

**MINUTES OF THE
OAK CREEK PLAN COMMISSION MEETING
TUESDAY, JANUARY 24, 2023**

Mayor Bukiewicz called the meeting to order at 6:00 p.m. The following Commissioners were present at roll call: Commissioner Carrillo, Commissioner Hanna, Commissioner Kiepczynski, Alderman Loreck, Mayor Bukiewicz, Alderman Guzikowski, Commissioner Oldani, and Commissioner Siepert. Commissioner Chandler was excused. Also present: Senior Planner Kari Papelbon and Assistant Fire Chief Mike Havey.

Minutes of the December 13, 2022 and January 10, 2023 meetings

Commissioner Siepert moved to approve the minutes of the December 13, 2022, meeting. Alderman Loreck seconded. On roll call: all present voted aye (Commissioner Hanna arrived after the vote). Motion carried.

Commissioner Siepert moved to approve the minutes of the January 10, 2023, meeting. Alderman Guzikowski seconded. On roll call: all voted aye, except Commissioner Carrillo, who abstained. Motion carried.

PUBLIC HEARING

SIGN APPEAL

LAURA KONOPSKI, BRENTWOOD ANIMAL HOSPITAL

318 W. RYAN RD.

TAX KEY NO. 735-9000-000

Senior Planner Papelbon read the public hearing notice into record and provided an overview of the request for variances allowing the applicant to install one (1) 24.25" x 364" (61.3 sf) wall sign on the southwest elevation of the existing building, and one (1) single-tenant monument sign with an aluminum formed shroud and base measuring 141 inches in width on the south side of the property at 318 W. Ryan Rd. (see staff report for details).

Mayor Bukiewicz made the first call for public comment.

Monica Schneider, 2400 Holly Rd., Neenah, WI, 54956, representing the Appleton Sign Company and Dr. Brad Osgood, Brentwood Animal Hospital, introduced themselves. Ms. Schneider briefly explained the locations of the signs.

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

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

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Commissioner Hanna asked why a large second sign is needed, referring to the front-facing diagram presented. Dr. Osgood and Senior Planner Papelbon clarified that the diagram is

only showing one (1) proposed sign. What Commissioner Hanna is referring to is the image of what the sign will look like illuminated at night. Dr. Osgood explained the request for more signage is due to confusion from the clients not knowing what building to go to with the existing signage.

Commissioner Carrillo asked if the older building will be kept. Dr. Osgood answered in the affirmative, explaining the bottom floor is currently being used as a boarding facility through the animal hospital, with the upper floor possibly being utilized in the future in other ways by Brentwood Animal Hospital or leased out.

Commissioner Carrillo asked if clients should only go to the new building, to which Dr. Osgood answered in the affirmative, explaining even the boarding clients will get checked in at the new building.

Commissioner Carrillo asked why the old monument sign will be kept. Dr. Osgood explained that if the upper floor were to be leased out, a structure would already be in place for the new tenant to use. Commissioner Carrillo asked for confirmation that the existing monument sign is being kept in case a new company were to move into that space. Dr. Osgood answered in the affirmative, and explained that the existing text advertising Brentwood Animal Hospital will be removed from the structure.

Commissioner Carrillo suggested removing the old sign completely, and having the possible new tenants apply for the additional sign. Dr. Osgood explained that the existing sign was a recent investment that they would like to retain.

Alderman Loreck asked why the base of the proposed monument sign is not proposed to be constructed with the required masonry. *Dr. Osgood's and Ms. Schneider's answers were inaudible.*

Alderman Guzikowski stated that he was not opposed to the proposed sign plans.

Commissioner Oldani asked Senior Planner Papelbon if it will be possible to set a future review date on the existing, old sign to ensure it is accurately reflecting what businesses are where on the property. Senior Planner Papelbon explained that the current agenda item is only to allow the second monument sign. An available option would be to have the second sign be designed to list the multiple tenants - the hospital, boarding services, and the secondary tenant and/or the additional services - and then remove the existing monument sign, but that would be a financial consideration for the facility.

Commissioner Oldani stated his understanding and approval requirement for the proposed designs, requesting the applicant work with the City in the near future regarding the existing sign accurately reflecting the services provided at the old building. Senior Planner Papelbon explained that there is a timeline for signage removal when a business vacates a per Code. Dr. Osgood explained that the use of the old building will be decided over the next two (2) years.

Mayor Bukiewicz stated his support for the new monument sign and allowing the old sign to remain. Assistant Fire Chief Havey asked to have the signs clearly labeled with accurate addressing for emergency and inspection purposes and record management. Senior Planner

Papelbon stated that the correct suite number would have to be added to the proposed monument sign.

Commissioner Siefert moved that the Plan Commission approves a sign variance allowing the installation of one (1) 24.25" x 364" (61.3 sf) wall sign on the southwest elevation of the existing building one (1) single-tenant monument sign with an aluminum formed shroud and base measuring 141 inches in width on the south side of the property at 318 W. Ryan Rd.

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

PLAN REVIEW

KARDO RASHA, DUNKIN' (THE KARDO GROUP)

2345 W. RYAN RD.

TAX KEY NO. 903-9008-001

Senior Planner Papelbon provided an overview of site, building, and related plans for exterior building modifications, a drive-through canopy with menu board, and directional sign on the property at 2345 W. Ryan Rd. (see staff report for details). Senior Planner Papelbon explained the proposed plans had been updated to remove a clearance bar from the drive-through canopy, and to incorporate the utility easement on the south end of the building.

Commissioner Siefert asked if the one (1) handicap parking spot noted in the plans is sufficient for the parking lot.

Steven Kolber, Kolbrook Design, 828 Davis St. Evanston, IL 60201, answered in the affirmative. Mr. Kolber explained that the exterior updates are happening as the interior is being renovated as well.

Senior Planner Papelbon asked Mr. Kolber if there are known plans to have the rest of the building match the exterior renovations of the Dunkin' Donuts unit, to which Mr. Kolber answered in the negative.

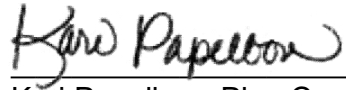
Alderman Loreck moved that the Plan Commission approves the site and building plans submitted by Kardo Rasha, DUNKIN' (The Kardo Group), for exterior building modifications, a drive-through canopy with menu board, and directional sign on the property at 2345 W. Ryan Rd. with the following conditions:

1. That all relevant Code requirements are in effect.
2. Canopy lights shall not exceed 25 footcandles and shall be fully non-surface-mounted or recessed per Sec. 17.0509(b)(1)(j).
3. That all revised plans (site, building, landscaping, etc.) are submitted in digital format for review by the Department of Community Development prior to the submission of building permit applications.

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

Commissioner Carrillo moved to adjourn the meeting. Commissioner Siefert seconded. On roll call: all voted aye. Motion carried. The meeting was adjourned at 6:39 pm.

ATTEST:



Kari Papelbon, Plan Commission Secretary

2-14-23

Date