

MINUTES OF THE PLAN COMMISSION MEETING

Tuesday, January 14, 2025

Time: 6:30pm

Place: Mukwonago Municipal Building/Boar Room, 440 River Crest Court, Mukwonago, WI 53149

Call to Order

Meeting Called to order by President Winchowky at 6:30pm

Roll Call

Commissioners present:

Fred Winchowky, Village President
Eric Brill
Tim Rutenbeck
John Meiners
Karl Kettner
Jason Wamser

Also present:

Diana Dykstra, Clerk/ Treasurer/ Administrator
Peter Gesch, Village Planner
Shay Zervas, Deputy Clerk/ Treasurer

Comments from the Public

No Comments

Closed 6:31pm

Approval of Minutes

Meiners/Rutenbeck motion to approve minutes from November 12, 2024, regular meeting.
Unanimously carried.

Public Hearings

Public hearing on Conditional Use Permit for modifications to and the construction of a building addition for the Municipal Water works Well No. 4, located at 525 Roberts Drive, Parcel MUKV 1977-998-001, applicant (The Village of Mukwonago Utilities Department)

No Comments

Closed 6:33pm

New Business

Discussion and possible recommendation to approve Resolution 2025-01 Conditional Use Permit for modifications to and the construction of a building addition for the Municipal Waterworks Well No. 4, located at 525 Roberts Drive, Parcel MUKV 1977-998-001, applicant (The Village of Mukwonago Utilities Department).

Planner Gesch explained that the location of the Municipal Waterworks Well No.4 zoned in the Public and Semi-Public District requires a Conditional Use Permit.

Meiners/Rutenbeck motioned to recommend to Village Board to approve **Resolution 2025-01** Conditional Use Permit for modifications to and the construction of a building addition for the Municipal Waterworks Well No. 4, located at 525 Roberts Drive, Parcel MUKV 1977-998-001, applicant (The Village of Mukwonago Utilities Department)., Unanimously carried.

Discussion and possible action to approve PC-Resolution 2025-01 for a Site Plan and Architectural Review for construction of a building addition for the Municipal Waterworks Well No. 4, Located at 525 Roberts Dr, Parcel MUKV 1977-998-001

Planner Gesch gave an overview of Site Plan and Architectural Review and referenced to prior planning commission meeting where the Utility Director Castle gave an overview of possible building plans. The project would consist of removal of part of existing building and adding an addition for well project and other site improvements (rerouting of utilities and widening driveway) Samples of 2 types of brick building material are provided. Utilities Director Castle explained that the preferred brick would be the darker of the 2 samples for easier maintenance and look.

Commissioner Wamser recommends a second color brick for a band around the building or a smooth brick to enhance the sign.

Trustee Meiners suggested combining both samples of brick to accommodate Commissioner Wasmer's recommendation of darker brick for building and lighter brick for the band.

President Winchowky asked if a different color brick band would change the cost of project.

Utilities Director Castle stated that the cost of the stone/bricks in different colors are similar in cost and should not affect cost of project. Castle asked if there was a preferred choice between the stone style or brick style. And if they would like a darker building with a lighter stripe or vis versa.

The majority of planning commission board liked the stone style over the brick and a darker building with a lighter band.

Trustee Brill asked if current signage will be reused.

Utilities Director Castle stated that there will be new signage to reflect what the current building is used for, it is now a treatment facility and well. There will also be down lighting added to the sign.

Wamser/Meiners motion to approve **PC-Resolution 2025-01** a Site Plan and Architectural Review for construction of a building addition for the Municipal Waterworks Well No. 4, Located at 525 Roberts Dr, Parcel MUKV 1977-998-001, unanimously carried

Discussion and possible action to approve PC-Resolution 2025-02, for a Site Plan and Architectural Review for Rivers Edge Car Wash, Located at 811 S. Rochester St, Parcel MUKV 2009-978-004

Planner Gesch gave an overview of the addition of vacuum sites located on the southeast side of the site and excess and setbacks would be addressed. They will be providing additional landscaping to replace a couple of mature trees being removed. The vacuums being added are similar to the current vacuums used on site.

Meiners/Rutenbeck motion to approve PC-Resolution 2025-02 for a Site Plan and Architectural Review for Rivers Edge Car Wash, Located at 811 S. Rochester St, Parcel MUKV 2009-978-004, Unanimously carried

Discussion and possible approval of PC-Resolution 2025-03 for a Site Plan and Architectural Review for St. James Church addition, located at 830 E. Veterans Way, Parcel MUKV 1964-988-002

Planner Gesch explained that this Site Plan and Architectural Review is for an addition to the existing church and school that is about 8,101 sq ft. This will involve interior remodel and upgrades in addition to building addition. No exterior site changes are proposed. There are minor comments from Utilities regarding water service locations and are working with civil engineer. The exterior of the addition will match as close as possible to existing buildings.

President Winchowky would like to know how they are planning on matching existing exterior to new exterior. He asked if they could elaborate on the new sprinkler/suppression system that was stated in the Site Plan and Architectural Review. David Baum with Schroeder & Holt Architects representative for St. James stated that contractors and subcontractors were just brought on board, and they are out resourcing for matching brick and metal panels for exterior. They are willing to bring in samples to planning commission for approval. They have a sprinkler contractor that is designing the system for the new addition and the existing building. They will be adding a new fire alarm system as well.

Village Inspector Rutenbeck stated that the fire suppression will go to state for approval and that our local Fire Department is happy with the addition of fire suppression to the addition and existing building.

Meiners/Brill motion to approve PC-Resolution 2025-03 for a Site Plan and Architectural Review for St. James Church addition, located at 830 E. Veterans Way, Parcel MUKV 1964-988-002, Unanimously carried

Discussion and possible approval of PC-Resolution 2025-04 for the extension of the approval of Site Plan and Architectural Review for Performance Water Products, INC. at 823 Swan Dr, Parcel MUKV 1970-999-026

Planner Gesch stated that planning commission approved a Site Plan and Architectural Review for building addition back on May 14, 2024. They were not able to obtain permits within the defined time defined in the approved SPAR. They are asking for an extension of nine months to obtain permits. They plan to start the project in spring 2025 and there will be no changes to the project plans.

Brill/Meiners motioned to approve PC-Resolution 2025-04 for the extension of the approval of Site Plan and Architectural Review for Performance Water Products, INC. at 823 Swan Dr, Parcel MUKV 1970-999-026, Unanimously carried

Status Update regarding Zoning Code

Building Inspector Rutenbeck gave an overview of what he, Corry Eifert and Tim Schweche have gone over in the Zoning Code. They have reviewed 2 of the 3 appendixes. Explained the importance of these appendixes and they started with appendixes C. He gave an overview of the current code, and the groups recommended changes and stated that we agree on these changes. He said that the group will be meeting and finishing the land use tables before next month's meeting.

Trustee Meiners asked for definition of "we are in agreement" on the change.

Building Inspector Rutenbeck stated that Tim Schweche, Corry Eifert and himself constituents as "We". And that they are in agreement that we should not allow accessory dwellings on the same property as the primary dwelling. Explained that accessory dwellings are a second livable space on the same property. This leaves too many open areas of concern.

Trustee Meiners agreed that there should not be accessory dwellings on the property. President Winchowky did ask for a definition of accessory dwellings.

Administrator Dykstra explained that the draft Zoning Code has been submitted by Tim Schweche to the Village and given to the building department to review. Building inspectors have been meeting weekly with Tim Schweche to review the draft and answer questions. Building Inspector Rutenbeck has brought forward these items tonight for information only. In order to move forward with any of these items the proper steps will need to be taken, public hearing, notices and agenda properly.

Adjournment

Meeting adjourned at 7:06 pm

Respectfully Submitted,
Shay Zervas
Deputy Clerk/Treasurer