

**MINUTES OF THE
OAK CREEK PLAN COMMISSION MEETING
TUESDAY, OCTOBER 27, 2020**

Mayor Bukiewicz called the meeting to order at 6:00 p.m. The following Commissioners were present at roll call: Commissioner Hanna, Commissioner Sullivan, Commissioner Carrillo, Alderman Loreck, Mayor Bukiewicz, Alderman Guzikowski, Commissioner Oldani, Commissioner Siepert and Commissioner Chandler. Also present: Kari Papelbon, Planner; Doug Seymour, Director of Community Development; and Mike Havey, Assistant Fire Chief. Kevin Koenig, IT Manager, facilitated the video conference.

Planner Papelbon read the following into the record:

The City of Oak Creek is authorized to hold this public meeting remotely during the COVID-19 public health emergency under the March 16 and March 20 advisories from the Office of Open Government in the Wisconsin Department of Justice and subsequent Common Council approvals. Per the advisories and approvals, this meeting being conducted via Zoom video conference with telephone conferencing capabilities was duly noticed per the City of Oak Creek Municipal Code and Statutory notice requirements more than 24 hours in advance of the meeting. Members of the public have been advised of the options for participation via direct mailing to property owners within 300 feet of a proposal, via the COVID-19 information page on the City's website, via social media, and via the information contained on the meeting agenda. This meeting may also be viewed at the City's YouTube page, the link for which was contained in all aforementioned notice methods. The meeting recording will also be accessible on the City's YouTube page within 48 hours.

Plan Commissioners and participants are initially muted upon joining the meeting. Plan Commissioners and staff have the ability to mute and unmute their microphones throughout the meeting. Please mute at all times except for roll call, motions, voting, and when recognized by the Chair. Roll call and voting will occur per the usual and customary procedure, starting from Plan Commissioner seating positions south to north in the Common Council Chambers (e.g., Hanna, Sullivan, Carrillo, Loreck, Bukiewicz, Guzikowski, Oldani, Siepert, Chandler). The Chair will facilitate questions and comments by calling on each Plan Commissioner, or by requesting the use of the "raise hand" function in the Zoom webinar control panel. Only speak once you have been recognized by the Chair or moderator.

Applicants, their representatives, and all other participants who wish to speak will be unmuted

- When there is a direct request for information from the Plan Commission or staff;
- When the participant utilizes the "raise hand" function within the Zoom webinar control panel, and the moderator verbally indicates that they are unmuted;
- When a phone participant dials *9 to indicate they wish to speak, and the moderator verbally indicates that their line is open.

When unmuted, all participants must state their name and address for the record, then proceed with comments or questions.

Questions and comments may also be entered into the Q&A function within the Zoom webinar control panel. Staff and/or the moderator will monitor this function during the meeting, and provide the information requested. There shall be no private messages or side conversations during the meeting utilizing the chat or Q&A functions. Chat and Q&A messages are part of the public record.

There are one or more public hearings scheduled as part of this meeting after the chair announces the public hearing staff will read the Public Hearing notice into the record. State that the hearing is open and subject to the meeting procedure above and provide a brief overview of the proposal. The Chair will then proceed with the hearing by making calls for public comment. Following the third call for public comment. The Chair will close the public hearing and proceed to consideration of the remaining agenda items.

Minutes of the October 13, 2020 meeting

Commissioner Siefert moved to approve the minutes of the October 13, 2020 meeting. Alderman Guzikowski seconded. On roll call: all voted aye. Motion carried.

**PUBLIC HEARING
SIGN APPEAL
RYAN BUSINESS PARK
9601 S. BARTEL CT
TAX KEY NO. FORMALLY PART OF 905-9012-000**

Planner Papelbon read the public hearing notice into the record (see Public Hearing Notice for details).

Planner Papelbon provided an overview of the request for a variance allowing the applicant to install one 10'3" (h) x 6'10 ½" (w) monument sign (see staff report for details).

Mayor Bukiewicz made the first call for public comments.

Steven Brasch, 913 West Ryan Road:

"Just like to add to this sign. I thought this was actually for the sign that's on Ryan Road. That's why I was commenting. But I did find out it was the historical marker, which is actually in my backyard. Just would like to say that nobody really reflects on me being a neighbor of this of Amazon and I do have a lot of problems with lighting. And I just want to make sure that these signs are not too well lit, because the one sign is actually, if I look out my window. I can see it."

Mayor Bukiewicz asked to confirm that Mr. Brasch was referring to the monument sign.

Steven Brasch, 913 West Ryan Road:

"I can see the monument sign. And I can also see, I can show you out my window right now, but I can see the sign, they're proposing that was going to be 10 feet with Amazon on the sign. I missed last week's actual meeting. I thought it was this week. Because the address is the same. It's just a different lot."

Mayor Bukiewicz inquired if the signs will be lighted.

Planner Papelbon stated there will be four small up-lights that will be shining on the sign, and five pole lights for the walking paths. Planner Papelbon explained this park will be transferred to the City, so the Plan Commission could have a discussion regarding the hours this site will be lit. This variance request is for the height of the sign.

Mayor Bukiewicz asked Mr. Brasch if there were any issues if the sign is lighted properly.

Steven Brasch, 913 West Ryan Road:

"No issues. I just, I mean, the National Monument sign as long as it's not a huge distraction in the backyard."

Mayor Bukiewicz thanked Mr. Brasch for his comments.

Mayor Bukiewicz made the second, third, and final call for public comments. Seeing no more public comments, he closed the public hearing.

**SIGN APPEAL
RYAN BUSINESS PARK
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Mayor Bukiewicz introduced the item and asked for Plan Commission comments.

Alderman Guzikowski believes this is a nice tribute to the area.

Michael Faber, Ryan Business Park, LLC, N17W24222 Riverwood Drive STE 160, Waukesha, addressed Mr. Brasch's concerns regarding the sign lighting. Mr. Faber stated the main monument sign by Ryan Road that was already approved will be internally illuminated, so light should not come from the sign and disturb the neighbors. Bartel Court is now a City street and has City-consistent street lighting along it. Mr. Faber stated that he believes the lighting of the pocket park will be less of an issue than the street lighting because the five pole lights will only be about 12 feet tall, and will be down lights. The lights will function more for security purposes. The historical marker sign will only be lit by four ground lights that will shine on the sign. The blocks that will wrap around the sign will screen the actual lights from view. When the sign and lights are installed Mr. Faber will go out to make sure the lights are not shining at the neighbor's house.

Mayor Bukiewicz stated there is a great public benefit to having this sign and it fits the City's criteria for a variance. Mayor Bukiewicz also said he would speak to the Electrical Inspector to make sure everything is properly aimed and shaded.

Mr. Faber stated the lighting for this pocket park is on the same circuit as the City street lighting, so the park lights will be on when the street lights are on.

Commissioner Siepert moved that the Plan Commission approves a sign variance allowing the installation of one (1) 10'3" (h) x 6'10 1/2" (w) monument sign on the property at 9601 S. Bartel Ct. (formerly part of 1001 W. Ryan Rd.). Commissioner Oldani seconded. On roll call: all voted aye. Motion carried.

**LANDSCAPE PLAN REVIEW
USPS
2201 E. COLLEGE AVE.
TAX KEY NO. 721-8017-000**

Director Seymour explained that within the last couple weeks he had the opportunity to visit the site with Mayor Bukiewicz and City Engineer Michael Simmons.

Director Seymour:

"Mostly from my perspective, relating the landscaping, although there were some drainage issues discussed and those can certainly be talked about offline for that's really not the purpose of this item. But and I won't go into the history of the site because I think hopefully everyone knows the history of the site, other than to say that many of the obligations that the USPS agreed to back when they first had this approved in 2008 and we're not followed through when they completed their proposal this year and constructing their proposal this year. And granted, it's a different proposal, it's smaller in size, but there are a lot of protections in place for the neighborhood, most notably among them were some landscaping considerations and as we have gone throughout this process, you know, we've tried to work with USPS to really do things that are impactful for the neighborhood in a good way, in terms of the landscaping and some of the things that we can control recognizing again that the USPS has taken the stance and, you know, from their perspective, they can do that, that they are not subject to those agreements or nor the, you know, the zoning rules of the City of Oak Creek, but having said that, we have worked and actually worked quite well with Joe Ceci, who is their local representative and trying to find practical solutions that can be can be implemented that will provide the, the maximum amount of protection for the neighborhood, while still being a cost effective for the USPS and that's what we really tried to accomplish with our site walk a couple of weeks ago. And you know the plan that was presented to you, I believe two weeks ago, actually, a month ago, did show some landscaping, and again, not to the same extent that was in the 2008 plan, but having walked the site, we really focused in on some areas that at least on a staff level we feel will provide the most impact for those neighbors that are affected by this development. And again, in a good way, in terms of what we probably are likely to achieve as a consensus between the City, the neighborhood, and USPS. This is just kind of an overview map of that and I'll go into detail in a little bit on some of the areas that we talked about. Wherever you see the green dot here, that would be an additional tree. There's a red dot and I know that's tough to see on this plan, but those are arborvitae. There's a hashed area that'll show as an additional berm and that will make sense as we move through the sub areas.

The first one is along College Avenue and I know this is furthest away from the neighborhood, but it still is the front door to the City of Oak Creek and it does need to create a presence. What we tried to accomplish is something similar to what they've agreed to back in 2008 in terms of the number of trees and the amount of vegetation on College Avenue. What you see here represents the same number of trees that they committed to back in 2008, they may be redistributed in a different manner, but this is something that we'd asked for to be placed to improve the look of the property from College Avenue. One thing I will note is that we are asking them to screen the meter box and transformers along the side of the building, recognizing that, that building again does not meet our architectural standards and is not likely to meet our architectural standards, given what we know to be a stance of the USPS at this point. So, we're taking steps again in the most practical way we can to provide changes or minimal changes that will have the most impact upon the site.

Second area is along Pennsylvania Avenue at the southeast corner of the site where it abuts some of the residences along Pennsylvania Avenue. You will note that they did provide trees inside the fence along that area and if you recall the original site actually did have some wooded area of some extent along that which provided some natural

vegetation, much of that is gone and the replacement of the trees along the inside of the fence is not sufficient to provide the screening that will be necessary over time for those properties. So, what staff is recommending and what we discussed at our walkthrough, is that we basically mirror the amount of vegetation, but on the outside of the fence so that you know the residents you know, the first thing they don't see is the chain link fence there and recall that, that was supposed to be for the 2008 agreement was supposed to have been an eight-foot-high solid screen wall. So, what we're proposing, you know, is practical, in the sense that its landscaping is doable. It's likely to be implemented and overtime provide some significant screening for those properties and it just won't be that eight-foot screen wall that was promised by the USPS back in 2008.

The next portion is probably the one that's really the most impactful for a lot of the folks, I think that are probably with us this evening. And that's to recognize that as part of the ongoing discussions between the City and USPS we actually did add a berm along the south east corner of the site where, I'm sorry the of southwest corner of the site where the truck parking lot meets Chapel Hills Park and the Chapel Hills Neighborhood. Having gone out there and actually seeing that and look at it in the field, you know, essentially what we told them all that's a good start. What we told them is that now wrap that berm along the southern part of your parking lot, so that, that same level of protection is provided from the view shed from the neighborhood, looking back into that parking lot. I think, I certainly will let the USPS speak for themselves, but I thought, we thought that, that was probably a practical solution to doing that and to landscape that accordingly. So, those are the areas in the landscaping plan that we feel again are impactful in the sense that they provide a very doable and practical means for the USPS to address the needs of the neighborhood and the City. I think it is something that in lieu of some of the commitments that they made back 2008. For example, in this area, they committed to a 20-foot-high sound attenuation wall, basically a freeway barrier, freeway noise barrier along portions of that parking lot. I just got the sense and I think the City's getting the sense that I don't know that there's any circumstances under which the USPS would agree to fully implement that plan. So, what we're looking for is, again, practical alternatives that provide some protection to the neighborhood. And are likely [to] be implemented by the USPS and I think that based on our walkthrough, I think this is something that is very doable and practical from the USPS to implement something that we'd certainly be insistent upon as part of our, our discussions about the landscaping this evening.

Those are the areas that we identified in our walk through. I know that some of the residents that have some questions or comments on the on the drainage. And City Engineer Mike Simmons was available as part of that walkthrough as well, again I would encourage those discussions to take offline as we're really talking about the landscaping at this point in time, but certainly if you do have those questions, I mean, that avenue is available to you to do that. At this point in time, Mayor, you were out there as well, I'd offer you the opportunity to share your thoughts about that."

Mayor Bukiewicz explained the United States Postal Service (USPS) and their construction manager gave the tour and were open to the discussion of what needed to be done. Everything will need to be in writing. City staff will draft a letter to be sent to USPS explaining the alternatives that were researched to protect the neighborhood. Mayor Bukiewicz stated it was a productive tour and it was helpful to get into the field. Mayor Bukiewicz was surprised by the amount of land the Postal Service owns outside of the fence. Mayor Bukiewicz specified the lands will be maintained and can be in a natural state. Mayor Bukiewicz stated that continuing to work with

the Post Office towards getting the extra landscape it would serve everybody involved well. Mayor Bukiewicz continued by stating the letter has been drafted and will go out.

Director Seymour clarified that the letter will go out based on the Plan Commission comments made during this meeting.

Mayor Bukiewicz explained the Post Office has done some enhancements on the berm along the backside and believes if this continues the enhancements will help. Mayor Bukiewicz stated the walls proposed in 2008 will not be installed, but thinks these are reachable alternatives. The proposed alternatives are good particularly on the south side of the development and along Pennsylvania Avenue. Mayor Bukiewicz explained along College Avenue these proposed changes are really needed because the property was really bare before and this is the edge of the City and needs to look proper.

Alderman Guzikowski stated he understands Mayor Bukiewicz wanted the drainage conversation offline, however Alderman Guzikowski feels a good portion of the neighbors' concerns were about the drainage issues and inquired how the Plan Commission and the City can reassure residents that the drainage will be taken care of.

Mayor Bukiewicz summarized that there was some material near the corner of the lot that needed to be broken down, however the bioswale was in place as designed. Based on City Engineer Mike Simmons' opinion it should carry the water as intended down to the pond. Given the amount of land that USPS owns this should be adequate to control the water, in Mr. Simmons' opinion.

Commissioner Hanna inquired who is maintaining the bioswales and suggested some maintenance may be required to get them functioning properly.

Mayor Bukiewicz stated it was agreed upon with the USPS. There was a big rock or mound of dirt that was impeding the bioswale that needs to be corrected, but the landscaper had not gotten to yet.

Commissioner Hanna asked to confirm that the buildup could be causing this bioswale to not function properly causing pooling.

Mayor Bukiewicz stated it could be possible because the buildup was right in that corner.

Commissioner Hanna thanked Mayor Bukiewicz and stated that might address some of the drainage concerns the neighbors had.

Mayor Bukiewicz reiterated that was Mr. Simmons' opinion as he was looking at the development. Mayor Bukiewicz asked Commissioner Sullivan if he had any comments from the Engineering Department.

Commissioner Sullivan stated Mr. Simmons did not have any conversation with him regarding this development.

Michael Kniess, 6419 S Pennsylvania Avenue:

“Just wondering if they’ve said anything about what they’re gonna plant for ground cover in the area east of the fence on their property.”

Mayor Bukiewicz reiterated that the Post Office said the City can make requests. Mayor Bukiewicz continued by stating the Post Office would probably prefer a prairie grass or something with the least amount of maintenance as possible.

Director Seymour stated they were not specific with the type of grass, but it will need to be vegetated and that means grass that will need to be maintained. The Post Office is aware of that. The City asked the Post Office to mirror what is on the inside of the fence on the outside, but that may be more maintenance intensive for them.

Michael Kniess, 6419 S Pennsylvania Avenue:

“Right, yeah. And as I think the mayor said earlier that is quite a chunk of land to be maintaining for somebody else for free. So, that ain't going to fly. I was just curious what they're going to plant.”

Director Seymour clarified that the City is looking for is on the inside of the fence to be mirrored on the residents' side.

Michael Kniess, 6419 S Pennsylvania Avenue:

“All right. Well, I appreciate it. We'll see how they do at, maintaining. Thank you.”

Kristin Chmielewski, 2030 East Norwood Drive:

“So, thank you very much for requesting those berms and trees. I think those are going to be very, very helpful to us. There was something that actually was brought up on the last meeting regarding the grooming and after speaking with a couple neighbors over on my side between Spruce and Norwood. We were kind of hoping that would that get groomed, so is all the property on our side always going to be mowed and groomed over there?”

Mayor Bukiewicz inquired if she was referring to the south side.

Kristin Chmielewski, 2030 East Norwood Drive:

“Where the new berms are going to be, but where it's pretty much where that retention pond is that whole side over there. Where the retention pond is because it was kind of nice having all that long grass and then all of a sudden, they went and I think it's going to help with a huge geese problem we now have. If we bring that, you know we've never had geese until this pond came.”

Mayor Bukiewicz explained there is a culvert in that area. Mayor Bukiewicz believes the culvert is owned by the City. The City came out to mow that area and it really let the water flow.

Director Seymour does not believe this item was discussed specifically, but it would be the intent of the Post Office to have as little maintenance as possible. If that means letting it grow a little more natural Director Seymour is sure the Post Office would be happy to do that.

Kristin Chmielewski, 2030 East Norwood Drive:

“That would be great because you know if little trees decide to plant themselves in there and just let them grow. That would be awesome. That's kind of what we were hoping for.”

And I know during that one talk that we had out there between you, me, and Joe, he said that our side was pretty much going to be natural. I just kind of wanted to make sure that that's still going to kind of follow suit because I know Mike, that one that just talked wanted it groomed really well on his side. We don't want that, we'd rather have it more of natural, keep all the, you know."

Mayor Bukiewicz asked Director Seymour if that could be included in the letter.

Director Seymour stated that it can be included, but they are not required to comply. Director Seymour is hopeful the Post Office will take the letter into consideration.

Kristin Chmielewski, 2030 East Norwood Drive:

"I appreciate that and other than that you answered everything else beautifully. Thank you so much."

Rachel Miliacca, 6470 S Crane Drive:

"Thank you for getting trees. That should be helpful and hopefully with moving the boulder that will solve our water problems if not certainly I'll contact the water. I'm guessing the water department. Yes?"

Mayor Bukiewicz clarified that she would want to contact the Engineering Department.

Rachel Miliacca, 6470 S Crane Drive:

"Engineering. Okay. I do have a question, something that has just started to come up a problem, potential problem, the road that is to the east of the Post Office and to the east of the Post Office parking lot. What will that be used for? Initially I thought in 2008, it was just for emergency use."

Mayor Bukiewicz asked Director Seymour if that is the easement between the homes.

Director Seymour does not believe so.

Mayor Bukiewicz asked to confirm that Ms. Miliacca said east.

Rachel Miliacca, 6470 S Crane Drive: *"East it comes off of the roundabout on College Avenue."*

Director Seymour stated it would provide 360-degree access to the building. Trucks will be coming off of College Avenue to go into the truck part, but this road will provide emergency access to the building.

Rachel Miliacca, 6470 S Crane Drive:

"So, the trucks are not going to be using that on a regular basis because they are now and I understand during construction, they're going to be using it, but once they are up and operational, they're not going to use that as a truck route?"

Director Seymour stated he cannot speak for the Post Office, but the road was never designed that way.

Rachel Miliacca, 6470 S Crane Drive:

"That's what I thought. Okay, I just wanted to make sure, because then you know maybe we need to leave it open, that if that they're going to be using that road more often. We're going to have to do something more for the noise factor because we can hear those trucks going down that road. There's really nothing blocking that sound."

Mayor Bukiewicz stated he agreed with Director Seymour and thought the trucks were coming in further to the west where the docks are. Mayor Bukiewicz stated no one specifically asked USPS what the road would be used for, but it does not look like it is designed to handle truck traffic.

Alderman Guzikowski inquired if the City could ask, in the letter, if the noise from trucks using this road becomes an issue that the sound be addressed.

Director Seymour stated he can speak with some certainty that the road was not designed for truck traffic.

Mayor Bukiewicz repeated that he is not speaking for USPS, but the turns would be really difficult to navigate out of a roundabout.

Director Seymour referenced the plans and stated there is a 90 degree turn against a large retaining wall and the road is not designed for it. Director Seymour does not believe truck traffic on that road will be an issue.

Michael Kniess, 6419 S Pennsylvania Avenue:

"Thanks for taking me back in again, I want to thank you guys for your efforts and the grooming and all on the back of the property between mine and the fence there. If it was alright with everybody I'd go for wild native plant wild flowers, rather than tall grass, it's going to get up to my shoulders."

Director Seymour encouraged Mr. Kniess to have a conversation with his neighbors regarding this suggestion.

Michael Kniess, 6419 S Pennsylvania Avenue: *"It's just a thought on it. Thank you. Thanks again for your efforts."*

Commissioner Chandler inquired if the Plan Commission is approving the suggested additional trees that were discussed during the meeting.

Director Seymour:

"If that's the motion you choose to make absolutely I mean if it were my preference, I would ask that you concur with the changes that are being proposed, and to request those in the letter to the United States Postal Service."

Commissioner Chandler asked if it was possible to include the drainage system in the letter as well.

Director Seymour explained that he would separate those issues out because he is not qualified to have that conversation.

Mayor Bukiewicz asked Commissioner Sullivan if the Engineering Department gets one last look at the plans.

Commissioner Sullivan stated he cannot verify that. The Engineering Department can go out and take a look if it is requested by the Plan Commission, but Mr. Ceci mentioned the Post Office will be having a full survey done, but Engineering has yet to see that.

Mayor Bukiewicz reiterated that the construction manager agreed that area needed to be straightened out a little bit in the corner.

Commissioner Siepert inquired if the letter has already been sent.

Director Seymour stated the letter will be a direct relation to the plan if the Plan Commission chooses to endorse the plan. Director Seymour explained the Plan Commission is not approving the landscaping plan because the City cannot require them to do a landscaping plan. The letter will present ideas to the Post Office can you please implant this

Director Seymour:

"You're not approving a landscaping plan because you can't require them to do landscaping plan. What you're doing is saying, 'Post Office we looked at this, we worked together. This is the plan that we think makes sense. Could you please, well, could you please implement this?' And, you know, as a concern, as a consideration, maybe for, you know, some of the other things like the sound barriers that were mentioned in the 2008 plan to be quite frank and quite honest and I will, I mean, I am hopeful that by implementing these changes that this will put both the Post Office and the neighborhood in position that they have some certainty as to what's finally going to be developed there and we can all move on with our lives."

Commissioner Siepert asked Director Seymour to repeat when the Plan Commission is requesting the Post Office to do.

Director Seymour:

"Absolutely. It's they'll get an exact copy of this exhibit, would be to add 17 trees along the College Avenue front edge, adding ten trees along the College and Pennsylvania front edge, screening the meter boxes and transformers, mirroring the landscaping on the outside of the fence along the properties along Pennsylvania Avenue, and I think, it's 13 trees and 10 arborvitae, extending the berm of equivalent height to the south and west with the addition of eight trees and six arborvitae to screen the Chapel Hills neighborhood and to compensate for the 20 foot sound attenuation wall that was required in the 2008 plan."

Commissioner Oldani:

"I was going to actually request a little bluntness, but Doug kind of hit it, um, I just want to make sure everybody, especially this is my neighborhood, my property is not along the line there, but for anyone listening, if there are still neighbors listening, exactly the position

we're in with the USPS. I, you know, Doug, we're kind of asking, please do these things and just so we understand this, we don't have the power that we normally do with Planning Commission approvals. My main concern is, I don't think we have any guarantees, even after we're in writing that any of this will get done. Not put a dark cloud on things. It sounds like you guys had a good walk through and they were, you know, receptive to what we're saying. I really want to make sure if this drainage, worst case scenario, is what some of these neighbors are fearing because the way that berms are, that there can be some kind of recourse, any to make sure, ultimately, if it's not draining the way they're saying that it does get done that way. You know, the, the tree lines would be nice and try to get that all blocked from that parking lot, but you know, we were talking about people's properties here. And if I would hate to see anybody just have way more water than they should have we've had a lot of rain the last couple of weeks, I don't know if there's been any feedback at City Hall about the drainage as of now. I'm not an engineer. So, doesn't sound like it or else I would assume that got brought up tonight. So, maybe that is draining the way it's supposed to be. That's my main concern is, that gets done beyond a please, please do this, that there's some recourse, we would have if it doesn't, doesn't end up the way they're saying. Any thoughts on that?"

Mayor Bukiewicz stated it would probably need to be a working relationship with the Post Office to remedy the problem and change the bioswale to get it where it's going.

Commissioner Oldani expressed concern for the neighbors especially when it comes to drainage and believes if the drainage is not correct that the City pursue solutions indefinitely.

Mayor Bukiewicz agreed.

Alderman Guzikowski stated he did have some concerns about drainage, but feels a sense of relief or confidence that Mike Simmons looked at the documentation and felt the plan would work. Alderman Guzikowski also feels better knowing it is in writing if there is follow-up down the line. He wants to ensure that the drainage concern is included in the letter in case the City needs to follow up.

Commissioner Hanna is concerned that the existing bioswales have not been adjusted to receive all the extra water from the additional impervious area, berms, and landscaping.

Mayor Bukiewicz stated there were no bioswales before this project, they were designed and put in to drain this property to the west. There is a large retention pond that sits in the back that all the water is designed to flow to.

Commissioner Hanna asked to confirm that this bioswale was designed to receive all the drainage water from this parcel.

Mayor Bukiewicz explained he is not an engineer, but does not believe all the water from the site goes into the bioswale. Certain segments of the site are designed so the water goes directly into the pond. Mayor Bukiewicz stated that the Post Office owns a lot of open land at the site to absorb water.

Commissioner Hanna believes there should be some drainage reports for the site. Commissioner Hanna asked if the construction team mentioned drainage analysis at all.

Mayor Bukiewicz stated he did not engage in that conversation, but trusts the City Engineer would have covered that.

Commissioner Hanna agreed with Alderman Guzikowski that the Plan Commission has one shot to address these issues with the USPS and wants to take full advantage of it.

Mayor Bukiewicz agreed with Alderman Guzikowski and Commissioner Hanna that something should be added in writing about the drainage to make sure it is documented. Mayor Bukiewicz was surprised by the amount of open land that the Post Office has to maintain.

Commissioner Hanna inquired if the USPS has a maintenance agreement to mow all of the lawn.

Mayor Bukiewicz believes the USPS will own both sides of the fence.

Commissioner Hanna stated the landscape looks doable, however the drainage has a major impact on properties.

Mayor Bukiewicz reiterated that this is a request to get what the Plan Commission is asking for and agrees with Alderman Guzikowski and Commissioner Hanna that something should be added regarding the drainage so it is documented. Getting the berms, extra queries, other needed items, and developing a working relationship in lieu of getting the walls should be doable and hopefully the USPS agrees.

Alderman Guzikowski moved that the Plan Commission concurs with the landscaping plans submitted by the United States Postal Service for the property at 2201 E. College Avenue with an attached letter dated, to be sent to the postal service.

Mayor Bukiewicz clarified that there is a letter requesting proposed adjustments to the landscape plan.

Director Seymour stated what the Plan Commission asks for will be in the letter.

Commissioner Chandler inquired if there will be several different letters going out.

Mayor Bukiewicz stated one letter would be sent out incorporating everything on the plan that was asked for the trees on the north, the berms, the letter will mention the grasses, and proper adjustment of bioswales. Mayor Bukiewicz asked Director Seymour if the letter refers back to the language used in 2008.

Director Seymour confirmed.

Commissioner Chandler asked if the Plan Commission needs feedback from the City Engineer that was at the walkthrough in regards to the drainage system.

Director Seymour encouraged the Plan Commission to not mix the drainage concerns with the landscaping plan in one letter.

Mayor Bukiewicz agreed the letter will be kept to the landscaping, but the letter should mention the bioswales should be maintained to proper functioning. Mayor Bukiewicz clarified that the letter concurs with the landscape plan from 2008 with incorporated requested for improvements in the letter to be dated.

Director Seymour stated the displayed landscape plan will be the landscaping plan should the Plan Commission chose to endorse it. This would be sent to the USPS as the City's official request for landscaping of the development.

Commissioner Chandler referred to items that were discussed in previous meetings such as dust control systems and drainage system and inquired if those items would be discussed in separate meetings.

Mayor Bukiewicz and Director Seymour both denied there would be separate discussions.

Mayor Bukiewicz explained the dust concern was more during construction and this concern has passed. Mayor Bukiewicz said the City brought the bioswale to the attention of the USPS that the City will continue to work with USPS to make sure it is functioning properly. Mayor Bukiewicz reiterated the Plan Commission would concur with the requested changes to the USPS plan dated 10-16-2020. Mayor Bukiewicz asked Director Seymour if this was correct.

Director Seymour confirmed it is correct.

Alderman Guzikowski moved that the Plan Commission concurs with the USPS plans dated 10-16-2020 for the landscaping plans submitted by the United States Postal Service for the property at 2201 E. College Avenue. Commissioner Siepert seconded. On roll call: all voted aye. Motion carried.

Mayor Bukiewicz clarified that the letter will contain: everything the Plan Commission sees in the landscape plans, will discuss the natural state on the far south end, will concur with the neighbors on the Pennsylvania Avenue facing properties regarding the grooming of that land, and communicate the bioswale needs to be properly maintained. The area observed during the site visit needs to be cleaned up.

**CONDITIONS AND RESTRICTIONS
CRYSTAL LAKE TOYOTA SCION, LLC
9543 S. CHICAGO ROAD
TAX KEY NO. 912-9993-000**

Planner Papelbon provided an overview of the draft Conditions and Restrictions for a Conditional Use Permit for automotive, motorcycle, recreation vehicle, and marine sales within a portion of the existing multitenant commercial building at 9543 S. Chicago Rd (see staff report for details).

No questions or comments from the Plan Commission.

Assistant Fire Chief Havey stated the Fire Department has reviewed the proposal and has no concerns or questions.

Mayor Bukiewicz referenced item 3(B), and asked to confirm if the prohibited vehicle service, including warranty repair work and other repair service includes automotive, motorcycle, recreation vehicles, marine vehicles, and everything listed.

Planner Papelbon explained that automotive body repair and automotive mechanical repair are two separate categories in the Code. Vehicle service including warranty repair work and other

repair work would apply to all the vehicles on site. There was no request for service of any kind on the property.

Abdel Ali, 1420 W Foster Avenue, Milwaukee, thanked the Plan Commission for their time.

Alderman Guzikowski moved that the Plan Commission recommends that the Common Council adopts the Conditions and Restrictions as part of the Conditional Use Permit for automotive, motorcycle, recreation vehicle, and marine sales within a portion of the existing commercial building on the property at 9543 S. Chicago Rd. after a public hearing. Commissioner Siefert seconded. On roll call: all voted aye. Motion carried.

**PLAN REVIEW
HSA COMMERCIAL
7901 S. 6TH ST
TAX KEY NO. 813-9056-000**

Planner Papelbon provided an overview of the site, building, landscaping, and related review for a proposed addition to the existing hospital facility (see staff report for details).

Mark TeGrootenhuis, 100 S Wacker Drive, Suite 950, Chicago, IL, stated he is available to answer questions.

Commissioner Chandler inquired if the same individuals working in the current Urgent Care facility would be working in the new Emergency Department and inpatient addition.

Renee Kubesh, Eppstein Uhen Architects, 333 E Chicago Street, Milwaukee, stated this would be additional employees in addition to current staff. The staff is now able to potentially handle a higher acuity patient.

Commissioner Chandler asked the applicant to provide a more information about the flow of traffic and potential signs that will be added.

Michael Froehlich, Kapur and Associates, 7711 North Port Washing Road, Milwaukee, explained the intent is to maintain two-way traffic on the south side of the emergency addition. The only portion that will remain one-way is near the clinic portion with the original canopy for pickup and drop-off. Heading south along the east face of the addition where the urgent care facility is will be one-way as well. Mr. Froehlich referenced civil plans sheet C103 to show signs and traffic flow. The one-way traffic will allow passengers to always be dropped off on the building side of the parking lot.

Commissioner Siefert asked for more information regarding exiting the parking garage.

Mr. Froehlich stated that vehicles are allowed to exit on the south and northeast corner; however, when exiting at the northeast corner vehicles can only turn right and head south. There is a gate so vehicles cannot head north towards Drexel Avenue.

Commissioner Siefert asked for clarification regarding Mr. Froehlich's statement about heading north on Drexel Avenue.

Mr. Froehlich clarified that he stated north towards Drexel Avenue, vehicles must head south towards 6th Street.

Commissioner Siepert inquired about the gate that is in place.

Mr. Froehlich reiterated that the gate will remain in place. The gate is opened for deliveries or maintenance vehicles.

Commissioner Siepert asked to clarify how traffic will head south if there is gate in the way.

Mayor Bukiewicz stated vehicles could never go north.

Mr. Froehlich stated the gate is to the north and referenced the plans on the screen.

Commissioner Siepert explained he thought there was a gate at the crosswalk.

Mr. Froehlich clarified that there is a dimensional line drawn on the plans that may have resembled a gate.

Commissioner Carrillo asked if this new facility would change the ambulance flow or frequency.

Assistant Fire Chief Havey stated he is unsure if the stand-alone Emergency Department (ED) can receive hospital. It would be up to the Medical Director of Milwaukee County to approve the facility as a stand-alone ED that can receive patients, and would be able to contact Oak Creek Fire Department to transport patients out. This facility has a 24-hour window to either treat and release the patient, or the patient would need to go to a full campus. This adds the possibility of the Fire Department arriving to the facility during that 24-hour period.

Commissioner Carrillo asked Assistant Fire Chief Havey if he is happy with the building and path that ambulances can take.

Assistant Fire Chief Havey explained the Fire Department worked with the applicant's engineers. The engineers were provided with the Fire Department's vehicle specifications so the vehicles will be accommodated. The only change is where the ambulance drop-off point is. The plans were reviewed and the Fire Department is satisfied.

Mayor Bukiewicz inquired if the ambulance drop-off point will still be on the west side where it is now.

Assistant Fire Chief Havey confirmed it will still be on the west side.

Commissioner Sullivan commented to make sure all stormwater is contained and goes into the storm sewer.

Commissioner Hanna asked if there will be any new signage to direct people to the emergency department.

Ms. Kubesh stated that, at this time, the applicants are not applying for signage as part of the Plan Commission review, but there will need to be signage discussions.

Commissioner Hanna suggested that patients are given proper access so to not disturb the residents of Drexel Town Square.

Mayor Bukiewicz asked if the Fire Department has any more concerns.

Assistant Fire Chief Havey explained the Fire Department has been anticipating this project for some time. Assistant Fire Chief Havey stated the Fire Department is not sure at this time if this addition will increase or decrease their amount of transports.

Mayor Bukiewicz asked Planner Papelbon about the amount of parking being allowed. Drexel Town Square's standard is five parking spots per 1,000 square feet (sq. ft), but the applicant is proposing 4.2 spots per 1,000 sq. ft.

Planner Papelbon explained the Planned Unit Development (PUD) has estimates, but there is language in the PUD that allows the applicant to provide a parking study. During the proposal for the original building and the cancer center addition, the applicant provided data stating their operational needs for 4.25 spots per 1,000 sq. ft. Staff is satisfied with the applicant providing for their operational needs. What the applicant is maintaining onsite goes above and beyond what the actual operational requirements are.

Mayor Bukiewicz asked how much light will be emitted from the entrance on the south side of the addition to the residents living in Emerald Row.

Planner Papelbon stated the parking lot lights would be compliant with what is there currently. Most of the light on that side of the building would come from the signs that are proposed. The canopy has recessed lighting. There are no wall packs on the building, and Planner Papelbon stated that she does not see any up-lighting for the addition.

Mayor Bukiewicz asked to confirm that signs have not been applied for yet.

Planner Papelbon confirmed that signs shown on the renderings are just placeholders at this time. Sign applications with details will be submitted at another time. Plan Commission approval is required for any signs within Drexel Town Square. Some slight modifications are required to the landscape plan as previously mentioned. Planner Papelbon also stated that the corrugated metal panels used to screen the roof top mechanical units will require a $\frac{3}{4}$ majority vote of the Plan Commission. The metals panels being proposed are the same panels on the existing building. Staff has no issues with proposed materials because they match the existing building.

Commissioner Hanna moved That the Plan Commission approves the site and building plans submitted by Mark TeGrootenhuis, HSA Commercial, for the property at 7901 S. 6th St., with the following conditions:

1. That all relevant Code requirements are in effect.
2. That all conditions of approval issued for the building on May 10, 2016 and September 13, 2016 remain in effect.
3. That detailed plans for signage are reviewed and approved by the Plan Commission prior to submission of sign permit applications.
4. That all mechanical equipment, transformers, and utility boxes (ground, building, and rooftop) are screened from view.
5. That plans addressing grading, drainage, and stormwater quality (including the use of stormwater best management practices) be approved by the City Engineer prior to the issuance of building permits.
6. That all water and sewer utility connections are coordinated with the Oak Creek Water & Sewer Utility.

7. That all revised plans (site, building, landscaping, etc.) are submitted in digital format for review and approval by the Department of Community Development prior to the submission of building permit applications.

Alderman Loreck seconded. On roll call: all voted aye. Motion carried.

Commissioner Carrillo moved to adjourn the meeting. Commissioner Siepert seconded. On roll call: all voted aye. Motion carried. The meeting was adjourned at 7:52 pm.

ATTEST:



Douglas Seymour, Plan Commission Secretary

11-10-20

Date