

TOWN OF MUKWONAGO
JOINT PLAN COMMISSION AND TOWN BOARD
MINUTES
WEDNESDAY JANUARY 4, 2023

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, Bratz, Usarek, Kurowski, Bell, and Chairman Topczewski were present. Supervisor Clabault and Commissioner Schuett, were absent.

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

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

Meeting minutes of October 5, 2022

Plan Commission Action: Motion by Commissioner Usarek to approve the minutes of October 5, 2022 as corrected, second by Chairman Topczewski, all ayes; motion passed.

Town Board Action: Motion by Supervisor Boucher to approve the minutes of October 5, 2022 as corrected, second by Supervisor Wrasman, all ayes; motion passed.

Meeting minutes of November 2, 2022

Plan Commission Action: Motion by Commissioner Usarek to approve the minutes of November 2, 2022 as corrected, second by Commissioner Bell, all ayes; motion passed.

Town Board Action: Motion by Supervisor Boucher to approve the minutes of November 2, 2022 as corrected, second by Supervisor, all ayes; motion passed.

Report by Building Inspector regarding any alleged or outstanding violation(s)

The Building Inspector had reported he had no new violations

Concept review of 4-lot certified survey map for property located off of CTH NN and Beulah Road (MUKT1952998001); TM High View LLC, developer (Tom McAdams, agent)

Discussion about conditions and focus on condition 9. The attorney stated there cannot be a cul-de-sac on private property. Petitioner will need to come back when ready to develop remaining lots with their list of options for the commission to discuss. Hickorywood Trail is already a long cul-de-sac and cannot be extended. No rezoning or CU's will be considered. Lots on submitted current consensual map have been reduced to accommodate possible additional development. Julie Rohde was present to answer questions.

Tom McAdams was also present and asked what if he only develops lots 1-3. He was advised the Town cannot not force proceeding with this concept plan, but development on Lot 4 must be dealt with regarding issues of road/cul-de-sac. Policy would be a road must be included.

Plan Commission action: Motion by Chairman Topczewski to approve the conceptual design of the four-lot CSM, subject to the following conditions 1-18 per staff report dated December 29, 2022.

1. Remove the 30-foot easement in Lot 1.
 2. The common lot line between Lot 1 and 2 must be revised so Lot 2 has frontage up to the shared access point. Both of the lots must comply with all standards in the zoning code and land division code.
 3. The petitioner must record a shared access agreement, as approved by the Town Attorney, for Lots 1 and 2. The location and size of the shared access must be clearly depicted on the CSM.
 4. The petitioner must submit an application to the Town for a driveway access for Lot 3, and obtain preliminary approval.
 5. The layout of the lots in the final CSM must substantially comply with the layout depicted in the conceptual CSM and as modified herein.
 6. The concept layout for potential division of Lot 4 shows a stormwater basin. The basin will need to be at least 100 feet from the southern lot line of Lot 3, or depict a wellhead setback line in Lot 3 as may be needed.
 7. Include a no-access strip along CTH NN on both sides of the shared access easement in Lot 1 and 2.
 8. The final CSM must comply with the Town's land division regulations (ch. 34), and any requirements in ch. 236, Wis. Stats.
 9. The final CSM must include the following note:
 - The owner of Lot 4 acknowledges that a road, meeting town standards, shall be installed from the terminus of Hickorywood Trail to Beulah Road when the lot is further divided by any means.
 10. The final CSM submittal must include the Review Checklist as adopted by the Town of Mukwonago, including the requirements for septic systems.
 11. The Town engineer must review the CSM and approve of the same.
 12. 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.
 13. The petitioner must obtain all necessary approvals as specified in s. 236.34(1), Wis. Stats.
 14. The certified survey map is not dedicating any land for road purposes. Therefore, remove such reference in the Owner's signature block on sheet 4.
 15. The last name of the town clerk in the town's signature block on sheet 4 is incorrect. Change to "Karalewitz".
 16. The last name of the village president in the village's signature block on sheet 4 is incorrect. Change to "Winchowky".
 17. The title for the village's signature block on sheet 4 is incorrect. Remove the reference to "Town Board Approval" or revise accordingly.
 18. The concept layout for the future division of Lot 4 is for informational purposes and is in no way binding on the Town in any manner should the petitioner submit a subdivision proposal.
- Second by Commissioner Bell. Commissioner Usarek voted nay all others voted aye, motion passed.

12. Miscellaneous correspondences. A letter from the County regarding a shoreland violation was included in packet.

13. Recommendations for future agendas none

Miscellaneous updates (if any)

A. Phantom Lake Management District nothing

B. Fox River Commission working on projects

Adjournment

Plan Commission action: Motion by Chairman Topczewski to adjourn at 7:13 pm, second by Commissioner Bratz. All ayes, motion passed.

Town Board action: Motion by Supervisor Boucher to adjourn at 7:13 pm, second by Supervisor Wrasman. All ayes, motion passed.

Respectfully submitted,

Gail Obradovich Deputy/Clerk-Treasurer

APPROVED February 1, 2023