

MINUTES OF THE PLAN COMMISSION MEETING

Tuesday, February 13, 2018

Call to Order

Recording Secretary Linda Gourdoux 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: Joe Abruzzo
Jim Decker
Robert Harley
John Meiners
Mark Penzkover
Ken Werner

Commissioner excused: Fred Winchowky, Chairman

Also present: Bruce Kaniewski, Planner/Zoning Administrator
John Weidl, Administrator/Economic Development Director
Linda Gourdoux, Recording Secretary

In the Absence of the Chair, Gourdoux asked for a motion to nominate Chair Pro Tem.
Motion made by Decker/Abruzzo to nominate Penzkover as Chair carried.

Minutes

Motion made by Abruzzo/Decker to approve the minutes of the January 9, 2018 regular meeting and the January 23, 2018 special meeting carried.

Public Hearings

Storage Werks

Conditional use permit requested by Andrew Reahm, Storage Werks Mukwonago, for a new Indoor Mini-Warehouse Facility within the B-2, General Business District on the property located on the east side of Mukwonago Dr. and north of Bay View Rd., known as MUKV2009954002.

Andrew Reahm, presented an overview of the project.

No other public comments.

Public Hearing closed at 6:35 p.m.

Mukwonago Animal Hospital

Conditional use permit requested by Tom Herlugson, MAH Property LLC, for an Animal Hospital, Grooming and Boarding Facility within the B-2, General Business District to allow a rear addition to the existing facility on the property located at 1065 N. Rochester Street, known as MUKV1963996001.

Email received by Village Planner from neighboring property owner objecting to proposal. No other public comments.

Public Hearing closed at 6:36 p.m.

Proposed Project Plan and boundaries for the Village's Tax Incremental District No. 5 ("TID 5")

Weidl presented introductory comments about the project plan, indicating potential TID 5 would be the mechanism to extend utilities to and install infrastructure on the Sugden property along Highway 83 to construct a business park. The Village has a contract to purchase the 116 acre site. The Joint Review Board has endorsed the draft plan. After Village Board consideration of the plan, the Joint Review Board will reconvene to consider final approval. Village officials are working with a local industry to build a new 190,000 square foot plant on 16 acres of the site, that will be the anchor use within the business park. Other businesses are interested in purchasing land and constructing new buildings.

Public Comments

Kevin McCarthy, 1475 S Rochester St – Concerns regarding farm machinery access to STH 83; location of controlled intersection; easements on his property; special assessments for utilities; damage to drain tiles

Marilyn McCarthy, S108W27690 Maple Ave – Concerns with family farm remaining in operation; notify them when issues come up

Matther Fermolz – 1601 E Racine Ave, Waukesha – Attorney for McCarthy's – Request delay in action until meeting can be held to address concerns

Email received from attorney's office in regards to the McCarthy farm driveway and a pending agreement with the Wisconsin Department of Transportation regarding the driveway.

Public Hearing closed at 6:46 p.m.

New Business

Storage Werks

Recommendation to Village Board concerning conditional use permit requested by Andrew Reahm, Storage Werks Mukwonago, for a new Indoor Mini-Warehouse Facility within the B-2, General Business District on the property located on the east side of Mukwonago Dr. and north of Bay View Rd., known as MUKV2009954002

Kaniewski gave overview of the project.

Motion by Decker/Harley to recommend to the Village Board to accept Conditional Use Permit requested by Andrew Reahm, Storage Werks with the following findings of fact and conditions of approval, carried.

1. The proposed use is consistent with the intent of the B-2, General Business District with the provision of a service catering to the entire community area. Applicant has noted the need for quality indoor storage to serve the growing residential community.
2. The proposed use is consistent with the variety of other retail and service business uses within the Bay View Road corridor.

3. The proposed use is found to be not hazardous, harmful, offensive or adverse to environment or value of the neighborhood or community. The proposed plan protects the quality portion of on-site wetlands and the substantial amount of landscape plantings will supplement the existing environmental site features.
4. The proposed use will promote a safe environment given the entrance and exit gate system, and on-site lighting, that will be implemented by the applicant.

The following conditions are added to the recommendation for the Conditional Use.

1. The operation of the Conditional Use for an indoor mini-warehouse facility shall be consistent with the written information and plans submitted by the applicant along with statements made at the public hearing by the applicant or by others on behalf of the applicant.
2. Any future expansions or changes to the plan of operation as presented shall gain a new or amended Conditional Use approval.
3. No business or occupation shall occur within any rented indoor warehouse/storage space. No business or occupation shall occur outside of any building on the site.
4. The property shall be maintained in a clean and presentable condition always. No debris shall accumulate on the site.
5. A solid paved surface in a good, passible condition shall be provided for emergency accessibility to each building and surrounding each building side to 30 feet. Emergency accessibility to each building includes the solid paved surface clear of ice and snow, or any debris or materials.
6. No vehicles, equipment or materials of any kind shall be stored or displayed outside of any building or indoor storage space at any time.
7. This Conditional Use approval shall not be transferred within the subject property to another Conditional Use category without submittal and approval for a new Conditional Use.
8. If this Conditional Use remains in good standing, this Conditional Use may be transferred ownership without gaining a new Conditional Use.
9. Prior to issuance of the first building permit for the use, applicant shall pay all required charges and fees to the Village. In addition, any other charges and fees accrued during construction shall be paid before to issuance of an occupancy permit.
10. Prior to issuance of the first building permit for the use, a Storm Water Management Plan shall be approved by the Village Board and signed by the applicant.
11. Prior to issuance of the first building permit for the use, a 24-foot-wide easement shall be provided to the benefit of the Village from the Mukwonago Drive right-of-way to the on-site storm water basin. The easement shall include Village access to the basin.
12. Applicant and/or property owner shall be responsible for enforcement of all requirements of this Conditional Use approval. If not enforced by property owner, the property owner will be responsible for compliance and financial penalties as allowed by municipal code.

Recommendation to Village Board concerning site plan and architectural review requested by Andrew Reahm, Storage Werks Mukwonago, for a new Indoor Mini-Warehouse Facility within the B-2, General Business District on the property located on the east side of Mukwonago Dr. and north of Bay View Rd., known as MUKV2009954002

Andrew Reahm and his representatives brought samples of building finishes. Discussion was held on the landscape, visibility from the road; security, cameras and fencing around pond; height of stone on exterior.

Motion by Decker/Abruzzo to recommend to the Village Board to accept site plan and architectural review requested by Andrew Reahm, Storage Werks with the following conditions, including changes to stone exterior carried.

1. Site Plan and Architectural Review approval for the Storage Werks facility, shall be subject to all plans and information submitted for the application by Pinnacle Engineering Group and Stephen Perry Smith Architects, Inc.; with all plans and information on file in the office of the Zoning Administrator. The plans may be further modified to conform to other conditions of approval; the building and floor plans may be modified with the approval of the Zoning Administrator and Supervisor of Inspections to conform to Building and Fire Safety Codes and all plans may be further modified to conform to Village design standards. However, the basic layout and design of the site shall remain unchanged. **Exterior stone will be brought up to 32” and the remaining wall difference will place the window aesthetic.**
2. Prior to the start of any site construction or issuance of a building permit, whichever occurs first, the following shall occur:
 - a. All final site development plans shall be consistent with the plans noted in Condition No. 1 or as modified.
 - b. Approval of the site construction and building plans by the Fire Chief, which may include, but are not limited to, knox box and notification requirements, internal fire suppression, external fire department connection location and hydrant locations.
 - c. Approval of building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
 - d. The Village Engineer, the Utilities Director and the Public Works Director shall approve all site engineering and utility plans and documents, including a complete Erosion Control Plan.
 - e. Approval of building plans shall include appropriate locations of the external mechanical equipment to be placed hidden from view from neighboring properties, as approved by the Zoning Administrator.
3. Prior to temporary occupancy issuance for the first building, and if needed prior to final occupancy permit, the following shall occur:
 - a. Completion of all site grading in accordance with submitted plans.
 - b. Completion of the storm water management basin.
 - c. Completion of the building in accordance with approved plans and all applicable codes.
 - d. Completion of paving of both driveways.
 - e. Installation of all on-building security lighting and installation of two lights within the Mukwonago Drive right-of-way next to each driveway.
4. Prior to final occupancy permit, which shall be issued no later than 120 days after any temporary occupancy permit, the following shall occur:
 - a. Completion of all items required in Condition No. 3.

- b. Completion of all perimeter site fencing as shown on approved plans (temporary fencing shall be allowed where a future building will be constructed).
- c. Completion of paving and striping of the entire parking area for the rental office, proper signage of one handicapped parking space as shown on approved plans.
- d. Installation of all site landscaping as shown on approved plans.

Mukwonago Animal Hospital

Recommendation to Village Board concerning conditional use permit requested by Tom Herlugson, MAH Property LLC, for an Animal Hospital, Grooming and Boarding Facility within the B-2, General Business District to allow a rear addition to the existing facility on the property located at 1065 N. Rochester Street, known as MUKV1963996001

Kaniewski gave overview of the project

Motion by Decker/Abruzzo to recommend to the Village Board to accept Conditional Use Permit requested by Tom Herlugson, MAH Property LLC, for an Animal Hospital, Grooming and Boarding Facility with the following findings of fact and conditions of approval, carried.

1. The animal hospital with grooming and boarding has been operating without incident for many years.
2. The existing and expanded use is consistent with the intent of the B-2, General Business District with the provision of a service catering to the entire community area.
3. The existing and expanded use is consistent with other business uses within this portion of STH 83 north of CTH NN, many of which are allowed via approved Conditional Uses.
4. The existing and expanded use is found to be not hazardous, harmful, offensive or adverse to environment or value of the neighborhood or community.

The following conditions are added to the recommendation for the Conditional Use.

5. The operation of the Conditional Use for an animal hospital with grooming and boarding (including a dog run) shall be consistent with the written information and plans submitted by the applicant along with statements made at the public hearing by the applicant or by others on behalf of the applicant.
6. Any future expansions or changes to the plan of operation as presented shall gain a new or amended Conditional Use approval.
7. This Conditional Use approval shall not be transferred within the subject property to another conditional Use category without submittal and approval for a new Conditional Use.
8. If this Conditional Use remains in good standing, this Conditional Use may be transferred ownership without gaining a new Conditional Use.
9. This Conditional Use includes approval of the Plan Commission of the reduction of on-site parking spaces from 41 to 36.
10. Should the demand for on-site parking ever exceed supply, the applicant shall install additional parking spaces as shown on Sheet C100, the Site Grading, Paving and Drainage Plan. If requested in writing by the Village of Mukwonago, applicant shall install the additional parking spaces within 120 days.
11. Animal waste shall be removed from the dog run daily.

12. Prior to issuance of a building permit for the addition, applicant shall pay all required charges and fees to the Village. In addition, any other charges and fees accrued during construction shall be paid prior to issuance of an occupancy permit.

Recommendation to Village Board concerning site plan and architectural review requested by Tom Herlugson, MAH Property LLC, for an Animal Hospital, Grooming and Boarding Facility within the B-2, General Business District to allow a rear addition to the existing facility on the property located at 1065 N. Rochester Street, known as MUKV1963996001

Project Contractor and Architect presented samples of windows to be installed. Answered questions regarding hours of operation and fencing height.

Motion by Decker/Abruzzo to recommend to the Village Board to accept site plan and architectural review requested by Tom Herlugson, MAH Property LLC, for an Animal Hospital, Grooming and Boarding Facility with the following conditions carried.

1. Site Plan and Architectural Review approval for the addition to the Mukwonago Animal Hospital, 1065 N. Rochester Street, shall be subject to all plans and information submitted for the application by Chaput Land Surveys, Ellena Engineering Consultants, LLC and PURE Architecture Studio, LLC; with all plans and information on file in the office of the Zoning Administrator. The plans may be further modified to conform to other conditions of approval; the building and floor plans may be modified with the approval of the Zoning Administrator and Supervisor of Inspections to conform to Building and Fire Safety Codes and all plans may be further modified to conform to Village design standards. However, the basic layout and design of the addition shall remain unchanged.
2. All ingress/egress drives and parking areas shall remain private and shall always be maintained in a usable and passable condition.
3. Prior to the start of any site construction or issuance of a building permit, whichever occurs first, the following shall occur:
 - a. All final site development plans shall be consistent with the plans noted in Condition No. 1 or as modified.
 - b. Approval of the site construction and building plans by the Fire Chief, which may include, but are not limited to, the internal fire suppression system, external fire department connection location and hydrant locations.
 - c. Approval of building plans by the Building Inspector after receipt of approval of building plans by the State of Wisconsin.
 - d. Approval of building plans shall include appropriate locations of the external mechanical equipment to be placed hidden from view from neighboring properties, as approved by the Zoning Administrator.
4. Prior to temporary occupancy issuance for the building, and if needed prior to final occupancy permit, the following shall occur:
 - a. Completion of all site grading in accordance with submitted plans.
 - b. Completion of the building in accordance with approved plans and all applicable codes.
5. Prior to final occupancy permit, which shall be issued not later than 120 days after any temporary

occupancy permit, the following shall occur:

- a. Completion of all site and building additions and renovations pursuant to the approved plans
and completion of all items within Condition No. 4.
- b. Completion of re-paving of all parking spaces disturbed during construction.
- c. Completion of striping of the entire parking area and proper signage of two handicapped parking spaces as shown on approved plans.
- d. Installation of all site landscaping as shown on approved plans.

Proposed Project Plan and boundaries for the Village's Tax Incremental District No. 5 ("TID 5")

Resolution 2018-006: A Resolution Designating Boundaries and Adopting the Project Plan for Tax Incremental District No. 5, of the Village of Mukwonago, Wisconsin. Concerns were addressed by Penzkover. Penzkover recommended that McCarthy's, their attorney, Village staff meet within the next week to further discuss concerns.

Motion by Decker/Harley to recommend to the Village Board to accept Resolution 2018-006 carried.

Adjournment

Meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Linda Gourdoux
Recording Secretary