

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Monday, January 17, 2011

1. Call to Order

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

2. Roll Call

Commissioners present: Arnie Fickau
 Joe Hankovich
 Mike Sellenheim
 Mark Penzkover
 Jamie Vega
 Joseph Abruzzo
 James Wagner

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

3. Statement of Public Notice

The meeting was posted and noticed according to law.

4. Approval of the Minutes for the December 20, 2010 Regular Meeting

Motion by Fickau/Vega to approve the December 20, 2010 meeting minutes as presented carried unanimously.

5. Old Business

A. Holz Parkway Wetland Mitigation Site Transfer

Item can be removed from the agenda until the March meeting.

6. New Business

A. Proposed Vestibule Change – Brooklife Church, 857 S. Rochester St.

Motion by Sellenheim/Penzkover to recommend the Village Board approve the proposed vestibule change to an interior vestibule for Brooklife Church, 857 S. Rochester St., as presented was carried on a vote of 6 ayes and 1 abstention (Wagner abstained).

B. Change of Zoning from B-3 to R-3 for Parts of Lots Known as MUKV2011003, MUKV2011004, and MUKV2011005 – Orchard Meadows CBRF and Memory Care

Motion was made by Hankovich/Fickau to recommend the Village Board deny the request to change the zoning for parts of the lots known as MUKV2011003, MUKV2011004, and MUKV2011005 from B-3 to R-3 for the proposed project known as Orchard Meadows CBRF and Memory Care. The reason for the denial is that the change in zoning would create spot zoning. Motion was carried unanimously.

C. Exterior Signage and Paint Review – Wal-Mart #1571, 250 East Wolf Run

Motion was made by Hankovich/Fickau to approve the request by Wal-Mart to change the wall signs and monument sign on the property located at 250 East Wolf Run. The total area for the wall signs shall decrease to 711.46 square feet. The request includes a sign face change for the monument sign, but the new sign shall include the building address numbers, 6" in height, on the sign. The request shall be included as an amendment to the developer's agreement. Motion was carried unanimously. The

requests to paint the building and install more bollards will be postponed until the next meeting. Commissioner Fickau will be absent the next meeting and expressed the opinion that he likes the colors as they currently are.

D. Request to Construct a Monument Sign – Schmidt & Bartelt Funeral Home, 930 Main St.

Motion was made by Hankovich/Fickau to approve the request by Schmidt & Bartelt Funeral Home to construct a monument sign on the property located at 930 Main St. The sign shall include the address on the sign – either the address numbers on the top of the sign or the full address on the bottom of the sign. The base of the sign shall be 24” in height. Motion was carried unanimously.

E. Request to Construct a Ground-Mounted Sign – Mukwonago High School, 605 W. School Rd.

Motion was made by Hankovich/Sellenheim to approve the request by Mukwonago School District to replace the existing reader-board sign with a shorter LED monument sign on the property located at 605 W. School Rd. Cheri Winchowky, S96W32631 Valley Ct., asked about the proposed changes to the sign code. Hankovich explained that it is still a work in progress. Winchowky also asked if the Board of Building and Zoning Appeals (BZA) could review and approve the taller sign. Hankovich explained that the school could request a review by BZA at any time, but only the members of BZA can answer any questions about approvals. Motion was carried unanimously.

F. Historic Preservation Commission Review – Construction of an Attached Garage – Jack & Kathy Dexter, 312 Franklin St.

Motion was made by Hankovich/Vega to approve the request by Jack & Kathy Dexter to construct an attached garage on the property located at 312 Franklin St. The garage shall be 24’ by 24’. The architecture of the garage shall match the principle structure. Fickau stated that he grew up in that area and it would be a good location for the proposal. Motion was carried unanimously.

G. Zoning Code Amendment Review – An Ordinance to Amend Section 100-802 of the Village of Mukwonago Municipal Code Pertaining to the Board of Zoning and Building Appeals Membership

Motion was made by Fickau/Hankovich to recommend the Village Board adopt the proposed *Ordinance to Amend Section 100-802 of the Village of Mukwonago Municipal Code Pertaining to the Board of Zoning and Building Appeals Membership* as corrected was carried unanimously.

H. Zoning Code Amendment Review – An Ordinance to Amend Sections 100-351, 100-353, and Portions of 100-354 of the Village of Mukwonago Municipal Code Pertaining to Conditional Use Permit Considerations

Motion was made by Hankovich/Abruzzo to recommend the Village Board adopt the proposed Ordinance to Amend Sections 100-351, 100-353, and Portions of 100-354 of the Village of Mukwonago Municipal Code Pertaining to Conditional Use Permit Considerations as presented was carried unanimously.

I. Zoning Code Amendment Review – An Ordinance to Amend a Portion of Section 100-281 of the Village of Mukwonago Municipal Code Pertaining to the Definition of Secondary Suites in Single Family Homes and to Create Sections 100-101(2)e., 100-102(2)e., 100-103(2)e., 100-107(2)e., 100-108(2)e. and 100-109(2)e. of the Village of Mukwonago Municipal Code to Permit Secondary Suites as Permitted Accessory Uses

Motion was made by Hankovich/Fickau to recommend the Village Board adopt the proposed *Ordinance to Amend a Portion of Section 100-281 of the Village of Mukwonago Municipal Code Pertaining to the Definition of Secondary Suites in Single*

Family Homes and to Create Sections 100-101(2)e., 100-102(2)e., 100-103(2)e., 100-107(2)e., 100-108(2)e. and 100-109(2)e. of the Village of Mukwonago Municipal Code to Permit Secondary Suites as Permitted Accessory Uses as presented was carried unanimously.

J. Zoning Code Moratorium Ordinance Review – An Ordinance to Place a Moratorium on the Issuance of Conditional Use Approvals for Vehicle Related Businesses

Motion was made by Penzkover/Sellenheim to recommend the Village Board adopt the proposed *Ordinance to Place a Moratorium on the Issuance of Conditional Use Approvals for Vehicle Related Businesses* as presented was carried unanimously.

7. Correspondence

A. Town of Mukwonago December 1, 2010 Plan Commission Minutes

On file in the Clerk's Office.

8. Comments From The Floor

None.

9. Adjournment

Motion by Hankovich/Fickau to adjourn at 8:17 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Monday, February 14, 2011

1. Call to Order

Chairperson Jim Wagner called the meeting to order at 7:00 p.m. Commissioners present: Joseph Abruzzo, Mark Penzkover, Joe Hankovich and Mike Sellenheim. Commissioners Arnie Fickau and Jamie Vega were absent and excused. Also in attendance: 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 Hankovich/Abruzzo to approve the January 17, 2011 meeting minutes as presented passed unanimously.

4. Old Business

A. Request to Install Exterior Signage, Paint Exterior and Install Bollards at Wal-Mart #1571 located at 250 East Wolf Run

Chairperson Wagner noted Wal-Mart had withdrawn its request for further consideration. No action taken.

5. New Business

A. Request for Extension of Certified Survey Map (CSM) Review for parts of lots known as MUKV2011003-05, Orchard Meadows CBRF and Memory Care

Motion by Hankovich/Abruzzo to extend the CSM review for the proposed Orchard Meadows CBRF and Memory Care facility as requested by the applicants in its letter dated Jan. 24, 2011 for 120 days from the date of the letter and recommend its approval by the Village Board was unanimously approved.

B. Extraterritorial CSM for the Property Known as PET900036, located on South Shore Drive in the Town of East Troy and owned by WBC Corp.

Motion by Hankovich/Penzkover to approve the proposed CSM for the property known as PET900036 owned by WBC Corp. and recommend its approval by the Village Board was unanimously approved.

C. Extraterritorial CSM for the Property Known as VNT2127999005 Located at S101W25600 Maple Ave. in the Town of Vernon and Owned by Gregg Wissner

Mr. Hankovich noted there are no problems with the CSM as proposed but said its configuration may present problems in the creation of buildable lots in the future. He said he noted it for the record in case current or future owners tried to claim hardship.

Motion by Hankovich/Abruzzo to approve the proposed Wissner CSM and recommend its approval by the Village Board passed unanimously.

D. Historic Preservation Commission Review – Request to Install Wall Sign – Dan Hanson, Pet-icured Pooches Salon & Spa, 104 Henry St.

Motion by Hankovich/Abruzzo to approve the sign request as proposed by Mr. Hanson for Pet-icured Pooches Salon & Spa with a double permit fee for putting up the sign prior to its approval was unanimously approved.

E. Zoning Code Amendment Review – An Ordinance to Amend a Portion of Section 100-281 of the Village Municipal Code pertaining to the Definitions of Occupancy Permits and to Amend Sec. 100-13 of the Municipal Code to Authorize the Zoning Administrator to Issue Zoning Occupancy Permits

Motion by Abruzzo/Sellenheim to recommend approval of the proposed ordinance to the Village Board with revisions to authorize permits to be issued by the Building Inspection Office and to permit occupancy due to special circumstances prior to final completion, such as unfinished landscaping or driveway during winter months, was unanimously approved.

6. Adjournment

There being no further matters to come before the Plan Commission, Sellenheim/Abruzzo moved the meeting be adjourned. Wagner adjourned the meeting at 7:30 p.m.

Paul J. Moderacki
Village Administrator/Clerk-Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Monday, March 14, 2011

1. Call to Order

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

2. Roll Call

Commissioners present: Arnie Fickau
 Joe Hankovich
 Mike Sellenheim
 Mark Penzkover
 Jamie Vega
 James Wagner

Excused: Joseph Abruzzo

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

3. Statement of Public Notice

Moderacki said the meeting had been posted and noticed according to law.

4. Approval of Minutes

Motion by Hankovich/Sellenheim to approve the February 14, 2011 meeting minutes as presented passed unanimously.

5. New Business

A. Request to Amend Zoning Code to Allow Certain Residential Uses in B-3 (Community Business District) – Julie Burris of Van Henkelum, Lynch and Assoc.

Mr. Kaniewski said the proposed rezoning would permit construction of a proposed community living facility to be located on the Mosler property on CtH ES across from the Orchards Subdivision. He recommended permitting multi-family residential facilities as conditional uses in the B-3 business zone since they were essentially commercial in nature. He added there may be other properties in the Village for the proposed facility in residential zones, but it was also appropriate in the proposed location. He also pointed out that there were other business zones in the Village where such a facility would be inappropriate, e.g. B-4 and the B-5 (TIF areas).

B. Initial Presentation of Proposed Zoning Code Amendment related to Signage

Commissioner Hankovich and Mr. Kaniewski presented a draft of proposed changes to the Village's Sign Code for the Commission to consider. Hankovich asked the Commissioners to review the proposed changes. He said the revisions would also be presented to business owners for input prior to adoption. Kaniewski said the revision was composed of three sections: general conditions, rules and standards and administrative review. He said the revision also condensed the applicable standards from several areas to two: central village and non-central village and that the size of permitted signs would be determined by the size of the subject lot (smaller than three acres and larger than three acres).

6. Correspondence

Wagner noted receipt of the Town of Mukwonago Plan Commission minutes of Feb. 2, 2011 and directed they be placed on file.

7. Public Comments – none.

8. Adjournment

As there was no further business to be presented to the Plan Commission, Wagner adjourned the meeting at 7:55 p.m. upon motion of Hankovich/Sellenheim.

Respectfully submitted,
Paul J. Moderacki, Administrator/Clerk-Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Monday, April 18, 2011

1. Call to Order

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

2. Roll Call

Commissioners present: Arnie Fickau
 Joe Hankovich
 Mike Sellenheim
 Mark Penzkover
 Jamie Vega
 Joseph Abruzzo
 James Wagner

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

3. Statement of Public Notice

The meeting was posted and noticed according to law.

4. Approval of the Minutes for the March 14, 2011 Regular Meeting

Motion by Fickau/Hankovich to approve the March 14, 2011 meeting minutes with the correction to list Commissioner Abruzzo as excused instead of present was carried unanimously.

5. Comments From The Public

None.

6. Unfinished Business

A. Proposed Amendment to Zoning Code Relating to Signage

No action taken.

7. New Business

A. Certified Survey Map for the Properties Known as MUKV2013999004 and MUKV2016993, Located at 240 Maple Ave, and Owned by Waukesha Memorial Hospital

Motion by Abruzzo/Penzkover to recommend the Village Board postponing the approval of the Certified Survey Map for the properties known as MUKV2013999004 and MUKV2016993, located at 240 Maple Ave, and owned by Waukesha Memorial Hospital, for 60 days was carried unanimously.

B. Zoning Code Amendment Review – Ordinance to Amend Section 100-157 of the Village of Mukwonago Municipal Code (Zoning) Pertaining to Allowing a Nursing Home as a Conditional Use in the B-3 Zoning District

Motion by Hankovich/Sellenheim to recommend the Village Board adopt the proposed *Ordinance to Amend Section 100-157 of the Village of Mukwonago Municipal Code (Zoning) Pertaining to Allowing a Nursing Home as a Conditional Use in the B-3 Zoning District* as presented was carried on a vote of 6 ayes and 1 nay (Fickau voting no).

8. Correspondence

A. Town of Mukwonago March 2, 2011 Plan Commission Minutes

On file in the Clerk's Office.

9. Adjournment

Motion by Hankovich/Fickau to adjourn at 7:12 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE SPECIAL PLAN COMMISSION MEETING

Monday, April 25, 2011

1. Call to Order

Chairperson Fred Winchowky called the meeting to order at 7:00 p.m.

2. Roll Call

Commissioners present: Joe Hankovich
 Mike Sellenheim
 Mark Penzkover
 Jamie Vega
 Joseph Abruzzo
 Fred Winchowky

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

3. Statement of Public Notice

The meeting was posted and noticed according to law.

4. Comments From The Public

None.

5. New Business

A. Certified Survey Map (CSM) for the Property Known as MUKV2013995003, Located at Lot 3 of CSM No. 9638 on East Wolf Run, and Owned by Greenwald Family Limited Partnership

Planner Kaniewski presented the CSM for the land on East Wolf Run where a YMCA is proposed to be built. Item tabled to discuss the preliminary review of the architectural and site plans prior to making a decision on the CSM.

B. Preliminary Review of Architectural and Site Plans for Proposed YMCA Located on East Wolf Run

Chris Becker from the Waukesha YMCA presented the history and overall organization of the YMCA nationally and locally, as well as funding. Brent Pitcher from GRAEF presented the site plan and architectural as well as went over the timeline of the project. Adam Bastian from Kahler Slater Architects presented in depth the architecture of the building. Item will remain on the agenda.

Tabled Item

Certified Survey Map (CSM) for the Property Known as MUKV2013995003, Located at Lot 3 of CSM No. 9638 on East Wolf Run, and Owned by Greenwald Family Limited Partnership

Item brought back from the table. Motion was made by Penzkover/Sellenheim to recommend the Village Board approve the Certified Survey Map for the properties known as MUKV2013995003, located at lot 3 of CSM No. 9638 on East Wolf Run, and owned by Greenwald Family Limited Partnership with the following conditions:

- 1) Prior to Village officials signing the CSM and recording of the CSM, the Village Engineer shall certify that review comments 1 to 9, 11 and 12 starting on page 2 of

his letter dated April 14, 2011 have been satisfied within the CSM or other documents.

- 2) Prior to Village officials signing the CSM and recording of the CSM, all separate easement documents shall be approved by the Village Board, with review and recommendation by the Village Engineer and Village Attorney.

Atty Reilly said if any easements need to be granted, the CSM would come back to the Plan Commission for consideration. Motion was carried unanimously (Hankovich abstained).

C. Transfer of Access Easement Agreement for Black Bear Lift Station

Motion by Hankovich/Abruzzo to recommend the Village Board approve the Transfer of Access Easement Agreement for the Black Bear Lift Station was carried unanimously.

D. Sign Review for River Crest Tire and Auto Located at 880 Main St.

Hankovich said he notified the applicant there has been a typo in the sign code since it was adopted, which states, "Total wall sign area may not exceed 0.75 sq. ft. per lineal foot of facade frontage or 100 sq. ft., whichever is greater. No individual sign may exceed 200 sq. ft. in area." Hankovich said, "Greater" should be "lesser." Hankovich also said he notified the applicant the Village is currently revising the sign code and may require non-conforming signs to come down after a certain period of time. Atty Reilly stated the Code does say "greater" and must be followed. He also stated it would be difficult to force signs to come down. Motion by Penzkover/Sellenheim to approve the sign for River Crest Tire and Auto located at 880 Main St. as proposed was carried on a vote of 5 ayes and 1 abstention (Hankovich abstained).

6. Adjournment

Motion by Hankovich/Penzkover to adjourn at 8:35 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Monday, May 16, 2011

1. Call to Order

Chairperson Fred Winchowky called the meeting to order at 7:00 p.m. Commissioners present: Joseph Abruzzo, Mark Penzkover, Joe Hankovich, John Hogan, Mike Sellenheim and Jamie Vega. 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 Penzkover/Vega to approve the April 18, 2011 meeting minutes as presented carried 6-0-1, with Hogan abstaining.

Motion by Sellenheim/Penzkover to approve the Apr. 25, 2011 special meeting minutes as presented carried 6-0-1, with Hogan abstaining.

4. Comments from the Public – there were no comments from the public.

5. New Business

E. Developer's Agreement for Proposed Black Bear Development

Motion by Abruzzo/Penzkover to recommend approval of the proposed revisions to the Black Bear Planned Unit Development's Development Agreement to permit: 1) all duplexes, 2) three bedrooms in those units with walk-out basements and/or full basements, 3) to revise the density of the development to 38 units, noting the developer may petition the Village to increase the density up to the originally approved 54 units, if the residential market changes, and 4) to permit three-car, side-loaded garages in four duplexes (eight units) carried unanimously.

A. Architectural and Site Plans for proposed YMCA located on East Wolf Run

The following motions were passed following lengthy presentations and discussions by the Planner, Plan Commissioner and representatives of the YMCA:

Motion by Hankovich/Abruzzo to recommend granting the YMCA's request for Planned Unit Development (PUD) overlay zoning due to unique characteristics of the lot, including its adjacency to a conservation area, the national programming experience of the YMCA and other factors, carried unanimously.

Motion by Penzkover/Vega to recommend approving the parking as proposed and pursuant to Kaniewski's letter of May 11, 2011 carried unanimously.

Motion by Sellenheim/Hogan to recommend approval of the requested 40-foot rear yard setback carried unanimously.

Motion by Hankovich/Hogan to recommend approval of the requested zero side yard setback on the property line shared with Lot 1 to enable the driveway to be lined up directly opposite one of the Wal-Mart driveways carried unanimously.

Motion by Hankovich/Hogan to recommend approval of the revised, proposed Site Plan as modified carried unanimously.

Motion by Sellenheim/Penzkover to recommend approval of the proposed site landscaping carried 6-1, with Hankovich opposed to the prairie grasses in the front of the building.

Motion by Penzkover/Abruzzo to recommend approval of the revised, proposed Architectural Design carried unanimously.

Motion by Sellenheim/Vega to recommend the YMCA normal hours of operation be from 6 a.m. to 12 a.m. and to require the YMCA to notify the Police and Fire Chiefs when the building would be in use longer hours due to a special event carried unanimously.

The Plan Commission agreed by consensus to hold a special meeting on Wednesday, June 1, at 6 p.m. to address the proposed YMCA Lighting Plan.

B. Proposed YMCA Development Agreement

The Plan Commission agreed by consensus to hold a special meeting on Wednesday, June 1, at 6 p.m. to address the YMCA proposed Development Agreement.

C. Architectural and Site Plans for Proposed Addition to Linden Court, located at 841 CtH NN E and,

D. Resolution 2011-11: A Resolution declaring the Plan Commission and Village Board's consideration and approval of the Addition of six (6) living units and a sun room to Linden Court, located at 845 CtH NN E

Motion by Hankovich/Sellenheim to recommend adoption of Res. 2011-11 related to Linden Court with the revisions recommended by Attorney Reilly carried unanimously.

6. Correspondence

A. Town of Mukwonago April 6, 2011 Plan Commission Minutes

The minutes were noted and placed on file without comment.

7. Adjournment

There being no further matters to come before the Plan Commission, Penzkover/Hankovich moved the meeting be adjourned. Winchowky adjourned the meeting at 9:35 p.m.

Paul J. Moderacki
Village Administrator/Clerk-Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Monday, June 20, 2011

1. Call to Order

Deputy Clerk Steven Braatz, Jr. called the meeting to order at 7:02 p.m.

2. Roll Call

Commissioners present: Joe Hankovich
John Hogan
Mike Sellenheim
Mark Penzkover
Jamie Vega
Joseph Abruzzo
Commissioner Excused: Fred Winchowky

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

3. Statement of Public Notice

The meeting was posted and noticed according to law.

Motion by Sellenheim/Hogan to appoint Mark Penzkover acting chairperson carried unanimously.

4. Approval of the Minutes for the May 16, 2011 Regular Meeting

Motion by Sellenheim/Hogan to approve the May 16, 2011 meeting minutes as presented carried unanimously.

5. Public Hearing

A. Conditional Use Permit Request by Ryan Kolar, Horizon Construction, acting on behalf of the Mukwonago Area School District, for the Proposed Construction of a Concession Stand Building at Mukwonago High School, 605 CTH NN W

Public hearing opened at 7:04 p.m.

Andy Trudell, Mukwonago High School, and Kevin Burrell, Horizon Construction, presented plans to construct a concession stand on the property located at 605 CTH NN W. The stand will be located near the football field and track. They have the funding for the north concession stand, and they will be presenting plans in the future for a second stand once funding comes through. The existing stand will be torn down to build the new concession stand. The new stand will have plumbing and electric. Hankovich received the Plan of Operation. No one spoke for or against the project.

Public hearing closed at 7:19 p.m.

1) Action Item: Recommendation to the Village Board Regarding Resolution 2011-17: Conditional Use Permit for Concession Stand Building, Mukwonago High School, 605 CTH NN W, MUKV1960998

Motion was made by Sellenheim/Hogan to recommend the Village Board grant the conditional use permit to Mukwonago High School pursuant to Section 100-251(1) to allow the construction of a 1,355 square foot concession stand within the High School Stadium at the property located at 605 CTH NN W. The reasons for granting

the conditional use permit are: 1) The concession stand completes a portion of the Mukwonago High School master plan for underground utilities on the property, 2) It meets the intent of Section 100-354 of the Zoning Code, 3) It does not adversely affect the surrounding neighbors and their properties, 4) It is not hazardous to the environment, 5) A concession stand is appropriate for the use of the property, and 6) There were no objections. The conditions are: 1) The project shall follow all applicable state and local codes, 2) The project shall meet all approvals of the inspection department, 3) The project shall follow the Plan of Operation as submitted and dated June 20, 2011, 4) The concession stand may be utilized during athletic and other High School and district wide events occurring at the High School, and other events sanctioned by the Mukwonago Area School District. Hours of use of the concession portion of the structures shall include typical event preparation and clean-up. Nothing in this Conditional Use shall prevent the use of the restroom facilities and storage rooms for other High School activities such as physical education classes and athletic and band practices, 5) The construction of the concession stand shall be subject to the construction drawings prepared by Burow Design Associates dated May 25, 2011, and amended on June 20, 2011. Motion was carried unanimously.

B. Conditional Use Permit Request by Hank Mehciz, Orchard Meadows Real Estate, for the Proposed Construction of a Memory Care Facility and CBRF on the West Side of CTH ES and South of Phantom Woods Road

Public hearing opened at 7:41 p.m.

Hank Mehciz presented plans to build a 20-unit memory care facility and a 40-unit Community-Based Residential Facility (CBRF) on the property located on the West Side of CTH ES and South of Phantom Woods Road. The intent of the total project is to include an additional 20-unit building on the north portion of the property. The memory care facility will be constructed right away. The 40-unit CBRF will be constructed in two phases, and will begin depending on the occupancy of the memory care facility. A burm was created on the south end of the property due to the business activities on the neighboring property. There will be 14 parking spaces for the initial 20-unit building, with a maximum of four staff on duty at any one time.

Bill Hemenway, S109W29820 Valley Ridge Ct. – Lives next to the property and inquired about the possibility of the development being converted into apartments sometime in the future. Kaniewski explained the zoning of the property (B-3) does not allow residential development.

Public hearing closed at 8:19 p.m.

- 1) **Action Item: Recommendation to the Village Board Regarding Resolution 2011-draft: Conditional Use Permit for Memory Care Facility and Community Based Residential Facility, Orchard Meadows Real Estate, LLC, CTH ES and Phantom Woods Road, MUKV2011003, MUKV2011004, and MUKV2011005**
Item will remain on the agenda.

6. Comments From The Public

Marilyn McCarthy, S108W27690 Maple Ave. – Spoke regarding her request to withdraw her proposed CSM for her property. She is looking into the possibility of creating a meets and bounds legal description rather than a certified survey map. Atty Reilly notified Mrs. McCarthy that he is working on it. Mrs. McCarthy formally changed her request from a withdrawal of the CSM to a 30-day extension of review time.

7. Unfinished Business

A. Recommendation to the Village Board Regarding Architectural and Site Plans for Proposed YMCA Located on East Wolf Run

Motion by Hankovich/Sellenheim to recommend the Village Board approve the lighting plan, including poles 30 feet in height, for the YMCA project as presented carried unanimously.

B. Recommendation to the Village Board Regarding Ordinance No. 846: An Ordinance to Amend Section 100-155(l) of the Municipal Code of the Village of Mukwonago Pertaining to Planned Unit Developments within the B-4 Zone

Motion by Hankovich/Sellenheim to amend the agenda to act on Ordinance No. 846 carried unanimously. Motion by Hankovich/Abruzzo to recommend the Village Board adopt the proposed Ordinance No. 846: *An Ordinance to Amend Section 100-155(l) of the Municipal Code of the Village of Mukwonago Pertaining to Planned Unit Developments within the B-4 Zone* as presented carried unanimously.

C. Recommendation to the Village Board Regarding Developer's Agreement for Proposed YMCA Development

Reilly noted that there was an amendment to the developer's agreement: Sections G), G)2), and G)3), page 4, "Exhibit C" should be changed to "Exhibit B." Motion by Abruzzo/Hankovich to recommend the Village Board approve the proposed Developer's Agreement between Mukwonago YMCA, Inc. and the Village of Mukwonago, Wisconsin as amended carried unanimously.

8. New Business

A. Recommendation to the Village Board Regarding Resolution 2011-18: A Resolution to Allow Deviations under the PUD Zoning Code and to Require Certain Conditions of the Mukwonago YMCA, Inc.

Reilly noted that there were four amendments to the resolution: 1) Section 1.E., pages 2 and 3, strike the sentence, "Any parking space...time of installation.", 2) Strike section 1.E.1., 3) Strike section 1.E.2., and 4) Section 2.A.6., add "YMCA" after the first "Mukwonago." Motion by Sellenheim/Hogan to recommend the Village Board adopt the proposed Resolution 2011-18: *A Resolution to Allow Deviations under the PUD Zoning Code and to Require Certain Conditions of the Mukwonago YMCA, Inc.* as amended carried unanimously.

B. Recommendation to the Village Board Regarding Request to Withdraw Certified Survey Map for the Properties Known as MUKV2015996 and #VM 00009, Located at 1475 S. Rochester St., and Owned by James and Marilyn McCarthy

Marilyn McCarthy changed the request from a withdrawal of the CSM to a 30-day extension of review time under the "Comments from the Public" section of this meeting. Motion by Abruzzo/Hogan to recommend the Village Board approve a 30-day extension to the review of the proposed CSM for James and Marilyn McCarthy carried unanimously.

C. Recommendation to the Village Board Regarding Request for Extension of Review of Regarding Architectural and Site Plans and Certified Survey Map for Parts of Lots Known as MUKV2011003, MUKV2011004, and MUKV2011005 – Orchard Meadows CBRF and Memory Care

Motion by Abruzzo/Hogan to recommend the Village Board approve a 30-day extension to the review of the proposed CSM for the Orchard Meadows CBRF and Memory Care carried unanimously.

D. Possible Date and Time Changes for Future Meetings

Motion by Sellenheim/Vega to change future Plan Commission meeting dates to the second Tuesday of each month at 7:00 p.m. beginning with the August 2011 meeting carried unanimously.

9. Correspondence

A. Town of Mukwonago May 4, 2011 Plan Commission Minutes

On file in the Clerk's Office.

10. Adjournment

Motion by Hankovich/Sellenheim to adjourn at 9:20 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Monday, July 18, 2011

Call to Order

Chairperson Fred Winchowky called the meeting to order at 7:02 p.m.

Roll Call

Commissioners present: Joe Hankovich
John Hogan
Mike Sellenheim
Mark Penzkover
Joseph Abruzzo
Fred Winchowky

Commissioner Excused: Jamie Vega

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

Statement of Public Notice

The meeting was posted and noticed according to law.

Approval of the Minutes for the June 20, 2011 Regular Meeting

Motion by Hankovich/Sellenheim to approve the May 16, 2011 meeting minutes as presented carried unanimously.

Public Hearing

Conditional Use Permit Request by Destiny Christian Center, for the Proposed Operation of a Church in the Building Located at 1012 Main St.

Public hearing opened at 7:02 p.m.

Winchowky asked Kaniewski to provide an overview of the proposal by Destiny Christian Center. The church would like to operate a church in the existing building located at 1012 Main St. He explained a parking issue which resulted in a request for a variance. That public hearing will be held on July 28, 2011 before the Board of Zoning Appeals. Jay Campbell, Campbell Construction, also explained the parking issue. No one appeared for or against the proposal.

Public hearing closed at 7:10 p.m.

Recommendation to the Village Board Regarding Resolution 2011-21: Conditional Use Permit for the Operation of a Church, Destiny Christian Center, 1012 Main Street, MUKV2009985

Motion by Hankovich/Sellenheim to recommend the Village Board approve the conditional use permit to Destiny Christian Center to operate a church in the existing building located at 1012 Main St. subject to the conditions as stated in the letter from Bruce Kaniewski to President Winchowky dated July 13, 2011 carried unanimously.

Recommendation to the Board of Building and Zoning Appeals Regarding Parking Variance Request by Destiny Christian Center for the Property Located at 1012 Main St.

Motion was made by Penzkover/Hogan to recommend the Board of Zoning Appeals approve a variance to the zoning ordinance to Destiny Christian Center. The Commission also advises the Board to ask the applicant to obtain agreements from adjoining property owners to allow for more parking for the proposed church if the applicant wishes to exceed the occupancy load of 240. Motion carried unanimously.

Comments From The Public

None.

Unfinished Business

Resolution 2011-22: Conditional Use Permit for Memory Care Facility and Community Based Residential Facility, Orchard Meadows Real Estate, LLC, CTH ES and Phantom Woods Road, MUKV2011003, MUKV2011004, and MUKV2011005

Motion was made by Abruzzo/Hogan to postpone the matter until the proper documentation is submitted to staff. Dave Hazenfield, representing Orchard Meadows Real Estate LLC, requested a special Plan Commission meeting for August 1, 2011 due to the closing date of the property set for August 15 and to not delay the project into the winter. Motion by Abruzzo/Sellenheim to amend the previous motion and set a special Plan Commission meeting for August 1, 2011. The proper documentation shall be submitted to staff no later than July 27, 2011. Motion carried unanimously.

Proposed Amendment to Zoning Code Relating to Signage

Item will remain on the agenda.

New Business

Recommendation to the Village Board Regarding Certified Survey Map for Parts of Lots Known as MUKV2011003, MUKV2011004, and MUKV2011005 – Orchard Meadows CBRF and Memory Care and Recommendation to the Village Board Regarding Developer's Agreement for Orchard Meadows CBRF and Memory Care

Motion by Abruzzo/Penzkover to postpone the matters until the August 1, 2011 Special Plan Commission meeting carried unanimously.

Recommendation to the Village Board Regarding Certified Survey Map for the Properties Known as MUKV2015996 and #VM 00009, Located at 1475 S. Rochester St., and Owned by James and Marilyn McCarthy

Motion by Penzkover/Sellenheim to recommend the Village Board deny the Certified Survey Map for the properties known as MUKV2015996 and #VM 00009, located at 1475 S. Rochester St., and owned by James and Marilyn McCarthy based on the recommendation from Attorney Reilly in his memo to Bruce Kaniewski and Joe Hankovich dated July 18, 2011 carried unanimously.

Recommendation to the Village Board Regarding the Petition from East Troy Railroad Museum, Inc. to Attach Property Located on CTH ES and Known as PET200003C, PET200003C1, and PET200003D from the Town of East Troy

Motion by Abruzzo/Sellenheim to recommend the Village Board approve the petition from East Troy Railroad Museum, Inc. to attach property located on CTH ES and known as PET200003C, PET200003C1, and PET200003D from the Town of East Troy carried unanimously.

Recommendation to the Village Board Regarding the Petition from Bruce Lasko, MLG Development MLG Request to Rezone Property Located at N9602 Stone School Rd. and Known as #VM00015 from A-1 to R-10

Motion by Abruzzo/Sellenheim to recommend the Village Board approve the petition from Bruce Lasko, MLG Development MLG Request to Rezone Property Located at N9602 Stone School Rd. and Known as #VM00015 from A-1 to R-10 lost on a tie vote (Ayes – Sellenheim, Abruzzo, Winchowky; Nays – Hankovich, Hogan, Penzkover). Motion by Hankovich/Penzkover to postpone the matter until the August 9, 2011 Regular Plan Commission meeting carried unanimously.

Proposed Zoning Ordinance Amendments per Motor Vehicle Moratorium

Item will remain on the agenda.

Historic Preservation Commission Review – Request to Replace Carpeted Porch with Wooden Porch – Robert Zimmer, 210 Pearl St.

Motion by Hankovich/Penzkover to approve the request by Robert Zimmer, 210 Pearl St., replace the front carpeted porch with a wooden porch carried unanimously.

Correspondence

Town of Mukwonago June 1, 2011 Plan Commission Minutes and June 1, 2011 Joint Plan Commission and Town Board Minutes

On file in the Clerk's Office.

Reminder that Plan Commission will meet on the 2nd Tuesday of each month beginning in August

Winchowky reminded the Commissioners that the Commission will begin meeting every second Tuesday of the meeting starting August 9, 2011.

Adjournment

Motion by Hankovich/Sellenheim to adjourn at 10:00 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE SPECIAL PLAN COMMISSION MEETING

Monday, August 1, 2011

Call to Order

Deputy Clerk Steven Braatz, Jr. called the meeting to order at 7:01 p.m.

Roll Call

Commissioners present: Joe Hankovich
John Hogan
Mike Sellenheim
Mark Penzkover
Joseph Abruzzo
Commissioners Excused: Fred Winchowky
Jamie Vega
Also present: Paul Moderacki, Administrator/Clerk-Treasurer
Shawn Reilly, Village Attorney
Bruce Kaniewski, Village Planner

Statement of Public Notice

The meeting was posted and noticed according to law.

Motion by Sellenheim/Hogan to appoint Penzkover as acting Chairperson carried unanimously.

Unfinished Business

Orchard Meadows CBRF and Memory Care Facility Final Site Plan Review

Motion by Sellenheim/Hogan to recommend the Village Board approve the final site plan for Orchard Meadows CBRF and Memory Care Facility as submitted carried unanimously.

Resolution 2011-22: Conditional Use Permit for the Operation of a CBRF by Orchard Meadows Real Estate, LLC

Motion by Abruzzo/Sellenheim to recommend the Village Board adopt Resolution 2011-22: Conditional Use Permit for the Operation of a CBRF by Orchard Meadows Real Estate, LLC with the changes as presented by the Village Attorney carried unanimously.

Recommendation to the Village Board Regarding Developer's Agreement for Orchard Meadows CBRF and Memory Care

Motion by Sellenheim/Hogan to recommend the Village Board approve the Developer's Agreement between Orchard Meadows Real Estate, LLC and the Village of Mukwonago with the changes as presented by the Village Attorney carried unanimously.

Recommendation to the Village Board Regarding Certified Survey Map for Parts of Lots Known as MUKV2011003, MUKV2011004, and MUKV2011005 – Orchard Meadows CBRF and Memory Care

Motion by Hankovich/Abruzzo to recommend the Village Board approve the Certified Survey Map for Parts of Lots Known as MUKV2011003, MUKV2011004, and MUKV2011005 by Orchard Meadows Real Estate, LLC subject to the final review by the Village Engineer carried unanimously.

Adjournment

Motion by Sellenheim/Hankovich to adjourn at 8:06 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, August 9, 2011

Call to Order

Chairperson Fred Winchowky called the meeting to order at 7:00 p.m.

Roll Call

Commissioners present: Joe Hankovich
John Hogan
Mike Sellenheim
Mark Penzkover
Joseph Abruzzo
Fred Winchowky

Commissioner Excused: Jamie Vega
Mark Penzkover

Also present: Paul Moderacki, Administrator/Clerk-Treasurer
Kenny Cammilleri, Administrator Intern
Shawn Reilly, Village Attorney
Bruce Kaniewski, Village Planner

Statement of Public Notice

The meeting was posted and noticed according to law.

Approval of the Minutes for the July 18, 2011 Regular Meeting and August 1, 2011 Special Meeting

Motion by Abruzzo/Hogan to approve the July 18, 2011 regular meeting minutes and the August 1, 2011 special meeting minutes as presented carried unanimously.

Comments From The Public

None.

Unfinished Business

Recommendation to the Village Board Regarding the Petition from Bruce Lasko, MLG Development MLG Request to Rezone Property Located at N9602 Stone School Rd. and Known as #VM00015 from A-1 to R-10

Motion made by Sellenheim/Abruzzo to recommend the Village Board allow the change of zoning for the property located at N9602 Stone School Rd. and known as #VM00015 from A-1 to R-3. Kaniewski noted that the State Comprehensive Plan states there needs to be coordination between the local comprehensive master plan and zoning. Policies in the plan should consider development plans in relation to the installation of infrastructure. Andy Bruce, MLG Development, stated he would be willing to modify his request to allow R-3 zoning. Multi-family would then be a conditional use which would give the Village more control over the use. Hankovich noted that this may reduce traffic concerns. He stated R-3 is more appropriate for this site. General discussion on whether this was the appropriate time to rezone the property. Motion carried on a vote of 4 ayes and 1 nay (Hankovich voted no).

Motion by Sellenheim/Abruzzo to amend the agenda to take up the issue regarding the CI Banker Wire Site Plan and Architectural Review carried unanimously.

Economic Development Committee Review

Site Plan and Architectural Review Requested by CI Banker Wire and Iron Works for the Construction of an Addition to the Existing Building Located at 600 Perkins Dr.

Motion was made by Hankovich/Hogan to approve the site plan and architectural plans for CI Banker Wire and Iron Works for the construction of an addition to the existing building located at 600 Perkins Dr. subject the following conditions:

1. Approval of the plans shall be subject to the plan set prepared by Anderson Ashton, Inc.; Sheet A1.1 dated July 22, 2011, Sheet A2.1 dated July 27, 2011, Sheet C1.0 dated July 29, 2011, and Sheet C1.1 dated July 22, 2011. The plan may be further revised to conform to other conditions of approval.
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 and Building Inspector shall approve the final Site Grading and Erosion Control Plan.
 - b. The Village Engineer and Utilities Director shall approve all site engineering plans, including a Storm Water Management Plan and extension of water main for an additional hydrant.
 - c. Approval of the plans by the Fire Chief, which may include but are not limited to, the internal fire suppression system and exterior improvements for improved emergency access.
 - d. Approval of building plans by the Building Inspector.
3. Prior to final occupancy issuance the following shall occur:
 - a. Completion of all site grading and storm water management facilities in accordance with approved plans.
 - b. Completion of all site improvements as required and approved by the Fire Chief.
 - c. Completion of the building in accordance with approved plans and all applicable codes.
4. This approval allows the applicant to utilize existing parking spaces without expansion based upon an adequate number of existing parking spaces per the number of employees. Should the number of employees increase beyond the number of existing parking spaces, the applicant shall submit a plan to the Village for the construction of additional parking.
5. Property owner shall annually clear vegetation and brush away from on-site fire hydrants and at least 20 feet away from the south side of the structure, or more frequently as requested by the Fire Chief.

Motion carried unanimously.

Unfinished Business

Proposed Zoning Ordinance Amendments Relating to Signage

There will be a workshop to discuss the proposed signage ordinance amendments on Tuesday, August 30, 2011 at 6:30 p.m.

Proposed Zoning Ordinance Amendments Relating to Motor Vehicle Uses

Motion by Abruzzo/Sellenheim to authorize staff to prepare an ordinance amending the Municipal Code relating to Motor Vehicle Uses carried unanimously.

Adjournment

Motion by Hankovich/Sellenheim to adjourn at 8:53 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, September 13, 2011

Call to Order

Chairperson Fred Winchowky called the meeting to order at 7:00 p.m.

Roll Call

Commissioners present: John Hogan
Mike Sellenheim
Mark Penzkover
Jamie Vega
Joseph Abruzzo
Fred Winchowky

Commissioner Excused: Joe Hankovich

Also present: Thomas Brandemuehl, DPW Supervisor
Paul Moderacki, Administrator/Clerk-Treasurer
Bruce Kaniewski, Village Planner
Shawn Reilly, Village Attorney
Kurt Peot, Village Engineer

Public Hearing (*Taken out of order*)

Conditional Use Permit Request by Thomas Brandemuehl, Village of Mukwonago Department of Public Works, for a Proposed Salt Storage Shed on the Property Located at 630 CTH NN E

Public hearing opened at 7:01 p.m.

Thomas Brandemuehl, Department of Public Works (DPW) Supervisor, and Kurt Peot, Village Engineer, presented plans to construct a salt storage shed on the current DPW property located at 630 CTH NN E. The shed will be 48' X 50' and will have the capacity for 800-1,000 tons of salt storage versus the existing shed which has a capacity of 120 tons. This will enable the DPW to purchase salt at the beginning of the year at cheaper prices. The storage will be for Village use only. The entrance is 30' in height which will allow the trucks to unload the salt directly into the shed rather than unload outside and have the front end loaders transport the salt into the shed. No one appeared for or against the proposal.

Public hearing closed at 7:05 p.m.

Action Item: Recommendation to the Village Board Regarding Conditional Use Permit for the Operation of a Salt Storage Shed, Village of Mukwonago Department of Public Works, 630 CTH NN E, MUKV1964988 and MUKV1964989

Motion was made by Penzkover/Hogan to recommend the Village Board approve the extension of the conditional use permit to the Village of Mukwonago Department of Public Works for the operation of a salt storage shed on the property located at 630 CTH NN E and known as MUKV1964988 and MUKV1964989. The reasons for the granting of the conditional use permit are: 1) There is less adverse impact on the environment with this type of salt storage shed, 2) The property is zoned for public use and the operation of a salt storage is appropriate for the use of the property, 3) The salt storage shed provides an essential function to the public very economically, and 4) There were no objections. Motion carried unanimously.

Approval of the Minutes for the August 9, 2011 Regular Meeting

Motion by Sellenheim/Hogan to approve the August 9, 2011 regular meeting minutes as presented carried unanimously.

Comments from The Public

Presentation of Electric Vehicle Charging Stations

Dave Hansen, Electric Charge Mobility, gave a demonstration and presentation of electric vehicle charging stations. There are more electric vehicles being introduced to the market over the next few years. The stations can be a revenue source. There are currently 22 stations in Wisconsin.

Motion by Sellenheim/Hogan to amend the agenda to take up the matter of the Stemper Extraterritorial CSM carried unanimously.

New Business

Extraterritorial Certified Survey Map for the Property Known as 016041906010000, located in the Town of Waterford, Owned by Jeff and Kay Stemper

Motion by Sellenheim/Hogan to recommend the Village Board approve the extraterritorial Certified Survey Map for the property known as 016041906010000, located in the Town of Waterford, and owned by Jeff and Kay Stemper as presented with the following condition: With signature on the CSM, applicants understand the intent of the Comprehensive Plan of the Village of Mukwonago to allow multi-family development on adjacent lands carried unanimously.

Unfinished Business

Proposed Zoning Ordinance Amendments Relating to Motor Vehicle Uses

Discussion only. Tentative schedule is to present final draft by the October meeting and have the public hearing at the November meeting.

Proposed Zoning Ordinance Amendments Relating to Signage

Discussion only. Tentative schedule is to meet with the Chamber of Commerce businesses to get their input, have a final draft by the October meeting, and have the public hearing at the November meeting.

Correspondence

Town of Mukwonago July 6, 2011 Plan Commission Minutes

On file in the Clerk's Office.

Adjournment

Motion by Hogan/Penzkover to adjourn at 9:21 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, October 11, 2011

Call to Order

Chairperson Fred Winchowky called the meeting to order at 7:00 p.m.

Roll Call

Commissioners present: John Hogan
Mark Penzkover
Jamie Vega
Fred Winchowky

Commissioner Excused: Joe Hankovich
Mike Sellenheim
Joseph Abruzzo

Also present: Paul Moderacki, Administrator/Clerk-Treasurer
Shawn Reilly, Village Attorney
Bruce Kaniewski, Village Planner
Robert Harley, Village Building Code Enforcer

Approval of the Minutes for the September 13, 2011 Regular Meeting

Motion by Penzkover/Hogan to approve the September 13, 2011 regular meeting minutes as presented carried unanimously.

Comments from The Public

None

Presentation by Bruce Neumiller, Gearbox Express, of Operation of a Business at 909 Perkins Dr.

No one appeared for the presentation.

Unfinished Business

Final Draft of Zoning Ordinance Amendments Relating to Motor Vehicle Uses

The Commission reviewed the final draft of the Motor Vehicle Uses ordinance amendments. Motion by Penzkover/Vega to recommend the Village Board adopt the Ordinance Amendment relating to Motor Vehicle Uses as presented carried unanimously.

Proposed Zoning Ordinance Amendment Relating to Removal of Sign Ordinance from Zoning Code and Creating New Sign Code Chapter within Municipal Code

The Commission reviewed a pre-final draft of the Sign Code ordinance amendments. Various minor adjustments were discussed. The Sign Code will be removed from the Zoning Code and placed into its own Chapter within the Municipal Code, pending attorney review. There will be a public hearing before the Village Board on November 15. Item will remain on the agenda.

New Business

Recommendation to Finance Committee for Consideration of Renewal of Village Planner Contract with Bruce Kaniewski, BK Planning Strategies

Motion by Penzkover/Hogan to recommend the Village Finance Committee recommend to

the Village Board the renewal of the contract with Bruce Kaniewski, BK Planning Strategies, for planning services as set forth in Section 3, Term of Agreement, of the contract originally approved on May 4, 2010 carried unanimously.

Correspondence

Town of Mukwonago August 3, 2011 Plan Commission Minutes

On file in the Clerk's Office.

Adjournment

Motion by Hogan/Penzkover to adjourn at 9:32 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, November 8, 2011

Call to Order

Chairperson Fred Winchowky called the meeting to order at 7:00 p.m.

Roll Call

Commissioners present: John Hogan
Mike Sellenheim
Mark Penzkover
Jamie Vega
Joseph Abruzzo
Fred Winchowky

Commissioner Excused: Joe Hankovich

Also present: Kenny Cammilleri, Administrator Intern
Robert Harley, Village Building Code Enforcer
Bruce Kaniewski, Village Planner
Shawn Reilly, Village Attorney
Dean Falkner, Utilities Director
Paul Moderacki, Administrator/Clerk-Treasurer

Approval of the Minutes for the October 11, 2011 Regular Meeting

Motion by Hogan/Penzkover to approve the October 11, 2011 regular meeting minutes as presented carried unanimously.

Comments from the Public

None

Unfinished Business

Final Draft of Zoning Ordinance Amendment Relating to Removal of Sign Ordinance from Zoning Code and Creating New Sign Code Chapter within Municipal Code

Based on recommendations from the inspection staff and the Planner, the Commission agreed to remove the sign code from the Zoning Code (Chapter 100) and create a separate chapter (Chapter 64) within the Municipal Code. Discussion suspended to handle another agenda item.

New Business

Consideration of Grading Plan for Gearbox Express, 909 Perkins Dr., for Current and Possible Future Expansion

Representatives from Gearbox Express introduced themselves and gave a brief description of the business, in which they repair and replace wind turbines. Motion by Sellenheim/Penzkover to recommend the Village Board accept the agreement with Gearbox Express to recognize the existing impermeable surface for the property located at 909 Perkins Dr. with the understanding that any changes to the property due to expansion shall be subject to the Municipal Code at that time carried unanimously.

Unfinished Business

Final Draft of Zoning Ordinance Amendment Relating to Removal of Sign Ordinance from Zoning Code and Creating New Sign Code Chapter within Municipal Code (Cont'd)

Discussion resumed. Commission agreed to regulate sandwich boards and limit them to a maximum of 30" by 36", no further than 15 feet from the main entrance, and an annual permit of some kind. Kaniewski asked that the Commission not recommend approval at this time due to the need for minor tweaks. Motion by Sellenheim/Penzkover to recommend the Village Board proceed with the public hearing as scheduled on November 15, 2011 but postpone adoption of the ordinance until after a final review by the Commission at the next meeting carried unanimously.

New Business

Request for Easement by Crown Castle for Fiber Optic Line on I-43 Water Tower Property

Motion by Abruzzo/Sellenheim to recommend the Village Board grant the Village Attorney the authority to draft the appropriate documents to allow for the placement of a fiber optic line on the property where the south water tower is located subject to the approval of the location by the Village Engineer carried unanimously.

Village Planner Report and Discussion about Recent Attendance at Economic Development Workshop

Kaniewski gave a overview on the planning conference he went to in Illinois.

Correspondence

Town of Mukwonago September 7, 2011 Plan Commission Minutes

On file in the Clerk's Office.

Adjournment

Motion by Penzkover/Hogan to adjourn at 8:52 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, December 13, 2011

Call to Order

Chairperson Fred Winchowky called the meeting to order at 7:00 p.m.

Roll Call

Commissioners present: John Hogan
Mike Sellenheim
Jamie Vega
Joseph Abruzzo
Fred Winchowky
Commissioner Excused: Joe Hankovich
Mark Penzkover

Also present: Kenny Cammilleri, Administrator Intern
Paul Moderacki, Administrator/Clerk-Treasurer
Tom Brandemuehl, Public Works Supervisor
Fred Purdy, Deputy Fire Chief
Bruce Kaniewski, Village Planner
Robert Harley, Village Building Code Enforcer
Shawn Reilly, Village Attorney
Kurt Peot, Village Engineer

Approval of the Minutes for the November 8, 2011 Regular Meeting

Motion by Hogan/Sellenheim to approve the November 8, 2011 regular meeting minutes as presented carried unanimously.

Comments from the Public

None.

New Business

Extraterritorial Certified Survey Map for the Property Known as PA 50200001, located in the Town of East Troy, Owned by Tom Ela (*Taken out of order*)

Motion by Hogan/Sellenheim to recommend the Village Board approve the extraterritorial Certified Survey Map for the property known as PA 50200001, located in the Town of East Troy, and owned by Tom Ela as presented with the following condition: Prior to Village Officials signing the CSM, applicant shall furnish to the Village Clerk's office a copy of written approvals by the Town of East Troy and Walworth County carried unanimously.

Extraterritorial Certified Survey Map for the Property Known as 016041905005000, located in the Town of Waterford, Owned by Audrey Zegar (*Taken out of order*)

Motion by Sellenheim/Hogan to recommend the Village Board approve the extraterritorial Certified Survey Map for the property known as 016041905005000, located in the Town of Waterford, and owned by Audrey Zegar as presented with the following conditions: 1) Prior to Village Officials signing the CSM, applicant shall furnish the Village Clerk's office a copy of written approval by the Town of Waterford and 2) Prior to Village Officials signing the CSM, a typo in the property description on page 1 shall be corrected, and any

accessory structures that have been removed must be removed from the map so that all property information is correct at the time of CSM recording carried unanimously.

Unfinished Business

Final Draft of Zoning Ordinance Amendment Relating to Removal of Sign Ordinance from Zoning Code and Creating New Sign Code Chapter within Municipal Code

Motion by Sellenheim/Abruzzo to recommend the Village Board adopt the ordinance amending the Zoning Code removing the sign ordinance from Chapter and creating Chapter 64 of the Municipal Code relating to signage with changes amending the maximum square footage to 10 square feet and the maximum height to 4 feet for sandwich boards and to eliminate all references to Chapter 100 in the document presented carried unanimously.

New Business

Discussion of Public vs. Private Roads in Future Developments

Staff weighed in on the pros and cons of having private roads in developments. Past policy was that there shall not be any private roads or longer than 400 feet. Staff also notified the Commission that there are ways to reduce costs to developers such as changing the road specifications. Staff will continue to work with developers to find the best solution for the development. General discussion. No action taken.

Correspondence

Town of Mukwonago October 5 and November 2, 2011 Plan Commission Minutes

On file in the Clerk's Office.

Adjournment

Motion by Penzkover/Hogan to adjourn at 8:35 p.m. was carried unanimously.

Respectfully Submitted,

Steven A. Braatz, Jr.
Deputy Clerk