

**APPROVED MINUTES
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

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

Member Excused: Keith Berben has resigned from the Commission

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 January 28, 2021

Motion by Jon Weil, second by Jon Molkentin to approve the Plan Commission minutes of January 28, 2021 as submitted.

Vote: 5 ayes, 0 nays. Motion carried.

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.

Rod and Chantel Massie were present and gave background information. They did not know of the requirements when they purchased the property. It did not come up in the title insurance policy.

Motion by Pres. Schwab, second by Tr. Kruepke recommend Village Board approve the proposed Certified Survey Map – Rod & Chantel Massie – N160 W19270 Sherman Road – Lot 1 & 2 conditioned as follows:

- Agriculture 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 to align with adjacent zoning designations.
- 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.
- The A-1 Agricultural District has no permitted uses, all uses are allowed by conditional use. A Conditional Use Permit 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. 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.

- 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.

Vote: 5 ayes, 0 nays. Motion carried.

- b. Request to combine two separate tax parcels into one to create Lot 2.

Motion by Pres. Schwab, second by Jon Molkentin recommend Village Board allow the request to combine the two separate tax parcels into one to create Lot 2.

Vote: 5 ayes, 0 nays. Motion carried.

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

Motion by Pres. Schwab, second by Tr. Kruepke refer Utility Exemption Request – Rod & Chantel Massie – N160 W19270 Sherman Road – Lot 2 to Board of Public Works and if requested by Board of Public Works and/or Village Board that Plan Commission consider the matter at a future meeting.

Vote: 5 ayes, 0 nays. Motion carried.

5. Planned Unit Development – Comfort Inn & Suites – W227 N16890 Tillie Lake Court - Sign

Collin Johnson stated this is an update for the corporate identity program. They are removing one sign on the north side of the building, adding a sign in the island of the parking lot and updating the sign over the front entrance.

Motion by Tr. Kruepke, second by Dan Reik recommending Village Board approval of the Planned Unit Development – Comfort Inn & Suites – W227 N16890 Tillie Lake Court – Signs including; updated corporate branded wall signage above the main entry of the building, removal of a 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.

Vote: 5 ayes, 0 nays. Motion carried.

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

Collin Johnson clarified this is for an attached garage, not a detached garage.

Motion by Jon Molkentin, second by Dan Reik recommend Village Board approve the Conditional Use Permit – Harjot & Pavier Sangha – 3261 Creekwood Circle – Attached Garage as submitted in the plans in the packet.

Vote: 5 ayes, 0 nays. Motion carried

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

Motion by Pres. Schwab, second by Tr. Kruepke recommend Village Board approve the Chicken Ordinance and License Application as presented.

Collin Johnson stated the draft Ordinance was discussed with himself, the Village Attorney and the Village Administrator. Once the Ordinance has been adopted, staff will proceed with development on an actual permit form. Discussion ensued on front

yard areas.

Vote: 5 ayes, 0 nays. Motion carried

8. Citizens to Address the Plan Commission

Casey Latz thanked everyone for the Chicken Ordinance. The Village residents that can have chickens and meet all the requirements are happy.

9. Adjourn

Motion by Jon Molkentin, second by Jon Weil to adjourn.

Vote: 5 ayes, 0 nays. Meeting adjourned at 7:34 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk

Minutes noted with correction by overstrikes for omission and underscores for additions. Approved on April 29, 2021.