

MINUTES OF THE PLAN COMMISSION MEETING

Tuesday, April 8, 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

Karl Kettner

John Meiners

Tim Rutenbeck

Jason Wamser

Also present:

Diana Dykstra, Clerk/ Treasurer/ Administrator

Peter Gesch, Village Planner

Shay Zerfas, Deputy Clerk/ Treasurer

Comments from the Public

No Comments

Closed 6:31pm

Approval of Minutes

Meiners/Rutenbeck motion to approve minutes from March 11, 2025, regular meeting.
Unanimously carried.

Public Hearings

Public hearing on Conditional Use Permit for an expansion and modifications to the Mukwonago Police Station, located at 625 S. Rochester Street, Parcel MUKV1976936 and MUKV1976933, applicant (Village of Mukwonago).

No Comments

Closed 6:35pm

New Business

Discussion and possible recommendation to approve Resolution 2025-05 Village of Mukwonago Order Granting a Conditional Use and Prescribing Conditions for a Public Safety Facility (Village of Mukwonago Police Department) on Parcel MUKV1976936, Mukwonago, WI, applicant (Village of Mukwonago)

Planner Gesch gave an overview of the project.

Public Works Director Bittner explained why village is applying for conditional use permit. Gave overview of addition and work to be done and no trees will be removed and that the Veteran Memorial is going to be moved but location and details of memorials new location are still being worked out.

Meiners/Brill motioned to recommend to Village Board to approve **Resolution 2025-05** Village of Mukwonago Order Granting a Conditional Use and Prescribing Conditions for a Public Safety Facility.
Unanimously Carried.

Discussion and possible approval of PC Resolution 2025-07 for a Site Plan and Architectural Review for the Mukwonago Police Station Garage Expansion, Parcel MUKV 1976-936 and MUKV 976-933, applicant (Village of Mukwonago)

Planner Gesch explained that this is the site plan related to Resolution 2025-05 that they just discussed.

Meiners/Kettner motion to approve **PC-Resolution 2025-07** for a Site Plan and Architectural Review for the Mukwonago Police Station Garage Expansion.
Unanimously Carried.

Discussion and possible approval of PC Resolution 2025-08 a Site Plan and Architectural Review for Journey Salon, Located at the West/Southwest Corner of CTH ES and Phantom Woods Road. Parcel MUKV 2011-991, applicant (Ford Construction)

Planner Gesch explained the project and that this location is currently a heavily wooded area and that a current site survey plan is being developed regarding the removal and location of trees. The site plan needs corrected setbacks to meet the site plan zoning requirements. Currently working on their storm water requirements. Recommend landscaping or buffer of some kind on the west side of the property because of removal of large number of trees. That this properties driveway goes down to Phantom Woods Rd and sees minimal work for blending into the village right away. The utilities director asked for a small, dedicated easement on the south corner of the property for sanitary lateral access.

Mike Ford with Ford Construction for Journey Salon explained roofing and siding choices. Explained that buffer/screen regarding the west side of the property they are adding 10 evergreen trees and preserving 7 preexisting trees. The land survey was just completed and waiting for a review from the forester regarding tree removal.

President Winchowky addressed access being available for the continuation of the multiuse trail along Cty ES and sidewalks along side Phantom Woods Rd in the future and that land/space is available. Phantom Woods Rd is scheduled for work in the future and there will be no ditch but a curb into their property.

All Board Members agreed to that the East side of the building needs to have 3 windows equally spaced to match other side of building.

Karen Wember W296S10845 Phantom Woods Rd is the neighbor behind property on Phantom Wood Rd and has concerns regarding the removal of trees and pond. She is concerned about privacy if trees are removed and not replaced and the bugs from the pond.

Mike Ford for Ford Construction explained that trees/shrubs would be planned along lot line and that the pond is a "dry" pond and there for overflow/drainage.

Meiners/Brill motioned to approve **PC-Resolution 2025-08** for a Site Plan and Architectural Review for Journey Salon, Located at the West/Southwest Corner of CTH ES and Phantom Woods Road, with addition of 2 windows for total of 3 on East side. Unanimously Carried

Discussion and possible recommendation to approve Resolution 2025-06 approving a certified survey map for the property located at S103W30209 Lakeside Drive in the Town of Mukwonago, Waukesha County

Planner Gesch gave an overview of the survey map.

Meiners/Brill motioned to approve Resolution 2025-06 for approving a certified survey map for the property located at S103W30209 Lakeside Drive in the Town of Mukwonago, Waukesha County.

Unanimously Carried.

Status Update regarding Zoning Code

Building Inspector Rutenbeck provided an overview and that is still a work in progress.

Adjournment

Meeting adjourned at 7:21 pm

Respectfully Submitted,
Shay Zervas
Deputy Clerk/Treasurer