



City of West Allis

Meeting Minutes

Plan Commission

7525 W. Greenfield Ave.
West Allis, WI 53214

Wednesday, August 22, 2018

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

B. ROLL CALL

Present 6 - Mayor Dan Devine, Mr. Wayne Clark, Ms. Erin Hirn, Mr. Jim Lisinski, Mr. Tom Rebstock, and Mr. Eric Torkelson
Excused 2 - Mr. Jon Keckeisen, and Ms. Amanda Nowak

Staff

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

Others Attending

Steve Rohde, Mark Dombrowski, Scott Zignego, Jim Wozniak, Joe Galbraith

C. APPROVAL OF MINUTES

1. [18-00459](#) July 25, 2018 Draft Minutes

Attachments: [July 25, 2018 Draft Minutes](#)

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

Steve Schaer introduced Jill Gregoire and Katie Bennett, both of whom are new Planners within the Department of Development.

D. NEW AND PREVIOUS MATTERS

4. [18-00462](#) Site and Landscaping plan for proposed site changes/paving to Wilson Elementary School located at 8710 W. Orchard St. submitted by Anthony Petersen of Ruekert & Mielke and Tim Williamson of the West Allis West Milwaukee School District (Tax Key No. 451-0077-000).

Attachments: [Wilson School - \(SLA\)](#)

Discussion ensued with questions being answered by staff.

Erin Hirn inquired as to what problems the grass created that prompted this change.

Mr. Rohde advised the vegetated area has required regular maintenance along with attention as mud and or other additional issues occurring.

Wayne Clark stated this proposal is a waste of money, which could be better used toward education.

Recommendation: Approve the Site and Landscaping plan for proposed site changes/paving to Wilson Elementary School located at 8710 W. Orchard St. submitted by Anthony Petersen of Ruekert & Mielke and Tim Williamson of the West Allis West Milwaukee School District (Tax Key No. 451-0077-000), subject to the following conditions:

(Items 1-3 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the 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) fence corrections/repairs to the existing chain-link fence on the west side of the site; (b) incorporating landscaping along the west fence line of the property within the grass area; (c) landscaping species details being provided on plan. Contact Steven Schaer Manager of Planning and Zoning 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 Shaun Mueller, Senior Planner at (414) 302-8460 with any 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 Steven Schaer, Manager of Planning and Zoning at (414) 302-8460 with any questions.

(Remaining conditions of approval to be satisfied within one year of Plan Commission ;)

4. 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.

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

5. [18-00464](#)

Certified Survey Map to consolidate 5 lots into 1 lot of record for Zignego Ready Mix, an existing business, located at 4** S. Curtis Rd., 5** S. Curtis Rd., 521 S. Curtis Rd., 551 S. Curtis Rd. and 571 S. Curtis Rd., submitted by Bob Zignego, on behalf of Zignego Ready Mix. (Tax Key Nos. 413-9992-001, 413-9990-008, 413-9990-007, 413-9990-003 and 413-9990-002)

Attachments: [Zignego - \(CSM\)](#)

Discussion ensued with questions being answered by staff.

Jim Lisinski inquired if the proposed 25-ft sound wall could be increased in width.

Erin Hirn stated the hours of operation appear to be longer than the current hours of operation. Steve Schaer explained the plan from 1997 didn't properly define hours and because not all of the properties were included under the 1997 special use, certain operations on site had no hour limit. An explanation of the current plan was also presented by Mr. Zignego. Of note, he indicated that they agreed to start crushing operations later in the morning at the request of the neighborhood.

Jim Lisinski questioned if the limit on the sound wall height was influenced by the material suggested and whether approving this option could potentially affect the current lawsuit. Steve Schaer answered that a site, landscaping and architectural plan is part of the special use approval and along with the amended special use resolution will function as the agreement between the City and Zignego.

Wayne Clark inquired if Ald. Barczak had been included in discussions regarding the wall height and was advised by staff that he and Alderman May have been part of the negotiation process, and are recommending Common Council consideration.

Mr. Zignego was asked if the sound wall could be extended, and stated the cell phone tower is an obstruction for both the proposed sound wall and those already established.

Recommendation: Recommend Common Council approval of the Certified Survey Map to consolidate 5 lots into 1 lot of record for Zignego Ready Mix, an existing business, located at 4** S. Curtis Rd., 5** S. Curtis Rd., 521 S. Curtis Rd., 551 S. Curtis Rd. and 571 S. Curtis Rd., submitted by Bob Zignego, on behalf of Zignego Ready Mix. (Tax Key Nos.

413-9992-001, 413-9990-008, 413-9990-007, 413-9990-003 and 413-9990-002).

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

3. [18-00461](#)

Site, Landscaping and Architectural Plans for proposed exterior alterations and site changes to Father Gene's Help Center, an existing organization located at 5919 W. National Ave. submitted by James M. Wozniak of Father Gene's Help Center and Joe Galbraith, Galbraith Carnahan Architects (Tax Key No. 438-0401-001).

Attachments: [Fr Genes - \(SLA\)](#)

Discussion ensued with questions being answered by staff.

Recommendation: Approval of the Site, Landscaping and Architectural Plans for proposed exterior alterations and site changes to Father Gene's Help Center, an existing organization located at 5919 W. National Ave. submitted by James M. Wozniak of Father Gene's Help Center and Joe Galbraith, Galbraith Carnahan Architects (Tax Key No. 438-0401-001).

(Items 1-3 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the 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) additional accent wall (wood siding) material being incorporated into the exterior fascia of the building on the north elevation; (b) detailed cut sheets for all improvements proposed (i.e. exterior material like new substrate and stucco areas, lighting details, paint colors, wood siding details, bike racks) to be approved by staff; (c) landscaping species details being provided on plan and approved by the City Forester; (d) delineate property lines on the site plan accurately and reference proposed and existing fence lines. Contact Steven Schaer Manager of Planning and Zoning 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 Shaun Mueller, Senior Planner at (414) 302-8460 with any 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 Shaun Mueller, Senior Planner at (414) 302-8460 with any questions.

(Remaining conditions of approval to be satisfied within one year of Plan Commission;

4. 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.

A motion was made by Wayne Clark and seconded by Jim Lisinski to accept the staff recommendations.

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

6. [18-00463](#) Site and Landscaping Plan amendment for proposed site changes to Fire Station No. 1 located at 7332 W. National Ave. submitted by Chief Pooler, West Allis Fire Department (Tax Key No. 453-0222-000).

Attachments: [WAFD - \(SLA\)](#)

Discussion ensued with questions being answered by staff.

Deputy Chief Dombrowski offered further information regarding the proposed site changes.

Erin Hirn questioned whether the new parking slabs would interfere with the exciting sidewalk area.

Jim Lisinski inquired on the permanency of this change and whether this will be permanent regardless of the Common Council decision on additional parking. Staff indicated that the change is expected to be permanent.

Recommendation: Approval of the Site and Landscaping Plan amendment for proposed site changes to Fire Station No. 1 located at 7332 W. National Ave. submitted by Chief Pooler, West Allis Fire Department (Tax Key No. 453-0222-000), subject to the following: (a) vehicle parking not encroaching into the sidewalk area, ensuring that the Department vehicles will fit within the proposed space; (b) a revised landscaping plan for the remaining landscaping area south of the new paved surface.

***** Staff notes that while it's recommending approval of the proposed***

pavement extension, other alternates may be feasible, and are offered below for discussion:

Wayne Clark commented after the vote that it's a tragedy that there are no command staff employees of the Fire Department currently living within the City of West Allis.

A1 - the existing on street angle parking on S. 74 St. and/or along W. National Ave. in front of the Fire Department, could be signed and designated for Fire Department personnel parking only.

A2- Furthermore, the City libraries off-street parking lot affords a surplus of parking that could be used by the Fire Department for overnight parking of personal vehicles. Command vehicles could then be parked within the angle stalls on S. 74 St. (if made permanent), and/or within the existing on-site parking lot north of heroes court for ease of access and charging.

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

2. [18-00460](#)

Site, Landscaping and Architectural Plan for Blast Cleaning Technologies, a new business to be located within a portion of the Whitnall Summit building at 6682 W. Greenfield Ave. submitted by Kyle Harmon of 6682 LLC property owner (Tax Key Nos. 439-0001-031)

Attachments: [Blast Cleaing - \(SLA\)](#)

Discussion ensued with questions being answered by staff.

Wayne Clark inquired and received confirmation from Steve Schaer that the property owner, Whitnall Summit, is in agreement with this proposal.

Erin Hirn questioned if additional landscaping will be proposed and or needed. Steve Schaer replied that more parking may be needed in the future, as the adjacent 6610 W. Greenfield Ave. property may share parking.

Jim Lisinski is glad the architecture will remain part of this project.

Mayor Devine stated he's glad this new business is moving to our city.

Recommendation: Approval of the Site, Landscaping and Architectural Plan for Blast Cleaning Technologies, a new business to be located within a portion of the Whitnall Summit building at 6682 W. Greenfield Ave. submitted

by Kyle Harmon of 6682 LLC property owner (Tax Key Nos. 439-0001-031) subject to the following conditions:

(Items 1-3 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the 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) updated entry ramp detail to correlate with the site/landscaping plan; (b) parking lot stall configuration being accurately shown to eliminate conflicts with accessibility; (c) detailed landscaping plans for the front yard area between the building and W. Greenfield Ave.; (d) incorporating a walkway from public right-of-way to the front entrance and showing at least two bicycle racks on the site plan; (e) paint and color details being provided. Contact Steven Schaer Manager of Planning and Zoning 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 Shaun Mueller, Senior Planner at (414) 302-8460 with any 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 Shaun Mueller, Senior Planner at (414) 302-8460 with any questions.

(Remaining conditions of approval to be satisfied within one year of Plan Commission;)

4. 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.

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

7. [18-00465](#) Ordinance to amend Subsection 12.06 Definitions and Subsection 12.10 General Provisions relative of the Revised Municipal Code relative to motor vehicle and small engine repair in residential districts.

Attachments: [Ordinance 12.06 & 12.10 RMC -\(ORD\)](#)

Discussion ensued with questions being answered by staff.

Wayne Clark questioned who is in charge of enforcing this requirement and further stated that he is opposed to this change. Building Inspections is the enforcement Department.

Recommendation: Staff is not opposed to amending the definition to remove the existing prohibition of vehicle repair. The draft ordinance will be introduced to Common Council for further discussion before the S&D Committee.

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

Aye: 4 - Ms. Hirn, Mr. Lisinski, Mr. Rebstock, and Mr. Torkelson

No: 1 - Mr. Clark

E. ADJOURNMENT

There being no other business, a motion was made by Eric Torkelson and seconded by Wayne Clark to adjourn the Plan Commission meeting at 6:47 p.m.



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.