

Village of Mukwonago  
**REGULAR PLAN COMMISSION MEETING**  
Notice of Meeting and Agenda  
***Tuesday, October 8, 2019***

Time: **6:30 p.m.**

Place: **Mukwonago Municipal Building/Board Room, 440 River Crest Court**

1. Call to Order
2. Roll Call
3. Approval of minutes for the September 10, 2019 regular meeting

4. Public Hearings

*All persons interested in making comments about any of the public hearing items will be heard. Formal petitions and written comments regarding any of the public hearing items may be submitted tonight. During the public hearing(s), if you wish to be heard, the Plan Commission asks that you begin by stating your name and address, speak for no more than three minutes and attempt to avoid duplication. Each person speaking at the public hearing must sign the Public Hearing Appearance sign-in sheet before speaking. The sign-in sheet is available on the table located at the back of the room.*

- A. Public Hearing for a Conditional Use for an Indoor Performance Theater located at 114 Lake St; MUKV 1973-968; Patrick Hitt, Black Box Studio Theater Company, Applicant
- B. Public Hearing for a Conditional Use for a Religious Assembly Use (Church) located at 305 Eagle Lake Ave; MUKV 1974-922; Branches Church, Applicant

5. New Business

*Discussion and Possible Action on the Following Items:*

- A. Recommendation to the Village Board for approval of a Conditional Use Permit for an Indoor Live Performance Theater use out of an existing photography studio building, located at 114 Lake St; MUKV 1973-968; Patrick Hitt, Black Box Studio Theater Company, applicant
- B. Recommendation to the Village Board for approval of a Conditional Use Permit for a religious assembly use (church use) out of an existing storefront located at 305 Eagle Lake Avenue; MUKV 1974-922; Reverend Karen Scheel, Branches Church, applicant.
- C. Recommendation to the Village Board for approval of a Site Plan and Architectural Review of two proposed additional structures at 700 Swan Dr; MUKV 1970-998-017; Anthony Bassett, Bassett Holdings Group (Mukwonago Mini Storage), applicant.
- D. Recommendation to the Village Board for approval of a CSM combining four parcels into one parcel at 915 Main St; MUKV2009965001, MUKV2010977, MUKV2009965002, MUKV2010978; Mikko Erkamaa, applicant. (The Pointe Apartments)

- E. Recommendation to the Village Board for Extraterritorial Review (outside City limits, and within 1.5 miles) of one lot Certified Survey Map to combine two adjacent properties on East side of East Shore Drive in the Town of East Troy; Parcel #s P ET 900008 and PMGH 00001
- F. Recommendation to the Village Board for approval of a sign proposed for Village Property at Field Park.

## 6. Adjournment

10/03/19

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Clerk's Office, 440 River Crest Court, (262) 363-6420, Option 4.

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

### **Tuesday, September 10, 2019**

#### **Call to Order**

Deputy Clerk Gourdoux 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: Jim Decker  
Joe Abruzzo  
John Meiners  
Jason Wamser  
Ken Werner

Commissioners excused: Fred Winchowky, Chairman  
Robert Harley

Also present: Ben Kohout, Planner/Zoning Administrator  
Linda Gourdoux, Deputy Clerk/Treasurer

#### **In the Absence of the Chair, Gourdoux asked for a motion to nominate Chair Pro Tem.**

Motion made by Wamser/Decker to nominate Abruzzo as Chair, carried

#### **Minutes**

Motion made by Decker/Meiners to approve the minutes of the August 13, 2019 regular meeting, carried.

Chair Abruzzo stated that there were no Public Comments listed on the evenings agenda.

A motion by Meiners/Decker to allow Public Comment for 5 minutes, carried

Open Public Comments at 6:32 p.m.

Hilgert; W304S10460 Lakeview Dr – Spoke against development of MUKV 1979-992 and MUKV 1979-991

Ziegla ; N8740 Pickeral Lake Rd– Spoke against development of MUKV 1979-992 and MUKV 1979-991

Staccia; W360S9980 Markham Rd - Spoke against development of MUKV 1979-992 and MUKV 1979-991

Rooker; 527 Brockway Dr - Spoke against development of MUKV 1979-992 and MUKV 1979-991

Jagmin; 415 Lake St - Spoke against development of MUKV 1979-992 and MUKV 1979-991

Closed Public Comments at 6:40 p.m.

#### **New Business**

*Discussion and Possible Action on the Following Items:*

**Recommendation to the Village Board for Zoning District Boundary Change (rezoning) from A-1 Agricultural District with existing Floodplain Overlay, to R-5 Low Density Multi-Family Residential District with existing Floodplain Overlay for Vacant property on the South Side of County Highway LO, approx. 700 feet East of County Highway I, on behalf of Greg Petruski of Infinity Development, LLC. Property owner: Tekaver; MUKV 1979992 AND MUKV 1979991**

Kohout gave overview of project

Motion by Decker/Meiners to Recommend to Village Board to approve Zoning District Boundary Change (rezoning) from A-1 Agricultural District with existing Floodplain Overlay, to R-5 Low Density Multi-Family Residential District with existing Floodplain Overlay for Vacant property on the South Side of County Highway LO, approx. 700 feet East of County Highway I, on behalf of Greg Petruski of Infinity Development, LLC. Property owner: Tekaver; MUKV 1979992 AND MUKV 1979991, with an extension granted to September 19, 2019, carried.

**Recommendation to the Village Board for Site Plan and Architectural Review as a Conditional Use for Planned Unit Overlay District Proposal (PUD) for Vacant property on the South Side of County Highway LO, approx. 700 feet East of County Highway I, on behalf of Greg Petruski of Infinity Development, LLC. Property owner: Tekaver; MUKV 1979992 AND MUKV 1979991. Proposal is for ten (10) side by side condominiums (duplexes) for 20 total units sharing a private cul de sac drive**

Petruski, Infinity Development, LLC, gave overview of project

Kohout gave overview of project

Motion by Decker/Meiners to Recommend to Village Board to approve for Site Plan and Architectural Review as a Conditional Use for Planned Unit Overlay District Proposal (PUD) for Vacant property on the South Side of County Highway LO, approx. 700 feet East of County Highway I, on behalf of Greg Petruski of Infinity Development, LLC. Property owner: Tekaver; MUKV 1979992 AND MUKV 1979991. Proposal is for ten (10) side by side condominiums (duplexes) for 20 total units sharing a private cul de sac drive, with the recommendations of the planner's memo dated August 28, 2019, with the proposed public trail easement listed in 3e to be on the private side of the ultimate right-of-way of CTH LO, carried.

Approval with conditions. Staff finds the proposed density conforms with the Comprehensive Land Use Plan (10 dwelling units per acre requirement) with the proposed accompanying R-5 rezoning request. The wetland areas which dominate the property are addressed by the applicant with a design that aims to move all development as far away as possible by shifting all proposed development closer to County Highway LO. Staff thinks the proposal conforms to previous considerations by the Plan Commission during the previously mentioned meetings.

The proposed 26 feet wide private roadway is designed to accommodate two-way traffic, with parking restricted to one side. The proposed cul de sac is designed to accommodate current Village of Mukwonago Fire Department standards and Staff has no concerns over the proposed design specifications provided on the plan set.

One important consideration by the Commission should be the overall distance of the proposal from County Highway LO. The proposal of 23.5 feet from the ultimate right-of-way is relatively close, as there are no other proposed developments along County Highway LO within the Village at this distance. However, with a proper landscaping proposal to screen with year-round greenery, the visual aesthetics may be able to be improved. Staff would like to see an amended landscaping plan, showing this. This is a relatively minor concern.

Therefore, I am recommending approval with the following conditions:



1. Site Plan and Architectural Review approval for the ten duplex development commonly referred to as "Phantom Lake Preserve" shall be subject to all plans and information submitted for the application by Infinity Development, LLC., dated August 2, 2019, with all plans and information on file in the office of the Zoning Administrator. The plans may be further modified to conform to other conditions of approval; the site and construction drawings may be modified with the approval of the Village Engineer and other Village staff, the building and floor 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. PUD, Site Plan and Architectural approval are valid for a period of one (1) year from date of Village Board approval. A new application and subsequent required filings as required by ordinance shall be submitted for consideration if no building permit is applied for during said time frame.
3. 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 on Conditions No. 1 or as modified.
  - b. Approval by the Village Board of a Developer's Agreement and a Storm Water Maintenance Agreement.
  - c. Village Board acceptance of any necessary utility easements prepared by the applicant.
  - d. Final Written approval from the Waukesha County Highway Department for county highway access.
  - e. Village Staff to review and approve design of a pedestrian trail extending the width of the property frontage within right of way, to eventually connect to the East, or on the private property, with an easement granted to the Village of perpetual trail easement.
  - f. Approval of 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, hydrant locations.
  - g. Approval of building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
  - h. The Village Engineer, the Utilities Director and the Public Works Director shall approve all site engineering and utility plans and documents, including a complete Erosion Control Plan.
  - i. Approval by the Police Chief of placement and type of traffic control signs and any pavement striping.
  - j. Approval of a final landscaping plan and exterior lighting cut sheets plan by the Zoning Administrator.
  - k. The holding of a pre-construction meeting between the applicant, applicant's engineer and contractors and applicable Village staff.
  - l. All require review fees and charges due to the Village of Mukwonago shall be paid.
4. Prior to temporary occupancy issuance, and if needed, prior to final occupancy permit for any of the ten buildings, the following shall occur:

- a. Completion of all site grading and storm water management facilities in accordance with submitted plans.
- b. Completion of the building in accordance with approved plans and all applicable codes.
- c. Completion of paving of driveways leading from the private drive from the intersection with CTH LO to adjacent to the building.
- d. Connection of the building to sanitary sewer and a public water supply.
5. Prior to final occupancy permit, which shall be issued no later than 120 days after any temporary occupancy permit for any of the six buildings, the following shall occur:
  - a. Completion of all items required in Condition No. 3.
  - b. Completion of final paving of the private drive and striping to be completed as indicated on the site plan.
  - c. Installation of all site landscaping as shown on approved plans.
6. The private drive shall always be properly maintained to allow clear accessibility for emergency vehicles.
7. The entire site shall always be properly maintained, kept clear of debris. All landscaping shall always be properly maintained; dead or diseased planting shall be replaced within the next appropriate planting season.
8. The applicant shall install no parking signs along one side of the private drive, unless requested by the Fire Chief and/or Police Chief.
9. Any sign for the development shall comply with requirements of Chapter 64 of Village Municipal Code (Sign Code).

**Recommendation to the Village Board for Concept Review of Proposed Additional 20 Units of existing Residential Care Apartment Complex at 210 McDivitt Ln; MUKV 2012-215-002; Kristopher Kiefer, applicant**

Kiefer, Castle Senior Living, gave overview of project

Roberts, JSD Professional Services, Inc. gave overview of project

Kohout gave overview of project

Commission had no issues with concept. Informed Kiefer, applicant, to proceed with concept to bring more finalized plans to Commission.

**Recommendation to the Village Board for Site Plan and Architectural Review of two proposed additional structures at 700 Swan Dr; MUKV 1970-998-017; Anthony Bassett, applicant**

Bassett, Rigibore, gave overview of project

Kohout gave overview of project; Staff had concerns with perimeter pathway as shown

Motion by Wamser/Decker to table Site Plan and Architectural Review until the October 8, 2019 meeting, carried

**Adjournment**

Meeting adjourned at 7:36 p.m.

Respectfully Submitted,

Linda Gourdoux

Deputy Clerk/Treasurer

**NOTICE OF PUBLIC HEARING BEFORE THE VILLAGE OF MUKWONAGO PLAN  
COMMISSION TO CONSIDER AN APPLICATION FOR A CONDITIONAL USE FOR AN  
INDOOR PERFORMANCE THEATER  
(114 LAKE ST)**

Please take notice there will be a public hearing before the Plan Commission of the Village of Mukwonago in the Board Room of the Village Hall, 440 River Crest Court, Mukwonago, Waukesha and Walworth Counties, on Tuesday, October 8, 2019, commencing at 6:30 P.M. or soon thereafter to consider the following matter:

**REGARDING:** Consider a request for an indoor theater as a Conditional Use pursuant to Section 100-53 of the Village Municipal Code (a/k/a Zoning Ordinance). A Conditional Use may be considered for an indoor theater pursuant to Section 100-157, Permitted and Conditional Uses of B-2 District. Applicant is proposing to conduct theater performances on the property at 114 Lake Street, with the base zoning district of B-2, General Business District.

**TAX KEY/LOCATION:** Part of MUKV 1973968, located on the North side of Lake St., approximately 220 feet west of the intersection of Lake St. and N. Rochester Street.

**OWNER:** Patrick Hitt.

**APPLICANT:** Patrick Hitt, Black Box Studio Theater Company,  
114 Lake St., Mukwonago, WI 53149

**LEGAL DESCRIPTION:**

Lots 3 & 4 CSM No. 3406, as Recorded in Volume 25, Page 351 of the Waukesha County Register of Deeds office, all located in Part of the NE ¼ of Sec. 26, Twp. 5 N., Rge. 18E, All in Village of Mukwonago, County of Waukesha, State of Wisconsin.

The proposal may be viewed at Village Hall, 440 River Crest Court, Mukwonago, WI during business hours.

All interested parties will be heard. Written comments will be accepted up to the time of the hearing. For more information, please contact Ben Kohout, Village Planner, at (262) 363-6420 x. 2111, or [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com).

**NOTICE OF PUBLIC HEARING BEFORE THE VILLAGE OF MUKWONAGO PLAN  
COMMISSION TO CONSIDER AN APPLICATION FOR A CONDITIONAL USE FOR A  
RELIGIOUS ASSEMBLY USE (CHURCH)  
(305 EAGLE LAKE AVENUE)**

Please take notice there will be a public hearing before the Plan Commission of the Village of Mukwonago in the Board Room of the Village Hall, 440 River Crest Court, Mukwonago, Waukesha and Walworth Counties, on Tuesday, October 8, 2019, commencing at 6:30 P.M. or soon thereafter to consider the following matter:

**REGARDING:** Consider a request for a religious assembly use as a Conditional Use pursuant to Section 100-53 of the Village Municipal Code (a/k/a Zoning Ordinance). A Conditional Use may be considered for a place of religious assembly pursuant to Section 100-157, Permitted and Conditional Uses of B-2 District. Applicant is proposing to conduct a church use on the property at 305 Eagle Lake Avenue, with the base zoning district of B-2, General Business District.

**TAX KEY/LOCATION:** Part of MUKV 1974922, located on the Southwest corner of the intersection of Eagle Lake Avenue and Westside Avenue.

**OWNER:** M&V Rentals of Mukwonago, LLC

**APPLICANT:** Branches Church, 305 Eagle Lake Ave., Mukwonago, WI 53149

**LEGAL DESCRIPTION:**

ALL THAT PART OF THE SOUTHEAST $\frac{3}{4}$  AND THE SOUTHWEST $\frac{3}{4}$  OF THE NORTHWEST $\frac{3}{4}$  OF SECTION 26, TOWN 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:  
COMMENCING AT THE INTERSECTION OF THE EAST RIGHT OF WAY LINE OF GIBSON STREET AND THE SOUTHERLY RIGHT OF WAY LINE OF S.T.H. "99"; THENCE NORTH 76 DEGREES 30 MINUTES 00 SECONDS WEST ALONG SAID SOUTHERLY RIGHT OF WAY LINE 379.50 FEET TO THE NORTHWEST CORNER OF A.H. GIBSON PLAT OF MUKWONAGO AND TO THE PLACE OF BEGINNING OF THE PARCEL HEREINAFTER DESCRIBED; THENCE CONTINUING NORTH 76 DEGREES 30 MINUTES 00 SECONDS WEST ALONG THE AFOREMENTIONED SOUTHERLY RIGHT OF WAY LINE 330.00 FEET; THENCE SOUTH 04 DEGREES 04 MINUTES 10 SECONDS WEST 168.2 FEET; THENCE SOUTH 86 DEGREES 30 MINUTES 30 SECONDS EAST 315.00 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE

OF WEST SIDE AVENUE; THENCE NORTH 09 DEGREES 30 MINUTES 00 SECONDS EAST  
ALONG SAID WEST LINE 111.50 FEET TO THE PLACE OF BEGINNING .

The proposal may be viewed at Village Hall, 440 River Crest Court, Mukwonago, WI during  
business hours.

All interested parties will be heard. Written comments will be accepted up to the time of  
the hearing. For more information, please contact Ben Kohout, Village Planner, at (262)  
363-6420 x. 2111, or [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com).

Diana Dykstra  
Deputy Clerk

To be published: September 24, 2019 AND  
October 1, 2019

Village of  
**Mukwonago**  
Office of the Village Planner

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440 River Crest Court, Mukwonago, Wisconsin 53149 -Tel. (262) 363-6420x2111-Fax (262) 363-6425 -planner@villageofmukwonago.com

September 27, 2019

Fred Winchowky, Village President  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

Re: 114 Lake Street  
Theater and Assembly Conditional Use  
B-2 Zoning District with Village Center – Retail District Overlay

Dear President Winchowky and Members of the Plan Commission:

Patrick Hitt, of Black Box Studio Company, has applied for a Conditional Use Approval Review for a desired assembly (theater use) out of an existing Photography Studio Building at 114 Lake Street.

The 0.31-acre property is located at the north side of Lake Street, approximately 200 feet west of intersection of N. Rochester Street (State Highway 83) and Lake Street. The property is a commercial property consisting of a non painted parking area along the western portion of the property (able to accommodate approximately six stacked parking spaces and a one story single commercial structure. The property is zoned as B-2, General Business District with a Village Center – Retail District Overlay District. A theater use is a conditional use in the B-2 Zoning District and in the Village Center Overlay – Retail Center District.

### **Proposal**

The proposed use is envisioned to be a performance hall, with occasional shows offered throughout the year in a space designed with ten tables and five seats per table, facing a stage, per the submitted proposal. The building space occupied is roughly 4,000 square feet.

### **Zoning Review**

The proposed use is to be contained entirely within the structure space. No outside activities are requested with the application and if any outside activities are to be contemplated, the applicant shall be present during the meeting on October 8 to address any questions or concerns of the Commission. As far as zoning standards are concerned, Staff is primarily focused on occupancy loads for the structure (maximum numbers of persons at any one time) and numbers of parking spaces for the use.

Regarding occupancy, the building inspector will need to review a dimensioned building plan layout to review proper occupancy, fire egress and other building code standards prior to formal occupancy. Staff understands there may currently be space utilized and no approvals to date have been granted by the Village for such usage. Staff reviewed Sections 100-152 (B-1 Zoning District), 100-402 (Parking Standards) and 100-153 (Village Center Overlay Zoning District).

Regarding Parking Standards, the theater assembly use requires one space per three seats based on maximum capacity of the facility, plus one space per employee.

However, the Village Ordinance states that within the Village Center Overlay – Retail Center Sub District, any business approved as a conditional use may be required to provide accessory off-street parking if the plan commission finds that the parking demand of the use is greater than would be needed if a permitted use occupied the business space.

At the proposed 50 person maximum desired occupancy, this would require a total of 47 parking spaces. This equates to 17 parking spaces for the patrons, plus 30 spaces for the actors and crew and volunteer staff (counted as employees). The existing 6 on site spaces are not adequate to accommodate this load.

In this regards, there is a lack of off-street parking and the Code provisions point to requiring off-street parking. Plan Commission will need to determine if the Code provisions meant to support downtown businesses generally under 2,500 square feet can be applied in this case, where the structure may have a net floor area of under 2,500 square feet, and could meet the above mentioned Village Center Overlay District provision for granting of reduction in required parking.

Staff finds the proposed business model would aim to target evening performances, when many of the storefronts in the Village may be closed and dark and would open up the necessary required number of parking stalls. In addition, the attraction of an evening downtown venue is generally supported with the spirit of the Village Center Overlay District Ordinance.

Therefore, staff opines this use may be warranted, with the spirit of the ordinance being met for this proposed use and associated business plan narrative at this location.

### **Recommendation for Conditional Use**

I recommend approval of Conditional Use for theater assembly use with the conditions listed below.

1. Approval will be unique to the applicant and this proposal only.
2. Prior to final occupancy permit, the following shall occur:
  - a. A building permit and accompanying plan set required by the Village Standards for occupancy for religious assembly shall be applied for and approved by the Building Inspector.
  - b. The Fire Chief shall review said permit for compliance with all Fire Codes and shall furnish Building Inspector and applicant with findings.
3. A sign permit shall be applied for and approved by the Village of Mukwonago prior to being installed.
4. At least one Handicap stall shall be provided in compliance with ADA recommendations, providing safe entrance into the structure, and shall be provided on the property.

Village of Mukwonago  
440 River Crest Ct  
Mukwonago, WI 53149  
Phone: (262) 363-6420  
Fax: (262) 363-6425  
www.villageofmukwonago.com

**VILLAGE OF MUKWONAGO**  
**CONDITIONAL USE PERMIT APPLICATION**  
**Application Fee: \$450**

Date Submitted: 9/10/19

RECEIVED  
SEP 10 2019  
BY: \_\_\_\_\_

**CONTACTS**

**Zoning and Planning Department**  
Contact:  
Phone: (262) 363-6420 ex 2111  
Fax: (262) 363-6425  
Email: planner@villageofmukwonago.com

**GUIDELINES**

The undersigned petition is to consider a request, as stated herein, for the specified parcel(s) of land and will be reviewed by the Plan Commission and Village Board of the Village of Mukwonago.

Conditional use applications require a public hearing. To ensure the public hearing will be properly advertised, the application must be submitted **at least 30 days prior to the meeting** in which the Plan Commission will hold the public hearing. The Plan Commission meets on the second Tuesday of each month at 6:30 p.m.

Materials listed on page 3 must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 100-354 and other pertinent sections of Village ordinances, WI Stats. 62.23, and as necessary to permit review that is consistent with proper planning practice. The Village will strive to accommodate reasonable requests for informal preliminary staff review, however the Village shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

Mail completed applications to: Village Planner  
ATTN: Conditional Use Permits  
440 River Crest Ct  
Mukwonago, WI 53149  
Deliver to: Village Clerk's Office  
440 River Crest Ct  
Email to: planner@villageofmukwonago.com

Complete, accurate and specific information must be entered. Please Print.

**APPLICANT (Full Legal Name)**

Name: PATRICK HITT  
Company: BLACK BOX STUDIO THEATER COMPANY  
Address: 1124 LAKE ST City: MUKWONAGO State: WI Zip: 53149  
Daytime Phone: 262-470-3940 Fax: \_\_\_\_\_  
E-Mail: BLACKBOXSTUDIOTHEATER@gmail.com



**APPLICANT IS REPRESENTED BY (Full Legal Name)**

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Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**ARCHITECT**

---

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**PROFESSIONAL ENGINEER**

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Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**REGISTERED SURVEYOR**

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Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**CONTRACTOR**

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Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

## PROPERTY AND PROJECT INFORMATION

Present Zoning: B2 Tax Key No(s): \_\_\_\_\_  
Address/Location: 114 LAKE ST. MUKWONGO, WI 53149

A. I/We request a conditional use permit for:

USE OF THE LOCATION AS A THEATER TO  
PRESENT PRESENT PLAY PERFORMANCES AND OTHER  
EVENTS AS MENTIONED BELOW.

B. The property is presently used as:

A PHOTO STUDIO

C. Name of Architect, Professional Engineer, or Contractor: \_\_\_\_\_

D. Project Timetable: Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

E. All of the Proposed Use(s) of the property will be:

Principal Use THEATRICAL PERFORMANCES

Secondary Use MEETINGS AND REHEARSALS

Accessory Use \_\_\_\_\_

F. I/We represent that I/we have a vested interest in this property in the following manner:

☒ Owner

☐ Leasehold. Length of Lease: \_\_\_\_\_

☐ Contractual. Nature of contract: \_\_\_\_\_

☐ Other. Please explain \_\_\_\_\_

## PROCEDURAL CHECKLIST FOR CONDITIONAL USE REVIEW AND APPROVAL

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This form is designed to be a guide for submitting a complete application for a conditional use.

### Application Submittal Packet Requirements for Village and Applicant Use (Check off List)

#### Application:

- ☒ Completed application form including the procedural checklist and justification of the proposed conditional use.
- ☒ Application fee: \$450
- ☐ Agreement for Reimbursable Services (separate application)

#### Required site drawings:

- ☐ Survey of the property
- ☐ Landscape plan
- ☐ Parking plan (including parking computations)
- ☐ Lighting plan (including photo metrics)
- ☐ Proposed location and connection to the sanitary sewer and water mains
- ☐ Drainage plan (if applicable)
- ☐ All building elevations
- ☐ Floor plans

#### Other Documents:

- ☐ Plan of operation/proposal
- ☐ Overview of the adjoining lots (including list of parcel identification numbers and names and mailing addresses of the current owners for all properties within 300 feet of the subject property)
- ☐ **Electronic Submittals are required.** Email (or CD ROM) with all plans and submittal materials in Adobe PDF to [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com).
- ☐ Any additional information as determined by Village staff

## JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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The Plan Commission and Village Board of the Village of Mukwonago will base their decisions on the category standards listed below. It is in the best interest of the applicant to base their presentation on the same applicable set of standards when presenting their petition. **Applicant: Please fill out ALL of the questions. Use additional sheets of paper if needed.**

- A. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the Village of Mukwonago Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village?

APPEALS TO THE DESIRES AND BENEFITS OF THE  
COMMUNITY, OFFERING THE OPPORTUNITY FOR  
CITIZENS TO PARTICIPATE IN PERFORMING ARTS,  
AND TO GIVE THE COMMUNITY A PLACE FOR  
QUALITY ENTERTAINMENT AND ENJOYMENT.

- B. How is the proposed conditional use, in its specific location, in harmony with the purposes, goals, objectives, policies and standards of the Village of Mukwonago Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village?

IN HARMONY WITH THE GOALS SET IN CHAPTER 10 OF  
THE MCP FOR DOWNTOWN LAND USE, IMPROVING THE  
DOWNTOWN AREA, OFFERING THE ADDITION OF  
THEATRICAL ENTERTAINMENT AND THE ARTS TO  
THE DOWNTOWN AREA.

- C. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 100-354 (a), (b), and (c)), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the Village or other governmental agency having jurisdiction to guide development?

ANY EVENTS HELD AT THE BLACK BOX WOULD TAKE PLACE IN THE EVENINGS AND ON SUNDAY AFTERNOONS, WHEN CITIZENS BANK IS CLOSED. I HAVE RECEIVED PERMISSION FROM THE BANK TO USE THEIR TWO LARGE PARKING LOTS WHENEVER NEEDED.

- D. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

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- E. Is the proposed conditional use located in an area that will be adequately served by and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

YES

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- F. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Sections 100-354 (e)(1) and (2)), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

YES

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## CERTIFICATION

Applicant hereby certifies that:

1. All of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.
2. Affirms that no Village of Mukwonago elected or appointed official or employee has a proprietary interest in the above referenced property for which this applications being filed (except as stated below under "Exceptions").
3. None of the above referenced individuals has been promised or given any contract for consultation, planning or construction in relation to this project (except as stated below under "Exceptions").
4. Applicant has read and understands all information in this packet.

Applicant further understands the policies of the Village regarding change of zonings and property development. Conditions of the resolution regarding all approvals are strictly followed. Certificates of Occupancy are not given until all conditions of approval have been met

By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing pursuant to Section 943.13 WI Stats.

*(The applicant's signature must be from a Managing Member if the business is an LLC, or from the President or Vice President if the business is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below, and a signed property owner's authorization letter may be provided in lieu of the property owner's signature[s] below. If more than one, all of the owners of the property must sign this Application).*

  
\_\_\_\_\_  
Signature - Property Owner  
PAT HITT - OWNER  
Name & Title (PRINT)  
9/10/19  
Date

  
\_\_\_\_\_  
Signature - Applicant  
PAT HITT - OWNER  
Name & Title (PRINT)  
9/10/19  
Date

\_\_\_\_\_  
Signature - Property Owner

\_\_\_\_\_  
Name & Title (PRINT)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - Applicant's Representative

\_\_\_\_\_  
Name & Title (PRINT)

\_\_\_\_\_  
Date

FOR OFFICE USE ONLY			
Date Paid <u>9/10/19</u>	Receipt #	Date(s) Notice Published	Date Notices Mailed
Public Hearing Date	Plan Commission Date(s)	Village Board Date(s)	Resolution Number
Escrow Required? <input type="checkbox"/> Yes <input type="checkbox"/> No		Escrow Amount	
Plan Commission Disposition			
Village Board Disposition			

## BLACK BOX OPERATING PLAN

AUDIENCE - 50 PEOPLE MAX.

ACTORS AND CREW - 20 PEOPLE MAX.

VOLUNTEER STAFF - 10 PEOPLE MAX.

PERFORMANCES - 4 SHOWS PER YEAR

6 PERFORMANCES PER SHOW

(2 WEEKENDS PER SHOW - FRIDAY, SATURDAY 6:30-9:30 PM)  
SUNDAY 2:00-5:00 PM

= TOTAL 24 PERFORMANCES

REHEARSALS - MON - THURS EVE 6:30-9:30 PM

(USUALLY 5-6 WEEKS PRIOR TO PERFORMANCES)

SHOWS WILL BE PER SEASON - WINTER, SPRING, SUMMER, FALL

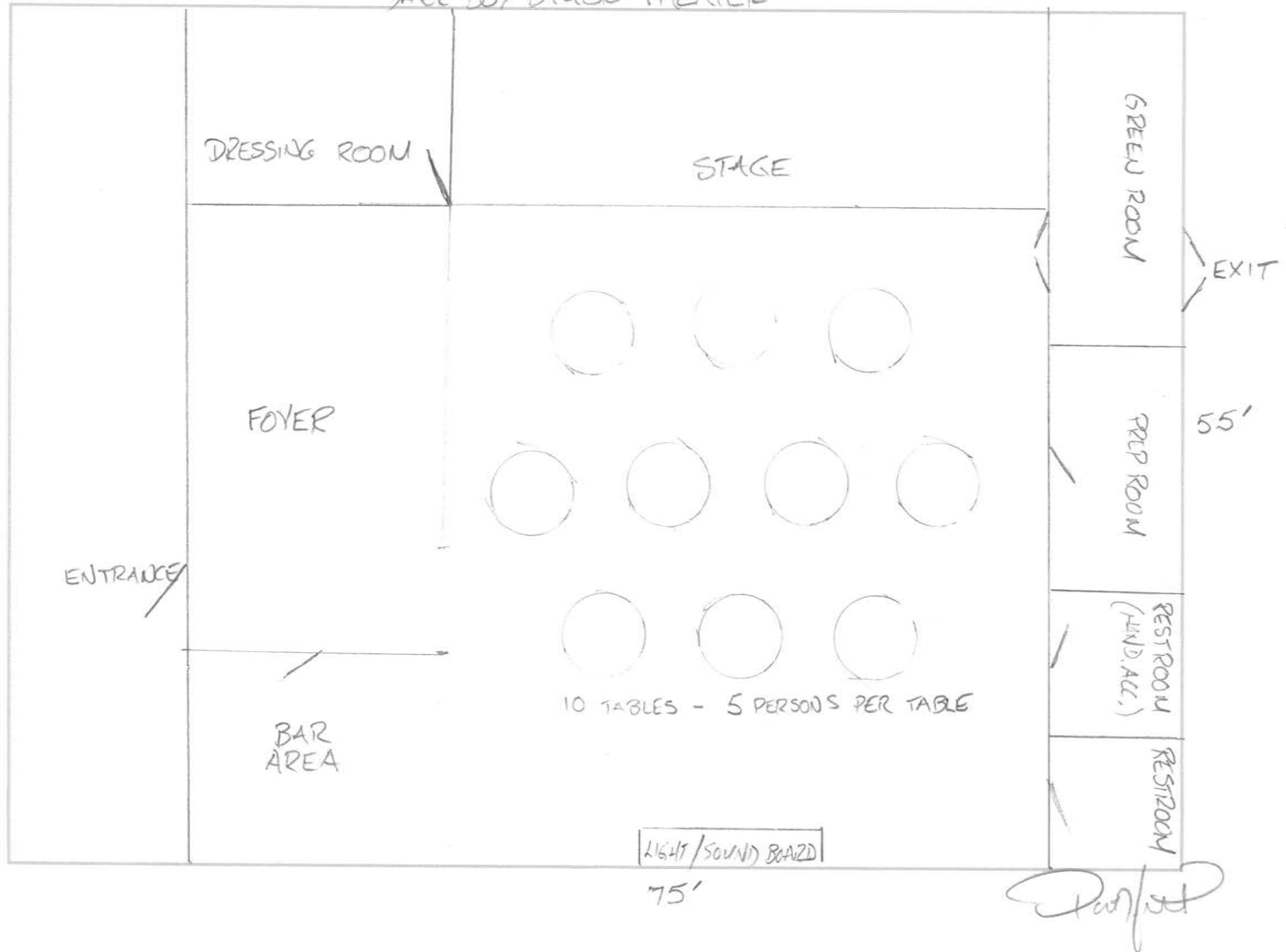
FRIDAY, SATURDAY WILL BE DINNER PERFORMANCES, CATERED  
SUNDAY WILL BE DESSERT AND COFFEE SHOWS

DOORS WILL OPEN AT 6PM ON FRI & SAT, 1:30 PM ON SUN

VENUE COULD BE MADE AVAILABLE TO OTHER GROUPS / PERFORMERS  
OTHER FRIDAY & SATURDAY EVENINGS, SUNDAY AFTERNOONS

*Pat*

# BLACK BOY STUDIO THEATER



Village of  
**Mukwonago**  
Office of the Village Planner

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440 River Crest Court, Mukwonago, Wisconsin 53149 -Tel. (262) 363-6420x2111-Fax (262) 363-6425 -planner@villageofmukwonago.com

September 27, 2019

Fred Winchowky, Village President  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

Re: 305 Eagle Lake Avenue  
Branches Church Conditional Use  
B-1 Zoning District

Dear President Winchowky and Members of the Plan Commission:

Reverend Karen Scheel, of Branches Church, has applied for a Conditional Use Approval Review for their religious assembly use (church use) out of an existing storefront at 305 Eagle Lake Avenue.

The 1.03-acre property is located at the southwest corner of Eagle Lake Avenue (County Highway LO) and West Side Avenue. The property is a commercial property consisting of 16 parking spaces and a two tenant commercial building consisting of proposed church use and barber shop. The property is zoned as B-1, Neighborhood Business District. A church use is a conditional use in the B-1 Zoning District.

### **Proposal**

The proposed use is envisioned to be a small congregational church with worship on Sunday, bi-weekly bible study, meeting individuals for counselling as needed. The building space occupied is roughly 350 square feet. As of the writing of this staff summary, staff has requested and is waiting to receive a dimensioned to scale drawing of the space to better ascertain accurate numbers.

### **Zoning Review**

The proposed use is to be contained entirely within the structure space. No outside activities are requested with the application and if any outside activities are to be contemplated, the applicant shall be present during the meeting on October 8 to address any questions or concerns of the Commission. As far as zoning standards are concerned, Staff is primarily focused on occupancy loads for the structure (maximum numbers of persons at any one time) and numbers of parking spaces for the use.

Regarding occupancy, the building inspector will need to review a dimensioned building plan layout to review proper occupancy, fire egress and other building code standards prior to formal occupancy. Staff understands there may currently be space utilized and no approvals to date have been granted by the Village for such usage. Staff reviewed Sections 100-151 (B-1 Zoning District), 100-402 (Parking Standards).

Regarding Parking Standards, the religious assembly use requires one space per three seats based on the maximum capacity of the facility.



At the proposed 15 person maximum desired occupancy, this would require five (5) parking spaces. The existing 16 on site spaces are adequate to accommodate this load, in conjunction with the existing barbershop, which requires a similar number of parking spaces, as it is not specified in the Code. Barbershops are customarily by appointment, and even if not by appointment, the parking demand should be able to be accommodated with the balance of the parking spaces not utilized by the congregation at the proposed church. In addition, the times of the worship services and night meetings would be during the off-peak hours of the barbershop hours, which are typically during daytime hours and possibly closed on Sundays.

Staff has minor concerns over the occasional historically higher attendance observed at religious institutions in the area, and finds the existing parking lot and adjacent available on street parking can accommodate potential occasional large gatherings.

### **Recommendation for Conditional Use**

I recommend approval of Conditional Use for religious assembly use with the conditions listed below.

1. Approval will be unique to the applicant and this proposal only.
2. Prior to final occupancy permit, the following shall occur:
  - a. A building permit and accompanying plan set required by the Village Standards for occupancy for religious assembly shall be applied for and approved by the Building Inspector.
  - b. The Fire Chief shall review said permit for compliance with all Fire Codes and shall furnish Building Inspector and applicant with findings.
  - c. A sign permit shall be applied for and approved by the Village of Mukwonago.

Village of Mukwonago  
440 River Crest Ct  
Mukwonago, WI 53149  
Phone: (262) 363-6420  
Fax: (262) 363-6425  
www.villageofmukwonago.com

**VILLAGE OF MUKWONAGO**  
**CONDITIONAL USE PERMIT APPLICATION**  
**Application Fee: \$450**

Date Submitted: 8/30/2019

**CONTACTS**

**Zoning and Planning Department**

Contact:

Phone: (262) 363-6420 ex 2111

Fax: (262) 363-6425

Email: [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com)

**GUIDELINES**

The undersigned petition is to consider a request, as stated herein, for the specified parcel(s) of land and will be reviewed by the Plan Commission and Village Board of the Village of Mukwonago.

Conditional use applications require a public hearing. To ensure the public hearing will be properly advertised, the application must be submitted **at least 30 days prior to the meeting** in which the Plan Commission will hold the public hearing. The Plan Commission meets on the second Tuesday of each month at 6:30 p.m.

Materials listed on page 3 must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 100-354 and other pertinent sections of Village ordinances, WI Stats. 62.23, and as necessary to permit review that is consistent with proper planning practice. The Village will strive to accommodate reasonable requests for informal preliminary staff review, however the Village shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

Mail completed applications to: Village Planner

ATTN: Conditional Use Permits

440 River Crest Ct

Mukwonago, WI 53149

Deliver to:

Village Clerk's Office

440 River Crest Ct

Email to:

[planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com)

Complete, accurate and specific information must be entered. Please Print.

**APPLICANT (Full Legal Name)**

Name: Rev. Karen R. Schell

Company: Branches Church

Address: 305 Eagle Lake Ave. City: Mukwonago State: WI Zip: 53149

Daytime Phone: 414-852-8445 Fax: N/A

E-Mail: pastor.karen@brancheschurchwi.org

**APPLICANT IS REPRESENTED BY (Full Legal Name)**

---

Name: N/A  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**ARCHITECT**

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Name: N/A  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**PROFESSIONAL ENGINEER**

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Name: N/A  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**REGISTERED SURVEYOR**

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Name: N/A  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**CONTRACTOR**

---

Name: N/A  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

PROPERTY AND PROJECT INFORMATION

Present Zoning: B-1 Tax Key No(s): \_\_\_\_\_

Address/Location: 305 Eagle Lake Ave, Mukwonago, WI 53149

A. I/We request a conditional use permit for:  
meeting place for small non-denominational church

B. The property is presently used as:  
meeting place for small non-denominational church.

C. Name of Architect, Professional Engineer, or Contractor: N/A

D. Project Timetable: Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

E. All of the Proposed Use(s) of the property will be:  
Principal Use Sunday Worship - 10-12 people. Bi-weekly Bible Study,  
Meeting individuals for counseling as needed. Pastor also  
represents Salvation Army in Mukwonago - so meet individuals as  
Secondary Use needed for rent or utility financial assistance.

Accessory Use \_\_\_\_\_

F. I/We represent that I/we have a vested interest in this property in the following manner:  
☐ Owner  
☒ Leasehold. Length of Lease: yearly  
☐ Contractual. Nature of contract: \_\_\_\_\_  
☐ Other. Please explain \_\_\_\_\_

## PROCEDURAL CHECKLIST FOR CONDITIONAL USE REVIEW AND APPROVAL

This form is designed to be a guide for submitting a complete application for a conditional use.

### Application Submittal Packet Requirements for Village and Applicant Use (Check off List)

#### Application:

- ☒ Completed application form including the procedural checklist and justification of the proposed conditional use.
- ☒ Application fee: \$450
- ☒ Agreement for Reimbursable Services (separate application)

#### Required site drawings:

- ☒ Survey of the property
- ☐ Landscape plan
- ☒ Parking plan (including parking computations)
- ☐ Lighting plan (including photo metrics)
- ☐ Proposed location and connection to the sanitary sewer and water mains
- ☐ Drainage plan (if applicable)
- ☐ All building elevations
- ☐ Floor plans

#### Other Documents:

- ☐ Plan of operation/proposal
- ☐ Overview of the adjoining lots (including list of parcel identification numbers and names and mailing addresses of the current owners for all properties within 300 feet of the subject property)
- ☐ **Electronic Submittals are required.** Email (or CD ROM) with all plans and submittal materials in Adobe PDF to [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com).
- ☐ Any additional information as determined by Village staff

## JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

The Plan Commission and Village Board of the Village of Mukwonago will base their decisions on the category standards listed below. It is in the best interest of the applicant to base their presentation on the same applicable set of standards when presenting their petition. **Applicant: Please fill out ALL of the questions. Use additional sheets of paper if needed.**

- A. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the Village of Mukwonago Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village?

*Using building as gathering place for very small church for worship time. We also look for opportunities to serve in the community. Our focus is not to grow but to help where there are needs.*

- B. How is the proposed conditional use, in its specific location, in harmony with the purposed, goals, objectives, policies and standards of the Village of Mukwonago Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village?

*The building is located in the middle of a food pantry and a thrift store. While we are not connected to either one in any way - they too are service oriented. We lease 1/2 of our building - the other half is barbershop/hairdresser - more people come in there than to Barbers on a daily basis.*

- C. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 100-354 (a), (b), and (c)), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the Village or other governmental agency having jurisdiction to guide development?

No. While it would be nice to have a few more people because we're senior oriented, growing is not our focus. There is maybe parking for 10-15 people. Beyond that the building would be too small for growth.

- D. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

No Impact.

- E. Is the proposed conditional use located in an area that will be adequately served by and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

Yes

- F. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Sections 100-354 (e)(1) and (2)), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

Yes - there are no adverse impacts.

\$0.00

Change:

CERTIFICATION

Applicant hereby certifies that:

1. All of the above statements and other information submitted are true and correct to the best of my knowledge.
2. Affirms that no Village of Mukwonago elected or appointed property for which this application is being filed (except as stated below under "Exception")
3. None of the above referenced individuals has been promised any special treatment or favor in connection with this project (except as stated below under "Exception")
4. Applicant has read and understands all information in this application and the Village's policies regarding all approvals are strictly followed. Certification is hereby made.

Applicant further understands the policies of the Village regarding all approvals are strictly followed. Certification is hereby made.

By the execution of this application, applicant hereby authorizes the Village to post a notice of the application during the hours of 7:00 am to 7:00 pm daily for the purpose of informing the public of the application. If the applicant has been posted against trespassing pursuant to Section 943.13 WI

(The applicant's signature must be from a Managing Member if the applicant is a corporation. A signed applicant's authorization letter from the property owner's authorization letter may be provided in lieu of the signature of the property owner must sign this Application).

  
Signature - Property Owner  
Mario Coello  
Name & Title (PRINT)  
8-30-2019  
Date

\_\_\_\_\_  
Signature - Property Owner  
\_\_\_\_\_  
Name & Title (PRINT)  
\_\_\_\_\_  
Date

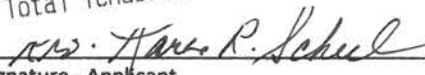
VILLAGE OF MUKWONAGO  
440 RIVER CREST CT  
MUKWONAGO, WI 53149  
Phone : (262) 363-6420

Received From: BRANCHES CHURCH  
Date: 09/09/2019 Time: 11:10:05 AM  
Receipt: 35762 \*\*\* REPRINT \*\*\*  
Cashier: rgallo

CONDITIONAL USE  
PASTOR KAREN SCHEEL

ITEM REFERENCE

	AMOUNT
BDINV Building Dept. Invoice	\$450.00
00000127	\$450.00
TOTAL	\$450.00
	\$450.00

Check 1127  
Total Tendered:  
  
Signature - Applicant  
Rev. Karen R. Scheel  
Name & Title (PRINT)  
8/30/2019  
Date

\_\_\_\_\_  
Signature - Applicant's Representative  
\_\_\_\_\_  
Name & Title (PRINT)  
\_\_\_\_\_  
Date

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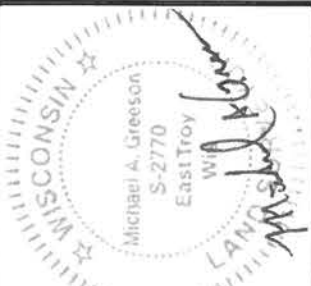
FOR OFFICE USE ONLY

Date Paid 9-9-19	Receipt # 35762 Rg	Date(s) Notice Published	Date Notices Mailed
Public Hearing Date	Plan Commission Date(s)	Village Board Date(s)	Resolution Number
Escrow Required? <input type="checkbox"/> Yes <input type="checkbox"/> No		Escrow Amount	
Plan Commission Disposition			
Village Board Disposition			



PLAT OF SURVEY

ALL THAT PART OF THE SOUTHEAST ¼ AND THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 26, TOWN 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE EAST RIGHT OF WAY LINE OF GIBSON STREET AND THE SOUTHERLY RIGHT OF WAY LINE OF S.T.H. "99"; THENCE NORTH 76 DEGREES 30 MINUTES 00 SECONDS WEST ALONG SAID SOUTHERLY RIGHT OF WAY LINE 379.50 FEET TO THE NORTHWEST CORNER OF A.H. GIBSON PLAT OF MUKWONAGO AND TO THE PLACE OF BEGINNING OF THE PARCEL HEREINAFTER DESCRIBED; THENCE CONTINUING NORTH 76 DEGREES 30 MINUTES 00 SECONDS WEST ALONG THE AFOREMENTIONED SOUTHERLY RIGHT OF WAY LINE 330.00 FEET; THENCE SOUTH 04 DEGREES 04 MINUTES 10 SECONDS WEST 168.25 FEET; THENCE SOUTH 86 DEGREES 30 MINUTES 30 SECONDS EAST 315.00 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF WEST SIDE AVENUE; THENCE NORTH 09 DEGREES 30 MINUTES 00 SECONDS EAST ALONG SAID WEST LINE 111.50 FEET TO THE PLACE OF BEGINNING.



THIS SURVEY IS MADE FOR THE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE OR GUARANTEE TITLE TO WITHIN ONE (1) YEAR FROM DATE HERETO.

I, MICHAEL A. GREESON R.L.S. #2770, HEREBY CERTIFY THAT THIS SURVEY WAS MADE IN ACCORDANCE WITH THE MINIMUM STANDARDS FOR PROPERTY SURVEYS (CHAPTER A-E 7) FOR THE STATE OF WISCONSIN AND HAS BEEN PREPARED UNDER MY DIRECTION AND CONTROL AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

SURVEY MADE FOR:  
NINO COELLO  
S102 W33620  
COUNTY ROAD LO  
MUKWONAGO, WI 53149

DATE	ITEM
08/10/2018	ORIGINAL SURVEY

**V<sup>2</sup>G**  
SURVEYING, LLC  
123 WOLF RUN - SUITE 4  
MUKWONAGO, WI 53149  
(262) 378-5097

C.T.H. "LO"  
A.K.A EAGLE LAKE AVENUE  
R.O.W. WIDTH VARIES



TAX KEY No.  
MUKV 1974922  
1.03 ACRES

TAX KEY No.  
MUKV 1974921

LEGEND:

(100.00')	RECORDED DISTANCE	(P)	POWER POLE
100.00'	MEASURED DISTANCE	(T)	TELEPHONE PEDISTAL
●	1" FOUND IRON PIPE, UNLESS NOTED	(E)	ELECTRIC PEDISTAL
Ø	¾" x 18" IRON PIPE SET, 1.13 lbs./L.F.	(W)	WATER LATERAL
		(S)	SANITARY LATERAL
		(M)	MANHOLE

HONEY MEADOW  
CONDOMINIUM



Village of  
**Mukwonago**  
Office of the Village Planner

---

440 River Crest Court, Mukwonago, Wisconsin 53149 -Tel. (262) 363-6420x2111-Fax (262) 363-6425 -planner@villageofmukwonago.com

September 27, 2019

Fred Winchowky, Village President  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

Re: Rigibore Additional Mini Storage proposal (Tabled from September 10, 2019 Plan Commission Mtg.)  
Site Plan and Architectural Review  
700 Swan Drive

Dear President Winchowky and Members of the Plan Commission:

Anthony Bassett, of Rigibore, has applied for a Site Plan and Architectural Review for their two (2) proposed new mini storage warehouse buildings on their property at 700 Swan Drive.

The 2.42-acre property located at the northeast corner of Swan Drive and S. McKenzie Drive is within the original Mukwonago Industrial Park. The property has the assigned zoning district of M-4, Medium/Heavy Industrial District.

**Proposal**

This item was considered at the September 10 Plan Commission meeting and the item was recommended to be tabled, following review comments by the Commission. The decision to table was rendered based on the original plans, which showed five (5) foot wide pedestrian access trail along the perimeter of the storage units, which seemed not practical as those dropping off items would more than likely desire to drive up to each unit in their respective personal vehicles.

The revised site plan, being presented by the applicant and amended from the September 10 Plan Commission meeting, shows the same two structures to be located on the property. They include one 9,000 s.f. structure along the Eastern property line, with another 3,900 s.f. structure along the Northern property line. Both structures are single story and are proposed with eight (8) feet tall side walls, and approximately 13 feet tall to the peak of the roofs. The Eastern unit contains 60 rentable units (one side proposed 10 ft. wide by 20 ft. deep stalls and the opposite side having 10 ft. wide by 10 ft. deep stalls). The Northern unit contains 26 rentable units (one side proposed 10 ft. wide by 20 ft. deep stalls and the opposite side having 10 ft. wide by 10 ft. deep stalls).

Both of these units will require additional parking surface area and additional access along the outer perimeters. The applicant is proposing a 14 foot wide driveway corridor along the outer perimeters to access the 10 foot deep stalls on each of the units. Staff has reviewed the additional lot coverage (impervious) and finds the setbacks are met with greenspace requirements and meets the Zoning Code requirements. Staff has a concern over the calculations presented as they will need to be verified by an engineer to verify greenspace coverage other than what is listed on the plans prior to building permit issuance.

The units are shown with a cinderblock construction, with dark grey along the bottom third and light grey on the upper two thirds of each façade. The roof is proposed as a 4/12 pitched blue metallic roof. The doors are a rolling metal door and plans do not call out finish.

### **Architectural Review**

The Zoning standards for M-4 call for brick or other hardy construction materials. The applicant is proposing a two-tone brick, façade on each of the structures, with metal rolling doors on the main sides with entrance doors along the ends. The metal roof is permissible with zoning standards in M-4.

Ultimately, the Plan Commission may review and render a determination on findings of the proposal. Staff finds the intent of the ordinance is met, pending Plan Commission recommendation.

### **Zoning Review**

Fire department review included an observed need to review the current fire hydrant locations to ensure proper spacing for each of the proposed structures. Generally, there should be no more than 300 feet between existing hydrants and Staff has advised the applicants of this potential situation prior to any building permit approval.

The amount of area covered by this request, inclusive of additional proposed paving and additional roof area brings the impervious area to the proposed 62,900 s.f., as stated on the plans, which is 60% of the site. This is the same number presented in September, showing five foot wide paved aisles and now with the 14 foot wide paved aisles. The maximum allowable is the proposed 60%. Staff is inclined to approve of this, while also noting a need to address storm water run off and to verify calculations prior to final approval by staff (If Plan Commission is inclined to recommend approval, and Village Board approves, staff will seek to verify numbers with final site plan submittal).

In 2005, the existing 10,500 s.f. structure and associated parking area were approved, with plans that showed a potential build out. The associated Storm Water Management Agreement was drafted in accordance with Village Standards. Staff has noted through the Village Engineer a need to ensure the maintenance requirements were adhered to ensure the amount of additional run off generated with this proposal can be met. Staff generally thinks so, after reviewing past plans, and will recommend approval with the condition the applicant employ a State-licensed engineer to ensure compliance with all Storm Water Maintenance provisions of the Village Code (today's standards) and associated Storm Water Maintenance Agreement.

The proposed lighting plans will need to be amended to ensure no glare emanates into the right-of-way and onto adjacent properties (Village Code requirement). Generally, the plans are acceptable with this condition that they bring back a revised set of plans for review by the Zoning administrator.

The proposed landscaping is acceptable, with the recommendation the plantings be reviewed and proposed to better screen with year-round vegetation from the right of way as much as possible.

There are 14 foot wide drives along the outer perimeter of the proposed structures. Staff finds these acceptable and wide enough for vehicular travel, to accommodate a vehicle to each unit. The drives are located so that the required greenspace along the rear of the property (35 feet required greenspace) is met, in addition to the side yard (15 feet of greenspace). Staff does not have concerns over these proposed access drives.

The proposed new dumpster enclosure will need to meet Zoning design standards, which shall include utilizing block walls as this would match the proposed building façade (Village Code requirement). The current plans show a dumpster fenced in area, but lacks any detail.

There is a need to supply more detailed utility and stormwater and erosion control plans, to be reviewed and approved by the Village Engineer and Utilities offices prior to start of construction.

**Recommendation for Site Plan and Architectural Review**

I recommend approval of Site Plan and Architectural Review with the conditions listed below. The site plan conforms to M-4 setbacks and parking requirements.

1. Site Plan and Architectural Review approval for the new two (2) proposed storage units, shall be subject to all plans and information submitted for the application by the applicant, Design Alliance Architects, dated August 7, 2019 and August 8, 2019, and revision dated September 16, 2019, with all plans and information on file in the office of the Zoning Administrator. 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 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. Approval shall be valid for one (1) year from date of approval by the Village Board and will be unique to the applicant and this proposal only.
3. 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 all calculations verified or as modified.
  - 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 building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
  - d. The Village Engineer, the Utilities Director and the Public Works Director shall approve all updated and revised site engineering and utility plans and documents, including a complete Erosion Control Plan, and Stormwater Management Plan. A previously approved Stormwater Management Plan may be re-approved by the Engineer, pending final review. A written statement of approval from the Village Engineer shall be sufficient to approve said document.
  - e. The Village Board shall approve a Stormwater Maintenance Agreement.
  - f. Approval of building plans shall include appropriate locations of the external mechanical equipment (if applicable) to be placed hidden from view from neighboring properties, as approved by the Zoning Administrator.
  - g. Approval of landscaping plans showing amended plantings to ensure Zoning standards are met, to be approved by the Zoning Administrator.
  - h. Approval of dumpster plan specifications to ensure Zoning standards are met, as approved by the Zoning Administrator.
  - i. A pre-construction meeting shall occur with Village Staff to ensure all applicable items mentioned above have been remedied.

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 submitted and approved plans.
  - b. Completion of the storm water management basin for the overall development.
  - c. Completion of the building in accordance with approved plans and all applicable codes.
  - d. Completion of paving of driveways and parking lots, including parking space pavement markings and all other pavement markings.
5. 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. 3.
  - b. Installation of all Zoning Administrator approved site landscaping as shown on approved plans.

# MUKWONAGO MINI STORAGE

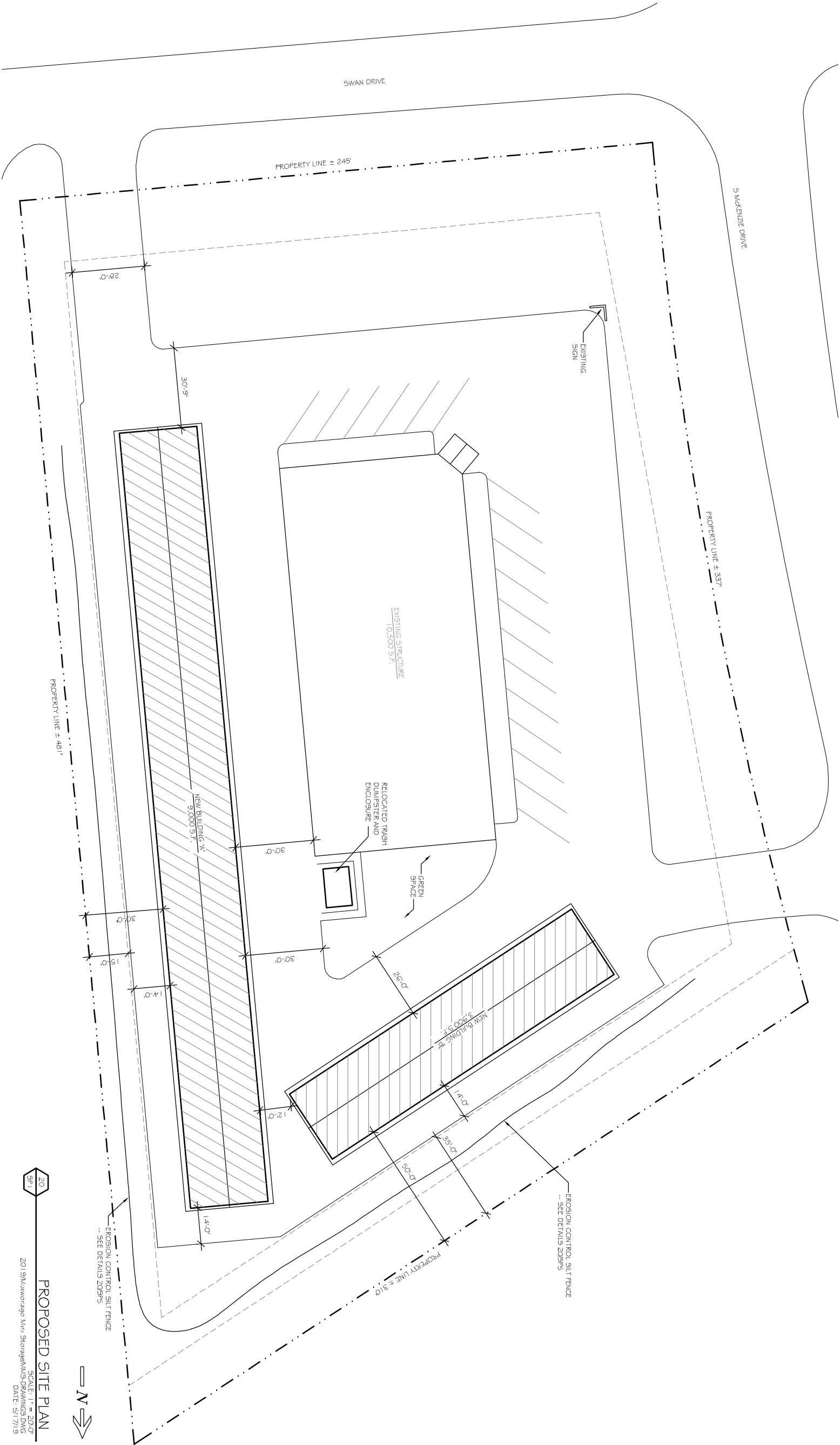
700 Swan Drive  
Mukwonago, WI

VERIFY ALL CONDITIONS AND DIMENSIONS ON  
THE JOB AND NOTIFY THE DESIGN ALLIANCE  
ARCHITECTS, INC. OF ANY DISCREPANCIES  
PRIOR TO START.

DRAWING INDEX:		PROJECT DESCRIPTION:	
SP-1	PROPOSED SITE PLAN, DRAWING INDEX	PROPOSED BUILDING INFORMATION:	
SP-2	EXISTING SITE PLAN	CONSTRUCTION TYPE: TYPE VB	
SP-3	DEMO & PROPOSED SITE PLAN	BUILDING FOOTPRINT: 12,900 S.F.	
SP-4	LANDSCAPE PLAN	NO. OF FLOORS: 1	
SP-5	EROSION CONTROL DETAILS	OCCUPANCY GROUP: 5-1	
SP-6	SITE LIGHTING PLAN	SPRINKLERED: NONE	
A-1	BUILDING 1st FLOOR PLAN	SOIL BEARING: 3,000 PSF ASSUMED	
A-2	BUILDING 2nd FLOOR PLAN	EXISTING SITE INFORMATION:	
A-3	ELEVATIONS	SITE AREA: ± 105,350 S.F. (± 2.42 ACRE)	
		EXISTING FOOTPRINT AREA: 10,500 S.F. (11.0 0%)	
		PROPOSED FOOTPRINT AREA: 12,900 S.F. (12.2%)	
		PARKING AREA: 36,900 S.F. (35.3%)	
		SIDEWALK AREA: 2,600 S.F. (2.5%)	
		GREEN SPACE AREA: 42,450 S.F. (40.0%)	

HARD SURFACE AREA:	
2005 CIVIL ENGINEERED / APPROVED HARD SURFACE:	69,500 S.F. (66.0%)
PROPOSED HARD SURFACE:	62,900 S.F. (60.0%)
NET DIFFERENCE:	-6,600 S.F. (-6.0%)

ALL DRAWINGS ARE  
1/2 SCALE SHOWN



MUKWONAGO MINI STORAGE  
700 Swan Drive  
Mukwonago, WI 53149

the Design Alliance Architects, Inc.

1003 Madison Avenue  
Fort Atkinson, WI

(920) 563-3404

DRAWING NAMES

SITE PLAN

INDEX

SITE INFO

REVISIONS

PROJECT DATA

DATE: 9/16/2019

DRAWN BY: C.J./C.L.

CHECKED BY: P.W.

SHEET NO.

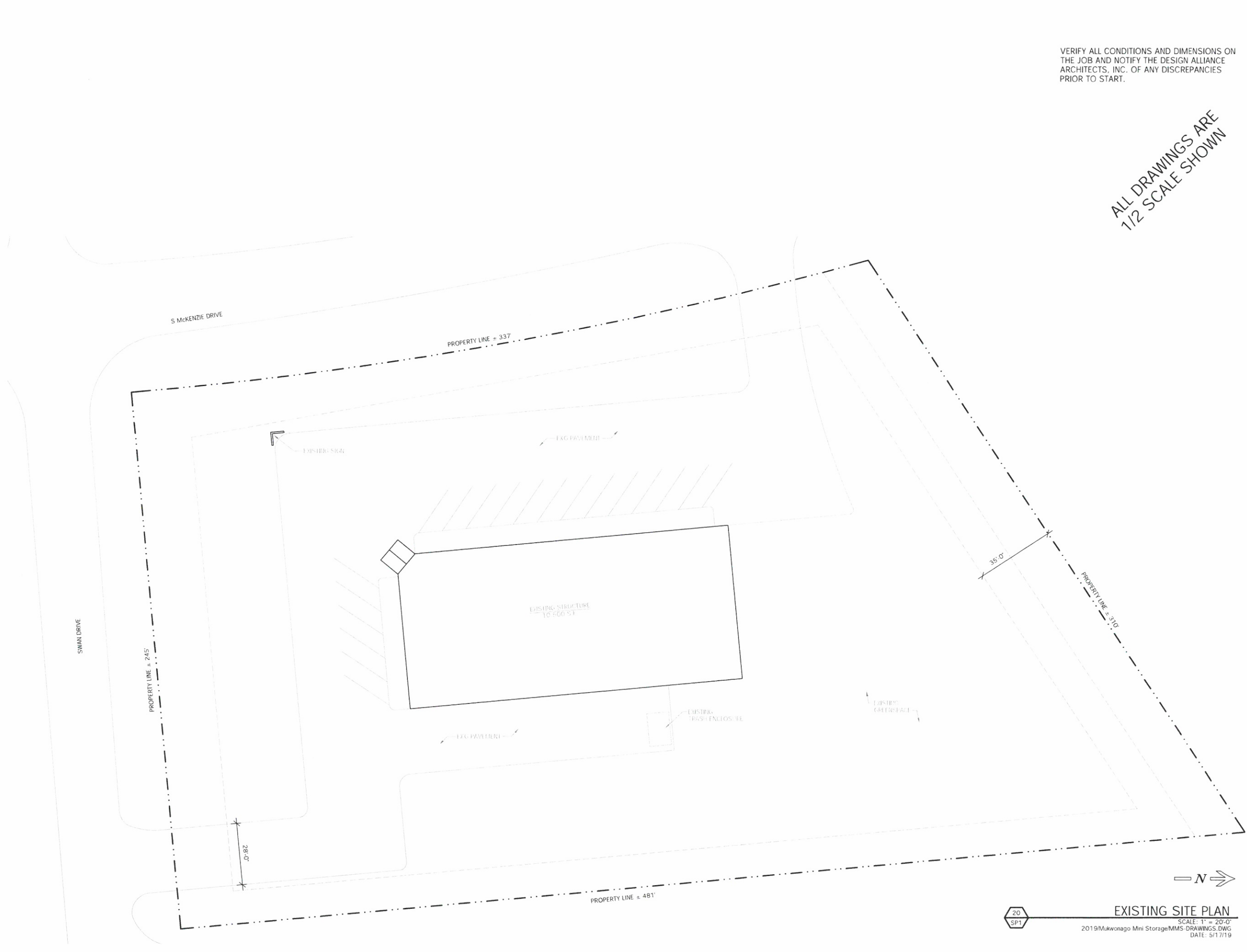
SP-1

PROPOSED SITE PLAN

SCALE: 1" = 30'-0"

2019Mukwonago Mini StorageMKS-DRAWINGS.DWG

DATE: 9/17/19



VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

ALL DRAWINGS ARE  
1/2 SCALE SHOWN

1003 Madison Avenue  
Fort Atkinson, WI  
(920) 563-3404

MUKWONAGO MINI STORAGE  
700 Swan Drive  
Mukwonago, WI 53149

DRAWING NAMES

EXISTING SITE PLAN


REVISIONS


PROJECT DATA

DATE: 8/7/2019  
DRAWN BY: C.J. / C.L.  
CHECKED BY: P.W.

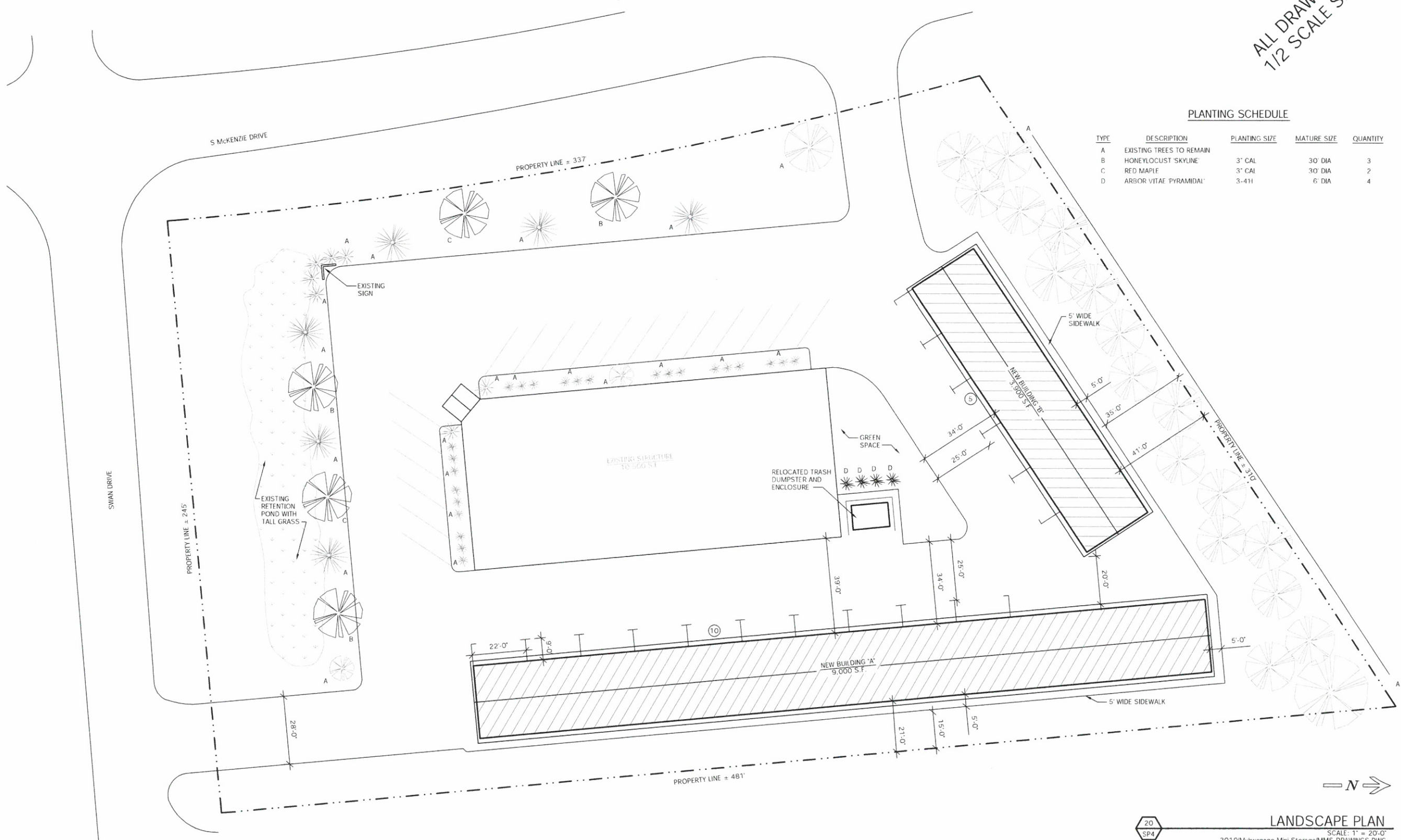
SHEET NO.

SP-2

20'  
SP1

EXISTING SITE PLAN

SCALE: 1" = 20'-0"  
2019\Mukwonago Mini Storage\MMS-DRAWINGS.DWG  
DATE: 5/17/19



VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

ALL DRAWINGS ARE  
1/2 SCALE SHOWN

PLANTING SCHEDULE

TYPE	DESCRIPTION	PLANTING SIZE	MATURE SIZE	QUANTITY
A	EXISTING TREES TO REMAIN			
B	HONEYLOCUST 'SKYLINE'	3" CAL	30" DIA	3
C	RED MAPLE	3" CAL	30" DIA	2
D	ARBOR VITAE 'PYRAMIDAL'	3-4H	6' DIA	4

MUKWONAGO MINI STORAGE  
700 Swan Drive  
Mukwonago, WI 53149

DRAWING NAMES

SITE PLAN  
INDEX  
SITE INFO

REVISIONS

PROJECT DATA

DATE: 8/7/2019  
DRAWN BY: C.J./C.L.  
CHECKED BY: P.W.

SHEET NO.

SP-4

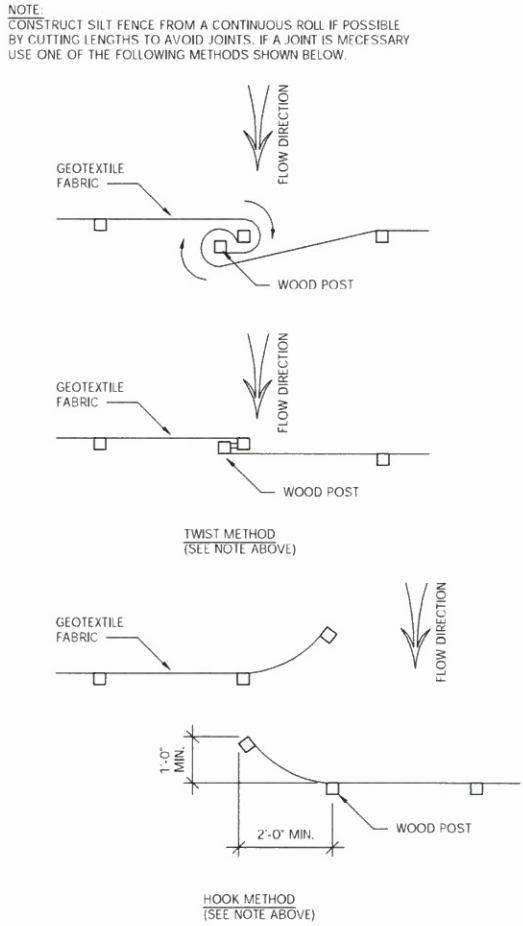
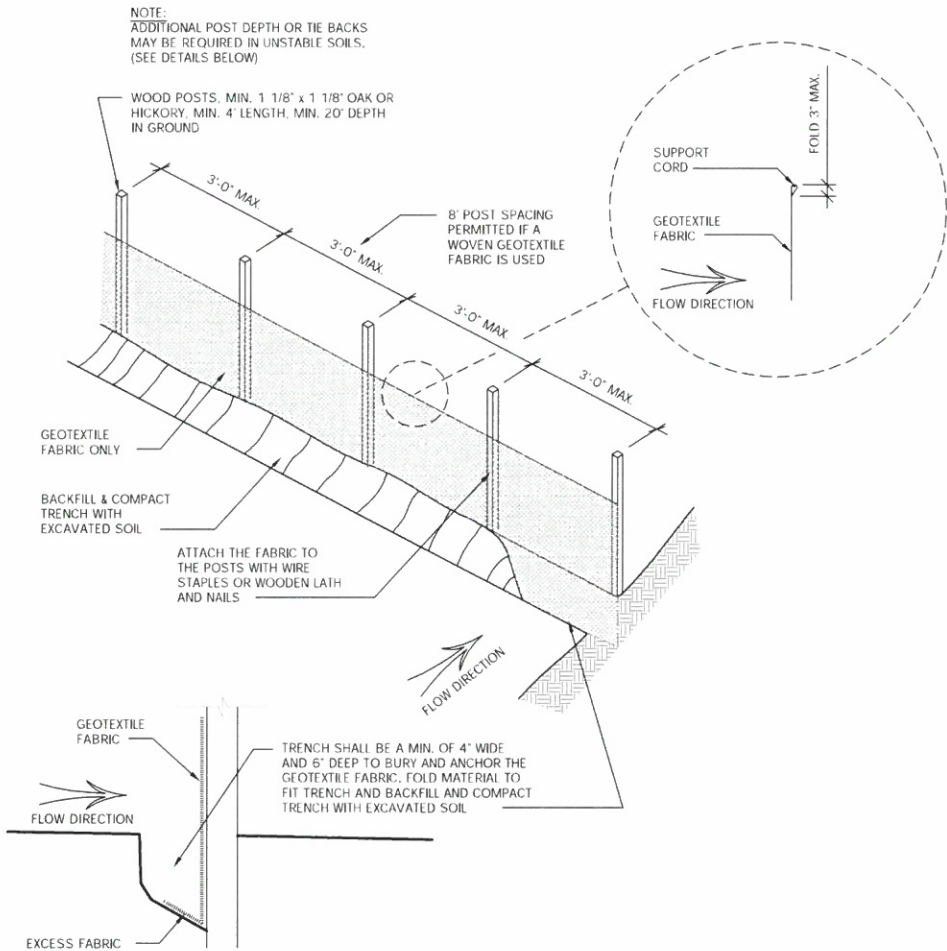
LANDSCAPE PLAN

SCALE: 1" = 20'-0"  
2019/Mukwonago Mini Storage/MMS-DRAWINGS.DWG  
DATE: 5/17/19



VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

ALL DRAWINGS ARE  
1/2 SCALE SHOWN



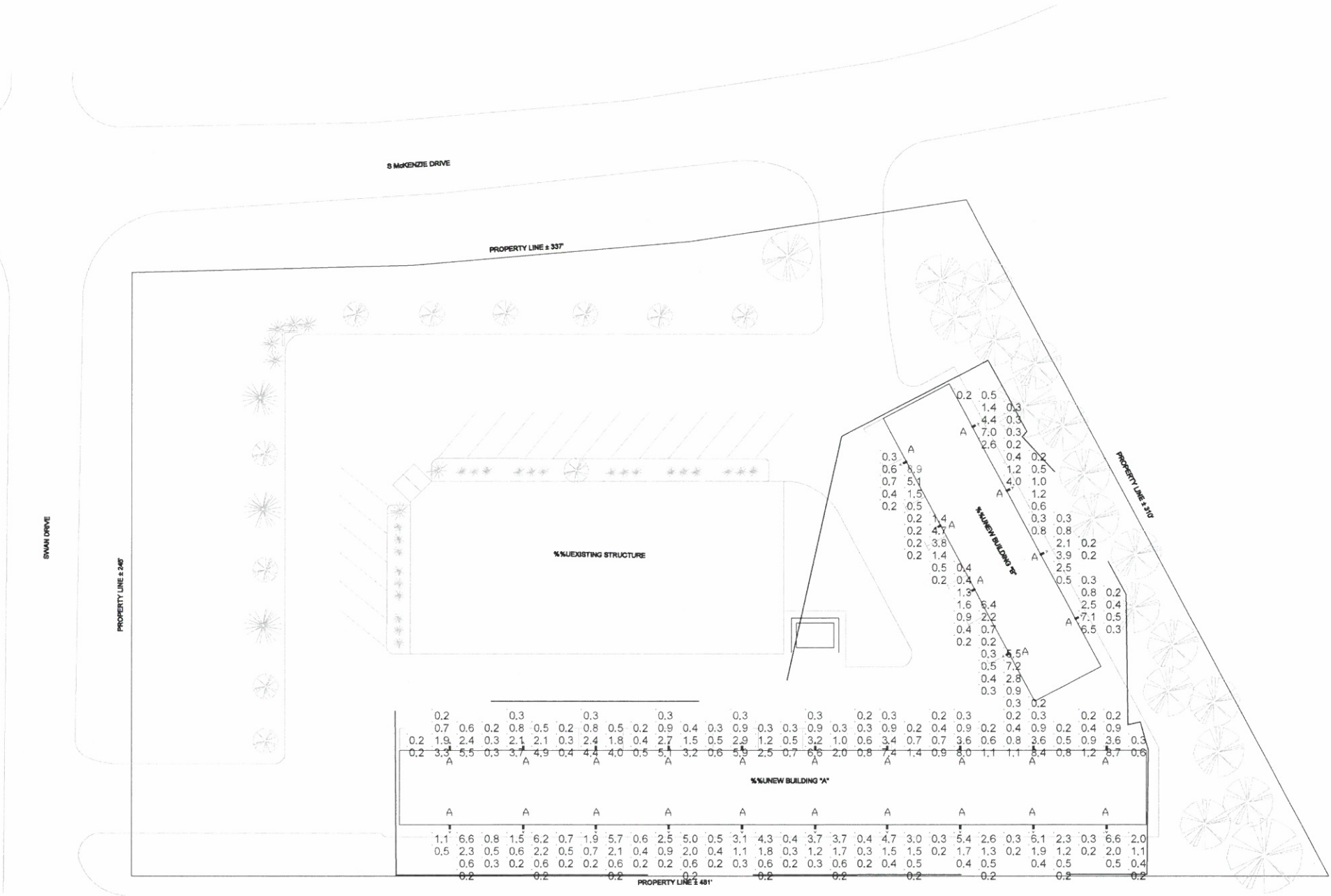


Schedule

Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lamp	Number Lamps	Filename	Lumens Per Lamp	Light Loss Factor	Wattage
^ □	A	28	E-CONOLIGHT		E-WFG01A-F40UZ		1	e-wfg01a-f40uz.ies	1492	0.87	11.3

Statistics

Description	Symbol	Max	Min	Max/Min	Avg/Min	Avg
Calc Zone #5	+	8.9 fc	0.2 fc	44.5:1	7.5:1	1.5 fc



SITE LIGHTING PLAN  
Scale: N.T.S.  
Date: July 10, 2019



MUKWONAGO MINI STORAGE  
700 Swan Drive  
Mukwonago, WI. 53149

Designer
CL
Date
7/10/2019
Scale
Not to Scale
Revision No.
Summary

SP-6

ALL DRAWINGS ARE  
1/2 SCALE SHOWN

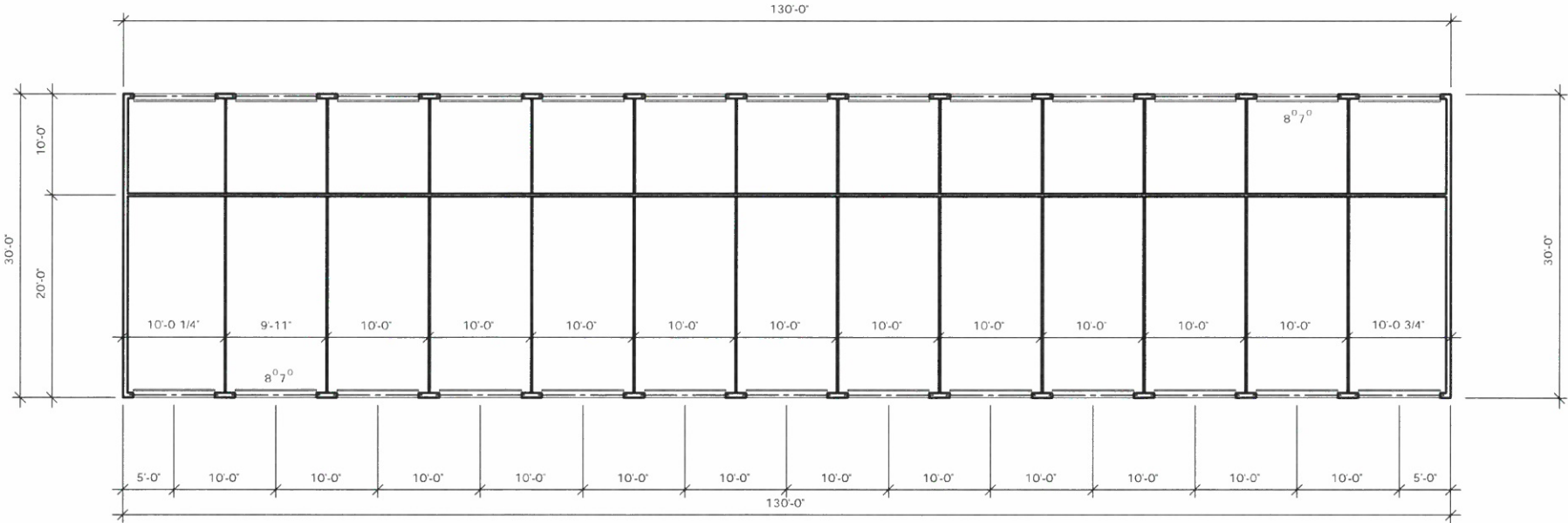


MUKWONAGO MINI STORAGE  
700 Swan Drive  
Mukwonago, WI 53149

## REVISIONS

SHEET NO.

A-1



20  
A2

BUILDING B:  
PRELIMINARY FLOOR PLAN  
SCALE: 1/8" = 1'-0"  
2019/Mukwonago Mini Storage/MMS-DRAWINGS.DWG  
DATE: 5/17/2019

VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

ALL DRAWINGS ARE  
1/2 SCALE SHOWN

MUKWONAGO MINI STORAGE  
700 Swan Drive  
Mukwonago, WI 53149

DRAWING NAMES

BUILDING 'B' FLOOR PLAN

REVISIONS

PROJECT DATA

DATE: 8/7/2019  
DRAWN BY: C.J./C.L.  
CHECKED BY: P.W.

SHEET NO.

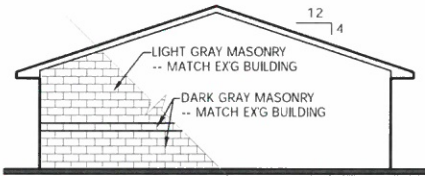
A-2

Design  
Alliance  
Architects, Inc.  
1003 Madison Avenue  
Fort Atkinson, WI  
(920) 563-3404



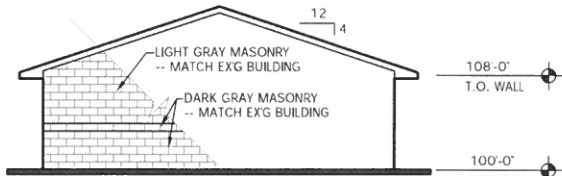
VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

ALL DRAWINGS ARE  
1/2 SCALE SHOWN



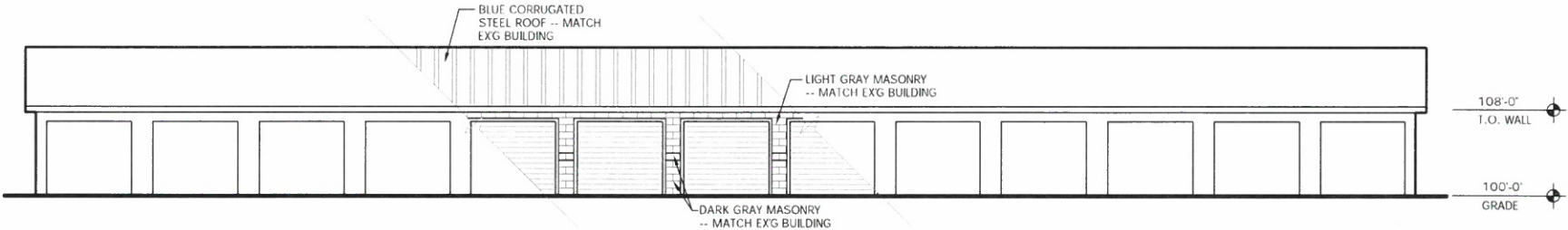
BUILDING B:  
EAST ELEVATION

SCALE: 1/8" = 1'-0"  
2019/Mukwonago Mini Storage/MMS-DRAWINGS.DWG  
DATE: 5/17/2019



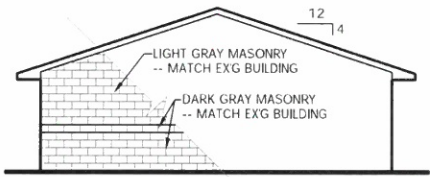
BUILDING B:  
WEST ELEVATION (ROAD-FACING)

SCALE: 1/8" = 1'-0"  
2019/Mukwonago Mini Storage/MMS-DRAWINGS.DWG  
DATE: 5/17/2019



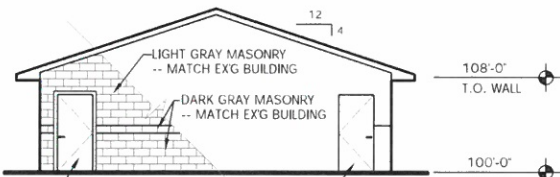
BUILDING B:  
NORTH / SOUTH ELEVATION

SCALE: 1/8" = 1'-0"  
2019/Mukwonago Mini Storage/MMS-DRAWINGS.DWG  
DATE: 5/17/2019



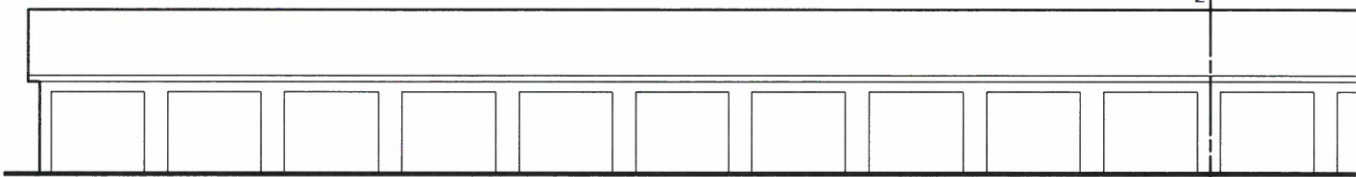
BUILDING A:  
NORTH ELEVATION

SCALE: 1/8" = 1'-0"  
2019/Mukwonago Mini Storage/MMS-DRAWINGS.DWG  
DATE: 5/17/2019



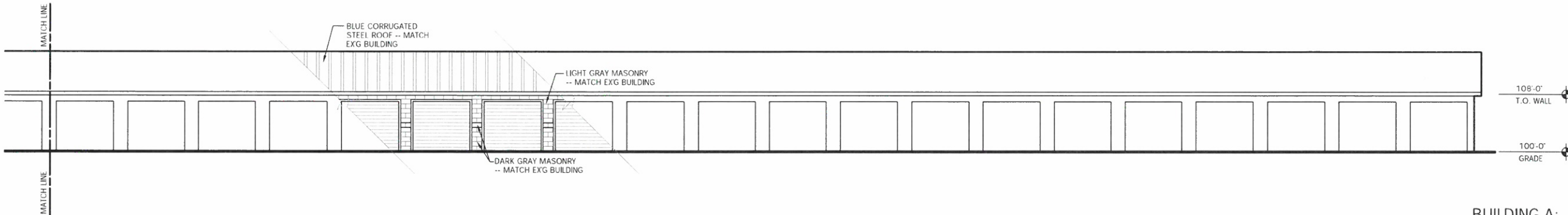
BUILDING A:  
SOUTH ELEVATION (ROAD-FACING)

SCALE: 1/8" = 1'-0"  
2019/Mukwonago Mini Storage/MMS-DRAWINGS.DWG  
DATE: 5/17/2019



BUILDING A:  
EAST / WEST ELEVATION

SCALE: 1/8" = 1'-0"  
2019/Mukwonago Mini Storage/MMS-DRAWINGS.DWG  
DATE: 5/17/2019



BUILDING A:  
EAST / WEST ELEVATION

SCALE: 1/8" = 1'-0"  
2019/Mukwonago Mini Storage/MMS-DRAWINGS.DWG  
DATE: 5/17/2019

Design  
Alliance  
Architects, Inc.

1003 Madison Avenue  
Fort Atkinson, WI

(920) 563-3404

MUKWONAGO MINI STORAGE  
700 Swan Drive  
Mukwonago, WI 53149

DRAWING NAMES

ELEVATIONS

REVISIONS

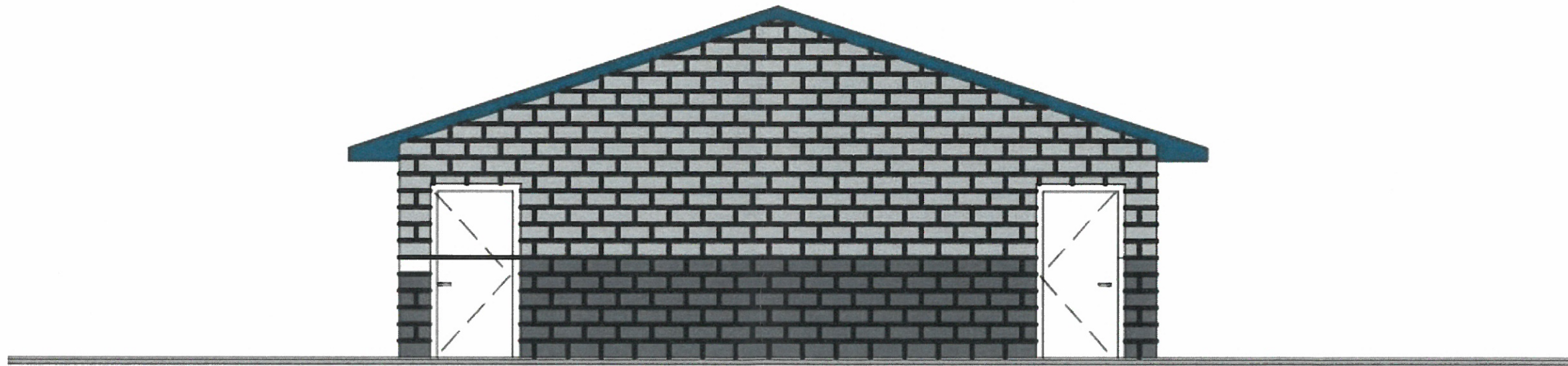
PROJECT DATA

DATE: 8/7/2019  
DRAWN BY: C.J. / C.L.  
CHECKED BY: P.W.

SHEET NO.

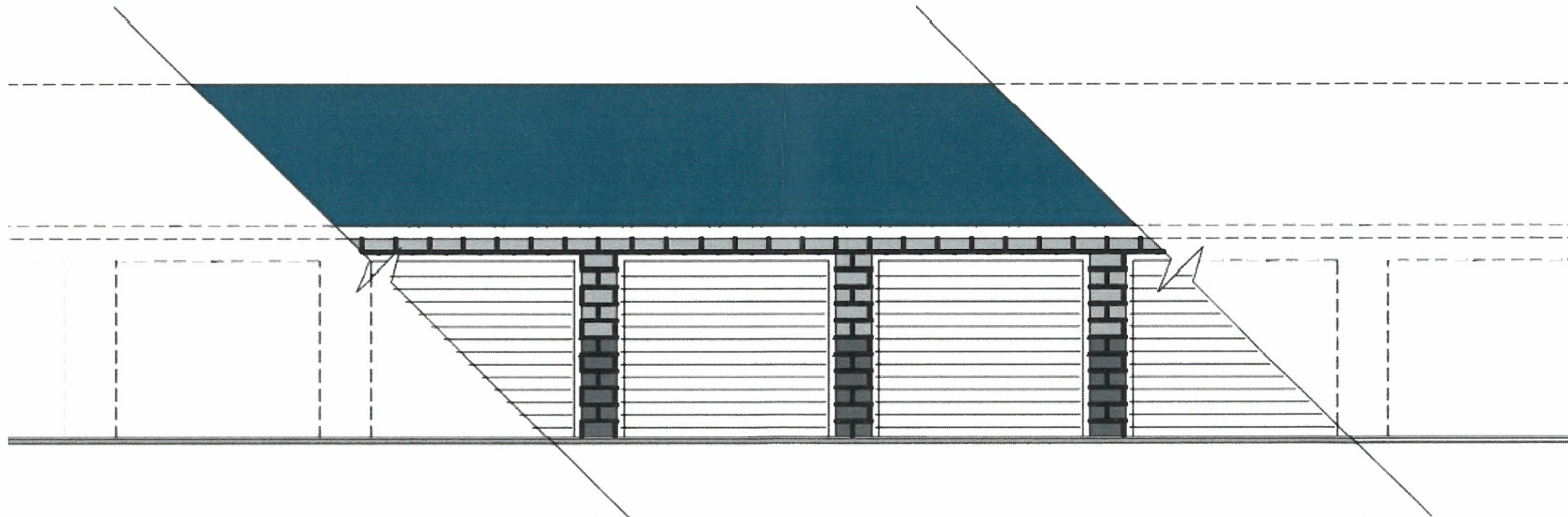
A-3

Aug 8, 2019



Mukwonago Mini Storage  
Building "A" South Elevation

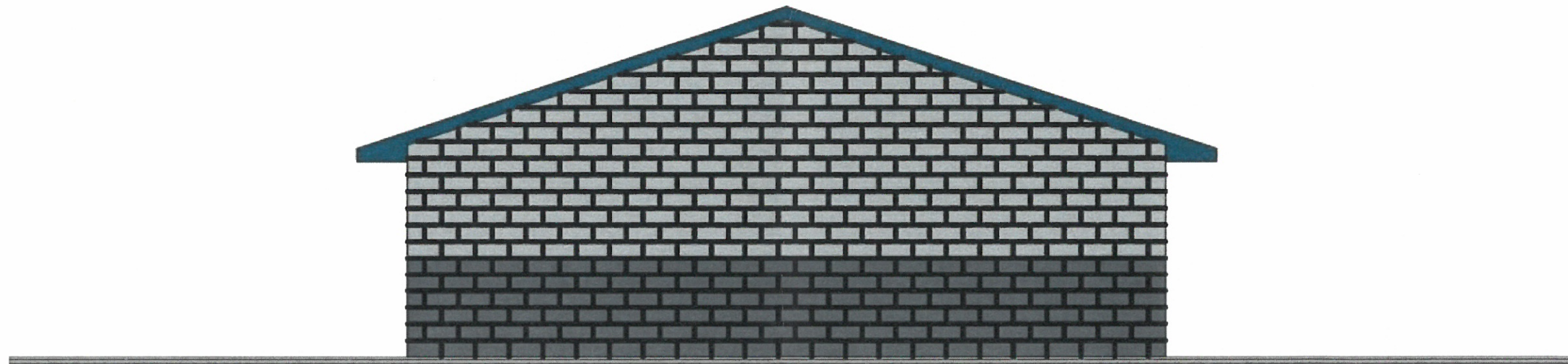
DATE: AUGUST 2, 2019



Mukwonago Mini Storage  
Building "A" East / West Elevation

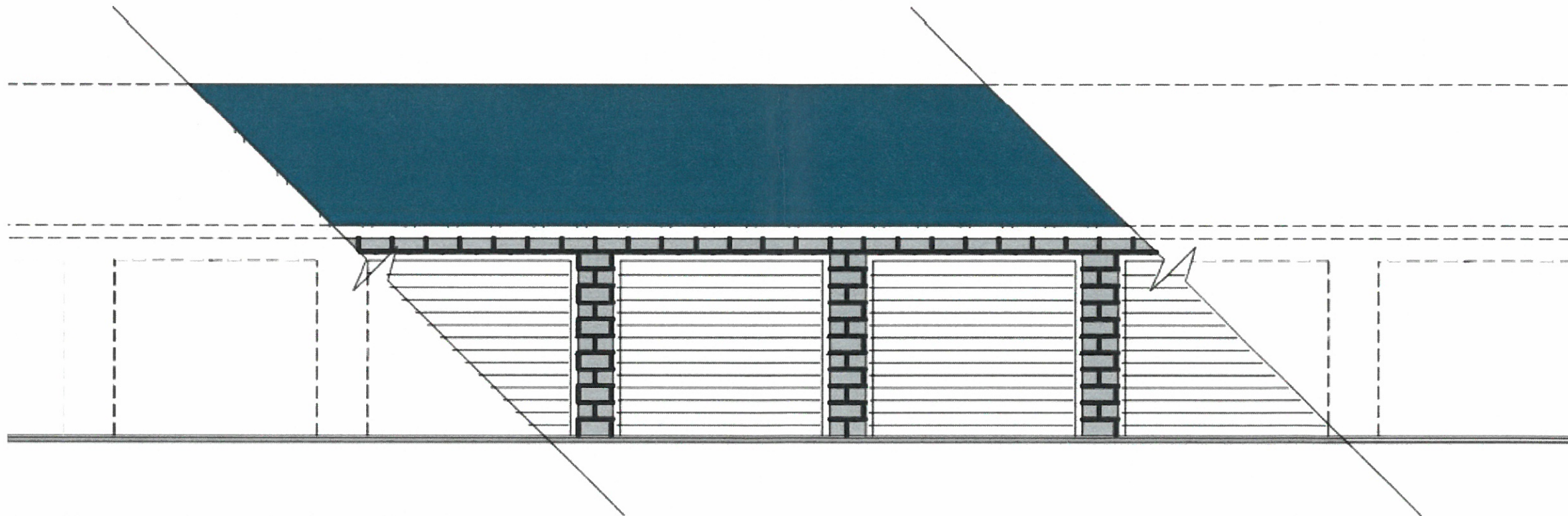
DATE: AUGUST 2, 2019





Mukwonago Mini Storage  
Building "A" North Elevation

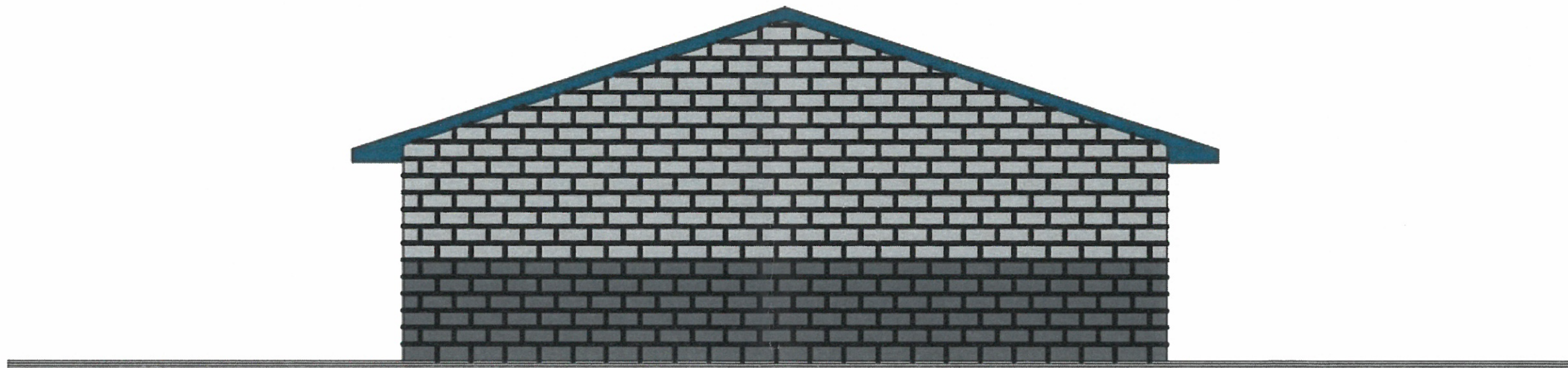
DATE: AUGUST 2, 2019



Mukwonago Mini Storage  
Building "B" North / South Elevation

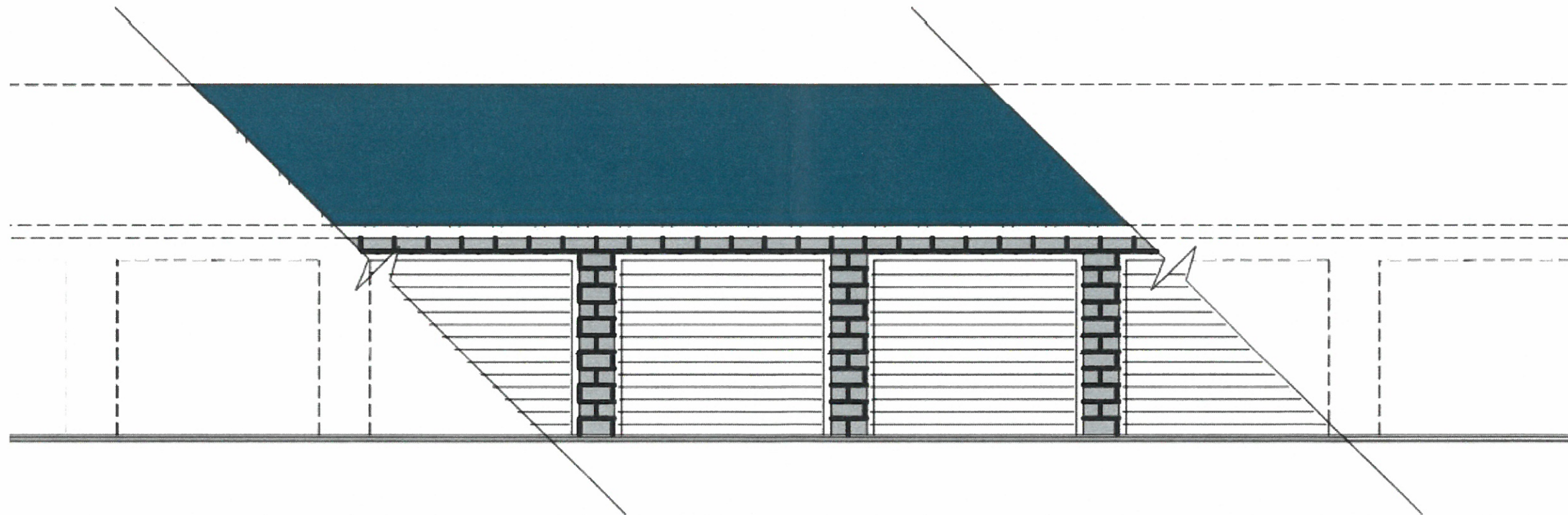
DATE: AUGUST 2, 2019





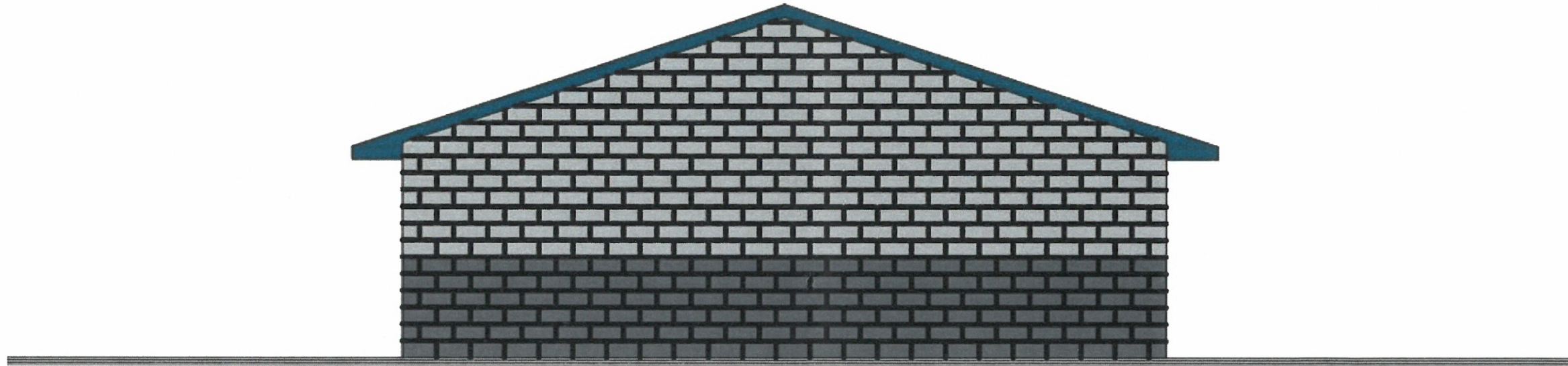
Mukwonago Mini Storage  
Building "B" East / West Elevation

DATE: AUGUST 2, 2019



Mukwonago Mini Storage  
Building "B" North / South Elevation

DATE: AUGUST 2, 2019



Mukwonago Mini Storage  
Building "B" East / West Elevation

DATE: AUGUST 2, 2019



Village of Mukwonago  
440 River Crest Ct  
Mukwonago, WI 53149  
Phone: (262) 363-6420  
Fax: (262) 363-6425  
www.villageofmukwonago.com

## VILLAGE OF MUKWONAGO

### SITE PLAN, ARCHITECTURAL, AND PLANNED UNIT DEVELOPMENT (PUD) APPLICATION

Application Fee: Below

Date Submitted: 8-6-2019

#### FEES

(Please check one)

- ☐ Minor Site Plan (Buildings less than 600 sq. ft.): \$135.00 plus \$.02 per sq. ft.
- ☒ Site Plan and/or Architectural Review: \$250.00 plus \$.02 per sq. ft.
- ☐ Conceptual Site Plan and/or Architectural Review: \$200.00 plus \$.02 per sq. ft.
- ☐ Planned Unit Development (PUD) Review: \$185.00 plus \$25.00/unit
- ☐ Resubmittal of or Amendment to Site Plan and/or Architectural Review: \$200.00

#### CONTACTS

##### Zoning and Planning Department

Contact:

Phone: (262) 363-6420 ex 2111

Fax: (262) 363-6425

Email: planner@villageofmukwonago.com

#### GUIDELINES

The undersigned petition is to consider a request, as stated herein, for the specified parcel(s) of land and will be reviewed by the Plan Commission and Village Board of the Village of Mukwonago. The application packet must be filed with the Village Clerk **at least 30 days prior to the meeting** of the Planning Commission at which action is desired. The Plan Commission meets on the second Tuesday of each month at 6:30 p.m.

Materials listed below must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 100 Article IX. Section 100-601(f) and other pertinent sections of Village ordinances, and, as necessary, to permit review that is consistent with proper planning practice. The Village will strive to accommodate reasonable requests for informal preliminary staff review, however the Village shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

Mail completed applications to: Village Planner  
ATTN: Site Plan/Architectural Plan/Planned Unit Development  
440 River Crest Ct  
Mukwonago, WI 53149

Deliver to: Village Clerk's Office  
440 River Crest Ct

Email to: planner@villageofmukwonago.com

Complete, accurate and specific information must be entered. Please Print.

#### APPLICANT (Full Legal Name)

Name: Anthony Bassett

Company: BASSETT HOLDING GROUP

Address: 700 SWAN DRIVE City: MUKWONAGO State: WI Zip: 53149

Daytime Phone: 262 363 3922 Fax: \_\_\_\_\_

E-Mail: Anthony@Rigiboreinc.com

**APPLICANT IS REPRESENTED BY (Full Legal Name)**

---

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**ARCHITECT**

---

Name: Cassidy Johnson  
Company: The Design Alliance Architects, Inc  
Address: 1003 Madison Ave City: Fort Atkinson State: WI Zip: 53538  
Daytime Phone: 920 563 3404 Fax: \_\_\_\_\_  
E-Mail: Cassidy@tdafort.com

**PROFESSIONAL ENGINEER**

---

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**REGISTERED SURVEYOR**

---

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**CONTRACTOR**

---

Name: Rick Johnson  
Company: Johnson Builders  
Address: 6834 S. Johnson Rd City: Beloit State: WI Zip: 53511  
Daytime Phone: 608 879 2709 Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

## PROPERTY INFORMATION

---

Property Owner (s) (if different from applicant): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Present Zoning: \_\_\_\_\_ Tax Key No(s): \_\_\_\_\_

Location/Address: \_\_\_\_\_

Present Use: \_\_\_\_\_ Intended Use: \_\_\_\_\_

## PROCEDURAL CHECKLIST FOR SITE PLAN/ARCHITECTURAL PLAN/PUD REVIEW AND APPROVAL

---

Submittals for review must include and be accompanied by the following:

### Application:

- ☐ Completed application form including the procedural checklist.
- ☐ Application fee: See page 1.
- ☐ Agreement for Reimbursable Services (separate application).

### Other Documents:

- ☐ Five(5) complete sets of Application and materials, in addition to the original, for Village of Mukwonago review.
  - ☐ Project Summary: Please attach a statement detailing the reasons and background for this request including: details of proposal, services provided, wares sold, plans and hours of operation, number of employees, frequency of customer visits, frequency of deliveries to site, description of any interior/exterior modifications or additions to be made to property, any outside storage (dumpsters, trucks, materials...), number of parking stalls, screening/buffer type, any other information available. **PLEASE EXPLAIN IN DETAIL.**
  - ☐ **Electronic Submittals are required.** Email (or CD ROM) with all plans and submittal materials in Adobe PDF to [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com).
  - ☐ Any additional information as determined by Village staff.
- Upon receipt of a complete submittal, staff review will be conducted within ten business days.
  - All Site Plan, Architectural, and Planned Unit Development review requests require Plan Commission review and Village Board approval.

## CERTIFICATION

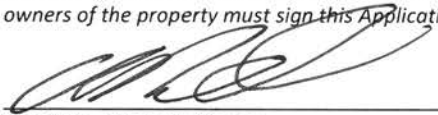
Applicant hereby certifies that:

1. All of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.
2. Affirms that no Village of Mukwonago elected or appointed official or employee has a proprietary interest in the above referenced property for which this applications being filed (except as stated below under "Exceptions").
3. None of the above referenced individuals has been promised or given any contract for consultation, planning or construction in relation to this project (except as stated below under "Exceptions").
4. Applicant has read and understands all information in this packet.

Applicant further understands the policies of the Village regarding change of zonings and property development. Conditions of the resolution regarding all approvals are strictly followed. Certificates of Occupancy are not given until all conditions of approval have been met

By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing pursuant to Section 943.13 WI Stats.

*(The applicant's signature must be from a Managing Member if the business is an LLC, or from the President or Vice President if the business is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below, and a signed property owner's authorization letter may be provided in lieu of the property owner's signature[s] below. If more than one, all of the owners of the property must sign this Application).*



Signature - Property Owner

ANTHONY BASSETT PRESIDENT  
Name & Title (PRINT)

8-6-2019  
Date



Signature - Applicant

ANTHONY BASSETT PRESIDENT  
Name & Title (PRINT)

8-6-2019  
Date

Signature - Property Owner

Name & Title (PRINT)

Date

Signature - Applicant's Representative

Name & Title (PRINT)

Date

FOR OFFICE USE ONLY	
Date Paid	Receipt #
Plan Commission Date(s)	Village Board Date(s)
Escrow Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Escrow Amount
Plan Commission Disposition	
Village Board Disposition	



## Village of Mukwonago

## Office of the Village Planner

P.O. Box 206, 440 River Crest Court, Mukwonago, Wisconsin 53149  
(262) 363-6420 x2111

[www.villageofmukwonago.com](http://www.villageofmukwonago.com)

### FULL SUBMITTAL TO PLAN COMMISSION

**Development Name:** Rigibore, 700 Swan Drive

**Zoning District:** M-4

A full submittal of documents and plans to be submitted for any application for Plan Commission review are listed below. A full submittal includes ~~four (4)~~ <sup>Two (2)</sup> paper copies of the documents and plans, and electronic submittal of the documents and plans via a CD or flash drive. Village does ~~not~~ accept email links to the documents and plans. At least one (1) set of the signed documents must have the original signatures of the applicant and property owner. Paper copies of plans must be at least 24 by 36 inches in size, except for a Certified Survey Map on 8½ by 14-inch paper, or a plat that must have a scale of 1-inch equals 100 feet.

Each submittal shall submit the following:

- Required application fee(s).
- Fully completed and signed application form(s) for the requested action.
- Fully completed and signed Agreement for Reimbursable Services form.
- A Plat of Survey or Alta Survey of the property (not needed with a Certified Survey Map).
- A full legal description of the property (not an abbreviated version via a tax bill or County GIS).

Each submittal shall submit the checked requirements. The Village reserves the right to request additional documents upon determination by the Plan Commission.

- ☒ Site plan fully dimensioned and to scale, a Preliminary or Final Subdivision Plat, or Certified Survey Map.
- ☒ Site plan shall include data of building and impervious surface coverage and building and parking/drives setbacks.
- ☒ Site and off-site engineering plan(s), including schematic drawing(s) of sanitary sewer, water main and storm sewer lines with sewer inverts, pipe diameters, hydrant locations and fire department connections.
- ☒ Site grading plan/erosion control plan.
- ☐ Village Engineer confirmation letter that complete Storm Water Management plan has been received.
- ☐ Letter from State or County Highway representative approving access to a State or County controlled highway.
- ☐ Traffic Impact Analysis proposed on-site traffic control signs or markings, and/or turning template information.
- ☐ Confirmation of proper wetland and/or environmental corridor delineation from appropriate agency.
- ☒ Landscaping plan, including location, number, name and size of proposed plantings; to scale.





## Village of Mukwonago

## Office of the Village Planner

P.O. Box 206, 440 River Crest Court, Mukwonago, Wisconsin 53149  
(262) 363-6420 x2111

[www.villageofmukwonago.com](http://www.villageofmukwonago.com)

- ☒ Exterior building elevations/architectural drawings for all sides of each proposed building, fully dimensioned and building materials labeled (four-sided architecture required).
- ☒ Color rendering(s) of all building sides.
- ☒ Samples of exterior building materials, called a material board (to be retained by Village).
- ☒ Preliminary floor plan(s).
- ☒ Exterior site lighting plan, including whole site photometric plan and catalog cuts of proposed light fixtures and light poles, including pole height (maximum height of base, pole and light cannot exceed 25 feet).
- ☒ Proposed location(s) of all mechanical equipment.
- ☒ Dumpster enclosure location(s) shown on plans and enclosure design detail.
- ☐ Preliminary plan for building and site signage, including on-site directional signs.
- ☒ A written Plan of Operation to include, but not limited to the following:
  1. General description of the proposed use or uses, and how the use or uses conform to the zoning of the site and zoning standards.
  2. Anticipated hours of operation.
  3. Number of total of expected employees, including the number of employees on the largest shift.
  4. Storage and disposition of any flammable liquids or hazardous materials used as part of the operation.
  5. Anticipated build-out value of the development.
  6. Any other information to further explain the proposal, or other information as requested from the Village.

**Planner Signature:** \_\_\_\_\_

**Developer Signature:** \_\_\_\_\_

**Date:** 8-8-2019

Rigibore Inc  
700 Swan Drive  
Mukwonago WI53149  
USA

Village of Mukwonago  
PO Box 206

8 August, 2019

Full Legal Name :- Bassett Holding Group INC

Plan of Operation :-

1. Use of the new build will be for 41 units of 10x20 and 41 units of 10x10 storage facility to confirm to zoning district M-4.
2. Hours of operation will be 8am to 4 pm , but would be available 24hours a day to customer to visit.
3. Number of expected additional employees would be 1.
4. Storage or disposition of flammable liquids will not be allowed at this new facility.
5. Estimated build out value should be between \$400K – 450K.
6. Bassett Holding is wanting to use its land to add an additional revenue stream to our existing operation. Both operation would be separate run companies and would be divided off accordingly.

Village of  
**Mukwonago**  
Office of the Village Planner

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440 River Crest Court, Mukwonago, Wisconsin 53149 -Tel. (262) 363-6420x2111-Fax (262) 363-6425 -planner@villageofmukwonago.com

September 27, 2019

Fred Winchowky, Village President  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

Re: Certified Survey Map  
The Pointe Apartments aka 915 Main Street Property  
**Tax Key Nos. Parcel: MUKV2009965001, MUKV2010977, MUKV2009965002, MUKV2010978**

Dear President Winchowky and Members of the Plan Commission:

Mikko Erkamaa, on behalf of Walker & Dunlop, is proposing to combine properties into one ownership in order to pursue development on property set to be sold to them from the Village of Mukwonago.

This follows action to approve a Site Development Plan as part of a Planned Unit Development via resolution number 2019-025 on May 15, 2019.

One of the conditions listed that the applicant shall combine the four lots into one lot. The proposed Certified Survey Map (CSM) proposes to do this.

The proposal will result in on lot, at 4.37 acres in size and include information on the CSM such as easement information, including an easement for a public pedestrian walking trail along Lower Phantom Lake and Electric Railroad easement along the Western edge of the resulting Lot 1.

**Property location**

West side of intersection of Main Street and River Crest Court.

**Property owner/applicant**

Village of Mukwonago is owner of the property and intends to sell property to Walker & Dunlop on or around October 4, 2019. The applicant is Walker & Dunlop.

**Zoning**

The subject property is currently zoned B-2, General Business District, with Business Mixed Use Overlay District (BMX). The BMX overlay permits for specific multiple family planned unit consideration and this approval was granted to the applicant of this CSM via resolution in May of 2019.

**Review by Village Engineer** The Village Engineer has reviewed the proposed certified survey map and gave some minor comments which have been addressed during the preparation of the final certified survey map dated September 26, 2019 (attached).

**Potential motion recommending approval**

I Recommend approval to the Village Board subject to the following conditions prior to the CSM being recorded or as stated otherwise:

1. Upon approval, the Village Board President (also as Chair of Village Plan Commission) and Village Clerk shall sign the document.
2. Reference Pedestrian Path Easement listed on CSM shall be recorded within 30 days of approval of this CSM.

Sincerely,

Ben Kohout, AICP  
Village Planner/Zoning Administrator

**Attachments:**

1. Application materials with certified survey map dated September 26, 2019.

Village of Mukwonago  
440 River Crest Ct  
Mukwonago, WI 53149  
Phone: (262) 363-6420  
Fax: (262) 363-6425  
[www.villageofmukwonago.com](http://www.villageofmukwonago.com)

# VILLAGE OF MUKWONAGO

## CERTIFIED SURVEY MAP (CSM) APPLICATION

Application Fee: Below

Date Submitted: 9/19/2019

### FEES

---

*(Please check one)*

- ☒ 1-2 Lot CSM: \$150  
☐ 3-4 Lot CSM: \$250 + \$16/lot

### CONTACTS

---

#### Zoning and Planning Department

Contact:  
Phone: (262) 363-6420 ex 2111  
Fax: (262) 363-6425  
Email: [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com)

### GUIDELINES

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The undersigned petition is to consider a request, as stated herein, for the specified parcel(s) of land and will be reviewed by the Plan Commission and Village Board of the Village of Mukwonago. The application packet must be filed with the Village Clerk **at least 30 days prior** to the meeting of the Planning Commission at which action is desired.

Materials listed below must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 45 Article IV and other pertinent sections of Village ordinances, WI Stats. 236.34, and, as necessary, to permit review that is consistent with proper planning practice. The Village will strive to accommodate reasonable requests for informal preliminary staff review, however the Village shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

Mail completed applications to: Village Planner  
ATTN: Certified Survey Map  
440 River Crest Ct  
Mukwonago, WI 53149  
Deliver to: Village Clerk's Office  
440 River Crest Ct  
Email to: [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com)

Complete, accurate and specific information must be entered. Please Print.

### APPLICANT INFORMATION (Full Legal Name)

---

Name: Mikko Erkamaa  
Company: Walker & Dunlop  
Address: 142 East Capitol Drive, Suite 200 City: Hartland State: WI Zip: 53029  
Daytime Phone: 262-912-7080 Fax: \_\_\_\_\_  
E-Mail: MErkamaa@walkerdunlop.com

**APPLICANT IS REPRESENTED BY (Full Legal Name)**

---

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**PROPERTY INFORMATION**

---

Property Owner (s) (if different from applicant): The Pointe Apartments, LLC \_\_\_\_\_

Address: W3468 County Road J \_\_\_\_\_ City: East Troy \_\_\_\_\_ State: WI \_\_\_\_\_ Zip: 53120 \_\_\_\_\_ Daytime

Phone: 262-912-7080 \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: MErkamaa@walkerdunlop.com \_\_\_\_\_

Present Zoning: \_\_\_\_\_ Tax Key No(s): MUKV2010978, MUKV2010977, MUKV2009965002, MUKV2009965001 \_\_\_\_\_

Location/Address: 915 Main Street, Mukwonago WI 53149 \_\_\_\_\_

Present Use: Vacant \_\_\_\_\_

Intended Use: Multifamily residential \_\_\_\_\_

**PROCEDURAL CHECKLIST FOR CERTIFIED SURVEY MAP REVIEW AND APPROVAL**

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In the case of a CSM, the submittal date, for the purposes of WI Stats. 236.34, is the date that the application is certified as complete by Village staff. The application packet must be filed with the Village Clerk **at least 30 days prior** to the meeting of the Planning Commission at which action is desired.

**Certified Survey Maps shall be prepared as provided in § 236.34 (1m) (c) Wis. Stats. and Article IV of the Land Division Ordinance. Submittals for review must include and be accompanied by the following:**

**Application:**

- ☐ Completed application form including the procedural checklist.
- ☐ Application fee: See page 1.
- ☐ Agreement for Reimbursable Services (separate application).

**Other Documents:**

- ☐ Five(5) complete sets of Application and materials, in addition to the original, for Village of Mukwonago review.
- ☐ Project Summary: Please attach a statement detailing the reasons and background for this request including: details of proposal, services provided, wares sold, plans and hours of operation, number of employees, frequency of customer visits, frequency of deliveries to site, description of any interior/exterior modifications or additions to be made to property, any outside storage (dumpsters, trucks, materials...), number of parking stalls, screening/buffer type, any other information available. **PLEASE EXPLAIN IN DETAIL.**
- ☐ **Electronic Submittals are required.** Email (or CD ROM) with all plans and submittal materials in Adobe PDF to [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com).
- ☐ Any additional information as determined by Village staff.

- Upon receipt of a complete submittal, staff review will be conducted within ten business days.
- All Certified Survey Map requests require Plan Commission review and Village Board approval.
- All Certified Survey Map requests shall comply with Chapter 236 of the Wisconsin State Statutes.

## CERTIFICATION

Applicant hereby certifies that:

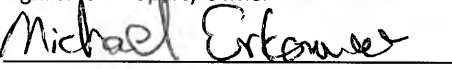
1. All of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.
2. Affirms that no Village of Mukwonago elected or appointed official or employee has a proprietary interest in the above referenced property for which this applications being filed (except as stated below under "Exceptions").
3. None of the above referenced individuals has been promised or given any contract for consultation, planning or construction in relation to this project (except as stated below under "Exceptions").
4. Applicant has read and understands all information in this packet.

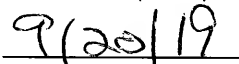
Applicant further understands the policies of the Village regarding change of zonings and property development. Conditions of the resolution regarding all approvals are strictly followed. Certificates of Occupancy are not given until all conditions of approval have been met

By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing pursuant to Section 943.13 WI Stats.

*(The applicant's signature must be from a Managing Member if the business is an LLC, or from the President or Vice President if the business is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below, and a signed property owner's authorization letter may be provided in lieu of the property owner's signature[s] below. If more than one, all of the owners of the property must sign this Application).*

  
Signature - Property Owner

  
Name & Title (PRINT)

  
Date

\_\_\_\_\_  
Signature - Applicant

\_\_\_\_\_  
Name & Title (PRINT)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - Property Owner

\_\_\_\_\_  
Name & Title (PRINT)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - Applicant's Representative

\_\_\_\_\_  
Name & Title (PRINT)

\_\_\_\_\_  
Date

FOR OFFICE USE ONLY	
Date Paid	Receipt #
Plan Commission Date(s)	Village Board Date(s)
Escrow Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Escrow Amount
Plan Commission Disposition	
Village Board Disposition	

CERTIFIED SURVEY MAP NO.

BEING A CONSOLIDATION OF LANDS IN A PART OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35, TOWN 5 NORTH, RANGE 18 EAST, IN THE VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

N. LINE OF THE NE 1/4 SECTION 35-5-18  
(N89°35'49"E 2178.55)

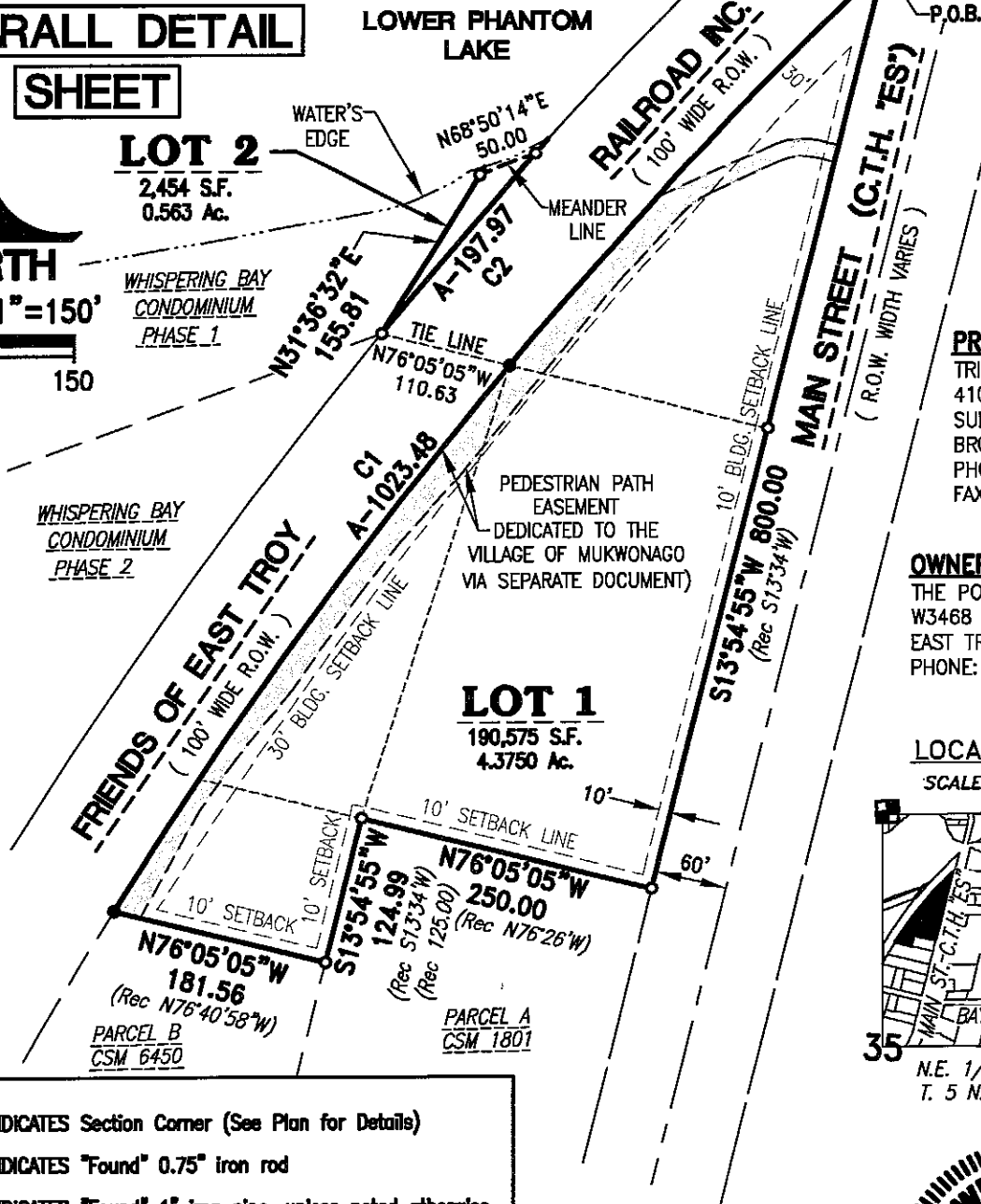
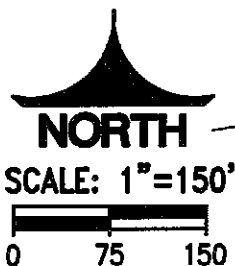
(P.O.C.) N.W. CORNER OF THE  
NE 1/4,  
SEC. 35-5-18  
CONC. MON. W/ BRASS CAP  
WISCONSIN STATE PLANE COORD.  
SYSTEM-SOUTH ZONE  
N 316,856.12, E 2,446,266.39

MEANDER CORNER NE CORNER  
OF THE NE 1/4,  
SEC. 35-5-18  
CONC. MON. W/ BRASS CAP  
WISCONSIN STATE PLANE COORD.  
SYSTEM-SOUTH ZONE  
N 316,871.44, E 2,448,444.76

ALL BEARINGS ARE REFERENCED TO GRID NORTH OF THE WISCONSIN STATE  
PLANE COORDINATE SYSTEM (NAD 1927 DATUM) - SOUTH ZONE, IN WHICH  
THE NORTH LINE OF THE N.E. 1/4 OF SECTION 35-5-18, IS TAKEN TO BEAR  
NORTH 89°35'49" EAST.

OVERALL DETAIL

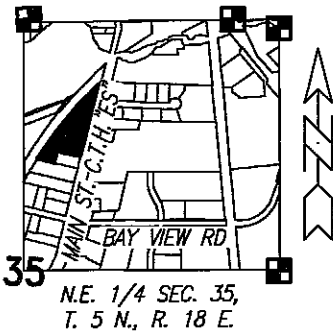
SHEET



PREPARED BY:  
TRIO ENGINEERING, LLC  
4100 N. CALHOUN ROAD,  
SUITE 300  
BROOKFIELD, WI 53005  
PHONE: 262-790-1480  
FAX: 262-790-1481

OWNER:  
THE POINTE APARTMENTS, LLC  
W3468 COUNTY ROAD J  
EAST TROY, WI 53120  
PHONE: 262-912-7080

LOCATION MAP  
SCALE: 1"=2000'

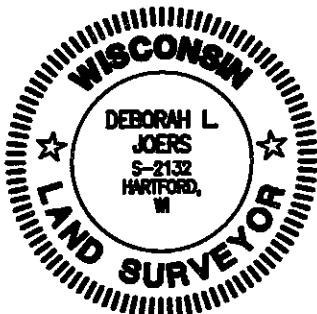


LEGEND:

- INDICATES Section Corner (See Plan for Details)
- INDICATES "Found" 0.75" iron rod
- INDICATES "Found" 1" iron pipe, unless noted otherwise.

CURVE TABLE:

NO.	RADIUS	CENTRAL ANGLE	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
C1	4005.88	14°38'20"	1023.48	1020.70	N38°55'37"E	S46°14'47"W	S31°36'27"W
C2	4105.88	2°45'45"	197.97	197.95	S40°23'56"W	S41°46'49"W	S39°01'04"W



DRAFTED THIS 26TH DAY OF SEPTEMBER, 2018  
THIS INSTRUMENT WAS DRAFTED BY DEBORAH L. JOERS, S-2132

JOB NO. 19-006-1059-01  
SHEET 1 OF 7



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

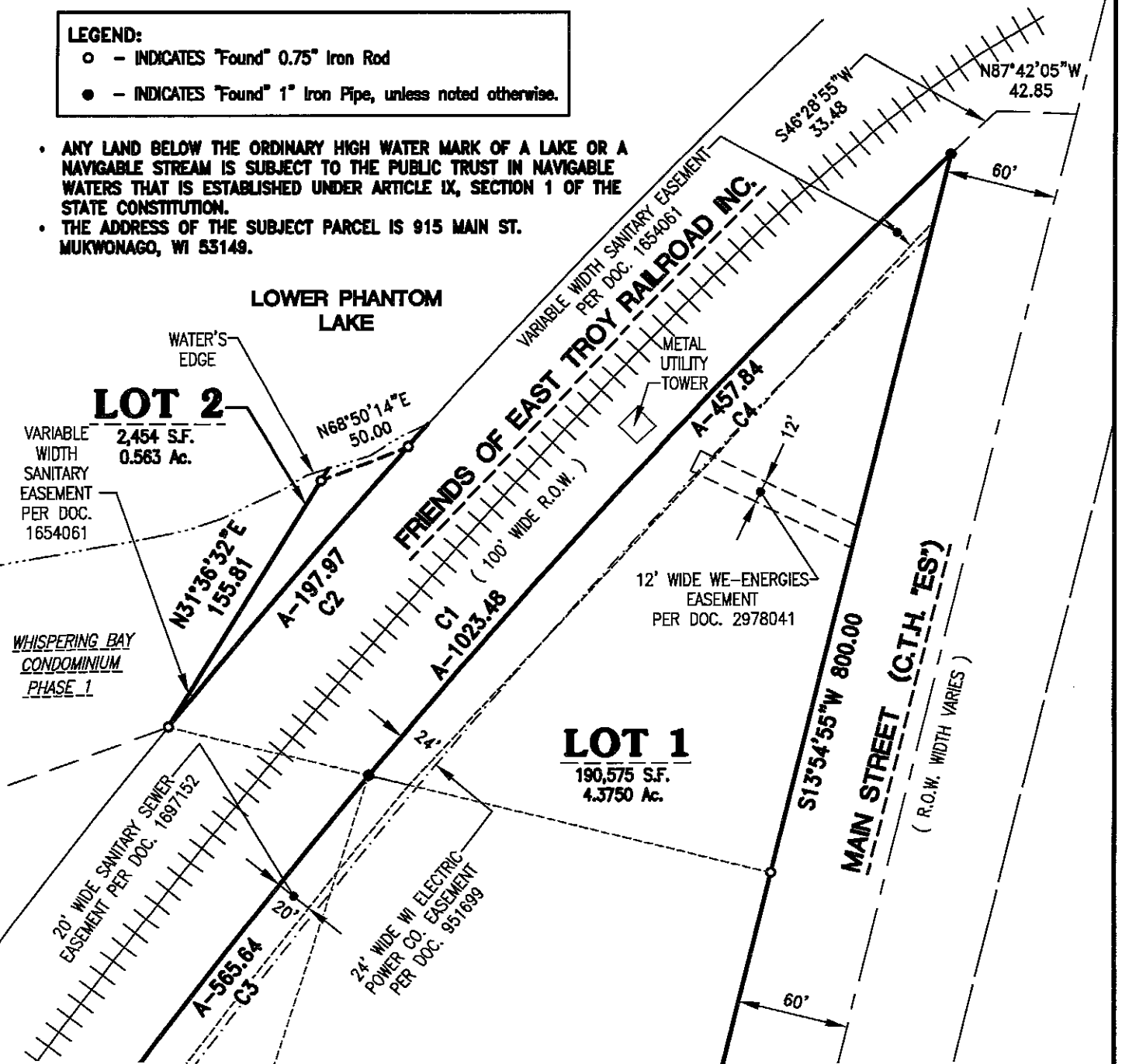
BEING A CONSOLIDATION OF LANDS IN A PART OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE  
NORTHEAST 1/4 OF SECTION 35, TOWN 5 NORTH, RANGE 18 EAST, IN THE VILLAGE OF MUKWONAGO, WAUKESHA  
COUNTY, WISCONSIN.

## EXISTING EASEMENT DETAIL SHEET

### LEGEND:

- - INDICATES "Found" 0.75" Iron Rod
- - INDICATES "Found" 1" Iron Pipe, unless noted otherwise.

- ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE STATE CONSTITUTION.
- THE ADDRESS OF THE SUBJECT PARCEL IS 915 MAIN ST. MUKWONAGO, WI 53149.



### CURVE TABLE:

NO.	RADIUS	CENTRAL ANGLE	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
C3	4005.88	8°05'25"	565.64	565.17	N35°39'10"E	S39°41'52"W	S31°36'27"W
C4	4005.88	6°32'55"	457.84	457.59	N42°58'20"E	S46°14'47"W	S39°41'52"W



SCALE: 1"=80'



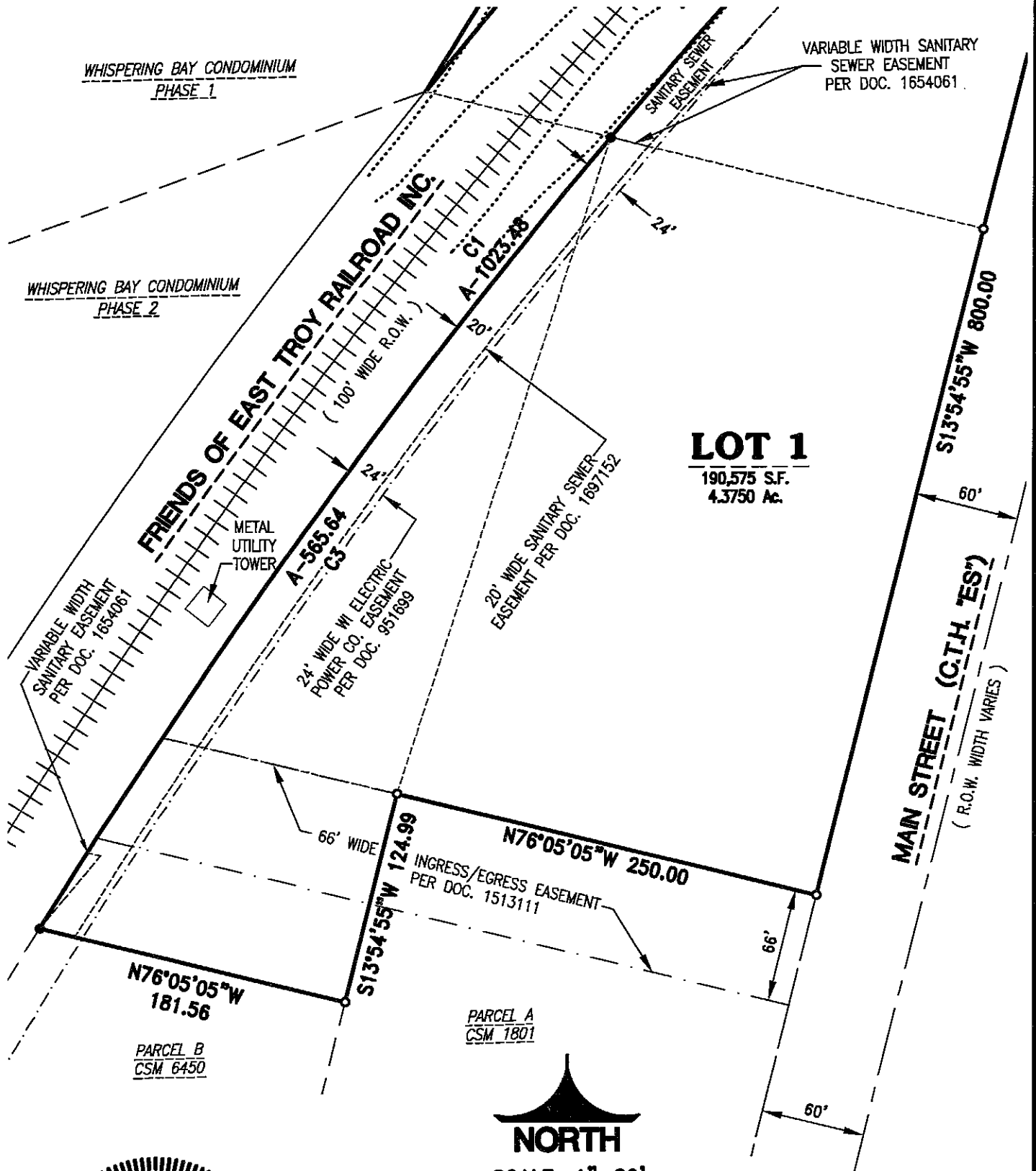
DRAFTED THIS 26TH DAY OF SEPTEMBER, 2018  
THIS INSTRUMENT WAS DRAFTED BY DEBORAH L. JOERS, S-2132

JOB NO. 19-006-1059-01  
SHEET 2 OF 7

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A CONSOLIDATION OF LANDS IN A PART OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE  
NORTHEAST 1/4 OF SECTION 35, TOWN 5 NORTH, RANGE 18 EAST, IN THE VILLAGE OF MUKWONAGO, WAUKESHA  
COUNTY, WISCONSIN.

## EXISTING EASEMENT DETAIL SHEET



SCALE: 1"=80'



- LEGEND:**
- - INDICATES "Found" 0.75" iron rod
  - - INDICATES "Found" 1" iron pipe, unless noted otherwise.



DRAFTED THIS 26TH DAY OF SEPTEMBER, 2018  
THIS INSTRUMENT WAS DRAFTED BY DEBORAH L. JOERS, S-2132

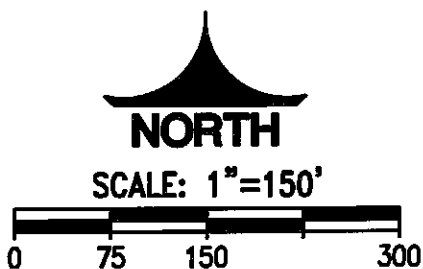
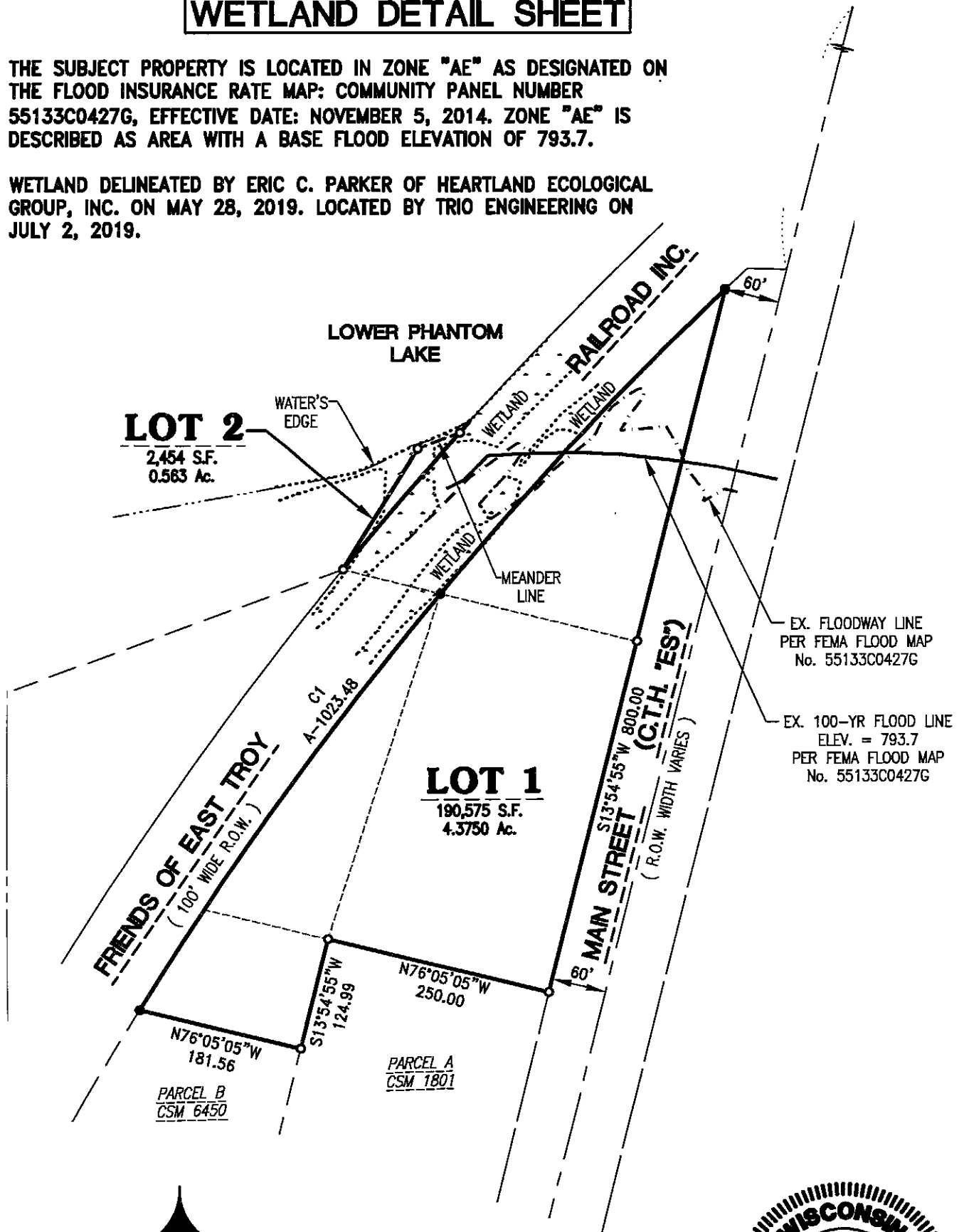
JOB NO. 19-006-1059-01  
SHEET 3 OF 7

# CERTIFIED SURVEY MAP NO.

BEING A CONSOLIDATION OF LANDS IN A PART OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35, TOWN 5 NORTH, RANGE 18 EAST, IN THE VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

## WETLAND DETAIL SHEET

- THE SUBJECT PROPERTY IS LOCATED IN ZONE "AE" AS DESIGNATED ON THE FLOOD INSURANCE RATE MAP: COMMUNITY PANEL NUMBER 55133C0427G, EFFECTIVE DATE: NOVEMBER 5, 2014. ZONE "AE" IS DESCRIBED AS AREA WITH A BASE FLOOD ELEVATION OF 793.7.
- WETLAND DELINEATED BY ERIC C. PARKER OF HEARTLAND ECOLOGICAL GROUP, INC. ON MAY 28, 2019. LOCATED BY TRIO ENGINEERING ON JULY 2, 2019.



## **CERTIFIED SURVEY MAP NO.**

BEING A CONSOLIDATION OF LANDS IN A PART OF THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE  
NORTHEAST 1/4 OF SECTION 35 TOWN 5 NORTH, RANGE 18 EAST, IN THE VILLAGE OF MUKWONAGO, WAUKESHA  
COUNTY, WISCONSIN.

### **SURVEYOR'S CERTIFICATE:**

STATE OF WISCONSIN    )  
  )ss  
COUNTY OF WAUKESHA)

I, Deborah L. Joers, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped a consolidation of lands in a part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 35, Town 5 North, Range 18 East, in the Village of Mukwonago, Waukesha County, Wisconsin, now being more particularly bounded and described as follows:

Commencing at the Northwest Corner of the Northeast 1/4 of said Section 35, thence North 89°35'49" East along the North line of said Northeast 1/4 Section, a distance of 1013.82 feet to a point on the centerline of "Main Street" (C.T.H. "ES"); thence South 13°54'55" West along said Centerline, 645.48 feet to a point; thence North 87°42'05" West, 42.85 feet to a point; thence South 46°28'55" West, 33.48 feet to the West Right-of-Way line of "Main Street" (C.T.H. "ES") and the place of beginning of lands hereinafter described;

Thence South 13°54'55" West along said West Right-of-Way line, 800.00 feet to a point on the North line of Parcel A of Certified Survey Map No. 1801; thence North 76°05'05" West along said North line, 250.00 feet to the Northwest corner of said Parcel A; thence South 13°54'55" West along the West Line of said Parcel A, 124.99 feet to the Northeast corner of Parcel B of Certified Survey Map No. 6450; thence North 76°05'05" West along the North line of said Parcel B, 181.56 feet to a point on the East Right-of-Way line of the "Friends of East Troy Railroad"; thence Northeasterly 565.64 feet along the arc of a curve whose center lies to the Southeast, whose radius is 4005.88 feet and whose chord bears North 35°39'10" East, 565.17 feet to a point; thence North 76°05'05" West along a tie line, 110.63 feet to a point on the West Right-of-Way line of the "Friends of East Troy Railroad"; Thence North 31°36'32" East along the East line of Whispering Bay Condominium Phase 1, 155.81 feet to a point; thence North 68°50'14" East along a Meander Line of "Lower Phantom Lake", 50.00 feet to a point on the West Right-of-Way line of the "Friends of East Troy Railroad"; thence Southwesterly 197.97 feet along said West Right-of-Way line and the arc of a curve whose center lies to the Southeast, whose radius is 4105.88 feet and whose chord bears South 40°23'56" West, 197.95 feet to a point; thence South 76°05'05" East along a tie line, 110.63 feet to a point on the East Right-of-Way line of the "Friends of East Troy Railroad"; thence Northeasterly 457.84 feet along said East Right-of-Way line and the arc of a curve whose center lies to the Southeast, whose radius is 4005.88 feet and whose chord bears North 42°58'20" East, 457.59 feet to the point of beginning of this description.

Said Parcel contains 193,029 Square Feet (or 4.4313 Acres) of land, more or less.


That I have made such survey, land division and map by the direction of the **THE POINTE APARTMENTS, LLC**, owners of said lands.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Platting Ordinances of the Village of Mukwonago in surveying, dividing and mapping the same.

Dated this 26<sup>th</sup> day of September, 20 19.



  
Deborah L. Joers, P.L.S.  
Professional Land Surveyor, S-2132  
**TRIO ENGINEERING, LLC**  
4100 N. Calhoun Road, Suite 300  
Brookfield, WI 53005  
Phone: (262)790-1480 Fax: (262)790-1481

Drafted this 26th Day of September, 2019

THIS INSTRUMENT WAS DRAFTED BY DEBORAH L. JOERS, S-2132

Job. No. 19-006-1059-01

SHEET 5 OF 7

**CERTIFIED SURVEY MAP NO.**

BEING A CONSOLIDATION OF LANDS IN A PART OF THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE  
NORTHEAST 1/4 OF SECTION 35 TOWN 5 NORTH, RANGE 18 EAST, IN THE VILLAGE OF MUKWONAGO, WAUKESHA  
COUNTY, WISCONSIN.

**OWNER'S CERTIFICATE OF DEDICATION:**

**THE POINTE APARTMENTS, LLC**, as owner, do hereby certify that it caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on this map in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and the Platting Ordinances of the Village of Mukwonago, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**THE POINTE APARTMENTS, LLC**

\_\_\_\_\_  
Michael Erkamaa, Representative

STATE OF WISCONSIN       )  
  ) ss  
COUNTY OF                       )

Personally, came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above-named, Michael Erkamaa, Representative, to me known to be the person who executed the foregoing instrument and acknowledged the same, on behalf of The Pointe Apartments, LLC.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, WI  
My commission expires: \_\_\_\_\_

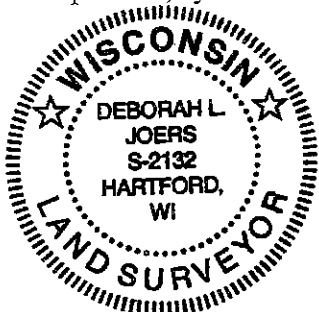
**CONSENT OF CORPORATE MORTGAGEE:**

**CITIZEN BANK**, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping of the land described on this Certified Survey Map, and does hereby consent to the above certificate of **THE POINTE APARTMENTS, LLC**, owner, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Brett Engelking, Vice President

STATE OF WISCONSIN    )  
                                      ) ss  
COUNTY OF                )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, Brett Engelking, Vice President of the above named corporation, to me known to be the person who executed the foregoing instrument, and to me known to be such Vice President of said corporation, and acknowledged that he executed the foregoing instrument as such officer as the deed of said corporation, by its authority.



\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, WI  
My commission expires: \_\_\_\_\_

**CERTIFIED SURVEY MAP NO.**

BEING A CONSOLIDATION OF LANDS IN A PART OF THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE  
NORTHEAST 1/4 OF SECTION 35 TOWN 5 NORTH, RANGE 18 EAST, IN THE VILLAGE OF MUKWONAGO, WAUKESHA  
COUNTY, WISCONSIN.

**PLAN COMMISSION APPROVAL:**

Approved by the Planning Commission of the Village of Mukwonago on this \_\_\_\_\_ day of \_\_\_\_\_,  
20 \_\_\_\_\_.

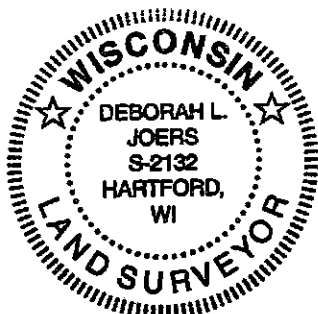
\_\_\_\_\_  
Fred Winchowky, Chairman

**VILLAGE BOARD APPROVAL CERTIFICATE:**

Approved by the Village Board of the Village of Mukwonago on this \_\_\_\_\_ day of \_\_\_\_\_,  
20 \_\_\_\_\_.

\_\_\_\_\_  
Fred Winchowky , Village President

\_\_\_\_\_  
Diana Dykstra, Clerk/Treasurer



Drafted this 26th Day of September, 2019

THIS INSTRUMENT WAS DRAFTED BY DEBORAH L. JOERS, S-2132

L:\LOBBYS\WPDOCS\DOCUMENT\1059\19006-01\Survey\530-Certified Survey Map\Legal The Pointe Apartments CSM.doc

Job. No. 19-006-1059-01

SHEET 7 OF 7

**Village of**  
**Mukwonago**  
**Office of the Village Planner**

---

440 River Crest Court, Mukwonago, Wisconsin 53149 -Tel. (262) 363-6420x2111-Fax (262) 363-6425 -planner@villageofmukwonago.com

October 1, 2019

Fred Winchowky, Village President  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

Re: Extra Territorial CSM – Town of East Troy – N9194 East Shore Road

Dear President Winchowky and Members of the Plan Commission:

Rob Bern has applied for a Certified Survey Map (CSM) outside of, but within 1.5 miles of, the Village of Mukwonago Boundary, in the Town of East Troy. Pursuant to state law, the Village has an opportunity to review the CSM under extraterritorial plat review authority. The property is outside the ultimate Village boundary pursuant to the Town-Village boundary agreement.

The 1.67-acre property is located on the East side of East Shore Road, approximately 500 feet south of the intersection of E. Shore Rd. and Beach Rd. The property is currently used as a single family residence.

**Proposal**

The proposal is to combine the North ½ of the existing south vacant lot (9,500 sf.) into the boundary of the lot with the residence upon it (1.67-acre lot). An inspection of the aerial photograph shows the existing residence extends into the south adjacent lot and the resulting parcel will be at 1.77 acres, with the residence entirely within the resulting CSM.

The purpose of the CSM is to combine two lots into one larger residential lot. A parallel review process is occurring with the Town of Mukwonago.

**Zoning Review**

The Village has this area outside of the ultimate Village Boundary Agreement with the Town of East Troy. The Village Recommended Land Use for 2035 shows this area for Medium Lot Single Family – 25,000 s.f. min. lot size. There are no staff concerns with this request.

**Recommendation for Site Plan and Architectural Review**

State law allows the Village to review the CSM to ensure compliance with the Village Comprehensive Plan. Therefore, as the proposed CSM conforms to the comprehensive plan, I recommend approval with the following conditions:

1. Prior to Village signature placement on the Certified Survey Map, the clerk's signature shall be listed as Diana Dykstra, Village Clerk/Treasurer.

2. Prior to Village signature placement on the Certified Survey Map, the Town of Mukwonago shall provide the Village Planner with documentation of Town approval.

If any questions arise, please feel free to contact me.

Sincerely,

Ben Kohout, AICP  
Village Planner/Zoning Administrator



## Bern CSM – Town of East Troy Extra Territorial CSM Location Map

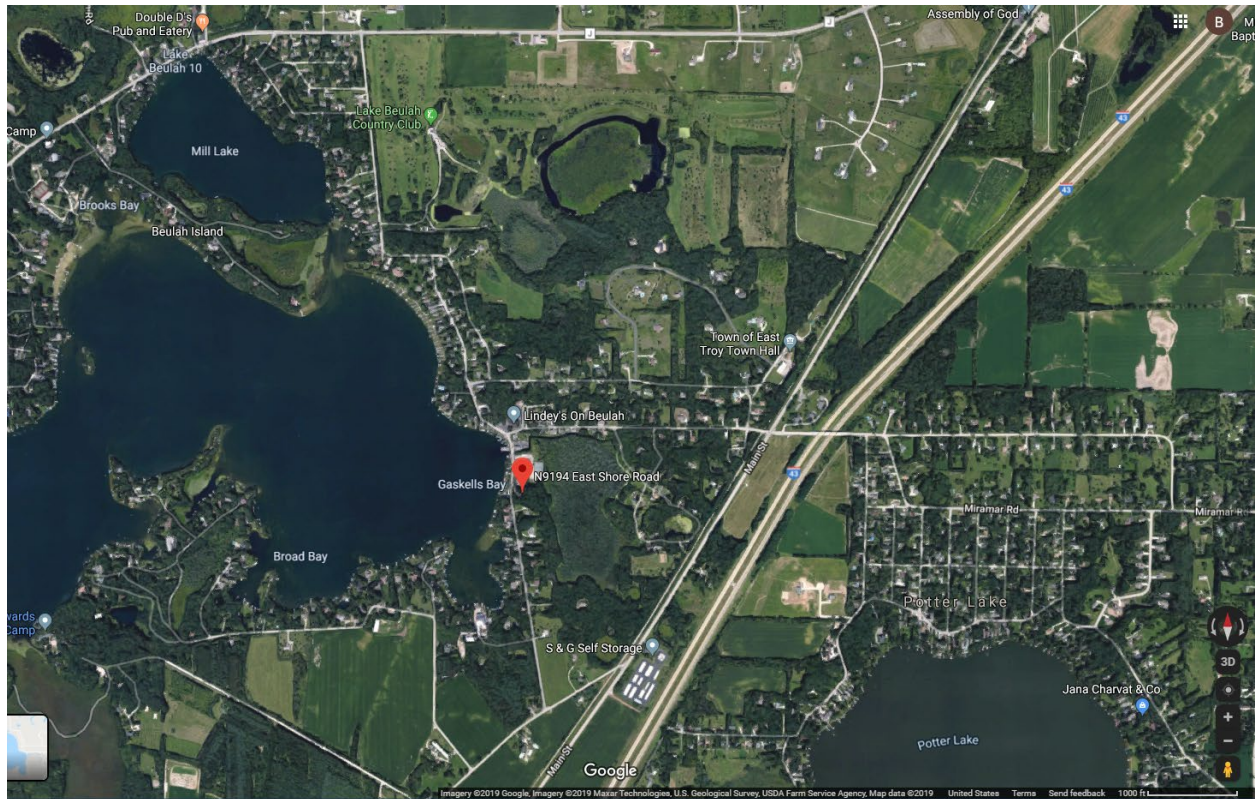
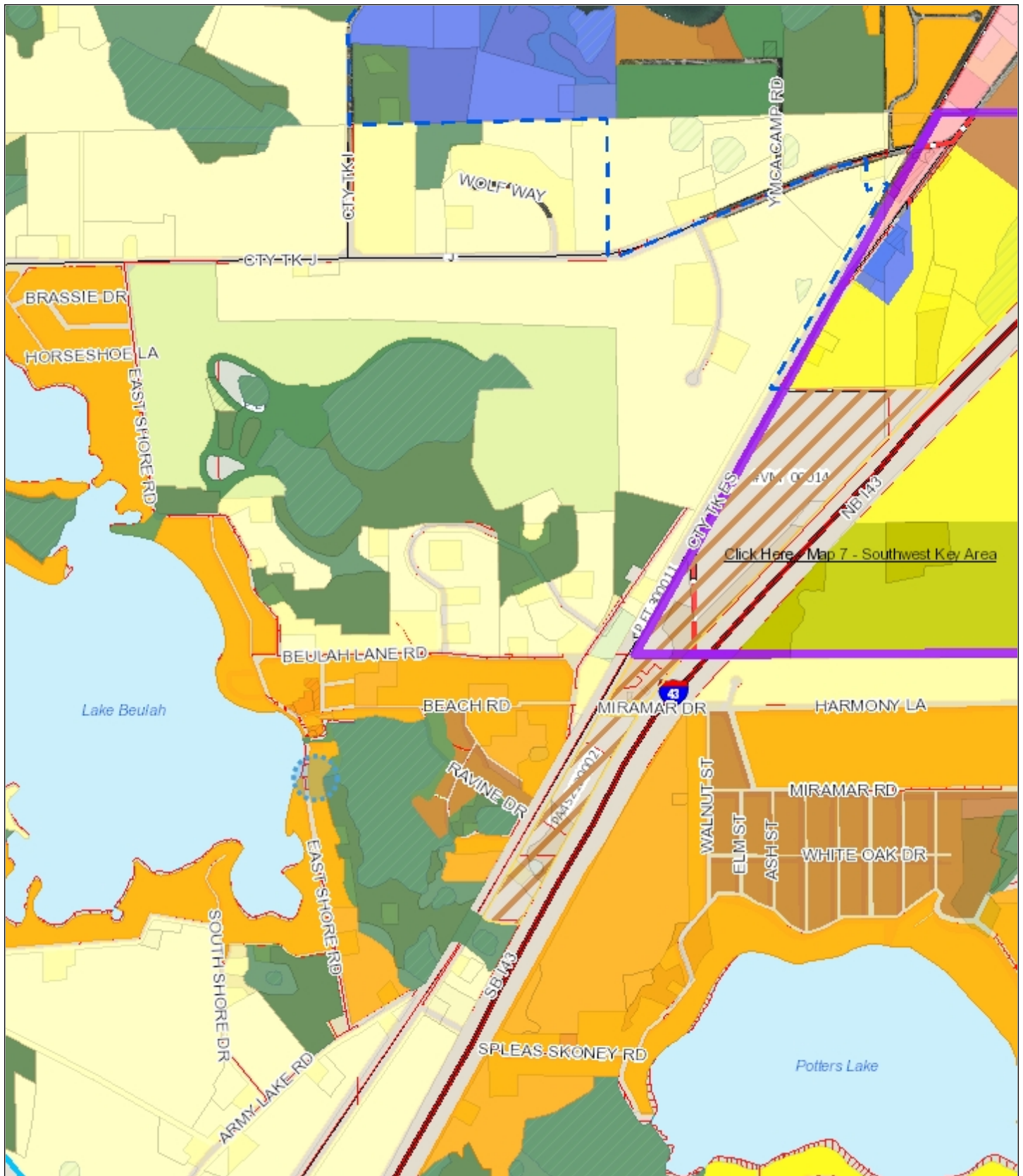


Image 1: Aerial Overall Location Map



## Village of Mukwonago GIS

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 1333'

## VILLAGE OF MUKWONAGO

440 River Crest Court  
PO Box 206  
Mukwonago, WI 53149  
262-363-6420

Print Date: 10/1/2019





## Village of Mukwonago GIS

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 83'

## VILLAGE OF MUKWONAGO

440 River Crest Court  
PO Box 206  
Mukwonago, WI 53149  
262-363-6420

Print Date: 10/1/2019

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE NE. 1/4 OF THE NE. 1/4 OF SECTION 9, AND THE NORTH 1/2 OF LOT 1 OF MCGREGOR HIGHLANDS SUBDIVISION LOCATED IN THE SE 1/4 OF THE NE. 1/4 OF SECTION 9, T.4N., R.18E., TOWN OF EAST TROY, WALWORTH COUNTY, WISCONSIN

## ATLAS SURVEY

2826 SAINT ANDREWS COURT  
WAUKESHA, WI 53188  
(262) 901-5256  
WWW.ATLASSURVEYWI.COM

SURVEYOR:

BRYCE KACZOR, PLS S-2803

SURVEY FOR:

ROB & LISA BERN  
N9194 EAST SHORE ROAD  
EAST TROY, WI 53120  
(630) 803-7746

N 1/4 CORNER  
SEC. 9-4-18  
STATE PLANE  
COORDINATES  
N 303,611.16  
E 2,438,435.20

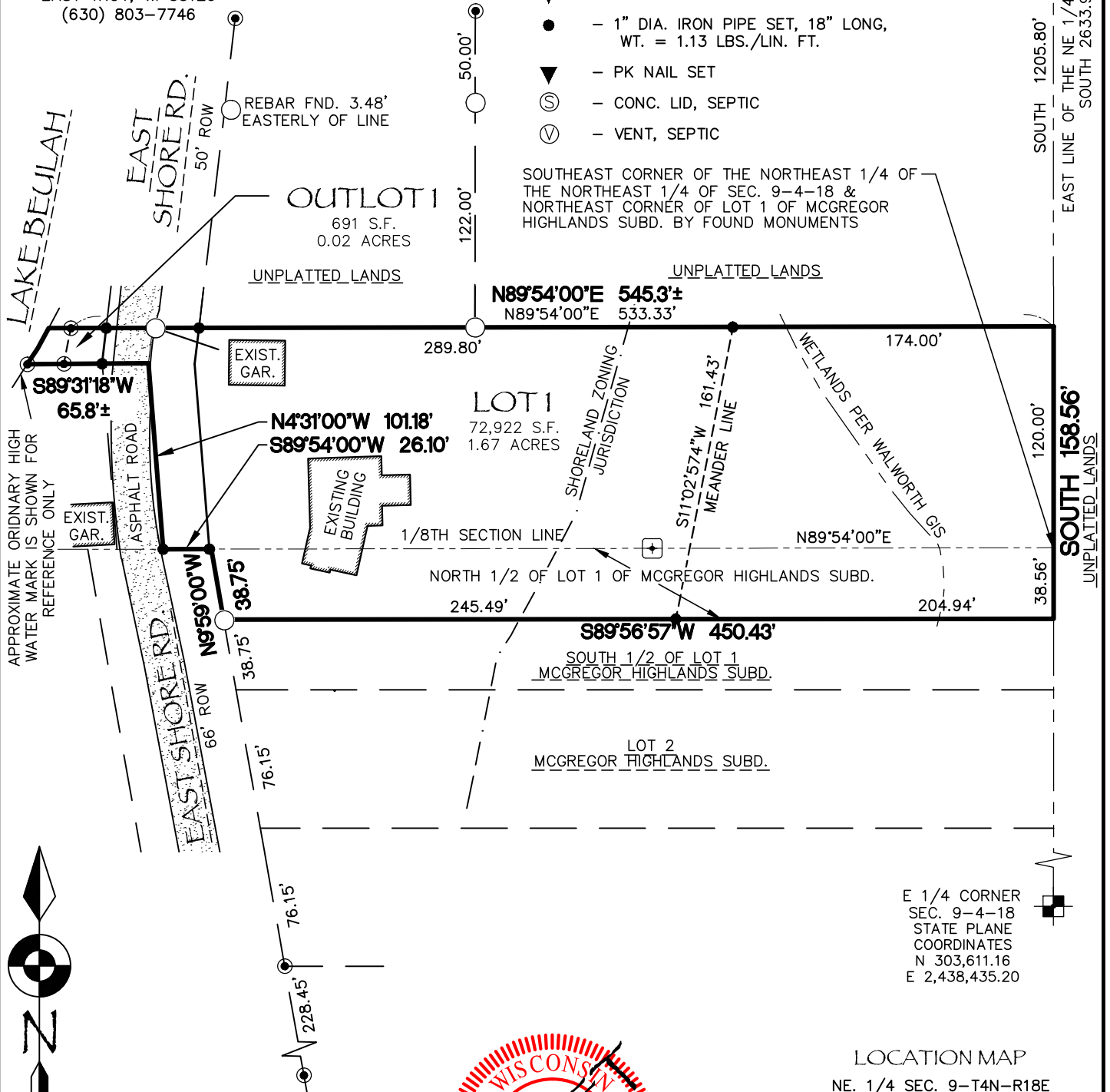
NORTH LINE OF THE NE 1/4 SEC. 9-4-18  
N88°52'54"E 1312.58'

NE CORNER  
SEC. 9-4-18  
STATE PLANE  
COORDINATES  
N 306,244.96  
E 2,436,420.43

## LEGEND

- CONC. MON. W/ BRASS CAP FND.
- 1" IRON PIPE FOUND (UNLESS OTHERWISE STATED)
- STONE MONUMENT FND., 4" SQUARE
- 5/8" REBAR FND.
- PK NAIL FND.
- 1" DIA. IRON PIPE SET, 18" LONG, WT. = 1.13 LBS./LIN. FT.
- PK NAIL SET
- CONC. LID, SEPTIC
- VENT, SEPTIC

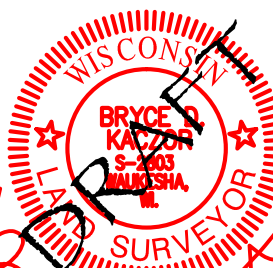
SOUTHEAST CORNER OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SEC. 9-4-18 & NORTHEAST CORNER OF LOT 1 OF MCGREGOR HIGHLANDS SUBD. BY FOUND MONUMENTS



SCALE: 1" = 80'

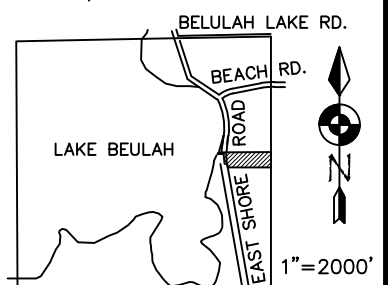


BEARINGS ARE REFERENCED TO THE EAST LINE OF THE NE 1/4 OF SECTION 9-4-18 AS DUE SOUTH



DATED THIS 3RD DAY OF MAY 2019

LOCATION MAP  
NE. 1/4 SEC. 9-T4N-R18E



BEING A PART OF THE NE. 1/4 OF THE NE. 1/4 OF SECTION 9, AND THE NORTH 1/2 OF LOT 1 OF MCGREGOR HIGHLANDS SUBDIVISION LOCATED IN THE SE 1/4 OF THE NE. 1/4 OF SECTION 9, T.4N., R.18E., TOWN OF EAST TROY, WALWORTH COUNTY, WISCONSIN



0 15 30 60



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE NE. 1/4 OF THE NE. 1/4 OF SECTION 9, AND THE NORTH 1/2 OF LOT 1 OF MCGREGOR HIGHLANDS SUBDIVISION LOCATED IN THE SE 1/4 OF THE NE. 1/4 OF SECTION 9, T.4N., R.18E., TOWN OF EAST TROY, WALWORTH COUNTY, WISCONSIN

## NOTES:

1. EASEMENTS, IF ANY, ARE NOT SHOWN.
2. THE SURVEYOR TAKES NO RESPONSIBILITY FOR ANY UNDERGROUND STRUCTURES OR BURIED MATERIALS SUCH AS FOUNDATIONS, WELLS, SEPTIC, HOLDING TANKS, UTILITIES, HAZARDOUS MATERIALS, OR ANY OTHER ITEMS OF WHICH NO EVIDENCE CAN BE FOUND ON THE SURFACE BY A VISUAL INSPECTION.
3. THE FIELD WORK WAS COMPLETED ON APRIL 22, 2019.
4. ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.

## SURVEYOR'S CERTIFICATE:

I, Bryce D. Kaczor, Registered Land Surveyor hereby certify;

That I have surveyed, divided and mapped all that being a part of the NE. 1/4 of the NE. 1/4 of Section 9, and the North 1/2 of Lot 1 OF McGregor Highlands Subdivision located in the SE 1/4 of the NE. 1/4 of Section 9, T.4N., R.18E., Town of East Troy, Walworth County, Wisconsin, more fully described as follows:

Commencing at the NE corner of said Section; thence Due South, along the East line of the NE 1/4 of said Section, 1205.80 feet to the point of beginning of hereinafter described lands; thence continue Due South 120.00 feet to the SE corner of the NE 1/4 of said Section and the NE corner of Lot 1 of McGregor Highlands Subdivision; thence continue Due South, 38.56 feet; thence S89°56'57"W, along the southerly line of the North 1/2 of said Lot 1 of McGregor Highlands Subdivision, 450.43 feet; thence N9°59'00"W along the easterly right-of-way of East Shore Road, 38.75 feet to a stone monument; thence S89°54'00"W, along the 1/8th line, 26.10 feet; thence N4°31'00"W , along the centerline of East Shore Road, 101.18 feet; thence S89°31'18"W, 45.97 feet; thence N11°13'24"E, along a meander line of Beulah Lake, 19.81 feet; thence N89°54'00"E, 533.33 feet to the point of beginning. Including those lands between the meander line of Beulah Lake and the shore line of Beulah Lake. Said Lands containing 77,107 square feet (1.77 acres).

That I have made such survey, land division and Certified Survey Map by the direction of ROBERT BERN & LISA BERN, owners of said lands.

That such survey is a correct representation of all the exterior boundaries of the lands surveyed and the division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes and the subdivision regulations of the TOWN OF EAST TROY AND WALWORTH COUNTY in surveying, dividing and mapping the same.

Dated this 3rd day of May, 2019

  
Bryce D. Kaczor, PLS S-2863



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE NE. 1/4 OF THE NE. 1/4 OF SECTION 9, AND THE NORTH 1/2 OF LOT 1 OF MCGREGOR HIGHLANDS SUBDIVISION LOCATED IN THE SE 1/4 OF THE NE. 1/4 OF SECTION 9, T.4N., R.18E., TOWN OF EAST TROY, WALWORTH COUNTY, WISCONSIN

## OWNER'S CERTIFICATE OF DEDICATION:

As owners, We hereby certify that we caused that land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the Certified Survey Map. We also certify that this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

- 1) WALWORTH COUNTY
- 3) TOWN OF EAST TROY

WITNESS the hand and seal of said owner this \_\_\_\_\_ day of \_\_\_\_\_.  
In Presence of:

\_\_\_\_\_  
ROBERT BERN, Owner

\_\_\_\_\_  
LISA BERN, Owner

STATE OF WISCONSIN)

\_\_\_\_\_ COUNTY) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above named ROBERT BERN & LISA BERN to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_ County, Wisconsin

My Commission Expires \_\_\_\_\_

## CONSENT OF CORPORATE MORTGAGEE:

\_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping and dedication of the land described on this Certified Survey Map, and does hereby consent to the above certificate of ROBERT BERN & LISA BERN, Owners.

IN WITNESS WHEREOF, said \_\_\_\_\_ has caused these presents to be signed by \_\_\_\_\_, its \_\_\_\_\_, and countersigned by \_\_\_\_\_, its \_\_\_\_\_ at \_\_\_\_\_, Wisconsin, and its corporate seal to be hereunto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

In presence of:

STATE OF WISCONSIN)

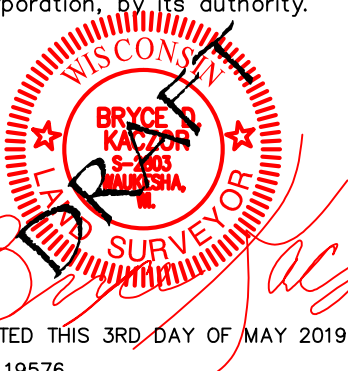
\_\_\_\_\_ COUNTY) SS)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, the above named \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such \_\_\_\_\_ and \_\_\_\_\_ of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_ County, Wisconsin

My Commission Expires \_\_\_\_\_



DATED THIS 3RD DAY OF MAY 2019.

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE NE. 1/4 OF THE NE. 1/4 OF SECTION 9, AND THE NORTH 1/2 OF LOT 1 OF MCGREGOR HIGHLANDS SUBDIVISION LOCATED IN THE SE 1/4 OF THE NE. 1/4 OF SECTION 9, T.4N., R.18E., TOWN OF EAST TROY, WALWORTH COUNTY, WISCONSIN

WALWORTH COUNTY :

Approved for the Walworth County Zoning Agency this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
TIMBRELENTHIN, CHAIRMAN OF WALWORTH COUNTY ZONING AGENCY

VILLAGE OF MUKWONAGO BOARD OF TRUSTEES  
EXTRA-TERRITORIAL APPROVAL:

Approved by the Village Board of the Village of Mukwonago on this \_\_\_\_\_day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Judith Taubert, Clerk–Treasurer

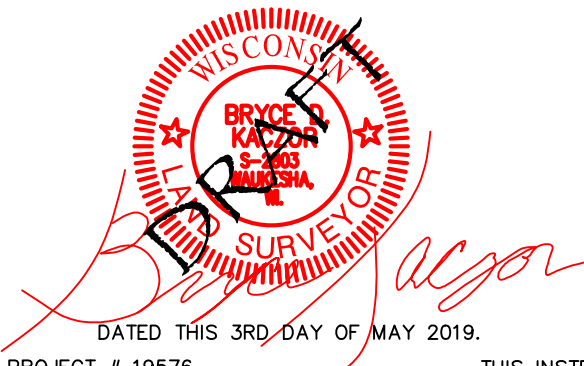
\_\_\_\_\_  
Fred Winchowky, Village President

VILLAGE OF MUKWONAGO PLAN COMMISSION  
EXTRA-TERRITORIAL APPROVAL:

Approved by the Village of Mukwonago Plan Commission on this \_\_\_\_\_day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Judith Taubert, Clerk–Treasurer

\_\_\_\_\_  
Fred Winchowky, Village President



DATED THIS 3RD DAY OF MAY 2019.



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE NE. 1/4 OF THE NE. 1/4 OF SECTION 9, AND THE NORTH 1/2 OF LOT 1 OF MCGREGOR HIGHLANDS SUBDIVISION LOCATED IN THE SE 1/4 OF THE NE. 1/4 OF SECTION 9, T.4N., R.18E., TOWN OF EAST TROY, WALWORTH COUNTY, WISCONSIN

TOWN BOARD APPROVAL CERTIFICATE:

Resolved that the Certified Survey Map, in the Town of East Troy, ROBERT BERN & LISA BERN, owners, are hereby approved by the Town Board.

All conditions have been met as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
Joseph Klarkowski PLS, Chairman

I hereby certify that the foregoing is true and correct copy of a resolution adopted by the Town Board of the Town of East Troy.

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
Kim Buchanan, Town Clerk

PLAN COMMISSION APPROVAL CERTIFICATE:

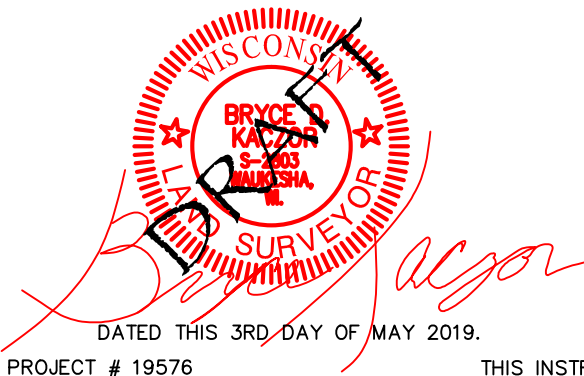
APPROVED, that the Certified Survey Map, in the Town of East Troy, ROBERT BERN & LISA BERN, owners, are hereby approved by the Plan Commission.

Approved as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
Joel Cook, Planning Commission Chair

I hereby certify that the foregoing is true and correct copy of a resolution adopted by the Plan Commission of the Town of East Troy.

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
Kim Buchanan, Town Clerk



DATED THIS 3RD DAY OF MAY 2019.

**Village of**  
**Mukwonago**  
**Office of the Village Planner**

---

440 River Crest Court, Mukwonago, Wisconsin 53149 -Tel. (262) 363-6420x2111-Fax (262) 363-6425 -planner@villageofmukwonago.com

October 1, 2019

Fred Winchowky, Village President  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

Re: Freestanding Sign Request with Message Board as Gateway  
on Village Park Property  
at Field Park

Dear President Winchowky and Members of the Plan Commission:

The Public Works Department is requesting to place signage on Village Property, which is classified as an institutional property. Per the Village Code. Signs are permitted and staff is seeking formal action of recommendation on the proposal to bring forth to the Village Board for final approval.

**Property location**

Field Park, Southwest corner of intersection of State Highway 83 (North Rochester Street) and County Highway NN (Veterans Way).

**Property owner/applicant**

Village of Mukwonago

**Zoning**

The subject property is zoned P-1, Public and Semipublic District

The Village ordinance section 64-21 permits for signage on public uses, pending Plan commission review and approval. The standards for approval of said signs are set up to mirror the standards for typical Village proper business applications, which include churches and hospital applications to provide for a cohesive aesthetic look. The Code also states it applies to public properties, which would include Village properties. At this location and desired orientation and size proposed, the proposed sign would serve two important functions.

First, the sign would be a gateway to the community, at the busy intersection of State Highway 83. The proposed style of sign is meant to reflect some semblance of public art. This makes the sign proposal in terms of size, design and location rather unique, and if recommended approval, may be hard to argue if a similar applicant requests to duplicate the sign.

Secondly, the sign has a message reader board which is desired to announce public events at Field Park, Village wide events, Village Emergencies and other events deemed appropriate, following past policy determinations by the Village Board and past practices. The message reader board is envisioned to replace and supersede the

currently allowed signs to be hung on the chain link fence and stretched across the two wood poles currently at the Field Park Entrance.

In reviewing the request and comparing with the sign code, staff is seeking guidance from the Plan Commission to grant relief of the customary standards to better accomplish the aforementioned first goal of being a gateway to the community.

Customarily, Village proper signs must adhere to a standard of no taller than 12 feet tall and be no larger than 100 square feet. Of the 100 square feet size allowance, no more than 33 percent shall be a message reader board.

The proposed sign is almost 24 feet tall, has a message board center (LED) of approximately 80 square feet and incorporates ornamental gold coloring with black poles and lettering.

**Potential motion recommending approval**

I Recommend approval to the Village Board for the sign proposed at Field Park to better achieve a gateway to the community and to provide a message center which can be utilized to alert the public in times of emergency or to announce and promote Village wide celebratory events and events at Field Park. With the following conditions:

1. The final sign plans approved by the Public Works Director or designee shall resemble the Plans presented to the Plan Commission, provided any minor modifications to achieve proper mounting, or location, or for other minor changes to font type or sizes or similar or not exceeding the overall size allowances requested do not have to be reviewed by the Plan Commission or Village Board.

Sincerely,

Ben Kohout, AICP  
Village Planner/Zoning Administrator

**Attachments:**

1. Letter from Public Works Department Director.
2. Field Park Sign Details Proposal, dated September 11, 2019.



# Village of Mukwonago Office of the Village Public Works Dept.

Mukwonago, Wisconsin 53149

[www.villageofmukwonago.com](http://www.villageofmukwonago.com)

(262) 363-6447 Fax: (262) 363-7197

Date: August 30, 2019

To: Fred Winchowky, Village President  
Plan Commissioners

From: Ron Bittner, Public Works Director

Subject: Department of Public Works request to install a LED message center in Field Park

Meeting: October 8, 2019 Plan Commission meeting

Dear Plan Commission Members,

The Public Works Department would like to install a LED message center above the northeast pedestrian entrance to Field Park. The sign will be the first phase of a message center project throughout the Village. Future locations will include retrofitting the current signs at the Fire and Police Departments and a new monument sign will be installed at Indianhead Park. The signs would be utilized to promote community and park events held in the village. It would also be used to advise residents of situations such as snow emergencies and winter parking taking effect.

The Field Park sign will be overhead resembling a gated entry into the park. The design was selected to enhance and compliment the stone pillars.

Regards,  
Village of Mukwonago

Ron Bittner  
Public Works Director/Weed Commissioner

4

3

2

1

REVISIONS

REV	ZONE	DESCRIPTION OF CHANGE	REVISED BY	DATE
A	ALL	Release For Production	BLK	09/11/2019

DETAIL B  
SCALE 1 : 16

ANCHOR BOLTS

1" STEEL BASE PLATE

2'-6"  
SQUARE

DETAIL A  
SCALE 1 : 8

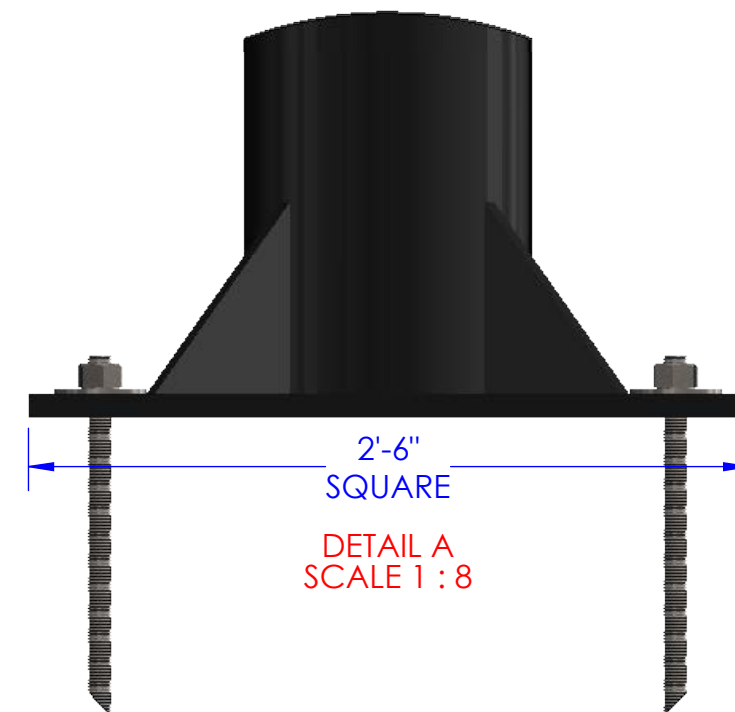
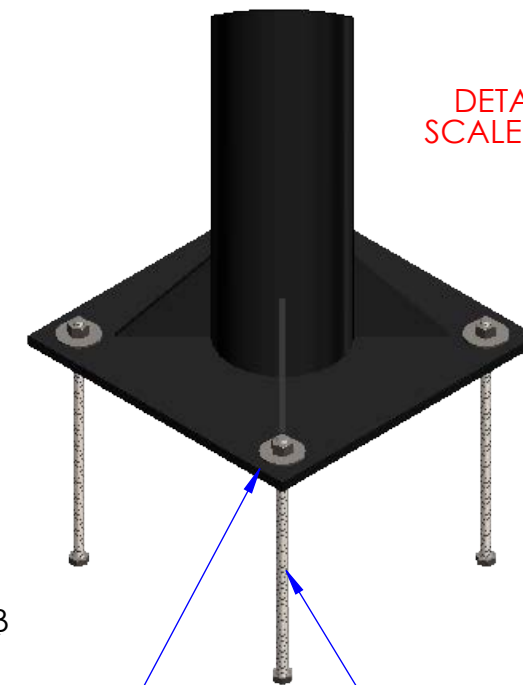
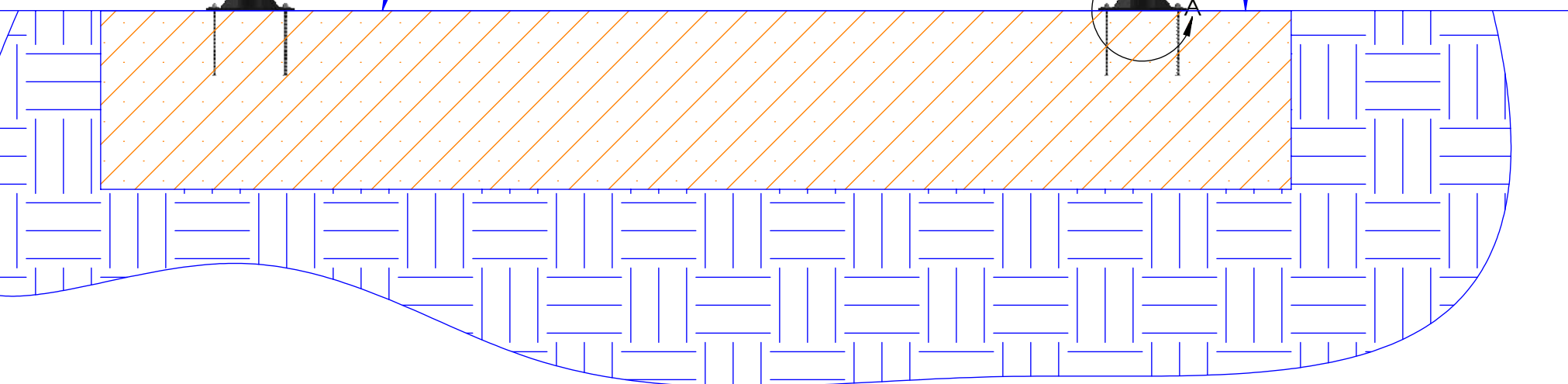
MESSAGE CENTER  
3' 11- 1/4" X 20' 5- 11/16" X 6' 11/16"

24'-0"  
BETWEEN 12" DIAMETER POSTS

CONCRETE BASE

23' 8"

5'-8"



I AM NOT AN ENGINEER ALTHOUGH I AM ASSUMING THAT THE THREADED ROD CONNECTS TO SOME TYPE OF STRUCTURE MOUNTED INTO THE CONCRETE BASE/SLAB. THE SIGN MESSAGE BOARD WEIGHS APPROX. 1000# POUNDS WITH THE FRAME ADDING AN EXTRA 6000#. APPROX. 1500# PER LEG AND 3000# IN ARCH/MESSAGE BOARD FRAMING.

NOTE:

1. DEBUR ALL HOLES AND EDGES.
2. ALL GRINDING TO BE STARTED WITH 36 GRIT FLAP DISC AND FINISHED WITH 80 GRIT ORBITAL SANDER.
3. ALL FLAT PANELS TO BE CUT AND DRILLED ON CNC ROUTER TABLE FOR ACCURACY.
4. ALL VISIBLE BUTT WELDS TO BE GROUND FLAT, BUTT WELDS AT CORNERS TO BE GROUND TO A SQUARE CORNER.
5. USE COPPER CHILL PLATES AND FULLY CLAMP ALL PARTS TO LOCK DOWN WELDING TABLE FOR ALL WELDS.

DISCLAIMER

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CUSTOMER: <b>VILLAGE OF MUKWONAGO</b>			
PART NUMBER: MIS-CUSTOM	QUOTE NUMBER# 8034	SALES ORDER #: XXX	
SCALE: 1:64	DIM. TOLERANCE:	CUSTOMER NUMBER: 36394	WORK ORDER #: XXX
DRAWN BY: BLK	ANG. TOLERANCE:	DATE DRAWN: 09/11/2019	SHEET: PAGE 1 OF 1

**Sec. 64-21. - Special sign types permitted in all zoning districts.**

Signs are allowed for the following uses within all zoning districts of the Village when the use or uses are allowed as permitted or conditional uses within the zoning district where so located. Such signs allowed in this subsection require a permit after approval by the zoning administrator or by the plan commission where stated, in accordance with the following standards:

(a)

*Public uses, institutional uses, schools or churches.* Signs for public uses, institutional uses, schools or churches are allowed with permit in accordance with the following standards:

(1)

Plan commission review and approval is required.

(2)

The total permanent sign or signs for any public use, institutional use, school or church shall be based on the standards allowed in [section 64-22](#) or [64-23](#), whichever section applies, per size of the property on which the use is located; further subject to consideration of the intensity of the use for potential additional signage to identify location and access points for the public good, and further subject to consideration of the location of the use for potentially restricting signage to not be intrusive or cause a nuisance in the interest of public safety and rights of neighboring property.

(3)

Facilities which have a campus or for which more than one sign is proposed shall be required to submit an overall sign plan for the site.

(4)

Other applicable standards of this [chapter 64](#) shall also apply, such as sign design, sign location, directional signage, and temporary signage.