

Village of Mukwonago
REGULAR PLAN COMMISSION MEETING
Notice of Meeting and Agenda
Tuesday, January 12, 2016

Time: **6:30 p.m.**
Place: **Mukwonago Municipal Building/Board Room, 440 River Crest Court**

1. Call to Order
2. Roll Call
3. Approval of minutes for the December 8, 2015 regular meeting

4. Public Hearing

All persons interested in making comments about any of the public hearing items will be heard. Formal petitions and written comments regarding any of the public hearing items may be submitted tonight. During the public hearing(s), if you wish to be heard, the Plan Commission asks that you begin by stating your name and address, speak for no more than three minutes and attempt to avoid duplication. Each person speaking at the public hearing must sign the Public Hearing Appearance sign-in sheet before speaking. The sign-in sheet is available on the table located at the back of the room.

- A. Amendment to conditional use permit requested by Cynthia Eggleston, Mukwonago Food Pantry, to allow for the construction of a kitchen for the purposes of creating a classroom for vocational training of food preparation and classroom space focusing on nutritional information and other food values on the property located at 225 Eagle Lake Ave, known as MUKV1974009

5. New Business

Discussion and Possible Action on the Following Items

- A. Recommendation to Village Board regarding amendment to conditional use permit requested by Cynthia Eggleston, Mukwonago Food Pantry, to allow for the construction of a kitchen for the purposes of creating a classroom for vocational training of food preparation and classroom space focusing on nutritional information and other food values on the property located at 225 Eagle Lake Ave, known as MUKV1974009
- B. Recommendation to Village Board regarding certified survey map, requested by John Thornton, GS Global Resources, Inc., for the property located at 926 Perkins Dr., known as MUKV1969988004 and MUKV1969988005
- C. Recommendation to Village Board regarding extraterritorial certified survey map, requested by Olen Johnsen, Phantom Ranch Bible Camp, for the property located at W309S10910 Cty Rd I in the Town of Mukwonago, known as MUKT2007988002, MUKT2007988003, and MUKT2007999001
- D. Recommendation to Village Board regarding extraterritorial certified survey map, requested by Robert C. and Wanda Gene Thompson Joint Revocable Trust for the property located at S100W31476 CTH LO in the Town of Mukwonago, known as MUKT1982999
- E. Historic Preservation review and approval – Request by Espresso Love Café to change colors of the wall sign for the property located at 105 N. Rochester St.

- F. Reconsideration of and recommendation to Village Board regarding an ordinance to amend Chapter 100 of Municipal Code (zoning), specifically Section 100-152, the B-2 General Business District; Section 100-154, the B-3 Community Business District, Section 100-155, the B-4 Commercial Business Design District; Section 100-156, the Planned Business and Light Industrial Development District; and Section 100-157, Permitted and Conditional Uses of Business Districts, regarding the allowance of mixed use development within business zoning districts including associated amendments to business districts standards (sent back to Plan Commission from Village Board)
- G. Recommendation to Village Board regarding a Public Participation Plan to update Comprehensive Plan 2035 for the Village of Mukwonago
- H. Consideration of proposal to amend Comprehensive Plan and create alternative multi-family zoning district

6. Adjournment

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Clerk's Office, 440 River Crest Court, (262) 363-6420, Option 4.

MINUTES OF THE REGULAR PLAN COMMISSION MEETING

Tuesday, December 8, 2015

Call to Order

Chairperson Fred Winchowky called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Commissioners present: John Meiners (entered at 7:10 p.m.)

Ken Werner

Mark Penzkover

Joe Abruzzo

Fred Winchowky

Member excused:

Joe Hankovich

Sterling Fairchild

Also present:

Bruce Kaniewski, Planner

Judith Taubert, Deputy Clerk-Treasurer

Minutes

Motion by Abruzzo/Werner to approve the November 10, 2015 regular meeting minutes as presented carried. Penzkover abstained.

Public Hearings

The public hearing to consider a Conditional use permit requested by Kevin Connor, OMSA Development LLC, to allow for a dental office on the property located at Bay View Rd., west of the railroad tracks, approximately 229 feet along Bay View Rd., known as MUKV2009954001 was opened at 6:31 p.m.

Kaniewski explained the main reason medical uses require conditional use approval is to ensure that the storage, use and disposal of any hazardous materials or liquids protects persons and property.

Chris Helwig, Project Manager for Design Unlimited of Marshfield and Architect for the project, handed out an information sheet that listed how they would handle hazardous waste produced along with a description of any hazardous materials stored on site.

There were no comments from the public.

Public hearing closed at 6:38 p.m.

New Business

OMSA Development LLC

Motion by Abruzzo/Penzkover to recommend the Village Board approve a conditional use permit requested by Kevin Connor, OMSA Development LLC, to allow for a dental office on the property located at Bay View Rd., west of the railroad tracks, approximately 229 feet along Bay View Rd., known as MUKV2009954001 subject to the following conditions carried:

1. Applicant shall adhere to the Plan of Operation as submitted and dated December 8, 2015.

2. Applicant shall adhere to the all plans as submitted and dated November 5, 2015.
3. Applicant shall adhere to the hazardous, medical, and liquid waste disposal plan as submitted and dated December 8, 2015.

Motion by Penzkover/Abruzzo to recommend the Village Board approve the Lot 2 certified survey map requested by Kevin Connor, OMSA Development LLC, to allow for a dental office on the property located at Bay View Rd., west of the railroad tracks, approximately 229 feet along Bay View Rd., known as MUKV2009954001 subject to the two conditions stated in the Village Planners letter dated December 4, 2015 carried:

1. Prior to signing of the CSM by Village officials, a revised CSM shall be submitted for the approval of the Village Engineer.
2. Prior to signing of the CSM by Village officials, the access easement as shown on the CSM shall be extended to the benefit of Lot 2.

Applicant will resubmit the final Site Plan/Architectural Plan and associated information for a dental office on the property located at Bay View Rd., west of the railroad tracks, approximately 229 feet along Bay View Rd., known as MUKV2009954001 at a later date. No Action taken.

Blott Properties

Motion made by Penzkover/Werner to recommend the Village Board adopt amending the comprehensive plan for the Village of Mukwonago requested by Blott, John R. and Sandra J. Revocable Trust of 2011 for the properties located at 703 CTH NN E, known as MUKV1967995, MUKV1967999, and MUKV1967999002 to include a Public Hearing in January but not rezoning at this time; carried from Multi-family Residential to Commercial/Business.

Motion by Abruzzo/Penzkover to recommend the Village Board deny change of zoning requested by Blott, John R. and Sandra J. Revocable Trust of 2011 for the properties located at 703 CTH NN E, known as MUKV1967995, MUKV1967999, and MUKV1967999002, from R-2 (Single-family Village Residential District) to B-3 (Community Business District) carried, to first amend the Comprehensive Plan and allow flexibility of the future business district to match the intended business use of the properties.

MASD Property

Motion by Penzkover/Werner to recommend the Village Board adopt amendment to the comprehensive plan for the Village of Mukwonago (requested by Mukwonago Area School District for the property located on CTH NN immediately west of the main Mukwonago High School property, known as MUKT1959993007) carried; from small lot Single Family Residential to Government/Institutional.

Adjournment

Meeting adjourned at 7:29 p.m.

Respectfully Submitted,

Judith A. Taubert
Deputy Clerk-Treasurer

**NOTICE OF PUBLIC HEARING BEFORE THE VILLAGE OF MUKWONAGO PLAN
COMMISSION TO CONSIDER AN APPLICATION FOR AN AMENDMENT TO THE
CONDITIONAL USE PERMIT REQUESTED BY CYNTHIA EGGLESTON, MUKWONAGO
FOOD PANTRY, FOR A SOCIAL SERVICE FACILITY AT THE PROPERTY LOCATED AT
225 EAGLE LAKE AVENUE**

Please take notice that there will be a public hearing before the Plan Commission of the Village of Mukwonago in the Board Room of the Village Hall, 440 River Crest Court, Mukwonago, Waukesha and Walworth Counties, on Tuesday, January 12, 2016, commencing at 6:30 p.m., to consider the following matter(s):

PUBLIC HEARING:	Amendment to Conditional Use Permit – Social Service Facility
TAX KEY/ADDRESS:	MUKV1974009, 225 Eagle Lake Avenue
LEGAL DESCRIPTION:	LOTS 1-6 BLK 2 THE A H GIBSON PLAT OF MUKWONAGO PT NW1/4 SEC 26 T5N R18E DOC# 4053802 LC
OWNER/APPLICANT:	Mukwonago Food Pantry
MATTER:	Applicant seeks an amendment to the Conditional Use permit originally granted on May 20, 2014, to allow for the construction of a kitchen at the property located at 525 Bay View Road. The applicant would like to create a classroom for vocational training of food preparation, such as canning, preserving foods, dehydrating, etc. and classroom space focusing on nutritional information and other food values. In order to proceed with foods preparation on this site, kitchens are being proposed as part of the training equipment. Number (4.) of the terms of approval of the original conditional use permit states “Kitchen facilities are not allowed on the site, except through amendment of this conditional use and with State of Wisconsin approval of a commercial kitchen with required venting and fire suppression system.”

At this time all interested persons will be afforded a hearing. Information regarding the above noticed hearing(s) may be obtained in the Clerk’s Office.

Steven A. Braatz, Jr.
Village Clerk-Treasurer

Pub: December 23 and 30, 2015

DATE: January 6, 2016
TO: Village President Fred Winchowky and Plan Commission Members
FROM: Bruce Kaniewski, Village Planner
RE: Mukwonago Food Pantry Resource Center/Request to Amend Conditional Use

Cynthia Eggleston, representing the Mukwonago Food Panty Resource Center at 325 Eagle Lake Avenue is requesting an amendment to the conditional use granted by the Plan Commission for the facility in May 2013. That approval did not allow kitchen facilities on the site (see #4 below under Terms of Approval). This new application requests conditional use approval to allow a classroom for vocational training of food preparation and classroom space focusing on nutritional education. The subject property is zoned B-1, Neighborhood Business District.

Please see the information submitted by Ms. Eggleston in support of the application, including a Plan of Operation. Below are the findings and terms of approval adopted for the use in 2013.

Findings:

1. The use of the site and structure is in accordance with the purpose and intent of the B-1 Community Business District.
2. The use of the site and structure is found not to be hazardous, harmful, offensive or adverse to the environment or value of the neighborhood and the Village of Mukwonago.
3. The use of the site and structure does not change the character of the neighborhood.
4. The use of the site and structure supports a public community purpose.
5. A number of citizens either spoke at the hearing or submitted written comments in support of the petition.

Terms of Approval:

1. The use of the property at 225 Eagle Lake Avenue, Mukwonago, WI owned by Mukwonago Food Pantry shall be operated in strict conformance with the petitioner's public hearing presentation, and the information submitted on the Request for a Conditional Use Application, especially the description of the principal use.
2. The conditional use is granted solely to the Mukwonago Food Pantry, and is not transferrable, as a "social service facility" as allowed as a conditional use in the B-1 zoning district of the Village of Mukwonago. Nothing in this conditional use shall prohibit another owner to petition the Village for a new conditional use should a change in ownership occur. A social service facility means a facility operated by an organization which provides services such as training, counseling, health or the distribution of food or clothing. This term includes, but is not limited to, a facility offering life skills training, substance abuse counseling, housing services or a neighborhood recovery center. The term does not include an emergency residential shelter.
3. The use is not to be used as a place of assembly.

4. Kitchen facilities are not allowed on the site, except through amendment of this conditional use and with State of Wisconsin approval of a commercial kitchen with required venting and fire suppression system.
5. No part of the site or structure shall be utilized as residential or overnight sleeping quarters or accommodations.
6. The conditional use shall be renewed by the Plan Commission and the Village Board within one (1) year of approval, with a second one (1) renewal, and then subsequent five (5) year renewals. Renewal of the conditional use shall be granted if the use of property and structure are found to be operation in accordance with terms of approval of this conditional use. Findings of nonconformance shall be grounds for termination of this conditional use.
7. Within two weeks of approval of this conditional use, petitioner shall submit to the Village Clerk a letter from the Board of Directors of the Mukwonago Food Pantry indicating an understanding of the terms and a statement of agreement to conform to the terms of this conditional use.
8. Petitioner shall annually submit to the Village Clerk, no later than April 30 of each calendar year, a list of names and contact information of the Board of Directors of the Mukwonago Food Pantry.
9. The use of the structure shall conform at all times with building codes and fire safety codes. The use shall be subject to periodical inspections by the Mukwonago Fire Department and Village of Mukwonago Building Inspection and/or Zoning Administrator staff.
10. The use of the structure shall conform at all times with federal, state and local laws.

Recommendation

Pending the outcome of the public hearing, and pursuant to comments of the public and the information presented by the applicant, if the Commission feels the public health, safety and welfare will be protected (the basic standard for granting of a conditional use), then I encourage the Commission to approve the amended conditional use. I suggest the Commission revise Condition #4 and add a condition that the use be operated in conformance with the information submitted by the applicant.

I appreciate the opportunity to assist the Village with this matter. Should any questions arise, please feel free to contact me.

Sincerely,



Bruce S. Kaniewski, AICP
Mukwonago Village Planner



PLANNING STRATEGIES

Sustainable Strategies for Community Development

www.bkplanning.com
Ph: 414.339.4105
7719 W Coventry Dr.
Franklin, WI 53132

Cc: John Weidl, Village Administrator (via email)
Steve Braatz, Village Clerk (via email)
Joe Hankovich, Supervisor of Inspections/Zoning Administrator (via email)
Bob Harley, Code Officer (via email)
Aaron Kramer, Economic Development Intern (via email)
Mark Blum, Village Attorney (via email)
Jeff Stien, Fire Chief (via email)
Kevin Schmidt, Police Chief (via email)
Cynthia Eggleston, Applicant (via email)

FORM 1: STANDARD APPLICATION

- The undersigned petition is to consider a request, as stated herein, for the specified parcel(s) of land and will be reviewed by the Board of Building and Zoning Appeals, and/or the Plan Commission and Village Board of the Village of Mukwonago.

Date Submitted Oct. 09, 2015	Tax Key (s) MUKV 1974-009	Project Name MFP Resource Center - Classroom for Vocational Training
Location of Project		

Request (check all that apply)	Form	Fee Schedule	Fee
<input type="checkbox"/> Annexation Review (up to 10 acres)	6	\$200.00	\$ _____
<input type="checkbox"/> Annexation Review (10.01 acres or more)	6	\$200.00 plus \$20.00/acre	\$ _____
<input type="checkbox"/> Attachment Review (up to 10 acres)	6	\$300.00	\$ _____
<input type="checkbox"/> Attachment Review (10.01 acres or more)	6	\$300.00 plus \$20.00/acre	\$ _____
<input type="checkbox"/> Certified Survey Map (Minor)	3	\$150.00	\$ _____
<input type="checkbox"/> Certified Survey Map (3-4 Lots)	3	\$250.00 plus \$16.00/lot	\$ _____
<input type="checkbox"/> Change of Zoning	1	\$300.00	\$ _____
<input type="checkbox"/> Conceptual Land Division Review	4	\$200.00 plus \$11.00/lot	\$ _____
<input checked="" type="checkbox"/> Conditional Use Permit Request	8	\$450.00	\$ 450 ⁰⁰
<input type="checkbox"/> Conditional Use Permit Request – Home Occupations	8	\$200.00	\$ _____
<input type="checkbox"/> Conditional Use Permit Request – Professional Home Offices	8	\$250.00	\$ _____
<input type="checkbox"/> Extraterritorial Review	1	\$200.00	\$ _____
<input type="checkbox"/> Final Plat Review	5	\$250.00 plus \$11.00/lot	\$ _____
<input type="checkbox"/> Planned Unit Development (PUD) Review	2	\$185.00 plus \$25.00/unit	\$ _____
<input type="checkbox"/> Preliminary Plat Review	4	\$250.00 plus \$16.00/lot	\$ _____
<input type="checkbox"/> Site Plan Review - Minor (Buildings less than 600 sq. ft.)	2	\$135.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Site Plan/Architectural Review - Conceptual	2	\$200.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Site Plan or Architectural Review	2	\$250.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Unspecified Use Permit Request	7	\$450.00	\$ _____
<input type="checkbox"/> Variance Request	7	\$450.00	\$ _____
<input type="checkbox"/> Re-submittal of Any Plans		\$200.00	\$ _____
<input type="checkbox"/> Other _____			\$ _____
Fee Total			\$ 450⁰⁰

Change of Zoning Property Information		
Present Zoning B-1	Requested Zoning	Anticipated Date of Construction 02/2016
Present Use Social Service Facility	Intended Use Same	
Extraterritorial Review Information		
Town Property is Located In		Zoning of Property
Town Official Contact Name		Town Official Contact Phone Number
Type of Review <input type="checkbox"/> Certified Survey <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other _____		
Purpose of Request		

Applicant

Name Cynthia Eggleston			
Company Mukwonago Food Pantry			
Address 200 Fox Street	City Mukwonago	State WI	Zip 53149
Daytime Phone 262-363-4711	Fax N/A		
E-Mail N/A			

Property Owner

(Note: If not the legal owner of the property, please state name, position, and title in relation to the lot of interest. An Offer to Purchase, with written acknowledgement of the current owner is required with this application.)

Name Mukwonago Food Pantry			
Company Mukwonago Food Pantry			
Address 325 Eagle Lake Avenue	City Mukwonago	State WI	Zip 53149
Daytime Phone 262-363-3452	Fax N/A		
E-Mail mukwonagofoodpantry@yahoo.com			

Secondary Property Owner

Name N/A			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Agent

(Person representing applicant to be notified of meetings and given copies of reports)

Name Cynthia Eggleston			
Company Mukwonago Food Pantry			
Address 325 Eagle Lake Avenue	City Mukwonago	State WI	Zip 53149
Daytime Phone 262-363-3452	Fax N/A		
E-Mail mukwonagofoodpantry@yahoo.com			

Applicant hereby certifies that:

1. All of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.
2. Affirms that no Village of Mukwonago elected or appointed official or employee has a proprietary interest in the above referenced property for which this applications being filed (except as stated below under "Exceptions").
3. None of the above referenced individuals has been promised or given any contract for consultation, planning or construction in relation to this project (except as stated below under "Exceptions").
4. Applicant has read and understands all information in this packet.

Applicant further understands the policies of the Village regarding change of zonings and property development. Conditions of the resolution regarding all approvals are strictly followed. Certificates of Occupancy are not given until all conditions of approval have been met

By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing pursuant to Section 943.13 WI Stats.

Signature of Applicant 	Signature of Property Owner(s) 
Exceptions	

FOR OFFICE USE ONLY			
Date Paid 11-6-15	Receipt # 14033	Date(s) Notice Published	Date Notices Mailed
Public Hearing Date	Plan Commission Date(s)	Village Board Date(s)	Ordinance/Resolution Number
Plan Commission Disposition			
Village Board Disposition			
Board of Building and Zoning Appeals Disposition			

FORM 8: REQUEST FOR A CONDITIONAL USE PERMIT APPLICATION

Request for Plan Commission Review and Public Hearing

Fee - \$450.00

The undersigned petition is to consider a request, as stated herein, for the specified parcel(s) of land and will be reviewed by the Plan Commission and Village Board of the Village of Mukwonago.

Conditional use applications require a public hearing. To ensure the public hearing will be properly advertised, the application must be submitted **at least 30 days prior to the meeting** in which the Plan Commission will hold the public hearing (second Tuesday of every month).

(Please Print or Type Information Requested)

Address of the Subject Property 225 Eagle Lake Ave, Mukwonago, WI	Tax Parcel Number(s) MUKV-1974-009	Present Zoning Classification Social Service Facility
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- Page 2 – Property and Project Information
- Page 3 – Procedural Checklist for Conditional Use Review and Approval
- Pages 4-5 – Justification of the Proposed Conditional Use
- Page 6 – Application certification
- Page 5 on Form 1 – Agreement for Reimbursable Services

SUBMITTAL REQUIREMENTS:

Materials listed on page 3 must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 100-354 and other pertinent sections of Village ordinances, WI Stats. 62.23, and as necessary to permit review that is consistent with proper planning practice. The Village will strive to accommodate reasonable requests for informal preliminary staff review, however the Village shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

Applicant/Agent			
Name Cynthia Eggleston			
Company Mukwonago Food Pantry			
Address 200 Fox Street	City Mukwonago	State WI	Zip 53149
Daytime Phone 262-363-4911	Fax N/A		
E-Mail N/A			

Property Owner (if different than applicant/agent)			
<small>(Note: If not the legal owner of the property, please state name, position, and title in relation to the lot of interest. An Offer to Purchase, with written acknowledgement of the current owner is required with this application.)</small>			
Name Mukwonago Food Pantry			
Company Mukwonago Food Pantry			
Address 325 Eagle Lake Avenue	City Mukwonago	State WI	Zip 53149
Daytime Phone 262-363-3452	Fax N/A		
E-Mail mukwonagofoodpantry@yahoo.com			

PROPERTY AND PROJECT INFORMATION

A. I/We request a conditional use permit for: 225 Eagle Lake Avenue,
Mukwonago, WI 53149

B. The property is presently used as: "Social Service Facility (100-157)"

C. Name of Architect, Professional Engineer, or Contractor:

Remodeling Innovations Group, Matt Griggs
Boelter Contract + Design, Robert Rzepiejewski

D. Project Timetable: Start Date: 02/2016 Completion Date: 06/2016

E. All of the Proposed Use(s) of the property will be:

Principal Use to create a classroom for Vocational training of
food preparation, such as canning, preserving, de-hydrating and
subject areas that focus on educational nutritional information.

Secondary Use _____

Accessory Use _____

F. I/We represent that I/we have a vested interest in this property in the following manner:

Owner

() Leasehold, length of lease: _____

() Contractual, nature of contract: _____

() Other, explain: _____

JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

The Plan Commission and Village Board of the Village of Mukwonago will base their decisions on the category standards listed below. It is in the best interest of the applicant to base their presentation on the same applicable set of standards when presenting their petition. **Applicant: Please fill out ALL of the questions. Use additional sheets of paper if needed.**

- A. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the Village of Mukwonago Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village?**

By providing services and resources to those financially challenged in our community and surrounding counties, that will meet basic needs on practical and economical skills.

- B. How is the proposed conditional use, in its specific location, in harmony with the proposed, goals, objectives, policies and standards of the Village of Mukwonago Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village?**

Provides services such as training, health information, life skills training as detailed in "Social Service Facility" classification (100-159).

- C. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 100-354 (a), (b), and (c)), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the Village or other governmental agency having jurisdiction to guide development?**

Improves the neighborhood by being used, and has been painted outside to be more aesthetically pleasing and lighten color to lessen use of outside lighting.

D. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

This project will create a classroom for vocational training in a space that needs to be remodeled to be of use to our mission of services and resources.

E. Is the proposed conditional use located in an area that will be adequately served by and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

Home economics and nutritional information classes are already being held on site. Class size will stay the same as it is now.

F. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Sections 100-354 (e)(1) and (2)), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

Services and information will all be under one roof, local and convenient to all area residents.

Applicant hereby certifies that:

1. All of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.
2. Affirms that no Village of Mukwonago elected or appointed official or employee has a proprietary interest in the above referenced property for which this applications being filed (except as stated below under "Exceptions").
3. None of the above referenced individuals has been promised or given any contract for consultation, planning or construction in relation to this project (except as stated below under "Exceptions").
4. Applicant has read and understands all information in this packet.

Applicant further understands the policies of the Village regarding conditional use permits. Conditions of the resolution regarding all approvals are strictly followed. Certificates of Occupancy are not given until all conditions of approval have been met.

By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing pursuant to Section 943.13 WI Stats.

Signature of Applicant 
Signature of Property Owner(s) 

FOR OFFICE USE ONLY

RECEIVED: (Staff: Check each individual box as information is confirmed. If not applicable, mark N/A.)	
<input type="checkbox"/> Application <input type="checkbox"/> Agreement for reimbursable services <input type="checkbox"/> Survey of the property <input type="checkbox"/> Landscape plan <input type="checkbox"/> Parking plan <input type="checkbox"/> Lighting plan <input type="checkbox"/> Proposed location and connection to the sanitary sewer and water mains <input type="checkbox"/> Drainage plan <input type="checkbox"/> Building Elevations <input type="checkbox"/> Floor plan <input type="checkbox"/> Plan of operation/proposal <input type="checkbox"/> Overview of the adjoining lots and list of parcel identification numbers for all properties within 300 feet of the subject property <input type="checkbox"/> Additional information	
Date Filed	Public Hearing Date
Disposition	



Mukwonago Food Pantry

325 Eagle Lake Avenue • Mukwonago, WI 53149 • 262-363-3452 • www.MukwonagoFoodPantry.org

November 5, 2015

Village of Mukwonago Planning Commission
Office of the Village Inspection and Zoning Departments
Att: Mr. Joseph Hankovich
P.O. Box 206/ 440 River crest Court
Mukwonago, WI 53149

RE: MFP Resource Center
225 Eagle Lake Avenue
Mukwonago, Wisconsin 53149

Planning Commission,

Here is our proposal for change in our conditional use permit.

Classroom for Vocational Training at the MFP Resource Center

The purpose of this proposal is to remodel the southwestern part of the building located at 225 Eagle Lake Avenue, Mukwonago, WI 53149.

To create a Classroom for Vocational training of food preparation, such as canning, preserving, de-hydrating and subject areas that focuses on everyday life and meeting basic needs. Area residents will learn practical and economical skills, as well as educational nutritional information,

The Classroom setting will be a reflective of the "old school home economic rooms", residential stoves, countertops with Kitchen Aid mixers, canning jars, dehydrators and gadgets needed to process fresh produce into a "take home" food containers. All food canned, preserved, dehydrated or alternative methods by individuals/families will be taken home when complete or cooled as designated by the teacher of the class. No food will be consumed by anyone other than the individual/families that are taking the classes. We are partnering with several bordering municipalities on this project:

1. Michal's Fields Organic Farming- Education on how to grow organic produce, working with and offering assistance to Norris Farms/ any farmer or group interested in being a part of this project. Located in Walworth County
2. Norris Farms/school-Growing the organic produce, 50% for their school and student use and 50% for our area residents. This is an ongoing discussion with both of their boards and is currently pending approval. Located in Racine County.
3. Hunger Task Force, Inc. --Their farm facility in Franklin currently supplies us monthly with hundreds of pounds of fresh produce. Located in Milwaukee County.
4. UW Extension Milwaukee- provides food preservation classes; facilitated by faculty members or UW Extension trained food preservation volunteers. UW Extension has trained hundreds of Volunteer Master Home Food Preservers around the state of Wisconsin. Located in Milwaukee County.
5. UW Extension Waukesha-provides nutrition education with the goal of healthy behavior change. Located in Waukesha County.
6. RIG, Remodeling Innovations Group, 11801 West Silver Spring Drive, Suite 109, Milwaukee, WI
Matt Griggs, owner
Construction Company to change current space to classroom for vocational training.



Mukwonago Food Pantry

325 Eagle Lake Avenue • Mukwonago, WI 53149 • 262-363-3452 • www.MukwonagoFoodPantry.org

7. Sustainable Kitchens, 509 North 66th Street, Wauwatosa, WI

Justin Johnson, owner

Development and implementation of policy and procedure, reference guide of expectations and standards, schedules, practical cooking skills and marketing campaign.

8. Boelter Contract & Design, 4200 North Port Washington Road, Glendale, WI 53212

Robert Rzepiejewski, Project Manager

Architect and Equipment for project.

Every growing season the Mukwonago Food Pantry receives thousands of pounds of fresh produce. We currently must have volunteers drive to low-income senior housing to distribute the large quantities we receive not only from other non-profit partners but local farmers and gardeners. The only adequate space for a walk-in cooler is at the MFP Resource Center location.

Fresh produce delivered on a daily bases , only feeds for a day or two, whereas canning, preserving and dehydration would provide months of food and education on how to properly prepare fresh food for optima health benefits.

This form of "Home Economics" maintains the educative and preventative mission of its early roots. It helps all area residents to optimize living in their current familial and personal relationships and to plan well for their future relationships and families. It aspires to increase the resourcefulness of people and help them to live satisfying, sustainable and quality lives caring for themselves and others. Home economics provides them with the opportunity to consider daily living problems beforehand, contributing to development of self-reliant attitudes and abilities and a sense of social responsibility.

Without practical and firsthand experience in preparing foods and learning about nutrition, choice and control are diminished and dependence on processed and fast food emerges.

Vocational training of economics, foods and nutrition courses provide the only opportunity for some lower-income families to learn about nutrition and healthy eating through the 'hands-on' food preparation that is recognized as more effective in changing behavior than knowledge transmission.

Home economics facilitates individuals to discover and further develop their own resources and capabilities to be used in their personal life

As an applied academic subject, as a product or technology-producing course, as career education, as independent-living skills, as health education, as parenting, or as family life education.

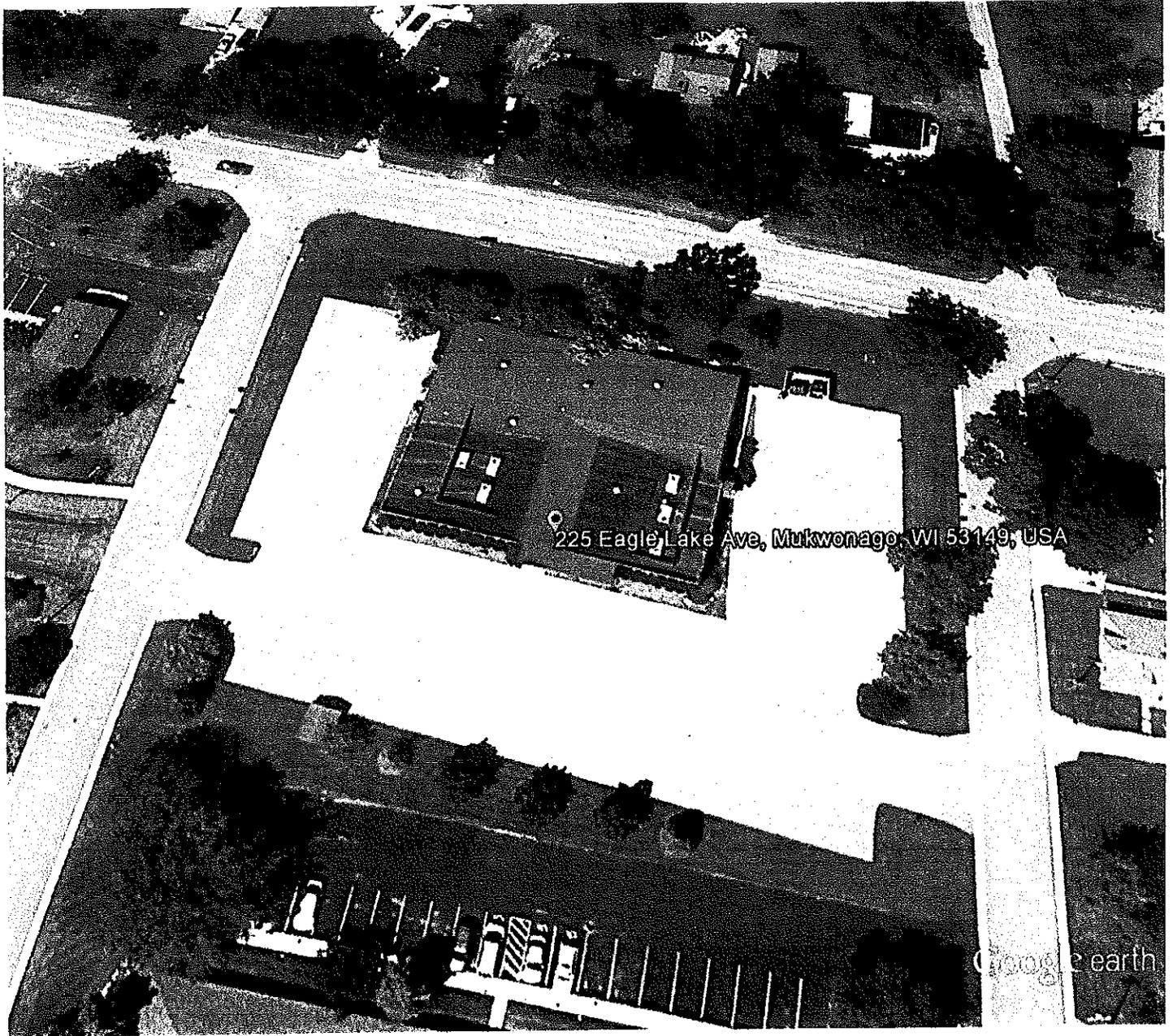
Today's home economists have turned their attention from caring for the family to tackling community issues such as poverty, obesity, and food safety. The emphasis has changed from a technical, skill-development, scientific approach to one that includes critical thinking and social responsibility, beginning with basics like the food we uncritically consume several times a day. These basics, given their immediacy and concreteness in our daily lives, are essential to bringing about change simultaneously globally and close to home.

Sincerely,

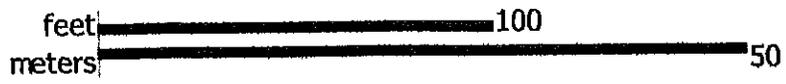
Cynthia Eggleston

Executive Director

Mukwonago Food Pantry / MFP Resource Center



Google earth





Mukwonago Food Pantry

325 Eagle Lake Avenue • Mukwonago, WI 53149 • 262-363-3452 • www.MukwonagoFoodPantry.org

Jan. 05, 2016

Village of Mukwonago Planning Commission
Office of the Village Inspection and Zoning Departments
Attention: Village Clerk Steven Braatz
RE: MFP Resource Center
225 Eagle Lake Avenue
Mukwonago, WI 53149

Planning Commission,

I am adding more detailed information on our proposed change in our current conditional use permit.

Classroom for Vocational Training at the MFP Resource Center

The purpose of this proposal is to remodel the southwestern part of the building located at 225 Eagle Lake Avenue, Mukwonago, WI 53149.

To create a Classroom for Vocational training of food preparation, such as canning, preserving, de-hydrating and subject areas that focuses on everyday life and meeting basic needs. Area residents will learn practical and economical skills, as well as educational nutritional information,

The Classroom setting will be a reflective of the "old school home economic rooms", residential stoves, countertops with Kitchen Aid mixers, canning jars, dehydrators and gadgets needed to process fresh produce into a "take home" food containers. All food canned, preserved, dehydrated or alternative methods by individuals/families will be taken home when complete or cooled as designated by the teacher of the class. No food will be consumed by anyone other than the individual/families that are taking the classes.

- ❖ Copy of our Administrative Policy covering: Authorization to Sign Contracts, for your file.
- ❖ Letter signed by Mukwonago Food Pantry Board members, acknowledging and supporting this proposal.
- ❖ Letters of support from University of Wisconsin Extension-Waukesha & Milwaukee and Michael Fields Agricultural Institute.
- ❖ Village Building Inspector, Mr. Joseph Hankovich, has been on site and determined the occupancy load according to room size, these have been laminated and posted in main office area, with smaller individual signs to be posted in each reception area.
- ❖ The Vocational Training Kitchen will have seated space for 12 individuals, 2 standing demonstrators.
- ❖ The occupancy for this space is currently 19.
- ❖ This area will be used 3-4 times per week.
- ❖ Current hours of operation are Monday-Saturday, 8 am to 9 pm, this is to provide availability in the evening for our working families.
- ❖ We do not provide transportation as part of our services or programs to individuals/families.

❖ **This is our instructor and his qualifications.**

- ❖ **Justin Johnson-**
- ❖ AAS Graduate of Le Cordon Bleu School of Culinary Arts in Chicago
- ❖ Master's Certificate from the Culinary Institute of America in New York
- ❖ *Holds the following Certifications from the National Restaurant Association:*
- ❖ *Certified Chef
- ❖ *Certified Menu Planner



Mukwonago Food Pantry

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- ❖ Certified Hospitality Supervisor
- ❖ *Sanitation Certificate

- ❖ Awards:
- ❖ May 2014 "United States Food Service Director of the Month" by FSD Magazine in New York
- ❖ 2013 NRA "Operator Innovations in Sustainability"
- ❖ "Award nominee"
- ❖ 2014 NRA "Operator Innovations in Sustainability" Award nominee

- ❖ These Policies & Procedures will be taught to 4 adult volunteers from the Mukwonago Food Pantry, one of whom will be on the premises during each vocational training class.

- ❖ Parents/Guardians are required to sign; Permission Slip and Indemnity Agreements for every activity offered.

- ❖ Local Fire Department & Ambulance service for major events.
- ❖ On-site First Aid Kit for minor events.
- ❖ Staff and 6 volunteers have current certified CPR training.

- ❖ Kitchen will be operated under industry standard Policies and Procedures to be developed and implemented by SustainableKitchens, LLC. This will include, but not be limited to the following:
 - ❖ Hand washing Policy/Food Prep Sink
 - ❖ Glove Use Policy
 - ❖ Internal Food Temperature Policy
 - ❖ Food Thawing Policy
 - ❖ Hot & Cold Food Holding Policy
 - ❖ Food Cooling Policy
 - ❖ Reheating Food Policy
 - ❖ Thermometer Policy
 - ❖ Food Storage Policy
 - ❖ Cutting Board Policy
 - ❖ Sanitizing Policy
 - ❖ HACCP Record Keeping Policy
 - ❖ ServSafe Policy
 - ❖ Receiving Policy
 - ❖ Back of House Equipment Policy
 - ❖ Dish room Cleaning Policy
 - ❖ Dry Storage Policy
 - ❖ Walk-in Cooler Policy
 - ❖ Employee Hygiene Policy
 - ❖ Communication of Hazardous Conditions Policy
 - ❖ Core Competency Policy
 - ❖ Policy and Procedure Policy
 - ❖ Department Security Policy
 - ❖ Infection Control Policy
 - ❖ Equipment Utility Service Policy
 - ❖ Eye Wash Policy
 - ❖ Inventory Policy
 - ❖ Food In-Process Handling Policy
 - ❖ Food Preparation Policy
 - ❖ Food Product Safety and Recalls Policy
 - ❖ Food Bourne Illness/Outbreak Policy
 - ❖ Labeling & Dating Policy
 - ❖ Position Description Policy



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- ❖ Quality Control Policy
- ❖ Sanitation Policy
- ❖ Scheduling Policy

- ❖ We will establish a relationship with the local health department. The kitchen will be operated in accordance with Wisconsin Food Code.

- ❖ Our facility currently uses the same disposal service and recycling practices that the Village already has in place.

- ❖ We were under the impression that the drawings we provided were "good enough" for the Plan Commission Meeting, with the understanding if approved the Building Inspector would need a full set of plans for the permit. Please advise if this has changed.

- ❖ The drawings that, Robert Rzepiejewski, Project manager, The Boelter Companies sent were proposed layout versus architectural plan. The Health Inspector will have to review and give their blessing, but I would expect this to happen when the project is green lighted.

Please let me know if I can be of further assistance.

Sincerely,

Cynthia Eggleston
Executive Director
Mukwonago Food Pantry / MFP Resource Center



Mukwonago Food Pantry

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Village Clerk Steve Braatz
440 River Crest Court
Mukwonago, WI 53149

RE: Letter of Authorization Request

January 04, 2016

To whom it may concern,

The Mukwonago Food Pantry is a 501 (c) 3 Charitable Organization under the current codes set by the IRS.

Within our Policy & Procedures Manual is: Authorization to Sign Contracts, see enclosed copy for your file.

Our current Executive Director; Cynthia Eggleston is operating within the perimeters that have been set by our Board of Director to act as our agent to sign contracts/applications/fill out forms for our non-profit organization. We are well aware of this proposal and our Executive Director; Cynthia Eggleston is our spokesperson and has support of our full board.

Sincerely,

Karen Piotrowski *Karen Piotrowski*
Jeff Spang *Jeff Spang*
Cathy Schultz *Cathy Schultz*
Christine Vitrano *Christine Vitrano*
Cynthia Eggleston *Cynthia Eggleston*

Mukwonago Food Pantry

Classification: Administration

Policy and Procedure Manual

Policy Number: 4

Page 1 of 1

Date Approved: April 1, 2002

Date Amended: December 6, 2008

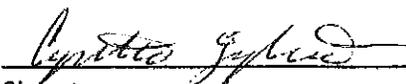
Policy: Authorization to Sign Contracts

Objectives: To establish a line of responsibility and delegate authority to sign Contracts

Procedure: Authorization to sign contracts is designated to the Executive Director.

In the absence of the Executive Director, the signatures of all 4, Chairmen of the Board, Executive Chair/ finance, Program Development/ Volunteer Services, Program Development/ Outreach Services shall have the authority to sign contracts.

Under the direction and including input from the Financial Services, which include current accountant + accounting firm for the annual 990.



Signature Executive Director
Title

MICHAEL FIELDS
AGRICULTURAL INSTITUTE



October 23, 2015

To whom it may concern:

I am extremely excited and supportive of the current plans for the Mukwonago Food Pantry and possible teaching kitchen. As a farmer and educator I am committed to promoting healthy, fresh, local foods and see this project as a way I can further my involvement in this movement.

Currently I am the Garden and Student Program Manager at Michael Fields Agricultural Institute in East Troy. Every year I teach a new crop of students how to start their plants from seeds, transplant, weed, irrigation and harvest. The program teaches the students hands-on skills as well as classroom learning to get more in-depth knowledge on key subjects. We teach organic and bio-dynamic growing practices as well as post-harvest handling and marketing skills.

I am willing to help any new farmers willing to donate food to the project. In exchange for their donation or involvement of any kind, I will help them develop their farm plans, seed orders and even business plans. I will also continue to donate food as often as I can throughout our growing season.

I strongly believe in partnerships and working together to improve our world. The coalition Cindy has brought together will equally benefit from involvement in this program and more importantly so will our communities!

Thank you for your time and if you have any other questions please feel free to contact me at any time.

Sincerely,

Christine Welcher

Garden and Student Program Manager



August 19, 2015

Mukwonago Food Pantry
and Resource Center
225 Eagle Lake Avenue
Mukwonago, WI 53149

**UW
Extension**
University of Wisconsin-Extension

Cynthia Muhar
Family Living Educator

**Milwaukee County
Cooperative Extension**
9501 West Watertown Plank Road
Wauwatosa, WI 53226-3552

414-256-4670
414-256-4646 (fax)

cynthia.muhar@ces.uwex.edu
<http://milwaukee.uwex.edu>

Dear Ms. Eggleston:

I am writing to indicate my support for a community garden at the Mukwonago Food Pantry and Resource Center. I understand that Food Pantry recipients will reap the benefits of the garden's produce and that they will be able to extend the bounty through food preservation, such as canning and freezing. UW Extension has agreed to offer food preservation classes, facilitated by faculty members or UW Extension trained food preservation volunteers, in 2016 at the Mukwonago Food Pantry and Resource Center. UW Extension has a long history of providing science-based, food preservation education in Wisconsin and other Cooperative Extension Services provide food preservation education in many other areas of the country, as well.

UW Extension has trained hundreds of Volunteer Master Home Food Preservers around the state of Wisconsin and we look forward to our faculty, or volunteers, working with the Mukwonago Food Pantry and Resource Center to provide research-based food preservation classes at that location in the future.

Sincerely,

Cynthia Muhar
Family Living Educator
Milwaukee County
UW Extension

**Reasonable accommodations for
disabilities or limitations are available.**

*University of Wisconsin, U.S. Department
of Agriculture and Wisconsin counties
cooperating, UW-Extension provides
equal opportunities in employment and
programming including Title IX and ADA.*



UW Cooperative Extension
Waukesha County

Waukesha County, UW Cooperative Extension
1320 Pewaukee Road, Rm G22
Waukesha, WI 53188
262-548-7770
262-548-7787 (fax)
waukesha-office@ces.uwex.edu

August 19, 2015

To whom it may concern,

I am writing on behalf of Ms. Cindy Eggleston with the Mukwonago Resource Center and her mission to help families on the road to better health. Nutrition, of course, is one very important contributing factor to health. I have worked with Ms. Eggleston for approximately 10 years, and she consistently goes the extra mile to get healthy foods to families. She has always supported nutrition education with the goal of healthy behavior change.

Eating more fruits and vegetables and following the USDA dietary guidelines lowers the risk for heart disease, type 2 diabetes, some cancers and stroke. In addition, childhood obesity has been skyrocketing. Teaching families to make healthy changes will also help to lower this risk. There is also evidence that healthy eating habits helps kids to do better in school. The list of nutrition benefits could go on and on, but of course families must have access to these healthy foods. Ms. Eggleston helps to make this possible!

It is not enough, however to make the foods available, but families must see the value of these foods and also have the skills necessary to prepare them. Cooking and basic preparation skills have largely gone by the wayside; and I believe that a test kitchen would benefit countless families when it comes to teaching food preparation skills. A "hands on" approach helps people learn.

I cannot recommend more highly the idea of a teaching kitchen at the Mukwonago Resource Center; and am confident that Ms. Eggleston will encourage classes and teaching to utilize it to the fullest benefit for local families.

Sincerely,

Ms. Deborah O'Brien

Nutrition Educator

UW-Extension, Waukesha County

THIS DRAWING IS THE PROPERTY OF THE BOELTER COMPANIES AND IS LOANED SUBJECT TO THE CONDITION THAT IT IS NOT MODIFIED, REVISED, REPRODUCED OR DISTRIBUTED IN WHOLE OR IN PART, DIRECTLY OR INDIRECTLY, EXCEPT WITH THE CONSENT OF AND UNDER THE SUPERVISION OF THE BOELTER COMPANIES.

SCALE: 1/4" = 1'-0"

Sheet

FOOD SERVICE EQUIPMENT PLAN

Project

MFP Resource Center
Mukwonago, WI

Revisions

Issue Date

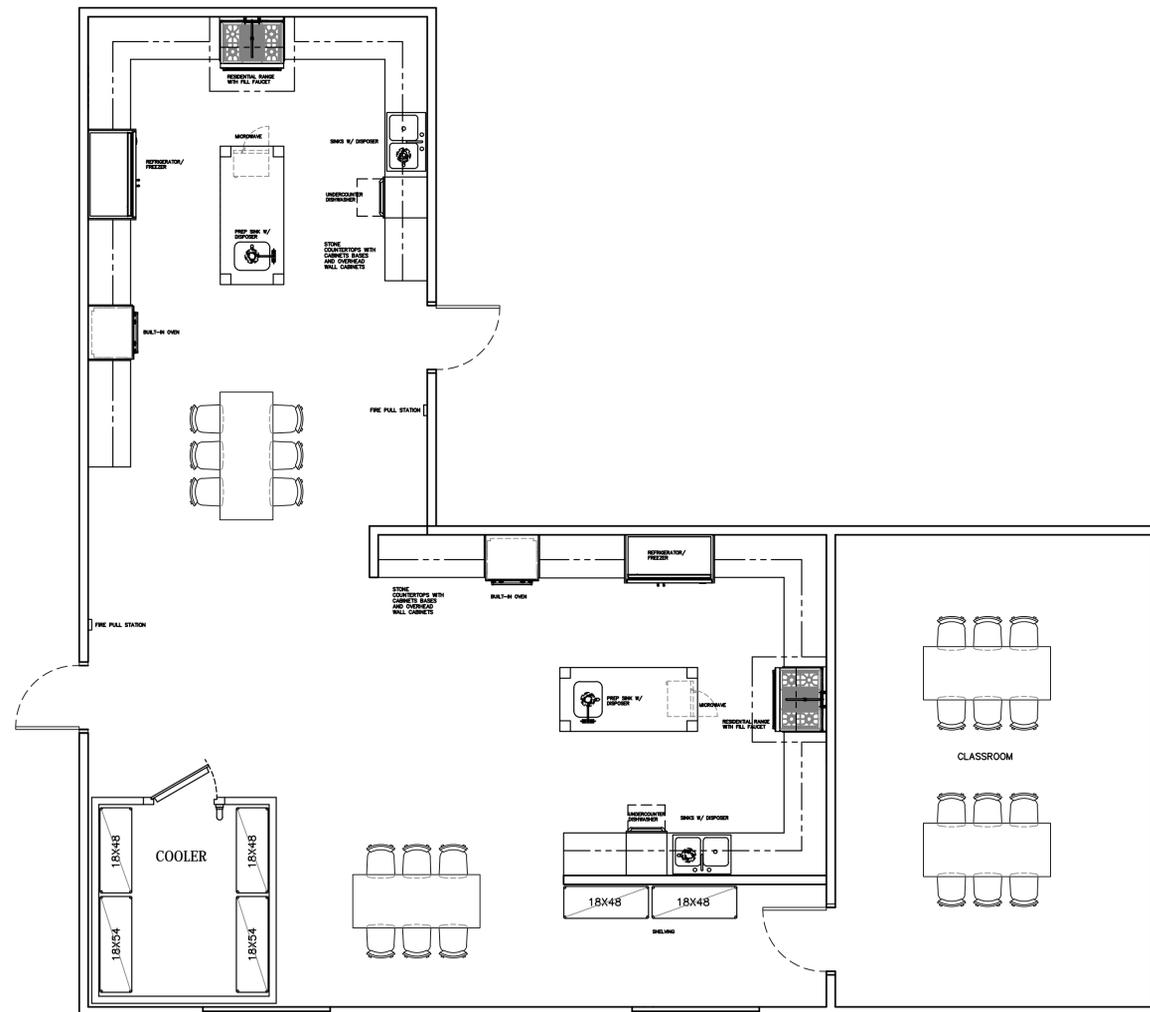
November 09, 2015

Drawn By

RR/JP/JD

Sheet No.

K1



PRELIMINARY - NOT FOR CONSTRUCTION

January 6, 2016

Fred Winchowky, Village President
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: 1-Lot CSM for GS Global Resources

Dear President Winchowky and Members of the Plan Commission:

In 2013 the Village approved a 3-lot Certified Survey Map (CSM) on behalf of Empire Level to create separate lots for their complex of buildings at the northeast corner of Holz Parkway and Perkins Drive. The main purpose was to sell the southeastern most building to John Thornton of GS Global Resources of New Berlin (then named GS Hydraulics).

Empire Level is now owned by Milwaukee Tool and Mr. Thornton has purchased the southwestern most building with plans to re-connect the two buildings with the enclosed corridor that once was located between the buildings. Mr. Thornton continues to relocate more of his business to Mukwonago as stated in 2013. Therefore, the current request is to combine Lots 1 and 2 of the 2013 CSM via a new CSM.

The CSM creates a parcel of 9.6 acres in size conforming to the M-4, Medium/Heavy Industrial Zoning District assigned to the site.

Recommendation

The proposal is straight-forward, and I recommend approval subject to the conditions listed below. One matter I noticed during review is that currently the two lots are listed on the tax bill information of Waukesha County GIS as owned by 929 Properties, LLC, while the signature page on the CSM lists the owner as GS Global Resources. I know the LLC was formed by Mr. Thornton to originally purchase the property in 2013; however, not having the proper ownership information with signature on the CSM may cause a delay to record the CSM with Waukesha County Register of Deeds.

1. Prior to placement of Village signatures on the CSM, applicant shall present information to the Village Clerk that the ownership represented on the CSM for signatures is correct.
2. Prior to placement of Village signatures on the CSM, the Village Engineer shall confirm that revisions have been made to the CSM pursuant to the December 31, 2015 letter from Bruce K. Cross of the Village Engineer's office.

I appreciate the opportunity to assist the Village with this application. Should any questions arise, please contact me.

Sincerely,



Bruce S. Kaniewski, AICP
Mukwonago Village Planner

Cc: John Weidl, Village Administrator (via email)
Steve Braatz, Village Clerk (via email)
Joe Hankovich, Supervisor of Inspections/Zoning Administrator (via email)
Aaron Kramer, Economic Development Intern (via email)
Mark Blum, Village Attorney (via email)
Kurt Peot, P.E., Village Engineer (via email)
John Thornton, Applicant
Don Chaput, Surveyor

December 31, 2015

Mr. Fred Winchowky
Village President
Village of Mukwonago
P.O. Box 206
Mukwonago, WI 53149

RE: GS Global Resources - Certified Survey Map Review

Dear President Winchowky:

We have reviewed the above Certified Survey Map, dated November 5, 2015, as requested by Village Staff. Our review is primarily focused on the requirements of the Wisconsin Administrative Code A-E 7, Wisconsin Statute Chapter 236, and the Village of Mukwonago Ordinance Chapter 45, Article IV. We offer the following comments:

1. Per 236.34 (1m) (a): Sign sheet 1.
2. Change Registered Land Surveyor on Sheet 2 to Professional Land Surveyor.

We have contacted Donald Chaput of Chaput Land Surveys LLC to make them aware of these comments. We recommend the Village Plan Commission recommend approval of the subject CSM to the Village Board subject to the above revisions being made. We further recommend the Village Board authorize the Village President to sign the CSM once the above revisions have been made.

If you have any questions or comments, please contact our office.

Very truly yours,

RUEKERT & MIELKE, INC.



Bruce K. Cross, P.L.S. (WI)

Professional Land Surveyor

bcross@ruekert-mielke.com

BKC:jkc

cc: John Weidl, Village of Mukwonago
Steven Braatz, Jr., CMC/WCMC, Village of Mukwonago
Joseph Hankovich, Village of Mukwonago
Bruce Kaniewski, Village of Mukwonago
Mark Blum, Village of Mukwonago
Donald C. Chaput, P.L.S., Chaput Land Surveys LLC
John Thorton, GS Global Resources, Inc.
Kurt A. Peot, P.E., Ruekert & Mielke, Inc.
File

~12-10052 GS Global Resources, Inc. CSM Review > Review > Correspondence > GS Global Resources-20151231-CSM review.docx~

FORM 1: STANDARD APPLICATION

- The undersigned petition is to consider a request, as stated herein, for the specified parcel(s) of land and will be reviewed by the Board of Building and Zoning Appeals, and/or the Plan Commission and Village Board of the Village of Mukwonago.

Date Submitted 11/30/15	Tax Key (s) MUKV1969988004 + 005	Project Name GSGlobal Resources, Inc.	
Location of Project 926 Perkins DR.			
Request (check all that apply)	Form	Fee Schedule	Fee
<input type="checkbox"/> Annexation Review (up to 10 acres)	6	\$200.00	\$ _____
<input type="checkbox"/> Annexation Review (10.01 acres or more)	6	\$200.00 plus \$20.00/acre	\$ _____
<input type="checkbox"/> Attachment Review (up to 10 acres)	6	\$300.00	\$ _____
<input type="checkbox"/> Attachment Review (10.01 acres or more)	6	\$300.00 plus \$20.00/acre	\$ _____
<input checked="" type="checkbox"/> Certified Survey Map (Minor)	3	\$150.00	\$ 150 ⁻
<input type="checkbox"/> Certified Survey Map (3-4 Lots)	3	\$250.00 plus \$16.00/lot	\$ _____
<input type="checkbox"/> Change of Zoning	1	\$300.00	\$ _____
<input type="checkbox"/> Conceptual Land Division Review	4	\$200.00 plus \$11.00/lot	\$ _____
<input type="checkbox"/> Conditional Use Permit Request	8	\$450.00	\$ _____
<input type="checkbox"/> Conditional Use Permit Request – Home Occupations	8	\$200.00	\$ _____
<input type="checkbox"/> Conditional Use Permit Request – Professional Home Offices	8	\$250.00	\$ _____
<input type="checkbox"/> Extraterritorial Review	1	\$200.00	\$ _____
<input type="checkbox"/> Final Plat Review	5	\$250.00 plus \$11.00/lot	\$ _____
<input type="checkbox"/> Planned Unit Development (PUD) Review	2	\$185.00 plus \$25.00/unit	\$ _____
<input type="checkbox"/> Preliminary Plat Review	4	\$250.00 plus \$16.00/lot	\$ _____
<input type="checkbox"/> Site Plan Review - Minor (Buildings less than 600 sq. ft.)	2	\$135.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Site Plan/Architectural Review - Conceptual	2	\$200.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Site Plan or Architectural Review	2	\$250.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Unspecified Use Permit Request	7	\$450.00	\$ _____
<input type="checkbox"/> Variance Request	7	\$450.00	\$ _____
<input type="checkbox"/> Re-submittal of Any Plans		\$200.00	\$ _____
<input type="checkbox"/> Other _____			\$ _____
Fee Total			\$ 150 ⁻

Change of Zoning Property Information		
Present Zoning	Requested Zoning	Anticipated Date of Construction
Present Use	Intended Use	
Extraterritorial Review Information		
Town Property is Located In		Zoning of Property
Town Official Contact Name		Town Official Contact Phone Number
Type of Review	<input type="checkbox"/> Certified Survey <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other _____	
Purpose of Request		

Applicant			
Name John Thornton			
Company GS Global Resources, Inc.			
Address 5050 S. Towne Dr.	City New Berlin,	State WI	Zip 53151
Daytime Phone 262-786-0100	Fax 262-786-6787		
E-Mail jthornton@gsgri.com			

Property Owner			
(Note: If not the legal owner of the property, please state name, position, and title in relation to the lot of interest. An Offer to Purchase, with written acknowledgement of the current owner is required with this application.)			
Name SAME			
Company 929 Properties			
Address	City	State	Zip
Daytime Phone S A M E	Fax		
E-Mail			

Secondary Property Owner			
Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

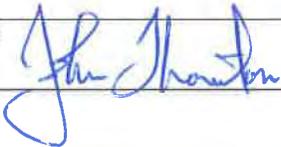
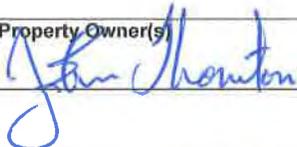
Agent			
(Person representing applicant to be notified of meetings and given copies of reports)			
Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Applicant hereby certifies that:

1. All of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.
2. Affirms that no Village of Mukwonago elected or appointed official or employee has a proprietary interest in the above referenced property for which this applications being filed (except as stated below under "Exceptions").
3. None of the above referenced individuals has been promised or given any contract for consultation, planning or construction in relation to this project (except as stated below under "Exceptions").
4. Applicant has read and understands all information in this packet.

Applicant further understands the policies of the Village regarding change of zonings and property development. Conditions of the resolution regarding all approvals are strictly followed. Certificates of Occupancy are not given until all conditions of approval have been met

By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing pursuant to Section 943.13 WI Stats.

Signature of Applicant	Signature of Property Owner(s)
	
Exceptions	



FOR OFFICE USE ONLY			
Date Paid	Receipt #	Date(s) Notice Published	Date Notices Mailed
Public Hearing Date	Plan Commission Date(s)	Village Board Date(s)	Ordinance/Resolution Number
Plan Commission Disposition			
Village Board Disposition			
Board of Building and Zoning Appeals Disposition			

FORM 3: CERTIFIED SURVEY MAP REVIEW

Date 11/30/15	Project Name GS Global Resources, Inc.
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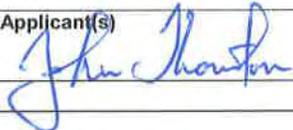
SUBMITTAL REQUIREMENTS:

Materials listed below must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 45 Article IV. and other pertinent sections of Village ordinances, WI Stats. 236.34 and as necessary to permit review that is consistent with proper planning practice. The Village will strive to accommodate reasonable requests for informal preliminary staff review, however the Village shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

In the case of a CSM, the submittal date, for the purposes of WI Stats. 236.34, is the date that the application is certified as complete by Village staff.

Four (4) copies of the application packet must be filed with the Village Clerk at least 30 days prior to the meeting of the Planning Commission at which action is desired.

I understand the Village policy as stated above.

Date 11/30/15	Signature of Applicant(s) 
------------------	--

SUPPLEMENTAL INFORMATION:

Additional Required Information

PROPOSAL DESCRIPTION: Please attach a statement detailing the reasons and background for this request including: details of proposal, services provided, wares sold, plans and hours of operation, number of employees, frequency of customer visits, frequency of deliveries to site, description of any interior/exterior modifications or additions to be made to property, any outside storage (dumpsters, trucks, materials...), number of parking stalls, screening/buffer type, any other information available. **PLEASE EXPLAIN IN DETAIL.**

Office Use Only		
Date Submitted	Date of Plan Commission	Signature of Staff Member
<p>RECEIVED: (Staff: Check each individual box as information is confirmed. If not applicable, mark N/A.)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Standard Application and Additional Required Information sheet (Forms 1 and 2) <input type="checkbox"/> Certified Survey Map prepared in compliance with WI Stats. 236.34 and showing the following information on its face: <ul style="list-style-type: none"> <input type="checkbox"/> Surveyor's certificate and date, including statement of compliance with all provisions of Village Code Chapter 45 and WI Stats. 236.34 <input type="checkbox"/> Labeled as "Certified Survey Map" <input type="checkbox"/> Location of survey <input type="checkbox"/> The graphic scale (minimum 1" = 30') <input type="checkbox"/> North arrow <input type="checkbox"/> The names and addresses of the owner, subdivider and surveyor <input type="checkbox"/> All existing buildings, appurtenances (i.e. fences, hydrants, utilities, etc.) and easements (recorded and apparent), located on the property and within its influence to the centerline of adjoining streets <input type="checkbox"/> Watercourses, drainage ditches (including determination of navigability), and other features pertinent to proper division <input type="checkbox"/> Names of adjoining streets, highways, parks, cemeteries, subdivisions, ponds, streams, lakes, flowages and wetlands <input type="checkbox"/> Setback or building lines required by the Planning Commission <input type="checkbox"/> Additional yards required by the Planning Commission <input type="checkbox"/> All lands reserved for future public acquisition <input type="checkbox"/> Delineation of any wetlands, and by whom and when the delineation was done <input type="checkbox"/> Floodland and shoreland boundaries, and contour line lying at a vertical distance of two feet above the elevation of the 100-year recurrence interval flood or, where such data is not available, at a vertical distance of five feet above the elevation of the maximum flood of record. <input type="checkbox"/> Statement if municipal sanitary sewer will be used and, if not, provide the location, area, depth, and type of the soil absorption waste disposal system for each building site <input type="checkbox"/> Well location(s) 		

Architect			
Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Professional Engineer			
Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Registered Surveyor			
Name Donald C. Chaput			
Company Chaput Land Surveys			
Address 234 W. Florida St. #306	City Milwaukee	State WI	Zip 53204
Daytime Phone 414-292-1311	Fax 414-292-1310		
E-Mail don@chaputlandsurveys.com			

Contractor			
Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

GS Global Resources, Inc.
Minor Certified Survey Map Review
MUKV1969988004 & MUKV1969988005

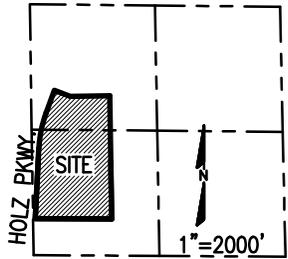
In February 2013, CSM 11056 divided the properties at 929 Empire Drive (MUKV1969988004) and 911 Empire Drive (MUKV1969988005) into two separate parcels. In connection with this land division, 929 Properties LLC purchased the building located at 929 Empire Drive and leases this space to GS Global Resources, Inc. Subsequently in January 2015, 929 Properties purchased the building located at 911 Empire Drive. GS Global Resources is now preparing to relocate all of its operations from New Berlin into these facilities and wishes to once again consolidate the properties into one parcel.

CERTIFIED SURVEY MAP NO. _____

A division of Lot 2 and Lot 3 of Certified Survey Map No. 10779, being part of the Southwest 1/4 and Northwest 1/4 of the Northeast 1/4 of Section 25, Town 5 North, Range 18 East, in the Village of Mukwonago, Waukesha County, Wisconsin.

VICINITY MAP

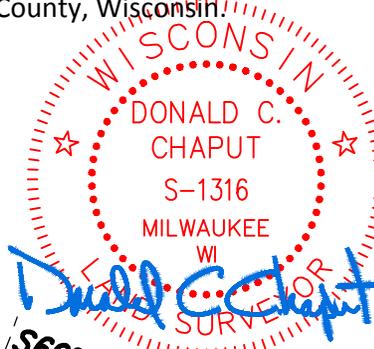
NE 1/4 SEC. 25
T5N, R18E.



Bearings are referenced to grid North of the Wisconsin State Plane Coordinate System (South Zone) NAD 27, in which the West line of the Northeast 1/4 of Section 25, Town 5 North, Range 18 East, bears N00°51'48"W.

Subdivider: Empire Industries LLC
P.O. Box 796
Mukwonago, WI

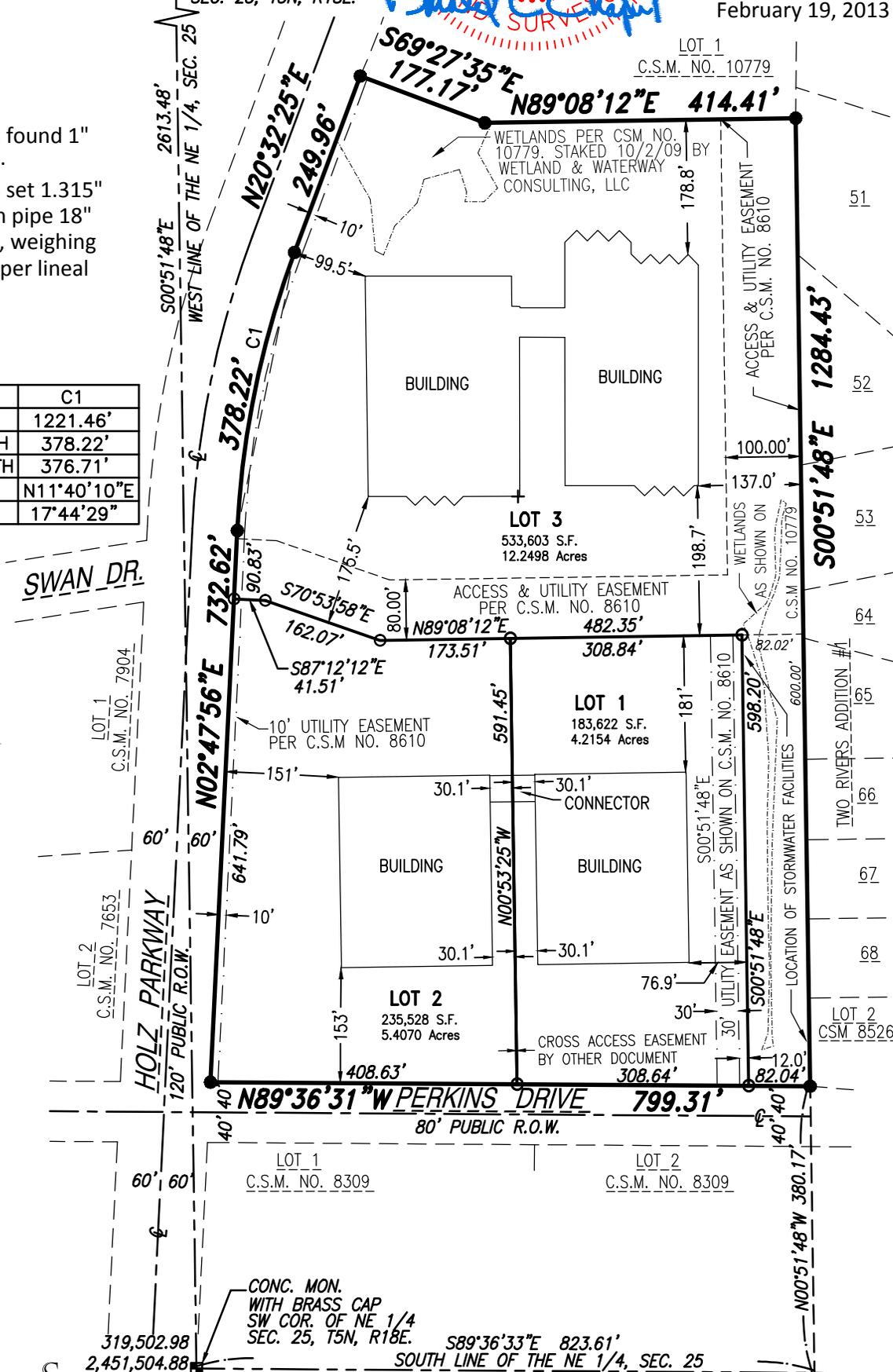
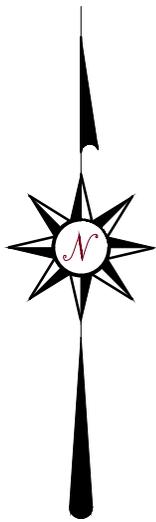
322,116.00 CONC. MON.
2,451,465.54 WITH BRASS CAP
NW COR. OF NE 1/4
SEC. 25, T5N, R18E.



February 19, 2013

- Indicates found 1" iron pipe.
- Indicates set 1.315" O.D. iron pipe 18" in length, weighing 1.68 lbs. per lineal foot.

CURVE	C1
RADIUS	1221.46'
ARCH LENGTH	378.22'
CHORD LENGTH	376.71'
CHORD BRG	N11°40'10"E
DELTA	17°44'29"



CERTIFIED SURVEY MAP NO. _____

A division of Lot 2 and Lot 3 of Certified Survey Map No. 10779, being part of the Southwest 1/4 and Northwest 1/4 of the Northeast 1/4 of Section 25, Town 5 North, Range 18 East, in the Village of Mukwonago, Waukesha County, Wisconsin.

OWNER'S CERTIFICATE

EMPIRE INDUSTRIES, LLC, a Wisconsin limited liability company, duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, hereby certifies that said limited liability company caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented on this map in accordance with the requirements of the Village of Mukwonago.

EMPIRE INDUSTRIES, LLC, as owner, does further certify that this map is required by S.236.20 or 236.12 to be submitted to the following for approval of objection: Village of Mukwonago.

IN WITNESS WHEREOF, EMPIRE INDUSTRIES, LLC, has caused these presents to be signed by the hand of Randall J. Wright, its Managing Member, on this _____ day of _____, 2013

In the presence of:

EMPIRE INDUSTRIES, LLC

(Witness)

Randall J. Wright, Managing Member

STATE OF WISCONSIN}
:SS
WAUKESHA COUNTY}

Personally came before me this ___ day of _____, 2013, Randall J. Wright, Managing Member of the above named corporation, to me known as the person who executed the foregoing instrument and acknowledged that he executed the foregoing instrument as such officer as the deed of said limited liability company, by its authority.

Notary Public
State of Wisconsin
My commission expires. _____
My commission is permanent.

CONSENT OF CORPORATE MORTGAGEE

_____, a Wisconsin banking association, mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping the land described on this map and does hereby consent to the above certificate of EMPIRE INDUSTRIES, LLC, OWNER.

By _____ Its

Name: _____

Title: _____

STATE OF WISCONSIN}
:SS
_____ COUNTY}

Personally came before me this ___ day of _____, 2013, _____, of _____, to me known as the person who executed the foregoing instrument and acknowledged that he executed the foregoing instrument as such officer as the deed of said corporation, by its authority.

Notary Public
State of Wisconsin
My commission expires. _____
My commission is permanent.

CERTIFIED SURVEY MAP NO. _____

A division of Lot 2 and Lot 3 of Certified Survey Map No. 10779, being part of the Southwest 1/4 and Northwest 1/4 of the Northeast 1/4 of Section 25, Town 5 North, Range 18 East, in the Village of Mukwonago, Waukesha County, Wisconsin.

VILLAGE BOARD AND PLANNING COMMISSION APPROVAL

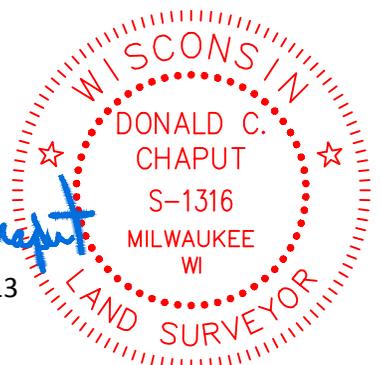
This Certified Survey Map has been submitted to and approved by the Village Board of Trustees and Planning Commission of the Village of Mukwonago on this _____ day of _____, 2013

Fred Winchowky, Village President

Steven A. Braatz, Jr., Village Clerk

Donald C. Chaput

February 19, 2013



Staff Report

Date: December 31, 2015

To: Town of Mukwonago Plan Commission and Town Board

From: Tim Schwecke, AICP, Town Planner

Subject: Certified survey map (CSM) merging three adjoining parcels generally located at W309 S10910 CTH I (Tax Key MUKT 2007988002, 2007988003, and 2007999001); Midwest Bible Church, applicant (application 2015-37)

January 6, 2016 Plan Commission and Town Board meeting

Midwest Bible Church owns three adjoining parcels and has submitted a CSM that merges the three parcels.

Jurisdiction The subject property is located in County shoreland jurisdiction and extraterritorial review authority of the Village of Mukwonago.

Public notice Aside from being shown on a published meeting agenda, no other public notice is required.

Town Engineer Review The Town engineer has reviewed the final CSM. His comments are attached.

Motion for Plan Commission: Motion to recommend to the Town Board the approval of the certified survey map subject to the general and specific conditions listed below.

General conditions

1. **Staff and Governmental Approval.** Prior to the Town signing the final 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 Town Engineer shall review the CSM and approve of the same.
2. The petitioner must obtain all necessary approvals as specified in s. 236.34(1), Wis. Stats.
3. Include a certificate for Waukesha County. Please contact the county for how that certificate should read.
4. Include the following notes on the face of the CSM substantially as follows:
 - Various buildings and other improvements existed on the subject property on the date of the survey which may or may not comply with the Town's zoning regulations in effect on the date the Town Board approved this certified survey map. Approval of this certified survey map does not waive any zoning requirement. Therefore, all buildings, improvements, and uses are subject to applicable zoning regulations that are in effect.
 - This certified survey map is located within a State Designated Groundwater Management Area.
 - This certified survey map merges three adjoining parcels to form one parcel.
 - Any land below the ordinary high-water mark of a lake or navigable stream is subject to the public trust in navigable waters that is established under article IX, section 1, of the State Constitution.
5. The owner's certificate on sheet 8 of 9 should include "Midwest Bible Church" as the owner to avoid any potential confusion.
6. Floodplain limits must be shown on the face of the final CSM per s. 6.1(G), Town of Mukwonago municipal code; if none exist, so note.
7. Underscore all road names with a dotted or dashed line.
8. Show existing easements and include the document number of the instrument of origin. In this regard, there is a 20-foot access easement on sheet 5 of 9.
9. If the property is currently mortgaged, a consent of mortgage certificate with a notary is required because land is being dedicated to the public for road purposes.
10. Add directional arrows to the wetland boundary, a pattern, or other symbols to clearly indicate the extent of the area.
11. The survey must be performed by a Wisconsin professional land surveyor per s. 236.34(1m)(a), Wis. Stats. Any reference to a registered land surveyor (RLS) should be changed, if appropriate. In particular, revise the first sentence of the Surveyor's Certificate and on each of the sheets.
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 name of the town chairman in the certification for Town Board approval on sheet 8 of 9 should be changed to Thomas Stefanowski.
14. Remove the reference to "approved by resolution" in the Town signature block on sheet 8 of 9.
15. Change the year in the Town signature block on sheet 8 of 9 to "2016" or "20__."
16. Change the year in the Town Treasurer signature block on sheet 8 of 9 to "2016" or "20__."
17. Change the year in the Village signature block on sheet 9 of 9 to "2016" or "20__."
18. Change the year in the County Treasurer signature block on sheet 9 of 9 to "2016" or "20__."
19. Tax identification numbers are listed at the bottom of sheet 1 of 9. If not required, please remove because these will be retired when a new number is assigned to the single parcel.

Motion for Town Board: Motion to approve the certified survey map as recommended by the Plan Commission.

Attachments:

1. Certified survey map, dated July 16, 2015
2. Correspondence from Town Engineer, dated December 18, 2015

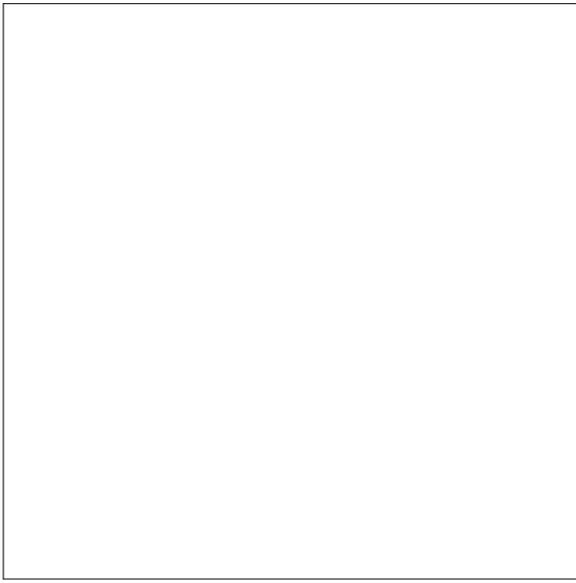
CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

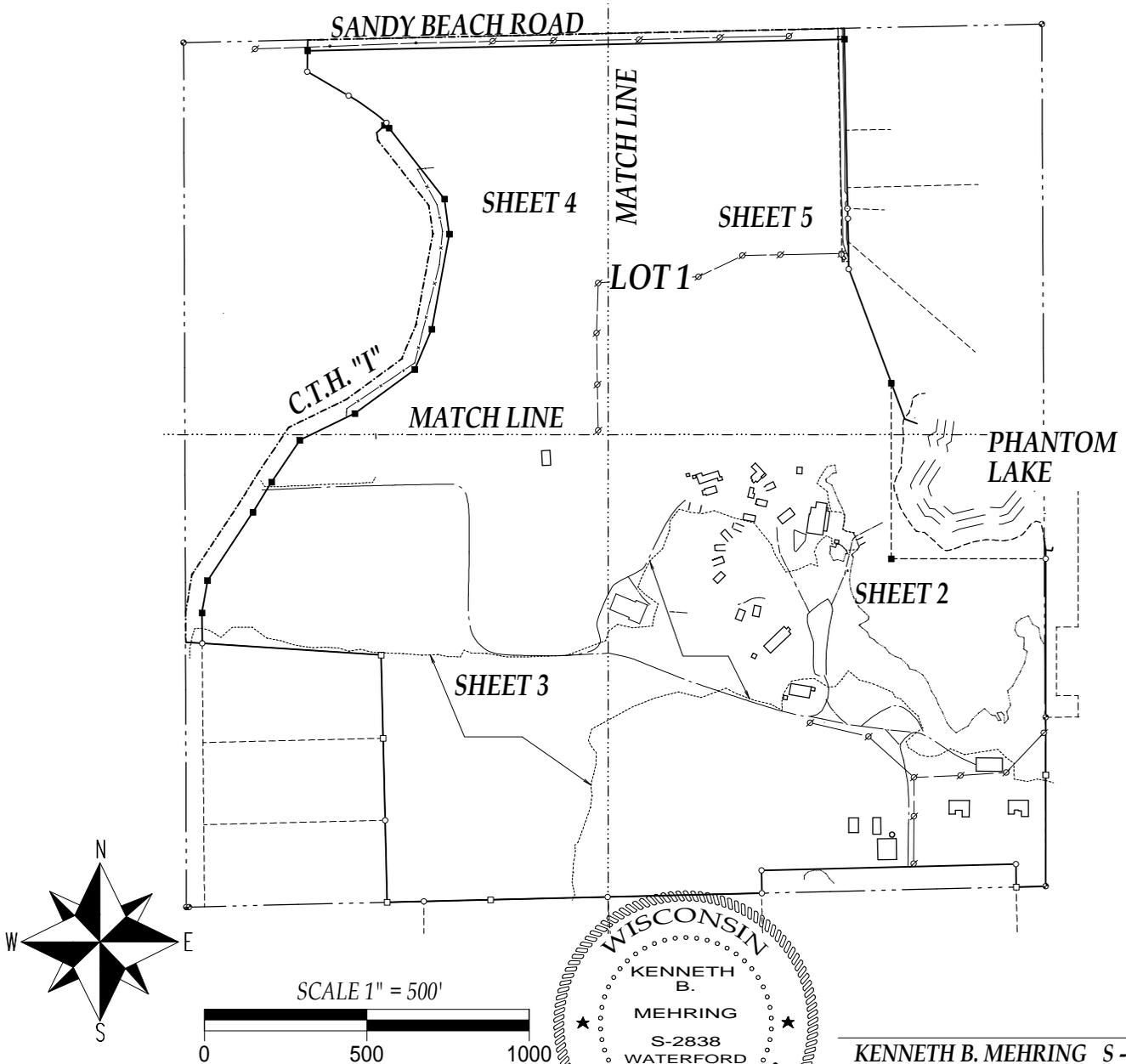
OWNER:
MIDWEST BIBLE CHURCH
3469 N. CICERO AVE.
CHICAGO, IL 60041

NOTE:
SEE SHEET 6 FOR LEGEND
AND ADDITIONAL NOTES.

SURVEYOR:
LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC
405 SKYLINE DR., SUITE C
LAKE GENEVA, WI 53147
PHONE # (262)248-3697
FAX # (262)402-5046



LOCATION MAP / SITE OVERVIEW
THE SOUTHWEST 1/4 OF SECTION 34, TOWN 5 NORTH, RANGE 18 EAST



TAX ID # MUKT2007988002
MUKT2007988003
MUKT2007999001
JOB# 14-509

INSTRUMENT DRAFTED BY KENNETH B. MEHRING R.L.S. 2838



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

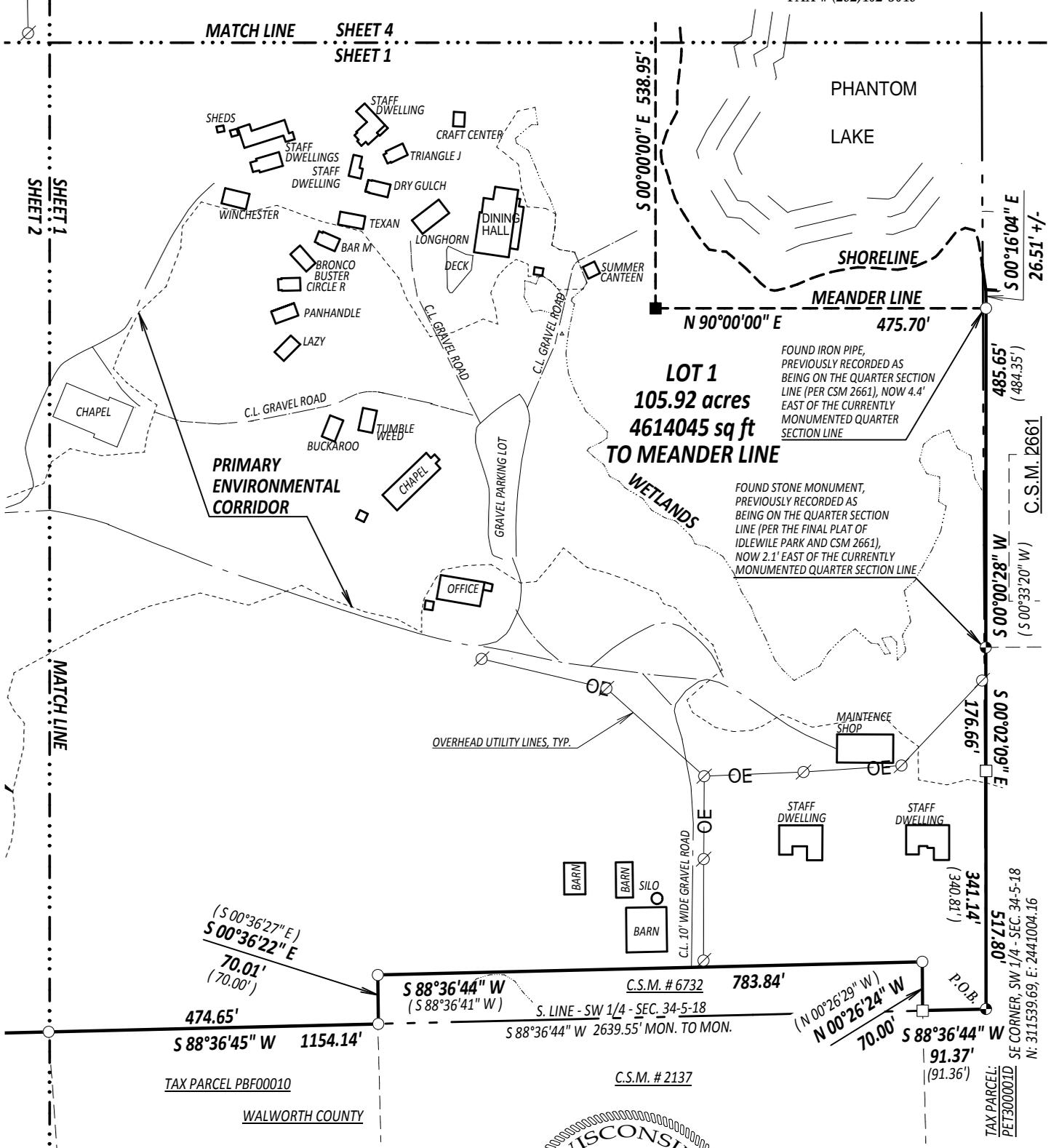
REVISED: 7/16/2015
DATE: 7/18/2014
SHEET 1 OF 9

CERTIFIED SURVEY MAP NO. _____

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC

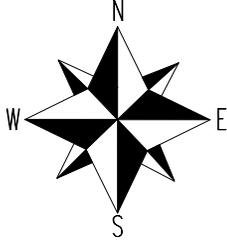
PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4
OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN
OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

5482 S. WESTRIDGE DR.
NEW BERLIN, WI 53151
PHONE # (262)248-3697
FAX # (262)402-5046



NOTE:
SEE SHEET 6 FOR LEGEND
AND ADDITIONAL NOTES.

SCALE 1" = 200'



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

REVISED: 7/16/2015

DATE: 7/18/2014

SHEET 2 OF 9

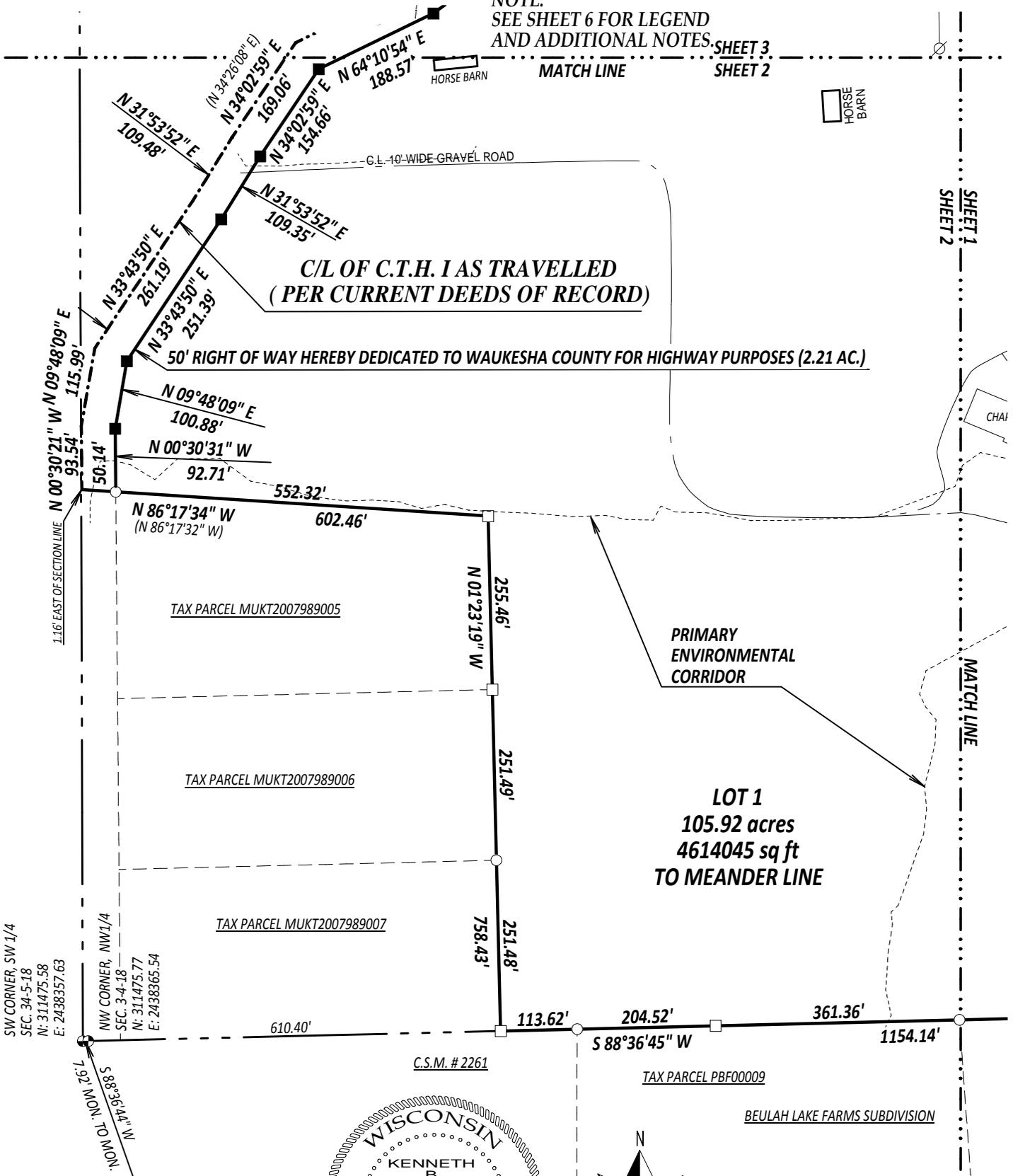
CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC

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AND ADDITIONAL NOTES.

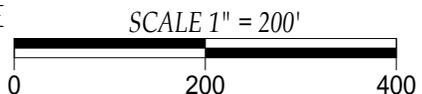
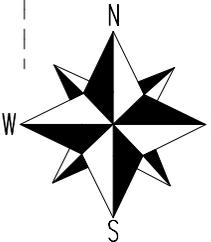


SW CORNER, SW 1/4
SEC. 34-5-18
N: 311475.58
E: 2438357.63

NW CORNER, NW 1/4
SEC. 3-4-18
N: 311475.77
E: 2438365.54

1.16' EAST OF SECTION LINE
N 00°30'21" W 09°48'09" E
115.99'
93.54'

1.93' N 01°17'01" W
S 88°36'44" W



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

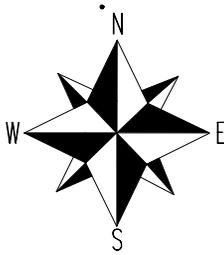
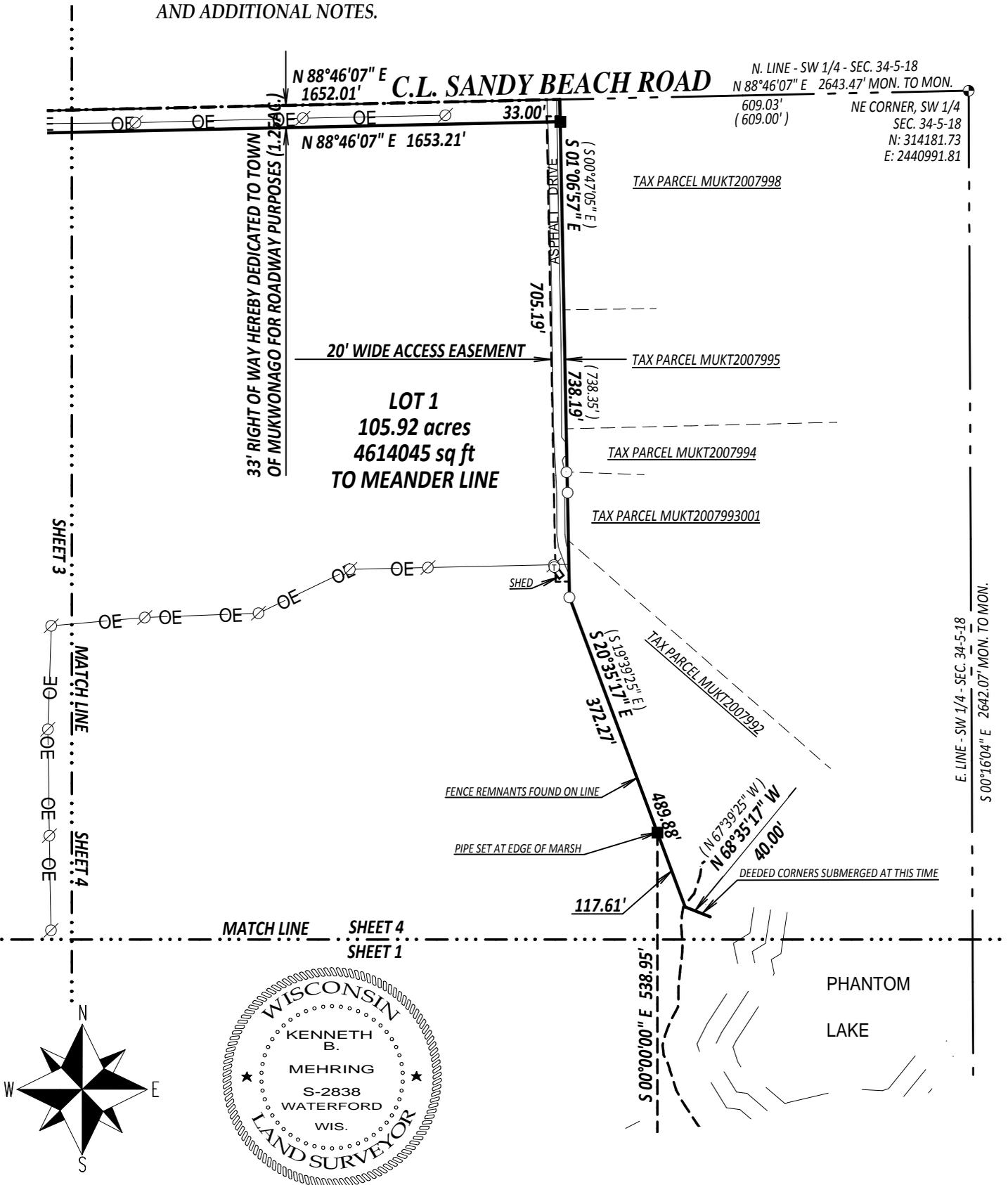
CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

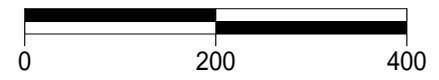
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NOTE:
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AND ADDITIONAL NOTES.



SCALE 1" = 200'

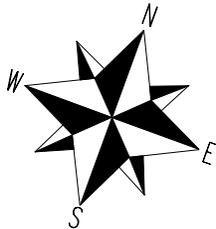


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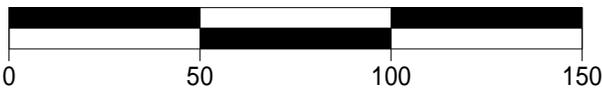
CERTIFIED SURVEY MAP NO. _____

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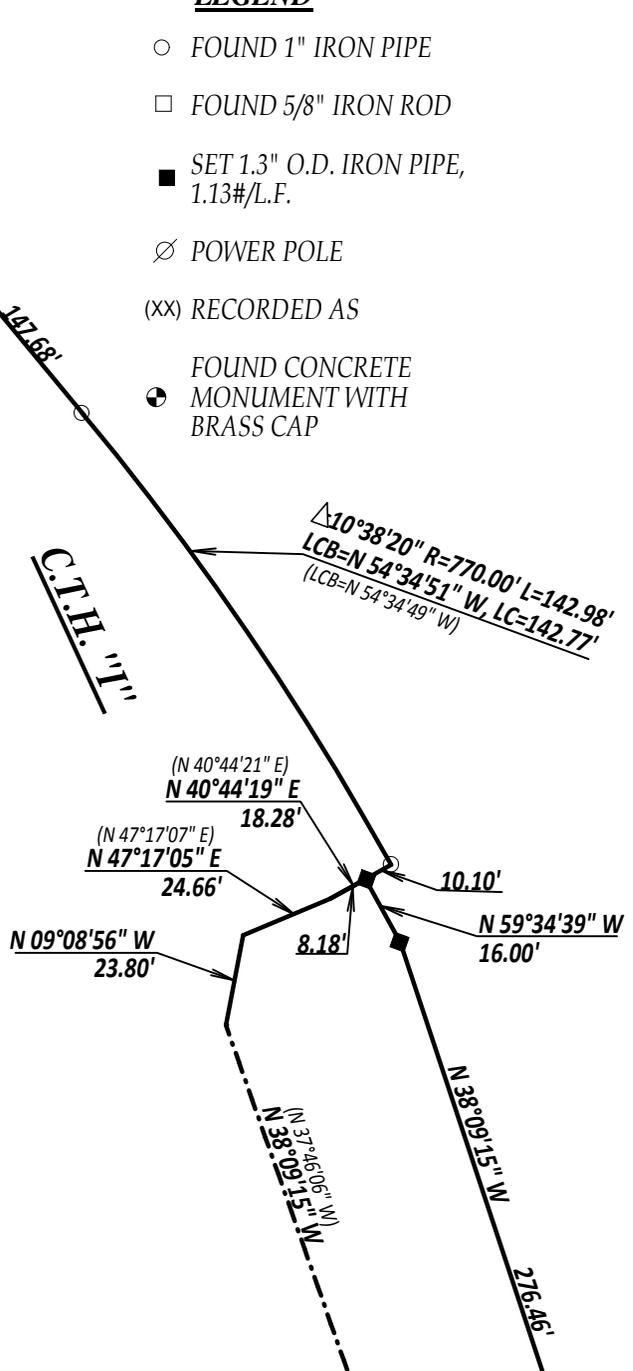


SCALE 1" = 50'



C.L. SANDY BEACH ROAD

96.94'
8.32' 24.70'
33.02'
63.92'
(N 59°55'15" W)
N 59°55'17" W
(N 59°55'15" W)
N 59°55'17" W



LEGEND

- FOUND 1" IRON PIPE
- FOUND 5/8" IRON ROD
- SET 1.3" O.D. IRON PIPE, 1.13#/L.F.
- ∅ POWER POLE
- (xx) RECORDED AS
- FOUND CONCRETE MONUMENT WITH BRASS CAP

NOTES:

1. BEARINGS HEREON ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD-27), AS PUBLISHED BY S.E.W.R.P.C. ON C.S.S.D. LAST REVISED DEC. 2005. THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SECTION 34, TOWN 5 NORTH, RANGE 18 EAST, WAS TAKEN TO BEAR S88°36'44"W.

2. WETLANDS AND PRIMARY ENVIRONMENTAL CORRIDOR SHOWN HEREON WERE DELINEATED BY THE SOUTHEAST WISCONSIN REGIONAL PLANNING COMMISSION DURING THE WEEK OF 7/6/2015 AND LOCATED BY THIS COMPANY ON 7/10/2015.



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC

5482 S. WESTRIDGE DR.
NEW BERLIN, WI 53151
PHONE # (262)248-3697
FAX # (262)402-5046

SURVEYOR'S CERTIFICATE:

I, KENNETH B. MEHRING REGISTERED LAND SURVEYOR, HEREBY CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED THE FOLLOWING LAND BOUNDED AND DESCRIBED AS FOLLOWS;

PART OF THE NORTHEAST 1/4, NORTHWEST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN, DESCRIBED MORE PARTICULARLY AS FOLLOWS: BEGINNING AT A CONCRETE MONUMENT WITH BRASS CAP FOUND MARKING THE SOUTHEAST CORNER OF SAID 1/4 SECTION; THENCE S88°36'44"W, ALONG THE SOUTH LINE OF SAID 1/4 SECTION, 91.37', TO AN IRON ROD FOUND; THENCE N00°26'24"W, 70.00', TO A 1" IRON PIPE FOUND; THENCE S88°36'44"W, 783.84', TO A 1" IRON PIPE FOUND; THENCE S00°36'22"E, 70.00', TO A 1" IRON PIPE FOUND ON THE SOUTH LINE OF SAID 1/4 SECTION; THENCE S88°36'44"W, ALONG SAID SOUTH LINE, 1,154.14', TO AN IRON ROD FOUND MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED IN WARRANTY DEED, DOC. 1946964 OF WAUKESHA COUNTY RECORDS; THENCE N01°23'19"W, ALONG THE WEST LINE OF SAID LANDS, 758.43', TO AN IRON ROD FOUND ON THE NORTH LINE OF CERTIFIED SURVEY MAP NO. 7245; THENCE N86°17'34"W, ALONG SAID NORTH LINE, 602.46', TO A POINT ON THE TRAVELED CENTERLINE OF C.T.H. "I"; THENCE N00°30'21"W, ALONG SAID CENTERLINE, 93.54'; THENCE N09°48'09"E, CONTINUING ALONG SAID CENTERLINE, 115.99'; THENCE N33°43'50"E, CONTINUING ALONG SAID CENTERLINE, 261.19'; THENCE N31°53'52"E, CONTINUING ALONG SAID CENTERLINE, 109.48'; THENCE N34°02'59"E, CONTINUING ALONG SAID CENTERLINE, 169.06'; THENCE N64°10'54"E, CONTINUING ALONG SAID CENTERLINE, 197.55'; THENCE N53°56'06"E, CONTINUING ALONG SAID CENTERLINE, 210.14'; THENCE N22°49'11"E, CONTINUING ALONG SAID CENTERLINE, 115.00'; THENCE N10°31'26"E, CONTINUING ALONG SAID CENTERLINE, 282.46'; THENCE N08°01'11"W, CONTINUING ALONG SAID CENTERLINE, 87.62'; THENCE N38°09'15"W, CONTINUING ALONG SAID CENTERLINE, 253.54'; THENCE N09°08'56"W, CONTINUING ALONG SAID CENTERLINE, 23.80'; THENCE N47°17'05"E, 24.66', TO A 1" IRON PIPE FOUND; THENCE N40°44'19"E, 18.28', TO A 1" IRON PIPE FOUND ON THE EASTERLY RIGHT OF WAY OF SAID C.T.H. "I"; THENCE ALONG SAID RIGHT OF WAY AND A CURVE TO THE LEFT, 142.98', SAID CURVE HAVING A RADIUS OF 770.00' AND A CHORD BEARING N54°34'51"W, 142.77', TO A 1" IRON PIPE FOUND; THENCE N59°55'17"W, CONTINUING ALONG SAID RIGHT OF WAY, 147.68', TO A 1" IRON PIPE FOUND; THENCE N00°58'18"E, CONTINUING ALONG SAID RIGHT OF WAY, 96.94', TO A POINT ON THE NORTH LINE OF SAID 1/4 SECTION AND THE CENTERLINE OF SANDY BEACH ROAD; THENCE N88°46'07"E, ALONG SAID NORTH LINE AND SAID CENTERLINE, 1,652.01'; THENCE, ALONG AND ON AN EXTENSION OF THE WEST LINE OF CERTIFIED SURVEY MAP NO. 5391, S1°06'57"E, 738.19', TO A 1" IRON PIPE FOUND; THENCE ALONG THE SOUTH LINE OF LANDS DESCRIBED IN 3514834, S20°35'17"E, 372.28', TO "POINT A", A 1" IRON PIPE SET ON THE EDGE OF A MARSH ADJACENT TO THE SHORELINE OF PHANTOM LAKE; THENCE CONTINUE S20°35'18"E, CONTINUING ALONG SAID SOUTH LINE, 117.61'; THENCE S68°35'17"E, CONTINUING ALONG SAID SOUTH LINE, 40.00' TO THE DEEDED SHORELINE OF PHANTOM LAKE; THENCE MEANDERING SAID SHORELINE FROM "POINT A" S0°00'00"W, ALONG A MEANDER LINE OF SAID SHORELINE, 538.95', TO A 1" IRON PIPE SET; THENCE, N90°00'00"E, CONTINUING ALONG SAID MEANDER LINE, 475.70' TO A 1" IRON PIPE FOUND ON THE WEST LINE OF CERTIFIED SURVEY MAP NO. 2661, SAID PIPE BEING S00°00'28"W, 26.50' FROM THE AFOREMENTIONED SHORELINE OF PHANTOM LAKE; THENCE ALONG THE WEST LINE OF CERTIFIED SURVEY MAP NO. 2661 AND THE WEST LINE OF IDLEWILE PARK SUBDIVISION, S0°00'28"W, 485.65' TO A FOUND STONE MONUMENT MARKING SAID WEST LINE; THENCE S0°02'09"E, CONTINUING ALONG SAID WEST LINE, 517.80' TO THE PLACE OF BEGINNING; ALSO INCLUDING THE LANDS BETWEEN SAID MEANDER LINE AND THE SHORELINE OF PHANTOM LAKE; SAID PARCEL CONTAINS 109.39 ACRES MORE OR LESS TO THE DESCRIBED MEANDER LINE.

I FURTHER CERTIFY THAT I HAVE MADE THIS SURVEY AND MAP IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 236.34 OF THE STATE STATUTES AND THE TOWN OF MUKWONAGO SUBDIVISION CONTROL ORDINANCE, WAUKESHA COUNTY, WISCONSIN AND BY THE DIRECTION OF THE OWNERS AND SUCH MAP IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE COMBINATION THEREOF.

DATED THIS _____ DAY OF _____, 2015

KENNETH B. MEHRING, S-2838



REVISED: 7/16/2015
DATE: 7/18/2014
SHEET 7 OF 9

CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC
5482 S. WESTRIDGE DR.
NEW BERLIN, WI 53151
PHONE # (262)248-3697
FAX # (262)402-5046

CORPORATE OWNERS CERTIFICATE:

" AS OWNERS, WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED HEREIN TO BE SURVEYED, MAPPED, DIVIDED AND DEDICATED AS REPRESENTED ON THIS CERTIFIED SURVEY MAP. WE ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED TO BE SUBMITTED TO THE TOWN OF MUKWONAGO, VILLAGE OF MUKWONAGO, AND WAUKESHA COUNTY FOR APPROVAL. "

NAME: _____ NAME: _____
TITLE: _____ TITLE: _____

STATE OF _____)

COUNTY OF _____)

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2014,
THE ABOVE NAMED, TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING
INSTRUMENT AND ACKNOWLEDGE THE SAME.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC _____, _____.

TOWN BOARD APPROVAL

APPROVED BY RESOLUTION OF THE TOWN OF MUKWONAGO THIS _____ DAY
OF _____, 2014.

David Dubey
(CHAIRPERSON)

Kathy Karalewitz
(CLERK)

TOWN TREASURER APPROVAL

I, KATHY KARALEWITZ, BEING DULY ELECTED, QUALIFIED AND ACTING TREASURER OF THE TOWN OF MUKWONAGO, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF

THIS _____ DAY OF _____, 2014 INCLUDED IN THIS CERTIFIED SURVEY MAP.

KATHY KARALEWITZ
(TREASURER)



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

REVISED: 7/16/2015

DATE: 7/18/2014

SHEET 8 OF 9

CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4
OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN
OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC

5482 S. WESTRIDGE DR.
NEW BERLIN, WI 53151
PHONE # (262)248-3697
FAX # (262)402-5046

VILLAGE OF MUKWONAGO EXTRATERRITORIAL APPROVAL

RESOLVED: THAT THE CERTIFIED SURVEY MAP SHOWN HEREON, IN THE EXTRATERRITORIAL
PLAT APPROVAL JURISDICTION OF THE VILLAGE OF MUKWONAGO, WAUKESHA COUNTY,
WISCONSIN; IS HEREBY APPROVED BY THE VILLAGE OF MUKWONAGO VILLAGE BOARD ,

ON THIS _____ DAY OF _____, 2014.

FRED WINCHOWKY
(PRESIDENT)

STEVEN A. BRAATZ, JR.
(CLERK)

COUNTY TREASURER APPROVAL

I, PAMELA REEVES, BEING DULY ELECTED, QUALIFIED AND ACTING TREASURER OF WAUKESHA COUNTY, DO
HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR
UNPAID SPECIAL ASSESSMENTS AS OF

THIS _____ DAY OF _____, 2014 INCLUDED IN THIS CERTIFIED SURVEY MAP.

PAMELA REEVES
(TREASURER)



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

W233 N2080 Ridgeview Parkway • Waukesha, WI 53188-1020 • Tel. (262) 542-5733

December 18, 2015

Town of Mukwonago Board
W320 S8315 Beulah Road
Mukwonago, WI 53149

RE: Midwest Bible Church Certified Survey Map Review

Dear Board Members:

Per your request, we have completed our review of the Midwest Bible Church Certified Survey Map (CSM) (Revised: July 16, 2015) review for compliance with Wisconsin Administrative Code Chapter A-E 7, Wisconsin Statute Chapter 236 (utilizing the Plat Review Check List of 2014), and Town of Mukwonago Code of Ordinance, Chapter 34, Section 6. We have not included comments from Tim Schwecke, AICP of Civi Tek Consulting.

Based on this review, we offer the following comments:

1. Per Chapter 236.34 (1m) (a): The Surveyor's Certificate closes perfectly but it does not match the bearings and distances on the map in many locations (less the acreage, the acreage on the map is correct). This must be corrected.
2. Per Chapter 236.34 (1m) (c), which references 236.20 (2) (a): The shoreline of Phantom Lake must be a solid heavy line if it is the external property boundary.
3. Per Chapter 236.34 (1m) (c), which references 236.20 (2) (k): Main chords shall be drawn with dotted or dashed lines. The tangent bearings must be shown for each end of a main curve.
4. Per Chapter 236.34 (1m) (c), which references 236.20 (3) (d): The names of adjoining subdivisions (which include CSM's), must be shown in their proper location underscored by a dotted or dashed lines.
5. Per Chapter 236.025 (1) (b) and Chapter 236.025 (3): Shoreline is not definitive. The approximate Ordinary High Water Mark (OHWM) must be shown with the proper note by statute.
6. Per Chapter 236.34 (1m) (d) (2): Due to the external boundary of the lands surveyed crossing into the Southwest one-quarter of the Southeast one-quarter of Section 34, this must be indicated in the Surveyor's Certificate and the caption on the top of each page.
7. Per Section 6.1 (C): The Location Map will need to indicate the Southeast one-quarter of Section 34. The match line sheet numbers on sheets 2-5 inclusive must match the match line sheet numbers on sheet 1.

~34-00000 Miscellaneous Project Files > 215 Misc Engineering > Correspondence > Midwest Bible Church CSM Review 20151218.docx~

Town of Mukwonago Board
Midwest Bible Church Certified Survey Map Review
December 18, 2015
Page 2

8. Per Section 6.1 (N): There appears to be a structure on CSM 6732 that is within 50 feet of the property line..
 - Additional information may be needed on this map if site development is to occur.

We believe that items listed above must be addressed to the satisfaction of the State of Wisconsin and the Town of Mukwonago prior to the recording of the Certified Survey Map.

Thank you for allowing us to be of service. If you should have any questions regarding this review, please do not hesitate to contact our office.

Very truly yours,

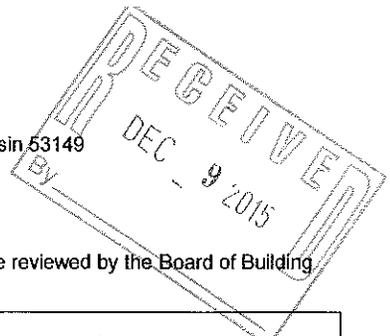
RUEKERT & MIELKE, INC.



Bruce K. Cross, P.L.S.
Professional Land Surveyor
bcross@ruekert-mielke.com

BKC:jkc

cc: Kathy Karalewitz, Town of Mukwonago
John Macy, Town of Mukwonago
Tim Schwecke, AICP, Town of Mukwonago
Kenneth B. Mehring, P.L.S., Lynch & Associates Engineering Consultants, LLC
Sean M. Sullivan, P.E., Ruekert & Mielke, Inc.
File



FORM 1: STANDARD APPLICATION

- The undersigned petition is to consider a request, as stated herein, for the specified parcel(s) of land and will be reviewed by the Board of Building and Zoning Appeals, and/or the Plan Commission and Village Board of the Village of Mukwonago.

Date Submitted 12-9-15	Tax Key (s) MUKT2007988002 MUKT2007988003 MUKT2007989001	Project Name Phantom Ranch Bible Camp	
Location of Project			
Request (check all that apply)	Form	Fee Schedule	Fee
<input type="checkbox"/> Annexation Review (up to 10 acres)	6	\$200.00	\$ _____
<input type="checkbox"/> Annexation Review (10.01 acres or more)	6	\$200.00 plus \$20.00/acre	\$ _____
<input type="checkbox"/> Attachment Review (up to 10 acres)	6	\$300.00	\$ _____
<input type="checkbox"/> Attachment Review (10.01 acres or more)	6	\$300.00 plus \$20.00/acre	\$ _____
<input type="checkbox"/> Certified Survey Map (Minor)	3	\$150.00	\$ _____
<input type="checkbox"/> Certified Survey Map (3-4 Lots)	3	\$250.00 plus \$16.00/lot	\$ _____
<input type="checkbox"/> Change of Zoning	1	\$300.00	\$ _____
<input type="checkbox"/> Conceptual Land Division Review	4	\$200.00 plus \$11.00/lot	\$ _____
<input type="checkbox"/> Conditional Use Permit Request	8	\$450.00	\$ _____
<input type="checkbox"/> Conditional Use Permit Request – Home Occupations	8	\$200.00	\$ _____
<input type="checkbox"/> Conditional Use Permit Request – Professional Home Offices	8	\$250.00	\$ _____
<input checked="" type="checkbox"/> Extraterritorial Review	1	\$200.00	\$ 200.00
<input type="checkbox"/> Final Plat Review	5	\$250.00 plus \$11.00/lot	\$ _____
<input type="checkbox"/> Planned Unit Development (PUD) Review	2	\$185.00 plus \$25.00/unit	\$ _____
<input type="checkbox"/> Preliminary Plat Review	4	\$250.00 plus \$16.00/lot	\$ _____
<input type="checkbox"/> Site Plan Review - Minor (Buildings less than 600 sq. ft.)	2	\$135.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Site Plan/Architectural Review - Conceptual	2	\$200.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Site Plan or Architectural Review	2	\$250.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Unspecified Use Permit Request	7	\$450.00	\$ _____
<input type="checkbox"/> Variance Request	7	\$450.00	\$ _____
<input type="checkbox"/> Re-submittal of Any Plans		\$200.00	\$ _____
<input type="checkbox"/> Other _____			\$ _____
Fee Total			\$ 200.00

Change of Zoning Property Information		
Present Zoning	Requested Zoning	Anticipated Date of Construction
Present Use	Intended Use	
Extraterritorial Review Information		
Town Property is Located In W509 S10910 CTS RD I MUKWONAGO, WI 53149	Zoning of Property	
Town Official Contact Name Tim Schweske	Town Official Contact Phone Number 920-728-2814	
Type of Review	<input checked="" type="checkbox"/> Certified Survey <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other _____	
Purpose of Request To combine existing tax parcels into one lot		

Applicant			
Name Olen Johnsen			
Company Phantom Ranch Bible Camp			
Address W309 S10910 Cty Rd I	City Mukwonago	State WI	Zip 53149
Daytime Phone 262-363-6940	Fax 262-363-6941		
E-Mail olene@phantomranch.org			

Property Owner			
(Note: If not the legal owner of the property, please state name, position, and title in relation to the lot of interest. An Offer to Purchase, with written acknowledgement of the current owner is required with this application.)			
Name Olen Johnsen - Executive Director Phantom Ranch Bible Camp			
Company Midwest Bible Church			
Address 3441 N Cicero	City Chicago	State IL	Zip 60641
Daytime Phone 773-685-6500	Fax 773-685-6503		
E-Mail midwestbiblechurch.org			

Secondary Property Owner			
Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Agent			
(Person representing applicant to be notified of meetings and given copies of reports)			
Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Applicant hereby certifies that:

1. All of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.
2. Affirms that no Village of Mukwonago elected or appointed official or employee has a proprietary interest in the above referenced property for which this applications being filed (except as stated below under "Exceptions").
3. None of the above referenced individuals has been promised or given any contract for consultation, planning or construction in relation to this project (except as stated below under "Exceptions").
4. Applicant has read and understands all information in this packet.

Applicant further understands the policies of the Village regarding change of zonings and property development. Conditions of the resolution regarding all approvals are strictly followed. Certificates of Occupancy are not given until all conditions of approval have been met

By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing pursuant to Section 943.13 WI Stats.

Signature of Applicant  <i>Executive Director</i>	Signature of Property Owner(s)
Exceptions	

FOR OFFICE USE ONLY			
Date Paid <i>12/15/15</i>	Receipt # <i>91.587</i>	Date(s) Notice Published	Date Notices Mailed
Public Hearing Date	Plan Commission Date(s)	Village Board Date(s)	Ordinance/Resolution Number
Plan Commission Disposition			
Village Board Disposition			
Board of Building and Zoning Appeals Disposition			

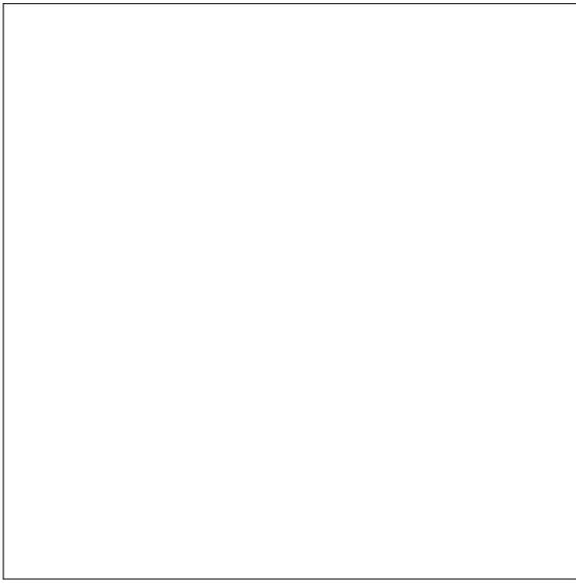
CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

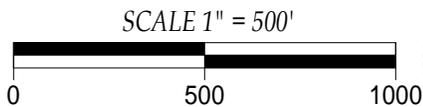
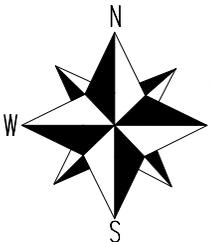
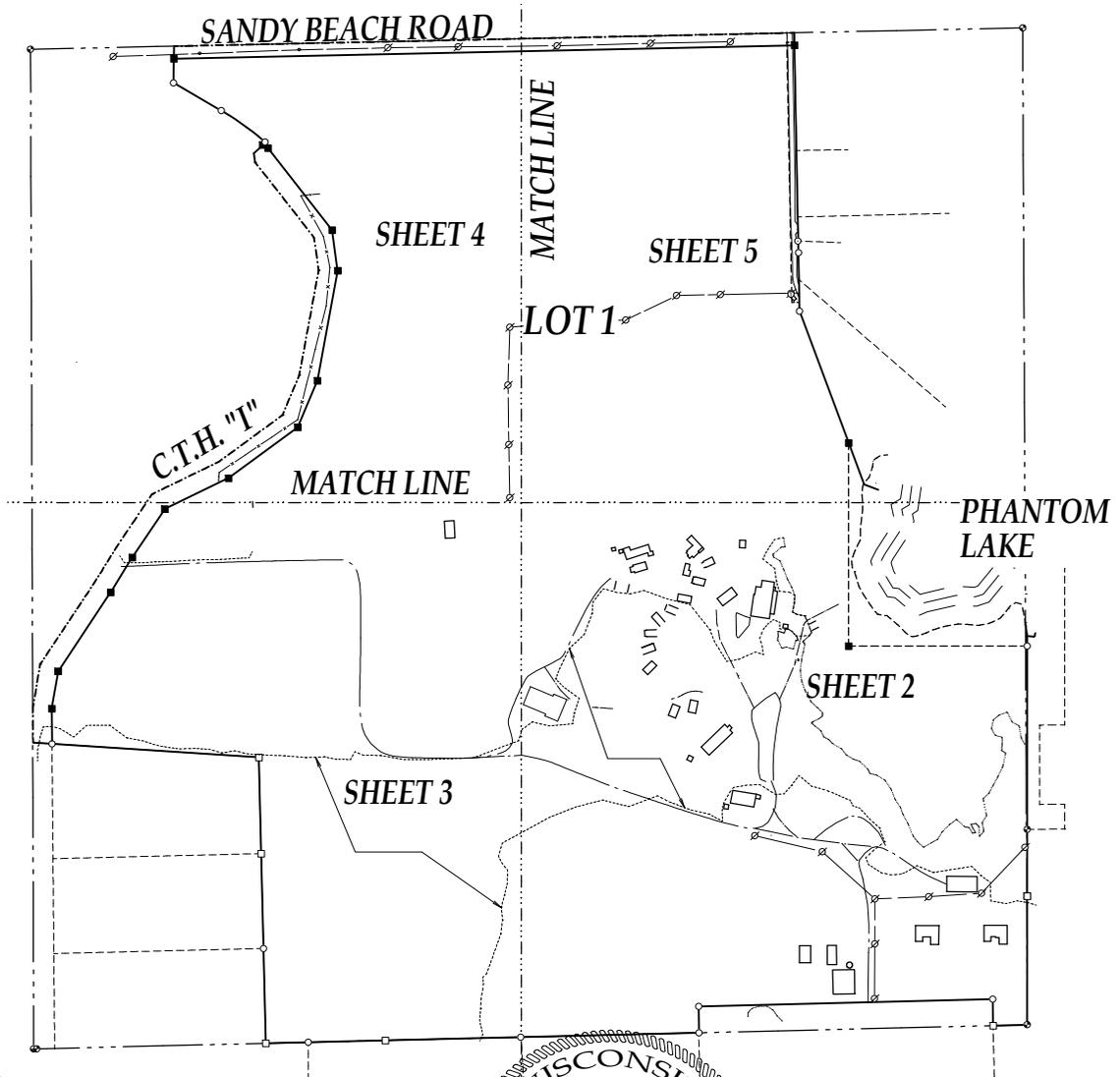
OWNER:
MIDWEST BIBLE CHURCH
3469 N. CICERO AVE.
CHICAGO, IL 60041

NOTE:
SEE SHEET 6 FOR LEGEND
AND ADDITIONAL NOTES.

SURVEYOR:
LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC
405 SKYLINE DR., SUITE C
LAKE GENEVA, WI 53147
PHONE # (262)248-3697
FAX # (262)402-5046



LOCATION MAP / SITE OVERVIEW
THE SOUTHWEST 1/4 OF SECTION 34, TOWN 5 NORTH, RANGE 18 EAST



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

TAX ID # MUKT2007988002
MUKT2007988003
MUKT2007999001
JOB# 14-509

INSTRUMENT DRAFTED BY KENNETH B. MEHRING R.L.S. 2838

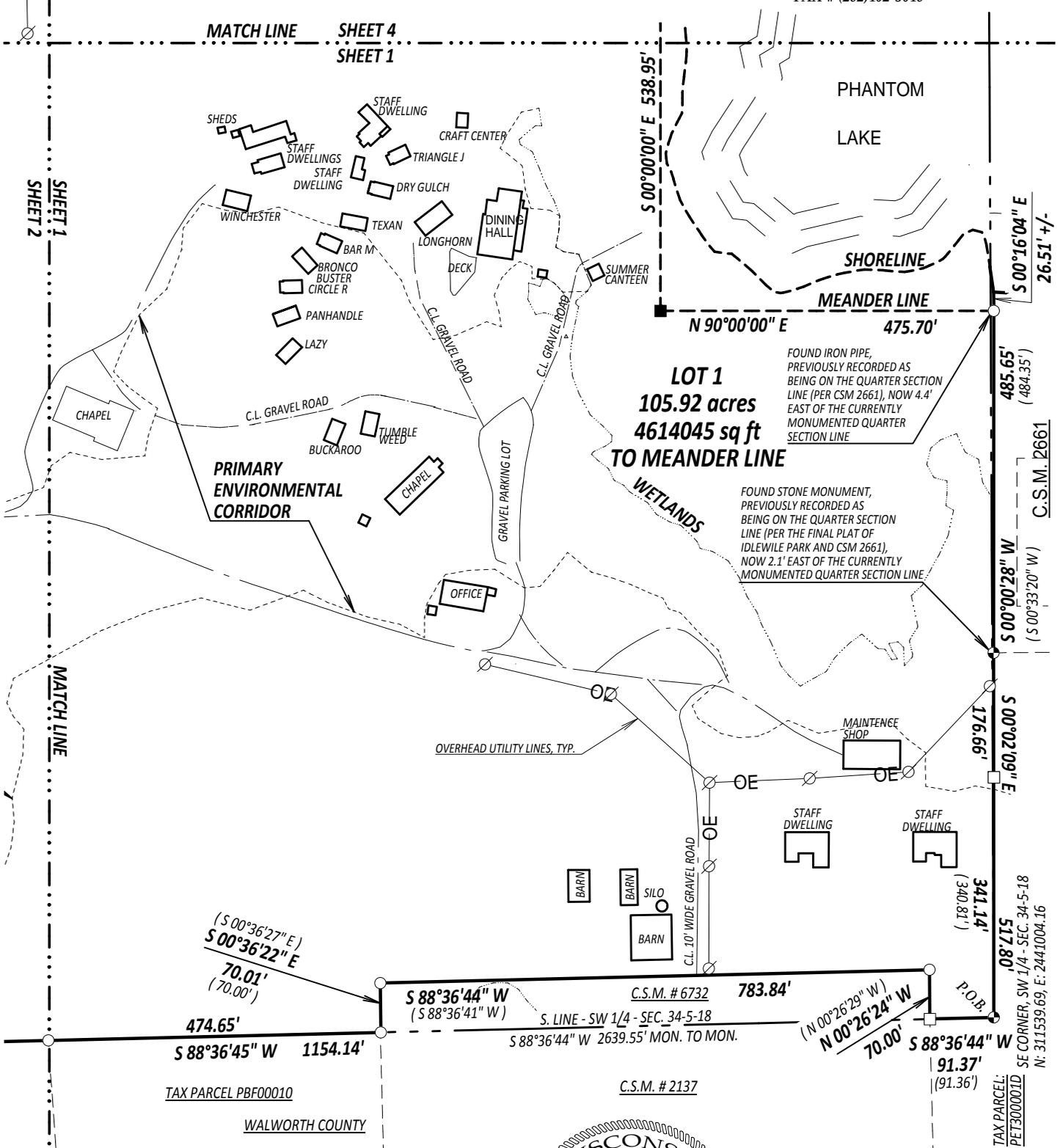
REVISED: 7/16/2015
DATE: 7/18/2014
SHEET 1 OF 9

CERTIFIED SURVEY MAP NO. _____

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC

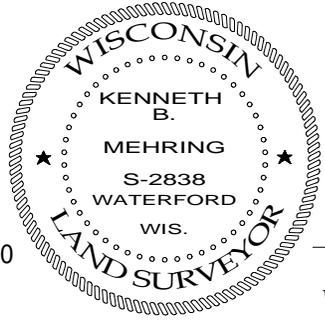
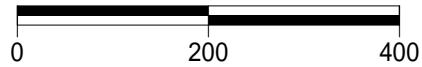
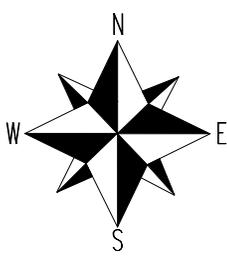
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OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

5482 S. WESTRIDGE DR.
NEW BERLIN, WI 53151
PHONE # (262)248-3697
FAX # (262)402-5046



NOTE:
SEE SHEET 6 FOR LEGEND
AND ADDITIONAL NOTES.

SCALE 1" = 200'



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

REVISED: 7/16/2015

DATE: 7/18/2014

SHEET 2 OF 9

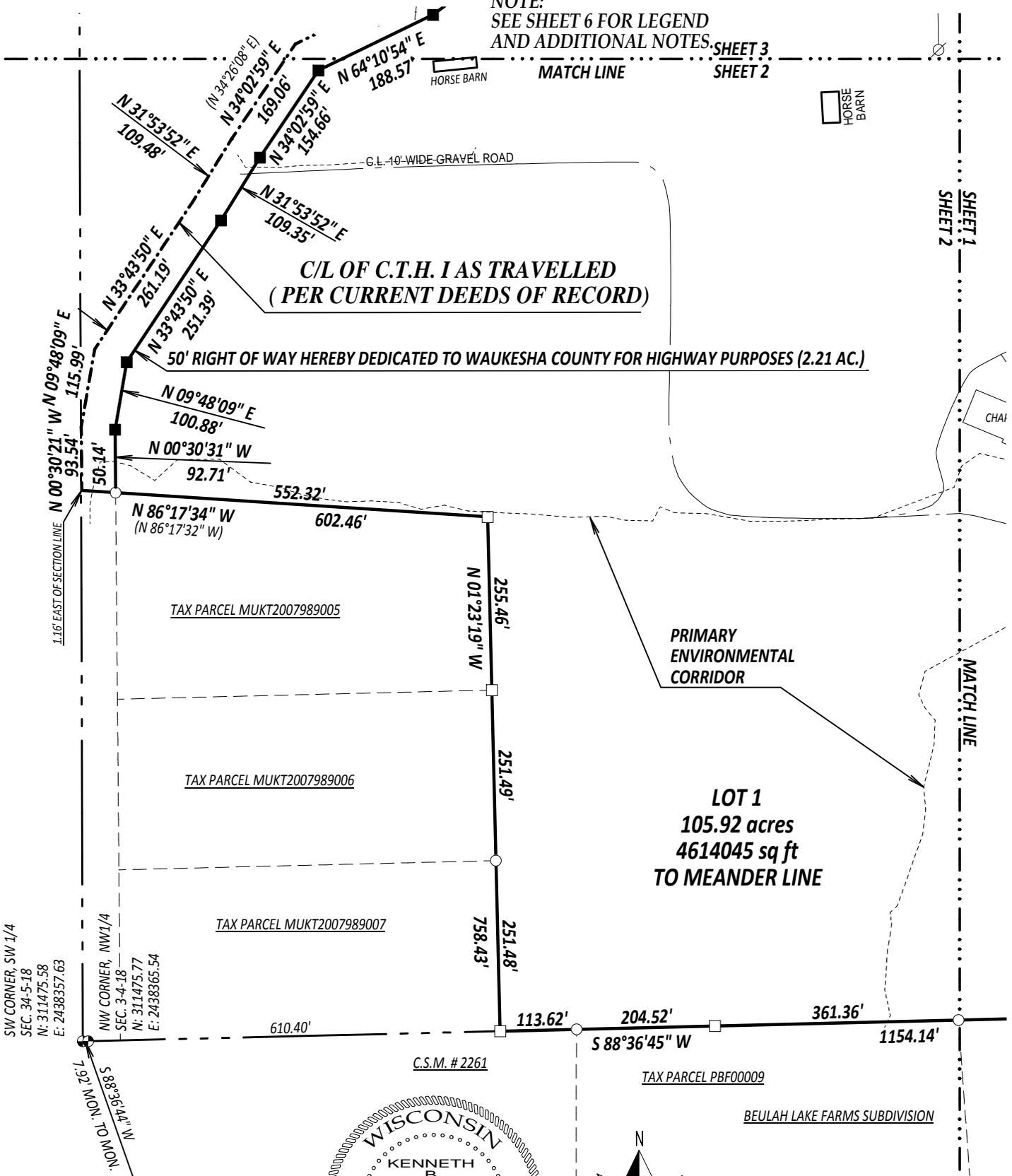
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LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC

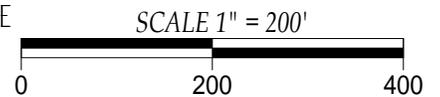
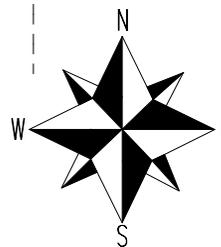
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PHONE # (262)248-3697
FAX # (262)402-5046

NOTE:
SEE SHEET 6 FOR LEGEND
AND ADDITIONAL NOTES.



SW CORNER, SW 1/4
SEC. 34-5-18
N: 311475.58
E: 2438357.63

NW CORNER, NW 1/4
SEC. 3-4-18
N: 311475.77
E: 2438365.54



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

JOB# 14-509

INSTRUMENT DRAFTED BY KENNETH B. MEHRING R.L.S. 2838

REVISED: 7/16/2015
DATE: 7/18/2014
SHEET 3 OF 9

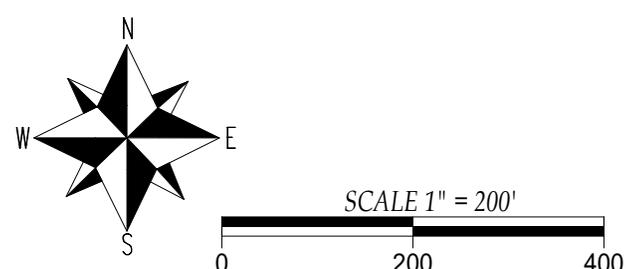
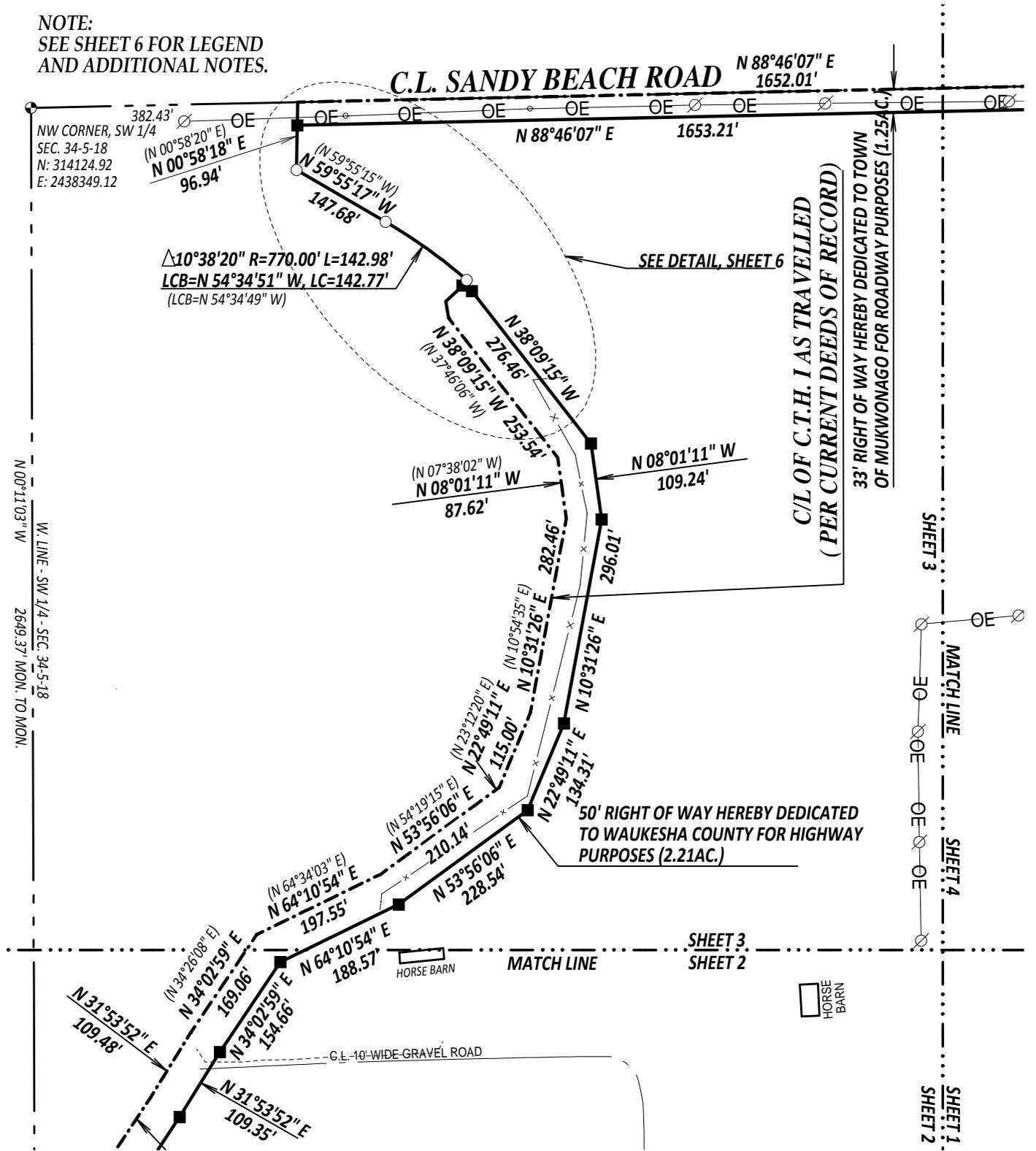
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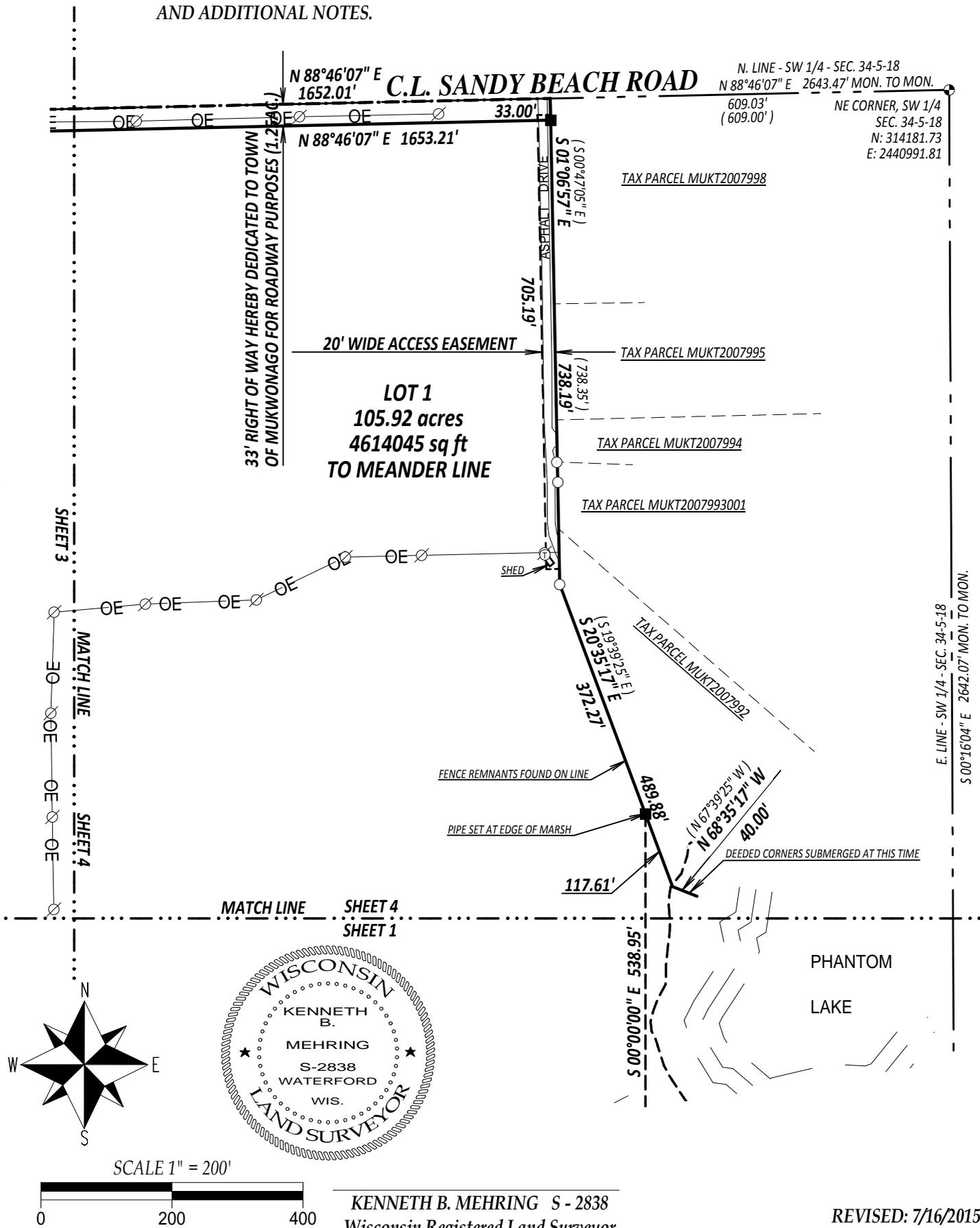
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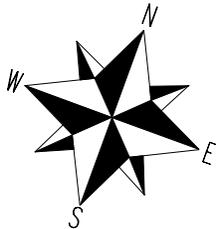
NOTE:
SEE SHEET 6 FOR LEGEND
AND ADDITIONAL NOTES.



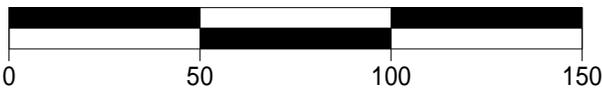
CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC
5482 S. WESTRIDGE DR.
NEW BERLIN, WI 53151
PHONE # (262)248-3697
FAX # (262)402-5046



SCALE 1" = 50'



C.L. SANDY BEACH ROAD

(N 59°55'15" W)
N 59°55'17" W
63.92'
96.94'
8.32' 24.70'
33.02'

LEGEND

- FOUND 1" IRON PIPE
- FOUND 5/8" IRON ROD
- SET 1.3" O.D. IRON PIPE, 1.13#/L.F.
- ∅ POWER POLE
- (xx) RECORDED AS
- FOUND CONCRETE MONUMENT WITH BRASS CAP

NOTES:

1. BEARINGS HEREON ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD-27), AS PUBLISHED BY S.E.W.R.P.C. ON C.S.S.D. LAST REVISED DEC. 2005. THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SECTION 34, TOWN 5 NORTH, RANGE 18 EAST, WAS TAKEN TO BEAR S88°36'44"W.

2. WETLANDS AND PRIMARY ENVIRONMENTAL CORRIDOR SHOWN HEREON WERE DELINEATED BY THE SOUTHEAST WISCONSIN REGIONAL PLANNING COMMISSION DURING THE WEEK OF 7/6/2015 AND LOCATED BY THIS COMPANY ON 7/10/2015.

C.T.H. "I"

∠10°38'20" R=770.00' L=142.98'
LCB=N 54°34'51" W, LC=142.77'
(LCB=N 54°34'49" W)

(N 40°44'21" E)
N 40°44'19" E
18.28'
(N 47°17'07" E)
N 47°17'05" E
24.66'
N 09°08'56" W
23.80'
8.18'
10.10'
N 59°34'39" W
16.00'
N 38°09'15" W
216.46'
(N 37°46'06" W)
N 38°09'15" W
253.54'



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC

5482 S. WESTRIDGE DR.
NEW BERLIN, WI 53151
PHONE # (262)248-3697
FAX # (262)402-5046

SURVEYOR'S CERTIFICATE:

I, KENNETH B. MEHRING REGISTERED LAND SURVEYOR, HEREBY CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED THE FOLLOWING LAND BOUNDED AND DESCRIBED AS FOLLOWS;

PART OF THE NORTHEAST 1/4, NORTHWEST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN, DESCRIBED MORE PARTICULARLY AS FOLLOWS: BEGINNING AT A CONCRETE MONUMENT WITH BRASS CAP FOUND MARKING THE SOUTHEAST CORNER OF SAID 1/4 SECTION; THENCE S88°36'44"W, ALONG THE SOUTH LINE OF SAID 1/4 SECTION, 91.37', TO AN IRON ROD FOUND; THENCE N00°26'24"W, 70.00', TO A 1" IRON PIPE FOUND; THENCE S88°36'44"W, 783.84', TO A 1" IRON PIPE FOUND; THENCE S00°36'22"E, 70.00', TO A 1" IRON PIPE FOUND ON THE SOUTH LINE OF SAID 1/4 SECTION; THENCE S88°36'44"W, ALONG SAID SOUTH LINE, 1,154.14', TO AN IRON ROD FOUND MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED IN WARRANTY DEED, DOC. 1946964 OF WAUKESHA COUNTY RECORDS; THENCE N01°23'19"W, ALONG THE WEST LINE OF SAID LANDS, 758.43', TO AN IRON ROD FOUND ON THE NORTH LINE OF CERTIFIED SURVEY MAP NO. 7245; THENCE N86°17'34"W, ALONG SAID NORTH LINE, 602.46', TO A POINT ON THE TRAVELED CENTERLINE OF C.T.H. "I"; THENCE N00°30'21"W, ALONG SAID CENTERLINE, 93.54'; THENCE N09°48'09"E, CONTINUING ALONG SAID CENTERLINE, 115.99'; THENCE N33°43'50"E, CONTINUING ALONG SAID CENTERLINE, 261.19'; THENCE N31°53'52"E, CONTINUING ALONG SAID CENTERLINE, 109.48'; THENCE N34°02'59"E, CONTINUING ALONG SAID CENTERLINE, 169.06'; THENCE N64°10'54"E, CONTINUING ALONG SAID CENTERLINE, 197.55'; THENCE N53°56'06"E, CONTINUING ALONG SAID CENTERLINE, 210.14'; THENCE N22°49'11"E, CONTINUING ALONG SAID CENTERLINE, 115.00'; THENCE N10°31'26"E, CONTINUING ALONG SAID CENTERLINE, 282.46'; THENCE N08°01'11"W, CONTINUING ALONG SAID CENTERLINE, 87.62'; THENCE N38°09'15"W, CONTINUING ALONG SAID CENTERLINE, 253.54'; THENCE N09°08'56"W, CONTINUING ALONG SAID CENTERLINE, 23.80'; THENCE N47°17'05"E, 24.66', TO A 1" IRON PIPE FOUND; THENCE N40°44'19"E, 18.28', TO A 1" IRON PIPE FOUND ON THE EASTERLY RIGHT OF WAY OF SAID C.T.H. "I"; THENCE ALONG SAID RIGHT OF WAY AND A CURVE TO THE LEFT, 142.98', SAID CURVE HAVING A RADIUS OF 770.00' AND A CHORD BEARING N54°34'51"W, 142.77', TO A 1" IRON PIPE FOUND; THENCE N59°55'17"W, CONTINUING ALONG SAID RIGHT OF WAY, 147.68', TO A 1" IRON PIPE FOUND; THENCE N00°58'18"E, CONTINUING ALONG SAID RIGHT OF WAY, 96.94', TO A POINT ON THE NORTH LINE OF SAID 1/4 SECTION AND THE CENTERLINE OF SANDY BEACH ROAD; THENCE N88°46'07"E, ALONG SAID NORTH LINE AND SAID CENTERLINE, 1,652.01'; THENCE, ALONG AND ON AN EXTENSION OF THE WEST LINE OF CERTIFIED SURVEY MAP NO. 5391, S1°06'57"E, 738.19', TO A 1" IRON PIPE FOUND; THENCE ALONG THE SOUTH LINE OF LANDS DESCRIBED IN 3514834, S20°35'17"E, 372.28', TO "POINT A", A 1" IRON PIPE SET ON THE EDGE OF A MARSH ADJACENT TO THE SHORELINE OF PHANTOM LAKE; THENCE CONTINUE S20°35'18"E, CONTINUING ALONG SAID SOUTH LINE, 117.61'; THENCE S68°35'17"E, CONTINUING ALONG SAID SOUTH LINE, 40.00' TO THE DEEDED SHORELINE OF PHANTOM LAKE; THENCE MEANDERING SAID SHORELINE FROM "POINT A" S0°00'00"W, ALONG A MEANDER LINE OF SAID SHORELINE, 538.95', TO A 1" IRON PIPE SET; THENCE, N90°00'00"E, CONTINUING ALONG SAID MEANDER LINE, 475.70' TO A 1" IRON PIPE FOUND ON THE WEST LINE OF CERTIFIED SURVEY MAP NO. 2661, SAID PIPE BEING S00°00'28"W, 26.50' FROM THE AFOREMENTIONED SHORELINE OF PHANTOM LAKE; THENCE ALONG THE WEST LINE OF CERTIFIED SURVEY MAP NO. 2661 AND THE WEST LINE OF IDLEWILE PARK SUBDIVISION, S0°00'28"W, 485.65' TO A FOUND STONE MONUMENT MARKING SAID WEST LINE; THENCE S0°02'09"E, CONTINUING ALONG SAID WEST LINE, 517.80' TO THE PLACE OF BEGINNING; ALSO INCLUDING THE LANDS BETWEEN SAID MEANDER LINE AND THE SHORELINE OF PHANTOM LAKE; SAID PARCEL CONTAINS 109.39 ACRES MORE OR LESS TO THE DESCRIBED MEANDER LINE.

I FURTHER CERTIFY THAT I HAVE MADE THIS SURVEY AND MAP IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 236.34 OF THE STATE STATUTES AND THE TOWN OF MUKWONAGO SUBDIVISION CONTROL ORDINANCE, WAUKESHA COUNTY, WISCONSIN AND BY THE DIRECTION OF THE OWNERS AND SUCH MAP IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE COMBINATION THEREOF.

DATED THIS _____ DAY OF _____, 2015

KENNETH B. MEHRING, S-2838



REVISED: 7/16/2015
DATE: 7/18/2014
SHEET 7 OF 9

CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4 OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC
5482 S. WESTRIDGE DR.
NEW BERLIN, WI 53151
PHONE # (262)248-3697
FAX # (262)402-5046

CORPORATE OWNERS CERTIFICATE:

" AS OWNERS, WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED HEREIN TO BE SURVEYED, MAPPED, DIVIDED AND DEDICATED AS REPRESENTED ON THIS CERTIFIED SURVEY MAP. WE ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED TO BE SUBMITTED TO THE TOWN OF MUKWONAGO, VILLAGE OF MUKWONAGO, AND WAUKESHA COUNTY FOR APPROVAL. "

NAME: _____ NAME: _____
TITLE: _____ TITLE: _____

STATE OF _____)

COUNTY OF _____)

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2014,
THE ABOVE NAMED, TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING
INSTRUMENT AND ACKNOWLEDGE THE SAME.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC _____, _____.

TOWN BOARD APPROVAL

APPROVED BY RESOLUTION OF THE TOWN OF MUKWONAGO THIS _____ DAY
OF _____, 2014.

David Dubey
(CHAIRPERSON)

Kathy Karalewitz
(CLERK)

TOWN TREASURER APPROVAL

I, KATHY KARALEWITZ, BEING DULY ELECTED, QUALIFIED AND ACTING TREASURER OF THE TOWN OF MUKWONAGO, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF

THIS _____ DAY OF _____, 2014 INCLUDED IN THIS CERTIFIED SURVEY MAP.

KATHY KARALEWITZ
(TREASURER)



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

REVISED: 7/16/2015

DATE: 7/18/2014

SHEET 8 OF 9

CERTIFIED SURVEY MAP NO. _____

PART OF THE NE 1/4, NW1/4, SW 1/4 AND SE1/4 OF THE SW 1/4
OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 18 EAST, TOWN
OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS, LLC

5482 S. WESTRIDGE DR.
NEW BERLIN, WI 53151
PHONE # (262)248-3697
FAX # (262)402-5046

VILLAGE OF MUKWONAGO EXTRATERRITORIAL APPROVAL

RESOLVED: THAT THE CERTIFIED SURVEY MAP SHOWN HEREON, IN THE EXTRATERRITORIAL
PLAT APPROVAL JURISDICTION OF THE VILLAGE OF MUKWONAGO, WAUKESHA COUNTY,
WISCONSIN; IS HEREBY APPROVED BY THE VILLAGE OF MUKWONAGO VILLAGE BOARD ,

ON THIS _____ DAY OF _____, 2014.

FRED WINCHOWKY
(PRESIDENT)

STEVEN A. BRAATZ, JR.
(CLERK)

COUNTY TREASURER APPROVAL

I, PAMELA REEVES, BEING DULY ELECTED, QUALIFIED AND ACTING TREASURER OF WAUKESHA COUNTY, DO
HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR
UNPAID SPECIAL ASSESSMENTS AS OF

THIS _____ DAY OF _____, 2014 INCLUDED IN THIS CERTIFIED SURVEY MAP.

PAMELA REEVES
(TREASURER)



KENNETH B. MEHRING S - 2838
Wisconsin Registered Land Surveyor

Staff Report

Date: December 30, 2015

To: Town of Mukwonago Town Board

From: Tim Schwecke, AICP, Town Planner

Subject: A. Waivers from land division regulations for a two-lot certified survey map (CSM) for a property off of CTH LO; Robert and Wanda Gene Thompson Joint Revocable Trust; (application 2015-40)

B. Concept certified survey map (CSM) for two lots off of CTH LO; Robert and Wanda Gene Thompson Joint Revocable Trust, applicant (application 2015-41)

January 6, 2016 Plan Commission and Town Board meeting

A. Waivers from land division regulations

The petitioner has requested the following waivers from the Town's land division regulations:

- a. Waiver request for locating and depicting septic system on adjoining properties.
- b. Waiver request relating to lot configuration and depth to width ratio.
- c. Waiver request relating to road frontage requirements.

Review procedures As set forth in s. 34-241 of the municipal code, waivers are reviewed by the Town Board.

Notice requirements Aside from being shown on the meeting agenda, no other public notice is required.

Proposed motion for Town Board

Approve the requested waivers provided the conceptual and final CSM are approved as generally proposed by the applicant.

B. Concept CSM

Jurisdiction The subject property is not located in County shoreland jurisdiction. It is located within the extraterritorial review of the Village of Mukwonago.

Zoning classification The subject property is zoned EC and A-1, which has a minimum lot size requirement of 3 acres.

Road access Access to CTH LO will not change. It is provided over a 66-foot wide easement.

Official map The Town's official map does not show any planned roads in or through the subject property. The map does however designate the entire subject property as "Planned Mukwonago Park."

Existing buildings There are 5 existing buildings on the proposed 40-acre parcel.

- Residence
- Detached garage
- Barn
- Shed for wood storage
- Shed for garden storage

The petitioner is planning on removing the garage and the farm house and constructing a 3-bedroom house. The construction of a second residence on a parcel is permitted in certain circumstances as provided for in Section 82-8 of the municipal code.

Removal of the existing residence to construct a new residence is not permitted because there wouldn't be a principal building on the property.

The floor area and number of accessory buildings is permitted because the parcel is greater than 15 acres.

Lot configuration The proposed lots do not conform to road frontage requirements and lot width requirements. The two lots do not comply with standards for depth to width ratio (2.5:1).

Review procedures

As set forth in s. 34-48 of the municipal code, CSMs are reviewed in two distinct steps. The first step is a conceptual review. The Plan Commission has review authority in this step (i.e., no Town Board review). The Plan Commission will need to (1) approve the conceptual survey map as submitted, (2) approve the map with conditions, or (3) deny the map. If the conceptual CSM is denied, the reason shall be stated in the minutes of the meeting.

After the Plan Commission grants conceptual concurrence, the petitioner then prepares a final CSM for review. In this second step, the Plan Commission is advisory to the Town Board, which makes the final decision.

Notice requirements

Aside from being shown on the meeting agenda, no other public notice is required.

Proposed motion for Plan Commission

Approve the conceptual design of the two-lot CSM subject to the following conditions:

1. The petitioner shall obtain waivers from the land division regulations as may be required.
2. The layout of the lots in the final CSM shall substantially comply with the layout depicted in the conceptual CSM.
3. The final CSM shall comply with the Town's zoning regulations (ch. 82) and land division regulations (ch. 34), and any requirements in ch. 236, Wis. Stats., including the general comments below.

General comments on the conceptual CSM:

1. The Town Engineer shall review the CSM and approve of the same.
2. The petitioner must obtain all necessary approvals as specified in s. 236.34(1), Wis. Stats. (County approval).
3. Remove the signature block for the Town of Mukwonago Plan Commission on Sheet 4 of 4. (The Plan Commission is advisory to the Town Board.)
4. Include the following note(s) on the face of the CSM substantially as follows:
 - Various buildings and other improvements existed on the subject property on the date of the survey which may or may not comply with the Town's zoning regulations in effect on the date the Town Board approved this certified survey map. Approval of this certified survey map does not waive any zoning requirement. Therefore, all buildings, improvements, and uses are subject to applicable zoning regulations that are in effect.
 - This certified survey map is located within a State Designated Groundwater Management Area.

- The Town Board on January 6, 2016 granted a waiver from the following requirements for this particular CSM: (1) waiver for locating and depicting septic systems on adjacent parcels, (2) waiver for lot configuration/width to depth ratio, and (3) waiver for road frontage.
 - Lot 1 shall only be conveyed to Waukesha County. Upon such transfer, Lot 1 shall not be conveyed separately from the adjacent parklands to the west.
5. Floodplain limits must be shown on the face of the final CSM per s. 6.1(G), Town of Mukwonago municipal code; if none exist, so note.
 6. Underscore all street names with a dotted or dashed line. In particular, see CTH LO on Sheet 1 of 4.
 7. Underscore each of the following references on Sheet 1 of 4:
 - a. Lot 1, CSM 7082
 - b. Lot 2, CSM 7082
 8. On Sheet 1 of 4, include references to the two properties on the east side of the subject property. Such references should be underscored.
 9. Show existing easements and include the document number of the instrument of origin. (66' Ingress & Egress easement)
 10. The name of the town chairman in the certification for Town Board approval on Sheet 4 of 4 should be changed to "Thomas Stefanowski."
 11. Include one or more road names on the location map on Sheet 1 of 4.
 12. Depict the location of the soil borings in Lot 2.
 13. Depict the Isolated Natural Resource Area located in Lot 1.
 14. Include a statement that "the map is a correct representation of all the exterior boundaries of the land surveyed" per s. 236.34(1m)(d)(3), Wis. Stats.

Attachments:

1. Certified survey map dated October 30, 2015

Certified Survey Map

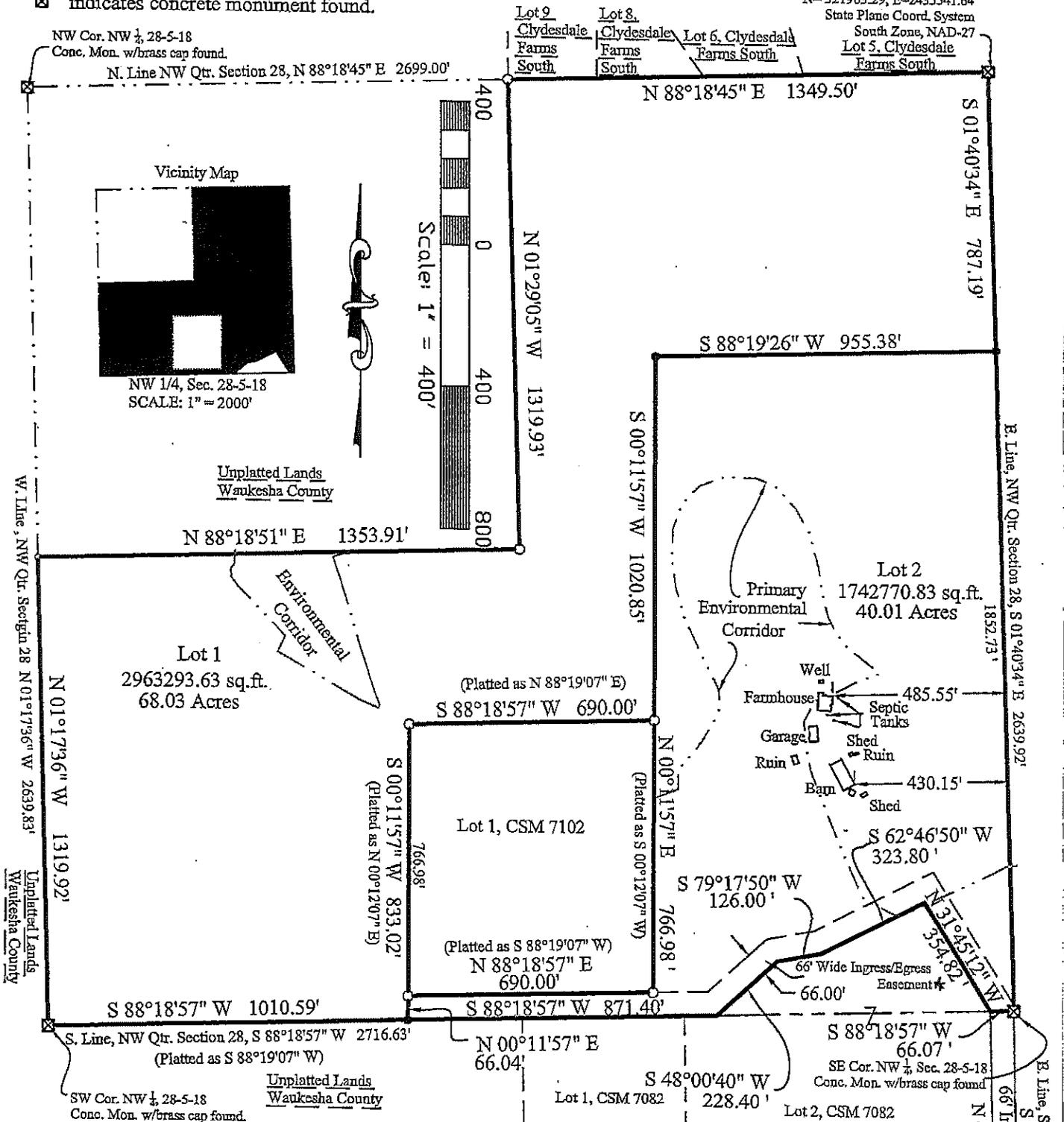
Preliminary Drawing

Being part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin.

Legend:

- indicates 1.315" iron pipe set weighing 1.65 lbs./ft. min..
- indicates 1" iron pipe found.
- ☒ indicates concrete monument found.

NE Cor., NW 1/4 Sec. 28-5-18
 Conc. Mon. w/brass cap found
 N= 321963.29, E=2435541.64
 State Plane Coord. System
 South Zone, NAD-27



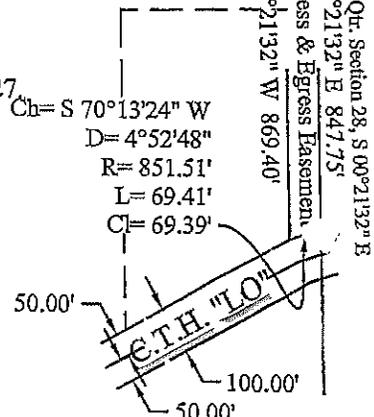
NOTES:

- bearings referenced to the East line of the Northwest Quarter of Section 28-5-18 as S 01°40'34"E, Grid North, Wisconsin State Plane Coordinate System, South Zone, NAD-27.
- The areas of Primary Environmental Corridor per the 2010 SEWRPC Environmental Corridor study.

Prepared for:
 Robert and Wanda Thompson Family Trust
 Gene Thompson, Trustee
 N9119 East Shore Dr.
 East Troy, WI. 53120

Prepared by:
 Hilmer & Associates LLC
 Paul J. Hilmer, PLS
 W217 Vista Drive
 Oconomowoc, WI. 53066
 (262) 567-5893

Revised 10/30/15
 This instrument drafted by Paul J. Hilmer



Certified Survey Map

Preliminary Drawing

Being part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin.

SURVEYORS CERTIFICATE

State of Wisconsin)
County of Jefferson) SS

I, Paul J. Hilmer, surveyor, do hereby certify: That I have surveyed, divided and mapped all that part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin, bounded and described as follows: Commencing at a concrete monument with brass cap being the Northeast corner of the Northwest Quarter and the point of beginning of the lands hereinafter described: thence S 01°40'34" E along the east line of said Northwest Quarter, 2639.92 feet to a concrete monument with brass cap being the Southeast corner of said Northwest Quarter, thence S 88°18'57" W along the south line of said Northwest Quarter, 66.07 feet; thence N 31°45'12" W, 354.82 feet; thence S 62°46'50" W, 323.80 feet; thence S 79°17'50" W, 126.00 feet; thence S 48°00'40" W, 228.40 feet to a point on the South line of said Northwest Quarter, thence S 88°18'57" W along said South line, 871.40 feet; thence N 00°11'57" E, 66.04 feet to the Southwest corner of Certified Survey Map No. 7102 recorded as Document No. 1854756 on June 29, 1993 in Volume 60 on pages 38-42 of Certified Survey Maps in the Office of the Register of Deeds, Waukesha, thence along said Certified Survey the following courses, N 88°18'57" E, 690.00 feet; thence N 00°11'57" E, 766.98 feet; thence S 88°18'57" W, 690.00 feet; thence S 00°11'57" W, 833.02 feet to a point on the South line of said Northwest Quarter; thence S 88°18'57" W along said south line, 1010.59 feet to a concrete monument with brass cap being the Southwest corner of said Northwest Quarter; thence N 01°17'36" W along the west line of said Northwest Quarter, 1319.92 feet to a 1" iron pipe; thence N 88°18'51" E, 1353.91 feet to a 1" iron pipe; thence N 01°29'05" W, 1319.93 feet to a 1" iron pipe being on the North line of said Northwest Quarter; thence N 88°18'45" E along said North line, 1349.50 feet to the point of commencement.

Containing 4706064.46 square feet or 108.04 Acres.

That I have made such survey and map by the direction of the Robert and Wanda Thompson Family Trust, Gene Thompson, Trustee, owner of said land.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the subdivision regulations of the Town of Mukwonago and Waukesha County in surveying, dividing and mapping the same.

Dated this 15th day of October 20 15.

Paul J. Hilmer
Professional Land Surveyor # 2496
Hilmer & Associates, LLC

Certified Survey Map

Preliminary Drawing

Being part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin.

OWNER'S CERTIFICATE

Robert and Wanda Thompson Family Trust, Gene Thompson, trustee has caused the land described on this map to be surveyed, divided and mapped as represented on this map. Robert and Wanda Thompson Family Trust, Gene Thompson, Trustee, does further certify that this map is required by Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of the Town of Mukwonago and must be submitted to the following for approval:

- 1) Town of Mukwonago
- 2) Village of Mukwonago

Witness the hand and seal of said owner this _____ day of _____, 20____.

Gene Thompson, Trustee

State of Wisconsin)
_____ Wisconsin) SS

Personally came before me this _____ day of _____, 20____, Robert and Wanda Thompson Family Trust, Gene Thompson, trustee to me known to be the person whom executed the foregoing instrument and acknowledged the same.

(Notary seal) _____
Notary Public, _____, Wisconsin.
My commission expires _____.

CONSENT OF CORPORATE MORTGAGEE

_____, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping of the land described on this map, and does hereby consent to the above certificate of _____ owners.

IN WITNESS WHEREOF, the said _____, has caused these presents to be signed by _____, its _____, and countersigned by _____, its _____, at _____, Wisconsin, and its corporate seal to be hereunto affixed this _____, day of _____, 20____.

In the presence of

Corporate name

Countersigned (Corporate seal)

State of Wisconsin)
_____ County) SS

Personally came before me this _____ day of _____, 20____, _____, and _____, of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) _____
Notary Public, _____, Wisconsin.
My commission expires _____.

Certified Survey Map

Preliminary Drawing

Being part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin.

PLAN COMMISSION APPROVAL

Approved by the Plan Commission of the Town of Mukwonago on this _____ day of _____, 20__.

Kathy Karalewitz-Clerk

Tom Stefanowski- Chairman

TOWN BOARD APPROVAL

Approved by the Town Board of the Town of Mukwonago on this _____ day of _____, 20__.

Kathy Karalewitz -Clerk

Tom Stefanowski- Chairman

VILLAGE OF MUKWONAGO PLAN COMMISSION APPROVAL

Approved by the Plan Commission of the Village of Mukwonago on this _____ day of _____, 20__.

Steven A. Braatz- Clerk

Fred Winchowky- President

VILLAGE OF MUKWONAGO BOARD APPROVAL

Approved by the Village Board of the Village of Mukwonago on this _____ day of _____, 20__.

Steven A. Braatz- Clerk

Fred Winchowky- President

FORM 1: STANDARD APPLICATION

- The undersigned petition is to consider a request, as stated herein, for the specified parcel(s) of land and will be reviewed by the Board of Building and Zoning Appeals, and/or the Plan Commission and Village Board of the Village of Mukwonago.

Date Submitted 12/ /2015	Tax Key (s) MUKT1982999	Project Name Thompson Trust	
Location of Project C.T.H. LO, Town of Mukwonago			
Request (check all that apply)	Form	Fee Schedule	Fee
<input type="checkbox"/> Annexation Review (up to 10 acres)	6	\$200.00	\$ _____
<input type="checkbox"/> Annexation Review (10.01 acres or more)	6	\$200.00 plus \$20.00/acre	\$ _____
<input type="checkbox"/> Attachment Review (up to 10 acres)	6	\$300.00	\$ _____
<input type="checkbox"/> Attachment Review (10.01 acres or more)	6	\$300.00 plus \$20.00/acre	\$ _____
<input checked="" type="checkbox"/> Certified Survey Map (Minor)	3	\$150.00	\$ <u>150.00</u>
<input type="checkbox"/> Certified Survey Map (3-4 Lots)	3	\$250.00 plus \$16.00/lot	\$ _____
<input type="checkbox"/> Change of Zoning	1	\$300.00	\$ _____
<input type="checkbox"/> Conceptual Land Division Review	4	\$200.00 plus \$11.00/lot	\$ _____
<input type="checkbox"/> Conditional Use Permit Request	8	\$450.00	\$ _____
<input type="checkbox"/> Conditional Use Permit Request – Home Occupations	8	\$200.00	\$ _____
<input type="checkbox"/> Conditional Use Permit Request – Professional Home Offices	8	\$250.00	\$ _____
<input checked="" type="checkbox"/> Extraterritorial Review	1	\$200.00	\$ <u>200.00</u>
<input type="checkbox"/> Final Plat Review	5	\$250.00 plus \$11.00/lot	\$ _____
<input type="checkbox"/> Planned Unit Development (PUD) Review	2	\$185.00 plus \$25.00/unit	\$ _____
<input type="checkbox"/> Preliminary Plat Review	4	\$250.00 plus \$16.00/lot	\$ _____
<input type="checkbox"/> Site Plan Review - Minor (Buildings less than 600 sq. ft.)	2	\$135.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Site Plan/Architectural Review - Conceptual	2	\$200.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Site Plan or Architectural Review	2	\$250.00 plus \$.02 per sq. ft.	\$ _____
<input type="checkbox"/> Unspecified Use Permit Request	7	\$450.00	\$ _____
<input type="checkbox"/> Variance Request	7	\$450.00	\$ _____
<input type="checkbox"/> Re-submittal of Any Plans		\$200.00	\$ _____
<input type="checkbox"/> Other _____			\$ _____
Fee Total			\$ <u>350.00</u>

Change of Zoning Property Information		
Present Zoning	Requested Zoning	Anticipated Date of Construction
Present Use	Intended Use	
Extraterritorial Review Information		
Town Property is Located In Town of Mukwonago		Zoning of Property Agricultural
Town Official Contact Name Tim Schwecke	Town Official Contact Phone Number 920-728-2814	
Type of Review	<input checked="" type="checkbox"/> Certified Survey <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other _____	
Purpose of Request Lot line adjustment for sale to Waukesha County.		

Applicant

Name Robert C. and Wanda Gene Thompson Joint Revocable Trust			
Company c/o Dennis R. Lynch			
Address 432 Milwaukee Avenue	City Burlington	State WI	Zip 53105
Daytime Phone (262) 763-2451	Fax (262) 763-8169		
E-Mail dlynch@lloydphenicie.com			

Property Owner

(Note: If not the legal owner of the property, please state name, position, and title in relation to the lot of interest. An Offer to Purchase, with written acknowledgement of the current owner is required with this application.)

Name Robert C. and Wanda Gene Thompson Joint Revocable Trust			
Company			
Address N9119 East Shore Road	City East Troy	State WI	Zip 53120
Daytime Phone	Fax		
E-Mail			

Secondary Property Owner

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Agent

(Person representing applicant to be notified of meetings and given copies of reports)

Name Dennis R. Lynch			
Company Lloyd, Phenicie, Lynch & Kelly LLC			
Address 432 Milwaukee Avenue	City Burlington	State WI	Zip 53105
Daytime Phone (262) 763-2451	Fax (262) 763-8169		
E-Mail dlynch@lloydphenicie.com			

Applicant hereby certifies that:

1. All of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.
2. Affirms that no Village of Mukwonago elected or appointed official or employee has a proprietary interest in the above referenced property for which this applications being filed (except as stated below under "Exceptions").
3. None of the above referenced individuals has been promised or given any contract for consultation, planning or construction in relation to this project (except as stated below under "Exceptions").
4. Applicant has read and understands all information in this packet.

Applicant further understands the policies of the Village regarding change of zonings and property development. Conditions of the resolution regarding all approvals are strictly followed. Certificates of Occupancy are not given until all conditions of approval have been met

By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing pursuant to Section 943.13 WI Stats.

Signature of Applicant	Signature of Property Owner(s)
Exceptions	



FOR OFFICE USE ONLY			
Date Paid	Receipt #	Date(s) Notice Published	Date Notices Mailed
Public Hearing Date	Plan Commission Date(s)	Village Board Date(s)	Ordinance/Resolution Number
Plan Commission Disposition			
Village Board Disposition			
Board of Building and Zoning Appeals Disposition			

FORM 3: CERTIFIED SURVEY MAP REVIEW

Date 12/ /15	Project Name Thompson Trust
------------------------	---------------------------------------

SUBMITTAL REQUIREMENTS:

Materials listed below must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 45 Article IV. and other pertinent sections of Village ordinances, WI Stats. 236.34 and as necessary to permit review that is consistent with proper planning practice. The Village will strive to accommodate reasonable requests for informal preliminary staff review, however the Village shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

In the case of a CSM, the submittal date, for the purposes of WI Stats. 236.34, is the date that the application is certified as complete by Village staff.

Four (4) copies of the application packet must be filed with the Village Clerk at least 30 days prior to the meeting of the Planning Commission at which action is desired.

I understand the Village policy as stated above.

Date 12/ /15	Signature of Applicant(s)
------------------------	----------------------------------

SUPPLEMENTAL INFORMATION:

Additional Required Information

PROPOSAL DESCRIPTION: Please attach a statement detailing the reasons and background for this request including: details of proposal, services provided, wares sold, plans and hours of operation, number of employees, frequency of customer visits, frequency of deliveries to site, description of any interior/exterior modifications or additions to be made to property, any outside storage (dumpsters, trucks, materials...), number of parking stalls, screening/buffer type, any other information available. **PLEASE EXPLAIN IN DETAIL.**

Office Use Only

Date Submitted	Date of Plan Commission	Signature of Staff Member
----------------	-------------------------	---------------------------

RECEIVED: (Staff: Check each individual box as information is confirmed. If not applicable, mark N/A.)

- Standard Application and Additional Required Information sheet (Forms 1 and 2)
- Certified Survey Map prepared in compliance with WI Stats. 236.34 and showing the following information on its face:
 - Surveyor's certificate and date, including statement of compliance with all provisions of Village Code Chapter 45 and WI Stats. 236.34
 - Labeled as "Certified Survey Map"
 - Location of survey
 - The graphic scale (minimum 1" = 30')
 - North arrow
 - The names and addresses of the owner, subdivider and surveyor
 - All existing buildings, appurtenances (i.e. fences, hydrants, utilities, etc.) and easements (recorded and apparent), located on the property and within its influence to the centerline of adjoining streets
 - Watercourses, drainage ditches (including determination of navigability), and other features pertinent to proper division
 - Names of adjoining streets, highways, parks, cemeteries, subdivisions, ponds, streams, lakes, flowages and wetlands
 - Setback or building lines required by the Planning Commission
 - Additional yards required by the Planning Commission
 - All lands reserved for future public acquisition
 - Delineation of any wetlands, and by whom and when the delineation was done
 - Floodland and shoreland boundaries, and contour line lying at a vertical distance of two feet above the elevation of the 100-year recurrence interval flood or, where such data is not available, at a vertical distance of five feet above the elevation of the maximum flood of record.
 - Statement if municipal sanitary sewer will be used and, if not, provide the location, area, depth, and type of the soil absorption waste disposal system for each building site
 - Well location(s)

Architect

Name N/A			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Professional Engineer

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Registered Surveyor

Name Paul Hilmer			
Company Hilmer & Associates			
Address W217 Vista Drive	City Oconomowoc	State WI	Zip 53066
Daytime Phone (262) 567-5893	Fax		
E-Mail			

Contractor

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Certified Survey Map

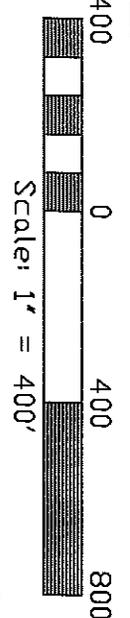
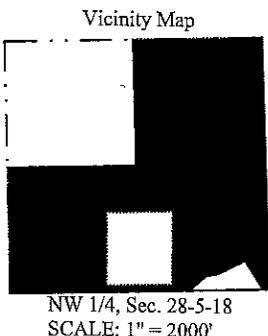
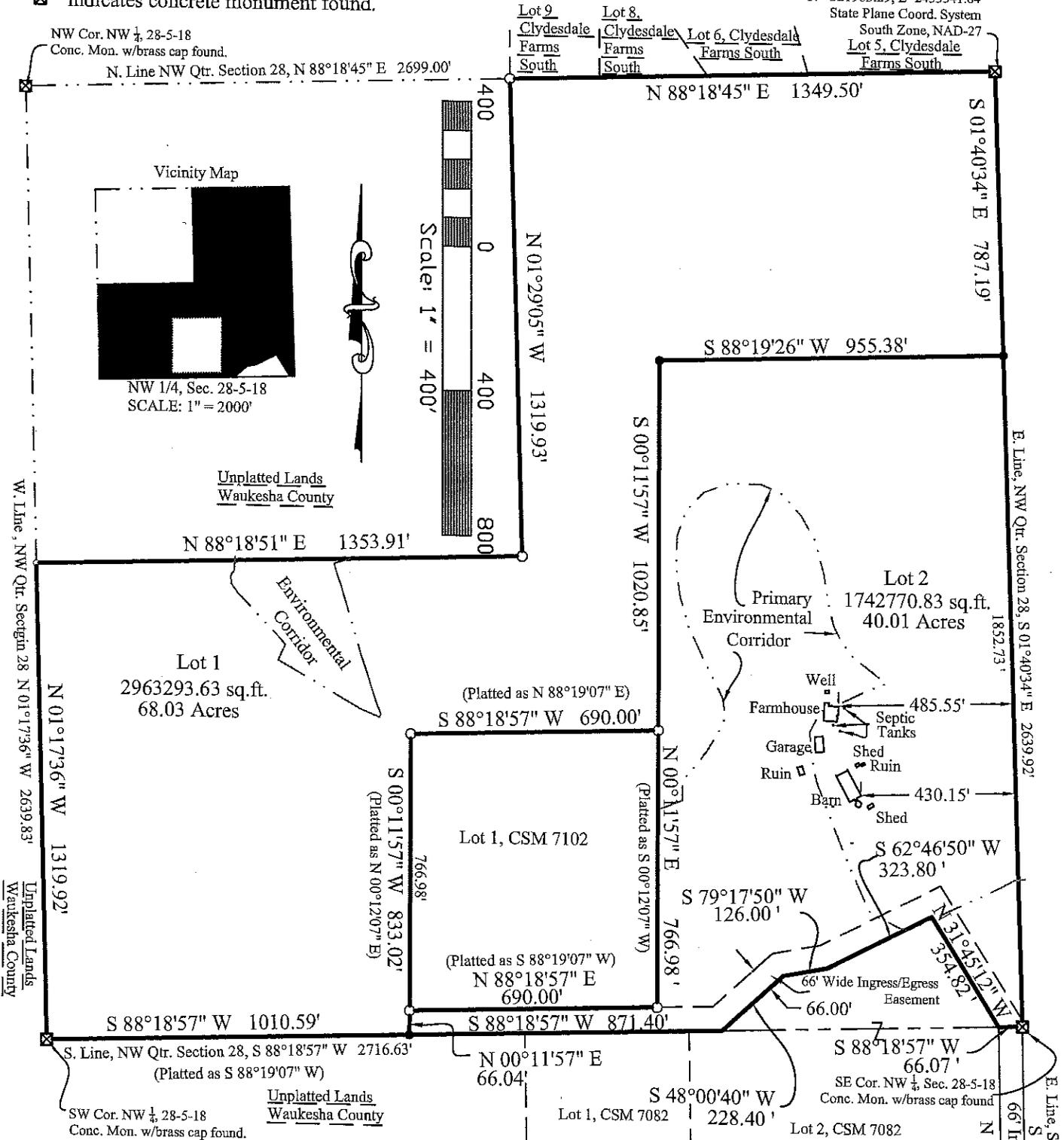
Preliminary Drawing

Being part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin.

Legend:

- indicates 1.315" iron pipe set weighing 1.65 lbs./ft. min..
- indicates 1" iron pipe found.
- ⊠ indicates concrete monument found.

NE Cor., NW ¼, Sec. 28-5-18
 Conc. Mon. w/brass cap found
 N= 321963.29, E=2435541.64
 State Plane Coord. System
 South Zone, NAD-27
 Lot 5, Clydesdale Farms South



W. Line, NW Qtr. Section 28, N 01°17'36" W 2639.83'
 Unplatted Lands Waukesha County

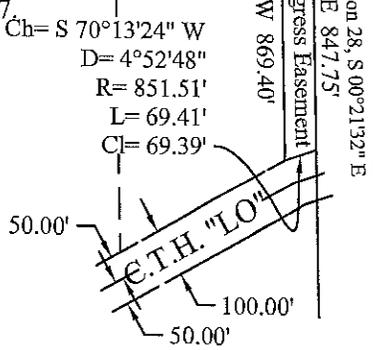
S. Line, NW Qtr. Section 28, S 88°18'57" W 2716.63'
 (Platted as S 88°19'07" W)
 SW Cor. NW ¼, 28-5-18
 Conc. Mon. w/brass cap found.
 Unplatted Lands Waukesha County

NOTES:

- bearings referenced to the East line of the Northwest Quarter of Section 28-5-18 as S 01°40'34"E, Grid North, Wisconsin State Plane Coordinate System, South Zone, NAD-27.
- The areas of Primary Environmental Corridor per the 2010 SEWRPC Environmental Corridor study.

Prepared for:
 Robert and Wanda Thompson Family Trust
 Gene Thompson, Trustee
 N9119 East Shore Dr.
 East Troy, WI. 53120

Prepared by:
 Hilmer & Associates LLC
 Paul J. Hilmer, PLS
 W217 Vista Drive
 Oconomowoc, WI. 53066
 (262) 567-5893



Revised 10/30/15
 This instrument drafted by Paul J. Hilmer

Certified Survey Map

Preliminary Drawing

Being part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin.

SURVEYORS CERTIFICATE

State of Wisconsin)

County of Jefferson) SS

I, Paul J. Hilmer, surveyor, do hereby certify: That I have surveyed, divided and mapped all that part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin, bounded and described as follows: Commencing at a concrete monument with brass cap being the Northeast corner of the Northwest Quarter and the point of beginning of the lands hereinafter described: thence S 01°40'34" E along the east line of said Northwest Quarter, 2639.92 feet to a concrete monument with brass cap being the Southeast corner of said Northwest Quarter, thence S 88°18'57" W along the south line of said Northwest Quarter, 66.07 feet; thence N 31°45'12" W, 354.82 feet; thence S 62°46'50" W, 323.80 feet; thence S 79°17'50" W, 126.00 feet; thence S 48°00'40" W, 228.40 feet to a point on the South line of said Northwest Quarter, thence S 88°18'57" W along said South line, 871.40 feet; thence N 00°11'57" E, 66.04 feet to the Southwest corner of Certified Survey Map No. 7102 recorded as Document No. 1854756 on June 29, 1993 in Volume 60 on pages 38-42 of Certified Survey Maps in the Office of the Register of Deeds, Waukesha, thence along said Certified Survey the following courses, N 88°18'57" E, 690.00 feet; thence N 00°11'57" E, 766.98 feet; thence S 88°18'57" W, 690.00 feet; thence S 00°11'57" W, 833.02 feet to a point on the South line of said Northwest Quarter; thence S 88°18'57" W along said south line, 1010.59 feet to a concrete monument with brass cap being the Southwest corner of said Northwest Quarter; thence N 01°17'36" W along the west line of said Northwest Quarter, 1319.92 feet to a 1" iron pipe; thence N 88°18'51" E, 1353.91 feet to a 1" iron pipe; thence N 01°29'05" W, 1319.93 feet to a 1" iron pipe being on the North line of said Northwest Quarter; thence N 88°18'45" E along said North line, 1349.50 feet to the point of commencement.

Containing 4706064.46 square feet or 108.04 Acres.

That I have made such survey and map by the direction of the Robert and Wanda Thompson Family Trust, Gene Thompson, Trustee, owner of said land.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the subdivision regulations of the Town of Mukwonago and Waukesha County in surveying, dividing and mapping the same.

Dated this 15th day of October 20 15.

Paul J. Hilmer
Professional Land Surveyor # 2496
Hilmer & Associates, LLC

Certified Survey Map Preliminary Drawing

Being part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin.

OWNER'S CERTIFICATE

Robert and Wanda Thompson Family Trust, Gene Thompson, trustee has caused the land described on this map to be surveyed, divided and mapped as represented on this map. Robert and Wanda Thompson Family Trust, Gene Thompson, Trustee, does further certify that this map is required by Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of the Town of Mukwonago and must be submitted to the following for approval:

- 1) Town of Mukwonago
- 2) Village of Mukwonago

Witness the hand and seal of said owner this _____ day of _____, 20____.

Gene Thompson, Trustee

State of Wisconsin)
_____ Wisconsin) SS

Personally came before me this _____ day of _____, 20____, Robert and Wanda Thompson Family Trust, Gene Thompson, trustee to me known to be the person whom executed the foregoing instrument and acknowledged the same.

(Notary seal) _____
Notary Public, _____, Wisconsin.
My commission expires _____.

CONSENT OF CORPORATE MORTGAGEE

_____, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping of the land described on this map, and does hereby consent to the above certificate of _____ owners.

IN WITNESS WHEREOF, the said _____, has caused these presents to be signed by _____, its _____, and countersigned by _____, its _____, at _____, Wisconsin, and its corporate seal to be hereunto affixed this _____, day of _____, 20____.

In the presence of

Corporate name

Countersigned (Corporate seal)

State of Wisconsin)
_____ County) SS

Personally came before me this _____ day of _____, 20____, _____, _____, and _____, _____, of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) _____
Notary Public, _____, Wisconsin.
My commission expires _____.

Certified Survey Map Preliminary Drawing

Being part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northwest Quarter of Section 28, Town 5 North, Range 18 East, Town of Mukwonago, Waukesha County, Wisconsin.

PLAN COMMISSION APPROVAL

Approved by the Plan Commission of the Town of Mukwonago on this _____ day of _____, 20____.

Kathy Karalewitz-Clerk

Tom Stefanowski- Chairman

TOWN BOARD APPROVAL

Approved by the Town Board of the Town of Mukwonago on this _____ day of _____, 20____.

Kathy Karalewitz -Clerk

Tom Stefanowski- Chairman

VILLAGE OF MUKWONAGO PLAN COMMISSION APPROVAL

Approved by the Plan Commission of the Village of Mukwonago on this _____ day of _____, 20____.

Steven A. Braatz- Clerk

Fred Winchowky- President

VILLAGE OF MUKWONAGO BOARD APPROVAL

Approved by the Village Board of the Village of Mukwonago on this _____ day of _____, 20____.

Steven A. Braatz- Clerk

Fred Winchowky- President

HPC review for Planning Commission

Espresso Love Cafe wishes to change the colors of the sign on the front of the building facing Rochester Street.

In May of 2007 the property owner appeared before the committee to paint the building and gutters and install an awning. All the colors were to be brown and beige. This was approved by the commission acting as the HPC commission.

August of 2008 Espresso Love Café presented a new sign for the business and state that the colors would match the building colors.

November 10, 2015 Katie Pierce, is request a change of colors for the Espresso Love Café sign. The new colors are not consistent with the other two signs on the front of the building.

The previous sign code called for all signs to be the same in colors but that was removed in the 2011 code updates.

The proposed sign is still in earth tones according to the ink shown in the picture.

Joseph J. Hankovich
Zoning Administrator



11-10-2015

Signage Update for Espresso Love Coffee

Front Overhead Sign: Same size as current. See attached for updated logo layout.

Front Window Sign: same size as current sign. Updated decal is one color. See attached.

Back Wall Sign: Smaller 26" x 20" sign placed where current sign is next to back door.

Katie Pierce
Espresso Love Coffee



Espresso  Love Coffee

26"



REAR WALL

yes

President Wagner called the Plan Commission meeting to order on August 18, 2008 at 7:00 p.m.

Members present: Arnie Fickau
Joe Hankovich
John Bronk
Tom Loew
James Wagner

Members excused: Dale Fennel
Ruth Townsend

Also present: Shawn Reilly, Attorney
Bruce Kaniewski, Planner

Moved by Fickau and seconded by Loew to approve the minutes of the July 14, 2008 meeting as presented. Motion carried without a negative vote.

HISTORIC PRESERVATION REVIEWS

Review of Sign Change – 105 N. Rochester St. – Katie Pierce, Espresso Love Café – Katie Pierce, Espresso Love Café, presented a new sign for her business located at 105 N. Rochester St. The building is being repainted, and she would like a sign to match the new colors. The new sign will be 18" wider than the current sign. Moved by Hankovich and seconded by Loew to approve the sign change as presented for the property located at 105 N.

Rochester St. The sign shall be balanced on the building or reduced in size as determined by the Zoning Administrator. Motion carried without a negative vote.

Review of Sign Change – 215 N. Rochester St. – Dennis Stevens, Fork in the Road – The Commission reviewed the sign and agreed that it is too plain. It is a projecting sign with an angle cast iron arm and a square white sign with black and red lettering. The Commission would like some more decorative character to it. Item is tabled.

NEW BUSINESS

**VILLAGE OF MUKWONAGO
PLANNING COMMISSION
MINUTES OF PLAN COMMISSION MEETING
MAY 19, 2008 – 7:00 p.m.**

Members Present: James Wagner, Arnold Fickau, Dale Fennel, Thomas Loew and Joseph Hankovich

MINUTES:

6. Miller Pharmacy Sign. Joe Hankovich handed out information. After discussion, Joe Hankovich moved for the approval of ground mounted sign in the front of the building (Highway 83 side) and denial of the wall sign on the back of the building. Dale Fennel seconded the motion. Motion passed with all in favor.

7. Historic Preservation Reviews.

(A) Fork in the Road. Review of exterior painting at 215 North Rochester Street. The colors for painting the outside of the building were presented. The Clerk's packet includes the chosen paint colors. Joe Hankovich moved to approve the colors. Dale Fennel seconded the motion. Motion passed with all in favor.

(B) Review of exterior painting and replacement of awnings – 101-105 North Rochester Street – Jack Rudolph. Colors provided for the outside of the building. Building will basically be brown/beige; gutters will match building color; an awning will be installed in brown. Clerk's packet includes the colors. Joe Hankovich moved to accept the colors and to approve the awning in the straight format (instead of scalloped). Tom Loew seconded. Motion passed with all in favor.

(C) 114 Eagle Lake Avenue – Reroof. Joe Hankovich moved to approve the reroofing of the building as presented. Arnie Fickau seconded the motion. Motion passed with all in favor.

8. Sequist. (Planning Commission did not adjourn into closed session.) Joe Hankovich moved to recommend sale of the land to Sequist for Three Hundred Thousand (\$300,000.00) Dollars subject to vacation of right-of-way. Arnie Fickau seconded the motion. Motion passed with all in favor.

Joe Hankovich was excused from the meeting at 8:05 p.m.

9. Planners Report – Smart Growth Comprehensive Plan Discussion. Bruce Kaniewski commented on the Master Plan, Chapter 8; Economic Development. Discussion regarding the Master Plan.

10. Motion to Adjourn. Made by Dale Fennel at 8:50 p.m. Seconded by Tom Loew. Motion passed with all in favor.

Meeting adjourned at 8:50 p.m.

DATE: January 6, 2016
TO: Village President Fred Winchowky and Plan Commission Members
FROM: Bruce Kaniewski, Village Planner
RE: Referral from Village Board about Business Mixed Use Conditional Use

On December 15th the Village Board held a public hearing to consider adoption of to allow mixed-uses in business zoning districts with conditional use approval. The Plan Commission previously forwarded the proposal to the Board with a positive recommendation.

During deliberations, members of the Board questioned the provision allowing unlimited dwelling unit density in mixed-use developments. They then referred the matter to the Commission for further review and recommendation, suggesting the Commission provide a maximum density number.

Village staff looked at mixed-use standards of other communities and found no consistency of density limitations. Some communities allow mixed-use at their multi-family density limitations, while other communities set density through conditional use or planned development negotiations.

Since staff has completed much research for the prior recommendation of a maximum 20 dwelling units per acre in the R-10 district, we recommend a business mixed-use dwelling unit density maximum of 20 dwelling units per acre. The site we use as an example for mixed-use is the Lynch redevelopment site. At about 4.5 acres, a mixed-use project at 20 units per acre would result in a total of 90 units, which appears to be appropriate for that site.

If you concur with 20 or wish to propose another number, the appropriate changes will be made to the draft ordinance for Board consideration.

In addition, the proposed business mixed-use performance standards specify that each building footprint must have a length at least two (2) times of that of building width. Reviewing this standard with potential developers, we now recommend the length to width ratio should be 1.5 to 1.

Thank you for your time and consideration regarding this matter.

Cc: John Weidl, Village Administrator (via email)
Steve Braatz, Village Clerk (via email)
Joe Hankovich, Supervisor of Inspections/Zoning Administrator (via email)
Bob Harley, Code Officer (via email)
Aaron Kramer, Economic Development Intern (via email)
Mark Blum, Village Attorney (via email)
Kurt Peot, P.E., Village Engineer (via email)
Jeff Stien, Fire Chief (via email)
Kevin Schmidt, Police Chief (via email)

ORDINANCE NO. 907

AN ORDINANCE TO AMEND CHAPTER 100 OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE, KNOWN AS THE ZONING ORDINANCE, SPECIFICALLY SECTIONS 100-152, 100-154, 100-155 AND 100-156 PERTAINING TO THE STANDARDS FOR MIXED-USE DEVELOPMENT IN THE B-2, B-3, B-4 AND B-5 ZONING DISTRICTS

WHEREAS, the Plan Commission and Village Board of the Village of Mukwonago has identified a need to amend the standards of the B-2, B-3, B-4 and B-5 Zoning Districts as it pertains to allowing mixed-use development in certain business districts; and

WHEREAS, the Plan Commission and the Village Board has determined that the amendments promote quality developments that efficiently utilizes land, provides housing choices to enhance an active and growing economic base and improves aesthetics of the built environment; and

WHEREAS, the Plan Commission at a regularly scheduled meeting of October 13, 2015 recommended to the Village Board that the parking regulations be amended as provided herein.

NOW, THEREFORE, the Village Board of Trustees of the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Sections 100-152, 100-154 and 100-155 and 100-156 shall be amended as appearing in attached as Exhibit A.

SECTION II. All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION III. SEVERABILITY. The several sections of this ordinance are declared to be severable. If any section shall be declared by a Court of competent jurisdiction to be invalid, such decisions shall not affect the validity of other portions of the ordinance.

SECTION IV. EFFECTIVE DATE. This ordinance shall take effect upon publication.

Passed and adopted this 20th day of October, 2015.

Fred Winchowky, Village President

Attest:

Steven A. Braatz, Jr., Village Clerk

Date Adopted:
Date Published:
Date Effective:

EXHIBIT A

MIXED-USE STANDARDS FOR BUSINESS ZONING DISTRICTS

A. Remove Section 100-152(c) in its entirety and in its place insert the following:

(c) Conditional uses.

- (1) Refer to section 100-157 for the list of conditional uses in the B-2 district.
- (2) Other uses similar to the previously referenced conditional use list, subject to approval by the zoning board of appeals.
- (3) Mixed-use development pursuant to the performance standards of Section 100-152 (k).

B. Remove Section 100-152(d)(3) in its entirety and in its place insert the following:

(d)(3). Building Size:

a. Maximum Height:

Principal Building: 35 feet

Accessory Building: 20 feet

b. Maximum Building Height with Conditional Use approval for mixed-use development: 4 stories up to a maximum roof height of 60 feet.

c. Minimum Floor Area (principal building): 2,000 square feet

C. Add Section 100-152(k) to include the following:

(k) *Performance Standards for Mixed-Use Approval.* It is the purpose of these performance standards to allow mixed-use development as a conditional use within business/commercial settings where the addition of residential dwelling units enhances the business/commercial environment, efficiently utilizes land, provides housing choices to enhance an active and growing economic base and improves aesthetics of the built environment. Mixed-use development maybe within a single building or within a unified development blending a combination of business (commercial, retail, office or other related uses) with dwelling units on upper floors or in a separate building where those functions are physically and functionally integrated. Generally, mixed-used developments are intended for a carefully planned, deliberately designed mix of compatible uses within the same site, building, and/or development, including housing, shopping, employment, and recreation uses, with a range of densities, and formats depending on the subcategory and zoning. Specifically, a mixed-use development has the following characteristics:

1. Is compact;
2. Provides a mix of uses, including residential, with a sufficient proportion of commercial, civic, and open space uses in close proximity to one another;
3. The first floor or ground level, is dedicated to a nonresidential use;
4. Has adequate off-street covered parking;
5. Is aesthetically synergistic with village atmosphere and its respective business district.

The following shall be the performance standards for allowing mixed-use as a conditional use:

- a. General Approval Process. A detailed development plan for a well-balanced mixed use project shall be presented to the Village of Mukwonago for review and approval. A Conditional Use permit is required for mix use developments. A separate conditional Use permit is required for projects exceed height restrictions in addition to a separate conditional Use for density of the project. Conditions of approval and restrictions, including applicant responsibility of public improvements, shall be shall be stated in a Developer's Agreement approved by the Village Board and signed by the applicant. Other information/documentation may be requested and approved by the Village, including but not limited to Declaration of Covenants, Development Restrictions, and any Homeowners Association documents.
- b. Dwelling Unit Density. Subject to conditional use approval by the planning commission and village board; the number of dwelling units within a mixed use building shall not be limited to any maximum dwelling unit density per acre when being considered for its conditional use by the planning commission. In addition, there is no maximum building coverage or floor area ratio standards. The allowable number of dwelling units shall be a function of site size, building size, required building setbacks of the base zoning district, number of surface parking spaces needed and/or provided, the amount of area need for on-site storm water management and water quality design, and so forth.
- c. Building, Greenspace and Driveway Setbacks. Minimum building, greenspace and driveway setbacks shall be the required setbacks for the base zoning district.
- d. Proportion. Building length (in feet) shall be at least 2.0 times the maximum height (in feet) of the building.
- e. Ingress/Egress. Two routes of ingress/egress to an external public right-of-way shall be provided. A boulevard-style driveway shall count may count as two routes; however, a secondary emergency ingress/egress route shall be provided. The Mukwonago Fire Chief may require additional ingress/egress routes.
- f. Parking. The minimum number of parking spaces as required for business and multi-family in Article V of this Chapter 100 shall be provided, including handicapped parking spaces. In addition, a minimum of one parking space per dwelling unit of at least 200 square feet shall be enclosed in an underground garage or other common space or individual garage parking spaces attached to each building. No detached garage parking spaces are permitted.
- g. Driveway and Parking Design. All internal driveways and parking lots shall be completed with a solid paved and dustless surface. All internal driveways and parking lots shall be completely surrounded by concrete curb and gutter, except for pedestrian ramps and openings for storm drainage and except when parking spaces abut to pedestrian sidewalks raised from the surface of the driveway or parking.
- h. Public Safety Access. The site shall be designed to allow police and fire access to each building, including that Mukwonago Fire Department ladder apparatus can correctly positioned on a flat and paved surface to reach unit porches and/or windows on the top floor surrounding 75% of each building exterior.
- i. Landscaping. The following standards apply to landscaping of a multiple-family development. In addition, the minimum greenspace on a multiple-family property approved under these performance standards shall be 25% in the B-2 and B-3 zoning districts, and 35% in the B-4 and B-5 zoning districts.
 - (i) Areas not covered by buildings, pavement and sidewalks, and storm water and water quality management facilities shall be landscaped with a suitable, permanent ground cover with the planting of deciduous and coniferous trees,

decorative trees, scrubs/bushes and flowers. The use of benches, fountains, tables, monuments, etc. are encouraged to enhance the overall landscape and aesthetics of the development.

- (ii) There shall be planted at a minimum 0.25 deciduous and/or coniferous tree per dwelling unit in addition to scrubs/bushes and floors. The Plan Commission may require additional plantings to enhance appearance and create buffers.
- (iii) The use of berms and decorative fencing shall be utilized to enhance the landscaping to buffer neighboring uses.
- (iv) Storm water management and water quality run-off control features shall be incorporated into the overall landscape plan and utilized as a site amenity. The use of rain gardens, green roofs and/or other infiltration storm water design is strongly encouraged.
- (v) The entire site shall be designed so that each dwelling unit from its interior has views of outside landscaping and amenities.
- (vi) Preserved environmental features on a site shall be incorporated into the landscape plan for viewing and/or passive enjoyment by residents of the development.
- (vii) All landscaping and landscaping enhancements shall be maintained in good condition after installation at all times. Property owner or owners shall replace any plant material within 90 days that becomes diseased, deteriorated or no longer growing.
- (viii) The landscaping plan shall conform to standards of Chapter 34 of Municipal Code for the preservation and planting of trees.

j. Architectural Design of Buildings. The following standards apply to the architectural design of buildings of a mixed-use development.

- (i) Exterior building colors shall be non-reflective, subtle, neutral, or earth tone. The use of high intensity colors, metallic colors, black, or fluorescent colors shall be prohibited. Building trim and architectural accent elements may feature brighter colors, but such colors shall be muted, not metallic, not fluorescent and not specific to particular uses or tenants. Standard corporate and trademark colors shall be permitted only on sign face and copy areas.

The building design shall be composed of a suitable mix of the allowed materials shown within the following chart.

	Allowable for use as or at: (X means material is allowed)				
Building Materials	Base/Bottom of Building	Middle of Building	Top of Building	Trim/Accent Material	Additional Standards (see below)
Brick (Face/Veneer/Tile)	X	X	X	X	
Concrete Panels, Tilt-up or Precast	X	X	X	X	A
EIFS/Synthetic Stucco			X	X	B
Fiber-Cement Siding/Panels	X	X	X	X	
Glass Curtain Wall System	X	X	X	X	

Glass Storefront	X	X	X	X	
Metal Panels		X	X	X	C
Reflective Glass/Spandrel				X	D
Split Face Block	X	X	X	X	E
Stone/Stone Veneer	X	X	X	X	
Stucco; Hand-Laid			X	X	B
Vinyl Siding				X	F, D
Wood/Wood Composite		X	X	X	F

A—Shall incorporate horizontal and vertical articulation and modulation, including but not limited to changes in color and texture, or as part of a palette of materials.

B—Shall not be within three (3) feet from the floor of common access pedestrian areas or where high pedestrian traffic is anticipated as well as at least one floor above ground level.

C—Shall be used in conjunction with a palette of materials; shall be a heavy gauge (20 gauge or higher) metal, and; shall be non-reflective.

D—Shall be used in limited quantities as an accent material.

E—Shall be used in conjunction with a palette of materials and shall not comprise more than 33% of any building wall adjacent to a public street or walkway.

F—Shall be used in limited quantities (maximum 10% coverage) due to its limited durability.

(ii) Four-Sided Architecture. All four sides of the building shall be similar in articulation and use of materials.

(iii) Façade Articulation. Consistent with the design of traditional storefront buildings, new buildings shall be divided into smaller increments through articulation of the façade. This can be achieved through combinations of the following techniques and other techniques that may meet the intent of this standard:

- a. Stepping back or extending forward a portion of the façade, called façade modulation.
- b. Vertical divisions using different textures or materials, although materials may be drawn from a common palette.
- c. Division of the first floor exterior into storefronts, with separate display windows and entrances.
- d. Variation in roof lines by alternating dormers, stepped roofs, gables or other roof elements to reinforce articulation or modulation.
- e. Use of arcades, awnings, window bays or porches at intervals equal to the articulation interval.

(iv) Street-Facing Facades. No blank walls shall be permitted to face the public street, sidewalks, or other public spaces such as plazas. Elements such as windows, door, columns, changes in material, and similar details shall be used to add visual interest.

k. Amenities. Amenities shall be provided to enhance enjoyment of the site by residents of the development and to enhance site aesthetics. While the amount and extent of provided amenities may be determined by the size of the development

in terms of land area and allowed number of dwelling units, the Plan Commission and the Village Board approval of the conditional use will consider the amount of provided amenities.

(i) The types of interior building amenities may include: fitness room(s), club house or community/party room(s), game room(s), secure additional storage room or area for residents, porches/balconies, manned on-site management office, etc.

(ii) The types of exterior site amenities may include: natural or paved pedestrian paths, paths and sidewalks connecting to off-site paths or sidewalks, fitness trails, swimming pool and other sports/athletic facilities, outdoor gathering areas, decorative parking lot lighting, a landscape plan beyond the minimum requirements, clearly marked building/unit addresses complimentary to the building design, etc.

l. Conformance with Other Standards. The entire site design shall conform to other development standards of the Village of Mukwonago and other agencies that may be amended from time to time. The other standards may include, but are not limited to sewer and water design, street design, storm water management and water quality, shoreland setbacks, preservation of environmental features, exterior lighting, fire code, etc.

m. Additional Guidelines. The Plan Commission and the Village Board may adopt guidelines to supplement the standards of this Section 100-152(k). The guidelines may be amended from time to time.

D. Remove Section 100-154(c) in its entirety and in its place insert the following:

(c) Conditional uses.

(1) Refer to section 100-157 for the list of conditional uses in the B-3 district.

(2) Other uses similar to the previously referenced conditional use list, subject to approval by the zoning board of appeals.

(3) Mixed-use development pursuant to the performance standards of Section 100-152(k).

E. Remove Section 100-154(d)(3) in its entirety and in its place insert the following:

(d)(3). Building Size:

a. Maximum Height:

Principal Building: 35 feet

Accessory Building: 20 feet

b. Maximum Building Height with Conditional Use approval for mixed-use development: 4 stories up to a maximum roof height of 60 feet.

c. Minimum Floor Area (principal building):

Total: 2,400 square feet

On the first floor of multiple story buildings: 1,800 square feet.

F. Add Section 100-154(j) to include the following:

(j) Mixed-Use Performance Standards. See Section 100-152(k) above.

G. Remove Section 100-155(c) in its entirety and in its place insert the following:

- (c) Conditional uses.
 - (1) Refer to section 100-157 for the list of conditional uses in the B-4 district.
 - (2) Other uses similar to the previously referenced conditional use list, subject to approval by the zoning board of appeals.
 - (3) Mixed-use development pursuant to the performance standards of Section 100-152(k).

H. Remove Section 100-155(d)(3) in its entirety and in its place insert the following:

- (d)(3). Building Size:
 - a. Maximum Height:
 - Principal Building: 45 feet
 - Accessory Building: 20 feet
 - b. Maximum Building Height with Conditional Use approval for mixed-use development: 4 stories up to a maximum roof height of 60 feet.
 - c. Minimum Floor Area (principal building): 5,000 square feet

I. Add Section 100-155(m) to include the following:

(m) Mixed-Use Performance Standards. See Section 100-152(k) above.

J. Remove Section 100-156(c) in its entirety and in its place insert the following:

- (c) Conditional uses.
 - (1) Refer to section 100-157 for the list of conditional uses in the B-5 district.
 - (2) Other uses similar to the previously referenced conditional use list, subject to approval by the zoning board of appeals.
 - (3) Mixed-use development pursuant to the performance standards of Section 100-152(k).

K. Remove Section 100-156(d)(4) in its entirety and in its place insert the following:

- (d)(3). Building Size:
 - a. Maximum Height:
 - Principal Building: 60 feet
 - Accessory Building: 20 feet
 - b. Maximum Building Height with Conditional Use approval for mixed-use development: 4 stories up to a maximum roof height of 60 feet.
 - c. Minimum Floor Area (principal building):
 - Total: 4,800 square feet
 - On the first floor of multiple story buildings: 3,600 square feet.

L. Add Section 100-156(l) to include the following:

(l) Mixed-Use Performance Standards. See Section 100-152(k).



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DATE: January 6, 2016
TO: Village President Fred Winchowky and Plan Commission Members
FROM: Bruce Kaniewski, Village Planner
RE: Consideration of Public Participation Plan to Update the Comprehensive Plan

Following the Village Board vote on December 2nd to amend the R-10 Multi-Family Zoning District allowing 15 units per acre with three story buildings, Village staff requested the Board's concurrence to proceed with a process to amend the comprehensive plan. At their meeting of December 15th, the Board voted to direct staff to proceed with the amendment. Attached to this memo please find my December 14, 2015 report to the Board about the matter.

The state law for comprehensive planning requires a municipality to adopt a public participation plan. While the Village adopted a public participation plan before beginning preparation of the Comprehensive Plan 2035 adopted in October 2009, that participation plan lacked the detail and depth of public involvement now needed in 2016.

Therefore, staff asks the Plan Commission to review the draft participation plan, provide comments and direction (and revisions if needed), and then recommend approval to the Village Board.

If questions arise, please feel free to contact me.

Cc: John Weidl, Village Administrator (via email)
Steve Braatz, Village Clerk (via email)
Joe Hankovich, Supervisor of Inspections/Zoning Administrator (via email)
Mark Blum, Village Attorney (via email)
Aaron Kramer, Economic Development Intern (via email)



Village of Mukwonago

P.O. Box 206, 440 River Crest Court, Mukwonago, Wisconsin 53149
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Public Participation Plan to Update Comprehensive Plan 2035 for the Village of Mukwonago, Wisconsin

Stated Intent to Update Comprehensive Plan 2035

The Comprehensive Planning Law of the State of Wisconsin as adopted in State Statutes Section 66.1001 requires every municipality that enforces land use regulations through zoning, subdivision regulations or an official map, to maintain a comprehensive plan to guide decisions of land use regulations. The Village of Mukwonago, with a process that began in 2005, adopted Comprehensive Plan 2035 in October 2009 in accordance with Section 66.1001. Now in 2016, more than ten years after the preparation commencement of Comprehensive Plan 2035 (hereinafter called “the plan”), it has been determined certain aspects, assumptions and recommendations of the plan must be reconsidered and potentially updated to address changing demographic, social, public infrastructure and economic needs of the community.

The intent to update the plan is to:

- Revisit the goals and objectives of the plan pertaining to land use and economic development.
- Update data and information of the plan elements regarding issues and opportunities, housing, natural and cultural resources, transportation, utilities, community facilities and economic development.
- Focus on placement of mixed-use business/residential, multi-family residential and other adjacent land uses at key locations throughout the Village along with policies to guide new development or redevelopment of land uses at key locations.

Purpose of Public Participation Plan

This public participation plan has a double purpose. First, it is good public policy to provide a document outlining the process so all stakeholders can understand and have access to the various vehicles utilized to foster wide reaching public participation. Secondly, under Procedures for Adopting Comprehensive Plans, State Statute Section 66.1001 (4) (a) states as follows:

(a) The governing body of a local governmental unit shall adopt written procedures that are designed to foster public participation, including open discussion, communication programs, information services, and public meetings for which advance notice has been provided, in every stage of the preparation of a comprehensive plan. The written procedures shall provide for wide distribution of proposed, alternative, or amended elements of a comprehensive plan and shall provide an opportunity for written comments on the plan to be submitted by members of the public to the governing body and for the governing body to respond to such written comments. The written procedures shall describe the methods the governing body of a local governmental unit will use to distribute proposed, alternative, or amended elements of a comprehensive plan to owners of property, or to persons who have a leasehold interest in property pursuant to which the persons may extract nonmetallic mineral resources in or on property, in which the allowable use or intensity of use of the property is changed by the comprehensive plan.

Public Participation Process

Effective participation techniques afford citizens the opportunity to identify critical community issues, share ideas, and define values and concerns that are integral to the community. This process will develop consensus for community organization and development using a range of community involvement techniques involving public officials, local residents, financial and business leaders and neighborhood groups.

The following represents the approach the Village of Mukwonago will take to inform the public regarding the update to the plan.

1. The Mukwonago Plan Commission will be responsible for guiding the process and providing a recommendation to the Village Board in consideration of adopting an amendment to the plan.
2. To assist the Plan Commission, the Village President will appoint with confirmation by the Village Board a Comprehensive Plan Update Steering Committee (hereinafter called “the committee”). The 11 member committee will consist of the following:
 - a. Five citizen members with representation from each of the following geographical areas of the Village: (1) downtown area; (2) north/northwest area; (3) northeast area; (4) southwest area; and (5) southeast area.
 - b. One member representing a small business in the Village.
 - c. One member representing a large business in the Village.
 - d. One member representing the Mukwonago Area Chamber of Commerce, as recommended by the Chamber of Commerce (Suggested to be a Village resident).
 - e. One member representing the Mukwonago Area School District, as recommended by the School District (Suggested to be a Village resident).
 - f. One citizen member of the Plan Commission.
 - g. The Village President.
3. Representatives of Village staff shall be ex-officio members of the committee, with full status to speak and present information and ideas at the meeting, but not have voting privileges.
4. The Village President shall chair the first organizational meeting of the committee. At the end of the first meeting, the committee shall elect a chair, a vice-chair and a secretary.
5. The committee shall meet not less than twice a month until its work is complete. At the first meeting, the committee shall set a meeting schedule and may set time limits for meetings.
6. After the initial meeting of the committee, Village staff shall prepare a press release describing the work of the committee and the schedule of meetings. The press release shall be posted on the Village website and shall be sent to owners of properties within key locations expected to be topics of land use discussion by the committee.
7. The committee shall operate under all requirements of the Wisconsin open meetings law. All meeting agendas shall be duly noticed. A quorum of 6 members present at each meeting shall be required to conduct business. Village staff shall maintain meeting minutes as prepared by the committee secretary. If votes are needed to decide policy direction or to make a recommendation to the Plan Commission, a simple majority of committee members present at the meeting is needed to pass a motion.

8. Alternating meeting agendas of the committee shall include time at the beginning of the agenda for citizen comment. The committee chair or vice-chair may set time limits for citizen comment to allow the business of the committee to proceed.
9. Other members of the Village Board, Plan Commission and other Village boards and commissions may be allowed to speak during meetings of the committee, but not have voting privileges.
10. When the committee reviews and discusses land use alternatives for a specific property, the property owner or representatives of the property owner may address the committee outside of the time allotted for public comment if allowed by a vote of the committee. When the committee reviews and discusses land use alternatives for a specific location, a representative of neighboring property owners may address the committee outside of the time allotted for public comment if allowed by a vote of the committee.
11. Background materials to be presented to the committee shall be provided to committee members no less than 72 hours before each meeting. The same background materials shall be posted with the committee agenda and packet on the Village web site no less than 72 hours before the meeting. The Village web site shall have a dedicated page for the "Comprehensive Plan Update" accessible from the home page.
12. Emails and written comments from the public containing comment about the plan received 28 hours or more before the committee meeting shall be forwarded to the committee. Emails and written comments received within 28 hours of the committee meeting may be forwarded to the committee if time permits. Emailed and written comments may not be necessarily noted during the committee meeting. Nonetheless, Village staff shall maintain all received emails pertaining to the plan as public record and they will be available to committee members or the public, upon request.
13. Village staff shall maintain an email list of contacts.
14. During each monthly Plan Commission meeting, Village staff shall report on the status of the work of the committee. The Plan Commission may provide feedback, direction and guidance that will be reported back to the committee. Committee members will be encouraged to attend the Plan Commission meeting to supplement the Village staff report.
15. After the committee determines the preliminary direction of the plan, but within two months after the initial meeting of the committee, Village staff shall schedule and conduct a Public Informational Meeting (PIM). The PIM shall be announced by a public notice, press release and information posted on the Village website. Village staff shall send notification of the PIM to property owners of lands proposed for changes to land use designations from the planned land use map of the current plan. Meeting notification will also be forwarded to surrounding town clerks, the Southeastern Wisconsin Regional Planning Commission, the Wisconsin Department of Administration, the southeast district offices of the Wisconsin Departments of Transportation and Natural Resources, Mukwonago Area School District, Mukwonago Public Library, active homeowner associations within the Village that are on file with the Village Clerk, and any other local or regional stakeholder groups or organizations identified as stakeholders as the process unfolds. Maps and plan information shall be available for review and comment at the PIM. Committee members will be encouraged to attend the PIM. Village staff will report comments resulting from the PIM to the committee.

16. An additional PIM may be scheduled as the work of the committee proceeds, with meeting notification adhering to the outline of #15 above.
17. Before providing a draft updated plan document and recommendation to the Plan Commission, a final PIM shall be held with meeting notification adhering to the outline of #15 above.
18. After the final PIM, the committee shall forward a recommendation with a complete draft of text and maps of the proposed plan update to the Plan Commission.
19. The Plan Commission shall consider the recommendations of the committee, and may accept or return any aspect to the committee for further review and recommendation. If referred to the committee, the committee shall respond as directed to the next regularly scheduled or special Plan Commission meeting. If needed, the committee and Plan Commission may hold a joint meeting.
20. The Plan Commission shall consider a final draft of the text and maps of the plan update. After the plan text and maps are in a format acceptable to the Commission, the Commission shall adopt a preliminary resolution adopting the update and work with Village staff to schedule a joint public hearing with the Village Board. Please see the section below about the public hearing.
21. At any time during the process and during deliberations to recommend approval or to approve the plan update, the committee, the Plan Commission or the Village Board may proceed with the following:
 - a. Request Village staff to provide additional information or studies to assist deliberations.
 - b. Request Village staff to schedule and hold a meeting or series of meetings with a focus group or groups to provide listening sessions about certain aspects of the plan update or the overall plan update. The committee may form a subcommittee (four members or less) to attend the focus group meetings to obtain information, but not actively participate.
 - c. Request Village staff to schedule and hold a meeting or series of meetings with a neighborhood groups or organizations about certain aspects of the plan update or the overall plan update. The committee may form a subcommittee (four members or less) to attend the meetings to obtain information.
 - d. Request Village staff to schedule and hold a meeting or series of meetings with property owners or groups of property owners (and/or their representatives) about certain aspects of the plan update or the overall plan update. The committee may form a subcommittee (four members or less) to attend the meetings to obtain information.

Joint Public Hearing

Pursuant to State Statutes Section 66.1001 (4) (d), the political subdivision (in this case the Village of Mukwonago) may not enact an ordinance adopting a comprehensive plan unless at least one public hearing is held at which the proposed ordinance is discussed. The final draft plan update and accompanying ordinance will be presented for approval at a joint public hearing of the Plan Commission and Village Board. The public hearing must be preceded by a class I notice under State Statutes Chapter 985 that is published at least 30 days before the hearing is held. In addition, notices of the public hearing will be forwarded to the same contact list as identified in #15 under the Public Participation Process. The final draft plan update and ordinance will be made available for review on the Village web site, at Village Hall and at the Mukwonago Public Library.

The public hearing will be open to the public and written and oral testimony will be taken. Minutes will be kept and filed as usual, with the Village Clerk's office.

Plan Adoption

Following the conclusion of the Joint Public Hearing or at a time set thereafter, the Plan Commission may recommend adoption of the plan update with a final resolution. A simple majority vote is needed to adopt the resolution.

Either following Plan Commission recommendation or at a time set thereafter, the Village Board may vote on one of the following actions:

- Adopt an ordinance approving the plan update text and maps as recommended by the Plan Commission.
- Adopt an ordinance approving the plan update text and maps with changes to the recommendation of the Plan Commission.
- Refer the entire plan update text and maps, or a section hereof, to the Plan Commission for further review and recommendation with a date to return to the Village Board for consideration.
- Deny the plan update.

A majority vote of the Village Board is needed to proceed with any of the above actions. The plan update is not effective until the Village Board adopts the ordinance referencing the plan update text and maps.

If the plan update is denied, the entirety of the Comprehensive Plan 2035 adopted in October 2009 remains as the guiding document for land use decisions, except for other amendments approved by the Village Board after request by individual property owners.

Village Web Site

Village staff will maintain all current information regarding the plan progress within a separate section of the Village web site. The will include, but not be limited to, the following:

- The Public Participation Plan
- All meeting agendas pertaining to the plan update;
- All meeting minutes pertaining to the plan update;
- Press releases and public notices;
- Plan documents, information, maps and reports (including progress drafts and final draft)
- A separate email address to forward comments and the address to forward written comments.
- A separate link to view all received written and emailed comments (but not a blog or chat room so that open meeting laws are adhered to).
- A listing of contact information of the committee, Village Board, Plan Commission and Village staff.

Timeframe for Plan Update Completion

All involved with the plan must fully comprehend that time is of the essence to complete the process to consider adoption. The motivation to update the plan has been created through pending development and redevelopment proposals that may or may not be totally consistent with the current adopted comprehensive plan, but would help support a prior Village Board endorsed economic development strategy.

Applicants of several of the pending proposals have volunteered to delay action on their proposal until the Village works through the process of the plan update, and potential subsequent adjustments to Village codes to implement the update. However, everyone involved with the plan update process must understand that individual property owners have the right to request an amendment to the Comprehensive Plan 2035 and request zoning changes or relief, with or without the plan update.

Therefore, the following timeframes shall apply to keep the process on task:

- Within 2 weeks of appointment of the committee by the Village Board, the committee shall hold its initial meeting.
- A minimum of two committee meetings shall be held per month.
- Prior to five months after appointment of the committee, the committee shall forward a final recommendation to the Plan Commission within five months (example: if appointed on February 16, 2016, the committee shall forward a recommendation prior to the end of June).
- The Plan Commission and Village Board are encouraged to schedule special meetings so that final consideration of the plan update can occur prior to the end of August 2016, at the latest.

Subsequent Minor Amendments

From time to time, individual property owners may request amendments to certain aspects of Comprehensive Plan 2035 or the plan update. In those cases, the Plan Commission may consider and adopt the amendment by resolution, and the Village Board shall hold the public hearing to consider the amendment with 30 day notice as required by state law. After the hearing, the amendment will become effective if adopted by the Village Board via an ordinance.

At any time during the review of a requested minor amendment, the Plan Commission and/or the Village Board may proceed with additional public participation tasks as outlined in this public participation plan or adopt a new public participation plan to guide the amendment process.

Public Participation Plan Approval

This public participation plan is intended to comply with Wisconsin State Statute Section 66.1001. However, there may be non-material discrepancies between the process used and this plan; those discrepancies shall not adversely impact the overall validity of the public participation process.

This public participation plan was recommended by a majority vote of the Plan Commission to the Village Board for approval at a regularly scheduled meeting on _____, 2016.

This public participation plan was adopted by a majority vote of the Village Board at a regularly scheduled meeting on _____, 2016.

Signed: _____

Steven A. Braatz, Jr., Village Clerk

DRAFT

December 14, 2015

Fred Winchowky, Village President
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Proposal to Amend Comprehensive Plan and Create Alternative Multi-Family Zone

Dear President Winchowky and Members of the Village Board:

Members of Village Staff request the Board's concurrence to proceed with a process to amend the Comprehensive Plan and consider the potential to create a new multi-family zoning district that could be called the R-11 High Density Multi-Family Residential District. This request is a result of discussions with concerned citizens and between various staff members as a follow-up to the December 2nd meeting. We feel amending the Comprehensive Plan (both text and future land use map) would provide clear direction of where certain levels of multi-family projects should and can occur. We also feel there is continued need to create opportunity for density levels up to 20 dwelling units per acre at specified locations facilitated by a new R-11 district.

For your consideration of this matter, attached please find three maps which are as follows:

1. Locations of current multi-family developments.
2. Locations of current multi-family zoning districts.
3. Rough draft of potential locations of medium density and high density multi-family to be shown on a future land map of the Comprehensive Plan.

If you concur with this recommended direction, the general process would involve:

1. Continued dialogue with leadership of Mukwonago Growth and meet with other interested parties or individuals as the process unfolds.
2. Prepare formal draft of Comprehensive Plan text and map amendment.
3. Receive Plan Commission input at January meeting.
4. Schedule and broadly advertise a public informational meeting.
5. Consider options after gaining public input.
6. Plan Commission makes formal recommendation for plan amendment.
7. Village Board holds public hearing to consider plan amendment.

The Board's action on December 2nd resulted in a change to the R-10 district with a density of up to 15 dwelling units per acre and buildings up to three stories in height. Reopening the dialogue internally and externally with the general process outlined above could result in a recommendation to further

consider an amendment to the density, height and other parameters of the R-3 and R-10 districts that could be a transition into the potential R-11 district.

Thank you for your consideration regarding this matter. If questions arise, please do not hesitate to contact me.

Sincerely,



Bruce S. Kaniewski, AICP
Mukwonago Village Planner

Cc: John Weidl, Village Administrator (via email)
Steve Braatz Jr., Village Clerk (via email)
Joe Hankovich, Supervisor of Inspections (via email)
Mark Blum, Village Attorney (via email)
Bob Harley, Codes Official (via email)