



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, February 25, 2026

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, Dan Devine, Brandon Reinke, Lisa Coons, Kathleen Dagenhardt

Excused 2 - Jessica Katzenmeyer, David Raschka

Staff

Steve Schaer, Director of Planning & Zoning
Jack Kovnesky, Planner
Emily Wagner, Planner

Others Attending

Biren Sheck, Mike Patel, Seung Park, Sam Makim; CD One Price Cleaners
Fred Baker; Divine Covenant Church
Tiasja Hayes; Scholars First Education, LLC
Taz-nique Brown; Discovering Scholars Academy, LLC

C. APPROVAL OF MINUTES

1. [26-0118](#) January 28, 2026 (draft minutes)

Attachments: [January 28, 2026 \(draft minutes\)](#)

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

D. NEW AND PREVIOUS MATTERS

- 2A. [26-0108](#) Conditional Use Permit for Scholars First Education, a proposed Group Childcare Center use, at 6014 W. Lincoln Ave.

Emily Wagner presented.

Items 2A & 2B were taken together.

Wayne Clark inquired whether the applicant agrees with the staff recommendations and received confirmation that she does, but she'd also like to see a 6 ft tall fence instead of 4 ft fencing for additional security for the children.

Wayne Clark asked for clarification from Steve Schaer on how the design guidelines are applied for these smaller type projects.

Recommendation: Plan Commission approval of the Site, Landscaping, and Architectural Design Review for Scholars First Education, a proposed Group Child Care use, at 6014 W. Lincoln Ave. (Tax Key No. 475-0279-000) subject to the following

conditions:

1. Common Council approval of the conditional use (scheduled March 10th, 2026)
2. A revised site and landscaping plan being submitted to show the following: (a) confirmation of four-sided refuse enclosure screening details; (b) an amendment of fencing type from chain link fencing to a material more compatible with the neighborhood scale (wood, wood composite, decorative) as well as an indication of the height of the proposed fence. (c) the proposed number and location of the cement planters, with plant species indicated on the site plan.
3. Signage plan submission for design approval.

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

2B. [26-0109](#)

Site, Landscaping, and Architectural Design Review for Scholars First Education, a proposed Group Childcare Center use, at 6014 W. Lincoln Ave. (Tax Key No. 475-0279-000)

Attachments: [\(CUP-SLA\) Scholars First Education - 6014 W Lincoln Ave.](#)

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

3A. [26-0110](#)

Conditional Use Permit for Discovering Scholars Academy, a proposed Group Child Care Center, at 1568 S. 81st St.

Jack Kovnesky presented.

Items 3A & 3B were taken together.

Wayne Clark inquired if the applicant is accepting of the staff recommendations. The chain fence is in good condition it is allowed to stay. Staff could not see existing condition from street frontage.

Recommendation: Common Council approval of the conditional use and approval of the Site, Landscaping, and Architectural Design Review for Discovering Scholars Academy, a proposed Group Child Care Center, at 1568 S. 81st St. (Tax Key No. 452-0308-000)

(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 approval of the Conditional Use Permit (Scheduled for March 10, 2026)
2. A revised site, landscaping, and architectural plan being submitted to show the following: (a) landscaping elements such as planter boxes, trellis', or other features on the site to contribute some natural features to the already built-out site); (b) refuse location and screening plan; (c) details on the outdoor play area including location, equipment, **fence type and condition** and any other pertinent details; (d) removal of the remnant sign support structure on the front façade
3. Building permits being applied for with the Code Enforcement Department for review.
4. Scope of work being indicated on signage and lighting. A signage permit will be

required with the Planning & Zoning Department.

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

3B. [26-0111](#)

Site, Landscaping, and Architectural Design Review for Discovering Scholars Academy, a proposed Group Child Care Center, at 1568 S. 81st St. (Tax Key No. 452-0308-000)

Attachments: [\(CUP-SLA\) Discovering Scholars Academy - 1568 S 81st St](#)

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

4A. [26-0112](#)

Conditional Use Permit for Divine Covenant Church, a proposed Religious Institution use at 10533 W. National Ave.

Jack Kovnesky presented.

Items 4A & 4B were taken together.

Eric Torkelson questioned if there are other locations than West Allis, Fred Baker confirmed that this would be their primary location. This location was chosen for the smaller space due to declining members.

Brian Frank asked if the church grows would a larger facility we needed, and received confirmation that is correct.

Kathleen Dagenhardt confirmed that the applicant was renting the suite and not the owner.

Recommendation: Common Council approval of the Conditional Use Permit for Divine Covenant Church, a proposed Religious Institution use at 10533 W. National Ave. approval of the Site, Landscaping, and Architectural Design Review for Divine Covenant Church, a proposed Religious Institution use at 10533 W. National Ave. subject to Common Council approval of the Conditional Use Permit (Scheduled for March 10, 2026)

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

4B. [26-0113](#)

Site, Landscaping, and Architectural Design Review for Divine Covenant Church, a proposed Religious Institution use, at 10533 W. National Ave. (Tax Key No. 519-9004-000)

Attachments: [\(CUP-SLA\) Divine Covenant - 10533 W Nat'l Ave.](#)

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

5. [26-0114](#)

Sign Plan Appeal for CD One Price Cleaners, an existing Dry Cleaning use, at 2367 S. 108 St. (Tax Key No. 484-0013-001)

Attachments: [\(SIGN\) CD One Price Cleaners - 2367 S 108 St.](#)

The applicant presented.

Discussion ensued with questions being answered by staff.

Recommendation: Denial of the proposed Sign Plan Appeal for CD One Price Cleaners, an existing Dry Cleaning use, at 2367 S. 108 St. (Tax Key No. 484-0013-001),

on the basis that the proposal doesn't satisfy variance criteria of the sign ordinance. Staff would be able to administratively approve a compliant plan if redesigned to meet the 125-sf limit.

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

6. [26-0119](#)

Project Tracking

Jack Kovnesky presented.

This matter was Discussed.

E. ADJOURNMENT

There being no other business, a motion was made by Clark, seconded by Dagenhardt to adjourn at 6:45 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.