



## PLAN COMMISSION REPORT

Proposal: Site Plan and Architectural Review – Grace Lutheran Church

Description: Site and architectural review for proposed construction of a garage at Grace Lutheran Church.

Applicant(s): Jay Bollman, Classic Builders

Address(es): 8537 S. Pennsylvania Ave. (4<sup>th</sup> Aldermanic District)

**Suggested Motion:** That the Plan Commission approves the site and architectural plans for the construction of an accessory building at Grace Lutheran Church, an existing establishment located at 8537 S. Pennsylvania Ave., with the following conditions:

1. That all relevant Code requirements remain in effect.
2. That this approval by Plan Commission shall expire within twelve (12) months after the date of approval if a building permit has not been issued.

Owner(s): Grace Lutheran Church

Tax Key(s): 825-9017-000

Lot Size(s): 14.407 acres

Current Zoning District(s): I-1, Institutional  
FW, Floodway

Overlay District(s): FF, Flood Fringe                      N/A

Wetlands:                       Yes     No                      Floodplain:                       Yes     No

Comprehensive Plan:                      Public/Semi-Public

**Background:** The Applicant is seeking Plan Commission approval for site and architectural plans to construct a 12-foot-tall, 24-by-24-foot (576 square foot) accessory building at Grace Lutheran Church, located at 8537 S. Pennsylvania Ave. The proposed structure will function as a storage garage and will feature one (1) 16-foot-wide by 7-foot-tall overhead door, along with one (1) standard man door.

To accommodate the new building and driveway, a single basketball hoop and pole, along with the court markings, will be removed. No other changes to the site are proposed.

**District Specific Standards, Use Specific Standards, & Land Use:** The proposal complies with the standards and requirements of the City's Zoning Ordinance, including those related to accessory buildings. The proposed land use is consistent with the City's Comprehensive Plan.

**Design:** The proposed exterior building materials include Hardie cement-board siding in a sandstone color, along with brandywood-colored aluminum soffit, fascia, and door trim. The 16-foot-wide by 7-foot-tall overhead door will be brown. The building will feature a gabled roof with dimensional shingles in a silverwood color. The proposed accessory structure complies with all applicable Municipal Code requirements for exterior materials and design.

**Screening:** No ground-mounted mechanical equipment or new trash and recycling enclosures are proposed for the site.

**Parking:** Currently, there are 61 parking spaces on site. The portion of the existing parking lot that will connect to the apron of the new accessory building is currently striped for two (2) to three (3) parking spaces. The applicant has indicated that these spaces will remain striped and available for parking. Therefore, no changes to on-site parking are proposed.

**Lighting:** A lighting plan and fixture cut sheet have been submitted for review. The applicant proposes installing one (1) wall-mounted light fixture on the east façade of the new accessory building, facing the existing parking lot.

In compliance with Municipal Code requirements, the farmhouse-style fixture will have a color temperature of 3,000 Kelvins and be a full cutoff design, ensuring the light source is fully shielded and directed downward. The proposed lighting design meets all applicable Municipal Code standards.

**Engineering and Utility:** City Engineering and Utility Departments have no concerns. The applicant must comply with all applicable regulations and requirements.

**Access:** Access to the property is currently provided by two driveways along S. Pennsylvania Ave., and no changes to this access are proposed. The new garage will be accessed via an 18-foot-wide by 10-foot-long concrete driveway extending from the existing paved parking lot, as is required per Code.

**Signage:** No new or additional signage is being proposed as part of this review. Any future signs must comply with the Municipal Code, and the owner or tenant will need to apply for the necessary permits before installing any additional signs on the property.

**Environmental:** The site contains a narrow wetland along the western property line, as well as floodway and flood fringe areas within the western third of the property. These environmentally sensitive areas will not be impacted by the proposed development. No environmental corridors are present on the site.

Although construction of the accessory building will result in a slight reduction in green space, the overall green space on the property will remain well above the minimum 30% required by code.

**Landscaping:** The Applicant proposes foundation landscaping along the north, west, and south elevations of the proposed building. The landscaping plan includes evergreen trees, shrubs, and perennial grasses, and meets the requirements of the Municipal Code. At its discretion, the Plan Commission may request additional landscaping enhancements for the site.

**Fire Department:** The Fire Department indicated no concerns. The Applicant must comply with all regulations and requirements of the City of Oak Creek Fire Department.

**Review/Options/Alternatives:** The Plan Commission has the discretion to either approve the plans as presented, approve them with specified conditions, or disapprove the proposal. In reviewing the request, the Commission will evaluate it in light of the City’s Zoning Ordinance and any other relevant information.

The Plan Commission may only approve or approve with conditions if it is satisfied that the proposed project complies with all applicable provisions of the City’s Zoning Ordinance, as well as with all adopted plans and policy documents. Any approval with conditions must specify the necessary actions to bring the application into compliance with the City’s Zoning Ordinance and its adopted plans and policy documents.

The Plan Commission has the authority to modify any of the site plan review criteria outlined in Sec. 17.0804(g)(3)(a-j) of the City’s Zoning Ordinance. However, such modifications require a 3/4 majority vote of the Commissioners present at the meeting and must include supplemental design elements or improvements to compensate for any modifications to the specific standards.

If the request is not approved, the Plan Commissioners are required to provide the relevant Code Sections upon which the denial is based. This will allow the applicant to revise and resubmit the proposal accordingly.

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Respectfully submitted & approved by:



Kristi Laine  
Community Development Director

Prepared by:



Todd Roehl  
Senior Planner

**Attachments:**

Location Map

Narrative (1 page)

Architectural Plans (5 pages)

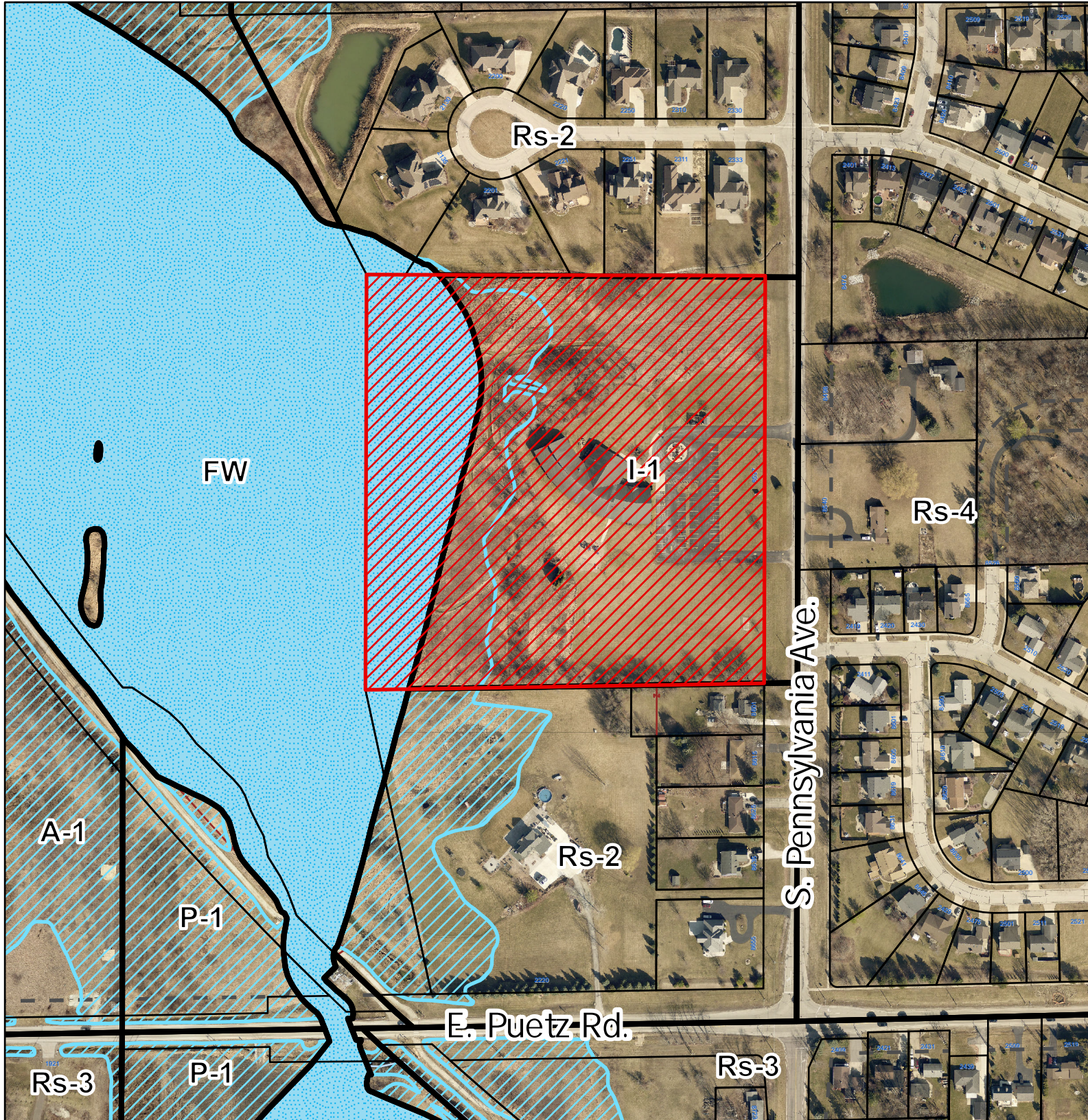
Site Plan (3 pages)

Landscape Plan (1 page)

Lighting Plan (2 pages)

# Location Map

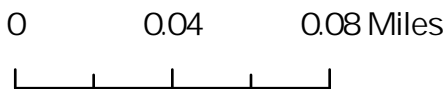
## 8537 S. Pennsylvania Ave.

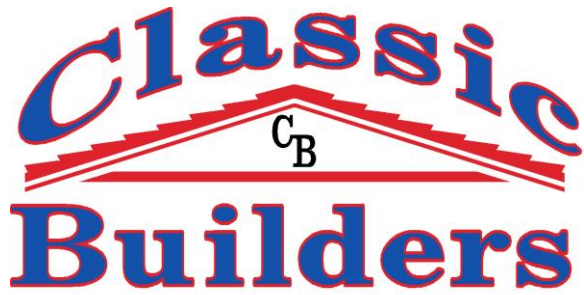


This map is not a survey of the actual boundary of the property this map depicts

### Legend

- Zoning
- Floodway2024
- Official Street Map
- OCGIS.GIS.Carto\_Line
- Parcels
- 8537 S. Pennsylvania Ave.
- FloodFringe2024





S83 W18901 Saturn Dr  
Muskego, WI 53150  
(P) 262-679-4800  
(F) 262-679-4802

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## **Statement of Intent**

March 4, 2025

City of Oak Creek  
8040 S. 6<sup>th</sup> St  
Oak Creek, WI 53154

To Whom It May Concern:

Our intent is to raze an existing 10' x 17' detached garage on the property owned by Grace Lutheran Church at 8537 S. Pennsylvania Ave. We also plan on constructing a new 24' x 24' gable style, 4/12 pitch garage. The new garage will have 2 9' x 7' overhead doors, vinyl D5 siding, aluminum soffit, fascia and door trim and dimensional shingles.

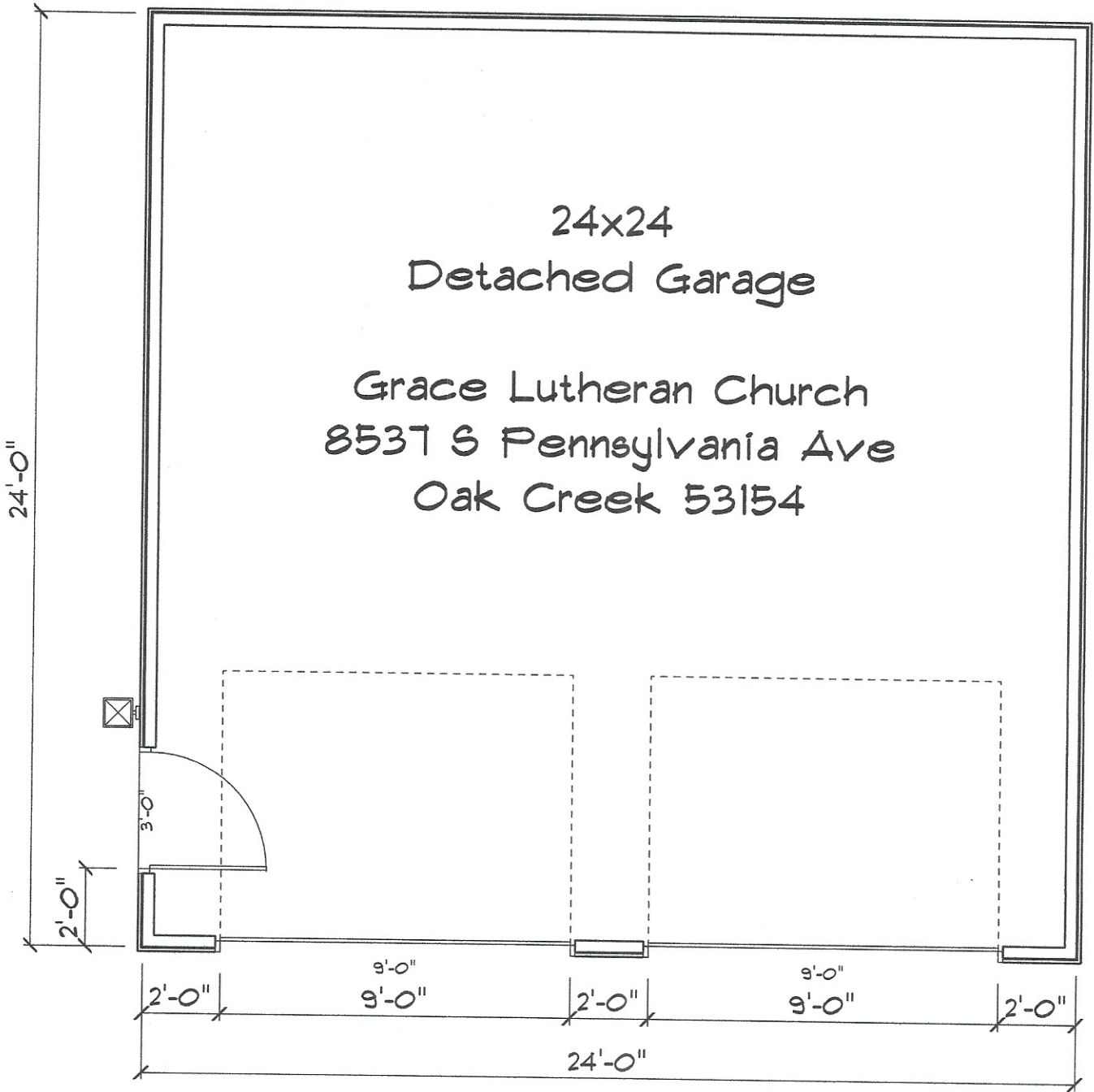
The entirety of the job should take 8 weeks and the site will be cleaned up thoroughly by Classic Builders when the job is complete. If there are any concerns please notify me at 262.679.4800

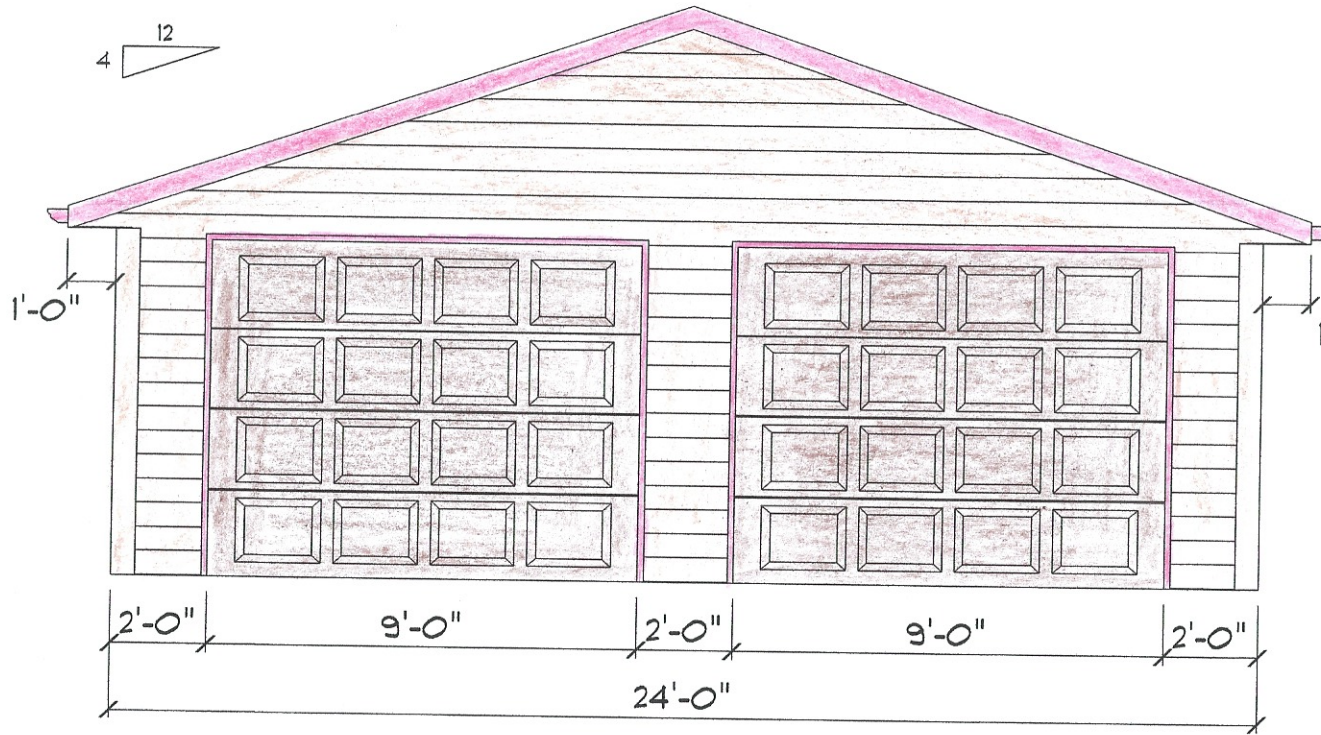
Respectfully,

Jay Bollman  
Classic Builders

24x24  
Detached Garage

Grace Lutheran Church  
8537 S Pennsylvania Ave  
Oak Creek 53154





16x7  
Overhead Door -  
Brown

6" LP Siding -  
Sandtone

Aluminum Soffit/Fascia  
& Door Trim -  
1'-0" Brandywood

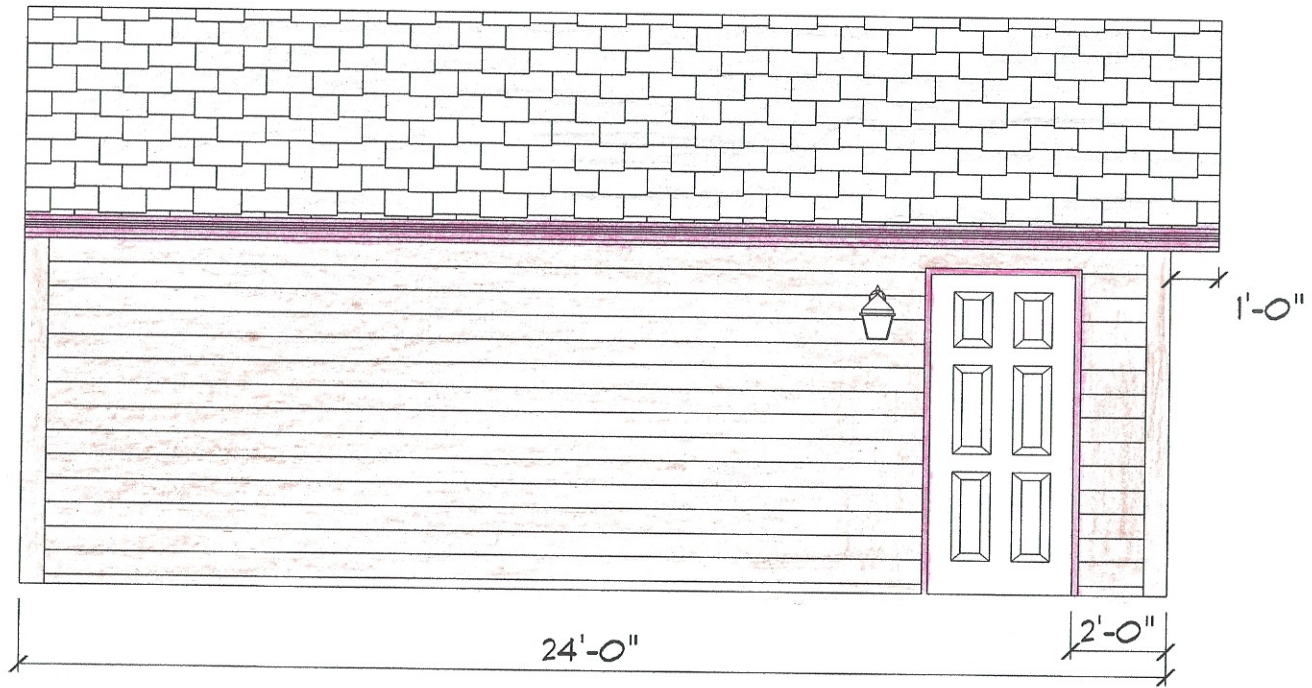
Seamless Gutters -  
Brandywood

Dimensional Shingles -  
Silverwood

## FRONT ELEVATION

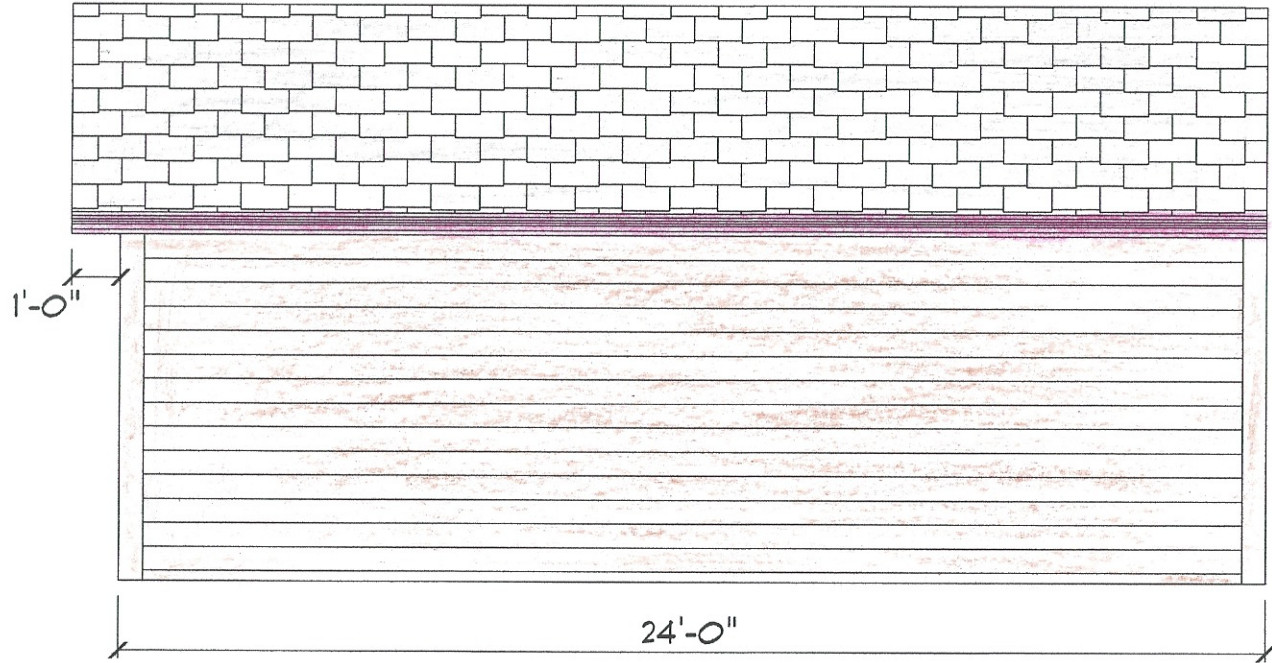
SCALE: 1/4" = 1'-0"





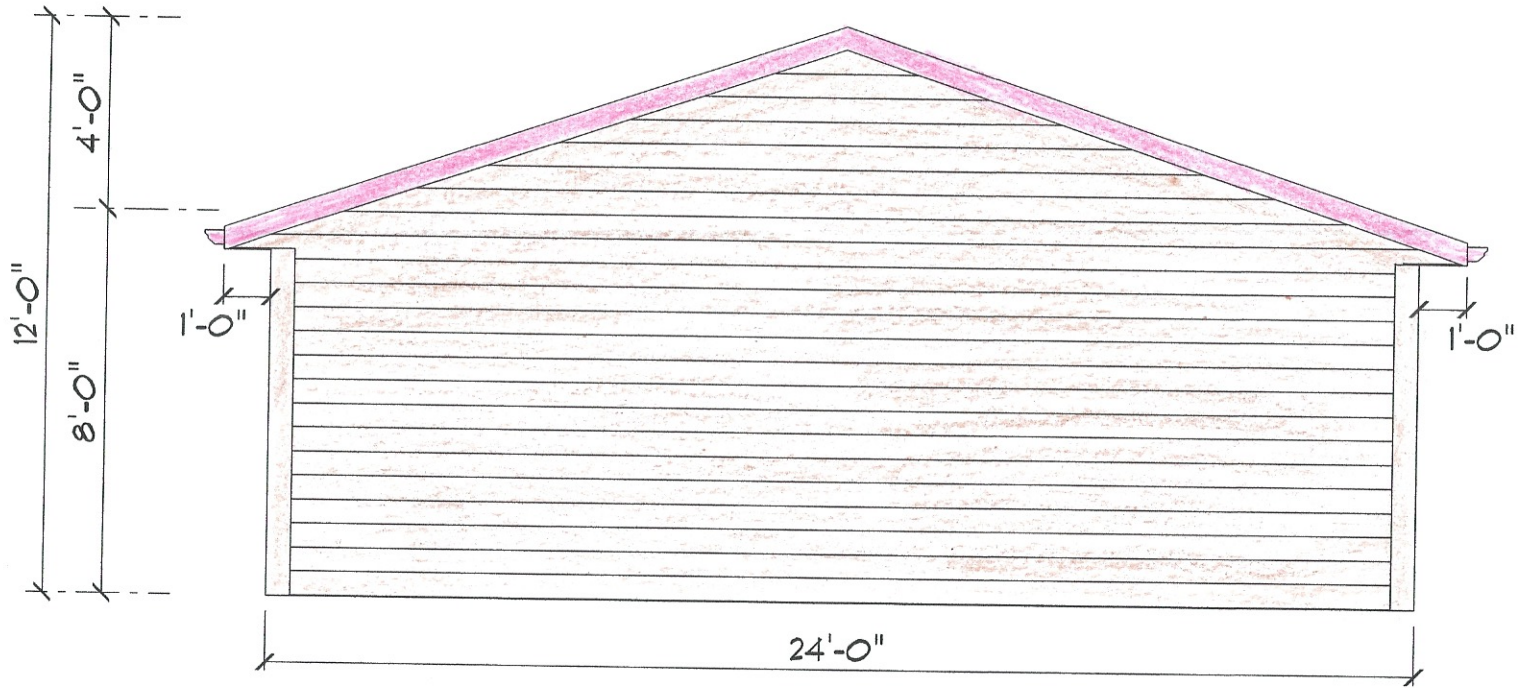
**LEFT ELEVATION**

SCALE: 1/4" = 1'-0"



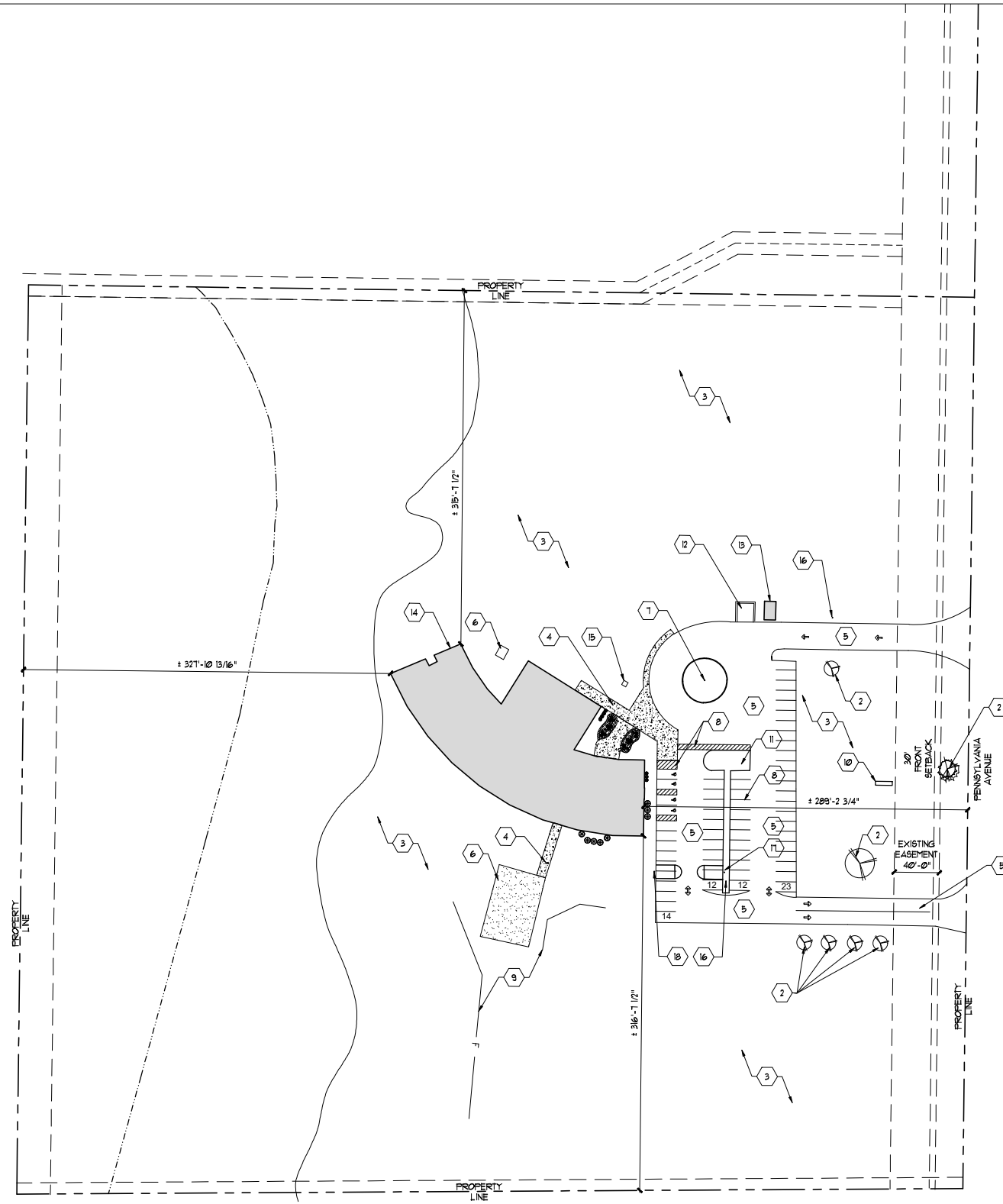
**RIGHT ELEVATION**

SCALE: 1/4" = 1'-0"



**REAR ELEVATION**

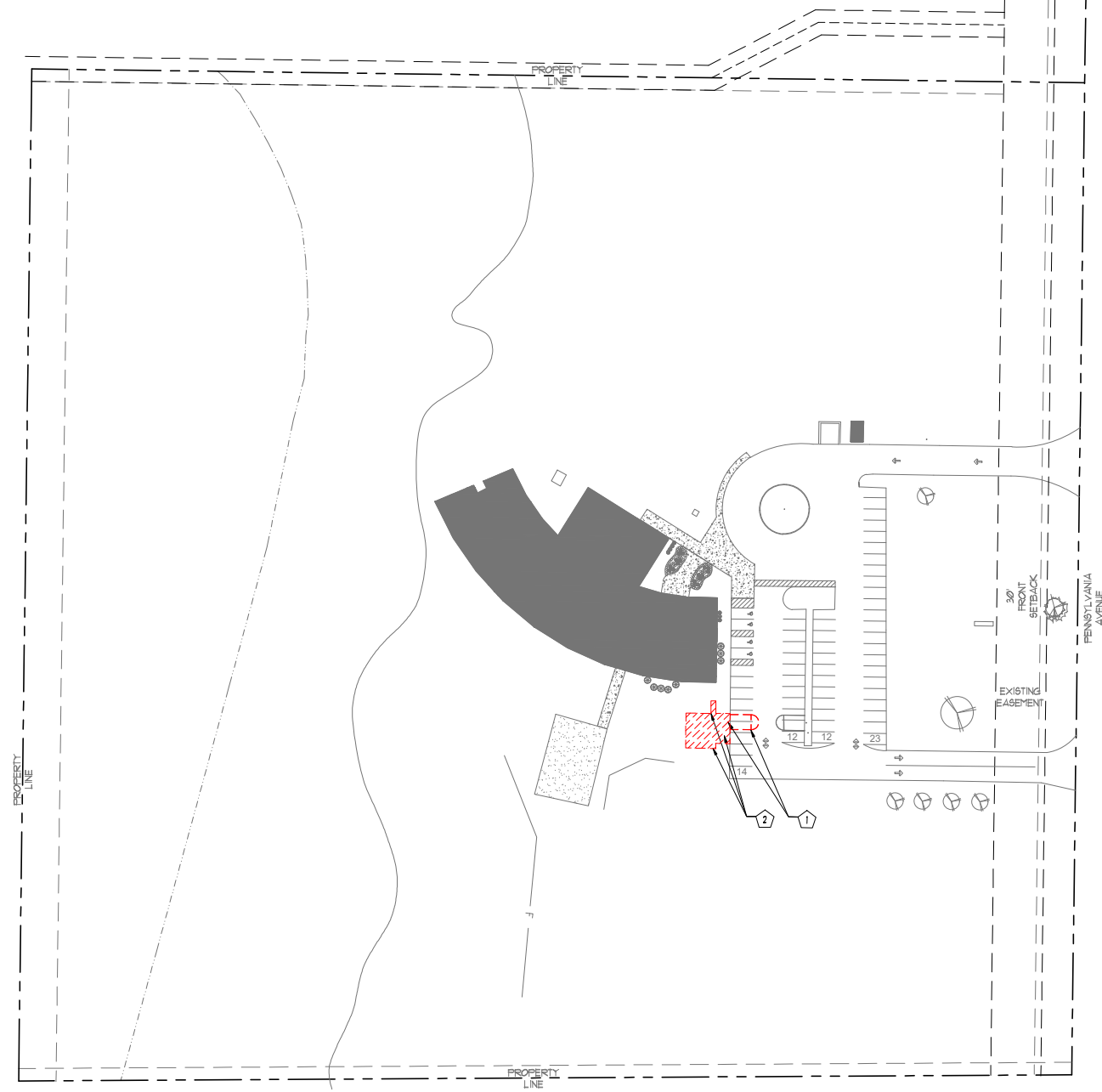
SCALE: 1/4" = 1'-0"



- EXISTING SITE KEYED PLAN NOTES:**
- 1 ALL EXISTING LANDSCAPE TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 2 ALL EXISTING TREES TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 3 ALL EXISTING GRASS AREAS REMAIN TO "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 4 ALL EXISTING CONCRETE SIDEWALK AREAS TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 5 ALL EXISTING ASPHALT PAVEMENT AREAS TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 6 ALL EXISTING BUILT OUTDOOR FEATURES TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 7 THE EXISTING FLAG POLE AND SURROUNDING FEATURES TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 8 ALL EXISTING PAINTED PARKING STALLS, LOADING ZONES, AND CROSS WALKS TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 9 ALL EXISTING SPORTS FENCING TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 10 THE EXISTING MONUMENT SIGN TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 11 THE EXISTING GRASS ISLAND TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 12 THE EXISTING TRASH COLLECTION TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 13 THE EXISTING SHED STRUCTURE TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 14 THE EXISTING MAIN BUILDING STRUCTURE TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 15 THE EXISTING ELECTRICAL TRANSFORMER TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 16 ALL PARKING LOT LIGHTING TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 17 THE EXISTING BASKETBALL HOP 4 POLE TO REMAIN "AS IS", UNLESS OTHERWISE NOTED. TYPICAL.
  - 18 EXISTING BASKETBALL HOP 4 POLE.

Proposed Garage for:  
**GRACE LUTHERAN CHURCH**  
 8637 South Pennsylvania Avenue  
 Oak Creek, WI 53154

08/04/25



DEMOLITION SITE KEYED PLAN NOTES:

- ① REMOVE ONE BASKETBALL HOOP & POLE AND ALL ASSOCIATED MATERIAL AND ASPHALT MARKING AS NEEDED TO ACCOMMODATE NEW PLANS.
- ② REMOVE GRASS AND SOIL AREAS AS NEEDED TO ACCOMMODATE BUILDING AND LANDSCAPE PLANS.

PLEASE NOTE EXISTING PARKING STALLS AND PARKING STALL MARKING SHALL REMAIN.



NORTH

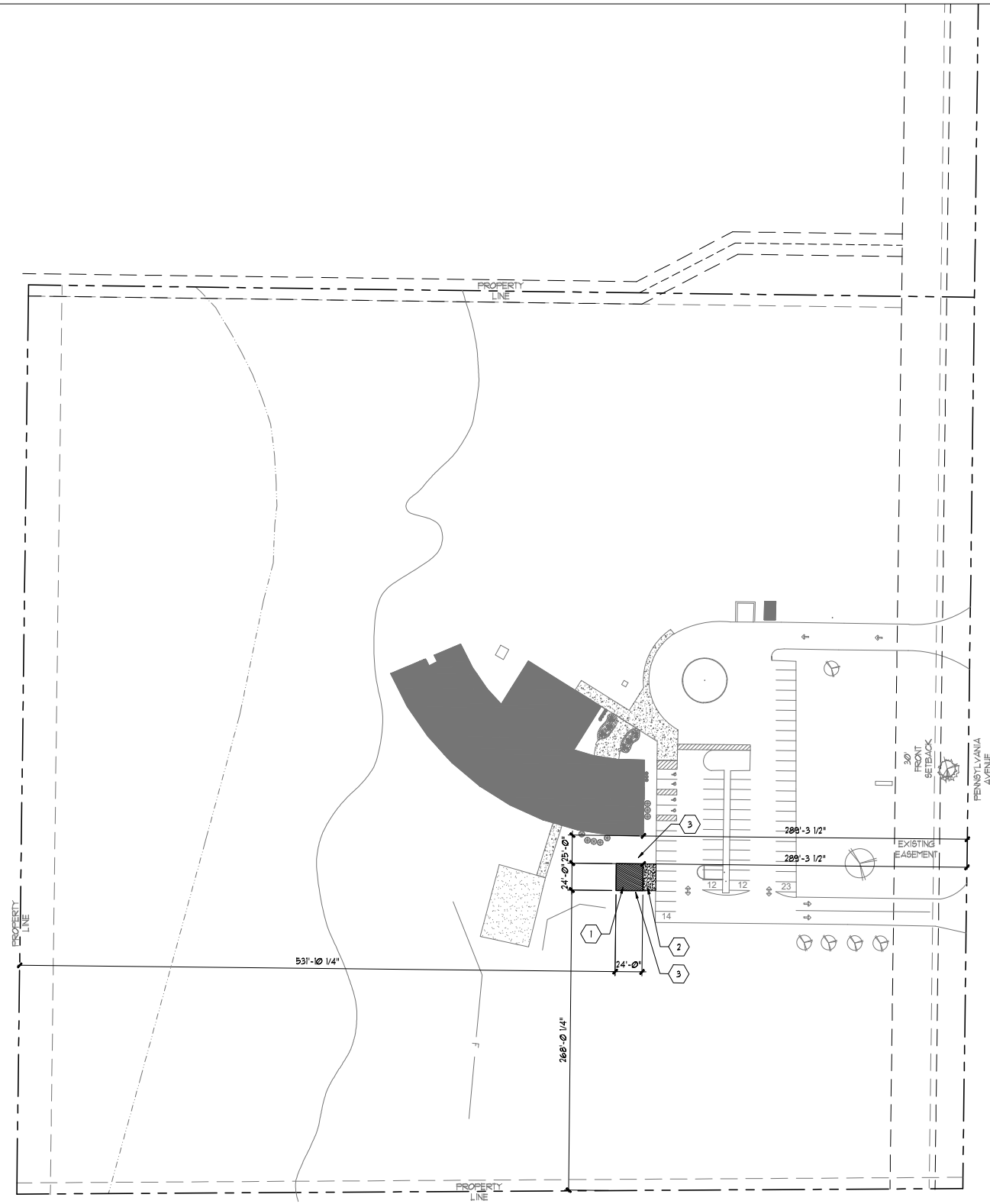
DEMOLITION SITE PLAN 1

SCALE: 1" = 60'-0"

Proposed Garage for:  
**GRACE LUTHERAN CHURCH**  
 8637 South Pennsylvania Avenue  
 Oak Creek, WI 53154

08/04/25

SP1.2



**PROPOSED SITE KEYED PLAN NOTES:**

- 1 LOCATION OF PROPOSED 24'-0" x 24'-0" GARAGE STRUCTURE. EAST FACE / STREET FACE LOCATION. THE STRUCTURE SHALL ALIGN WITH THE EAST FACE OF THE MAIN BUILDING AND SHALL NOT BE CLOSER TO THE STREET THAN THE MAIN BUILDING. NORTH FACE / FACE CLOSEST TO MAIN BUILDING. THE STRUCTURE SHALL BE 25'-0" FROM THE MAIN STRUCTURE.
- 2 LOCATION OF PROPOSED 11'-6" x DEEP x 24'-0" WIDE CONCRETE SLAB ON GRADE TO SERVE AS CONCRETE APRON FOR GARAGE STRUCTURE.
- 3 SEE PROPOSED LANDSCAPE PLANS FOR PROPOSED LANDSCAPE DETAILS.



**PROPOSED SITE PLAN**  
SCALE: 1" = 60'-0"

1

Proposed Garage for:  
**GRACE LUTHERAN CHURCH**  
8637 South Pennsylvania Avenue  
Oak Creek, WI 53154

08/04/25

**SP1.3**

Conifer Evergreen								
Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Maturity Size	Spacing	Comments
4	JUNSB		<i>Juniperus 'N. Select Blue'</i>	Star Power Juniper	6" - B&B	17'-0" x 8'-0"	As Shown	3
2	JuscM		<i>Juniperus scopulorum 'Medora'</i>	Medora Juniper	3" - 4" - B&B	12'-0" x 3'-0"	As Shown	3

Broadleaf Deciduous Shrub								
Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Maturity Size	Spacing	Comments
7	VideC		<i>Viburnum dentatum 'Cristum'</i>	Blue Muffin Arrowwood Viburnum	3" - B&B	5'-0" - 7'-0" tall & wide	As Shown	5

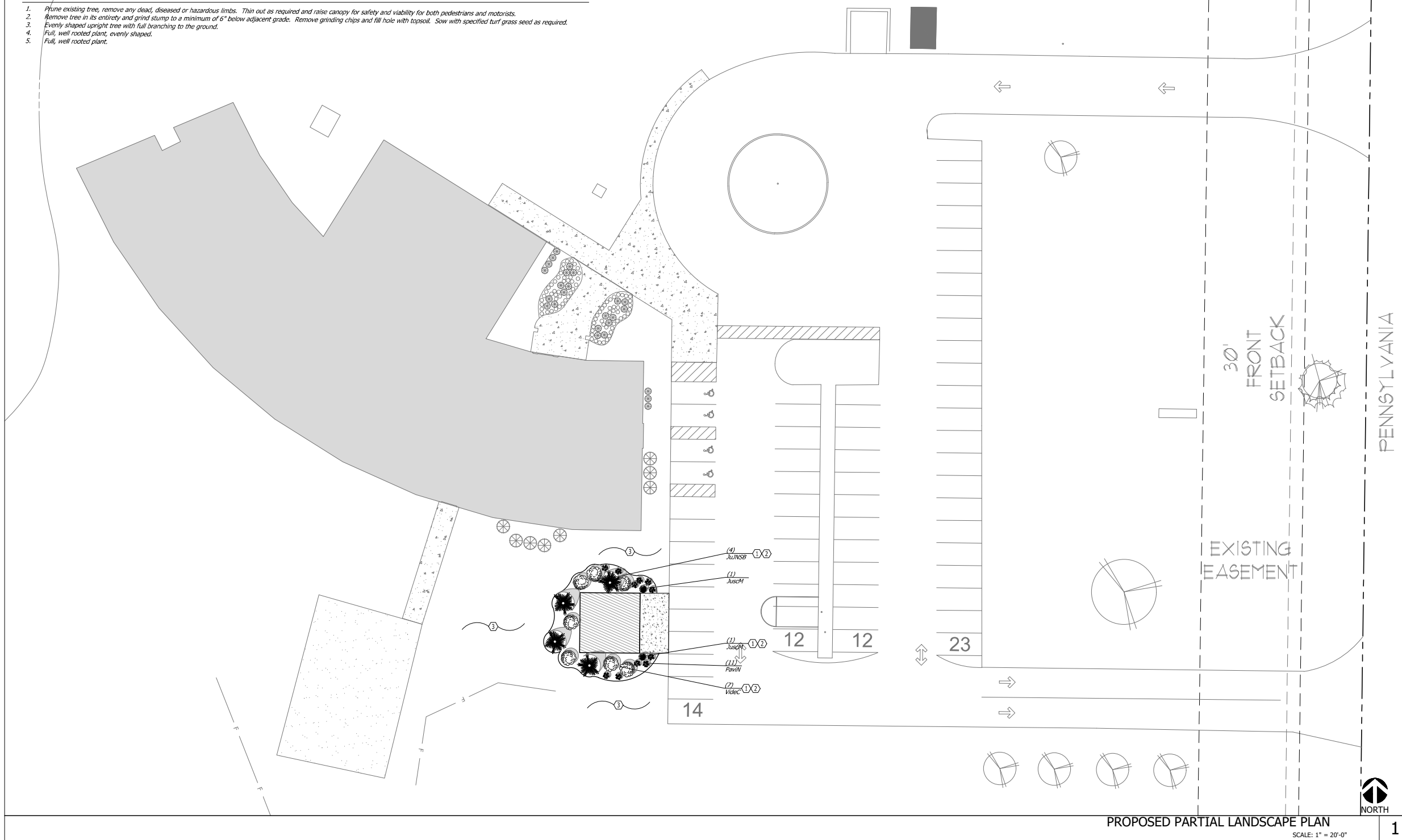
Perennial Grass								
Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Maturity Size	Spacing	Comments
11	PavW		<i>Panicum virgatum 'Northwind'</i>	Northwind Switch Grass	1-Gal - Cont	5'-0" x 3'-0"	As Shown	4

Comments

1. Prune existing tree, remove any dead, diseased or hazardous limbs. Thin out as required and raise canopy for safety and visibility for both pedestrians and motorists.
2. Remove tree in its entirety and grind stump to a minimum of 6" below adjacent grade. Remove grinding chips and fill hole with topsoil. Sow with specified turf grass seed as required.
3. Evenly shaped upright tree with full branching to the ground.
4. Full, well rooted plant, evenly shaped.
5. Full, well rooted plant.

LANDSCAPE PLAN CODED CONSTRUCTION NOTES

1. PLANTING BED MULCH AREA. DRESS WITH 2"-3" OF SHREDDED HARDWOOD BARK MULCH. TAKE CARE WITH INSTALLATION NOT TO DAMAGE OR COVER PLANTS. REFER TO GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
2. EARTHEN BED EDGE (SHOVEL POINT) LANDSCAPE EDGE. TYPICAL ALL PLANT MATERIAL AREAS. DRESS WITH 2"-3" OF SHREDDED HARDWOOD BARK MULCH. REFER TO GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
3. THIS PROJECT HAS ESTABLISHED TURF. REPAIR ANY AND ALL TURF DAMAGE FROM THE CONSTRUCTION PROCESS. RE-ESTABLISH TURF IN ANY AREAS WHERE EXISTING TURF IS DEAD. PROPERLY SEED EFFECTED AREAS OF TURF GRASS. IT IS VERY IMPORTANT TO FOLLOW THE MANUFACTURERS INSTALLATION INSTRUCTIONS REGARDING THE TURF GRASS FOR PROPER GERMINATION AND SURVIVABILITY OF THE SEED MIX. ALSO REFER TO GENERAL NOTES FOR PREPARATION OF TOP SOIL AND SEED INSTALLATION. REFER TO GRADING PLAN FOR FURTHER INFORMATION. ALSO REFER TO GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.



PROPOSED PARTIAL LANDSCAPE PLAN

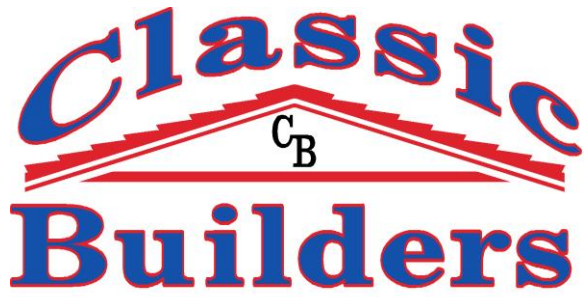
SCALE: 1" = 20'-0"

1

Proposed Garage for:  
**GRACE LUTHERAN CHURCH**  
 8537 South Pennsylvania Avenue  
 Oak Creek, WI 53154

08/04/25

SP1.4



S83 W18901 Saturn Dr  
Muskego, WI 53150  
(P) 262-679-4800  
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## Lighting Plan

July 15, 2025

City of Oak Creek  
8040 S. 6<sup>th</sup> St  
Oak Creek, WI 53154

To Whom It May Concern:

Our intent is to construct a new 24' x 24' gable style, 4/12 pitch garage on the property owned by Grace Lutheran Church at 8537 S. Pennsylvania Ave.

There will be no addition of exterior lighting to the site with the exception of an exterior, wall-mounted, coach light style light near the service door for ingress/egress.



**Sconce Type****Lantern**[See Similar Items](#)**Number of Lights****1 Light**[See Similar Items](#)**Fixture Material****Metal**[See Similar Items](#)**Style****Casual  
Farmhouse****Power Source****Hardwired**[See Similar Items](#)**Light Direction****Down**[See Similar Items](#)**Outdoor Lighting Features****Dark Sky**[See Similar Items](#)**Dimensions**

Mounting Plate Height (in.)	5
Mounting Plate Width (in.)	5
Product Depth (in.)	13 in
Product Height (in.)	10 in
Product Width (in.)	11 in

**Details**

Actual Color Temperature (K)	3000
Color Rendering Index (CRI)	80
Color Temperature	Bright White
Damp/Wet Rating	Damp Rated
Durability	Weather Resistant
Exterior Lighting Product Type	Sconce
Fixture Color/Finish	Bronze
Fixture Material	Metal
Included	Hardware Included
Indoor/Outdoor	Outdoor
Light Bulb Type Included	Integrated LED
Light Direction	Down
Lumens	630
Number of Lights	1 Light
Outdoor Lighting Features	Dark Sky
Package Quantity	1
Power Source	Hardwired
Sconce Type	Lantern
Shade Material	Metal
Shape	Circle
Style	Casual, Farmhouse
Voltage Type	Line Voltage
Watt Equivalence	100