

TOWN OF MUKWONAGO  
JOINT PLAN COMMISSION AND TOWN BOARD  
***CORRECTED*** MINUTES  
WEDNESDAY March 7, 2018

Deputy Clerk/Treasurer Gail Obradovich called the meeting to order at 6:30 p.m. and stated the meeting was noticed.

**ROLL CALL**

**Plan Commission:** Commissioners Kurowski, Gilboy, Yerke, Schuett, and Supervisor Bratz were present. Chairman Topczewski and Commissioner Clabault were absent.

**Town Board:** Supervisors, Bratz, Boucher, Wrasman, and Yerke were present. Chairman Topczewski was absent.

Also present: John Macy, Town Attorney; Gail Obradovich, Deputy Clerk-Treasurer; Tim Schwecke, Town Planner; and Scott Johnson, Building Inspector.

The Deputy Clerk asked for a motion to appoint a chair for the meeting.

Motion by Supervisor Bratz nominating Commissioner Yerke to Chair the meeting in Chairman Topczewski's absence. Second by Commissioner Gilboy. All Ayes; motion carried.

**MINUTES OF FEBRUARY 7, 2018**

**Plan Commission Action:** Motion by Commissioner Schuette to approve the minutes of February 7, 2018, second by Supervisor Bratz, all ayes; motion carried.

**Town Board Action:** Motion by Supervisor Wrasman to approve the minutes as drafted. Second by Supervisor Yerke, all ayes; motion carried.

**FINAL CERTIFIED SURVEY MAP (CSM) FOR A ONE-LOT DIVISION LOCATED AT W322S9035 BEULAH ROAD; DIANE STEINKE, APPLICANT (APPLICATION 2018-02)**

Item tabled until the April 4<sup>th</sup> meeting at applicants request.

**CONDITIONAL USE FOR A CONSERVATION SUBDIVISION WITH 16 RESIDENTIAL LOTS (FROSTY MEADOWS SUBDIVISION) LOCATED AT W322S9035 BEULAH ROAD (MUKT1949998); STEVE STYZA, AGENT (APPLICATION 2018-03)**

The applicant has requested this be adjourned to the next meeting.

**Plan Commission Action:** Motion by Commissioner Schuette to adjourn the Public Hearing to the April 4, 2018 meeting **at 6:30pm**. Second by Supervisor Bratz, all ayes; motion carried.

**AMEND THE OFFICIAL MAP ON WEST SIDE OF CTH E IN SECTION 7 AND 18, T5N, R18E (NOTE: THE TOWN APPROVED AN OFFICIAL MAP AMENDMENT FOR THIS REQUEST IN 2015, BUT THE CONDITIONS OF APPROVAL WERE NOT MET WITHIN ONE YEAR.) JEAN HOLTZ TRUST, APPLICANT (MARCIA HOLTZ, ANDREW HOLTZ, MARY HOLTZ, AND DEB STEINER AS AGENTS) (APPLICATION 2018-06)**

Tim Schwecke, Town Planner, gave reviewed the next 3 agenda items referencing his Staff Reports dated March 2, 2018 – all pertaining to Holtz. The Planner reminded the board these items had been previously approved back in 2015 but did not meet the one-year deadline.

Commissioner Yerke opened the Public Hearing.

Marcia Holtz was present to represent the Trust and apologized for the delay and explained it was necessary to postpone due to legal matters.

Atty. Macy asked that all of the testimony presented at the original hearing on this matter in 2015 as well as the presentation of the Town Planner and discussion by the Town Board and Plan Commission members at the prior meetings and this meeting are hereby incorporated into this public hearing.

There were no public comments.

Commissioner Yerke closed the Public Hearing.

**Plan Commission Action:** Motion by Commissioner Schuett to recommend to the Town Board the adoption of the proposed resolution dated March 2, 2018, second by Supervisor Bratz, all ayes; motion carried.

**Town Board Action:** Motion Supervisor Wrasman to adopt the proposed resolution dated March 2, 2018 as recommended by the Plan Commission, second by Supervisor Yerke, all ayes; motion carried.

**TWO-LOT CERTIFIED SURVEY MAP FOR EXISTING RESIDENCES LOCATED AT W335S7907 CTH E AND W335S7921 CTH E (MUKT-1942 999) (NOTE: THE TOWN APPROVED THIS REZOING IN 2015, BUT THE CONDITIONS OF THE APPROVAL WERE NOT MET WITHIN ONE YEAR.) JEAN HOLTZ TRUST, APPLICANT (MARCIA HOLTZ, ANDREW HOLTZ, MARY HOLTZ, AND DEB STEINER AS AGENTS) (APPLICATION 2018-05)**

Tim Schwecke gave an overview of his Staff Report.

**Plan Commission Action:** Motion by Commissioner Schuett to recommend to the Town Board the approval of the final certified survey map subject to the general and specific conditions set forth in the Staff Report dated March 2, 2018. Second by Supervisor Bratz, all ayes; motion carried.

**Town Board Action:** Motion Supervisor Boucher to approve the certified survey map as recommended by the Plan Commission, second by Supervisor Wrasman, all ayes; motion carried.

**REZONE THAT AREA WITHIN THE PROPOSED 2-LOT CSM (ABOUT 6.7 ACRES) FROM A-P TO A-1 (NOTE: THE TOWN APPROVED THIS REZONING IN 2015, BUT THE CONDITIONS OF APPROVAL WERE NOT MET WITHIN ONE YEAR.) JEAN HOLTZ TRUST, APPLICANT (MARCIA HOLTZ, ANDREW HOLTZ, MARY HOLTZ, AND DEB STEINER AS AGENTS) (APPLICATION 2018-05)**

***Commissioner Yerke opened the Public Hearing.***

The Planner discussed his staff report dated March 2<sup>nd</sup>. This rezone allows the two homes on one lot to become two separate properties. No changes to existing buildings.

***There were no comments from the public in attendance.***

Commissioner Yerke closed the Public Hearing.

**Plan Commission action:** Motion by Supervisor Bratz to recommend to the Town Board the adoption of the proposed ordinance, dated March 2, 2018, based on the findings included in the ordinance, provided Waukesha County grants a subdivision waiver exempting the remainderment from being included in the proposed two-lot certified survey map, second by Commissioner Schuett, all ayes; motion carried.

**Town Board action:** Motion by Supervisor Boucher to accept the recommendation of the Plan Commission, second by Supervisor Yerke, all ayes; motion carried.

**County approval:** As indicated in the ordinance, the Waukesha County Board of Supervisors must approve the ordinance for it to go into effect.

**REPORT BY BUILDING INSPECTOR REGARDING ANY ALLEGED OR OUTSTANDING VIOLATION(S)**

Scott Johnson, building inspector, distributed his inspection report, and stated Mr. and Mrs. Anderson – S67W29147 South Ridge Pass - were in attendance regarding the Zoning Violation letter issued on February 5<sup>th</sup>, 2018.

After a brief discussion on the Town's procedures on violations, Mr. Anderson asked for some guidance on how and what to include in a plan to bring his property into compliance. He was advised to work with the Building Inspector.

**Town Board action:** Motion by Supervisor Bratz to approve the request for a 30-Day extension to produce a plan and work with the Building Inspector to correct the violations, second by Supervisor Yerke, all ayes; motion carried.

**DISCUSSION RELATED TO POTENTIAL AMENDMENT OF TOWN'S CURRENT ZONING CODE WITH REGARD TO VARIOUS CONDITIONAL USES.**

The Planner reviewed his staff report dated March 1, 2018. As directed he prepared a draft ordinance addressing various conditional uses in the Town.

**Plan Commission action:** Motion by Commissioner Gilboy to direct staff to schedule a Public Hearing for the Ordinance with the revision that the descriptions would be reinserted and the words “reserved” would be changed to “repealed”. Seconded by Commissioner Kurowski, all ayes; motion carried.

#### **MISCELLANEOUS UPDATES**

Phantom Lakes – none.

Fox River – There was a handout from the January meeting.

#### **ADJOURNMENT**

**Plan Commission action:** Motion by Commissioner Schuett, second by Commissioner Kurowski to adjourn at 7:30p.m. All ayes, motion carried.

**Town Board action:** Motion by Supervisor Boucher, second by Supervisor Yerke to adjourn at 7:30p.m. All ayes, motion carried.

Respectfully submitted,

Gail Obradovich Deputy/Clerk-Treasurer

APPROVED