

MINUTES OF THE PLAN COMMISSION MEETING **Tuesday, January 8, 2019**

Call to Order

Chairman Winchowky called the meeting to order at 6:00 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

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

Also present: Bruce Kaniewski, Planner/Zoning Administrator
Mark Blum, Village Attorney
Linda Gourdoux, Deputy Clerk/Treasurer

Minutes

Motion made by Decker/Werner to approve the minutes of the December 11, 2018 regular meeting, carried.

Old Business

Consider recommendation to Village Board regarding amendment to Historic Preservation Commission Standards of Chapter (100) of the Municipal Code

Blum gave overview of State law and concerns addressed by Plan Commission.

Motion Penzkover/Werner to Recommend to the Village Board to Modify Municipal Code Sections 100-305 and 100-306 to comply with State law and address the membership of Historic Preservation Committee as proposed by the Village Attorney.

Motion Abruzzo/Decker to Recommend to the Village Board to eliminate the Design Sensitivity Area and/or Historic Preservation District.

Recommendation to Village Board to Approve the Sale of Property to Super Products, LLC, 130 Boxhorn Dr; part of #A477300003

Blum gave explanation for having this on the Plan Commission agenda

Motion Penzkover/Werner to Recommend to Village Board to Approve the Sale of Property to Super Products, LLC, 130 Boxhorn Dr; part of #A477300003 with regard to the overall Comprehensive Plan

New Business

Recommendation to Village Board for the 1st Phase of Chapman Farms Final Plat of Subdivision on behalf of Bielinski Homes, Inc.; MUKV 1957-997-012

Kaniewski made presentation on final plat; stressed Sandhill Ln would be a 60ft wide public right-of-way within the condominium area

John Donovan with Bielinski commented on Bielinski's willingness to continue to work with the Village to move this project forward

Motion by Decker/Werner to Recommend to Village Board for the 1st Phase of Chapman Farms Final Plat of Subdivision on behalf of Bielinski Homes, Inc; MUKV 1957-997-012, subject to Village Planner recommendations listed in letter dated January 3, 2019, carried.

1. A 60-foot wide public right-of-way within the condominium area (Sandhill Ln)
2. Approval is granted for the Chapman Farms Final Plat pursuant to the plat dated December 6, 2018 prepared by Grady L. Gosser, further subject to conditions of the approval
3. The final plat shall not be signed by Village officials and recorded until the following items are satisfied:
 - a. Comments of the WI Dept of Administration and Waukesha County are addressed on the final plat.
 - b. Comments from the Village Engineer's office and the Village Planner/Zoning Administrator (that include all Village staff comments) are addressed on the final plat
 - c. Village Board approved Developer Agreements are signed by the applicant.
 - d. A Village Board approved Storm Water Maintenance Agreement is signed by the applicant
 - e. Submittal of the required Letter of Credit(s) by the applicant, in a form approved by the Village Attorney
 - f. Submittal and approval by Village staff of Deed Restrictions and Homeowner Association Documents
 - g. Written verification from the Village Engineer's office and the Village Planner/Zoning Administrator that all required modifications have been included on the final plat.

Recommendation to Village Board for Approval of the Ralph Hibbard Extraterritorial Certified Survey Map (Heaven City Development Corporation) in the Town of Vernon; VNT 2090-997-002

Kaniewski gave overview of project

Motion by Decker/Penzkover to Recommend to Village Board for Approval of Ralph Hibbard Extraterritorial Certified Survey Map (Heaven City Development Corporation) in the Town of Vernon; VNT 2090-997-002, carried

Recommend to Village Board for Approval of Instrument Development Corporation, Site Plan and Architectural Review for 810 and 820 Swan Dr to Construct an Industrial Addition; MUKV 1970-987 and MUKV 1970-998-007

Kaniewski gave overview of project

Bill Matthews, Anderson Ashton, gave detailed overview of project

Motion Penzkover/Decker to Recommend to Village Board for Approval of Instrument Development Corporation, Site Plan and Architectural Review for 810 and 820 Swan Dr to Construct an Industrial Addition; MUKV 1970-987 and MUKV 1970-998-007 with the following Village Planner recommendations in the letter dated January 2, 2019; and applicant expanding an existing parking lot without curb and gutter; and applicant widening proposed drive off of Holz Parkway, carried

1. Site Plan and Architectural Review approval for the construction of an addition of approximately 25,500 square feet along with associated site improvements on behalf of Instrument Development Corporation shall be subject to all plans and information submitted by the applicant, CJ Engineering, Anderson Ashton, Inc. and other sub consultants with all plans and information on file in the office of the Zoning Administrator. The plans may be modified with the approval of the Zoning Administrator and 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 and design of the site shall remain unchanged.
2. Pursuant to Section 100-402 (f)(5)b. of the Municipal Code (Zoning Ordinance), the Plan Commission approved a waiver to the requirement to install curb and gutter surrounding the new parking lot.
3. Pursuant to Section 100-402 (b)(3) of the Municipal Code (Zoning Ordinance), the Plan Commission approved a reduction of the amount of provided on-site parking spaces. Should the Village of Mukwonago identify that additional parking spaces are needed for the entire facility, within 60 days' notice from the Village applicant shall submit application and all necessary plans for approval of the additional parking spaces. Said additional parking shall be completed within 180 days of the notice from the Village.
4. Prior to the issuance of a building permit to raze the building with an address of 810 Swan Dr and any other site construction to prepare the site for the addition, the following shall occur:
 - a. Submittal of and Village approval of a Certified Survey Map combining three properties; the adjacent Village owned property, 810 Swan Dr and 820 Swan Dr
 - b. Final Village Board approval of transfer of adjacent Village owned land to the applicant pursuant to the terms of transfer completed by the applicant. Filing of transfer documents should occur concurrently with recording of the Certified Survey Map
 - c. The recording of a Developers Agreement as approved by the Village Board and signed by the applicant. The Developer's Agreement shall include responsibilities of the applicant to restore the Holz Partway multi-use trail immediately after construction of the Holz Parkway access drive, as part of the approved site plan.
 - d. The recording of a Storm Water Maintenance Agreement as approved by the Village Board and signed by the applicant. Prior to approval of the agreement, a complete storm water management plan shall be approved by the Village Engineer.
 - e. Submittal by the applicant for approval of the Village Attorney of a timeframe and sequence of events to remediate existing soil contamination.
5. Prior to the start of any site construction or issuance of a building permit for the addition, whichever occurs first, the following shall occur:
 - a. All final site development plans shall be consistent with the plans noted in Condition No. 1 and as modified pursuant to points listed within this Condition No. 5.
 - b. Approval of the site construction and building plans by the Fire Chief, which may include, but are not limited to, Knox Box and notification requirements, internal fire suppression, external fire department connection location and hydrant locations.

- c. Approval of the site construction plans by the Utilities Director, especially approval of construction drawings of new Village sanitary sewer and/or water supply connections to the addition, along with proper abandonment of existing connections no longer needed.
 - d. Approval of building plans by the Supervisor of Inspections after receipt of approval of building plans by the State of Wisconsin.
 - e. The Supervisor of Inspections, the Utilities Director, the Public Works Director and the Village Engineer shall approve all site engineering and utility plans and documents, including a complete Erosion Control Plan.
 - f. Approval by the Zoning Administrator of a dumpster enclosure detail, final landscape plan and final site lighting plan. The final landscape plan shall include an inventory and remediation plan if needed of existing trees to be removed, pursuant to Section 34-146 of the Village Municipal Code.
 - g. Approval of building plans shall include appropriate locations of the external mechanical equipment to be placed hidden from view from neighboring properties, as approved by the Zoning Administrator.
 - h. Approval of directional, no parking signs and other on-site traffic control signs locations by the Police Chief, which also may include pavement markings.
6. Furthermore, in addition to the requirements within Condition No 5, before any site construction all Village Department Heads shall verify in writing, they have approved the final plans and drawings within their purview; a pre-construction meeting shall be held with the applicant's representatives and contractors, and Village Department Heads and representatives; and all required fees owed by the applicant shall be paid to the Village.
 7. 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 submitted and approved plans.
 - b. Completion of the building in accordance with approved plans and all applicable codes.
 - c. Completion of paving of driveways and parking lots, including parking space pavement markings and all other pavement markings including handicapped parking signs, and installation of on-site traffic control signs.
 - d. Completion of all utility connections.
 8. Prior to final occupancy permit, which shall be issued no later than 120 days after any temporary occupancy permit, the following shall occur:
 - a. Completion of all items required in Condition No 5
 - b. Installation of dumpster enclosure, site lighting and site landscaping, as shown on approved plans.
 9. All on-site signs (freestanding and wall signs) shall be approved by separate review and permit.

Recommend to Village Board for C & H Wolf Run, LLC Site Plan and Architectural Review Approval for Southwest Corner of STH 83 and Wolf Run to Construct a Retail Store for Verizon; MUKV 2015-997-006

Kaniewski presented project overview

Jay Campbell, Campbell Construction JD Inc. and David Hazenfield, H2C Commercial gave project overview

Motion Abruzzo/Decker to Recommend to Village Board for C & H Wolf Run, LLC Site Plan and Architectural Review Approval for Southwest Corner of STH 83 and Wolf Run to Construct a Retail Store for Verizon; MUKV 2015-997-006 with the following Village Planner recommendations in letter dated January 3, 2019, carried; Penzkover abstained from vote

1. Site Plan and Architectural Review approval for the construction of an addition of a 3,000 square feet retail building with associated site improvements at the southwest corner of STH 83 and Wolf Run shall be subject to all plans and information submitted by the property owner, Endpoint Solutions, Schroeder Holt Architects and other sub consultants with all plans and information on file in the office of the Zoning Administrator. The plans may be modified with the approval of the Zoning Administrator and 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 and design of the site shall remain unchanged.
2. Prior to the start of any site construction or issuance of a building permit, whichever occurs first, the applicant and/or property owner shall submit to the Village Zoning Administrator written concurrence from the neighboring property owner regarding shared access and the shared dumpster enclosure location
3. Prior to the start of any site construction or issuance of a building permit, whichever occurs first, the applicant and/or property owner shall sign the agreement with the Village allowing the owner to construct the Wolf Run median opening.
4. Prior to the start of any site construction or issuance of a building permit, whichever occurs first, the following shall occur:
 - a. All final site development plans shall be consistent with the plans noted in Condition No 1 and as modified pursuant to points listed within this Condition No. 4.
 - b. Approval of the site construction and building plans by the Fire Chief, which may include, but are not limited to Knox Box and notification requirements, internal fire suppression, external fire department connection location and hydrant locations.
 - c. Approval of the site construction plans by the Utilities Director, especially approval of construction drawings of new Village sanitary sewer and/or water supply connections to the building
 - d. Approval of building plans by the Supervisor of Inspections after receipt of approval of building plans by the State of Wisconsin
 - e. The Supervisor of Inspections, the Utilities Director, the Public Works Director and the Village Engineer shall approve all site engineering and utility plans and documents, including a complete Erosion Control Plan.
 - f. Approval by the Zoning Administrator of the final landscape plan and final site lighting plan
 - g. Approval of building plans shall include appropriate locations of the external mechanical equipment to be placed hidden from view from neighboring properties, as approved by the Zoning Administrator.
 - h. Approval of directional, no parking signs and other on-site traffic control signs locations by the Police Chief, which also may include pavement markings.
5. Furthermore, in addition to the requirements within Condition No 4, before any site construction all Village Department Heads shall verify in writing they have approved the final plans and drawings within their purview; a pre-construction meeting shall be held with the applicant's representatives and contractors, and Village Department

Heads and representatives; and all required fees owed by the applicant shall be paid to the Village.

6. 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 submitted and approved plans.
 - b. Completion of the building in accordance with approved plans and all applicable codes.
 - c. Completion of paving of driveways and parking lots, including parking space pavement markings and all other pavement markings including handicapped parking signs, and installation of on-site traffic control signs.
 - d. Completion of all utility connections.
7. Prior to final occupancy permit, which shall be issued no later than 120 days after any temporary occupancy permit, the following shall occur:
 - a. Completion of all items required in Condition No 6.
 - b. Installation of dumpster enclosure, site lighting and site landscaping, as shown on approved plans
8. All on—site signs (freestanding and wall signs) shall be approved by separate review and permit.

Adjournment

Meeting adjourned at 7:14 p.m.

Respectfully Submitted,

Linda Gourdoux
Deputy Clerk/Treasurer