

**MINUTES OF THE
OAK CREEK PLAN COMMISSION MEETING
TUESDAY, APRIL 27, 2021**

Mayor Bukiewicz called the meeting to order at 6:01 p.m. The following Commissioners were present at roll call: Commissioner Hanna, Commissioner Sullivan, Commissioner Carrillo, Alderman Loreck, Mayor Bukiewicz, Alderman Guzikowski, Commissioner Oldani, and Commissioner Siepert. Also present: Kari Papelbon, Planner; Laurie Miller, Zoning Administrator; and Mike Havey, Assistant Fire Chief. Thomas Kramer, Assistant IT Manager, facilitated the video conference. Commissioner Chandler was excused

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, or as determined by the Mayor. 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 is one or more public hearing 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 April 13, 2021 meeting

Commissioner Siepert moved to approve the minutes of the April 13, 2021 meeting. Alderman Loreck seconded. On roll call: all voted aye. Motion carried.

PUBLIC HEARING

SIGN APPEAL

MATHNASIUM

7960 S. MAIN ST.

TAX KEY NO. 813-9050-000

Zoning Administrator Miller read the public hearing notice into the record (see Public Hearing Notice for details).

Mayor Bukiewicz made the first call for public comment.

Paul Post, 7960 S. Main Street, Oak Creek, WI, offered to answer any questions.

Mayor Bukiewicz made the second call for public comment.

Mayor Bukiewicz made the third and final call for public comment. Seeing none, he closed the public hearing.

SIGN APPEAL

SIGN PLAN REVIEW

MATHNASIUM

7960 S. MAIN ST.

TAX KEY NO. 813-9050-000

Zoning Administrator Miller asked Mayor Bukiewicz if the Sign Appeal and Sign Plan Review can be reviewed together.

Mayor Bukiewicz okayed combined reviews and said the motions will need to be voted separate.

Zoning Administrator Miller provided an overview of the request for variances allowing the applicant to install three (3) vinyl window decals (24" x 6", 16" x 6", and 25" x 6") on the west elevation and two (2) vinyl window decals (14" x 6" and 21" x 6") on the east elevation of the Mathnasium tenant space in the existing mixed-use building (see staff report for details).

Commissioner Hanna asked why there needs to be additional signage.

Mr. Post stated the franchise's guidelines require quite an extensive window covering, and he has reduced the requirement as much as he could with the franchise. The white lettering phrases are to attract and give information to people walking by about what the business is.

Commissioner Carrillo questioned whether hours of operation have always been allowed on the doors.

Planner Papelbon answered that the hours of operation on the doors are always allowed. This proposed vinyl sign does not cover more than 10%, and is the only portion that is fully opaque, which makes the door in compliance.

Commissioner Carrillo asked whether the Main Street side has the hours of operation on the door.

Zoning Administrator Miller stated that the hours of operation are only on the parking lot side.

Mr. Post stated that they are planning on using the parking lot side as the main entrance, and the Main Street side will be closed and locked for safety.

Mayor Bukiewicz asked if the Plan Commission would allow the hours of operation on the Main Street side to benefit the business and the foot traffic.

Zoning Administrator Miller stated her agreement.

Planner Papelbon said that, in the past, the signage on the door has been reviewed separately from the signage on the windows for this very reason.

Alderman Loreck asked if there would be a plan to put "Please use other entrance" or something similar to direct people to the other side since the Main Street door will be locked.

Mr. Post agrees that would be a good idea to clarify the main entrance.

Alderman Loreck asked if that statement should be included in this proposal as a sign.

Zoning Administrator Miller stated that the language would be included as a sign.

Mayor Bukiewicz stated that he would be in favor of the additional language, and wants the business to succeed in this area.

Planner Papelbon stated that she believes if the same kind of coverage is used on the Main Street side as the parking lot side, with the hours of operations and the "Please use other entrance" in place of the phone number, the door would be compliant.

Mayor Bukiewicz asked Assistant Fire Chief Mike Havey if he has any issues.

Assistant Fire Chief Mike Havey stated that labeling does help the Fire Department.

Alderman Loreck moved that the Plan Commission approve the **sign variances** allowing the applicant to install three (3) vinyl window decals (24" x 6", 16" x 6", and 25" x 6") on the west elevation and two (2) vinyl window decals (14" x 6" and 21" x 6") on the east elevation of the Mathnasium tenant space in the existing mixed use building at 7960 S. Main Street.

Commissioner Siepert seconded. On roll call: all voted aye. Motion carried.

Commissioner Hanna moved that the Plan Commission approves the **Master Sign Plan** submitted by Paul Post, Mathnasium, for the tenant space located in the mixed use building at 7960 S. Main Street.

Commissioner Siepert seconded. On roll call: all voted aye. Motion carried.

CONIDITIONS AND RESTRICTIONS
MILWAUKEE AREA TECHNICAL COLLEGE - OAK CREEK
6665 S. HOWELL AVE.
TAX KEY NO. 718-9961-002

Planner Papelbon provided an overview of the draft Conditions and Restrictions for the Conditional Use Permit (CUP) for the installation of solar collectors on approximately 1 acre of the property (see staff report for details).

Planner Papelbon stated that during the preparations for Conditions and Restrictions, staff came upon a previous Conditional Use Permit for 1 or 2 solar arrays on the south corner of the building. Planner Papelbon said that this will be considered an Amendment because the previous Conditional Use Permit was specific to the number and location for the solar arrays.

Kelly Cech, 6665 S. Howell Ave., Oak Creek, WI, offered to answer any questions.

Commissioner Siepert moved that the Plan Commission recommends that the Common Council adopts the Conditions and Restriction as part of the Conditional Use Permit for solar energy collectors on the property at 6665 S. Howell Ave.

Commissioner Hanna seconded. On roll call: all voted aye. Motion carried.

**TEMPORARY USE PERMIT
OZINGA READY MIX CONCRETE
841 W. RAWSON AVE
TAX KEY NO. 764-9051-000**

Zoning Administrator Miller provided an overview of the request approval to operate a temporary concrete crushing process located at 841 W. Rawson Ave. (see staff report for details).

Justin Kratochvil, 8356 Greenbriar Rd, Wind Lake, WI, offered to answer any questions.

Commissioner Hanna asked if the entrance will be controlled, and if not, how will truck traffic be controlled.

Zoning Administrator Miller stated that it is not controlled, and there is not much traffic that would require it.

Commissioner Sullivan stated that Rawson Ave. is a Milwaukee County highway, and this would require the involvement with the Milwaukee County's staff. The amount of traffic on an hourly basis would not meet the needs of a controlled intersection.

Mayor Bukiewicz stated the trucks regularly enter off of Rawson Ave. currently.

Commissioner Sullivan confirmed that the trucks enter and exit on Rawson Ave. now, and have in past.

Commissioner Hanna expressed concern about the increase of projects around the City, which would cause an increase in traffic; therefore, the need for a controlled intersection should be warranted.

Mr. Kratochvil said that the truck traffic is anticipated to be no more than what it has been in previous years, and they have had no complaints, accidents, or issues at the entrance on Rawson Ave.

Commissioner Siepert asked about protecting the City's drainage system with the runoff they have had.

Zoning Administrator Miller stated that staff is requesting that the applicant put inlet protection to catch salt runoff.

Mayor Bukiewicz commented that it is critical, and asked if the Water Department is involved regarding the type of protection needed.

Zoning Administrator Miller answered that they have not yet, but will work with Mr. Kratochvil.

Mayor Bukiewicz asked Assistant Fire Chief Mike Havey if there are any concerns.

Assistant Fire Chief Mike Havey stated that he has no concerns.

Commissioner Hanna moved that the Plan Commission approves the Temporary Use permit for a temporary crushing operation at 841 W. Rawson Avenue with the following conditions:

1. That all applicable building and fire codes are in effect.
2. That the hours of operation for crushing be limited to Monday through Friday between the 7:00 AM and 4:00 PM.
3. That the temporary use shall expire on December 31, 2021.
4. That the crushing is limited to Ozinga concrete. No materials from other properties or work sites shall be brought to the site for crushing.
5. That onsite air-born dust and debris control measures (e.g., water application) are utilized throughout the operation.
6. That the stockpiles are restricted to the locations as shown on the approved site plan, and may not exceed 30 feet in height.
7. That any truck traffic associated with the temporary use is restricted to State and County highways.
8. That a street-sweeper is utilized minimum of once per day.
9. That storm drain protection be utilized to minimize suspended solids from entering the City's drainage system.
10. That the property is returned to its original condition – all temporary equipment and stockpiles removed – within 14 calendar days following the expiration of the Temporary Use Permit.

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

Commissioner Carrillo moved to adjourn the meeting. Commissioner Siepert seconded. On roll call: all present voted aye. Motion carried. The meeting was adjourned at 6:42 pm.

ATTEST:



Kari Papellbon, Plan Commission Secretary

5-11-21

Date