

**MINUTES OF THE
OAK CREEK PLAN COMMISSION MEETING
TUESDAY, APRIL 26, 2022**

Mayor Bukiewicz called the meeting to order at 6:02 p.m. The following Commissioners were present at roll call: Commissioner Hanna, Commissioner Carrillo, Commissioner Kiepczynski, Alderman Loreck, Mayor Bukiewicz, Alderman Guzikowski, Commissioner Oldani, Commissioner Siepert and Commissioner Chandler. Also present: Kari Papelbon, Senior Planner; Laurie Miller, Zoning Administrator/Planner; and Mike Havey, Assistant Fire Chief.

Minutes of the March 22, 2022 meeting

Commissioner Oldani moved to approve the minutes of the March 22, 2022, meeting. Commissioner Siepert seconded. On roll call: Commissioner Carrillo, Alderman Loreck, and Commissioner Chandler abstained, remainder voted aye. Motion carried.

Minutes of the April 12, 2022 meeting

Alderman Guzikowski moved to approve the minutes of the April 12, 2022, meeting. Commissioner Oldani seconded. On roll call: Commissioner Siepert abstained, remainder voted aye. Motion carried.

**FINAL SUBDIVISION PLAT
JESSICA GANTHER, F STREET DEVELOPMENT GROUP
4005 E. LAKE VISTA PARKWAY
TAX KEY NO. 868-9005-000**

Senior Planner Papelbon provided an overview of the final subdivision plat submitted by Jessica Ganther, F Street Development Group, for the proposed Lakeshore Commons (Phase 1) subdivision located at 4005 E. Lake Vista Parkway (see staff report for details). Senior Planner Papelbon explained the bright colors shown on the proposed plat are lots for development while the grey or uncolored areas are either protected areas to be a part of Lake Vista Park, rights-of-way, or outlots.

Jessica Ganther, F Street Development Group, 1134 N. 9th St., Milwaukee WI, 53233, asked for confirmation that the item for discussion was the final subdivision plat. Senior Planner Papelbon answered in the affirmative.

Commissioner Hanna asked what the uncolored space in the southeast portion of the Plat will be for. Senior Planner Papelbon answered that it is a City-retained, protected wetland and environmental area to be incorporated into Lake Vista Park. Commissioner Hanna then asked what the brightly-colored space in the southwest corner will be for. Senior Planner Papelbon answered that it will be used for development as part of the Planned Unit Development (PUD).

Commissioner Kiepczynski commented that the developers still need to adhere to the conditions of the PUD.

Commissioner Oldani asked if the title of the plat should be “preliminary” in the proposed motion. Senior Planner Papelbon answered that the title has been changed to “final”.

Commissioner Chandler asked if the deviations from Chapter 14, regarding subdivision plats, were at the request of the applicant. Senior Planner Papelbon answered in the affirmative. Commissioner Chandler then asked the applicant if they could provide more information regarding the deviation request to waive installing public improvements.

Ms. Ganther explained that improvements are typically completed on the property before plats of survey are recorded. For finance and sales reasons, F Street Development Group is asking for those plats to be recorded first. Commissioner Chandler then asked Senior Planner Papelbon if the request is acceptable per the PUD. Senior Planner Papelbon answered in the affirmative, and explained the PUD Conditions and Restrictions did have deviations listed in Section 10, which were included in the literature provided.

Commissioner Chandler then asked for more information regarding the deviation request to narrow the utility easements.

Ryan Birschbach, Kapur, 7711 N. Port Washington Rd., Milwaukee WI 53217, answered that those easements would be for WE Energies utilities, and the standard 12-foot easement couldn't always be achieved as the structures are located very close to each other. Mr. Birschbach then stated WE Energies was approved to deviate slightly still falling within City Code. Commissioner Chandler asked how the deviated was approved as it wasn't presented to the Plan Commission. Mr. Birschbach answered that Kapur has been coordinating with WE Energies.

Senior Planner Papelbon then explained the other utility easements that are coordinated through the City are still being developed, and the minimum requirements will likely need to be changed for the project needs.

Mayor Bukiewicz commented that this traditional neighborhood project is denser than anything else in the City, and because of the uniqueness of the property's history, the City has been working with the contractors, developers, DNR, and other affected parties to continue the progression of the project.

Alderman Loreck moved that the Plan Commission approves the Final Subdivision Plat for Lakeshore Commons submitted by Jessica Ganther, F Street Development Group, for the property at 4005 E. Lake Vista Parkway with the following conditions:

1. That all relevant Code requirements and conditions of the Traditional Neighborhood Development Planned Unit Development (TND PUD) remain in effect.
2. That all conditions of approval from the January 11, 2022 Plan Commission review of the multitenant and townhouse buildings on the proposed Lot 8 remain in effect.
3. That all reviewing agency comments, if any, are incorporated as required.
4. That all revisions to the plat are submitted to the Department of Community Development prior to submission of permit applications.
5. That all required Development and Stormwater Agreements and Land Use Permits are coordinated with the Engineering Department.
6. That all water and sewer utility connections are coordinated with the Oak Creek Water & Sewer Utility.

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

**CONDOMINIUM PLATS
JESSICA GANTHER, F STREET DEVELOPMENT GROUP
4005 E. LAKE VISTA PARKWAY
TAX KEY NO. 868-9005-000**

Senior Planner Papelbon provided an overview of a request submitted by Jessica Ganther, F Street Development Group, for the Lakeshore Commons Master Condominium plat and The Residences and Clubhouse at Lakeshore Commons Condominium plat for Phase 1 of the Lakeshore Commons Traditional Neighborhood Development Planned Unit Development on the property at 4005 E. Lake Vista Parkway (see staff report for details). Senior Planner Papelbon explained the literature provided states a suggestion for certain language to be used for the Declaration documents. That language has since been approved and incorporated into the documents, after the creation of the report and packets were provided to the Commission.

The Commission had no questions or comments.

Alderman Guzikowski moved that the Plan Commission approves the Lakeshore Commons Master Condominium plat and The Residences and Clubhouse at Lakeshore Commons Condominium plat submitted by Jessica Ganther, F Street Development Group, for the property at 4005 E. Lake Vista Parkway with the following conditions:

1. That all relevant Code requirements and conditions of the Traditional Neighborhood Development Planned Unit Development (TND PUD) remain in effect.
2. That all conditions of approval from the January 11, 2022 Plan Commission review of the multitenant and townhouse buildings on the proposed Lot 8 remain in effect.
3. That all reviewing agency comments, if any, are incorporated as required.
4. That all revisions to the plats, bylaws, and declarations are submitted to the Department of Community Development prior to recording.

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

**CONDITIONAL USE PERMIT AMENDMENT
HERITAGE FUNERAL HOMES
7625 S. HOWELL AVE.
TAX KEY NO. 782-9031-000**

Senior Planner Papelbon provided an overview of a request submitted by Paul Johnson, Heritage Funeral Homes, for an amendment to the existing Conditional Use Permit to allow a funeral parlor with cremation services on the property at 7625 S. Howell Ave. (see staff report for details).

Mark Reiss, 8605 W. 5 Mile Rd, Franksville, WI, 53126, a representative for Heritage Funeral Homes explained the company currently does embalming, paperwork, and cremation in separate buildings. Being able to do all those services in one location would be much more efficient.

Commissioner Hanna asked if the items used in cremation services have ever broken and caused any pollution into the environment. Mr. Reiss answered in the negative, stating that the site has a large generator that would be able to continue the cremation process if the power were to go out. Commissioner Hanna then asked if there would be any ceremonies held at the site, or just services. Mr. Reiss answered that just employees would be at this location.

Assistant Fire Chief Havey stated the Fire Department has no concerns, and will ensure the building plans will conform to the Fire Code compliance when submitted.

Mayor Bukiewicz asked if the cremation services will be in the building itself, or the back garage area. Senior Planner Papelbon answered that the submitted interior plan reflects the cremation service is in the main building. Mayor Bukiewicz then asked if there was an expiration on this Conditional Use Permit. Senior Planner Papelbon answered that one was not established, but Plan Commission can do so if desired, with 10 years being the standard length of time. Senior Planner Papelbon briefly explained how Conditional Use Permits can expire, and the reapplication process, stating Staff could incorporate language for Council consideration if needed.

Mr. Reiss then clarified that funeral homes usually do not go out of business, but the property may be bought by a different funeral home. Mayor Bukiewicz reassured the applicant that the City is looking farther ahead, working to ensure a smooth transition to the next future owner of the property.

Mayor Bukiewicz and Senior Planner Papelbon then confirmed the appropriate language for an expiration of the Conditional Use Permit will be included for Common Council consideration.

Commissioner Siepert moved that the Plan Commission recommends that the Common Council approves a Conditional Use Permit Amendment for a funeral parlor with cremation services on the property at 7625 S. Howell Ave. after a public hearing and subject to conditions and restrictions.

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 voted aye. Motion carried. The meeting was adjourned at 6:42 pm.

ATTEST:



Kari Papelbon, Plan Commission Secretary

5-10-22

Date