

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, January 12, 2016

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Joe Hankovich
Sterling Fairchild
John Meiners
Ken Werner
Mark Penzkover
Joe Abruzzo
Fred Winchowky

Also present: Bruce Kaniewski, Planner
Judith Taubert, Deputy Clerk-Treasurer

Minutes

Motion by Penzkover/Werner to approve the December 8, 2015 regular meeting minutes as presented carried. Hankovich abstained.

Public Hearings

The public hearing to consider an Amendment to conditional use permit requested by Cynthia Eggleston, Mukwonago Food Pantry, to allow for the construction of a kitchen for the purposes of creating a classroom for vocational training of food preparation and classroom space focusing on nutritional information and other food values on the property located at 225 Eagle Lake Ave, known as MUKV1974009 was opened at 6:31 p.m.

Cynthia Eggleston explained the reason for the kitchen.

There were no comments from the public.

Public hearing closed at 6:35 p.m.

New Business

Food Pantry Kitchen

Motion made by Penzkover/Werner to recommend the Village Board approve the amendment to the original conditional use permit requested by Cynthia Eggleston, Mukwonago Food Pantry, to allow for the construction of a kitchen for the purposes of creating a classroom for vocational training of food preparation and classroom space focusing on nutritional information and other food values on the property located at 225 Eagle Lake Ave, known as MUKV1974009. Term D shall be amended to read as follows, "Kitchen facilities are allowed on the site for the purpose of a classroom for vocational training of food preparation and a classroom focusing on nutritional information and other food values for clients of the Food Pantry, pursuant to the plan of operation and other information dated November 5, 2015 and January 5, 2016 submitted by Cynthia Eggleston, Executive Director, Mukwonago Food Pantry/MFP Resource Center, and also pursuant to the presentation by Ms. Eggleston at the

January 12, 2016 public hearing. No kitchen facilities are allowed on the site for the processing and/or preparation of food for distribution and/or sale beyond the use of the above allowed classrooms, the plan of operation and other submitted and stated information.” An additional conditional shall be added to read as follows, “This use shall be operated in conformance with the information submitted by the applicant.” The findings and all other conditions as stated in the original conditional use permit shall be in force. Motion carried.

GS Global Resources, Inc. CSM

Motion made by Penzkover/Werner to recommend the Village Board approve the certified survey map, requested by John Thornton, GS Global Resources, Inc., for the property located at 926 Perkins Dr., known as MUKV1969988004 and MUKV1969988005 subject to the conditions listed in the Village Planners letter dated January 6, 2016 and the Village Engineers letter dated December 31, 2015 and approval from the Fire Department carried.

1. Prior to placement of Village signatures on the CSM, applicant shall present information to the Village Clerk that the ownership represented on the CSM for signatures is correct.
2. Prior to placement of Village signatures on the CSM, the Village Engineer shall confirm that revisions have been made to CSM pursuant to the December 31, 2015 from Bruce K. Cross of the Village Engineer’s office.

Phantom Ranch Bible Camp Extraterritorial CSM

Motion by Hankovich/Werner to recommend the Village Board approve the extraterritorial certified survey map, requested by Olen Johnsen, Phantom Ranch Bible Camp, for the property located at W309S10910 Cty Rd I in the Town of Mukwonago, known as MUKT2007988002, MUKT2007988003, and MUKT2007999001 carried.

Robert C. and Wanda Gene Thompson Joint Revocable Trust Extraterritorial CSM

Motion by Fairchild/Penzkover to recommend the Village Board approve the extraterritorial certified survey map, requested by Robert C. and Wanda Gene Thompson Joint Revocable Trust for the property located at S100W31476 CTH LO in the Town of Mukwonago, known as MUKT1982999 subject to the Town of Mukwonago approving the CSM carried.

Espresso Love Café Sign Color Change

Motion by Hankovich/Penzkover to approve the Historic Preservation review requested by Espresso Love Café to change colors of the wall sign for the property located at 105 N. Rochester St. as presented carried.

Amend Chapter 100 of Municipal Code (zoning)

Motion by Abruzzo/Fairchild to recommend the Village Board abstain from any amendments to Chapter 100 of Municipal Code (zoning), specifically Section 100-152, the B-2 General Business District; Section 100-154, the B-3 Community Business District, Section 100-155, the B-4 Commercial Business Design District; Section 100-156, the Planned Business and Light Industrial Development District; and Section 100-157, Permitted and Conditional Uses of Business Districts, regarding the allowance of mixed use development within business zoning districts including associated amendments to business districts standards until such time as the Comprehensive Plan is amended such as the mixed use development is potentially incorporated into the Comprehensive Plan in order to make the proposed amendments carried.

Public Participation Plan to Update Comprehensive Plan 2035

Motion made by Penzkover/Fairchild to recommend the Village Board adopt a Public Participation Plan including a committee of 11 members to update the Comprehensive Plan 2035 for the Village of Mukwonago as outlined in the Village Planners report dated January 6, 2016. The membership of the committee as outline in 2.a. shall be amended to read as follows, "Five citizen members with the goal of getting representation from each of the following geographical areas of the Village: (1) downtown area; (2) north/northwest area; (3) northeast area; (4) southwest area; and (5) southeast area. The Village President will make his best effort to appoint a member from each of the five identified geographic areas, however, this is not a mandate. If there is an insufficient pool of candidates from one or more of the five identified geographic areas, the Village President will appoint a member(s) from one of the other areas." Motion carried.

Amend Comprehensive Plan & Create Alternative Multi-family Zoning District

Consideration of proposal to amend Comprehensive Plan and create alternative multi-family zoning district. Information only. No action taken.

Adjournment

Meeting adjourned at 7:56 p.m.

Respectfully Submitted,

Judith A. Taubert
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, February 9, 2016

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Joe Hankovich
Sterling Fairchild
John Meiners
Ken Werner
Mark Penzkover
Joe Abruzzo
Fred Winchowky

Also present: Judith Taubert, Deputy Clerk-Treasurer

Minutes

Motion by Werner/Abruzzo to approve the January 12, 2016 regular meeting minutes as presented carried.

Public Hearings

Conditional use permit requested by Jessica L. Ballard, Tri Skill Community Day Program, to allow for an adult day care program on the property located at 231 Roberts Drive, known as MUKV1974906 opened at 6:31p.m.

Jessica Ballard explained the reason for the conditional use to allow for an adult day care program on the property located at 231 Roberts Drive, First Congregational Church.

Judy Martin, 121 MacArthur Drive, had questions that were addressed,
Harlan Petersen, 231 Roberts Drive, spoke in favor of the Community Adult Day Care.
Kevin Clark, 201 Roberts Drive, spoke in favor of the adult day care program.
Diane Williams, 201 W. Parkview, Eagle, WI, spoke in favor of the adult day care program.

Public hearing closed at 6:40 p.m.

New Business

Tri Skill Community Day Program

Motion by Abruzzo/Werner to Recommend the Village Board approve the conditional use permit requested by Jessica L. Ballard, Tri Skill Community Day Program, to allow for an adult day care program on the property located at 231 Roberts Drive, known as MUKV1974906 subject to the 4 findings and 8 conditions in the Village Planners letter dated February 4, 2016:

Findings:

1. The use of the structure is in accordance with the purpose and intent of the R-2, Single Family Village Residential District.
2. The use of the structure is found not to be hazardous, harmful, offensive or adverse to the environment or value of the neighborhood and the Village of Mukwonago.

3. The use of the structure does not change the character of the neighborhood.
4. The use of the structure supports a public community purpose.

Terms of Approval:

1. The use within First Congregational Church of Mukwonago, 231 Roberts Drive, by TriSkill Community Day Program shall be operated in strict conformance with the petitioner's public hearing presentation, and the information submitted on the Request for a Conditional Use Application, especially the description of the use.
2. The conditional use is granted solely to the TriSkill Community Day Program operated by Jessica Ballard, and is not transferrable, as a private school allowed as a conditional use in the R-2 zoning district of the Village of Mukwonago, allowed within a church that is also a conditional use in the R-2 zoning district. Nothing in this conditional use shall prohibit another owner to petition the Village for a new conditional use should a change in ownership occur.
3. The use of the building for TriSkill Community Day Program shall be limited to the class room space on the 1st floor (handicapped accessible) portion of the building. Should other levels of the building become handicapped accessible, nothing in this conditional use shall prohibit a petition to the Village for an amended conditional use for utilization of another level.
4. The use of the building for TriSkill Community Day Program is not to be a place of assembly.
5. No part of the site or structure shall be utilized as residential or overnight sleeping quarters or accommodations.
6. The conditional use shall be renewed by the Plan Commission and the Village Board within one (1) year of approval, with a second one (1) renewal, and then subsequent five (5) year renewals. Renewal of the conditional use shall be granted if the use of property and structure are found to be operation in accordance with terms of approval of this conditional use. Findings of nonconformance shall be grounds for termination of this conditional use.
7. The use of the structure shall conform at all times with building codes and fire safety codes. The use shall be subject to periodical inspections by the Mukwonago Fire Department and Village of Mukwonago Building Inspection and/or Zoning Administrator staff.
8. The use of the structure shall conform at all times with federal, state and local laws.

Planner's Report

Comprehensive Plan Update

Planner submitted proposed schedule with time to be set to be followed after the Village President's appointments on February 16th Regular Village Board Meeting.

Adjournment

Meeting adjourned at 6:55 p.m.

Respectfully Submitted,

Judith A. Taubert
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, March 8, 2016

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Joe Hankovich
Sterling Fairchild
John Meiners
Ken Werner
Mark Penzkover
Fred Winchowky

excused: Joe Abruzzo

Also present: Bruce Kaniewski, Village Planner
Judith Taubert, Deputy Clerk-Treasurer

Minutes

Motion by Hankovich/Fairchild to approve the February 9, 2016 regular meeting minutes as presented carried.

New Business

Historic Preservation Review and Approval of Request by Jason Collins, Country Financial to Install Wall Sign at the Property located at 108 Main Street

Motion by Hankovich/Penzkover to approve the Historic Preservation review and approval of the request by Jason Collins, Country Financial to install Wall Sign at the property located at 108 Main Street.

Discussion about Historic Preservation standards

Planner was directed to draft Historic Preservation standards for the Down Town area to go to the Judicial Committee, then come back to the Planning Commission for a recommendation for the Village Board.

Update Comprehensive Plan Public Participation Plan

Motion by Penzkover/Werner to approve the amendment to the Comprehensive Plan Public Participation Plan to read as follows:

2. To assist the Plan Commission, the Village President will appoint with confirmation by the Village Board a Comprehensive Plan Update Steering Committee (hereinafter called "the committee"). The 13 member committee will consist of the following:
 - a. Seven citizen members with the goal of getting representation from each of the following geographical areas of the Village: (1) downtown area; (2) north/northwest area; (3) northeast area; (4) southwest area; and (5) southeast area. The Village President will make his best effort to appoint a member from each of the five identified geographic areas; however, this is not a mandate. If there is an insufficient pool of

candidates from one or more of the five identified geographic areas, the Village President will appoint a member(s) from one of the other areas.

- b. One member representing a small business in the Village.
- c. One member representing a large business in the Village.
- d. One member representing the Mukwonago Area Chamber of Commerce, as recommended by the Chamber of Commerce (Suggested to be a Village resident).
- e. One member representing the Mukwonago Area School District, as recommended by the School District (Suggested to be a Village resident).
- f. One citizen member of the Plan Commission.
- g. The Village President.

Motion carried

Adjournment

Meeting adjourned at 7:01 p.m.

Respectfully Submitted,

Judith A. Taubert
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, April 12, 2016

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Joe Hankovich
Sterling Fairchild
John Meiners
Mark Penzkover
Joe Abruzzo
Fred Winchowky

Commissioner excused: Ken Werner

Also present: Bruce Kaniewski, Village Planner
Judith Taubert, Deputy Clerk-Treasurer

Minutes

Motion by Hankovich/Meiners to approve the March 8, 2016 regular meeting minutes as presented carried.

New Business

214 S. Rochester Street

Motion by Penzkover/Abruzzo to recommend the Village Board approve the Site Plan and Architectural Plan for the construction of a commercial building on the property located at 214 S. Rochester Street as presented subject to the following conditions carried:

1. Approval shall be subject to approval of the requested variances by the Board of Zoning and Building Appeals.
2. Approval of the plans for the redevelopment of 214 S. Rochester Street for a dental office shall be subject to the package of plans dated March 9, 2016 submitted by the applicant to the Village of Mukwonago, and further subject to architectural plans approved by the Plan Commission on April 12, 2016. Prior to commencement of any site demolition, construction or the issuance of any building permit, final plans shall be reviewed and approved by the Supervisor of Inspections/Zoning Administrator, Fire Chief, Village Planner and the Village Engineer. The final plans shall be modified to conform to all applicable Village codes (including landscaping, dumpster enclosure design, external lighting) and other conditions of approval. However, the basic layout of the site as depicted the Site Plan shall remain unchanged, except for potential modifications of the STH 83 driveway and interior sidewalks. Furthermore, the Plan Commission specifically added the following statements:
 - a. No sidewalks are to added adjacent to the subject property within the Jefferson and Henry Street right-of-ways; except if in the future the Village adds sidewalk to Jefferson or Henry Streets, the Village may assess the subject property owner for the cost of the adjacent sidewalk.
 - b. Four sided architecture shall be applied to the exterior design of the building.

- c. Mechanical equipment may be added to the east elevation of the building within the 10 foot setback, and shall be appropriately screened.
- 3. Prior to the start of any site demolition, construction or issuance of a building permit, whichever occurs first, the following shall occur:
 - a. Conformance with all applicable Village codes and general safety standards for demolition and reconstruction.
 - b. Completion of all required approvals as listed in Condition No. 2.
 - c. Approval of the building and floor plans by the Fire Chief, which may include, but are not limited to, the internal fire suppression system, external fire department connection location and hydrant locations.
 - d. Approval of building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
 - e. Approval of building plans shall include appropriate locations of the external mechanical equipment to be placed hidden from view of neighboring properties.
- 4. Prior to temporary occupancy issuance, and if needed, prior to final occupancy permit, the following shall occur:
 - a. Completion of all site grading in accordance with final approved plans.
 - b. Completion of all exterior lighting in accordance with final approved plans.
 - c. Completion of the building in accordance with final approved plans and all applicable codes.
 - d. Completion of a hard parking surface, including installation of handicapped parking signs and ramp in accordance with final approved plans.
 - e. Completion of the dumpster enclosure.
 - f. Completion of removal and replacement with grass of all unneeded current driveway openings with adjacent streets, installation of curb and gutter and adjacent paving in accordance with Village standards (and or DOT standards where applicable) where current driveway openings have been removed, and replacement of sidewalk along STH 83 and other curb and gutter along all adjacent right-of-ways that may be damaged during construction.
- 5. 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. 4.
 - b. Completion of paving and striping of the entire parking area, in accordance with approved plans.
 - c. Installation of all site landscaping.

Motion made by Hankovich/Abruzzo to support the request for variances for the property located at 214 S. Rochester Street and recommend the Board of Building and Zoning Appeals approve the 10 foot green space on the north side of 214 S. Rochester Street. The reason to approve the variance for a 10 foot variance is the structure will cause drainage problems on the adjacent property located at 204 S. Rochester Street (to the north) as their property sheet drains across this property. The plans for 214 S. Rochester Street has accounted for this additional water in their plan to expel the water to the storm water system. With the drainage from the north, the pavement area on 214 S. Rochester will be used for parking with car stops (bumper) to stop crossing the property line. This is a redevelopment site. Parking is premium and needs as many parking stalls as possible without a negative effect. Mechanical equipment may be added to the east elevation of the building within the 10 foot setback, and shall be appropriately screened. Motion carried.

Lighthouse Lubes Real Estate

Planning Commission recommends the Village Board set up a Public Hearing concerning the reconsideration of a provision of the conditional use approval for John Theisen, Lighthouse Lubes Real Estate, LLC, Marsh View Drive, MUKV 1962-990-002 regarding shared parking between users on the entire property. *[Editor's note: the applicant will need to apply for an amendment to the conditional use permit, at which point the public hearing will be scheduled.]*

Consideration of an amendment to Chapter 64 (Sign Code) regarding directional sign standards for industrial properties.

Item will remain on the agenda.

Steering Committee of the Comprehensive Plan Update

Village Planner Bruce Kaniewski reported that the Steering Committee of the Comprehensive Plan had two good meetings regarding the goals and objectives that they want to accomplish. The next meetings they will be writing up land uses and planning of specific areas and categories. Information only. No action taken.

Adjournment

Meeting adjourned at 7:47 p.m.

Respectfully Submitted,

Judith A. Taubert
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, June 14, 2016

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:31 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Joe Hankovich
Sterling Fairchild
John Meiners
Ken Werner
Fred Winchowky
Commissioner excused: Mark Penzkover
Joe Abruzzo

Also present: Bruce Kaniewski, Village Planner
Judith Taubert, Deputy Clerk-Treasurer
Bob Harley, Building Codes Official

Minutes

Motion by Hankovich/Werner to approve the April 12, 2016 regular meeting minutes as presented carried.

Public Hearing

Conditional use permit requested by Pamela L. Turner, Pam's Fine Wines LLC, to allow for the installation of outdoor seating at the property located at 100 Main St., Suite 1, known as MUKV1976109001 opened at 6:33 p.m.

Pamela L. Turner explained the reason for the conditional use to allow for the installation of outdoor seating at the property located at 100 Main St., Suite 1, known as MUKV1976109001 and submitted 6 letters of support from area businesses and residents to be on file in the Clerk's Office.

John Baker, 247 Fox Street, spoke in favor of the outdoor seating.

Michael Schell, S91W33856 Cty Road NN, said he supports what Pam is doing for the Community.

Duane Thornton, W338S8983 Cty Hwy E, spoke in favor of the outdoor seating.

Jim Goetz, 207 Field Street, spoke in favor of what this would do for the downtown area.

Public hearing closed at 6:44 p.m.

New Business

100 Main St., Suite 1

Motion by Werner/Fairchild to recommend the Village Board approve the conditional use permit application by Pamela Turner of the business Pam's Fine Wines to allow an outdoor seating environment consistent with floor plan submitted to the Village subject to the following findings and conditions carried:

Findings:

1. The final construction of such space will not change the character of the neighborhood and may augment and amplify the development in the downtown business district
2. The proposed use is in accordance with the purpose and intent of the B-2, General Business Zoning District.
3. The proposed use is found not to be hazardous, harmful, offensive or adverse to the environment or value of the downtown and the Village of Mukwonago.
4. The proposed use does not change the character of the neighborhood.

Conditions:

1. The outdoor seating area shall be provided and operated in strict conformance with the petitioner's public hearing presentation, and the information submitted on the Request for a Conditional Use Application.
2. The Conditional Use is granted solely to Pamela Lynn Turner, and is not transferrable. Nothing in this conditional use shall prohibit another owner to petition the Village for a new conditional use should a change in ownership occur.
3. Use of the outdoor seating and serving of alcohol via the Conditional Use is conditioned upon applicant maintaining a valid liquor license from the Village of Mukwonago for outdoor service.
4. Use of the outdoor seating and serving of alcohol via the Conditional Use is limited between April 1st and November 15th of each year.
5. Applicant shall install lighting at the front corners of the enclosure subject to the approval of the Mukwonago Police Department and Village of Mukwonago Building Inspection and/or Zoning Administrator staff.
6. The Conditional Use shall be renewed by the Plan Commission and the Village Board within one (1) year of approval, with a second one (1) year renewal, and then subsequent five (5) year renewals. Renewal of the conditional use shall be granted if the use of the property is found to be operation in accordance with terms of approval of this conditional use. Findings of nonconformance shall be grounds for termination of this conditional use.
7. Use of the outdoor seating and serving of alcohol via the Conditional Use shall at all times conform to building codes, fire safety codes and health codes. The use shall be subject to periodic inspections by the Mukwonago Police Department and Village of Mukwonago Building Inspection and/or Zoning Administrator staff.
8. The use of outdoor seating and serving of alcohol shall at all times conform to federal, state and local laws.
9. Within the outdoor seating area, applicant shall provide an adequate amount of trash containers and ashtrays, and the area shall be continually serviced to be kept clean at all times.

CTH ES and Phantom Woods Rd.

Motion by Hankovich/Werner to recommend the Village approve the Site Plan and Architectural Plan Review for the construction of apartment buildings on the property located at CTH ES and Phantom Woods Road known as MUKV2011984 subject to the following conditions carried:

1. Approval of the plans for the proposed second phase of Premier Woods Multi-Family development at the northwest corner of Main Street (STH 83) and Phantom Woods Road,

for two-8 unit multi-family structures, shall be subject to the package of documents and plans submitted by the applicant to the Village of Mukwonago on April 8, 2016 with a portion of the plans revised with a submittal dated May 19, 2016. The plans may be further modified to conform to other conditions of approval; the building and floor plans may be modified with the approval of the Building Inspector to conform to Building and Fire Safety Codes and all plans may be further modified to conform to Village design standards. However, the basic layout of the site as depicted on Sheet 5, Site Plan, shall remain unchanged.

2. All ingress/egress drives and parking areas shown on Sheet 5 shall remain private and shall be maintained in a usable and passable condition at all times.
3. Approval shall be subject to approval of a Storm Water Maintenance Agreement and a Developer's Agreement by the Village Board. The Developer's Agreement shall list these conditions of approval, a list of all final plans for the project, and responsibilities for off-site improvements.
4. With approval, the Plan Commission and Village Board grant allowance of multiple principal buildings on one lot.
5. Prior to issuance of the first building permit, a landscape plan shall be submitted for the approval of the Zoning Administrator and Village Planner.
6. The property shall be maintained in a clean condition, free of debris at all times. No junk, inoperable or abandoned vehicles, or vehicles undergoing repair shall be kept on the property at any time. No vehicles shall be parked in any area not designated for vehicle parking as provided for on Sheet 5.
7. Only signs allowed by the Village Sign Code, and approved by either the Zoning Administrator or Plan Commission, shall be allowed on the property.
8. 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 all site engineering plans and documents, including a complete Storm Water Management Plan.
 - b. Village Board approval of a Storm Water Maintenance Agreement and a Developer's Agreement (to include a submitted and Village approved Letter of Credit for any off-site improvements).
 - c. Submittal of the signed easements granted to the Village of Mukwonago providing access to maintain on-site sanitary sewer and potable water lines and hydrants.
 - d. Completion of all approvals listed in Condition No. 3, and all plans shall be consistent with the plans listed in Condition No. 1 or as modified and identified in the Developer's Agreement.
 - e. Approval of the plans by the Fire Chief, which may include, but are not limited to, the internal fire suppression system, external fire department connection location and hydrant locations.
 - f. Approval of building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
 - g. Approval of building plans shall include appropriate locations of the external mechanical equipment to be placed hidden from view from neighboring properties.
9. Prior to temporary occupancy issuance for any building, and if needed prior to final occupancy permit, the following shall occur:
 - a. Completion of all site grading and storm water management facilities in accordance with approved plans, including landscaping that is a part of the storm water management facilities.
 - b. Completion of all exterior lighting for the building in accordance with approved plans.

- c. Completion of the building in accordance with approved plans and all applicable codes.
 - d. Completion of a hard drive and parking surfaces from the exterior public right-of-way to the general area surrounding the building, including installation of handicapped parking signs and ramp.
 - e. Completion of the dumpster enclosure for the building.
10. Prior to final occupancy permit for any building, which shall be issued not later than 120 days after any temporary occupancy permit, the following shall occur:
- a. Completion of all items within Condition No. 9.
 - b. Completion of paving and striping of the entire parking area, in accordance with approved plans.
 - c. Installation of all site landscaping.
 - d. Completion of all required public improvements as specified in the Developer's Agreement.
 - e. Completion of any other municipal code requirement in the interest of the health, safety and welfare of the public.

926 Perkins Dr.

Motion by Werner/Meiners to recommend the Village Board approve the application by GS Global to add 14 parking spaces to the north end of their parking lot contingent upon strictly following the Site Plan submitted to the Village on June 3, 2016 which includes replacing the trees removed for the parking, and subject to the following conditions carried:

1. Site plan approval is subject to the drawing submitted by GS Global.
2. During the construction, applicant shall adhere to proper erosion control measures.
3. Applicant shall replace the trees to be removed for the additional parking.

Chapter 64 (Sign Code) amendment

Motion by Hankovich/Werner to recommend the Village Board approve the amendments (marked in red) to Chapter 64 (Sign Code) regarding directional sign standards for industrial properties carried.

Steering Committee of the Comprehensive Plan Update

Village Planner Bruce Kaniewski reported that the Steering Committee of the Comprehensive Plan will be sending out/had sent out letters to property owners showing key areas that will be discussed and the schedule when these areas will be discussed. Tuesday, June 28th, 4:00 p.m. to 6:30 p.m. there will be an Informational open house at the Village Hall to show maps to the public to show areas that will be discussed by the Steering Committee of the Comprehensive Plan. Information only. No action taken.

Historic Preservation Commission

210 Grand Ave.

Motion made by Fairchild/Werner to postpone the consideration of Historic Preservation Commission approval for the Construction of a boat shelter at the property located at 210 Grand Ave., known as MUKV1976085. This will give the applicant 30 days to come back and submit plans that comply to the Buffer Zone of the Historic Preservation. A variance may also be required to construct the boat shelter in the side yard. Motion carried.

Adjournment

Meeting adjourned at 7:41 p.m.

Respectfully Submitted,

Judith A. Taubert
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, July 12, 2016

Call to Order

Deputy Clerk/Treasurer Taubert called the meeting to order at 6:31 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Joe Hankovich
Sterling Fairchild
John Meiners
Mark Penzkover
Joe Abruzzo
Ken Werner

Commissioner excused: Fred Winchowky

Also present: Bruce Kaniewski, Village Planner
Judith Taubert, Deputy Clerk-Treasurer
Bob Harley, Building Codes Official
Ron English, Village Attorney

Minutes

Motion by Werner/Hankovich to approve the June 14, 2016 regular meeting minutes as presented carried.

Public Hearing

Public hearing for a request to amend the conditional use permit requested by John Theisen, Lighthouse Lubes Real Estate LLC, to remove certain conditions from the permit for the property located at 1160 N. Rochester Street, known as MUKV1962990002 opened at 6:32 p.m. No one appeared at the Public Hearing.

Public hearing closed at 6:33 p.m.

Unfinished Business

210 Grand Ave. Historic Preservation Commission Review

Motion by Hankovich/Werner to approve the design and materials as submitted to construct a boat shelter at the property located at 210 Grand Ave as it now qualifies in the Historic Preservation District carried. The applicant can now go to the Board of Appeals and apply for a variance.

New Business

Lighthouse Lubes Real Estate LLC conditional use permit

Motion by Werner/Hankovich to recommend the Village Board approve the requested conditional use amendments with the proposed revisions to Condition #2 and Condition #4 of Resolution 2015-31 as stated in the Village Planners letter dated July 5, 2016 carried.

1. In Condition #2, eliminate the last sentence, but in its place insert the following: "In addition, the cross access connection between the subject site and the Waukesha State Bank site shall remain as shown on the plans referenced in Condition #3."

2. In Condition #4, eliminate the entire paragraph, but in its place insert the following: "The cross access connection between the subject site and the site to the south shall not be required as shown on the plans referenced in Condition #3.

Recommendation to Village Board concerning Site Plan and Architectural Plan Review requested by Kevin Sinnett, Instrument Development Corp., for the construction of an addition on the property located at 820 Swan Dr., known as MUKV1970987

Motion by Hankovich/Abruzzo to hold this item over until the storm water management issue is resolved carried.

Recommendation to Village Board concerning Site Plan and Architectural Plan Review requested by Warren Hansen, WEH Properties/Edgewood Village, LLC, for the construction of apartment buildings on the property located at S92W27800 Edgewood Ave., known as MUKV2091998

Motion by Hankovich/Werner to hold this item over for more information and will review the Site Plan and Architectural Plan again at the August Planning Commission meeting carried.

Steering Committee of the Comprehensive Plan Update

The Village Planner Kaniowski gave a positive report of the results of the Open House on June 28th. Planning Commissioner Jon Meiners and Jason Wamser also gave their prospective on the progress of the Steering Committee's progress.

Change in date and location for the August meeting

Motion by Werner/Abruzzo to change the next meeting date to Monday, August 15, 2016 at 6:30p.m. carried.

Adjournment

Meeting adjourned at 7:54p.m.

Respectfully submitted,

Judith A. Taubert
Deputy Clerk/Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Monday, August 15, 2016

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Joe Abruzzo
Sterling Fairchild
Robert Harley
John Meiners
Mark Penzkover
Ken Werner
Fred Winchowky, Chairman

Also present: Steven Braatz, Jr., Clerk-Treasurer
Bruce Kaniewski, Village Planner

Minutes

Motion by Fairchild/Harley to approve the July 12, 2016 regular meeting minutes as presented carried.

Public Hearing

Conditional use permit requested by Tina M. O'Bryan, DAA Smokehouse LLC, to allow for outside merchandise sales by installing outdoor seating at the property located at 325 Bay View Road Suites D and E opened at 6:32 p.m.

Applicant Presentation

Tina M. O'Bryan, DAA Smokehouse LLC, presented plans to have outdoor seating on the patio in front of the dining room. Alcohol will be served. The area will be fenced in. The same footprint as the prior restaurant will be used.

Public Comments

None.

Public hearing closed at 6:33 p.m.

Conditional use permit requested by Eddie Cash, Eddie Cash Show, Inc., to allow for an indoor theater at the property located at 575 Bay View Road Suite 7 opened at 6:34 p.m.

Applicant Presentation

Cheryl Cash and Chris Litwin presented plans to host live music concerts. The music is 50's and 60's and would cater mostly to the 55 years old and older crowd. There is seating for 50 people. The concerts would occur on Saturday nights, 7-9 pm, and Sunday afternoons, 2-4 pm. Concession food will be sold, but there will be no alcohol.

Public Comments

Ron Vey, 1022 Bay View Ct. – Had concerns about loud music. (*Applicant responded the music will not be loud and contained indoors*).

Leon Fiegl, 603 Bay View Rd. – Asked why the sign is up already. Asked if alcohol will be served. (*Applicant responded there will not be alcohol*). Asked about adequate parking and traffic before and after the shows. (*Applicant responded there would be 25 cars at the most, and the hours of operation will be off hours from the rest of the businesses, and there are around 85 parking stalls in the lot*).

Public hearing closed at 6:43 p.m.

Conditional use permit requested by Curt Wiebelhaus, Mukwonago Area School District, to allow for the construction of building additions and renovations to Mukwonago High School and accessory structures on the property located at 605 School Road (605 CTH NN) opened at 6:44 p.m.

Applicant Presentation

Curt Wiebelhaus, Mukwonago Area School District, presented plans for a storage shed structure at the southwest corner of the high school track. The existing storage structure would be removed and replaced with a larger storage structure (36' by 56') in conjunction with the Mukwonago Braves Football Association. The structure will be a pole structure with enhancements to blend in with the architecture of the rest of the buildings.

Chris Eger, Bray Architects, presented plans for the construction of building additions and renovations to Mukwonago High School. The proposed alterations to Mukwonago High School include various interior renovations to the existing Cafeteria, Library, offices, upper classrooms and Technical Education spaces. The additions include an approximately 42,000 square foot three station gymnasium with supporting spaces and entrance spaces added to the Northwest corner of the existing building. The second large addition includes a 47,000 square foot auditorium, with support and music classrooms attached to the Northeast corner of the existing building. There are currently 850 parking stalls on the existing property. The renovation and site work would add roughly 100 additional spaces. Currently the parking lot is close to capacity on school days and is at capacity during Friday night football games. Phase 1 will renovate the south and east parking lots.

Public Comments

None.

Public hearing closed at 6:50 p.m.

Unfinished Business

Instrument Development Corp., Site Plan and Architectural Plan Review

Motion by Penzkover/Werner to recommend the Village approve the Site Plan and Architectural Plan Review requested by Kevin Sinnett, Instrument Development Corp., for the construction of an addition on the property located at 820 Swan Dr., known as MUKV1970987 subject to the following conditions carried:

1. Prior to issuance of any building permit for the subject additions, the following must occur with Village Engineer confirmation that the issues have been completed.
 - a. Stabilization of the site grading that has already occurred, in accordance with the Village issued erosion control permit.
 - b. Submittal of site wetland delineation to be approved by the Wisconsin Department of Natural Resources.

- c. A preliminary Storm Water Management Plan in accordance with Village Municipal Code Chapter 34.
2. Prior to issuance of any building permit for the subject additions, the Mukwonago Fire Chief shall determine the need and type of fire suppression within the additions.
3. Approval of the plans for the 2,500 square foot south addition and 9,900 square foot north addition of Instrument Development Corporation at 820 Swan Drive, zoned as M-4 Medium/Heavy Industrial District, shall be subject to the package of documents and plans submitted by the applicant to the Village of Mukwonago. The plans may be further modified to conform to other conditions of approval and all plans may be further modified to conform to Village design standards. However, the basic layout of the site as depicted the site plan shall remain unchanged.
4. All ingress/egress drives and parking areas shown on the site plan shall remain private and shall be maintained in a usable and passable condition at all times.
5. If a Storm Water Management Plan is required as determined by the Village Engineer, approval shall be subject to approval of a Storm Water Maintenance Agreement by the Village Board.
6. With approval, the Plan Commission and Village Board grant allowance of multiple principal buildings on one lot.
7. Prior to issuance of the first building permit, a final landscape plan, exterior site lighting plan and dumpster enclosure plan shall be submitted for the approval of the Zoning Administrator.
8. The property shall be maintained in a clean condition, free of debris at all times. No junk, inoperable or abandoned vehicles, or vehicles undergoing repair shall be kept on the property at any time. No vehicles shall be parked in any area not designated for vehicle parking as provided on the site plan.
9. Only signs allowed by the Village Sign Code, and approved by either the Zoning Administrator or Plan Commission, shall be allowed on the property.
10. Prior to the start of any site construction or issuance of a building permit for both additions or the additions individually, whichever occurs first, the following shall occur:
 - a. Compliance with Conditions #1 and #2.
 - b. Village Board approval of a Storm Water Maintenance Agreement, if needed.
 - c. All final site development plans shall be consistent with the plans noted in Condition No. 3.
 - d. Approval of the plans by the Fire Chief, which may include, but are not limited to, the internal fire suppression system, external fire department connection location and hydrant locations.
 - e. Approval of building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
 - f. Approval of building plans shall include appropriate locations of external mechanical equipment to be placed hidden from view from neighboring properties.
11. Prior to temporary occupancy issuance for any addition, and if needed prior to final occupancy permit, the following shall occur:
 - a. Completion of all site grading and storm water management facilities (if needed) in accordance with approved plans, including landscaping that is a part of the storm water management facilities.
 - b. Completion of all exterior lighting for the building in accordance with approved plans.
 - c. Completion of the building in accordance with approved plans and all applicable codes.

- d. Completion of a hard drive and parking surfaces from the exterior public right-of-way to the general area surrounding the building, including installation of handicapped parking signs.
- e. Completion of the dumpster enclosures for the buildings so occupied.
12. Prior to final occupancy permit for any addition, which shall be issued not later than 120 days after any temporary occupancy permit, the following shall occur:
 - a. Completion of all items within Condition No. 11.
 - b. Completion of paving and striping of the entire parking area, in accordance with approved plans.
 - c. Installation of all site landscaping.
 - d. Completion of any other municipal code requirement in the interest of the health, safety and welfare of the public.

Edgewood Village apartment buildings Site Plan and Architectural Plan Review

Motion by Penzkover/Werner to recommend the Village approve the Site Plan and Architectural Plan Review requested by Warren Hansen, WEH Properties/Edgewood Village, LLC, for the construction of apartment buildings on the property located at S92W27800 Edgewood Ave., known as MUKV2091998 subject to the following conditions carried:

1. Approval of the plans for the proposed Edgewood Village development along the east side of Edgewood Avenue, zoned as R-10 Multi-Family District, for five to six-unit multi-family structures, shall be subject to the package of documents and plans submitted by the applicant to the Village of Mukwonago. The plans may be further modified to conform to other conditions of approval; the building and floor plans may be modified with the approval of the Building Inspector to conform to Building and Fire Safety Codes and all plans may be further modified to conform to Village design standards. However, the basic layout of the site as depicted the site plan shall remain unchanged.
2. All ingress/egress drives and parking areas shown on the site plan shall remain private and shall be maintained in a usable and passable condition at all times.
3. Approval shall be subject to approval of a Storm Water Maintenance Agreement and a Developer's Agreement by the Village Board. The Developer's Agreement shall list these conditions of approval, a list of all final plans for the project, and responsibilities for off-site improvements. Furthermore, the Developer's Agreement shall provide for applicant installed stop sign exiting the site, the site plan, future guest parking if needed, extension of Village utilities within the Edgewood Avenue right-of-way, on-site easements for Village maintained utilities if needed, and other provisions for the protection of the public health, safety and welfare.
4. With approval, the Plan Commission and Village Board grant allowance of multiple principal buildings on one lot.
5. Prior to issuance of the first building permit, a final landscape plan, exterior site lighting plan and dumpster enclosure plan shall be submitted for the approval of the Zoning Administrator.
6. The property shall be maintained in a clean condition, free of debris at all times. No junk, inoperable or abandoned vehicles, or vehicles undergoing repair shall be kept on the property at any time. No vehicles shall be parked in any area not designated for vehicle parking as provided for on Sheet 5.
7. Only signs allowed by the Village Sign Code, and approved by either the Zoning Administrator or Plan Commission, shall be allowed on the property.
8. 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 all site engineering plans and documents, including a complete Storm Water Management Plan.
- b. Village Board approval of a Storm Water Maintenance Agreement and a Developer's Agreement (to include a submitted and Village approved Letter of Credit for any off-site improvements) pursuant to Condition No. 3.
- c. Submittal of the signed easements granted to the Village of Mukwonago providing access to maintain on-site sanitary sewer and potable water lines and hydrants.
- d. All final site development plans shall be consistent with the plans noted in Condition No. 1 or as modified and identified in the Developer's Agreement.
- e. Approval of the plans by the Fire Chief, which may include, but are not limited to, the internal fire suppression system, external fire department connection location and hydrant locations.
- f. Approval of building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
- g. Approval of building plans shall include appropriate locations of the external mechanical equipment to be placed hidden from view from neighboring properties.
9. Prior to temporary occupancy issuance for any building, and if needed prior to final occupancy permit, the following shall occur:
 - a. Completion of all site grading and storm water management facilities in accordance with approved plans, including landscaping that is a part of the storm water management facilities.
 - b. Completion of all exterior lighting for the building in accordance with approved plans.
 - c. Completion of the building in accordance with approved plans and all applicable codes.
 - d. Completion of a hard drive and parking surfaces from the exterior public right-of-way to the general area surrounding the building, including installation of handicapped parking signs and ramp.
 - e. Completion of the dumpster enclosures for the buildings so occupied.
10. Prior to final occupancy permit for any building, which shall be issued not later than 120 days after any temporary occupancy permit, the following shall occur:
 - a. Completion of all items within Condition No. 9.
 - b. Completion of paving and striping of the entire parking area, in accordance with approved plans.
 - c. Installation of all site landscaping.
 - d. Completion of all required public improvements as specified in the Developer's Agreement.
 - e. Completion of any other municipal code requirement in the interest of the health, safety and welfare of the public.

New Business

DAA Smokehouse LLC conditional use permit

Motion by Abruzzo/Fairchild to recommend the Village approve the conditional use permit requested by Tina M. O'Bryan, DAA Smokehouse LLC, to allow for outside merchandise sales by installing outdoor seating at the property located at 325 Bay View Road Suites D and E, known as MUKV2009956005 based on the following findings and subject to the following conditions carried:

Findings:

1. The use is a benefit to the Village.
2. The use is not impairing on the health, safety or welfare of the community.

3. The proposed use is in accordance with the purpose and intent of the B-2, General Business Zoning District.
4. The proposed use is found not to be hazardous, harmful, offensive or adverse to the environment or value of the shopping and the Village of Mukwonago.
5. The proposed use does not change the character of the neighborhood.
6. There was no opposition.

Conditions:

1. The outdoor seating area shall be provided and operated in strict conformance with the petitioner's public hearing presentation, the information submitted on the Request for a Conditional Use Application and the submitted plans.
2. The Conditional Use is granted solely to Tina Marie O'Bryan, and is not transferrable. Nothing in this conditional use shall prohibit another owner to petition the Village for a new conditional use should a change in ownership occur.
3. Use of the outdoor seating and serving of alcohol via the Conditional Use is conditioned upon applicant maintaining a valid liquor license from the Village of Mukwonago for outdoor service.
4. Use of the outdoor seating and serving of alcohol via the Conditional Use is limited between April 1st and November 15th of each year.
5. The Conditional Use shall be renewed by the Plan Commission and the Village Board within one (1) year of approval, with a second one (1) year renewal, and then subsequent five (5) year renewals. Renewal of the conditional use shall be granted if the use of the property is found to be operation in accordance with terms of approval of this conditional use. Findings of nonconformance shall be grounds for termination of this conditional use.
6. Use of the outdoor seating and serving of alcohol via the Conditional Use shall at all times conform to building codes, fire safety codes and health codes. The use shall be subject to periodic inspections by the Mukwonago Police Department and Village of Mukwonago Building Inspection and/or Zoning Administrator staff.
7. The use of outdoor seating and serving of alcohol shall at all times conform to federal, state and local laws.

Recommendation to Village Board concerning conditional use permit requested by Eddie Cash, Eddie Cash Show, Inc., to allow for an indoor theater at the property located at 575 Bay View Road Suite 7, known as MUKV2010978002

The Commission requested the applicant to provide the following:

1. Crowd size numbers from the current location.
2. A Plan of Operation.
3. Work with Village staff to submit proper plans and a floor layout.
4. Staff will contact the Police Dept. regarding any noise complaints from the current location.

Motion by Penzkover/Meiners to postpone the matter until the regular September meeting carried.

Mukwonago Area School District conditional use permit

Motion by Penzkover/Werner to recommend the Village approve the conditional use permit requested by Curt Wiebelhaus, Mukwonago Area School District, to allow for a storage structure on the property located at 605 School Road (605 CTH NN), known as MUKV1960998001 subject to the following conditions carried:

1. Approval of the plans for the 36 foot by 56 foot storage structure shall be subject to the package of documents and plans submitted by the applicant to the Village of Mukwonago.

2. Prior to construction, a building permit shall be issued.

Motion by Penzkover/Werner to recommend the Village approve the conditional use permit requested by Curt Wiebelhaus, Mukwonago Area School District, to allow for phase 1 of the construction of building additions and renovations to Mukwonago High School on the property located at 605 School Road (605 CTH NN), known as MUKV1960998001 subject to the following conditions carried:

1. Approval shall be subject to the submitted plans for the drive aisles and parking lot improvements east and southeast of the school building as shown on submitted plans. The submitted plans may be altered for proper turning movements and proper dimensioning of drive, parking and landscape island design for the approval of the Fire Chief, Village Engineer and Zoning Administrator.
2. Approval shall be subject to approval of a Storm Water Maintenance Agreement by the Village Board.
3. Approval shall be subject to submittal by applicant and approval of the Village Engineer of a soil erosion plan.
4. Prior to the start of phase 1 construction, applicant shall receive from the Village a soil disturbance permit and an erosion control permit.

280 and 282 East Wolf Run Parking

Kaniewski reported that vehicles from the Lynch dealerships are being parked in the grass area. Village code requires vehicles to be parked on paved surface. Plan Commission has no objection to the parking, but would like Lynch to request an amended site plan to include this parking. No action taken.

Conceptual review for annexation, rezoning, mini-storage, and other business on the property located on the south side of at CTH ES at Hidden Lakes Dr.

Bill Canfield and Robert Chandler presented a proposed plan to annex a property along CTH ES across from Hidden Lakes Dr. from the Town of Vernon. Then plan is to construct storage units and/or tenants buildouts on the property. Applicant will proceed with applications for annexation and official review. No action taken.

Steering Committee of the Comprehensive Plan Update

Village Planner Bruce Kaniewski reported that the Steering Committee of the Comprehensive Plan is getting to the finish line soon and will soon be providing a recommendation to the Commission. There will be an open house on Monday, August 29, 4:00 p.m. to 6:00 p.m. The next Steering Committee meeting will be September 8. Information only. No action taken.

Adjournment

Meeting adjourned at 8:44 p.m.

Respectfully submitted,

Steven Braatz, Jr.
Clerk-Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, September 13, 2016

Call to Order

Village Planner/Zoning Administrator/Minutes Recorder Bruce Kaniewski called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Sterling Fairchild
Robert Harley
John Meiners
Mark Penzkover
Ken Werner

Commissioners excused: Joe Abruzzo
Fred Winchowky, Chairman

Also present: Bruce Kaniewski, Village Planner/Zoning Administrator
Tom Karthausser, Comp Plan Update Steering Committee Chairman
Jason Wamser, Comp Plan Update Steering Committee Vice-Chairman

Werner moved and Fairchild seconded to appoint Penzkover as Chairman Pro-tem. All voted aye.

Minutes

Werner moved and Meiners seconded to approve Aug 15, 2016 minutes. All voted aye.

Unfinished Business

Eddie Cash, Eddie Cash Show, Inc., Conditional use permit

Per the public hearing held on August 15, 2016, B. Kaniewski noted applicant requested to put the application on hold due to health issues. B. Kaniewski presented the options of delaying a recommendation or recommending denial of the application because information requested by the Plan Commission has not been submitted in support of the application. Plan Commissioners noted there is no cost to the Village to place the request on-hold for several months.

Meiners moved and Werner seconded to delay a recommendation of up to six months, and applicant does not respond in six months, then the application will appear on the March 2017 agenda for consideration. All voted aye.

New Business

Lynch Ventures, LLC Amendment to Site Plan Review

B. Kaniewski explained Lynch Dealerships ask to park vehicles on the grass between the retaining wall and the I-43 right-of-way as they started the practice two months ago and then were contacted to gain proper approval. The parking regulations require all vehicle parking must be on a paved surface, but the Plan Commission could consider the request as a display of product for sale. In response to questions from Commissioners, Mark Greene of Lynch said there would be a maximum of 15 vehicles parked only during dry weather conditions

and beyond the identified wetland area. In addition, they could add wheel pads under the tires. In addition, Mr. Greene added that their experiment of parking vehicles on the grass in full view of I-43 traffic has been a successful sales marketing step.

Werner moved and Meiners seconded to recommend the Village Board grant site plan approval to allow short-term, temporary parking in unpaved areas owned by Lynch between the dealerships (280 & 282 E. Wolf Run) and I-43 right-of-way, subject to the following conditions:

1. Parking will be for display purposes only (no long-term parking);
2. A maximum of fifteen (15) vehicles would be on display at any one time;
3. Only new vehicles shall be displayed (used vehicles are prohibited);
4. No vehicles, equipment or personnel shall encroach on the delineated wetlands;
5. Driving and parking of the vehicles shall cause minimal damage to the unpaved areas and not cause any significant increase in sedimentation or storm water entering the wetlands;
6. Lynch shall utilize some type of protective wheel pad under the tires of the vehicles;
7. Lynch employees are the only people allowed in this area (no public access);
8. This topic will be revisited/reevaluated by the Plan Commission and Village Board in nine (9) months (June 2017)

All voted aye.

Culvers Architectural Plan Review

Owner Greg Landon and representative Jay Campbell stated the proposal is to change the colors of the façade to match new Culver's corporate branding by adding manufactured stone columns and staying current white brick with a grayish tone color.

Werner moved and Fairchild seconded to recommend to the Village Board approval of the façade improvements to Culver's Restaurant, 1090 N. Rochester Street, in accordance with the following conditions:

1. Approval shall be subject to the submitted drawing entitled "Culvers, 1090 N. Rochester Street," prepared by Ollman Enrnest Martin Architects dated August 10, 2016.
2. The architectural review approval does not approve of the signs shown on the drawing. Any change in existing wall signage must comply with Chapter 64 of Village Municipal Code and requires a permit from Village Inspection Department.

All voted aye.

511 Oakland Ave. Site Plan and Architectural Plan Review

Mr. Kaniewski stated there are several steps to the proposal to rehabilitate and upgrade the site at 511 Oakland Avenue. The first step is for the Plan Commission to provide feedback regarding the overall proposal before scheduling a public hearing before the Board of Zoning and Building Appeals for setback variances for a new accessory structure and parking lot.

Mr. Dorger explained his intent to upgrade the existing principal building for workshop rental space or any other use or uses conforming to the M-2 zoning of the site. The accessory structure would replace a structure destroyed by fire a few years ago. Mr. Dorger continued that he then desires to divide and rezone the rear of the site to construct a duplex

condominium building. In response to a question, Mr. Dorger stated his is not the current owner, but would purchase the property if approvals are granted.

Plan Commissioners, Mr. Kaniewski and Mr. Dorger discussed various aspects of the proposal, including potential access issues along Locust Street as it is currently privately maintained per prior agreement, the need to improve the overall appearance of the site, the need to buffer the industrial uses from single family to the east and south, and what is the hardship to request the variances.

Plan Commissioners generally agreed that improving the look of the site is a priority and encouraged Mr. Dorger to proceed with the request for variances, and if approved then proceed with submitting proper plans for subsequent reviews and considerations.

Steering Committee of the Comprehensive Plan Update

Mr. Karthausser, Mr. Wamser and Mr. Kaniewski stated the Steering Committee hopes to conclude its deliberations on September 22, 2016, and thereafter the recommended document will be forwarded to the Plan Commission for consideration. They and Plan Commissioners then discussed various aspects of the plan regarding ultimate planned growth and other items.

November 2016 meeting

Because of a conflict with the presidential election, the Plan Commission agreed to change the date of the meeting to Wednesday, November 9, 2016, subject to verification of room availability by the Village Clerk.

Adjournment

Werner moved, Fairchild seconded to adjourn at 7:30 P.M. All voted aye.

Respectfully submitted,

Bruce Kaniewski
Village Planner/Zoning Administrator

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, October 11, 2016

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:36 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Joe Abruzzo
Robert Harley
John Meiners
Mark Penzkover
Ken Werner
Fred Winchowky, Chairman

Member excused: Sterling Fairchild
Also present: Bruce Kaniewski, Village Planner
John Weidl, Administrator/Economic Developer
Judith Taubert, Deputy Clerk-Treasurer

Minutes

Motion by Penzkover/Werner to approve the September 13, 2016 regular meeting minutes as presented carried.

New Business

OMSA Development LLC Site Plan/Architectural review

Motion by Penzkover/Werner to recommend the Village approve the Site Plan and Architectural Plan requested by Kevin Connor, DDS, OMSA Development LLC, for the construction of a single-story office building on the property located at 320 Bay View Rd., known as MUKV2009954001 subject to the following conditions carried:

1. Approval of the plans for the proposal to construct a structure for Oral and Maxillofacial Survey Associates at approximately 320 Bay View Road shall be subject to the package of plans submitted on behalf of the applicant by Design Unlimited to the Village of Mukwonago and on file in the office of the Village Clerk. Prior to commencement of any site construction or issuance of any building permit, final plans shall be reviewed and approved by the Supervisor of Inspections/Zoning Administrator, Fire Chief, Village Planner and Village Engineer. The final plans shall be modified to conform to all applicable Village codes and other conditions of approval; the floor plans may be modified with the approval of the Supervisor of Inspections to conform to Building and Fire Safety Codes and all plans may be further modified to conform to Village design standards. However, the basic layout of the site as depicted on the Layout Plan dated November 5, 2015 shall remain unchanged.
2. Prior to the start of any site construction or issuance of a building permit, whichever occurs first, the following shall occur:
 - a. Conformance with all terms and conditions of approval for the Conditional Use.
 - b. Completion of all required approvals as listed in Condition No. 1.

- c. Approval of the plans by the Fire Chief, which may include, but are not limited to, the internal fire suppression system, external fire department connection location and hydrant locations.
 - d. Approval of building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
 - e. Approval of building plans shall include appropriate locations of external mechanical equipment to be placed hidden from view of neighboring properties.
 - f. Recording of the 2-Lot Certified Survey Map.
 - g. Approval of the storm water maintenance agreement by the Village Board and the soil erosion plan by the Village Engineer.
3. Prior to temporary occupancy issuance, and if needed, prior to final occupancy permit, the following shall occur:
- a. Completion of all site grading and storm water management facilities in accordance with final approved plans.
 - b. Completion of all exterior lighting in accordance with final approved plans.
 - c. Completion of the buildings in accordance with final approved plans and all applicable codes.
 - d. Completion of a hard parking surface with concrete curb and gutter, including installation of handicapped parking signs and ramp in accordance with final approved plans.
 - e. Completion of the dumpster enclosure.
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 paving and striping of the entire parking area, in accordance with approved plans.
 - c. Installation of all site landscaping, in accordance with approved plans.

322 Grand Ave. Historic Preservation Commission Review

Motion by Abruzzo/Penzkover to approve the removal of existing detached garage and construction of a new detached garage at the property located at 322 Grand Avenue known as MUKV1973204 consistent with the plans submitted subject to variance approval of dimension coverage, size and height carried.

201 Pearl Ave., Historic Preservation Commission Review

Motion by Abruzzo/Werner to approve the removal of existing detached garage and construct a new detached garage at the property located at 201 Pearl Ave known as MUKV 1973225 subject to the materials and colors matching the existing house and approval of a variance by the Board and Zoning Appeals for the height, and lot coverage after a survey of the lot carried.

Update to the Comprehensive Plan 2035

Items amended by the Plan Commission:

1. Replace language provided by Village Attorney on Page 34.
2. Replace language provided by Village Attorney as revised on Page 39.
3. Addition of clarifying language regarding likelihood of maximum population on Page 33.
4. Adding the following language to the high density multi-family and medium density multi-family definitions: "Housing dedicated to senior citizens may exceed five (5) dwelling units

per acre, up to 20 dwelling units per acre and exceed stated building height restriction” on Page 11.

5. Delete the last sentence of low density multi-family definition on Page 12.
6. Changing maps (Northeast Key Area Recommended Land Use for 2035) to reflect current Linden Grove parcel to medium density.

Motion by Penzkover/Werner to adopt the resolution granting preliminary approval with the above changes to amend “Comprehensive Plan 2035” for the Village of Mukwonago subject to the aforementioned changes carried.

Adjournment

Meeting adjourned at 8:53 p.m.

Respectfully submitted,

Judith A. Taubert
Deputy Clerk/Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Wednesday November 9, 2016

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Sterling Fairchild
Robert Harley
John Meiners
Mark Penzkover
Ken Werner
Fred Winchowky, Chairman

Member excused: Joe Abruzzo

Also present: Bruce Kaniewski, Village Planner
Judith Taubert, Deputy Clerk-Treasurer

Minutes

Motion by Werner/Fairchild to approve the October 11, 2016 regular meeting minutes as presented carried.

New Business

Mukwonago High School Conditional Use Permit

Motion by Penzkover/Werner to recommend Village Board grant a conditional use permit requested by Curt Wiebelhaus, Mukwonago Area School District, to allow for the construction of building additions and renovations to Mukwonago High School at the property located at 605 School Road (605 CTH NN), known as MUKV1960998001 (Phase 2, Public Hearing held on August 15, 2016) subject to the following conditions carried:

1. Phase 2 Approval shall be subject to the submitted plans, all dated September 6, 2016, which are as follows:
 - a. Overall Site Plan, Sheet C1.20
 - b. Overall Site Landscape Plan, Sheet L1.0
 - c. First Floor Overall, Sheet SA-1
 - d. Auditorium Rendered Elevations, Sheet A3.A
 - e. Gymnasium Rendered Elevations, Sheet A3.GThe plans may be further modified to conform to other conditions of approval; the building and floor plans may be modified with the approval of the Building Inspector to conform to Building and Fire Safety Codes and all plans may be further modified to conform to Village design standards. However, the basic layout of the site as depicted the site plan shall remain unchanged.
2. All ingress/egress drives and parking areas shown on the site plan shall remain private and shall be maintained in a usable and passable condition at all times. Written approval from Waukesha County Department of Public Works for new CTH NN access points shall be provided to the Village Zoning Administrator.
3. Approval shall be subject to approval of the Storm Water Maintenance Agreement previously approved by the Village Board.

4. Prior to issuance of the first building permit, a final landscape plan, exterior site lighting plan and dumpster enclosure plan shall be submitted for approval of the Zoning Administrator.
5. The property shall be maintained in a clean condition, free of debris at all times.
6. Only signs allowed by the Village Sign Code, and approved by either the Zoning Administrator or Plan Commission, shall be allowed on the property. On-site directional signs are encouraged.
7. Prior to the start of any Phase 2 site construction or issuance of a building permit, whichever occurs first, the following shall occur:
 - a. The Village Engineer shall approve all site engineering plans and documents, including a complete Storm Water Management Plan.
 - b. Submittal of signed easements granted to the Village of Mukwonago providing access to maintain on-site sanitary sewer and potable water lines and hydrants.
 - c. All final site development plans shall be consistent with the plans noted in Condition No. 1 or as modified.
 - d. Approval of the plans by the Fire Chief, which may include, but are not limited to, the internal fire suppression system, external fire department connection location and hydrant locations.
 - e. Approval of building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
 - f. Approval of building plans shall include appropriate locations of the external mechanical equipment to be placed hidden from view from neighboring properties.
8. Prior to final occupancy permit, which shall be issued after any temporary occupancy permit, the following shall occur:
 - a. Completion of all site grading and storm water management facilities in accordance with approved plans, including landscaping that is part of the storm water management facilities.
 - b. Completion of all exterior lighting for the addition in accordance with approved plans.
 - c. Completion of the addition in accordance with approved plans and all applicable codes.
 - d. Completion of hard drive and parking surfaces from the exterior public right-of-way to the general area surrounding the buildings, including installation of handicapped parking signs and ramps.
 - e. Completion of dumpster enclosures.
 - f. Completion of paving and striping of the entire parking area, in accordance with approved plans.
 - g. Installation of all site landscaping.
 - h. Completion of all required public improvements as specified in the Storm Water Management Plan.
 - i. Completion of any other municipal code requirement in the interest of the health, safety and welfare of the public.

Adjournment

Meeting adjourned at 6:53 p.m.

Respectfully submitted,

Judith A. Taubert
Deputy Clerk/Treasurer

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Wednesday December 13, 2016

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: Sterling Fairchild
Robert Harley
Mark Penzkover
Ken Werner
Fred Winchowky, Chairman

Commissioner excused: John Meiners
Joe Abruzzo

Also present: Steven Braatz, Jr., Clerk-Treasurer
Bruce Kaniewski, Village Planner

Minutes

Motion by Werner/Penzkover to approve the November 9, 2016 regular meeting minutes as presented carried.

Public Hearing

Conditional use permit requested by Robert Jadrnicek, Life Point Church, to allow for a church at the property located at 560 Bay View Road opened at 6:31 p.m.

Applicant Presentation

Robert Jadrnicek, Life Point Church, presented plans for the use of the existing building located at 560 Bay View Church. Life Point Church has been operating in this building for several years under a rental agreement. They will be buying this property. Nothing will change regarding the operation. Kaniewski mentioned that churches are a conditional use in the B-2 zoning district.

Public Comments

None.

Public hearing closed at 6:35 p.m.

Unfinished Business

511 Oakland Ave. Site Plan and Architectural Plan Review

Kaniewski explained the original proposal was for a detached garage. Mr. Dorger appeared before the Board of Building and Zoning Appeals for a variance, and the Board postponed the decision to allow Mr. Dorger to seek alternatives. The new proposed plan is for an attached garage. Motion by Penzkover/Werner to recommend the Village approve the revised Site Plan and Architectural Plan Review requested by Douglas Dorger, Apex Development LLC, for the construction of an attached garage on the property located at 511 Oakland Ave., known as MUKV1973998 subject to the following conditions carried:

1. Construction of the attached garage and the paved parking lot shall be subject to the plan dated November 28, 2016 prepared by Tim Anderson, Architect, and further subject to conditions of this approval.
2. The approval of the parking lot is based on a 15 foot street yard setback variance approved by the Board of Zoning and Building Appeals on October 27, 2016.
3. Prior to issuance of a building permit for the attached garage, the following shall occur:
 - a. Approval of a final site plan by the Zoning Administrator. The final site plan shall show elimination of the pavement in the southeast corner of the parking lot as shown on the November 28, 2016 plan and preservation of existing vegetation.
 - b. Approval of a final landscape plan by the Zoning Administrator.
 - c. Approval of a soil erosion control plan by the Supervisor of Inspections.
 - d. Approval of the final building construction plan by the Supervisor of Inspections and the Fire Chief.
 - e. Written documentation presented to the Zoning Administrator that the applicant for building permit is the property owner or has authority from the property owner to proceed with the project.
4. Prior to issuance of a final occupancy permit for the attached garage, the following shall occur:
 - a. Completion of the attached garage in accordance with the approved plan and plans submitted for building permit.
 - b. Removal from the property of all construction equipment and immobile vehicles located on the site as of December 14, 2016, and all other construction equipment and vehicles not needed for or associated with any on-site business in the principle building.
 - c. Written documentation provided to the Zoning Administrator that all uses in the principle building conform to the list of allowable uses in the M-2 zoning district.
 - d. Completion of the paved parking lot, including parking space stripping and the installation of handicapped parking space sign, in accordance with the approved final site plan.
 - e. Completion of all site landscaping, in accordance the approved final landscaping plan.
5. A temporary occupancy permit may be issued for use of the attached garage before completion of all five items listed in Condition #4. However, final occupancy shall be issued no later than 120 days of issuance of temporary occupancy.

New Business

Life Point Church conditional use permit

Motion by Penzkover/Werner to recommend the Village approve the conditional use permit requested by Robert Jadrnicek, Life Point Church, to allow for a church at the property located at 560 Bay View Road, known as MUKV2010978017 subject to the following conditions carried:

1. A Conditional Use for Religious Assembly at 560 Bay View Road shall be granted solely to Life Point Church.
2. The church shall be operated in accordance with the Plan of Operation submitted with the Conditional Use application, dated November 8, 2016.
3. No interior alterations of the building shall occur until receipt of a building permit from the Village of Mukwonago Inspection Department, and with written approval of the Village of Mukwonago Fire Chief.
4. Should use of site necessitate installation of additional paved parking spaces, Life Point Church shall submit a site plan to the Village for approval by the Plan Commission and

Village Board without amendment to this Conditional Use. If the Village Board identifies the operations necessitate the need for additional parking, within 120 days of written notice from the Village, Life Point Church shall install additional parking spaces in accordance with an approved site plan.

5. Nothing in this Conditional Use approval shall prevent Life Point Church from requesting an amendment to this Conditional Use for expansion or a change in the Plan of Operation.

Randall A. Johnson extraterritorial certified survey map

Motion by Harley/Werner to recommend the Village approve the extraterritorial certified survey map, requested by Randall A. Johnson for the property located at W279S8820 Lookout Ln. in the Town of Vernon, known as VNT2090121 and VNT2090122 subject to the following condition carried:

1. Prior to Village Officials signing the Certified Survey Map, written Town of Vernon and Waukesha County approvals shall be provided to the Village Clerk.

Chapman Property change of zoning

Motion by Werner/Fairchild to recommend the Village Board authorize staff to schedule a public hearing at the January 2017 Village Board meeting to consider change of zoning from R-10 (Multiple-family District) to B-3 (Community Business District) for the Village-owned property located on the west side of STH 83 across from Black Bear Blvd carried.

Village Center Overlay Zoning District

Motion by Fairchild/Penzkover to accept the recommendation of the Economic Development Committee and recommend the Village Board authorize staff to schedule a public hearing at the January 2017 Village Board meeting to consider an ordinance to repeal and recreate of Sec. 100-153 and repeal Sec. 100-204 of the Municipal Code of the Village of Mukwonago pertaining to the creation of a Village Center Overlay Zoning District carried.

Status of amendments to Chapter 100

Kaniewski explained that with the approval of the Amendment to "Comprehensive Plan 2035", he has begun reviewing necessary zoning code amendments with the Village Attorney. There will be some property zoning changes at the same time. The immediate focus is residential districts and PUD standards. The intention is to bring the commission a preliminary draft of some of the changes by the regular January 2017 meeting.

Adjournment

Meeting adjourned at 7:17 p.m.

Respectfully submitted,

Steven Braatz, Jr.
Clerk-Treasurer