

Village of Mukwonago  
**Notice of Meeting and Agenda**

**PLAN COMMISSION MEETING**  
**Tuesday, November 10, 2020**

Time: **6:30 pm**

Place: **Mukwonago Municipal Building, Board Room, 440 River Crest Ct**

**1. Call to Order**

**2. Roll Call**

**3. Comments from the Public**

*Please be advised, per Wisconsin Statute Sec. 19.84(2), information and comment will be received from the public by the Plan Commission. The Public Comment Session is granted to the public at the start of each Plan Commission meeting. The Public Comment Session shall last no longer than fifteen (15) minutes and individual presentations are limited to three (3) minutes per speaker. However, these time limits may be extended at the discretion of the Chief Presiding Officer. The Plan Commission may not respond to or have any discussion on information received during the public comment session unless it is placed upon the Agenda for a subsequent meeting. Public comments should be addressed to the Plan Commission as a body. Presentations shall not deal in personalities personal attacks on members of the Plan Commission, the applicant for any project or Village Employees. Comments shall not be used to engage others in a debate in this forum. All comments, questions and concerns should be presented in a respectful professional manner. Any questions to an individual member of the Plan Commission or Staff will be deemed out of order by the Presiding Officer.*

**4. Approval of Minutes**

- 4.1 Approval of meeting minutes from October 13, 2020  
[20201013 PlanCommissionMinutesdraft.pdf](#)

**5. New Business**

*Discussion and Possible Action on the Following Items*

- 5.1 Discussion and possible recommendation to Village Board on **RESOLUTION 2020-60** a Resolution to approve monument sign at ProHealth Care facility, Owner; 240 Maple Ave; Parcel MUKV 2016-993-002.  
[Staff report for ProHealth.pdf](#)  
[RESOLUTION 2020-60 ProHealth Sign.pdf](#)

**6. Adjournment**

It is possible that 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, 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 Municipal Clerk's Office, (262) 363-6420.

## MINUTES OF THE PLAN COMMISSION MEETING Tuesday, October 13, 2020

### Call to Order

Chairman 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: Fred Winchowky, Chairman  
Jim Decker  
Jason Wamser  
Eric Brill  
Mark Penzkover

Commissioners excused: Ken Werner  
Robert Harley

Also present: Tim Schwenke, Civitek Consulting  
Linda Gourdoux, Deputy Clerk/Treasurer

### Comments from the Public

Opened at 6:31 pm

David Boebel, 815 Parkview Ln; spoke on: Field Park signage

Closed at 6:35 pm

### Minutes

Motion made by Decker/Penzkover to approve the minutes of the September 8, 2020 regular meeting and October 7, 2020 special meeting, carried.

### New Business

**Recommendation to the Village Board on RESOLUTION 2020-54 a Resolution to approve signage at Field Park, located at 933 N Rochester St; Parcel MUKV 1963-995.**

Schwecke gave overview of project

Motion made by Decker/Penzkover to approve RESOLUTION 2020-54 a Resolution to approve signage at Field Park, located at 933 N Rochester St; Parcel MUKV 1963-995, carried

**Recommendation to the Village Board on RESOLUTION 2020-55 a Resolution to approve Site Plan and Architectural Review for Malcolm Drilling, Applicant; 120 Hill Ct; Parcel #A486800002.**

Schwecke gave overview of project

Paquin, Briohn gave overview of project

Motion by Penzkover/Decker to approve RESOLUTION 2020-55 a Resolution to approve Site Plan and Architectural Review for Malcolm Drilling, Applicant; 120 Hill Ct; Parcel #A486800002, carried

**Recommendation to the Village Board approval of RESOLUTION 2020-56 a Resolution to approve site Plan and Architectural Review for Grey Fox Holdings, Applicant; 704 Cardinal Ln Unit 1; Parcel MUKV 2091-989-098; 704 Cardinal Ln Unit 2; Parcel MUKV 2091-98-099; 704 Cardinal Ln Unit 3; Parcel MUKV 2091-989-100; 704 Cardinal Ln Unit 4; Parcel MUKV 2091-989-101.**

Schwecke gave overview of project

Foster gave overview of project

Motion by Decker/Penzkover to approve RESOLUTION 2020-56 a Resolution to approve site Plan and Architectural Review for Grey Fox Holdings, Applicant; 704 Cardinal Ln Unit 1; Parcel MUKV 2091-989-098; 704 Cardinal Ln Unit 2; Parcel MUKV 2091-98-099; 704 Cardinal Ln Unit 3; Parcel MUKV 2091-989-100; 704 Cardinal Ln Unit 4; Parcel MUKV 2091-989-101 with the following, carried

1. Window grids should match original final plans.

**Recommendation to the Village Board for RESOLUTION 2020-57 a Resolution to approve Amended Plat for Grey Fox Holdings, Applicant; 704 Cardinal Ln Unit 1; Parcel MUKV 2091-989-098; 704 Cardinal Ln Unit 2; Parcel MUKV 2091-98-099; 704 Cardinal Ln Unit 3; Parcel MUKV 2091-989-100; 704 Cardinal Ln Unit 4; Parcel MUKV 2091-989-101.**

Schwecke gave overview of project

Motion by Decker/Penzkover to approve RESOLUTION 2020-57 a Resolution to approve Amended Plat for Grey Fox Holdings, Applicant; 704 Cardinal Ln Unit 1; Parcel MUKV 2091-989-098; 704 Cardinal Ln Unit 2; Parcel MUKV 2091-98-099; 704 Cardinal Ln Unit 3; Parcel MUKV 2091-989-100; 704 Cardinal Ln Unit 4; Parcel MUKV 2091-989-101, carried

**Recommendation to the Village Board of RESOLUTION 2020-58 a Resolution to amend site pan for Kay's Studio of Dance, Kay Johnson, Applicant; 715 Main St; Parcel MUKV 1976-205.**

Schwecke gave overview of project

Leszczynski gave overview of project

Motion by Decker/Penzkover to approve RESOLUTION 2020-58 a Resolution to amend site pan for Kay's Studio of Dance, Kay Johnson, Applicant; 715 Main St; Parcel MUKV 1976-205, carried.

**Adjournment**

Meeting adjourned at 7:15 p.m.

Respectfully Submitted,  
Linda Gourdoux  
Deputy Clerk/Treasurer

Date: November 4, 2020

To: Village of Mukwonago Plan Commission

From: Tim Schwecke, AICP, Consulting Planner

Subject: Ground signs for ProHealth located at 240 Maple Avenue; ProHealth, applicant (Prairie Sign and Lighting, agent)

Meeting: November 10, 2020 Plan Commission meeting

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**Summary of Proposal** ProHealth has submitted a sign permit for two ground signs. Pertinent regulations are found in s. 64-23(g) of the sign code

**Sign #3** is located along Maple Avenue near the north lot line. It will be located in the same location as the previous sign. The sign as proposed does not comply with the maximum height of 14 feet (16 feet is proposed) and the sign area of 100 square feet (128 square feet is proposed). In addition, there must be a masonry base – none is indicated.

**Sign #4** is located along the north access road at near the parking lot entrance and complies. The sign as proposed complies with the area and height requirements, but does not have a masonry base.

**Review procedure** The Plan Commission is advisory to the Village Board, which makes the final decision.

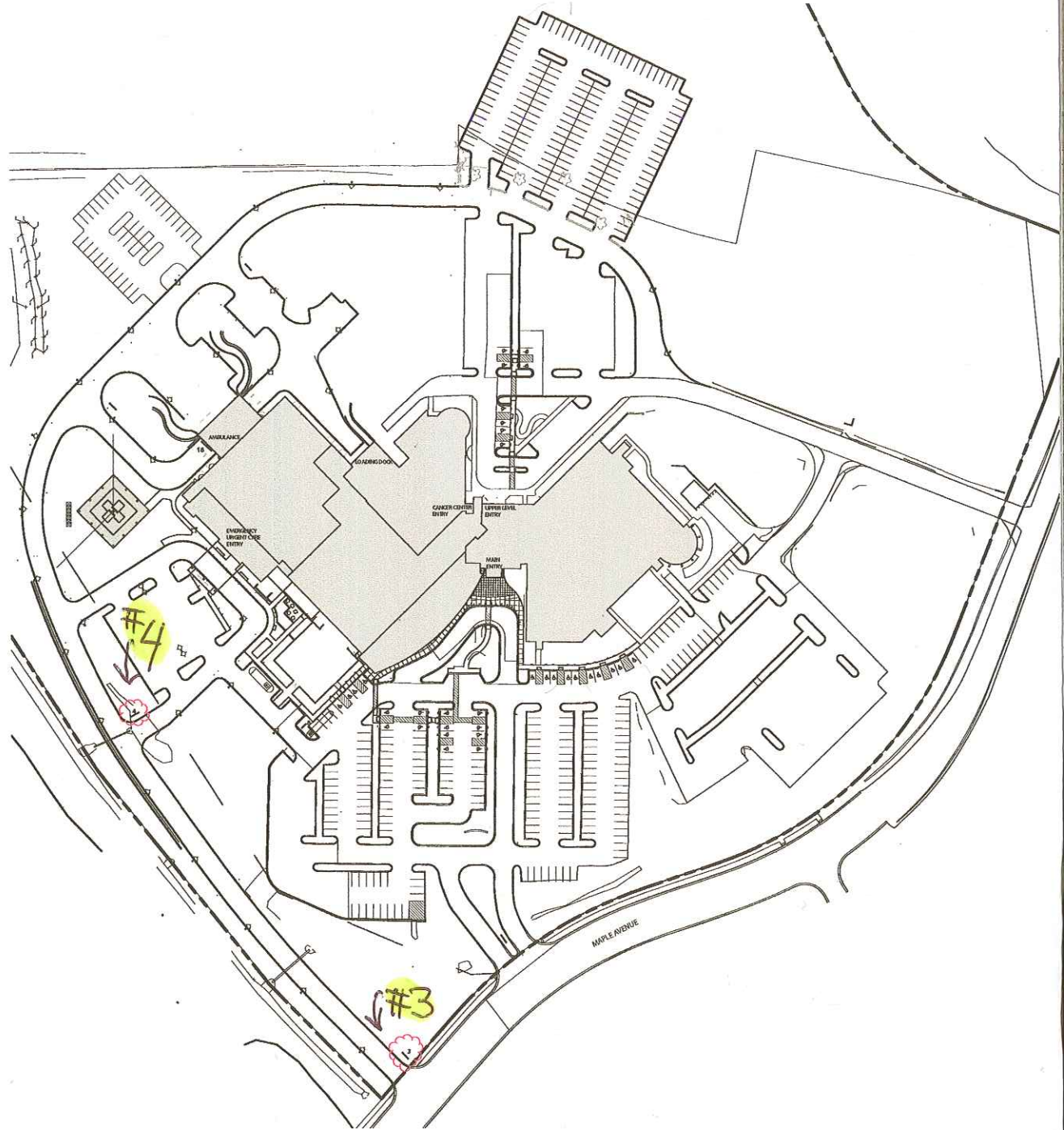
Even though the signs do not comply as proposed, the modifications are deemed comparatively minor and can be verified by the Zoning Administrator before issuance of the building permit.

**Potential motion for approval:**

Recommend to the Village Board the approval of Resolution 2020-60 as drafted, including the conditions.

**Attachments:**

1. Application materials
2. Draft Resolution 2020-60



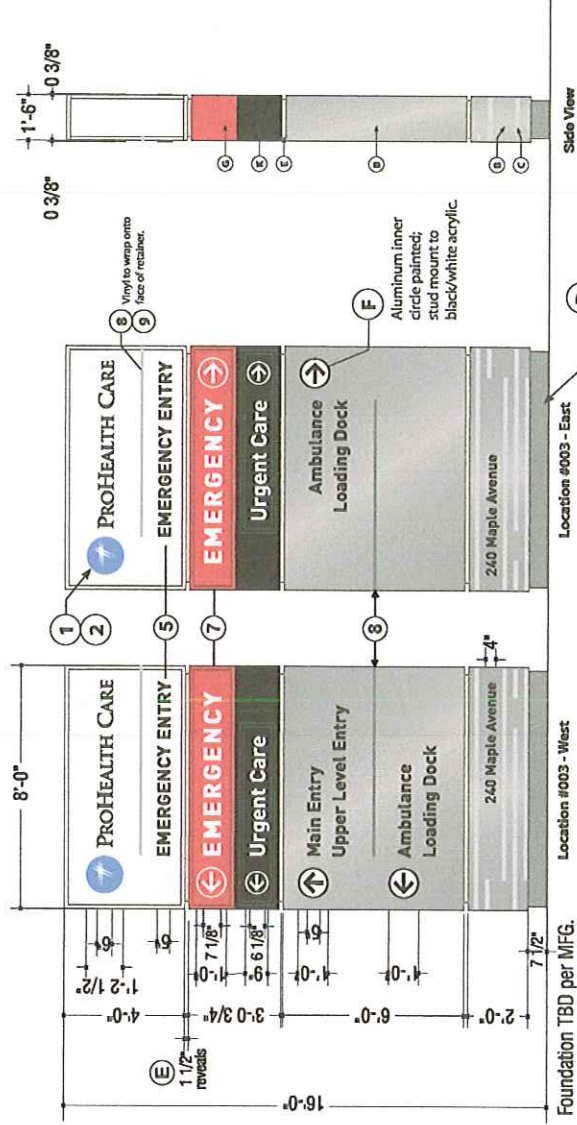
1500 ft. to the building  
from the entrance to the house





PROHEALTH CARE

MUKWONAGO, WI  
Sign Type M5  
D/F Internally Illuminated Main ID Sign  
w/Message Unit  
Sign Location #3



#### GENERAL SPECIFICATIONS:

Header construction: 1/2" thick acrylic with SANDED FROSTED FIRST SURFACE FINISH/SECOND SURFACE APPLIED DIFFUSER FILM (all 4 sides) with internal support frame and retainers. Logo/letters to be routed out w/ 1/2" clear acrylic push-thru (3/8" actual exposed) and decorated w/flat cut vinyl applied to first surface w/ returns to be flame polished. 2447 back-up acrylic. Illumination to be provided by Principal 4300K Quick Stick.

EMERGENCY and Urgent Care cabinet are one cabinet painted to look like two cabinets.  
EMERGENCY band/circle to be White acrylic face with 3M translucent vinyl 3730-331. "Red" applied first surface with graphics weeded out. Aluminum frames and side painted to match red vinyl.  
Urgent Care is an exterior EMC with recessed frame mounted flush with cabinet. Exterior blank-out unit with White LEDs. Frame painted Black to match cabinet.

Main cabinet to be custom fabricated aluminum with routed graphics backed up with Acrylite 9K004; gloss side first surface. Construct so faces can be replaced to accommodate change and future needs. Inner white arrow circle to be aluminum painted and stud mounted to Acrylite 9K004. Illumination to be Principal 4300K Quick Stick.

Bottom cabinet to have two tone paint with vinyl address.

All exposed hardware to be painted to match sign. Client to provide electrical to location.

#### COLOR SPECIFICATIONS:

##### PAIN SPECIFICATIONS

- (B) PROHEALTH MAIN BODY SILVER CUSTOM (F) Match Acrylic - White
- (C) Mp07897 (Top Coat 5% Fine METALLIC by Weight in SATIN CLEAR) (G) Match #3730-331 Red
- (D) Partone Cool Gray 8c (K) Black
- (E) Partone Warm Gray 1c

##### VINYL SPECIFICATIONS

- (1) 3M #VT4-3630-8429 ProHealth Care Blue (7) #3730-331 Red Emergency Sign
- (2) #3730-20L White (5) #7725-12 Black Main ID Copy
- (3) #3735-60 Diffuser Film (6) #680-85 Reflective Black Address Copy
- (4) #3630-51 Silver Gray Main Face Strip
- (8) #3635-20B White 3M Block Out

**K Kieffer | Starlite**  
National Sign Manufacturers and Consultants  
Dallas/Ft. Worth | Chicago | St. Louis | Charlotte

Account: ProHealth Care  
Location: Mukwonago, WI (240 Maple Ave.)  
ACT. BY: J. Kieffer  
DATE: 9/24/20  
COMPANY FILE

INITIALS & DATE

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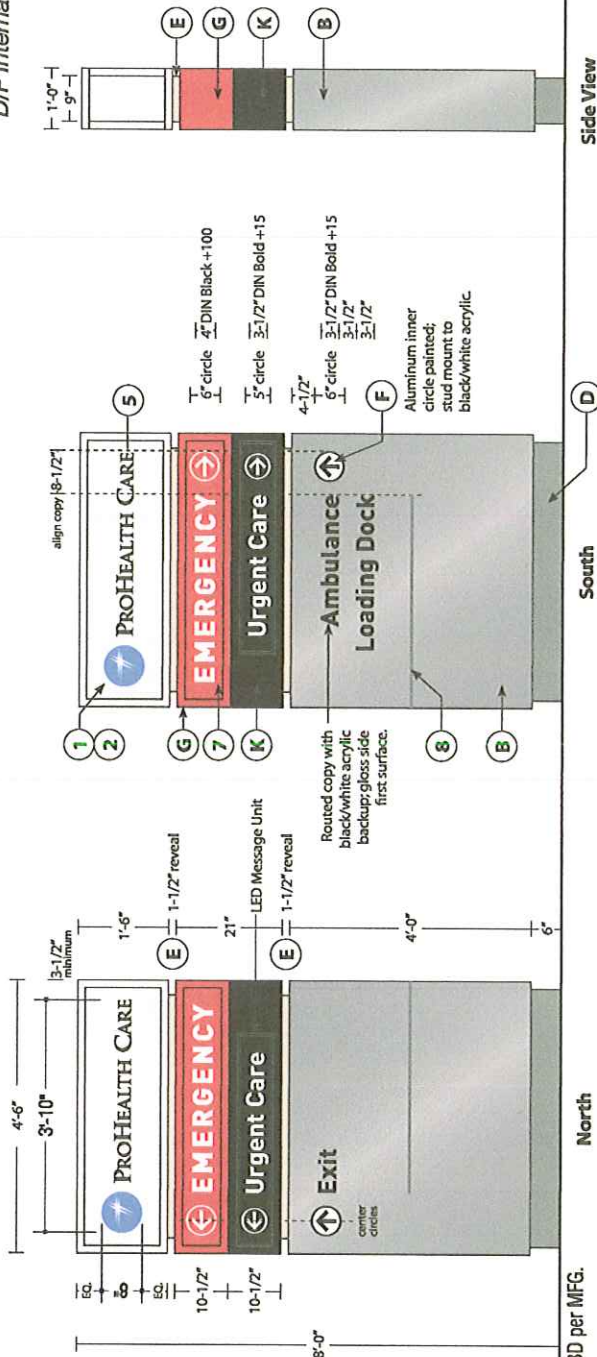
For Contact Information  
visit us at  
[www.kssigngroup.com](http://www.kssigngroup.com)





PROHEALTH CARE

MUKWONAGO, WI  
Sign Type D5  
D/F Internally Illuminated Secondary Directional  
w/Message Unit  
Sign Location #4



#### GENERAL SPECIFICATIONS:

Header construction: 1/2" thick acrylic with SANDED FROSTED FIRST SURFACE FINISH/SECOND SURFACE APPLIED DIFFUSER FILM (all 4 sides) with internal support frame and retainers. 2447 back-up acrylic. Logo/letters to be flat cut vinyl applied to first surface. Illumination to be provided by Principal 4300K Quick Stick.

EMERGENCY and Urgent Care cabinet are one cabinet painted to look like two cabinets.  
EMERGENCY band/circle to be White acrylic face with 3M translucent vinyl 3730-33L "Red" applied first surface with graphics weeded out. Aluminum frames and side painted to match red vinyl.  
Urgent Care is an exterior EMC with recessed frame mounted flush with cabinet. Exterior blank-out unit with White LEDs. Frame painted Black to match cabinet.

Main cabinet to be custom fabricated aluminum with routed graphics backed up with Acrylite 9K004; gloss side first surface. Construct so faces can be replaced to accommodate change and future needs. Inner white arrow circle to be aluminum painted and stud mounted to Acrylite 9K004. Illumination to be Principal 4300K Quick Stick.  
All exposed hardware to be painted to match sign. Client to provide electrical to location.

#### COLOR SPECIFICATIONS:

##### PAIN SPECIFICATIONS

- |                                       |                           |
|---------------------------------------|---------------------------|
| (B) PROHEALTH MAIN BODY SILVER CUSTOM | (F) Match Acrylic - White |
| (D) Pantone Cool Gray 8c              | (G) Match #3730-33L Red   |
| (E) Pantone Warm Gray 1c              | (K) Black                 |

##### VINYL SPECIFICATIONS

- |   |  |
|---|--|
| (1) 3M #V74-3630-8429 ProHealth Care Blue Logos | (7) #3730-33L Red Emergency Sign         |
| (2) #3730-20L White Logos/ 1st surface          | (8) #3630-51 Silver Gray Main Face Strip |
| (3) #3735-60 Diffuser Film 2nd surface          |  |

**K Kieffer | Starlite**  
National Sign Manufacturers and Consultants  
Dallas/Ft. Worth | Chicago | San Diego | Charlotte

Account: ProHealth Care  
Location: Mukwonago, WI (240 Maple Ave.)  
Act. Rep: J. HUBBARD  
Date: 9/24/20  
COMPANY FILES

REQUIRE: A-  
REMARK: K8  
C US LISTED

DETAILS & DATE

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**KS2002177A**

For Contact Information  
visit us at  
**www.kssigngroup.com**



# VILLAGE OF MUKWONAGO

# Building Permit Application

440 River Crest Court  
Mukwonago, WI 53149  
(262) 363-6419, (262) 363-6425 Fax  
www.villageofmukwonago.com

PERMIT #

TAX KEY #

PROJECT LOCATION: (if no address, use Lot, Block & Subdivision)

240 Maple Ave. Mukwonago 53149

NATURE OF WORK: (type of shed, residence, remodeling, etc.)

Sign M-5 #3 Sign D-5 #4

TOTAL COST OF CONSTRUCTION \$7,000.00

## SUBMIT THE FOLLOWING FOR A BUILDING PERMIT REVIEW

1. Plot of survey showing the present improvement and the proposed improvements.
2. A building plan, with dimensions, drawn to a scale that is read-able.
3. Elevation drawings of pictures of the existing structure, and drawing showing the improvements.
4. Colors and materials are to be listed on the plan.
5. A cross section drawing showing all the components and fasteners used in the project.

RECEIVED  
OCT 12 2020  
BY:

OWNER'S NAME

ProHealth Care

MAILING ADDRESS (Include City and Zip)

240 Maple Ave Mukwonago

Phone ( ) -

Email

ARCHITECT'S NAME

MAILING ADDRESS (Include City and Zip)

Phone ( ) -

Email

CONTRACTOR'S NAME ☐ Con ☐ Elec ☐ HVAC ☐ Plbg

Lic/Cert #

Prairie Sign And Lighting LLC 474531920

MAILING ADDRESS (Include City and Zip)

11108 42nd Avenue Pleasant Prairie WI. 53158

Phone 262,994-7406

Email Prairiesignandlighting@gmail.com

CONTRACTOR'S NAME ☐ Con ☐ Elec ☐ HVAC ☐ Plbg

Lic/Cert #

MAILING ADDRESS (Include City and Zip)

Phone ( ) -

Email

CONTRACTOR'S NAME ☐ Con ☐ Elec ☐ HVAC ☐ Plbg

Lic/Cert #

MAILING ADDRESS (Include City and Zip)

Phone ( ) -

Email

CONTRACTOR'S NAME ☐ Con ☐ Elec ☐ HVAC ☐ Plbg

Lic/Cert #

MAILING ADDRESS (Include City and Zip)

Phone ( ) -

Email

If there are any questions, comments, or changes on this project, specify the responsible party to contact:

Name Steve Ignarski

Phone 262,994-7406

The Village of Mukwonago does not review for compliance of your subdivision restrictions. This is your responsibility.

I/We hereby agree to construct the above described project in accordance with the plans and specifications submitted herewith, and in strict compliance with all the provisions of the Zoning Code and ordinances of the Village of Mukwonago. I agree to comply with all applicable code and statutes and ordinances and with the conditions of the permit: understanding the issuance of the permit creates no legal liability, expressed or implied, on the municipality; and certify that all the above and supplied information is accurate. If I am the owner applying for an erosion control or construction permit, I have read the cautionary statement regarding contractor financial responsibility. I expressly grant the Building Inspection Department permission to enter the premises for which this permit is sought at all reasonable hours and inspect the work being done. Any additional code violation found during the inspection will also have to be addressed for correction.

THE APPLICANT IS REQUIRED TO ARRANGE FOR INSPECTION APPOINTMENTS. For inspections, 24 hour minimum notice is required, call (262) 363-6419 for inspections or information, Monday-Friday, 8:00 a.m. to 5:30 a.m.

SIGNATURE OF APPLICANT

Steve Ignarski

DATE 10-6-20

## SERVICE FEES

Work started before permit issued, Triple Fee.  
If the application is not filled out properly/correctly and returned, there will be a \$25.00 fee applied.  
If occupancy is taken before final inspection is passed, there will be a \$200.00 fee applied.  
Failure to arrange and set-up  
Inspections - \$150.00 - (Minimum)  
Minimum permit fee/re-inspection is \$60.00

## To be filled out by Inspection Department

\$ 65 Zoning Review	\$ 19 Parkland Site
\$ 30 Plan Review	\$ 61 Sewer Impact
\$ 66 State Permit	\$ 40 Water Impact
\$ 10 Building Permit	\$ 59 Library Impact
\$ 67 Erosion Control	\$ 58 Police Impact
\$ 68 Occupancy Permit	\$ 60 Fire Impact
\$ 21 Property Record	\$ 63 RCA Sewer
\$ 5.00 76 Administration Fee	\$ 69 Recycling Fee

## For Office Use Only

Conditions of Approval

PERMIT ISSUED BY

RECEIPT

Name

Date

Cert. #

Date:

Check #:

Receipt #:

Rec'd by:

## TOTAL FEES

\$ Payable to Village of Mukwonago  
No Refunds or Credits on Permits  
Permits expire one year from date issued

Rev 1/2018

IF YOU WOULD LIKE YOUR PERMIT RETURNED, PLEASE SEND A SELF-ADDRESSED STAMPED ENVELOPE.

## Inspector's Remarks

☐ None at this time

☐ See back of permit application

☐ See attachments



**RESOLUTION 2020-60**

**RESOLUTION APPROVING SIGNAGE FOR APPLICANT  
PRAIRIE SIGN AND LIGHTING LLC; PROHEALTH CARE, OWNER  
240 MAPLE AVE; PARCEL MUKV 2016-993-002**

**WHEREAS**, pursuant to Section 64-32, an application for signage is required to be accepted by the Zoning Administrator to review the applications for zoning compliance, which said application was filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

**WHEREAS**, the application was submitted by Prairie Sign and Lighting LLC, 240 Maple Ave, and

**WHEREAS**, Section 64-32, subsection (b), requires Plan Commission review and recommendation of all signage for single tenant properties 3.01 acres or greater in size, and

**WHEREAS**, the proposed monument sign presented as meeting the requirements of Section 64-23(b) has been reviewed and recommended by the Village Plan Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the proposed monument sign for ProHealth Care at 240 Maple Ave and

**BE IT FURTHER RESOLVED** this wall sign approval shall be subject to the plans submitted by Pointe Apartments, as recommended by the Plan Commission on November 10, 2020, and on file in the office of the Zoning Administrator, with the following conditions:

1. Sign #3 must be revised to comply with the sign area and height standards set forth in s. 64-23(g) of the sign code.
2. Sign #3 and #4 must be revised to include a masonry base as set forth in s. s. 64-23(g) of the sign code.
3. Both of signs must be set back at least 10 feet from the front property line and other property lines.
4. Both of the signs must be located outside of the 15-foot vision triangle of an intersecting street with a private driveway.
5. Prior to issuance of a building permit, the Zoning Administrator must verify compliance with paragraphs 1-4 above.
6. The property owner must obtain a building permit for the approved work within 6 months of this date and begin construction and work in good faith to completion.
7. The property owner must pay any outstanding application fees and other charges that may apply.

Passed and dated this 18<sup>th</sup> day of November, 2020.

VILLAGE OF MUKWONAGO

By: \_\_\_\_\_  
Fred Winchowky, Village President

Attest: \_\_\_\_\_  
Diana A Dykstra, Village Clerk-Treasurer