

**MINUTES OF THE
OAK CREEK PLAN COMMISSION MEETING
TUESDAY, SEPTEMBER 14, 2021**

Alderman Loreck 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, Commissioner Oldani, Commissioner Siepert, and Commissioner Chandler. Mayor Bukiewicz and Alderman Guzikowski were excused. Also present: Kari Papelbon, Planner; and Doug Seymour, Director of Community Development.

Minutes of the August 24, 2021 meeting

Commissioner Siepert moved to approve the minutes of the August 24, 2021 meeting. Commissioner Oldani seconded. On roll call: all voted aye, except Commissioner Chandler, who abstained. Motion carried.

**PLAN REVIEW
OAK CREEK FRANKLIN SCHOOL DISTRICT
9330 S. SHEPARD AVE.
TAX KEY NO. 873-9013-000**

Planner Papelbon provided an overview of the site, building, and related plan review for a proposed accessory building at East Middle School (see staff report for details).

Andy Chromy, Finance Officer, Oak Creek Franklin School District, 7630 S. 10th Street, noted this is an opportunity for the students that are part of Knights Construction to transition to working on more of a commercial opportunity.

Commissioner Chandler asked if there will be any electricity running to the buildings.

Mr. Chromy stated that he believes there will be electricity at the East and West Middle Schools, but not at the High School. The school has a licensed journeyman electrician onsite that will be hooking up the electricity; however, the students of Knights Construction will be running the wiring.

Commissioner Siepert moved that the Plan Commission approves the site plans submitted by Andrew Chromy, Oak Creek-Franklin Joint School District, for the property at 9330 S. Shepard Ave. with the following conditions:

1. That all relevant Code requirements remain in effect.
2. That all detailed, revised plans are submitted in digital format to the Department of Community Development prior to submission of permit applications.

Planner Papelbon corrected the motion to read: "site and buildings plans." Commissioner Siepert amended the motion to include building plans as well.

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

**PLAN REVIEW
OAK CREEK FRANKLIN SCHOOL DISTRICT
8401 S. 13th ST.
TAX KEY NO. 830-9997-000**

Planner Papelbon provided an overview of the site, building, and related plan review for a proposed accessory building at West Middle School (see staff report for details).

Mr. Chromy explained that the back of West Middle School was regraded and reseeded to be a usable field, and will be used for West Middle School gym classes, youth programs, recreational soccer, and other events. The shed will be very helpful for storing equipment for these activities.

Commissioner Hanna asked how the shed would be secured.

Mr. Chromy stated the shed will be locked. There is a roll-up garage door that is locked from the inside, and a maintenance door that will also be locked.

Commissioner Hanna asked if there will be any lighting.

Mr. Chromy stated there is no plan to add lighting. The shed is located relatively close the building, and will be covered by some of the exterior lights from West Middle School.

Commissioner Oldani moved that the Plan Commission approves the site and building plans submitted by Andrew Chromy, Oak Creek-Franklin Joint School District, for the property at 8401 and 8461 [R] S. 13th St. with the following conditions:

1. That all relevant Code requirements remain in effect.
2. That all detailed, revised plans are submitted in digital format to the Department of Community Development prior to submission of permit applications.

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

**PLAN REVIEW
OAK CREEK FRANKLIN SCHOOL DISTRICT
340 E. PUETZ RD.
TAX KEY NO. 827-9028-000**

Planner Papelbon provided an overview of the site, building, and related plan review for a proposed accessory building and optional shade structure (see staff report for details).

Mr. Chromy explained that the current storage is a bit small, and the users of that storage space are needing to move equipment back and forth. The proposed shed would allow for more storage onsite and in closer proximity.

Commissioner Chandler asked if there are other storage areas onsite for other sports, and if this will only be used for tennis storage.

Mr. Chromy explained that there is currently a 10' x 10' shed that will be replaced with the proposed shed. The School District coordinated with the athletic director to ensure the shed size is what is needed.

Commissioner Oldani moved that the Plan Commission approves the site and building plans submitted by Andrew Chromy, Oak Creek-Franklin Joint School District, for the property at 340 E. Puetz Rd. with the following conditions:

1. That all relevant Code requirements remain in effect.
2. That all detailed, revised plans are submitted in digital format to the Department of Community Development prior to submission of permit applications.

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

REZONE/PLANNED UNIT DEVELOPMENT

JESSICA GUZMAN, F STREET DEVELOPMENT GROUP, EDISON M. BOERKE FAMILY TRUST, AND THE CITY OF OAK CREEK

4001 E. LAKE VISTA PKWY., 9300 S. 5TH AVE., AND 4200 E. LAKE VISTA BLVD.

TAX KEY NOS. 868-9996-002, 868-9994-002, & 868-9993-001

Planner Papelbon provided an overview of the request made by Jessica Guzman, F Street Development Group; Edison M. Boerke Family Trust; and the City of Oak Creek to rezone to and establish a Traditional Neighborhood Development Planned Unit Development on portions of the properties at 4001 E. Lake Vista Pkwy., 9300 S. 5th Ave., 4200 E. Lake Vista Blvd. (see staff report for details).

Jessica Guzman, F Street Development Group, 1134 North 9th Street, Milwaukee, thanked the Plan Commission for their time and introduced Katie Monachos of RINKA.

Katie Monachos, RINKA, 756 North Milwaukee Street, Milwaukee, presented a site plan of the proposed development, and gave an overview of the building types and building materials. Ms. Monachos briefly touched on the amenities and signage, and also stated the streetscape will be pedestrian-friendly with sidewalks and bicycle areas designated.

Commissioner Chandler inquired if the building materials are designed for higher humidity and to deal with the impacts of the water from Lake Michigan.

Ms. Monachos stated the development will be far enough away from the lake that special consideration was not taken for the adjacency to the lake.

Commissioner Siepert expressed concerns about the traffic patterns and the Fire Department having access.

Ms. Monachos stated RINKA has the same concerns. RINKA paid close attention to this, and coordinated closely with the Fire Department and the Engineering Department to make sure all accommodations were met for all public streets, private streets, and alleys. This development offers all the required access for all three phases of the project.

Commissioner Siepert asked if the developers reviewed this proposal with the Fire Department. Ms. Monachos confirmed the proposal was reviewed with the Fire Department.

Commissioner Siepert also expressed concerns regarding the amount of parking available.

Ms. Monachos explained that the single-family houses have two-, two-and-a-half, or three-car garages per house, and the townhouses have two garage spots or two surface spots behind. Ms.

Monachos continued by explaining that a lot of the parking has been moved to the first floor inside to allow for more parking for the multifamily buildings. The applicant's intention is to provide market rate expectations.

Commissioner Siepert identified a concern regarding delivery trucks being able to service the area. Ms. Monachos explained that RINKA has coordinated with the mail delivery. There will be mail delivery kiosks, and for the multifamily buildings, there will be drop-off areas and designated move-in areas.

Planner Papelbon stated the roads labeled with numbers on the street map have all been designed to Engineering requirements, and are considered public streets. Planner Papelbon also stated the alleyways will be at least 16 feet. There will also be on-street parking for visitors and required parking for mailboxes. Planner Papelbon explained the deliveries will be handled like any other residential neighborhood or apartment building.

Director Seymour explained that there is parking in both garages and street parking for the single-family homes and villas. The City has some concerns regarding parking for the multifamily buildings. The two multifamily buildings in the center of the site at this time do not meet Code requirements for parking based on the number bedrooms. The City has been working with the development team to maximize parking where available, and maximize enclosed or structured parking within the multifamily buildings. The City wants to ensure the parking is done correctly to avoid large parking lots that are not being used.

Commissioner Hanna asked if there is public street parking available.

Director Seymour stated the public streets are public parking that is not assigned. The lots with aprons will be assigned.

Commissioner Hanna inquired how public parking usage will be taken into consideration versus residential parking.

Director Seymour stated that the City knows the overlap will happen. The City and developer can only make sure there is adequate parking to not force people to park on the streets. Parking on the streets will be subject to the parking requirements that are in place for Oak Creek. Public parking should not be relied on to satisfy demand, but can be used to supplement demand.

Commissioner Hanna stated that she wants to be sure there is adequate parking to prevent overlap of resident and public parking.

Commissioner Siepert asked how the population density compares to the City standards.

Director Seymour explained that this is a denser development, in terms of units per acre, than the City has seen before, with the possible exception of Drexel Town Square. This is by design to create a more walkable neighborhood. The concept of this design is to be less maintenance-intensive for the owner. Director Seymour stated residents of this development will be sacrificing space on a parcel for a more amenity-rich environment. This will not be a typical Oak Creek subdivision, but rather a neighborhood.

Commissioner Siepert inquired if the City has requirements or regulations on the population density.

Director Seymour explained that the PUD and the Traditional Neighborhood Development zoning district allows for increased densities to achieve community and walkability. The proposed development will be in accordance with the Traditional Neighborhood Development zoning that was adopted by Common Council.

Planner Papelbon referred Commissioner Siepert to the TND PUD standards regarding minimum and maximum densities per net acre. This development is in conformance with those allowances.

Commissioner Siepert asked if the standards were written to the applicant.

Planner Papelbon explained the standards were written to be amenable to a development plan that everyone is hoping to achieve. There were discussions on the minimums and maximums to ensure the development is something everyone is comfortable with promoting.

Director Seymour stated that the regulations were based on standards that are promoted statewide with respect to traditional neighborhood developments, and based on a model ordinance that was prepared and has been in use across the state.

Planner Papelbon stated the proposal, with the exception of the multifamily buildings and maybe one other category, is not far off from the current density standards if the houses were per lot. The proposed development is condo-ized - so all the parcels involved are under common ownership - but the densities are closer to what will be allowed in the Zoning Code update as well as current Code with the one exception, possibly two, and the multifamily.

Commissioner Siepert asked if the streets will be controlled or maintained by the City.

Director Seymour explained it will be both. The major streets will be dedicated to and maintained by the City. The alleyways, one of the private streets on the southeast corner of the development, and parking lots will all be private and maintained privately. The City will not be plowing alleys or collecting garbage and recycling for the development. The City will take on some of the maintenance responsibilities under an agreement with respect to some of the common open space areas and trails, as well as some of the regional stormwater retention areas.

Commissioner Siepert asked if that is explained in the standards.

Director Seymour stated that such will be spelled out in the PUD, infrastructure agreements, and finance development agreements.

Commissioner Oldani asked how much space there is in the alleyway by the garages. Ms. Monachos stated there is four feet between the alley and the garages.

Commissioner Oldani expressed concerns regarding snow removal in the alleyway.

Ms. Monachos referenced the snow storage area diagram. Areas of snow storage are identified between the garages. If the optional fence is installed, it will be pushed back off of the alleyway to allow for collection areas between the garage spaces. The number of two-and-a-half-car and three-car garages will be limited per block to allow space for snow collection areas.

Commissioner Oldani asked for clarification if the snow storage areas would be used by individuals shoveling or plows. Ms. Monachos confirmed it would be for a plow.

Commissioner Carrillo asked if there will be basements. Ms. Monachos stated that, at this time, only the two multifamily buildings in the center of the site have basements. The basements for those buildings are exposed on the north side of the building. The single-family homes will not have basements due to the conditions of the soil.

Commissioner Carrillo asked to confirm that there is no underground parking. The two multifamily buildings in the center of the site will have the partially-exposed basements for parking. The four multifamily buildings in the southwest corner will have first-floor parking, no basements.

Commissioner Carrillo inquired if the multifamily buildings will have one spot per unit. Ms. Monachos stated that the developers are working to determine that number; however, at this time, the interior parking is maximized and there is surplus exterior parking.

Commissioner Carrillo expressed concern regarding non-tenants using the parking lots. Ms. Monachos stated all the parking stalls will be assigned, and management will have a protocol to enforce.

Commissioner Carrillo asked for more details regarding the houses already being listed on the MLS. Ms. Monachos stated it is a reservation process to make sure there is interest and the sites are being showcased.

Commissioner Sullivan reiterated that the Plan Commission does not like the “high-quality vinyl siding” as an exterior building material.

Commissioner Hanna stated she is extremely concerned about the parking situation. Commissioner Hanna asked if residents that choose not to have a fence will be responsible for storing all the snow from the alleyways. Ms. Monachos clarified that there is a datum for a fence connection. The snow will be stored between the garages. Ms. Monachos explained the snow removal will be public on the public streets and private on the private streets.

Commissioner Hanna asked who is responsible for the snow removal on the alleyway. Ms. Monachos stated it would be done privately by the Association. Commissioner Hanna asked if the homeowners are responsible for removing the snow, and whether the spaces between the garages will their designated location to store the snow. Ms. Monachos reiterated that all maintenance will be done by the Association.

Commissioner Hanna asked if the maintenance is optional for the homeowners. Ms. Monachos confirmed it is not optional.

Commissioner Hanna asked if all drainage issues have been looked at. Ms. Monachos confirmed the developers have been working closely with the civil engineer to ensure the sites during construction do not negatively affect each other, final construction is coordinated with the overall concept, and no problems will arise if construction is stopped between each phase.

Commissioner Hanna asked a question that was inaudible.

Ms. Monachos stated that there is a ton of interest; however, there is still a lot to coordinate as far as upgrade packages and the costs associated with such. At this time, the developer is building the base scheme to make sure residents can get in at a certain price, but then there are certain upgrades such as site location, exposure to the lake, etc. There is also a lot of interest with the townhomes that are less developed.

Commissioner Oldani asked what the snow storage area is used for when it is not winter.

Ms. Monachos explained the base will be grass. The area just north of the snow storage is a patio area with upgrade options that include slab-on-grade with a raised wood deck.

Commissioner Oldani asked if the snow storage area can be used for additional parking or if the area must remain empty. Ms. Monachos confirmed it must remain empty to maintain access for emergency vehicles.

Commissioner Chandler asked Planner Papelbon to confirm that the area is currently zoned for multifamily, and that the proposal is to rezone it to Traditional Neighborhood to allow a denser area for living space.

Planner Papelbon stated Commissioner Chandler is correct that there are multiple zonings for the properties. Portions of the properties would be rezoned to Traditional Neighborhood Development PUD to allow for the multiple uses and multiple types of residences that are proposed in the PUD.

Commissioner Chandler asked the applicant to provide additional information for the request to rezone from multifamily to Traditional Neighborhood Development.

Planner Papelbon clarified that portions of the properties are A-1, Rm-1, and B-4, and that this proposal would bring all properties under one zoning district to allow for multiple residential types with the potential addition of some commercial space on the first floor of some of the multifamily.

Commissioner Chandler asked for more clarification regarding the transition to Traditional Neighborhood Development.

Planner Papelbon stated the Traditional Neighborhood Development Zoning District allows for more than multifamily for the housing types. It also allows for denser neighborhood development that is mostly residential.

Commissioner Chandler inquired why it is so dense and why there is a desire to have the multifamily or multiple housing types.

Planner Papelbon explained part of the goal of this development is an attempt to achieve housing options that are missing in the City, trying to reach a specific demographic that is missing. The denser development is attempting to get at a more walkable neighborhood. This development is different than what Oak Creek has seen in recent years. The townhomes and villas options provided in this development are not seen in the rest of the City.

Ms. Monachos stated the common areas of the development creates more of a community.

Commissioner Chandler stated that she is concerned that there is a smaller number of common areas based on the number of people that will be living in the development and visitors to the lake.

Ms. Monachos referenced the concept development plan, and stated that each dot represents an amenity such as a pocket park, dog park, recreational area, garden, etc. The developer believes the plentiful amenities and access of the lake will sell the lots.

Commissioner Oldani asked if the City has explored options of adding parking around the park area to help mitigate parking concerns.

Director Seymour explained that the parking on this development will not help solve the parking issues for the Fourth of July or beer gardens. Director Seymour stated that the City is looking for opportunities adjacent to this proposal, primarily in the north bluff area.

Commissioner Siepert asked Director Seymour about the road pattern to and from the area.

Director Seymour stated that Lakeshore Commons is part of TID 13. The City has a project planned to make improvements to the other areas of TID 13 ,including improvements to 5th Avenue.

Commissioner Siepert stated that the City and Plan Commission also need to take into consideration the 46 acres to the north. Director Seymour explained that the City will take their time and be deliberate about what is planned for that area. What is developed there will be consistent with the vision for the lakefront.

Commissioner Sullivan stated that the Engineering Department was tasked with looking at the required dollar amount, size, and capacity of 5th Avenue as part of TID 13. The City is starting to plan for the road improvements. Commissioner Sullivan stated that the Engineering Department has also been tasked with looking for different areas in Lake Vista for parking overflow. There are issues created in that area with stormwater and environmental impacts. The options have been provided to the City Administrator.

Alderman Loreck stated that he believes there is a market for this type of development, and that it adds to the diversity to the housing in Oak Creek. Alderman Loreck stated that he understands parking is a challenge; however, it sounds like there might be more parking in this development than in a traditional city. Alderman Loreck asked to confirm that the single-family houses will have no exterior modifications by the homeowners.

Ms. Guzman confirmed that the Condo Association will have an architectural review board that will outline what exterior modifications are allowed to be made. At this time the developer is limiting the exterior paint colors and materials, and not allowing flag poles. Anything done to the exterior of the home will go through the Condo Association, and they will have full control.

Alderman Loreck asked if there is a grass- or tree-line between the sidewalk and street. Ms. Monachos stated there are landscaping requirements identified in the Traditional Neighborhood Development guidelines and the PUD, including a minimum spacing of trees, minimum parking screening, islands for parking, and shade trees. There are also nodes in the amenity spaces that will have special plantings.

Alderman Loreck requested confirmation that the multifamily buildings would be rental, and everything else will be owned. Ms. Monachos confirmed that is correct.


Planner Papelbon explained that the Conditions and Restrictions will have language about phasing. Planner Papelbon asked the Plan Commission to keep in mind that this development is about 40% single-family type development, which will cause the phasing to be lengthier than any phasing program the City has seen thus far for PUD consideration. The timing of the phases will be closer to what is seen with a single-family subdivision. Each phase will likely have benchmarks

that are similar to what is seen in other PUDs. The first phase is the largest phase of the development to include streets, infrastructure, and utilities.

Commissioner Oldani moved that the Plan Commission recommends to the Common Council that portions of the properties at 4001 E. Lake Vista Pkwy., 9300 S. 5th Ave., 4200 E. Lake Vista Blvd. be rezoned to Traditional Neighborhood Development Planned Unit Development after a public hearing and subject to conditions and restrictions that will be prepared for the Commission's review at their next meeting (September 28, 2021). Commissioner Carrillo seconded. On roll call: all voted aye, except Commissioner Hanna, who voted no. 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 7:22 pm.

ATTEST:



Kari Papelbon, Plan Commission Secretary

9-28-21

Date