

AGENDA
PLAN COMMISSION MEETING
Thursday, March 31, 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
2. Approval of Minutes for the Plan Commission Meeting of February 24, 2022
3. Conditional Use New – Request to exceed the maximum size for an accessory structure – Shed – 3128 Sherman Parc Circle – Patrick Walia
4. Conditional Use Amendment – Sign – W225N16712 Cedar Park Court – St. Vincent De Paul
5. Two-Lot Certified Survey Map (CSM) for property identified by Tax Key: V3_046500D9999 – DFN Properties
6. Planned Unit Development and Site Plan Review – Establishing PUD-02 – Tax Parcels: V3_011400A and V3_009600B – Walter & Renee Miller, Miller Monument Co., Inc.
7. Planned Unit Development Amendment and Site Plan Review – Establishing PUD-03 – Tax Parcel: V3_047700K, N168W19490 Main Street – KARM Properties
8. Public notification practices for re-zoning, conditional use, planned unit development, and street easement/vacation – Discussion Only
9. Citizens to Address the Plan Commission
10. 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, February 24, 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

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

Members Present: Tr. Kruepke, Jon Molkentin, and Dan Reik

Excused Absent: Trustee Emmrich and Jon Weil

Village Board Member Present: Tr. Heckendorf

Staff Present: Building Inspector Collin Johnson and Administrator Jen Keller

Also Present: Taylor Cherry, Kole Kamine, Anca Amaiei, Judy Scabo-Stull and Barry Rodgers of Sysco Corporation, Mark Hauser – petitioner for annexation, John Donovan – petitioner for Sign from Belinski Home

2. Approval of Minutes for the Plan Commission Meeting of January 27, 2022

Motion by Dan Reik, second by Jon Molkentin to approve the Plan Commission minutes of January 27, 2022.

Vote: 4 ayes, 0 nays. Motion carried.

3. Planned Unit Development Amendment – Sign – Poblocki Sign Co. for Bielinski Homes, Inc. – Laurel Springs Villas Subdivision

John Donovan from Belinski Home presented the proposed sign to the Plan Commission.

Motion by President Schwab, second by Trustee Kruepke to recommend to the Village Board the approval of the proposed signage provided (1) the Village engineer approves the final location and (2) the petitioner obtains a building permit from the Village's building inspector

Vote: 4 ayes, 0 nays. Motion carried.

4. Recommendation for Temporary R-1 Zoning – Mark Hauser - for portion of property identified as Tax Key: T7_077600B

Motion by President Schwab, second by John Molkentin to recommend to the Village Board the land subject to the pending annexation petition be temporarily zoned R-1.

Vote: 4 ayes, 0 nays. Motion carried.

5. One-Lot Certified Survey Map for properties identified by Tax Key: V3_0301 and Tax Key: T9_076400A – Sysco

Motion by President Schwab, second by Trustee Kruepke to recommend to the Village Board the approval of the Certified Survey Map based on the general and specific conditions listed below.

General Conditions:

1. Staff and governmental approval. Prior to the Village signing the final CSM, the commencement of any construction of any improvement, whether public or private, or any site development, the developer shall satisfy all comments, conditions and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Administration per ch. 236, Wis. Stats. and ch. Comm. 85, Wisconsin Administrative Code; and Wisconsin Department of Administration per ch. 236, Wis. Stats.
2. Professional fees. Petitioner shall, on demand, reimburse the Village for all costs and expenses of any type, that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning, and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Payment of charges. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within 30 days of the billing by the Village, pursuant to Section 66.0627, Wis. Stats. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of the conditional approval.
4. Surveyor's responsibility. Although the Village of Jackson has reviewed the subdivision plat/certified survey map, the surveyor is entirely responsible for the thoroughness and accuracy of the survey and related matters and compliance with all state and local codes, ordinances, and procedures.

Specific Conditions:

1. Prior to recording of the final CSM, the Village Board must approve the annexation petition as requested.
2. Prior to recording of the final CSM, the Village Board must approve the right-of-way vacation of that part of Mill Road/Cedar Parkway.
3. The area of Lot 1 must be stated in square feet and as acres.
4. The parcel currently in the Town is incorrectly referenced as Tax Parcel 076400A. It should be referred to as Tax Parcel T9_076400A. For example, the general location description at the top of all sheets should be revised. In addition, the tax parcel numbers for the adjoining properties must be revised to include the correct prefix ("T9_" and "V3_").
5. The perimeter legal description excludes the land being dedicated for road purposes. Such description must be for the entirety of the two properties being merged. The exterior metes and bounds description on sheet 3 should be verified and the perimeter line revised on sheets 1 and 2.

6. The 66-foot ROW along the east lot line, should instead be shown as a lot granted to the Village.
7. Prior to recording of the final CSM, the Village attorney must approve the 66-foot Emergency Access Easement as to form.
8. All existing road names must be underscored with a dashed or dotted line.
9. The last line in the surveyor's certificate should refer to Section 236.34, Wis. Stats., rather than Chapter 236.
10. The reference to "State of Illinois" and "Lake County" should be removed from the surveyor's certificate.
11. The subdivider must install survey monuments placed in accordance with the requirements of Chapter 236, Wis. Stats., and as may be required by the Village engineer.
12. The surveyor's seal, signature, and date must appear on all sheets of the final CSM. The same revision date must also be noted on each sheet.
13. Upon recording of the Certified Survey Map, the petitioner must record the easement for the emergency access as approved by the Village attorney.
14. Sysco obtains all required approvals for the plant expansion within 9 months of the date the Village Board vacates the right-of-way.
15. Sysco shall construct two cul-de-sacs as indicated in the petitioner's site plan and dedicate such land to the Village for road purposes within 12 months of commencing any land-disturbing activity related to the proposed plant expansion. The Village engineer shall approve the construction plans prior to the commencement of work and shall conduct period inspections during construction. Within 4 months of completion of the work, Sysco shall submit as-built drawings to the Village engineer for review and obtain the engineer's approval.
16. Sysco shall establish an emergency access agreement between the two cul-de-sacs in a form and location acceptable to the Village.
17. Sysco shall submit a letter of credit to the Village in an amount and in a form acceptable to the Village to ensure the construction of the two cul-de-sacs and any related work.
18. Sysco shall establish an outlot south of the cul-de-sac. Sysco will work with the Village to determine which option is the most appropriate and work to effectuate the desired option.

Administrator Keller stated procedurally it would be best to defer Village Board approval on this item to the April meeting.

Vote: 4 ayes, 0 nays. Motion carried.

6. Referral from Village Board for review and recommendation of resolution for Vacation of Public Right-of-Way – for a portion of Mill Road

Motion by President Schwab, second by Dan Reik recommend to the Village Board that Resolution #22-05 to Vacate and Discontinue a Portion of Mill Road, along with the map and legal description be adopted by the Village Board. Second. Discussion Vote.

Vote: 4 ayes, 0 nays. Motion carried.

7. Planned Unit Development Amendment and Site Plan Review – Sysco, W223N16501 Cedar Parkway

Planned Unit Development Action

Motion by President Schwab, second by Trustee Kruepke to recommend to the Village Board the approval of the amendment of the Planned Unit Development as set forth in the draft Ordinance dated February 17, 2022.

Vote: 4 ayes, 0 nays. Motion carried.

Site Plan Action

Motion by President Schwab, second by Dan Reik to Recommend to the Village Board the approval of the site plan and related materials subject to the following terms and conditions:

1. The petitioner submits a certified survey map (CSM) to the Village for the merger of the two parcels and obtains approval of the same. The approved CSM to be recorded prior to issuance of any related building permits.
2. The Village approves the right-of-way vacation for the segment of Mill Road/Cedar Parkway.
3. The site plan is revised to depict the 66-wide easement/outlot along the eastern lot line along with explanatory notes.
4. The site plan is revised to move the security fence outside of the 66-wide easement/outlot (referenced above), along with the berm along the east side of the new truck parking area.
5. The site plan is revised to move the security fence further away from the western cul-de-sac right-of-way line (the fence is on the lot line).
6. Any existing trees along Cedar Parkway that are damaged during construction, as determined by the Village engineer, shall be replanted with 2.5 diameter trees of the same or similar species.
7. The Village and/or WI DNR grants approval of the storm water management plan, including the recording of such documents establishing the long-term maintenance of the facilities and granting the Village the authority to maintain such facilities if so required.
8. The Jackson Water Utility will continue to have 24/7 access to the water tower site. The Utility will work with Sysco on access with the increase staging of trucks on the proposed driveway.
9. Sysco must submit detailed plans to the Village engineer for the retaining wall proposed alongside of water tower access road and obtain approval of the same.
10. Sysco must submit detailed construction plans to the Village engineer for the cul-de-sacs and related street work and obtain approval of the same.
11. If a new water meter room is being proposed on the north side of the building, the Jackson Water Utility requires 24-hour access to the room.
12. A separate address designation for the vehicle maintenance facility for emergency response and utility purposes is recommended.
13. Per the proposed projected water and sewer usage, the REU (Residential Equivalent Unit) numbers for Water Impact Fees and Sewer Connection Fees will

be re-calculated after the completion of the expansion. The fees will be charged accordingly per the usage calculation.

14. Include the following notation on the site plan:

- The Village of Jackson has adopted regulations in the Village's zoning regulations (Section 48-153) relating to the use and development of the subject property.
- Any revisions to this site plan set are subject to Village review and approval if deemed necessary by the Village engineer.

President Schwab shared he did not believe the emergency access gate system was needed with consideration to the added expense and maintenance to Sysco. Trustee Kruepke stated the expense and maintenance for the system would not be needed either. Jon Molkentin requested more information regarding special condition #6 regarding the 66' easement. It was stated the Village Attorney's recommendation to designate the easement as an outlet instead would be best. Sysco leadership indicated this change was amenable to them.

Additional conversation regarding Fire Department access ensued. It was determined each guard house located at the entry points to the facility would be staffed 24/7 and ensure access by emergency response vehicles to the premise if needed. The staging area was also clarified to have two lanes for "stacking".

Vote: 4 ayes, 0 nays. Motion carried.

8. Proposed Amendments to Village of Jackson Comprehensive Plan: Map 1 Future Land Use Plan 2050 - Resolution #22-02

Motion by President Schwab, second by Jon Molkentin to adopt Resolution 22-02 as drafted, recommending to the Village Board various revision to the Village's Comprehensive Plan.

Vote: 4 ayes, 0 nays. Motion carried.

9. Citizens to Address the Plan Commission

Bob Anderson, 3109 Mill Road, spoke on Agenda Item #7. Mr. Anderson stated he believed the project would have an adverse impact on his property value as a neighbor to the west of the Sysco properties. He stated a suppression fence, and a berm would be requested, as well as considerations for down-lighting to avoid intrusive sounds and lights. He also requested to know the distance from the center of the road to the rear of the proposed vehicle maintenance facility.

Mark Hauser, 3010 Mill Road, spoke on Agenda Item #6 and #7 expressed opposition to closing Mill Road. Mr. Hauser owns the parcel east of Sysco and he has utilized Mill Road to travel east. Mr. Hauser expressed frustrations with the truck staging traffic from Sunday through Thursday along Cedar Parkway. It was the preference of Mr. Hauser that no parking on Cedar Parkway be allowed, and he requested the Village of Jackson prohibit parking due to Sysco's history of not taking any action to address the issue.

Albert Schulteis, 4026 Pioneer Road, spoke on Agenda Item #6 and on behalf of the Town of Polk. Mr. Schulteis voiced concern for emergency access to the Town of Polk. Mr. Schulteis states the time to go around the closure was at least four (4) minutes of additional response time. Traffic on Cedar Parkway was also a stated concern. Semi-truck traffic prohibited Village salting operations from reaching the road this week and increasing traffic would be a concern.

Pat Hauser, 3010 Mill Road spoke on agenda item #6 and #7. Pat stated it was odd to close a portion of Mill Road with segments uncertain and questioned if their address would change. She also stated she did not understand how a road could be legally closed. Mrs. Hauser mentioned drainage issues on their property and opposed expansion of Sysco as she believed the land Sysco proposes to place a fleet maintenance facility has clay and water concerns which would contribute to their property drainage issues. Additional concerns for trucks turning around, causing rutting at their access, and needing to park vehicles to stop trucks from entering their driveway has been an ongoing problem.

10. Adjourn

Motion by President Schwab second by Trustee Kruepke to adjourn.
Vote: 4 ayes, 0 nays. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Jen Keller,
Village Administrator

PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

- ☐ COMMERCIAL ☐ INDUSTRIAL ☒ RESIDENTIAL ☐ OTHER _____
- ☐ CONDITIONAL USE ☐ PLANNED UNIT DEVELOPMENT ☐ CERTIFIED SURVEY MAP
- ☐ New ☐ New ☐ CONCEPT PLAN
- ☐ Amendment ☐ Amendment
- ☐ Special Use ☐ Special Use ☐ OTHER _____
- (For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: 3128 SHERMAN PARC CIRCLE Unit: _____ Jackson, WI

Parcel #: _____ Lot Size: 1/2 acer sq. ft. Building Area: ~ 2400 sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☒ Other Residential Floodplain: Y / (N)

APPLICANT INFORMATION

Name(s): PATRICK Walia

Mailing Address: 3128 SHERMAN PARC CIRCLE State WI Zip 53037

Office: (414) 430-7953 Cell: () Fax: ()

Email: pw1873@yahoo.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): Patrick Walia

Address: 3128 SHERMAN PARC CIRCLE State WI Zip 53037

Office: (414) 430-7953 Cell: () Fax: ()

Email: pw1873@yahoo.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: _____

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: The Germantown
Highschool MAKES a standard shed size of 16 x 12 so I
would like to make mine the same size as to stick with
their program.

Provide a brief overview of proposed use(s) of entire property and/or lease space: _____

N/A

Hours of Operation: _____

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.: NONE

Describe all businesses, properties and other entities located adjacent to the proposed use: There are
no properties adjacent to the shed. EAST GATE is on one side
and the neighbor is on the other side of the lot so the shed does
not interfere with anyone else.

Describe any proposed, development, on-site improvements or other construction/remodeling activities: _____

Construct a shed

Describe any proposed grading, and/or stormwater management plan: _____

N/A

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____

Will plant grass and shrubs as suitable for the area

Describe any proposed on-site security measures including site lighting: NONE

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): _____

NONE

Describe the projected traffic circulation and impacts: NONE

List all setbacks from rights-of-way and property lines and height limitations: yes

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: N/A

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?
☒ No ☐ Yes If yes, explain: NO

Describe any proposed signage including type, size, and location: NONE

If construction is proposed, describe proposed exterior building materials (type, color, etc.): SAME AS HOME - will be built to match

Describe any site-specific features/constraints, etc.: N/A

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: N/A

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): will LANDSCAPE ARE professionally

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: N/A

Projected Sewer/Wastewater Usage: 0 gal/year

Projected Water Usage: 0 gal/year

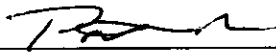
ACKNOWLEDGEMENT & SIGNATURES

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):

Patrick Walia

Applicant Signature:



Co-Applicant Name (Print):

CO-Applicant Signature:

Date of Application:

2/8/22

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: 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: 3/1/22
Amount: \$ 175.00
Payment Type: CH / CC / CASH
Check/Rcpt. #: 34160323
Received By: [Signature]



AllPaid
7820 Innovation Boulevard Suite 250
Indianapolis, IN 46278
24hr. Customer Service #: 888-604-7888

Utilities/fees Payment Confirmation (Ref #: 34160323)

PLC: Village Of Jackson
A00048 N168 W19851 Main Street
Jackson, Wisconsin 53037
For: Utilities/fees

Date: 03/01/2022 13:15 EST

TRANSACTION INFORMATION

Name: Patrick Walia
Utility Account #:
Building Permit #: Plan Commission Fee
Parking Ticket #:
Tax Bill:
General:

Transaction Reference #: 34160323
Transaction Date/Time: 03/01/2022 13:15 EST

BILLING INFORMATION

Name: Patrick Walia
Address: 3128 Sherman Parc Circle
City, State Zip: Jackson, WI 53037
Phone #: (414)430-7953
Card #: xxxx-xxxx-xxxx-3665

PAYMENT INFORMATION

Approval #:	896207
Payment Amount:	\$175.00
Service Fee:	\$4.64
Total Amount:	\$179.64

The service fee is not refundable.

ATTENTION CARDHOLDER

If you have questions about the processing of your payment, please call AllPaid at 888-604-7888.

Thank you for using AllPaid

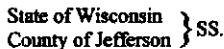
3128 Sherman Parc Circle



3/1/2022, 11:46:55 AM

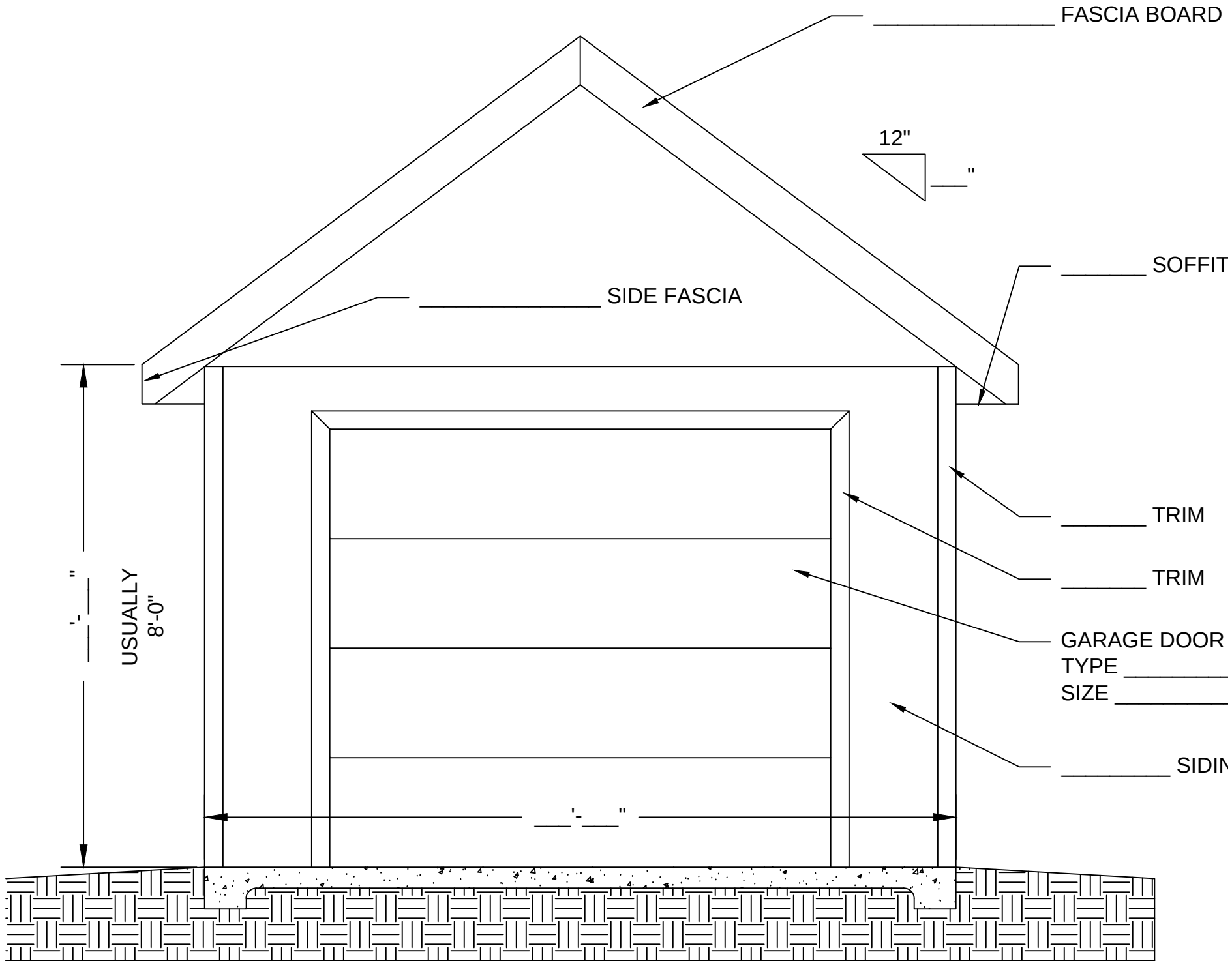
1:530

Lines		Road Centerline STH, CTH		Subdivision Name		Local Road Labels		Plat		PLSS Section	
	Override 1		On/Off Ramp		Condominium Name		Township Road		Unknown		0
	Current Parcel		State Highway		Certified Survey Number		City/Village Street		Certified Survey Map		0.005
	Railroad Centerlines		County Highway		Lot Number		Private Street		Condominium		0.01
Road Centerline I, USH		Address Point		Landhook		Municipality		Assessor Plat; Cemetery Plat; Subdivision		Lot	
	Interstate Highway, I-41		Parcel Taxkey & Acreage		Meander Line		Retired Parcel		Lot		0.02
	US Highway, FOND DU LAC AV; US Highway, HY 45		Leader Lines		PLSS Monument		Right-of-Way		PLSS Quarter		0.04 km

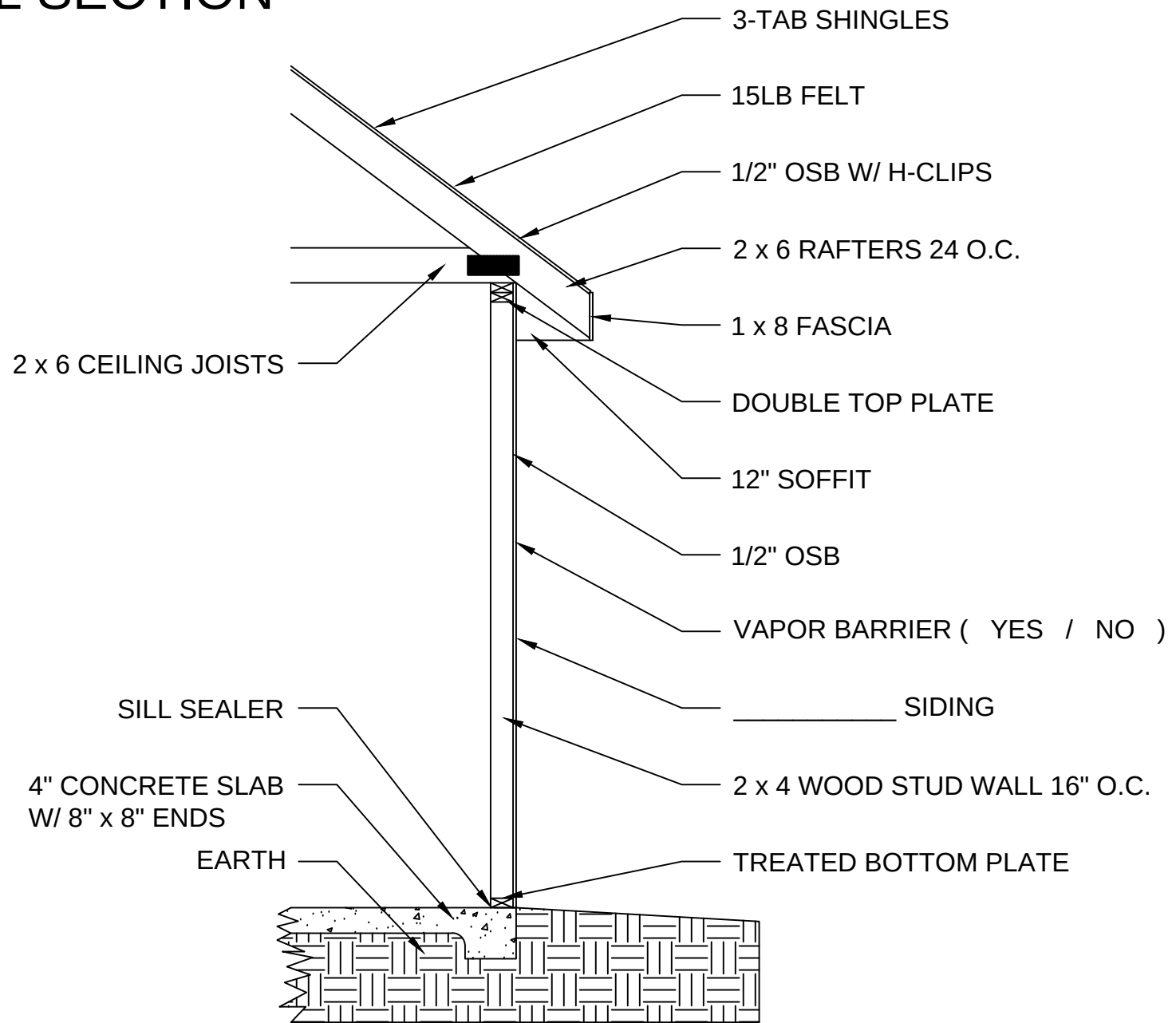


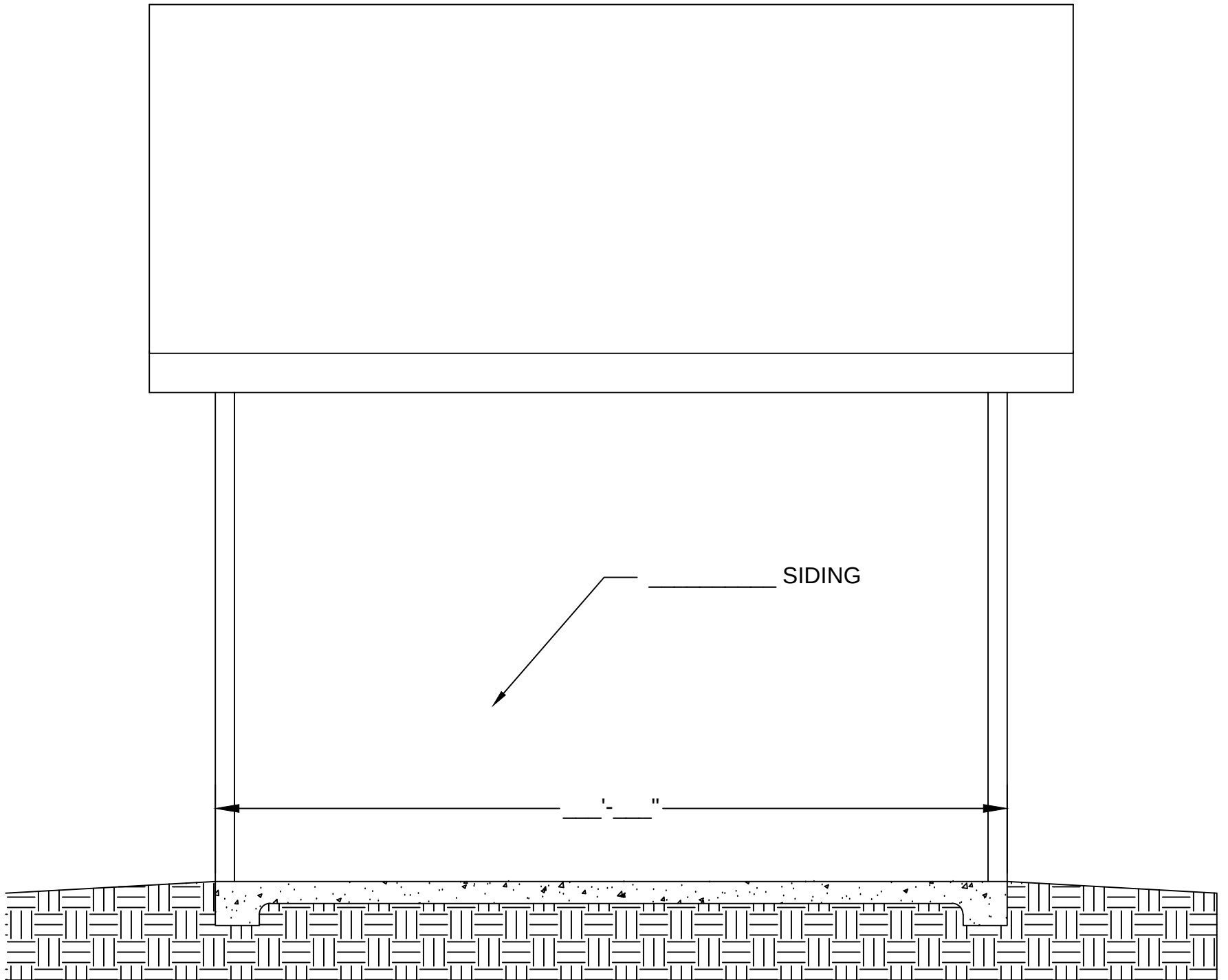
LEGEND: These standard symbols may be found in the drawing.

- BUILDER:** Tim O'Brien Homes
N16 W24132 Prairie Ct.
Suite No. 220
Waukesha, WI 53188
Ph: (262) 542-5750
Fax: (262) 542-9780



WALL SECTION





CONSTRUCTION AGREEMENT

FROM THE BUILDING CONSTRUCTION CLASS

Dear Homeowner,

The Building Construction Class at Germantown High School will be building your shed in two stages. The first stage is to pour the concrete slab during the first quarter of the school year. The class and I will be coming out to your property on a given date to remove the dirt, form the slab, and pour and finish the concrete, all in one day. After the slab is poured I will return to your house with in a couple of days to remove the forms.

During the second and third quarter the students will be building mock-up sheds in the classroom to become familiar with the materials, terms, and techniques in shed construction. Starting in the fourth quarter the students will be working on your shed. We will then set up a time to come out to your house to assemble and complete it.

Responsibilities of the building construction class:

This is a construction class compiled of junior and senior high school students that will have approximately seven months of exposure to this type of construction. The students and I will give 110% to build you a quality product that we are both proud of. If a mistake is made we will do our best to correct them.

The Teacher will: make arrangements to order the material, have them delivered to the wood shop or the construction site, and make sure that completed project is delivered to the homeowner **(With the exception of the shingles- because I do not know the color or the type of shingles you would like on your shed as well as the siding, soffit, and fascia) Shingles will be ordered at a later time if a color and type has not been decided.**

Responsibilities of the Homeowner:

It is your responsibility to pay for all of the materials (upon receiving them at school or at the job site), such as; concrete, gravel, forming material (if necessary), shed material (2x4's, sheathing, tar paper, shingles, etc).

In the past, a donation of **\$100.00 per visit (100.00 for pouring the concrete and 100.00 for building the shed)** has been given to the Building Construction class to replace damaged blades, nails, etc., during the construction of your shed. Homeowners have provided lunch for the class to show their appreciation to the students, so if you would like to continue this tradition that would be greatly appreciated.

Thank you for this great opportunity,

The Building Construction Class

MEMO**Agenda Item #3**

Date: March 10, 2022

To: Mike Schwab, Village President
Village of Jackson Plan Commission
Jen Keller, Village Administrator

From: Collin Johnson, Director of Inspections

Subject: Conditional Use Application from Patrick Walia, 3128 Sherman Parc Circle – Request to exceed maximum area for accessory structure for a shed

Meeting Date: March 31, 2022, Plan Commission Meeting

Description:

Mr. Walia is requesting a Conditional Use Permit to place a detached accessory structure in the southwest corner of his property abutting East Gate Drive. The parcel is 22,888 sf or .53 acres in area. The parcel is a corner parcel having two front yard areas. Ordinance Section 48-107(c) Decrease of required street yard in residential or business district, requires a minimum front/yard setback of 15 feet. The proposed shed location meets this setback requirement.

Village Ordinance Section 48-108 regulates accessory structures as to their size, height, and location. The current maximum size of a shed permitted by Village Ordinance is 150 sf.

Mr. Walia would like to purchase and is requesting approval to construct a 12' x 16' or 192 sf. shed which would exceed the current maximum allowed area by 42 sf.

The pre-built shed is currently under construction by the Germantown High School Building Construction Class and is being offered through a program intended to give students technical and real-life construction experience and foster future careers in the construction industry.

Ordinance Section 48-108(2) permits the floor area of a shed to exceed the current 150 sf. maximum by way of a conditional use permit.

Site Plan:

See attached documents for proposed shed location.

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision following a public hearing.

Notice Requirements:

Aside from posting on the agenda, notification of all opposite and abutting property owners within 200-feet is required as well as a Class II Legal Notice.

Recommendation:

Recommend approval of a Conditional Use Permit to allow the construction of a 12' x 16' shed with a maximum area of 192 sf.

Attachments:

1. Application materials

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
- ☒ Amendment ☐ Amendment
- ☐ Special Use ☐ Special Use ☒ OTHER Sign
- (For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: W225 N16712 Cedar Park Ct #3 Unit: 3 Jackson, WI

Parcel #: _____ Lot Size: _____ sq. ft. Building Area: _____ sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☐ Other _____ Floodplain: Y / N

APPLICANT INFORMATION

Name(s): Signworks

Mailing Address: 501 W. Summer St., Hartford State WI Zip 53027

Office: (262) 673-7318 Cell: () _____ Fax: () _____

Email: dan@signworkswi.com

BUSINESS INFORMATION (If New Business)

Legal Business Name: St. Vincent de Paul

D/B/A: _____ FEIN #: _____

Mailing Address: 445 E. Washington St., Slinger State WI Zip 53086

Office: (262) 644-4949 Cell: () _____ Fax: () _____

Email: greg@svdpwc.com

Website: _____

PROPERTY OWNER INFORMATION

Name(s): St. Vincent de Paul of Washington County

Address: 445 E. Washington St State WI Zip 53086

Office: (262) 644-4949 Cell: () _____ Fax: (262) 644-6937

Email: greg@svdpwc.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: Same as applicant

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: Signwell is proposing
a new aluminum pan mounted wall sign with vinyl graphics.

Provide a brief overview of proposed use(s) of entire property and/or lease space: Retail Store

Hours of Operation: _____

Provide a brief overview of proposed daily on-site operations: _____

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.: _____

Describe all businesses, properties and other entities located adjacent to the proposed use: United States Postal
Service, M+W custom frame bars, West Rock

Describe any proposed, development, on-site improvements or other construction/remodeling activities: _____

New Sign

Describe any proposed grading, and/or stormwater management plan: _____

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____

Describe any proposed on-site security measures including site lighting: _____

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): _____

Describe the projected traffic circulation and impacts: _____

List all setbacks from rights-of-way and property lines and height limitations: _____

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: _____

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

☒ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location: New wall mounted aluminum
sign 48" x 120" x 2" deep w/ vinyl graphics

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____

Describe any site specific features/constraints, etc.: _____

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____

Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: _____ 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):

Don Scharf

Applicant Signature:

[Signature]

Co-Applicant Name (Print):

Greg Kuczmarski

CO-Applicant Signature:

[Signature]

Date of Application:

2/16/22

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: 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: 2-17-22
Amount: \$ 175.00
Payment Type: CH / CC / CASH
Check/Rcpt. #: 1308
Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST

P O BOX 637

JACKSON, WI 53037-0147

Receipt Nbr: 255104**Date:** 3/01/2022**Check****RECEIVED
FROM** SIGNWORK OF WISCONSIN INC

\$175.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES	175.00
	PL.COM APP.W225N16712 CEDAR PARK ST.VINC	

TOTAL RECEIVED	175.00
-----------------------	---------------

Receipt Memo: CK#1308 PLAN COM.APP.W225N16712 CEDAR PA



Letter of Intent

February 16, 2022

Signworks is intending to furnish and install (1) new non - illuminated sign to the wall of the Northeast facing elevation at St.Vincent de Paul's new building, located at W225 N16712 Cedar Park Way #3, Jackson, WI. 53037. The new sign will be a 2" deep aluminum pan, 48" x 120" mounted across an angle on two elevations. The sign will have a painted background and vinyl graphics.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dan Schaefer", with a stylized flourish at the end.

Dan Schaefer

501 West Sumner Street Hartford, Wisconsin 53027 • Phone 262-673-7318
www.signworkswi.com



SIGNworks
A SIGN OF QUALITY SINCE 1985
CUSTOM SIGNS & DIGITAL GRAPHICS

signworkswi.com 262-673-7318

Building Sign

Item
1A

37
years
1985 - 2022



JOB DETAILS:

Qty One (Single Sided)
- Painted Aluminum Pan Sign

Paint Color:

☒ Dignity Blue

Premium Vinyl Graphics

☐ White

☐ Customer Pickup

☐ Signworks Deliver

☒ Signworks Install

☐ Ship To _____

R1 2/9/2022

Quote Number:

Customer Name: St. Vincen de Paul - Washington County

Sales Representative: Dan

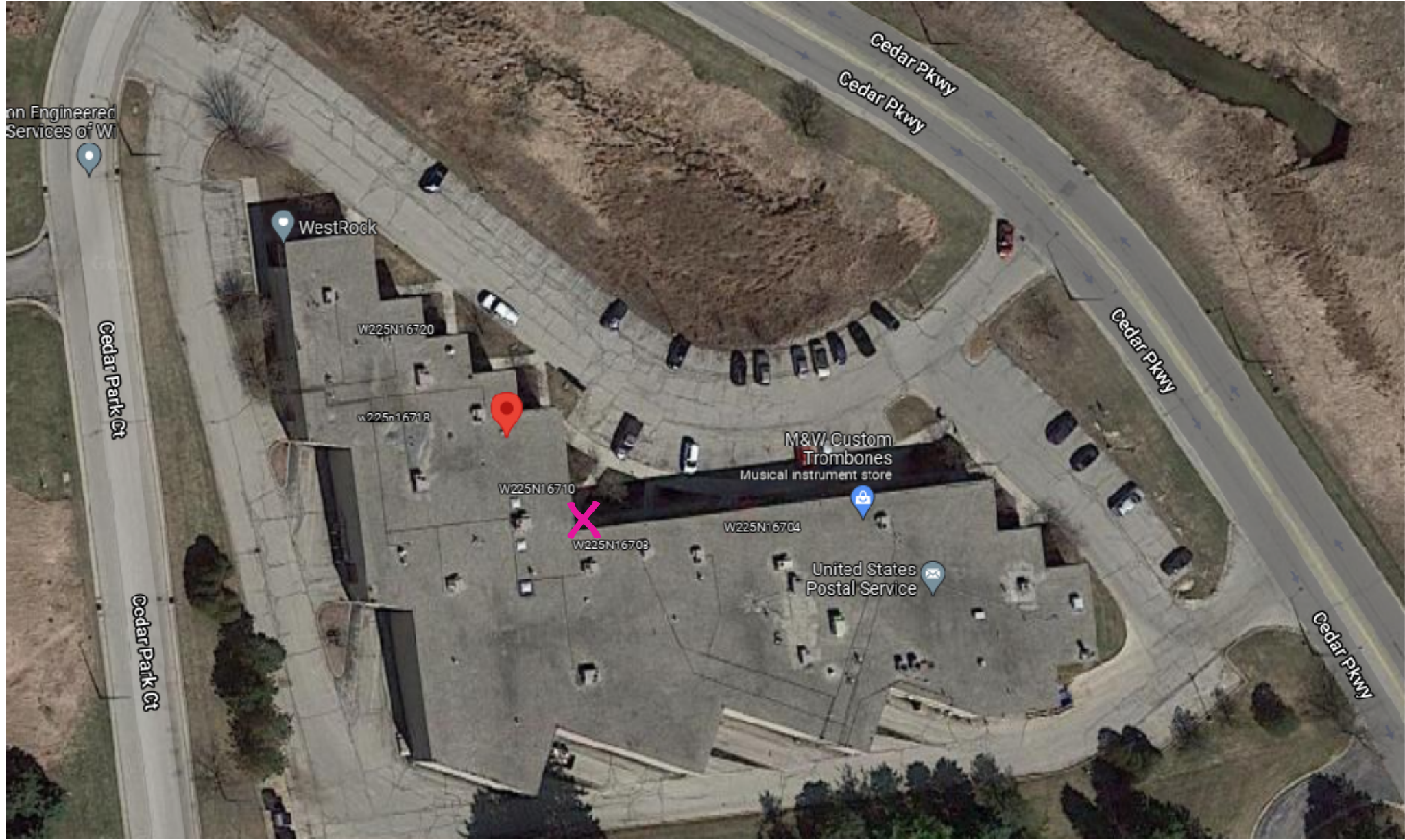
Designer: Val

Customer Address: On File

Job Location: Jackson

File: 2022 Sketches/By Name/St. Vincent de Paul/Jackson/Building Sign

These conceptual designs are the property of Signworks of Wisconsin, Inc. The drawing is for presentation only - actual colors may vary on the finished sign.



MEMO**Agenda Item #4**

Date: March 10, 2022

To: Mike Schwab, Village President
Village of Jackson Plan Commission
Jen Keller, Village Administrator

From: Collin Johnson, Director of Inspections

Subject: St. Vincent De Paul, W225 N16712 Cedar Park Court – Conditional Use Amendment for proposed sign.

Meeting Date: March 31, 2022, Plan Commission Meeting

Description:

St. Vincent De Paul recently received Village approval to operate a retail location at W225 N16712 Cedar Park Court. Their original application and approval did not include any proposed signage for the retail operation. They are now requesting approval of single proposed wall sign 48" x 12" or 40 sf. in area. The sign would include a white logo and lettering on a blue background. The sign would not be illuminated.

The property is zoned Planned Unit Development and therefore, is subject to Village review and approvals. Village Ordinance Section 48, Article III, Division 3 regulates signage. The proposed sign meets the definition of a "wall sign" under Ordinance 48-299. Ordinance Section 48-301 requires a permit for signage and limits the size of a wall sign to no more than 30 percent of the signable area of the building or 300 sf, whichever is smaller. Signs may also not project more than 12-inches from the face of the building.

The entire building façade may be used to calculate the "signable area" of the building in accordance with Ordinance Section 48-303. The proposed sign does not exceed the allowable size.

The proposed corner location for the sign would exceed the 12-inch projection maximum however, the corner location allows for better exposure of the store location to potential customers. The tenant will also occupy both portions of the building on which the sign location is proposed.

Site Plan:

See attached documents for proposed location.

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision following a public hearing.

Notice Requirements:

Aside from posting on the agenda, notification of all opposite and abutting property owners within 200-feet is required as well as a Class II Legal Notice.

Recommendation:

Recommend approval of the Conditional Use Amendment for St. Vincent De Paul to allow for the installation of a sign 40 sf. in area and to allow the sign to exceed the 12-inch maximum projection from the building façade.

Attachments:

1. Application materials

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
 ☐ Amendment ☐ Amendment
 ☐ Special Use ☐ Special Use ☐ OTHER _____
 (For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: HWY 100 / N1169 W19767 GERRYSTOWN Unit: _____ Jackson, WI

Parcel #: _____ Lot Size: _____ sq. ft. Building Area: _____ sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☐ Other _____ Floodplain: Y / N

APPLICANT INFORMATION

Name(s): DFN PROPERTIES LLC

Mailing Address: 560 BAYBERRY LANE State WI Zip 53086

Office: (____) _____ Cell: (262) 355-6065 Fax: (____) _____

Email: _____

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: HER CONSTRUCTION INC

Primary Contact: KURT HENNING

Address: 1629 SHERMAN RD State WI Zip 53057

Office: (____) _____ Cell: (414) 550-7423 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: WE ARE REQUESTING TO GO BACK TO THE ORIGINAL PLAN THAT WAS APPROVED IN 2008 BY THE VILLAGE - CONVERT LAND BACK TO 2-FAMILY CONDOS

Provide a brief overview of proposed use(s) of entire property and/or lease space: TO CONVERT AND FINISH ORIGINAL CONDO DEVELOPMENT

Hours of Operation: N/A

Provide a brief overview of proposed daily on-site operations: CONSTRUCTION

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.: NO IMPACT - ALL GROUND WATER AND GRADING IN FOR ON-SITE WATER RETENTION

Describe all businesses, properties and other entities located adjacent to the proposed use: CONDO PHASE / 2-FAMILY

Describe any proposed, development, on-site improvements or other construction/remodeling activities: ALL SEWER AND WATER, AND ALL UTILITIES ARE IN

Describe any proposed grading, and/or stormwater management plan: VILLAGE HAS ALL PLANS AND APPROVALS

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: AS PER ORIGINAL 2008 PLANS

Describe any proposed on-site security measures including site lighting: _____

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): ALL IN SINCE 2008

Describe the projected traffic circulation and impacts: NO IMPACT ON HWY 60
TRAFFIC WILL BE ON GEORGETOWN

List all setbacks from rights-of-way and property lines and height limitations: AS PER VILLAGE
RESIDENTIAL CODES

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: _____

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

☒ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location: NONE

If construction is proposed, describe proposed exterior building materials (type, color, etc.): AS PER
PREVIOUS CONDOS THAT WERE DONE IN PREVIOUS
YEARS / EARTH TONES

Describe any site specific features/constraints, etc.: _____

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____
PINE TREES ON WEST PROPERTY LINE
PROPOSED

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____
IN GARAGE STORAGE

SAME AS USE OF SINGLE FAMILY HOMES
Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: _____ 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):

KURT HENNING

Applicant Signature:

[Signature]

Co-Applicant Name (Print):

[Signature]

CO-Applicant Signature:

[Signature]

Date of Application:

FEB 14, 2022

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: 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: 2/28/22
Amount: \$ 150.00
Payment Type: CH / CC / CASH
Check/Rcpt. #: 7230
Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST

P O BOX 637

JACKSON, WI 53037-0147

Receipt Nbr: 255105**Date:** 3/01/2022**Check****RECEIVED**
FROM H & R CONSTRUCTION INC**\$150.00**

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES	150.00
	PL.COMAPP. CSM DFN PROPERTIES/H&R CONSTR	

TOTAL RECEIVED**150.00**

Receipt Memo: CK7230 PLCO CSM DFN PROPERTIES/HR CONS.

CERTIFIED SURVEY MAP NO. _____

Sheet 2 of 4

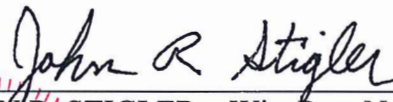
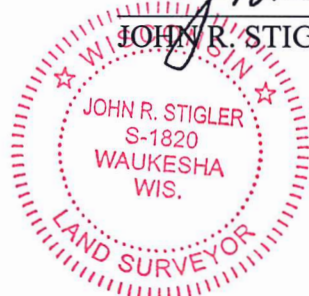
Being a Redivision of CSM No. 5851 and being
a part of the SE ¼ of the SW ¼ of Section 17, Town 10 North, Range 20 East
VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

I, John R. Stigler, professional land surveyor, being duly sworn on oath, hereby depose and say that I have surveyed, divided and mapped the following land bounded and described as follows:

Being a redivision of part of Lot 4 of Certified Survey Map No. 5851 recorded in Volume 43 of Certified Survey Maps on page 43 through 47 and being a part of the Southeast Quarter (SE 1/4) of the Southwest Quarter (SW 1/4) of Section 17, Town 10 North, Range 20 East, Village of Jackson, Washington County, Wisconsin, bounded and described as follows: Commencing at the Southeast corner of the Southwest Quarter (SW 1/4) of Section 17, Town 10 North, Range 20 East, being marked by a concrete monument with a brass cap; thence North 00°50'47" West 60.01 feet along the East line of the Southwest Quarter (SE 1/4) of said Section 17 to the place of beginning and the land herein described; thence North 89°40'22" West 566.58 feet along the North right-of-way line of S.T.H "60" (Main Street); thence North 00°50'22" West along the East line of Block-4 Highland Meadows Subdivision 580.03 feet to the South right-of-way line of Georgetown Drive, a Public Street; thence North 89°10'22" East 136.10 feet along said right-of-way line; thence Easterly 6.88 feet along said right-of-way line and the arc of a curve of radius 67.00 feet, curve center lies to the South, Chord bears South 87°53'04" East 6.88 feet; thence South 10°25'55" 40.08 feet; thence South 45°16'28" East 278.25 feet; thence South 51°03'14" East 116.70 feet; thence South 36°12'48" East 61.01 feet; thence South 24°31'09" East 86.38 feet; thence South 89°40'23" East 169.10 feet to the East line of the Southwest Quarter of said Section 17; thence South 00°50'47" East 148.10 feet along said East line to the place of beginning. Containing a net area of 331,488 square feet or 7.610 acres of land.

I further certify that I have made such survey, land division and map by the direction of the owners of said land; that such map is a correct representation of the exterior boundaries of the land surveyed and map thereof made; and that I 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 Village of Jackson in surveying, dividing and mapping the same.


JOHN R. STIGLER – Wis. Reg. No. S-1820


STATE OF WISCONSIN)ss
WAUKESHA COUNTY)

The above certificate subscribed and sworn to me this 17TH day of SEPT, 2020.

Revised This 7TH Day of FEB., 2022

My commission expires July 5, 2023.


PETER A. MUEHL – NOTARY PUBLIC



CERTIFIED SURVEY MAP NO. _____

Sheet 3 of 4

Being a Redivision of CSM No. 5851 and being
a part of the SE ¼ of the SW ¼ of Section 17, Town 10 North, Range 20 East
VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN

OWNER'S CERTIFICATE:

As owner, I do hereby certify that I have caused the lands described on this map to be surveyed, divided and mapped as represented on this map in accordance with the requirements of the Village of Jackson Subdivision Ordinance.

WITNESS the hand and seal of said Owner this 9th day of February, 2020.

IN THE PRESENCE OF:

Linda G. Dean
Witness

JACKSON DEVELOPMENT
By William Nasgovitz - Owner
William Nasgovitz
WILLIAM NASGOVITZ - Owner

STATE OF WISCONSIN)ss Milwaukee
COUNTY OF WASHINGTON)

Personally came before me this 9th day of February, 2020, the above named WILLIAM NASGOVITZ, Owner to me known to be the person who executed the foregoing instrument and acknowledged the same.

My commission expires 10/23/2025

Linda G. Dean
NOTARY PUBLIC -

CONSENT OF CORPORATE MORTGAGEE:

_____, a _____ corporation, mortgagee of the above described land, does hereby consent to the surveying, dividing, and mapping of the land described on this map and does hereby consent to the above certificate of JACKSON DEVELOPMENT

BY _____ IT'S _____

STATE OF WISCONSIN)ss
COUNTY OF WASHINGTON)

Personally came before me this _____ day of _____, 20____, the above named _____ to me known to be the person who executed the foregoing instrument and to me known to be such _____, and acknowledge that he executed the foregoing instrument as such officer as the deed of said corporation, by its authority.

My commission expires _____

NOTARY PUBLIC

John R. Stigler
JOHN R. STIGLER, Wis. Reg. No. S-1820

Dated this 17th day of Sept.

Revised This 7th day of FEB

Instrument drafted by John R. Stigler



CERTIFIED SURVEY MAP NO. _____

Sheet 4 of 4

Being a Redivision of CSM No. 5851 and being
a part of the SE ¼ of the SW ¼ of Section 17, Town 10 North, Range 20 East
VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN

VILLAGE OF JACKSON PLANNING COMMISSION APPROVAL:

This Certified Survey Map is hereby approved by the Planning Commission of the Village of Jackson on this _____ day of _____, 2020.

MIKE SCHWAB – CHAIRMAN-PLANNING COMMISSION

Date

JOHN WALTHER – ADMINISTRATOR-PLANNING COMMISSION

Date

VILLAGE OF JACKSON BOARD APPROVAL:

This Certified Survey Map, being a part of the SE ¼ of the SW ¼ of Section 17, T10N, R20E, in the Village of Jackson, Washington County, Wisconsin, having been approved by the Planning Commission being the same, is hereby accepted by the Village Board of Trustees of the Village of Jackson on this _____ day of _____, 2020.

MIKE SCHWAB – VILLAGE PRESIDENT

Date

JOHN WALTHER – VILLAGE ADMINISTRATOR

Date



JOHN R. STIGLER, Wis. Reg. No. S-1820

Dated this 17TH day of SEPT, 2020

Revised this 7TH day of FEB, 2022

Location Map



3/1/2022, 9:48:07 AM

1:1,091

Lines	Road Centerline STH, CTH	Subdivision Name	Local Road Labels	Plat	PLSS Section
Override 1	On/Off Ramp	Condominium Name	Township Road	Unknown	0
Current Parcel	State Highway	Certified Survey Number	City/Village Street	Certified Survey Map	0.0125
Railroad Centerlines	County Highway	Lot Number	Private Street	Condominium	0.025
Road Centerline I, USH	Address Point	Landhook	Municipality	Assessor Plat; Cemetery Plat; Subdivision	0.0375
Interstate Highway, I-41	Parcel Taxkey & Acreage	Meander Line	Retired Parcel	Lot	0.05
US Highway, FOND DU LAC AV; US Highway, HY 45	Leader Lines	PLSS Monument	Right-of-Way	PLSS Quarter	0.0625

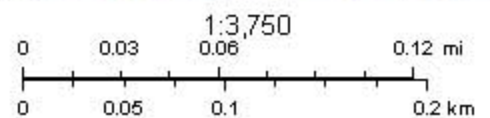
0 0.0125 0.025 0.05 mi

0 0.02 0.04 0.08 km

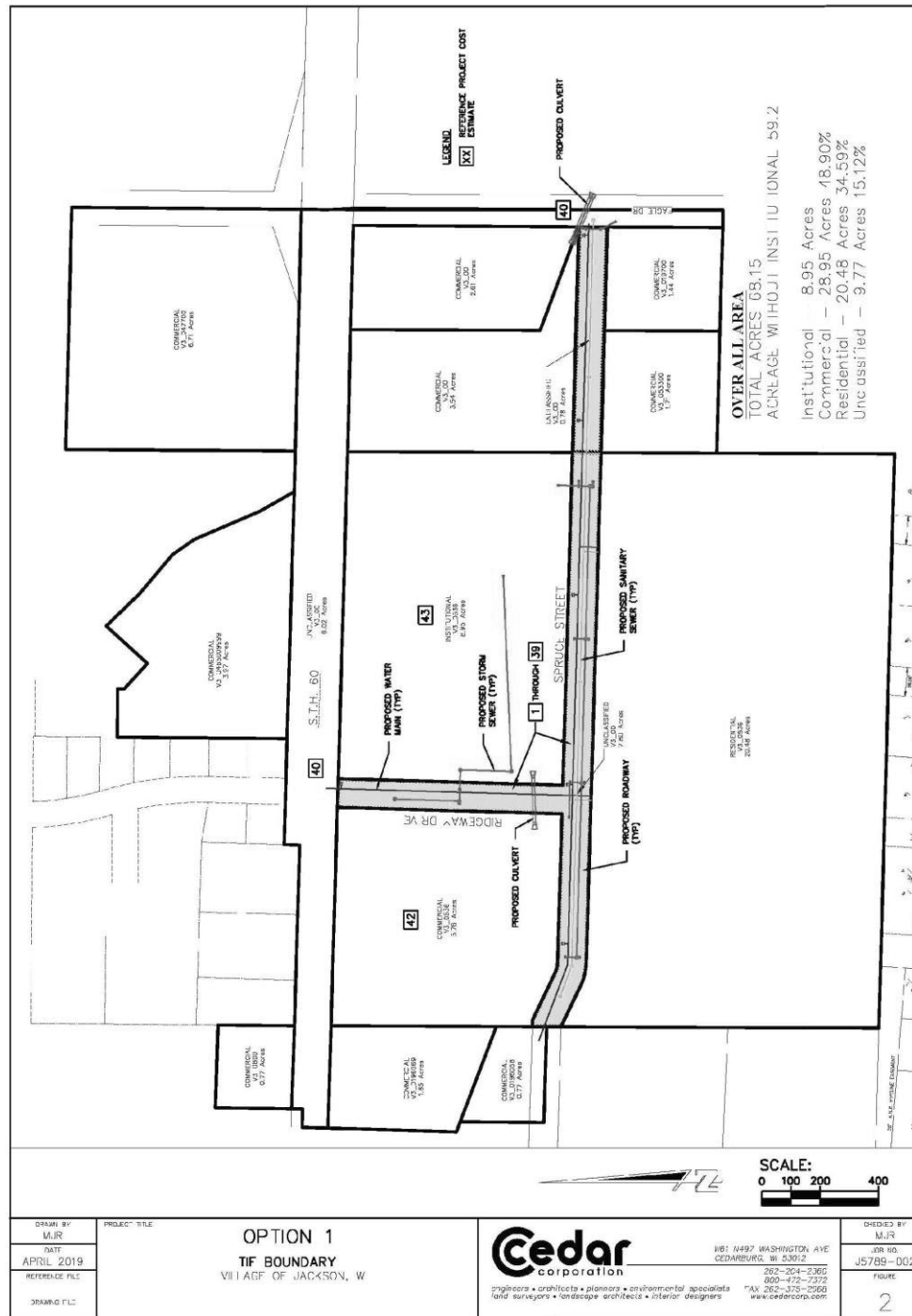
TID #7



June 5, 2019



SECTION 8: Map Showing Proposed Improvements and Uses



MEMO

Agenda Item #5

Date: March 25, 2022

To: Mike Schwab, Village President
Village of Jackson Plan Commission

From: Jen Keller, Village Administrator

Subject: A Two-lot Certified Survey Map (CSM) to subdivide one parcel abutting STH 60, currently referred to as parcel V3046500D999; DFN Properties, applicant.

Meeting: March 31, 2022 Plan Commission meeting

Description: DFN Properties owns the subject property and would like to subdivide the parcel so it can be developed by two (2) interested owners. The matter to be considered includes recommending Village Board approval of the Two-lot CSM.

The future plans for the site include the construction of eight (8) two-unit condominiums. The units would be owner occupied. Plans submitted and approved previously by the Village in 2008 are included for your review. There are underground utilities, sanitary sewer and water main, installed on site per the 2008 development plan. The proposal would allow accessing the installed utility with no changes. In 2019 there were previous plans which have also not been pursued to place a commercial facility along the portion of the property that abuts STH 60. This plan is no longer attainable, according to the applicant, and demand for residential units is the sought-after use. As such, the 2019 TID #7 plan (map attached) will need to be amended in order for the property to be developed residentially. Currently, the TID #7 plan has a commercial use assigned to the subject property. In order to accommodate this requested amendment to the TID #7 plan, Staff are currently working to draft an amended TID boundary map which conforms to the statutory limitation on TIDs which states no more than 35% of total mixed-use TID acreage can be developed as newly platted residential.

Staff Comments: Staff have reviewed the site plan; conditions of approval have been incorporated to address any concerns.

Review Procedures: As set forth in the Village's land division regulations (Chapter 38 of the municipal code), the Plan Commission is advisory. The Village Board makes the final decision.

Notice Requirements: Aside from posting on the agenda, no other public notice is required.

Potential Motion:

Recommend to the Village Board the approval of the Certified Survey Map based on the general and specific conditions listed below.

General Conditions:

1. Staff and governmental approval. Prior to the Village signing the final CSM, the commencement of any construction of any improvement, whether public or private, or any site development, the developer shall satisfy all comments, conditions and concerns of the Village Engineer, the Village Administrator, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Administration per ch. 236, Wis. Stats. and ch. Comm. 85, Wisconsin Administrative Code; and Wisconsin Department of Administration per ch. 236, Wis. Stats.
2. Professional fees. Petitioner shall, on demand, reimburse the Village for all costs and expenses of any type, that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning, and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Payment of charges. Any unpaid bills owed to the Village by the subject property owner or his or her

tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within 30 days of the billing by the Village, pursuant to Section 66.0627, Wis. Stats. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of the conditional approval.

4. Surveyor's responsibility. Although the Village of Jackson has reviewed the subdivision plat/certified survey map, the surveyor is entirely responsible for the thoroughness and accuracy of the survey and related matters and compliance with all state and local codes, ordinances, and procedures.

Specific Conditions:

1. Prior to recording of the final CSM, the Village Board, Joint Review Board and WI Department of Administration must approve an amendment to TID #7.
2. Prior to recording of the final CSM, the Sanitary Sewer and Watermain Easements noted on page 1 shall be amended to reflect a 30' width.
3. Prior to recording of the final CSM, the signature blocks on page 4 shall be amended to reflect Administrator Jen Keller.
4. The surveyor's seal, signature, and date must appear on all sheets of the final CSM. The same revision date must also be noted on each sheet.

Attachments:

1. Application materials
2. CSM revision, dated February 7, 2022
3. Aerial Map and TID 7 Land Use Maps
4. 2008 Site Development Plan

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

☐ Amendment ☐ Amendment

☐ Special Use ☐ Special Use ☐ OTHER _____

(For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: N168 W20733 Main St. Unit: Jackson, WI
V3011400A
Parcel #: V3009600B Lot Size: 125,452 sq. ft. Building Area: +/-10,000 sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☒ PUD ☐ Other _____ Floodplain: Y ☒ N

APPLICANT INFORMATION

Name(s): Walter A. and Renee L. Miller

Mailing Address: 3870 Country Aire Dr. Cedarburg, State WI Zip 53012

Office: (262) 677-4884 Cell: (262) 305-0747 Fax: (262) 677-9650

Email: renee@millermonument.com

BUSINESS INFORMATION (If New Business)

Legal Business Name: Miller Monument Company, Inc.

D/B/A: _____ FEIN #: 39 - 1807984

Mailing Address: P.O. Box 411 Jackson State WI Zip 53037

Office: (262) 677-4884 Cell: (262) 305-0747 Fax: (262) 677-9650

Email: renee@millermonument.com

Website: www.millermonument.com

PROPERTY OWNER INFORMATION

Name(s): Walter Miller Family Investment Properties LLC

Address: 3870 Country Aire Dr. Cedarburg State WI Zip 53012

Office: (262) 677-4884 Cell: (262) 305-0747 Fax: (262) 677-9650

Email: renee@millermonument.com

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: Miller Monument Company, Inc. is requesting approval for purchase and use of the former Village Hall and Police Department property that is located directly across from our Jackson location.

Provide a brief overview of proposed use(s) of entire property and/or lease space: See additional page.

Hours of Operation: Office: M: 9-7:30; T-F: 9-5; Sat: 9-2:30; Production: M-F: 7-6

Provide a brief overview of proposed daily on-site operations: Production trucks would be readied for the day and leave for cemetery work in the morning. They would arrive back at the end of the work day and be parked in the garage.

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: Railroad tracks directly West of property. Residential home directly East of property. Residential housing and condominiums directly South of property. Highway 60 and Miller Monument Company, Inc. directly North of property.

Describe any proposed, development, on-site improvements or other construction/remodeling activities: Basic repairs and maintenance.

Describe any proposed grading, and/or stormwater management plan: N/A

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: Basic maintenance and upkeep of current landscape and driveways.

Describe any proposed on-site security measures including site lighting: No changes at this time.

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): N/A

Describe the projected traffic circulation and impacts: _____
Less traffic flow than previous occupants and minimal impact.

List all setbacks from rights-of-way and property lines and height limitations: _____
N/A

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: _____
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, size, and location: _____
N/A

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____
No specifics at this time.

Describe any site specific features/constraints, etc.: _____
N/A

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
N/A

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____
N/A

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____
N/A

Projected Sewer/Wastewater Usage: Minimal gal/year

Projected Water Usage: Minimal 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): Walter A. Miller

Applicant Signature: Walter A. Miller

Co-Applicant Name (Print): Renee L. Miller

CO-Applicant Signature: Renee L. Miller

Date of Application: 12/8/2021

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.

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

Year 1

Initially, Miller Monument Company, Inc. will move our production trucks to the garages which will provide more space in the warehouse at our current location.

The parking lot would be used for staff parking.

The former Police Department building would be used for storage and office space.

We will maintain the property including upkeep of the mulched beds, grass cutting and snow plowing.

We would like to keep the flag on the pole out front.

We need to investigate what larger maintenance and repair issues need to be addressed and completed first. For example, the roof will need to be repaired or replaced.

Year 2

It is important for Miller Monument Company, Inc. to keep the aesthetics and history of the building in place for the Jackson community. Our goal would be to work with the village or local historical society to create a plaque honoring the history of the building. The plaque would be provided by Miller Monument Company, Inc. and serve as a welcome to all guests. Another idea would be to mount old photos on the walls to commemorate the past.

Year 3

Our goal would be to lease out the unused office spaces in the building to professional individuals or businesses in the first couple years.

Year 4-5

Reanalyze use and continue to grow into the building.

Long-Term Considerations

As Miller Monument Company, Inc. continues to grow, we may pursue the construction of an additional building on this property to store production vehicles, equipment, supplies and granite.

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: 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: 3-4-22
Amount: \$ 150.00
Payment Type: CH / CC / CASH
Check/Rcpt. #: 45032
Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST

P O BOX 637

JACKSON, WI 53037-0147

Receipt Nbr: 255226

Date: 3/04/2022

Check

RECEIVED
FROM MILLER MONUMENT

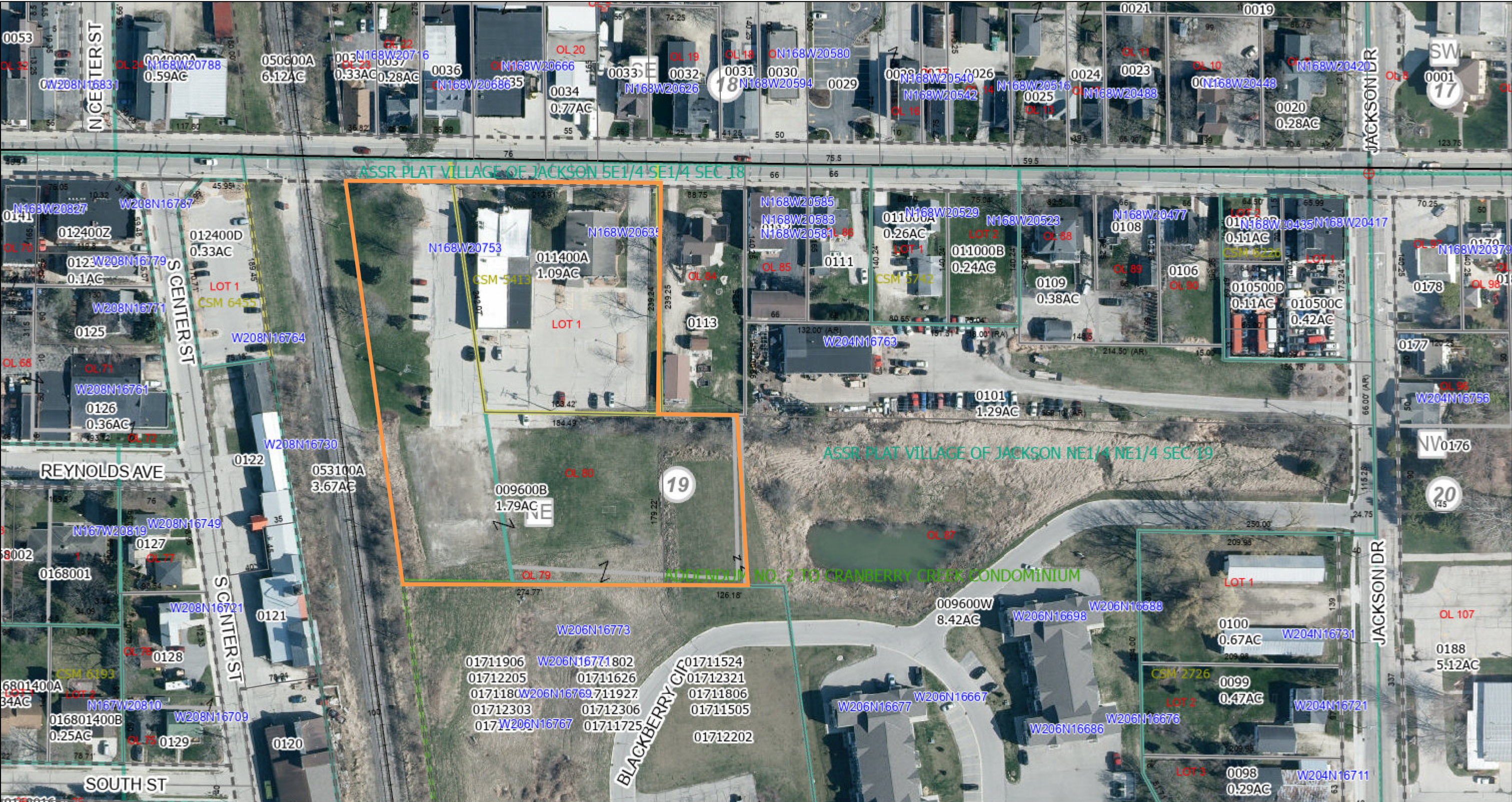
\$150.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES	150.00
	NEW PUD	

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

Receipt Memo: NEW PUD/CK#45032

Washington County, Wisconsin



3/23/2022, 8:15:57 AM

1:1,211

Lines

Override 1

Current Parcel

Railroad Centerlines

Road Centerline I, USH

Interstate Highway, I-41

US Highway, FOND DU LAC AV; US Highway, HY 45

Road Centerline STH, CTH

On/Off Ramp

State Highway

County Highway

Address Point

Parcel Taxkey & Acreage

Leader Lines

Subdivision Name

Condominium Name

Certified Survey Number

Lot Number

Landhook

Meander Line

PLSS Monument

Local Road Labels

Township Road

City/Village Street

Private Street

Municipality

Retired Parcel

Right-of-Way

Plat

Unknown

Certified Survey Map

Condominium

Assessor Plat; Cemetery Plat; Subdivision

Lot

PLSS Quarter

PLSS Section

0

0.015

0.03

0.06 mi

0

0.0225

0.045

0.09 km

ORDINANCE #22-04

- Draft March 17, 2022 –

AN ORDINANCE TO AMEND THE ZONING REGULATIONS IN CHAPTER 48 OF THE VILLAGE OF JACKSON MUNICIPAL CODE FOR A PLANNED DEVELOPMENT DISTRICT (PUD-02)

WHEREAS, the Village of Jackson Village Board adopted zoning regulations for the Village of Jackson and has amended such regulations from time to time; and

WHEREAS, the zoning regulations, as amended, are codified as Chapter 48 of the Village of Jackson municipal code, which is titled "Zoning;" and

WHEREAS, Walter Miller Family Investment Properties LLC (hereafter property owner) owns the property at N168W20733 Main Street and N168W20753 Main Street (hereafter subject property), more particularly described as:

Tax parcel: V3_011400A (PT OF NE NE CSM 5413 LOT 1 V1095 P434)

Tax parcel: V3_009600B (V OF JACKSON ASSRS PLAT PT OF E1/2 NE+OL 79+80 DOC 1131908); and

WHEREAS, a petition has been submitted to establish a Planned Unit Development district for the subject property pursuant to the requirements in Section 48-151 of the zoning regulations; and

WHEREAS, the Village of Jackson Plan Commission reviewed the petition at their meeting on March 31, 2022, and recommended approval as set forth in this ordinance; and

WHEREAS, upon due notice as required by the zoning code, the Village Board conducted a public hearing on April 12, 2022, to accept public input; and

WHEREAS, the Village Board accepted the Plan Commission's recommended code amendment without revision; and

WHEREAS, the Village Board, after careful review and upon consideration of the recommendation of the Plan Commission and having given the matter due consideration having determined that all procedural requirements and notice requirements have been satisfied, and having based its determination on the effect of the adoption of the ordinance on the health, safety and welfare of the community and the preservation and enhancement of property values in the community, and having given due consideration to the municipal problems involved hereby determine that the ordinance amendment will serve the public health, safety and general welfare of the Village of Jackson, will enhance property values in the Village and will not be hazardous, harmful, noxious, offensive or a nuisance, and will not unduly limit or restrict the use of property in the Village or for any other reason cause a substantial adverse effect on the property values and general desirability of the Village.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. Create Section 48-153 in Chapter 48, to read as set forth below.

Sec. 48-153. – PUD-02 Miller Mixed-Use Planned Unit Development District.

(a) **Generally.** The Miller Mixed-Use Planned Unit Development District (PUD-02) was established in 2022 to accommodate the unique needs of an adaptive reuse of the former village hall property.

(b) **Uses allowed by right.** Uses allowed by right, subject to other requirements of the zoning code: (1) professional offices (2) general retail (3) restaurant (4) professional services and (5) indoor vehicle parking existing on March 31, 2022.

(c) **Limitations on retail/wholesale sales.** Outdoor storage of products for sale is strictly prohibited.

(c) **Conditional uses.** Uses allowed as a conditional use, subject to other requirements of the zoning code: additional use of indoor parking area for vehicle parking and related storage.

(d) **Lot area and width.** Lots shall have a minimum area of 1 acre (43,560 square feet) and shall not be less than 60 feet in width at the setback line.

(e) **Building height.** No building or part of a building shall exceed 35 feet in height.

(f) **Setbacks and yards.** There shall be a minimum building setback of 20 feet from the right-of-way of all streets. There shall be a side yard on each side of all buildings not less than 15 feet in width and a rear yard of not less than 25 feet.

(g) **Building coverage.** The maximum building coverage is 60 percent.

(h) **Maximum impervious surface.** The maximum impervious surface area is 80 percent.

(i) **Division of land restricted.** This district includes two adjoining parcels which shall be owned and operated as a single parcel. The subject property may not be subdivided by any means. Further, the configuration of the subject property shall not hereafter be modified by any means without the approval of the Village Board upon recommendation of the Plan Commission.

(j) **Revisions to the zoning map.** Upon adoption of this section, the subject property shall be designated as a planned development district with reference to this section. Hereafter, the subject property is subject to this section and other sections of this code as applicable.

Section 2. The zoning map is hereby amended by designating the subject property as a planned unit development district.

Section 3. This ordinance shall become effective upon passage and posting or publication as provided by law.

Section 4. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific Section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any

other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section 5. The Village Clerk and Village Administrator are authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this ordinance.

Introduced by: _____ Seconded by: _____

Vote: _____aye _____nay Passed and approved _____

VILLAGE OF JACKSON

By: _____
Michael E. Schwab, Village President

Attest:

Jilline S. Dobratz, Village Clerk

Proof of Posting:
I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Village Official

Date

MEMO

Agenda Item #6

Date: March 23, 2022

To: Mike Schwab, Village President
Village of Jackson Plan Commission

From: Jen Keller, Village Administrator

Subject: Establishing a Planned Unit Development #02 for Village Owned property located at N168 W20733-53 Main Street, Tax Parcels V3-011400A and V3-009600B and related site plan; Walter and Renee Miller, applicant

Meeting: March 31, 2022 Plan Commission meeting

Description: Walter and Renee Miller have submitted an application to amend the PUD zoning for the site of the former Village Hall and Police Station. There are no plans to amend the site configuration, so a GIS aerial plan has been attached for review by the Plan Commission. Two matters to be considered include the PUD amendment and approval of the current site plan. Both approvals are necessary to proceed with the sale of the subject property to the applicants.

The Administrator, Engineer, Building Inspector, Police Chief and Fire Chief have reviewed the application materials. The prospective buyer intends to utilize a portion of the building for current business operations including interior vehicle parking and offices. The potential buyer intends to lease portions of the building (i.e., Village Hall portion) to other professional business entities. The proposed commercial/mixed uses are similar to prior Village uses are consistent with current zoning and soon to be adopted future land use plans for the site. Future growth to potentially include construction of a new standalone storage building at the rear of the property. This would require future Village approvals and a PUD Site Plan Amendment.

The Village Engineer will coordinate the creation of a CSM combine the two (2) lots into a one-lot CSM and all Village utility easements will be incorporated into the CSM for review and recommendation by the Plan Commission in April and Village Board review in May. Easements will contain public sanitary sewer, water main, and storm sewer located on the property. Staff may also discuss the potentiality of incorporating an easement to accommodate the Washington County Bike and Pedestrian plan which indicated a "rails with trails" segment along the western boundary of the subject parcel.

Staff Comments: Staff have reviewed the site plan; conditions of approval have been incorporated to address any concerns.

Review Procedures: The Plan Commission is advisory with regard to the site plan and PUD amendment. The Village Board will conduct a public hearing and make the final decision on the PUD amendment together with the site plan. PUD approval is a condition listed in the accepted offer to purchase the subject property currently owned by the Village of Jackson.

Notice Requirements: Aside from posting on the agenda, no other public notice is required.

PUD Amendment: A draft ordinance has been prepared which sets forth the basic zoning parameters including permitted uses and bulk standards, including building height and setbacks.

Potential Motion for PUD:

Recommend to the Village Board the approval of the Planned Unit Development, establishing PUD-02 as set forth in the draft Ordinance dated March 17, 2022

Potential motion for Site Plan:

Recommend to the Village Board the approval of the site plan and related materials subject to the following terms and conditions:

1. Any future alterations to the site, including ground mounted signage, shall require the applicant to amend and seek approval of a new site plan.
2. On site parking is limited to licensee, registered, and operable vehicles.
3. Outdoor storage of equipment or product is prohibited.
4. Include the following notation on the site plan:
 - The Village of Jackson has adopted regulations in the Village's zoning regulations (Section 48-153) relating to the use and development of the subject property.
 - Any revisions to this site plan set are subject to Village review and approval if deemed necessary by the Village Administrator.
5. Prior to any occupancy the property owner shall obtain all necessary permits from the Building Inspector and Fire Department.
6. All necessary permits shall be obtained within 9 months of site and PUD approvals.
7. Property owner shall apply for an occupancy permit within one year of the date of issuance for any building permits.
8. A Certified Survey Map is created and approved combining the two parcels. The CSM must be approved and recorded at the Register of Deeds office within 9 months of date of approval for the Site Plan.

Attachments:

1. Application Materials
2. Draft PUD-02 Miller Mixed-Use PUD District Ordinance, dated March 17, 2022
3. GIS Aerial

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

☒ **COMMERCIAL** ☐ **INDUSTRIAL** ☐ **RESIDENTIAL** ☐ **OTHER** _____

CONDITIONAL USE

New

Amendment

☐ **Special Use**
(For existing Cond. Use ONLY)

☒ **PLANNED UNIT DEVELOPMENT**

☐ New

☒ Amendment

☐ **Special Use**
(For existing PUD ONLY)

☐ **CERTIFIED SURVEY MAP**

☐ **CONCEPT PLAN**

☐ **OTHER** _____

Property Address: N168W19490 Main Street Unit: _____ Jackson, WI

Parcel #: 047700K Lot Size: 5.62A sq. ft. Building Area: 6,125sf sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☒ PUD ☐ Other _____ Floodplain: Y / N

APPLICANT INFORMATION

Name(s): Mark Hertzfeldt - Design 2 Construct

Mailing Address: N173W21010 Northwest Passage, Jackson State WI Zip 53037

Office: (262) 677-9933 Cell: (262) 224-1342 Fax: (262) 677-9934

Email: mhertzfeldt@design2construct.com

BUSINESS INFORMATION (If New Business)

Legal Business Name: KARM PROPERTIES

D/B/A: EAST SIDE MART

FEIN #: _____

Mailing Address: N166 W21060 PARKWAY DR, Jackson State WI Zip 53037

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

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): Kurt Kruepke

Address: N168W19490 Main St., Jackson, State WI Zip 53037

Office: (262) 677-4901 Cell: () Fax: ()

Email: jmkapetro@att.net

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: Same as Applicant

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: New unoccupied storage building

Provide a brief overview of proposed use(s) of entire property and/or lease space: _____
New storage building to match existing, located along west property line

Hours of Operation: 5am - 12:00am

Provide a brief overview of proposed daily on-site operations: Access to storage units as necessary during
approved hours of operation

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.: None

Describe all businesses, properties and other entities located adjacent to the proposed use: _____
South - Commercial PUD, East - Town of Jackson, North - Town of Jackson, West - Residential PUD

Describe any proposed, development, on-site improvements or other construction/remodeling activities: _____
Construction of new storage building in current asphalt area. Building is located 10'-0" north of existing south edge
of asphalt to avoid existing utility lines

Describe any proposed grading, and/or stormwater management plan: _____
Existing stormwater device will be utilized

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____
Added plantings along the west property line to screen building from western neighbor

Describe any proposed on-site security measures including site lighting: _____
Proposed wall pack security lighting on the east facade. One existing pole light on the west property line will be removed.
Existing installed lighting in the balance of the site to remain.

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): _____
existing, no new hydrants

Describe the projected traffic circulation and impacts: Traffic pattern is established, no new impacts

List all setbacks from rights-of-way and property lines and height limitations: 31'-6" from west property line, 123'-7" from north property line

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: 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, size, and location: None

If construction is proposed, describe proposed exterior building materials (type, color, etc.): metal panel walls and roof, color to be complimentary to existing buildings, decorative, faux windows, thin brick veneer.

Describe any site specific features/constraints, etc.: None

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: N/A

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): Addition of new plantings to extend existing plantings further south along property line

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: N/A

Projected Sewer/Wastewater Usage: 0 gal/year

Projected Water Usage: 0 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):

Mark Hertzfeldt

Applicant Signature:



Co-Applicant Name (Print):

CO-Applicant Signature:

Date of Application:

03.04.2022

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: 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:	<u>3-4-22</u>
Amount: \$	<u>150.00</u>
Payment Type:	<u>CH / CC / CASH</u>
Check/Rcpt. #:	<u>112410</u>
Received By:	<u>[Signature]</u>

QUAM ENGINEERING, LLC

Residential and Commercial Site Design Consultants



March 3, 2022

Village of Jackson

Attn: Brian Kober, Village Engineer and Director of Public Works
W194 N16660 Eagle Drive
Jackson, WI, 53037

Re: Jackson Storage Buildings-NW Corner of STH 60 and Eagle Drive.

Mr. Kober,

This submittal is to determine the effects the proposed construction of a storage building at the lot located at the northwest corner of STH 60 and Eagle Drive, has on the existing Stormwater Wet Detention Basin; located at the northeast corner of the lot. The owner has previously built one building closer to the existing pond, which was determined to have no effect on the pond in a previous submittal. The project will result in an additional 765 ft (0.02 ac) of impervious area for a total of 3.19 ac of impervious area for the site. The previous submittal sent in 2019 was shown the pond could handle up to 4.46 acres of impervious area. It can be concluded that this project will have no effect on the performance of the existing stormwater pond.

Please review this submittal along with the enclosed plans and if everything is satisfactory, please provide your approval. Please let me know if you have any questions or comments.

Regards,

Jacob Rosbeck, P.E.

Cc: Design 2 Construct Development Corporation

FN: DE-106-19



MEMORANDUM

March 3, 2022

Job Name: Jackson Storage
Job Number: 21-00240
Re.: Plan Commission Submittal – Concept Plan
To: Village of Jackson

LETTER OF INTENT

Dear Plan Commission:

It is the Owner's intent to have Design 2 Construct build (1) storage building along the west property line of the existing site, located behind and west of the existing facility located at N168W19490 Main Street in Jackson.

The building will be approximately 122'-6"x 50' with a peak height of 25'-6"

The building will have access provided with (7) roll up doors on the east façade.

IMPACT STATEMENT

There will be no water use. There is no waste produced.

Vehicle traffic will be limited to access for the building by the property owner and rental clients.

We anticipate the facility to be open fall 2022

There will be no hazardous materials, unusual conditions, noises or odors.

Thank you,

J & M Ltd.

N173 W21010

Northwest Passage

Jackson, WI 53037

Tel: 262.677-9933

Fax: 262.677.9934

VILLAGE OF JACKSON

N168W19851 MAIN ST

P O BOX 637

JACKSON, WI 53037-0147

Receipt Nbr: 255225

Date: 3/04/2022

Check

RECEIVED
FROM DESIGN 2 CONSTRUCT

\$150.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES	150.00
	PUD AMENDMENT	

TOTAL RECEIVED150.00

Receipt Memo: PUD AMENDMENT/CK#112410



MEMORANDUM

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To: Village of Jackson

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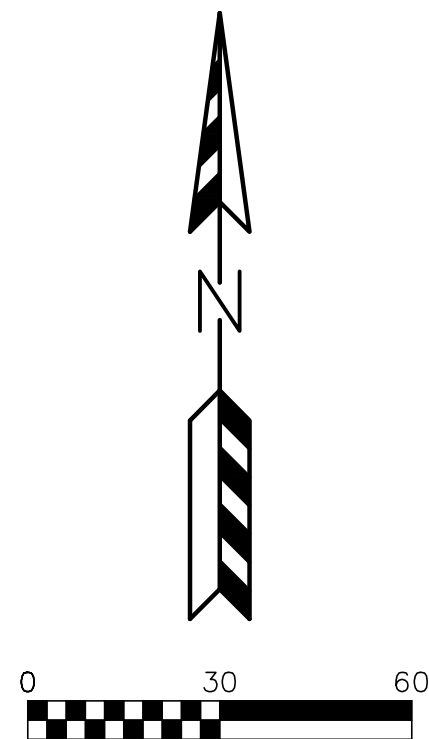
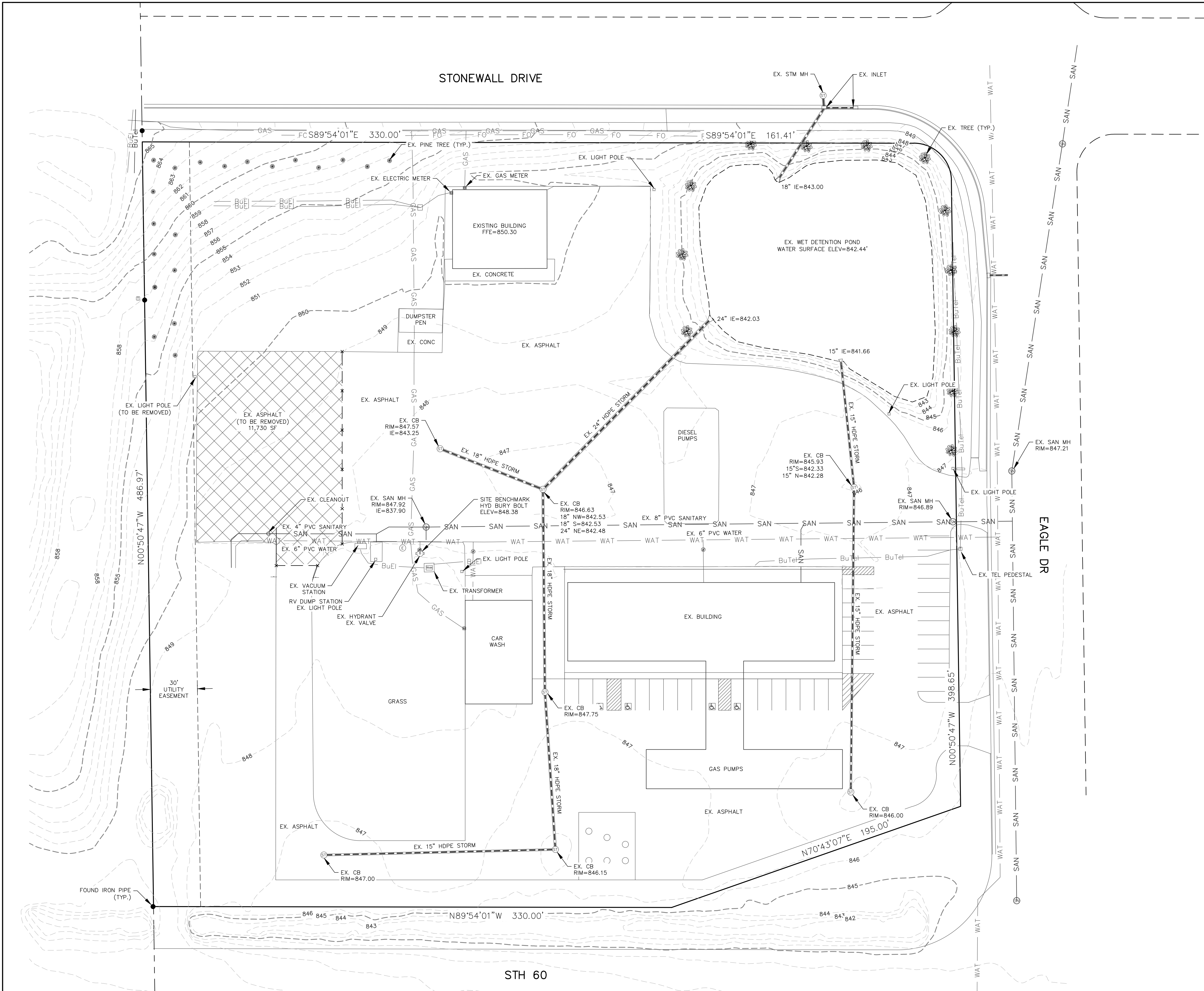
N173 W21010
Northwest Passage

Jackson, WI 53037

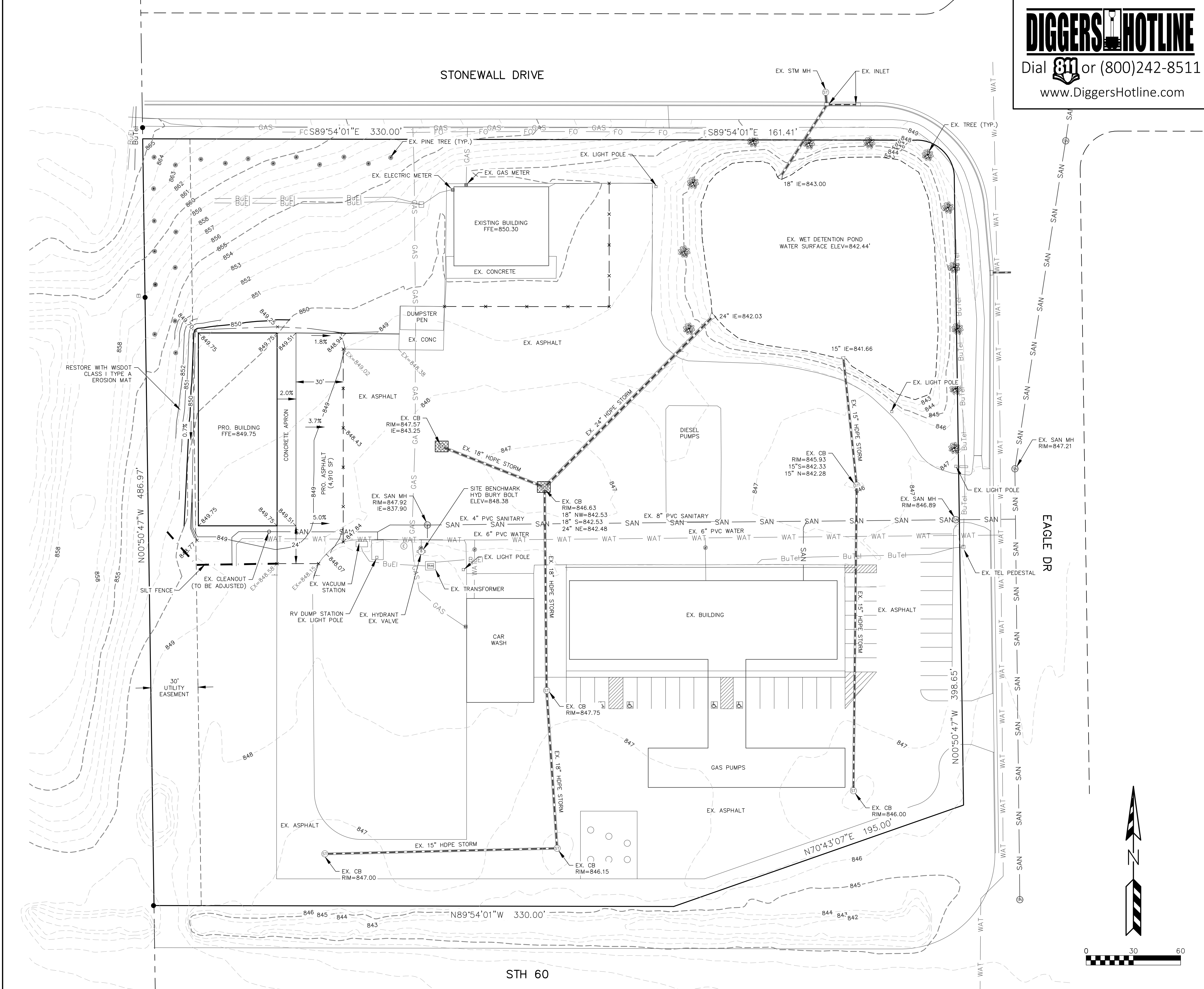
Tel: 262.677-9933

Fax: 262.677.9934





- LEGEND:
- 702 --- - EXISTING MINOR CONTOUR.
 - 700 --- - EXISTING MAJOR CONTOUR.
 - OHEL — OHEL — - OVERHEAD ELECTRIC LINE.
 - BUEI — BUEI — - BURIED ELECTRIC LINE.
 - BuTel — BuTel — - BURIED TELEPHONE LINE.
 - FO — FO — - FIBER OPTIC LINE.
 - GAS — GAS — - GAS LINE.
 - SAN — SAN — - SANITARY SEWER MAIN OR LATERAL.
 - WAT — WAT — - WATER MAIN OR SERVICE.
 - - STORM SEWER LINE.
 - ELECTRIC METER.
 - GAS METER.
 - GAS VALVE.
 - FIRE HYDRANT.
 - POWER POLE.
 - SANITARY SEWER MANHOLE.
 - STORM SEWER MANHOLE.
 - STORM SEWER INLET.
 - TELEPHONE PEDESTAL.
 - TRANSFORMER.
 - WATER VALVE.



Dial 811 or (800)242-8511

www.DiggersHotline.com

EROSION NOTES:

THE STONE TRACKING PAD SHALL BE INSTALLED PRIOR TO ANY CONSTRUCTION. THE TRACKING PAD IS TO BE MAINTAINED BY THE CONTRACTOR IN A CONDITION, WHICH WILL PREVENT THE TRACK OF MUD OR DRY SEDIMENT ONTO THE ADJACENT PUBLIC STREETS. SEDIMENT REACHING THE PUBLIC ROAD SHALL BE REMOVED BY STREET CLEANING (NOT HYDRAULIC FLUSHING) BEFORE THE END OF EACH WORKDAY. THE EXISTING BASE AGGREGATE SHALL SERVE AS THE TRACKING PAD.

SOIL STOCKPILES SHALL BE LOCATED A MINIMUM OF 75 FEET FROM LAKES, STREAMS, WETLANDS, DITCHES, DRAINAGE WAYS, CURBS AND GUTTERS OR OTHER STORMWATER CONVEYANCE SYSTEM, UNLESS OTHERWISE APPROVED BY THE ENGINEER. MEASURES SHALL BE TAKEN TO MINIMIZE EROSION AND RUNOFF FROM ANY SOIL STOCKPILES THAT WILL LIKELY REMAIN FOR MORE THAN FIVE WORKING DAYS. ANY STOCKPILE THAT REMAINS FOR MORE THAN 30 DAYS SHALL BE COVERED OR TREATED WITH STABILIZATION PRACTICES SUCH AS TEMPORARY OR PERMANENT SEEDING AND MULCHING.

EROSION CONTROL DEVICES SHALL BE INSTALLED PRIOR TO GRADING OPERATIONS AND SHALL BE PROPERLY MAINTAINED FOR MAXIMUM EFFECTIVENESS UNTIL VEGETATION IS ESTABLISHED. ALL EROSION CONTROL MEASURES AND STRUCTURES SERVING THE SITE MUST BE INSPECTED AT LEAST WEEKLY OR WITHIN 24 HOURS OF A 0.5 INCH RAIN EVENT. ALL MAINTENANCE WILL FOLLOW AN INSPECTION WITHIN 24 HOURS.

CUT AND FILL SLOPES SHALL BE NO GREATER THAN 3:1.

EROSION CONTROL IS THE RESPONSIBILITY OF THE CONTRACTOR UNTIL ACCEPTANCE OF THIS PROJECT. EROSION CONTROL MEASURES AS SHOWN SHALL BE THE MINIMUM PRECAUTIONS THAT WILL BE ALLOWED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR RECOGNIZING AND CORRECTING ALL EROSION CONTROL PROBLEMS THAT ARE A RESULT OF CONSTRUCTION ACTIVITIES. ADDITIONAL EROSION CONTROL MEASURES, AS REQUESTED IN WRITING BY THE STATE OR LOCAL INSPECTORS, OR THE DEVELOPER'S ENGINEER, SHALL BE INSTALLED WITHIN 24 HOURS.

ALL DISTURBED SLOPES OF 4:1 OR GREATER AND DRAINAGE SWALES SHALL BE STABILIZED WITH EROSION MATTING FOUND ON THE WISDOT PRODUCT ACCEPTABILITY LIST (INSTALL PER MANUFACTURER'S SPECIFICATIONS).

RESTORATION NOTES:

ALL DISTURBED AREAS, EXCEPT STREET PAVEMENT AND SIDEWALK AREAS, SHALL RECEIVE A MINIMUM OF FOUR (4) INCHES OF TOPSOIL, FERTILIZER, SEED AND MULCH. RESTORATION WILL OCCUR AS SOON AFTER THE DISTURBANCE AS PRACTICAL. LAWN AREAS WITH SLOPES GREATER THAN 4:1 SHALL BE SEED WITH OLDS "NOMOW" MIX OR EQUAL. ALL OTHER DISTURBED AREAS SHALL BE SEED WITH MADISON PARKS MIX OR EQUAL. MIXTURES SHALL BE IN ACCORDANCE WITH SECTION 630 OF D.O.T. SPECIFICATIONS.

AN EQUAL AMOUNT OF ANNUAL RYEGRASS SHALL BE ADDED TO THE MIX. SEED MIXTURES SHALL BE APPLIED AT THE RATE OF FOUR (4) POUNDS PER 1,000 SQUARE FEET. FERTILIZER SHALL BE APPLIED AT THE RATE OF FOUR (4) POUNDS PER 1,000 SQUARE FEET. FERTILIZER SHALL MEET THE MINIMUM REQUIREMENTS THAT FOLLOW: NITROGEN, NOT LESS THAN 16%; PHOSPHORIC ACID, NOT LESS THAN 6%; POTASH, NOT LESS THAN 6%.

ALL FINISH GRADED AREAS SHALL BE SEED AND MULCHED BY SEPTEMBER 15TH. IF THE SITE DOES NOT HAVE FINISH GRADED AREAS COMPLETED BY OCTOBER 15TH, ALL DISTURBED AREAS SHALL BE RESTORED WITH TEMPORARY SEEDING (COVER CROP). AREAS NEEDING PROTECTION DURING PERIODS WHEN PERMANENT SEEDING IS NOT APPLIED SHALL BE SEED WITH ANNUAL SPECIES FOR TEMPORARY PROTECTION. SEE TABLE 1 OF THE WISCONSIN DNR CONSERVATION PRACTICE STANDARD 1059, FOR SEEDING RATES OF COMMONLY USED SPECIES. THE RESIDUE FROM THIS CROP MAY EITHER BE INCORPORATED INTO THE SOIL DURING SEEDBED PREPARATION AT THE NEXT PERMANENT SEEDING PERIOD OR LEFT ON THE SOIL SURFACE AND THE PLANTING MADE AS A NO-TILL SEEDING.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR A SATISFACTORY STAND OF GRASS ON ALL SEEDER AREAS FOR ONE YEAR AFTER THE PROJECT'S FINAL ACCEPTANCE.

TIME SCHEDULE:

APRIL 15, 2022

INSTALL SITE SILT FENCE, INLET PROTECTION AND TEMPORARY CONSTRUCTION ENTRANCES AS SHOWN ON PLANS. ANY ADDITIONAL CONSTRUCTION ENTRANCES F APPROVED BY THE VILLAGE OF JACKSON SHALL HAVE A TRACKING PAD.

APRIL 16, 2022 - SEPTEMBER 1, 2022

STRIP TOPSOIL AND CONSTRUCT TEMPORARY TOPSOIL STOCKPILE LOCATION ACCORDING TO "SPECIFICATIONS FOR GRADING & EROSION CONTROL" ON "CONSTRUCTION NOTES PAGE".

BEGIN PROPOSED SITE GRADING INCLUDING BUILDING PAD PREPARATION.

CONTINUE SITE GRADING

INSTALL BASE COURSES AND PROPOSED PAVEMENTS.

SEPTEMBER 2 - 15, 2022

ALL PERMANENT SEEDING SHALL BE COMPLETED BY SEPTEMBER 15. ALL TEMPORARY SEEDING SHALL BE COMPLETED BY OCTOBER 15 (REFER TO DNR STANDARD 1059.)

STABILIZATION FOR ALL EXPOSED SOIL AFTER OCTOBER 15 SHALL CONSIST OF ANIONIC POLYACRYLAMIDE (PAM) IN ADDITION TO TEMPORARY SEEDING IN AREAS WITHOUT EROSION CONTROL MAT. PREPARATION IN ACCORDANCE WITH WISCONSIN TECHNICAL STANDARD 1050. AFTER OCTOBER 15 ALL SLOPES 4:1 OR STEEPER THAT ARE NOT PERMANENTLY VEGETATED SHALL HAVE EROSION MAT INSTALLED IN PREPARATION OF WINTER CONDITIONS.

SPREAD SALVAGED OR IMPORTED TOPSOIL IN PROPOSED LANDSCAPE AREAS AND RESTORE.

CONTRACTOR MAY MODIFY SEQUENCING AS NEEDED TO COMPLETE CONSTRUCTION IF EROSION CONTROLS ARE MAINTAINED IN ACCORDANCE WITH THE CONSTRUCTION SITE EROSION CONTROL REQUIREMENTS SET FORTH IN FEDERAL, STATE & LOCAL PERMITS. NOTIFY VILLAGE OF JACKSON PRIOR TO CHANGE.

AS CONDITIONS WARRANT DURING CONSTRUCTION ADDITIONAL BMPs SHALL BE INSTALLED TO REDUCE THE MIGRATION OF SEDIMENT THE THE MAXIMUM EXTENT PRACTICABLE

REMOVE ALL TEMPORARY EROSION CONTROL MEASURES AFTER SITE IS STABILIZED AND STABILIZE AND AREAS DISTURBED BY REMOVAL OF BMPs.

LEGEND:

- 848 - EXISTING MINOR CONTOUR.
- 850 - EXISTING MAJOR CONTOUR.
- 848 - PROPOSED MINOR CONTOUR.
- 850 - PROPOSED MAJOR CONTOUR.
- EX=850.00 - EXISTING SPOT ELEVATION
- 849.10 - PROPOSED SPOT ELEVATION
- - EXISTING STORM SEWER.
- [Symbol] - INSTALL WISDOT TYPE D INLET PROTECTION.

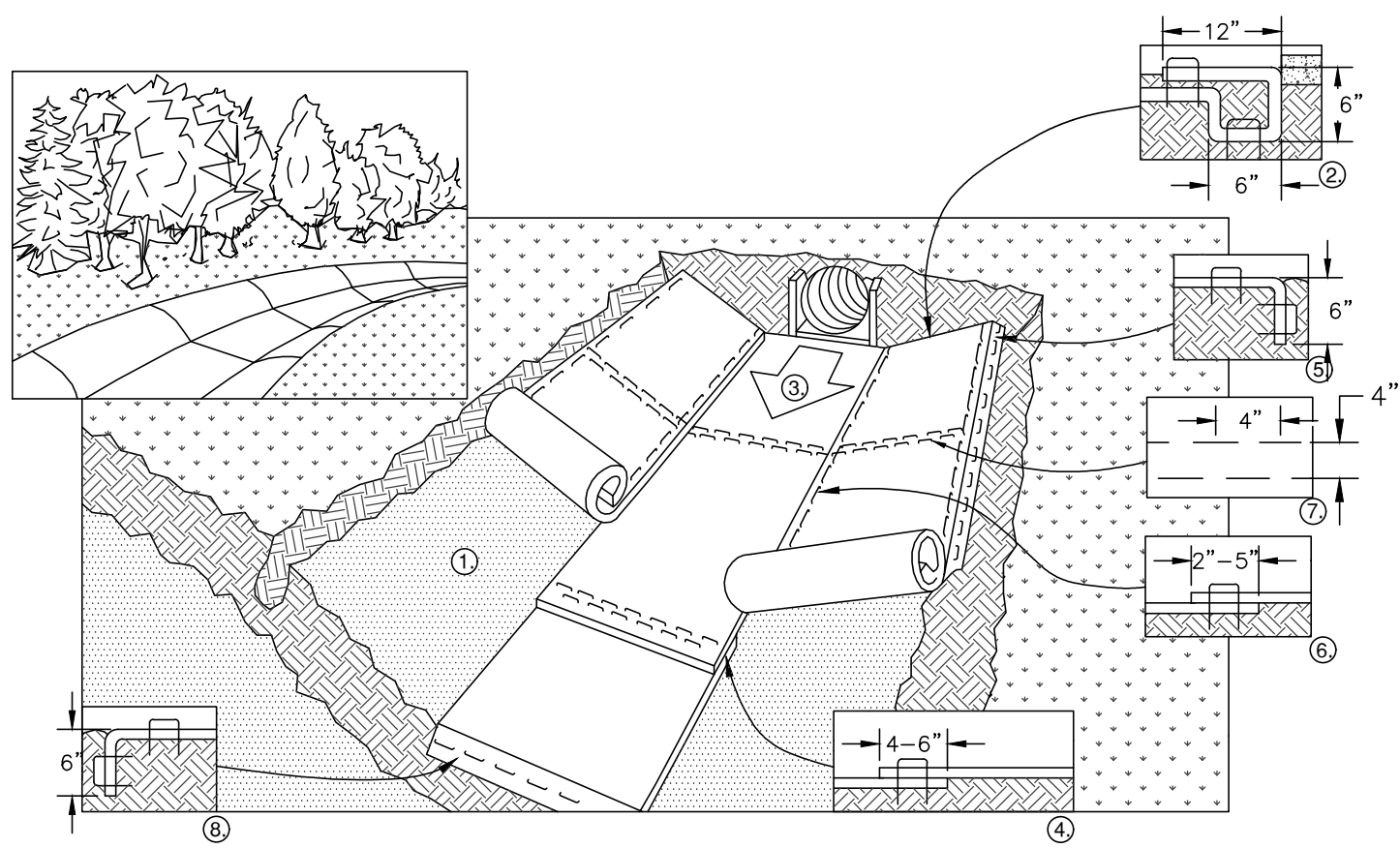
1168 W19490 MAIN STREET
GRADING & EROSION CONTROL PLAN
DATED: MARCH 3, 2022

C-102

QUAM ENGINEERING, LLC
Residential and Commercial Site Design Consultants



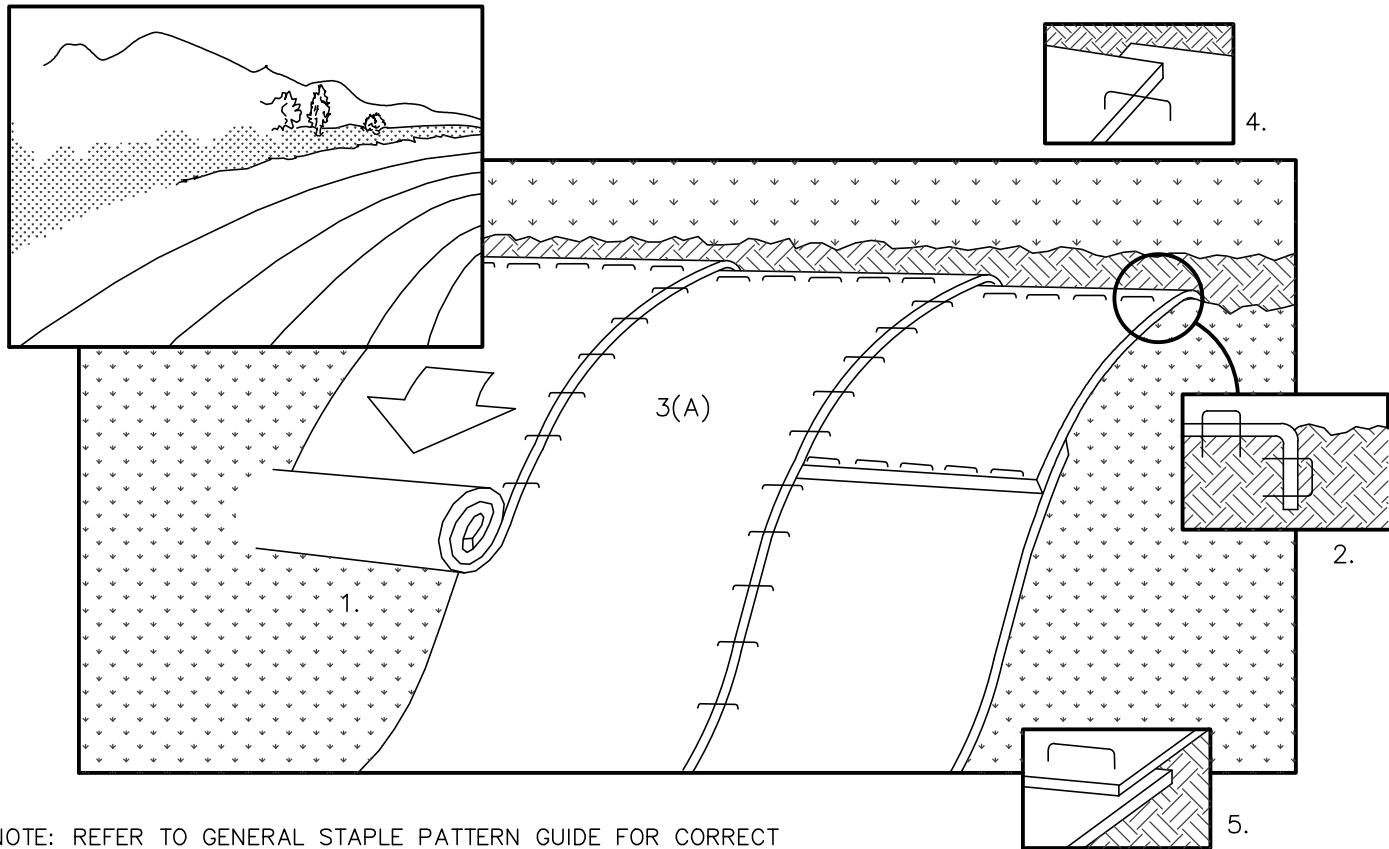
122 Wisconsin Street; West Bend, Wisconsin 53095
Phone (262) 346-7800; www.quamengineering.com



1. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF FERTILIZER AND SEED.
2. BEGIN AT THE TOP OF THE CHANNEL BY ANCHORING THE BLANKET IN A 6" DEEP X 6" WIDE TRENCH WITH APPROXIMATELY 12" OF BLANKET EXTENDED BEYOND THE UP-SLOPE PORTION OF THE TRENCH. ANCHOR THE BLANKET WITH A ROW OF STAPLES/STAKES APPROXIMATELY 12" APART IN THE BOTTOM OF THE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING. APPLY SEED TO COMPACTED SOIL AND FOLD REMAINING 12" PORTION OF BLANKET BACK OVER SEED AND COMPACTED SOIL. SECURE BLANKET OVER COMPACTED SOIL WITH A ROW OF STAPLES/STAKES SPACED APPROXIMATELY 12" APART ACROSS THE WIDTH OF THE BLANKET
3. ROLL CENTER BLANKET IN DIRECTION OF WATER FLOW IN BOTTOM OF CHANNEL. BLANKETS WILL UNROLL WITH APPROPRIATE SIDE AGAINST THE SOIL SURFACE. ALL BLANKETS MUST BE SECURELY FASTENED TO THE SOIL SURFACE BY PLACING STAPLES/STAKES IN APPROPRIATE LOCATIONS AS RECOMMENDED BY THE MANUFACTURER.
4. PLACE CONSECUTIVE BLANKETS END OVER END (SHINGLE STYLE) WITH A 4-6" OVERLAP. USE A DOUBLE ROW OF STAPLES STAGGERED 4" APART AND 4" ON CENTER TO SECURE BLANKETS.
5. FULL LENGTH EDGE OF BLANKETS AT TOP OF SIDE SLOPE MUST BE ANCHORED WITH A ROW OF STAPLES/STAKES APPROXIMATELY 12" APART IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
6. ADJACENT BLANKETS MUST BE OVERLAPPED APPROXIMATELY 4" AND STAPLED.
7. A STAPLE CHECK SLOT IS RECOMMENDED AT 30 TO 40 FOOT INTERVALS. USE A DOUBLE ROW OF STAPLES STAGGERED 4" APART AND 4" ON CENTER OVER ENTIRE WIDTH OF THE CHANNEL.
8. THE TERMINAL END OF THE BLANKETS MUST BE ANCHORED WITH A ROW OF STAPLES/STAKES APPROXIMATELY 12" APART IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.

NOTE: ALL STAPLES MUST BE 6" OR GREATER IN LENGTH

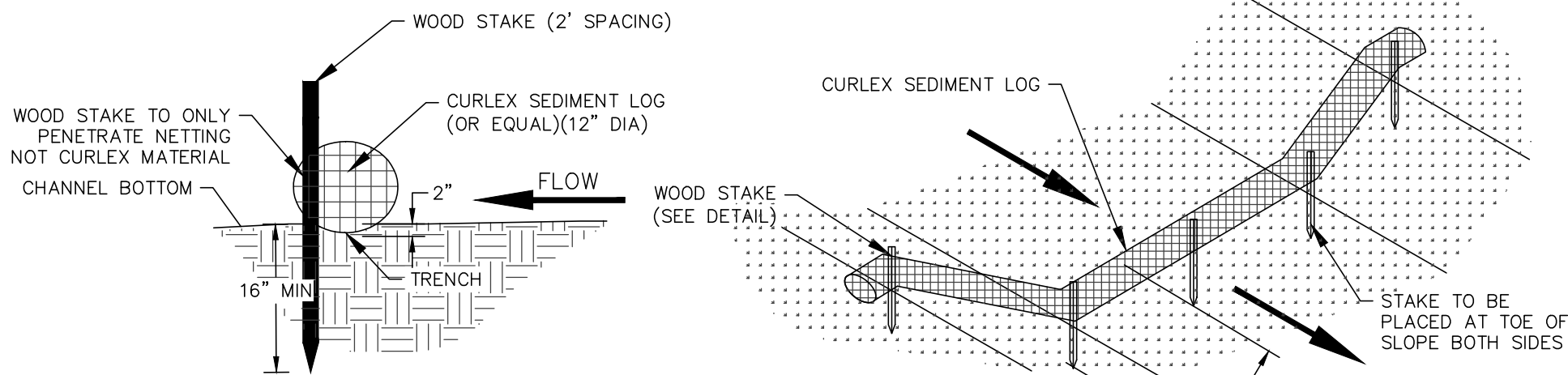
EROSION CONTROL MAT -- CHANNEL INSTALLATION



NOTE: REFER TO GENERAL STAPLE PATTERN GUIDE FOR CORRECT STAPLE PATTERN RECOMMENDATIONS FOR SLOPE INSTALLATIONS.

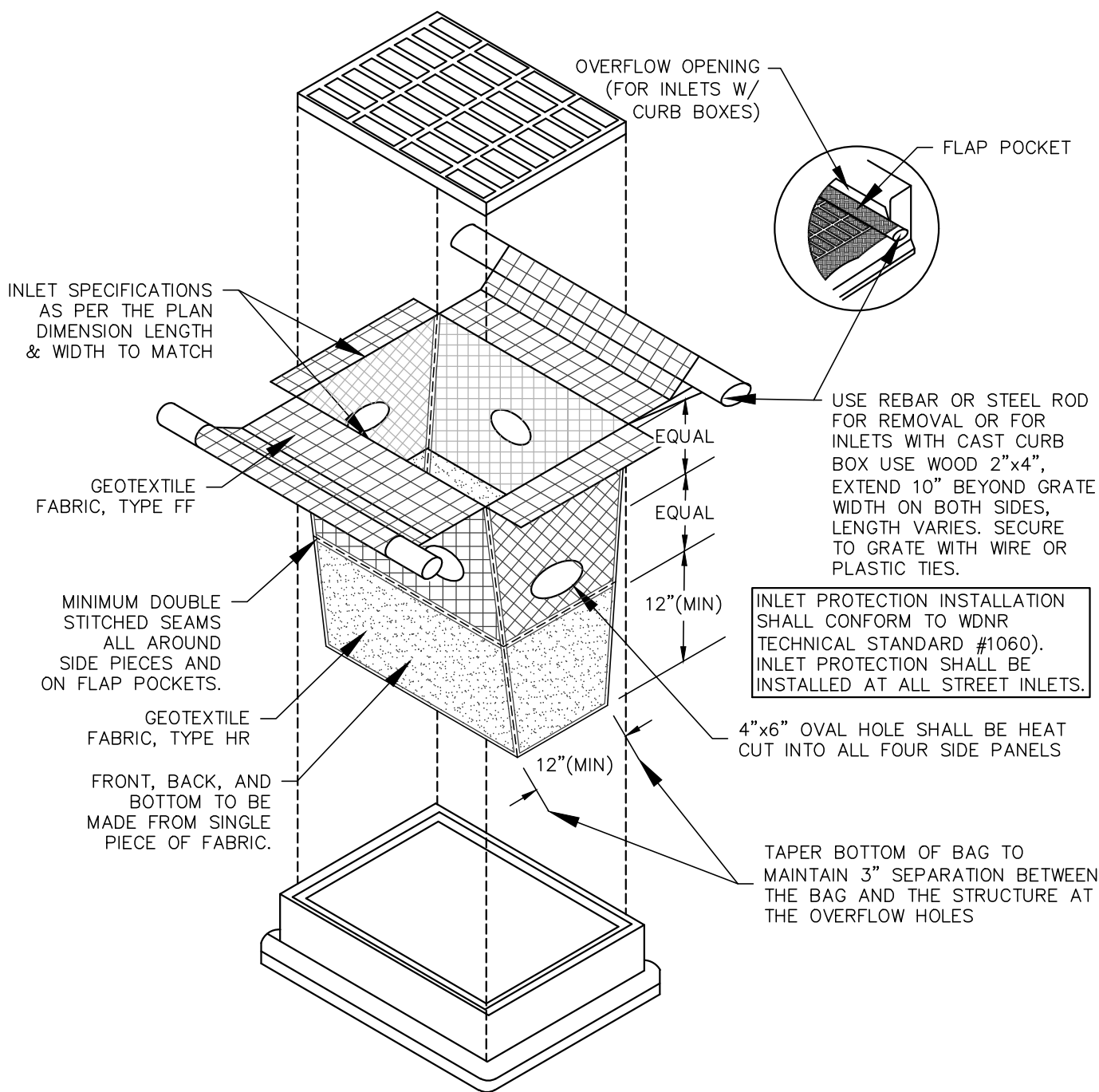
1. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF FERTILIZER AND SEED.
NOTE: WHEN USING CELL-O-SEED DO NOT SEED PREPARED AREA. CELL-O-SEED MUST BE INSTALLED WITH PAPER SIDE DOWN.
2. BEGIN AT THE TOP OF THE SLOPE BY ANCHORING THE BLANKET IN 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
3. ROLL THE BLANKETS (A.) DOWN OR (B.) HORIZONTALLY ACROSS THE SLOPE.
4. THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH APPROXIMATELY 2" OVERLAP.
5. WHEN BLANKETS MUST BE SPICED DOWN THE SLOPE, PLACE BLANKETS END OVER END (SHINGLE STYLE) WITH APPROXIMATELY 4" OVERLAP. STAPLE THROUGH OVERLAPPED AREA, APPROXIMATELY
6. ALL BLANKETS MUST BE SECURELY FASTENED TO THE SLOPE BY PLACING STAPLES/STAKES IN APPROPRIATE LOCATIONS AS RECOMMENDED BY THE MANUFACTURER.

EROSION CONTROL MAT -- SLOPE INSTALLATION

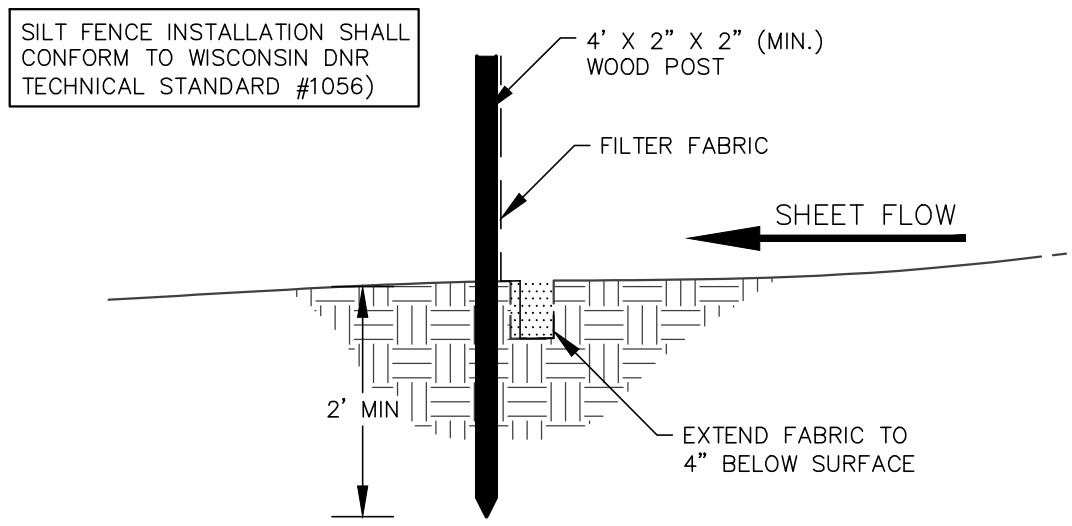


SPACING BETWEEN CURLEX SEDIMENT LOGS				
CHANNEL GRADIENT %	6"	9"	12"	20"
0.5	91.7	136.7	183.3	250.0
1.0	45.8	68.3	91.7	125.0
1.5	30.6	45.6	61.1	83.3
2	22.9	34.2	45.8	62.5

SEDIMENT LOG DETAIL



TYPE D-HR INLET PROTECTION DETAIL



SILT FENCE CONSTRUCTION (SHEET FLOW)

MAXIMUM PERIOD OF BARE SOIL FOR SLOPES > 20%		
SLOPE AREA DRAINS TO SEDIMENT BASIN OR SEDIMENT TRAP?	MAXIMUM PERIOD OF BARE SOIL EXPOSURE (CALENDAR DAYS)	
	LAND DISTURBANCE BETWEEN SEPTEMBER 16TH AND MAY 1ST	LAND DISTURBANCE BETWEEN MAY 2ND AND SEPTEMBER 15TH
YES	90	90
NO	60	30

N168 W19490 MAIN STREET
EROSION CONTROL DETAILS
DATED: MARCH 3, 2022

C-103



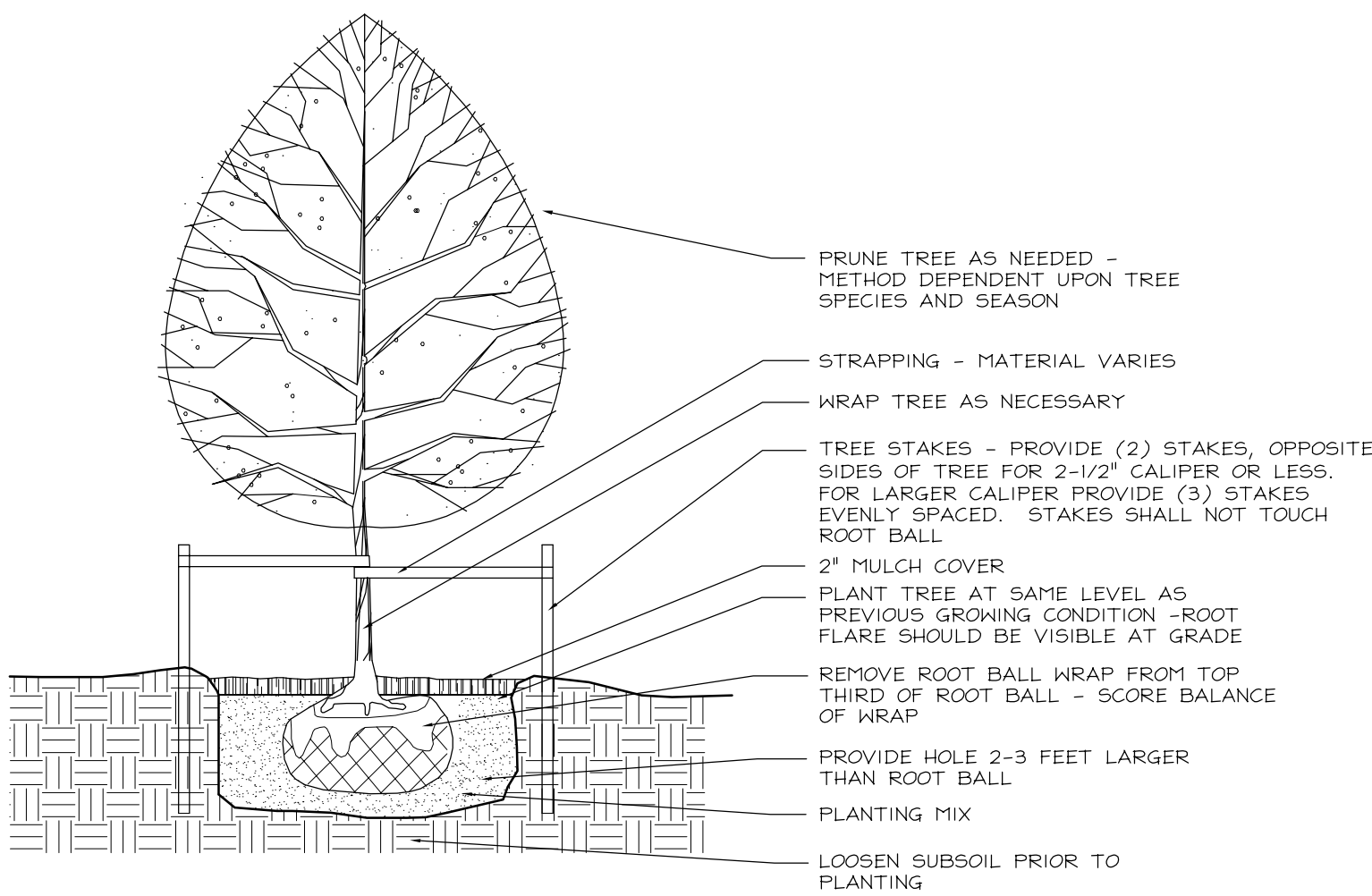
122 Wisconsin Street; West Bend, Wisconsin 53095
Phone (262) 346-7800; www.quamengineering.com

PLANT SCHEDULE						
KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANT SIZE		ROOTS
				MATURE	AT PLANTING	
CS	10	PICEA PUNGENS	COLORADO SPRUCE	40 - 50'	2-1/2" CAL.	B & B

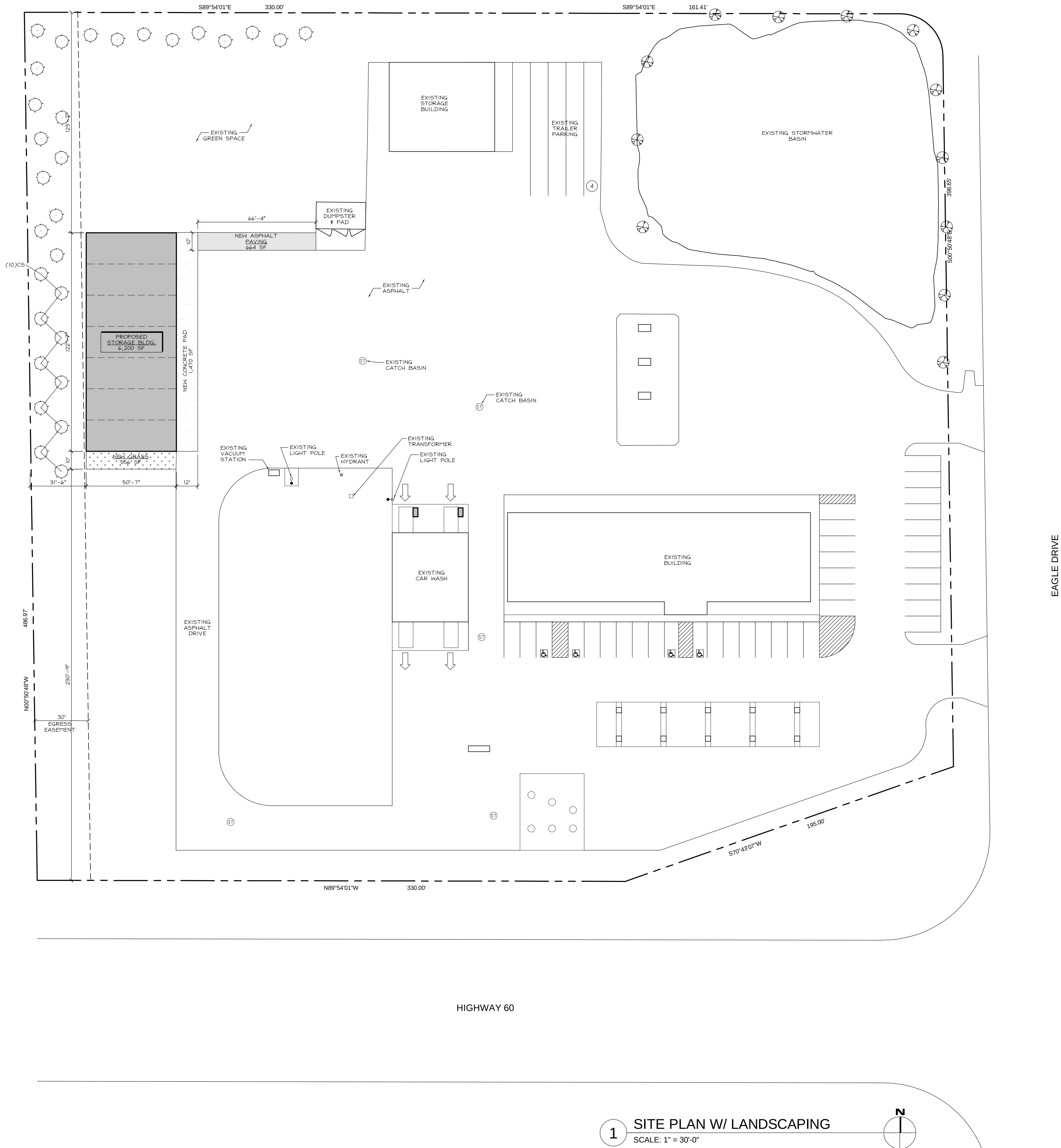
UNTAGGED LANDSCAPING IS EXISTING. TAGGED LANDSCAPING IS NEW.

NEW PLANTS ARE TO BE OF REASONABLE GROWTH.

TREES TO HAVE 2-1/2" (MIN.) CALIPER.



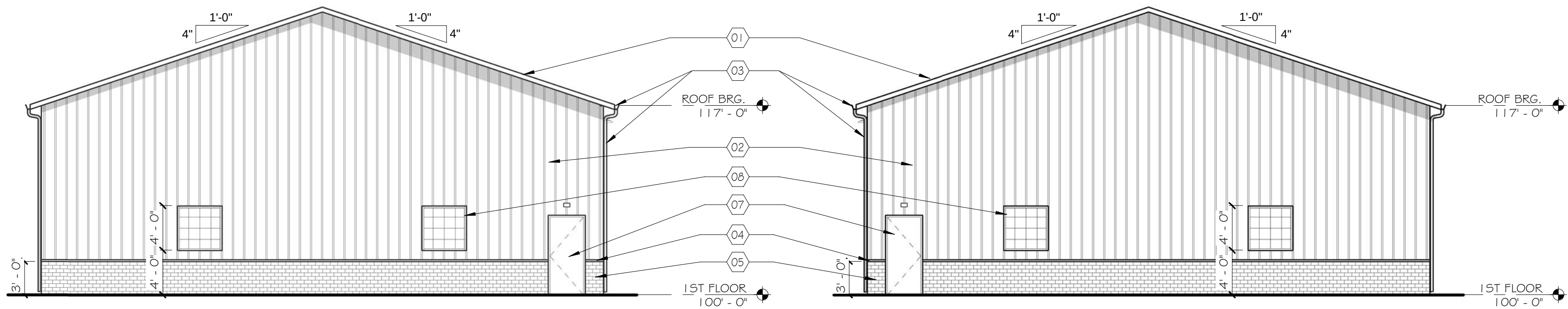
2 CONIFEROUS TREE PLANTING DETAIL
SCALE: NTS



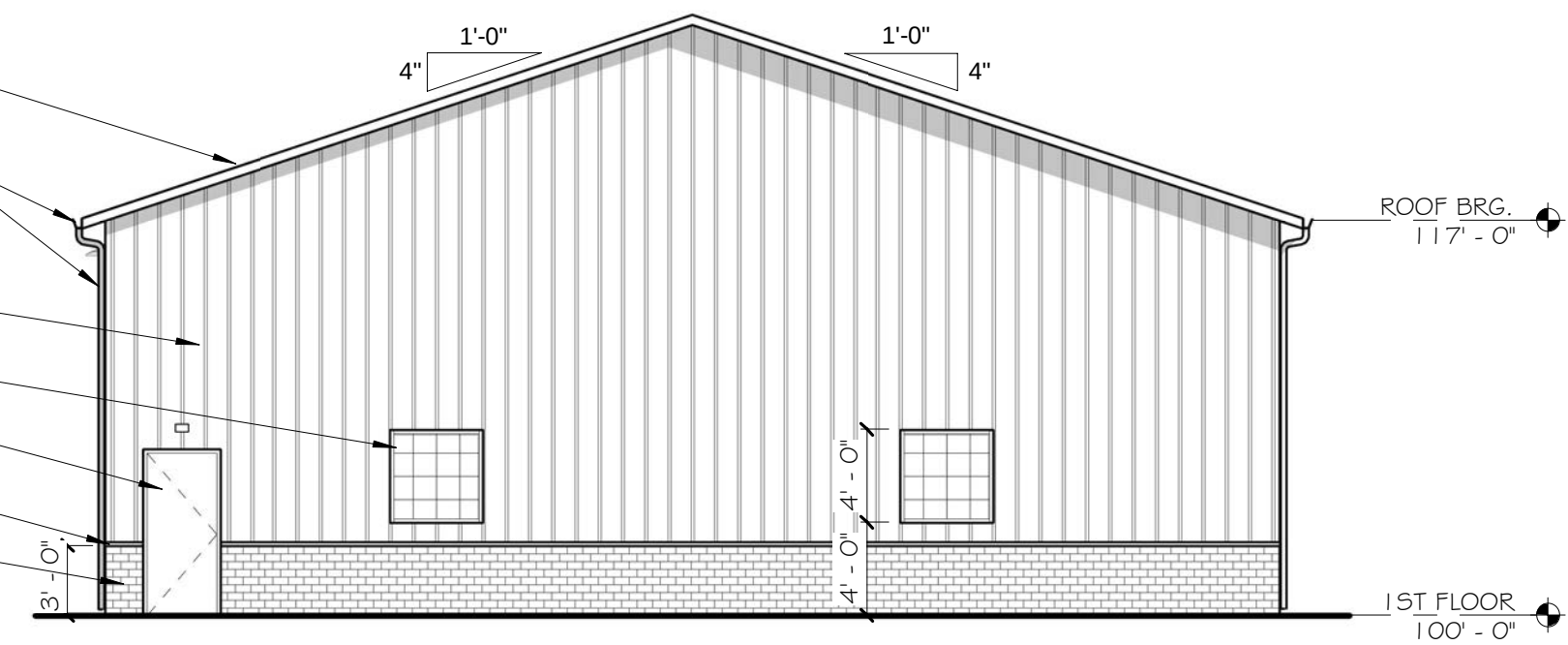
1 SITE PLAN W/ LANDSCAPING
SCALE: 1" = 30'-0"

ELEVATION NOTE LEGEND

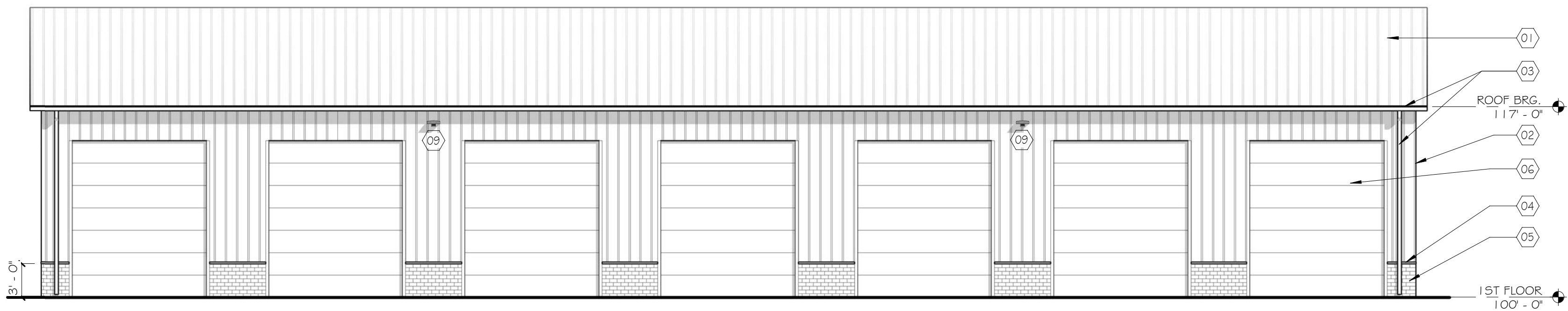
- 01 HI-RIB METAL ROOF PANELS WITH SNOW RETAINERS
02 HI-RIB METAL WALL PANELS
03 PREFINISHED ALUMINUM GUTTER AND DOWNSPOUT
04 PREFINISHED METAL FLASHING
05 "NICHIIA VINTAGE BRICK" WALL PANEL
06 12' x 14' ROLL-UP OVERHEAD DOOR
07 HOLLOW METAL DOOR AND FRAME
08 SPANDREL GLASS IN VINYL FRAME
09 LED WALL PACK LIGHT FIXTURE



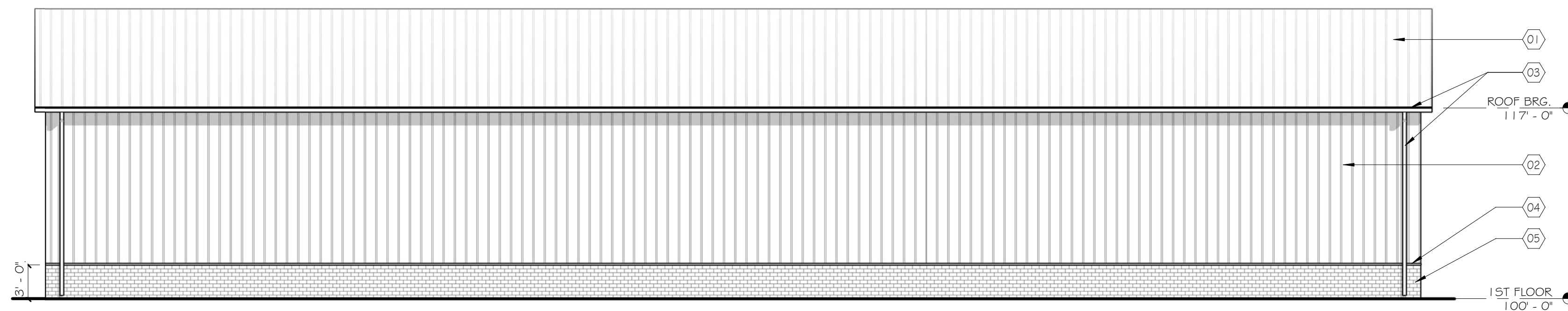
5 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



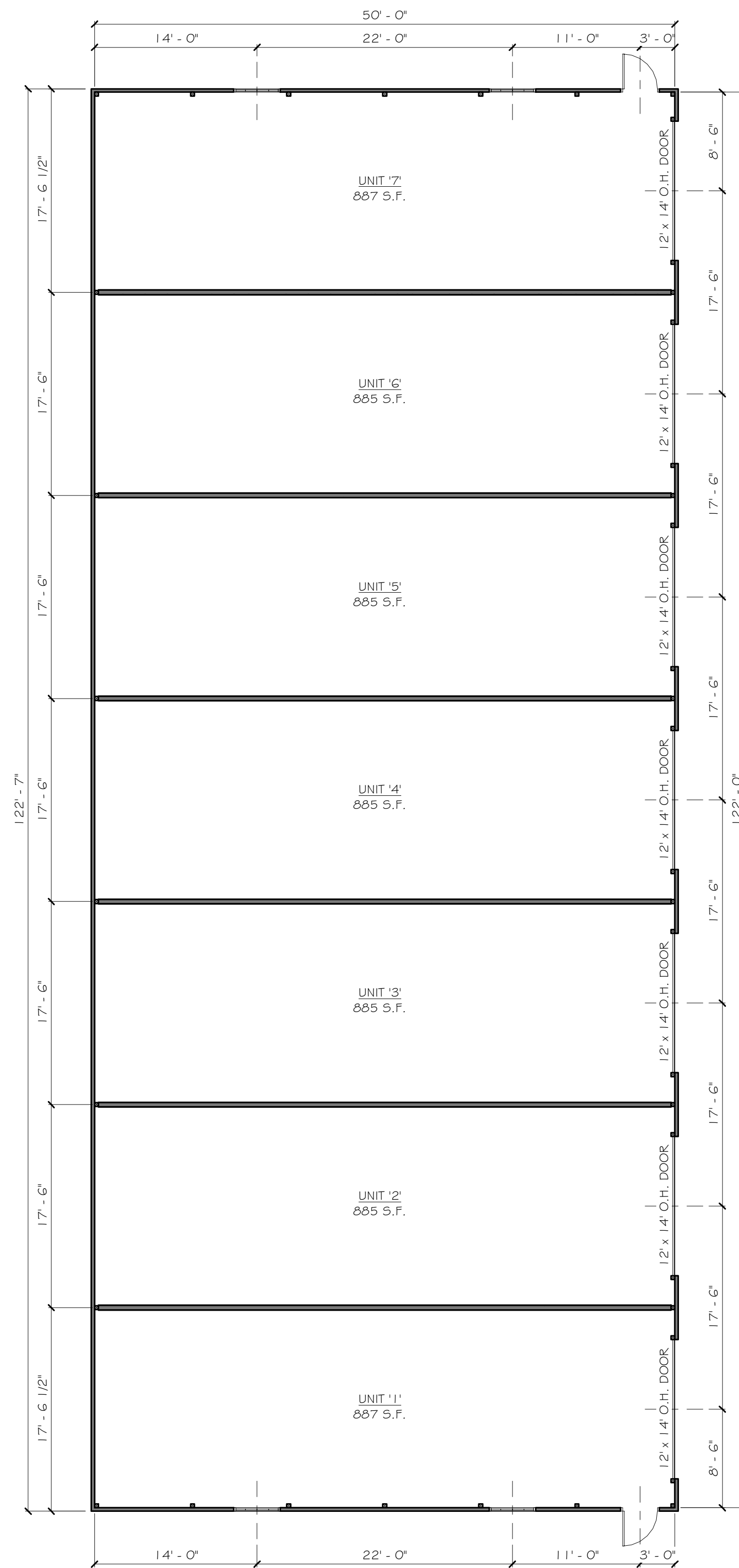
4 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



3 EAST ELEVATION
SCALE: 1/8" = 1'-0"



2 WEST ELEVATION
SCALE: 1/8" = 1'-0"



1 FLOOR PLAN
SCALE: 1/8" = 1'-0"



DESIGN 2 CONSTRUCT

N173 W21010 Northwest Passage, Jackson, WI 53037

PHONE: 262.677.9933 FAX: 262.677.9934

EXISTING BUILDING SOUTH FACADE

JACKSON STORAGE



ORDINANCE #22-05

- Draft March 17, 2022 –

AN ORDINANCE TO AMEND THE ZONING REGULATIONS IN CHAPTER 48 OF THE VILLAGE OF JACKSON MUNICIPAL CODE FOR A PLANNED DEVELOPMENT DISTRICT (PUD-03)

WHEREAS, the Village of Jackson Village Board adopted zoning regulations for the Village of Jackson and has amended such regulations from time to time; and

WHEREAS, the zoning regulations, as amended, are codified as Chapter 48 of the Village of Jackson municipal code, which is titled “Zoning;” and

WHEREAS, KARM Properties LLC (hereafter property owner) owns the property at N168W19490 Main Street (hereafter subject property), more particularly described as:

Tax parcel: V3_047700K (Parcel 3 CSM 5343),
Tax parcel: V3_047700K (Parcel 4 CSM 5343); and

WHEREAS, the property owner has submitted a petition to establish a Planned Unit Development district for the subject property pursuant to the requirements in Section 48-151 of the zoning regulations; and

WHEREAS, the Village of Jackson Plan Commission reviewed the petition at their meeting on March 31, 2022, and recommended approval as set forth in this ordinance; and

WHEREAS, upon due notice as required by the zoning code, the Village Board conducted a public hearing on April 12, 2022, to accept public input; and

WHEREAS, the Village Board accepted the Plan Commission’s recommended code amendment without revision; and

WHEREAS, the Village Board, after careful review and upon consideration of the recommendation of the Plan Commission and having given the matter due consideration having determined that all procedural requirements and notice requirements have been satisfied, and having based its determination on the effect of the adoption of the ordinance on the health, safety and welfare of the community and the preservation and enhancement of property values in the community, and having given due consideration to the municipal problems involved hereby determine that the ordinance amendment will serve the public health, safety and general welfare of the Village of Jackson, will enhance property values in the Village and will not be hazardous, harmful, noxious, offensive or a nuisance, and will not unduly limit or restrict the use of property in the Village or for any other reason cause a substantial adverse effect on the property values and general desirability of the Village.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. Create Section 48-154 in Chapter 48, to read as set forth below.

Sec. 48-154. – PUD-03 KARM Planned Unit Development District.

(a) **Generally.** The KARM Planned Unit Development District (PUD-03) was established in 2022 to accommodate the unique needs of a mixed-use commercial development.

(b) **Uses allowed by right.** Uses allowed by right, subject to other requirements of the zoning code: (1) vehicle fuel station, (2) car wash, (3) general retail, (4) restaurant, and (5) laundromat.

(c) **Conditional uses.** Uses allowed as a conditional use, subject to other requirements of the zoning code: (1) mini-storage facility and (2) truck parking.

(d) **Lot area and width.** Lots shall have a minimum area of 5 acres and shall not be less than 60 feet in width at the setback line.

(e) **Building height.** No building or part of a building shall exceed 35 feet in height.

(f) **Setbacks and yards.** There shall be a minimum building setback of 50 feet from the right-of-way of all streets. There shall be a side yard on each side of all buildings not less than 20 feet in width and a rear yard of not less than 25 feet.

(g) **Building coverage.** The maximum building coverage is 60 percent.

(h) **Maximum impervious surface.** The maximum impervious surface area is 80 percent.

(i) **Division of land restricted.** This district includes two adjoining parcels which shall be owned and operated as a single parcel. The subject property may not be subdivided by any means. Further, the configuration of the subject property shall not hereafter be modified by any means without the approval of the Village Board upon recommendation of the Plan Commission.

(j) **Revisions to the zoning map.** Upon adoption of this section, the subject property shall be designated as a planned development district with reference to this section. Hereafter, the subject property is subject to this section and other sections of this code as applicable.

Section 2. The zoning map is hereby amended by designating the subject property as a planned unit development district.

Section 3. This ordinance shall become effective upon passage and posting or publication as provided by law.

Section 4. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific Section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section 5. The Village Clerk and Village Administrator are authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this ordinance.

Introduced by: _____ Seconded by: _____

Vote: _____aye _____nay Passed and approved _____

VILLAGE OF JACKSON

By: _____
Michael E. Schwab, Village President

Attest:

Jilline S. Dobratz, Village Clerk

Proof of Posting:
I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Village Official

Date

MEMO

Agenda Item #7

Date: March 22, 2022

To: Mike Schwab, Village President
Village of Jackson Plan Commission

From: Jen Keller, Village Administrator

Subject: Amendment of Planned Unit Development for East Side Mart, Tax Parcels V3-047700K and review of site plan; KARM Properties LLC, applicant

Meeting: March 31, 2022 Plan Commission meeting

Description: KARM Properties has submitted plans to add a storage building to the subject property located at N168W19490 Main Street. A plan set is attached. Two matters to be considered include the PUD amendment and the site plan.

The proposed PUD zoning designation seeks to establish the parameters in which the current and future proposed uses, site plans, etc. may exist under. Staff recommend that PUD amendments which include changes to a site plan or property use continue to prompt the creation of PUD via ordinance as it is an opportune time to create the PUD District. Previous creation and management of PUD zoned properties were only inclusive of development standards via a developer's agreement. This process adheres to the standardized process of PUD approval via zoning code amendment.

The Village Engineer has reviewed and accepts the updated stormwater management plan and agrees the proposed building would not cause a change to the drainage plan. The Village will plan to install a sidewalk along the west side of Eagle Drive between the two existing driveways and utilize a special assessment process for the improvement. Should the property owner prefer to install the sidewalk during the construction of the proposed storage facility, Staff will coordinate with the property owner and forego installation and assessments.

The Village Building Inspector has confirmed the proposed storage facility complies with established site setbacks and is consistent in design and materials with prior storage building approved and constructed in 2020.

Staff Comments: Staff have reviewed the site plan; conditions of approval have been incorporated to address any concerns.

Review Procedures: The Plan Commission is advisory with regard to the site plan and PUD amendment. The Village Board will conduct a public hearing and make the final decision on the PUD amendment together with the site plan.

Notice Requirements: Aside from posting on the agenda, no other public notice is required.

PUD Amendment: A draft ordinance has been prepared which sets forth the basic zoning parameters including permitted uses and bulk standards, including building height and setbacks.

Potential Motion for PUD:

Recommend to the Village Board the approval of the amendment of the Planned Unit Development, establishing PUD-03 as set forth in the draft Ordinance dated March 17, 2022.

Potential motion for Site Plan:

Recommend to the Village Board the approval of the site plan and related materials subject to the following terms and conditions:

1. Access to Storage Units shall be limited to hours of operation as included in the application, 5AM-12AM.

2. Any permitted overnight parking of tractor/trailers be limited to the five parking stalls on the north end of the property and prohibit overnight idling of tractor/trailers between the hours of 9PM and 7AM consistent with the Village's regulations for loud and unnecessary noise (Section 30-4).
3. Outdoor storage of equipment of any kind is prohibited.
4. Include the following notation on the site plan:
 - The Village of Jackson has adopted regulations in the Village's zoning regulations (Section 48-154) relating to the use and development of the subject property.
 - Any revisions to this site plan set are subject to Village review and approval if deemed necessary by the Village Administrator
5. All necessary permits shall be obtained with the Village Building Inspector and Engineer prior to work commencing on the construction of the storage facility and, if applicable, sidewalk.

Attachments:

1. Plan Commission Application Materials
2. Draft Ordinance creating PUD-03, drafted March 17, 2022

MEMO**Agenda Item #8**

Date: March 22, 2022

To: Mike Schwab, Village President
Village of Jackson Plan Commission
Jen Keller, Village Administrator

From: Collin Johnson, Director of Inspections

Subject: Public notification practices for re-zoning, conditional use, and planned unit development, and street easement/vacation agenda items – Discussion Only.

Meeting Date: March 31, 2022, Plan Commission Meeting

Description:

In late 2021, Staff proposed various fee changes to the Plan Commission Fee Schedule. Those changes were approved by the Village Boards and became effective on January 1, 2022. The basis for those fee increases was to more appropriately cover the costs associated with Staff time involved to prepare the various packet items as well as offset costs associated with increased publication fees or postage fees providing directly mailed notifications to adjacent property owners of a property associated with a Plan Commission or Village Board agenda item.

The fee adjustments then prompted Staff to review the notification requirements as stipulated in both state statutes and local ordinance. Village Attorney Parmentier completed the review of applicable statutes/ordinances and provided Staff with a summary of those requirements.

Currently, notification of agenda items is provided in several ways. The first is by publication of a Class II notice in the official Village newspaper. The second is by physical posting of the agenda and public hearing notice(s) at the Municipal Complex, Jackson Community Center, the Jackson Post Office, and on the Village website. Additionally, notifications are mailed to all property owners located within 200 or 500 feet of the subject property. (Distance is determined by the action requested.)

Based on Attorney Parmentier's assessment, Staff then reviewed current notification practices and discovered that outside of the Class II notification for certain items, state statutes does not have any requirements for direct mailed notification to adjacent property owners of a property which may be subject to Plan Commission or Village Board action. However, Village ordinance does have a specific direct notification requirement for property owners located within 200-feet for items which a conditional use approval is requested.

Based on the above, Staff determined that notifications for certain agenda items were being sent unnecessarily since no applicable law or ordinance required them. Staff is therefore proposing to align our notification practices directly with the requirements outlined by statutes and/or local ordinance thereby reducing additional Staff preparation time and overall costs to the Village.

The purpose of this memo is to update both the Plan Commission, Village Board, Staff, and residents on the notification procedures and policies to be implemented.

Recommendation:

No action required, advisory only.

Attachments:

Plan Commission Application & Submittal Guide Cover Sheet.

VILLAGE OF JACKSON PLAN COMMISSION APPLICATION - SUBMITTAL GUIDE

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

<u>ACTION REQUESTED</u>	<u>FEE</u>	<u>SUBMITTAL REQUIREMENTS</u> <i>Refer to items in shaded column to right</i>	<u>TYPE OF INFORMATION DESCRIBED</u> <i>(See reverse side for further instructions)</i>	<u>Paper or Digital Copies</u>
CONCEPT PLAN	\$50	1,2,6,13	1) Complete Application (all pages)	Both
			2) Describe the intended use, operation, or change to existing	Both
CONDITIONAL USE (<i>Note: 1,3</i>)			3) Notification to opposite & adjacent property owners w/i 200'	Provided
- Full Review or Amendment	\$175	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
<i>Administrative review/approval only</i>			6) Location Map	Both
PLANNED UNIT DEVELOPMENT (<i>Note: 2,3</i>)	\$175	1,2,4,5,6,7,8,9,10,14,15,16,17,18,20	7) Development Plan / Site Plan	Both
- *Special Use (to existing PUD)	\$50	1,2,4,5,6,7,13 (14-22 upon request)	8) Preliminary Plat	Both
<i>Administrative review/approval only</i>			9) Final Plat	Both
REZONING (<i>Note: 2,3</i>)	\$425	1,2,4,6,9 or 10	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	1,2,5,6,10,15,16,17,18,20	14) Landscape and Buffer Plan	Both
EXTRA TERRITORIAL PLAT/CSM	\$150	1,2,6,9 / 10		
EXTRA TERRITORIAL PLAT OUTSIDE SANITARY SRVC. AREA	\$50	1,2,6,9 / 10	Engineering Review - Infrastructure	
			15) Grading / Drainage Plan	Both
PRELIMINARY PLAT	\$300	1,2,5,6,9,15,16,17,18	16) Water / Sanitary Sewer / Storm Sewer Plans	Both
			17) Street / Right of Way cross sections	Both
FINAL PLAT / Final Plat Reappl.	\$125	1,2,5,6,9,15,16,17,18,20	18) Erosion Control Plan	Both
			19) Proposed colors / materials	Both
ANNEXATION / ATTACHMENT (<i>Note: 2,3</i>)	\$225	1,2,4,5,6,11,12,21	20) Developers Agreement	Both
			21) Annexation Agreement (<i>includes pre-annex agreements</i>)	Both
*STREET EASEMENT/ VACATION	\$125	1,2,4,6,9	22) Other – As requested	Both
<i>*Consult Village Atty. for notice requirements</i>				
VARIANCE or APPEAL	\$200	1,2,4,6,7		
Note 1:		Notification of all opposite and abutting property owners within 200-feet of subject property is required.		
Note 2:		Notification of all other municipalities located within 1000' of subject property required. (Includes any non-contiguous.)		
Note 3:		Class II Legal Notice is required.		

***SPECIAL USE PERMITS** are applicable to EXISTING Conditional Use Permits and Planned Unit Developments and may be approved by the Village Administrator. 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 lessor size or other uses or modifications as determined by the Village.