

AGENDA

SPECIAL VILLAGE BOARD MEETING

Thursday, November 18, 2021 at 7:15 p.m.

(or immediately following the Plan Commission Meeting)

Jackson Municipal Complex

Village Board Room

N168 W19851 Main Street

Jackson, WI 53037

1. Call to Order and Roll Call
2. Concept Plan – Sysco Corporation – W223 N16501 Cedar Parkway (1 Sysco Drive) – Discussion Only
3. Pre-Development Reimbursement Agreement – Sysco Corporation
4. 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.

It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.

VILLAGE OF JACKSON PLAN COMMISSION APPLICATION - SUBMITTAL GUIDE

(Meetings are held the fourth Thursday of the month. Applications are DUE the 1st Friday of the month for that month's meeting.)

<u>ACTION REQUESTED</u>	<u>FEE</u>	<u>SUBMITTAL REQUIREMENTS</u> <i>Refer to number items in shaded column →</i>	<u>TYPE OF INFORMATION DESCRIBED</u> <i>(See reverse side for further instructions)</i>	<u>Paper or Digital Copy Required</u>
CONCEPT PLAN	\$50	1,2,6,13	1) Complete Application (<i>all pages</i>)	Both
			2) Describe the intended use and operation	Both
CONDITIONAL USE			3) Address labels of adjacent owners to be notified (200' / 500')	Both
- Full Review or Amendment	\$150	1,2,3,4,5,6,7,14,15,16,18,19,20	4) Property owner acknowledgement of the request	Both
- *Special Use (to existing CU)	\$50	1,2,4,5,6,7,13	5) Impact Statement	Both
			6) Location Map	Both
PLANNED UNIT DEVELOPMENT	\$150	1,2,3,4,5,6,7,8,9,10,14,15,16,17,18,20	7) Development Plan / Site Plan	Both
- *Special Use (to existing PUD)	\$50	1,2,3,4,5,6,7,13 (14-22 upon request)	8) Preliminary Plat	Both
			9) Final Plat	Both
REZONING	\$200	1,2,3,4,6,9 or 10 (500' for rezoning) 200' for Cond. Use or PUD Site Plan)	10) Certified Survey Map	Both
			11) Annexation Petition	Both
CERTIFIED SURVEY MAP (CSM)	\$150	1,2,6,10,20	12) Annexation Map	Both
			13) Sketch Plan	Both
MINOR SUBDIVISION	\$150	1,2,3,5,6,10,15,16,17,18,20	14) Landscape and Buffer Plan	Both
EXTRA TERRITORIAL PLAT/CSM	\$150	1,2,6,9 / 10		
EXTRA TERRITORIAL PLAT OUTSIDE SANITARY SRVC. AREA	\$50	1,2,6,9 / 10	<u>Engineering Review - Infrastructure</u>	
			15) Grading / Drainage Plan	Both (24x36)
PRELIMINARY PLAT	\$300	1,2,3,5,6,9,15,16,17,18	16) Water / Sanitary Sewer / Storm Sewer Plans	Both (24x36)
			17) Street / Right of Way cross sections	Both (24x36)
FINAL PLAT / Final Plat Reappl.	\$100	1,2,3,5,6,9,15,16,17,18,20	18) Erosion Control Plan	Both (24x36)
			19) Proposed colors / materials	Both
ANNEXATION / ATTACHMENT	\$200	1,2,3,4,5,6,11,12,21	20) Developers Agreement	Both
			21) Annexation Agreement (<i>includes pre-annex agreements</i>)	Both
STREET EASEMENT/ VACATION	\$150	1,2,3,4,6,9	22) Other -	Both
VARIANCE / APPEAL	\$150	1,2,3,4,6,7		
MAILING LABELS	\$25	For all property addresses within 200 feet For all properties within 500' if rezoning ONLY	Must submit additional fee if not providing labels	Both

*SPECIAL USE PERMITS are applicable to EXISTING Conditional Use Permits and Planned Unit Developments. The granting of a Special Use Permit shall not change the character of the principal use or conflict with the purpose and intent of the original Conditional Use or Planned Use Development approval. Special Use Permits shall be reviewed for impact on neighboring uses in addition to the neighborhood. Compatibility is a primary consideration.

Examples of special uses include: New or expanded tenant uses including occupancies, minor changes to building facades, minor lighting changes, paint schemes, certain accessory structures, sign replacements of equal or lesser size or other uses or modifications as determined by the Village.

Applications shall be submitted NO LATER than 4:00 PM on the 1st Friday of the month to be considered at that month's meeting.

In some cases, additional copies of a submittal may 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.

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 at which a public hearing may be held. A decision on the request could be made at that time.

EXPLANATION OF TYPES OF INFORMATION REQUIRED *(From front page of application form)*

1. **Application Form:** *You MUST SUBMIT both HARD (paper) and DIGITAL (USB Drive) copies of your application.*
2. **Letter of Intent:** What you are requesting in your own words? *(Be brief)*
3. **Mailing/Address Labels:** It is your responsibility to provide the Village with addresses labels of ALL adjacent property owners within a 200-foot radius of the subject property. If mailed notification is required for your application, an incorrect address may cause a delay. *(Additional \$25 is required if Village provides address labels.)*
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. General hours of operation.
 - B. Unusual conditions which warrant special attention (hazardous materials storage, fire hazards, odors, noise generation, etc).
 - C. Vehicle trip generation (trips per day per unit x number of units).
 - D. Estimated numbers of vehicles and/or equipment, materials, to be parked and/or stored on site.
 - E. Proposed sign(s) advertising business, directional signage, dwelling unit rental, etc.
 - F. Proposed dates of construction and completion.
 - G. Anticipated user profiles (for residential developments).
 - H. Annual water consumption estimate (100% occupancy and build-out).
 - I. Annual sewage generation estimate (100% occupancy and build-out).
6. **Location Map:** An aerial map indicating where the site is located within the Village.
7. **Development Plan:** Show entire proposal on the site. Include edge of pavement and/or back of the curb line, sidewalks (existing and proposed), structure footprint(s), driveways, parking areas, fencing, refuse enclosures, locations of accessory uses, and overall dimensions of structures and setbacks, 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 document 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:** Show location, size, type, botanical name & common name of proposed trees & shrubs. Also details surface treatments. Show walls, fence location and style, buffers/screening and similar details.
15. **Grading/Drainage Plan:** Show 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:** Show size and location of proposed water mains & fire hydrants; size and location of the proposed sanitary sewer system with gradient profiles and invert elevations; shows the proposed storm drainage system as in #15 above.
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 Building 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

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

☐ COMMERCIAL ☒ INDUSTRIAL ☐ RESIDENTIAL ☐ OTHER _____

☐ CONDITIONAL USE ☐ PLANNED UNIT DEVELOPMENT ☐ CERTIFIED SURVEY MAP

☐ New ☐ New ☒ CONCEPT PLAN

☐ Amendment ☐ Amendment

☐ Special Use ☐ Special Use ☐ OTHER _____

 (For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: 1 Sysco Drive Unit: Jackson, WI

Parcel #: 0301 Lot Size: 1,513,826 sq. ft. Building Area: 310,344 sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☒ PUD ☐ Other _____ Floodplain: Y 

APPLICANT INFORMATION

Name(s): Sysco Corporation - Attention Taylor Cherry

Mailing Address: 1390 Enclave Parkway, Houston State TX Zip 77077

Office: (346) 266-5244 Cell: () Fax: ()

Email: taylor.cherry@sysco.com

BUSINESS INFORMATION (If New Business)

Legal Business Name: _____

D/B/A: _____ FEIN #: _____ - _____

Mailing Address: _____ State _____ Zip _____

Office: () Cell: () Fax: ()

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): Sysco Food Services

Address: 1390 Enclave Parkway, Houston State TX Zip 77077

Office: (346) 266-5244 Cell: () Fax: ()

Email: taylor.cherry@sysco.com

ARCHITECT / CONTRACTOR INFORMATION (Circle One)

Firm Name: The Austin Company

Primary Contact: Barry Rogers

Address: 6095 Parkland Boulevard State OH Zip 44124

Office: (216) 513-1891 Cell: () Fax: ()

Email: barry.rogers@theaustin.com

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: _____
Concept review for proposed building expansion and site modifications to support
proposed business expansion.

Provide a brief overview of proposed use(s) of entire property and/or lease space: _____
Food product storage and distribution to restaurants and commercial clients.
Includes ambient, cool, and frozen storage.

Hours of Operation: 24 x 7

Provide a brief overview of proposed daily on-site operations: _____
Receipt of food products in trailers, unloading, and storage in warehouse, typically during daytime hours.
Retrieval of food products per orders, loading, and shipping in trailers, typically at night.

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: _____
Tractor trailer traffic for inbound and outbound shipments will increase with proposed expansion.
Existing generator used only during power outages and for testing.
Existing ammonia system will be modified for proposed expansion.

Describe all businesses, properties and other entities located adjacent to the proposed use: _____
N: Willer Tool Corp, Rytec Corp, and Village water tower.
E: State Highway 45 and Village pumping station. W: agricultural
S: Agricultural and Residential.

Describe any proposed, development, on-site improvements or other construction/remodeling activities: _____
Improve staging for inbound trucks with on-site dual lane entry driveway.
Proposed building expansion of ambient, cool, and freezer warehouse and docks of approx 300,000 sf.
Supporting sitework development for truck staging and maneuvering.

Describe any proposed grading, and/or stormwater management plan: _____
Site grades will be modified to meet proposed building expansion with matching finished floor elevation.
Storm water will be routed to expanded on-site detention.

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____
Driveway will be modified to allow additional trailer staging.
Landscaping will be provided in conformance with food plant standards.

Describe any proposed on-site security measures including site lighting: _____
Site lighting for safe operation will be modified for the proposed expansion with cutoffs at boundaries.
Site fencing will be modified for proposed expansion in conformance with food plant standards.

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): _____
Existing sprinkler system, including dry system in freezer, will be extended into the proposed expansion.
Existing fire alarm system will be extended into the proposed expansion.

Describe the projected traffic circulation and impacts: _____

Truck traffic isolated from autos on site.

Truck traffic will increase with the proposed expansion - increase in trucks tbd.

List all setbacks from rights-of-way and property lines and height limitations: _____

Setbacks for the proposed expansion vary - see drawings. Minimum setback from property line is approximately 21'.

Height of the proposed expansion is 39' at high point to achieve rack heights with proper roof slopes.

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: _____

All required permits for existing operation are current.

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?

☐ No ☒ Yes If yes, explain: Building Permit

Describe any proposed signage including type, size, and location: _____

Existing ground mounted monument sign will be relocated and reused.

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____

Building facade will be insulated metal panels (IMP) reasonably matching existing facade for appearance and color.

Describe any site specific features/constraints, etc.: _____

Existing ammonia system will be modified to support the cooler and freezer areas of the proposed expansion.

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____

Current estimating 241 additional auto and 150 trailers will be required for proposed expanded business and building.

Existing parking will be modified to allow additional required handicapped parking at a close in location.

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____

Screening of truck docks and truck operations is screened from roadway by buildings themselves.

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____

Separate waste streams with dumpsters are provided for general trash and corrugate with corrugate being the

largest volume of waste. Waste systems are screened from view from the road by the buildings.

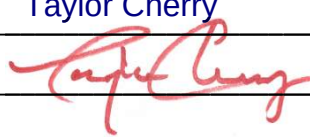
Projected Sewer/Wastewater Usage: 2,121,637 gal/year current use- no significant change with expansion

Projected Water Usage: 3,677,468 gal/year current use- increase approx 1,000,000 gal/yr

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

Applicant Name (Print): Taylor Cherry

Applicant Signature: 

Co-Applicant Name (Print): _____

CO-Applicant Signature: _____

Date of Application: _____

You MUST sign and date this Application!

SUBMIT TO: Village of Jackson – Village Hall (*Checks shall be made payable to Village of Jackson*)
N168 W20733 Main Street
PO BOX 637
Jackson, WI 53037

QUESTIONS?

Village Clerk: For all **general questions** related to completing form or questions related to Village meetings.
Phone: (262) 677-9001 x11
Email: jilline.dobratz@villageofjackson.com

Building Inspector: For questions concerning **building codes, zoning, or technical questions.**
Phone: (262) 677-9696
Email: collin.johnson@villageofjackson.com

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, 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. This approval 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 this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (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.

VILLAGE APPROVAL:

☐ **TEMPORARY** *Expiration Date:* _____, 20____

Plan Commission Approval: *Meeting Date:* _____, 20____

Village Board Approval: *Meeting Date:* _____, 20____

In-House Approval (O-T-C): *Date:* _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: *Date:* _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: _____

Amount: \$ _____

Payment Type: CH / CC / CASH

Check/Rcpt. #: _____

Received By: _____



SCALE: 1" = 200'

VILLAGE LIMITS LINE

CEEDAR PARKWAY

-P.08.

N LINE OF THE SE 1/4 SEC 24-10-19

MILL ROAD N 88°11'23"E 1,020.52'

P.O.C.
BRASS
MONUMENT
AT CENTER
OF SECTION
24-10-19

--- NW LINE NW 1/4 OF THE SE 1/4 SEC 24-10-19

1100.00'

N 01°22'37"W

N 88°11'23"E
300 00'

N 01°22'37"W
225.05'

TAX PARCEL ID NO
076400A

HEREBY ANNEXED
TO THE VILLAGE
OF JACKSON

S 01°17'44"E 1,323.54' F LINE NW 1/4 OF THE SE 1/4 SEC 24-10-19

S 88°07'25"W 1,318.65'

S LINE NW 1/4 OF THE SE 1/4 SEC 24-10-19

ORDINANCE No. _____
I.D. No. _____
DATE ADOPTED _____
DATE PUBLISHED _____

ALD DISTRICT ANNEXED TO _____
AREA 32.54 ACRES

SYSKO EXPANSION

JACKSON, WISCONSIN

ANNEXATION



4850 GRAND AVENUE
CHICAGO, IL 60631

PH: 547 338.710
www.knorr.com

Circle Design Film Registration #184 007837-0014

REVISIONS

REVISIONS		
No.	DESCRIPTION	DATE

Request for Annexation Review

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
101 E. Wilson Street, 9th Floor
Madison WI 53703
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview>

Petitioner Information

Office use only:

Name: Sysco Food Services of Eastern Wisconsin

Address: 1 Sysco Dr.

Jackson, Wi. 53037

Email: taylor.cherry@sysco.com

Petitioners phone:

(262) 677-1100

Town clerk's phone:

City/Village clerk's phone:
(262) 677-9001 EXT. 11

1. Town where property is located:

2. Petitioned City or Village: Jackson

3. County where property is located: Washington

4. Population of the territory to be annexed: 0

5. Area (in acres) of the territory to be annexed: 32.54

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): 076400A

Contact Information if different than petitioner:

Representative's Name and Address:

Barry Rogers

Surveyor or Engineering Firm's Name & Address:

Harlan Doland

The Austin Company

IMEG

6095 Parkland Blvd

4850 Grand Ave

Cleveland, Ohio 44124

Gurnee, IL 60031

Phone: (440) 544-2679

Phone: (847) 336-7100

E-mail: barry.rogers@theaustin.com

E-mail: harlan.m.doland@imegcorp.com

Required Items to be provided with submission (to be completed by petitioner):

1. ☒ Legal Description meeting the requirements of [s.66.0217 \(1\) \(c\)](#) [see attached annexation guide]
2. ☒ Map meeting the requirements of [s. 66.0217 \(1\) \(g\)](#) [see attached annexation guide]
3. ☐ Signed Petition or Notice of Intent to Circulate is included
4. Indicate Statutory annexation method used:
 - ☒ Unanimous per [s. 66.0217 \(2\)](#), or,
OR
 - ☐ Direct by one-half approval per [s. 66.0217 \(3\)](#)
5. ☒ Check or money order covering review fee [see next page for fee calculation]

Annexation Review Fee Schedule

A Guide for Calculating the Fee Required by ss.16.53 (4) and 66.0217, Wis. Stats.

Required Fees

There is an initial filing fee and a variable review fee

\$ 350 Initial Filing Fee (required with the first submittal of all petitions)
\$200 – 2 acres or less
\$350 – 2.01 acres or more

\$ 800 Review Fee (required with all annexation submittals except those that consist ONLY of road right-of-way)
\$200 – 2 acres or less
\$600 – 2.01 to 10 acres
\$800 – 10.01 to 50 acres
\$1,000 – 50.01 to 100 acres
\$1,400 – 100.01 to 200 acres
\$2,000 – 200.01 to 500 acres
\$4,000 – Over 500 acres

\$ 1,150 TOTAL FEE DUE (Add the Filing Fee to the Review Fee)

Attach check or money order here, payable to: **Department of Administration**

**THE DEPARTMENT WILL NOT PROCESS
AN ANNEXATION PETITION THAT IS NOT ACCOMPANIED
BY THE REQUIRED FEE.**

**THE DEPARTMENT'S 20-DAY STATUTORY REVIEW PERIOD
COMMENCES UPON RECEIPT OF THE PETITION AND REVIEW FEE**

ANNEXATION SUBMITTAL GUIDE

s. 66.0217 (5) THE PETITION

- ☒ State the purpose of the petition:
- Direct annexation by unanimous approval; OR
 - Direct annexation by one-half approval; OR
 - Annexation by referendum.
- ☒ Petition must be signed by:
- All owners and electors, if by unanimous approval.
 - See [66.0217 \(3\) \(a\)](#), if by one-half approval.
 - See [66.0217 \(3\) \(b\)](#), if by referendum.
- ☒ State the population of the land to be annexed.

[It is beneficial to include Parcel ID or Tax numbers, the parcel area, and identify the annexee (Town) and annexor (Village or City) in the petition.]

s. 66.0217 (1) (c) THE DESCRIPTION

☒ The annexation petition must include a legal description of the land to be annexed. The land must be described by reference to the government lot, private claim, quarter-section, section, town and range in which the land lies. The land must be further described by metes and bounds commencing from a monumented corner of the section or quarter-section, or the monumented end of a private claim or federal reservation, in which the land lies; OR

☐ If the land is wholly and entirely within a lot or lots, or all of a block or blocks of a recorded subdivision plat or certified survey map, it must be described by reference to the lot (s) and/or block (s) therein, along with the name of the plat or the number, volume, page, and County of the certified survey map.

☐ The land may NOT be described by:

- Aliquot part;
- Reference to any other document (plat of survey, deed, etc.);
- Exception or Inclusion;
- Parcel ID or tax number.

s. 66.0217 (1) (g) THE MAP

☒ The map shall be an **accurate reflection** of the legal description of the parcel being annexed. As such, it must show:

- A tie line from the parcel to the monumented corner of the section or quarter-section, or the monumented end of a private claim or federal reservation, in which the parcel lies. The corner and monument must be identified.
- Bearings and distances along all parcel boundaries as described.
- All adjoiners as referenced in the description.

☒ The map must include a **graphic scale**.

☒ The map must show and identify the existing municipal boundary, in relation to the parcel being annexed.

[It is beneficial to include a North arrow, and identify adjacent streets and parcels on the map.]

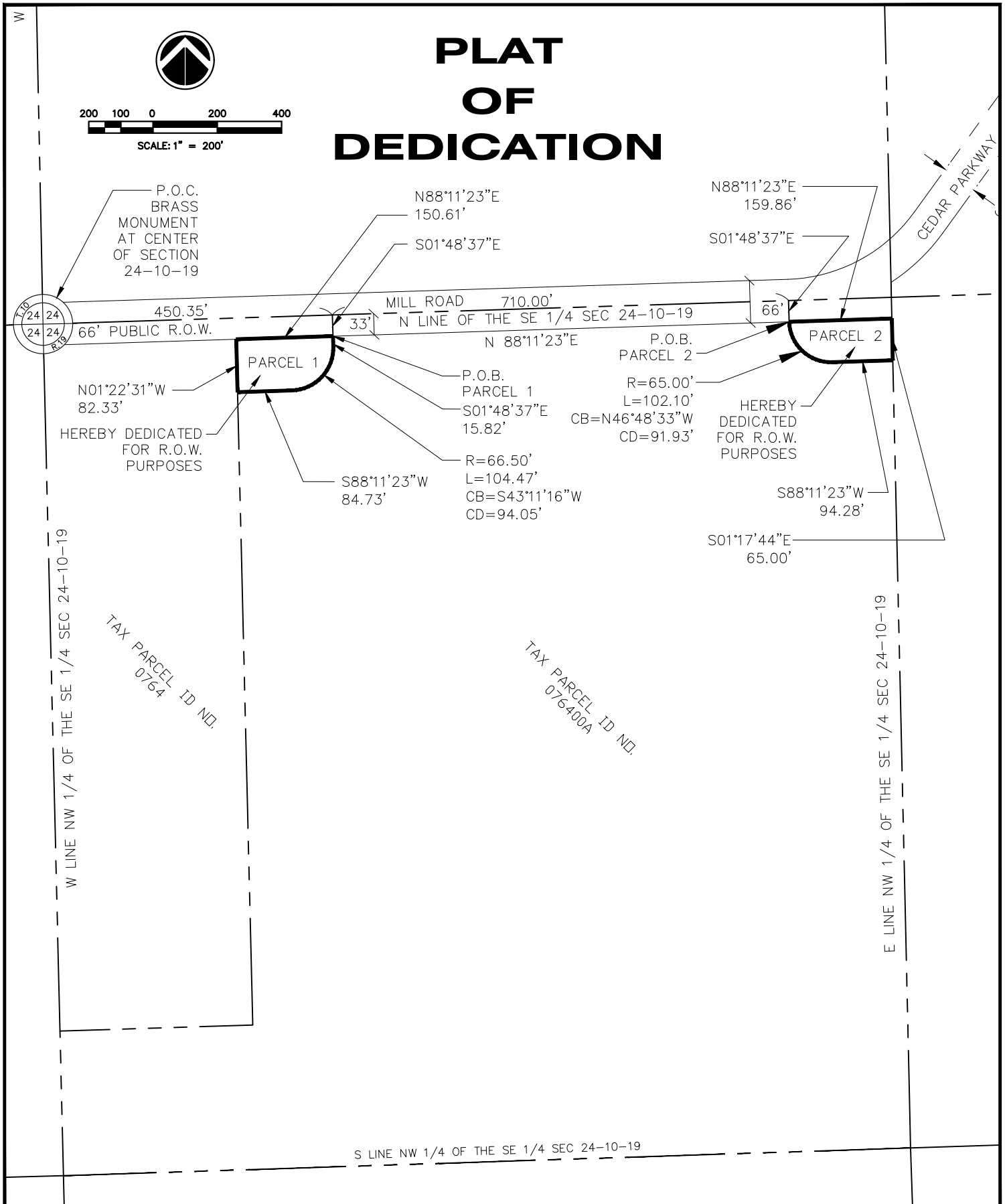
s. 66.0217 FILING

☒ The petition must be filed with the Clerk of the annexing City or Village and with the Clerk of the Town in which the land is located.

☐ If the annexation is by one-half approval, or by referendum, the petitioner must post notice of the proposed annexation as required by [s. 66.0217 \(4\)](#).

☐ If the lands being annexed are within a County of 50,000 or greater population, the petition must also be filed with the Department of Administration for review

[Note that no municipality within a County of 50,000 or greater population may enact an annexation ordinance prior to receiving a review determination from the Department of Administration.]



Sheet 1 of 2	1	Date: 10/20/2021	Checked By: HMD	Field Book No: N/A	Drawn By: MH	Copyright 2021 All Rights Reserved	21006036 SYSCO DEDICATION.DWG	File Name: 21006036.00	IMEG Project No: 21006036.00	SYSICO EXPANSION JACKSON, WISCONSIN		 4856 GRAND AVENUE GURNEE, IL 60031 PH: 847.336.7100 www.imegcorp.com Illinois Design Firm Registration #184.007637-0014	REVISIONS		
										DEDICATION			No.	DESCRIPTION	DATE

Sheet 2 of 2

2

SYSKO EXPANSION
JACKSON, WISCONSIN

DEDICATION

IMEG

4850 GRAND AVENUE
GURNEE, IL 60031

PH: 847.336.7100
www.imegcorp.com

Illinois Design Firm Registration #184.007637-0014

MEIG Project No.: 21006036.00

File Name: 21006036 SYSKO.DEDICATION
ALL RIGHTS RESERVED.

Drawn By: MH

Checked By: HMD

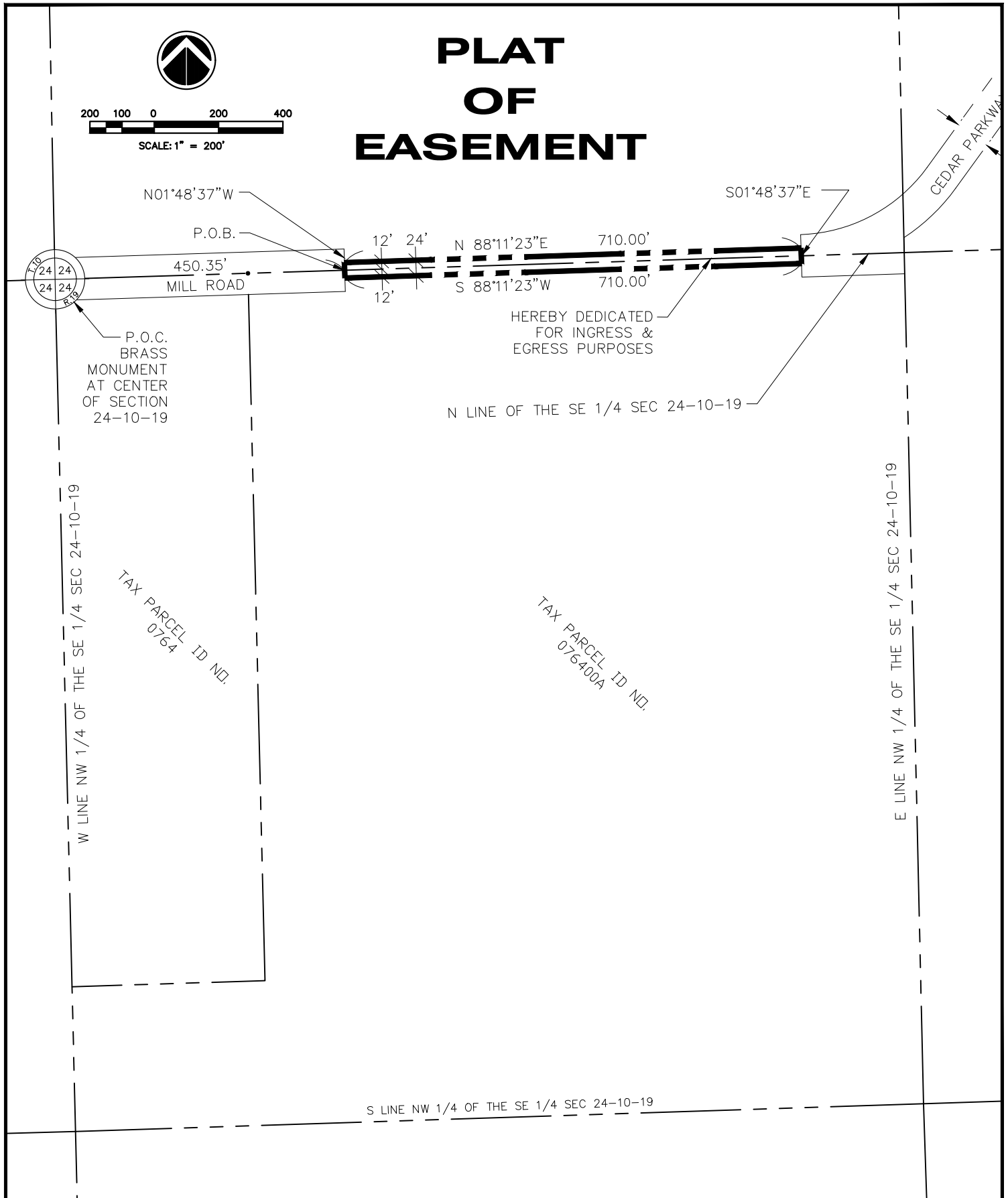
Date: 10/20/2021

Field Book No N/A

Draft Book No N/A

REVISIONS

No.	DESCRIPTION	DATE



SYSCO EXPANSION JACKSON, WISCONSIN		IMEG		REVISIONS	
				DESCRIPTION	DATE
EASEMENT		4850 GRAND AVENUE GURNEE, IL 60031		PH: 847.336.7100 www.imegcorp.com	
EASEMENT		Illinois Design Firm Registration #184.007637-0014			
IMEG Project No: 21006036.00		FILE NAME: 21006036.00		DATE: 10/20/2021	
SYSCO EASEMENT		ALL RIGHTS RESERVED		Checked By: HMD	
Field Book No N/A		Drawn By: MH		1	
				Sheet 1 of 2	

EASEMENT DESCRIPTION

LEGAL DESCRIPTION

THAT PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 24, TOWNSHIP 10 NORTH, RANGE 19 EAST, IN THE TOWN OF POLK, WASHINGTON COUNTY, STATE OF WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER OF SECTION 24, TOWNSHIP 10 NORTH, RANGE 19 EAST; THENCE NORTH 88° 11' 23" EAST ALONG THE EAST $\frac{1}{4}$ LINE OF SAID SECTION, 450.34 FEET TO THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE NORTH 00°48'37" WEST, A DISTANCE OF 12.00 FEET, THENCE NORTH 88°11'23" EAST, A DISTANCE OF 710.00 FEET, THENCE SOUTH 01°48'37" EAST, A DISTANCE OF 24.00 FEET, THENCE SOUTH 88°11'23" WEST, A DISTANCE OF 710.00 FEET; THENCE NORTH 01°48'37" WEST, A DISTANCE OF 12.00 FEET, TO THE PLACE OF BEGINNING.

CONTAINING 17,040 SQUARE FEET (0.39 ACRES) MORE OR LESS.

Sheet 2 of 2	2	Date: 10/20/2021	Checked By: HMD	Drawn By: MH	Field Book No: N/A	Copyright 2021 All Rights Reserved	21006036 SYSCO EASEMENT	File Name: 21006036.00	IMEG Project No: 21006036.00	SYSCO EXPANSION JACKSON, WISCONSIN	EASEMENT	REVISIONS		
												No.	DESCRIPTION	DATE



Illinois Design Firm Registration #184.007637-0014



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1 SYSCO DRIVE
JACKSON VILLAGE, WI

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**NEW EXPANSION
AERIAL VIEW**

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AERIAL VIEW WITH NEW EXPANSION



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STREET VIEW WITH NEW EXPANSION



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1	10/26/21	WJ	WJ	10/26/21	NEW EXPANSION AERIAL VIEW

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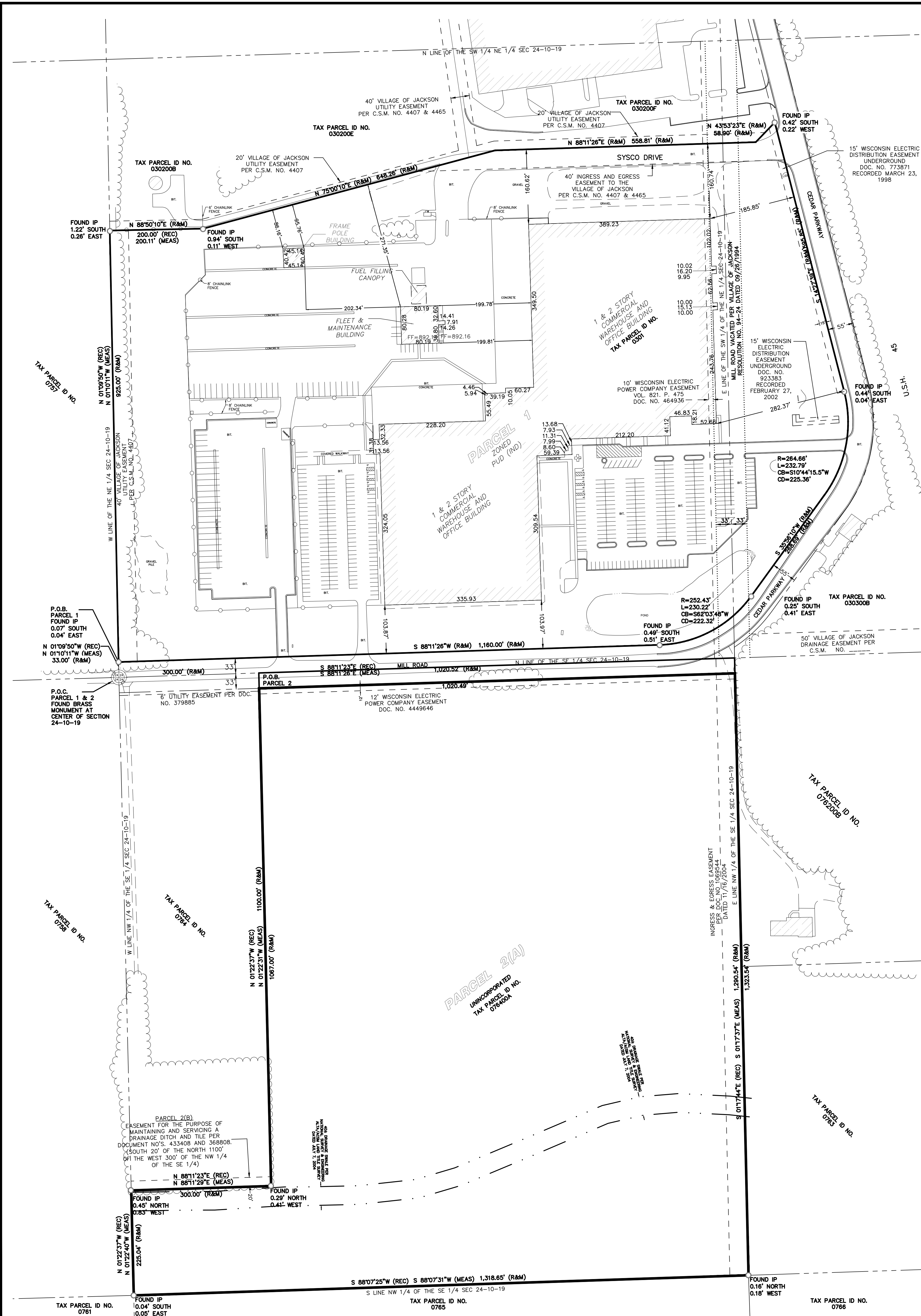
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AERIAL VIEW**

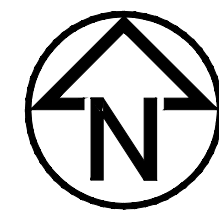
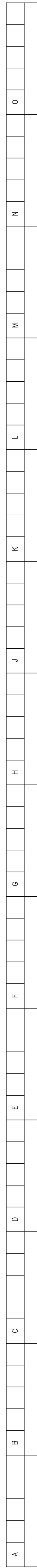
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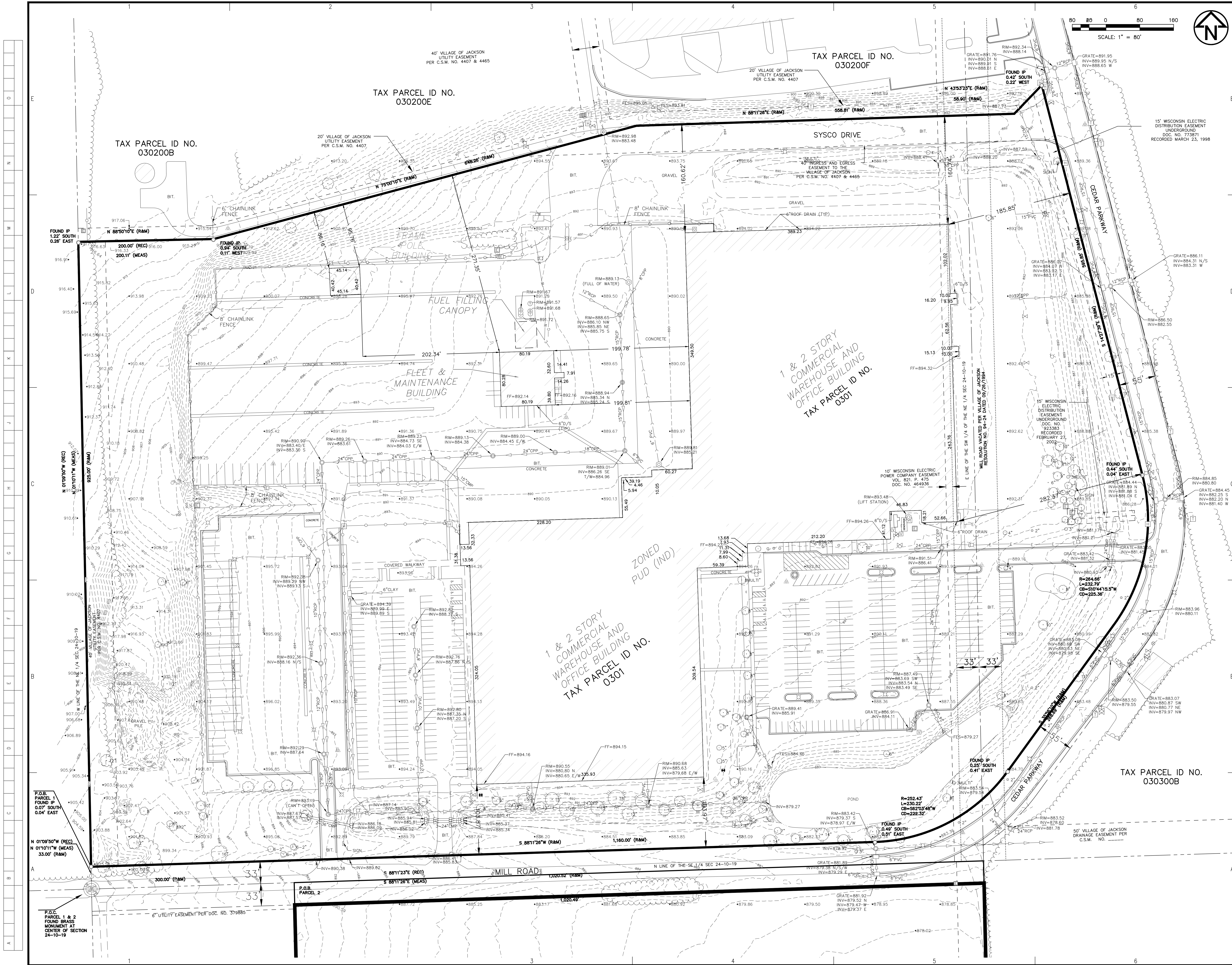
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NORTH TRUCK ENTRANCE SIGHT DISTANCE EXHIBIT

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CONSULTANTS:

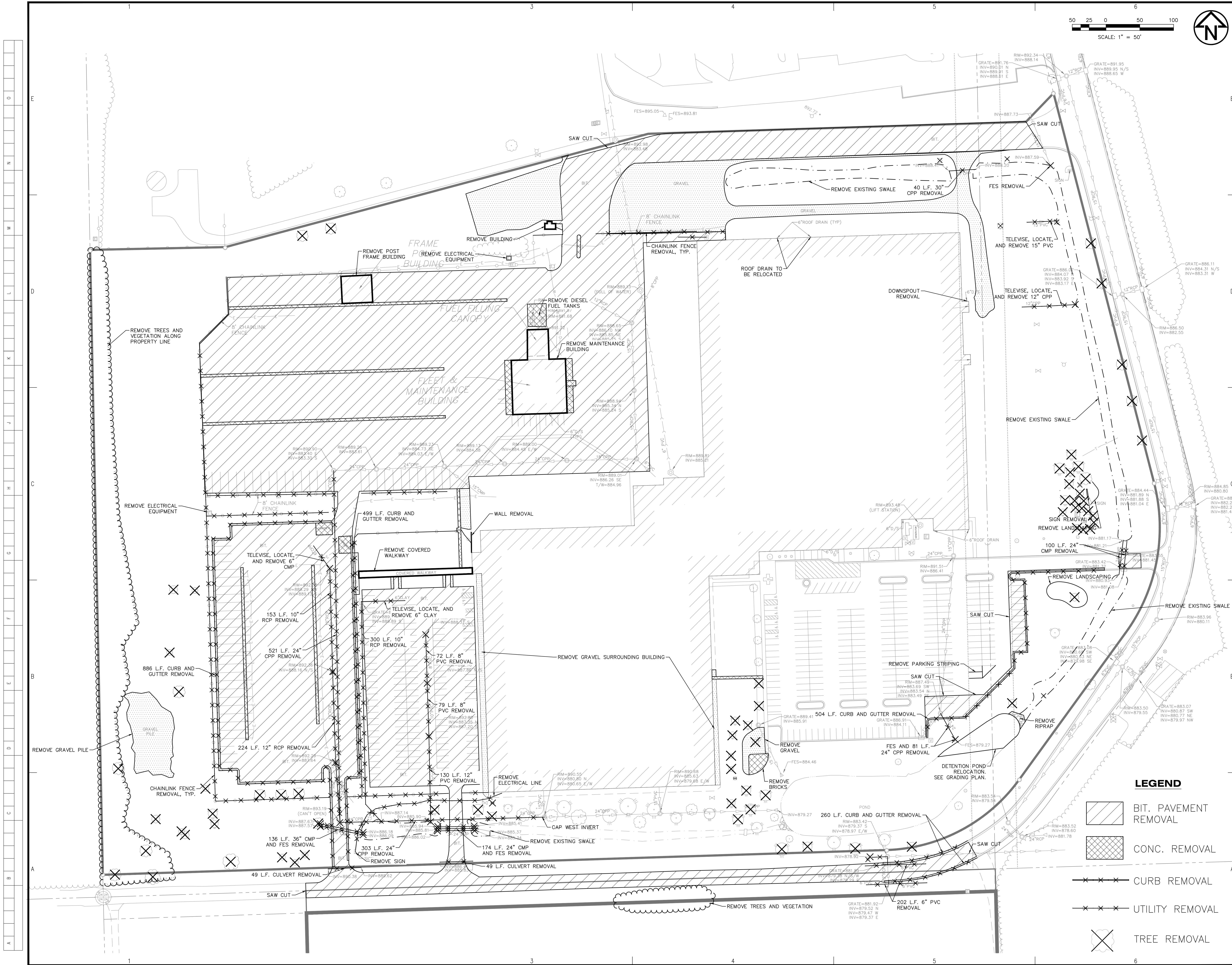
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CAD DWG FILE: 21006036 SYSCO EXP.dwg
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SHEET TITLE:

**NORTH TOPOGRAPHIC
SURVEY**

SHEET NUMBER: **C-3** ISSUE: ----





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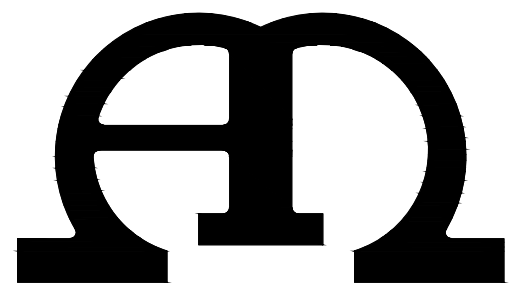
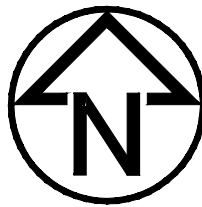
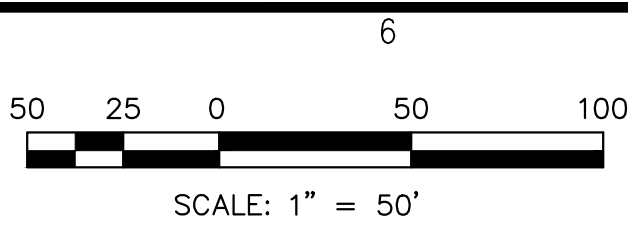
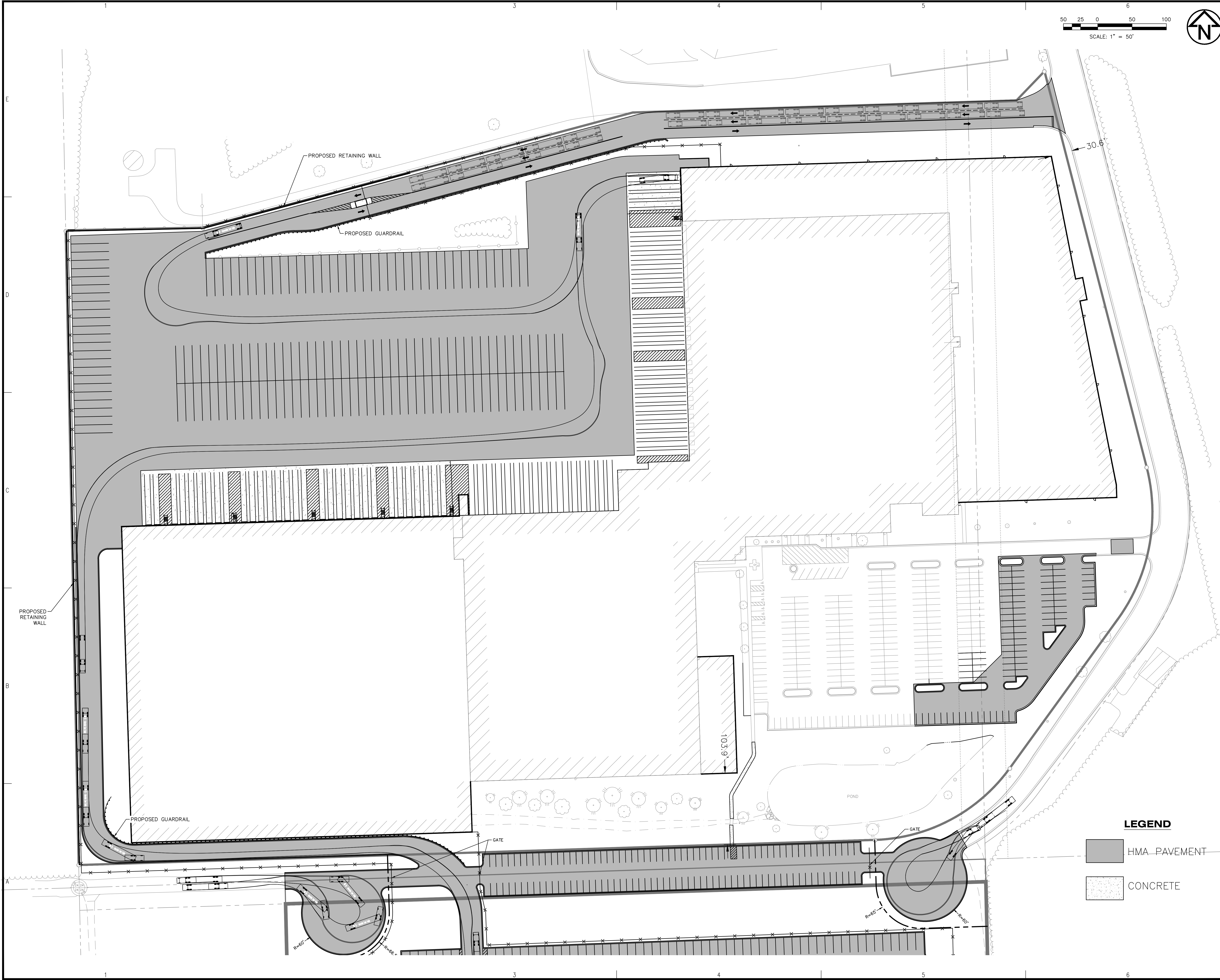
1 SYSCO DRIVE
JACKSON VILLAGE, WI

LEGEND

- BIT. PAVEMENT REMOVAL
- CONC. REMOVAL
- CURB REMOVAL
- UTILITY REMOVAL
- TREE REMOVAL

OVERALL DEMOLITION PLAN

A B C D E F G H J K L M N O



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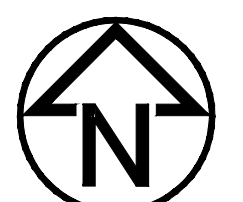
LEGEND

- HMA_PAVEMENT
- CONCRETE

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NORTH SITE PLAN

SHEET NUMBER: **C-7** ISSUE: **----**



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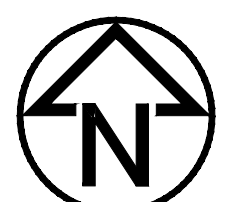
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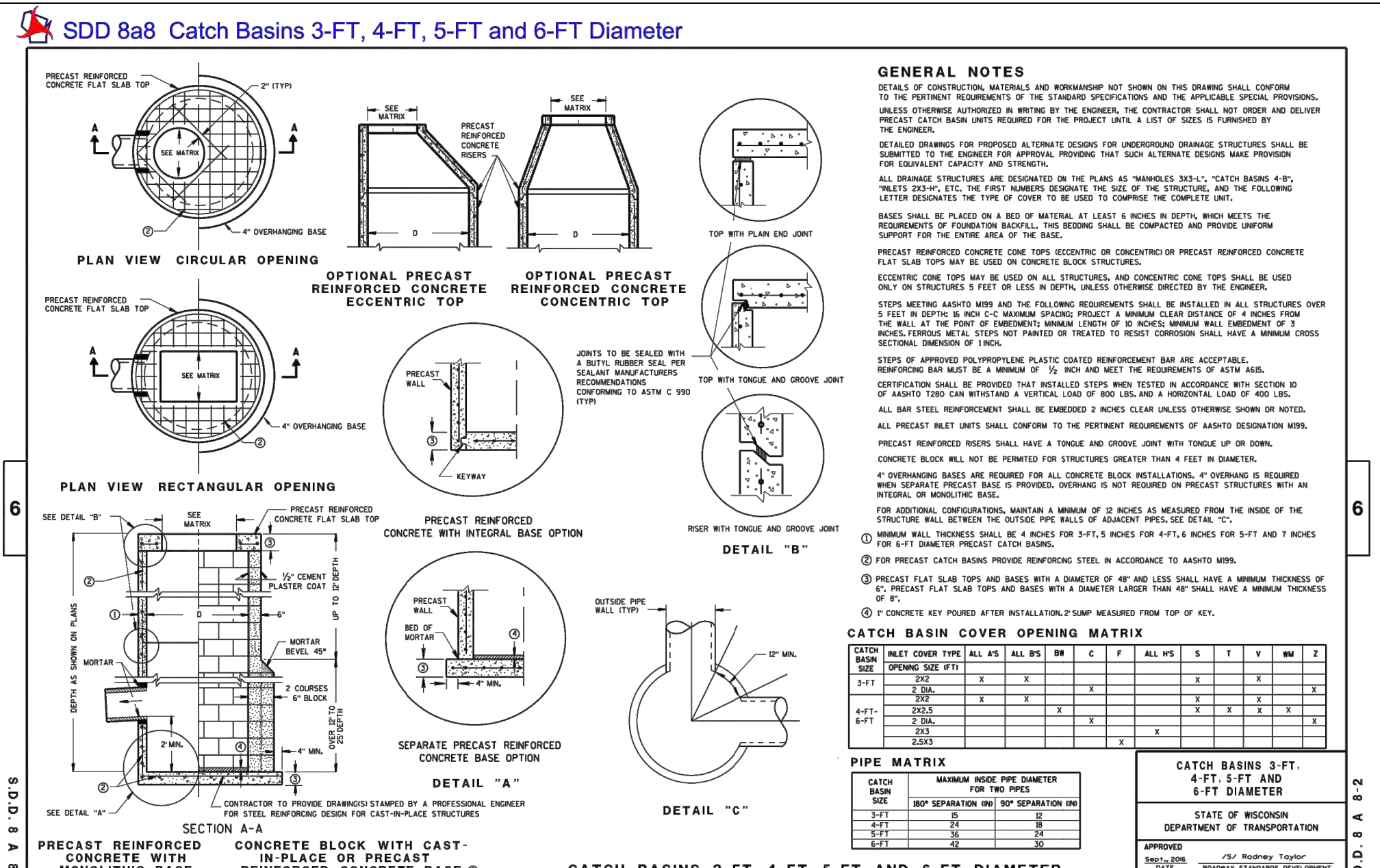
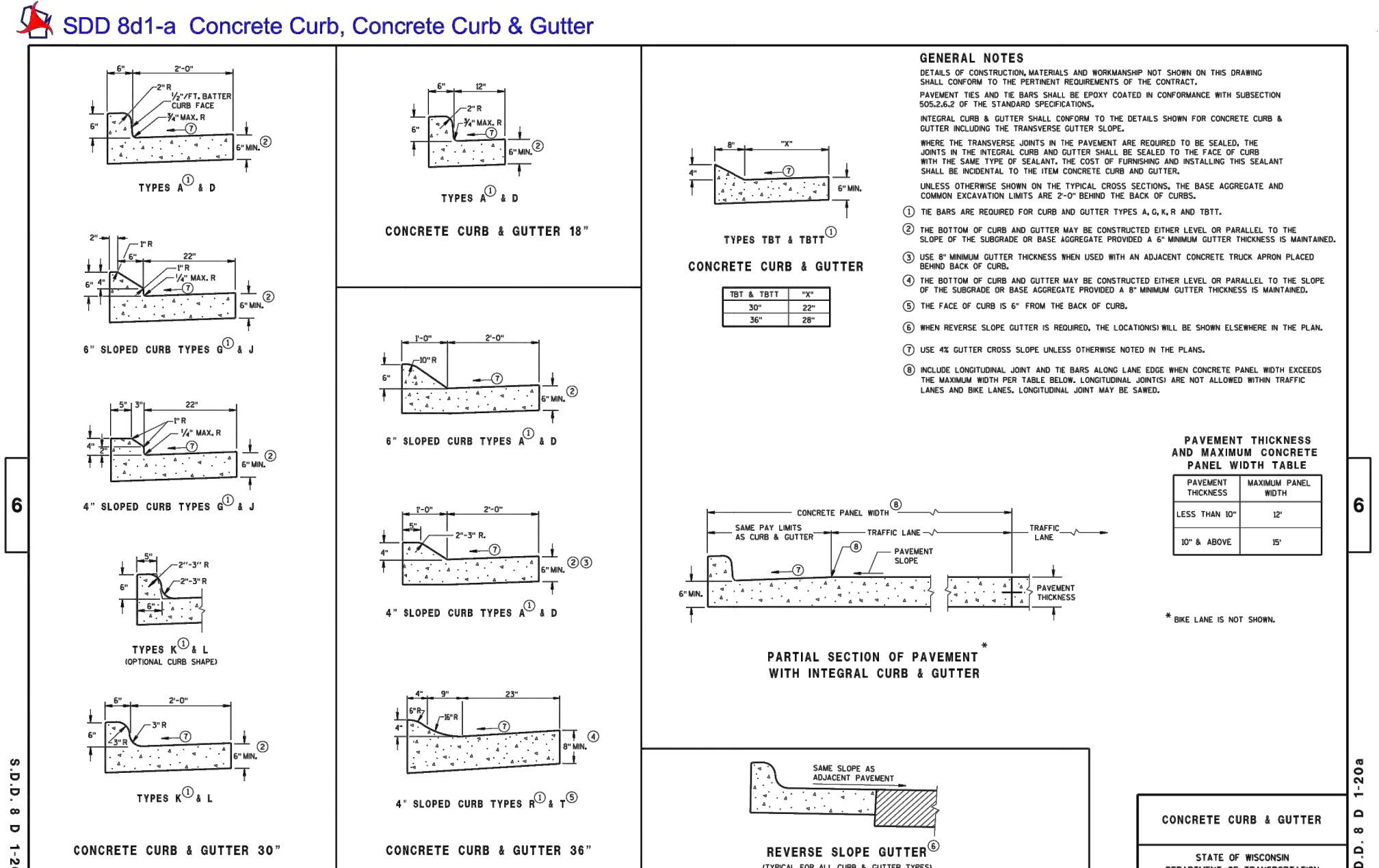
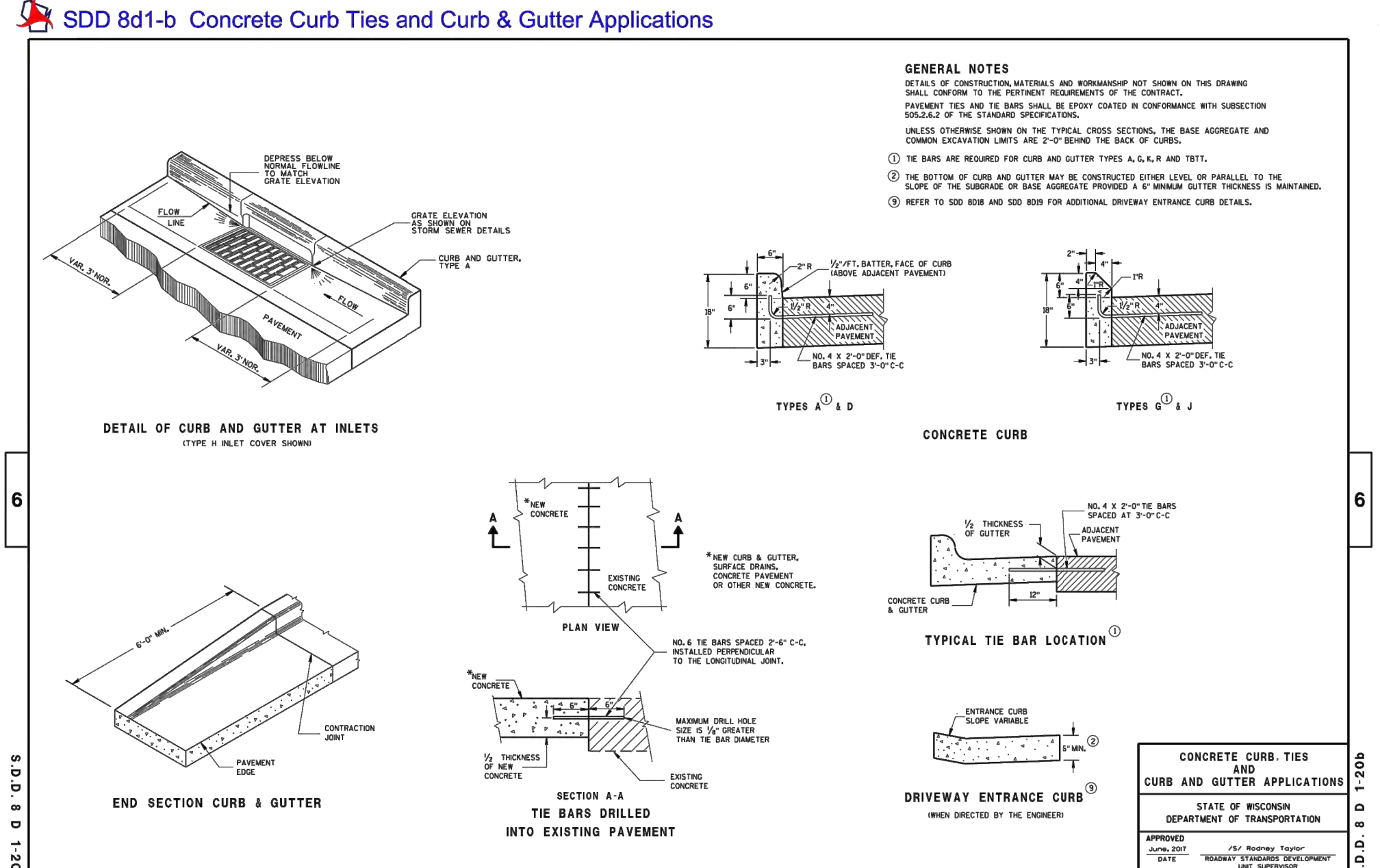
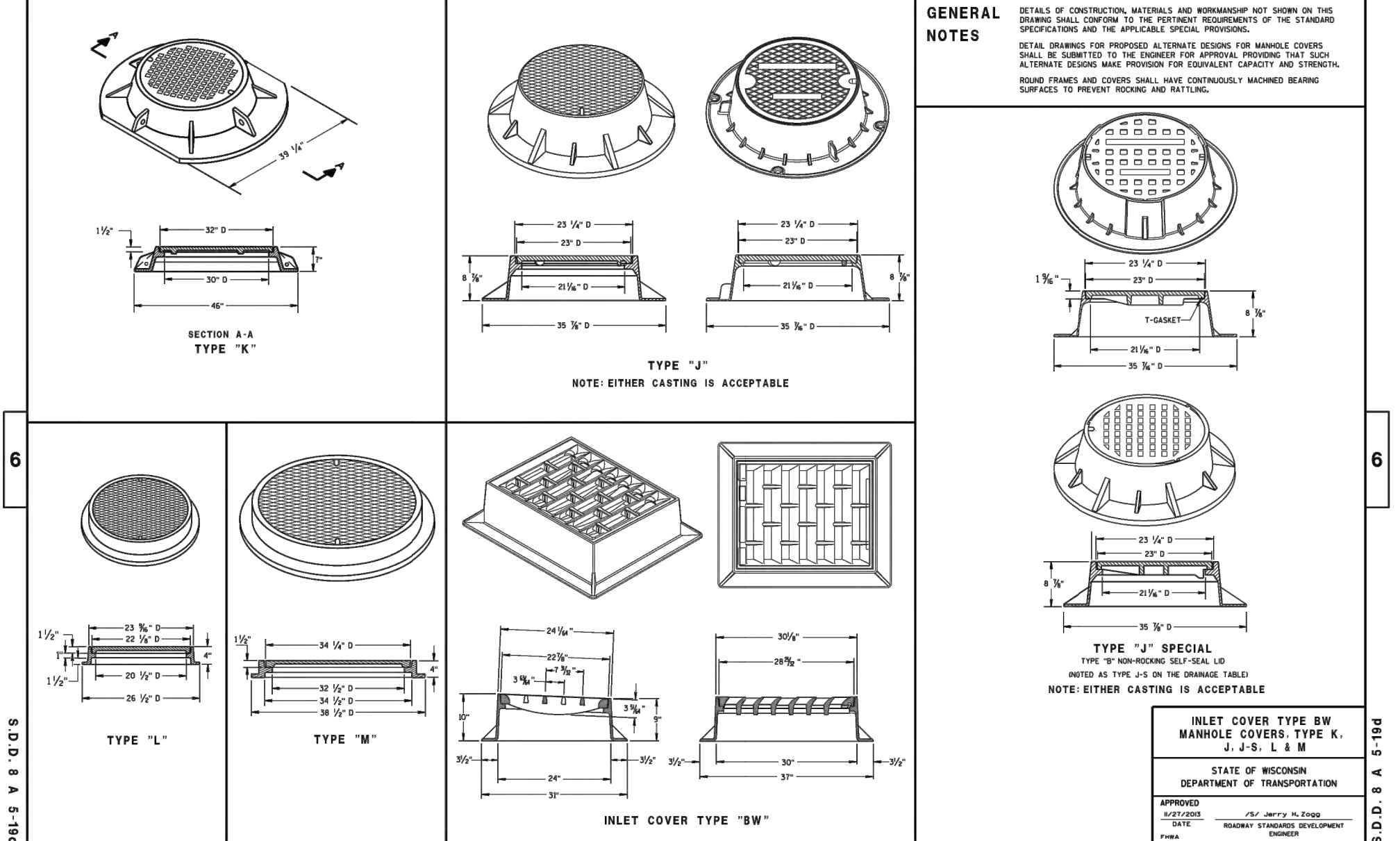
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612

40± DRAINAGE SWALE PER
NATIONAL SURVEY & ENGINEERING—
ALTA/ACSM LAND TITLE SURVEY
DATED JULY 7, 2004



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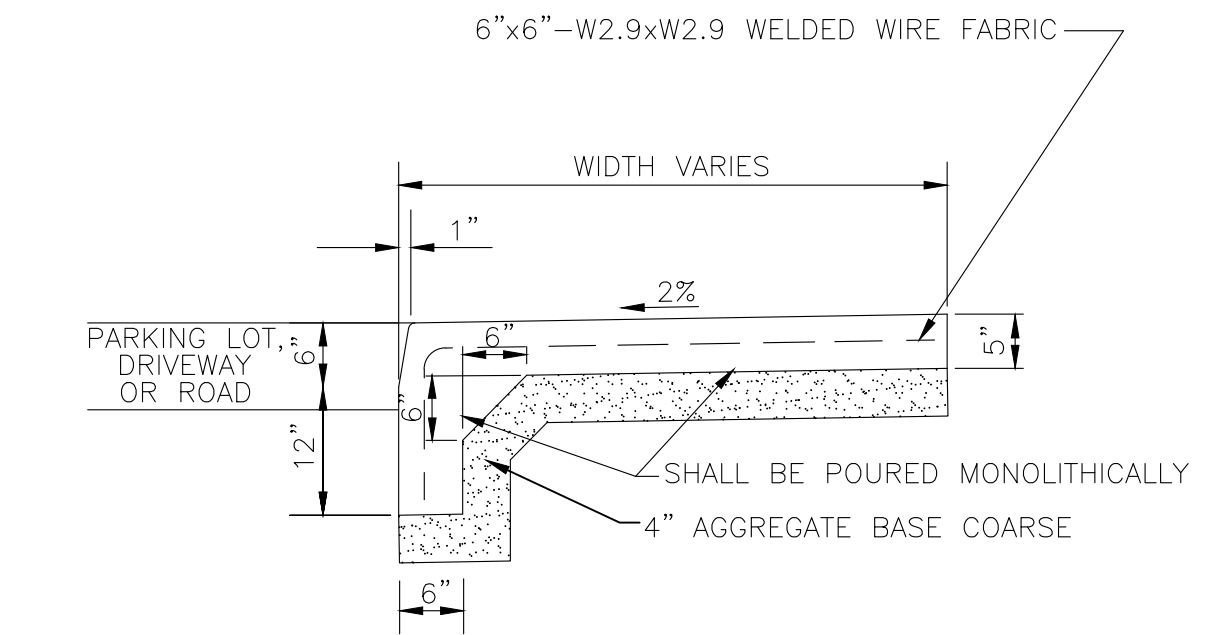
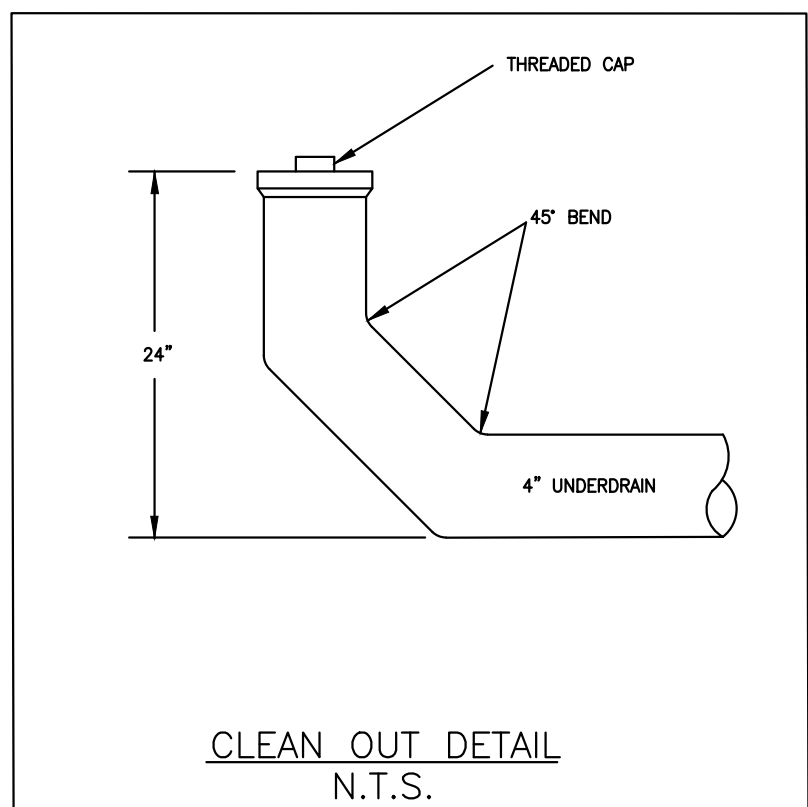
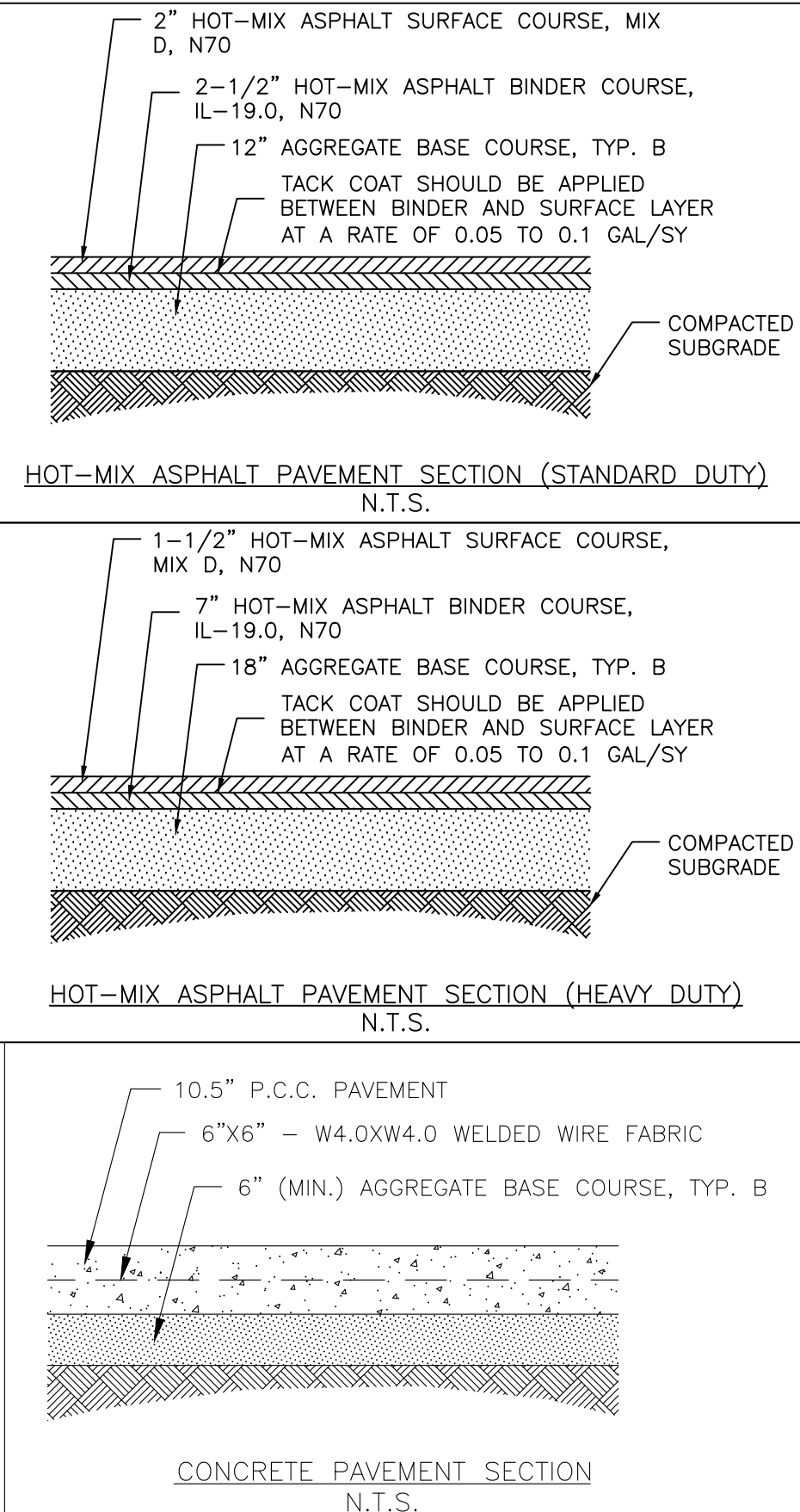
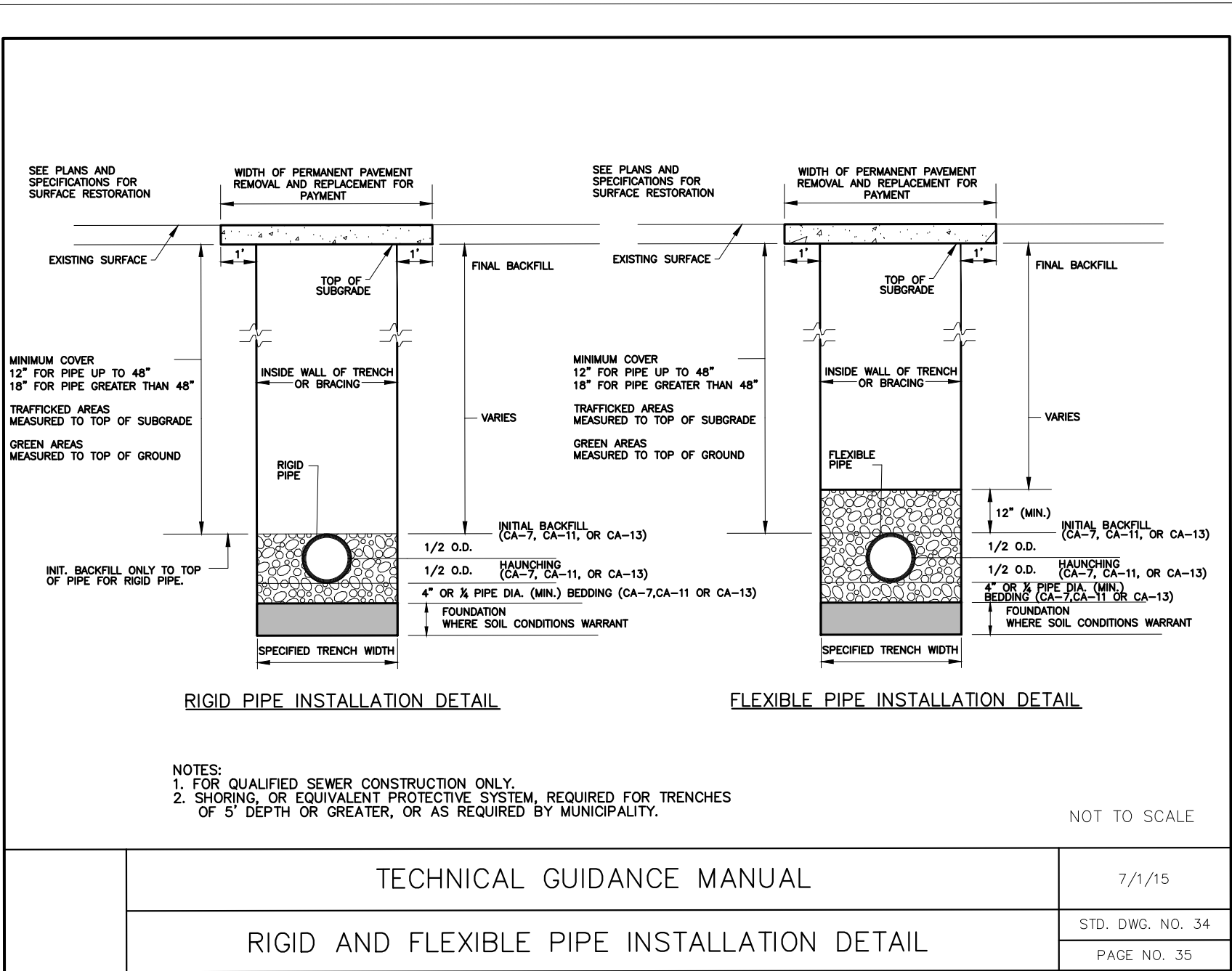
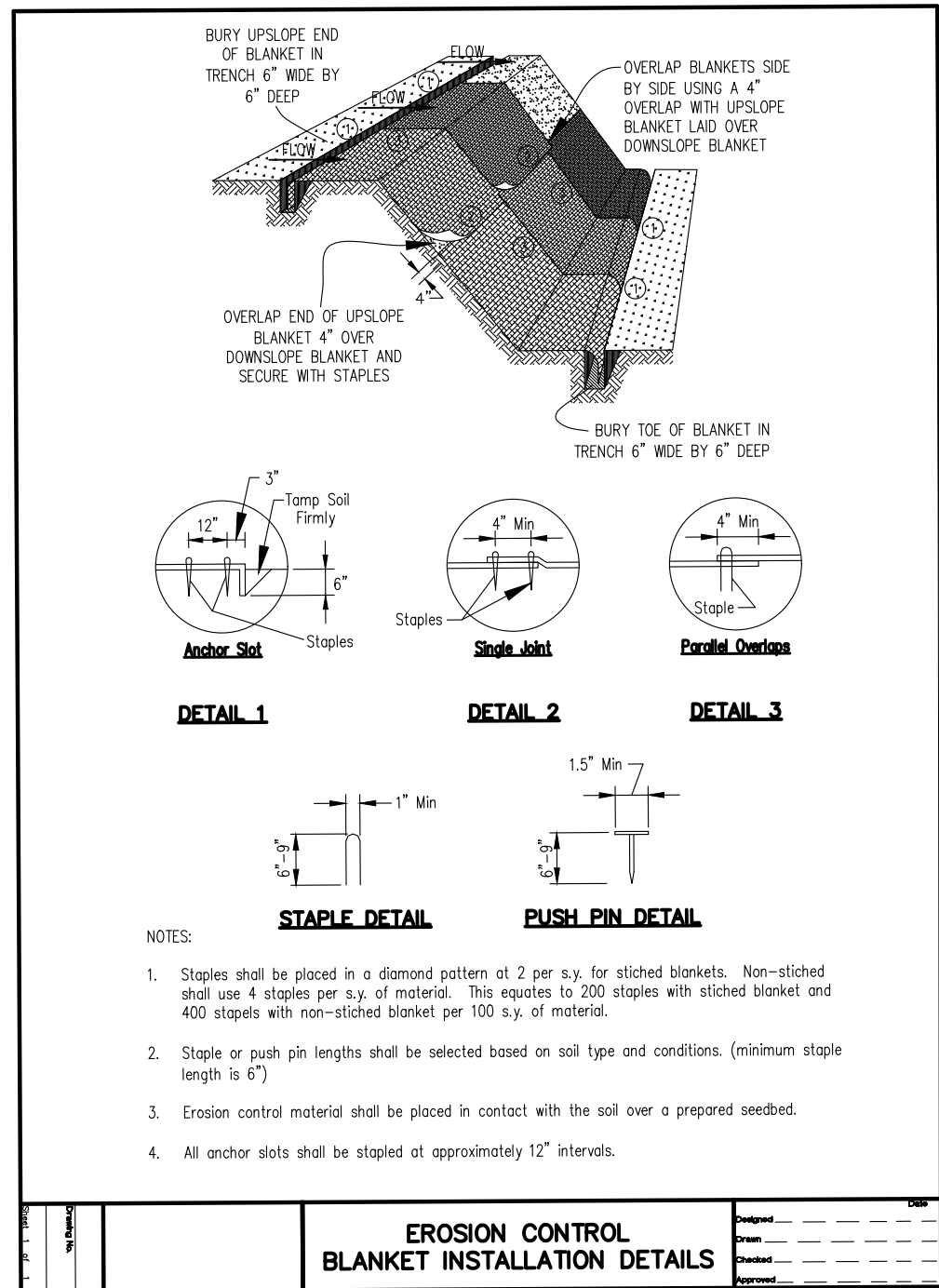
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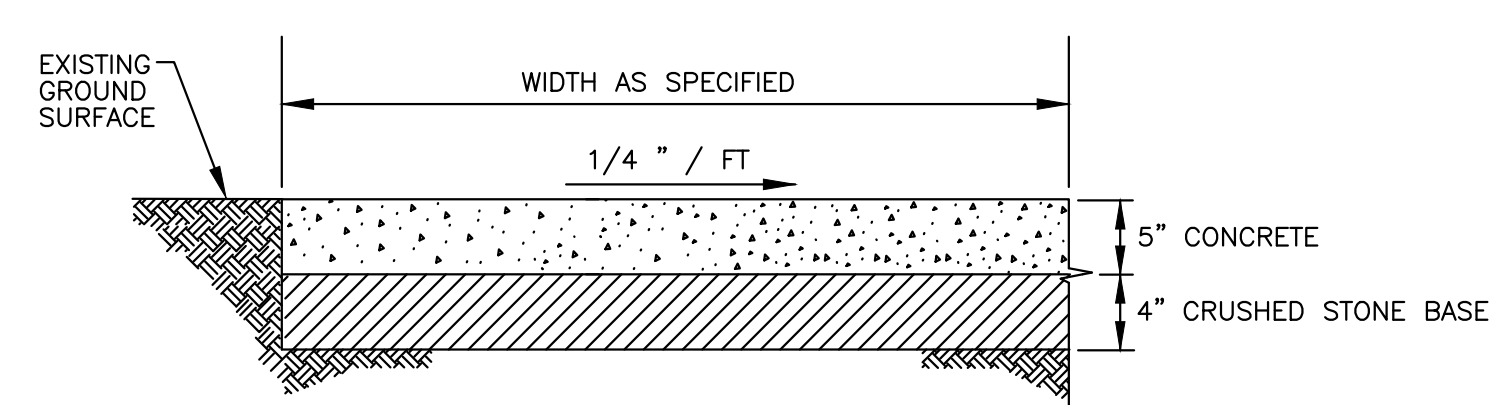
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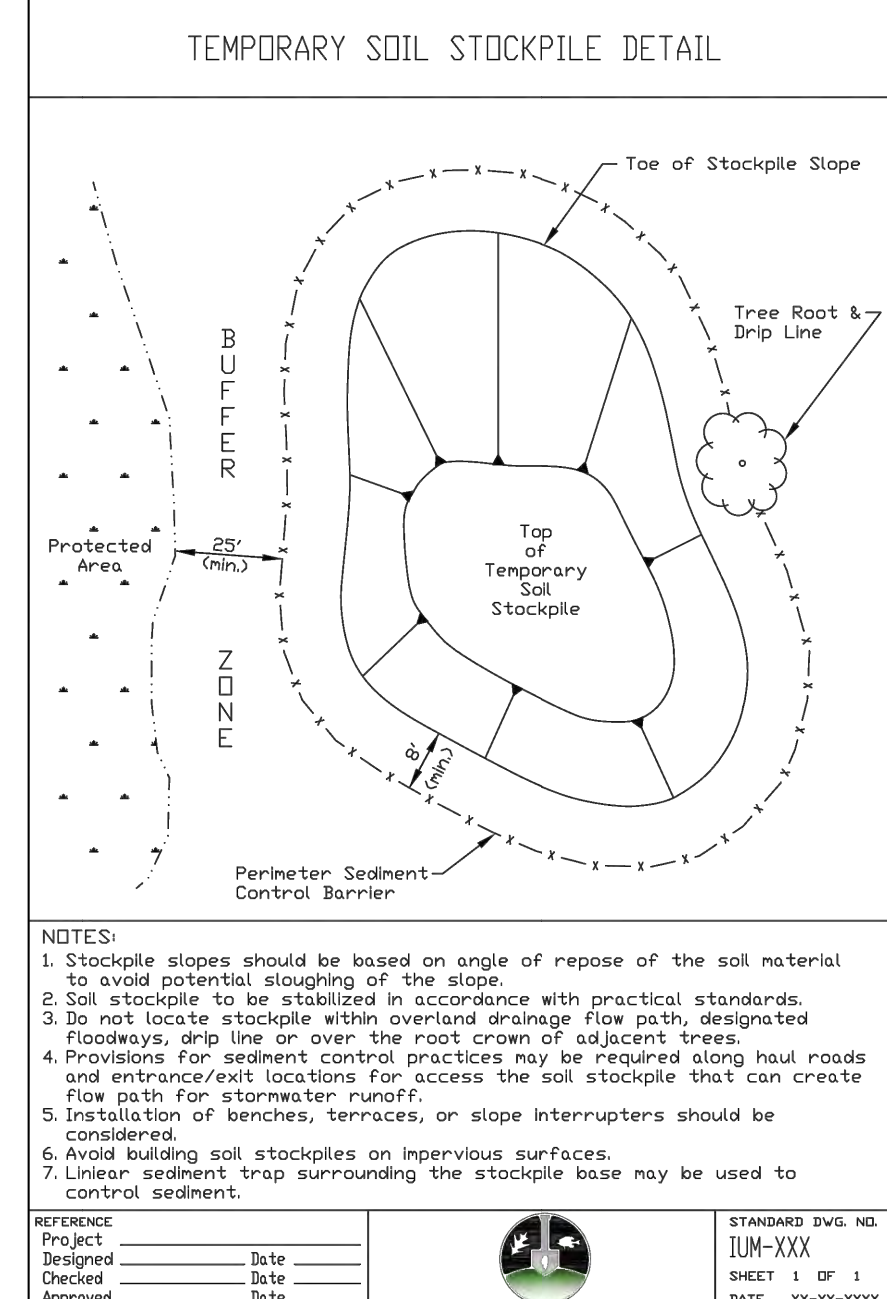
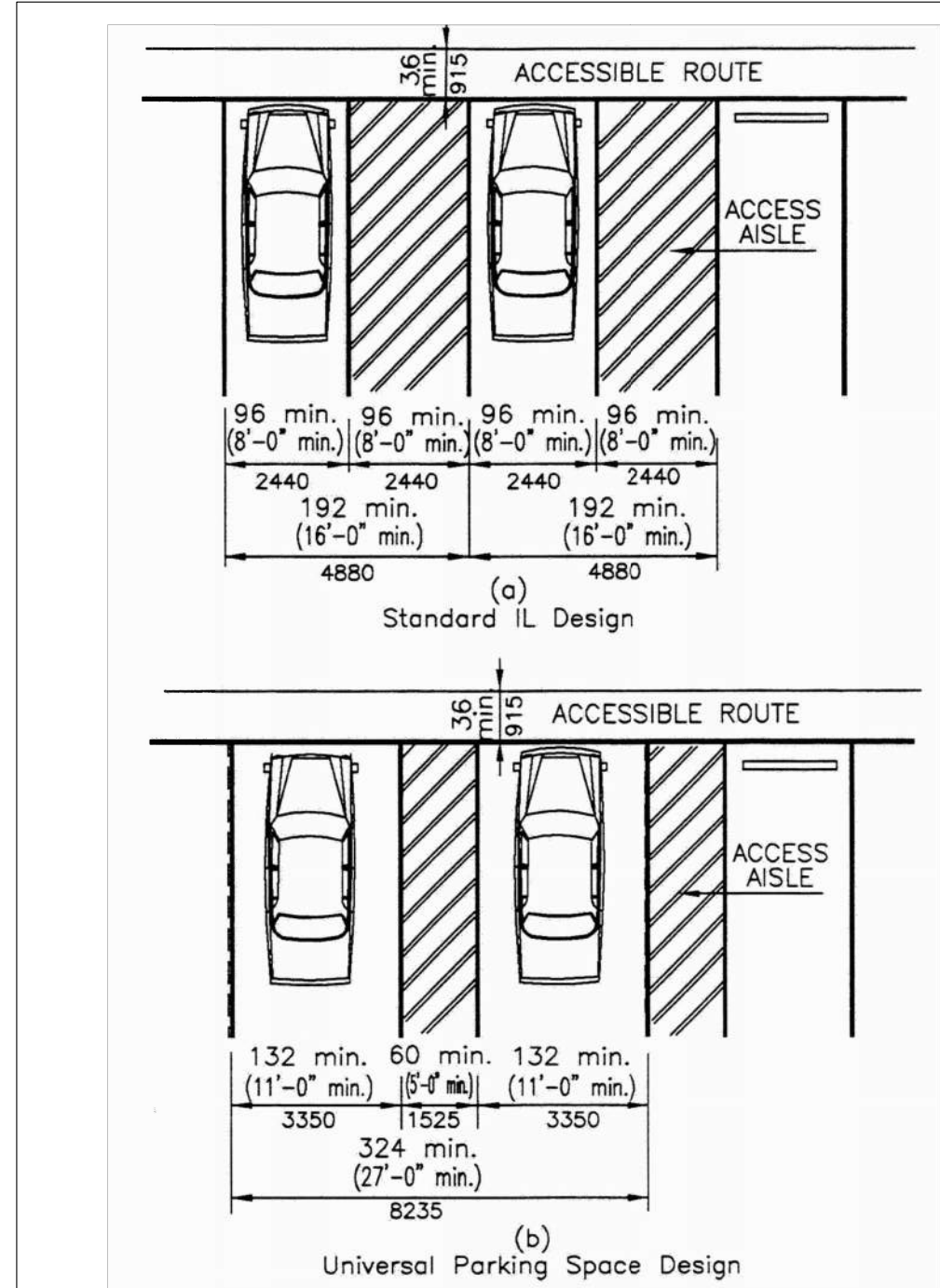
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- GENERAL NOTES:**
- Placing, finishing and curing of carriage walk shall conform to applicable Sections of Standard Specifications for Road and Bridge Construction.
 - Slab contraction (control) joints shall be as follows:
For 4' walk Width = 5' O.C. Joint Spacing
5' walk Width = 5' O.C. Joint Spacing
8' walk Width = 6' O.C. Joint Spacing
 - Expansion joints shall consist of preformed joint filler or thickness as follows:
1/2" between walk and structures, standards, poles
3/4" at walk intervals of not more than 50 feet.
 - If excavation or undercutting of subgrade has been made deeper than necessary, the base shall be brought to proper grade by the addition of well compacted bedding material without any extra compensation due the Contractor.



- GENERAL NOTES:**
- At locations where sidewalk is constructed at ramps and/or driveway entrances, the P.C.C. Sidewalk Section shall be thickened to 7" for the width of the ramp and/or driveway. This work shall be considered as incidental, and no additional compensation will be allowed.
 - Placing, finishing and curing of P.C.C. Sidewalk shall conform to applicable Sections of Standard Specifications for Road and Bridge Construction.
 - Slab contraction (control) joints shall be as follows:
For 4' Sidewalk Width = 5' O.C. Joint Spacing
5' Sidewalk Width = 5' O.C. Joint Spacing
8' Sidewalk Width = 6' O.C. Joint Spacing
 - Expansion joints shall consist of preformed joint filler or thickness as follows:
1/2" between sidewalk and structures, standards, poles
3/4" at sidewalk intervals of not more than 50 feet.
 - If excavation or undercutting of subgrade has been made deeper than necessary, the base shall be brought to proper grade by the addition of well compacted bedding material without any extra compensation due the Contractor.
 - Concrete shall be IDOT Class SI



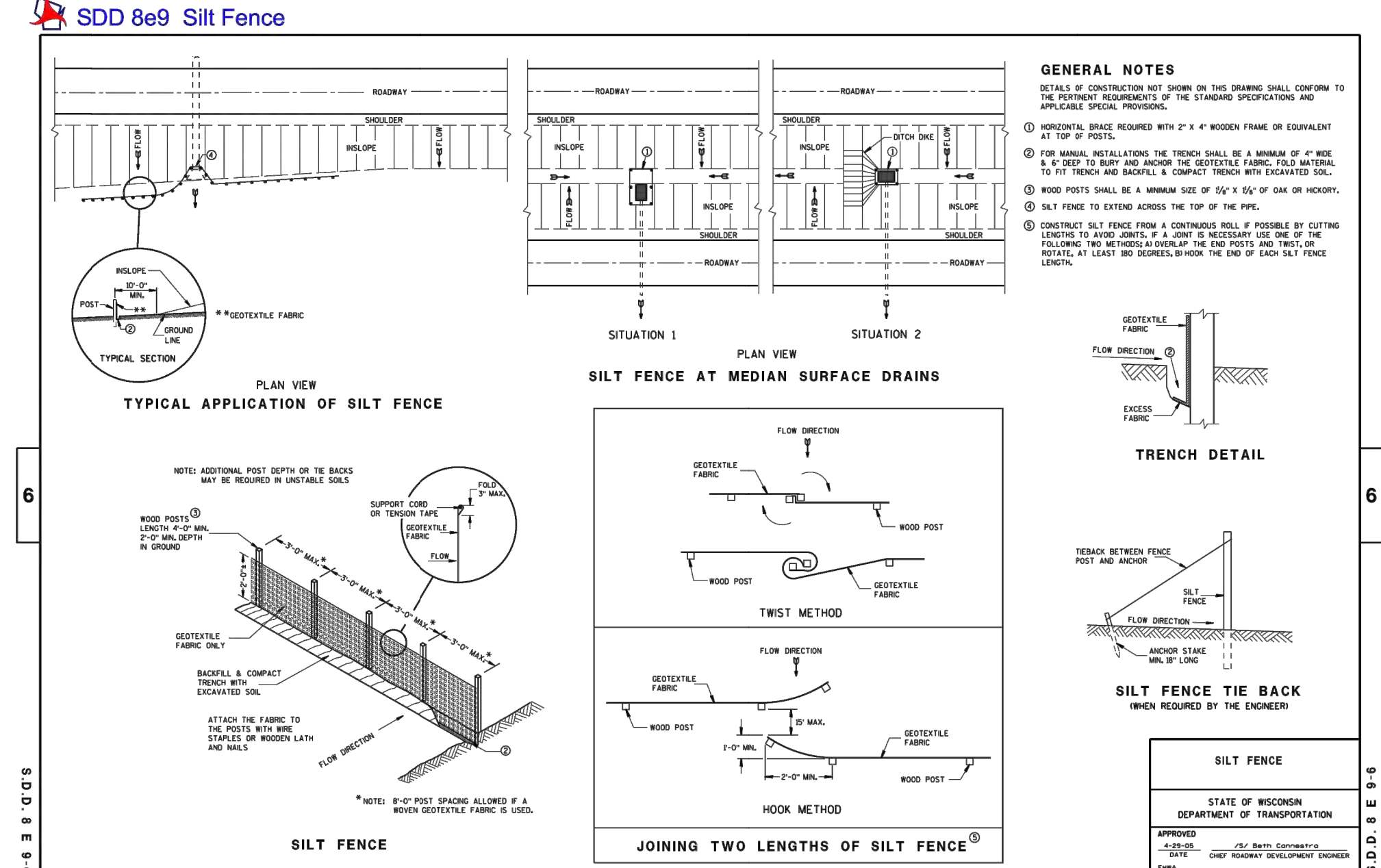
Catch-All

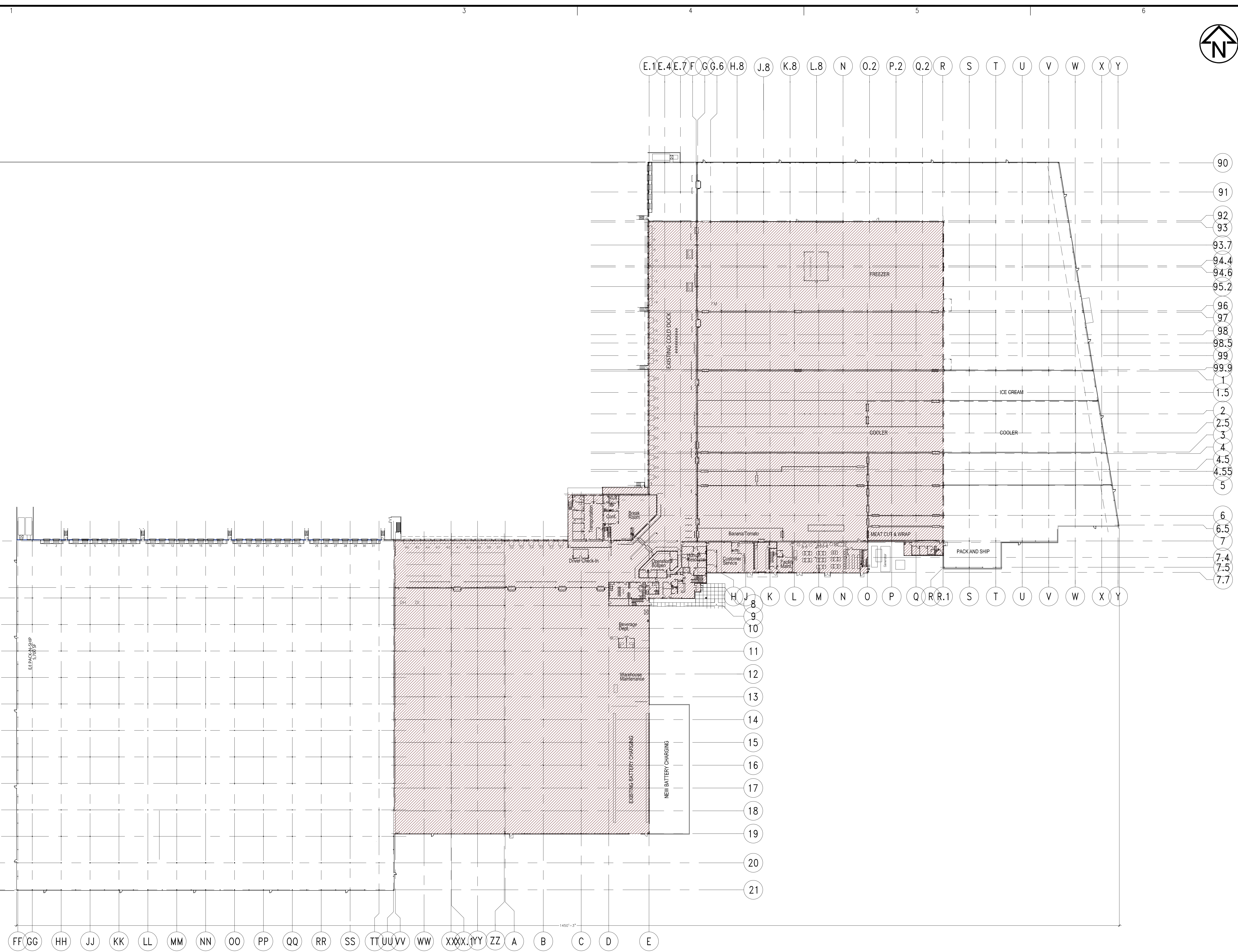
Inlet Protector

Round, Rectangular, Beehive, or Roll Type Curb Inlets

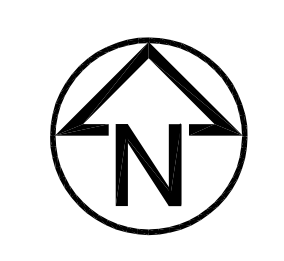
map
mac
MAR-MAC MANUFACTURING CO., INC.

From...
Mar-Mac Manufacturing Co., Inc.
800 983-9493
25521 W. Schulte Street
Plainfield, IL 60544
www.marathonmaterials.com





OVERALL FLOOR PLAN
SCALE: 1"=50'-0"



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CLEVELAND, OHIO 44124-4186
(440) 544-2600
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1 SYSCO DRIVE
JACKSON VILLAGE, WI

DATE	DESCRIPTION	BY	CHKD	DATE	DESCRIPTION	BY	CHKD
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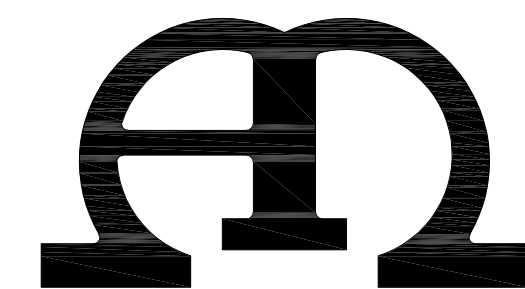
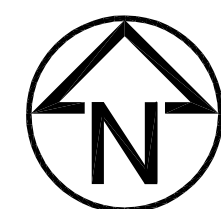
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**OVERALL FLOOR PLAN
COLD AND DRY STORAGE**

SHEET NUMBER: ISSUE:

Z-1 0

KEY PLAN



THE AUSTIN COMPANY

CLEVELAND OPERATIONS
6095 PARKLAND BOULEVARD
CLEVELAND, OHIO 44124-4186
(440) 544-2600
www.theaustin.com

**CONFIDENTIAL
AND
PROPRIETARY**

CONSULTANTS:

OWNER:



FOOD
SERVICES

FACILITY
EXPANSION

1 SYSCO DRIVE
JACKSON VILLAGE, WI

[illegible]

Copyright THE AUSTIN COMPANY 202

PROJECT NO: 21327

CAD DWG FILE: T:\PROJECTS\EAST PROJ\213

DRAWN BY:

CHECKED BY: _____

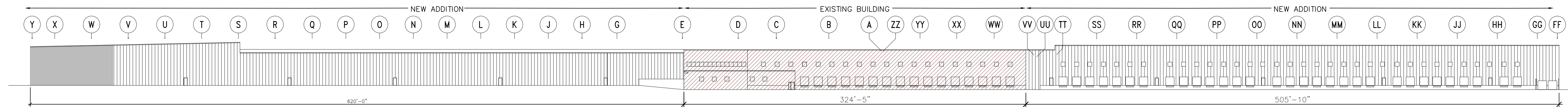
LAYOUT PLAN
COLD STORAGE

SHEET NUMBER: _____ ISSUE _____

Z-2

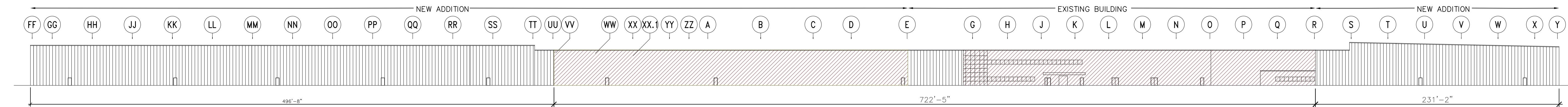
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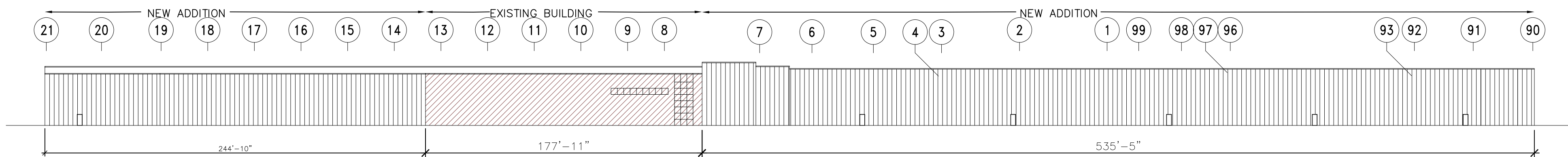
NORTH ELEVATION

SCALE: 1"=50'-0"



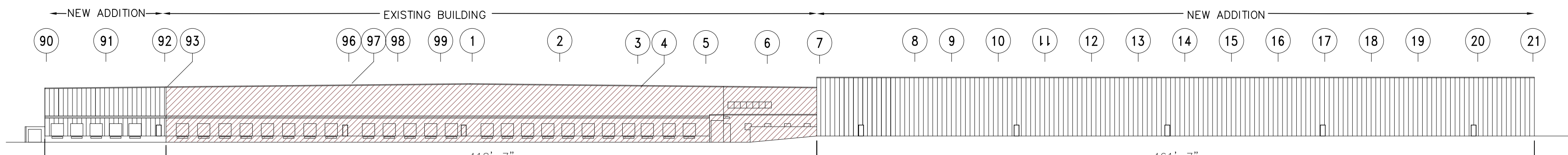
SOUTH ELEVATION

SCALE: 1"=50'-0"



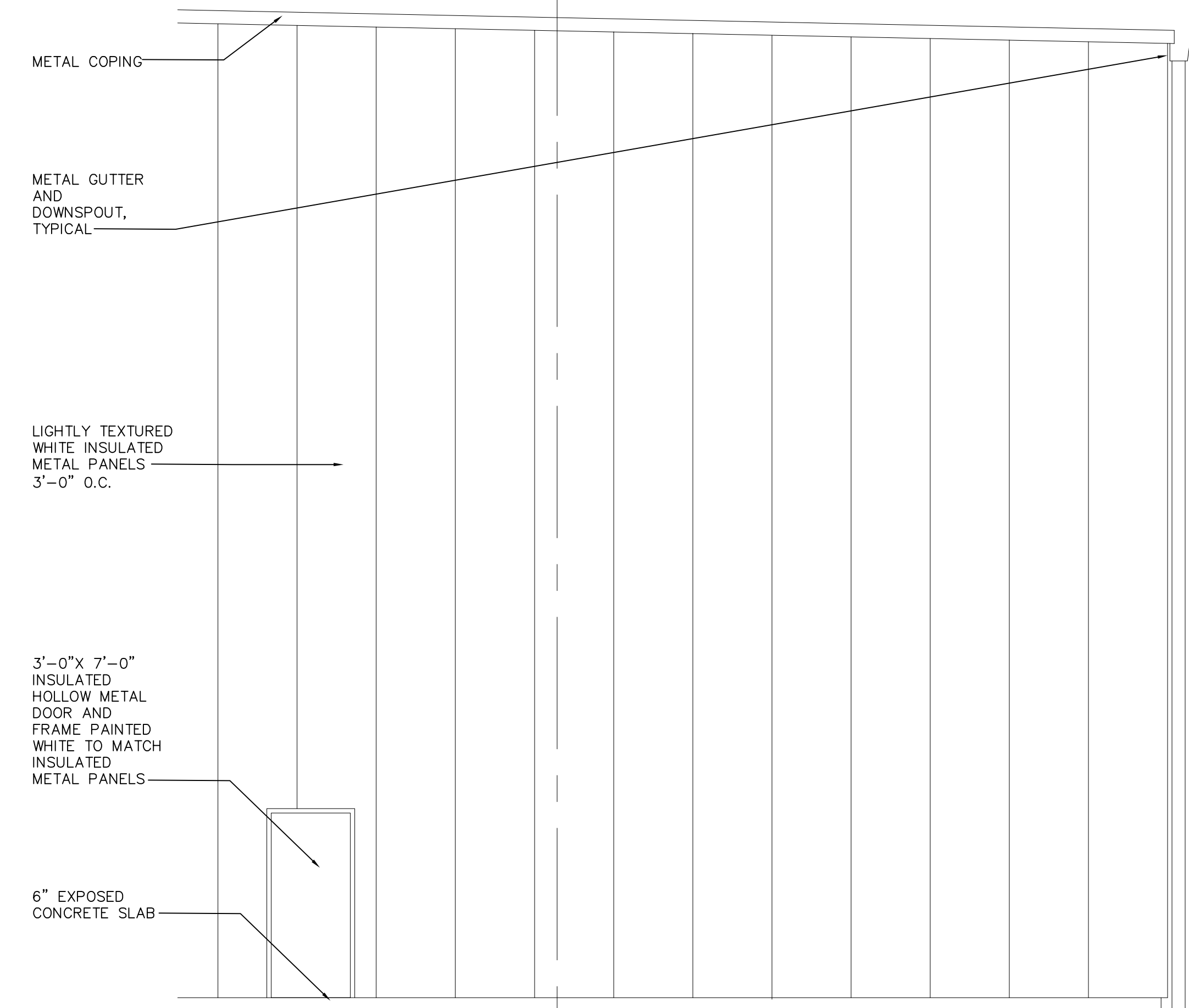
EAST ELEVATION

SCALE: 1"=50'-0"



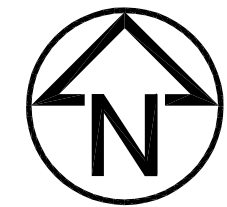
WEST ELEVATION

SCALE: 1"=50'-0"



PARTIAL ENLARGED ELEVATION

SCALE: 1/4"=1'-0"



THE AUSTIN COMPANY
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6095 PARKLAND BOULEVARD
CLEVELAND, OHIO 44124-4186
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www.theaustinfm.com

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CONSULTANTS:

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SERVICES
FACILITY
EXPANSION**

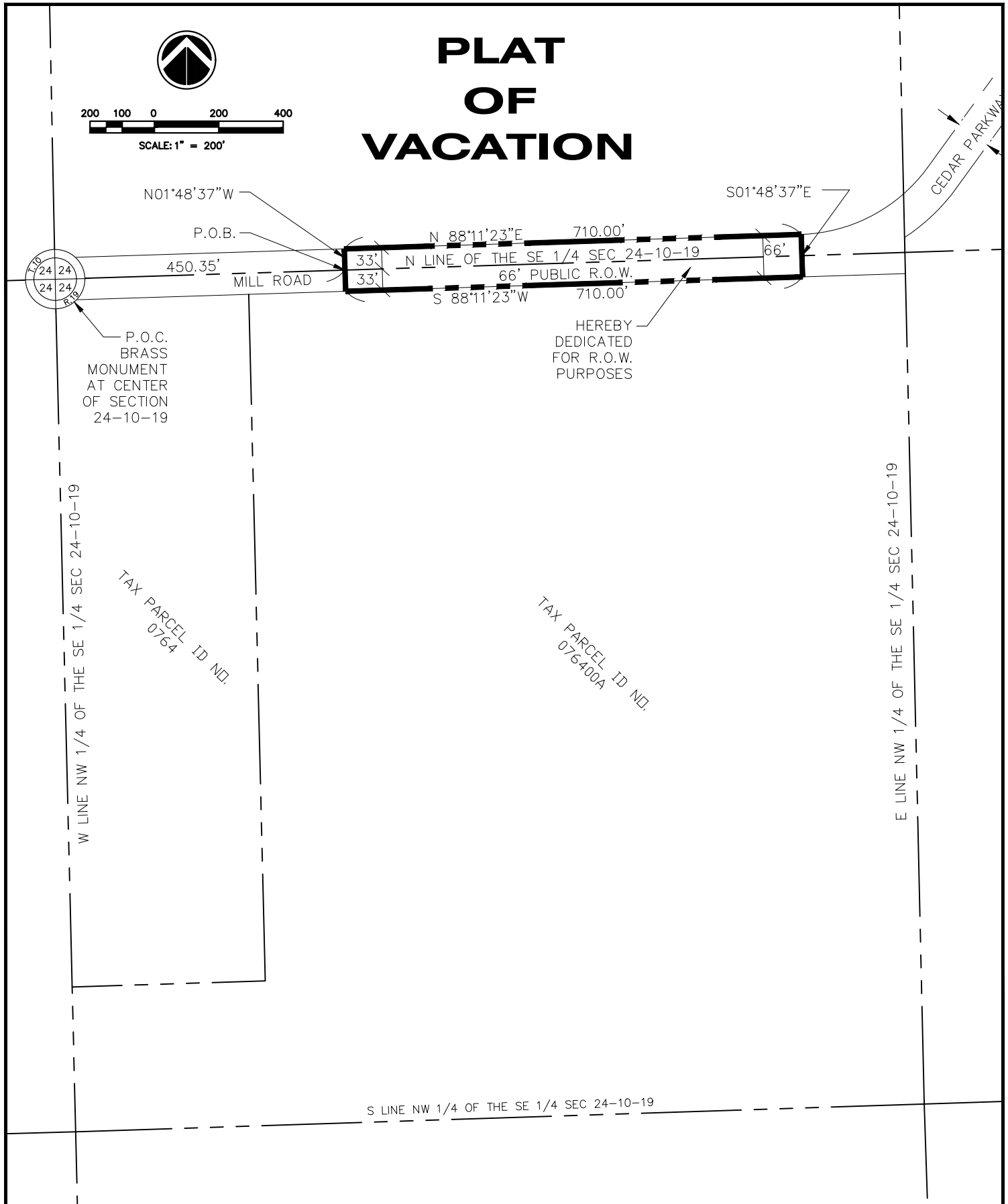
1 SYSCO DRIVE
JACKSON VILLAGE, WI

DATE	BY	DESCRIPTION
10/26/21	TDH	JES BAE DWG ISSUED FOR ZONING REVIEW
0	JSC	PMI EX

Copyright	THE AUSTIN COMPANY	2021
PROJECT NO:	21327	
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CHECKED BY:		
SHEET TITLE:		

ELEVATIONS

SHEET NUMBER: **Z-4**
ISSUE: **0**



SYSCO EXPANSION JACKSON, WISCONSIN	VACATION	REVISIONS		
		No.	DESCRIPTION	DATE
IMEG Project No: 21006036.00		4850 GRAND AVENUE GURNEE, IL 60031 PH: 847.336.7100 www.imegcorp.com		
File Name: 21006036.00		IMEG PROJECT NO: 21006036.00 ALL RIGHTS RESERVED		
Checked By: HMD		Date: 10/20/2021		
Drawn By: MH		Field Book No: N/A		
1		1		

VACATION DESCRIPTION

LEGAL DESCRIPTION

THAT PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 24, TOWNSHIP 10 NORTH, RANGE 19 EAST, IN THE TOWN OF POLK, WASHINGTON COUNTY, STATE OF WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER OF SECTION 24, TOWNSHIP 10 NORTH, RANGE 19 EAST; THENCE NORTH 88° 11' 23" EAST ALONG THE EAST $\frac{1}{4}$ LINE OF SAID SECTION, 450.34 FEET TO THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE NORTH 00°48'37" WEST, A DISTANCE OF 33.00 FEET, TO A POINT ON THE NORTH RIGHT OF WAY LINE OF EXISTING MILL ROAD; THENCE NORTH 88°11'23" EAST, ALONG SAID EXISTING NORTH RIGHT OF WAY LINE, A DISTANCE OF 710.00 FEET, TO THE POINT OF CURVE OF SAID RIGHT OF WAY; THENCE SOUTH 01°48'37" EAST, A DISTANCE OF 66.00 FEET, TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF EXISTING MILL ROAD; THENCE SOUTH 88°11'23" WEST, ALONG SAID EXISTING SOUTH RIGHT OF WAY LINE, A DISTANCE OF 710.00 FEET; THENCE NORTH 01°48'37" WEST, A DISTANCE OF 33.00 FEET, TO THE PLACE OF BEGINNING.

CONTAINING 46,860 SQUARE FEET (1.08 ACRES) MORE OR LESS.

Sheet 2 of 2	2	Checked By: HMD Date: 10/20/2021	Drawn By: MH	Field Book No. N/A	COPYRIGHT 2021 ALL RIGHTS RESERVED	21008036 SYSCO VACAT	File Name: 21008036.00	IMEG Project No: 21008036.00	SYSCO EXPANSION JACKSON, WISCONSIN	VACATION	REVISIONS		
											No.	DESCRIPTION	DATE



Illinois Design Firm Registration #164,007637-0014





























STAFF REVIEW COMMENTS
SPECIAL Plan Commission Meeting – November 18, 2021

Agenda Item #2 – Concept Plan – Sysco Corporation– W223 N16501 Cedar Parkway (1 Sysco Drive)

Building Inspection

- A single CSM for the entire property is recommended.
- State of WI Building Plan Reviews are required for building, HVAC, fire alarm, and fire sprinkler systems.
- Existing building height is 33-feet, proposed east and north façades are 39-feet in height along the west side of Cedar Parkway.
- An existing ingress/egress easement is shown along the east property line of the proposed annexed property. It is assumed this is intended to provide access to both the residential lot located adjacent to the northeast corner of the annexed property and the undeveloped parcel located along the southeast corner of the annexed property.
- The submitted plans do not show any form of buffering between the south truck lot and the adjacent residential properties. Buffering is typically required by ordinance.
- The drainage swale along the east side of the property would be removed as part of this project and be replaced with a smaller swale and stormwater inlets. It is not known how this development will impact the right-of-way area and overall existing drainage function. The new swale will likely promote growth of cattails and similar vegetation which may create future wetland implications. Who will be responsible for maintaining the ROW area?
- It appears, based on the submitted plans, that the parking lot and roadways planned along the west property line will in fact extend to the property line leaving little if any buffer. A retaining wall is planned for the entire length of the west property line. The details of this retaining wall, parking lot, and roadway are not known at this time however, appropriate setbacks are required as well as potential buffers.
- Impacts of spillover lighting onto the existing residential properties and public roadways is a concern. It is unknown what, if any effects it may have on the adjacent freeway.
- If the proposed building is allowed to encroach up to the east property line, it is recommended that the building incorporate aesthetic elements that “breakup” large white wall which would be just over 958- feet in total length. Significant landscaping elements should also be incorporated to provide additional “buffering”.
- Recommend as a condition of approval that the parking and use of semi-trailers and banners as a means to advertise be prohibited. Should the owner wish to continue perpetual advertisement, an appropriate digital copy sign or similar means be provided.

Public Works/Engineering

- Proposed lighting for south truck parking lot, and how the lights will affect the adjoining properties.
- Is the south truck parking area only used for storage or are the trucks/trailers running 24/7/365-time frame?
- The proposed plan does not have a buffer for the existing single-family residence. Create a buffer by landscaping and berm or move the parking lot to the west side of the property and place the pond on the east side of property providing the buffer.

STAFF REVIEW COMMENTS

SPECIAL Plan Commission Meeting – November 18, 2021

- The existing driveway for (3010 Mill Road) needs a driveway access onto Cedar Parkway through the owner's property or use existing driveway with easement to have driveway access in proposed Cedar Parkway cul-de-sac.
- A sweeping curve shall be used for the transition from roadway to cul-de-sac for both Cedar Parkway and Mill Road.
- Recommend a greater separation between building and Cedar Parkway in order to provide a landscape buffer in the space provided.
- The Jackson Water Utility has been and still searching for a water main path to Well #4 from Sherman Road. The current layout does not provide a possibility.

Police Department

- I had some initial concerns about emergency vehicle access to those town properties if the road is vacated. However, after reviewing the map I believe the Sheriff's Office wouldn't have a problem accessing those parcels. We have GPS mapping in our squads which show the officers the most direct way to arrive at a scene. We already have several properties similarly situated (the house behind McDonald's is not actually in the Village, but the deputies would have to drive through the Village to access it).

Fire Department

- My first concern is closing off Cedar parkway. From an emergency standpoint, this is not in the best interest of anyone. The area west of Sysco will be a big development in the future and this will obstruct emergency vehicles from rapidly accessing these locations. My only alternative solution to this is to extend the road around the projected area at Sysco's cost. This is not ideal but is a compromise.
- As far as the addition, I see no objections as long as a comprehensive plan is put in for the additional ammonia system.
- State approved plans for the sprinkler system and fire alarm will be required.

Administrative/Planning

- Concerted thought should be given to the big picture of the proposed expansion. Is the proposed expansion compatible with the Village of Jackson Comprehensive Plan and ideal for future growth of the Village? Staff feel the proposed expansion complements the Comprehensive Plan, which allows for planned sanitary sewer service to the additional Sysco parcel. Furthermore, the proposed expansion is not only beneficial in the near term to bring more development to the western edge of the community, but also beneficial long-term by strengthening the local industrial economy and providing additional jobs with wages above the community and County average per capita income.
- The following considerations related to the proposed concept plan are set forth to assist in the review process:
 - Amending the proposed building setback by the petitioner, or the petitioner request a variance or zoning code amendments for setbacks which do not conform to current code. Staff propose the applicant amend the proposed site plan to comply with minimum building setback of 30 feet from the right-of-way of all streets. The current plan does not meet this requirement, while surrounding businesses do comply.

STAFF REVIEW COMMENTS

SPECIAL Plan Commission Meeting – November 18, 2021

- Developers Agreement: To include terms of development, letter of credit assurances for any changes to public roads, and any other terms of approval dictated by the Village Board.
- PUD amendment: To update records of previous site approvals including expanded business footprint and zoning designation.
- Annexation of land: This process begins with a 20-day review period by WI DOA and was initiated by the applicant in the last week. A logical step following DOA review would include a petition for the Village to review and consider adoption of an annexation ordinance by 2/3 majority. This can be completed within 30-60 days dependent upon when the Village receives the petition from the applicant and in the event the Village Board would suspend the rules to read the ordinance at two (2) consecutive Village Board meetings.
- Vacation of right-of-way: The Village Attorney has advised the process to vacate public ROW on Cedar Parkway (Village of Jackson segment of roadway on eastern and southern parcel boundary) and Mill Road (Town of Polk segment of roadway on south-western boundary) would require Village and Town approval. There would also be legal notices sent to various interested parties, a recording of a lis pendens at the register of deeds, and facilitation of a joint public hearing to approve the discontinuation. At the hearing, both the Town and Village would have to vote in favor of discontinuing. If approved, the Village would record a document with the Register of Deeds that makes the discontinuation official. From a planning perspective, it's important to consider future growth of the Cedar Creek Business Center. Being an area ripe with potential for development, it would be in the best interest of the community to consider if closure of the road is in the long-term interest of the Village seeing as there are no other opportunities to extend public roadways west or south to connect to Sherman Road, the east/west connector, and connection to Mayfield Road, a north/south connector. The 2050 Comprehensive Plan shows westward planned sewer service to parcels which directly abut STH 60 and Mayfield Road. Should the Plan Commission and Village Board be amenable to discontinuation or vacation of Cedar Parkway, Staff advise that any future proposed development to expand the Business Park may require an interested developer and the Village to financially participate in addressing public transportation needs.

PRE-DEVELOPMENT REIMBURSEMENT AGREEMENT

Pre-Development Reimbursement Agreement (“Agreement”) dated this ____ day of November, 2021 by and between the Village of Jackson, Washington County, Wisconsin, and Sysco Corporation, Inc. (“Developer”).

Recitals

A. Developer wishes to construct a residential development within the Village as further described in various submittals that have previously been provided to the Village.

B. The Village has expressed its willingness to consider the project. However, its review will require the Village to retain professional services, including, without limitation, financial consultants, engineers, and attorneys. The Village believes it is appropriate for Developer to reimburse the Village for its reasonable professional fees together with out-of-pocket Village expenses such as hearing notices, per diem hearing fees, and other established expenses. In addition, the parties contemplate the negotiation and potential execution of a Development Agreement for which professional fees will be incurred.

C. The execution of this Agreement does not constitute a waiver of the Village’s discretion to approve, modify, or deny the project to the extent that these actions are within the Village’s jurisdiction. All rights are reserved.

NOW, THEREFORE, in consideration of the above recitals, and for other good and valuable consideration mutually acknowledged by the parties, it is agreed as follows:

1. Reimbursement of Professional Fees. The Village will incur professional fees relating to the project. These fees will likely include professional services rendered by financial consultants, engineers, and attorneys (together “Professional Fees”). Without limitation, Professional Fees will be incurred to complete the review of plans, negotiation and execution of a development agreement, and the design, administration, supervision, review, and enforcement of commitments relating to the project. Developer agrees to pay the Village’s invoices regarding Professional Fees within 30 days of the issuance of the Village’s invoices identifying such additional fees. Late payment shall bear interest at the rate of 8% per annum.

2. Reimbursement of Village Expenses. In addition to the obligation to reimburse the Village for its incurred Professional Fees, Developer agrees to reimburse the Village for all out-of-pocket expenses relating to the Village's review of the project, including hearing notices, per diem fees and other established Village expenses incurred to process the review of the project. The payment terms described in Section 1, above, apply to the reimbursement of the Village's expenses described in this Section 2.

3. Condition Precedent. The execution of this Agreement constitutes a condition precedent to any further action or obligation to be taken or assumed by the Village relating to the project. In addition to the execution of this Agreement, Developer acknowledges that the project requires various hearings and approvals, including, without limitation, the approval of the Village Board. The Village cannot assure Developer that all such approvals will be granted; however, the Village will address project applications in a timely fashion. Developer acknowledges that it has no property interest in the issuance of Village approvals relating to the project.

4. Village-No Obligation. The Village shall have no obligation or liability for any obligations or responsibilities to any lending institution, contractor, or subcontractor or any other party retained by Developer relating to the project. Developer specifically agrees that no representation, statements, assurances or guarantees will be made by Developer to any third-party or by any third-party, which is contrary to this provision.

5. Development Agreement. The project will require the approval of a development agreement by the Village. This Agreement is intended to supplement and complement the contemplated development agreement. However, if there is a conflict between these respective documents, the document imposing the greater responsibility or liability on Developer shall control.

6. Authority. Developer represents and warrants to the Village that the person executing this Agreement has been duly authorized to so execute and to cause Developer to enter into this Agreement. Developer further represents that this Agreement is enforceable in accordance with its terms.

7. Miscellaneous. Developer may not assign this Agreement without the prior written consent of the Village. No modification or amendment to this Agreement shall be binding upon either party until such modification or amendment is reduced to writing and executed by both parties. This Agreement may be signed in any number of counterparts with the same effect as if the signatures were upon the same instrument. A facsimile or digital signature has the same effect as an original signature. If any provision in this Agreement is held to be unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have signed this Agreement as of the above date.

VILLAGE OF JACKSON

By: _____
Mike Schwab, Village President

Attest:

Jilline Dobratz, Clerk

Sysco Corporation, Inc.

By: _____
Authorized Representative