

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

**PLAN COMMISSION MEETING**  
**Tuesday, February 14, 2023**

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 minutes from January 10, 2023 meeting.  
[20230110 PlanCommissionMinutesdraft.pdf](#)

**5. New Business**

*Discussion and Possible Action on the Following Items*

- 5.1 Discussion and possible approval of **PC-RESOLUTION 2023-01** of the signage plan for Zero Zone, applicant Lemberg Electric, 115 Hill Ct, Parcel #A49300002.  
[\(SIGN\) Staff Report Zero Zone.pdf](#)  
[Zero Zone - Mukwonago 1 \(6\).pdf](#)  
[PC-RESOLUTION 2023-01 - Zero Zone monument sign.pdf](#)

**6. Adjournment**

**Membership:**

*Eric Brill, Karl Kettner, John Meiners, Mark Penzkover, Tim Rutenbeck, Jason Wamser, Fred Winchowky, and Community Planner/Zoning Administrator Erin Scharf (Advisory)*

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, January 10, 2023

#### Call to Order

President 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  
Jason Wamser  
Eric Brill  
Karl Kettner  
John Meiners  
Mark Penzkover

Excused: Tim Rutenbeck

Also present: Fred Schnook, Village Administrator  
Erin Scharf, Community Planner/Zoning Administrator  
Tim Schwecke, Interim Village Planner  
Linda Gourdoux, Deputy Clerk/Treasurer

#### Comments from the Public

Opened at 6:30 pm  
Mike Greesoa, V2G Surveying; spoke on the extraterritorial review of the three-lot CSM  
Erin Scharf, Community Planner/Zoning Administrator; introduced herself to Plan  
Commission members  
Closed at 6:33 pm

#### Approval of Minutes

Motion by Meiners/Penzkover to approve minutes from December 13, 2022 regular meeting, unanimously carried.

#### New Business

**Discussion and possible recommendation to the Village Board approval of RESOLUTION 2023-06 for Extraterritorial Review of a three-lot Certified Survey Map located at N8980 E Miramar Dr in the Town of East Troy.**

Schwecke gave overview of project

Motion by Meiners/Penzkover to recommendation to the Village Board approval of RESOLUTION 2023-06 for Extraterritorial Review of a three-lot Certified Survey Map located at N8980 E Miramar Dr in the Town of East Troy, carried.

**Update on various applications submitted by the Mukwonago Area School District for the property located at 560 Bay View Road.**

Schwecke gave overview of project

All conditional use applications and approvals were contingent on the Mukwonago Area School District purchasing the property. MASD has decided not to go in this direction. If things change in the future, MASD would need to start new with all applications and approvals.

### **Adjournment**

Meeting adjourned at 6:37 p.m.

Respectfully Submitted,  
Linda Gourdoux, WCMC  
Deputy Clerk/Treasurer

DRAFT

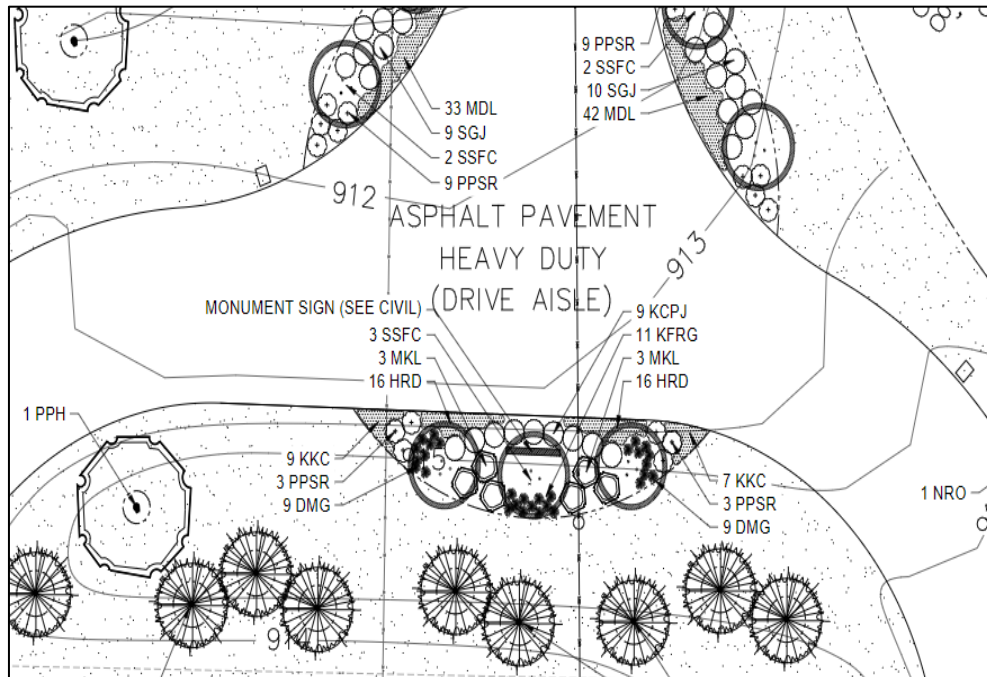


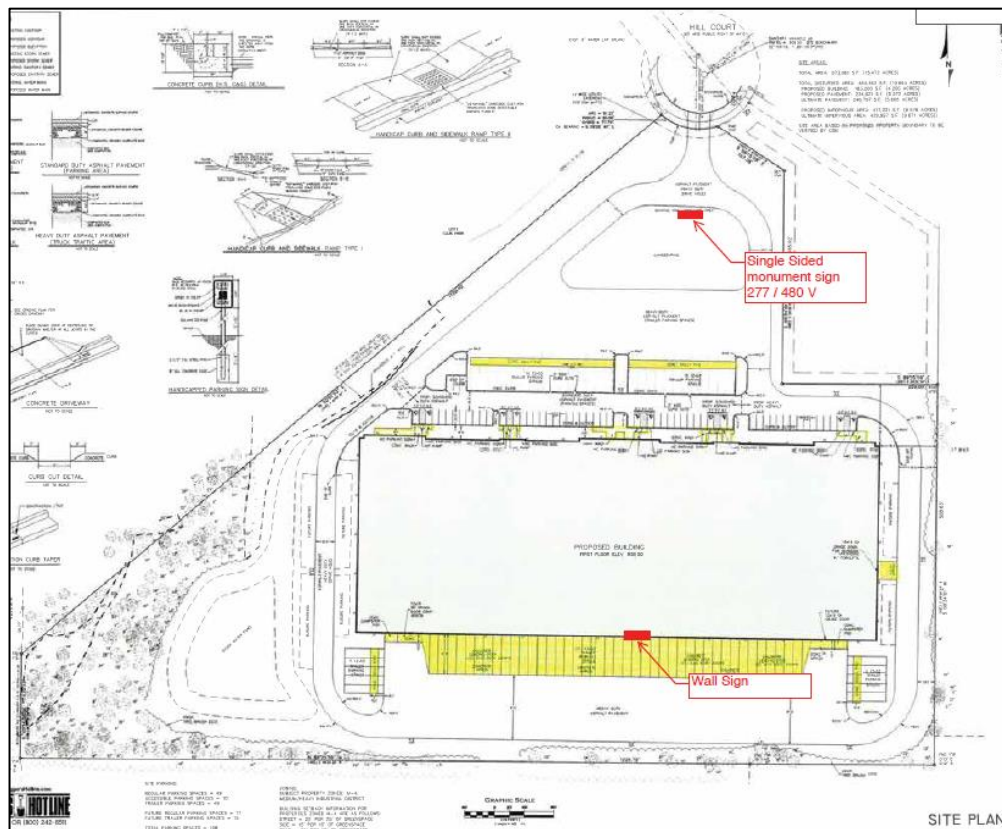
**STAFF REPORT**  
**VILLAGE OF MUKWONAGO PLAN COMMISSION**  
**Tuesday, February 14, 2023**  
**6:30 PM**  
**440 RIVER CREST CT**  
**MUKWONAGO, WI 53149**

**5. Signage Plan for Zero Zone, to be located at 115 Hill Ct, submitted by Lemberg Electric (Sign Contractor) - Tax Key No. A493600002**

**Overview**

The property currently is zoned M-4: Medium/Heavy Industrial District. Zero Zone has been a manufacturer of frozen and refrigerated cases for over 50 years. The applicant is proposing 1 freestanding monument sign and 1 wall sign on the parcel. The multi-tenant building has an area of 183,200 sf. However, there will only be a single tenant, Zero Zone. The building is owned by Hill Court Partners Reloaded (Briohn Design Group, LLC). The parcel is 15.472 acres, therefore the applicant was advised that freestanding monument sign on parcels over 3.01 acres require Plan Commission review and approval. Maximum of only two signs types allowed per Sec 64-23 of the Municipal Sign Code.





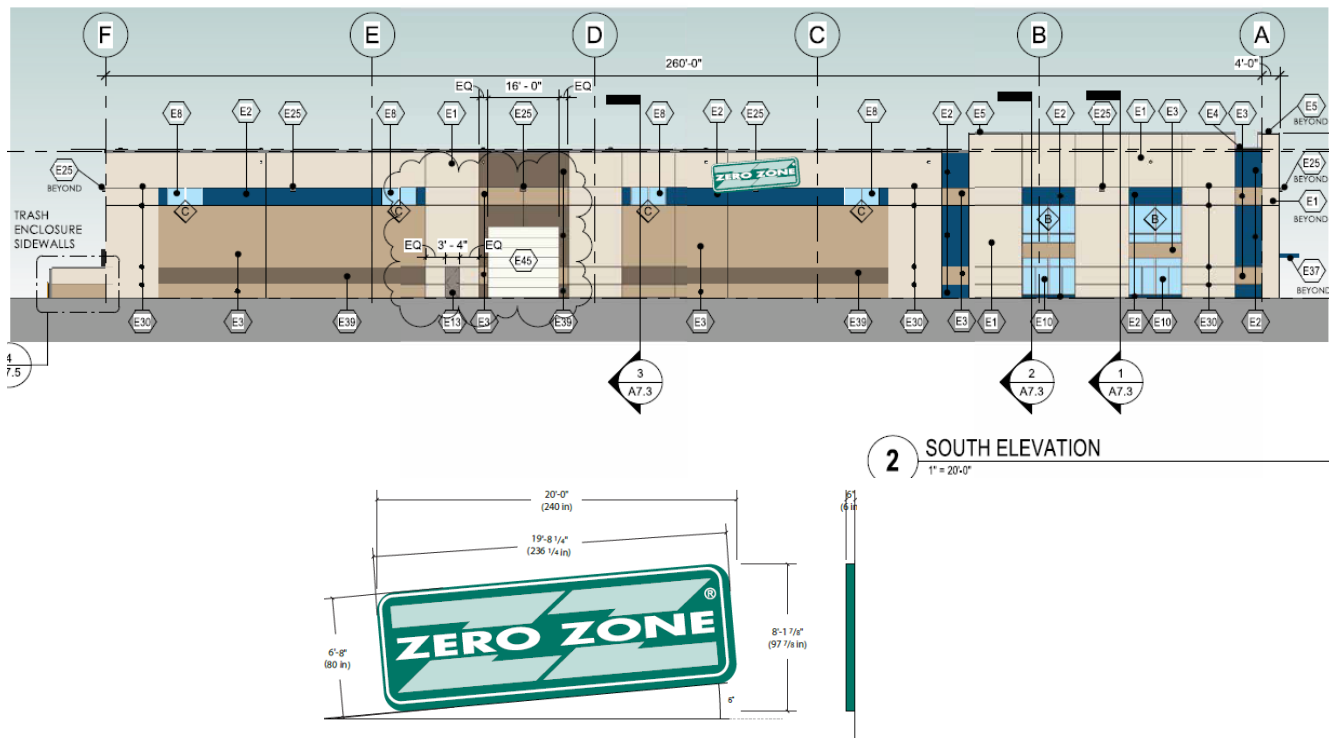
## Freestanding Signs

Per the Sign Code Sec 64-23, freestanding horizontal signs must have a minimum 18" to 2' tall masonry base above adjacent grade. A freestanding sign must display the address in a visible location. A minimum 10' setback from the front property line and other property lines to any part of the sign structure. Notwithstanding the minimum setback, the entire sign structure shall be placed out of the required vision triangle of any intersecting streets, outside of the 15' vision triangle of an intersecting street with a private driveway. A maximum of 100 sf sign face is allowed and no taller than 12' in height. The applicant is proposing a 78 sf freestanding horizontal sign which falls within the code maximums. The design is a corporate logo used at their current facilities. Staff finds the freestanding sign compliant with the municipal code.



## Wall Signs

Per the Sign Code Sec 64-23, a maximum of 150 sq. ft. of wall signage is allowed with approval by the Zoning Administrator. The applicant is proposing to install 1 wall sign to Zero Zone with a total size of 132 sq. Ft, which is within the code requirements. This is informational and does not require Plan Commission approval.



**Recommendation:** Recommend approval of the freestanding monument sign proposed for Zero Zone, to be located at 115 Hill Ct, as submitted by Lemberg Electric (Sign Contractor) Tax Key No. A493600002.

*Respectfully Submitted:*

*Erin Scharf*

*Community Planner/Zoning Administrator*





Facility Services Group \ Zero Zone- Mukwonago  
115 Hill Court / Mukwonago, WI 53149  
Drawing Package Title: Zero Zone - Mukwonago 1 (6)  
Date: 1-11-23



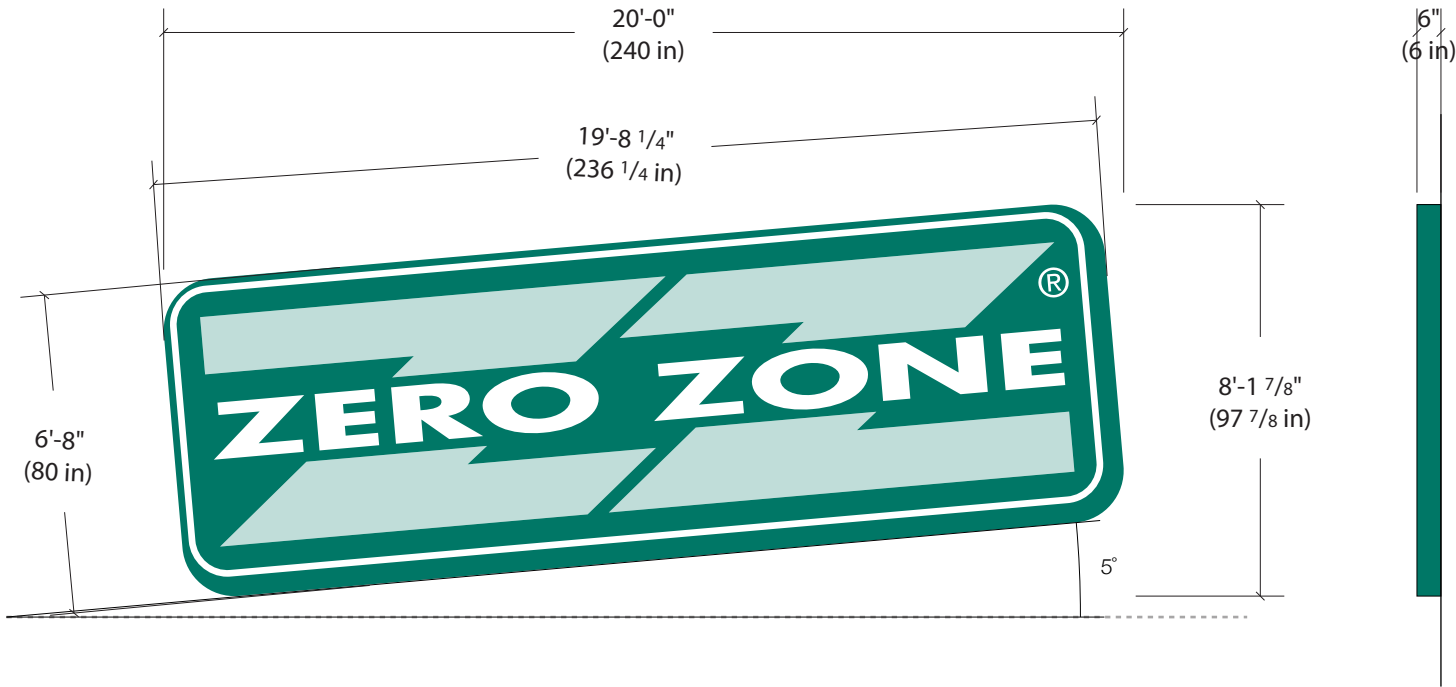
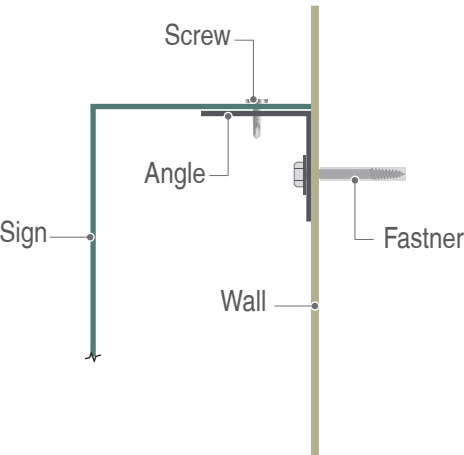
SIGNS

4085 North 128th Street  
Brookfield, WI 53005  
p. 262-781-1500  
www.LembergElectric.com

Wall Sign Specifications

Qty One (1) Wall Mounted Sign.  
Non-Illuminated  
Single Sided  
132 Sq'  
  
(A) Wall Sign  
6" deep fabricated aluminum pan face with 1/8" aluminum faces.  
  
Pan face clip mounts to wall.

- Colors:
- (1) PMS 3295C - Painted Finish
  - (2) PMS 3295C@(25% Screen) - Printed Graphics / or Mask & Paint
  - (3) White Vinyl Graphics



SIGNS

4085 North 128th Street  
Brookfield, WI 53005  
p. 262-781-1500  
www.LembergElectric.com

Client: Facility Services Group \ Zero Zone

Location: 115 Hill Court

City: Mukwonago, WI 53149

Sales Representative: Brian Pritzkow

Project Manager: Reggie Peters

Designer: Eric Bailey

Scale: 1/4"=1'

Paper Size: 11x17

Signature / Date:

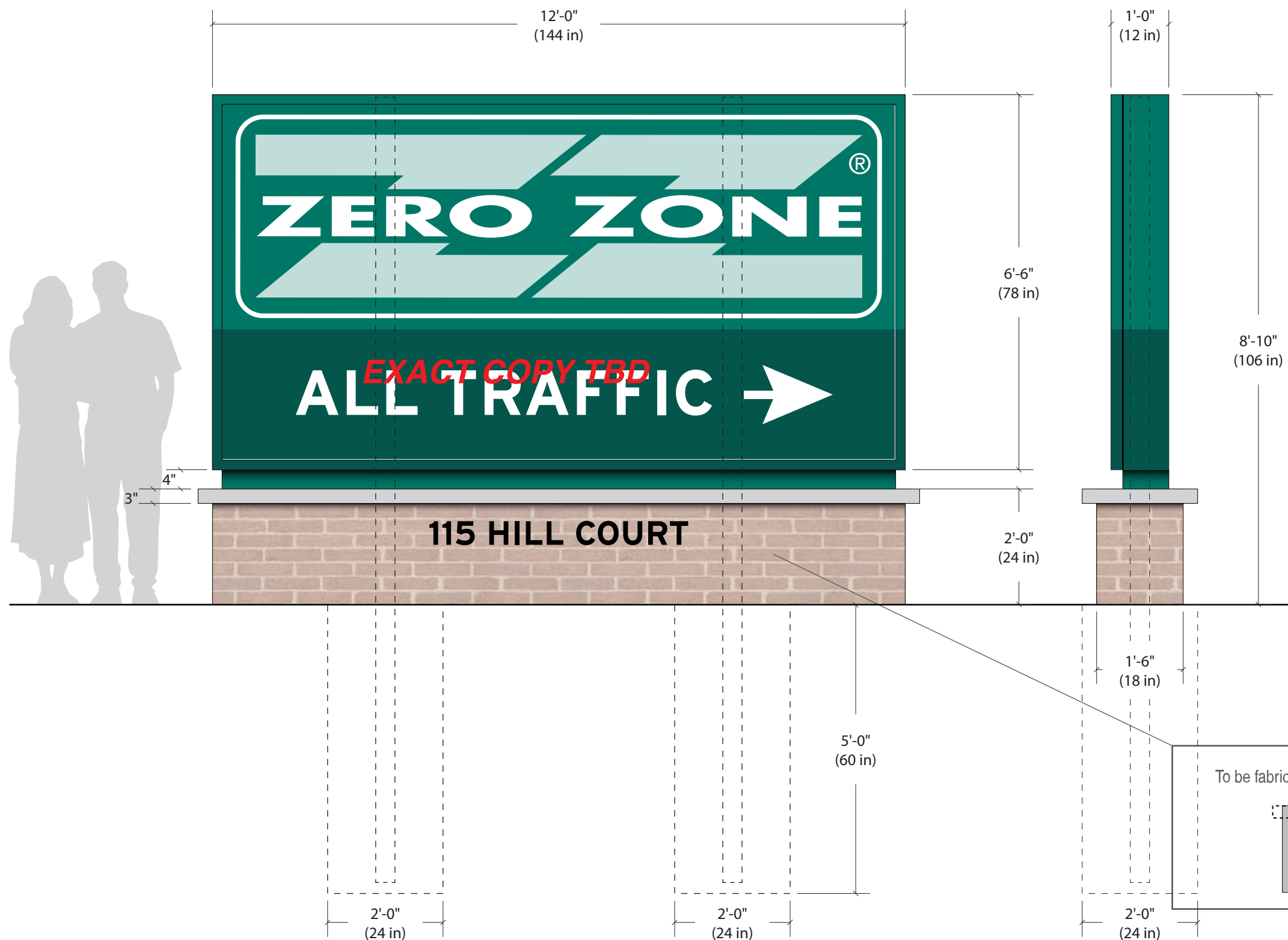
Client / Location or Project / Sign Classification / Version# or Sheet / Revision# / Drawing Status

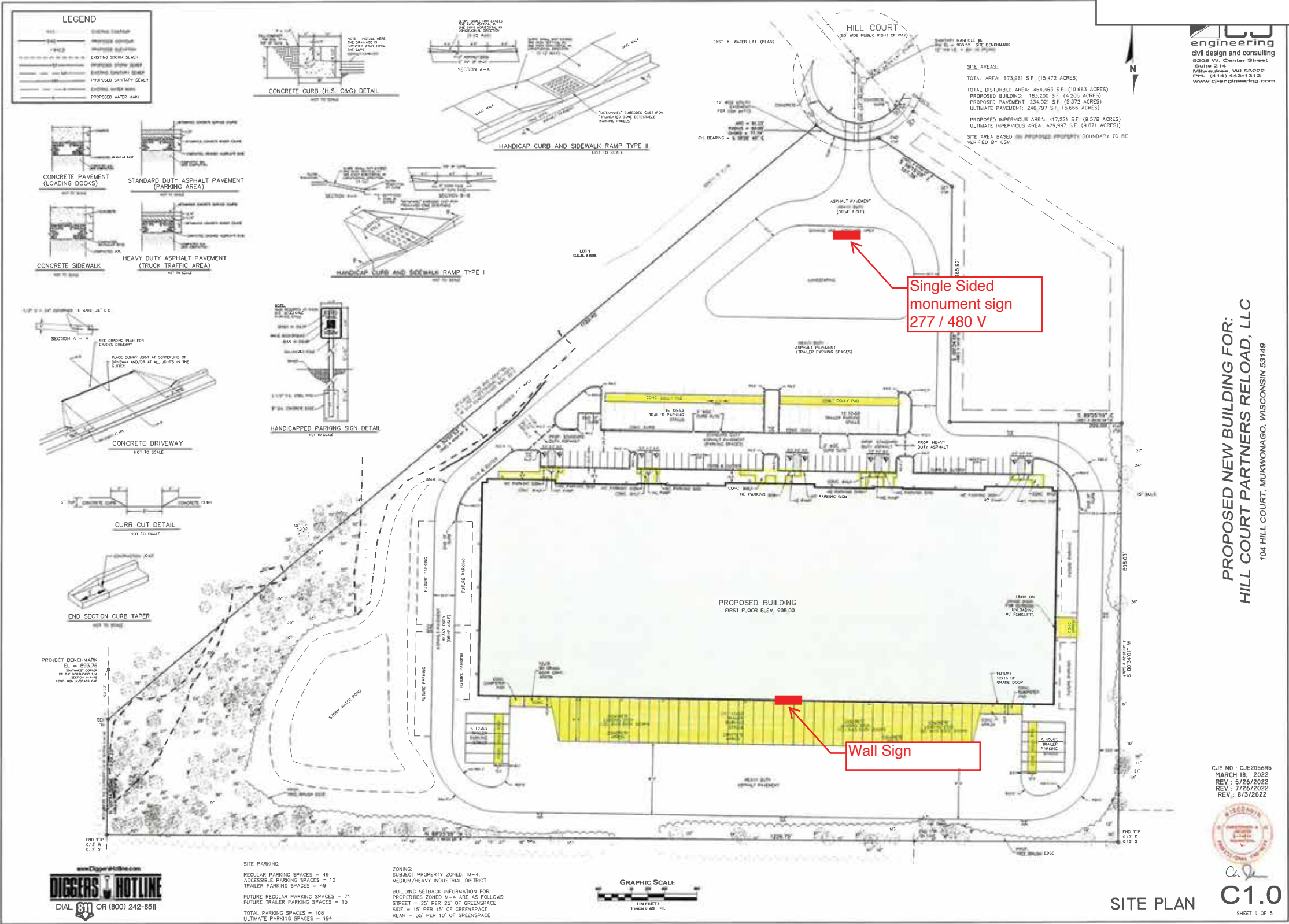
ZeroZone\_Mukwonago\_WS(1)\_v01\_r01\_D

Date:

1-11-23







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Sales Representative: Brian Pritzkow

Project Manager: Reggie Peters

Designer: Eric Bailey

Scale: NTS

Paper Size: 11x17

Signature / Date:

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ZeroZone\_Mukwonago\_MAP\_v01\_r01\_D

Date:  
1-11-23



CONCEPTUAL DRAWING		
Notes & Revisions   Check List & Flagged Items		
10-3-22 Initial drawing, per Brian's notes. EB	-	<div>✓</div>
10-4-22 Updated incorrect monument directions, per Brian. EB	-	
10-25-22 Removed "TO THE LEFT" and TO THE RIGHT" from the monument sign, per Brian. EB	-	
11-02-22 Revised directional message the monument sign to be “ENTRANCE ONLY”, per Brian. MCM	-	<div>🚩</div>
11-2-22 Revised monument sign to read “ALL TRAFFIC”, per Brian. EB	-	
11-3-22 Added option for monument sign to read “ALL TRAFFIC” “ENTER ONLY” with right arrow, per Brian. EB	-	
1-12-23 Updated wall sign depth to 6” / added mounting detail / updated wall sign location / updated specs & square footage of monument, per Reggie. EB	-	
-	-	
-	-	
-	-	

Job File Location Sales: Customer Folders / Facility Services Group / Zero Zone- Mukwonago / Art Work | Job File Location Design: Sync / Lemberg Sign Vault (Sync) / Zero Zone- Mukwonago

**PLAN COMMISSION RESOLUTION 2023-01**

**RESOLUTION APPROVING SIGNAGE FOR ZERO ZONE  
LOCATED AT 115 HILL CT, PARCEL #A93600002**

**WHEREAS**, Lemberg Electric submitted a sign permit application to the Village for review consistent with the review procedures in Chapter 64 of the municipal code; and

**WHEREAS**, the proposed sign consists of a monument sign for Zero Zone located on Parcel Number A493600002; and

**WHEREAS**, the Plan Commission reviewed the proposed sign at their meeting on February 12, 2023; and

**NOW, THEREFORE, BE IT RESOLVED**, the Plan Commission of the Village of Mukwonago, Wisconsin hereby approves the monument sign as proposed subject to the following conditions:

1. The applicant 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.
2. The applicant must pay any outstanding fees/charges related to this application.
3. The address of the property must be displayed on the sign face as required by the sign regulations.
4. The landscaping must be completed per the plan approved.

Passed and dated this 14<sup>th</sup> day of February, 2023.

**VILLAGE OF MUKWONAGO PLAN COMMISSION**

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

Attest: \_\_\_\_\_  
Linda Gourdoux, Deputy Village Clerk