopping center located at 2671 S. 76 St., submitted by Joe Galbraith on behalf of Maria Rupena Karczewski (Tax Key No. 515-0046-000).

Attachments: [Rupena's Event Space \(SUP-SLA\)](#)

Items 4A and 4B were considered together.

Discussion ensued with questions being answered by staff.

Jim Lisinski thought that landscaping had been previously required around the existing freestanding sign and motioned it should be installed in the spring. A short time later it was determined that landscaping had not been required around the sign, so his motion failed for lack of support.

Recommendation

Recommend Common Council approval of the Special Use Permit for a proposed banquet facility to be located within a portion of an existing shopping center located at 2671 S. 76 St. and approval of the Site, Landscaping and Architectural Plans for a proposed banquet facility to be located within a portion of an existing shopping center located at 2671 S. 76 St., submitted by Joe Galbraith on behalf of Maria Rupena Karczewski (Tax Key No. 515-0046-000), subject to the following conditions:

(Items 1 through 3 are required to be satisfied prior to any work being done that is associated with the proposal reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site and Landscaping Plans being submitted to the Department of Development to show the following: (a) a four-sided refuse enclosure;

including a cross-section elevation; (b) a minimum of 150 sq. ft. of landscaping at the base of the shopping center's freestanding monument sign; (c) removal of EIFS from the building materials; (d) confirmation of shopping center floor space in respect to parking calculations. Contact Katie Bennett, City Planner at 414-302-8463.

2. An estimated cost of landscaping being submitted to the Department of Development for approval. Contact Katie Bennett, City Planner at 414-302-8463.
3. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and fencing shall be executed by the applicant prior to the issuing of a building permit. The security form shall be submitted to and approved by the Building Inspections and Neighborhood Services Department, relative to the cost estimate as determined in Condition #2. Contact Katie Bennett, City Planner at 414-302-8463.
4. Common Council approval of the special use (scheduled for December 4, 2018) and applicant's acknowledgement of the special use resolution.

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission approval)

5. Signage plan being provided for staff review and approval.
6. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Mr. Clark, seconded by Mr. Torkelson, to approve all the actions on the preceding items on a Block Vote. The motion carried unanimously.

5. [18-00684](#) Site, Landscaping and Architectural Plans for site and building alterations to an existing mixed use building located at 7035 W. Greenfield Ave., submitted by Gene Eggert (Tax Key No. 453-0039-000)

Attachments: [7035 W Greenfield Ave \(SLA\)](#)

Discussion ensued with questions being answered by staff. Item 2-3 were satisfied at the meeting, as the applicant supplied a surety check for 125% of the estimated cost of screening the existing dumpster location.

Recommendation: Site, Landscaping and Architectural Plans for site and building alterations to an existing mixed use building located at 7035 W. Greenfield Ave., submitted by Gene Eggert (Tax Key No. 453-0039-000),

subject to the following conditions:

(Items 1 through 3 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. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) color/finish details of the new rear staircase, railings and landing; (b) a refuse enclosure being incorporated into the site plan; (c) any exterior lighting details being noted on plan; Contact Steve Schaer at 414-302-8460 with further questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8460.
3. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. The attached security form shall be submitted to and approved by the Building Inspection and Neighborhood Services Department, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer, City Planner at 414-302-8460.

A motion was made by Mr. Clark, seconded by Ms. Hirn, that this matter be Approved. The motion carried unanimously.

6. [18-00685](#) Certified Survey Map to consolidate properties located at 90** W. Oklahoma Ave. and 9022 W. Oklahoma Ave., submitted by Travis Puschnig, property owner (Tax Key No. 517-9982-003 and 517-9982-002)

Attachments: [9000 W Oklahoma \(CSM\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: Common Council approval of the Certified Survey Map to consolidate properties located at 90** W. Oklahoma Ave. and 9022 W. Oklahoma Ave., submitted by Travis Puschnig, property owner (Tax Key No. 517-9982-003 and 517-9982-002).

A motion was made by Mr. Clark, seconded by Mr. Lisinski, that this matter be Approved. The motion carried unanimously.

7. [18-00686](#) Signage Plan Appeal for Citgo, an existing business located at 6000 W. National Ave., submitted by Bob Kraus of Bauer Sign Company (Tax Key No. 439-0345-002).

Attachments: [6000 W National Ave \(SIGN\)](#)

Discussion ensued with questions being answered by staff. The applicant requested that the sign not be reduced below the 56 sf submittal as proposed by the sign contractor. Staff recommended that it would recommend denial instead, if the applicant isn't willing to reduce the sign to a conforming area per the ordinance.

Recommendation: Approval of the signage plan appeal for Citgo, an existing business located at 6000 W. National Ave., submitted by Bob Kraus of Bauer Sign Company (Tax Key No. 439-0345-002), subject to the following conditions:

(Items below 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. Revised Site, Landscaping, Screening and Signage Plans being submitted to and approved by the Department of Development to show the following: (a) the new freestanding sign should not exceed the 50 -sf allowance per the sign ordinance; (b) updated site plan showing vision angle requirements; (c) confirmation of the removal of the non-conforming pole sign on the NE side of the site within 30 days of issuance of the sign permit; (d) landscaping plan to meet the sign ordinance requirement 2x the sign face. Contact Steve Schaer at 414-302-8460 with further questions.

A motion was made by Mr. Clark, seconded by Ms. Hirn, that this matter be Approved. The motion carried unanimously.

8. [18-00687](#)

Status report:

- a. Mr. BBQ
- b. RSR Trucking

Discussion ensued with questions being answered by staff.

E. ADJOURNMENT

There being no other business, a motion was made by Wayne Clark and seconded by Jim Lisinski to adjourn the Plan Commission meeting at 6:57 p.m.

The motion carried unanimously.



All meetings of the {bdName} 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.