



MINUTES
WEST ALLIS PLAN COMMISSION
WEDNESDAY, JUNE 22, 2016
6:00 pm
ROOM 128 – CITY HALL – 7525 W. GREENFIELD AVE.

- PRESENT:** Mayor Dan Devine; Wayne Clark, Vice Chair; Ron Rieboldt; Jim Lisinski; Eric Torkelson; Jon Keckeisen
- EXCUSED:** Jean Wolfgang; Erin Hirn
- STAFF:** Steve Schaer, AICP, Manager of Planning and Zoning
Bart Griepentrog, AICP, Planner II
Ben Rohr, Planning Intern
- OTHERS:** Dennis Mesoloras, Tawana Watkins, Melanie San Fellippo, Jana Boschi, Matt Orval, Andrea Hunley, Diane Brandt, Skip DeBack, Jeff Lex, Kathleen Wade

The meeting was called to order at 6:07 p.m. in Room 128.

1. Approval of the June 6, 2016 minutes.

A motion was made by Wayne Clark and seconded by Jim Lisinski to approve the minutes of the June 6, 2016 meeting.

The motion carried unanimously.

- 2A. Special Use Permit for re-occupancy of a mixed-use commercial and residential building located at 6416-6418 W. National Ave.**
- 2B. Site, Landscaping and Architectural Plans for re-occupancy of a mixed-use commercial and residential building located at 6416-6418 W. National Ave., submitted by Gerald Macklin, d/b/a Midwest Commercial Funding, LLC (Tax Key No. 454-0204-000)**

Items 2A and 2B were considered together.

Discussion ensued with questions being answered by staff.

Wayne Clark questioned the project's delay and applicant's ability to get the job done this time. Based on their previous inaction and worsening conditions, he was skeptical.

Ron Rieboldt indicated that he was willing to allow 30 days for compliance.

Jim Lisinski was concerned with the property's disrepair and pest issues, and stated that he would prefer to have Common Council make the decision.

A motion was made by Wayne Clark and seconded by Jim Lisinski to recommend denial of the Special Use Permit for re-occupancy of a mixed-use commercial and residential building located at 6416-6418 W. National Ave. and deny the Site, Landscaping and Architectural Plans for re-

occupancy of a mixed-use commercial and residential building located at 6416-6418 W. National Ave., submitted by Gerald Macklin, d/b/a Midwest Commercial Funding, LLC (Tax Key No. 454-0204-000)

The motion passed 3-2 (Clark, Torkelson and Lisinski voting in favor of denial and Keckeisen and Rieboldt voting no).

3. **Site, Landscaping and Architectural Plans for Plaza 108, an existing multi-tenant commercial building located at 1461-1511 108 St., submitted by Matt Orval d/b/a MSI General Corporation. (Tax Key No. 448-9999-011)**

Discussion ensued with questions being answered by staff.

The applicant indicated that perimeter landscaping on the south would be infeasible, because of the current property line. Staff indicated that they would work with them on a solution, so as to not permit asphalt-to-asphalt conditions.

Wayne Clark requested that the non-conforming pole sign be taken down as soon as possible, and the applicant indicated that it would be taken down once the façade work was completed, since the work needed to be undertaken in phases to allow for parking and circulation while the businesses remained open.

Wayne Clark questioned the need for landscaping within the parking lot, and indicated that the parking lot was very busy. The applicant confirmed that the current tenants would be staying and drawing similar traffic demands.

Jim Lisinski agreed with the modification to not require landscaping end caps, but was in favor of landscaping bump outs at the entrances.

A motion was made by Wayne Clark to modify staff's recommendation by removing the requirement for landscape end caps within item 1(c), and seconded by Jim Lisinski.

Recommendation: Recommend approval of the Site, Landscaping and Architectural Plans for Plaza 108, an existing multi-tenant commercial building located at 1461-1511 108 St., submitted by Matt Orval d/b/a MSI General Corporation. (Tax Key No. 448-9999-011), subject to the following conditions:

(Items 1-4 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 and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) architectural material and color samples; (b) architectural treatment of the full southern elevation and partial northern elevation; (c) detailed landscape plan showing landscape "bump outs" along the entrances, and south perimeter treatments; (d) updated garbage containers at tenant entrances, with consideration of pots/planters for vegetation; (e) architectural lighting specifications; (f) details of four-sided refuse screening; and, (g) inclusion of two bike racks; Contact Bart Griepentrog, Planner II, at (414) 302-8469 with any 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 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 #3. Contact Steve Schaer, Planning Manager at (414) 302-8466.
4. Property owner's acknowledgement signature that the non-conforming pole sign will be removed within one year of plan approval.

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

5. Signage plans being submitted to and approved by the Department of Development.
6. Lighting plan being submitted to the Department of Development for review.
7. 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.

The motion carried unanimously.

4A. Special Use Permit for Bright Minds Family Child Care, a proposed Daycare, to be located at 8802 W. Becher St.

4B. Site, Landscaping and Architectural Plans for Bright Minds Family Child Care, a proposed Daycare, to be located at 8802 W. Becher St., submitted by Tawana Watkins, doing business as Bright Minds Family Child Care LLC. (Tax Key No. 478-0072-001)

Items 4A and 4B were considered together.

Discussion ensued with questions being answered by staff.

The applicant indicated that plans may be revised to only include one exterior door on the east façade, as opposed to two, depending on their budget. Jim Lisinski responded that he had no issue with this modification, as long as it met building and fire codes.

Eric Torkelson suggested that security cameras be installed somewhere on the property and questioned whether or not there were any known sex offenders in the area. Staff indicated that no known issues were discovered during the project's review. The West Allis Police and Fire Department Departments were part of the staff review process.

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

Recommendation: Recommend Common Council approval of the Special Use Permit for Bright Minds Family Child Care, and approval of the Site, Landscaping and Architectural Plans for Bright Minds Family Child Care, a proposed Daycare, to be located at 8802 W. Becher St., submitted by Tawana Watkins, Bright Minds Family Child Care (Tax Key No. 478-0072-001), subject to the following conditions:

(Items 1 through 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. A revised site, landscaping and architectural plan being submitted to the Department of Development to show the following: (a) site/landscape plan updates to show existing landscaping areas and proposed improvements near new fire exit (east side of site) and installation of a new raised landscaping island on the north parking row end-cap of the site (near the alley); (b) removal and replacement of dilapidated parking lot wheel stops, or installation of a poured curb; (c) removal of wood timbers and installation of a masonry/landscape block edge to frame the existing landscaping area on the planting bed located on the west side of the parking lot (similar to what has been done on the front/south end of the parking lot fronting W. Becher St. and on the east side of the site facing S. 88 St.); (d) freshen up the existing landscape areas (replace any dead landscaping, weeding, new mulch, straighten/true any misaligned landscaping blocks around existing planting areas); (e) play area surface being delineated on plans; (f) property owner to remove one or more of the damaged wall panels to determine the underlying wall surface and work with staff on a plan and scope of work for the renovation of the west exterior wall of the building. Contact Steve Schaer, Manager of Planning and Zoning at (414) 302-8460 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8466.
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.
4. Common Council approval of the Special Use Permit, and applicant's acknowledgement signature on the Special Use Resolution being submitted to the Clerk's Office. (Public Hearing scheduled for July 5, 2016)
5. Property owner's acknowledgement that the non-conforming roof sign is removed within one year.

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

6. A revised signage plan being submitted to and approved by the Department of Development.
7. 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.

The motion carried unanimously.

6. Creative Sign Plan for Seams Sew Perfect, an existing sewing business, located at 6339 W. Beloit Rd., submitted by Kathleen Wade, d/b/a Seams Sew Perfect. (Tax Key No. 475-0449-000)

Discussion ensued with questions being answered by staff.

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

Recommendation: Recommend approval of the Creative Signage Plan for the Seams Sew Perfect, an existing sewing business, located at 6339 W. Beloit Rd., submitted by Kathleen Wade, d/b/a Seams Sew Perfect. (Tax Key No. 475-0449-000), subject to the following conditions: (A) removal of the existing yard signage in front of the building and (B) a window signage plan detailing compliance with the City Sign Code (under 20% total window area). Contact Ben Rohr, Planning Intern at (414) 302-8401 with any questions.

The motion carried unanimously.

10. Signage Plan appeal for Crawdaddy's Restaurant, an existing business, located at 9427 W. Greenfield Ave., submitted by Lemberg Electric. (Tax Key No. 450-0022-001)

Discussion ensued with questions being answered by staff.

A motion was made by Wayne Clark to approve the static sign with removal of the pole sign immediately. Discussion ensued and Mr. Clark later withdrew his motion.

Staff indicated that a revised proposal for signage with an electronic message center was received shortly before the meeting. Staff noted that they had not had a full chance to review the proposal.

The applicant informed that holding the item would not be preferable, since he'd like to be able to order and install the sign prior to State Fair. The applicant also requested an additional year (for a total of 3 years) to comply with the removal of non-conforming pole signage. Staff's recommendation (to grant two years to come into compliance) was modified by the Plan Commission to grant 3 years (June 2019) to come into compliance/remove non-conforming pole signage;

Ron Rieboldt noted that he believed the v-shape projecting sign should only be calculated as one side, since both would not be visible at one time. Based on that, it was his understanding that the proposed message center conformed to the 35% maximum.

A motion was made by Ron Rieboldt to approve the new version of the sign (version 2) with a requirement that the non-conforming pole sign come down at the end of the tenant's lease in 2019. The motion was seconded by Jim Lisinski.

Recommendation: Recommend approval of the Signage Plan appeal for Crawdaddy's Restaurant, an existing business, located at 9427 W. Greenfield Ave., submitted by Lemberg Electric (Tax Key No. 450-0022-001), subject to the following conditions: (a) removal of the existing pole sign at the end of the church tenant's current lease in 2019; (b) sign faces to be opaque (copy may be translucent); a revised plan showing the combination of awnings and main entrance signage; (c) verify the preferred awning design and size/area of copy on each awning. Contact Steve Schaer, Manager of Planning and Zoning at (414) 302-8466 with any questions.

The motion carried unanimously.

11. Request for an extension of time to remove existing pole signage at a multi-tenant commercial building at 1117-25 S. 108 St. submitted by Dennis Mesoloras, property owner (Tax Key No. 445-0717-000).

Discussion ensued with questions being answered by staff.

The applicant indicated that he is unable to take down and replace the current tenant's non-conforming signage at this time, based on cost. He indicated that the area is struggling, which is why he's requested the additional time to plan for improvements.

Eric Torkelson requested a follow-up in June of 2018.

A motion was made by Eric Torkelson and seconded by Jon Keckeisen to accept the staff recommendations.

Recommendation: Recommend an allowance of a 2 year extension of time (until June of 2018) to remove existing pole signage at the multi-tenant commercial building at 1117-25 S. 108 St. (Tax Key No. 445-0717-000)

The motion carried unanimously.

- 5A. **Special Use Permit for Endless Autosport, an existing automobile accessory/part sales store, proposing to establish a vehicle repair and service business, to be located within an existing building at 10923 W. Mitchell St.**
- 5B. **Site, Landscaping and Architectural Plans for Endless Autosport, an existing automobile accessory/part, proposing to establish a vehicle repair and service business, to be located within an existing building at 10923 W. Mitchell St., submitted by AJ Konkol, d/b/a Endless Autosport. (Tax Key No. 448-9983-002)**

Items 5A and 5B were considered together.

Discussion ensued with questions being answered by staff.

A motion was made by Wayne Clark and seconded by Eric Torkelson to accept the staff recommendations.

Recommendation: Common Council approval of the Special Use Permit for Endless Autosport, an existing automobile accessory/part sales store, proposing to establish a vehicle repair and service business, to be located within an existing building at 10923 W. Mitchell St. and approval of the Site, Landscaping and Architectural Plans for Endless Autosport, located within an existing building at 10923 W. Mitchell St., submitted by AJ Konkol, d/b/a Endless Autosport. (Tax Key No. 448-9983-002), subject to the following conditions:

(Items 1 through 5 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. An acoustic (sound/noise level) audit being conducted by a licensed professional independent contractor. Findings and recommendations being reviewed with the Planning Division and the Health Department. The goal of the audit is to analyze findings and develop an implementation plan toward noise reduction measures (both on site and in the surrounding area). Contact Sally Nusslock, Director of Health Department at (414) 302-8600 for further information.
2. A revised site, landscaping and architectural plan being submitted to the Department of Development to show the following: (a) site/landscape plan updates to delineate the location of customer, employee parking and any outdoor storage; (b) floor plan being amended to delineate a quiet room/sound booth for the dyno area; (c) a note on plan indicating that overhead doors shall be kept closed to limit sound emissions to surrounding areas; (d) location

of refuse being identified on plan. If located outside details of a four sided refuse enclosure. Contact Steve Schaer, Manager of Planning and Zoning at (414) 302-8466 with any questions.

3. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8466.
4. 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.
5. Common Council approval of the Special Use Permit, and applicant's acknowledgement signature on the Special Use Resolution being submitted to the Clerk's Office (Public Hearing scheduled for July 5, 2016).

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

6. If signage is proposed, a signage plan being submitted to and approved by the Department of Development.
7. 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.

The motion carried unanimously.

7. Site, Landscaping and Architectural Plans for the installation of a generator and associated equipment to be located within the City Hall parking lot at 7525 W. Greenfield Ave., submitted by Michael Lewis d/b/a City of West Allis. (Tax Key No. 453-0340-002)

Discussion ensued with questions being answered by staff.

Wayne Clark asked if the City's refuse area would be adequately screened, and staff confirmed that it would be taking place, based on their proposed recommendations.

Ron Rieboldt questioned if natural gas had been considered, as opposed to diesel. He also questioned the height of the equipment in relation to the height of proposed screening. Staff indicated that landscaping would also help to screen the generator.

Wayne Clark questioned how often the equipment would be tested, and staff confirmed that it would be tested sparingly, perhaps only once every 6 months.

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

Recommendation: Recommend approval of the Site, Landscaping and Architectural Plans for the installation of a generator and associated equipment to be located within the City Hall parking lot at 7525 W. Greenfield Ave., submitted by Michael Lewis d/b/a City of West Allis. (Tax Key No. 453-0340-002), subject to the following conditions:

(Item 1 is 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 and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) proposed landscape screening around the generator, associated equipment and west side of the parking lot; (b) fenced refuse screening; and, (c) installation of a new multi-rack bike rack within the parking lot. Contact Bart Griepentrog, Planner II, at (414) 302-8469 with any questions.

The motion carried unanimously.

8. **Certified Survey Map to divide an existing parcel located at 6600 W. Washington St., into two new lots for the purposes of acquisition by 6682 LLC, submitted by Kyle Harmon/applicant for 6682 LLC. (Tax key No. 439-0001-035).**

Discussion ensued with questions being answered by staff.

Wayne Clark asked how this relates to the proposed roadway cut-thru that is being discussed by the Wisconsin Department of Transportation. Staff confirmed that the roadway would be located in this general area, which would then be better opened up for redevelopment.

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

Recommendation: Recommend Common Council approval of the Certified Survey Map to divide an existing parcel located at 6600 W. Washington St., into two new lots for the purposes of acquisition by 6682 LLC, submitted by Kyle Harmon/applicant for 6682 LLC. (Tax key No. 439-0001-035).

The motion carried unanimously.

9. **Master Sign Plan for Aurora West Allis Medical Center, 8901 W. Lincoln Ave, submitted by Poblocki Sign Company.**

This item was held, per the applicant's request.

12. **Ordinance to amend 12.06 and 12.43 of the Revised Municipal Code relative to defining and permitting Tobacco Retailers.**

Discussion ensued with questions being answered by staff.

Staff updated that since last meeting, a 1,000 ft. buffer was requested by the sponsoring Alderpersons, and that a map had been provided to indicate the proposed impacts.

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

Recommendation: Recommend Common Council approval of the Ordinance to amend subsections 12.06 and 12.40 and 12.42 of the Revised Municipal Code relative to Tobacco Retailers definitions and requirements, subject to the following conditions: 1. Confirmation of the proposed separation clause dimensions by the City Attorney; 2. Aldermanic and/or committee sponsorship; and, 3. The holding of a

Public Hearing before the Common Council, which is scheduled for July 5, 2016. Contact Bart Griepentrog, Planner II, at (414) 302-8469 with any questions.

The motion carried unanimously.

13. Review of proposed Project Plan for Tax Incremental District (TID) Number Fifteen, City of West Allis, Wisconsin (The Market), as to conformance with the General Plan of the City.

Discussion ensued with questions being answered by staff.

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

Recommendation: Recommend Common Council approval of the proposed Tax Incremental Financing District No. 15 – The Market, as to conformance with the general plan of the City.

The motion carried unanimously.

There being no other business, a motion was made by Jim Lisinski and seconded by Wayne Clark to adjourn.

The motion carried unanimously.

The Plan Commission meeting was adjourned at 7:25 p.m.