

MINUTES OF THE PLAN COMMISSION MEETING

Tuesday, December 9, 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 Deputy Clerk-Treasurer Zerfas 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, Administrator
Peter Gesch, Village Planner
Shay Zerfas, Deputy Clerk/ Treasurer

Comments from the Public

No Public Comment
Closed 6:31pm

Approval of Minutes

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

Public Hearing

Comprehensive Plan 2035 Amendment for the future land use for the property located at S93 W30740 CTH NN from Government and Institutional to Medium Lot Single Family II, parcel MUKV 1959-988-010, applicant (Jon and Audrey Sinnett)

No Comment, Closed 6:33pm

Zoning Map Amendment to rezone the property located at S93W30740 Highway NN from P-1 Public and Semipublic District to R-1 Single Family Medium Lot Residential District, Parcel MUKV 1959-988-010, applicant (Jon and Audrey Sinnett).

No comment, Closed 6:34pm

Conditional Use Permit for a drive-through facility associated with the construction of a new restaurant building at 1090 N. Rochester Street, Culver's, Parcel MUKV 1963-999-049 applicant (Darlene Landon, property owner).

Letter on File opposing proposed project, Closed 6:35pm

New Business

Discussion and possible recommendation to Village Board to approve Ordinance No. 1038 to amend the "Village of Mukwonago Comprehensive Plan 2035" for property located at S93W30740 Hwy NN: Parcel: MUKV 1959-988-010

Planner Gesch provided an overview of the project and request to change the zoning to residential for single-family home. He explained that an agreement will need to be created establishing a timeframe for the new property owner to connect to municipal water. Sanitary sewer service is not currently available; however, the agreement should include a provision requiring connection to the sewer once it becomes available.

Meiners/Brill motioned approve **Ordinance No.1038** to amend the "Village of Mukwonago Comprehensive Plan 2035" for property located at S93W30740 Hwy NN: Parcel: MUKV 1959-988-010

Unanimously Carried.

Discussion and possible recommendation to Village Board to approve Ordinance No. 1037 to amend the The Village of Mukwonago Zoning Map for the property located at S93W30740 Hwy NN: Parcel: MUKV 1959-988-010

Planner Gesch explained that, now that the Comprehensive Plan amendment has been approved, the property is eligible for a zoning code change. He and the Building Inspector have reviewed the request and agree that the zoning should be changed to match the surrounding parcels.

Meiners/Kettner motioned approve **Ordinance No. 1037** to amend The Village of Mukwonago Zoning Map for the property located at S93W30740 Hwy NN: Parcel: MUKV 1959-988-0101

Unanimously Carried.

Discussion and possible recommendation to Village Board to approve Resolution 2025-53 for a Conditional Use and Prescribing Conditions for a site drive-thru facility (Culver's) on MUKV 1963-999-049

Planner Gesch provided an overview of the Conditional Use Permit (CUP), noting that it is required due to the proposed drive-through. He stated that he sees no issues with the proposed plan, as most, if not all, concerns have been addressed through multiple planning meetings. He also noted that Culver's currently has an existing building with a drive-through on the same property. Following staff review, discussion focused on existing traffic backups on Highway 83 and how the new drive-through design addresses these concerns. The proposed design is intended to prevent backups onto Highway 83, reduce congestion within the parking lot and still allow for emergency vehicle access. The site will maintain two driveway access points: one from Highway 83 and one from what is currently a private drive, which is planned to become an extension of Marshview Drive as a public roadway. Two driveway access points are required by state standards. A letter opposing the current location and access from the private drive is on file. The site has been designed in anticipation that the private drive will be converted to a public roadway. If this conversion does not occur, Culver's would be required to return for an amendment to the CUP, as this would constitute a significant change to the site plan.

Trustee Brill expressed concerns regarding changes in drive-through traffic patterns and potential impacts on surrounding residents, as well as the need for protective barriers around the outdoor seating area.

Planner Gesch stated that additional requirements could be added, including enhanced landscaping along and around the drive-through access and the installation of a protective barrier around the outdoor seating area.

Joe Mayer of Kimley-Horn, representing Culver's, stated that the applicant is willing to comply with the additional landscaping and protective barrier requirements.

Meiners/Kettner motioned recommend approval of **Resolution 2025-53** for a Conditional Use and Prescribing Conditions for a site drive-thru facility (Culver's) on MUKV 1963-999-049 with the additional landscaping around the drive through lane and a protective barrier around outdoor seating area.

Unanimously Carried.

Discussion and possible approval of PC Resolution 2025-22 for a Site Plan and Architectural Review for Culver's, Parcel MUKV1963-999-049

Planner Gesch provided an overview of the Site Plan and Architectural Review (SPAR) and noted that, following staff review, there are a few minor items that need to be addressed; however, none of these items would alter the overall site layout once resolved.

President Winchowky expressed concern regarding construction on a site with an existing operational business.

Planner Gesch explained that each site and project is unique and that additional details are being requested related to phasing plans, erosion control measures, traffic patterns, and site security. These items will be further addressed during the pre-construction phase, at which time any issues will be reviewed and resolved.

Chris McGuire of McCON Building Corp. for Culver's stated that the project involves construction of a new building and that care will be taken to remain respectful of the operations of the existing business. He noted that coordination is ongoing with Joe regarding the timing and placement of the safety fencing, and that any large equipment will be brought onto the site prior to Culver's opening at 10:00 a.m.

Commissioner Wamser inquired about the anticipated groundbreaking date, project completion timeline, and tentative schedule.

Mr. McGuire responded that the intent is to begin construction in the spring and completing the project in the fall.

Planner Gesch added that staff is coordinating scheduling with the Marshview project to ensure that all work can proceed in a safe and efficient manner.

Meiners/Wamser motioned recommend approval of **PC Resolution 2025-22** for Site Plan and Architectural Review for Culver's, Parcel No. MUKV1963-999-049, with the addition of landscaping around the drive-through to provide protection for neighboring residences, a protective barrier around the outdoor seating area, and any recommendation by staff to address comments on staff reports.

Unanimously Carried.

Discussion and possible recommendation to the Village Board to approve Resolution 2025-54 approving the Final Plat for Phase 3 Addition No. 2 of Champman Farms Residential Subdivision, Bielinski Homes, Applicant.

Planner Gesch provided an overview of the project and recommended approval, contingent upon the applicant addressing staff comments from the Village of Mukwonago and Waukesha County, as well as any comments that may be received from the Department of Administration.

Meiners/Rutenbeck motioned recommend approval of **Resolution 2025-54** approving the Final Plat for Phase 3 Addition No. 2 of Champman Farms Residential Subdivision, Bielinski Homes to include addressing comment by staff.

Unanimously Carried.

Discussion status report on the Zoning Code Update.

Administrator Dykstra provided a status report on the Zoning Code update and suggested reaching out to other staff for assistance with sections of the code related to their respective roles, such as Utilities, the Clerk's Office, and others. He also explained and discussed the appendix and noted the need to establish a clear plan moving forward.

Building Inspector Rutenbeck provided an overview and offered suggestions regarding the Zoning Code updates, noting that the current draft is overly restrictive and that commentary is mixed in with the code language.

Commissioner Wamser suggested forming subcommittees to help move the process forward more efficiently.

Adjournment

Meeting adjourned at 7:21pm

Respectfully Submitted,
Shay Zervas
Deputy Clerk/Treasurer