

**APPROVED MINUTES
PLAN COMMISSION MEETING
Thursday, May 27, 2021 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: Pres. Schwab, Tr. Brian Emmrich, Tr. Kruepke, and Jon Weil

Members Excused: Jon Molkentin and Dan Reik

Village Board Member Present: Tr. Heckendorf

Staff Present: Administrator Jen Keller, DPW Director/Engineer Brian Kober, and Administrative Assistant Tiffany Washburn; Building Inspector/Code Enforcement Officer Collin Johnson appeared telephonically.

2. Approval of Minutes for the Plan Commission Meeting of April 29, 2021

Motion by Tr. Emmrich, second by Jon Weil to approve the Plan Commission minutes of April 29, 2021 as presented.

Vote: 4 ayes, 0 nays. Motion carried.

3. Extra Territorial Plat/Certified Survey Map – Heckendorf Farms LLC – 2039 Sherman Road

Property owner, Mel Heckendorf, was present to answer any questions and briefly explain the request.

Motion by Pres. Schwab, second by Tr. Emmrich recommending Village Board not take exception to the Extra Territorial Plat/Certified Survey Map – Heckendorf Farms LLC – 2039 Sherman Road.

Vote: 4 ayes, 0 nays. Motion carried.

4. Conditional Use Permit – Anthony Jones/Auto Thirst LLC – N168W20069 Main Street, #1 – Pre-Owned Car Sales Establishment

Darrell Kinlow, business partner of Anthony Jones, was present to answer any questions. He explained that the vehicles will be parked in the garage, sales will be primarily online, test drives will be by appointment only, and no car repairs will be done on site.

Motion by Pres. Schwab, second by Tr. Emmrich recommending Village Board approve the Conditional Use Permit – Anthony Jones/Auto Thirst LLC – N168W20069 Main Street #1 – Pre-Owned Car Sales Establishment with the following conditions as noted in the Staff comments:

1. Vehicle sales may not occur on Sundays in accordance with State Law.
2. Vehicle repair of any kind are prohibited anywhere onsite.

3. Vehicles shall be stored within the building at all times, except when actively being shown to a potential customer.
4. A mechanical ventilation system shall be installed in the warehouse area in accordance with applicable code requirements.
5. Any proposed signage shall be submitted for Village review and permitting.
6. Must be compliant with Fire Department regulations, including fire walls and KNOX box.

Mark Flitsch, owner of the building, inquired about whether or not condition #2 would apply to all tenants of the building. Pres. Schwab advised that all codes would need to be enforced anywhere on site; if a tenant in the building expresses interest in conducting car repairs, a change to the conditions may be required. Building Inspector/Code Enforcement Official Collin Johnson agreed with Pres. Schwab.

Vote: 4 ayes, 0 nays. Motion carried.

5. Rezoning – Rod & Chantel Massie – A Petition to Rezone Property Located at N160W19220 Sherman Road, Parcel V3_020600A

Pres. Schwab commented that this comes with a request that the R-4 designation be applied to the property.

Motion by Pres. Schwab, second by Jon Weil recommending Village Board approve the R-4 designation Rezoning – Rod & Chantel Massie – A Petition to Rezone Property Located at N160W19220 Sherman Road, Parcel V3_020600A.

Vote: 4 ayes, 0 nays. Motion carried.

6. Extra Territorial Zoning – Lily Acres – Resolution #21-13

Administrator Keller provided background information.

Motion by Tr. Emmrich, second by Tr. Kruepke recommending Village Board approve the Extra Territorial Zoning – Lily Acres – Resolution #21-13.

Vote: 4 ayes, 0 nays. Motion carried.

7. Conditional Use Permit – Design 2 Construct/Houseware Distributors Inc. Northeast Corner of Caymus Court & Hwy P – Business Development

Representatives from Design 2 Construct were present and available to answer any questions. Discussion ensued to clarify the details of the request.

Motion by Pres. Schwab, second by Tr. Emmrich recommending Village Board approve the Conditional Use Permit – Design 2 Construct/Houseware Distributors Inc. Northeast Corner of Caymus Court & Hwy P – Business Development per the terms of the Developer's Agreement that will be established and with Fire Department Code compliance as mentioned in Staff comments.

Vote: 4 ayes, 0 nays. Motion carried.

8. Certified Survey Map – Design 2 Construct/Houseware Distributors Inc. Northeast Corner of Caymus Court & Hwy P – Business Development

Motion by Pres. Schwab, second by Jon Weil recommending Village Board approve the Certified Survey Map – Design 2 Construct/Houseware Distributors Inc. Northeast Corner of Caymus Court & Hwy P – Business Development. DPW Director/Engineer Brian Kober stated that although the current road name listed is Caymus Way, the road name of Caymus Court will be confirmed on a future CSM after further development of the property. This is done to avoid any confusion for Washington County.
Vote: 4 ayes, 0 nays. Motion carried.

9. Citizens to Address the Plan Commission

None.

10. Adjourn

Motion by Pres. Schwab, second by Tr. Emmrich to adjourn.
Vote: 4 ayes, 0 nays. Meeting adjourned at 7:18 p.m.

Respectfully submitted,

Tiffany Washburn
Village Administrative Assistant