

VILLAGE OF JACKSON
PLAN COMMISSION MEETING
Thursday, April 16, 2026 at 7:00 PM
Minutes

1. Call to Order and Roll Call

The meeting was called to order at 7:00 PM by Acting Chair Tr. Kruepke.

Members Present: Tr. Emmrich, Tr. Kruepke, Jon Molkentin, Dan Reik, Duane Hafemeister, and Matt Van Eperen

Members Excused: President Heckendorf

Members Absent: None

Staff Present: Administrator Jen Heidtke, Inspections and Zoning Director Collin Johnson, and Interim Clerk Pamela Wolf

2. Approval of Minutes for the Plan Commission Meeting of March 19, 2026

The motion to approve Minutes for the Plan Commission Meeting of March 19, 2026, was made by Tr. Emmrich and seconded by J. Molkentin.

Vote: 6 ayes, 0 nays. Motion carried.

3. Ordinance #26-02 - Annexation Request and Recommendation for Temporary B-1 Community Business District Zoning - Parcel T7_047700K - Robert J. Loduha and Andrea S. Loduha Revocable Trust

The motion to recommend the Village Board approve Ordinance #26-02 annexing and to assign a temporary B-1 Community District Residential zoning designation to Parcel T7_047700K and to amend the Village of Jackson Zoning Map accordingly was made by M. Van Eperen and seconded by D. Hafemeister.

Vote: 6 ayes, 0 nays. Motion carried.

4. Conditional Use and Site Plan Review - Hansen Laundry, LLC - W225N16704 Cedar Park Court - Riley Hansen

Director Johnson reported the proposed use had been proposed and approved for operation on a different site previously. The applicant has since chosen to relocate the business.

The motion to recommend the Village Board approve the conditional use request for Hansen Laundry, to operate an industrial laundry facility as submitted was made by M. Van Eperen and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

5. Ordinance #26-03 — Amending Ordinance Section 48-156 (PUD-04) - Oaks of Jackson Planned Unit Development District - Village of Jackson

Director Johnson stated a correction to the staff memo was needed. The stipulations presented in the staff memo apply to the Preliminary Plat review agenda item #6.

The motion to recommend the Village Board approve Ordinance #26-03 amending Ordinance Section 48-156 (PUD-04) Oaks of Jackson Planned Unit Development District was made by M. Van Eperen and seconded by J. Molkentin.

Vote: 6 ayes, 0 nays. Motion carried.

6. Preliminary Plat - Twin Villas of The Oaks of Jackson - Outlot 6 - Oaks of Jackson - Hillcrest Builders

Director Johnson presented the information noting a slight decrease in the number of dwellings compared to current zoning allowance, which correspondingly reduced the overall parking demand. The addition of sidewalks was discussed.

The motion to recommend the Village Board approve the Preliminary Plat for Outlot 6, Twin Villas of the Oaks of Jackson, subject to the following:

1. Sidewalks shall be provided on one side of the private road striking the suggestion of a sidewalk on the private connector street.
2. Final civil plans shall be subject to review and approval by the Village Engineer. All costs associated with this review shall be reimbursed by the developer.
3. A Development Agreement shall be executed prior to any approvals taking full effect and prior to any construction activity.

was made by J. Molkentin and seconded by M. Van Eperen.

Vote: 5 ayes, 1 nays. Tr. Kruepke opposed. Motion carried.

7. Review and Discussion of Revised Zoning Code Updates including Article 5, Article 16, Appendix A, B, & C, and Zoning Map (Rev. 4/7/2026) (DRAFT)

Director Johnson summarized updates to the proposed changes to the Zoning Code, including the appendices and zoning map. No action was taken.

8. Citizens/Village Staff to Address the Plan Commission

Administrator Heidtke expressed gratitude to Trustee Kruepke for his years of service to the Village, noting this would be his final meeting as he concluded his term as Village Trustee.

9. Adjourn

The motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried. The meeting adjourned at 7:49 PM.

Respectfully Submitted,

Pamela Wolf
Interim Clerk
Village of Jackson