

**MINUTES OF THE  
OAK CREEK PLAN COMMISSION MEETING  
TUESDAY, JUNE 27, 2023**

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

**Minutes of the June 13, 2023, meeting**

Commissioner Siefert moved to approve the minutes of the June 13, 2023, meeting. Alderman Loreck seconded.

Alderman Guzikowski abstained, all others on roll call voted aye. Motion carried.

**CONDITIONS AND RESTRICTIONS  
CHRISTOPHER FINK  
7101 & 7115 S. PENNSYLVANIA AVE.  
TAX KEY NOS. 768-0002-000 & 768-0001-001**

Senior Planner Papelbon provided a review of the Conditions and Restrictions as part of a request for a Conditional Use Permit for a general office use on the properties at 7101 & 7115 S. Pennsylvania Ave. (see staff report for details).

The Conditions and Restrictions are as follows:

**Section 2**

- Future Site and Building Plan Review requirements
- CSM requirements
- Landscape plan required

**Section 3**

- Uses allowed per Code
- Life Safety Plan, permit, landscaping, and sign requirements
- No outdoor storage
- Hours of Operation

**Section 4**

- Parking – maximum 6 vehicles in striped stalls
- Milwaukee DOT access approval
- Parking or access modification requirements

**Section 5**

- Lighting per approvals and Code

**Section 6**

- Setbacks per approvals and Code

**Section 8**

- Duration = 2 years

Alderman Loreck asked if the six (6) approved parking stalls would be for the applicant's business, not for his residential use, as he will live on the property, too. Senior Planner Papelbon explained the existing garage would provide parking for the applicant's residential use.

Assistant Fire Chief Havey explained the importance of the Fire Department's request for a life safety plan for the employees of the company or if the public were to come into the dwelling. Mayor Bukiewicz looked for confirmation the applicant followed this requirement, to which Assistant Fire Chief Havey explained no plan has been submitted yet.

Commissioner Siepert moved that the Plan Commission recommends to the Common Council adopts the Conditions and Restrictions as part of the Conditional Use Permit allowing a general office use on the properties at 7101 & 7115 S. Pennsylvania Ave. after a public hearing.

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

#### **PLAN REVIEW**

**CHANDRA SEKHAR VASIREDDY, OAK CREEK RESIDENCES, LLC**

**9102, 9120, AND 9140 S. 27<sup>TH</sup> ST.**

**TAX KEY NOS. 878-9999-000, 878-9998-000, AND 878-9997-000**

Senior Planner Papelbon provided an overview of the site, building, landscaping, and related review for two (2) proposed 2-unit townhomes and eight (8) proposed 4-unit townhomes on the properties at 9102, 9120, and 9140 S. 27<sup>th</sup> St. (see staff report for details).

Commissioner Chandler asked the applicant to follow up on the water and sewer easement feedback given by staff.

Jason Christensen, Nielsen, Madsen & Barber, 1458 Horizon Blvd Racine WI, 53406, civil engineer with the project, stated work with the Water Utility has occurred with an updated set of plans submitted for additional feedback.

Commissioner Chandler asked for the locations of the split-rail fence and pet relief station. Mr. Christensen stated the split-rail fence will be along the west side of the wetland, east of the easternmost buildings, with the pet relief station possibly being located around the entrance of the walking trail, toward the north of the property.

Commissioner Siepert asked if sprinkler systems are planned throughout all the proposed units, to which Mr. Christensen answered in the affirmative.

Alderman Guzikowski thanked the applicant for working with staff.

Alderman Loreck asked if the condominium by-laws have been submitted yet per the Conditions and Restrictions. Senior Planner Papelbon explained that a copy has been submitted; however, it is unknown if the copy will be the final document. General maintenance requirements for common areas have been included in the submitted copy.

Commissioner Kiepczynski stated that work has been done with the designers and developers of the project on a development agreement and stormwater management plan.

Commissioner Carrillo stated that the back of the westernmost homes will face 27<sup>th</sup> St., and asked if the City has allowed that orientation frequently. Senior Planner Papelbon provided onscreen visuals for the rear elevations.

Mayor Bukiewicz commented on the creativity of the design, and cited residential developments on 13<sup>th</sup> Ave. and Puetz Rd. as examples of homes with rear elevations facing a road. He asked whether the proposed monument sign would be on the north side of the driveway, which Senior Planner Papelbon confirmed. Mayor Bukiewicz then asked if the location was based on a needed vision triangle, to which Commissioner Kiepczynski stated vision to the south would be the most important for vehicles exiting the property.

Alderman Loreck asked if there is an existing cut-out of the median on 27<sup>th</sup> St., and if there isn't, whether one (1) would be able to be created. Mr. Christensen answered in the negative, explaining entering and exiting will have to be done with right turns only.

Alderman Loreck moved that the Plan Commission approves the site and building plans submitted by Chandra Sekhar Vasireddy, Oak Creek Residences, LLC, for two (2) 2-unit townhomes and eight (8) 4-unit townhomes on the properties at 9102, 9120, & 9140 S. 27<sup>th</sup> St. with the following conditions:

1. That all relevant Code requirements and conditions of the Planned Unit Development (PUD) remain in effect.
2. That the Certified Survey Map approved by the Common Council on July 19, 2022, is recorded prior to issuance of any permits for the property. (NOTE: CSM must be recorded prior to July 19, 2023, to avoid resubmittal and reapproval.)
3. That the plans are updated to verify that the monument sign is located outside of all easements.
4. That the plans are revised to identify the pet relief station.
5. That copies of all WisDOT access approvals and agreements shall be provided to the City prior to the submission of building permit applications.
6. That the wood split-rail fence identifying the wetland buffer is included on all plan sheets.
7. That landscape plans are revised to include the wood split-rail fence identifying the wetland buffer, easements, and heights of plants at installation and maturity. All mechanical equipment, transformers, and utility boxes shall be screened.
8. That water and sanitary sewer plan revisions are coordinated with the Oak Creek Water and Sewer Utility prior to submission of permit applications.
9. 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.

**CONDOMINIUM PLAT  
CHANDRA SEKHAR VASIREDDY, OAK CREEK RESIDENCES, LLC  
9102, 9120, AND 9140 S. 27<sup>TH</sup> ST.  
TAX KEY NOS. 878-9999-000, 878-9998-000, AND 878-9997-000**

Senior Planner Papelbon provided a review of a condominium plat for Royal Estates Condominium (see staff report for details).

Commissioner Kiepczynski commented that the identified stormwater easement will need to be labeled as private, not public.

Mayor Bukiewicz asked if trash collection will be done privately or done through the City, to which Senior Planner Papelbon answered that each unit will have individually proposed bins, but further confirmation will need to be made. Mayor Bukiewicz suggested trash collection be included in the condominium declarations.

Discussion of street and land upkeep between Mayor Bukiewicz and Senior Planner Papelbon ensued.

Assistant Fire Chief Havey stated the need for good communication with the Condominium Association regarding up-to-date contact information for fire inspection scheduling.

Alderman Guzikowski moved that the Plan Commission approves the Condominium Plat for the Royal Estates Condominium for the property at 9102, 9120, and 9140 S. 27<sup>th</sup> Street with the following conditions:

1. That all relevant Code requirements and conditions of the Planned Unit Development remain in effect.
2. That the signature page is updated to include Plan Commission Secretary.
3. That the CSM is recorded prior to the recording of the Condominium Plat.
4. That all reviewing agency comments, if any, are incorporated as required.

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

**PLAN REVIEW  
NICK JUNG, F STREET OCLV, LLC  
4005 E. LAKE VISTA PARKWAY  
TAX KEY NO. 868-9005-000**

Senior Planner Papelbon provided an overview of the site, building, landscaping, and related review for the proposed clubhouse and associated amenities for Lakeshore Commons on the property at 4005 E. Lake Vista Pkwy. (see staff report for details).

Alderman Loreck stated his disapproval of the removal of the brick veneer from the original proposed plans, but stated that had the revisions been submitted for the original approval that he would not see a reason to not approve them.

Commissioner Chandler asked if the revised landscaping plans submitted included the needed vegetation revisions. Senior Planner Papelbon explained the plans were briefly reviewed by the City's environmental engineer, who noted the required environmental compliance with Voluntary Party Liability Exemption (VPLE) have not been incorporated in the most recently revised landscaping plans, but work will be done with the applicant to ensure the requirements are included on the plans.

*Mayor Bukiewicz made comments about a previously proposed patio that were not audible.*

Katie Monachos, Rinka, 756 N. Milwaukee St., Milwaukee, WI 53202, Project Manager, stated the area that had previously been for a patio will now be designed with a playground and picnic seating area.

Mayor Bukiewicz asked if the trash collection area complies with Code, to which Senior Planner Papelbon answered in the affirmative.

Assistant Fire Chief Havey reiterated the building would require a fire suppression system as it will be used for an assembly type of occupancy. Mayor Bukiewicz asked if fire pumps would be needed, to which Assistant Fire Chief Havey estimated fire pumps would not be needed due to the size of the space.

Commissioner Oldani asked if more submittals for changes will be coming for the project. Ms. Monachos answered in the negative, and stated that their goal is to have the clubhouse under construction before the end of the year.

Alderman Loreck asked if the proposed playing fields will be constructed at the same time as the clubhouse, to which Ms. Monachos answered in the affirmative.

Alderman Loreck moved that the Plan Commission approves the site and building plans submitted by Nick Jung, F Street OCLV, LLC, for the clubhouse on 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 the landscaping plan is revised as necessary for compliance with PUD requirements and the Master Landscape Design Guide and submitted for review before the Plan Commission prior to submission of building permit applications.
3. That all mechanical equipment, transformers, and utility boxes (ground, building, and rooftop) shall be screened from view.
4. 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.

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

**SIGN PLAN REVIEW  
NICK JUNG, F STREET OCLV, LLC  
4005 E. LAKE VISTA PARKWAY**

## **TAX KEY NO. 868-9005-000**

Senior Planner Papelbon provided a Review of the proposed plans for monument signs for Lakeshore Commons on the property at 4005 E. Lake Vista Pkwy. (see staff report for details).

Commissioner Oldani requested clarification that staff is not looking to approve the proposed up-lighting for the monument signs. Senior Planner Papelbon explained that staff is working with the applicant for a more appealing lighting option, but the approval of the lighting does not need to be included in the motion.

Alderman Loreck asked if exhibit 8A, showing the monument signs in white and blue, were the original plans, to which Senior Planner Papelbon answered the exhibit was a concept image. Alderman Loreck then asked for clarification that the signs to be approved would be the large concrete and wood monument signs presented, to which Senior Planner Papelbon confirmed. Alderman Loreck stated his preference for the proposed signage rather than the conceptual design.

Mayor Bukiewicz stated his agreement that the signs should be lit, and how they are lit can be discussed between staff and the applicant.

Mayor Bukiewicz suggested general addressing be added to the monument signs to delineate general blocks of addresses. Senior Planner Papelbon stated the City does have monument signs with addresses on them; however, based on discussions with Assistant Fire Chief Havey regarding whether addresses on these signs is helpful to emergency services, staff recommends the addresses be left off the monument signs for this development.

Mayor Bukiewicz stated his approval of the concrete base of the proposed sign.

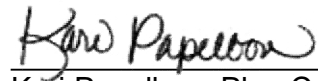
Alderman Loreck moved that the Plan Commission approves the sign plans submitted by Nick Jung, F Street OCLV, LLC, for the Lakeshore Commons property at 4005 E. Lake Vista Parkway with the following conditions:

1. That all relevant Code requirements and conditions of the Traditional Neighborhood Development Planned Unit Development (TND PUD) remain in effect.
2. That Sign 4 is not included in this approval and must be included in a Master Sign Plan for installation in the future phase.
3. That Sign 3 is relocated per the location and setbacks approved by the Engineering Department outside of required easements.
4. That landscaping plans are provided for each monument sign in compliance with Code and PUD requirements and the Master Landscape Design Guide and submitted for review by the Department of Community Development prior to submission of permit applications.
5. That lighting plans are provided to the Department of Community Development for each monument sign prior to submission of permit applications.
6. 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 Siepert seconded. On roll call: all voted aye. Motion carried. The meeting was adjourned at 6:58 pm.

ATTEST:



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Kari Papelbon, Plan Commission Secretary

7-11-23

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Date