Village of Mukwonago Notice of Meeting and Agenda

BOARD OF ZONING & APPEALS MEETING Thursday, March 24, 2022

Time: **6:30 pm**

Place: Mukwonago Municipal Building, 440 River Crest Court, Mukwonago, WI 53149

1. Call to Order

2. Roll Call

3. Approval of Minutes

3.1 Approval of minutes from Regular Board of Building and Zoning Appeals Meeting from August 26, 2021.

20210826 BoardofAppealsMinutesdraft.pdf

4. Public Hearings

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.

4.1 Public Hearing for variance of 5 feet 5 inches to the required 20 feet wetlands setback to allow a proposed addition to the primary structure (sunroom) to be built at the rear of the structure on a currently constructed patio foundation decreasing the wetland setback from 20 feet to 14 feet 7 inches pursuant to Section 100-283 of the Village of Mukwonago Municipal Code. Michael A and Mary C Peter, owner/applicant; 154 Phantom Lake Ct; Parcel MUKV 1979-991-019.
Public Hearing Notice ZBA - Variance - 154 Phantom Lk Ct - MUKV1979991019 3-24-22.pdf

5. New Business

5.1 Consideration and possible action for a variance of 5 feet 5 inches to the required 20 foot wetlands setback to allow a proposed three season room (sunroom) to be built on the existing patio slab and footings in the rear yard within the Shoreland Wetland setback area pursuant to Section 100-283 of the municipal code for Michael A and Mary C Peter, 154 Phantom Lake Ct, MUKV 1979-991-002.
Staff Report - ZBA - Variance - 154 Phantom Lake Ct v-2.pdf

6. Adjourn

Membership

Jack Dexter, Don Fischer, Dave Mades, Chris Tarr, Sarah Szejn, Advisory Member: Time Rutenbeck

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 REGULAR BOARD OF BUILDING AND ZONING APPEALS MEETING

Thursday, August 26, 2021

Call to Order

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

Roll Call

Members Present: Chris Tarr

Dave Mades Don Fischer Jack Dexter Sarah Szejn

Members Excused:

Also present: John Fellows, Village Planner

Tim Rutenbeck, Supervisor of Building Inspections

Robin Gallo, Recording Secretary

Minutes

Motion by Dexter/Fischer to approve the minutes from the Regular Board of Building and Zoning Appeals Meeting from July 20, 2021, carried

Public Hearing

Public Hearing to consider an application for variance of 14 feet to allow a proposed deck to be built in the rear yard decreasing the rear setback from 40 feet to 28.5 feet pursuant to Section 100-101(a)(4). requested by Bielinski Homes, Inc., applicant; 751 Prairie Hill Ave; Parcel MUKV 1960-123.

Public Hearing opened at 6:31 pm

No public comments

Public hearing closed at 6.31 pm.

New Business

Consideration and possible action for variance of 14 feet to allow a proposed deck tobe built in the rear yard decreasing the rear setback from 40 feet to 28.5 feet pursuant to Section 100-101 (a) (4) Bielinski Homes, Inc., applicant; 751 Prairie Hill Ave.; Parcel MUKV 1960-123.

Fellows gave overview of project.

Rutenbeck gave overview of project.

Mike Doyle, Bielinski Homes, gave overview of project.

Motion by Szejn/Mades to Deny the variance of 14 feet to allow a proposed deck tobe built in the rear yard decreasing the rear setback from 40 feet to 28.5 feet pursuant to Section

Village of Mukwonago Waukesha and Walworth Counties, Wisconsin August 26, 2021 Board of Building and Zoning Appeals Minutes Page 2 of 2

100-101 (a) (4) Bielinski Homes, Inc., applicant; 751 Prairie Hill Ave.; Parcel MUKV 1960-123, carried, with the following reasons for denying the variance:

- 1. No exceptional, extraordinary, unusual circumstances or conditions.
- 2. Should not set precedent as to be recurrent with other properties.
- 3. Other options available within Building Code.
- 4. Deny self-imposed hardship, other options available.

Adjournment

Meeting adjourned at 6:59 p.m.

Respectfully submitted,

Robin Gallo Recording Secretary



NOTICE OF PUBLIC HEARING BEFORE THE VILLAGE OF MUKWONAGO BOARD OF BUILDING AND ZONING APPEALS TO CONSIDER AN APPLICATION FOR VARIANCE REQUESTED BY MICHAEL A. AND MARY C. PETER FOR THE PROPERTY LOCATED AT 154 PHANTOM LAKE CT, PARCEL NUMBER MUKV 1979-991-019

Please take notice that there will be a public hearing before the Board of Building and Zoning Appeals of the Village of Mukwonago in the Board Room of the Village Hall, 440 River Crest Court, Mukwonago, Waukesha and Walworth Counties, on March 24, 2022, commencing at 6:30 p.m., to consider the following matter(s):

PUBLIC HEARING: Variance to Section 100-283 of the Municipal Code of the Village of

Mukwonago.

TAX KEY/ADDRESS: MUKV 1979-991-019, 154 PHANTOM LAKE CT

OWNER/APPLICANT: Michael A and Mary C Peter

MATTER: Applicant seeks variance of 5 feet 5 inches to the required 20 feet

wetlands setback to allow a proposed addition to the primary structure (sunroom) to be built at the rear of the structure on a currently constructed patio foundation decreasing the wetland setback from 20 ft to 14 feet 7 inches pursuant to Section **100-283** of

the Village of Mukwonago Municipal Code.

At this time all interested persons will be afforded a hearing. Written comments will be accepted up to the time of the hearing. The proposal may be viewed at Village Hall, 440 River Crest Court, Mukwonago, WI during business hours, or by contacting Village Planner at (262) 363-6420 x. 2111, or planner@villageofmukwonago.com

Diana Dykstra, Village Clerk

Pub: March 11, 2022, and March 17, 2022.



Board of Zoning and Building Appeals

February 24, 2022 at 6:30pm Mukwonago, WI

Variance

154 Phantom Lake Ct Parcel Number: MUKV1979991002

Case Summary

Parce	Data
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Proposal:

1. Applicant seeks variance of 5 feet 5 inches to the required 20 feet wetlands setback to allow a proposed addition to the primary structure (sunroom) to be built at the rear of the structure on a currently constructed patio foundation decreasing the wetland setback from 20 ft to 14 feet 7 inches pursuant to Section 100-283 of the Village of Mukwonago Municipal Code.

Applicant:

Michael A and Mary C Peter

Request:

Variance

Parcel Characteristics / Conditions

Acreage:

0.413 AC

Current Use:

Condo
Condo with Custom Sunroom

Proposed Use:

Setback from Wetland

Reason for Request: Land Use Classification:

Medium Lot Single Family II - 15,000 SF

Zoning Classification:

R-5 Low Density Multi-Family Residential District/Open

Space / Recreational

2039.01

Census Tract:

Public Notice

Public Notices have been published on February 3rd and February 10th, as well as mailed to properties. Public Hearing notices and application have been provided to the WI DNR.

Variance Request

Background:

The applicant has indicated that the proposal is to construct a sunroom onto their approximately 8 feet by 20-foot patio slab to make a three-season room. The setbacks would be the same as the existing patio slab. The slab encourages 5'5" in the west end and diagonally across to 1 ft 3 in on the east end of the slab.

The applicant has stated that the exceptional or extraordinary circumstance or conditions that apply to their property and do not apply to the surrounding properties are: "Because of the way the offset lines angles north to east of our corner unit part of the patio slab encroaches into the 20 ft offset line. The line runs diagonally across the patio slab. Our neighbors are not affected by the offset line. The line only effect our slab 5'5 inches on the west end and 1'3" on the east end, no the units are affected."

The applicant stated that the hardship that would result if the variance is not grated is: "Because the slab and footing already exist it would not be possible to relocate the patio to avoid the offset.

The applicant has stated that the variance would not have adverse effects on surrounding lands: "The slab and footings already exist and are part of the existing unit, so the room would not change the exiting footprint.

Ordinance

The ordinance that that the variance is being requested is 100-283. Excerpts from the code state:

100-283 (f) The building location within the shoreland protection overlay district.

(1) Principal building location:

a. All principal building shall be located at a minimum distance of 50 feet from the ordinary high-water mark or a minimum of 20 feet from a mapped floodplain or identified wetland boundary, which ever distance is greater from the ordinary high water mark. In addition, any principal building shall be located at least two feet above the floodplain elevation. The Village plan commission may increase the minimum distance from the principal building from a mapped floodplain or identified wetland due to the size or use intensity of the building, the need to further buffer a sensitive environmental area or the need to provide an increased area for stormwater runoff and water quality from the principal building.

- 100-283 (g) Other minimum distance requirements within the shoreline protection overlay district.
 - (1) All other man made development or construction on a property, such as a parking lot, parking lot access drive, driveway, sidewalk or paved trail, playground equipment, utility or telecommunication equipment, retaining wall, etc., shall be located a minimum distance of 35 feet from the ordinary high water mark, or a minimum of 20 feet from a mapped floodplain or wetland boundary, whichever distance is greater from the ordinary high water mark. The Village plan commission may increase the minimum distance for a man made development from a mapped floodplain or identified wetland due to size or use intensity of the structure, needed to further buffer a sensitive environmental area or the need to provide an increased area for stormwater runoff and water quality.
 - (2) The minimum distance requirements of § 100-283(g)(1) shall not allow a man made development or construction building to be placed closer to a property line than allowed within the underlying zoning district or the parking standards of the zoning ordinance.
- Other floodplain and wetland setbacks. In all zoning districts, all principal buildings, accessory structures, and man-made development or construction shall be located at a minimum of 20 feet from any mapped floodplain or identified wetland boundary that are not within its shoreland protection overlay district. In addition, any principal building and accessory structure shall be located at least two feet above the floodplain elevation. The Village plan commission may increase the minimum standards for a principal building and/or accessory structure from a mapped floodplain or identified wetland due to size or use intensity of the building, needed to further buffer a sensitive environmental area or the need to provide an increased area for stormwater runoff and water quality from the building.

§ 100-808Findings.

[Ord. No. 700, § VI, 1-21-2003]

- (a) Except for conditional use permits, no variance to the provisions of this chapter shall be granted by the board of zoning and building appeals unless it finds beyond a reasonable doubt that all the following facts and conditions exist and indicates such in the minutes of its proceedings:
 - (1) Preservation of intent: No variance shall be granted that is not consistent with the purpose and intent of the regulations for the district in which the development is located. No variance shall have the effect of permitting a use in any district that is not a stated permitted use, accessory use or conditional use in that particular district.

- (2) Exceptional circumstances: There must be exceptional, extraordinary or unusual circumstances or conditions applying to the lot or parcel, structure, use or intended use that do not apply generally to other properties or uses in the same district, and the granting of the variance should not be of so general or recurrent nature as to suggest that this chapter should be changed.
- (3) Economic hardship and self-imposed hardship not grounds for variance: No variance shall be granted solely on the basis of economic gain or loss. Self-imposed hardships shall not be considered as grounds for the granting of a variance.
- (4) Preservation of property rights: The variance must be necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same district and same vicinity.
- (5) Absence of detriment: No variance shall be granted that will create substantial detriment to adjacent property or that will materially impair or be contrary to the purpose and spirit of this chapter or the public interest.
- (6) Additional requirements: Additional requirements in the floodplain/shoreland-wetland zoning district shall be as set forth in Division 7 of Article II of this chapter.

Notification to DNR

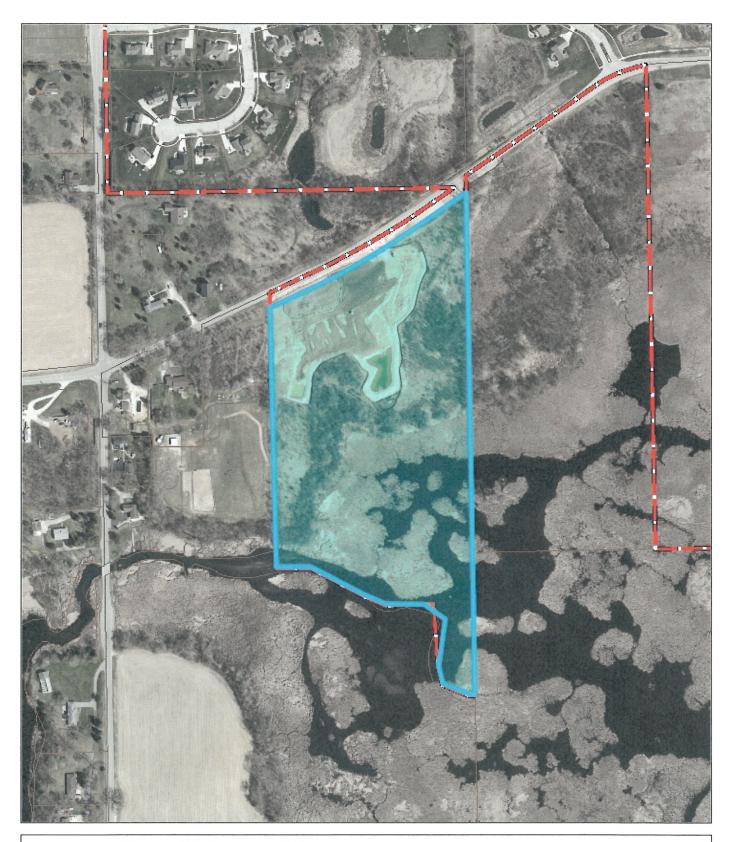
A copy of all decisions granting or denying a variance to the floodland and shoreland provisions of this chapter and all conditional use permits granted shall be transmitted by the secretary of the board of zoning and building appeals to the state department of natural resources within 10 days.

Staff Recommendation

It is the recommendation of the Village Administrator that the petition for a variance be denied as the request fails to meet the threshold of an exceptional circumstance nor has a hardship been established. The inability to have an enclosed sunroom is a self-imposed hardship.

Attachments

- 1. Application
- 2. Drawings
- 3. Maps



Village of Mukwonago GIS

ZBA - 154 Phantom Lake Ct - Aerial

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

SCALE: 1" =



333'

VILLAGE OF MUKWONAGO

440 River Crest Court PO Box 206 Mukwonago, WI 53149 262-363-6420

Print Date: 1/

1/24/2022



Village of Mukwonago GIS

ZBA - 154 Phantom Lake Ct - Land Use

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives. SCALE: 1" =

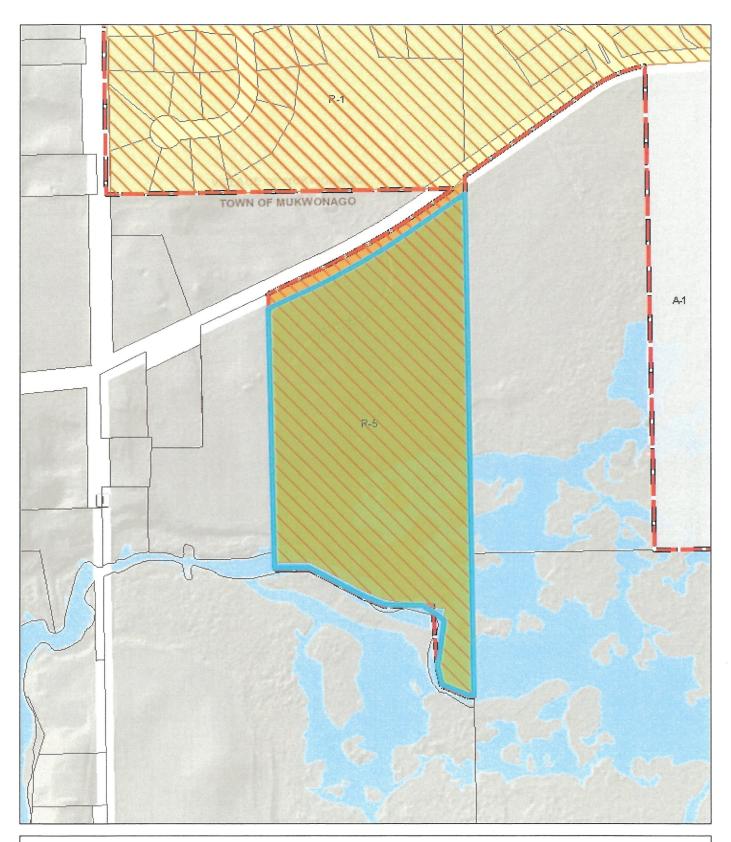


333'

440 River Crest Court PO Box 206 Mukwonago, WI 53149 262-363-6420

Print Date:

1/24/2022



Village of Mukwonago GIS

ZBA - 154 Phantom Lake Ct - Zoning

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SCALE: 1" = 333 '

VILLAGE OF MUKWONAGO

440 River Crest Court PO Box 206 Mukwonago, WI 53149 262-363-6420

Print Date:

1/24/2022

Village of Mukwonago 440 River Crest Ct Mukwonago, WI 53149 Phone: (262) 363-6420 Fax: (262) 363-6425 www.villageofmukwonago.com

VILLAGE OF MUKWONAGO REQUEST FOR VARIANCE APPLICATION

Application Fee: \$450

	1 -	- 1	12	 2	0	2	2
Date Submitted:	/			 \sim	_	_	

CONTACTS

Zoning and Planning Department

Contact:

Phone: (262) 363-6420 ex 2111

Fax: (262) 363-6425

Email: planner@villageofmukwonago.com

GUIDELINES

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 Zoning and Building Appeals of the Village of Mukwonago.

Requests for a variance 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 Board of Zoning and Building Appeals will hold the public hearing. The Board of Zoning and Building Appeals meets on the Thursday after the fourth Tuesday of each month at 6:30 p.m.

Materials listed on page 4 must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 100, Article XII 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 Board of Zoning and Building Appeals consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

Mail completed applications to:

Village Zoning Administrator

ATTN: Request for Variance

440 River Crest Ct Mukwonago, WI 53149

Deliver to:

Village Clerk's Office 440 River Crest Ct

Email to:

planner@villageofmukwonago.com

Complete, accurate and specific information must be entered. Please Print.

APPLICANT INFORMATION (Full Legal Name)		
Name: MIChael A + MARYC F	PETER	
Company:		
Address: 154 Phantom Lake CT	city: Mukwonago	State: W/ Zip: 53144
Daytime Phone: 262 - 408 - 0660	Fax:	
E-Mail: MPETEL 9099 @ a	OL. COM	

APPLICANT IS REPRESENTED BY (Full Legal Name)			
Name:			
Company:			
Address:	City:	State:	Zip:
Daytime Phone:	Fax:		
E-Mail:			
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: John Kono Packi			
Company: PINNACLE ENGINEER	ING GROUP		
Address: 20725 WATERTOWN Rd. SVT. 100	City: BROOKfield	State: W/	Zip:53186
Daytime Phone: 262-754-8888	Fax: 262-754-8	850	
E-Mail: John, Kono Packi @ Pinna	cle-engine com		
CONTRACTOR			
Alexan			
Name:			
Company:		State:	Zip:
Daytime Phone:			
E-Mail:			

PERTY AND PROJECT INFORMATION
nt Zoning: Tax Key No(s).: MUKV 1979 991 019
ss/Location: 154 PHANTOM LAKE CT 53149
We request a variance for: ENCLOSE THE CXISTING PATRO Slab to Make a Three season room. The slab encroacher 5'3" on the west end to 1'3" on the Sast end
he property is presently used as: Primary residents
lame of Architect, Professional Engineer, or Contractor: roject Timetable: Start Date: Completion Date: Il of the Proposed Use(s) of the property will be: rincipal Use Primary resident for the property will be:
econdary Use
We represent that I/we have a vested interest in this property in the following manner: Cowner Leasehold. Length of Lease: Contractual. Nature of contract:
e i) T N P A P S S S S S S S S S S S S S S S S S

PROCEDURAL CHECKLIST FOR VARIANCE REVIEW

This form is designed to be a guide for submitting a complete application for a conditional use.

If your application for a building permit is denied by the Inspection Department, you have the option to apply for a variance. Requesting a variance requires appearing before the Board of Zoning and Building Appeals and explaining why you should not be expected to comply with Village zoning regulations. You will be required to prove practical difficulty or unnecessary hardship. The fee to appear before the board is nonrefundable.

The Board of Zoning and Building Appeals (Board) is a group of five citizens appointed to listen to members of the public who want to appeal the rules of the Municipal Zoning Code (Chapter 100). The Board will receive a packet of information about your appeal in addition to listening to you and your neighbors' comments at a public meeting. Also, the Board may request assistance from other Village officers, departments, commissions, and boards in making its decision.

Application Submittal Packet Requirements	for Village and	Applicant Use	(Check off List)
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u	Completed application for building permit (separate application)
	Completed application form including the procedural checklist and justification of requested variance.
国	Application fee: \$450
	Agreement for Reimbursable Services (separate application)
Req	uired site drawings and other information:
	Survey of the property

Map/picture of the property
Plan of operation/proposal
Overview of the adjoining lots (including list of parcel identification numbers for all properties within 300 feet of the
subject property)
Drainage plan

- ☐ Floor plan (¼" Scale)
- ☐ Elevations (front and sides)
- ☐ Electronic Submittals are required. Email (or CD ROM) with all plans and submittal materials in Adobe PDF to planner@villageofmukwonago.com.
- Any additional information as determined by Village staff.

DO NOT MAIL ANY ADDITIONAL MATERIAL OR INFORMATION DIRECTLY TO OR CALL MEMBERS OF THE BOARD.

Save the additional material and information you have for the Board until the meeting, or you may mail it to staff prior to the meeting. Staff will enter your additional information and material into the public record and forward it to the Board.

After you apply for the variance and before the meeting occurs, notice of your request will be published in two editions of the Mukwonago Chief, and neighboring property owners within 300 feet of your property will receive notice of your appeal.

Also during this time, board members may choose to drive by or visit your property to gather information that may influence their decision regarding your requested variance.

VARIANCE STANDARDS

Variances are not granted routinely. The application for a variance must clearly show the Board of Building and Zoning Appeals that the three Wisconsin State Statutory Standards that govern granting a variance will be met.

<u>Unnecessary Hardship:</u> A situation where, in the absence of a variance, an owner can make no feasible use of the property. A variance is not warranted if the physical character of the property allows a landowner to build or develop in compliance with the zoning ordinance.

The hardship or difficulty must be peculiar to the zoning parcel in question and different from that of other parcels, not which affects all parcel similarly. Generally, hardships arise because of some unique property limitation of a parcel or because the property was created before the passage of the zoning ordinance and is not economically suitable for a permitted use, or will not accommodate a structure of reasonable design for a permitted use, if all area, yard and setback requirements are observed.

Loss of profit or pecuniary hardship is not in and of itself grounds for a variance.

TO THE ZONING BOARD OF APPEALS

The petition of	f/	1/chae/	1	MARI	1 P	ETE	R	respectfully show	ıs:
				/					

- 1. This petition is made pursuant to the ordinance of the Village of Mukwonago and pertaining to the functions, duties, and powers of the Board of Building and Zoning Appeals.
- 2. The petitioner is appealing for:

A	Varian	ce to	encla	se the	CXiston	g Patro
To	Proub	de a	Theop	Seaso	y reok	1 as Port
					ORASET	

3. Petitioner requests a variation as follows:

Toa	flow the co	45 truction	OA a Thre	el Seasou
ruom on o	or existing	Patio Slab.	the slab	encroaches
5'5" on the	west to 1'3"	04748 505	+	

- 4. Petitioner has attached hereto a survey of the premises. \(\text{\text{\$\sigma}}\)Yes \(\text{\$\sigma}\)No
- 5. The present zoning classification of the described real estate is _____
- 6. The names of the owners of said property are as follows:

Michael	A + MARY C	PETER	

7. Petitioner further respectfully represents that to permit the variance aforesaid would not be contrary to the public interest, or in any way be detrimental to the neighborhood or the neighbors; that to refuse to permit such a variance would cause to the petitioner practical difficulty or unnecessary hardship; and that the use of the premises for the purposes herein prayed would do substantial justice, would be in keeping with the spirit of the Village of Mukwonago and the immediate neighborhood.

ITEMS REQUIRED TO BE SUBMITTED (If not applicable, mark N/A)

- Survey of the property
- □ Map/picture of the property
- □ Plan of operation/proposal
- Overview of the adjoining lots (including list of parcel identification numbers for all properties within 300 feet of the subject property)
- Drainage plan
- ☐ Floor plan (¾" Scale)
- Elevations (front and sides)

A.	Describe what you are building, the proposed dimensions, and what are the proposed etbacks:		
	enclose the existing Patro Slab (aprox. 8'x20')		
	To make a three season room, The Setback		
	would be the same as The existing Poto		
	Slob. The slab encrockes 55 on the west end		
	diagonally across to 1'3" on the East end ox		
	The Slab		
В.	Describe the exceptional or extraordinary circumstances or conditions that apply to your property that do not apply to surrounding properties:		
Because OA The way the wast line angles Nort			
	to Sast of our corner Unit Part of our Patie Slos		
	encroches into the 30' offset line. The line runs		
	diagonally across The Patio Slab. our negabor's Slab		
	is not affected by The UPPset line The line		
	only casects our slab 5'5' on the western To 1'3" por		
	The East end NO other Units our affected		
	Because The slub & forting ofready exist		
	it would not be Passible to relocate The		
	Pationavoid the offset		
D.	Describe how the variance would <u>not</u> have adverse affects on surrounding lands:		
	The Slab and footings atready Exist and		
	OUR Part of the Existing Unit, So The room		
	would not change the Existing Unit, So The Your		

CERTIFICATION

Applicant hereby certifies that:

Signature - Property Owner

Q Wuch

- 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.

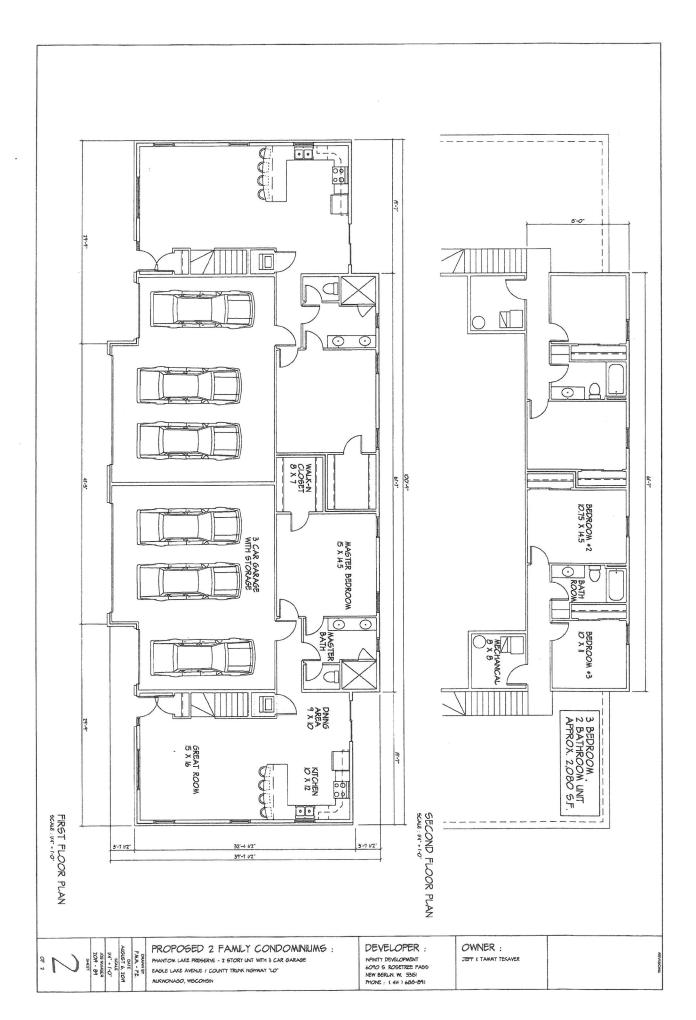
Applicant further understands the policies of the Village regarding change of zonings and property development. Conditions of the resolution regarding all approvals are strictly followed. Certificates of Occupancy are not given until all conditions of approval have been met

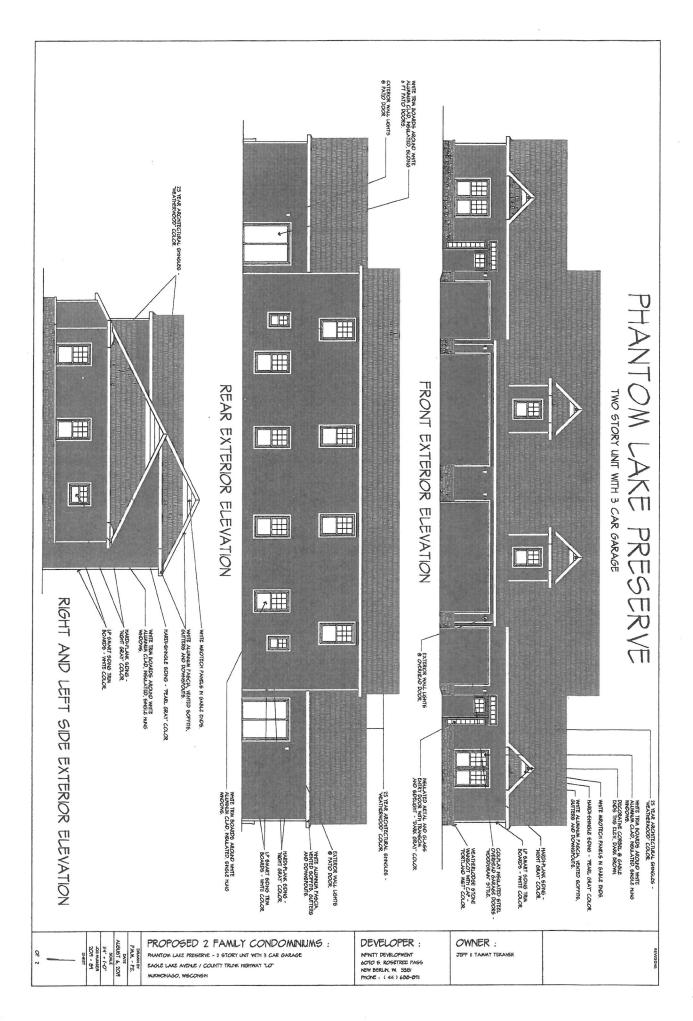
By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing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

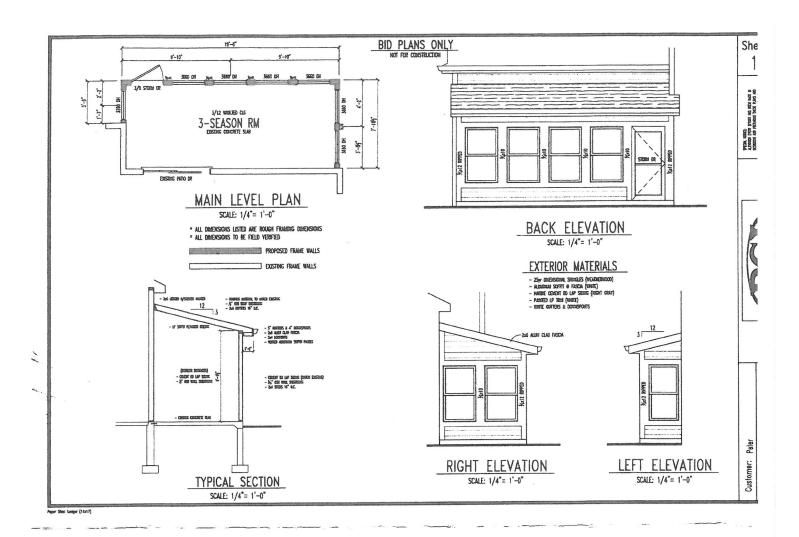
(The applicant's signature must be from a Managing Member if the business is an LLC, or from the President or Vice President if the business is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below, and a signed property owner's authorization letter may be provided in lieu of the property owner's signature[s] below. If more than one, all of the owners of the property must sign this Application).

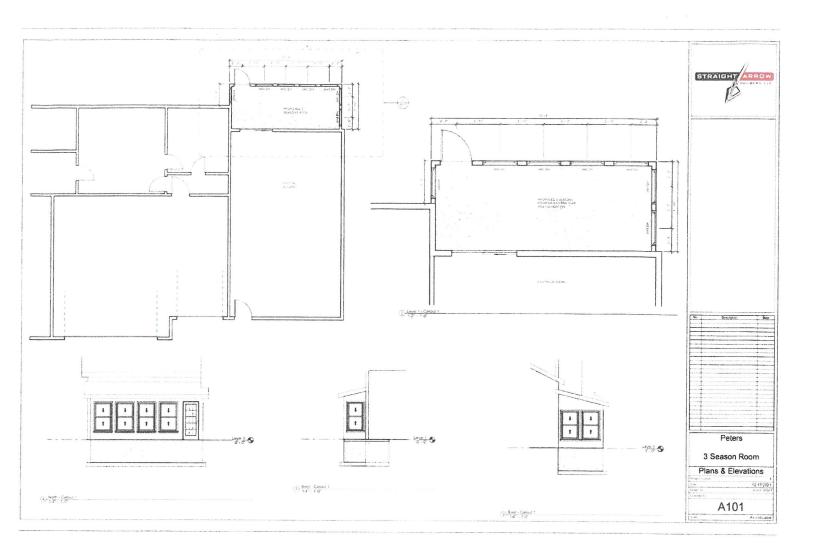
Signature - Applicant

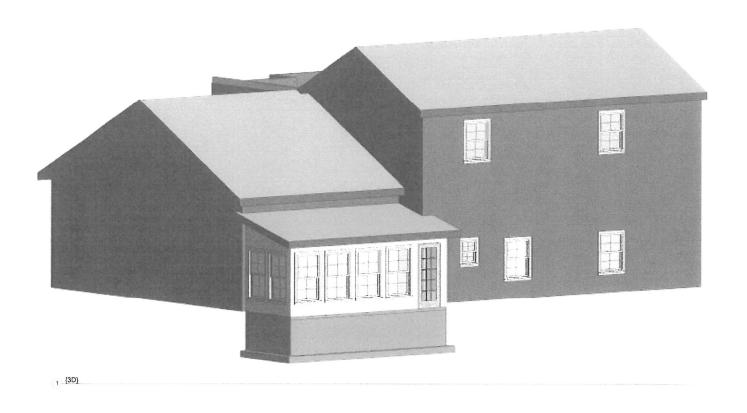
Name & Title (PRINT)	Name & Title (PRINT)	
$\frac{1-10-2022}{\text{Date}}$	Date	
Mary Peter Signature - Property Owner	Signature – Applicant's Representative	
Name & Title (PRINT)	Name & Title (PRINT)	
/- 10 - 20 22 Date	Date	
FOR OFFICE USE ONLY		
Date Paid	Receipt #	
Date(s) Notice Published	Date Notices Mailed	
Public Hearing Date	Plan Commission Date(s)	
Escrow Required?	Escrow Amount	
Board of Zoning and Building Appeals Disposition	.1	

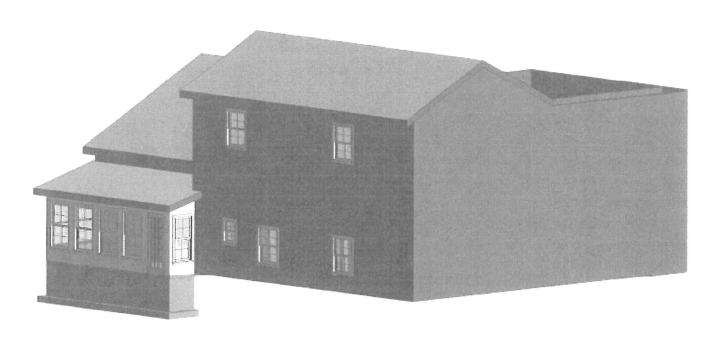




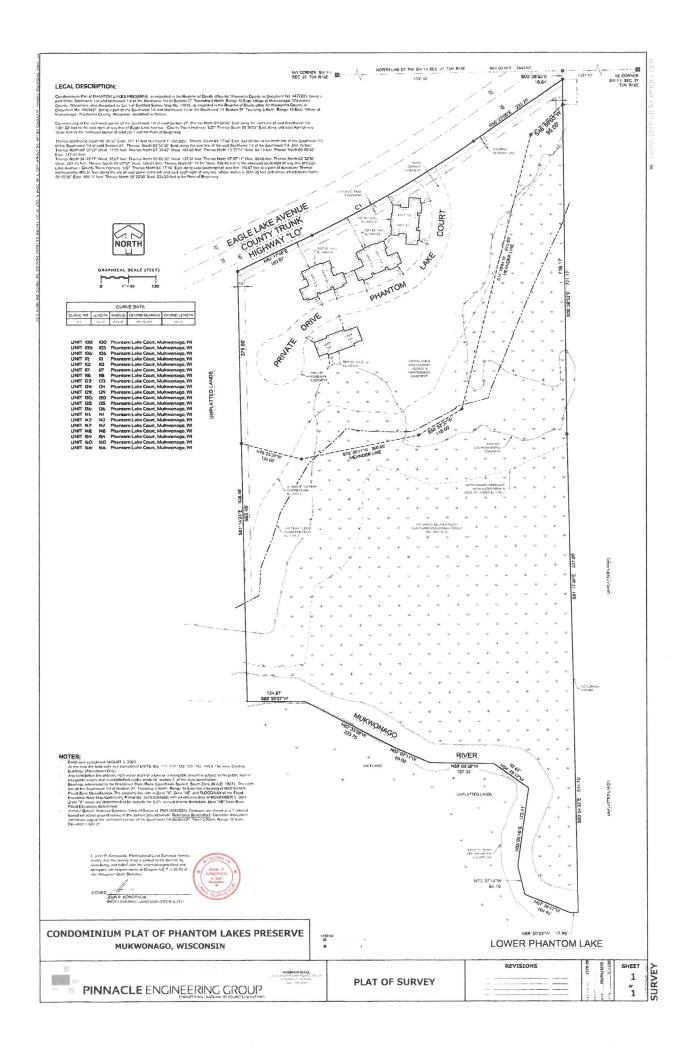


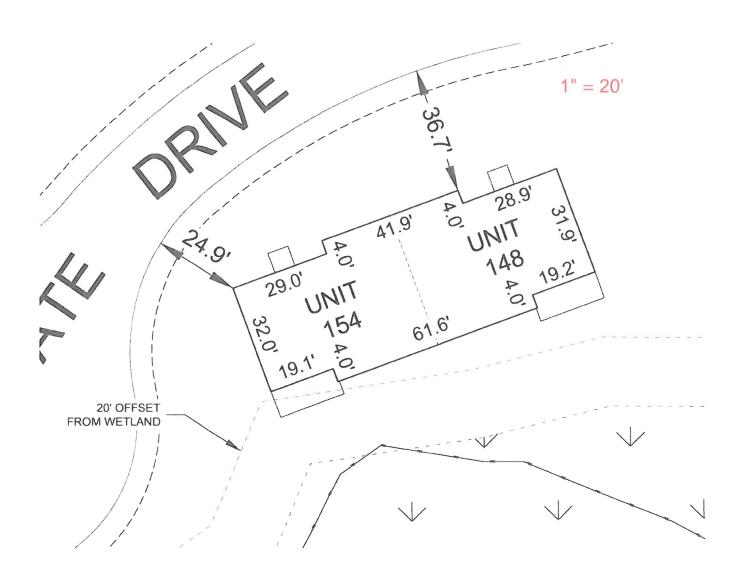


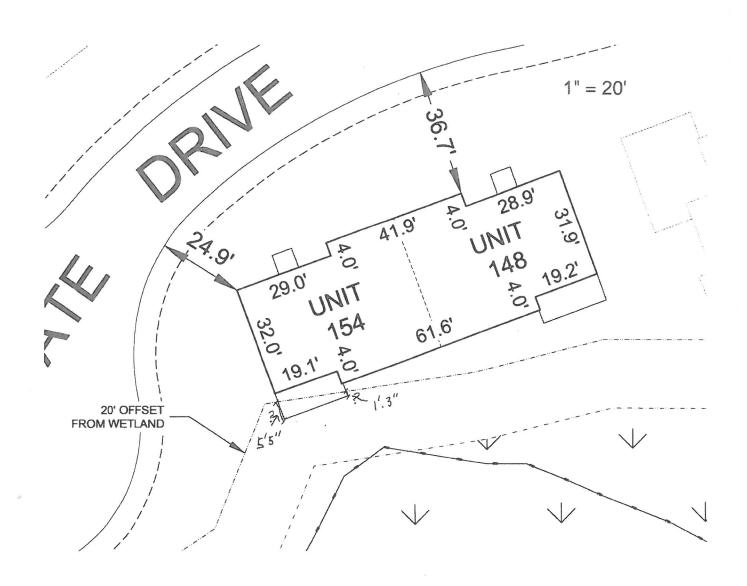




1 (3D) Copy 1







August 23, 2021

Mike and Mary Peters 154 Phantom Lake Preserve, Mukwonago WI

Dear Mike and Mary -

I have received your request and quote to install a screen porch at your unit. I have granted the request with the following criteria.

Contractor to follow all of the guidelines per the Village of Mukwonago.

Contractor to retain proper approval and permit from the Village of Mukwonago.

Contractor to contact me to go over the structure and color of the screen porch to make sure it complements with the condo exterior (tone, color, etc.).

Contractor to update me on the status of the installation from start to finish.

Sincerely,

Tammy Tekaver, HOA President

Hanny Lekaver

Phantom Lake Preserve