



**MINUTES
WEST ALLIS PLAN COMMISSION
WEDNESDAY, JUNE 28, 2017
6:00 PM
ROOM 128 – CITY HALL – 7525 W. GREENFIELD AVE.**

PRESENT: Wayne Clark, Vice Chair; Jim Lisinski; Eric Torkelson; Erin Hirn

EXCUSED: Mayor Dan Devine; Ron Rieboldt; Jon Keckeisen

STAFF: Steve Schaer, AICP, Manager of Planning and Zoning
Shaun Mueller, Senior Planner
Trent Schultz, Planning Intern

OTHERS: Dan Nowak, Tall Guy and a Grill
Chris Kuranz, Gastropub
Jessica Wiebesiek, Camburas & Theodore Ltd.

The meeting was called to order at 6:04 p.m. in Room 128.

1. Approval of the minutes from the May 24, 2017 meeting.

A motion was made by Eric Torkelson and seconded by Erin Hirn to approve the minutes of the May 24, 2017 meeting.

The motion carried unanimously.

2A. Special Use Permit for Tall Guy and a Grill, a proposed catering business, to be located at 6733 W. Lincoln Ave.

2B. Site, Landscaping and Architectural Plans for Tall Guy and a Grill, a proposed catering business, to be located at 6733 W. Lincoln Ave., submitted by Dan Nowak, d/b/a Tall Guy and a Grill. (Tax Key No. 490-0368-000)

Items 2A and 2B were considered together.

Discussion ensued with questions being answered by staff.

A motion was made by Jim Lisinski and seconded by Eric Torkelson to accept the staff recommendations.

Recommendation: Recommend Common Council approval of the Special Use Permit for Tall Guy and a Grill, a proposed catering business, to be located at 6733 W. Lincoln Ave. and approval of the Site, Landscaping and Architectural Plans for Tall Guy and a Grill, a proposed catering business, to be located at 6733 W. Lincoln Ave., submitted by Dan Nowak, d/b/a Tall Guy and a Grill. (Tax Key No. 490-0368-000)

(Items 1- 3 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 estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact the Department of Development at (414) 302-8460 with any questions.
2. 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 attached security form shall be submitted to and approved by the Building Inspection and Neighborhood Services Department, relative to the cost estimate as determined in Condition #2. Contact Shaun Mueller, City Planner at 414-302-8470.
3. Common Council approval of the Special Use Permit, the Public Hearing is scheduled for July 11, 2017.

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

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.

The motion carried unanimously.

3A. Special Use Permit for a proposed restaurant and gastropub to be located within the existing mixed-use building located at 5835 W. National Ave.

3B. Site, Landscaping and Architectural Plans for a proposed restaurant and gastropub to be located within the existing mixed-use building located at 5835 W. National Ave., submitted by Christopher Kuranz, property owner. (Tax Key No. 438-0453-000)

Items 3A and 3B were considered together.

Discussion ensued with questions being answered by staff.

Wayne Clark suggested that the applicant should approach the commercial property to the north (church and daycare) about shared off-street parking.

Jim Lisinski questioned if the grass strip on the west side of the garage was large enough for some form of refuse screening area.

Erin Hirn proposed questions regarding composting and the applicant stated that he would explore it.

A motion was made by Jim Lisinski and seconded by Eric Torkelson to accept the staff recommendations.

Recommendation: Recommend Common Council approval of the Special Use Permit for proposed restaurant and gastropub to be located within the existing mixed-use building located at 5835 W. National Ave. and approval of the Site, Landscaping and Architectural Plans for a proposed restaurant and gastropub to be located within the existing mixed-use building located at 5835 W. National Ave., submitted by Christopher Kuranz, property owner. (Tax Key No. 438-0453-000), 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) A site plan being submitted to address the location, number of dumpsters, screening and frequency of pick up being confirmed; (b) window wells being cleaned out, and grates be replaced or repaired so as to sit flush upon the base; (c) color details (earthtone color) indicating a repaint of the south/rear exterior wall; (d) color details indicating repaint of window trim and sills on the lower west side /S. 59 St. of the building and the residence door on the north/W. National Ave. side of the building;(e)note indicating replacement of the lower section/panel of both garage doors; (f)specifics of the style of replacement door on west side of building being indicated on plans; (l) at least one bike rack, inverted-u or bike dock being located on site. Contact Steve 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. Contact Steve Schaer, Manager of Planning and Zoning at (414) 302-8466 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 refuse screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steve Schaer, Manager of Planning and Zoning at (414) 302-8466 with any questions.
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 is scheduled for July 11, 2017.)

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

5. Sign Plan being submitted to the Department of Development for review and approval.
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.

4A. Special Use Permit for Jane’s Simply Delicious Popcorn, a proposed limited food production use, to be located within a portion of the Southtown Shopping Center located at 2942 S. 108 St.

4B. Site, Landscaping and Architectural Plans for Jane’s Simply Delicious Popcorn, a proposed limited food production use, to be located at 2942 S. 108 St. within a portion of the Southtown Shopping Center, submitted by Bill Duchaine, business owner. (Tax Key No. 519-0339-020)

Items 4A and 4B were considered together.

Discussion ensued with questions being answered by staff.

Eric Torkelson and Erin Hirn requested an update within 60 days confirming resolution of landlord issues.

Wayne Clark questioned why the landlord hasn't addressed the site maintenance issues. Staff noted that it will be in contact with the property owner.

Erin Hirn agreed that the site maintenance items be a condition of Plan Commission approval.

A motion was made by Jim Lisinski and seconded by Erin Hirn to accept the staff recommendations.

Recommendation: Recommend Common Council approval of the Special Use Permit for Jane's Simply Delicious Popcorn, a proposed limited food production use, to be located at 2942 S. 108 St, and approval of the Site, Landscaping, and Architectural Plans for Jane's Simply Delicious Popcorn, a proposed limited food production use, to be located at 2942 S. 108 St, submitted by Bill Duchaine, business owner (Tax Key No. 519-0339-020), 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 submitted to the Department of Development to show the following: a) the addition of five bicycle racks (inverted-U racks recommended); b) a detailed description of trash pick-up operation and maintenance, including number of trash bins and frequency of pick up. Contact the Department of Development at (414) 302-8460 with questions.
2. Site maintenance issues to be resolved by the property owner, in accordance with the previously approved landscape plan, within 60 days of approval. Contact the Department of Development at (414) 302-8460 with questions.
3. 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 is scheduled for July 11, 2017).

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

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.

The motion carried unanimously.

5. **Architectural Plans for Marshalls/HomeGoods, an existing retail store located at 2665 S. 108 St, submitted by Jessica Wiebesiek, d/b/a Camburas & Theodore Ltd. (Tax Key No. 484-9986-012)**

Discussion ensued with questions being answered by staff.

Applicant explained various architectural features.

Erin Hirn questioned if other Marshall facilities in the area have been reviewed, and if so, what building materials have been utilized.

Shaun Mueller advised, mostly EIFS, aside from new construction, where EIFS is predominate.

Wayne Clark inquired if there are plans for Pick N Save and whether there are floor plans to review. Staff noted that interior remodel plans were submitted to the Building Inspections Department, but to date no exterior changes, other than signage have been submitted to Development.

A motion was made by Erin Hirn and seconded by Jim Lisinski to accept the staff recommendations.

Recommendation: Recommend approval of Architectural Plans for Marshalls/HomeGoods, an existing retail store located at 2665 S. 108 St, submitted by Jessica Wiebesiek, d/b/a Camburas & Theodore Ltd. (Tax Key No. 484-9986-012)

(Item 1 is 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. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show a simple metal coping along the roofline to complement the new upper canopy area. Contact Shaun Mueller, Senior Planner, at (414) 302-8470 with any questions.

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

2. 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. **Request for an extension of time to complete the Site, Landscaping and Architectural Plan conditions of approval from July 27, 2016 for a proposed Phase II self-storage building located at 232 S. Curtis Rd. submitted by Adam Hird, DIV HDV West Allis, LLC, on behalf of David Murray, Wistor II, LLC. (Tax Key No. 413-9999-035)**

Discussion ensued with questions being answered by staff.

A motion was made by Jim Lisinski and seconded by Erin Hirn to accept the staff recommendations.

Recommendation: Approval of a 6 month extension of time to complete the Site, Landscaping and Architectural Plan conditions of approval from July 27, 2016 for a proposed Phase II self-storage building located at 232 S. Curtis Rd. submitted by Adam Hird, DIV HDV West Allis, LLC, on behalf of David Murray, Wistor II, LLC. (Tax Key No. 413-9999-035).

The motion carried unanimously.

7. **Sign Plan Appeal for El Patron, an existing auto service station located at 5330 W. Lincoln Ave., submitted by Oscar Brenes, d/b/a El Patron. (Tax Key No. 474-0012-000)**

Discussion ensued with questions being answered by staff.

Jim Lisinski inquired what the next steps are to bring the property into compliance.

Steve Schaer stated this property is under Building Inspection and Neighborhood Services Department (BINS) orders to remove the non-conforming signage. Since the sign plan appeal has failed the property owner will need to comply with the BINS order or be summonsed to municipal court.

Jim Lisinski further questioned if there are any problems with parking on site, and if there is any way to trigger site and landscaping improvements.

Wayne Clark questioned how do we get control over the "mess" and that the non-appearance by the applicant is a concern.

Steve Schaer stated that the usage of this property has historically been auto repair, and since there hasn't been any lapse in occupancy over the years, it is allowed to continue without a special use permit or site/landscaping plan. The current use has a valid occupancy permit. If the use were to change, or modifications to the exterior of the building or site were to be proposed, then the City would have an opportunity to update the property to current site, landscaping and architectural standards.

Erin Hirn questioned if any of the vehicles on site could be considered abandoned and thereby removed from the property. Staff noted that site maintenance and/or abandoned vehicle determinations are enforced by Building Inspections.

Plan Commission suggested staff provide a report at the next meeting about abandoned vehicle determinations.

A motion was made by Jim Lisinski and seconded by Eric Torkelson to accept the staff recommendations.

Recommendation: Recommend denial of the Sign Plan Appeal for El Patron, an existing auto service station located at 5330 W. Lincoln Ave., submitted by Oscar Brenes, d/b/a El Patron (Tax Key No. 474-0012-000), based on the applicant not meeting the requirements outlined for a variance pertaining to concentration and creativity.

The motion carried unanimously.

8. **Revised Certified Survey Map to combine seven existing lots located at 1480-88 S. 84 St., 1515 S. 83 St., 82** W. Orchard St., 15** S. 83 St., 1525-27 S. 83 St., 1529-31 S. 83 St., 1533-35 S. 83 St. into two new lots, split a portion of the existing lot located at 1515 S. 83 St. into a new lot, and combine two other existing lots located at 1502 S. 83 St. and 15** S. 83 St. into one lot for the development of "Element 84" within the 84th and Greenfield Redevelopment area, submitted by John Ross, d/b/a Ogden & Company, Inc. (Current Tax Key Nos. 451-0642-006, 452-0712-000, 452-0711-000, 452-0420-000, 452-0421-000, 452-0422-000, 452-0423-000, 452-0417-001 and 452-0415-000)**

Discussion ensued with questions being answered by staff.

Jim Lisinski questioned if the paved portion of City right-of-way (currently asphalt parking lot), east of lot 3, would become greenspace. Staff noted that this area would remain paved and striped as parking (for approximately 8 vehicles). In the future the unimproved alley right-of-way could be vacated.

A motion was made by Erin Hirn and seconded by Jim Lisinski to accept the staff recommendations.

Recommendation: Common Council approval of the Revised Certified Survey Map to combine seven existing lots located at 1480-88 S. 84 St., 1515 S. 83 St., 82** W. Orchard St., 15** S. 83 St., 1525-27 S. 83 St., 1529-31 S. 83 St., 1533-35 S. 83 St. into two new lots, split a portion of the existing lot located at 1515 S. 83 St. into a new lot, and combine two other existing lots located at 1502 S. 83 St. and 15** S. 83 St. into one lot for the development of "Element 84" within the 84th and Greenfield Redevelopment area, submitted by John Ross, d/b/a Ogden & Company, Inc. (Current Tax Key Nos. 451-0642-006, 452-0712-000, 452-0711-000, 452-0420-000, 452-0421-000, 452-0422-000, 452-0423-000, 452-0417-001 and 452-0415-000).
The motion carried unanimously.

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

The motion carried unanimously.

The Plan Commission meeting was adjourned at 6:57 p.m.