

**APPROVED MINUTES
PLAN COMMISSION MEETING
Thursday, August 17, 2023 at 7:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037**

1. Call to Order and Roll Call

President Heckendorf called the meeting to order at 7:00 p.m.

Members Present: Tr. Kruepke, Jon Molkentin, Dan Reik and Doug Wilcox

Member Excused: Ryan Ganshow and Tr. Emmrich

Staff Present: Director of Inspections Collin Johnson, Administrator Jen Keller, and Clerk Anastasia Gonstead

Also Present: Tim Schwecke – Civiktek Consulting and Frank Derenne – U-Haul dealership applicant

2. Approval of Minutes for the Plan Commission Meeting of July 20, 2023

Motion by Jon Molkentin, second by Doug Wilcox to approve the Plan Commission minutes of July 20, 2023.

Vote: 5 ayes, 0 nays. Motion carried.

3. Ordinance #23-12 – Rezoning of Parcel V3_019700V – Jackson Townhomes – James Kupfer

Motion by Tr. Kruepke, second by Jon Molkentin to recommend Village Board approve Ordinance #23-12 Amending the zoning of Parcel V3_019700V- and to amend the zoning map accordingly conditioned upon approval of pending change to Map 1 of the Land Use Plan for the Comprehensive Plan for the Village of Jackson: 2050 from government/institutional to multi-family.

Vote: 5 ayes, 0 nays. Motion carried.

4. Conditional Use Request – Request to exceed the maximum number of dogs per residence – N170W20225 Hunters Road – Krystal Colburn

Motion by Doug Wilcox, second by Tr. Kruepke to recommend the Village Board approve the Conditional Use Permit for N170W20225 Hunters Road. If approved, it shall be subject to the following conditions:

1. No additional animals may be kept upon the property.
2. The dogs shall be vaccinated and licensed annually with the Village.
3. The Conditional Use Permit shall expire at any such time any one of the current dogs passes away or no longer resides at the property.
4. No similar Conditional Use Permits shall be granted to the owners in the future.
5. Upon receipt of a written complaint and review by the Plan Commission, this Conditional Use Permit may be subject to additional regulation and/or potential revocation by the Village.

Vote: 5 ayes, 0 nays. Motion carried.

5. Conditional Use Request – U-Haul Dealership – N168W20069 Main Street-Frank and Nicki Derenne

Discussion with Frank Derenne regarding the anticipated needs and workings of his proposed U-haul dealership, in particular regarding the types and number of vehicles anticipated at the location.

Motion by Tr. Kruepke, second by Doug Wilcox to recommend the Village Board approve the conditional use Request to allow for the operation of a U-Haul dealership at N168W20069 Main Street. If approved, it shall be subject to the following conditions:

1. All major service/repair work to vehicles, trailers, and other equipment is to be performed off-site. This also includes installation of trailer hitches, vehicle wiring, and similar services associated with a U-Haul Dealership. Applicant may apply for additional use approval for such services should they want to offer them in the future.
2. Vehicles, trailers, and other equipment are to be stored in a neat and orderly fashion upon gravel or paved surfaces only. Parking or storage on grass/lawn is strictly prohibited. Parking areas for vehicles and equipment shall be striped.
3. A maximum of eight (8) motor units only are permitted to be parked in the designated area along the east side of the parking lot. Overflow parking shall be permitted at the rear of the building on gravel or paved surfaces only until such a time they are rented or can be relocated to other dealerships. At no time shall there be more than eight (8) vehicles stored onsite.
4. Retail items such as hand trucks, cardboard boxes, and other moving supplies/equipment shall be kept indoors.
5. Maintain emergency vehicle access to the rear of the property at all times.
6. All signage shall be submitted for review and approval in accordance with the Village Sign Code.
7. Upon receipt of a written complaint and review by the Plan Commission, this Conditional Use Approval may be subject to additional regulation and/or potential revocation by the Village.

Vote: 5 ayes, 0 nays. Motion carried.

6. Zoning Code Audit – Discussion Only – Village of Jackson

Jen Keller, Village Administrator and Tim Schwecke from Civiktek Consulting provided background and information regarding the Audit.

No action taken.

7. Citizens to Address the Plan Commission

None

8. Adjourn

Motion by Pr. Heckendorf, second by Tr. Kruepke to adjourn.

Vote: 5 ayes, 0 nays. Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Anastasia Gonstead
Village Clerk