

**MINUTES OF THE  
OAK CREEK PLAN COMMISSION MEETING  
TUESDAY, OCTOBER 11, 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; Assistant Fire Chief Havey.

**Minutes of the September 27, 2022, meeting**

Commissioner Siepert moved to approve the minutes of the September 27, 2022, meeting.

Alderman Guzikowski seconded. On roll call: all Alderman Loreck abstained; all others voted aye. Motion carried.

**Board of Housing and Zoning Appeals**

The Board of Housing and Zoning Appeals approved request 22-0001 for a variance in the location of a fence at 3711 E. Puetz Rd.

**PUBLIC HEARING**

**SIGN APPEAL**

**JON BROOKS, DISCOVER CHURCH**

**7311 S. 13<sup>TH</sup> ST.**

**TAX KEY NO. 763-9024-000**

Senior Planner Papelbon read the public hearing notice requesting variances allowing the applicant to install one (1) wall sign on the west elevation, one (1) wall sign on the east elevation, and one (1) monument sign at 7311 S. 13<sup>th</sup> St. (see staff report for details).

Mayor Bukiewicz made the first and second calls for public comment.

Mayor Bukiewicz made the third call for public comment.

Jon Brooks, 7311 S. 13<sup>th</sup> St., Oak Creek

*Hello, I'm Jon Brooks and I'm just wanting to address this. Our church has been in the City of Oak Creek since 1970 and we are changing our name to Discover Church and that's happening November 1<sup>st</sup>. So, we are basically replacing signage in its current locations. One of the reasons that we are requesting two signs on the building, our building does have 12 entrances because it's been added on five times over the years, and so those signs really act as wayfinder signs pointing out the main entrances. And also, the variance for the monument sign along 13<sup>th</sup> St., there was a utility box installed between us and South Shore Cinema and there is a visual obstruction and so we're asking to raise the height of the sign so that our marquee and sign and address are visible. Thank you.*

Hearing no further comments, Mayor Bukiewicz closed the public hearing.

**SIGN APPEAL  
JON BROOKS, DISCOVER CHURCH  
7311 S. 13<sup>TH</sup> ST.  
TAX KEY NO. 763-9024-000**

Senior Planner Papelbon provided an overview of the request for variances allowing the applicant to install one (1) wall sign on the west elevation, one (1) wall sign on the east elevation, and one (1) monument sign at 7311 S. 13<sup>th</sup> St. (see staff report for details).

Commissioner Hanna asked for clarification on the differences between the existing and proposed monument signs. Senior Planner Papelbon stated that the proposed monument exceeds Code square footage, height, and the base is not 10% larger than the sign area.

Commissioner Carrillo questioned what type of content would be displayed on the electronic message center. Mr. Brooks stated it would be service times and events with the occasional graphic for special occasions.

Alderman Loreck stated that he had no concern with the replacement of the wall signs, but would prefer the monument sign to be more conformant with current Code. Alderman Loreck said even with the height of the transformer box taken into account, the 8-foot standard could be obtained. Alderman Loreck questioned whether a 10-foot sign would cause an obstruction for traffic entering and exiting the premises.

Alderman Guzikowski and Mayor Bukiewicz stated their agreement with Alderman Loreck's comments.

Mayor Bukiewicz calculated the difference between the current sign and the proposed sign would be approximately nine (9) inches.

Commissioner Kiepczynski stated that the proposed sign should not pose any visual obstruction.

Commissioners discussed the size of the monument base. The current plan shows the base as 18 inches, but the approved historical plans show it as 28 inches. Senior Planner Papelbon stated that there is nothing in current Code that requires a minimum height for the monument base, only that the base extend 10% beyond the sign area.

Alderman Loreck asked if the discrepancy in the base height measurements meant the proposed sign might be 10 inches taller than depicted.

Kelly Hanaway, Milwaukee Sign Company, N63 W2265 County Road F, Sussex, confirmed the overall height of the proposed monument sign would be inclusive of the existing base and would not exceed what was depicted and proposed. Mr. Hanaway stated that the utility box does inhibit the view of the sign. The electronic message center is a 3-foot by 8-foot box which should be elevated for visual appeal.

Senior Planner Papelbon asked Mr. Hanaway if he had measured the height of the utility box. Mr. Hanaway replied in the negative. Senior Planner Papelbon stated that it appears the electronic message center would be three-and-one-half (3 ½) feet from the ground, and questioned whether it would be visible over the utility box. Mr. Hanaway stated he felt that it would.

Senior Planner Papelbon asked whether the address numbers could be placed below the “D” logo to provide better visibility for emergency services. Mr. Hanaway confirmed it would be possible with the church’s approval. Senior Planner Papelbon noted that since the bottom of the monument must be landscaped and the transformer creates a vision obstacle, it will be important for the numerals to be easily visible.

Commissioners discussed the actual height of the existing sign and how much taller the proposed sign would be. Senior Planner Papelbon stated that regardless of the height of the existing sign, the variance request was for 123 inches as measured from grade.

Mr. Brooks suggested looking at a Google Street view to see the obstruction caused by the utility box, which one of the pastors measured at four-and-one-half (4 ½) feet. Senior Planner Papelbon shared a street view with the Commissioners.

Alderman Guzikowski and Commissioner Hanna stated that they did not feel the additional monument height would impose any sort of issue.

Assistant Fire Chief Havey stated the placement of the numerals on the sign could be addressed during the permitting process to make sure the needs of emergency services are met.

Senior Planner Papelbon provided an amended motion for consideration: “That the Plan Commission approves the sign variances allowing for the installation of one (1) 68.4” x 213” (101.12 sq. ft.) wall sign on the west elevation and one (1) 68.4” x 213” (101.12 sq. ft.) wall sign on the east elevation, and one (1) 58.56 sq. ft., 10.25 ft. in height monument sign on the property at 7311 S. 13<sup>th</sup> St.” Alderman Guzikowski moved as stated by Senior Planner Papelbon.

Commissioner Oldani seconded. On roll call: Alderman Loreck voted no; all others voted aye. Motion carried.

**PLAN REVIEW**  
**CHAD GILLENWATER, INDEPENDENCE CORRUGATED**  
**525 W. MARQUETTE AVE.**  
**TAX KEY NO. 765-9011-000**

Senior Planner Papelbon provided an overview of site, landscaping, and related plan review for a proposed addition to the existing parking lot on the property at 525 W. Marquette Ave. (see staff report for details).

Chad Gillenwater, 10570 S. Jessica Dr., Oak Creek, stated that Independence Corrugated had grown from 60 to 100 employees. The warehouse across the street had previously been used for paper storage, but in the past six (6) months, operations have begun there. Roughly 25 employees have been hired for the first shift, and it is anticipated a second shift will be necessary in the next few months. The hope is to accommodate some 60 employees at this location. The intent of the current plan is to add parking and move employee flow from the east to the west of the building. The primary office employees are at the 6<sup>th</sup> Street location. There will not be a steady flow of pedestrian traffic between the buildings, but there will be employees who walk back and forth regularly. The creation of a pathway is intended to keep them off the street.

Commissioner Chandler asked to be shown the pathway that will be provided between the two buildings. Senior Planner Papelbon illustrated the location of the path.

Commissioner Chandler asked for details regarding the removal of asphalt and the proposed vegetative restoration. Mr. Gillenwater said the asphalt and gravel will be removed down to 36 inches, and plantings which meet staff recommendations will be added.

Commissioner Chandler asked how many parking spaces would be removed to accommodate the additional green space, and whether parking requirements per Code could be met. Mr. Gillenwater answered that complete details will be provided to Community Development, and that they will meet all Code requirements.

Commissioner Hanna asked if the east entrance was designed to prevent conflict between truck movement and cars. Mr. Gillenwater stated that adding parking on the west will create a traffic flow out through 6<sup>th</sup> St., and encourage employees away from the east entrance and Marquette Ave. The goal is traffic in through Marquette Ave. and out through 6<sup>th</sup> St. There are 10 docks on the east, six (6) or seven (7) of which are in use at any given time. There is no overnight parking of semi-trucks.

Mayor Bukiewicz questioned if Mr. Gillenwater had asked the City about a painted walkway across the street to connect with the pathway. Commissioner Kiepczynski said Engineering has been and will continue to work with the designer to address curb ramps, crosswalks, signage, and pavement markings.

Commissioner Oldani moved that the Plan Commission approve site and related plans submitted by Chad Gillenwater, Independence Corrugated, for the property at 525 W. Marquette Ave. with the following conditions:

1. That all relevant Code requirements remain in effect.
2. That all plans are revised to be consistent within and among all pages.
3. That the plans are revised to include details for the asphalt removal and vegetative restoration on the east, including removal of the gravel subbase.
4. That the plans are revised to identify all existing and proposed parking stalls. Existing stalls to be removed for restoration purposes shall be labeled.
5. That the plans are revised to note current Zoning Code requirements.
6. That the plans are revised to include locations and screening for any new mechanical equipment, transformers, and utilities (if applicable).
7. That the landscape plans are revised to meet Code requirements for parking lot screening.
8. That a Green Infrastructure Permit is coordinated with the Engineering Department and issued prior to issuance of permits for the project.
9. That all light sources are shielded and directed downward, and that the color temperature of the fixtures are limited to a maximum of 5,000 Kelvins.
10. That all revised plans are submitted in digital format for review and approval by the Department of Community Development prior to the submission of permit applications.

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

**REZONE  
MILWAUKEE COUNTY PARKS  
1709 W. DREXEL AVE.  
TAX KEY NO. 810-9994-000**

Senior Planner Papelbon provided an overview of the request to rezone the property at 1709 W. Drexel Ave. from A-1, Limited Agricultural to P-1, Park District (NO CHANGE to FW, Floodway or FF, Flood Fringe districts) (see staff report for details).

Jeremy Lucas, Director of Administration and Planning, Milwaukee County Parks, 9480 Watertown Plank Road, Wauwatosa, explained that this was a parcel acquired from WisDOT as compensation in return for expansion of a mandated WisDOT highway services facility into existing County parkland. The zoning is important to the County as land use determinations are aligned with the zoning. Milwaukee County Board of Supervisors oversees all county land zoned as "park."

Commissioner Hanna questioned why only a triangular portion of the property was being rezoned. Senior Planner Papelbon explained that was the portion owned by Milwaukee County, while the remainder was owned by WisDOT for the freeway on-ramp.

Commissioner Siefert moved that the Plan Commission recommend to the Common Council that the property at 1709 W. Drexel Ave. be rezoned from A-1, Limited Agricultural to P-1, Park District (NO CHANGE to FW, Floodway or FF, Flood Fringe districts) after a public hearing.

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

**CANCELLATION OF MEETING  
NOVEMBER 22, 2022 OR DECEMBER 27, 2022**

The Commission discussed the merits of which of the two meetings to cancel.

Alderman Guzikowski moved that the Plan Commission cancel the December 27, 2022, meeting.

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

Commissioner Carrillo moved to adjourn the meeting at 7:07 pm. Commissioner Siefert seconded. On roll call: all voted aye. Motion carried.

ATTEST:

  
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Kari Papelbon, Plan Commission Secretary

10-25-22  
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Date