

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Tuesday, January 18, 2010**

Deputy Clerk Braatz called the Plan Commission meeting to order on January 18, 2010 at 7:02 p.m.

Members present: Arnie Fickau  
Joe Hankovich  
John Bronk  
Dale Fennel  
Jaime Vega  
Tom Loew

Member Excused: James Wagner

Also Present: Paul Moderacki, Administrator/Clerk-Treasurer  
Bruce Kaniewski, Village Planner  
Shawn Reilly, Village Attorney

### **STATEMENT OF PUBLIC NOTICE**

The meeting was posted and noticed according to law.

Motion by Fennel/Hankovich to appoint Fickau as acting chairperson was carried unanimously.  
Motion by Hankovich/Fennel to approve the minutes of the November 16, 2009 meeting was carried unanimously.

### **NEW BUSINESS**

***Consider a Recommendation to the Village Board upon a Petition of Craig Hein and Brooklife Church to Annex 13.92 Acres to the Village of Mukwonago from the Town of Vernon within the Edgewood Neighborhood*** – Referencing his letter dated January 15, 2010 to James Wagner regarding the Proposed annexation/Hein and Brooklife Church, Kaniewski stated that there are several issues in regard to the proposed development of the Brooklife Church on this site including access. The only access this site would have is on Cardinal Lane, which is an interior road for the Edgewood Meadows Condominium development. Cardinal Lane cannot support the amount of traffic the church will produce. Another issue is the non-conformance of the plans for a church with the adopted Comprehensive Plan and neighborhood plan. There are also issues with the water and sanitary sewer utilities and storm water management. Kaniewski stated that the petitioner can always come back to the Village for another request to annex. Motion by Fennel/Loew to recommend to the Village Board the denial of the petition by Craig Hein to annex 13.92 acres to the Village of Mukwonago from the Town of Vernon within the Edgewood neighborhood was carried unanimously.

***Extraterritorial Review – Certified Survey Map – Town of East Troy – W1028 Spleas Skoney Rd. – Timothy Degroot*** – Motion was made by Hankovich/Fennel to recommend to the Village Board the approval of the Town of East Troy Extraterritorial Certified Survey Map for W1028 Spleas Skoney Rd., Timothy Degroot. The approval is subject to the following conditions:

- 1) Prior to Village Officials signing the Certified Survey Map, the proper Village signature place shall be added to include both the Planning Commission and the Village Board, with signature for the "Village President" and "Village Clerk".
- 2) Prior to Village Officials signing the Certified Survey Map, written documentation shall be submitted to the Village Clerk indicating that both the Town of East Troy and Walworth County have reviewed and approved the Certified Survey Map.

Motion carried unanimously.

#### **CORRESPONDENCE**

***Town of Mukwonago November 4 and December 2, 2009 Planning Commission Minutes***

– On file in the Clerk's Office.

#### **COMMENTS FROM THE PUBLIC**

None

Motion by Fickau/Vega to adjourn at 7:19 p.m. was carried unanimously.

Steven A. Braatz, Jr.  
Deputy Clerk

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Tuesday, February 15, 2010**

#### **1. Call to Order**

Chairperson Jim Wagner called the Plan Commission to order at 7:00 p.m. Commissioners present: John Bronk, Dale Fennel, Joe Hankovich and Jamie Vega. Commissioner Arnie Fickau was absent and excused. Also present: Paul Moderacki, Administrator/Clerk-Treasurer, Dennis Stevens, Fork in the Road Restaurant, Dennis Birkey, Asset Management, Inc., Walter and Sandra Michalski, 907 Robins Lane and Dan Borchert, Mukwonago Chamber Economic Development Committee.

#### **2. Statement of Public Notice**

The meeting was posted and noticed according to law.

#### **3. Approval of September 14, 2009 Minutes**

Motion by Fennel/Hankovich to approve the January 18, 2010 minutes as presented passed unanimously.

#### **4. New Business**

##### **A. Historic Preservation Commission Review – Request to Install New Windows – 215 N. Rochester St. – Dennis Stevens, Fork in the Road**

Motion by Hankovich/Fennel to approve the plan as submitted by Fork in the Road Restaurant to install new windows in the dining room addition at the southwest corner and add landscaping passed unanimously.

##### **B. Consideration of Plan of Operation – 807 Swan Dr. – Asset Management, Inc.**

Motion by Hankovich/Fennel to recommend approval of the Asset Management, Inc. (AMI) Plan of Operation to move its operation from Big Bend to 807 Swan Dr. passed unanimously.

##### **C. Review of Driveway Approaches on Properties in the Field Park Subdivision**

Hankovich said three properties in the Field Park subdivision had double driveways, which are no longer permitted by Village code. He said the driveways were permitted to remain until the Village undertook public improvements in the subdivision. He asked the Commissioners to visit the three properties over the next month to familiarize themselves with the driveways. Hankovich reviewed the driveways in turn, noting: 1) the property at 907 Robins Lane was actually formed from two lots and each lot was eligible for a driveway, 2) one of the driveways at 804 Park View Lane appeared to be too close to the intersection of Park View and MacArthur Drive and 3) the second driveway at 331 W. CtH NN was installed when the property was used by a daycare facility.

#### **5. Correspondence**

##### **A. Town of Mukwonago January 13, 2010 Plan Commission Minutes**

Received and noted.

#### **6. Comments from the Floor – none**

## **7. Adjournment**

There being no further matters to come before the Plan Commission, Hankovich/Fennel moved the meeting be adjourned at 7:20 p.m.

Paul J. Moderacki  
Village Clerk-Treasurer

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Tuesday, March 15, 2010**

#### **1. Call to Order**

Chairperson Jim Wagner called the Plan Commission to order at 7:00 p.m. Commissioners present: Joseph Abruzzo, John Bronk, Arnie Fickau, Joe Hankovich, Mark Penzkover and Jamie Vega. Also present: Paul Moderacki, Administrator/Clerk-Treasurer.

#### **2. Statement of Public Notice**

The meeting was posted and noticed according to law.

#### **3. Approval of September 14, 2009 Minutes**

Motion by Hankovich/Bronk to approve the February 15, 2010 minutes as presented passed unanimously.

#### **4. New Business**

##### **A. Economic Development Committee Review – wall and ground mounted sign changes – 711 Fox St. – Seaquist Closures**

Motion by Hankovich/Fickau to approve the proposed wall and ground mounted sign changes as submitted by Seaquist Closures to its new name “Aptar” passed unanimously.

##### **B. Sign Review – wall and ground mounted sign changes - 955 Main St. – Pizza Hut**

Motion by Hankovich/Fickau to approve the proposed wall and ground mounted sign changes as submitted by Pizza Hut passed unanimously.

##### **C. Discussion of Conditional Use Permit Approval Process**

Moderacki suggested changing the Zoning Code to provide review of Conditional Use Permit (C.U.P.) applications by the Plan Commission with recommendations for approval by the Village Board. He said Plan Commission was more familiar with the Village’s Comprehensive Plan, site review and other Zoning Code processes than the Board of Zoning and Building Appeals and C.U.P. application reviews were more properly the purview of the Plan Commission. Following some discussion, a motion by Fickau/Abruzzo to authorize staff to draft a revision to the Zoning Code to provide for C.U.P. review by the Plan Commission with recommendation to the Village Board for approval, including a requirement that the individual notices be sent to properties within 300 ft. of the subject property (instead of the current standard of 250 ft.) was unanimously approved.

#### **5. Correspondence**

##### **A. Town of Mukwonago February 3, 2010 Plan Commission Minutes**

Received and noted.

#### **6. Comments from the Floor – none**

## **7. Adjournment**

There being no further matters to come before the Plan Commission, Fickau/Bronk moved the meeting be adjourned at 7:12 p.m.

Paul J. Moderacki  
Village Clerk-Treasurer

## MINUTES OF THE REGULAR PLAN COMMISSION MEETING Tuesday, April 19, 2010

Chairman Wagner called the Plan Commission meeting to order on April 19, 2010 at 6:00 p.m.

Members present: Arnie Fickau  
Joe Hankovich  
John Bronk  
Mark Penzkover  
Jaime Vega  
Joe Abruzzo  
James Wagner

Also Present: Paul Moderacki, Administrator/Clerk-Treasurer  
Aaron Fahl, Village Planner  
Bruce Kaniewski, Village Planner  
Shawn Reilly, Village Attorney

### STATEMENT OF PUBLIC NOTICE

The meeting was posted and noticed according to law.

Motion by Fickau/Hankovich to approve the minutes of the March 15, 2010 meeting was carried unanimously.

### NEW BUSINESS

**Consideration of Certified Survey Map – Division of Property located on Empire Dr. and East side of Holz Parkway – Randy Wright, Empire Industries LLC** – Motion by Hankovich/Fickau to postpone consideration of the Certified Survey Map for Empire Industries LLC, revised on April 8, 2010, until the next Plan Commission meeting so the applicant can submit preliminary plans for the newly created vacant property was carried unanimously.

**Historic Preservation Review – Repainting of House – 312 Franklin St. – Jack Dexter** – Motion by Hankovich/Penzkover to accept the colors for the painting of the house located at 312 Franklin St. as submitted was carried unanimously.

**Historic Preservation Review – Replacement of Door – 215 N. Rochester St. – Roger Walsh, View Inc.** – Motion by Hankovich/Fickau to accept the new front door for the business located at 215 N. Rochester St. as submitted was carried unanimously.

**(Taken out of order) Request from Developer of Black Bear to be Allowed to Deposit Fill** – Motion was made by Penzkover/Fickau to recommend to the Village Board to accept the request by the developer for the Black Bear project to deposit fill on the property with the following conditions:

1. The Chapter 30 permit shall be modified and approved.
2. The NR216 permit shall be approved.
3. The Village Engineer shall approve the grading, erosion control, and storm water plan.

Motion was carried unanimously.

**(Taken out of order) Access Easement to Black Bear Lift Station** – Motion by Fickau/Vega to recommend to the Village Board the approval of the access easement for the Black Bear Lift Station contingent upon the review by the Village Engineer was carried unanimously.

**Black Bear Development Agreement** – No action taken. Item will come back to the Plan

Commission at a future meeting.

***Modifications to the Black Bear Site Plan for Grading Site, Directions of Two Pads, Lift Station Location*** – No action taken. Item will come back to the Plan Commission at a future meeting.

***Consideration of Certified Survey Map – Black Bear Development on the East End of Black Bear Blvd. – Charlie Miller, Citizens Bank of Mukwonago*** – No action taken. Item will come back to the Plan Commission at a future meeting.

#### **CORRESPONDENCE**

***Town of Mukwonago March 3, 2010 Planning Commission Minutes*** – On file in the Clerk's Office.

#### **COMMENTS FROM THE PUBLIC**

None

Motion by Fickau/Hankovich to adjourn at 6:30 p.m. was carried unanimously.

Steven A. Braatz, Jr.  
Deputy Clerk



## **MINUTES OF THE SPECIAL PLAN COMMISSION MEETING**

### **Tuesday, April 28, 2010**

#### **1. Call to Order**

Administrator/Clerk-Treasurer Paul Moderacki called the special meeting of the Plan Commission to order at 7:03 p.m. in the absence of Chairperson Jim Wagner. Commissioners present: Joseph Abruzzo, John Bronk, Arnie Fickau, Joe Hankovich, Mark Penzkover and Jamie Vega. Chairman Wagner and Commissioner Mark Penzkover were absent and excused.

Motion by Hankovich/Bronk to nominate Fickau to chair the meeting. Unanimously approved.

Fickau assumed the chair.

#### **2. Statement of Public Notice**

The meeting was posted and noticed according to law.

#### **3. Unfinished Business**

##### **A. Consideration of Certified Survey Map (CSM) – Division of property located on Empire Dr. and east side of Holz Parkway – Randy Wright, Empire Industries, LLC**

Hankovich said his questions from the last meeting had been answered. He said Mr. Wright understands the land split will adjust the assessment on the land because it will be more valuable as smaller, separate parcels.

Hankovich said the original plan for the property included six buildings and a public right-of-way. He said the land has not developed as originally envisioned. He noted the proposed new parcel contained a utility easement that might have to be revised in the future depending on what was proposed for the site.

Hankovich/Abruzzo moved to accept the CSM as presented and to recommend its approval to the Village Board. Hankovich noted its approval did not guarantee approval of any particular concept or site plan, since none had been formally introduced. The motion passed unanimously

#### **4. Adjournment**

There being no further matters to come before the Plan Commission, Hankovich/Bronk moved the meeting be adjourned at 7:13 p.m.

Paul J. Moderacki  
Village Administrator/Clerk-Treasurer

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Tuesday, May 17, 2010**

#### **1. Call to Order**

Chairman Wagner called the Plan Commission meeting to order on May 17, 2010 at 7:00 p.m.

Members present:       Arnie Fickau  
                                  Joe Hankovich  
                                  John Bronk  
                                  Mark Penzkover  
                                  Jaime Vega  
                                  Joe Abruzzo  
                                  James Wagner

Also Present:             Paul Moderacki, Administrator/Clerk-Treasurer  
                                  Bruce Kaniewski, Village Planner  
                                  Shawn Reilly, Village Attorney

#### **2. Statement of Public Notice**

The meeting was posted and noticed according to law.

#### **3. Approval of the Minutes for the April 19, 2010 Regular Meeting and April 28, 2010 Special Meeting**

Motion by Fickau/Hankovich to approve the minutes of the April 19, 2010 regular meeting and the April 28, 2010 special meeting was carried unanimously.

#### **4. Unfinished Business**

##### **A. Review of Driveway Approaches on Properties in the Field Park Subdivision Project**

Motion was made by Hankovich/Fickau to allow the existing two driveway approaches on the property located at 804 Park View Lane to remain as is. Reasons for the approval are: 1) The house was built and the approaches were installed around 1960, and the Village ordinances were adopted afterwards, and 2) the traffic count is not a problem at this time. Motion was carried unanimously.

##### **B. Consideration of Black Bear Development Agreement**

Item postponed to a future Plan Commission meeting.

##### **C. Modifications to the Black Bear Site Plan for Grading Site, Directions of Two Pads, Lift Station Location**

Item postponed to a future Plan Commission meeting.

##### **D. Consideration of Certified Survey Map – Black Bear Development on the East End of Black Bear Blvd. – Charlie Miller, Citizens Bank of Mukwonago**

Item postponed to a future Plan Commission meeting.

## **5. New Business**

### **A. Consideration of Site Plan and Architectural Review of Proposed School District Office Building for the Property Located West of Clarendon Avenue School and, Facing CTH NN, to the South of the Existing Parking Lot**

Dr. Paul Strobel, Mukwonago Area School District Superintendent, Chad Bathke, VJS Construction Services, Paul Wysocki, School Board President, and Rodell Singert, School Board Member, presented plans for the construction of a school district building on the property located west of Clarendon Avenue School and, facing CTH NN, to the south of the existing parking lot. The district is on a limited budget and created a building that is low maintenance, energy efficient, and functional to the district's needs, including easy access to three nearby schools. The building will share the existing parking lot with Clarendon Avenue School, with the addition the installation of two handicap stalls. There is a revised plan that improves the handicap access into the building. Hankovich noted that the building does not match the other building on the lot aesthetically. He also noted that a sidewalk will be needed to access the doors on the west and south sides of the building, and suggested a sidewalk around the entire building. Wagner, Bronk, and Vega were also concerned with the plain look of the building and the lack of uniform aesthetics of this building with the other buildings on the lot, as well as the colors of the samples not matching the colors on the plans submitted. Fickau was concerned with the pitch of the roof. Atty Reilly was of the opinion that the building would require LEEDS qualifications. Item postponed to a future Plan Commission meeting.

### **B. Consideration of Architectural Review of Proposed Patient Service Center for the Property Located at 225 Eagle Lake Ave. – Bradley Sabre, Aurora Health Care**

Brad Sabre, Aurora Health Care, and Chris Walgren, Building Service, Inc., presented plans to convert the existing vacant building located at 225 Eagle Lake Ave., formerly a physicians office, into a patient service center. They are centralizing the service that is currently at four area hospitals into this one location. They will remodel the building, including new landscaping and an outside generator. The plan includes a maximum of 56 employees at this time. Shifts are staggered, with hours from 6:00 a.m. to 10:00 p.m., but the majority of the employees will be at the building between 8:00 a.m. and 6:00 p.m. which is the period of the heaviest call volumes. Hankovich stated that the use is not a listed use in the B-1 (Neighborhood Business District) zoning, thus would need a conditional or unspecified use permit from the Board of Building and Zoning Appeals (BZA). B-1 zoning is to allow for business that serve the immediate neighborhood. He asked that the Commission make a determination whether or not they want this type of business in the B-1 zoning, and forward a recommendation to BZA. Fickau noted that he believes the traffic impact would be less with this business than that of the former physicians office. Abruzzo liked the landscape plan and the fact that it shields the vehicles that will be parked on the lot. Kaniewski mentioned that some of the shrubs block the views of the parking lot entrance/exit. Motion was made by Hankovich/Abruzzo to recommend to the Board of Building and Zoning Appeals a favorable approval of the conditional/unspecified use permit for a patient service center presented by Aurora Health Care at the property located at 225 Eagle Lake Ave. The approval shall be subject to the following conditions:

1. Aurora Health Care shall not exceed the total employee occupancy of 60 employees without first being reviewed by the Board of Building and Zoning Appeals
2. Aurora Health Care shall remodel the building according to the plan submitted.

Motion was carried unanimously.

**C. Consideration of Extraterritorial CSM for Honey Creek Estates – Town of East Troy – Brian Godfrey**

Motion was made by Hankovich/Fickau to recommend to the Village Board the approval of the extraterritorial Certified Survey map for Honey Creek Estates, Town of East Troy. The approval shall be subject to the following conditions:

1. Prior to Village officials affixing signatures to the CSM, written documentation shall be provided to the Village with the approvals of the Town of East Troy and Walworth County. Walworth County approval shall provide for the ingress/egress easement being a hard packed surface with a width of at least 16 feet with documents forming a Homeowner's Association with clear requirements for yearlong maintenance of the easement, keeping the pavement clear of potholes, snow and ice, and generally passable for large vehicles at any time.
2. Prior to Village officials affixing signatures to the CSM, a deed restriction shall be attached to the CSM with a separate recorded deed restriction indicating that a driveway turn-around be constructed near Lots 1 and 2 to allow for proper turning of a fire apparatus with the largest turning radii, subject to the joint approvals of the Chiefs of the East Troy and Mukwonago Fire Departments.

Motion was carried unanimously.

**D. Historic Preservation Commission Review – Request to Re-roof – 406 Grand Ave. – John Goetsch**

Motion by Hankovich/Abruzzo to approve the re-roof and shingles at the property located at 406 Grand Ave. as presented was carried unanimously.

**E. Sign Review – Request for Wall-mounted Sign – 109 Lake St. – Laura Timmers, Fusion Fitness**

Motion by Hankovich/Penzkover to approve the wall-mounted sign for Fusion Fitness Studio at the property located at 109 Lake St. as presented was carried unanimously.

**6. Correspondence**

**A. Town of Mukwonago April 7, 2010 Planning Commission Minutes**

On file in the Clerk's Office.

**7. Comments From The Floor**

None

**8. Adjournment**

Motion by Fickau/Hankovich to adjourn at 9:14 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.  
Deputy Clerk

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Tuesday, June 14, 2010**

#### **1. Call to Order**

Chairman Wagner called the Plan Commission meeting to order on June 14, 2010 at 7:00 p.m.

Members present:       Arnie Fickau  
                                  Joe Hankovich  
                                  John Bronk  
                                  Mark Penzkover  
                                  Joe Abruzzo  
                                  James Wagner

Member Excused:       Jaime Vega

Also Present:            Paul Moderacki, Administrator/Clerk-Treasurer  
                                  Bruce Kaniewski, Village Planner  
                                  Shawn Reilly, Village Attorney

#### **3. Statement of Public Notice**

The meeting was posted and noticed according to law.

#### **4. Approval of the Minutes for the May 17, 2010 Regular Meeting**

Motion by Fickau/Hankovich to approve the minutes of the May 17, 2010 regular meeting was carried unanimously.

#### **5. Unfinished Business**

##### **A. Access Easement to Black Bear Lift Station**

Motion was made by Penzkover/Hankovich to recommend to the Village Board the granting of the access easement by Dewey Farm, LLC to Citizens Bank of Mukwonago. The approval shall be subject to an addition to be included in the document stating that in the event the grantor's property is developed and Marsh View Drive is extended, then the location of the access easement may be changed upon mutual agreement of the parties. Motion was carried unanimously.

##### **B. Black Bear Development Agreement**

Motion was made by Fickau/Abruzzo to recommend to the Village Board the approval of the Black Bear Developer's Agreement. The approval shall be subject to approvals by the Village Engineer, Planner, Zoning Administrator, and Administrator. Motion was carried unanimously.

##### **C. Modifications to the Black Bear Site Plan for Grading Site, Directions of Two Pads, Lift Station Location**

Motion was made by Hankovich/Fickau to recommend to the Village Board the approval of the site plan modifications for the Black Bear Residential Development. The approval shall be subject to the approval by the Wisconsin Department of Natural Resources. The approval shall also be subject to the approval of new elevation plans by the Village Zoning Administrator. Motion was carried unanimously.

**D. Certified Survey Map – Black Bear Development on the East End of Black Bear Blvd. – Charlie Miller, Citizens Bank of Mukwonago**

Motion was made by Hankovich/Penzkover to recommend to the Village Board the approval of the Certified Survey Map for the Black Bear development. The approval shall be subject to the following conditions:

1. Prior to Village officials affixing signatures to the CSM, construction drawings for Black Bear Residential Development shall be submitted to and approved by the Village Department Heads and Village Engineer.
2. Prior to Village officials affixing signatures to the CSM, documents conveying the rights and conditions for the easements must be prepared and submitted to the Village for review.

Motion was carried unanimously.

**E. Site Plan and Architectural Review of Proposed School District Office Building for the Property Located West of Clarendon Avenue School and, Facing CTH NN, to the South of the Existing Parking Lot**

Motion was made by Bronk/Fickau to recommend to the Village Board the approval of the amended site plan and architectural review of the proposed school district office building for the property located West of Clarendon Avenue School and, facing CTH NN, to the South of the existing parking lot was carried unanimously.

**F. Architectural Review of Proposed Patient Service Center for the Property Located at 225 Eagle Lake Ave. – Bradley Sabre, Aurora Health Care**

Motion was made by Hankovich/Abruzzo to recommend to the Board of Building and Zoning Appeals the granting of the conditional/unspecified use permit for a patient service center presented by Aurora Health Care at the property located at 225 Eagle Lake Ave. according to the amended Plan of Operations. The approval shall be subject to the following conditions:

6. Aurora Health Care shall not exceed the total employee occupancy of 72 employees without first being reviewed by the Board of Building and Zoning Appeals
7. Aurora Health Care shall remodel the building according to the plan submitted.
8. The approval shall be subject to the approval of the parking lot lighting plan by the Village Zoning Administrator.
9. The parking lot shall be one-way traffic with the entrance on Gibson St. and the exit on West Side Ave.

Motion was carried unanimously.

**6. New Business**

**A. Authorization of the Extension of Lease Agreement with Crown Castle**

Motion by Penzkover/Hankovich to recommend to the Village Board the approval of the Authorization of the Extension of Lease Agreement with Crown Castle was carried unanimously.

**B. Historic Preservation Commission Review – Request to Renovate and Paint – 204 S. Rochester St. – Roger Walsh, View Inc. (Taken out of Order)**

Motion by Hankovich/Fickau to approve the painting and renovations to 204 S. Rochester St. according to the plans submitted was carried unanimously.

**C. Site Plan and Architectural Review of Proposed Funeral Home for the Property Known as MUKV 2009 968 and Located on the East Side of CTH ES Just North of Bay View Rd. – Russell Karasch, Keystone Funeral Home Design Build (Applicant) and Steve Schmidt, Schmidt & Bartelt, Inc. (Property Owner)**

Russ Garasch, Keystone Funeral Home Design Build, presented conceptual site and architectural plans for a proposed funeral home to be constructed on the Property Known as MUKV 2009 968 and located on the East side of CTH ES just North of Bay View Rd. Kaniewski had concerns with the driveway not lining up with the driveway across the street, but the detention area to the North of the western parking lot may not allow the driveways to line up. The site plan shows 65 parking stalls to be installed with future space to install up to 92 total stalls. The Plan Commission agreed with 65 stalls with the possibility of placing two islands in the middle of the western parking lot to make the asphalt area more aesthetically pleasing. The Plan Commission agreed that the colors and materials are fine. They would like to see the front entrance of the building dressed up better. The item will remain on the agenda.

**D. Historic Preservation Commission Review – Request to Display Blue Rhino LP Gas Container Outside – 212 N. Rochester St. – Walgreens**

Motion by Abruzzo/Penzkover to deny the request to display a Blue Rhino LP gas container outside of the Walgreens store located at 212 N. Rochester St. was carried unanimously.

**7. Comments From The Floor**

None

**8. Adjournment**

Motion by Fickau/Hankovich to adjourn at 8:48 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.  
Deputy Clerk

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Tuesday, July 19, 2010**

#### **1. Call to Order**

Chairman Wagner called the Plan Commission meeting to order on July 19, 2010 at 7:00 p.m.

Members present:       Arnie Fickau  
                                  Joe Hankovich  
                                  Mark Penzkover  
                                  Jaime Vega  
                                  Joe Abruzzo  
                                  James Wagner

Also Present:             Paul Moderacki, Administrator/Clerk-Treasurer  
                                  Bruce Kaniewski, Village Planner  
                                  Shawn Reilly, Village Attorney

#### **2. Statement of Public Notice**

The meeting was posted and noticed according to law.

#### **3. Approval of the Minutes for the June 14, 2010 Regular Meeting**

Motion by Fickau/Hankovich to approve the minutes of the June 14, 2010 regular meeting was carried unanimously.

#### **4. Unfinished Business**

- A. Site Plan and Architectural Review of Proposed Funeral Home for the Property Known as MUKV 2009 968 and Located on the East Side of CTH ES Just North of Bay View Rd. – Russell Karasch, Keystone Funeral Home Design Build (Applicant) and Steve Schmidt, Schmidt & Bartelt, Inc. (Property Owner)**  
Item tabled until later in the meeting.

#### **5. New Business**

- A. Extraterritorial Certified Survey Map for the Properties Known as MUKT 1980 088 and MUKT 1980 089, Located at W301S10258 Hillside Dr. in the Town of Mukwonago, and Owned by the Estate of William O. Bonney**

Motion was made by Hankovich/Penzkover to recommend to the Village Board the approval of the proposed Certified Survey Map pursuant to extraterritorial review for the combination of the properties known as MUKT 1980 088 and MUKT 1980 089, located at W301S10258 Hillside Dr. in the Town of Mukwonago, and owned by the Estate of William O. Bonney, into one lot. The approval shall be subject to the following conditions:

10. Prior to Village officials affixing signatures to the CSM, the Town of Mukwonago shall approve of the CSM.
11. Prior to Village officials affixing signatures to the CSM, written approvals of the Town of Mukwonago and Waukesha County shall be filed with the Village Clerk.



12. The Waukesha County Shoreland ordinance requiring 75 feet from the floodplain shall be verified, and if a correction is needed to properly identify the setback, the change shall be made on the Certified Survey Map.

Motion was carried unanimously.

**B. Extraterritorial Certified Survey Map for the Properties Known as PA395100003 and PA430300002, Located on Spleas Skoney Rd. in the Town of East Troy, and Owned by Benjamin J. Smith**

Motion was made by Fickau/Penzkover to recommend to the Village Board the denial of the proposed Certified Survey Map pursuant to extraterritorial review for the dividing of the property known as PA395100003 and PA430300002, located on Spleas Skoney Rd. in the Town of East Troy, and owned by Benjamin J. Smith, into four lots. The Plan Commission found the application failed to address the policies and standards of the Village's Comprehensive Plan relating to adequate protection of persons and property and proper land use pattern. Additional information needed is as follows:

1. Submittal of plans regarding the design of the access road (width, pavement type, design of the pavement with base, etc.).
2. Submittal of a Homeowners Association Maintenance Agreement for responsibility of maintenance of the road.
3. Submittal of a written statement from Walworth County Planning indicating the plans for land use and access to neighboring properties have been approved.

Motion was carried unanimously.

**C. Extraterritorial Certified Survey Map for the Property Known as PET1100045, Located at W715 Miramar Rd. in the Town of East Troy, and Owned by Gary Bengtsson**

Motion was made by Hankovich/Abruzzo to recommend to the Village Board the approval of the proposed Certified Survey Map pursuant to extraterritorial review for the dividing of the property known as PET1100045, located at W715 Miramar Rd. in the Town of East Troy, and owned by Gary Bengtsson, into two lots. The approval shall be subject to the following conditions:

1. Prior to Village officials affixing signatures to the CSM, both Town of East Troy and Walworth County shall approve of the CSM.
2. Prior to Village officials affixing signatures to the CSM, written approvals of the Town of East Troy and Walworth County shall be filed with the Village Clerk.

Motion was carried unanimously.

**6. Correspondence**

**A. Town of Mukwonago June 2, 2010 Planning Commission Minutes**

On file in the Clerk's Office.

**7. Comments From The Floor**

None

**8. Tabled Items Brought Back From the Table**

**A. Site Plan and Architectural Review of Proposed Funeral Home for the Property Known as MUKV 2009 968 and Located on the East Side of CTH ES Just North of Bay View Rd. – Russell Karasch, Keystone Funeral Home Design Build (Applicant) and Steve Schmidt, Schmidt & Bartelt, Inc. (Property Owner)**

Motion was made by Penzkover/Fickau to recommend to the Village Board the approval of the site plan and architectural review of the proposed funeral home for the property known as MUKV 2009 968 and located on the east side of CTH ES just north of Bay View Rd., and owned by Schmidt & Bartelt, Inc. The approval shall be subject to the following conditions:

1. Approval of the plans shall be subject to the submitted Site Plan with last revised date of July 13, 2010, submitted Floor Plan with last revised date of July 13, 2010, and the Exterior Elevations with last revised date of July 13, 2010.
2. Prior to the start of any site construction or issuance of a building permit, whichever occurs first, the following shall occur:
  - a. The Village Engineer shall approve the Storm Water Management/Water Quality Plan.
  - b. The Village Engineer shall approve all site engineering plans.
  - c. A signed Storm Water Management Maintenance Agreement shall be submitted to the Village Clerk, subject to approval in form and substance by the Village Attorney and Village Engineer.
  - d. Submittal of any required Letter of Credit(s) for storm water management and/or construction or public improvements within the public right-of-way, in an amount and format as approved by the Village Attorney and Village Engineer.
  - e. Approval of the plans by the Fire Chief, which will include, but are not limited to, fire hydrant location, fire department connection location, and canopy clearance.
  - f. Approval of building plans by the Building Inspector.
  - g. Approval of Site Landscaping Plan and Site Exterior Lighting Plans by the Building Inspector and Village Planner. Approval of Site Landscaping Plan shall include landscaping surrounding external building mechanical equipment, with the location of the mechanical equipment shown on the building plans and landscape plan. Exterior mechanical equipment locations are subject to approval of the Building Inspector and Village Planner.
3. Prior to temporary occupancy issuance, if needed prior to final occupancy permit, the following shall occur:
  - a. Submittal of an easement document providing Village access to the on-site fire hydrant and water main to the hydrant. Said easement shall be in a form and format as approved by the Village Attorney and Village Engineer, and shall be accepted by the Village Board.
  - b. Completion of all site grading and storm water management facilities in accordance with approved plans.
  - c. Completion of all exterior lighting in accordance with approved plans.
  - d. Completion of the building in accordance with approved plans and all applicable codes.
  - e. Completion of a hard parking surface, including installation of handicapped parking signs.
4. Prior to final occupancy permit, which shall be issued not later than 90 days after any temporary occupancy permit, the following shall occur:
  - a. Completion of all items within Condition No. 3.

- b. Completion of curbing, paving and striping of the entire parking area and drives, in accordance with approved plans.
  - c. Installation of all site landscaping.
5. Applicant has stated there will not be an outside dumpster for refuse. If needed in the future, any dumpster or refuse containers shall be enclosed in accordance with standards of the Zoning Ordinance, and reviewed and approved by the Building Inspector.
  6. The size and design of the monument sign shown on the Site Plan shall be subject to approval of the Plan Commission, in accordance to sign design standards of the zoning ordinance. The site address shall be incorporated into the design of the sign. The Schmidt & Bartelt Shield on the face of the building canopy is part of the building architecture, and therefore does not need sign approval.
  7. The depth of the parking stalls shall be reduced from 20 feet to 18 feet to reduce the amount of asphalt and water runoff.
  8. The width of the sidewalk along the south side of the building shall be increased from 6 feet to 7 feet to allow better flow of pedestrians.

Motion was carried unanimously.

## **9. Adjournment**

Motion by Fickau/Penzkover to adjourn at 7:49 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.  
Deputy Clerk

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Monday, September 20, 2010**

#### **1. Call to Order**

Chairman Wagner called the meeting to order at 7:00 p.m.

Members present:       Arnie Fickau  
                                  Joe Hankovich  
                                  Mike Sellenheim  
                                  Mark Penzkover  
                                  Jaime Vega  
                                  James Wagner

Member Excused:       Joe Abruzzo

Also Present:            Paul Moderacki, Administrator/Clerk-Treasurer  
                                  Bruce Kaniewski, Village Planner  
                                  Shawn Reilly, Village Attorney  
                                  Nick Weber, Library Director

#### **2. Statement of Public Notice**

The meeting was posted and noticed according to law.

#### **3. Approval of the Minutes for the July 19, 2010 Regular Meeting**

Motion by Fickau/Hankovich to approve the minutes of the July 19, 2010 regular meeting was carried unanimously.

#### **4. New Business**

##### **A. Preliminary Presentation of Plans for Mukwonago Library Expansion Project**

Mark Paschke and Troy Woeldt from Uihlein Wilson Architects and Library Director Weber gave a preliminary presentation on the proposed library expansion. Hankovich noted that all the zoning issues have been met, they are working on saving as many trees as possible, and the lighting and landscaping plans are still being discussed. The issue will be on the October agenda for full approval.

##### **B. Architectural Review of Proposed Dentistry Office for the Property Known as MUKV2009007 and Located at Lot 7 of River Crest Ct. – Michael Queoff, Keller, Inc. (Applicant) and Dr. John Sullivan, Sullivan Dentistry (Property Owner)**

Motion was made by Penzkover/Vega to recommend the Village Board approve the architectural plans for the dentistry office for the property known as MUKV2009007 and located at Lot 7 of River Crest Ct. and owned by Dr. John Sullivan, Sullivan Dentistry. The approval shall be subject to the conditions stated in the letter dated September 15, 2010 from Village Planner Bruce Kaniewski. The motion was carried unanimously.

##### **C. Extraterritorial Certified Survey Map for the Properties Known as PA395100003 and PA430300002, Located on Spleas Skoney Rd. in the Town of East Troy, and Owned by Benjamin J. Smith**

Motion was made by Hankovich/Fickau to recommend the Village Board approve the extraterritorial Certified Survey Map for the properties known as PA395100003 and PA430300002, located on Spleas Skoney Rd. in the Town of East Troy, and owned by

Benjamin J. Smith. The approval shall be subject to the conditions stated in the letter dated September 15, 2010 from Village Planner Bruce Kaniewski and the letter dated September 8, 2010 from T. Michael Schober, from Schober, Schober & Mitchel, S.C., Attorneys at Law. The motion was carried unanimously.

**D. Request by Craig Caliendo to Install Final Lift of Asphalt in Minor's Homestead Phases 3 and 4**

Motion was made by Hankovich/Sellenheim to recommend the Village Board approve the installation of the final lift of asphalt on the streets in Minor's Homestead Phases 3 and 4. The lack of home building due to the economy is making it difficult for the subdivision to reach 75% of capacity in a timely manner. The roads are deteriorating five years after being installed with just the binder. Fickau asked how soon after the final lift is installed does the Village accept those roads. Hankovich stated that there is a one year warranty on the roads after the final lift. The motion was carried unanimously.

**E. Request by Hawk's Ridge Condominium Association to Borrow Install Final Lift of Asphalt on Private Drive Including Financial Considerations**

Discussion on the installation of the Final Lift of the Hawk's Ridge Condominium development. The developer went bankrupt, and the Homeowner's Association is looking for financial assistance in installing. Atty. Reilly will research the ability for the Village to loan money. Motion by Hankovich/Penzkover to postpone until the next agenda was carried unanimously.

**5. Economic Development Committee Review**

**A. Architectural Review of Proposed Raw Material Silos for the Property Known as MUKV1970989, MUKV1970998002, and MUKV1970998032 and Located at 711 Fox St. – Gary Schleicher, Seaquist Closures/Aptar Mukwonago**

Motion was made by Hankovich/Fickau to recommend to the Village Board the approval of the architectural plans of the three proposed raw material silos for the property known as MUKV1970989, MUKV1970998002, and MUKV1970998032 and located at 711 Fox St. and owned by Seaquist Closures/Aptar Mukwonago. The approval shall be subject to the conditions stated in the letter dated September 15, 2010 from Village Planner Bruce Kaniewski. The motion was carried unanimously.

**6. Historic Preservation Commission Review**

**A. Request to Replace Siding and Windows, and Paint – 506 Main St. – David Piotrowski**

Motion by Hankovich/Fickau to approve the painting and replacement of siding and windows at 506 Main St. according to the plans submitted was carried unanimously.

**B. Request to Construct Roof Over Deck – 204 S. Rochester St. – Roger Walsh**

Motion was made by Hankovich/Vega to approve the construction of a roof over the deck at 204 S. Rochester St. The applicant shall be given the option of a shed roof or a flat roof. If it is a shed roof, then the roof line shall stop at the two-story portion of the building. If it is a flat roof, the roof shall be extended across the length of the deck. The motion was carried unanimously.

**C. Request to Construct Wall Sign – 100 Atkinson St. – Don Wiggins**

Motion was made by Hankovich/Fickau to approve the proposed signage at 100 Atkinson St. as presented with the exception that the sign shall be no larger than 22 square feet in area and shall meet all the requirements of the sign code. Wagner asked

about colors of signage at a multi-tenant building. Hankovich stated that the problem with having all business signs the same color is that takes away from the branding of that business. A revision to the sign code is in the works. Motion was carried unanimously.

**7. Correspondence**

**A. Town of Mukwonago July 7 and August 4, 2010 Planning Commission Minutes**

On file in the Clerk's Office.

**8. Comments From The Floor**

John Lansdorf, 618 Stoecker Farm Rd. – Stated he has children that attend both St. John's Lutheran School and Park View Middle School. He asked about the timeline and process for having a safe path to school for his children, as there is none now. Atty Reilly explained the Village is in the process of finding a way to have the trail built, and that it probably will not be until Spring of 2011.

**9. Adjournment**

Motion by Fickau/Hankovich to adjourn at 8:21 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.  
Deputy Clerk

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Monday, October 18, 2010**

#### **1. Call to Order**

Chairman Wagner called the meeting to order at 7:00 p.m.

Members present:        Arnie Fickau  
                                 Joe Hankovich  
                                 Mike Sellenheim  
                                 Mark Penzkover  
                                 Jaime Vega  
                                 Joe Abruzzo  
                                 James Wagner

Also Present:            Bruce Kaniewski, Village Planner  
                                 Shawn Reilly, Village Attorney  
                                 Nick Weber, Library Director

#### **2. Statement of Public Notice**

The meeting was posted and noticed according to law.

#### **3. Approval of the Minutes for the September 20, 2010 Regular Meeting**

Motion by Fickau/Hankovich to approve the minutes of the September 20, 2010 regular meeting was carried unanimously.

#### **4. New Business**

##### **A. New Landscape Plan for the Mukwonago Area School District Office Building for the Property Located at 385 CTH NN E (*Item taken out of order*)**

Motion by Hankovich/Fickau to recommend to the Village Board the acceptance of the amended landscape plan for the Mukwonago Area School District Office Building as presented was carried unanimously.

##### **B. Architectural Review of Church for the Property Known as MUKV2009978005 and Located in the Vacant Portion of 857 S. Rochester St. (Former Wal-Mart Building) – Jason Webb, Brooklife Church**

**Motion #1:** Motion was made by Fickau/Hankovich to recommend to the Village Board the approval of the architectural plans for Brooklife Church on the property known as MUKV2009978005 and located in the vacant portion of 857 S. Rochester St. Abruzzo asked if this motion should include a statement to include the sign at a later date. Hankovich stated that the monument sign cannot be done, and no other sign plans have been submitted, so the motion will not include any mention of signage. Motion was carried unanimously.

**Motion #2:** Motion was made by Fickau/Hankovich to recommend to the Village Board the approval of the site plan for Brooklife Church on the property known as MUKV2009978005 and located in the vacant portion of 857 S. Rochester St. The approval shall be subject to the conditions stated in the letter dated October 12, 2010 from Village Planner Bruce Kaniewski. Wagner asked if they are asking for a sign. Hankovich responded that they are not at this time. Sellenheim asked what the process

would be for the church to get a free standing sign approved. Hankovich stated that the ordinance would need to be changed. Kaniewski stated that signage is mentioned in #5 of his conditions. Motion was carried unanimously.

**Motion #3:** Motion by Penzkover/Abruzzo to recommend to the Board of Building and Zoning Appeals the approval of the conditional use permit for Brooklife Church on the property known as MUKV2009978005 and located in the vacant portion of 857 S. Rochester St. was carried unanimously.

**C. Architectural Review of Library for the Properties Known as MUKV1973183 thru 184, and MUKV1973186 thru 192 and Located at 300 Washington Ave. – Nicholas Weber, Mukwonago Community Library**

Motion was made by Penzkover/Fickau to recommend to the Village Board the approval of the site and architectural plans for the Mukwonago Community Library on the properties known as MUKV1973183 thru 184, and MUKV1973186 thru 192 and located at 300 Washington Ave. The approval includes the site plan A001 dated October 13, 2010. The approval shall be subject to the conditions stated in the letter dated October 13, 2010 from Village Planner Bruce Kaniewski. Motion was carried unanimously.

**D. Request to Replace Wall Sign Face on the Property Located at 827 S. Rochester St. – Verizon Wireless**

Motion by Hankovich/Penzkover to approve the wall sign and white-background for the monument sign for Verizon Wireless on the property located at 827 S. Rochester St. as presented was carried unanimously.

**E. Request to Install Wall Sign on the Property Located at 225 Bay View Rd., Suite 100 – Bucky's Meats and Sausages LLC (Applicant) and Darwin Greenwald (Owner)**

Motion by Hankovich/Fickau to approve the wall sign for Bucky's Fine Meats and Sausages LLC on the property located at 225 Bay View Rd. Suite 100 as presented was carried unanimously.

**F. Holz Parkway Wetland Mitigation Site Transfer**

Item will remain on the agenda.

**5. Economic Development Committee Review**

**A. Request from We Energies to Use Industrial Park Property Located at 475 McKenzie Rd. (Lillian Rose) for Staging Area Through Spring of 2011**

Motion was made by Abruzzo/Penzkover to recommend that the Village Board approve the request by We Energies to park vehicles in the parking lot at 475 McKenzie Rd. until no later than June of 2011. We Energies would like to use the lot as a staging for their vehicles during the STH 83 project that will begin in the Spring of 2011. Motion was carried unanimously.

**6. Historic Preservation Commission Review**

**A. Request to Paint – 100 Main St., Ste. 2 – Jay Campbell**

Motion by Hankovich/Sellenheim to approve the request to paint the street-side walls on the building located at 100 Main St. Suite 2 as presented with the colors being Oyster for the base and Country Club for the trim was carried unanimously.

**7. Correspondence**

**A. Town of Mukwonago September 1, 2010 Plan Commission Minutes**

On file in the Clerk's Office.



**8. Comments From The Floor**

None

**9. Adjournment**

Motion by Penzkover/Vega to adjourn at 7:55 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.  
Deputy Clerk

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Monday, November 15, 2010**

#### **1. Call to Order**

Deputy Clerk Steve Braatz called the meeting to order at 7:00 p.m.

Members present:        Arnie Fickau  
                                 Joe Hankovich  
                                 Mike Sellenheim  
                                 Mark Penzkover  
                                 Jaime Vega  
                                 Joe Abruzzo

Member Excused:       James Wagner

Also Present:             Paul Moderacki, Administrator/Clerk-Treasurer  
                                 Bruce Kaniewski, Village Planner  
                                 Shawn Reilly, Village Attorney

#### **2. Statement of Public Notice**

The meeting was posted and noticed according to law.

Motion by Penzkover/Sellenheim to nominate Commissioner Fickau as acting chairperson was carried unanimously.

#### **3. Approval of the Minutes for the October 18, 2010 Regular Meeting**

Motion by Fickau/Hankovich to approve the minutes of the October 18, 2010 regular meeting was carried unanimously.

#### **4. Old Business**

##### **A. Holz Parkway Wetland Mitigation Site Transfer**

Item will remain on the agenda.

#### **5. New Business**

##### **A. Discussion and Status Update on Downtown Redevelopment Project by Chamber EDC/MIC and Offer by Wisc DOT for Joint Planning Project**

Bill Kasch and April Reszka, representatives of the Chamber of Commerce (Chamber), and Gary Metzger, representative of the Wisconsin Department of Transportation (Wisc DOT), gave a presentation on downtown redevelopment. The Chamber's Economic Development Committee (EDC) and the Mukwonago Improvement Committee (MIC) has been gathering community input and working with planners to develop a process for a downtown improvement planning program, including looking at the Main Street Program from the State. Wisc DOT would like to redevelop the intersections of STH 83/CTH LO and STH 83/CTH ES. The Chamber EDC/MIC believes that the timing is right to work with Wisc DOT in a joint effort to redevelop the downtown. Wisc DOT will be holding a public information meeting in the next few months and ask for volunteers to serve on a committee to work on design alternatives for the intersections. Chamber EDC/MIC and Wisc DOT would like a representative from the Village to serve on this Committee. [Sellenheim volunteered to serve on the Committee]

**B. Black Bear Lift Station Location Approval and Black Bear Access Easement Terms and Location Approval**

Motion by Hankovich/Abruzzo to recommend the Village Board approve the new location of the Black Bear lift station and the access easement terms as presented was carried unanimously.

**C. Sign Review – Change of Name Panel on Ground Sign – Prespa Style, 919 Main St.**

Motion by Hankovich/Sellenheim to approve the request for a name panel change on the ground-mounted sign for Prespa Style at the property located at 919 Main St. as presented was carried unanimously.

**D. Sign Review – Change of Lower Half of Pole-mounted Sign from Reader Board to LED Board – Mukwonago High School, 605 W. School Rd.**

Motion was made by Hankovich/Penzkover to deny the request at this time to change the lower half of the pole-mounted sign from a reader board to an LED board for Mukwonago High School at the property located at 605 W. School Rd. The sign does not meet the qualifications in the current zoning code. Motion was carried unanimously.

**E. Sign Review – Installation of Wall-mounted Sign – H & R Block, 215 Bay View Rd., Suite B**

Motion was made by Hankovich/Abruzzo to approve the request to install a wall-mounted sign for H&R Block at the property located at 215 Bay View Rd., Suite B. The sign shall include the green box at 20" by 20" and letters 13" in height. Motion was carried unanimously.

**F. Sign Review – Installation of Wall-mounted Sign – Brooklife Church, 827 S. Rochester St.**

Motion was made by Hankovich/Sellenheim to approve the request to install one wall-mounted sign for Brooklife Church at the property located at 827 S. Rochester St. The sign is under 100 square feet and thus meets the qualifications in the current zoning code. Motion was carried unanimously.

**G. Sign Review – Installation of Wall-mounted and Ground Signs – Advanced Auto Parts, 723 N. Rochester St.**

Motion was made by Hankovich/Sellenheim to approve the request to install a wall-mounted sign and deny the request to install a ground-mounted sign for Advanced Auto Parts at the property located at 723 N. Rochester St. The ground-mounted sign does not meet the qualifications in the current zoning code. Motion was carried unanimously.

**H. Consideration of a Moratorium of Motor Vehicle Uses**

Motion was made by Hankovich/Penzkover to recommend the Village Board approve a moratorium of motor vehicle related uses for six months to review the uses throughout the Village. Abruzzo stated that he does not believe a moratorium is needed to review the uses. Motion was carried on a vote of 5 ayes and 1 nay (Abruzzo voted no).

**6. Correspondence**

**A. Town of Mukwonago October 6, 2010 Plan Commission Minutes**

On file in the Clerk's Office.

**7. Comments From The Floor**

Kurt Reichold, 1134 Mallard Ct., expressed an interest in working with the Plan Commission and the Village for future low-impact development to reduce the need to drainage ponds.

**8. Adjournment**

Motion by Penzkover/Sellenheim to adjourn at 8:28 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.  
Deputy Clerk

## **MINUTES OF THE REGULAR PLAN COMMISSION MEETING**

### **Monday, December 20, 2010**

#### **1. Call to Order**

Chairperson Jim Wagner called the meeting to order at 7:00 p.m. Commissioners present: Arnie Fickau, Mark Penzkover and Jamie Vega. Commissioners Joseph Abruzzo, Joe Hankovich and Mike Sellenheim were absent and excused. Also in attendance: Bruce Kaniewski, Planner, Paul J. Moderacki, Administrator/Clerk-Treasurer, and Shawn Reilly, Attorney.

#### **2. Statement of Public Notice**

The meeting was posted and noticed according to law.

#### **3. Approval of Minutes**

Motion by Fickau/Penzkover to approve the November 15, 2010 meeting minutes as presented passed unanimously.

#### **4. Old Business**

##### **A. Holz Parkway Wetland Mitigation Site Transfer**

Mr. Reilly said he was awaiting a response from the Wisconsin DNR, which is reviewing the proposed transfer agreement. No action taken.

#### **5. New Business**

##### **A. Certified Survey Map (CSM) – Black Bear Development on the east end of Black Bear Blvd., Citizens Bank of Mukwonago, Charlie Miller, agent for owner**

Mr. Kaniewski said he reviewed the proposed CSM and discussed it with Village engineers at Ruekert-Mielke and it reflected the changes necessitated by the revised location of the proposed lift station and all other areas were substantially unchanged. Motion by Fickau/Penzkover to approve the proposed Black Bear Development CSM and recommend its approval by the Village Board passed unanimously.

##### **B. Sign Code Ordinance Update**

Mr. Kaniewski said he was meeting with Hankovich, Bob Harley and Moderacki to review and update the entire sign code. He said he expected revisions would include basing sign sizes based on lot and/or frontage size, rather than geographic areas, to permit directory signs at front entrances, to permit logos to be part of the overall permitted sign area, to delegate sign application review to staff for standard sizes and to address standards for “for sale,” “estate sale” and “open house” signs. Wagner said he would prefer seeing “not to exceed” guidelines within the standards, rather than leaving it open to personal judgment calls.

##### **C. Potential of Senior Housing in Business Districts**

Mr. Kaniewski requested a general discussion to determine the Commission’s willingness to entertain the potential for locating senior housing in Village business districts. He said such a proposal would require a zoning change and an amendment to the Village’s Comprehensive Land Use Plan. Wagner said he was always in favor of seeing land put to its highest and best use. He said he would be willing to consider multi-family senior developments in appropriate business areas, but not in TID No. 3.

He said he'd also be concerned about the potential increased demands on police, fire and ambulance services, as well as a "certain amount of impact on other services." Mr. Reilly said the Village would also need to look at the proposed building construction, e.g. layout and room formats, and suggested the Village would be wise to require an impact study be completed. Wagner said he could imagine senior housing in some business areas that are already adjacent to residential areas.

**D. Proposed Motor Vehicle Uses Moratorium Ordinance**

Mr. Reilly distributed the proposed Motor Vehicle Uses Moratorium Ordinance. The Commission reviewed the proposed ordinance, which provides for a six-month moratorium on motor vehicle related developments, and agreed by consensus to schedule a public hearing on the ordinance for Monday, Jan. 17, 2011.

**6. Adjournment**

There being no further matters to come before the Plan Commission, Fickau/Penzkover moved the meeting be adjourned. Wagner adjourned the meeting at 7:40 p.m.

Paul J. Moderacki  
Village Administrator/Clerk-Treasurer