

Agenda
Village Board Meeting
Tuesday, January 8, 2018 at 7:30 p.m.
Jackson Village Hall
N168W20733 Main St
Jackson, WI 53037

1. Call to Order and Roll Call.
2. Pledge of Allegiance.
3. Any Village Citizen Comment on an Agenda Item (Please sign in).
4. Ceremonial Swearing in of Police Officer Andrew Mueller.
5. Public Hearing:
Planned Unit Development – CNR Group Addition – Alcan Drive.
6. Approval of Minutes for the Village Board Meeting of December 12, 2017.
7. Approval of Licenses.
 - Entertainment Licenses:
Jackson Pub, Coffeerville
 - Operators Licenses:
Walgreen's: Laurie A. Till, Stacy M. Tykac
Village Mart: Magdeline R. Balistreri
8. Appointment of Election Officials.
9. Budget & Finance Committee.
 - No Recommendations.
10. Park & Recreation.
 - ADRC Cooperative Agreement.
11. Ordinance #17-03 – Annexation of Paloroma Farms, LLC.
12. West Bend School District – Presentation.
13. Proposed Public Safety Building – Cedar Corp. – Discussion.
14. Resolution Extending Mediation Period for Mediated Cooperative Plan Agreement with Town of Jackson.
15. Departmental Reports.

16. Greater Jackson Business Alliance Report.
17. Discussion of Circulation of the Jackson Quarterly Newsletter – Liturgical Publications Inc.
18. Citizens to Address the Village Board.
19. Adjourn.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at least one (1) business day prior to the meeting.

**Design 2 Construct**

Development Corporation
N173 W21010 Northwest Passage
Jackson, WI 53037
Tel: (262) 677-9933 Fax: (262) 677-9934

LETTER OF TRANSMITTAL

Date: 12.01.2017
Project No.: 17-00222
Project: CNR Group, LLC - Addition

TRANSMITTAL TO:

Village of Jackson
N168 W20733 Main St.
Jackson, WI 53037

Ph.: 262-677-9001

REGARDING:

Plan Commission/Development Application for CNR Group, LLC

COPIES	DATE	NO.	DESCRIPTION
1	12.01.2017	***	Completed Development Application Form
1	12.01.2017	***	Letter of Intent
1	***	***	Address Labels for Neighboring Properties
1	11.28.2017	***	Impact Statement
1	12.01.2017	101820	Application Fee in the amount of \$150.00
4	12.01.2017	***	Full Size Drawings (24"x36")
1	12.01.2017	***	CD containing the above files in PDF format

THESE ARE TRANSMITTED as checked below:

- | | | |
|--|---|---|
| ☒ For Approval | ☐ Resubmit_____copies for approval | ☐ Approved As Submitted |
| ☒ For Your Use | ☐ Submit_____copies for distribution | ☐ Approved As Noted |
| ☐ As Requested | ☐ Return_____corrected prints | ☐ Returned For Corrections |
| ☒ For Review and Comment | ☐ _____ | |

REMARKS:

To Whom It May Concern,

Enclosed are the documents required for the Development Application package for CNR Group, LLC.

Please let me know if anything additional is needed for the review process for this project.

Thanks,

Jordan O'Connor

COPIES TO:

SIGNED:

Jordan O'Connor

DATE	INVOICE NO.	DESCRIPTION	INVOICE AMOUNT	DEDUCTION	BALANCE
11-28-17	20171128	CNR Addition	150.00	.00	150.00
CHECK DATE	11-28-17	CHECK NUMBER	101820	TOTALS	
			150.00	.00	150.00



N173 W21010 NORTHWEST PASSAGE WAY
JACKSON, WI 53037 • TEL: 262-677-9933

HORICON STATE BANK
WEST BEND, WISCONSIN 53095
79-562
759

101820

Pay: *****One hundred fifty dollars and no cents

DATE

CHECK NO.

AMOUNT

November 28, 2017 101820 \$*****150.00

PAY
TO THE
ORDER
OF

Village of Jackson
P.O. Box 637
Jackson, WI 53037

⑈101820⑈ ⑆075905622⑆ 1000010015⑈

VILLAGE OF JACKSON DEVELOPMENT APPLICATION FORM
(Due 1st Friday of the month for that month's Planning Commission Meeting)

Name of Applicant Design 2 Construct Development Corporation
 Contact Jordan O'Connor Address/ZIP N173 W21010 Northwest Passage Way, 53037 Phone # 262-677-9933
 E-mail Address jocannon@design2construct.com Fax # where Agenda/Staff comments are to be faxed 262-677-9934
 Name of Owner CNR Group, LLC Address/ZIP N174 W21430 Alcan Drive, 53037 Phone# 262-677-9700
 Owner Representative/Developer Bob Albrecht
 Proposed Use of Site Addition to a manufacturing facility. Present Zoning PUD

ACTION REQUESTED	FEE	SUBMITTAL REQUIREMENTS	TYPE OF INFORMATION DESCRIBED (See page 5)	PAPER COPIES	CD
CONCEPT PLAN	\$50	1,2,6,13	1) Complete Application (all pages)		XXX
CONDITIONAL USE	\$150	1,2,3,4,5,6,7,14,15,16,18,19,20	2) Describe what you intend to do (paragraph)		XXX
			3) Address Labels of adjacent owners to be notified (500' / 200') *	Labels*	
			4) Owner acknowledgement of the request	1	
PLANNED UNIT DEVELOPMENT	\$150	1,2,3,4,5,6,7,8,9,10,14,15,16,17,18,20	5) Impact Statement		XXX
			6) Location Map		XXX
REZONING	\$200	1,2,(3),4,6,9 or 10 (500' for rezoning 200' for Cond. Use or PUD Site Plan)	7) Development Plan / Site Plan		XXX
			8) Preliminary Plat		XXX
CERTIFIED SURVEY MAP (CSM)	\$150	1,2,6,10,20	9) Final Plat		XXX
			10) Certified survey Map		XXX
MINOR SUBDIVISION	\$150	1,2,3,5,6,10,15,16,17,18,20	11) Annexation Petition		XXX
			12) Annexation Map	1	XXX
Extra-territorial Plat or CSM	\$150	1,2,6,9 / 10	13) Sketch Plan		XXX
			14) Landscape Plan	4 (24x36)	XXX
Extra-territorial Plat outside Sanitary Service Area	\$50	1,2,6,9 / 10	Engineering Review - Infrastructure		
			15) Grading/Drainage Plan	4 (24x36)	XXX
PRELIMINARY PLAT	\$300	1,2,3,5,6,9,15,16,17,18	16) Water / Sewer / Storm Sewer Plans	4 (24x36)	XXX
			17) Street / Right of Way cross sections	4 (24x36)	XXX
FINAL PLAT / Final Plat Reappl..	\$100	1,2,3,5,6,9,15,16,17,18,20	18) Erosion Control Plan	4 (24x36)	XXX
			19) Proposed colors / materials		XXX
ANNEXATION / ATTACHMENT	\$200	1,2,3,4,5,6,11,12,21	20) Developers Agreement		XXX
			21) Annexation Agreement (includes pre-annex agreements)		XXX
STREET EASEMENT/ VACATION	\$150	1,2,3,4,6,9	22) other -		XXX
VARIANCE	\$150	1,2,3,4,6,7			
* Labels	\$25		If not included with submittal & prepared by the Village.		

I certify the information and exhibits submitted are true and correct to the best of my knowledge, and that in filing this application I am acting with knowledge and consent of those persons listed above and owner(s) without whose consent the requested action cannot be lawfully acted upon.

Name Jordan O'Connor Signature Jordan O'Connor Date 12/1/17

Office Use: Date Received _____ Date Paid _____ Receipt # _____ Amount Paid \$ _____

VILLAGE OF JACKSON

☐ Special Use ☒ Conditional Use ☐ Planned Unit Development Permit # _____

The Village of Jackson, hereby grants a ☐ Special Use ☐ Conditional Use ☐ Planned Unit Development

Permit to:

Name of Business/Applicant: CNR Group, LLC

For a property located at (address): N174 W21430 Alcan Dr., Jackson, WI 53037

Phone number of Business/Applicant: 262-677-9700

For (land use, activity, sign, site plan, other): Addition to an existing building (Manufacturing)

Impact Mitigation (noise, smoke, dust, odors, etc. affecting adjacent properties): None

Hours of Operation: 7:30 - 4:30, M-F

Comprehensive/Master Plan Compatibility: -

Building Materials (type, color): CMU Painted, Insulated Metal, and Metal Canopy - all to match existing building.

Setbacks from rights-of-way and property lines: See enclosed drawings.

Screening/Buffering: See enclosed drawings.

Landscape Plan (sizes, species, location): See enclosed drawings.

Signing (dimensions, colors, lighting, location): By Owner. (Not part of this application)

Lighting (wattage, style, pole location and height, coverage): Wall-mounted 250W, full cut-off LED.

Traffic flow, pedestrian circulation (curb to street width), (parking one/both/neither side(s), (sidewalk/pedestrian way width and material): 24' wide drive aisles with sidewalk at building.

Storm-water Management: See enclosed drawings.

Erosion Control: See enclosed drawings.

Fire Hydrant Location(s): Existing - see enclosed drawings.

Knox Box, Posting Site (No Trespass signing), Emergency Telephone #'s: Existing.

Hazardous Material Storage: None

Alarm Systems: N/A

Site Features/Constraints: Un-touched wetlands to the West.

Parking (no. of spaces, handicapped parking, and dimensions): Existing: 9 spaces including (1) H.C. stall.
Future: 18

Tree and shrub preservation: N/A

Setbacks/height limitations: Building addition to match existing in height - see enclosed drawings.

Wastewater Usage Projected: TBD gal/year Water Usage Projected: TBD gal/year

Duration and Review of Conditional Use (expiration, when reviewed: upon complaint, specified period):

TERMS OF THIS PERMIT

1. This permit shall become effective upon the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. The permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of the use permit shall be in strict conformity to the approval site, building, and operation plans which were filed in connection with the application for this permit (as attached and /or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

Granted by: Village Board _____ Date _____ Over the Counter _____ Date _____

John Walther, Administrator

Bob Albrecht, Owner
Please print name

Applications shall be submitted by 4:00 PM on the Friday of the month to be considered by the Planning Commission that month. In some cases, more than the number of copies on the face of this form will be required. Only complete applications shall be presented to the Planning Commission and the Village Board for action. Applications submitted without a pre-submittal conference risk delay by being incomplete.

The Planning Commission meets on the last Thursday of each month unless there is a conflict with a holiday. The Village Board meets on the second Tuesday of each month, and will conduct a public hearing. A decision on the request could be made at that meeting.

EXPLANATION OF TYPES OF INFORMATION (From face of application form):

1. **Application Form: Must be submitted on CD.**
2. Letter of Intent: What you are requesting in your own words. (Be brief)
3. Mailing Labels: It is your responsibility to provide the Village with current owner addresses. If mailed notification is required for your application, an incorrect address may cause you a delay. If the Village prepares the labels for you, there will be an additional charge of \$25.00
4. Proof of Property Ownership: A copy of a deed, tax notice, title insurance policy (first page), recorded plat, etc.
5. Impact Statement: In general, the following points represent most of the topics to be addressed in the impact statement. Specific points will be designated at the pre-submittal conference by staff.
 - A. Annual water consumption estimate (100% occupancy and build-out)
 - B. Annual sewage generation estimate (100% occupancy and build-out)
 - C. Vehicle trip generation (trips per day per unit x number of units)
 - D. Estimated numbers of vehicles and recreational vehicles to be stored and/or parked on site.
 - E. Proposed sign(s) (advertising business, industry, dwelling unit)
 - F. General hours of operation
 - G. Anticipated user profiles (for residential developments)
 - H. Proposed dates of construction and completion
 - I. Unusual conditions which warrant special attention (hazardous materials storage, fire hazards, odors, noise generation, etc.
6. Location Map: Show where the site is relative to a Village map.
7. Development Plan: Shows entire proposal on the site. Includes edge of pavement and/or back of the curb line, sidewalks (existing and proposed), footprints of the structure, drives, parking spaces and fencing, locations of accessory uses, dimensions, etc. Landscape plans and water/sewer/storm plans may be shown combined on the plan if the composition is easily read and understood.
- 8/9. Plat Map: Prints of the preliminary and final (recordable plat), with proper signature blocks.
10. Certified Survey Map: A recordable instrument showing the legal and mapped description of the land division.
11. Annexation Petition/Attachment Request: Shows owner is supporting the annexation.
12. Annexation Map: A recordable map having the legal and mapped description of the parcel to be annexed.
13. Sketch Plan: An informal drawing depicting the proposal for discussion purposes.
14. Landscape Plan: Shows location, size, type, botanical name & common name of proposed trees & shrubs. Also calls out surface treatments. Shows walls, fences & details.
15. Grading/Drainage Plan: Shows original & proposed grades& runoff calculations based on a 10-year storm. It is usually combined with a Storm Sewer Plan. (storm sewer system, ditches, culverts, etc.)
16. Water/Sewer/Storm Sewer Plans: Shows size and location of proposed water mains & fire hydrants; size and location of the proposed sanitary sewer collection system with gradient profiles and invert elevations; shows the proposed storm drainage system as in 15.
17. Street Crossing Sections: Section shows curb, gutter, paving, and sidewalk relative to the right-of-way width.
18. Erosion Control Plan: A map of existing site conditions on a scale of at least 1 inch equals 100 feet showing the site, boundaries and immediately adjacent areas which accurately identify site locations.
19. Proposed Colors and Materials: Submit samples of exterior colors and materials.
20. Improvement Agreement: An agreement between the developer and the Village determining park dedications and the responsibilities for street, water, sewer, and the storm sewer improvements and extensions.
21. Annexation Agreement.

MEETINGS AT WHICH THE REQUEST IS BEING HEARD SHOULD BE ATTENDED BY THE APPLICANT OR A REPRESENTATIVE IN ORDER TO RESPOND TO QUESTIONS AND AVOID DELAYS IN THE APPROVAL PROCESS.



MEMORANDUM

December 1, 2017

Job Name: CNR Group, LLC
Job Number: 17-00222
Re.: Plan Commission Application Package
To: Village of Jackson

LETTER OF INTENT

Dear Plan Commission:

Design 2 Construct Development Corporation would like to submit for your consideration preliminary plans for an addition to an existing building located in the Jackson Northwest Business Park. It is the intent of CNR Group, LLC to have Design 2 Construct build an addition to their existing manufacturing facility. The addition will consist of 13,000 square feet of open warehouse space, new doors – including (1) 14'x14' overhead door for pick-up/deliveries – and a new entrance canopy. The addition will be located to the rear (West) of the existing building which is located on Alcan Drive.

IMPACT STATEMENT

The proposed addition will not include any additional plumbing fixtures, so the annual water consumption and sewage generation will remain unchanged.

There are approximately 2-6 deliveries/shipments on an average day. They occur between 7:00 AM and 5:00 PM.

7-10 vehicles will be parked on site during First Shift, and 3-4 vehicles on Second Shift.

No additional signage is proposed at this time, and would be handled as part of a separate application by the Owner accordingly.

The hours of operation are as follows:

First Shift: 7:00 AM – 3:30 PM

Second Shift: 3:30 PM – 11:00 PM

Start of construction will be Winter of 2018 with the anticipated completion in Spring of 2018.

There will be no hazardous materials, unusual conditions, noises or odors.

Thank you for your consideration,
Design 2 Construct Development Corporation

N173 W21010
Northwest Passage

Jackson, WI 53037



Tel: 262.677-9933

Fax: 262.677.9934



December 1, 2017

Planning Commission
Village of Jackson
N168 W20733 Main Street
Jackson, WI 53037

Re: CNR Group, LLC – Plan Commission Application Package

Dear Members,

Please accept the attached plans and Village of Jackson Development Application Form for plan commission review under the heading of conditional use. The proposed building addition to CNR Group, LLC is an expansion of the manufacturing facility. The existing offices are to remain unaltered.

Building Material & Colors:

- 12” Split-face CMU: Match existing White color.
- 12” Smooth-face CMU: Match existing Green color.
- Metal panel: White color to match existing.
- Metal canopy: Match existing.

You will also find attached the additional information required per the application form.

If you have any questions regarding these materials or require further information please feel free to contact our office.

Sincerely,

Design 2 Construct Development Corp.

Jordan O’Connor
Architect
Design 2 Construct
262-677-9933



SOUTHEAST CORNER LOOKING NORTHWEST AT EXISTING MAIN ENTRANCE



SOUTHWEST CORNER LOOKING NORTH TOWARD LOCATION OF PROPOSED ADDITION



CLOSE-UP CORNER VIEW OF EXISTING MASONRY AND METAL PANEL MATERIALS TO BE MATCHED



VIEW FROM ALCAN DRIVE LOOKING WEST TOWARD THE LOCATION OF PROPOSED ADDITION

NAMES & ADDRESSES:

OWNER:

Bob Albrecht
CNR Group, LLC
N174W21430 Alcan Drive
Jackson, WI 53037
Ph. 262-677-9700

APPLICANT:

Jordan O'Connor
Design 2 Construct
N173 W21010 Northwest Passage Way
Jackson, WI 53037
Ph. 262-677-9933
Fax 262-677-9934

The property is currently occupied by CNR Group, LLC.

FKS REALTY LLC

N173 W21640 NORTHWEST PASSAGE
JACKSON, WI 53037

VILLAGE OF JACKSON

P.O. BOX 637
JACKSON, WI 53037

M& D PROPERTIES OF JACKSON

N174 W21400 ALCAN DRIVE
JACKSON, WI 53037

JACKSON PROPERTIES LLC

C/O JOHN DOWD
7240 N RIVER ROAD
RIVER HILLS, WI 53217

KENNETH GUTBROD & DAVID GUTBROD

N174 W21370 ALCAN DRIVE
JACKSON, WI 53037

RICHARD & MICHELE WINKLER

2779 CEDAR CREEK ROAD
JACKSON, WI 53037

THREE J'S INVESTMENT GROUP

N173 W21010 NORTHWEST PASSAGE
JACKSON, WI 53037

DELANEY GROUP LLC

N173 W21010 NORTHWEST PASSAGE
JACKSON, WI 53037

CEDAR BAY INVESTMENT GROUP LLC

N173 W21441 NORTHWEST PASSAGE
JACKSON, WI 53037

AMK PROPERTIES

N174 W21380 ALCAN DRIVE
JACKSON, WI 53037



DESIGN
•
CONSTRUCTION

PHONE (262) 677-9933
FAX (262) 677-9934

•
N173 W21010
NORTHWEST PASSAGE WAY
JACKSON, WI 53037

BUILDING ADDITION FOR:

CNR GROUP, LLC
N174W21430 ALCAN DRIVE
JACKSON, WISCONSIN 53037

PROJECT DATA: SHEET INDEX:

BUILDING CODE: 2009 INTERNATIONAL BUILDING CODE	
OCCUPANCIES:	FACTORY: F-1
	BUSINESS: B
CLASS OF CONSTRUCTION:	TYPE IIIB
	NO. OF STORIES: ONE
	BUILDING IS: SPRINKLER SYS. (NFPA-13)
BUILDING TYPE:	FACTORY WITH ASSOCIATED BUSINESS AREAS
PROPOSED AREAS (GROSS):	
WAREHOUSE (FACTORY): 13,000 SF	
EX. BLDG (FACTORY/BUS.): 18,000 SF	
TOTAL: 31,000 SF	
ALLOWABLE AREAS (GROSS):	
FACTORY (WORST CASE): 12,000 SF	
SPRINKLER INCREASE: 36,000 SF	
TOTAL: 48,000 SF	
OCCUPANCY SEPARATIONS: NONE: NON-SEPARATED USES METHOD USED	
OCCUPANT LOAD:	
WAREHOUSE (500 SF/OCC.): 26 OCC	
EX. BLDG (FACTORY/BUS.): 181 OCC	
TOTAL: 207 OCC	
EXIT WIDTH (.20" PER OCCUPANT):	REQUIRED: 41.4 (72" MINIMUM)
	PROVIDED: 72"
EXIT DISTANCES:	FACTORY (WORST CASE): 250'
SANITARY REQUIREMENTS:	207 OCCUPANTS
	REQUIRED (MALE): 2 WC, 2 LAV
	PROVIDED (MALE): 1 WC, 1 LAV, 1 UR
	REQUIRED (FEMALE): 2 WC, 2 LAV
	PROVIDED (FEMALE): 2 WC, 2 LAV
	PROVIDED (GENERAL): 1 SERV. SINK

NOTES: TOILET FIXTURE COUNT REDUCED PER STATE ALLOWANCE - SEE ATTACHED SANITARY FIXTURE WORKSHEET.

TS	TITLE SHEET
	CIVIL DRAWINGS
C101	EXISTING CONDITIONS PLAN
C102	GRADING AND EROSION CONTROL PLAN
	ARCHITECTURAL
A1.0	SITE / LANDSCAPE PLAN
A2.1	PARTIAL FLOOR PLANS
A4.0	EXTERIOR ELEVATIONS

PROJECT CONTACTS

CIVIL CONSULTANT
QUAM ENGINEERING
1519 E. WASHINGTON ST, SUITE A
WEST BEND, WI 53095
KEVIN PARISH
kjparish@sbcglobal.net
OFF: (262) 338-6641
FAX: (262) 338-6684

STRUCTURAL CONSULTANT
TBD

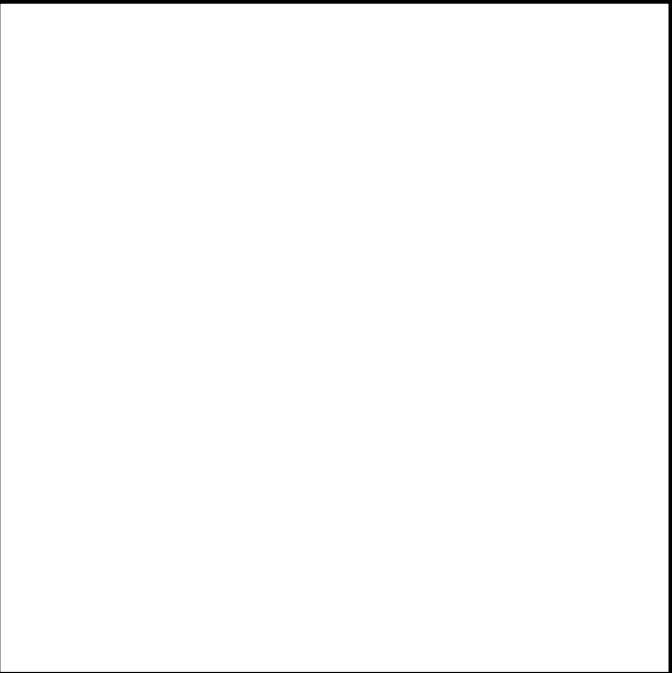
ARCHITECT
JORDAN O'CONNOR

PROJECT MANAGER
TBD

PROJECT NO.
17-00222

DATE
12.01.2017

SEAL



PREV. TRANS. NO.: N/A
NEW TRANS. NO.: N/A
REVIEWER: VILLAGE OF JACKSON

DESIGN

2

CONSTRUCT

DEVELOPMENT CORPORATION

N173 W21010
NORTHWEST PASSAGE WAY
JACKSON, WI 53037

PHONE 262.677.9933
FAX 262.677.9934

info@design2construct.com

BUILDING ADDITION FOR:

CNR GROUP, LLC

N174W21430 ALCAN DRIVE

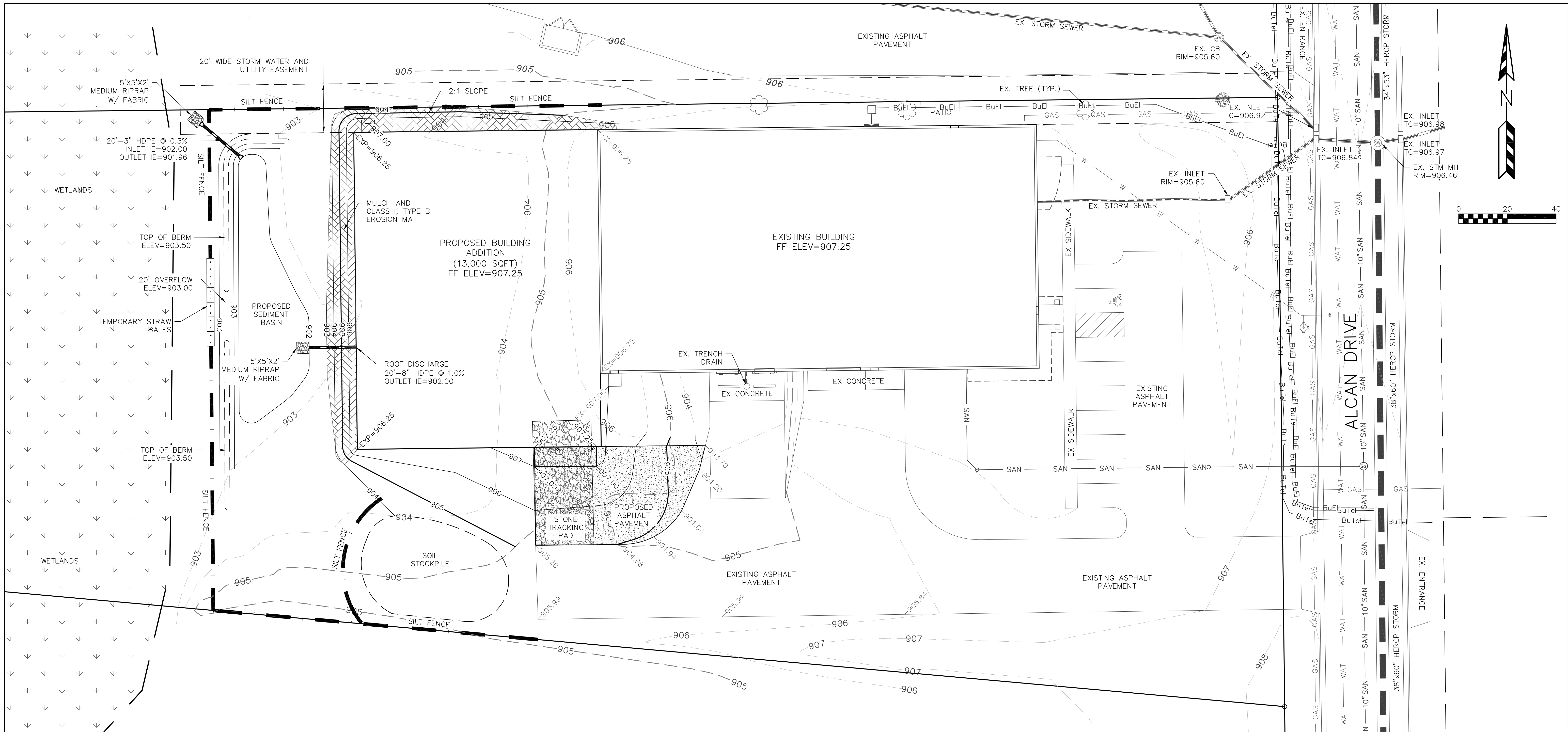
JACKSON, WI 53037

SHEET TITLE
TITLE SHEET

REVISIONS

PROJECT DATA
DATE 12.01.2017
JOB NO. 17-00222
SET USE PLAN COMMISSION
FILE NAME A1-TS
DRAWN BY JRO
SHEET NO.

TS



EROSION NOTES:

THE STONE TRACKING PAD SHALL BE INSTALLED PRIOR TO ANY CONSTRUCTION. THE TRACKING PAD IS TO BE MAINTAINED BY THE CONTRACTOR IN A CONDITION, WHICH WILL PREVENT THE TRACK OF MUD OR DRY SEDIMENT ONTO THE ADJACENT PUBLIC STREETS. SEDIMENT REACHING THE PUBLIC ROAD SHALL BE REMOVED BY STREET CLEANING (NOT HYDRAULIC FLUSHING) BEFORE THE END OF EACH WORKDAY.

SOIL STOCKPILES SHALL BE LOCATED A MINIMUM OF 75 FEET FROM LAKES, STREAMS, WETLANDS, DITCHES, DRAINAGE WAYS, CURBS AND GUTTERS OR OTHER STORMWATER CONVEYANCE SYSTEM, UNLESS OTHERWISE APPROVED BY THE ENGINEER. MEASURES SHALL BE TAKEN TO MINIMIZE EROSION AND RUNOFF FROM ANY SOIL STOCKPILES THAT WILL LIKELY REMAIN FOR MORE THAN FIVE WORKING DAYS. ANY STOCKPILE THAT REMAINS FOR MORE THAN 30 DAYS SHALL BE COVERED OR TREATED WITH STABILIZATION PRACTICES SUCH AS TEMPORARY OR PERMANENT SEEDING AND MULCHING.

EROSION CONTROL DEVICES SHALL BE INSTALLED PRIOR TO GRADING OPERATIONS AND SHALL BE PROPERLY MAINTAINED FOR MAXIMUM EFFECTIVENESS UNTIL VEGETATION IS ESTABLISHED. ALL EROSION CONTROL MEASURES AND STRUCTURES SERVING THE SITE MUST BE INSPECTED AT LEAST WEEKLY OR WITHIN 24 HOURS OF A 0.5 INCH RAIN EVENT. ALL MAINTENANCE WILL FOLLOW AN INSPECTION WITHIN 24 HOURS.

CUT AND FILL SLOPES SHALL BE NO GREATER THAN 3:1.

EROSION CONTROL IS THE RESPONSIBILITY OF THE CONTRACTOR UNTIL ACCEPTANCE OF THIS PROJECT. EROSION CONTROL MEASURES AS SHOWN SHALL BE THE MINIMUM PRECAUTIONS THAT WILL BE ALLOWED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR RECOGNIZING AND CORRECTING ALL EROSION CONTROL PROBLEMS THAT ARE A RESULT OF CONSTRUCTION ACTIVITIES. ADDITIONAL EROSION CONTROL MEASURES, AS REQUESTED IN WRITING BY THE STATE OR LOCAL INSPECTORS, OR THE DEVELOPER'S ENGINEER, SHALL BE INSTALLED WITHIN 24 HOURS.

WHEN DISTURBED AREAS HAVE BEEN STABILIZED BY PERMANENT VEGETATION OR OTHER MEANS, TEMPORARY EROSION CONTROL PRACTICES SUCH AS SILT FENCE, STRAW BALES AND SEDIMENT TRAPS SHALL BE REMOVED AND RESTORED WITH VEGETATION.

TIME SCHEDULE:

APRIL 15, 2018	INSTALL INITIAL EROSION CONTROL DEVICES.
APRIL 15 - SEPTEMBER 1, 2018	CONSTRUCT PROPOSED BUILDING, PARKING LOT AND UTILITIES.
SEPTEMBER 1 - 15, 2018	COMPLETE FINAL LANDSCAPING AND RESTORE ALL PERVIOUSLY DISTURBED AREAS.

RESTORATION NOTES:

ALL DISTURBED AREAS, EXCEPT STREET PAVEMENT AND SIDEWALK AREAS, SHALL RECEIVE A MINIMUM OF FOUR (4) INCHES OF TOPSOIL, FERTILIZER, SEED AND MULCH. RESTORATION WILL OCCUR AS SOON AFTER THE DISTURBANCE AS PRACTICAL. ALL DISTURBED AREAS SHALL BE SEEDING WITH MADISON PARKS MIX OR EQUAL MIXTURES SHALL BE IN ACCORDANCE WITH SECTION 630 OF D.O.T. SPECIFICATIONS.

AN EQUAL AMOUNT OF ANNUAL RYEGRASS SHALL BE ADDED TO THE MIX. SEED MIXTURES SHALL BE APPLIED AT THE RATE OF FOUR (4) POUNDS PER 1,000 SQUARE FEET. FERTILIZER SHALL BE APPLIED AT THE RATE OF FOUR (4) POUNDS PER 1,000 SQUARE FEET. FERTILIZER SHALL MEET THE MINIMUM REQUIREMENTS THAT FOLLOW: NITROGEN, NOT LESS THAN 16% PHOSPHORIC ACID, NOT LESS THAN 6% POTASH, NOT LESS THAN 6%.

ALL FINISH GRADED AREAS SHALL BE SEEDING AND MULCHED BY SEPTEMBER 15TH. IF THE SITE DOES NOT HAVE FINISH GRADED AREAS COMPLETED BY OCTOBER 15TH, ALL DISTURBED AREAS SHALL BE RESTORED WITH TEMPORARY SEEDING (COVER CROP). AREAS NEEDING PROTECTION DURING PERIODS WHEN PERMANENT SEEDING IS NOT APPLIED SHALL BE SEEDING WITH ANNUAL SPECIES FOR TEMPORARY PROTECTION. SEE TABLE 1 OF THE WISCONSIN DNR CONSERVATION PRACTICE STANDARD 1059, FOR SEEDING RATES OF COMMONLY USED SPECIES. THE RESIDUE FROM THIS CROP MAY EITHER BE INCORPORATED INTO THE SOIL DURING SEEDING PREPARATION AT THE NEXT PERMANENT SEEDING PERIOD OR LEFT ON THE SOIL SURFACE AND THE PLANTING MADE AS A NO-TILL SEEDING.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR A SATISFACTORY STAND OF GRASS ON ALL SEEDING AREAS FOR ONE YEAR AFTER THE PROJECT'S FINAL ACCEPTANCE.

OWNER:
BJE, LLC
N173W21010 NORTHWEST PASSAGE
JACKSON, WI 53037

ENGINEER:
QUAM ENGINEERING, LLC
ATTN: KEVIN PARISH
544 SOUTH MAIN STREET
SUITE B
WEST BEND, WI 53095

STONE TRACKING PAD DETAIL

STRAW BALE CONSTRUCTION

SILT FENCE CONSTRUCTION

LEGEND:

- 907 - - - EXISTING MINOR CONTOUR.
- 905 - - - EXISTING MAJOR CONTOUR.
- 907 - - - PROPOSED MINOR CONTOUR.
- 905 - - - PROPOSED MAJOR CONTOUR.
- 907.00 - - - PROPOSED SPOT ELEVATION (EDGE OF PAVEMENT)
- FF=907.75 - - - FIRST FLOOR ELEVATION.
- [Symbol] - - - INSTALL WDOT TYPE B INLET PROTECTION.
- [Symbol] - - - CLASS 1, TYPE B EROSION MAT W/ MULCH

CNR - ALCAN DRIVE BUILDING ADDITION
GRADING AND EROSION CONTROL PLAN
DATED: NOVEMBER 29, 2017

C-102

QUAM ENGINEERING, LLC
Residential and Commercial Site Design Consultants

544 South Main Street, Suite B; West Bend, Wisconsin 53095
Phone (262) 338-6641; www.quamengineering.com

**Design 2 Construct**

Development Corporation
N173 W21010 Northwest Passage
Jackson, WI 53037
Tel: (262) 677-9933 Fax: (262) 677-9934

LETTER OF TRANSMITTAL

Date: 12.01.2017
Project No.: 17-00222
Project: CNR Group, LLC - Addition

TRANSMITTAL TO:

Village of Jackson
N168 W20733 Main St.
Jackson, WI 53037

Ph.: 262-677-9001

REGARDING:

Plan Commission/Development Application for CNR Group, LLC

COPIES	DATE	NO.	DESCRIPTION
1	12.01.2017	***	Completed Development Application Form
1	12.01.2017	***	Letter of Intent
1	***	***	Address Labels for Neighboring Properties
1	11.28.2017	***	Impact Statement
1	12.01.2017	101820	Application Fee in the amount of \$150.00
4	12.01.2017	***	Full Size Drawings (24"x36")
1	12.01.2017	***	CD containing the above files in PDF format

THESE ARE TRANSMITTED as checked below:

- | | | |
|--|---|---|
| ☒ For Approval | ☐ Resubmit_____copies for approval | ☐ Approved As Submitted |
| ☒ For Your Use | ☐ Submit_____copies for distribution | ☐ Approved As Noted |
| ☐ As Requested | ☐ Return_____corrected prints | ☐ Returned For Corrections |
| ☒ For Review and Comment | ☐ _____ | |

REMARKS:

To Whom It May Concern,

Enclosed are the documents required for the Development Application package for CNR Group, LLC.

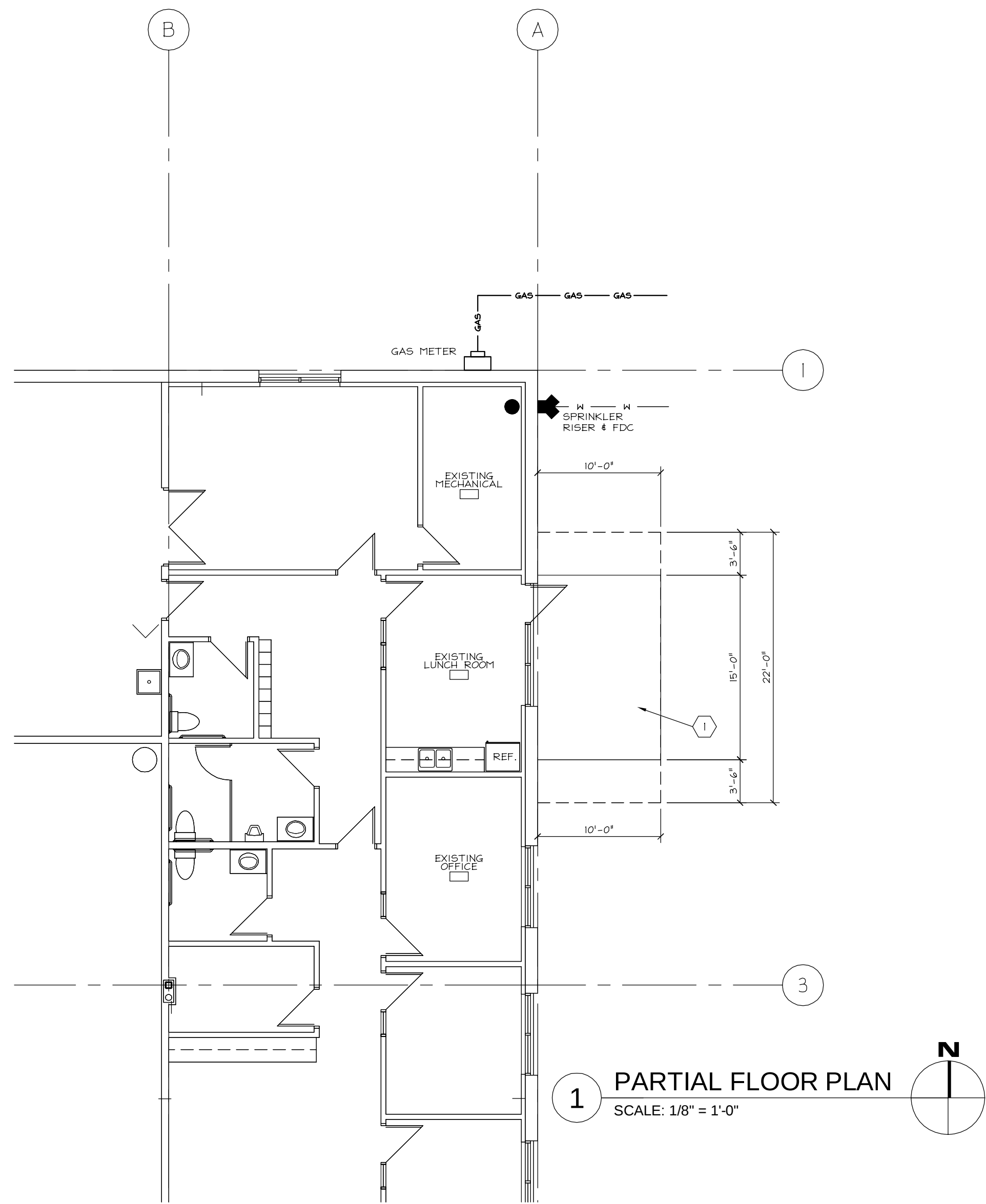
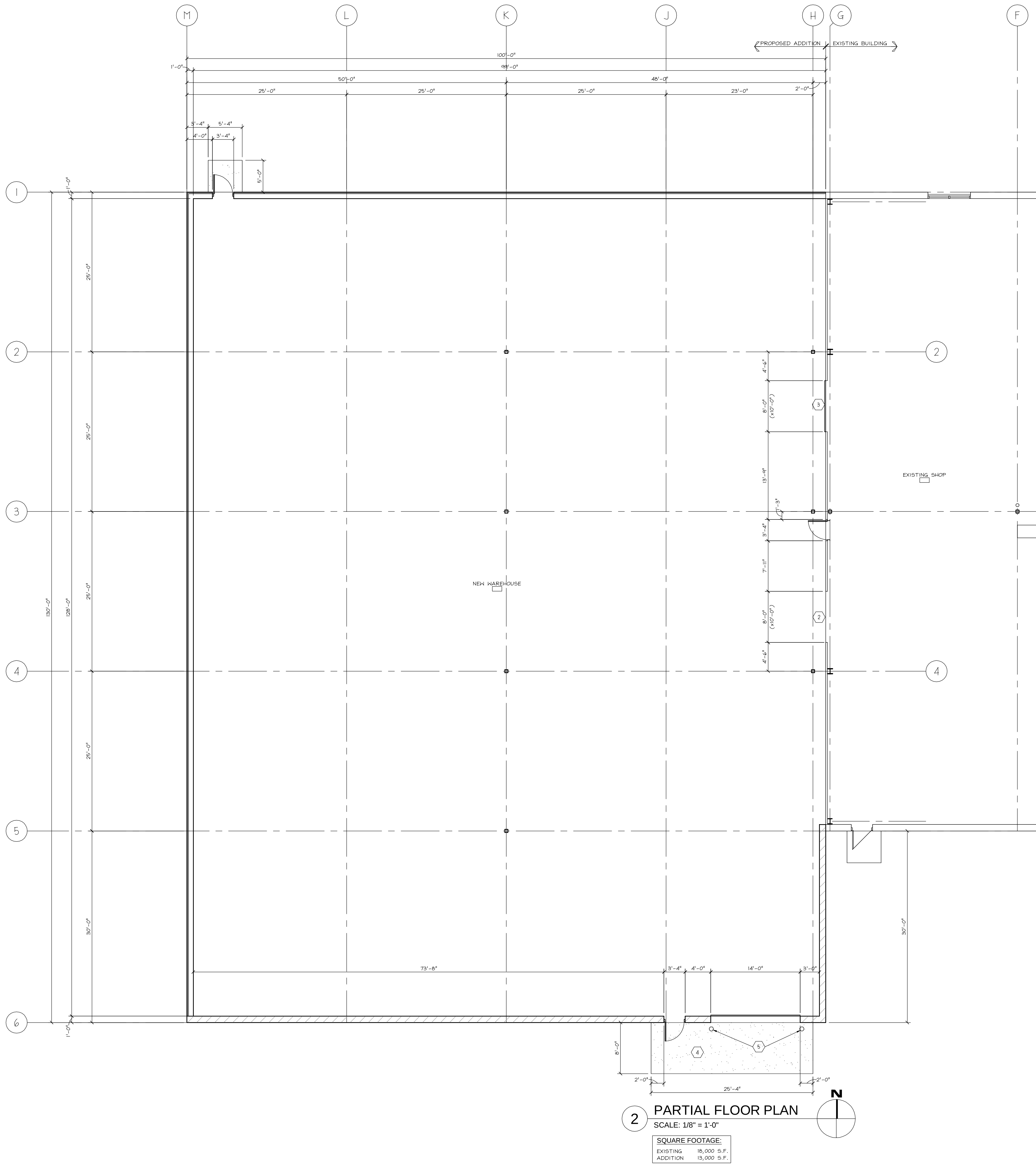
Please let me know if anything additional is needed for the review process for this project.

Thanks,

Jordan O'Connor

COPIES TO: _____

SIGNED: Jordan O'Connor



- CONSTRUCTION NOTES:** (X)
- 1 NEW CANOPY TO MATCH EXISTING.
 - 2 NEW OPENING IN EXISTING METAL WALL PANEL w/PLASTIC STRIP STATIC CLOSURE CURTAIN.
 - 3 RYTEC HIGH SPEED O.H. DOOR.
 - 4 8" DEEP POURED CONCRETE APRON.
 - 5 CONCRETE-FILLED 8" STEEL PIPE BOLLARD w/POLYURETHANE COVER.

DESIGN
2
CONSTRUCT
DEVELOPMENT CORPORATION

N173 W21010
NORTHWEST PASSAGE WAY
JACKSON, WI 53037

PHONE 262.677.9933
FAX 262.677.9934

info@design2construct.com

BUILDING ADDITION FOR:
CNR GROUP, LLC
*
N174W21430 ALCAN DRIVE
JACKSON, WI 53037

SHEET TITLE
PARTIAL FLOOR PLANS

REVISIONS

PROJECT DATA
DATE 12.01.2017
JOB NO. 17-00222
SET USE PLAN COMMISSION
FILE NAME E4-A2.1
DRAWN BY MVH, BW
SHEET NO.

A2.1

DESIGN

2

CONSTRUCT

DEVELOPMENT CORPORATION

N173 W21010
NORTHWEST PASSAGE WAY
JACKSON, WI 53037

PHONE 262.677.9933
FAX 262.677.9934

info@design2construct.com

BUILDING ADDITION FOR:

CNR GROUP, LLC

N174W21430 * ALCAN DRIVE

JACKSON , WI 53037

SHEET TITLE

EXTERIOR ELEVATIONS

REVISIONS

PROJECT DATA

DATE

12.01.2017

JOB NO.

17-00222

SET USE

PLAN COMMISSION

FILE NAME

H1-A4.0

DRAWN BY

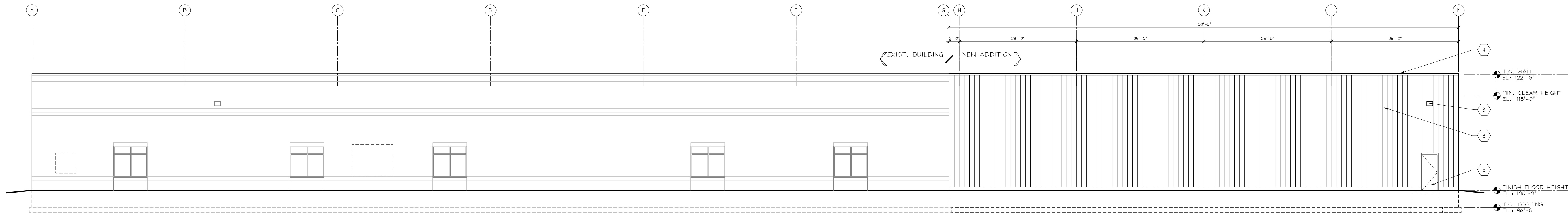
JO_BW

SHEET NO.

A4.0



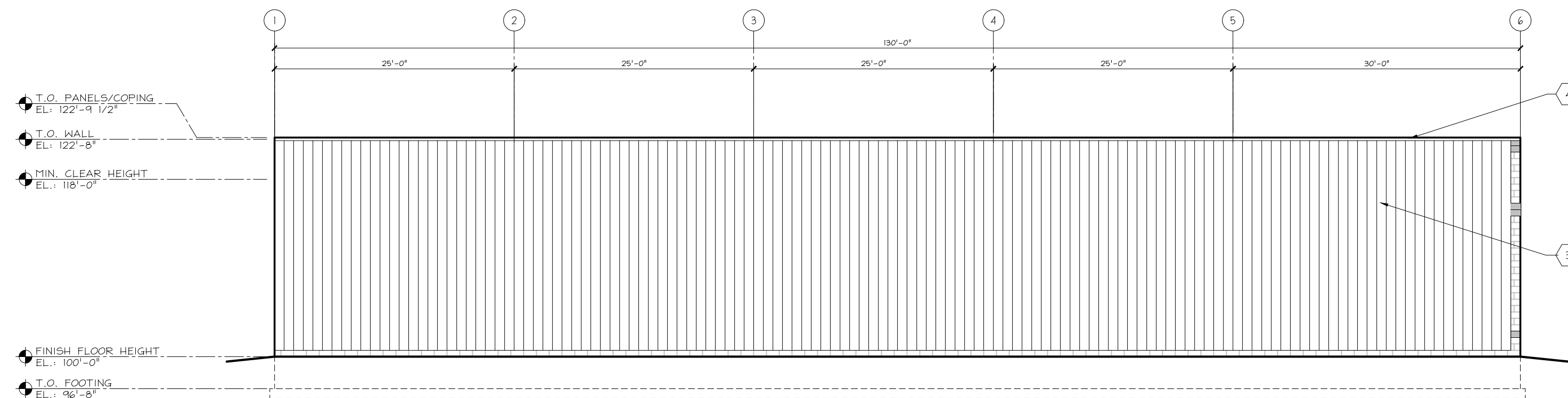
4 EAST ELEVATION
SCALE: 3/32" = 1'-0"



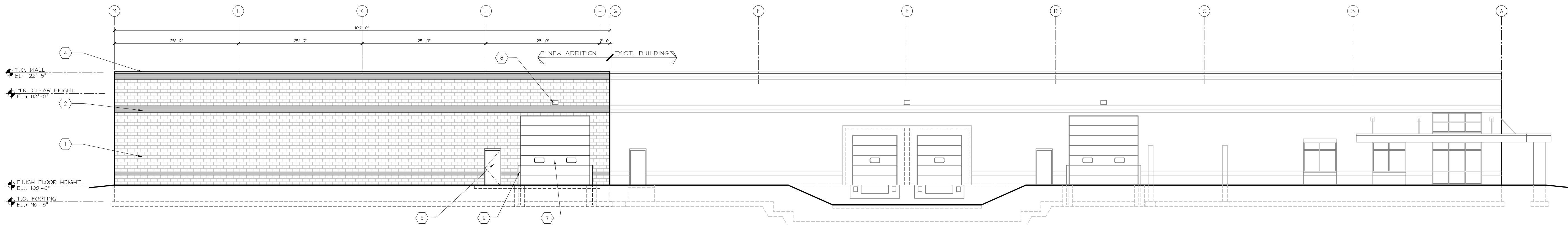
3 NORTH ELEVATION
SCALE: 3/32" = 1'-0"

MATERIAL LEGEND:

- 12" SPLIT FACE INSULATED CMU PAINTED TO MATCH EXISTING.
- 12" SMOOTH INSULATED CMU PAINTED TO MATCH EXISTING
- PREFINISHED INSULATED METAL WALL PANELS COLOR TO MATCH EXISTING
- PREFINISHED ALUMINUM COPING TO MATCH EXISTING
- HOLLOW METAL DOOR AND FRAME PAINTED TO MATCH EXISTING
- 6" DIA. CONCRETE FILLED PIPE BOLARD W/ POLY COVER
- 14'-0" x 14'-0" INSULATED OVERHEAD DOOR W/ ELECTRIC OPENER
- WALL MOUNTED LIGHT FIXTURE - FULL CUTOFF LED
- NEW DECORATIVE CANOPY - PREFINISHED SHEET METAL OVER STRUCTURAL STEEL FRAME COLOR TO MATCH EXISTING
- CANOPY SUPPORT TIE BACK



2 WEST ELEVATION
SCALE: 3/32" = 1'-0"



1 SOUTH ELEVATION
SCALE: 3/32" = 1'-0"

STAFF REVIEW COMMENTS
Plan Commission Meeting – December 28, 2017

1. Planned Unit Development – CNR Addition – Alcan Drive.

Building Inspection

- Plan review shall be completed by the State due to the proposed building size.
- Addition shall be fully sprinklered per code.
- The future 18 parking will trigger an additional handicapped stall.
- There is no sign with this submittal. The ground sign installed in the front yard shall require a separate approval.

Public Works/Engineering

- No Additional Comments.

Police Department

- No Comments.

Fire Department

- No Comments.

Administrative/Planning

- Recommend Approval.

DRAFT MINUTES
Village Board Meeting
Tuesday, December 12, 2017 at 7:30 p.m.
Jackson Village Hall
N168W20733 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call.

President Michael Schwab called the meeting to order at 7:30 p.m.
Members Present: Trustees Emmrich, Kruepke, Kurtz, and Lippold.
Members Absent: Trustees Kufahl and Olson
Staff present: John Walther, Brian Kober, Jim Micech, Kelly Valentino, Police Chief Dolnick, and Fire Chief Swaney.

2. Pledge of Allegiance.

President Schwab led the assembly in the Pledge of Allegiance.

3. Any Village Citizen Comment on an Agenda Item.

Larry Hatke would like to talk under agenda number 21 Citizens to Address the Village Board.

4. Approval of Minutes for the Village Board Meeting of November 14, 2017, and November 28, 2017.

Motion by Tr. Emmrich, second by Tr. Lippold to approve the Village Board Minutes of November 14, 2017, and November 28, 2017.

Vote: 5 ayes, 0 nays. Motion carried.

7. Approval of Licenses.

- Massage Licenses:
Back in Balance: Jenna Frank
- Operators Licenses:
East Side Mart: Micaela DeMars
Main Street Mart: Rebecca Meeks

Motion by Pres. Schwab, second by Tr. Lippold to approve the Massage and Operators Licenses.

Vote: 4 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

8. Budget & Finance Committee.

Pay Request #1 – SCADA System Project – LW Allen.

The item was recommended by the Board of Public Works and Budget & Finance Committee.

Motion by Pres. Schwab, second by Tr. Lippold to approve Pay Request #1 for SCADA System Project by LW Allen in the amount of \$142,253.95.

Vote: 5 ayes, 0 nays Motion carried.

Pay Request #2 – SCADA System Project – LW Allen.

The item was recommended by Budget & Finance Committee.

Motion by Pres. Schwab, second by Tr. Kruepke to approve Pay Request #2 for SCADA System Project by LW Allen in the amount of \$105,706.50.

Vote: 5 ayes, 0 nays Motion carried.

Review of Proposal for Water Rate Analysis Investigation – City Water.

The item was recommended by the Board of Public Works and Budget & Finance Committee.

Motion by Pres. Schwab, second by Tr. Emmrich to approve the proposal of the Water Rate Analysis by City Water.

Vote: 5 ayes, 0 nays Motion carried.

Review of Quote for Lawn Mower Purchase to Replace the Existing.

The item was recommended by the Board of Public Works and no action taken at the Budget & Finance Committee meeting.

Motion by Tr. Lippold, second by Tr. Kruepke to approve the purchase of the Exmark Lawn Mower from St. Lawrence Equipment, Inc. in the amount of \$12,445.00.

Vote: 4 ayes, 1 nay (Tr. Kurtz) Motion carried.

Review of Quotes for Patrol Plow Truck Purchase.

The item was recommended by the Board of Public Works and Budget & Finance Committee.

Motion by Pres. Schwab, second by Tr. Emmrich to approve the purchase of the 2018 patrol plow truck from Lakeside International and Burke Truck in the amount of \$178,209.45.

Vote: 5 ayes, 0 nays Motion carried.

9. Plan Commission.

Certified Survey Map – Bill Holz – Highland Road

Motion by Pres. Schwab, second by Tr. Kruepke, to approve the Certified Survey Map as presented.

Vote: 5 ayes, 0 nays. Motion carried.

Development Agreement – Bill Holz.

Administrator Walther reviewed with the Board the original agreement approved in November of 2016 and handed out to the Board the new amended agreement for review.

Pres. Schwab requested a five minute recess to review the document.

Tr. Kruepke questioned the length of the sidewalk to the east of the property, and the potential of future development to the east of the property. Administrator Walther stated the property to the east has no current timeline for development.

Motion by Pres. Schwab, second by Tr. Emmrich, to approve the development agreement by Bill Holz as presented.

Vote: 5 ayes, 0 nays. Motion carried.

Pres. Schwab requested a five minute recess to sign the documents.

10. Park & Recreation

ADRC Cooperative Agreement

Kelly Valentino reported to the Board on the proposed ADRC Cooperative agreement after meeting with the new manager of the program. In years past, Washington County would support the program by giving the Village \$6,000 per year to cover some of the cost of the program. The 2018 proposed program is to be supported by a County grant system with the Village submitting paperwork for the cost reimbursement. Ms. Valentino is working on a revised agreement with Washington County, and recommends review at the next Village Board meeting.

Motion by Pres. Schwab, second by Tr. Kurtz to not sign the current agreement, and refer the item to the next Village Board meeting.

Vote: 5 ayes, 0 nays. Motion carried.

11. **Appointment of Election Officials.**
Motion by Pres. Schwab, second by Tr. Emmrich to refer appointment of Election Officials to the next Village Board meeting.
Vote: 5 ayes, 0 nays. Motion carried.
12. **Ordinance #17-03 – Annexation of Paloroma Farms, LLC.**
Motion by Pres. Schwab, second by Tr. Kurtz to Refer Ordinance #17-03 – Annexation of Paloroma Farms, LLC to the next regular Village Board meeting.
Vote: 5 ayes, 0 nays. Motion carried.
13. **Departmental Reports.**
Kelly Valentino updated the Board on the Friends Group fundraising effort for the proposed Hickory Park Play Ground Equipment. The amount raised so far is \$72,000.00. The year 2018 will bring an increased effort by all to raise the necessary funds. Tr. Emmrich suggested that the Village Board should, as a group, purchase a piece of equipment.
14. **West Bend School District Liaison Report.**
Pres. Schwab reported that the school district has formed a new committee with an April 2018 deadline for a recommendation to the School Board on plans for the new Jackson Elementary School.
15. **Greater Jackson Business Alliance Report.**
Brian Heckendorf had no report.
16. **The Village Board will convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business because competitive and bargaining reasons require a closed session. (The topic of the closed session concerns a development agreement for projects in the new TID #6.)**
Motion by Pres. Schwab, second by Tr. Kurtz to Convene into Closed session at 8:30 p.m. pursuant to Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business because competitive and bargaining reasons require a closed session. (The topic of the closed session concerns a development agreement for projects in the new TID #6); to include the Village Administrator, Village Attorney, Ehlers Staff, and the Village Engineer.
Roll Call Vote: 5 ayes, 0 nays. Motion carried.

Returned to Open Session at 9:00 p.m.
17. **Action on development agreement for projects in the new TID #6.**
Mr. Jim Blise reviewed with the Board the development of the existing TIDs and the future overall plan for TID #6. He would proceed as in the past developments. Pres. Schwab stated some Board members have concerns with a residential use in the new development. Mr. Blise stated every plan comes back to the Board for final approval. The process is unique compared to other local communities. Tr. Kruepke asked if the houses on the south side of Rosewood Drive were considered for purchase. Mr. Blise stated the houses are not being considered. Tr. Emmrich is not in favor of apartments on the south end of the

property. Mr. Blise stated if all approval process stays on schedule the construction could start in April or May of 2018.

Motion by Pres. Schwab, second by Tr. Kruepke to approve as submitted the proposed Development Agreement presented to the Village Board by and between the Village and DC2/GC Jackson, LLC, contingent on (1) the completion of all exhibits that are referenced in the Development Agreement to the reasonable satisfaction of the Village Administrator and the Village Director of Public Works; and, (2) the approval by Ehlers that the financial statements to be submitted by the individual guarantors adequately secure the Developer's shortfall guaranty obligation described in Section 13.3 of the Development Agreement.

Vote: 5 ayes, 0 nays. Motion carried.

18. Discussion of Circulation of the Jackson Quarterly Newsletter.

The Village Board discussed the need for the Jackson Quarterly to be mailed to each Village resident, and maybe to a greater area. The Board believes that the electronic version is not being read by the Village residents. Currently, if people would like the Jackson Quarterly mailed to them, they may request the Village to mail a copy at no charge. There currently is a mailing list of about twenty recipients. Discussion continued on the cost of folding and mailing. No action taken.

19. Discussion and Possible Action of Unbudgeted Item Expenditure Limit.

Tr. Kurtz said she is sorry, but not ok with the project cost for remodeling the Public Works building. Tr. Kurtz would like to put a cap of \$5,000 for all unbudgeted expenditures. Pres. Schwab stated the limit might be too low, and the Board should determine a proper amount. Tr. Kruepke said if there is an emergency then the restraint is off, otherwise, a \$15,000 limit could be a good number.

Motion by TR. Lippold, second by Pres. Schwab to approve a temporary unbudgeted item expenditure limit in the amount of \$10,000, for the next six months.

Vote: 3 ayes, 2 nays. (Kurtz, Emmrich) Motion carried.

20. Proposed Public Safety Building – Discussion.

Tr. Lippold stated the Board keeps pushing the Safety Building down the road, and we cannot wait. We should change the site to the current location. Tr. Kurtz said this is a no brainer and agrees with Tr. Lippold. Tr. Emmrich has done some research and stated there is enough land at the current location. The Board should not let the Fire & Police Departments suffer. The Board should not wait for the School and needs to move forward. Pres. Schwab explained his letter in the Jackson Quarterly, stating that additional spending on the building doesn't necessarily increase the level of safety in the Village by the additional percentage spent on the building. He continued by stating the Board would break their word to the School Board by utilizing the property it agreed to convey to the school district. Also, how would the Fire Department function during construction? Tr. Lippold stated the Village Board would not be breaking any agreement since the School Board is not moving forward. Pres. Schwab will contact the School Board President on the status of the new school building.

21. Citizens to Address the Village Board.

Larry Hatke commented that the School District should only have one referendum for the construction of a new Jackson Elementary School.

22. Adjourn.

Motion by Tr. Lippold, second by Tr. Emmrich to adjourn.

Vote: 5 ayes, 0 nays. Motion carried. Meeting was adjourned at 9:50 p.m.

Respectfully submitted by Brian W. Kober, P.E., Director of Public Works/Village Engineer

DRAFT

Last Name	First Name	Address	Best Phone	
Brady	Jim	W197N17156 Stonewall Dr.	414-520-0893	
Bresnahan	Carol	N169W19876 Georgetown Dr.	677-3538	
Davis	Alan	N173W20281 Crestview Dr.	677-3722	
Davis	Jacquelyn	N173W20281 Crestview Dr.	677-3722	
Frank	Kathy	N168W20864 Main St.	677-4348	
Janz	Jessica	W206 N16741 Blackberry Circle	262-339-2164	
Keene	Shirley	N162W20331 Butternut Lane	677-8754; 715-799-3461	
Krejci-Laabs	Shirley	N160W20373 Fox Creek Dr.	414-587-1859	
Ksioszk	Amanda	W203N16265 White Oak Circle	262-305-9652	
Laabs	Robert	N160W20373 Fox Creek Dr.	414-587-1859	
Lanza	Gail	N171W20523 Ridge Road	677-8245	
Lintz	Anatasia	N170 W20581 Parkview Dr.	262-674-4586	
Lipski	Sally	N168W19824 Ridgeway Court	674-1007; 262-388-3842	
McCauley	Lorraine	W213N16723 Glen Brooke Dr.	677-0553	
Schneider	Darlene	W200N16885 Park Ct.	677-3794	
Schultz	Leanne	W194N16106 Hickory Lane	262-707-9732	
Stuebs	Diane	W197 N16990 Stonewall Drive	920-988-8943	
Stuebs	Ronald	W197 N16990 Stonewall Drive	920-988-8943	
Vaughan	Billie	N161W20283 Riverview Dr.	677-0841	
Vechart	Morgan	W208N16471 St. Andrews Court	262-339-1328	
Wierschem	Becky	N173 W20110 Crestview Dr.	677-0578	