

AGENDA
PLAN COMMISSION MEETING
Thursday, March 25, 2021 at 7:00 p.m.
Jackson Village Hall
N168 W20733 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call
2. Approval of Minutes for the Plan Commission Meeting of January 28, 2021
3. Certified Survey Map – Rod & Chantel Massie – N160 W19270 Sherman Road – Lot 1 & 2
 - a. Request to create a separate 0.696 acre residential lot (future zoning to be Planned Unit Development) from the existing 10.573 acre lot currently zoned agricultural to create Lot 1.
 - b. Request to combine two separate tax parcels into one to create Lot 2.
4. Utility Exemption Request – Rod & Chantel Massie – N160 W19270 Sherman Road – Lot 2
5. Planned Unit Development – Comfort Inn & Suites – W227 N16890 Tillie Lake Court - Sign
6. Conditional Use Permit – Harjot & Pavier Sangha – 3261 Creekwood Circle - Attached Garage
7. Chicken Ordinance & License Application - Discussion with Possible Action
8. Citizens to Address the Plan Commission
9. 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, January 28, 2021 at 7:00 p.m.
Jackson Village Hall
N168 W20733 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

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

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

Members Absent: Keith Berben and Tr. Emmrich

Village Board Member Present: Tr. Heckendorf

Staff Present: Collin Johnson, Jen Keller and Jilline Dobratz

2. Approval of Minutes for the Plan Commission Meeting of December 3, 2020

Motion by Dan Reik, second by Jon Molkentin to approve the Plan Commission minutes of December 3, 2020.

Vote: 5 ayes, 0 nays. Motion carried.

3. Certified Survey Map – Rod & Chantel Massie – N160 W19270 Sherman Road

Pres. Schwab commented this was referred from the last Plan Commission meeting. Additional information has not been submitted.

Motion by Pres. Schwab, second by Tr. Kruepke refer the Certified Survey Map – Rod & Chantel Massie – N160 W19270 Sherman Road to a future meeting as information as submitted.

Vote: 5 ayes, 0 nays. Motion carried.

4. Planned Unit Development – Final Plat – Home Path Financial LP-Morning Meadows Subdivision – Phase 1

Ed Woodland, Home Path Financial LP, was present to answer any questions. The site improvements are complete, and they are ready to start building homes.

Motion by Jon Weil, second by Dan Reik to recommend Village Board approve the Planned Unit Development – Final Plat – Home Path Financial LP-Morning Meadows Subdivision – Phase 1.

The timeline for the subdivision phases were given by Ed Woodland.

Vote: 5 ayes, 0 nays. Motion carried.

5. Planned Unit Development – Special Use – Joseph & Jennifer Serio – Attached Garage

Joseph Serio was present to answer questions. Collin Johnson gave background information.

Motion by Jon Molkentin, second by Pres. Schwab to recommend Village Board approve the Planned Unit Development – Special Use – Joseph & Jennifer Serio – Attached Garage.

Vote: 5 ayes, 0 nays. Motion carried.

6. Concept Plan – Andrew & Stacey Loosen – Attached Garage & Detached Garage

Andrew Loosen was present and provided background information. Garages are all for personal use vehicles and equipment. Collin Johnson summarized the three variances; one to build a secondary garage, two to exceed the height of an accessory structure and three to exceed the maximum square footage of a garage.

Motion by Pres. Schwab, second by Dan Reik to recommend Village Board approve the Concept Plan – Andrew & Stacey Loosen – Attached Garage & Detached Garage as presented.

Discussion ensued on the detached garage, when it would be built, the size of the lot and the height of the garage.

Motion amended by Pres. Schwab, second by Dan Reik to recommend Village Board approve the Concept Plan – Andrew & Stacey Loosen – Attached Garage and Detached Garage as presented with a sunset that the permit would be pulled by February 1, 2024 along with Plan Commission and Village Board approval prior to construction.

Vote: 5 ayes, 0 nays. Motion carried

7. Conditional Use Permit – Special Use – Design to Construct – Custom Service Hardware

Mark Hertzfeldt, Design 2 Construct, was present and provided background information. The building was purchased from Quality Stamping and the building will be brought back to its full capacity it was originally designed for. This is a large expansion of the business; they are relocating from Cedarburg.

Motion by Jon Weil, second by Tr. Kruepke to recommend Village Board approve the Conditional Use Permit – Special Use – Design to Construct – Custom Service Hardware as presented.

Vote: 5 ayes, 0 nays. Motion carried

8. Planned Unit Development – Design to Construct – Spec Building - N172 W21843-53 Northwest Passage

Mark Hertzfeldt, Design 2 Construct, was present and provided information. It is a multi-tenant building with truck access on both sides and will be painted precast.

Motion by Pres. Schwab, second by Tr. Kruepke to recommend Village Board approve the Planned Unit Development – Design to Construct – N172 W21843-53 Northwest Passage as presented.

Mark Hertzfeldt explained the lighting of the building and parking area.

Vote: 5 ayes, 0 nays. Motion carried

9. Citizens to Address the Plan Commission

None.

10. Adjourn

Motion by Pres. Schwab, second by Tr. Kruepke to adjourn.

Vote: 5 ayes, 0 nays. Meeting adjourned at 7:33 p.m.

Respectfully submitted,
Jilline Dobratz, *CMC/WCMC*
Village Clerk

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
☐ Special Use ☐ Special Use ☐ OTHER _____
(For existing CU ONLY) (For existing PUD ONLY)

Property Address: N1160 W19270 Sherman Rd Unit: _____ Jackson, WI

Parcel #: _____ Lot Size: 10.573 acres ~~sq. ft.~~ Building Area: _____ sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☒ Other ~~A-1~~ A-1 ☐ Floodplain

APPLICANT INFORMATION

Name(s): Rod & Chantel Massie
Mailing Address: N1160 W19270 Sherman Rd Jackson State WI Zip 53037
Office: (____) _____ Cell: (262) 442 5214 Fax: (____) _____
Email: RODEMASSIE@gmail.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): Rod & Chantel Massie
Address: N1160 W19270 Sherman Rd Jackson State W. Zip 53037
Office: (____) _____ Cell: (847) 913-6144 Fax: (____) _____
Email: _____

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: Rezone ~~an~~ from
agriculture to R-4 on front lot/Area of
property taking 1.01 acres of the current 10.573 acres
and creating a new parcel leaving 9.563 acres zoned A-1.

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

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: _____

Proposed, development, on-site improvements or other construction/remodeling activities: Build a house
on rezoned property for parents

Proposed grading and/or stormwater management plan: _____

Proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____

Proposed on-site security measures including site lighting: _____

Life Safety Systems – Existing or Proposed (Includes fire hydrants, fire suppression & fire alarm systems): _____

Projected traffic circulation and impacts: _____

Setbacks from rights-of-way and property lines and height limitations: _____

Status of State/Federal License(s) or Certificate(s) required for operation: _____

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

Describe any proposed signage including type and location: _____

Exterior Building Materials (type, color, etc.): _____

Site Specific Features/Constraints: _____

Parking (Total No. of spaces plus number of dedicated handicapped parking and type): _____

Proposed screening/buffering from adjacent properties: _____

Proposed provisions for refuse and recycling collection/storage: _____

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):

Rod Massie

Applicant Signature:

[Signature]

Co-Applicant Name (Print):

Chantel Massie

CO-Applicant Signature:

[Signature]

Date of Application:

10/30/2020

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: John Walther, 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: _____

Amount: _____

Payment Type: CH / CC / CA

Check/Receipt #: _____

Received By: _____

March 1, 2021

LETTER OF INTENT

We are requesting to **update** our original October 30, 2020 request to rezone 1.01 acres of our current 10.573 acres. The ultimate goal is still to build a 1,500 – 2,000 sq. ft home on the new parcel (name Lot 1) for our aging parents to reside. This house would be comparable to the homes bordering the west side of our farm.

Modifications from the original request:

- 1) Reduce the original proposed Lot 1 to 101.08' wide x 300' deep (30,324 sq ft). This exceeds the minimum width and acreage of all single-family residential zoning classification (R-1 through R-5). See attached updated Survey Map . We understand the property would have a temporary zoning of PUD (residential), then zoning would be confirmed once Sherman Parc is attached to the Village. This property would have a new home built on it and would be connected to village water and sewer in 2021.
- 2) The original two properties (now referred to as Lot 2 in attached survey map) would be combined for a total of 9.877 total acreage. We would concede to zoning this as PUD vs. the original requested A-1 Zoning to help prevent a "zoning island". We do have a turn of the century, hand hewed, 7 stall horse barn and would like to keep special consideration for a possible housing of future horses and/or goats.
- 3) Lot 2 has existing Well and septic. The well is also connected to the barn for watering animals. While we are connecting Lot 1 to village water and sewer we would respectfully request a variance from connecting the Lot 2 farm to city water and sewer as it is over 500' from the village hook ups plus an additional 300' to the barn and would be a considerable cost to modify. We accept all being subject to a satisfactory well inspection.

Respectfully yours,

Rodney & Chantel Massie

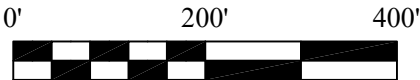
N160W19270 Sherman Road
Jackson, WI 53037
(262) 442-5214

rodemassie@gmail.com

Certified Survey Map No. _____

Part of the Southwest ¼ of the Southeast ¼ of Section 20, Township 10 North, Range 20 East, Village of Jackson, Washington County, Wisconsin.

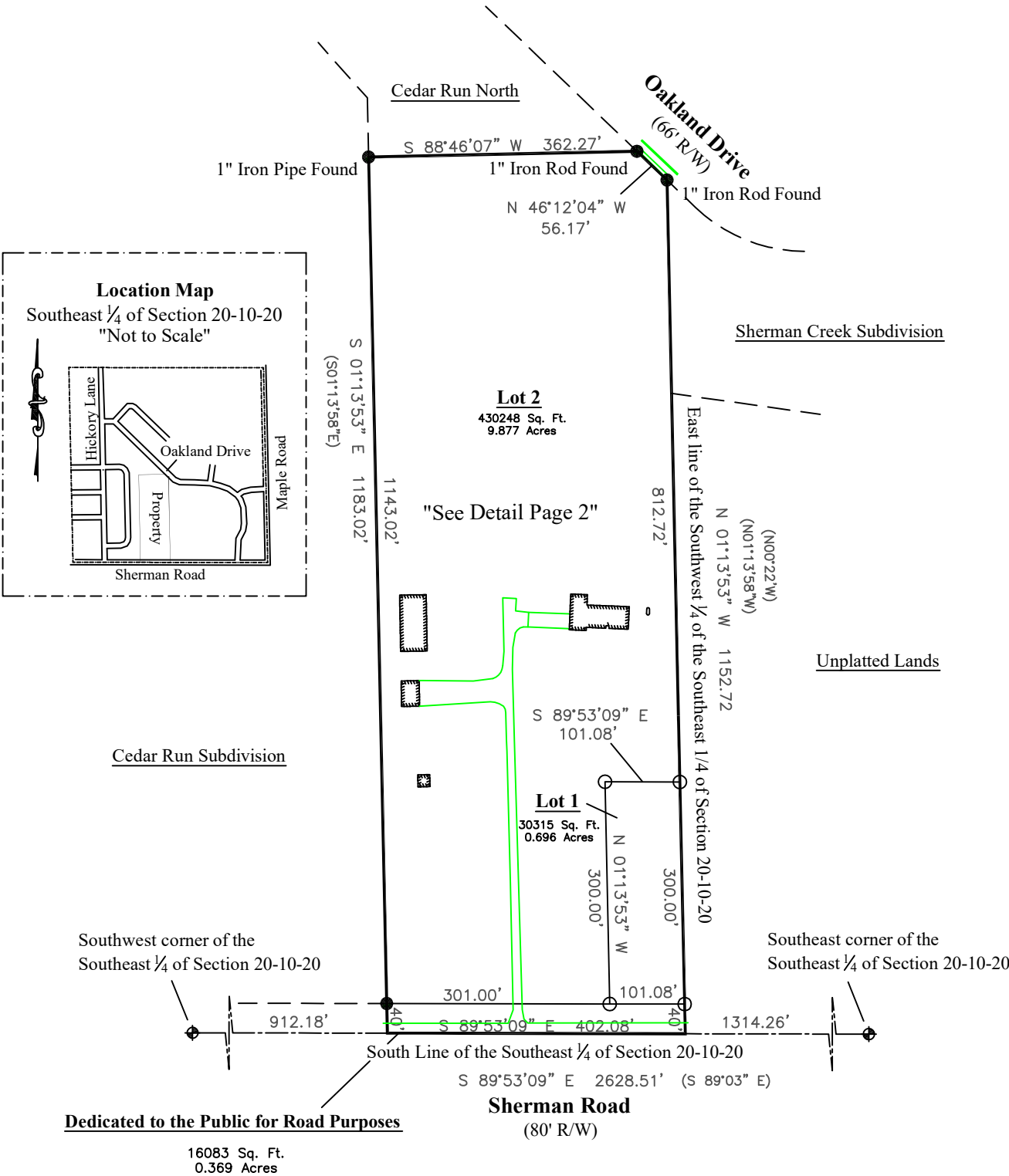
Scale 1"= 200'



Surveyor:
Richard Simon
5080 Fairy Chasm
West Bend, WI 53095
rich@cornerstonelandsurvey.com
(262) 424-5630

Owners:
Rodney E. Massie
Chantel M. Massie
N160 W19270 Sherman Road
Jackson, WI 53037

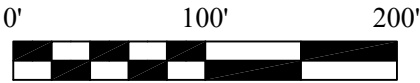
Legend:
● Denotes 2" Iron Pipe Found
"Unless Otherwise Denoted"
○ 3/4" OD X 18" Iron Rod 1.50 Lbs./Lin. Ft., Set



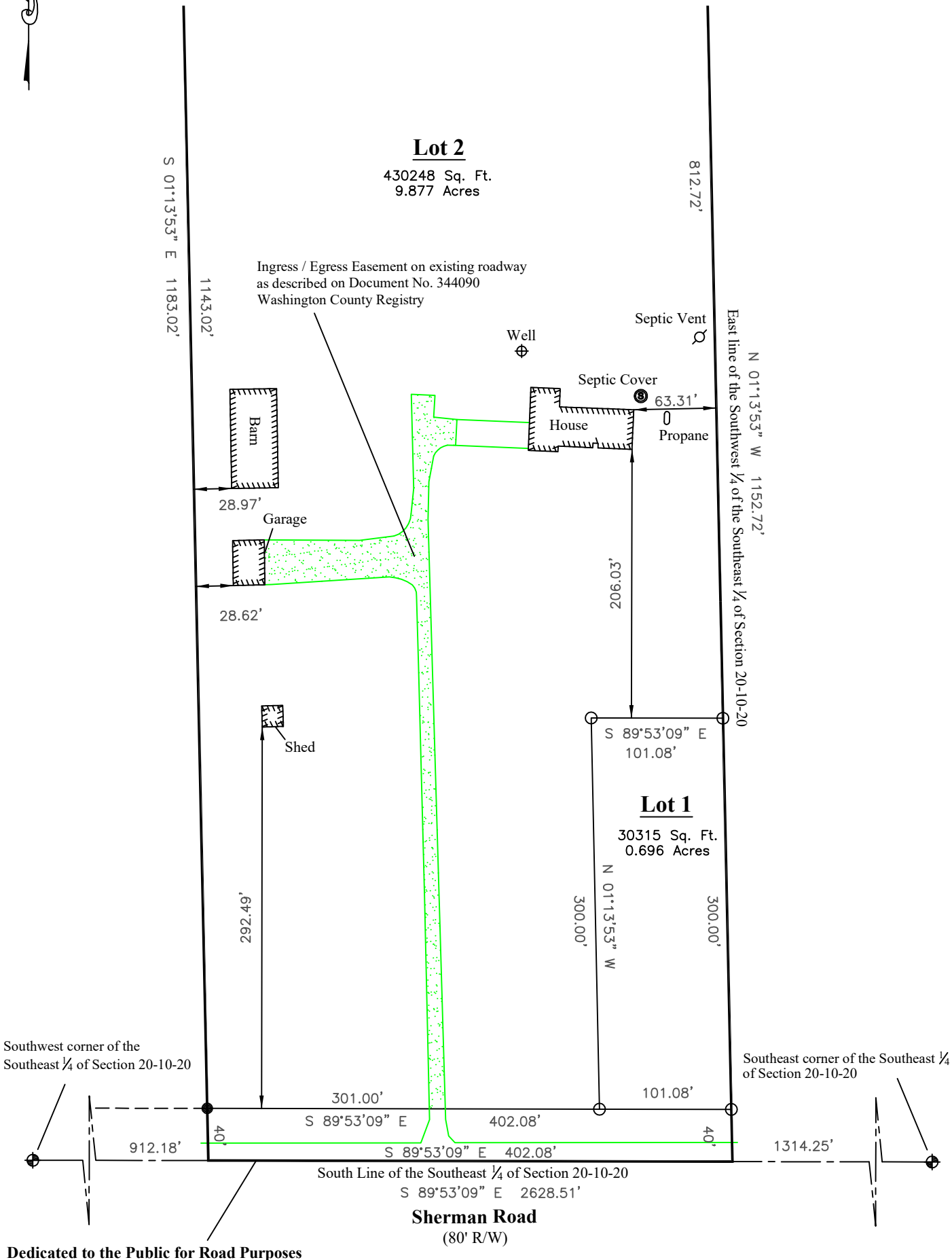
Certified Survey Map No. _____

Part of the Southwest ¼ of the Southeast ¼ of Section 20, Township 10 North, Range 20 East, Village of Jackson, Washington County, Wisconsin.

Scale 1"= 100'



Detail







Taking the lead in Washington County.

To: Chicago Title
Taxi Department

Date: April 27, 2004

Re: Tax Key #V3-0206
Cynthia A Gilling, Sherman Road
Statement of Real Property Status

The 04/21/2004 request for information of the above listed parcel also includes the attached copy of the March 8, 1994 Regular Village Board Meeting Minutes. Please take note of item #3 regarding this property.

The minutes state that a waiver for hookup is not transferable to subsequent owners; therefore, please inform Ms Gilling that if the parcels are subdivided, she will be required to hook up to the Village of Jackson Water & Sewer System.

Sincerely,

Marlyss K. Thiel
Treasurer/Deputy Clerk/Administrative Assistant

NI68 W20733
Main Street
Jackson, WI 53037
Phone: 262-677-9001
Fax: 262-677-1710

Mailing Address
P.O. Box 147

www.villageofjackson.com

MINUTES

Regular Village Board Meeting

Tuesday, March 8, 1994 - 7:30 P.M.

Jackson Village Hall

1. Call to order and roll call.

Gerald Boldt called the meeting to order.

Trustees present: John Kruepke, Donna Spaeth, Carole Rose, Michael Wysocki, Casey Latz, and Larry Hatke.

Staff present: Mike Bloedel, Police Officer, Leo Prusi, Judi Far, and Del Beaver.

2. Minutes - Regular Village Board meeting of February 9, 1994.

Michael Wysocki moved to approve the minutes of the 2/9/93 meeting as submitted. John Kruepke, second. All voted aye.

3. Public Hearing - Zoning of Annexation - Craft Cast Parcel.

Gerald Boldt opened the Public Hearing. Rick Edwards, representing the Lamerty's spoke to the hardship of connecting the Lamberty residence to the Village's utilities. The need for a buffer was discussed. Rick Metz Asked questions about locking in residential uses on adjacent parcels. Del Beaver informed the attendees that the Village did not have an extra-territorial zoning ordinance in place and had little control over development in the Town of Jackson. John Briest asked questions about annexing land to the east of Craft Cast and expressed his feeling that it should develop in residential uses. Joan Beck, an attorney representing Craft Cast, spoke to their intent to cooperate and be good neighbors. The Public Hearing was closed.

- Waiver of requirement of connection to Village Sanitary Sewer and Water services.

Larry Hatke moved to grant a waiver for the sewer hookup, with no subdivision of land possible and no transfer of the waiver to subsequent owners. Motion failed for lack of a second.

✱ John Kruepke moved to grant an exemption to hooking up to the Village sewer, so long as the property (three parcels) remain together and undivided). Casey Latz, second. Upon roll call vote, the motion passed 5 to 2, with Hatke and Wysocki dissenting.

REAL ESTATE PAYMENT RECEIPT

4/26/2004

WASHINGTON COUNTY

TAX YEAR: 2003

MARLYSS K THIEL
VILLAGE OF JACKSON
N168 W20733 MAIN ST
JACKSON, WI 53037

Total Tax: \$1,919.99
Less Lottery Credit Claimed: \$0.00
Less Tax Paid: \$960.99
Balance Due: \$959.00

Legal Description
V OF JACKSON PT OF SW SE
DOC 868756
SEC 20-10-20 10.01 AC

Parcel Number: 1410206
Bill Number: 0042492
Physical Address: SHERMAN RD

GILLING CYNTHIA
N160 W19270 SHERMAN RD
JACKSON, WI 530370000

Land Assessment: \$73,600.00
Improvement Assessment: \$19,100.00
Total Assessment: \$92,700.00
EFMV: \$105,400.00
Special Assessments: \$0.00
MFL/FCL: \$0.00
Acreage: 10.01

Receipt Date	Operator						
Receipt Number	Paid By	Check #	Batch #	Tax Paid	Refund	Other	Total Paid
1/29/2004	SR	3811	60	\$960.99	\$0.00	\$0.00	\$960.99
2115	GILLING CYNTHIA						

MINUTES

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* John Kruepke moved to grant an exemption to hooking up to the Village sewer, so long as the property (three parcels) remain together and undivided). Casey Latz, second. Upon roll call vote, the motion passed 5 to 2, with Hatke and Wysocki dissenting.

MINUTES

Regular Village Board Meeting

Tuesday, March 8, 1994

Carole Rose moved to direct staff to determine from the Public Service Commission as to whether an exemption could be granted by the Jackson Water Utility for hook up. Donna Spaeth, second. The motion passed 6 to 1, with Wysocki dissenting.

- Annexation - Ordinance #94-01

Michael Wysocki introduced Ordinance #94-01. Larry Hatke moved to suspend the rules to immediately adopt the Ordinance. John Kruepke, second. All voted aye on roll call. All voted aye on roll call to adopt Ordinance #94-01, annexing the parcel as requested.

- Zone (temporary or permanent) Craft Cast Parcel to Planned Unit Development - Ordinance #94-03.

Larry Hatke introduced Ordinance #94-03, to establish Planned Unit Development as the permanent zoning for the annexed parcel. Michael Wysocki moved to suspend the rules to adopt Ordinance #94-03 immediately. Carole Rose, second. All voted aye on roll call. The roll call vote to adopt Ordinance #94-03 was unanimous.

4. Public Hearing - Rezoning - REDCO Group Parcel - to Planned Unit Development - Ordinance #94-04.

Gerald Boldt opened the Public Hearing. Larry Lannon presented his proposal for elements of a shopping and business mall consisting of a 12,800 s.f. drug store and four 1,200 s.f. retail/office spaces. He spoke to sign controls, layouts and overall concepts for the balance of the parcel. There were no comments from any other attendees. The Public Hearing was closed. Del Beaver spoke to parking lot landscaping and requested that similar requirements be placed on REDCO as was placed on Hansen's Piggly Wiggly. Donna Spaeth and Carole Rose stated they didn't see the necessity to landscape the parking lot if the perimeter would be landscaped.

Larry Hatke introduced Ordinance #94-04. Michael Wysocki moved to suspend the rules to permit immediate adoption. Donna Spaeth, second. All voted aye on roll call vote. The vote to approve ordinance #94-04 was unanimous.

- Development Plan Approval.

Donna Spaeth moved to approve the Development Plan and contingent on staff comments and the building facade as presented or better. Carole Rose, second. On roll call, the motion passed 5 to 2, with Wysocki and Hatke dissenting.

MINUTES

Regular Village Board Meeting

Tuesday, March 8, 1994

5. Annexation - Fred Schmahl, etal. - Ordinance #94-02,

Casey Latz introduced Ordinance #94-02. Larry Hatke moved to suspend the rules to permit immediate adoption. Carole Rose, second. All voted aye on a roll call vote to suspend the rules. The vote to adopt Ordinance #94-02 was unanimous.

Ordinance #94-05 - Establish a permanent zoning of R-5 Residential for the annexed parcel.

Donna Spaeth introduced Ordinance #94-05. Larry Hatke moved to suspend the rules to permit immediate adoption of Ordinance #93-05. John Kruepke, second. All voted aye (roll call) to suspend the rules. Ordinance #94-05 was adopted unanimously.

6. Ordinance #94-06 - Amendment to Chapter 14 Zoning Code to allow Minor Modifications to Conditional Uses to be permitted by staff.

Carole Rose introduced Ordinance #94-06. Casey Latz moved to suspend the rules to permit immediate adoption of Ordinance #94-06. Michael Wysocki, second. All voted aye on roll call vote to suspend the rules. The vote to adopt Ordinance #94-06 was unanimous.

7. Resolution #94-03, adopting a public participation plan by conducting a public hearing on the feasibility of the Village's participation in a Community Development Block Grant proposal to participate in the extension of water and sewer services to an industry.

John Kruepke introduced Resolution #94-03. All voted aye, adopting the resolution.

8. Resolution #94-04, authorizing the application for a CDBG grant to extend water and sewer services to Craft Cast Company Inc.

Larry Hatke introduced Resolution #94-04 with the maximum grant request amended to \$140,000. All voted aye on Resolution #94-04.

9. Bartenders License request

- Duane O. Kuehl
- Wayne John Peth
- Lisa Barnes
- Carol Konen
- Katie Hill

MINUTES

Regular Village Board Meeting Tuesday, March 8, 1994

Casey Latz moved to grant bartenders licenses to Duane O. Kuehl, Lisa Barnes, Carol Konen, and Katie Hill. Carole Rose, second. John Kruepke and Gerald Boldt abstained on the vote with the balance of the Village Board voting aye, granting the licenses.

Casey Latz moved to deny the granting of the bartenders license to Wayne John Peth upon recommendation of the Police Chief. Carole Rose, second. John Kruepke and Gerald Boldt abstained on the vote with the balance of the Village Board voting nay, denying the granting of the license.

10. Report of the Budget and Finance Committee. - Claims

Larry Hatke moved to pay the bills and claims as submitted. John Kruepke, second. All voted aye.

- Resolution #94-07 - Proposed policy for payments from users of Village benefits who do not receive regular weekly or monthly paychecks.

Casey Latz introduced Resolution #94-07. All voted aye, passing the resolution.

11. Report of the Public Works Committee. - Authorization to sign contract for curbside recyclables pickup.

Michael Wysocki moved to authorize staff to sign a contract with United Waste to pick up recyclables at the curb twice monthly. Carole Rose, second. All voted aye.

**- Pheasant Run Condos Petition.
- Fire Station remodel.
- Smoke Free Village Hall proposal.
- Village Hall remodel - Bubbler.**

Michael Wysocki moved to approve these items in the Report of the Public Works Committee as a part of a consent agenda. John Kruepke, second. All voted aye.

- Resolution #94-02 - Trash Canister reimbursement to the Village.

Larry Hatke introduced Resolution #94-02. All voted aye, passing the Resolution.

MINUTES

Regular Village Board Meeting

Tuesday, March 8, 1994

- Graef, Anhalt, and Schloemer & Associates for the Wastewater Treatment Plant plans, specifications, bidding, and project overview and management.

Michael Wysocki moved approval of the contract and authorized staff to execute the agreement. John Kruepke, second. All voted aye.

12. **Report of the Park and Recreation Committee.**
 - **Structure of the Park and Recreation Committee.**

Michael Wysocki moved to direct staff to draft a Resolution amending the Policies and Procedures Manual to reflect the restructuring completed by the Park and Recreation Committee. Carole rose, second. All voted aye.

13. **Resolution #94-05 thanking Chuck Coopman for his service to the Village on the Park and Recreation Committee.**

Donna Spaeth introduced Resolution #94-05, adding that Chuck would be missed. All voted aye, adopting the Resolution.

14. **Report of the Planning Commission.**
 - **Glenbrooke Final Plat re-approval.**
 - **Puestow Extra-territorial Plat.**
 - **Westfield II Subdivision Preliminary Plat Request.**

Larry Hatke moved approval of the Report of the Planning Commission. Donna Spaeth, second. All voted aye.

16. **Recommendation of the Joint Police and Fire Committee for the Firefighter VI position.**

Del Beaver reported on the additional background checks that he performed concerning the applicant for the Firefighter VI position. Casey Latz moved to reject the recommendation from the Joint Personnel/Police and Fire Committees. Carole Rose, second. Six voted aye with John Kruepke, dissenting.

Casey Latz moved to set a Special Village Board Meeting for April 4, 1994 to further discuss the filling of the position and the future plans for the Fire Department. John Kruepke, second. All voted aye.

MINUTES

**Regular Village Board Meeting
Tuesday, March 8, 1994**

- 17. Report of the Personnel Committee.**
- Village Engineer replacement - Director of Public Works.
- Salary range for Director of Public Works.

Michael Wysocki moved to authorize the placement of the advertisement to fill the position as submitted. Larry Hatke, second. All voted aye.

- 18. West Bend School District Liaison Report.**

Larry Hatke and Michael Wysocki discussed the West Bend Jt. District #1 building referendum.

Special Agenda Item.

Resolution #94-06, as brought before the Board by the administrator, concerning the reduction in the use of the property tax as a public school funding mechanism. Del Beaver recommended that this resolution be referred to a more appropriate time for maximum effect. Michael Wysocki moved to refer the proposed Resolution #94-06 to the September Regular Village Board Meeting. Larry Hatke, second. All voted aye.

- 19. Citizens to address the Board.**

Rob Kendgia, from Mary Panzer's office, addressed the Board and offered his assistance on state issues that would affect the Village.

- 20. Departmental Reports.**

Larry Hatke moved to place the departmental reports on file. Michael Wysocki, second. All voted aye.

- 21. Adjourn.**

John Kruepke moved to adjourn. Michael Wysocki, second. All voted aye.

Respectfully submitted by Del Beaver, Administrator/Clerk.

AGENDA

Special Village Board Meeting

Tuesday, March 22, 1994 - 8:15 P.M.

Jackson Village Hall

- 1. Call to order and roll call.**
- 2. RESOLUTION #94-09 - Maximum Village Participation in the Utility Extension Grant for Craft Cast.**
- 3. Adjourn.**

VILLAGE OF JACKSON

Resolution No. 94-09

A RESOLUTION AUTHORIZING THE APPROPRIATION OF VILLAGE OF JACKSON
GENERAL OPERATING REVENUE IN SUPPORT OF THE VILLAGE OF JACKSON'S
PARTICIPATION IN THE SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, federal monies are available under the Small Cities Community Development Block Grant (CDBG) program, administered by the Wisconsin Department of Development (DOD), for the purposes of economic development, and

WHEREAS, after public meeting and due consideration, the Village Plan Commission recommended and the Village Board of Trustees adopted a resolution authorizing the submittal of an application to the State of Wisconsin DOD for the following project:

A CDBG loan in an amount not to exceed \$125,000 to pay for public infrastructure improvements associated with the Craft-Cast Company, Inc., expansion. In consideration of this request, Craft Cast has agreed to create at a minimum 12.5 new full-time equivalent jobs over an 18-month period, and to expend at least an equal amount of private funds to match the CDBG grant for its expansion project in the Village of Jackson.

WHEREAS, it is necessary for the Village Board of Trustees to appropriate matching funds in an amount not to exceed \$36,500 to pay for a portion of the public infrastructure improvements attendant to the Craft-Cast Company, Inc., expansion, and

WHEREAS, the Village Board has reviewed the need to appropriate matching funds for the proposed project and the benefits to be gained therefrom.

NOW, THEREFORE, BE IT RESOLVED, that the Village of Jackson Board of Trustees does hereby approve and authorize the appropriation of general operating revenue in an amount not to exceed \$36,500 for the above-referenced project, and

BE IT FURTHER RESOLVED, that the Village President and Village Administrator are hereby authorized to sign all necessary documents on behalf of the Village, and

BE IT FURTHER RESOLVED, that authority is hereby granted to the Village President and Village Administrator to take the necessary steps to appropriate funds for the above-referenced project in accordance with this resolution.

Adopted on this ____ day of _____ 1994.

Approved:

Gerald Boldt, President

Attest:

Delmore A. Beaver, Administrator

STATEMENT OF REAL PROPERTY STATUS



To: Village of Jackson
 County of Washington
 N168 W20733 Main Street
 P.O. Box 147
 Jackson, WI 53037

Order Number/Seller: 1178749 SHERMAN CREEK
 Tax Key Number: V3 0206
 Date: 04/21/2004

Please include a copy of the current tax bill.

Property Owner: CYNTHIA A GILLING
 Property Address: SHERMAN RD
 Legal: V OF JACKSON PT OF SW SE DOC 868756 SEC 20-10-20 10.01 AC

20 03 Assessment: Land 73,600. Impr. 19,100. Total 92,700.00

20 03 Net R.E. Tax 1919.99 Spec. Chgs 0 Total 1919.99

Paid 960.99 Balance 1-29-04 Balance = 959.00

By Please call 335-4324 (Treasurer at the County) for interest +
 (Please check with the County Treasurer for prior yrs. tax status.) penalty's if due.

() OUTSTANDING SPECIAL ASSESSMENTS

Improvement	Years	Principal	Interest	Total
-------------	-------	-----------	----------	-------

none

**SUBJECT TO PROPERTY
 MAINTENANCE**

**INSPECTION PRIOR
 TO CLOSING**

*Interest at _____ % figured to _____

By _____ Date _____

() CONTEMPLATED SPECIAL ASSESSMENTS

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**
- ☐ *Special Use* ☐ *Special Use* ☐ **OTHER** _____
- (For existing CU ONLY) (For existing PUD ONLY)

Property Address: W227 N 16890 Tillie Lake Ct. Unit: _____ Jackson, WI

Parcel #: 052100G Lot Size: 84942 sq. ft. Building Area: _____ sq. ft.

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

APPLICANT INFORMATION

Name(s): Clover Signs Attn: Caitlin Schilling

Mailing Address: 932 W National Ave Brazil State IN Zip 47834

Office: (812) 442-7446 Cell: (____) _____ Fax: (____) _____

Email: Caitlin@Cloversign.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): AMA Hospitality INC Attn: Al Patel

Address: W227 N 16890 Tillie Lake Ct. Jackson State WI Zip _____

Office: (____) _____ Cell: (630) 965-6356 Fax: (____) _____

Email: al.keshmail3@gmail.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: Clover Signs

Primary Contact: Caitlin Schilling

Address: 932 W National Ave Brazil State IN Zip 47834

Office: (812) 442-7446 Cell: (____) _____ Fax: (____) _____

Email: Caitlin@Cloversign.com

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: Removal of 1 wall Sign
Replacement of 1 wall Sign. Install of New
freestanding Sign.

Provide a brief overview of proposed use(s) of entire property and/or lease space: Comfort Inn & Suites
hotel

Hours of Operation: Check In: 3pm Check out 11am. 24/7

Provide a brief overview of proposed daily on-site operations: Hotel Services.

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 are applicable.

Describe all businesses, properties and other entities located adjacent to the proposed use: Culvers (food), BMO Harris Bank (banking), H+B block (tax),
Subway (food), MSA Professional Services (engineering consultant),
BrightStare Care (health care), Tillie Lake Vet (vet)

Proposed, development, on-site improvements or other construction/remodeling activities: Removal of 7'2" X 6'7" Wall Sign X 2.
install new 2'10.5" X 9'6 13/16" Wall Sign
install new 15' OAH - 4'10.5" X 4'1" Free Standing Sign.

Proposed grading and/or stormwater management plan: _____

Proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____

Proposed on-site security measures including site lighting: _____

Life Safety Systems – Existing or Proposed (Includes fire hydrants, fire suppression & fire alarm systems): _____

Projected traffic circulation and impacts: NO impact

Setbacks from rights-of-way and property lines and height limitations: _____

Status of State/Federal License(s) or Certificate(s) required for operation: _____

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

☒ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type and location: 2' - 10.5" x 9' 6 15/16" wall sign
6' OAH - 4' 10.5" x 4' 1" free standing sign.

Exterior Building Materials (type, color, etc.): _____

Site Specific Features/Constraints: _____

Parking (Total No. of spaces plus number of dedicated handicapped parking and type): _____

Proposed screening/buffering from adjacent properties: _____

Proposed provisions for refuse and recycling collection/storage: _____

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):

Applicant Signature:

Caitlin Schilling
Caitlin Schilling

Co-Applicant Name (Print):

CO-Applicant Signature:

Date of Application:

2/17/21

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: John Walther, 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: _____

Amount: _____

Payment Type: CH / CC / CA

Check/Receipt #: _____

Received By: _____



COMFORT INN & SUITES JACKSON, WI



APPROVAL BOX - PLEASE INITIAL

CUSTOMER APPROVAL

Date

NOTE: Elevation drawings are for customer approval only, drawings are not to be used as any installation guide, all dimensions must be verified before installation.

Customer:

COMFORT INN & SUITES

Date:

03/23/20

Prepared By:

KH

Note: Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and a revision to this drawing will be made.

Location:

JACKSON, WI

File Name:

242583 - R6 - JACKSON, WI

Eng:

-

persona
SIGNS | LIGHTING | IMAGE

DISTRIBUTED BY SIGN UP COMPANY

700 21st Street Southwest

PO Box 210

Watertown, SD 57201-0210

1.800.843.9888 • www.personasigns.com



INN CODE: WI102

COMFORT INN & SUITES
W227 N16890 TILLIE LAKE CT
JACKSON, WI 53037

EXISTING SIGNS:

- 1 7'-2" X 6'-7" WALL SIGN
- 2 7'-2" X 6'-7" WALL SIGN
- 3 NO EXISTING SIGNAGE

PROPOSED SIGNS:

- 1 15" SET OF CHANNEL LETTERS
(LINEAR STACKED)
- 2 SIGN TO BE REMOVED. NOT REPLACED.
- 3 4'-10 1/2" X 4'-1" CR-20 MIDRISE AT 15' OAH

APPROVAL BOX - PLEASE INITIAL

CUSTOMER APPROVAL

Date

NOTE: Elevation drawings are for customer approval only, drawings are not to be used as any installation guide, all dimensions must be verified before installation.

Customer: COMFORT INN & SUITES	Date: 12/18/20	Prepared By: KH/SC/KH/CM/JS	Note: Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and a revision to this drawing will be made.
Location: JACKSON, WI	File Name: 242583 - R6 - JACKSON, WI	Eng: -	

persona
SIGNS | LIGHTING | IMAGE

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700 21st Street Southwest
PO Box 210
Watertown, SD 57201-0210
1.800.843.9888 • www.personasigns.com

1



EXISTING:
7'-2" X 6'-7"

PROPOSED



CHANNEL LETTER DETAIL
SCALE: 3/4" = 1'-0"

APPROVAL BOX - PLEASE INITIAL

CUSTOMER APPROVAL

Date

NOTE: Elevation drawings are for customer approval only, drawings are not to be used as any installation guide, all dimensions must be verified before installation.

Customer: COMFORT INN & SUITES	Date: 11/23/20	Prepared By: KH/CM/KH	Note: Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and a revision to this drawing will be made.
Location: JACKSON, WI	File Name: 242583 - R6 - JACKSON, WI	Eng: -	

persona
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PO Box 210
Watertown, SD 57201-0210
1.800.843.9888 • www.personasigns.com

2



EXISTING:
7'-2' X 6'-7"



PROPOSED

**SIGN TO BE REMOVED
NOT REPLACED
REDUNDANT**

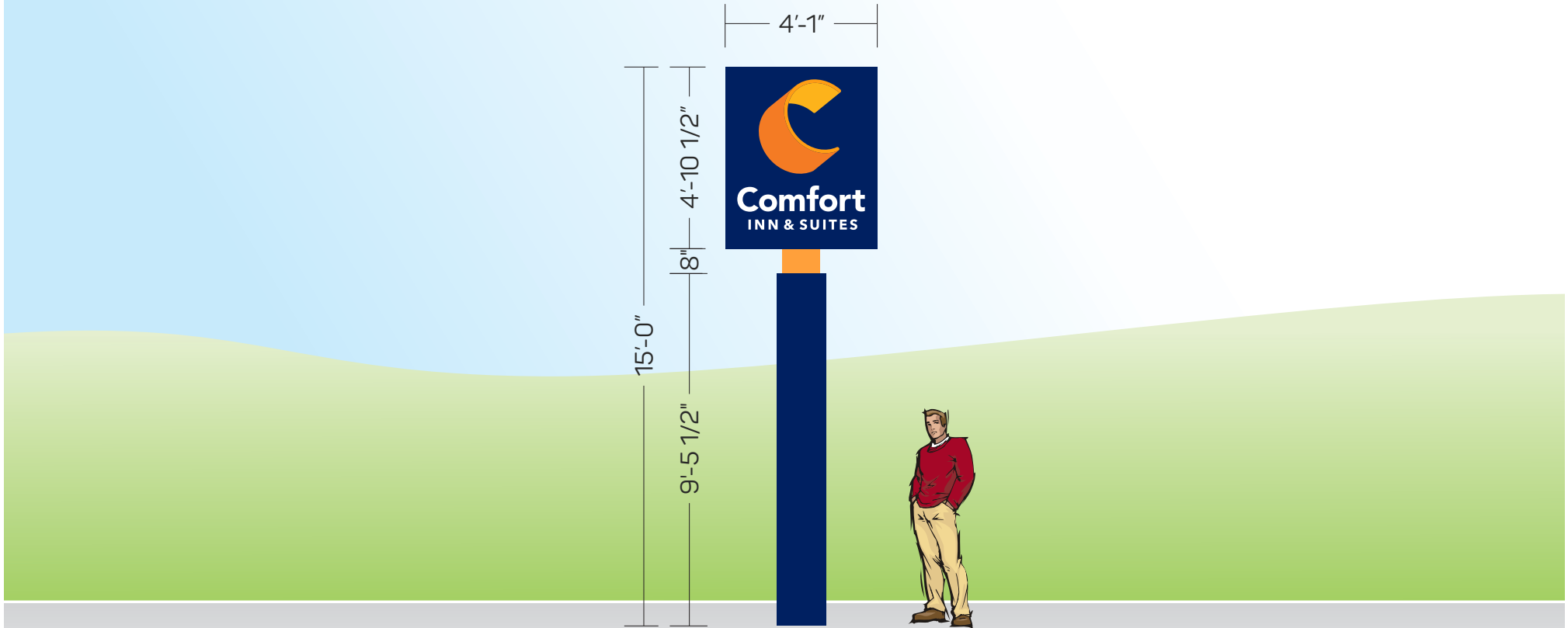
APPROVAL BOX - PLEASE INITIAL

CUSTOMER APPROVAL

Date

NOTE: Elevation drawings are for customer approval only, drawings are not to be used as any installation guide, all dimensions must be verified before installation.

Customer: COMFORT INN & SUITES	Date: 11/16/20	Prepared By: KH/SC	Note: Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and a revision to this drawing will be made.	persona SIGNS LIGHTING IMAGE	DISTRIBUTED BY SIGN UP COMPANY 700 21st Street Southwest PO Box 210 Watertown, SD 57201-0210 1.800.843.9888 • www.personasigns.com
Location: JACKSON, WI	File Name: 242583 - R6 - JACKSON, WI	Eng: -			



CR-20 MID-RISE SIGN
SCALE: 1/4" = 1'-0"

APPROVAL BOX - PLEASE INITIAL

CUSTOMER APPROVAL		Date
-------------------	--	------

NOTE: Elevation drawings are for customer approval only, drawings are not to be used as any installation guide, all dimensions must be verified before installation.

Customer: COMFORT INN & SUITES	Date: 12/18/20	Prepared By: KH/JS	Note: Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and a revision to this drawing will be made.	persona SIGNS LIGHTING IMAGE DISTRIBUTED BY SIGN UP COMPANY 700 21st Street Southwest PO Box 210 Watertown, SD 57201-0210 1.800.843.9888 • www.personasigns.com
Location: JACKSON, WI	File Name: 242583 - R6 - JACKSON, WI		Eng: -	

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 number items in shaded column →</i>	<u>TYPE OF INFORMATION DESCRIBED</u> <i>(See reverse side for further instructions)</i>	<u>Paper or Digital Copy Required</u>
CONCEPT PLAN	\$50	1,2,6,13	1) Complete Application (<i>all pages</i>)	Both
			2) Describe the intended use and operation	Both
CONDITIONAL USE			3) Address labels of adjacent owners to be notified (200' / 500')	Both
- Full Review	\$150	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
			6) Location Map	Both
PLANNED UNIT DEVELOPMENT	\$150	1,2,3,4,5,6,7,8,9,10,14,15,16,17,18,20	7) Development Plan / Site Plan	Both
- *Special Use (to existing PUD)	\$50	1,2,3,4,5,6,7,13 (14-22 upon request)	8) Preliminary Plat	Both
			9) Final Plat	Both
REZONING	\$200	1,2,3,4,6,9 or 10 (500' for rezoning) 200' for Cond. Use or PUD Site Plan)	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	1,2,3,5,6,10,15,16,17,18,20	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	<u>Engineering Review - Infrastructure</u>	
			15) Grading / Drainage Plan	Both (24x36)
PRELIMINARY PLAT	\$300	1,2,3,5,6,9,15,16,17,18	16) Water / Sanitary Sewer / Storm Sewer Plans	Both (24x36)
			17) Street / Right of Way cross sections	Both (24x36)
FINAL PLAT / Final Plat Reappl.	\$100	1,2,3,5,6,9,15,16,17,18,20	18) Erosion Control Plan	Both (24x36)
			19) Proposed colors / materials	Both
ANNEXATION / ATTACHMENT	\$200	1,2,3,4,5,6,11,12,21	20) Developers Agreement	Both
			21) Annexation Agreement (<i>includes pre-annex agreements</i>)	Both
STREET EASEMENT/ VACATION	\$150	1,2,3,4,6,9	22) Other -	Both
VARIANCE / APPEAL	\$150	1,2,3,4,6,7		
MAILING LABELS	\$25	For all property addresses within 200 feet For all properties within 500' if rezoning ONLY	Must submit additional fee if not providing labels	Both

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

Applications shall be submitted NO LATER than 4:00 PM on the 1st Friday of the month to be considered at that month's meeting.

In some cases, additional copies of a submittal may be required. Only COMPLETE applications shall be presented to the Planning Commission and the Village Board for action. Applications submitted without a pre-submittal conference risk delay.

The Planning Commission meets on the last Thursday of each month unless there is a conflict with a holiday. The Village Board meets on the second Tuesday of each month at which a public hearing may be held. A decision on the request could be made at that time.

EXPLANATION OF TYPES OF INFORMATION REQUIRED *(From front page of application form)*

1. **Application Form:** *You MUST SUBMIT both HARD (paper) and DIGITAL (USB Drive) copies of your application.*
2. **Letter of Intent:** What you are requesting in your own words? *(Be brief)*
3. **Mailing/Address Labels:** It is your responsibility to provide the Village with addresses labels of ALL adjacent property owners within a 200-foot radius of the subject property. If mailed notification is required for your application, an incorrect address may cause a delay. *(Additional \$25 is required if Village provides address labels.)*
4. **Proof of Property Ownership:** A copy of a deed, tax notice, title insurance policy (first page), recorded plat, etc.
5. **Impact Statement:** In general, the following points represent most of the topics to be addressed in the impact statement. Specific points will be designated at the pre-submittal conference by staff.
 - A. General hours of operation.
 - B. Unusual conditions which warrant special attention (hazardous materials storage, fire hazards, odors, noise generation, etc).
 - C. Vehicle trip generation (trips per day per unit x number of units).
 - D. Estimated numbers of vehicles and/or equipment, materials, to be parked and/or stored on site.
 - E. Proposed sign(s) advertising business, directional signage, dwelling unit rental, etc.
 - F. Proposed dates of construction and completion.
 - G. Anticipated user profiles (for residential developments).
 - H. Annual water consumption estimate (100% occupancy and build-out).
 - I. Annual sewage generation estimate (100% occupancy and build-out).
6. **Location Map:** An aerial map indicating where the site is located within the Village.
7. **Development Plan:** Show entire proposal on the site. Include edge of pavement and/or back of the curb line, sidewalks (existing and proposed), structure footprint(s), driveways, parking areas, fencing, refuse enclosures, locations of accessory uses, and overall dimensions of structures and setbacks, etc. Landscape plans and water/sewer/storm plans may be shown combined on the plan if the composition is easily read and understood.
- 8/9. **Plat Map:** Prints of the preliminary and final (recordable plat), with proper signature blocks.
10. **Certified Survey Map:** A recordable document showing the legal and mapped description of the land division.
11. **Annexation Petition/Attachment Request:** Shows owner is supporting the annexation.
12. **Annexation Map:** A recordable map having the legal and mapped description of the parcel to be annexed.
13. **Sketch Plan:** An informal drawing depicting the proposal for discussion purposes.
14. **Landscape Plan:** Show location, size, type, botanical name & common name of proposed trees & shrubs. Also details surface treatments. Show walls, fence location and style, buffers/screening and similar details.
15. **Grading/Drainage Plan:** Show original & proposed grades & runoff calculations based on a 10-year storm. It is usually combined with a Storm Sewer Plan. (Storm sewer system, ditches, culverts, etc.)
16. **Water/Sewer/Storm Sewer Plans:** Show size and location of proposed water mains & fire hydrants; size and location of the proposed sanitary sewer system with gradient profiles and invert elevations; shows the proposed storm drainage system as in #15 above.
17. **Street Crossing Sections:** Section shows curb, gutter, paving, and sidewalk relative to the right-of-way width.
18. **Erosion Control Plan:** A map of existing site conditions on a scale of at least 1-inch equals 100 feet showing the site, boundaries and immediately adjacent areas which accurately identify site locations.
19. **Proposed Building Colors and Materials:** Submit samples of exterior colors and materials.
20. **Improvement Agreement:** An agreement between the developer and the Village determining park dedications and the responsibilities for street, water, sewer, and the storm sewer improvements and extensions.
21. **Annexation Agreement.**

MEETINGS AT WHICH THE REQUEST IS BEING HEARD SHOULD BE ATTENDED BY THE APPLICANT OR A REPRESENTATIVE IN ORDER TO RESPOND TO QUESTIONS AND AVOID DELAYS IN THE APPROVAL PROCESS

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
- ☐ Special Use ☐ Special Use ☐ OTHER _____
- (For existing CU ONLY) (For existing PUD ONLY)

Property Address: 3261 Creekwood Circle Unit: Jackson, WI

Parcel #: T7-0757078 Lot Size: 20,500 sq. ft. Building Area: 1,822 sq. ft.

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

APPLICANT INFORMATION

Name(s): Hillcrest Builders

Mailing Address: 124 South Swift Street State WI Zip 53023

Office: (920) 526-3028 Cell: () Fax: ()

Email: jader@hillcrestbuilders.com

BUSINESS INFORMATION (If New Business)

Legal Business Name: NA

D/B/A: FEIN #: -

Mailing Address: State Zip

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

Email:

Website:

PROPERTY OWNER INFORMATION

Name(s): Harjot and Pavier Sangha

Address: N103W16698 Calico Court State WI Zip 53022

Office: () Cell: (414) 573-9478 Fax: ()

Email: hjsandhu09@gmail.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: Hillcrest Builders

Primary Contact: John Ader

Address: 124 South Swift Street State WI Zip 53023

Office: (920) 526-3028 Cell: () Fax: ()

Email: jader@hillcrestbuilders.com

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: _____
Increase the allowable 880 square foot garage size to 1,125 square feet.

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

Hours of Operation: NA

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

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: Residential dwellings

Proposed, development, on-site improvements or other construction/remodeling activities: None

Proposed grading and/or stormwater management plan: None

Proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: None

Proposed on-site security measures including site lighting: None

Life Safety Systems – Existing or Proposed (Includes fire hydrants, fire suppression & fire alarm systems): None

Projected traffic circulation and impacts: None

Setbacks from rights-of-way and property lines and height limitations: NA

Status of State/Federal License(s) or Certificate(s) required for operation: NA

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

☒ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type and location: NA

Exterior Building Materials (type, color, etc.): The materials will be the same as the rest of the new home

Site Specific Features/Constraints: None

Parking (Total No. of spaces plus number of dedicated handicapped parking and type): NA

Proposed screening/buffering from adjacent properties: None

Proposed provisions for refuse and recycling collection/storage: NA

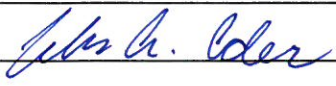
Projected Sewer/Wastewater Usage: NA gal/year

Projected Water Usage: NA 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): John A. Ader - Hillcrest Builders

Applicant Signature: 

Co-Applicant Name (Print): _____

CO-Applicant Signature: _____

Date of Application: 03-05-2021

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.

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: John Walther, 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

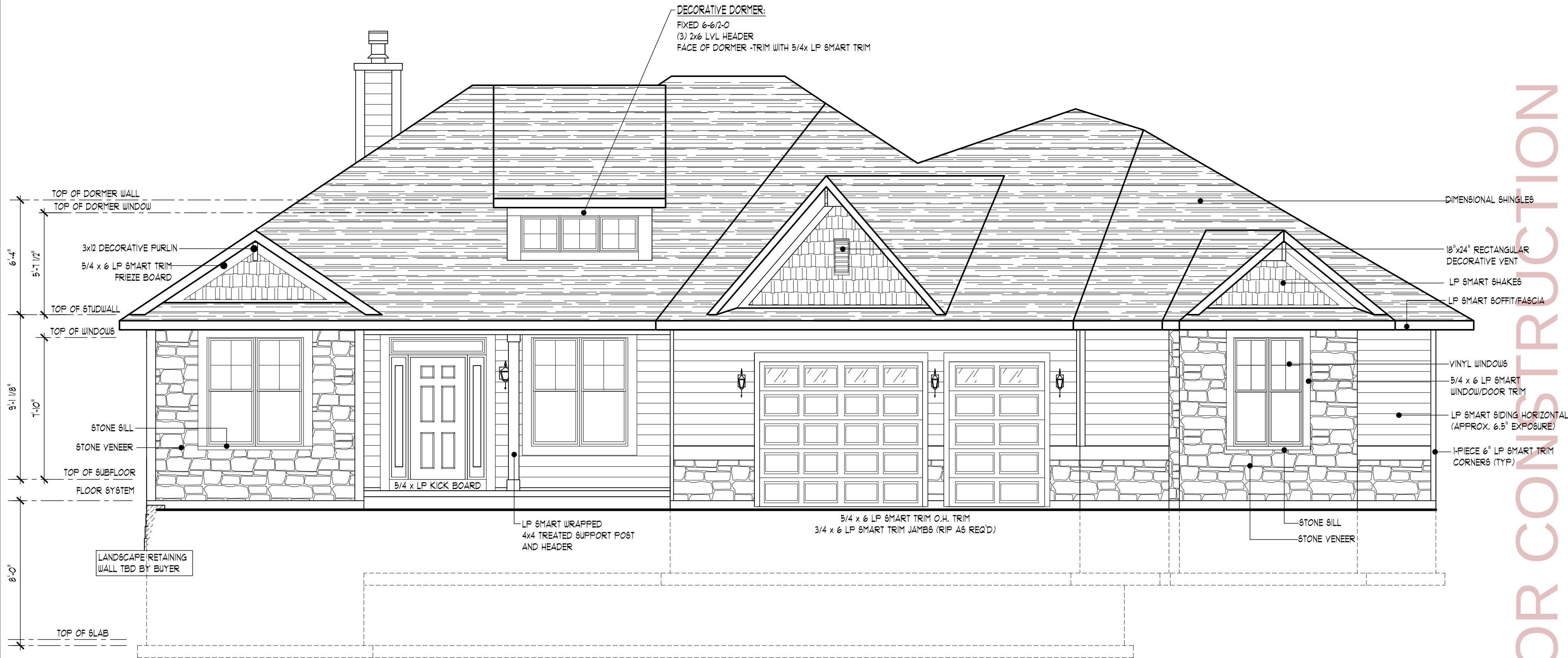
Date Received: _____

Amount: _____

Payment Type: CH / CC / CA

Check/Receipt #: _____

Received By: _____



FRONT ELEVATION

SCALE: 1/4" = 1'-0"

NOTES

- 8' FOUNDATION**
- FOUNDATION DESIGN TO BE BUILT ON MIN 2,000 PSF SOIL CONDITIONS
 - POURED CONCRETE WALL TO MEET 3,500 PSI CONCRETE
 - HOUSE WALLS TO BE 8" x 8'-0" POURED CONCRETE WALLS UNLESS NOTED OTHERWISE
 - GARAGE AND STOOP WALLS TO BE 6" x 4'-0" POURED CONCRETE WALLS UNLESS NOTED OTHERWISE
 - FOUNDATION WALL - HORIZONTAL REINFORCEMENT FOR A "PLAIN" CONCRETE WALL SHALL HAVE (4) HORIZONTAL RODS (#4 FOR 8" WALL AND #5 FOR A 10" OR 12" WALL) CONTINUOUS, ONE AT THE TOP, ONE AT THE BOTTOM AND THE OTHER (2) EVENLY SPACED IN BETWEEN. AT CORNERS, HORIZONTAL REINFORCEMENT SHALL EXTEND AROUND CORNERS A MINIMUM OF 30 BAR DIAMETERS
 - FOUNDATION WALLS - VERTICAL REINFORCEMENT SHALL COMPLY WITH MAXIMUM UNBALANCED FILL HEIGHT PER SPS TABLE 321.1B.5.
 - ALL CONCRETE FOOTINGS TO BE A MINIMUM OF 48" BELOW GRADE AND SIZED AS REQ'D BY SOIL CONDITIONS AND BUILDING CODES
 - FOUNDATION WALL TO FOOTING CONNECTION TO BE BE DOWELED WITH #4 DOWELS AT 24" O.C. WITH 6" DOWEL PENETRATION INTO THE FOOTING AND 18" INTO THE WALL
 - EXTERIOR FOOTING FOR 8' x 8" FND TO BE MIN. OF 22"x8" CONTINUOUS FOOTING AND OR PER ACI 332-14 TABLE 12.1.1A
 - DECK FOOTINGS SHALL COMPLY WITH STATE OF WISCONSIN BUILDING CODE CHAPTERS SPS 320-325 APPENDIX B
 - MOISTURE BREAK REQ'D AT ALL BEAM POCKETS
 - SEE CODE AND LOCATE ALL FOOTING, PILASTERS, WINDOW AND SUMP, MASON TO FOLLOW ALL STATE AND LOCAL CODES
 - ALL WINDOW WELLS TO BE STD. 32"x16" WINDOW UNIT W/ GALV. AREA WELL W/ DRAIN TILE EXTENDED INTO WINDOW WELL AREA
 - FLOOR SYSTEM IS 11 1/8" I-JOISTS UNLESS NOTED OTHERWISE. ALL BEAM, HEADER, AND FLOOR SYSTEM SIZES MUST BE VERIFIED W/ ROOF FRAMING PLAN TRUSS LAYOUT. ALL ENGINEERING BY SUPPLIER

GENERAL

- EXTERIOR HOUSE WALLS ARE 2x6 (5 1/2") STUDS AT 16" O.C.
- EXTERIOR GARAGE WALLS ARE 2x4 (3 1/2") STUDS AT 16" O.C.
- INTERIOR PARTITION WALLS ARE 2x4 (3 1/2") AT 16" O.C.
- DIMENSIONS ARE STUD TO STUD
- ALL BEARING HEADERS ARE 2-PLY 2x12 UNLESS OTHERWISE NOTED
- WINDOW AND DOOR SIZES ARE IN FEET AND INCHES REFER TO FINAL WINDOW/DOOR PACKET FOR ROUGH OPENINGS
- FRAMER RESPONSIBLE FOR ALL BLOCKING AND FIRE-BLOCKING AS REQUIRED BY CODE
- MINIMUM 8" HEEL HEIGHT OVER HEATED SPACES
- PROVIDE ATTIC ACCESS AS REQUIRED BY CODE LOCATION(S) TBD ON SITE AT TIME OF FRAMING

APPLICABLE MUNICIPAL CODES

BUILDING: STATE OF WISCONSIN BUILDING CODE CHAPTER 320-325
PLUMBING : STATE OF WISCONSIN BUILDING CODE CHAPTER 381-381
ELECTRICAL: STATE OF WISCONSIN BUILDING CODE CHAPTER 316
MECHANICAL: STATE OF WISCONSIN BUILDING CODE CHAPTER 361-325

DECK: STATE OF WISCONSIN BUILDING CODE CHAPTERS SPS 320-325
APPENDIX B

ROUGH OPENING SCHEDULE

EXTERIOR / INTERIOR DOORS

- EXTERIOR DOORS = DOOR + 2 1/2"
- INTERIOR DOORS (INCLUDING BI-FOLDS) = DOOR + 2 1/2"
- DOUBLE DOOR (STANDARD) = DOOR + 2 1/2"
- DOUBLE DOOR (W/ ASTRAGAL) = DOOR + 3 1/2"
- POCKET DOOR = DOOR WIDTH x2 + 2 1/2" HGT = 84 1/4"
- BI-FOLD DOOR = DOOR WIDTH x2 + 1"

THESE ARE "TYPICAL" ROUGH OPENINGS OF "COMMON" DOORS SUPPLIED BY DREXEL BUILDING SUPPLY. THESE ARE ONLY GUIDELINES AND IT IS THE RESPONSIBILITY OF SUB-CONTRACTOR TO VERIFY ANY ROUGH OPENINGS

SQUARE FOOTAGE

FIRST FLOOR LIVING AREA	1822	SQUARE FEET
BASEMENT AREA	1822	SQUARE FEET
FINISHED BASEMENT AREA	N/A	SQUARE FEET
GARAGE AREA	1125	SQUARE FEET
FRONT PORCH AREA	101	SQUARE FEET
REAR PORCH/DECK AREA	214	SQUARE FEET
TOTAL FINISHED LIVING AREA	1822	SQUARE FEET

NOTE: THESE PLANS ARE THE PROPERTY OF HILLCREST BUILDERS AND MAY NOT BE REPRODUCED, COPIED IN ANY MANNER WITHOUT WRITTEN CONSENT. ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS & CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS AND DIMENSIONS AND BE RESPONSIBLE FOR THE SAME.

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CUSTOMER: **SANGHA RESIDENCE**

JOB ADDRESS: CREEKWOOD CIRCLE
LOT 70 TWIN CREEKS SUBDIVISION
VILLAGE OF JACKSON
COUNTY: WASHINGTON

HILLCREST BUILDERS
P.O. BOX 28
GLENBEULAH, WI 53023
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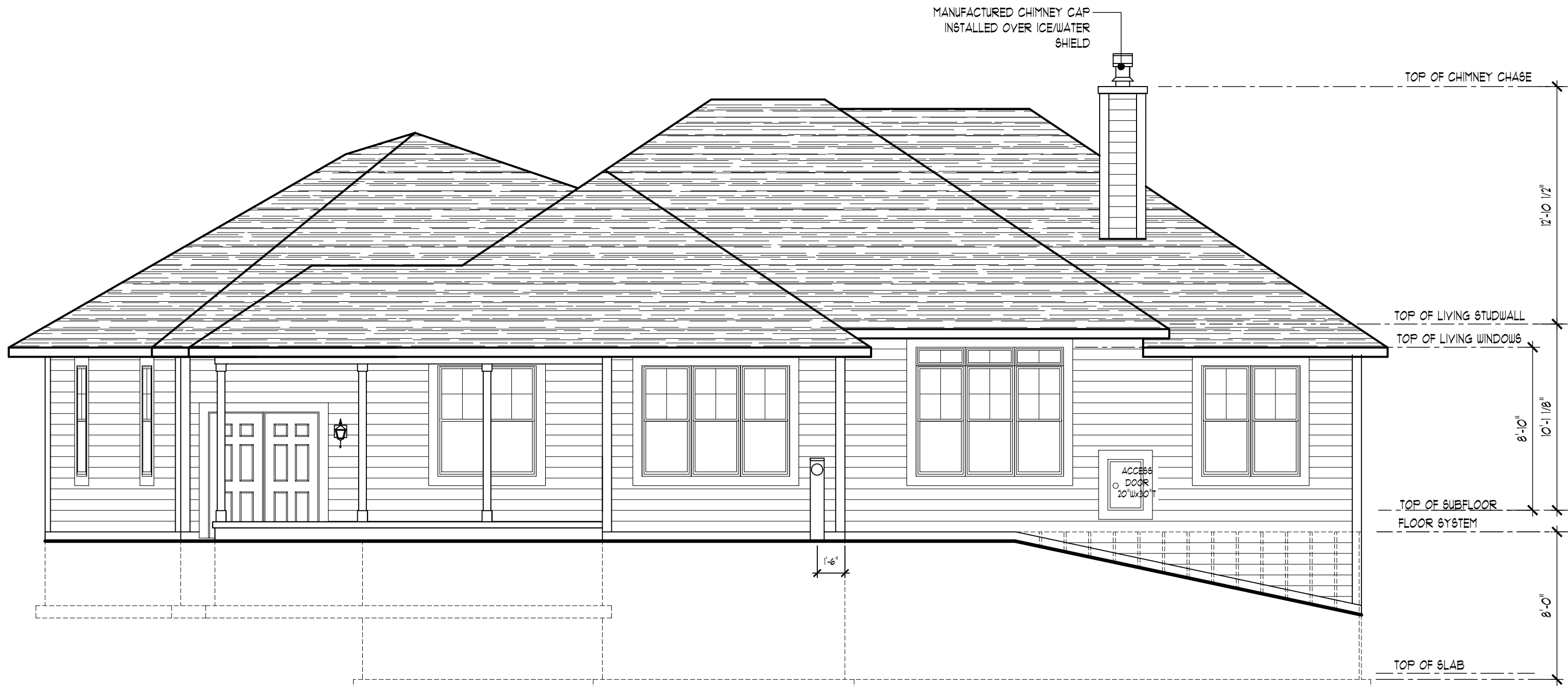
MODEL:
MOD. ELIZABETH

SHEET
1 OF 8

JOB NO.
L20-039



RIGHT ELEVATION
SCALE: 3/16" = 1'-0"



REAR ELEVATION
SCALE: 3/16" = 1'-0"

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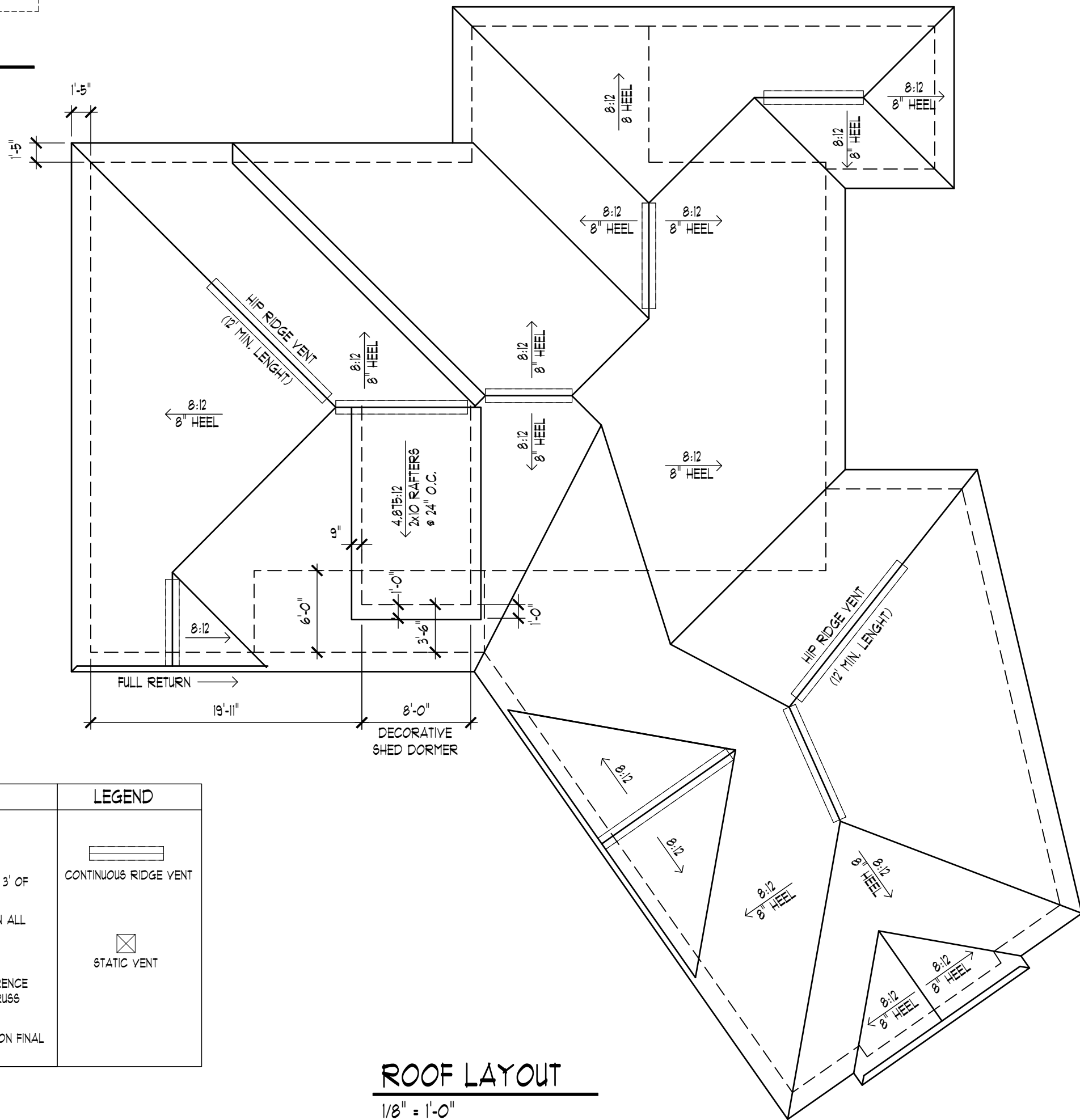
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SHEET
2 OF 8
JOB NO.
L20-039



LEFT ELEVATION

SCALE: 3/16" = 1'-0"



NOTES	LEGEND
- ARCHITECTURAL SHINGLES W/ 15# FELT UNDERLAYMENT 1/2" OSB ROOF SHEATHING W/ H-CLIPS - INSTALL ICE AND WATER SHIELD WITHIN 3' OF EAVES AND AT ALL VALLEYS - INSTALL CONTINUOUS RIDGE VENTING IN ALL APPLICABLE LOCATIONS - ALL DIMENSIONS ARE STUD TO STUD - TOP VIEW OF ROOF SHOWN FOR REFERENCE ONLY REFER TO FINAL ENGINEERED TRUSS LAYOUTS - ALL HEEL HEIGHTS TO BE VERIFIED UPON FINAL TRUSS LAYOUTS	CONTINUOUS RIDGE VENT STATIC VENT

ROOF LAYOUT

1/8" = 1'-0"

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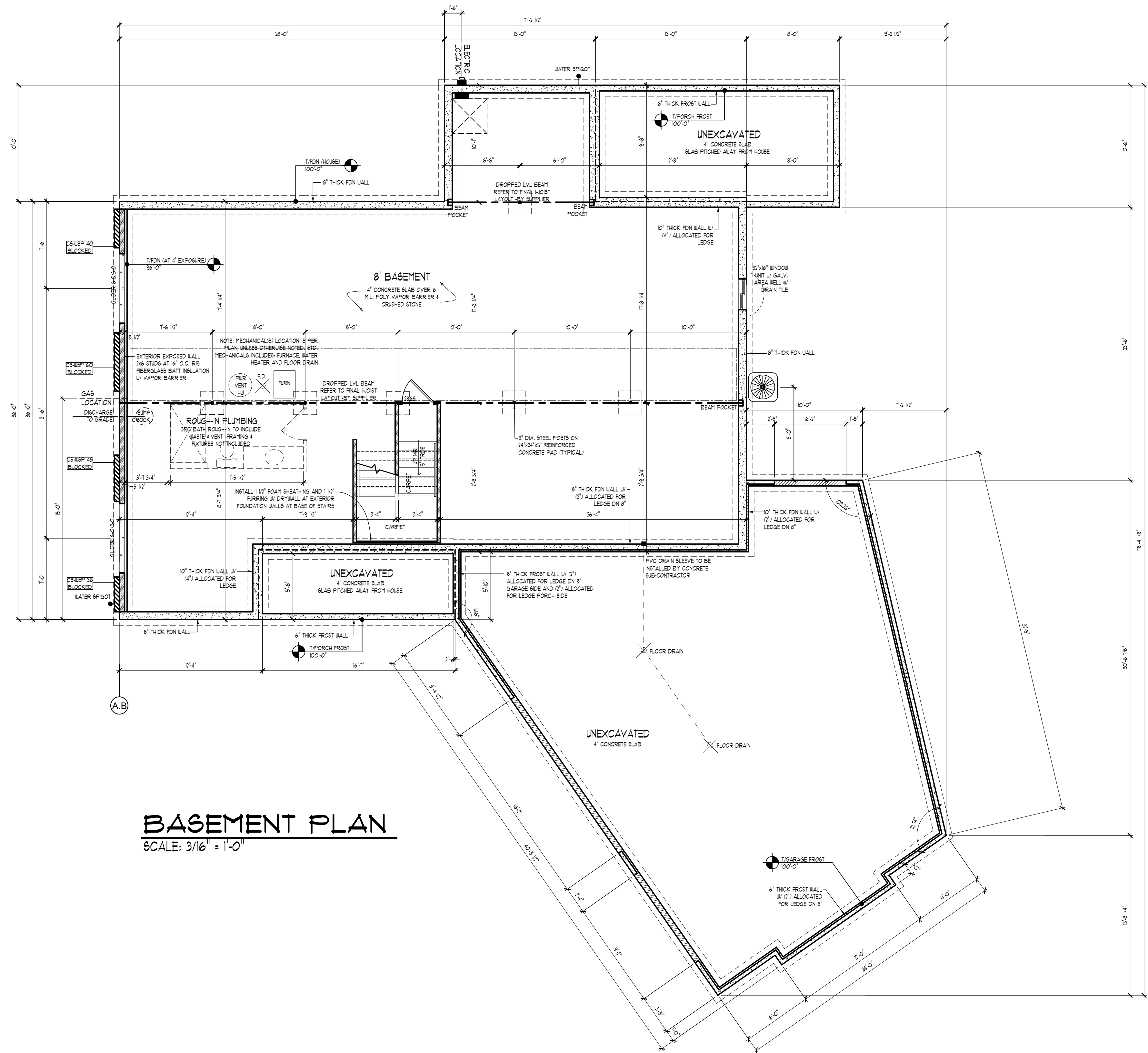
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3 OF 8

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BASEMENT PLAN
SCALE: 3/16" = 1'-0"

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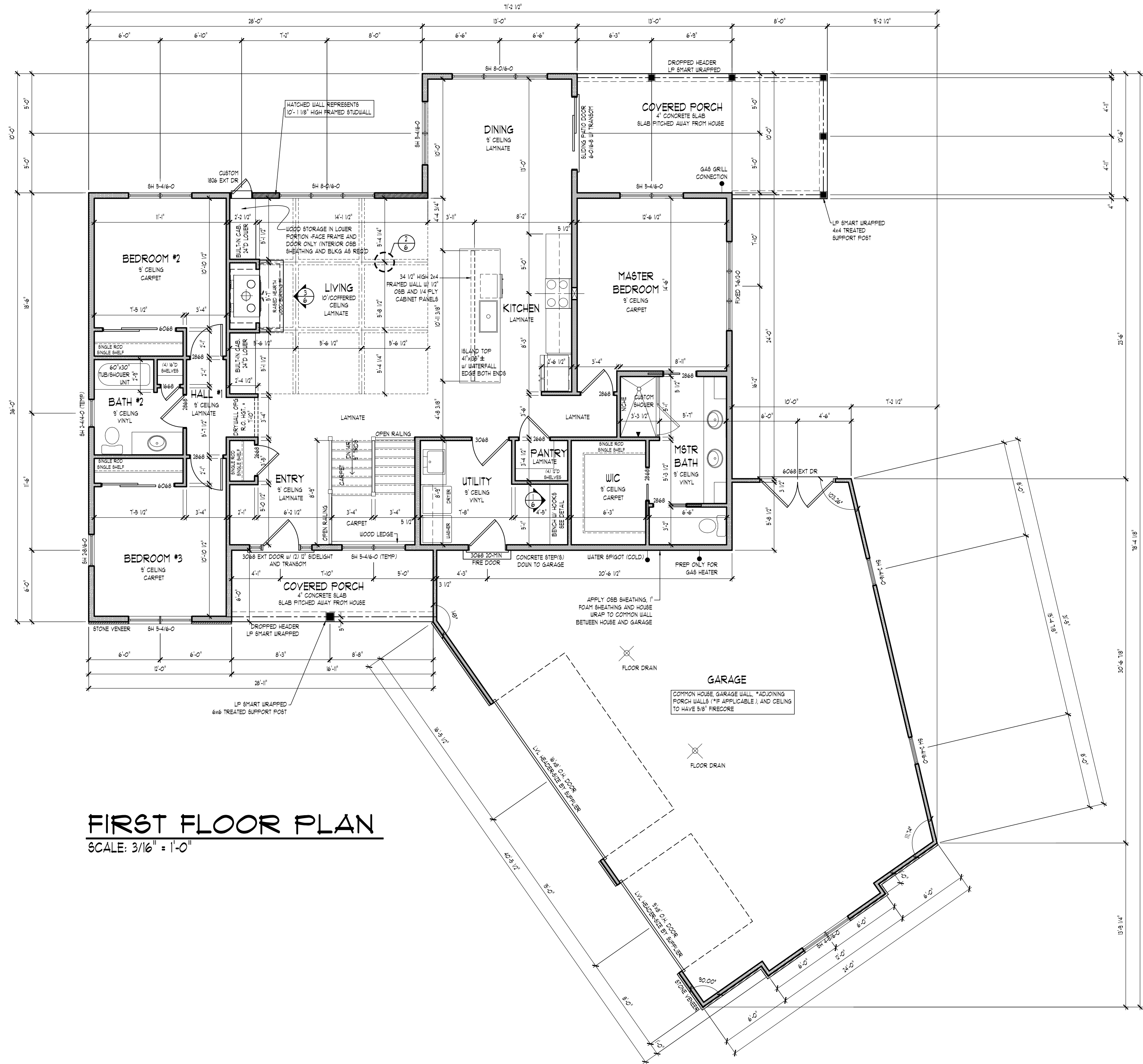
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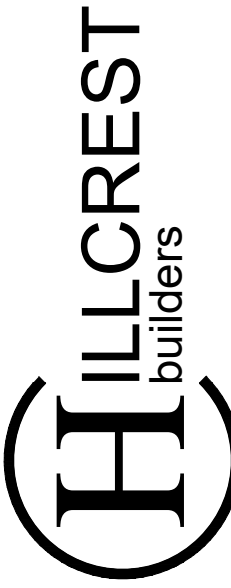


FIRST FLOOR PLAN
SCALE: 3/16" = 1'-0"

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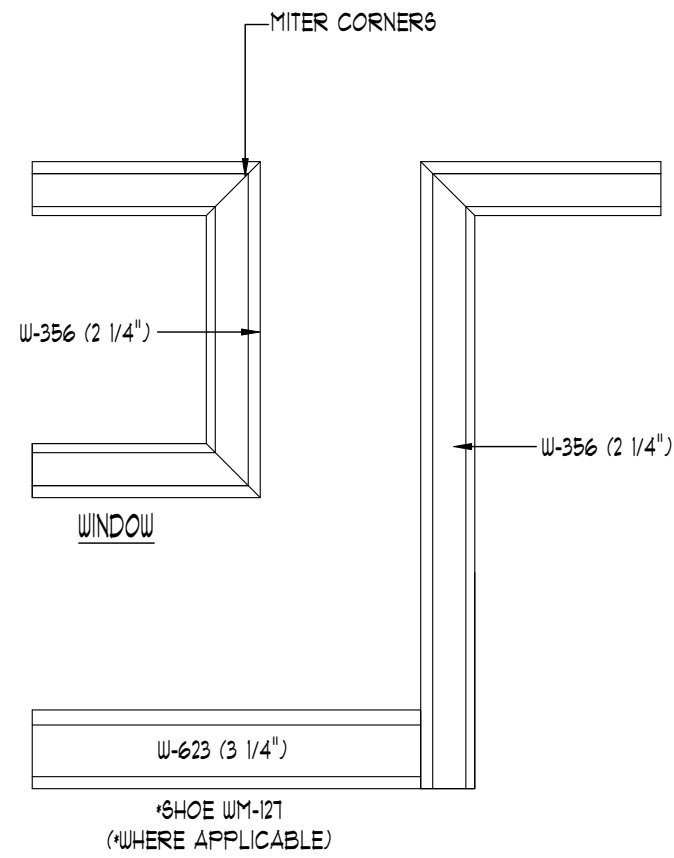
MOD. ELIZABETH

SHEET

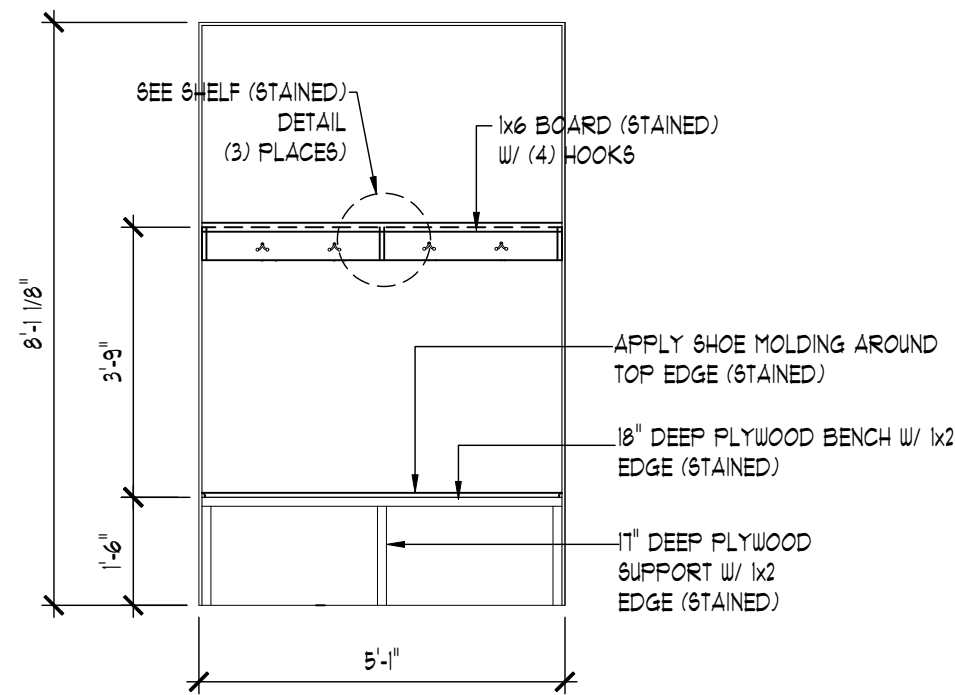
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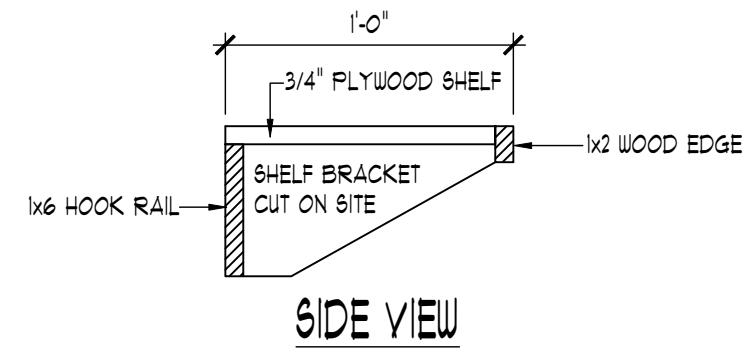
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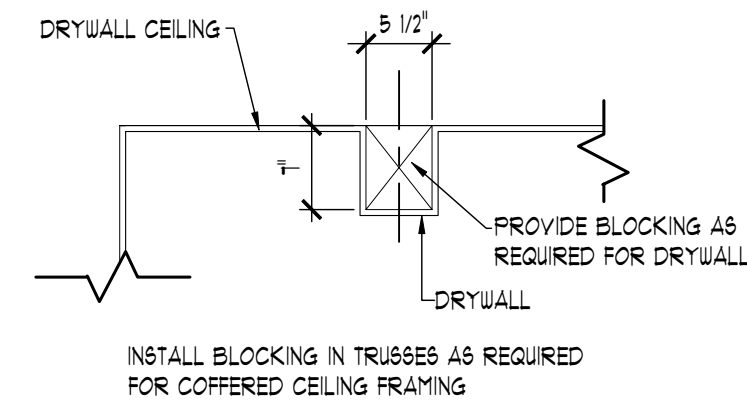
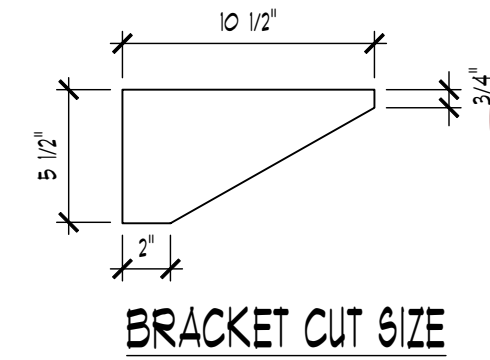
TRIM DETAIL
1 1/2" = 1'-0" STD. TRIM PACK



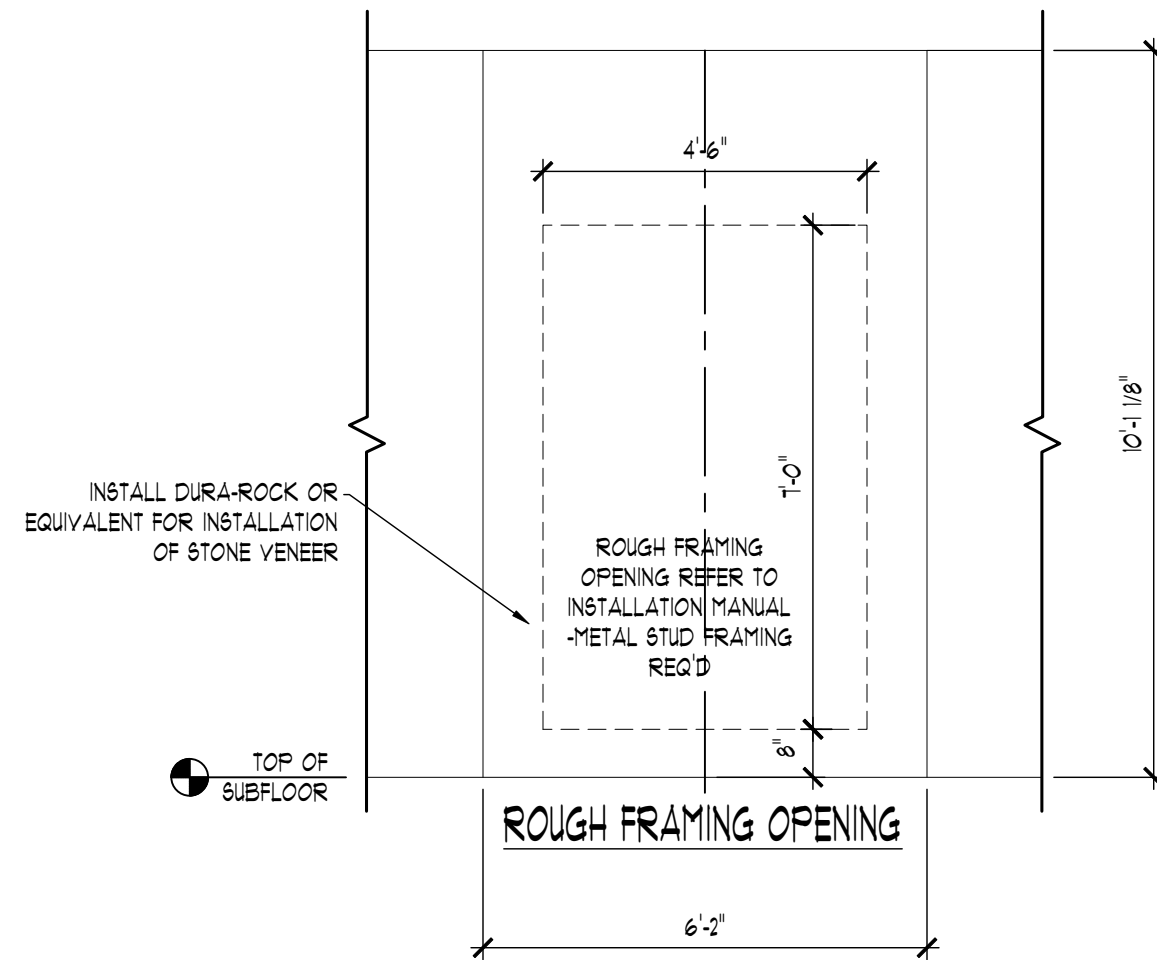
1 BUILT-IN BENCH DETAIL
3/8" = 1'-0"



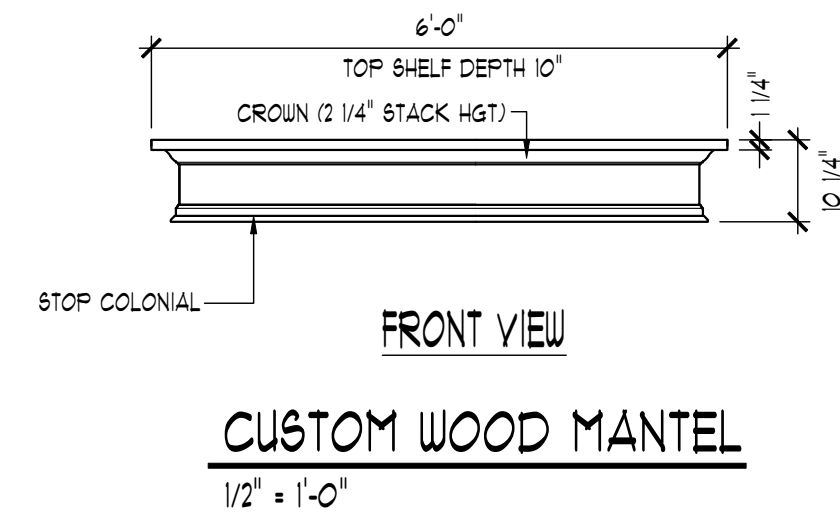
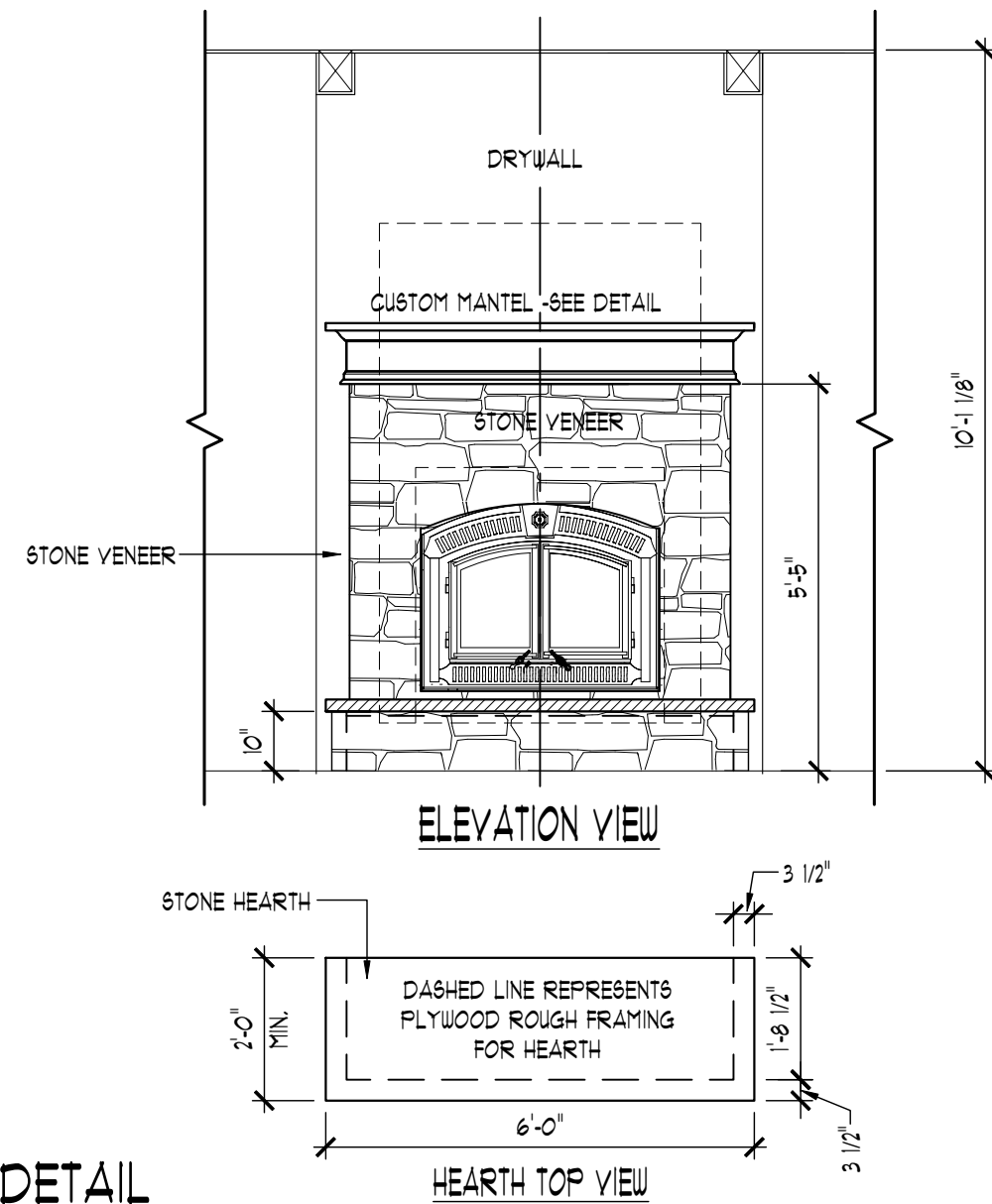
SHELF DETAIL
1 1/2" = 1'-0"



2 COFFERED CEILING DETAIL - DRYWALL
3/4" = 1'-0"



3 WOOD BURNING FIREPLACE DETAIL
3/8" = 1'-0"



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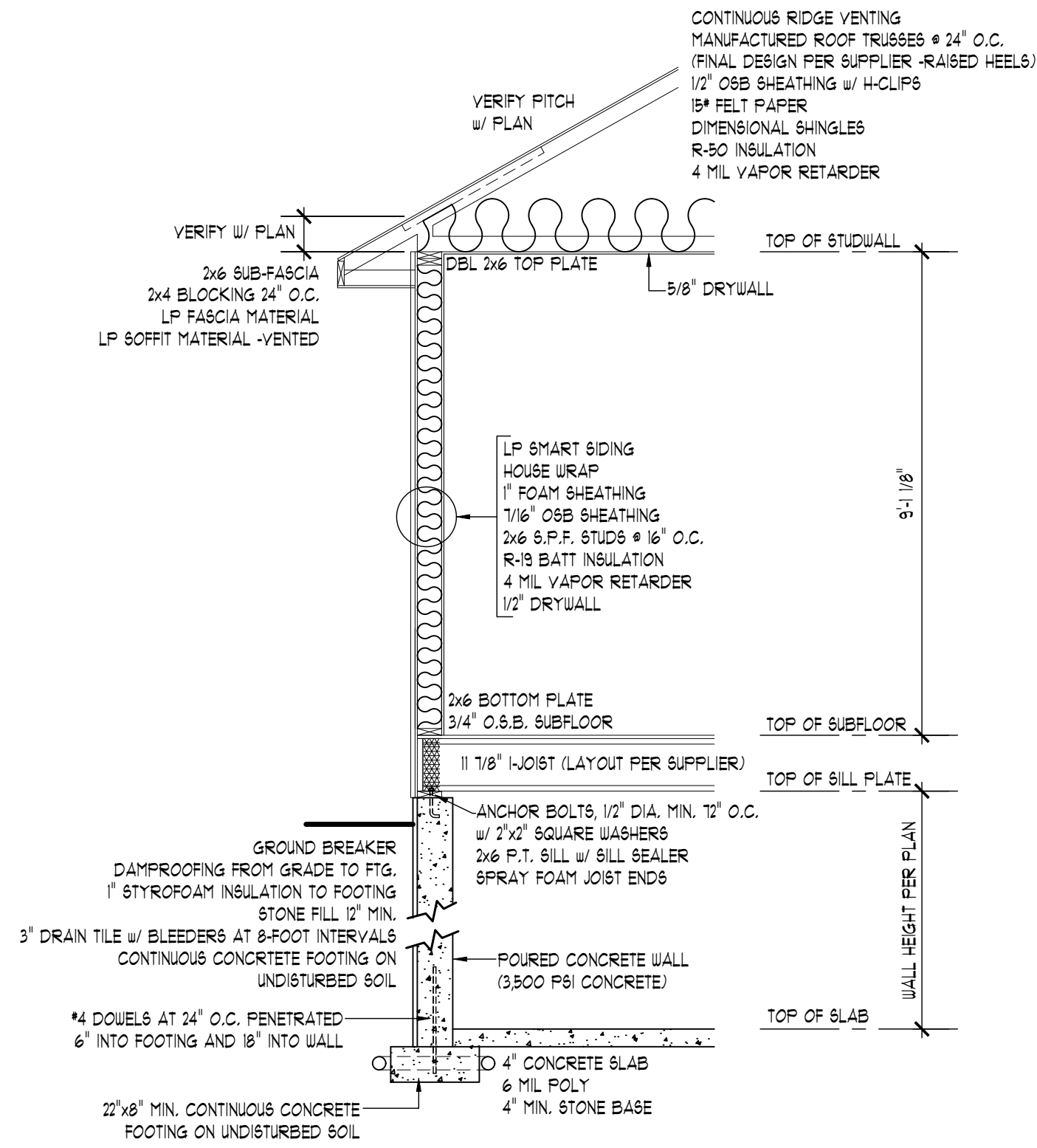
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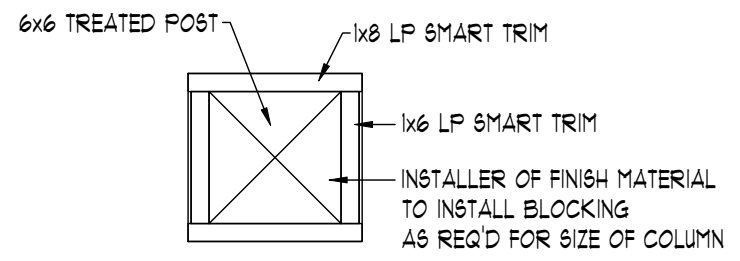
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TYPICAL WALL SECTION

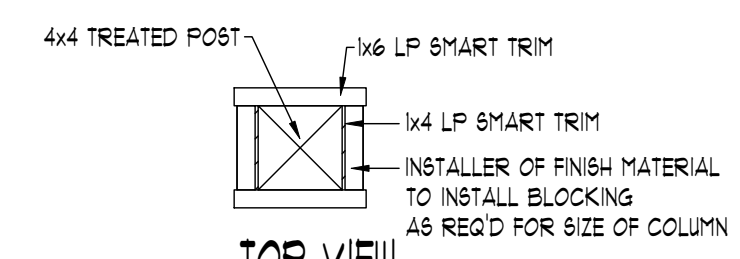
$$3/8'' = 1'-0''$$



TOP VIEW

8" EXT. PORCH COLUMN DETAIL

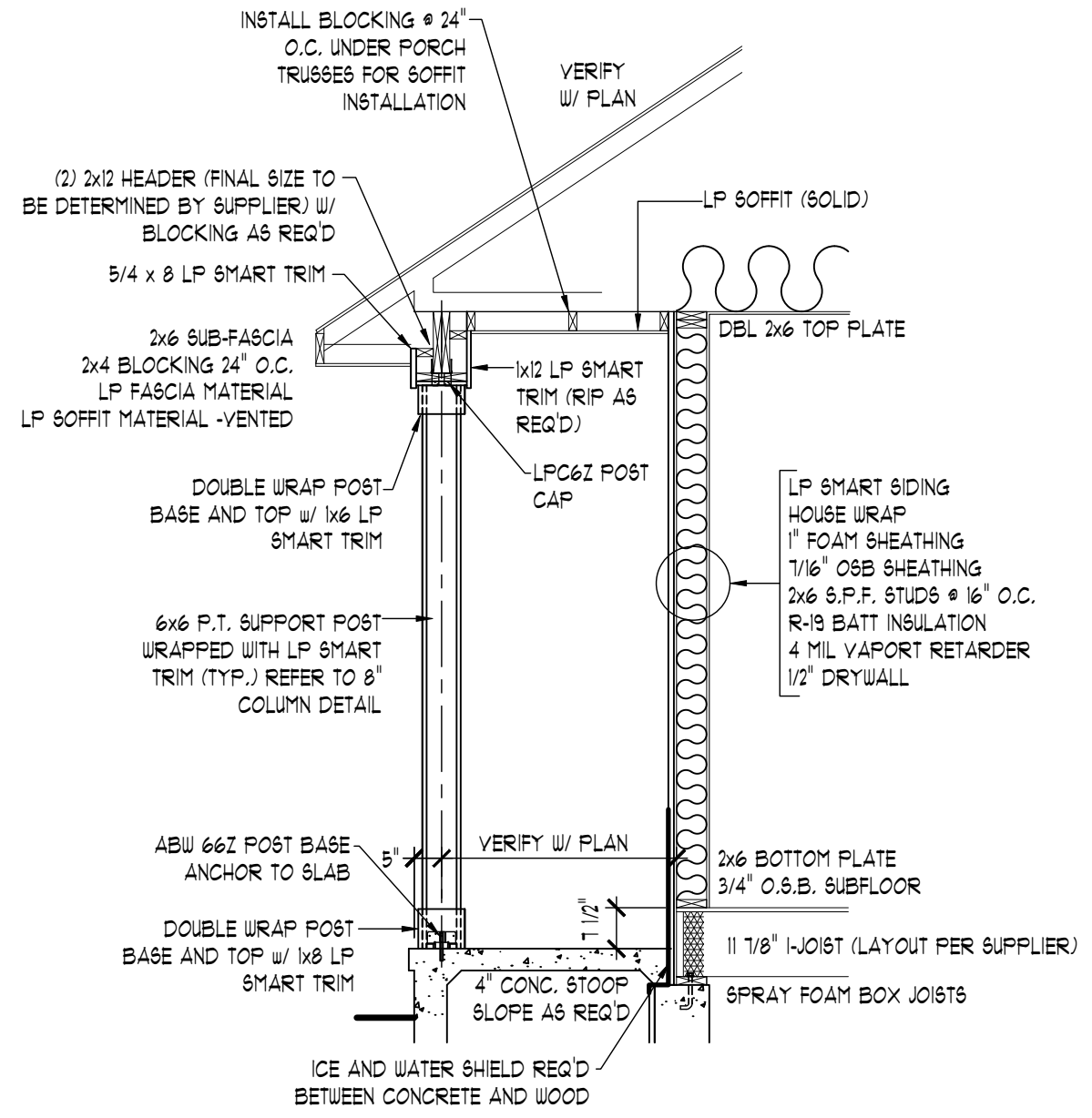
$$1\frac{1}{2}'' = 1'-0''$$



TOP VIEW

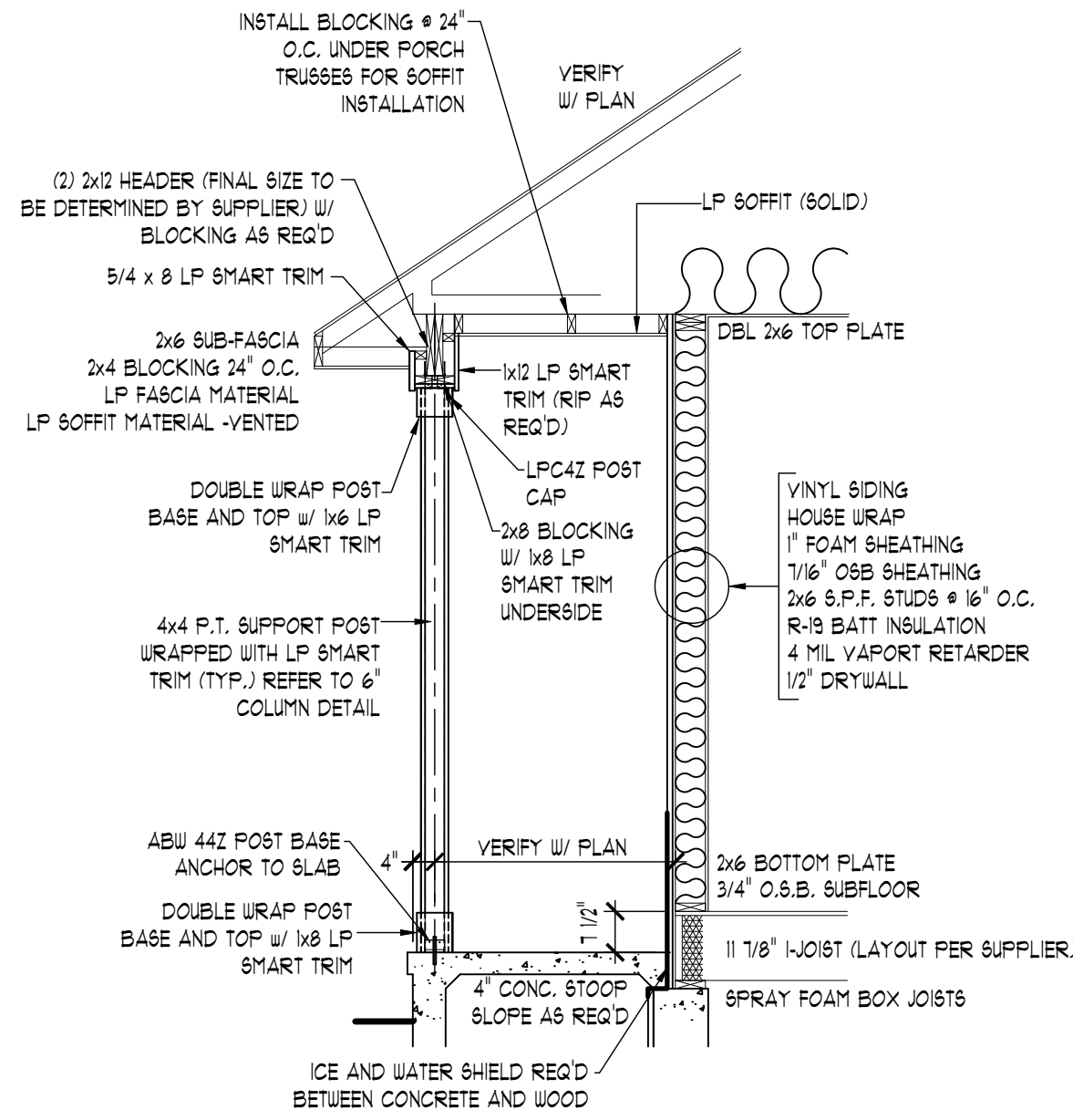
6" EXT. PORCH COLUMN DETAIL

$$1\frac{1}{2}'' = 1'-0''$$



PORCH SECTION (FRONT)

$$3/8'' = 1'-0''$$



PORCH SECTION

$$3/8'' = 1'-0''$$

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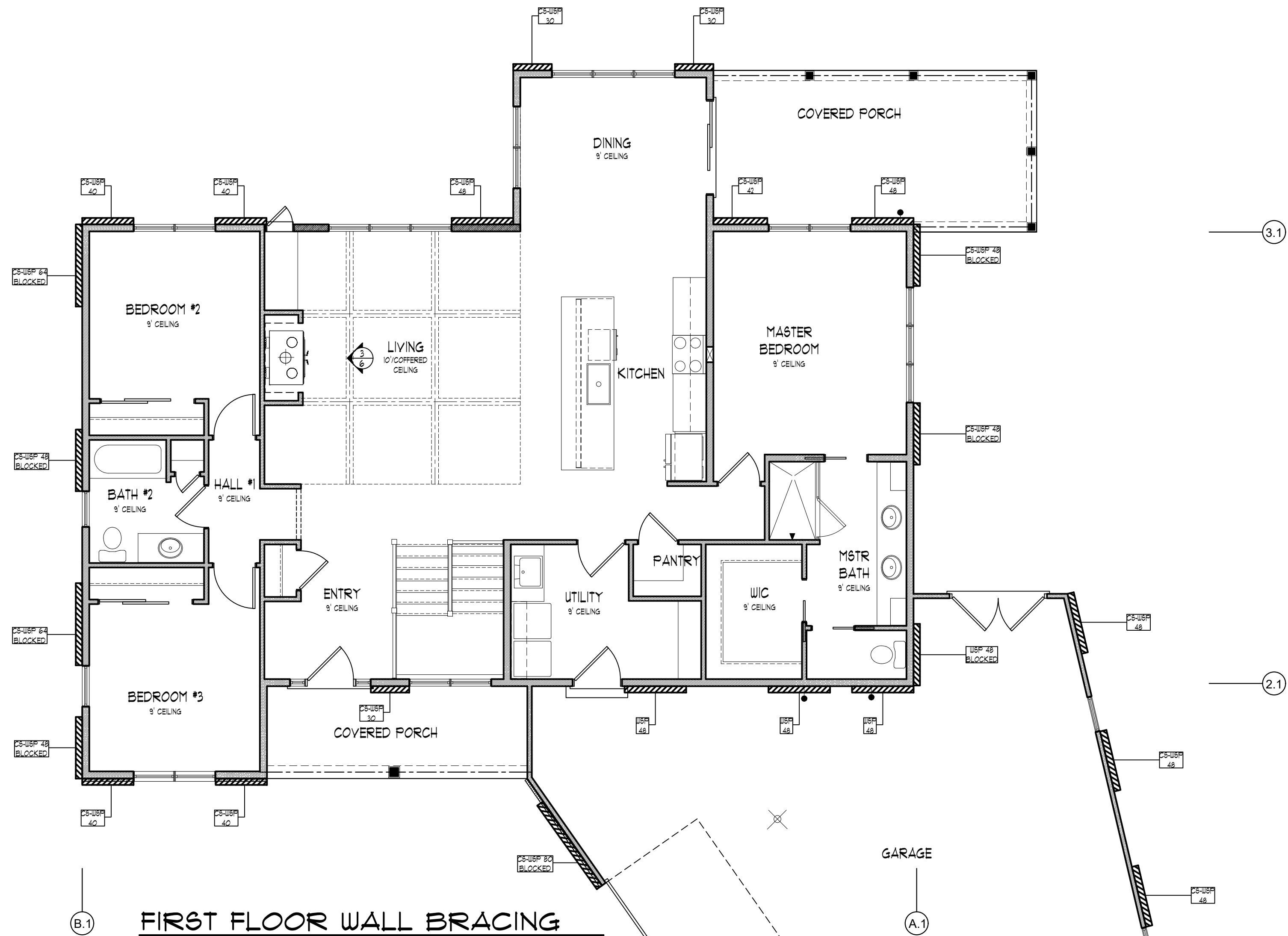
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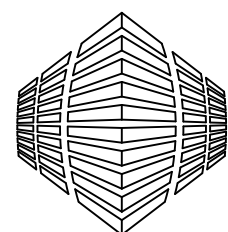
SHEET
7 OF 8

JOB NO.
L20-039



FIRST FLOOR WALL BRACING

SHEARWALL/WALL BRACING LEGEND		WALL BRACING TYPE ABBREVIATIONS	
SHEAR WALL / BRACED WALL PANEL		TAG	DESC.
SHEAR WALL / BRACE PANEL TAG LENGTH IN INCHES PANEL EDGE BLOCKING IF REQ.		WSP	WOOD STRUCTURAL PANEL -ONE SIDE- 1/16" APA SPAN RATED WOOD SHEATHING
SHEAR WALL /BRACED WALL LINE		CS-WSP	WOOD STRUCTURAL PANEL IN CONTINUOUS WOOD SHEATHED WALL
PANELS w/ "BLOCKING" DESIGNATION: PROVIDE NOMINAL 2x SOLID BLOCKING AT ALL PANEL EDGE JOINTS WHICH DO NOT LINE UP WITH WALL OR FLOOR FRAMING. INSTALL EDGE FASTENING PER TYPICAL FASTENING INSTRUCTIONS.		GB-1	GYPSUM BOARD PANEL APPLIED ONE SIDE ONLY
		GB-2	GYPSUM BOARD PANEL APPLIED BOTH SIDES
		CS-PF	PORTAL FRAME IN CONTINUOUS WOOD SHEATHED WALL AT LOCATION SPECIFIED ONLY: 1/16" THICK APA SPAN RATED WOOD SHEATHING. SEE WISCONSIN CODE DETAIL SP6381.25
	PANEL FASTENING SCHEUDLE		
	SHEATHING TYPE	FASTENER	SPACING (EDGE / FIELD)
WOOD SUBFLOOR (3/4" THICK)	*3x 2.5" WOOD SCREW	6" / 12"	
WOOD WALL SHEATHING 7/16" THICK)	0.131x2.5" R.S. NAIL	6" / 12"	
WOOD ROOF SHEATHING (15/32" OR 19/32")	0.0131x2.5" R.S. NAIL	6" / 12" TYPICAL 3' / 8" * RIDGE AND OVERHANGS	
GWB WALL	*6x 5/8" TYPE W SCREW	4" / 8"	



FOCUS
ENGINEERING LLC
607 Davis St., Elkhorn, WI 53121
(262) 215-9295
contact@focusengineeringllc.com
www.focusengineeringllc.com

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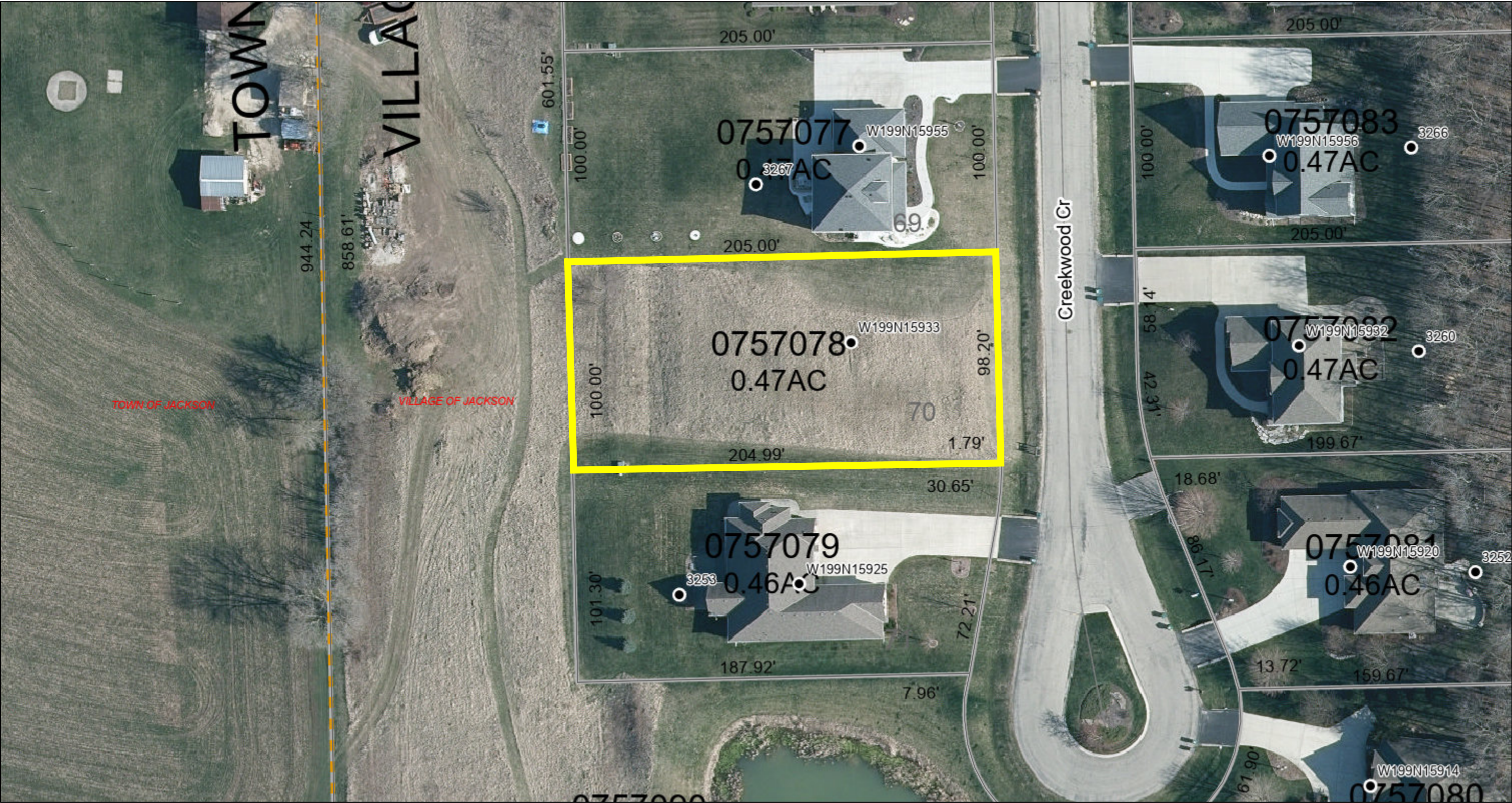
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JOB NO.
L20-039

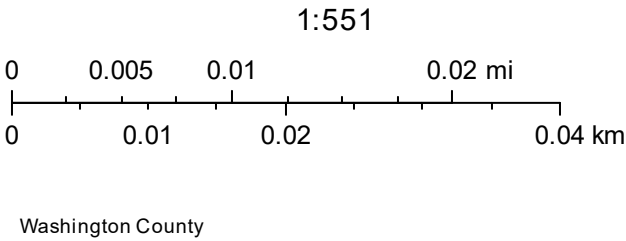
3261 N. Creekwood Circle



2/17/2021 8:45:37 AM

- Lines**

 - Override 1
 - Current Parcel
 - Address Point
 - RoadCenterline TWN, CVS, PVT
 - Township Road
- City/Village Street
 - Private Street
 - Landhook
 - Meander Line
 - PLSS Boundary
 - Text Leader Lines
- Plat
 - Lot
 - Municipality
 - Retired Parcel
 - Right-of-Way
 - Building



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VILLAGE OF JACKSON
WASHINGTON COUNTY, WISCONSIN

Ordinance Amending Village of Jackson Animals Ordinances

The Village Board of the Village of Jackson, Washington County, Wisconsin, at a public meeting with quorum present, hereby adopts the following amendments to the Village of Jackson Animals Ordinances:

Sec. 6-27 is amended to read:

No animals or fowl, except domesticated pets and chickens with a valid license obtained under Chapter 6, Division 4 of the Village Code of Ordinances, shall be kept within the village, except in areas used for agricultural purposes. The commercial raising of all animals and fowl is prohibited except when permitted as a conditional use or planned unit development use amendment. The keeping of exotic pets that might generate a neighborhood disturbance or possibly devalue property will require a conditional use permit or planned unit development use amendment.

Chapter 6, Division 4. – Regulation and Licensing of Chickens is created to read:

Sec. 6-99 – Definitions

As used in this section, the following terms shall have the meanings indicated:

- (a) Chicken: The common fowl (*Gallus gallus domesticus*), especially when young; also, its flesh used for food.
- (b) Coop: A structure for the sheltering of chickens. Said structure shall meet the standards contained in this section.

Sec. 6-100 – License Required

- (a) Licenses shall be issued by the Village Clerk's office. Licenses are issued upon submittal of a completed application accompanied by an application fee as set forth in the Village Schedule of Fees. Licenses will expire December 31 of each year. A new license must be reissued annually and a new application fee paid with

Commented [CJ1]: Should reference a “renewal fee”, not a new application fee.

each renewal application. Renewal applications received after April 1 are subject to a late fee as set forth in the Village Schedule of Fees.

- (b) Completed license applications must include the name and address of the applicant and the number of chickens to be kept by the applicant at said address, together with a comprehensive site plan detailing property boundaries, location of existing structures, location of structures on neighboring properties, and proposed location of the chicken coop and pen area.

Sec. 6-101 – State Registration Required

- (a) The applicant must register with the State of Wisconsin Department of Agriculture, Trade and Consumer Protection as soon as chickens are added to a premises and must keep the registration current. State ID number and proof of registration must be provided to the Village of Jackson at the time of application.
- (b) The keeping of chickens within the Village is subject to all applicable State Statutes and Administrative Codes.

Sec. 6-102 - Keeping of chickens allowed.

The keeping of up to four chickens, with a Village license, is allowed on a single-family detached dwelling premises subject to the following:

- (a) No person shall keep a rooster.
- (b) No person shall slaughter any chicken within Village limits.
- (c) Chickens shall be provided with fresh water at all times and adequate amounts of feed.
- (d) Chickens shall be provided with a sanitary and adequately-sized enclosure of not less than 40 square feet nor more than 60 square feet in size with fencing made of strong woven wire mesh not to exceed 50 inches in height with a covering to prevent the chickens from flying out of the enclosure. Chickens shall also be provided with a coop of not less than 12 square feet in size nor more than 20 square feet in size.

- (e) Chicken coops shall be constructed in a workmanlike manner, be moisture-resistant and either be raised off the ground or placed on a hard surface such as concrete, patio block or gravel.
- (f) Chicken coops and enclosures shall be cleaned of hen droppings, uneaten food, feathers and other waste daily and as necessary to ensure that the coop and yard area do not become a health, odor or other nuisance. In addition, chicken coops and enclosures must be thoroughly ventilated, predator-proof, and designed to be easily accessed, cleaned and properly maintained by the owners.
- (g) All chickens kept pursuant to this section shall be disease free.
- (h) No part of any enclosure shall be located closer than 40 feet from any residential dwelling on an adjoining lot. No part of any enclosure may be located closer than 10 feet from any lot line. No part of any enclosure shall be located nearer than 25 feet from a navigable waterway. No part of any enclosure shall be located closer than 25 feet to the residential dwelling on the same lot.
- (j) No enclosure may be located in the front yard area of a lot or in any wetland, floodplain, or drainage area. For purposes of this ordinance, double frontage lots shall have two front yards and no rear yard.
- (k) No one may keep any chickens in a manner that causes a nuisance, unhealthy condition or public health threat.
- (l) The chickens shall be shut into the chicken coop or enclosure at night, from sunset to sunrise.
- (m) During the daylight hours, the adult chickens shall have access to the chicken coop and, weather permitting, shall have access to an outdoor enclosure on the subject property, adequately fenced to contain the chickens and to prevent access to the chickens by dogs and other predators.
- (n) Stored feed must be kept in a rodent- and predator-proof container.

Sec. 6-103 – Consent from Contiguous Property Owners

The applicant shall be required to obtain the signature of all adjoining landowners before submitting an application for a chicken license. Each adjoining landowner shall have the opportunity on the application to object to the application. Said objection shall be indicated in writing on the application. The adjoining landowner shall be the individual(s) as listed in the office of the Village Assessor at the time that the application for license is made. If there are any objections, the Village Clerk shall deny the application.

Sec. 6-104 - License revocation.

A license is subject to revocation by the Village Board by recommendation of the Health Department, Building Inspector, or Village Clerk. Once a license is revoked, it shall not be reissued for a period of at least two years.

Sec. 6-105 – Appeal.

Any person aggrieved by a denial of a license under this ordinance shall have the right to appeal the denial to the village board. Written notice of such appeal shall be given to the village clerk no later than 30 days following the date of denial.

All other provisions of the Village of Jackson's Animals Ordinances remain in full force and effect.

The Village Clerk and Village Attorney are hereby authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this Ordinance.

Dated this _____ day of _____, 2021.

VILLAGE OF JACKSON

By: _____

Mike Schwab, Village President

Attest: _____

Jilline Dobratz, Village Clerk

STREET

Street/Frontage Yard

Side Yard

HOUSE

Side Yard

Rear Yard





APPLICATION FOR BACKYARD CHICKEN LICENSE

Residents of the Village of Jackson may keep up to four hens on residential property within the Village limits with a **Backyard Chicken License**. Applications are reviewed and approved by Village staff, provided that the requirements for the license are met. Licenses are valid from January 1st through December 31st and must be renewed annually by submitting a new application with signatures from adjoining property owners. The annual nonrefundable application fee is \$_____. A \$_____ late fee will be assessed for renewal applications submitted after April 1st.

Applicant Name: _____

Home Address: _____

Mailing Address, if different: _____

Phone Number: _____ **Number of Chickens Requested:** _____

Wisconsin Livestock Consortium Registration Number and attached Proof of Registration: _____

Please review Page 2 of this application as it outlines the requirements to receive and maintain a license. Failure to meet these requirements will result in the application being administratively denied or if requirements are not met after a license is granted, it can lead to citations and/or revocation of the license.

Please use the site plan on Page 3 of this application to show the location and dimensions of the proposed chicken coop and run on the property and all other items requested.

Please use Pages 4 and 5 of this application to obtain signatures from adjoining property owners.

APPLICANT MUST READ THE FOLLOWING AND SIGN BELOW

I hereby certify that the information contained herein is true and correct. In submitting this license application, I acknowledge and agree the application and license are subject to all the regulations found in the Village of Jackson's Code of Ordinances, including those reference on Page 2 of this application and further agree to comply with said regulations. I understand that if those regulations are not met, citations may be issued, forfeitures may be imposed, and the Village may revoke the license.

Applicant Signature: _____ Date: _____

FOR OFFICE USE ONLY

Max. Allowed: ____ Coop size: ____ Site Plan: Approved ☐ Modifications ☐

License Year: _____ License Number: _____

License Approved By: _____ Date Issued : _____

Backyard Chicken License Requirements

- An applicant must complete an application, which shall include the following:
 - Application fee;
 - The name and address of the applicant;
 - The number of chickens to be kept by the applicant at said address;
 - A comprehensive site plan detailing property boundary, location of existing structures, location of structures on neighboring properties, a proposed location of the chicken coop and pen area;
 - Wisconsin Livestock Consortium Registration Number and Proof of Registration;
 - Written consent of all adjoining property owners.
- If an application is approved and a license is granted, the keeping of chicken are subject to the following:
 - No person shall keep a rooster.
 - No person shall slaughter any chicken within Village limits.
 - Chickens shall be provided with fresh water at all times and adequate amounts of feed.
 - Chickens shall be provided with a sanitary and adequately sized enclosure, or coop, and shall be kept in an enclosure or a sanitary and adequately sized and accessible fenced enclosure, including fencing or other covering to prevent the chickens from flying out of the enclosure.
 - Chicken coops shall be constructed in a workmanlike manner, be moisture-resistant and either be raised off the ground or placed on a hard surface such as concrete, patio block or gravel.
 - Chicken coops and enclosures shall be cleaned of hen droppings, uneaten food, feathers, and other waste daily and as necessary to ensure that the coop and yard area do not become a health, odor, or other nuisance. In addition, the chicken coops and enclosures must be thoroughly ventilated, predator-proof and be of sufficient size to admit free movement of the chickens, designed to be easily accessed, cleaned, and maintained by the owners and must be at least two square feet.
 - All chickens kept pursuant to this section shall be disease free.
 - The total area devoted to keeping chickens may not exceed 80 square feet.
 - No part of any enclosure shall be located closer than 40 feet from any residential dwelling on an adjoining lot. No part of any enclosure may be located closer than ten feet from any lot line. No part of any enclosure shall be located nearer than 25 feet from a navigable waterway. No part of any enclosure shall be located closer than 25 feet to the residential dwelling on the same lot.
 - No enclosure may be located in the front yard area of a lot.
 - No one may keep any chickens in a manner that causes a nuisance, unhealthy condition, or public health threat.
 - The chickens shall be shut into the chicken house at night, from sunset to sunrise.
 - During the daylight hours, the adult chickens shall have access to the chicken house and, weather permitting, shall have access to an outdoor enclosure on the subject property, adequately fenced to contain the chickens and to prevent access to the chickens by dogs and other predators. Additional permits may be required for any fencing exceeding 24 feet.
 - Stored feed must be kept in a rodent- and predator-proof container.

Site Plan

Please use the space below to show the following elements:

- Property line
 - Location and of existing structures (house, garage, shed, pool, fence, etc.)
 - Location and dimensions of the proposed chicken coop and run
 - Distance between all structures and property lines
 - Distance between all structures and other structures
 - Drawings do not need to be to scale, but dimensions must be included
-

Road Right-of-Way

Includes street, terrace, and sidewalk (if applicable)

Applicant Name: _____

Applicant Address: _____

I hereby acknowledge that I am the owner of a property that adjoins the property addressed above. I understand that the applicant is requesting a license to keep chickens in his or her backyard. I have read the Backyard Chicken ordinance attached to this application or I have access to said ordinance.

Resident Name: _____

Home Address: _____

Phone Number: _____ **Email Address:** _____

☐ Do not object to this application.

☐ Do object to this application for chickens at this address for the following reason(s):

Signature of Property Owner

Date

Backyard Chicken License Application - Page 5

Applicant Name: _____

Applicant Address: _____

I hereby acknowledge that I am the owner of a property that adjoins the property addressed above. I understand that the applicant is requesting a license to keep chickens in his or her backyard. I have read the Backyard Chicken ordinance attached to this application or I have access to said ordinance.

Resident Name: _____

Home Address: _____

Phone Number: _____ **Email Address:** _____

☐ Do not object to this application.

☐ Do object to this application for chickens at this address for the following reason(s):

Signature of Property Owner

Date

STAFF REVIEW COMMENTS
Plan Commission Meeting – March 25, 2021

1. Certified Survey Map (CSM) – Rod & Chantel Massie – N160 W19270 Sherman Rd. Lot 1 & 2

Building Inspection

- Owners have revised their original land division proposal by reducing the size of Lot 1 from roughly 172'w x 256'd (1.010acres) to 101'w x 300' deep (0.696acres). As a result, the proposed frontage area of Lot 2 (original parcel) increases from 230.12' to 301.00' thereby preserving the minimum frontage requirement for an agricultural zoned parcel as outlined in Village Ordinance Section 48-136(d). This effectively removes the requirement to re-zone Lot 2 to PUD.
- Plan Commission Board Members should be aware that by approving the requested land division, such action would mandate sewer and water utility connections based on previous Village Board actions noted in the attached minutes from the March 8, 1994 Village Board meeting and letter from then Village Treasurer/Deputy Clerk Thiel dated April 27, 2004.
- Staff recommends approval of the proposed land division conditioned upon the following:
 - Agricultural zoning designation shall cease upon any future land division or conveyance of the principal parcel (Lot 2). Lot 2 shall then be rezoned to Planned Unit Development (PUD) to align with adjacent zoning designations.
 - Upon any future land division or conveyance of the principal parcel (Lot 2), the existing dwelling located on Lot 2 shall be required to connect to Village sewer and water utilities. No future exemptions for connection of sewer and water utilities shall be granted by the Village.
 - Owner shall have the requirements set forth herein recorded with the Washington County Register of Deeds as a Deed Restriction within 30-days of approval. Owner shall provide the Village a copy of said Deed Restriction upon full execution of recording.
 - The above requirements shall be applicable to any subsequent owners and/or assigns.

Public Works/Engineering

- The A-1 Agricultural District has no permitted uses, all uses are allowed by conditional use. A Conditional Use process will be required if the property owner would have livestock on the property.
- The Board of Public Works will review the request to extend the exemption of connection to municipal sewer and water at the March 30th meeting. Staff recommendation is to require all resident structures to be connected to Jackson Sewer and Water Utilities, although, the well can remain to serve the barn structure. If the well is to remain, a well

STAFF REVIEW COMMENTS

Plan Commission Meeting – March 25, 2021

permit shall be required from the Jackson Water Utility. Otherwise, abandonment of the well will be mandatory.

Police Department

- No Comments

Fire Department

- No Comments

Administrative/Planning

- Staff recommend approval of the proposed land division with the following condition: No building permits shall be approved for improvements to Proposed Lot 1 until a public hearing is conducted and approvals are granted by both the Plan Commission and Village Board for a petition to rezone Proposed Lot 1 from A-1 Agricultural District to PUD Planned Urban Development.

2. Utility Exemption Request – Rod & Chantel Massie – N160 W19270 Sherman Rd. Lot 2

Building Inspection

- Owners are requesting an exemption to the requirement to connect the existing dwelling on Lot 2 to Village sewer and water utilities. Owner's dwelling is located approximately 500-feet from the road and public sewer main. Owners claim significant costs involved in extending sewer and water utilities to the existing dwelling as a hardship.
- This request should be considered by the Board of Public Works for consideration since that is what the Ordinance below dictates. The Board of Public Works can then make a recommendation to the Village Board. Owners shall submit an Application for Exemption along with supporting documentation no later than April 20th for consideration at the April 27th Board of Public Works Meeting.
- If an exception is not granted, The Board of Public Works shall set an appropriate sunset date for connection.
- Owners shall be able to retain the existing well for personal use provided all inter-connection with the municipal water supply are terminated and verified by the Village Plumbing Inspector.
- Should the existing well and/or septic system fail or be deemed non-compliant with current regulations by the County Sanitation Dept., a Licensed Well Inspector, or a Licensed POWTS Inspector at any time, the property shall then be required to connect to Village supplied water and sewer utilities and the failed system(s) abandoned in accordance with State law and all applicable codes.

STAFF REVIEW COMMENTS

Plan Commission Meeting – March 25, 2021

- Owner shall have the requirements set forth herein recorded with the Washington County Register of Deeds as a Deed Restriction within 30-days of approval. Owner shall provide the Village a copy of said Deed Restriction upon full execution of recording.
- The above requirements shall be applicable to any subsequent owners and/or assigns.

WATER SERVICE

- Village Ordinance Section 44-32 states:
 - (a) Any existing residential, commercial, industrial, or other property that has private water service at the time a public water main is installed abutting or through such property shall cease use of the private water service and be connected to the public water utility within one year from the date public water service becomes available.
 - (b) The assessment therefore shall be established by the utility commission and the assessment and charges imposed under this chapter shall be paid when the plumbing permit is issued. Properties that have a public water main abutting or through the property, but are not connected to the public water service, shall connect to the public water service within one year from the date of the enactment of this section.
 - (c) The Village Board may, in its sole discretion, grant a waiver of the compulsory connection requirements upon such conditions and limitation and for such durations as it determines are just and equitable to avoid hardship to abutting property owners.

SEWER SERVICE

- Village Ordinance DIVISION 2, Section 44-175 states:
 - (7) Any person owning property within the corporate limits of the utility and the property is improved with one or more residences, houses, buildings, or structures, for or intended for human use, occupancy, employment, or any other similar purpose whatever, and the property abuts on any street, alley, or right-of-way in which there is located a sewer within 100-feet from the nearest property line shall, within 90 days after such sewer is in service, at his expense, install suitable toilet and waste disposal facilities in the residences, houses, buildings, or structures, and connect the facilities with the sewer in accordance with the terms and provisions of the article; provided, however, that in the event compliance with this section causes economic hardship to the person, he may apply to the utility for exemption. An application for exemption shall state in detail the circumstances which are claimed to cause the economic hardship. Exemptions shall only be granted to residential users and shall not apply to commercial and industrial users.
 - (8) Persons described in this section shall not avoid connection to the sewer by reason of actual distance between the building or structure and the connecting point of the sewer line.

STAFF REVIEW COMMENTS

Plan Commission Meeting – March 25, 2021

Public Works/Engineering

- The property will have to provide evidence on economic hardship for the Jackson Sewer and Water Utilities to review for requesting the exemption.
- The Board of Public Works will review the request to extend the exemption of connection to municipal sewer and water at the March 30th meeting. Staff recommendation is to require all resident structures to be connected to Jackson Sewer and Water Utilities, although, the well can remain to serve the barn structure. If the well is to remain, a well permit shall be required from the Jackson Water Utility. Otherwise, abandonment of the well will be mandatory.

Police Department

- No Comments

Fire Department

- No Comments

Administrative/Planning

- It is the recommendation of Staff that the petition for an exemption to sewer hookup for Proposed Lot 2 be denied. An exemption was previously granted for this parcel on the condition that the lot not be subdivided. Additionally, Chapter 44-175 (8) of Village Code would not support such an exemption.
- It is the recommendation of Staff that the petition for an exemption to water hookup for Proposed Lot 2 be approved if the Plan Commission opines that the request meets the requirements in Village Code Chapter 44-32(c).

3. Planned Unit Development – Comfort Inn & Suites – W227 N16890 Tillie Lake Court – Proposed Signage

Building Inspection

- Owners are proposing to update the existing business signage. Their proposal includes updated corporate branded wall signage above the main entry of the building, removal of a roughly 7-foot by 6.5-foot wall sign from the north side of the building, and installation of a 15-foot ground (pole) sign to be located in a landscaped area of their parking lot.
- The proposed signage meets all Village requirements for size and height restrictions.
- The property is zoned PUD and therefore, the new ground sign requires a Conditional Use Amendment as required under Village Ordinance Section 48-241.
- Staff recommends approval.

STAFF REVIEW COMMENTS
Plan Commission Meeting – March 25, 2021

Public Works/Engineering

- No additional comments.

Police Department

- No Comment

Fire Department

- No comments provided

Administrative/Planning

- No objection or additional considerations to recommend to the proposed sign replacement, sign removal, and additional ground sign.

4. Conditional Use Permit – Harjot & Pavier Sangha – 3261 Creekwood Circle – Attached Garage

Building Inspection

- Owners are proposing to construct an 1,822 sq. ft. home on a 0.47acre parcel at 3261 Creekwood Circle in the Twin Creeks 3 subdivision. The home includes a 1,125 sq. ft. attached garage for a total building footprint of 2,947 sq. ft.
- Village Ordinance Section 48-108(b)(2) restricts private garages to no more than 880 sq. ft or 40% of the living area, whichever is greater. The proposed detached garage would exceed the ordinance limit by 245 sq. ft.
- Although the garage is larger in area, it has the typical appearance of a 3-car garage from the street frontage, it is staff's position that the over-sized garage is in keeping with adjacent properties and does not negatively impact the visual aesthetics of the home or appear out of place or non-conforming to other homes located in the area.
- Staff recommends approval.

Public Works/Engineering

- No Comments

Police Department

- No Comments

STAFF REVIEW COMMENTS
Plan Commission Meeting – March 25, 2021

Fire Department

- No Comments

Administrative/Planning

- No additional comments.

5. Chicken Ordinance & License Application – Discussion with Possible Action

Building Inspection

- Discussion regarding designating a rear yard area for lots with two frontage areas in reference to Draft Ordinance Section 6-102(j).
- Development of a License Application will occur once the ordinance language is approved.

Public Works/Engineering

- No Comments

Police Department

- No Comments

Fire Department

- Note: The Jackson FD recently responded to a chicken coop fire in the town of Jackson caused by heat lamps. The fire spread to the back-yard fence which led to the house. If not spotted sooner, the house could have caught on fire. Something to consider with a chicken coop.

Administrative/Planning

- Should the proposed ordinance amendment proceed in the review and approval process, Staff recommend the creation of a Resolution to update the Village Fee Schedule to include an annual licensing fee of \$50, a plan review fee of \$25 for first time applications and amending the municipal bond schedule fees for citations regarding non-compliance.