

**AGENDA**  
**PLAN COMMISSION MEETING**  
**Thursday, October 29, 2020 at 7:00 p.m.**  
**Jackson Village Hall**  
**N168 W20733 Main Street**  
**Jackson, WI 53037**

1. Call to Order and Roll Call
2. Approval of Minutes for the Plan Commission Meeting of August 27, 2020
3. Conditional Use Permit – Gall B. Dallmann-Swenson – Detached Garage
4. Certified Survey Map – Town of Jackson, Robin L. Olson – Sherman Road
5. Ordinance Amendment to Allow for Larger Garages
6. Citizens to Address the Plan Commission
7. 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.

**DRAFT MINUTES**  
**PLAN COMMISSION MEETING**  
**Thursday, August 27, 2020 at 7:00 p.m.**  
**Jackson Village Hall**  
**N168 W20733 Main Street**  
**Jackson, WI 53037**

**1. Call to Order and Roll Call**

Pres. Schwab called the meeting to order at 7:00 p.m.

Members Present: Keith Berben, Tr. Emmrich, Tr. Kruepke, Jon Molkentin, Dan Reik and Jon Weil

Village Board Member Present: Tr. Heckendorf

Staff Present: Collin Johnson and Darlene Smith

**2. Approval of Minutes for the Plan Commission Meeting of July 30, 2020**

Motion by Tr. Emmrich, second by Keith Berben to approve the Plan Commission minutes of July 30, 2020 as presented.

Vote: 7 ayes, 0 nays. Motion carried.

**3. Conditional Use Permit – Gierhart, Renee – Three Dogs – W200N16525 Pine Dr., Jackson**

There were no questions or concerns from the Plan Commission members. Dan Reik commented he lives nearby, and the dogs are not an issue. Renee Gierhart stated the dogs are being trained to not bark at people.

Motion by Tr. Emmrich, second by John Weil to recommend Village Board approve the Conditional Use Permit – Gierhart, Renee – Three Dogs – W200N16525 Pine Dr., Jackson per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

**4. Conditional Use Permit – Rockford Contractors – Brew City Pizza / dba Domino's – N168W22730 Prairie View Ln., Jackson**

Jake Chance from Rockford Contractors stated it's an 8 to 10-week process to open after they get all the building permits. That process would start mid-September which would make opening sometime around Thanksgiving. Collin added they are still waiting for their state plan approvals as well.

Motion by Tr. Emmrich, second by Keith Berben to recommend Village Board approve the Conditional Use Permit – Rockford Contractors – Brew City Pizza / dba Domino's – N168W22730 Prairie View Ln., Jackson per staff comments.

Vote: 7 ayes, 0 nays. Motion carried

**5. Planned Unit Development Amendment – Kris & Holly King – Privacy Fence – N161W20068 Riverview Dr., Jackson**

Kris King planned for one gate only and Collin Johnson stated one gate is sufficient.

Motion by Tr. Emmrich, second by Tr. Kruepke to recommend Village Board approve the Planned Unit Development Amendment – Kris & Holly King – Privacy Fence – N161W20068 Riverview Dr., Jackson per staff comments.

Vote: 7 ayes, 0 nays. Motion carried

**6. Planned Unit Development Amendment – Dirk Wildt – Three Car Attached Garage – W208N16348 Renee Way, Jackson**

Dirk Wildt asked what the standard is for a 3-car garage. Collin Johnson answered the current Village ordinance limits garages to 720 sq. feet. Dirk Wildt stated as new homes are being built the typical 3-car garage is 864 sq. ft. He suggested updating the ordinance. Collin Johnson commented the ordinance as it stands is a bit restrictive. This has been discussed in terms of amending the current ordinance to allow for larger garages. Setbacks are within the 15' requirements.

Motion by Tr. Emmrich, second by Jon Molkentin to recommend Village Board approve the Planned Unit Development Amendment – Dirk Wildt – Three Car Attached Garage – W208N16348 Renee Way, Jackson per staff comments.

Vote: 7 ayes, 0 nays. Motion carried

**7. Discussion of Possible Chicken Ordinance**

Tr. Emmrich asked who would enforce the ordinance? Do they need to be registered/licensed? Do they need to have shots? Will they bring rodents in? Chair Schwab commented chickens be subject to a conditional use permit instead of an ordinance and be subject to review upon complaint. Collin Johnson would enforce the ordinance. Collin Johnson stated that problems with conditional use would be consistency. An ordinance allows parameters to abide by and follow recommended minimums, different housing units, prohibiting roosters, and not selling eggs. Tr. Kruepke is in favor of an ordinance because it spells out exactly what you are requiring of the people and would be easier to enforce. Need to make it attainable, must comply with state laws, determine how many chickens will be allowed, define what type of coops to be permissible. It was suggested to review some other neighboring municipalities Chicken Ordinances.

Motion by Chair Schwab, second by Tr. Emmrich to refer Discussion of Possible Chicken Ordinance to the next Plan Commission meeting.

Vote: 7 ayes, 0 nays. Motion carried.

**8. Discussion of Possible Designated Truck Route**

John Weil stated the Village does not have any designated truck routes. This allows any truck to go down any Village street/road any time it wants to. Designated truck routes are dependent on zoning areas and businesses that are currently within those zoning areas that would have the need for trucks. Those streets are typically designed at higher weight limits and a higher capacity with width and turning radiuses. The point for designating truck routes is to work with the local businesses to make sure they can get their product in and out and enforcement to protect our infrastructure and to keep it from deteriorating at a higher rate and safety to keep the trucks away from the residential neighborhoods. There will be budget costs for signage that would be needed.

Motion by Chair Schwab, second by Tr. Emmrich to refer Discussion of Possible Designated Truck Route to the next Plan Commission meeting to get input from the Police Chief and Village Engineer.

Vote: 7 ayes, 0 nays. Motion carried

**9. Citizens to Address the Plan Commission**

Casey Latz clarified some things with the Chicken Ordinance. They are given shots before they are shipped. Each hen doesn't lay an egg every day. When you order chickens sometimes you get a bonus chicken and it could be a rooster. They usually only lay eggs for 3 to 4 years. It is expensive to have chickens. She would recommend a certain type of coop with an enclosed run area to help with rodents and not selling any eggs either.

**10. Adjourn**

Motion by Chair Schwab, second by Tr. Emmrich to adjourn.

Vote: 7 ayes, 0 nays. Meeting adjourned at 7:46 p.m.

Respectfully submitted,

Darlene Smith  
Deputy Clerk

## VILLAGE OF JACKSON PLAN COMMISSION APPLICATION - SUBMITTAL GUIDE

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

| <u>ACTION REQUESTED</u>                               | <u>FEE</u> | <u>SUBMITTAL REQUIREMENTS</u><br><i>Refer to number items in shaded column →</i>              | <u>TYPE OF INFORMATION DESCRIBED</u><br><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 ( <b><i>all pages</i></b> )                                        | 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                                         | \$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)<br>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<br>OUTSIDE SANITARY SRVC. AREA | \$50       | 1,2,6,9 / 10                                                                                  | <b><u>Engineering Review - Infrastructure</u></b>                                          |                                       |
|                                                       |            |                                                                                               | 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<br>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 1<sup>st</sup> 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  
☐ Special Use      ☐ Special Use      ☐ OTHER \_\_\_\_\_  
(For existing CU ONLY)      (For existing PUD ONLY)

Property Address: N160 W19746 Sherman Road Unit: Jackson, WI

Parcel #: V3 020200Z Lot Size: 39.47 Acres sq. ft. Building Area: 28' x 26' sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☒ PUD ☐ Other \_\_\_\_\_ ☐ Floodplain

**APPLICANT INFORMATION**

Name(s): Gail B. Dallmann-Swenson

Mailing Address: N163 W19743 Songbird Circle Jackson State WI Zip 53037

Office: ( 414 ) 750-9500 Cell: ( 414 ) 803-8033 Fax: ( )

Email: mercedesdallmann@hotmail.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): Same As Above

Address: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

Email: \_\_\_\_\_

**ARCHITECT-/ENGINEER-/ CONTRACTOR INFORMATION** (Circle One)

Firm Name: Superior & Reliable Builders LLC

Primary Contact: Steve Quesnell

Address: N12 W27424 Spring Hill Drive Pewaukee State WI Zip 53072

Office: ( 262 ) 691-8141 Cell: ( 414 ) 303-8009 Fax: ( )

Email: superiorandreliablebuilders@hotmail.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: \_\_\_\_\_  
Permission to construct a detached Garage  
\_\_\_\_\_  
\_\_\_\_\_

Provide a brief overview of proposed use(s) of entire property and/or lease space: \_\_\_\_\_  
Single Family use  
\_\_\_\_\_  
\_\_\_\_\_

Hours of Operation: \_\_\_\_\_ N/A \_\_\_\_\_

Provide a brief overview of proposed daily on-site operations: \_\_\_\_\_ N/A \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.: \_\_\_\_\_  
Proposed detached Garage will be one of four existing structures located on the property  
\_\_\_\_\_  
\_\_\_\_\_

Describe all businesses, properties and other entities located adjacent to the proposed use: \_\_\_\_\_ N/A \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed, development, on-site improvements or other construction/remodeling activities: \_\_\_\_\_  
Construction of new two car 28' x 26' Garage  
\_\_\_\_\_  
\_\_\_\_\_

Proposed grading and/or stormwater management plan: \_\_\_\_\_  
See proposed site plan  
\_\_\_\_\_  
\_\_\_\_\_

Proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: \_\_\_\_\_  
See proposed site plan / landscaping plan  
\_\_\_\_\_  
\_\_\_\_\_

Proposed on-site security measures including site lighting: \_\_\_\_\_ N/A \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Life Safety Systems – Existing or Proposed (Includes fire hydrants, fire suppression & fire alarm systems): \_\_\_\_\_ N/A \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Projected traffic circulation and impacts: N/A

Setbacks from rights-of-way and property lines and height limitations: Approximately 225' to the House and 280' to the Garage

Status of State/Federal License(s) or Certificate(s) required for operation: N/A

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

☒ No ☐ Yes If yes, explain: \_\_\_\_\_

Describe any proposed signage including type and location: N/A

Exterior Building Materials (type, color, etc.): Shingles - LP Smartside

Site Specific Features/Constraints: Existing Homestead since 1856 includes original Smoke House, Barn and Tool Shed

Parking (Total No. of spaces plus number of dedicated handicapped parking and type): N/A

Proposed screening/buffering from adjacent properties: Existing trees and landscaping

Proposed provisions for refuse and recycling collection/storage: N/A

Projected Sewer/Wastewater Usage: N/A gal/year

Projected Water Usage: N/A gal/year

## **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):** Gail B. Dallmann-Swenson

**Applicant Signature:** Gail B. Dallmann-Swenson

**Co-Applicant Name (Print):** \_\_\_\_\_

**CO-Applicant Signature:** \_\_\_\_\_

**Date of Application:** 10-01-2020

## **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](mailto:jilline.dobratz@villageofjackson.com)

Building Inspector: For questions concerning **building codes, zoning, or technical questions.**  
Phone: (262) 677-9696  
Email: [collin.johnson@villageofjackson.com](mailto: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:* John Walther, 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 / CA

**Check/Receipt #:** \_\_\_\_\_

**Received By:** \_\_\_\_\_

**VILLAGE OF JACKSON**

N168W20733 MAIN ST.

P O BOX 637

JACKSON, WI 53037-0147

**Receipt Nbr:** 235509**Date:** 10/06/2020**Check****RECEIVED  
FROM** GAIL DALLMANN-SWENSON

\$150.00

| <u>Type of Payment</u> | <u>Description</u>                     | <u>Amount</u> |
|------------------------|----------------------------------------|---------------|
| Accounting             | PLANNING / ZONING FEES                 | 150.00        |
|                        | OCTOBER PLAN COMMISSION CUP / CK #1887 |               |

---

|                |        |
|----------------|--------|
| TOTAL RECEIVED | 150.00 |
|----------------|--------|

---

Receipt Memo: CUP OCT PLAN COMMISSION-GARAGE/CK #1887

**VILLAGE OF JACKSON**

N168W20733 MAIN ST.

P O BOX 637

JACKSON, WI 53037-0147

**Receipt Nbr:** 235510**Date:** 10/06/2020**Check****RECEIVED  
FROM**

GAIL DALLMANN-SWENSON

\$25.00

**Type of Payment****Description****Amount**

Accounting

PLANNING / ZONING FEES

25.00

OCT PLAN COMMISSION LABEL FEE/CK #1888

---

TOTAL RECEIVED25.00

---

Receipt Memo:

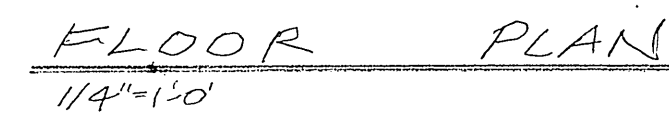
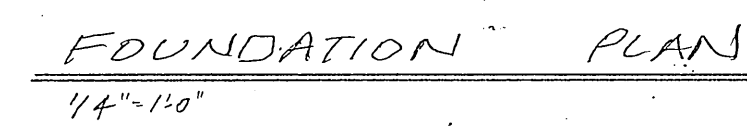
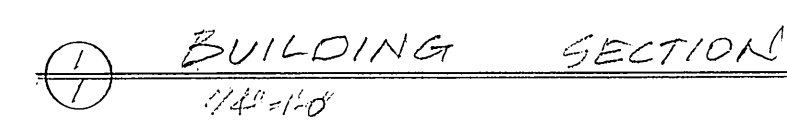
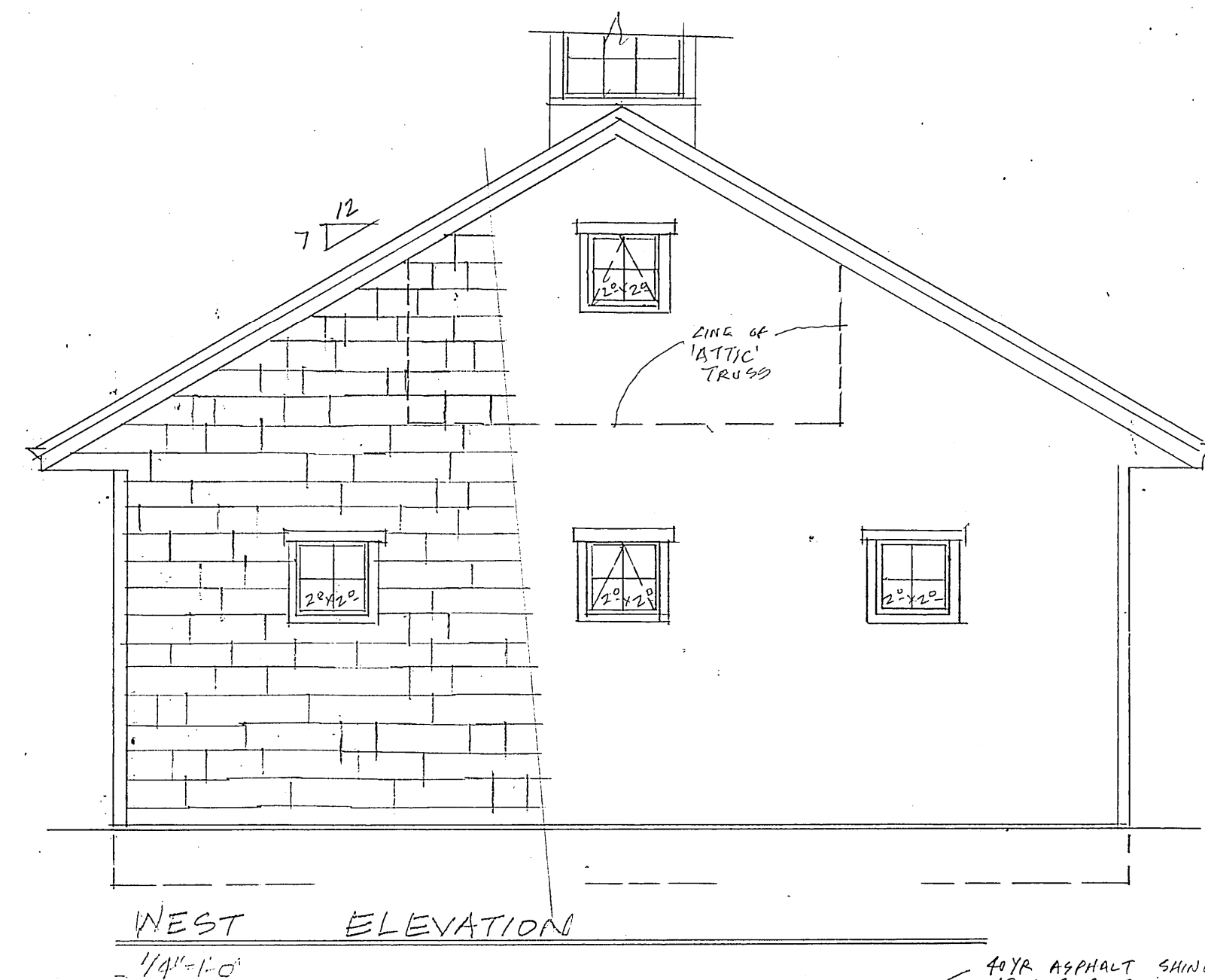
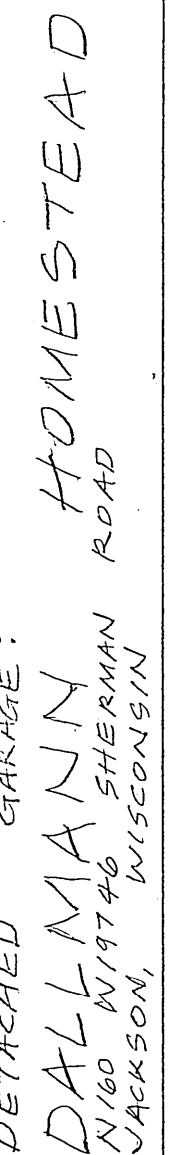
OCTOBER PLAN COMMISSION LABELS / CK#1888

**GAIL B. DALLMANN-SWENSON  
N163 W19743 Songbird Circle  
Jackson, WI 53037  
414.803.8033  
10-01-2020**

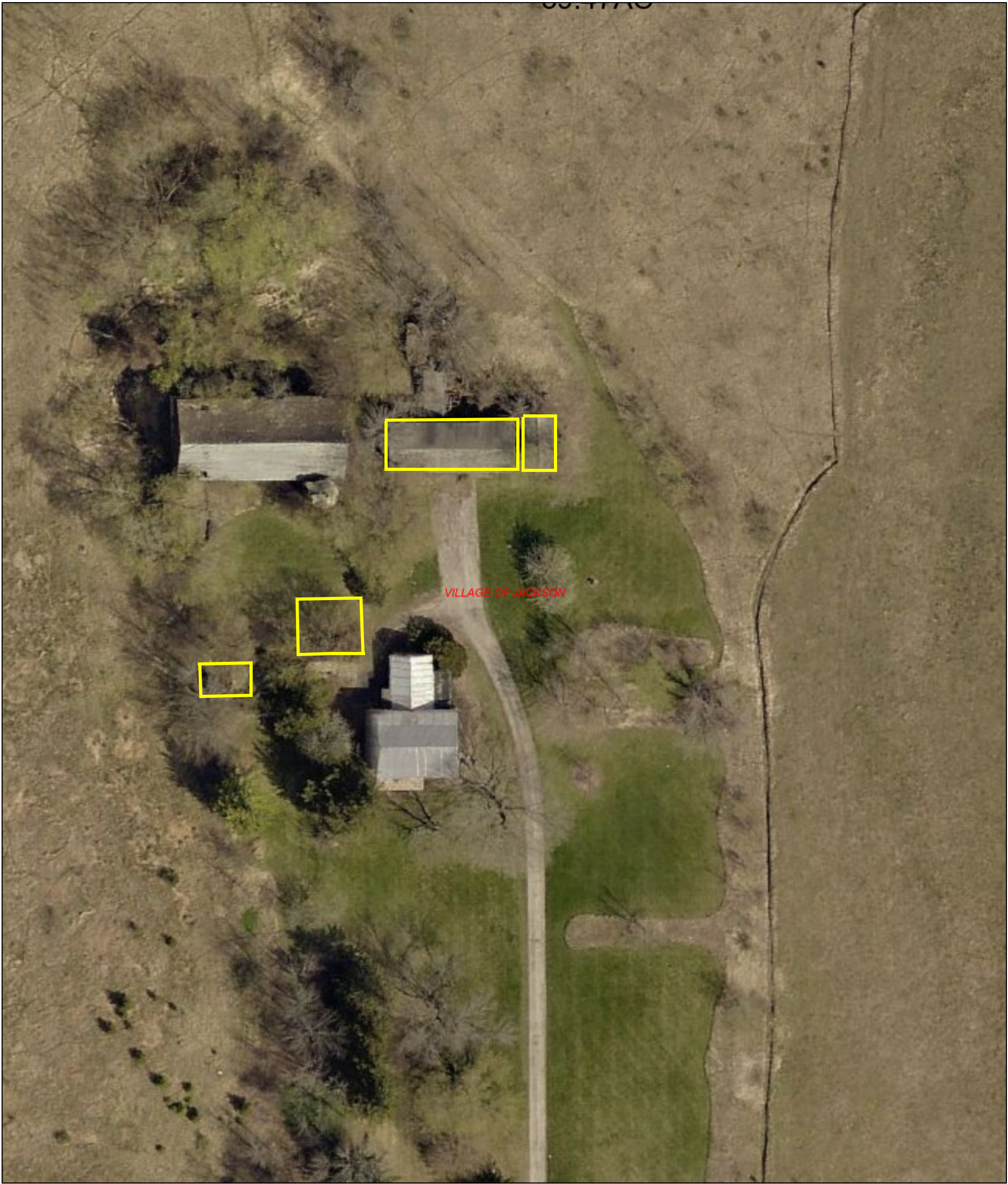
**LETTER OF INTENT**

**I would like to build a 28 foot by 26 foot Two Car Garage on the existing Homestead located at N160 W19746 Sherman Road in Jackson, WI.**

**The exterior finishes will include architectural shingles and a cupola, which will be centered on the roof. The siding will include LP Smartside with additional architectural enhancements.**



# Dallmann Property - Site Plan



9/29/2020 1:43:34 PM

- Override 2

⋮

Current Parcel

⋮

Municipality

⋮

Retired Parcel

⋮

Right-of-Way

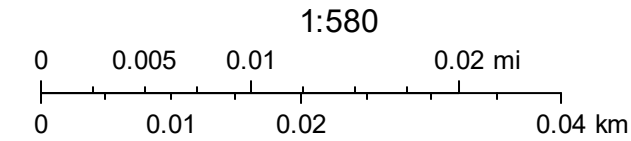
RoadCenterline TWN, CVS, PVT

- Township Road
- City/Village Street
- Private Street
- Landhook
- Meander Line
- +

PLSS Monument
- PLSS Boundary
- Text Leader Lines
- ⋮

Plat
- ⋮

Lot



Washington County

# Dallmann Property



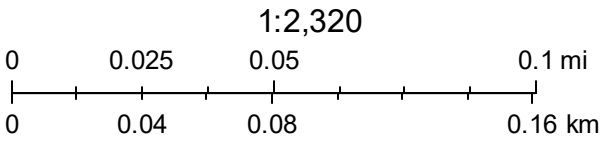
9/29/2020 1:39:29 PM

- Lines**

  - Override 1
  - Current Parcel
- Municipality
  - Retired Parcel
  - Right-of-Way

**RoadCenterline TWN, CVS, PVT**

- Township Road
- City/Village Street
- Private Street
- Landhook
- Meander Line
- PLSS Monument
- PLSS Boundary
- Text Leader Lines
- Plat
- Lot



Washington County

Washington County

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
- ☐ Special Use      ☐ Special Use      ☐ OTHER \_\_\_\_\_
- (For existing CU ONLY)      (For existing PUD ONLY)

Property Address: 1930 Sherman Road Unit: Jackson, WI  
*Being a part of the SE 1/4 of the SW 1/4 of SECTION 21, T.10N., R.20E, TOWN OF JACKSON, WASHINGTON COUNTY, WI*

Parcel #: Lot 1 Lot Size: 898,683 sq. ft. Building Area: VARIOUS sq. ft. *SEE CERTIFIED SURVEY MAP*

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

**APPLICANT INFORMATION**

Name(s): Robin L Olson Revokable Living trust

Mailing Address: 1930 Sherman Rd, Jackson State WI Zip 53037

Office: (262) 677-4663 Cell: (262) 366-5243 Fax: (262) 677-3601

Email: Robinlee29@AOL.com

**BUSINESS INFORMATION** (If New Business)

Legal Business Name: N/A

D/B/A: \_\_\_\_\_ FEIN #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Office: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

**PROPERTY OWNER INFORMATION**

Name(s): SAME AS APPLICANT

Address: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Office: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

**ARCHITECT / ENGINEER / CONTRACTOR INFORMATION** (Circle One)

Firm Name: N/A

Primary Contact: \_\_\_\_\_

Address: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Office: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

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: SALE OF FARM, House, Barn, outbuildings on 20 ACRES

Provide a brief overview of proposed use(s) of entire property and/or lease space: this property will continue to be used as a farm with Livestock and possibly cropland. Private facility - not a business

Hours of Operation: N/A

Provide a brief overview of proposed daily on-site operations: N/A

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.: N/A

Describe all businesses, properties and other entities located adjacent to the proposed use: unplatted land in rear, CSM 6935 on West. Note: CSM 6935 owns unplatted land.

Proposed, development, on-site improvements or other construction/remodeling activities: N/A

Proposed grading and/or stormwater management plan: N/A

Proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: N/A

Proposed on-site security measures including site lighting: N/A

Life Safety Systems – Existing or Proposed (Includes fire hydrants, fire suppression & fire alarm systems): N/A

Projected traffic circulation and impacts: N/A

Setbacks from rights-of-way and property lines and height limitations: N/A

Status of State/Federal License(s) or Certificate(s) required for operation: N/A

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

☐ No ☒ Yes If yes, explain: Town of Jackson, CSM Approval

Describe any proposed signage including type and location: N/A

Exterior Building Materials (type, color, etc.): N/A

Site Specific Features/Constraints: N/A

Parking (Total No. of spaces plus number of dedicated handicapped parking and type): N/A

Proposed screening/buffering from adjacent properties: N/A

Proposed provisions for refuse and recycling collection/storage: N/A

Projected Sewer/Wastewater Usage: N/A gal/year

Projected Water Usage: ? Household w/ 2 members gal/year

## **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):** Robin L Olson - trustee

**Applicant Signature:** Robin L Olson - trustee

**Co-Applicant Name (Print):** \_\_\_\_\_

**CO-Applicant Signature:** \_\_\_\_\_

**Date of Application:** 9/28/20

## **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: John Walther, 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

|                              |                    |
|------------------------------|--------------------|
| <b>FOR OFFICE USE ONLY</b>   |                    |
| Acct. #: 100-00-45730-000-00 |                    |
| Date Received:               | 10-5-2020          |
| Amount:                      | \$150.00           |
| Payment Type:                | CH / CC / CA       |
| Check/Receipt #:             | 2781 / 2355 / 3    |
| Received By:                 | <i>[Signature]</i> |

**VILLAGE OF JACKSON**

N168W20733 MAIN ST.

P O BOX 637

JACKSON, WI 53037-0147

**Receipt Nbr:** 235513**Date:** 10/06/2020**Check****RECEIVED  
FROM** ROBIN L OLSON

\$150.00

| <u>Type of Payment</u> | <u>Description</u>                       | <u>Amount</u> |
|------------------------|------------------------------------------|---------------|
| Accounting             | PLANNING / ZONING FEES                   | 150.00        |
|                        | CSM SUBMITTAL PLAN COMMISSION / CK #2781 |               |

---

|                       |               |
|-----------------------|---------------|
| <b>TOTAL RECEIVED</b> | <b>150.00</b> |
|-----------------------|---------------|

---

**Receipt Memo:** CSM OCTOBER PLAN COMMISSION / CK #2781

# CERTIFIED SURVEY MAP NO.

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON, WASHINGTON COUNTY, WISCONSIN

## SURVEYOR:

KEITH A. KINDRED, PLS S-2082  
SEH, INC.  
501 MAPLE AVE.  
DELAFIELD, WI 53018  
(414) 949-8919

## SURVEY FOR:

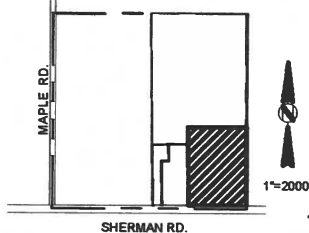
ROBIN L OLSON REVOCABLE  
LIVING TRUST  
1930 SHERMAN RD  
JACKSON, WI 53037

FND CONC MON  
W/ BRASS CAP  
W. 1/4 CORNER  
21-10-20

## LEGEND

- CONC. MON. W/ BRASS CAP FND.
- 1" IRON PIPE FOUND  
(UNLESS OTHERWISE STATED)
- 11/16" REBAR SET, 18" LONG,  
WT. = 1.13 LBS./LIN. FT.

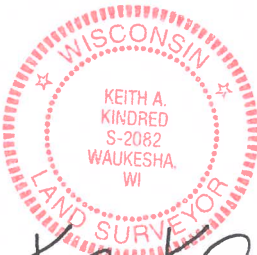
## LOCATION MAP



## LOCATION MAP

SW. 1/4 SEC. 21-T10N-R20E

BEARINGS ARE REFERENCED TO THE  
WISCONSIN STATE PLANE COORDINATE  
SYSTEM, SOUTH ZONE (NAD 1927) GRID  
NORTH ON THE SOUTH LINE OF THE SW 1/4  
OF SECTION 21 AS S89°32'42"W.



09/25/2020

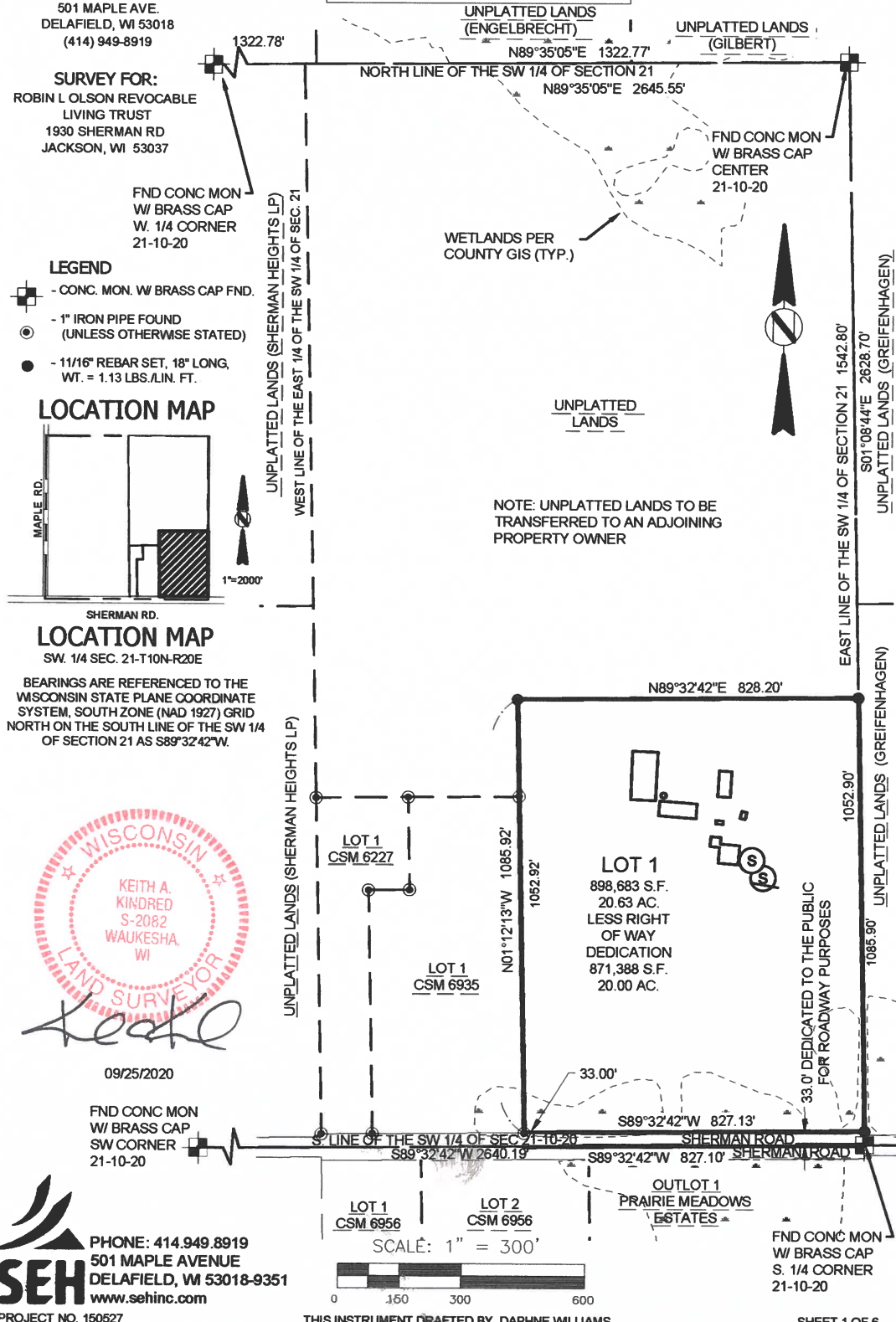
FND CONC MON  
W/ BRASS CAP  
SW CORNER  
21-10-20



PHONE: 414.949.8919  
501 MAPLE AVENUE  
DELAFIELD, WI 53018-9351  
www.sehinc.com

PROJECT NO. 150527

## OVERALL DETAIL



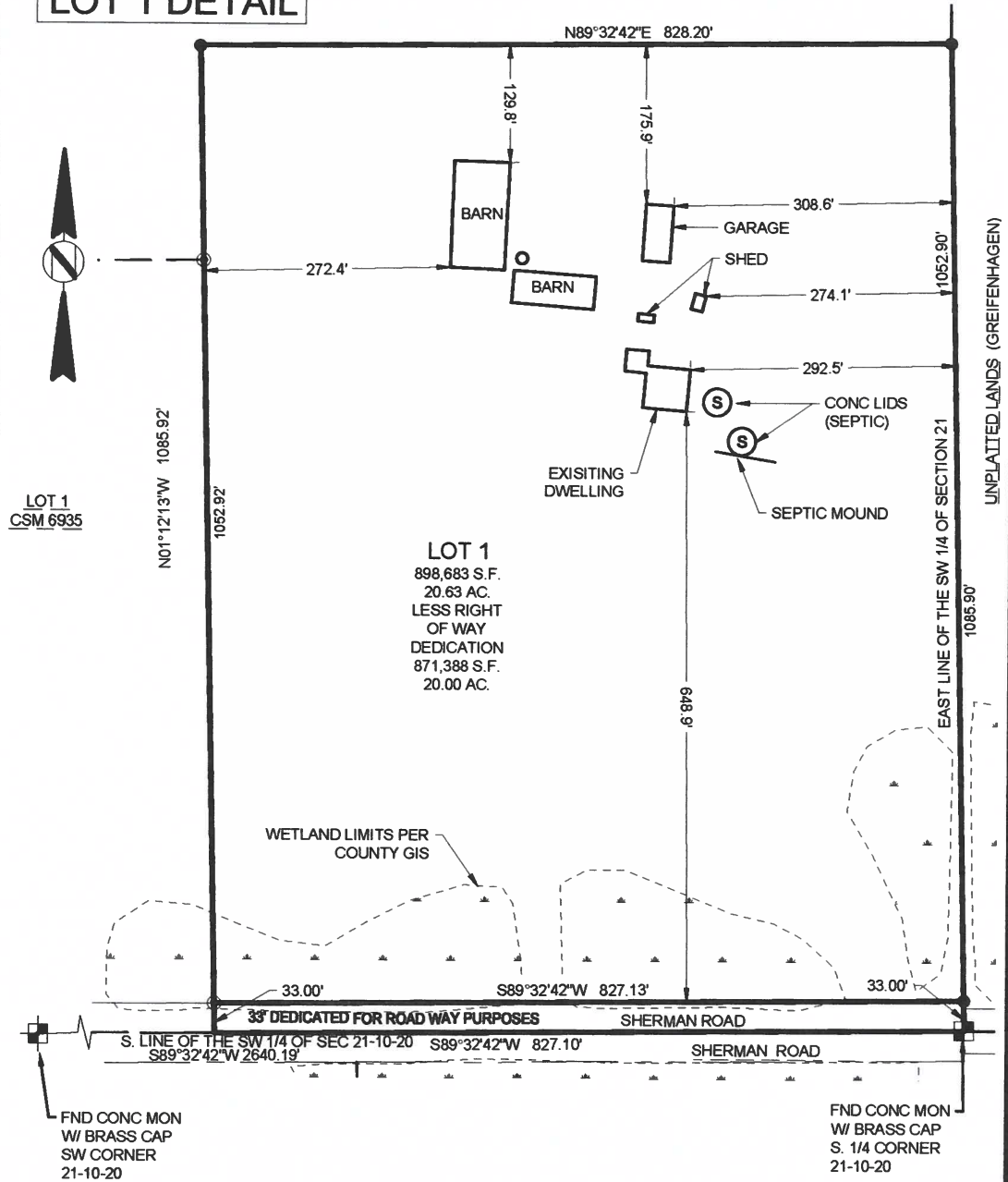
THIS INSTRUMENT DRAFTED BY DAPHNE WILLIAMS

SHEET 1 OF 6

# CERTIFIED SURVEY MAP NO.

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON,  
WASHINGTON COUNTY, WISCONSIN

## LOT 1 DETAIL



### LEGEND

- - CONC. MON. W/ BRASS CAP FND.
- - 1" IRON PIPE FOUND  
(UNLESS OTHERWISE STATED)
- - 11/16" REBAR SET, 18" LONG,  
WT. = 1.13 LBS./LIN. FT.

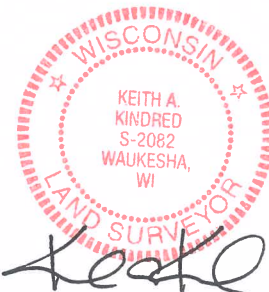
SCALE: 1" = 150'



PHONE: 414.949.8919  
501 MAPLE AVENUE  
DELAFIELD, WI 53018-9351  
www.sehinc.com

PROJECT NO. 150527

THIS INSTRUMENT DRAFTED BY DAPHNE WILLIAMS



09/25/2020

SHEET 2 OF 6

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON,  
WASHINGTON COUNTY, WISCONSIN

## SURVEYOR'S CERTIFICATE:

STATE OF WISCONSIN)  
WAUKESHA COUNTY)SS

I, Keith A. Kindred, Professional Land Surveyor hereby certify;

That I have surveyed and mapped a part of the Southeast 1/4 of the Southwest 1/4 of Section 21, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin, more fully described as follows:

Beginning at the South 1/4 Corner of said Section 21 thence S89-32-42 W along the South line of the SW 1/4 of said Section 21 a distance of 827.10 feet to the SE corner of CSM 6935; thence N01- 12-13 W along the East line of said CSM and the extension thereof a distance of 1085.92 feet; Thence N89-32-42E, 828.20 feet to a point on the East line of the SW 1/4; thence S01-08-44 E along said East line a distance of 1085.90 feet to the point of beginning.

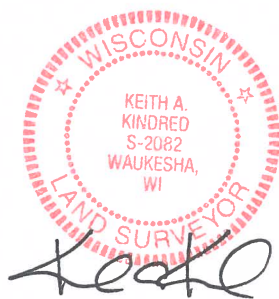
Said lands contain 898,683 square feet or 20.63 acres.

That I have made such survey, land division and map by the direction of the Robin L Olson Revocable Living Trust, owner of said lands.

That such survey is a correct representation of all the exterior boundaries of the lands surveyed and the division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes pertaining to Certified Survey Maps (Section 236.34) and the regulations of the Town of Jackson in surveying, dividing and mapping the same.

Dated this 25th day of September, 2020.



Keith A Kindred, PLS 2082



PHONE: 414.949.8919  
501 MAPLE AVENUE  
DELAFIELD, WI 53018-9351  
www.sehinc.com

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON,  
WASHINGTON COUNTY, WISCONSIN

## OWNER'S CERTIFICATE OF DEDICATION:

As owner, Robin L Olson Revocable Living trust hereby certify that we caused that land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the Certified Survey Map. We also certify that this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

- 1) TOWN OF JACKSON
- 2) VILLAGE OF JACKSON

Date: \_\_\_\_\_ Signed: \_\_\_\_\_  
Robin L. Olson

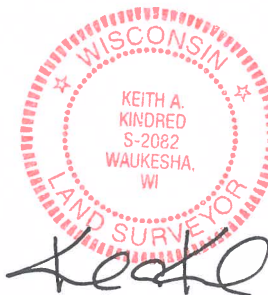
STATE OF WISCONSIN)  
WASHINGTON COUNTY) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above named Robin L. Olson, to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
County, Wisconsin

My Commission Expires \_\_\_\_\_



09/25/2020



PHONE: 414.949.8919  
501 MAPLE AVENUE  
DELAFIELD, WI 53018-9351  
www.sehinc.com

PROJECT NO. 150527

THIS INSTRUMENT DRAFTED BY DAPHNE WILLIAMS

SHEET 4 OF 6

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON,  
WASHINGTON COUNTY, WISCONSIN

## TOWN BOARD APPROVAL CERTIFICATE:

Resolved that the Certified Survey Map, in the Town of Jackson, is hereby approved by the Town Board.

All conditions have been met as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
Raymond Heidtki, Town Chair

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
Julia Oliver, Town Clerk

## PLAN COMMISSION APPROVAL CERTIFICATE:

APPROVED, that the Certified Survey Map, in the Town of Jackson, is hereby approved by the Plan Commission.

Approved as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
David Klug, Chairperson

I hereby certify that the foregoing is true and correct copy of a resolution adopted by the Plan Commission of the Town of Jackson.

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
Gordon Hoffman, Zoning Administrator



09/25/2020

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON,  
WASHINGTON COUNTY, WISCONSIN

## EXTRATERRITORIAL VILLAGE BOARD APPROVAL CERTIFICATE:

Resolved that the Certified Survey Map, in the Town of Jackson, is hereby approved by the Village Board.

All conditions have been met as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
Mike Schwab, Village President

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
John M. Walther, Administrator

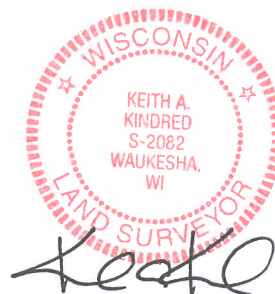
## EXTRATERRITORIAL PLAN COMMISSION APPROVAL CERTIFICATE:

APPROVED, that the Certified Survey Map, in the Town of Jackson, is hereby approved by the Village Plan Commission.

Approved as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
Mike Schwab, Chairperson

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
John M. Walther, Administrator



09/25/2020

**STAFF REVIEW COMMENTS**  
**Plan Commission Meeting – October 29, 2020**

**1. Conditional Use Permit – Gail B. Dallmann-Swenson – 2 Car Detached Garage**

**Building Inspection**

- Property is zoned PUD.
- **Owner is proposing to construct a detached garage with an overall height that exceeds current zoning regulations.**
  - Village Ordinance 48-108(a) states: *Accessory structures may not exceed 15-feet in height unless a conditional use permit is granted by the Village.*

The proposed garage has an approximate ridge height of 18'2". The design also incorporates a pergola with an approximate finished height of 4'2" above the main garage ridge line for a total building height of approximately 22'4".

- **Owner is proposing to construct a new detached accessory structure garage in addition to several outbuildings that already exist on the parcel.**
  - Village Ordinance 48-108(b)(1) states: *No more than one private garage structure shall be permitted per lot.*

There are additional accessory structures on the parcel that exceed the number of accessory structures currently permitted on residential structures. Obviously, those structures have existed for several decades and would be grandfathered. Since it is unknown how the other existing outbuildings will be utilized now or in the future coupled with the fact that this is a new structure, it requires Village approval.

- Recommend approval with the stipulation that the fallen barn and/or any other dilapidated structures, be removed in their entirety, including foundations, and the sites graded and restored on or before June 1, 2021.

**Public Works/Engineering**

- No Comment

**Police Department**

- No Comment

**Fire Department**

- No Comment

**Administrative/Planning**

- No Additional Comments

**STAFF REVIEW COMMENTS**  
**Plan Commission Meeting – October 29, 2020**

**2. Certified Survey Map – Town of Jackson, Robin L. Olson – Sherman Road**

**Building Inspection**

- No Comment

**Public Works/Engineering**

- No Comment

**Police Department**

- No Comment

**Fire Department**

- No Comment

**Administrative/Planning**

- No Additional Comments