Town of Mukwonago
Joint Plan Commission and Town Board
Meeting Minutes
Wednesday, October 1, 2014

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

ROLL CALL PLAN COMMISSION:
Present: Chairman Dubey, Commissioners Clabault, Holtz, McNelly, Schuett and Yerke. Supervisor Topczewski was absent. Kathy Karalewitz, Administrator/Clerk-Treasurer; John Macy, Attorney; Tim Schwecke, Planner; Sean Sullivan, Engineer; Scott Johnson, Building Inspector.

ROLL CALL TOWN BOARD:
Present: Chairman Dubey; Supervisors Hintz, Nicoson and Stefanowski. Supervisor Topczewski was absent. Kathy Karalewitz, Administrator/Clerk-Treasurer; John Macy, Attorney; Tim Schwecke, Planner; Sean Sullivan, Engineer; Scott Johnson, Building Inspector.

MINUTES FROM SEPTEMBER 3, 2014
Supervisor Nicoson made the following corrections:

Page 2: Second paragraph change "sites are" to "site is"

Page 4: First paragraph after "related matters" add "as drafted" and delete the sentence after "as drafted". The second paragraph delete "Prior Review of Sales or Exchanges of Parcels Between Adjoining Landowners, Plan Commissioner applicant" and replace with "Financial Security for Land Divisions and Other Related Matters".

PLAN COMMISSION ACTION: Motion by Commissioner Schuett, second by Commissioner Holtz to approve the minutes as corrected. All ayes; motion carried.

TOWN BOARD ACTION: Motion by Supervisor Nicoson, second by Supervisor Hintz to approve the minutes as corrected. All ayes; motion carried.

Chairman Dubey asked to take up item #6 (Zitzler Conditional Use). There was no objection.

CONDITIONAL USE FOR PARKING OF A SCHOOL BUS AT S102W32605 CTH LO (MUKT1987997004); JULIE ZITZLER, APPLICANT
PUBLIC HEARING – 6:42 p.m.
Chairman Dubey announced the public hearing on the above matter and gave an overview of the public hearing.

Julie Zitzler, S102W32605 CTH LO, petitioner, spoke and stated she drives for Hanks Transportation and would like to park her bus on her property. She stated she has seen the Conditional Use.

Tim Schwecke, Planner stated letters were sent to all property owners within 300 feet of this property.
Chairman Dubey asked if any members of the Plan Commission or Town Board had comments or questions.

Chairman Dubey asked if anyone wished to be heard. No persons wished to be heard and he declared the hearing closed at 6:45 p.m.

Discussion regarding the conditional use was held.

PLAN COMMISSION ACTION: Motion by Commissioner McNelly, second by Commissioner Schuett to recommend to the Town Board approval of the conditional use as drafted. All ayes; motion carried.

TOWN BOARD ACTION: Motion by Supervisor Stefanowski, second by Supervisor Nicoson to approve the Conditional Use as recommended by the Plan Commission. All ayes; motion carried.

SITE PLAN FOR PARKING OF A SCHOOL BUS AT S102W32605 CTH LO, MUKT1987997004; JULIE ZITZLER, APPLICANT
PLAN COMMISSION ACTION: Motion by Commissioner Schuett, second by Commissioner Holtz to approve the site plan for parking of a school bus at S102W32605 CTH LO, MUKT1987997004, Julie Zitzler, applicant. All ayes; motion carried.

CONDITIONAL USE AND SITE PLAN/PLAN OF OPERATION FOR A SCHOOL WITH DORMITORIES AND STAFF HOUSING AND OTHER SPECIFIED USES LOCATED AT TAX KEY MUKT 1943997 IN SW ¼, SECTION 18, T5N, R17E; NATURE'S CLASSROOM INSTITUTE PROPERTY INC (PROPERTY OWNER) AND NATURE'S CLASSROOM INSTITUTE OF WISCONSIN INC (OPERATOR) GEOFFREY BISHOP, AGENT

Commissioner Holtz abstained and stepped down from the table.

Joint Public Hearing held open from June 2, 2014, July 2, 2014 and September 3, 2014.

6:50 p.m. – The public hearing continued. Geoffrey Bishop, agent, went through the comparisons of the residential development vs. Nature's Classroom.

Discussion was held regarding water usage vs. enrollment.

Sean Sullivan, Engineer, gave an overview of his report dated September 25, 2014, a copy of which is on file in the Clerk's office.

Chairman Dubey asked if anyone wished to be heard. The following people spoke:
Laurie Longtine, W271S3581 Oak Knoll Dr, Waukesha – spoke regarding concerns regarding the size of this parcel and all that will be built on it. Concerned of the wells.

Jean Weid, W343S9768 Red Brae Dr, Eagle, – spoke of concerns of parking lot, traffic on Highway E, Jericho Creek and environmental concerns.

Lance Bestland, N6908 Northwood Dr., Elkhorn – spoke regarding his expertise in septic systems. Stated you may put septic systems up to the wetland areas. Sees no concerns in this area.

Karen Heine, W334S7837 CTH E – spoke regarding concerns of impact on her well; would like to see a more recent study of traffic on CTH E.

Andrea Keck, N9080 Horseshoe Ln., East Troy – stated frustration that this matter has been left open for many months and many of the items have just been repeated. As a parent of a student who attends Nature's Classroom, she spoke highly of this development.

Peter Bratz, W327S7623 Squire Ln – stated he did not believe there would be a concern for the parking lot as it is larger in comparison to the parking lot at the Town Hall.

Jackie Lewis – S90W34320 CTH NN, Eagle – stated this seems more like a commercial development. Much of the restoration should be written in the Conditional Use.

Chairman Dubey asked if anyone else wished to be heard.

Geoffrey Bishop stated that Nature's Classroom has been located on Highway J for 18 years and asked how many people have visited the school.

Chairman Dubey stated that Supervisor Topczewski was unable to attend the meeting, but has sent comments dated September 30, 2014 and Chairman Dubey read the statement into the record, a copy of which is on file in the Clerk's office.

Chairman Dubey stated he has also received an email from Clifford Weingart, W336S8490 CTH E, dated September 4, 2014 and read that statement into the record, a copy of which is on file in the Clerk's office.

Chairman Dubey asked if anyone else wished to be heard.

Mary Weingart, W336S8490 CTH E spoke and stated this school is doing good things. She would rather see this development vs. a subdivision. Stated this would be the best use.

Cindy Pernel, W349S3090 Waterville Rd., Oconomowoc, stated she spoke at the first meeting. She stated she is somewhat frustrated that this hearing has been left open for so many months. Spoke highly of Mr. Bishop and that this is a great use of this property and a total asset for the Town.

Motion by Commissioner Schuett, second by Commissioner Clabault to close the public hearing at 8:06 p.m. Commissioner Holtz abstained and the rest, five (5) in all voted "aye"; motion carried.

Chairman Dubey went through the staff report prepared by the planner, Tim Schwecke.

Discussion was held regarding overnight staffing. Planner to get clarification if the staff stays overnight without their family or if their family comes to the facility.

Discussion was held regarding weekend retreats. Planner to change the heading in #7 and to work on wording to clarify "special event".

The two paragraphs in #8 to be deleted as the types and approval process will be set out in the Plan of Operation.

Commissioner Yerke would like to request the applicant sign off on the size of buildings. Also, change Section (1)(k) to be similar to (1)(l).

Chairman Dubey asked if there were any other comments/conditions.

Commissioner McNelly would like to see an annual report from the school showing the water consumption and how they recycle their water. Possibly add (q) on Page 9 #19 as ongoing review.

Supervisor Stefanowski stated that it is a state law that no alcohol be on the premise of a school and this should be looked at.

Planner to put another draft together for review for the November meeting.

Commissioner Holtz returned to the table.

BUILDING INSPECTOR AND TOWN PLANNER REPORT OF PROJECTS IN WAUKESHA COUNTY SHORELAND ZONING JURISDICTION
Discussion was held regarding Whitetail Meadows and how the Town controls deed restrictions.

RECOMMENDATIONS FOR FUTURE AGENDA ITEMS
The following were items to be placed on future agenda:

- Definition of detached structure and temporary housing
- Achtenhagen Property Compliance
- Movrich CU

ADJOURNMENT
PLAN COMMISSION ACTION: Motion by Commissioner McNelly, second by Commissioner Schuett to adjourn at 9:32 p.m. All ayes; motion carried.

TOWN BOARD ACTION: Motion by Supervisor Nicoson, second by Supervisor Hintz to adjourn at 9:32 p.m. All ayes; motion carried.

Respectfully submitted,

Kathy Karalewitz
Administrator/Clerk-Treasurer

Approved 11-5-14