



MINUTES  
WEST ALLIS PLAN COMMISSION  
WEDNESDAY, JULY 27, 2016  
6:00 pm  
ROOM 128 – CITY HALL – 7525 W. GREENFIELD AVE.

**PRESENT:** Mayor Dan Devine; Wayne Clark, Vice Chair; Ron Rieboldt; Erin Hirn; Jon Keckeisen

**EXCUSED:** Jean Wolfgang; Eric Torkelson; Jim Lisinski

**STAFF:** Steve Schaer, AICP, Manager of Planning and Zoning  
Bart Griepentrog, AICP, Planner II  
Ben Rohr, Planning Intern

**OTHERS:** Ald. May, Robin Mastera, Gerry Ramos, Pravinkuma R. Patel, Matt Kaminski, Dave Murray, Diane Brandt, Scott Emanuele, Kyle Courtier, Dan Trost, Matt Kaminski

The meeting was called to order at 6:34 p.m. in Room 128.

**1. Approval of the June 22, 2016 minutes.**

A motion was made by Erin Hirn and seconded by Jon Keckeisen to approve the minutes of the June 22, 2016 meeting.

The motion carried unanimously.

**2. Ordinance to amend subsections 12.06, 12.41, 12.42, 12.43 and 12.45 of the Revised Municipal Code relative to defining and permitting Food Pantries.**

Discussion ensued with questions being answered by staff.

Staff indicated a recommendation to include the proposed use within the C-3 District, and the Plan Commission and Ald. May agreed. The ultimate decision would be discussed and made by the Common Council, after a public hearing.

A motion was made by Wayne Clark and seconded by Jon Keckeisen to accept the staff recommendations.

**Recommendation:** Recommend Common Council approval of the Ordinance to amend subsections 12.06, 12.41, 12.42, 12.43 and 12.45 of the Revised Municipal Code relative to defining and permitting Food Pantries., subject to the following conditions: 1. Confirmation of beginning to allow the use in the C-2 or C-3 District; and, 2. The holding of a Public Hearing before the Common Council, which is scheduled for August 2, 2016. Contact Bart Griepentrog, Planner II, at (414) 302-8469 with any questions.

The motion carried unanimously.

**3. Site, Landscaping and Architectural Plan amendment to construct an additional self-storage building (Phase II), for Wisconsin Storage Corp, an existing public self-storage use at 232 S. Curtis Rd., submitted by David R. Murray of Wisconsin Storage Corp. (Tax Key No. 413-9999-035)**

Discussion ensued with questions being answered by staff.

A motion was made by Wayne Clark and seconded by John Keckeisen to accept the staff recommendations.

**Recommendation:** Recommend approval of the Site, Landscaping and Architectural Plan amendment to construct an additional self-storage building (Phase II), for Wisconsin Storage Corp, an existing public self-storage use at 232 S. Curtis Rd., submitted by David R. Murray of Wisconsin Storage Corp. (Tax Key No. 413-9999-035), 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) note on the architectural plan to indicate integral color materials; (b) additional foundation landscaping along the south side foundation; (c) updated fence details being provided; and, (d) updated lighting details of fixtures and all locations of any exterior lighting on plan. Include photometric and lighting style (full cut-off fixtures recommended); Contact Steve Schaer, City Planner at (414) 302-8466.
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 414-302-8466.
4. A post construction storm water management plan submitted to the Engineering Department for approval; contact Joe Burtch/Engineering at (414) 302-8379 with questions.

The motion carried unanimously.

**4A. Special Use Permit for the Farmer's Wife, a new restaurant proposed to occupy the first floor of the existing mixed-use building, located at 6531-33 W. Mitchell St.**

**4B. Site, Landscaping and Architectural Plans for the Farmer's Wife, a new restaurant proposed to occupy the first floor of the existing mixed-use building, located at 6531-33 W. Mitchell St., submitted by Robin Mastera, d/b/a The Farmer's Wife. (Tax Key No. 454-0295-001)**

Items 4A and 4B were considered together.

Discussion ensued with questions being answered by staff.

The applicant indicated that details regarding the outdoor dining area would be forthcoming shortly.

A motion was made by Jon Keckeisen and seconded by Wayne Clark to accept the staff recommendations.

**Recommendation:** Recommend Common Council approval of the Special Use Permit for The Farmer's Wife, a new restaurant proposed to occupy the first floor of the existing mixed-use, located at 6531-33 W. Mitchell St., submitted by Robin Mastera, business owner, and to approve the Site, Landscaping and Architectural Plans for the Farmer's Wife, a new restaurant proposed to occupy the first floor of the existing mixed-use building, located at 6531-33 W. Mitchell St., submitted by Robin Mastera, d/b/a The Farmer's Wife. (Tax Key No. 454-0295-001), 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 the Department of Development to show the following: (a) painted parking stall lines on the paved area in the rear of the building; (b) identification of materials and more detailed plans related to the seating in the patio area, fence, and gate; and, (c) repainting or replacement of the cellar door (east elevation) and rear door (south elevation); Contact Steven Schaer, Manager of Planning and Zoning at (414) 302-8466 with any questions.
2. Confirmation from the property owner and/or business owner that the exterior of the building (siding, windows, and doors) will be cleaned before the Occupancy Permit is obtained.
3. A detailed signage plan and permit application submitted to the Department of Development with attention to the replacement of the existing panels within the box signs with opaque infill panels.
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. (A public hearing has been scheduled for August 2, 2016.)

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

5. 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.

**5A. Special Use Permit for Scott's Automotive, LLC, a proposed automotive repair business, to be located within a portion of the existing multi-tenant industrial building located at 2042 S. 114 St.**

**5B. Site, Landscaping and Architectural Plans for Scott's Automotive, LLC, a proposed automotive repair business, to be located within a portion of the existing multi-tenant industrial building located at 2042 S. 114 St., submitted by Scott Emanuele, d/b/a Scott's Automotive, LLC. (Tax Key No. 481-9994-003)**

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 Erin Hirn to accept the staff recommendations.

**Recommendation:** Recommend Common Council approval of the Special Use Permit for Scott's Automotive, LLC, a proposed automotive repair business, to be located within a portion of the existing multi-tenant industrial building located at 2042 S. 114 St. and approval of the Site, Landscaping and Architectural Plans for Scott's Automotive, LLC, a proposed automotive repair business, to be located within a portion of the existing multi-tenant industrial building located at 2042 S. 114 St., submitted by Scott Emanuele, d/b/a Scott's Automotive, LLC. (Tax Key No. 481-9994-003), 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. A Revised Site, Landscaping and Architectural plan being submitted to the Department of Development to show the following: (a) parking requirements and hours of operation table schedule for all uses; (b) an updated landscaping plan and details to show poured curb and green space along the east side of the site, and additional landscaping being added along the west foundation wall of the building; (c) gates being added to the existing refuse enclosure on site; and, (d) lighting/photometric plan, if any new outdoor lighting on site being submitted for review to the Department of Development. Contact Steven Schaer at (414) 302-8466 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval.
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 Department of Development, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer, Planning Manager at (414) 302-8466.
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.

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

6. 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.

- 6A. Special Use Permit for CrossFit West Allis/Stallis Strong Fitness, a new athletic/fitness health club business, proposing to occupy a portion of the existing multi-tenant industrial building located at 2028 S. 114 St.**
- 6B. Site, Landscaping and Architectural Plans for CrossFit West Allis/Stallis Strong Fitness, a new athletic/fitness health club business, proposing to occupy a portion of the existing multi-tenant industrial building located at 2028 S. 114 St. submitted by Kyle Courtier, d/b/a CrossFit West Allis/Stallis Strong Fitness. (Tax Key No. 481-9994-003)**

Items 6A and 6B were considered together.

Discussion ensued with questions being answered by staff.

The applicant indicated that his proposed hours of operation may be adjusted and confirmed that he would provide details to staff prior to the required public hearing.

Parking requirements were discussed, with notation that the building's tenants would be seeking parking at different times, on street parking is available, and the Common Council could ultimately waive requirements, if desired to do so.

A motion was made by Erin Hirn and seconded by Ron Rieboldt to accept the staff recommendations.

**Recommendation:** Recommend Common Council approval of the Special Use Permit for CrossFit West Allis/Stallis Strong Fitness, a new athletic/fitness health club business, proposing to occupy a portion of

the existing multi-tenant industrial building located at 2028 S. 114 St. and approval of the Site, Landscaping and Architectural Plans for CrossFit West Allis/Stallis Strong Fitness, a new athletic/fitness health club business, proposing to occupy a portion of the existing multi-tenant industrial building located at 2028 S. 114 St. submitted by Kyle Courtier, d/b/a CrossFit West Allis/Stallis Strong Fitness. (Tax Key No. 481-9994-003), 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. A Revised Site, Landscaping and Architectural Plan being submitted to the Department of Development to show the following: (a) parking requirements and hours of operation table schedule for all uses; (b) an updated landscaping plan and details to show poured curb and green space along the east side of the site, and additional landscaping being added along the west foundation wall of the building; (c) gates being added to the existing refuse enclosure on site; and, (d) lighting/photometric plan if any new outdoor lighting on site being submitted for review to the Department of Development. Contact Steven Schaer at (414) 302-8466 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval.
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 Department of Development, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer, Planning Manager at (414) 302-8466.
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.

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

5. A signage plan being submitted to and approved by the Department of Development.
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.

The motion carried unanimously.

7. **Site, Landscaping and Architectural Plan for Express Mart, an existing business, proposing improvements to their property located at 8526-30 W. Greenfield Ave. submitted by Gerry Ramos, Architect and Pravinkumar R. Patel, property owner. (Tax Key No. 442-0664-001)**

Discussion ensued with questions being answered by staff.

A motion was made by Wayne Clark and seconded by Erin Hirn to accept the amended staff recommendations, which included removal of asphalt for greenspace on the northeast corner of the site and the sign base height being reduced from 30" to 24".

**Recommendation:** Recommend approval of the Site, Landscaping and Architectural Plan for Express Mart, an existing business, proposing improvements to their property located at 8526-30 W. Greenfield Ave.

submitted by Gerry Ramos, Architect and Pravinkumar R. Patel, property owner. (Tax Key No. 442-0664-001), 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 and Architectural Plans being submitted to the Department of Development to show the following: (a) relocate the proposed refuse area/enclosure south of the existing service door *and remove asphalt for greenspace on the northeast corner of the site*; (b) repaint the gable areas in a neutral color; (c) exterior building paint color details being provided; (d) material and color details of the monument base being provided; (e) lighting/photometric plan being submitted if new light poles or fixtures are proposed; (f) window signage not to exceed 20% of the window area per ordinance; and, (g) *sign base being reduced from 30" to 24"*. Contact Steven Schaer, Manager of Planning and Zoning at (414) 302-8466 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval.
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 Department of Development, relative to the cost estimate as determined in Condition #2. Contact Steve Schaer, Planning Manager at (414) 302-8460.

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

4. Compliance with Section 2314 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.

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

Discussion ensued with questions being answered by staff.

Applicant commented that other directional signs of this height on site do not have masonry bases. Staff reiterated the requirement to include the masonry base, per code.

A motion was made by Erin Hirn and seconded by Jon Keckeisen to accept the staff recommendations.

**Recommendation:** Approve the Master Sign Plan for Aurora West Allis Medical Center, located at 8901 W. Lincoln Ave., subject to a minimum 2' high masonry base on the freestanding directional sign and subject to mountable individual letters being placed on the 3 aluminum wall signs.

The motion carried unanimously.

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

The motion carried unanimously.

The Plan Commission meeting was adjourned at 7:06 p.m.