

Staff Report

Date: September 24, 2025

To: Town of Mukwonago Plan Commission and Town Board

From: Ben Greenberg, AICP, Town Planner

Subject: Site Plan / Plan of Operation request for a Home Occupation at S77 W30745 Mosher Dr.; Michael Prescott, owner/applicant (application 2025-29)

Meeting: October 8, 2025, Plan Commission and Town Board meeting

Attachments: Application Materials

Property Overview The subject property is slightly larger than one (1) acre in size and is zoned R-1 Residential District. The lot is located in the Savannah Oaks subdivision, has direct access to Mosher Drive and is surrounded by similar single-family uses.

Request The property owner has submitted a Site Plan/Plan of Operation request to operate a Home Occupation from the subject residence. Prescott Brands, LLC. Is a home based e-commerce business that sells tabletop card and dice games and accessories. The application notes that Mr. Prescott is the only employee and that orders will be exclusively fulfilled on-line with no retail traffic. In addition, all inventory will be stored inside the residence. The owner notes that 4-5% of the home will be utilized as part of the Home Occupation. There are no changes to the exterior of the home proposed.

Definition A home occupation is described in Appendix B of the Ordinance as an occupation, profession, enterprise, or similar commercial activity that is conducted by a person residing on the residential premises as accessory use with no more than one non-resident worker. The term does not include hobbies or similar noncommercial activities.

Notice requirements. Aside from being shown on the meeting agenda, no other public notice is required.

Review procedure. The Plan Commission makes the final decision regarding site plan / plan of operation requests.

Basis of Decision. In reviewing the site plan request, the following general considerations set forth in s. 36-495, of the zoning code must be considered:

- (1) Effects of the project on traffic safety and efficiency and pedestrian

circulation, both on-site and off-site;

- (2) Effects of the project on the natural environment;
- (3) Effects of the project on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances;
- (4) Compliance with the site design principles and architectural standards enumerated in division 8 of article VI;
- (5) Compliance with other applicable requirements in this chapter; and
- (6) Any other factor that relates to the purposes of this chapter as set forth in section 36-5 or as allowed by state law.

(7) In addition to the above noted general considerations, all supplemental standards of Appendix B, 13.14 - Home Occupations, also listed below, must be met.

- (a) Validity of use. The individual primarily responsible for operation of the home occupation shall reside in the dwelling unit on the parcel.
- (b) Location and space limitation. The home occupation shall only occur within the dwelling unit. The space specifically designated for use of the home occupation shall occupy no more than 20 percent of the total floor area of the dwelling unit.
- (c) Exterior character of building. The exterior character of the building housing the home occupation shall not be altered to accommodate such use.
- (d) Limitation on number of on-site workers. The number of individuals working on-site shall be limited to those individuals living in the dwelling unit and one individual not living in the dwelling unit.
- (e) On-site sales. On-site sales of merchandise are prohibited.
- (f) Prohibited uses. The following uses do not qualify as a home occupation: veterinary services; medical offices; animal boarding or grooming; barber or hair care with 2 or more chairs; restaurant; vehicle repair; motor vehicle body work; removal of sand, gravel, or stone for commercial purposes; or other similar activities.
- (g) Nuisance. Such permitted use shall not include the use of any machinery tools or other appliances which can reasonably be

construed as creating an abnormal nuisance to the surrounding residential area.

Imposition of conditions. The plan commission may impose one or more conditions of approval as may be necessary to grant approval. Such conditions and restrictions may relate to the establishment, location, construction, maintenance, operation of the use, off-site impacts, and any other aspect of the use that impacts the public health, safety, morals, comfort, or general welfare.

Recommended Conditions.

1. This approval is granted specifically to Prescott Brands LLC for the home-based e-commerce operation described in the submitted Plan of Operation dated September 19, 2025. The approval is non-transferable to any other individual, business, or entity.
2. The operator shall maintain their primary residence on the premises for the duration of the home occupation.
3. The home occupation shall be conducted entirely within the dwelling unit and shall occupy no more than 20% of the total floor area of the dwelling.
4. No on-site retail sales of merchandise shall occur.
5. Deliveries and shipments associated with the business shall not exceed volumes typical for residential package delivery.
6. The property owner must sign the decision notice to acknowledge the terms of the approval and return the same to the Zoning Administrator within six months of the decision.
7. **Professional Fees.** Petitioner shall, on demand, reimburse the Town for all costs and expenses of any type that the Town incurs in connection with this development, including the cost of consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
8. **Payment of Charges.** Any unpaid bills owed to the Town by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees or any other fees owed to the Town; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Town, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies

available to the Town, including possible cause for termination of the conditional approval.

Proposed motion by Plan Commission to amend the approved site plan: Approve the site plan as set forth in the petitioner's application.

Prescott Brands LLC — Items Sold Statement

Owner/Operator: Michael Prescott

Business Address: S77W30745 Mosher Dr, Mukwonago, WI 53149

Business Type: Home-based e-commerce (no on-site retail / no public access)

Date: September 19, 2025

Items Sold

- Tabletop card-and-dice game (boxed retail set) — non-hazardous, non-perishable.
- Replacement parts/accessories — dice, replacement cards, printed rule sheets.

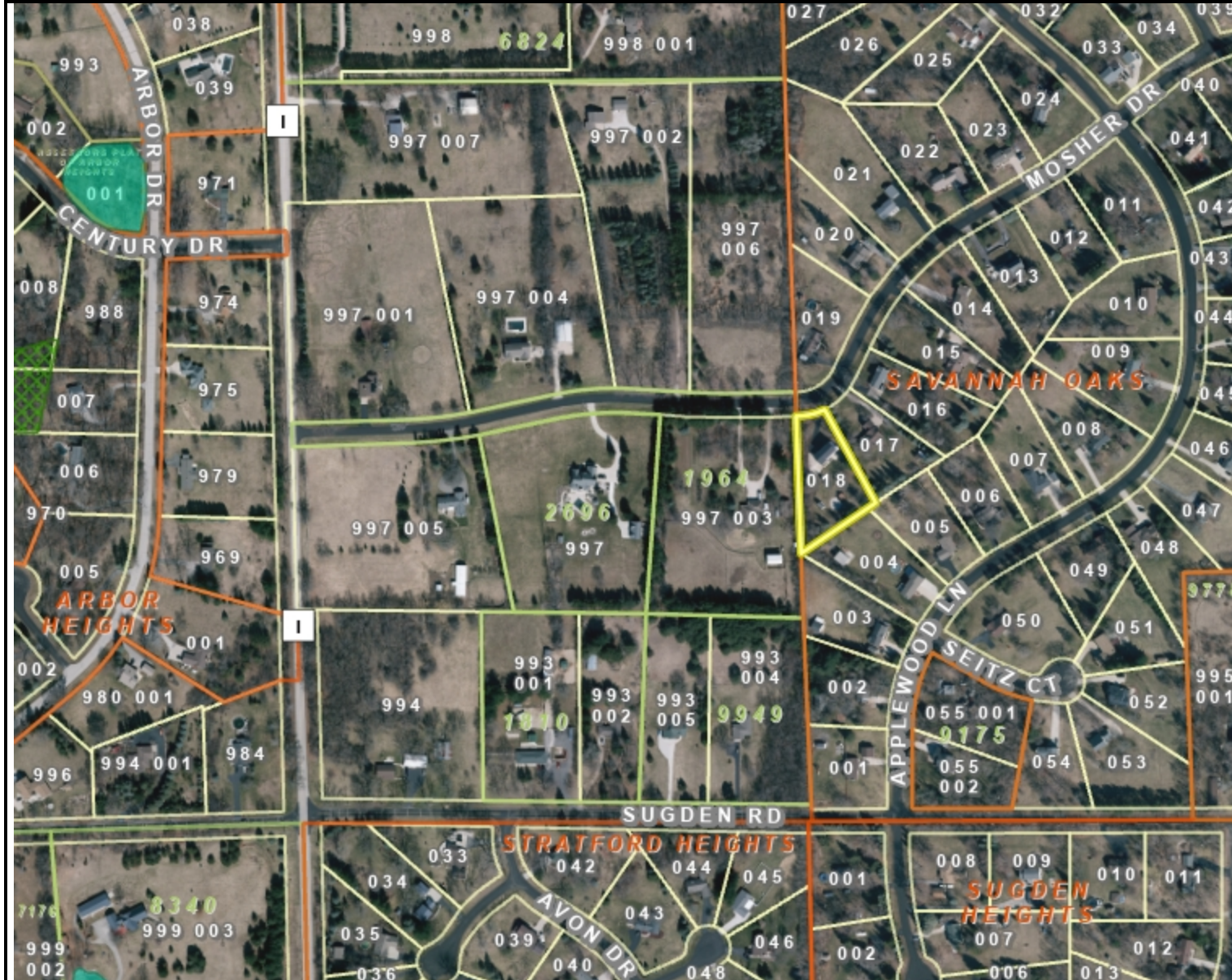
Notes (optional)

- Orders fulfilled online only; no customer visits and no employees on site.
- Inventory stored indoors; no hazardous, flammable, or perishable goods.

Signature: Michael Prescott

Michael Prescott, Member, Prescott Brands LLC

Date: 9/19/25



Legend

- DNR Wetlands < .25 Acre
- DNR Wetlands > .25 Acre
- Environmental Corridors 2**
- Water
- Isolated Natural Resource A
- Isolated Natural Resource A
- Primary Env. Corridor
- Primary Env. Corridor Water
- Secondary Env. Corridor
- Secondary Env. Corridor Wa
- Environmental Corridors 2**
- Water
- Isolated Natural Resource A
- Isolated Natural Resource A
- Primary Env. Corridor
- Primary Env. Corridor Water
- Secondary Env. Corridor
- Secondary Env. Corridor Wa
- Conditional Zoning Chang
- Shoreland Zoning Jurisdic
- Delafield Shoreland Overl
- North Lake Overlay Distric
- C-1 Conservancy Overlay
- EC Environmental Corrid
- Dam Failure Study Floodv
- Dam Failure Study Floodp
- Floodplain Overlay District**
- GFP General Floodplain Dist
- FF Flood Fringe District
- FW Floodway District
- County Zoning Districts**
- A-1 Agricultural District
- A-2 Rural Home District
- A-3 Suburban Estate District
- A-4 Country Estate District
- A-5 Mini-Farm District
- A-B Agricultural Business Di
- A-T Agricultural Land Preser
- AD-10 Agricultural Density -
- B-1 Restricted Business Dist

0 415.34 Feet

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

Notes:

Printed: 9/29/2025





83.03'

135.185'

135.183'

286.822'

Building A

1911 018
1911

SAVANNAH

18

17

Building B

2232.20'

2242.72'

211.07'

1911 004

385.083'

18

4

Plan of Operation Form

Tax Key No. 1 MUKT1911018

CU File No. _____

1. Name of Business Prescott Brands LL C
Address S77W30745 Mosher Drive
Mukwonago WI, 53149 Daytime
Phone # 414-702-8744

2. Name of Owner Michael Prescott Name of Operator
Michael Prescott

Address

Address Same as above

3. Legal Description
LOT 18 SAVANNAH OAKS BEING A SUBDIVISION PT SW1/4 SE C 10 T5N R18E

Lot size Depth _____ Width _____ Acres 1.1

4. Zoning District
Residential

5. Please explain and describe use of property in detail.
Residential Property

6. Dimensions and levels of all buildings (Label on Site Plan).

	<u>Dimensions</u>	<u>Levels</u>	<u>Use</u>
Building A	<u>2,783 sq ft</u>	<u>2</u>	<u>Home</u>
Building B	<u>10'6" x 16'4"</u>	<u>1</u>	<u>Shed</u>
Building C	_____	_____	_____

Total Floor Area 2,783 sq ft

7. Exterior Uses (Locate on Site Plan)

Outside Storage yes ___ no x Customer Dockage yes ___ no x
If yes, please explain type _____ If yes, locate on site plan, state length of
_____ the piers and the number.

Outside Events yes ___ no x Boat Moorings yes ___ no x

If yes, please explain. _____

If yes, please state number and locate
the moorings, location, and length of
the piers on the site plan.

8. Maximum number of employees Full-time 1 (OWNER) Part-time _____
9. Days of Operation E-
commerce, 7 days a week _____
10. Parking (Location on Site Plan) _____
A. Number of spaces
2-4 on lot, and 2 in garage. Existing residential driveway and attached garage only; no changes proposed.
B. Dimensions of Parking Lot
C. Construction: Paved X Gravel _____ Grass _____
D. Employee Parking _____
E. Screening: Fencing _____ Plantings _____
11. Outdoor Lighting (Locate on Site Plan)
Type N/A Location N/A
12. Signs (Locate on Site Plan)
Free Standing Number N/A # Attached to Building N/A
Size N/A Size N/A
Lighted yes N/A no N/A Lighted yes N/A no N/A
Single or Double Faced N/A Single of Double Faced N/A
Location N/A Location N/A
13. Is there any food or bar service? yes _____ no X
If yes _____ Vending Machine Number _____ Bar Seats _____
Table Seating Capacity _____ Outside Food Service _____
(Locate on Interior or Exterior Site Plan)
14. Are there game machines? yes _____ no X
How many _____ Type _____

15. Is there any type of music? yes _____ no X
- If yes:
- Juke Box _____ Where _____ Hours & Days _____
- Live _____ Where _____ Hours & Days _____
- Non-Amplified Live _____ Where _____ Hours & Days _____
16. Refuse Disposal (Locate Dumpster and Screening Type on Site Plan)
- Public _____ Private _____
John's Disposal - Garbage & Recycling cans
17. Is Highway access permit needed? yes _____ no X
- Date issued _____
18. Is security fencing necessary? yes _____ no X (If yes, locate on Site Plan)
- Type of Fencing _____
19. Date of DNR well approval _____ N/A
20. Date of Septic System Approval _____ N/A
21. Do you feel there are any problems such as odor, smoke, or noise resulting from this operation? yes _____ no X
- If yes, please explain: _____

22. Surface water drainage facilities (Designate storm water retention, flow of surface water, amount of impervious surfaces on the site plan).
23. Is there a liquor license or any other special license to obtained form the local Town Board or State licensing agencies: yes _____ no X
- If yes, please explain: _____

24. Did the Wisconsin State Department of Industry, Labor, and Human Relations approve building plans? yes N/A no N/A

If yes, please explain: _____

25. Is this an expansion of an existing operation? yes _____ no x

If yes, are there currently any permits under other names other than that which are indicated on this application? _____

26. Does this operation involve the sale of any item: yes x no _____

If yes, please submit list of all items sold.

27. Does this operation involve the production of any items? yes _____ no x

If yes, please attach a detailed description of the production process.

28. Are there any chemicals, hazardous wastes or solvents stored on the site and how are they disposed of? yes _____ no x

If yes, please explain. _____

29. Does this operation involve the storage or sale of gasoline or other petroleum products? yes _____ no x

If yes, please explain: _____

30. Does this operation involve the boarding of horses? yes _____ no x

If yes, please indicate the _____ maximum number of horses boarded,
_____ maximum number of horses owned by the petitioner _____.

31. If this plan of operation is for a boarding stable, has a conservation plan been prepared by the Land Conservation Committee? yes _____ no x

32. Have the premises been inspected by the local fire department?
yes N/A no N/A If yes, when? _____

Along with the completion of the form a scaled plan of the interior of the structure and a site plan must be submitted indicating size and location of all existing and proposed structures and additions, dimensions of the parcel, location of all parking stalls, location and size of all signs, lights, dumpsters, fencing and screening, surface water drainage patterns and storm water retention facilities, outside seating and location of any special outdoor activities, piers, and any other items requested by the Town and County for this operation.

Operator Signature Michael Prescott Date 9/18/25

Owner Signature Michael Prescott Date 9/18/25

Town Approval _____ Date _____

County Approval Signature _____ Date _____

From: [Michael Prescott](#)
To: [Ben Greenberg](#)
Subject: Re: Question about Conditional Use Form
Date: Wednesday, September 24, 2025 10:42:34 AM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)

Hi Ben,

Please see the answers to your questions below.

1. I believe I just got confused about what buildings I needed to list. The house is the only building that will be used. The storage shed will not be used for the business in anyway.
2. All storage of any kind will absolutely be inside the residence. I simply just got confused about what structures I was supposed to list. The storage shed will not be used in any shape or form for the business.
3. The space that will be used is 120 sq ft. Which is roughly 4-5% of the homes total square footage.
4. No exterior changes are proposed. The home will stay as is.

Please let me know if you need me to clarify anything further. I appreciate all of your help on this.

Thank you,

Michael Prescott
Prescott Brands LLC
414-702-8744

On Wednesday, September 24, 2025, 9:32 AM, Ben Greenberg <ben.greenberg@cedarcorp.com> wrote:

Hi Michael,

I am writing my staff memo and had a couple of questions.

1. It looks like you checked outdoor storage “yes” on the application. I’m guessing that was accidental since you note in your business statement that all products would be stored indoors. Could you clarify that.
2. Can you verify that all inside storage will occur within the residence. The home occupation permit would not authorize storage in an accessory building.
3. It would benefit your application to provide the % of the home used for the home occupation. The standard is no more than 20% of the total floor area of the dwelling unit.
4. Are you proposing any exterior changes to the property?

Thank you.



Ben Greenberg, AICP

Senior Planner | Cedar Corporation

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From: Michael Prescott <prescottmichael1720@yahoo.com>
Sent: Monday, September 22, 2025 9:41 AM