



**STAFF REPORT  
WEST ALLIS PLAN COMMISSION  
Wednesday, December 2, 2020  
6:00 PM  
Virtual Meeting**

Watch: <https://www.youtube.com/user/westalliscitychannel>

- 9A. Special Use Permit for Pope Auto Worx, an existing vehicle repair business, to amend their special use permit to include indoor auto sales at 10214 W. Greenfield Ave.**
- 9B. Site, Landscaping and Architectural Plans for Pope Auto Worx, an existing vehicle repair business, to amend their special use permit to include indoor auto sales at 10214 W. Greenfield Ave., submitted by Nick Pope d/b/a Pope Auto Worx, LLC. (Tax Key No. 444-0392-000).**

Items 9A and 9B may be considered together.

**Overview and Zoning**

Pope Auto is an existing business at 10204 W Greenfield Ave and 10214 W Greenfield Ave. (separate properties with existing buildings). Pope expanded its operations in 2015 and updated the buildings and both sites with landscaping. A special use permit currently covers all operations over both addresses.



Nick Pope is seeking approval to add indoor auto sales at the 10214 W Greenfield Ave. location. The auto repair business will continue on both sites, but he is requesting a change to the existing special use to allow for indoor vehicle sales on the 10214 W. Greenfield Ave. property. Operations will not include an outdoor sales and display lot.

All vehicle sales would be conducted inside the building in accordance with the C-3, Community Commercial District.

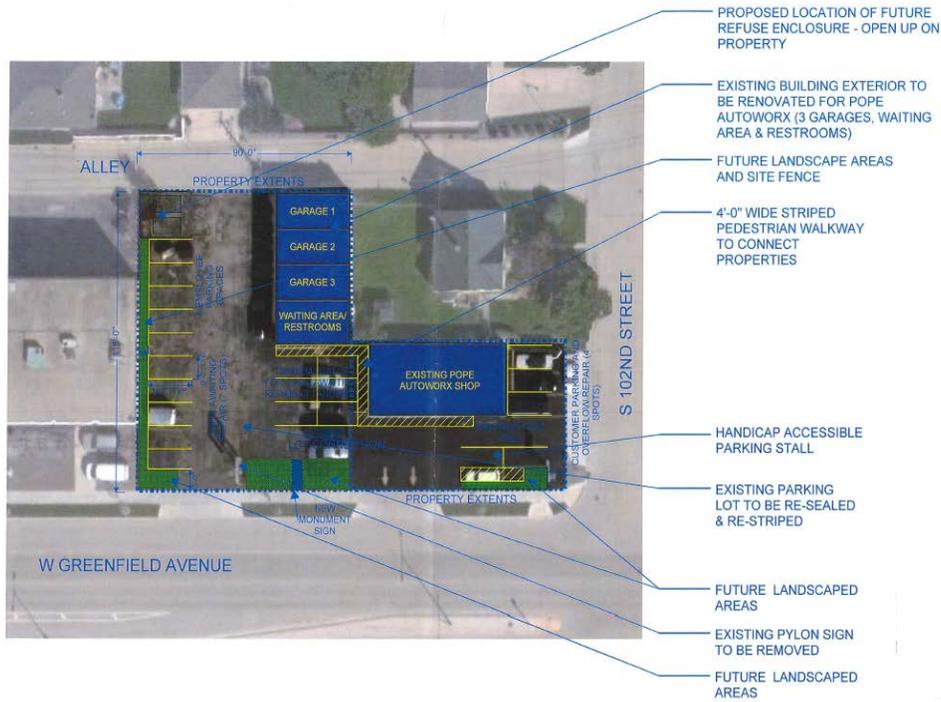
This item is expected to be on the December 2<sup>nd</sup> Plan Commission agenda, followed by a public hearing at the December 15<sup>th</sup> Common Council meeting.

10204 W. Greenfield Ave.

- Corner lot 0.23 acres
- 1,600 sq ft building w/ 3 bays and office

10214 W. Greenfield Ave

- Two parcels at 0.118 acres each
- 1,900 sq ft building w/ 3 bays and office on east parcel



**Business Operations:**

The 10204 W. Greenfield (corner lot) - the applicant references this as the "main building". The applicant will continue to use the east end of the building for point of contact with customers and part deliveries. This area will continue to be where customers will drop off or pick up their vehicles, parts will be delivered. Pope Auto will offer emission testing and plate renewals as currently provided, and will continue to be a full service auto repair facility.

The 10214 W. Greenfield Ave. (the site of the Proposed Special Use) is also covered under the special use permit (for auto repair) from 2015, but this is the lot where auto repair will continue, but it also proposed to add indoor vehicle sales. The building on this site is located on a separate property from the existing parking lot and includes 2 parcels (one parcel for the building and one with a parking lot). The building floor plan is set up so as the south end (facing W. Greenfield Ave.) and used as an office and waiting room. Three service/repair bays are located north of the office and waiting area. Vehicle services will continue to be provided on this site and will be the same as provided on the 10204 site. However, the 10214 building is also proposed to include an option for indoor auto sales in addition to repair.

Hours

The hours of operation will remain the same between properties: Monday-Friday 7:30a.m.-5:00p.m. and Saturday 8a.m.-noon.

The applicant indicates the following:

- The business currently offers courtesy vehicles to customers to use while their vehicle is in for service. Up to two of the five courtesy vehicles will be for sale at any given time. Vehicles listed for sale will be kept indoors.
- None of the vehicles for sale will be outdoors on display "for sale." Inside the loaner vehicles I will have a label (that only the driver can see) indicating that our loaner vehicles are for sale.
- The overall properties will visually remain the same.

**Site, Landscaping and Architectural Plans**

No proposed changes to the site, landscaping and architectural plans. The location of any vehicles for sale will be noted to be within the 10214 W Greenfield Ave. building.

**Certified Survey Map**

As a condition of the special use staff is recommending the applicant submit a certified survey map to combine the 2 lots at 10214 and 102\*\* W. Greenfield Ave. into one lot of record.

**Recommendation**

Recommend Common Council approval of the Special Use Permit for Pope Auto Worx, an existing vehicle repair business, to amend their special use permit to include indoor auto sales and approval of the Site, Landscaping and Architectural Plans for Pope Auto Worx, an existing vehicle repair business, to amend their special use permit to include indoor auto sales at 10214 W. Greenfield Ave., submitted by Nick Pope d/b/a Pope Auto Worx, LLC. (Tax Key No. 444-0392-000), subject to the following conditions:

(Items 1 through 2 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 Special Use (scheduled for December 15, 2020) and applicant's acknowledgement of the Special Use Permit Resolution.
2. A certified survey map being submitted to combine the 2 lots at 10214 and 102\*\* W. Greenfield Ave. into one lot of record.