

TOWN OF MUKWONAGO  
JOINT PLAN COMMISSION AND TOWN BOARD  
MINUTES  
WEDNESDAY April 6, 2019

Chairman Topczewski called the meeting to order at 6:30 p.m. and stated the meeting had been appropriately noticed.

**ROLL CALL**

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

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

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

**MINUTES OF MARCH 6, 2019**

**Plan Commission Action:** Motion by Commissioner Gilboy to approve the minutes of March 6, 2019 as corrected. On page 2, under **Plan Commission Action**, Atty Macy asked the minutes be changed from **the notations made by the Chairman** to **with the above statement made by the Chairman**; second by Supervisor Bratz, all ayes; motion carried.

**Town Board Action:** Motion by Supervisor Boucher to approve the minutes of March 6, 2019 as corrected above, second by Supervisor Wrasman, all ayes; motion carried.

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

The Building Inspector submitted his report on recent violations and answered questions about items on the report.

**ANNUAL REVIEW OF TRAFFIC PLAN FOR CONDITIONAL USE INITIALLY APPROVED IN 2005 FOR PROPERTY LOCATED AT W299 S6370 STH 83 (MUKT1878998; MUKT1878999; MUKT1878999001); ROB SCHUETT, APPLICANT (APPLICATION 2019-02)**

Tim Schwecke, Town Planner referred to the Staff Report dated March 27, 2019, and stated there had been no issues.

**Plan Commission Action:** Motion by Supervisor Bratz to approve the 2013 traffic and parking plan for use in 2019, second by Commissioner Clabault. All ayes; motion carried. Commissioner Schuett abstained.

**ONE-LOT CERTIFIED SURVEY MAP MERGING TWO EXISTING LOTS LOCATED OFF OF CTH LO (MUKT1981997002; MUKT1984999001), ROBERT AND MELISSA SUND, APPLICANT (APPLICATION 2019-03)**

The Planner gave an overview of his staff report dated March 28, 2019. Discussion

followed. The conditions in the staff report to be part of the approval.

**Plan Commission Action:** Motion by Commissioner Schuett to recommend to the Town Board the approval of the one-lot certified survey map, subject to the conditions listed below.

**General conditions:**

1. Staff and Governmental Approval. Prior to the Town signing the final plat/CSM, the commencement of any construction of any improvement, whether public or private, or any site development, the developer shall satisfy all comments, conditions and concerns of the Town Engineer, the Town Planner and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Administration per ch. 236, Wisconsin Statutes and ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per ch.236, Wisconsin Statutes; and Waukesha County Parks and Land Use Department.
2. Professional Fees. Petitioner shall, on demand, reimburse the Town for all costs and expenses of any type that the Town incurs in connection with this development, including the cost of professional services incurred by the Town (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Payment of Charges. Any unpaid bills owed to the Town by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees or any other fees owed to the Town; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Town, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Town, including possible cause for termination of the conditional approval.
4. Surveyor's responsibility. Although the Town of Mukwonago has reviewed the subdivision plat/certified survey map, the surveyor is entirely responsible for the thoroughness and accuracy of the survey and related matters and compliance with all state and local codes, ordinances, and procedures. Modifications to the survey may be required should errors or changed conditions be found at a future date.

**Specific conditions:**

1. The petitioner must obtain the approval of the Town Engineer.
2. Floodplain limits must be shown on the face of the CSM, if none exist, so note.
3. The surveyor's seal, signature, and date must appear on all sheets of the final CSM. The same revision date must also be noted on each sheet.

Second by Chairman Topczewski, all aye; motion carried.

**Town Board action:** Motion by Supervisor Boucher to approve the certified survey map with condition above as recommended by the Plan Commission. Second by Supervisor Yerke, all ayes; motion carried.

**REVIEW OF PLACEMENT FOR A DRIVEWAY IN THE ENVIRONMENTAL CORRIDOR PURSUANT TO S. 82-125(D) OF THE ZONING CODE FOR A PROPERTY LOCATED OFF OF CTH LO (MUKT1981997002; MUKT1984999001), ROBERT AND MELISSA SUND, APPLICANT (APPLICATION 2019-04)**

The Planner gave an overview of the staff report dated March 28, 2019. Discussion followed. Brian Andaloro of Victory homes, representing the owners, was present to answer questions.

**Plan Commission Action:** Motion by Chairman Topczewski to table this item until next meeting, May 1, 2019, 6:30pm.

**ANNUAL REVIEW OF HOBBY KENNEL APPROVED BY THE PLAN COMMISSION ON MAY 7, 2014 FOR PROPERTY LOCATED AT S66 W27875 RIVER ROAD (MUKT2038994001); DANIEL S. KRUEGER, APPLICANT (APPLICATION 2019-05)**

The Planner gave an overview of the staff report dated March 28, 2019 and stated there have been no issues. Discussion followed. Dan Krueger was present to answer questions.

**Plan Commission action:** Motion by Supervisor Bratz to approve a one-year renewal of the hobby kennel for 2019 for Daniel Krueger located at S66W27875 River Road. Second by Commissioner Gilboy, all ayes; motion carried.

**Town Board action:** Motion by Supervisor Boucher to approve a one-year renewal of the hobby kennel for 2019 for Daniel Krueger located at S66W27875 River Road. Second by Supervisor Yerke, all ayes; motion carried.

**SPECIAL EXCEPTION FOR HEIGHT OF AN ACCESSORY BUILDING PURSUANT TO S. 82-23(D) OF THE ZONING CODE FOR THE PROPERTY LOCATED AT W315S8129 WHITMORE ROAD (MUKT1934996003); RANDY AND KERRI GRABLEWSKI, APPLICANT (PAT PORTER, AGENT)**

The agent, Pat Porter, gave a summary of the proposed building. Discussion followed.

**Plan Commission action:** Motion by Supervisor Bratz Motion to approve the special exception for building height based on a finding that the proposed location complies with the more stringent setback and offset requirements with the understanding that the covered porch depicted in the application materials will not be constructed at this time. Second by Commissioner Schuett, all ayes; motion carried.

## **MISCELLANEOUS UPDATES**

### A. Phantom Lake Management District

Discussion concerning email received from PLMD regarding No Wake hours.

### B. Fox River Commission

Nothing to report

### C. Potential boundary agreement between Village of Mukwonago and Town of Vernon

Nothing to report

## **NEXT REGULAR MEETING DATE**

May 1, 2019 (If needed)

**Plan Commission action:** Motion by Commissioner Clabault, second by Commissioner Gilboy to adjourn at 7:20 p.m. All ayes, motion carried.

## **SALT CONTRACT WITH THE STATE OF WISCONSIN FOR 2019-2020**

The Board had a brief discussion.

**Town Board action:** Motion by Supervisor Boucher to authorize the Chairman to sign the proposed State Salt Contract, second by supervisor Bratz. All ayes, motion carried.

## **ADJOURNMENT**

**Town Board action:** Motion by Supervisor Boucher, second by Supervisor Yerke to adjourn at 7:22 p.m. All ayes, motion carried.

Respectfully submitted,

Gail Obradovich Deputy/Clerk-Treasurer

APPROVED 5/1/19