

**APPROVED MINUTES
PLAN COMMISSION MEETING
Thursday, July 20, 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: Ryan Ganshow, Jon Molkentin, Dan Reik, and Doug Wilcox

Member Excused: Tr. Emmrich and Tr. Kruepke

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

2. Approval of Minutes for the Plan Commission Meeting of June 15, 2023

Motion by Doug Wilcox, second by Jon Molkentin to approve the Plan Commission minutes of June 15, 2023.

Vote: 5 ayes, 0 nays. Motion carried.

3. Extraterritorial Plat Review for a Two-Lot Certified Survey Map- 3510 County Trunk P – Mitch & Jenna Krueger

Inspector Johnson provided background information on the item.

Motion by Pres. Heckendorf, second by Ryan Ganshow to recommend to the Village Board approve the Two-Lot Certified Survey Map (CSM) for 3510 County Trunk P

Vote: 5 ayes, 0 nays. Motion carried.

4. Conditional Use Request – Request to exceed the maximum number of dogs per residence – N171 W20275 Highland Road – Jefferey Farren

Inspector Johnson provided background information including those two visits to the property from the Police Department had taken place this year for dogs running at large. It was also stated in the Staff memo there could be future considerations made for the process to consider how requests for more than two dogs be changed in the future if the Village wishes to.

Motion by Pres. Heckendorf, second by Doug Wilcox to recommend to the Village Board approve the Conditional Use Permit for N171W20275 Highland Road for Jeffery Farren conditioned upon the following:

1. No additional animals may be kept upon the property.
2. The dogs shall be vaccinated and licenses 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 address.
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.
6. If there are any other police interactions with the homeowner regarding the dogs that the conditional use permit be revoked.

Discussion included that dogs may leave the property without having to pass away. The additional term to include this was found appropriate. Conversations regarding an alternative

to review a request to exceed the two dog maximum is something the Plan Commission is open to.

Vote: 5 ayes, 0 nays. Motion carried.

5. Resolution #23-16 – Proposed Amendments to Village of Jackson Comprehensive Plan: Map 1 – Future Land Use Plan 2050

Inspector Johnson provided background information on the topic.

Motion by Doug Wilcox, second by Jon Molkentin to adopt Resolution #23-16 amending the Village of Jackson Comprehensive Plan: Map 1 – Future Land Use Plan 2050

Vote: 5 ayes, 0 nays. Motion carried.

6. Ordinance #23-10 Amending Zoning District PUD-04 – The Oaks of Jackson – Village of Jackson

Administrator Keller provided background information on the topic.

Motion by Pres. Heckendorf, second by Doug Wilcox to recommend the Village Board approve Ordinance #23-10 Amending Zoning District PUD-04 as presented.

Vote: 5 ayes, 0 nays. Motion carried.

7. Final Plat – The Oaks of Jackson – Village of Jackson

Inspector Johnson provided background information on the topic.

Motion by Ryan Ganshow, second by Jon Molkentin to recommend the Village Board approve the Final Plat for The Oaks of Jackson residential subdivision.

Vote: 5 ayes, 0 nays. Motion carried.

8. Conditional Use Request and Site Plan Review– Parcel V3_053600F – 250 Focus, LLC – Excel Engineering

Inspector Johnson provided background information on the topic.

Motion by Doug Wilcox, second by Pres. Heckendorf to approve the Conditional Use request and Site Plan for Parcel V3_053600F for 250 Focus, LLC conditioned upon the following:

1. The property shall be conveyed to the buyer on or before August 20, 2023.
2. 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.

9. Citizens to Address the Plan Commission - None

10. Adjourn

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

Vote: 5 ayes, 0 nays. Motion carried. Meeting adjourned at 7:15 p.m.

Respectfully submitted,

Jen Keller
Village Administrator