



Meeting Minutes Plan Commission

Wednesday, September 23, 2026

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

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

B. ROLL CALL

Present 6 - Wayne Clark, Brian Frank, Jessica Katzenmeyer, Dan Devine, Brandon Reinke, Kathleen Dagenhardt

Excused 2 - David Raschka, Eric Torkelson

Staff

Steve Schaer, Director of Planning & Zoning
Jack Kovnesky, Planner
Emily Wagner, Planner

Others Attending

Ald. Grisham
Tim Kabara, Maplegrove, 1455 S. 97th St.
Jack Albright
Paul Zanoni, 6212 W Greenfield Ave.

C. APPROVAL OF MINUTES

1. [26-0425](#) August 26, 2026 (draft minutes)

Attachments: [August 26, 2026 \(draft minutes\)](#)

Clark moved to approve this matter, Dagenhardt seconded, motion carried by the following vote:

Aye: 5 - Clark, Frank, Katzenmeyer, Reinke, Dagenhardt

No: 0

Abstain: 1 - Devine

D. NEW AND PREVIOUS MATTERS

2. [26-0427](#) Site, Landscaping, and Architectural Amendment for Pick N Save Parking Lot, 6760 W. National Ave.

Attachments: [\(SLA\) Pick n Save - 6760 W. Nat'l Ave.](#)

Jack Kovnesky presented.

Mayor Devine inquired about grants for e-charging.

Recommendation: Approve the Site, Landscaping, and Architectural Amendment for Pick N Save Parking Lot, 6760 W. National Ave. (Tax Key No. 453-9018-001) subject to the following conditions:

1. Submit a Planning Application here for a Site, Landscaping, & Architectural Amendment:
<https://westalliswi.portal.opengov.com/categories/1084/record-types/6741>
2. A revised site & landscaping plan being submitted to the Planning & Zoning office to show a) an internal pedestrian pathway connecting W. Orchard St. and W. National Ave. b) additional landscaping areas created through the removal of existing pavement with species and locations indicated c) consideration of electrical vehicle charging stations on the lot.
3. A Street excavation permit being applied for prior to work beginning. Any concrete work in the right -of-way needs to be completed by a licensed and pre-qualified contractor within the City of West Allis. Contact Greg Bartelme at (414) 302-8367.
4. Documentation and approval showing compliance with the City of West Allis Storm water Management Ordinance, to be submitted to the Building Inspections and Neighborhood Services Department by a registered Civil Engineer. A storm water permit must be obtained from the City. Contact Mike Romans, Plumbing Inspector at 414-302-8413.

Clark moved to approve this matter, Frank seconded, motion carried.

3. [26-0428](#) Site, Landscaping, and Architectural Design Review for the creation of a duplex, a proposed use, at 8600 W. Schlinger Ave. (Tax Key No. 442-0503-000)

Attachments: [\(SLA\) Schlinger Duplex - 8600 W. Schlinger Ave.](#)

Jack Kovnesky presented.

Recommendation: Approval of the Site, Landscaping, and Architectural Design Review for the creation of a duplex, a proposed 2-unit dwelling use, at 8600 W. Schlinger Ave. (Tax Key No. 442-0503-000) subject to the following conditions:

1. A revised architectural plan being submitted to show a) matching materials on the gable of both the garage and second story b) clearance between the exterior siding materials (LP siding, stone veneer, and soil, landscaping beds, or unpaved grade in accordance with the building code, (c) paved, green space, and screening being indicated on the site plan (e.g. walkways, patios, drives, lawn/greenspace, fencing).
2. A Street excavation permit being applied for prior to work beginning. Any concrete work in the right -of-way needs to be completed by a licensed and pre-qualified contractor within the City of West Allis. Contact Greg Bartelme at (414) 302-8367.
3. [Driveway permits](#)
<https://westalliswi.viewpointcloud.com/categories/1087/record-types/6461> being submitted and secured. Additional permits being submitted for any other work in the [right of way](#)
<https://westalliswi.viewpointcloud.com/categories/1084/record-types/6456>.

Clark moved to approve this matter, Frank seconded, motion carried.

4. [26-0429](#) Certified Survey Map to combine the existing two parcels at 11505 W. National Ave. into one parcel. (Tax Key No. 520-9974-001)

Attachments: [\(CSM\) 11505 W. National Ave Natty Oaks](#)

Jack Kovnesky presented.

Recommendation: *Common Council approval of a Certified Survey Map to combine the existing two parcels at 11505 W. National Ave. into one parcel (Tax Key No. 520-9974-001) subject to correction of minor technical corrections to be shared with the applicant by staff.*

Frank moved to approve this matter, Dagenhardt seconded, motion carried.

- 5A. [26-0430](#) Certified Survey Map to split the existing parcel at 1455 S 97th St. to create three new lots. (Tax Key No. 450-9968-003)

Clark moved to approve this matter, Dagenhardt seconded, motion carried.

- 5B. [26-0431](#) Ordinance to amend the zoning map by rezoning a portion of the property (new lots) located at 1455 S. 97th St. from C-2 commercial to RB residence district. (Tax Key: 450-9968-003).

Attachments: [\(ORD-CSM\) 1455 S. 97 St](#)

Emily Wagner presented.

Items 5A & 5B were taken together.

Ald. Grisham stated she is meeting with the applicant to obtain further details and clarity of some questions.

Recommendation: *Recommendation of approval of an ordinance to amend the zoning map by rezoning property located at 1455 S. 97th St. from C-2 commercial to RB residence district and Certified Survey Map to split the existing parcel at 1455 S 97th St. and create three new lots (Tax Key No. 450-9968-003), subject to the following conditions:*

- 1. Application securing a sponsor for the rezoning from C-2 to RB residence.*
- 2. Applicant's submittal of a project proposal describing the scope, schedule, and mission.*
- 3. Common Council approval of Certified Survey Map subject to technical corrections.*
- 4. Common Council public hearing and approval of the Ordinance to rezone 1455 S. 97th St. from C-2 to RB (October 13).*
- 5. A revised site and landscaping plan being submitted to the Planning Department to show the new driveway and parking layout for the accessory church parking lot and*

new residential lots.

6. Design review and permitting of the three new homes..

Clark moved to approve this matter, Dagenhardt seconded, motion carried.

6A. [26-0432](#)

Conditional Use Permit for Breezy's Playschool Academy, a proposed Group Child Care Center, at 6018 W. National Ave.

Clark moved to deny this matter, Frank seconded, motion carried.

6B. [26-0433](#)

Site, Landscaping, and Architectural Design Review for Breezy's Playschool Academy, a proposed Group Child Care Center, at 6018 W. National Ave. (Tax Key No. 439-0347-000)

Items 6A, 6B, 7A & 7B were taken together.

Emily Wagner presented.

Clark moved to deny this matter, Frank seconded, motion carried.

7A. [26-0434](#)

Conditional Use Permit for Breezy's Play House Childcare Center, a proposed Group Child Care Center, at 6022 W. National Ave.

Clark moved to deny this matter, Frank seconded, motion carried.

7B. [26-0435](#)

Site, Landscaping, and Architectural Design Review for Breezy's Playschool Academy, a proposed Group Child Care Center, at 6022 W. National Ave. (Tax Key No. 439-0348-000).

Items 6A, 6B, 7A & 7B were taken together.

Emily Wagner presented.

The property owner contacted city planning indicating that there is not a valid offer to lease to Breezy's and that he is no longer entertaining their proposal. Staff advised Plan Commission that if things change in the future they may re-apply, but for now should reject the application as it has been 60 days since inception and in accordance with 19.13(3) an action needs to be made on completeness of proposal.

Clark moved to deny this matter, Ald. Frank seconded, motion carried.

8. [26-0436](#)

Sign Plan Appeal for ORO Imports, an existing Neighborhood Retail use, at 6212 W. Greenfield Ave. (Tax Key No. 439-0307-000)

Attachments: [\(SIGN\) ORO master sign plan - 6212 W. Greenfield Ave.](#)

[\(SIGN\) ORO master sign plan - 6212 W Greenfield Ave. \(updated 9-23-26\)](#)

Steve Schaer presented.

Wayne Clark inquired if all remaining issues have been resolved, and received confirmation from staff.

Mayor Devine questioned the ownership of the parking lot in regards to landscaping and facade improvements and was advised that the west portion belongs to the City.

EMC Lighting photo-metric are dimming capable.

Recommendation: Planning staff are meeting with the applicant in advance of the upcoming meeting in attempt to resolve the remaining code issues as noted in the report. An update and recommendation will be provided at the meeting.

Plan Commission Recommendation: Approval of the Master Sign Plan Appeal for the three or more-tenant building, an existing Neighborhood Retail use, at 6212 W. Greenfield Ave. (Tax Key No. 439-0307-000) subject to the following conditions:

1. Details of the lighting levels for all signage proposed and auto-dimming capability for the electronic Message Center.
2. Cross section/side detail to show depth from building and method of attachment to building. Anything projecting over city-right-of-way will require an encroachment permit.
3. The sign code will allow up to a total of 90-sf of signage inclusive of one electronic message center. Total sign area allowed for the electronic message center shall not exceed 35% of total signage (for example, if 90-sf total sign area then EMC up to 32 -sf).

Clark moved to approve this matter, Dagenhardt seconded, motion carried.

9. [26-0437](#)

Project Tracking

Emily Wagner presented.

This matter was Discussed.

E. ADJOURNMENT

There being no other business, a motion was made by Clark, seconded by Frank to adjourn at 6:36 p.m



All meetings of the Plan Commission 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.