

**APPROVED MINUTES
PLAN COMMISSION MEETING
Thursday, October 27, 2022 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 Schwab called the meeting to order at 7:00 p.m.

Members Present: Ryan Ganshow, Jon Molkentin and Doug Wilcox

Excused Absent: Tr. Emmrich, Tr. Kruepke and Dan Reik

Village Board Member Present: Trustee Heckendorf

Staff Present: Director of Inspections Collin Johnson and Administrator Jen Keller

2. Approval of Minutes for the Plan Commission Meeting of October 11, 2022

Motion by Doug Wilcox, second by President Schwab to approve the Plan Commission minutes of October 11, 2022 with corrections including amending his attendance to "excused absent" and amending the voting count throughout the file.

Vote: 4 ayes, 0 nays. Motion carried.

Amend: strike Doug Wilcox as present and adjust number of ayes thereafter.

3. Conditional Use – Sign – Morning Meadows Subdivision

Motion by Doug Wilcox, second by Jon Molkentin to recommend to the Village Board the approval of the signage request for Morning Meadows subdivision as submitted conditioned upon the following:

1. This approval is only applicable for signage for Phase I and II.
2. The sign shall be approved for display for an initial period of 24-months with the opportunity to extend for an additional 12-month period upon submittal of a new sign permit application and fee to the Building Inspection Department.
3. The sign shall be removed within 30-days of the sale of the last lot or home within Phase I and/or Phase II.

Vote: 4 ayes, 0 nays. Motion carried.

4. Ordinance 22-12 – Establishing Zoning for Certain 2021 Annexed Parcels and to Amend the Zoning Code and Zoning Map of the Village of Jackson

Motion by Pres. Schwab, second by Doug Wilcox to recommend to the Village Board approval of Ordinance 22-12 Establishing Residential Zoning Districts RT-10 and RT-11 under Chapter 48 of the Village Code and to Amend the Village of Jackson Zoning Map Consistent with the Proposed Changes.

Vote: 4 ayes, 0 nays. Motion carried.

5. Ordinance 22-14 – Amending Village Ordinances Related to Sign Reviews and Approval

President Schwab clarified the Village of Jackson sign review process was identified by Staff as inefficient and the intent of the amendment is to authorize Staff to approve sign permit applications absent any unusual requests or requests outside of the allowable provisions in current code.

Motion by Doug Wilcox, second by Ryan Ganshow to recommend the Village Board the approval of the Amendments to Village Ordinance Sections 48-301(1), 48-301(4), 48-302 and 48-151(i)(3) as drafted.

Vote: 4 ayes, 0 nays. Motion carried.

Clarification regarding when ordinance amendments are in effect was asked.

6. Ordinance 22-16 – Amending Ordinance 2-183 Relating to Proposed Meeting Date Change for the Plan Commission Meetings

Motion by Doug Wilcox, second by Jon Molkentin to recommend the Village Board the approval of Ordinance 22-16 – Amending Ordinance 2-183 Relating to Proposed Meeting Date Change for the Plan Commission Meetings.

Vote: 4 ayes, 0 nays. Motion carried.

7. Scheduling of November Plan Commission Meeting

Motion by Jon Molkentin, second by Doug Wilcox to schedule the next Plan Commission meeting to occur on Thursday, December 1st at 7:00 p.m.

Vote: 4 ayes, 0 nays. Motion carried.

8. Next Generation Housing – Subdivision Concept Plan Discussion

Administrator Keller introduced the two presenters, Brian Munson of Vandewalle and Associates and Mike Court of SEH Inc. The concept plan creation process was summarized, as was the intent of the project to meet market needs and provide bridge housing for families looking to enter the housing market.

Conversations regarding continued regarding the following topics:

- Setbacks and standard zoning practices in the Village.
- Pedestrian connectivity and pipeline design considerations on the site.
- Access points for vehicles.
- Washington County funding for the project.
- Transferring of ownership from the Village to a builder or homeowner.
- How the development will work to establish long-term ownership.

Suggestions from the Plan Commission conversation included:

- Positive feedback regarding complementary units compared to surrounding established residential development.
- Concern for guest access and parking to the westerly row townhomes.
- Considerations could be made for commercial uses if the site is intended to be multi-use.

9. Citizens to Address the Plan Commission

No citizens addressed the Plan Commission.

10. Adjourn

Motion by Pres. Schwab, second by Doug Wilcox to adjourn.

Vote: 4 ayes, 0 nays. Meeting adjourned at 7:32 p.m.

Respectfully submitted,

Jen Keller
Village Administrator