

**APPROVED MINUTES
PLAN COMMISSION MEETING
Thursday, January 27, 2022 at 7:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037**

1. Call to Order and Roll Call

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

Members Present: Tr. Emmrich, Tr. Kruepke, Sarah Mleziva, Jon Molkentin, Dan Reik, and Jon Weil

Village Board Member Present: Tr. Heckendorf

Staff Present: Building Inspector/Code Enforcement Officer Collin Johnson, Administrator Jen Keller, and Clerk Jilline Dobratz

Also Present: Mark Hertzfeldt of Design 2 Construct, Taylor Cherry and Barry Rodgers of Sysco Corporation, Dan Schaefer of Sign Works and Greg Kuczmariski of St. Vincent De Paul Washington County.

2. Approval of Minutes for the Plan Commission Meeting of January 6, 2022

Motion by Tr. Emmrich, second by Dan Reik to approve the Plan Commission minutes of January 6, 2022.

Vote: 6 ayes, 0 nays. Motion carried.

3. Concept Plan – Design 2 Construct / Karm Properties, LLC – for property located at N168 W19490 Main Street (Discussion purposes only)

Administrator Keller gave background information on the proposal of a second structure on the current property that has one accessory structure for storage.

A presentation was made by Mark Hertzfeldt. The following topics were discussed:

- New large vehicle storage building to match existing.
- Located along the west property line of the existing site.
- The building will be approximately 122'-6" x 50'.
- Access provided with seven roll up doors on the east façade.
- Additional landscaping screening will be provided.
- Anticipate the facility to be open Fall 2022.

Pres. Schwab shared hours to access to units was recommended to be 7:00 a.m. to 10:00 p.m. Pres. Schwab requested if Staff were in need of any further direction from the body at this time or in the future regarding the property.

Administrator Keller stated there would need to be clarification regarding enforcement action that may need to occur regarding outdoor storage and clarification of whether overnight parking on the property would be allowable as documentation of past approvals did not provide clear direction on the matter.

Pres. Schwab and the body directed the item to proceed as a Concept Plan discussion to the next Village Board meeting.

Tr. Kruepke took his seat at the dais at 7:19 p.m.

4. Recommendation for Temporary M-2 Zoning for Proposed Annexation – for property identified by Tax Key: T9-076400A

Administration Keller provided background regarding the temporary zoning portion of the annexation ordinance falling under the purview of the Plan Commission as a recommending body. The Concept Plan for the Sysco expansion project was completed at the Plan Commission meeting on November 18, 2021.

Motion by Pres. Schwab, second by Tr. Emmrich to recommend Village Board approve the Temporary M-2 Zoning for Proposed Annexation – for property identified by Tax Key: T9-076400A.

Road access was clarified, with a request of Sysco to consider widening of the current easement on the eastern parcel. A Right of Way vacation will be forthcoming.

Vote: 7 ayes, 0 nays. Motion carried.

5. Conditional Use Amendment (Sign) – Sign Works / Philip Dahlberg – for property located at N168 W21367 Main Street

Dan Schaefer provided information on the proposed new sign.

Motion by Pres. Schwab, second by Tr. Kruepke recommend Village Board approve the Conditional Use Amendment – Sign Works / Philip Dahlberg – for property located at N168 W21367 Main Street.

Vote: 7 ayes, 0 nays. Motion carried.

6. Conditional Use Amendment – St. Vincent De Paul Washington County – for property located at W225 N16712 Cedar Park Court, Unit 3

Greg Kuczmarski provided background information stating the property would be used for sorting and processing donations in the back of the building and the front half would be a retail store. The business would propose to ship items to the other stores in Slinger, Hartford and West Bend. Approximately 20 to 25 employees would work on site, with the majority of them being part-time.

Motion by Pres. Schwab, second by Jon Molkentin recommend Village Board approve the Conditional Use Amendment – St. Vincent De Paul Washington County – for property located at W225 N16712 Cedar Park Court, Unit 3.

Vote: 7 ayes, 0 nays. Motion carried.

7. Extraterritorial Plat Review for a One-Lot Certified Survey Map – Property Owner, Andrew Hembel – for property located at 3223 Maple Road

Motion by Pres. Schwab, second by Tr. Emmrich recommend the Village Board not take exception to the Extraterritorial Plat Review for a One-Lot Certified Survey Map – Property Owner, Andrew Hembel – for property located at 3223 Maple Road.
Vote: 7 ayes, 0 nays. Motion carried.

8. Citizens to Address the Plan Commission

None.

9. Adjourn

Motion by Tr. Emmrich, second by Sarah Mleziva to adjourn.
Vote: 7 ayes, 0 nays. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCPC*
Village Clerk