

MINUTES OF THE
OAK CREEK PLAN COMMISSION MEETING
TUESDAY, March 25, 2014

Mayor Scaffidi called the meeting to order at 6:00 p.m. The following Commissioners were present at roll call: Commissioner Dickmann, Commissioner Johnston, Commissioner Carrillo, Mayor Scaffidi, Commissioner Siepert, Alderman Michalski, Commissioner Chandler, Alderman Bukiewicz and Commissioner Correll. Also present were Kari Papelbon, Planner, and Mike Kressuk, Assistant Fire Chief.

Alderman Michalski moved to approve the minutes of February 25 and March 11, 2014. Commissioner Siepert seconded. Roll call for the February 25, 2014 minutes: Commissioner Dickmann abstained, Commissioner Johnston - aye, Commissioner Carrillo - aye, Alderman Bukiewicz - aye, Mayor Scaffidi - aye, Alderman Michalski - aye, Commissioner Correll abstained, Commissioner Siepert - aye, Commissioner Chandler - aye. Motion carried. Roll call for March 11, 2014 minutes: Commissioner Dickmann - aye, Commissioner Johnston - aye, Commissioner Carrillo - aye, Alderman Bukiewicz abstained, Mayor Scaffidi - aye, Alderman Michalski - aye, Commissioner Correll abstained, Commissioner Siepert - aye, Commissioner Chandler - aye. Motion carried.

Ms. Papelbon updated the Commission on the significant Common Council actions.

Sign Appeal Hearing
6462 S. 27th Street
Tax Key No. 715-9019

The public hearing notice was read into the minutes. Mayor Scaffidi called three calls for public comment. First call: no comments were heard. Second call: no comments were heard. Third and final call was made for public comments. Hearing none, Mayor Scaffidi closed the public hearing.

Sign Appeal
6462 S. 27th Street
Tax Key No. 715-9019

Commissioner Correll asked why the Applicant was requesting the sign after being in that location for years. It was stated that a sign is within a portion of the right-of-way that will be taken by the County. As there was not a representative for this application, the Plan Commission held decision.

Temporary Use Permit
501 W. Rawson Ave.
Tax Key No. 765-9046

Blain's Farm & Fleet is requesting a temporary use permit that would allow them to operate a temporary garden center in their parking lot at 501 W. Rawson Avenue.

The garden center would be located at the eastern side of the parking lot using 68 parking spaces (highlighted on the site plan). The garden center will consist of one tent, one aluminum structure with a cloth shade, multiple metal racks of garden products, trees and shrubs, and other garden supplies (photo included in your packet). The garden center will be enclosed by a split rail fence supported

with concrete blocks to provide a barrier between traffic and customers. When Farm & Fleet remodeled, they installed an underground electrical system to supply power to the garden center area. Water will be supplied from the main building using garden hoses. They will not have a heating system.

The garden center will begin operation in mid-April. This permit will allow the center to operate until July 25, 2014. Before the applicant can open the garden center, they will need to receive tent permits.

Commissioner Correll moved that the Plan Commission approve the temporary use permit for the temporary garden center at 501 W. Rawson Avenue subject to the following conditions:

1. That all building and fire codes are met.
2. That the temporary use shall expire on July 25, 2014.
3. That the applicant receive a tent permit prior to opening.

Commissioner Siepert seconded. Roll call: all voted aye. Motion carried.

Temporary Use Permit
7501 S. Howell Avenue
Tax Key No. 782-9036

West View Gardens is requesting a temporary use permit that would allow them to operate a temporary garden center in the parking lot of Classic Lanes at 7501 S. Howell Avenue. The garden center would be located at the south side of the parking lot as indicated on the site plan included in your packet. The garden center will consist of one hoop tent with the purpose of selling plants, flowers and produce. Classic Lanes will furnish water as needed and allow access to restroom facilities for employees and customers. The business will operate seven days a week from 9am – 6pm.

This will be the fourth year in-a-row that West View Gardens has operated their greenhouse at this location. There have been no complaints about the operation. Staff recommends that no signage be allowed to be painted or affixed to the exterior of the hoop house and that the applicant is limited to one, 32 square-foot sign.

If the applicant is granted a temporary use permit the applicant will need to receive a tent permit prior to opening.

There was a discussion relating to the sign. The Commission suggested a more professional looking sign.

Alderman Bukiewicz moved that the Plan Commission approve the temporary use permit for the temporary garden center at 7501 S. Howell Avenue from May 1, 2014 through July 4, 2014 with the following conditions:

1. That all building and fire codes are met.
2. That the temporary use shall expire on July 4, 2014.
3. Allow one sign no larger than 32 square feet.
4. That the applicant obtains a tent permit prior to opening.

Commissioner Dickmann seconded. Roll Call: All voted aye. Motion carried.

**Temporary Use Permit
9035 S. Howell Avenue
Tax Key No. 859-9035**

Stein Gardens & Gifts is requesting a temporary use permit that would allow them to operate a temporary garden center, Stein Just Plants seasonal flower mart, in the Kohl's parking lot at 9035 S. Howell Avenue. Stein has received landowner permission to operate in 2014.

The garden center would be located in the southeast corner of the parking lot using approximately 16 parking spaces (highlighted on the site plan). The garden center will consist of one tent, multiple metal racks of garden products, small shed and other garden supplies (photo included in your packet). The garden center will be enclosed by a wood picket fence to provide a barrier between traffic and customers. The site will be powered by an on-site generator which was used in prior years. The water will be supplied by a private fire hydrant similar to what was done in 2013. Staff received no complaints about the operation of Just Plants in 2013.

If granted, the garden center will be installed in April and operate from the last week in April through the first week in July. Before the applicant can open the garden center, they will need to receive a tent permit.

Alderman Michalski moved that the Plan Commission approve the temporary use permit for the temporary garden center at 9035 S. Howell Avenue subject to the following conditions:

1. That all building and fire codes are met.
2. That the temporary use shall expire on July 8, 2014.
3. That the applicant receives a tent permit prior to opening.

Commissioner Siepert seconded. Roll call: all voted aye. Motion carried.

**Conditional Use Permit
7265 S 1st Street
Tax Key No. 765-9054-001**

The Applicant is requesting approval of a conditional use permit for an indoor commercial recreation facility at 7265 S. 1st Street. Cindy Zielinski, Chasing Tales, Inc. will occupy a portion (Suite A) of the existing building as a family play center with limited food concessions, special event space, and office space.

Indoor commercial recreation facilities are considered conditional uses in the M-1, Manufacturing District. The proposal does not include any changes to the exterior of the building or site. No outdoor storage is requested.

Target ages for the center are under 1 year up to 5 years during the weekdays, and up to 10 years during the evenings and weekends. This will not be a drop-off or day care facility; rather, children must be accompanied and supervised by a parent/guardian at all times. Proposed hours of operation are:

- Monday, Wednesday, Thursday - 9:00 AM to 6:00 PM
- Friday – 9:00 AM to 7:00 PM
- Saturday – 10:00 AM to 7:00 PM
- Sunday – 11:00 AM to 6:00 PM

Currently, the parking lot is approved for 63 stalls to be shared by all tenants of the building. Based on the proposed use, at least one parking stall is required for every four patrons plus one space for each employee during the largest work shift. Assuming each child is accompanied by a parent/guardian and four employees are working concurrent hours, this would equate to:

- 5-9 parking stalls during non-party/field trip weekdays
- 12-17 stalls during non-party weekdays with field trips
- 11-19 stalls during non-party weekend days
- 31-49 stalls during weekends with parties
- 16-26 stalls during special events

Staff recognizes that the parking figures are based on admission estimates and that there will not necessarily be one parent/guardian per child at the facility. Similarly, the parking requirements are based on the number of patrons, including children. It is very likely that the child-to-parent/guardian ratio will be higher than 1:1, reducing the number of necessary parking stalls.

Trash receptacles currently exist on the property within an enclosure west of the retaining wall. No new trash receptacles are proposed. No sign details have been included as part of this proposal. Should the applicant wish to add a monument or wall sign a permit will be required.

If the Plan Commission recommends Common Council approval of the Conditional Use Permit, staff will prepare conditions and restrictions for review at the April 8, 2014 meeting.

Discussion ensued with questions being answered by staff.

Commissioner Dickmann moved that the Plan Commission recommends that the Common Council approve a conditional use permit allowing indoor commercial recreation facility located at 7265 S. 1st Street. Commission Chandler seconded. Roll call, all voted aye. Motion carried.

Plan Review
Dunkin' Donuts
8750 S. Howell Avenue
Tax Key No. 860-9996

The Applicant is requesting site, landscaping and sign plan approval for the property at 8750 S. Howell Ave. Plan Commissioners will recall that the southern suite in the existing commercial building on this property was granted a Conditional Use Permit for a restaurant with drive-through for Dunkin' Donuts in January of this year. The Applicant has agreed to widen the southeast entrance, add a rumble strip instead of a center landscape island, and add directional aids (pavement marking and directional sign). Two (2) additional directional signs will be placed at the eastern entrance. Two walls signs have been requested as part of this application, one will be on the west elevation, it will be a stacked sign, the other one will the south elevation and that is an inline sign. The Plan Commission can permit end cap tenants to have more than one sign. The monument sign will remain the same except for the new tenant and it must remain 10 feet from the property line. There is a proposed menu board on the west, it is 66.7 square feet it will have the attachments on the side for the different menu items. The applicant has proposed vegetative screening to screen the menu board from Howell Avenue. The clearance and order canopy will be lite according to the plan. It cannot be screened from Howell Avenue due to its height, the Comprehensive Plan calls for eliminating excessive signage, staff is recommending

that either the canopy be changed in some way or eliminated or replaced with a speaker box or bollard.

Two minor modifications will be made to the existing building - the addition of the drive-through window and several awnings (brown or orange). These awnings are similar to the vinyl awning over the drive-through window proposed in 2008. It was noted in that report that Staff would prefer the Applicant "create a drive through cover that matches features found on the building. Therefore the (vinyl) awning should be replaced with a metal flat roof canopy similar to the entrances for all of the tenants in the center." There are no other awnings on the building that are similar to those proposed in the submitted plans; however, it will be the Plan Commission's decision as to whether the proposed awnings are acceptable.

The Commissioners made the following comments:

- The proposed awnings do not match what is already on the building.
- No landscaping should block the hydrant along Howell.
- The existing fence screening needs attention.
- Making the drive-through order canopy color as neutral as possible to blend in with the building.

Alderman Bukiewicz moved that the Plan Commission approve the site, landscaping and signage plans submitted by Jerry Mortier, The Redmond Co., for the property located at 8750 S. Howell Avenue with the following conditions.

1. That the plans are updated to include a decorative fence or wall in connection with the vegetative screening for the menu board.
2. That the illuminated clearance/order canopy uses a blended color to match the existing building.
3. That all building and fire codes are met.

Commissioner Correll seconded. Roll call: all voted aye. Motion carried.

Alderman Michalski moved for adjournment. Commissioner Correll seconded. Roll call: all voted aye. Meeting adjourned.