AGENDA
VILLAGE BOARD MEETING
Tuesday, January 10, 2023 at 7:30 p.m.
Jackson Municipal Complex
Training Rooms 1 and 2
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

2. Pledge of Allegiance

3. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing. Residents wishing to speak on any item on the agenda should present their comments under this agenda item. Each commenter will be limited to 2 minutes, for a total time limit of 15 minutes.)

4. Public Hearing – Establishing R-1 Zoning for Tax Parcel #V3_074900H – Albert and Breanna Sunn (Ordinance #23-01)
(Plan Commission Draft Minutes)

5. Public Hearing – Planned Unit Development – Establishing Zoning District PUD-04 for Tax Parcel #V3_053600B – The Oaks of Jackson – Village of Jackson (Ordinance #23-02)
(Plan Commission Draft Minutes)

6. Ordinance #22-17 – Annexation Request and Recommendation for Temporary R-1 – Parcel #T3_052200A – Just Neighbors 2, LLC (2nd Reading)
(Plan Commission Approved Minutes)

7. Ordinance #22-18 – Amending Chapter 48 of the Zoning Code Regarding R-6 Zoning (2nd Reading)
(Plan Commission Approved Minutes)

8. Resolution #23-03 Recognizing Jilline Dobratz – IIMC Master Municipal Clerk Certification

9. Authorization for Village Staff to work with Washington County to develop and publish an RFP for Single Family and Townhome Unit Builders in the Oaks of Jackson Subdivision – Next Generation Housing Project

10. Approval of Minutes for the Village Board Meeting of December 13, 2022

11. Approval of Licenses
    - Entertainment License
        - Coffeeville Company

- Operator's Licenses:
    - East Side Mart, Main Street Mart, & The Village Mart: Erica Kriston, Aleshia Perez
- Massage Establishment License
    - Good Karma Massage Therapy LLC
- Massage Technician License
    - Patricia Salvack

12. Budget & Finance Committee
    - Resolution #23-01 – Awarding the Sale of $1,475,000 Taxable General Obligation Community Development Bonds, Series 20203A
    - TID 7 Funding Update – Oaks of Jackson
13. West Bend School District Report
14. Washington County Board Report
15. Greater Jackson Business Alliance Report
16. Mid-Moraine Municipal Association Report
    - Resolution #23-02 – Consideration of an Advisory Referendum Regarding Distribution of County Sales Tax
17. Citizens to Address the Village Board (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing. People wishing to speak on any item not on the agenda should present their comments now under this agenda item. In addition, although the Board can receive comments on matters not included on this agenda, it cannot discuss or take action on these matters. Each commenter will be limited to 2 minutes, for a total time limit of 15 minutes.)
18. Adjourn

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Administration Department at least one (1) business day prior to the meeting.

Village of Jackson

PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

☐ COMMERCIAL ☐ INDUSTRIAL ☒ RESIDENTIAL ☐ OTHER _____

☐ CONDITIONAL USE
- ☐ *New*
- ☐ *Amendment*
- ☐ *Special Use* *(For existing Cond. Use ONLY)*

☐ PLANNED UNIT DEVELOPMENT
- ☐ *New*
- ☐ *Amendment*
- ☐ *Special Use* *(For existing PUD ONLY)*

☐ CERTIFIED SURVEY MAP

☐ CONCEPT PLAN

☐ OTHER _____

Property Address: W188 N 15989 Maple Rd **Unit:** _____ **Jackson, WI**

Parcel #: V3_074900H **Lot Size:** 65,512.80 **sq. ft.** **Building Area:** _____ **sq. ft.**

Current Zoning: ☐B-1 ☐B-2 ☐M-1 ☐M-2 ☐I-1 ☐PUD ☒Other R-1 Temp **Floodplain:** Y (N)

APPLICANT INFORMATION

Name(s): Albert + Brenna Sunn

Mailing Address: 11633 W Mill St **State** WI **Zip** 53225

Office: (____) _____ **Cell:** (414) 477-6192 **Fax:** (____) _____

Email: albertsunn07@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): Albert + Brenna Sunn

Address: 11633 W Mill St **State** WI **Zip** 53225

Office: (____) _____ **Cell:** (414) 477-6192 **Fax:** (____) _____

Email: albertsunn07@gmail.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION *(Circle One)*

Firm Name: _____

Primary Contact: _____

Address: _____ **State** ____ **Zip** _____

Office: (____) _____ **Cell:** (____) _____ **Fax:** (____) _____

Email: _____

Please provide as much detailed information as possible. *(Add additional pages if needed.)*

Briefly explain what you are requesting to be reviewed and/or approved: We are looking to be rezoned from temporary zoning to permanent zoning.

Provide a brief overview of proposed use(s) of entire property and/or lease space: The property will be used for a new construction single family residence.

Hours of Operation: N/A

Provide a brief overview of proposed daily on-site operations: N/A

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: N/A

Describe all businesses, properties and other entities located adjacent to the proposed use: N/A

Describe any proposed, development, on-site improvements or other construction/remodeling activities: We are going to build a new construction single family residence. The property is currently vacant land.

Describe any proposed grading, and/or stormwater management plan: The grading will be sloped away from the residence. All storm water will be contained on the property.

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: We will be adding a driveway that leads to a residential garage.

Describe any proposed on-site security measures including site lighting: N/A

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

Describe the projected traffic circulation and impacts: N/A

List all setbacks from rights-of-way and property lines and height limitations: Front yards are 30' from property line and 15' from side yards.

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

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

Describe any proposed signage including type, size, and location: N/A

If construction is proposed, describe proposed exterior building materials (type, color, etc.): We are building a single family residence with light gray hardie plank siding.

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

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

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

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

Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: 30,000 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.

You MUST sign and date this Application!

Applicant Name (Print): Albert Sunn

Applicant Signature: Albert Sunn

Co-Applicant Name (Print): Brenna Sunn

CO-Applicant Signature: Brenna J Sunn

Date of Application: 11/30/22

SUBMIT TO: **Village of Jackson – Building Inspection Dept.**
W194 N16660 Eagle Drive
PO BOX 637
Jackson, WI 53037

PAYMENT INFO: **Payment is required at the time of submittal.**
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director:	For questions concerning **application submittal, zoning, or technical questions.**
Phone:	(262) 677-9696
Email:	collin.johnson@villageofjacksonwi.gov
Village Clerk:	For all **general questions** concerning notices, meeting dates or times, etc.
Phone:	(262) 677-9001 Ext. 213
Email:	jilline.dobratz@villageofjacksonwi.gov

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.

---------- THIS PAGE FOR VILLAGE USE ONLY ----------

VILLAGE APPROVAL:

☐ **TEMPORARY** *Expiration Date:* _____, 20_____

Plan Commission Approval: Meeting Date: _____, 20_____

Village Board Approval: Meeting Date: _____, 20_____

In-House Approval (O-T-C): Date: _____, 20_____

_____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

_____

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_____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

_____

_____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: 11/30/22

Amount: $ 425.00

Payment Type: (CH) / CC / CASH

Check/Rcpt. #: 4075

Received By: CM

VILLAGE OF JACKSON
N168W19851 MAIN ST
P O BOX 637
JACKSON, WI 53037-0147

Receipt Nbr: 264963
Date: 12/01/2022
Check

RECEIVED FROM SUNN, ALBERT & BRENNA $425.00

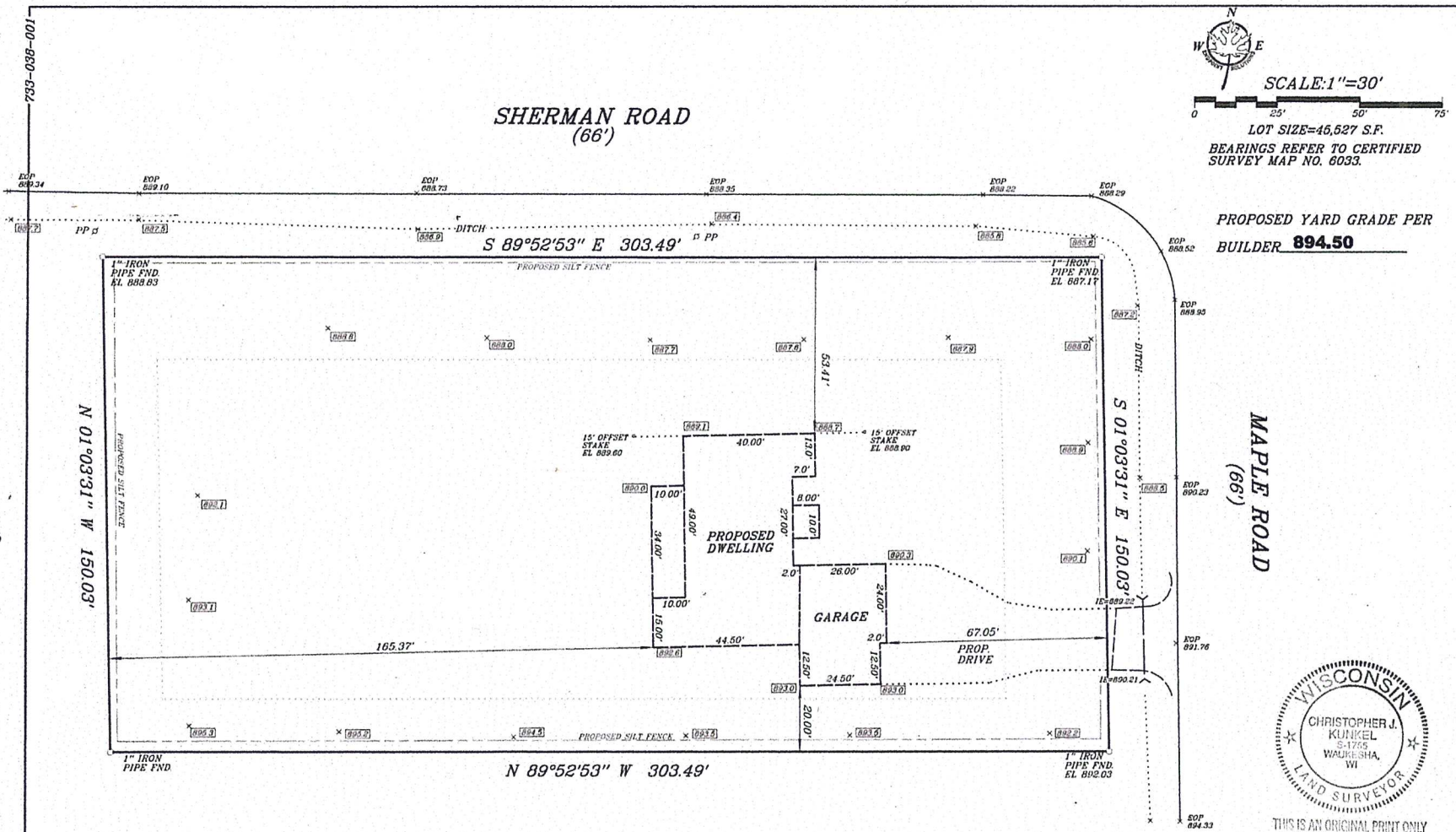
Type of Payment	Description	Amount
Accounting	PLANNING / ZONING FEES	425.00
	REZONING W188N15989 MAPLE RD.	

TOTAL RECEIVED 425.00

Receipt Memo: REZONING/W188N15989 MAPLE RD/CK#4075

Letter of Intent

We are requesting rezoning within the Village of Jackson from temporary zoning to permanent zoning for construction of our new home. In the Village of Jackson if we are zoned R1 we would be able to build our home and abide by the setback requirements.



WISCONSIN
CHRISTOPHER J. KUNKEL
S-1755
WAUKESHA, WI
LAND SURVEYOR

THIS IS AN ORIGINAL PRINT ONLY IF SEAL IS IMPRINTED IN RED

LEGAL DESCRIPTION:
PARCEL 1 OF CERTIFIED SURVEY MAP NO. 6033, PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 784, BEING A PART OF THE NE 1/4 OF SECTION 29, TOWNSHIP 10 NORTH, RANGE 20 EAST, IN THE TOWN (VILLAGE) OF JACKSON, WASHINGTON COUNTY, STATE OF WISCONSIN.

I hereby certify that I have surveyed the above described property and the above map is a true representation thereof and shows the size and location of the property, its exterior boundaries, the location of all visible structures and dimensions of all principal buildings thereon, boundary fences, apparent easements, roadway and visible encroachments, if any. This survey is made for the present owners of the property, and also those who purchase, mortgage, or guarantee, the title thereto within one (1) year from date hereof.

Signed _____
CHRISTOPHER J. KUNKEL REGISTERED LAND SURVEYOR S-1755

REV	DATE	
6		
5		
4		
3		
2		
1	9/22/22	STAKED
0	9/19/22	HSP, LOCATION

Endpoint Solutions
6671 S. LOVERS LANE
FRANKLIN, WI 53132
PHONE: (414) 427-1200

PLAT OF SURVEY

PREPARED FOR: UBUILDIT/SUNN

LOCATION: WESTERN AVENUE, VILLAGE OF JACKSON

DRAWN BY:
CHECKED BY: CJK
APPROVED BY:
DATE: 9/28/22

PROJECT NO. 733-038-001

SHEET NO. 01

ORDINANCE #23-01

TO ESTABLISH PERMANENT ZONING FOR PARCEL V3_074900H IN THE VILLAGE OF JACKSON AND TO AMEND THE ZONING MAP OF THE VILLAGE OF JACKSON PURSUANT TO SECTION 48.34 OF THE MUNICIPAL CODE

THE VILLAGE BOARD OF THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN, does hereby ordain the following changes to the Village Code:

WHEREAS, the parcel of land known as Tax Key V3_074900H was recently annexed to the Village of Jackson under Ordinance #22-15 on October 11, 2022; and

WHEREAS, upon annexation, the parcel was assigned temporary zoning of R-1 Single-Family Residential; and

WHEREAS, the property owners, Albert and Breanna Sunn, have submitted a zoning petition requesting the parcel be assigned the permanent zoning classification of R-1 Single-Family Residential to the Village of Jackson Plan Commission for report and recommendation; and

WHEREAS, the Village Board conducted a public hearing on January 10, 2023; and

WHEREAS, the Village Plan Commission has recommended to the Village Board that a permanent zoning classification of R-1 Single-Family Residential be made; and of the recommendation of the Plan Commission, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, having determined that the zoning classification is consistent with the Village's Comprehensive Plan, and having based its determination on the effect of granting of said zoning on the health, safety, and welfare for the community, and the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved, as well as the impact on the surrounding properties as to the noise, dust, smoke, odor and others, has hereby determined that the zoning classification will not violate the spirit or intent the zoning ordinance for the Village of Jackson, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of noise, dust, smoke odor or other similar factors and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the development is conducted pursuant to the following conditions and is in strict compliance with the same.

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

Section 1. Zoning Map Change

The subject property is hereby zoned R-1 Single-Family Residential, as described above, and depicted as Parcel V3_074900H, attached hereto as Exhibit A, and the zoning map of the Village of Jackson is hereby amended to incorporate the zoning of the subject property.

DRAFT

Section 2. Effective Date
This ordinance shall be in full force and effect from and after its passage and posting or publication as provided by law.

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

Introduced by:_____ Seconded by:_____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By:_____
Michael E. Schwab, Village President

Attest:

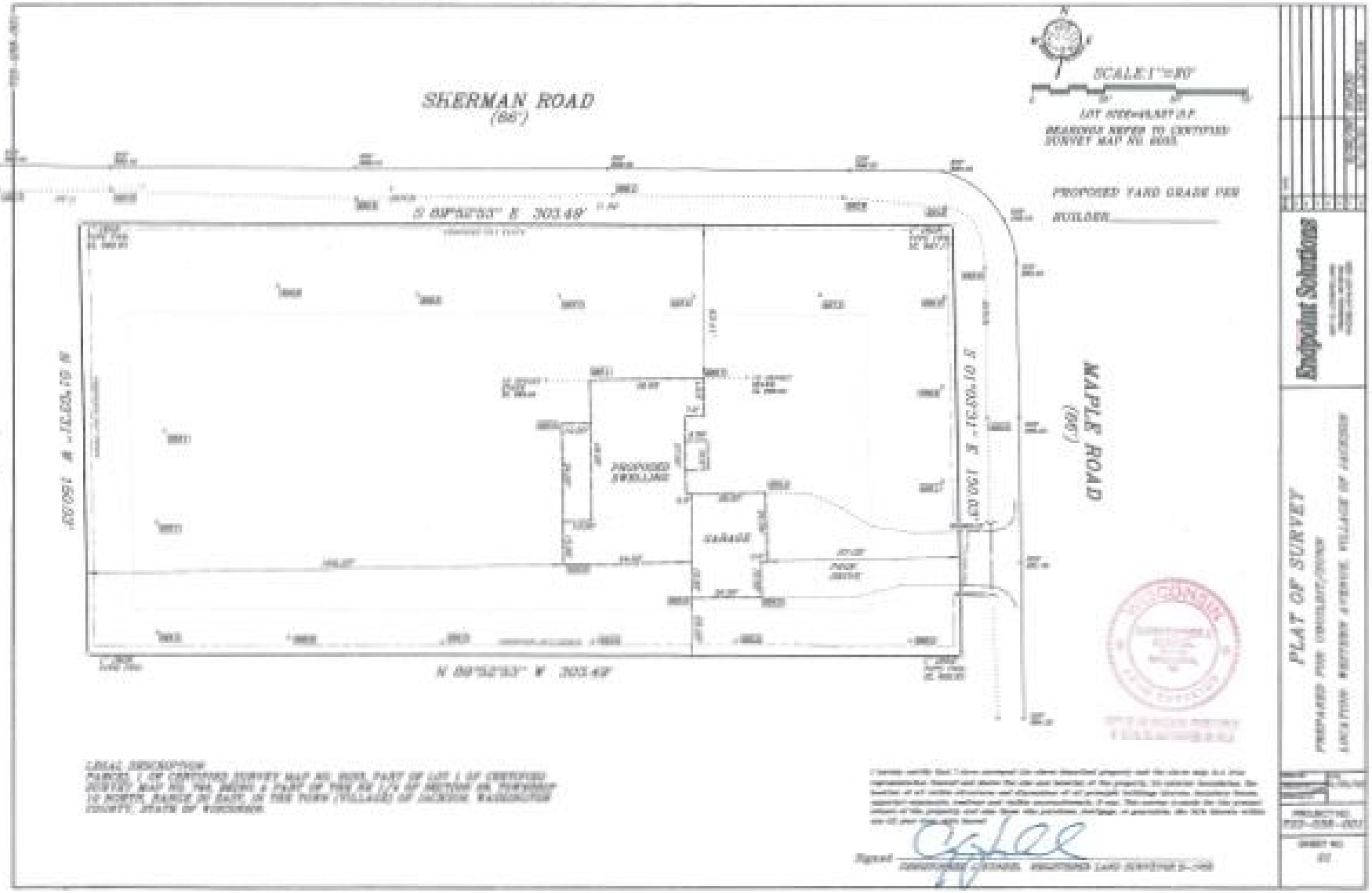
_____
Jilline S. Dobratz, Village Clerk

Proof of Posting:

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

_____ _____
Village Official Date

EXHIBIT A


SHERMAN ROAD
(66')
S 89°52'53" E 303.48'
N 89°52'53" W 303.48'
N 01°03'31" W 150.00'
S 01°03'31" E 150.00'
MAPLE ROAD
(66')
PROPOSED DWELLING
GARAGE
SCALE: 1"=30'
PROPOSED YARD GRADE PER BUILDER
PLAT OF SURVEY
Endpoint Solutions
LEGAL DESCRIPTION
PARCEL 1 OF CERTIFIED SURVEY MAP NO. 8055, PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 764, BEING A PART OF THE SE 1/4 OF SECTION 28, TOWNSHIP 12 NORTH, RANGE 20 EAST, IN THE TOWN (VILLAGE) OF JACKSON, WASHINGTON COUNTY, STATE OF WISCONSIN.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: January 5, 2023 (December 2022 Mtg.)

Agenda Item: Item #3

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

From: Collin Johnson, Director of Inspections/Zoning

Subject: Ordinance 23-01 - Establishing permanent zoning for Parcel V3_074900H

Background and Analysis:

Albert and Brenna Sunn own Parcel No. V3_074900H which was recently annexed from the Town of Jackson to the Village of Jackson. Upon annexation, a temporary zoning designation of R-1 Single-Family Residential was assigned to the property. The applicants will soon begin construction of a 2,400 square foot, single-family home and are now requesting the Village establish permanent zoning of R-1 Single Family Residential to the property.

Comprehensive Plan & Zoning Impacts:

The parcel is designated as "Suburban Residential" within the Land Use Plan contained in the 2050 Comprehensive Plan. The proposed use is consistent with that designation.

Site Plan:

A Plat of Survey of the parcel is attached for reference.

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision.

Signage:

Not applicable

Additional Staff Comments:

None

Notice Requirements:

1. Posting on the agenda.
2. Publication of a Class 2 notice of public hearing. *(Two consecutive weekly publications required.)*
3. Notification of all other municipalities located within 1,000 feet of the subject property. *(Includes all non-contiguous municipalities.)*

Potential Action:

Motion to recommend the Village Board approve Ordinance 23-01 establishing R-1 Single-Family Residential Zoning for Parcel No. V3_074900H and to amend the Village of Jackson Zoning Map accordingly.

Attachments:

1. Plan Commission Application
2. Ordinance 23-01 (DRAFT)

Village of Jackson

PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

☐ **COMMERCIAL** ☐ **INDUSTRIAL** ☑ **RESIDENTIAL** ☐ **OTHER** _____

☐ **CONDITIONAL USE**
- ☐ *New*
- ☐ *Amendment*
- ☐ *Special Use* *(For existing Cond. Use ONLY)*

☑ **PLANNED UNIT DEVELOPMENT**
- ☑ *New*
- ☐ *Amendment*
- ☐ *Special Use* *(For existing PUD ONLY)*

☐ **CERTIFIED SURVEY MAP**

☐ **CONCEPT PLAN**

☐ **OTHER** _____

Property Address: None **Unit:** _____ **Jackson, WI**

Parcel #: V3_053600B **Lot Size:** 20.48 acres **sq. ft.** **Building Area:** n/a **sq. ft.**

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

APPLICANT INFORMATION

Name(s): Jen Keller, Village of Jackson

Mailing Address: N168W19851 Main Street, Jackson **State** WI **Zip** 53037

Office: (262) 677-9001 **Cell:** (_____) n/a **Fax:** (_____) _____

Email: jen.keller@villageofjacksonwi.gov

BUSINESS INFORMATION *(If New Business)*

Legal Business Name: n/a

D/B/A: _____ **FEIN #:** _____-_____

Mailing Address: _____ **State** ____ **Zip**_____

Office: (_____) _____ **Cell:** (_____) _____ **Fax:** (_____) _____

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): Village of Jackson

Address: N168W19851 Main Street, Jackson **State** WI **Zip** 53037

Office: (262) 677-9001 **Cell:** (_____) _____ **Fax:** (_____) _____

Email: jenkeller@villageofjacksonwi.gov

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION *(Circle One)*

Firm Name: SEH - Engineering, Vandewalle & Associates - Planning

Primary Contact: Mike Court, SEH Jackie Mich, V&A

Address: SEH-501 Maple Ave., Delafield, WI V&A - 120 E Lakeside St, Madison, WI **State** _____ **Zip** _____

Office: (SEH) 414-989-8905 **Cell:** (V&A) 608-255-3988 **Fax:** (_____) _____

Email: mcourt@sehinc.com and jmich@vandewalle.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: **Planned Unit Development for proposed Oaks of Jackson subdivision**

Provide a brief overview of proposed use(s) of entire property and/or lease space: **Residential areas include District I: Single Family, District II: Single Family, Private Drive; District III: Twin Home; District IV: Townhome. The neighborhood will also include multiuse paths, open space, and stormwater management pond.**

Hours of Operation: **n/a**

Provide a brief overview of proposed daily on-site operations: **typical residential 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.: **construction activity related to residential devleopment**

Describe all businesses, properties and other entities located adjacent to the proposed use: **surrounding uses include residential on three sides and commercial (future) and institutional on the north side**

Describe any proposed, development, on-site improvements or other construction/remodeling activities: **Single phase, multi-year residential development**

Describe any proposed grading, and/or stormwater management plan: **see Preliminary Plat**

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: **The lots will be graded. The Village will plant grass terraces and street trees and install sidewalks on both sides of the street on all streets. Outlot 1 will be for tree preservation and the Landscape Easement on the eastern boundary of the subdivision will provide a vegetative buffer.**

Describe any proposed on-site security measures including site lighting: **Street lights will be installed by the Village**

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): **Sprinklers to be installed where required by fire code; municipal water system and fire hydrants will be installed per Village requirements**

Describe the projected traffic circulation and impacts: **typical residential traffic impacts**

List all setbacks from rights-of-way and property lines and height limitations: **See PUD document**

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

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

☐ No ☐ Yes If yes, explain: **No**

Describe any proposed signage including type, size, and location: **future neighborhood sign on outlot near Spruce Street**

If construction is proposed, describe proposed exterior building materials (type, color, etc.): **to be determined when builders are selected**

Describe any site-specific features/constraints, etc.: **wooded area on east side with several mature oaks; ANR pipeline easement**

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking:
See PUD document

Describe all proposed screening/buffering from adjacent properties (where required by ordinance):
Landscape easement on east side (not required by ordinance)

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering:
Village refuse and recycling collection services; any refuse containers for the townhomes will be adequately screened

---

Projected Sewer/Wastewater Usage: **see Preliminary Plat**

Projected Water Usage: **see Preliminary Plat**

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.

You MUST sign and date this Application!

Applicant Name (Print): Jen Keller, on behalf of Project Management Team

Applicant Signature: Jen Keller

Co-Applicant Name (Print): _____

C0-Applicant Signature: _____

Date of Application: 12/22/2022

SUBMIT TO: **Village of Jackson – Building Inspection Dept.**
W194 N16660 Eagle Drive
Jackson, WI 53037

PAYMENT INFO: **Payment is required at the time of submittal.**
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director:	For questions concerning **application submittal, zoning, or technical questions.**
Phone:	(262) 677-9696
Email:	collin.johnson@villageofjacksonwi.gov
Village Clerk:	For all **general questions** concerning notices, meeting dates or times, etc.
Phone:	(262) 677-9001 Ext. 213
Email:	jilline.dobratz@villageofjacksonwi.gov

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.
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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.

- - - - - - - - - - THIS PAGE FOR VILLAGE USE ONLY - - - - - - - - - -

VILLAGE APPROVAL:

☐ **TEMPORARY** *Expiration Date:* _____, 20_____

Plan Commission Approval: Meeting Date: _____, 20_____

Village Board Approval: Meeting Date: _____, 20_____

In-House Approval (O-T-C): Date: _____, 20_____

_____
Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

_____

_____

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_____

_____

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 / CASH

Check/Rcpt. #: _____

Received By: _____

December 21, 2022
SEH Project #170026

The Oaks of Jackson Neighborhood

Letter of Intent/Impact Statement

Summary

This is a submittal for Preliminary Plat review and approval for the Oaks of Jackson Project. The Plat has been developed in conjunction with the proposed PUD documents.

The Oaks of Jackson neighborhood provides opportunities for diverse residential housing options, bicycle and pedestrian amenities, tree preservation, and high quality of life for residents. This site creates strong transportation connections to the north and ample bicycle/pedestrian connections to the south and throughout the neighborhood, while preserving trees and accounting for stormwater management. This mix housing units and smaller lots sizes will contribute to an inviting neighborhood environment and complement the Village's community character.

The Village of Jackson is developing this neighborhood in partnership with Washington County. As a Pilot Project for the County's Next Generation Housing initiative, this neighborhood will result in the creation of 101 attainably priced, owner-occupied homes, consistent with the objectives of the Next Generation Housing initiative.

Traffic

The TIF District TIA prepared by SRF (dated June 4, 2020) had factored this area to be developed with 272 apartment units. The ultimate build out of the apartment complex would have generated 2,020 vehicle trips a day. The proposed development is a combination of single-family homes, twin homes, and townhomes for a total of 101 units. With quite a bit less density, the traffic impact with be minimized. It is estimated to be approximately 900 vehicle trips a day with the proposed development.

Stormwater/Drainage

An overall stormwater and drainage plan has been developed to handle the on-site stormwater and manage it properly according to the Village's ordinance. Three stormwater basins have been designed for the site. There is a drainage area to the west of the property that is directed towards the property, that is un-detained, this area will be managed with a basin at the northwest corner of the site. This water will then be directed north across Spruce Street. The rest of the site will be managed with two additional basins on the north side of the site that will discharge into the existing Spruce Street storm sewer system. Concerns have been brough up by the Condo Development to the east of the site. Most of the drainage area that currently drains to the east towards the exiting condos, will now be routed to the northeast basin for stormwater management. This will reduce the existing drainage area flowing to the east, which addresses the concerns of the condo owners.

Wetland Impacts

A wetland delineation was performed by Cedar Corporation for the property (report dated June 18th, 2019). The report shows no wetlands on the property. Therefore, there will be no impacts to wetlands.

Trees

There is an existing stand of woods on the east side of the property. Washington County staff has recently performed a tree survey of the property. Quality trees have been identified. The plat proposes to create an outlot, for tree preservation, in an area where there is a higher density of quality trees. The plat also has identified a 40' landscape easement on the east property line to provide a buffer area to the east neighboring existing condo development. There is a need to remove trees for the construction of the public roadway and stormwater management basin. The intent is to leave as many trees as possible for lots 21-26. Although there will be a need to grade a swale/berm west of the landscape easement to direct drainage to the basin area.

Parking

The PUD zoning will require a minimum of 2 off-street parking spaces for the single-family and twin home units. A minimum of 1 off-street parking space will be required for the townhouse units. A two-car garage will be typical for the single-family and twin home units. There will be room within the driveway to park in front of the garage. Four off-street parking spaces will be typical for these types of units. The townhouse areas will have at least a one-car garage with additional visitor parking planned for the site. Parking will be allowed on the public streets.

Signage

Signage will be determined later and will more than likely only consist of an entrance sign to the subdivision and potentially entrance signs related to the townhouse developments.

Anticipated User Profiles

This development is expected to provide housing for both current and future Jackson residents, and it is expected to attract working households and individuals, first-time homebuyers, empty nesters, and others seeking homeownership opportunities on a smaller scale.

Sewer and Water Consumption

Based on 75,000 gallons per year per dwelling unit. The proposed 101 units would use 7,575,000 gallons of water and generate the same for sewer discharge.

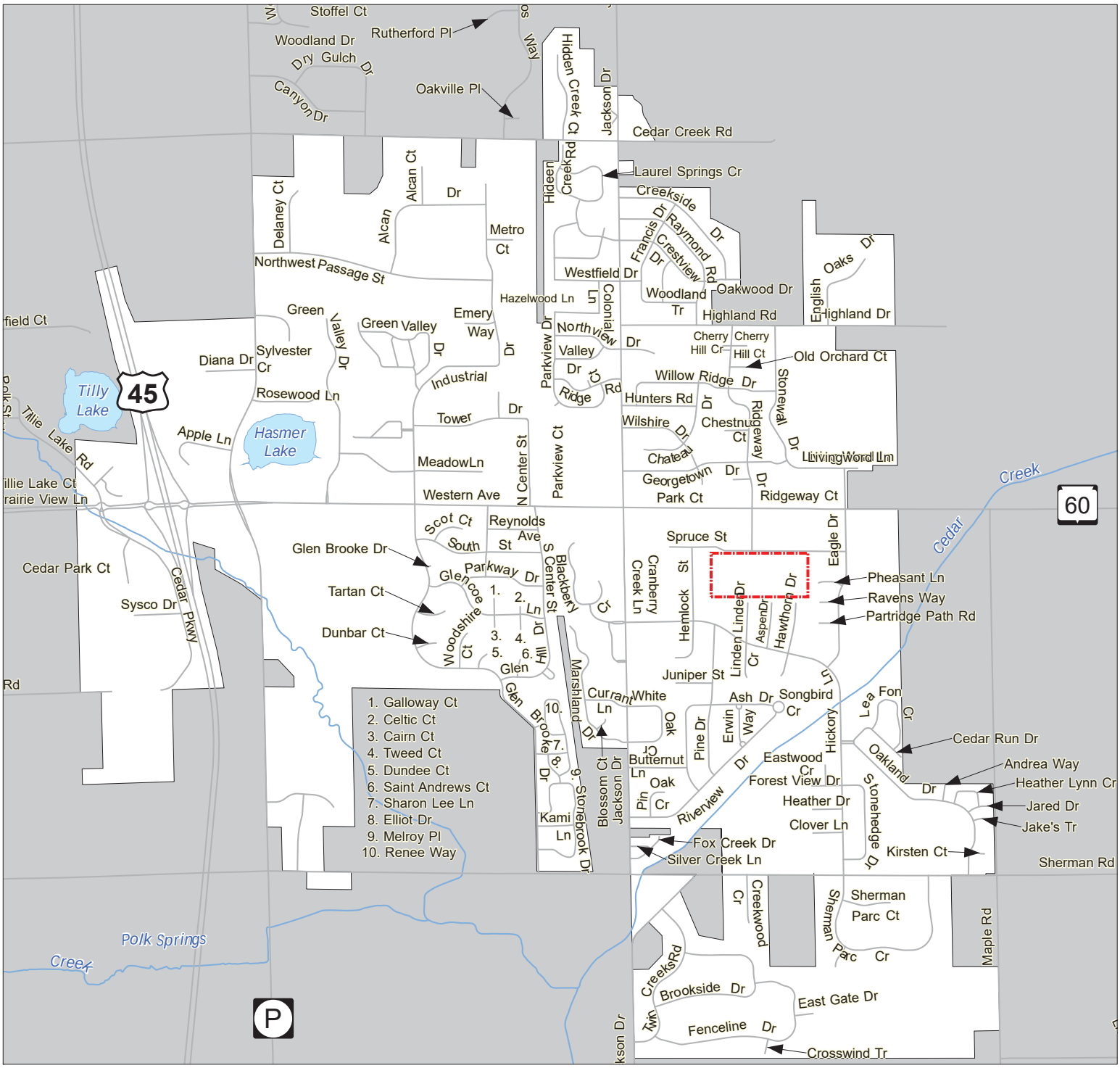
Connection to the South Neighborhood

The proposed plat has no road connections to the south neighborhood. A sidewalk system is proposed to be extended to the three dead end streets to the south. They will provide pedestrian connections for the proposed and existing neighborhoods.

Public Street Cross-Section

Attached is the proposed street cross-section. The street width is proposed to be 32 feet face to face. With sidewalks on both sides. The street will be constructed with 30" Vertical Face concrete curb and gutter.

LOCATION MAP



VILLAGE OF JACKSON Wisconsin

Map produced August, 2022 by the Geographic Information Systems (GIS) Department of Washington County
All data current to August 1, 2022 and subject to errors and omissions and is not certified by Washington County.

EXHIBIT A

THE OAKS OF JACKSON NEIGHBORHOOD

Jackson, Wisconsin

PLANNED UNIT DEVELOPMENT

DECEMBER 28, 2022

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INTENT OF DOCUMENT

The intent of this document is to provide the Village of Jackson with a Planned Unit Development that summarizes the components of the proposed Oaks of Jackson Neighborhood.

PROJECT NAME

Oaks of Jackson

PROJECT OWNERS

Village of Jackson

CONTACTS

Applicants:

Village of Jackson

Washington County

Design Team:

Engineering:

Short Elliott Hendrickson, Inc.

501 Maple Avenue

Delafield, Wisconsin 53018

Phone: 414.949.8905

Planning:

Vandewalle and Associates

120 E. Lakeside Street

Madison, Wisconsin 53715

Phone: 608.255.3988

EXISTING CONDITIONS

Existing Zoning:

Undeveloped Land	PUD

Existing Parcel: V3_053600B

Legal Description: See Exhibit A-1: Legal Description

Comprehensive Plan for the Village of Jackson: 2050

Land Use Plan

Project Area:	Residential
Adjoining Parcels:	North: Commercial
	Northeast: Commercial; Governmental and Institutional
	East: Medium Density Residential; Multi-Family/High-Density Urban Residential
	South: Medium Density Residential
	West: Multi-Family/High-Density Urban Residential

Lot Area: 20.48 acres

SITE INFORMATION

The Oaks of Jackson is located in the central portion of the Village of Jackson, south of Highway 60 and the Village of Jackson Municipal Complex. The land currently is comprised of agricultural fields fronting on a newly completed segment of Spruce Street. The site generally slopes from a high point in the southern part of the site down toward the northeastern end of the site at Spruce Street. The site is surrounded by residential development on three sides.

Abutting Uses:

North:	Village Municipal Building
	Agricultural/Vacant
East:	Agricultural/Vacant
	Twin Home Residential
South:	Single Family Residential
West:	Multi-Family Residential

ZONING REQUEST

Planned Unit Development

ZONING REQUEST JUSTIFICATION

According to Sec. 48-151(b), the planned unit development (PUD) procedure offers flexibility in design and layout for residential, commercial, and industrial developments and makes it possible for mixed uses to be integrated into a development. The design of the Oaks of Jackson Neighborhood, facilitated by the PUD zoning, seeks to create housing variety within a Next Generation Housing Pilot Project in partnership with Washington County. This housing variety allows the project to provide a wider spectrum of housing types at attainable price points, with a particular focus on first-time homebuyers, people working in Washington County, young adults and families, and any others seeking to build equity through homeownership. Development of these housing formats will be achieved through the creation of detailed zoning standards, available through the application of the PUD zoning district.

COMPLIANCE

a) According to Sec. 48-151(c) of the Village of Jackson zoning ordinance, the planned unit development proposal shall be in compliance with the adopted plans and policies of the village for development.
   - The proposed PUD is compliant with the Village's adopted plans and policies. Specifically, the Village's 2050 Comprehensive Plan (updated in 2019) recommends this site for "residential" on the Land Use Plan map. The TID #7 Project Plan (adopted in 2022) recommends this area for a mix of single family and multi-family residential. Implementing a Pilot Project for Next Generation Housing in this location is consistent with the Memorandum of Understanding signed in 2022 by the Village of Jackson and Washington County.

b) The owner or developer shall provide assurance that the approved planned unit development (PUD) project, including the conditions of approval and schedule, will be complied with.
   - The owner and developer (Village Jackson) will comply with the approved PUD.

c) The developer or owner shall sign and record a development agreement, a development plan showing all improvements to be constructed, and any deed restrictions or covenants required for approval.
   - The owner and developer (Village Jackson) will meet these requirements when applicable.

d) The owner shall incorporate the requirements of this subsection in any development agreement required for the project.
   - The owner and developer (Village Jackson) will meet these requirements.

CRITERIA FOR APPROVAL

The approval of the Planned Unit Development proposal by the Village Board shall be based on the following:

a) Compatibility with surrounding development.
   - The proposed neighborhood will be compatible with surrounding development, as it is surrounded by residential on three sides. The proposed neighborhood will be predominately single family, but will include a mix of single family homes, twin homes, and townhomes. The proposed single family residential will be located adjacent to existing single family homes to the south and existing twin homes to the east. A landscape easement on the east side of the neighborhood will mitigate potential impacts to existing twin homes to the east. Proposed townhomes will compatible with surrounding development as they will be of comparable or lower density than the adjacent existing multi-family development to the west. Land to the north is undeveloped. Residential development will complement the Village Municipal Complex to the north and provide residents with easy access to Village services. The proposed neighborhood is connected to the rest of the Village via Spruce Street and has connections to surrounding neighborhoods via multi-use trails. These connections will tie the neighborhood into the fabric of the rest of the community.

b) Compatibility with plans and policies approved by the village.
   - The proposed PUD supports a number of Village objectives, including:
     - Provides quality residential and growing tax base within TID #7.
     - Increases homeownership opportunities within the Village.
     - Provides a variety of housing options, including single family residential, to accommodate different household sizes, incomes, lifestyles, and age groups.
     - Participates in the Pilot Program for Washington County's Next Generation Housing initiative.

c) Assurance of compliance of development agreement.
d) Assurance of compliance of development site plan.
e) Assurance of compliance of deed restrictions or restrictive covenants as required.
f) Assurance of compliance of performance bonds.
g) Assurance of compliance of proof of financial capability.
h) Assurance of compliance of schedule of construction.
   - For c) through h), above, the Village will require such assurances from builders where applicable.

SUBMITTAL REQUIREMENTS

a) All preliminary subdivision submittal requirements, including erosion control plans.
   - See Exhibit A-2: Preliminary Plat

b) A development plan, showing all proposed improvements, including landscaping, the siting and elevations of all proposed primary structures, and details of any improvement deemed necessary by the staff.
   - See Exhibit A-2: Preliminary Plat

c) A proposal consisting of the restrictions, covenants, phasing, and assurances, which will assure the completion and the expectations of the project.
    - The Village will provide these materials following selection of builders.

d) Development agreement depicting all improvements to be constructed.
    - The Village will provide this following selection of builders.

DEVELOPMENT CONCEPT

The Oaks of Jackson neighborhood provides opportunities for diverse residential housing options, bicycle and pedestrian amenities, tree preservation, and high quality of life for residents. This site creates strong transportation connections to the north and ample bicycle/pedestrian connections to the south and throughout the neighborhood, while preserving trees and accounting for stormwater management. The mix of housing units and smaller lots sizes will contribute to an inviting neighborhood environment and complement the Village's community character.

The Village of Jackson is developing this neighborhood in partnership with Washington County. As a Pilot Project for the County's Next Generation Housing initiative, this neighborhood will result in the creation of 101 attainably priced, owner-occupied homes, consistent with the objectives of the Next Generation Housing initiative. It is expected to provide housing for both current and future Jackson residents, and it is expected to attract working households and individuals, first-time homebuyers, empty nesters, and others seeking homeownership opportunities on a smaller scale.

WHY PLANNED UNIT DEVELOPMENT?

Using sound planning and design principles, the Oaks of Jackson neighborhood will expand the range of housing options in the Village within a cohesive and vibrant new neighborhood. The neighborhood is enhanced through the integration of open spaces, trails, connections to Hickory Lane Park, and other nearby neighborhood amenities such as the Village Municipal complex.

The Planned Unit Development (PUD) zoning district is the most appropriate zoning approach for this neighborhood, as it allows for the comprehensive planning and design of the multifaceted project. It also enables the creative and innovative policies of the Next Generation Housing initiative. The PUD process will also benefit the Village of Jackson in that it will maximize opportunities for review and input into the planning process, implement community goals, offer housing diversity in price and format, and create a unique neighborhood in an area that the Village has prioritized for investment.

A detailed list of departures from standard zoning districts is found at the end of this document.

PROPOSED LAND USE SUMMARY

See Exhibit A-3: District Plan

Projected Construction: 2023-2028

Proposed Use:

40	Single Family Homes
13	Single Family Homes, Private Drive
8	Twin Homes
Up to 40	Townhomes

SINGLE FAMILY HOMES

Single family homes within the project will include both private-drive-accessed and street-accessed configurations that can accommodate a range of house designs, architectural treatments, landscaping, floor plans and price points. This will create an integrated and diverse neighborhood that also blends easily into the surrounding neighborhoods.

TWIN HOMES

Twin homes within the neighborhood provide attached housing options. This dwelling unit type consists of two separate units, arranged side-by-side, with each located on a separate lot. A lot line runs through the center of the building, along the shared wall. Each half of the twin home has a private individual exterior entrance, and ownership includes the half of the building and the lot. Ownership is typically fee simple as opposed to a condominium form of ownership. Certain floorplans may include shared driveways.

TOWNHOMES

The inclusion of townhomes along Spruce Street and on the west side of the site expands the housing options within the neighborhood while maintaining the character and overall neighborhood aesthetic. The townhomes are in a side-by-side attached format and will be accessed by private drives the rear of the building. Each unit will have a private entrance. The townhomes will employ a condominium form of ownership and a condo association will address maintenance of shared building, open space, and paved areas.

MULTIUSE TRAILS

Multiuse trails are located throughout the neighborhood to provide safe and convenient access for people walking and biking.

STORMWATER MANAGEMENT

Stormwater management retention ponds will be located on the north side of the site – one at the northwest corner of the site, one in Outlot 7, and one in Outlot 2. Additional stormwater management facilities are permitted thorough the PUD, subject to Village approval.

OPEN SPACE

An outlot containing a woodland is provided. Open space will be provided on individual lots and outlots. Open space is permitted throughout the PUD.

PERMITTED USES AND DENSITY

No uses shall be permitted on the property which are not permitted uses, or conditional uses, under the provisions of this PUD, or amendments to the PUD which may be approved in the future under the Jackson zoning code. Uses identified as conditional uses shall require a Conditional Use Permit pursuant to the applicable Village Code provisions.

a) *Density*. The former zoning classification of the area under consideration shall serve as the primary requisite in determining the density of dwelling units within the proposed PUD unless it was found that a reduction or increase would be in the best interest of the village.

- The subject property is currently zoned PUD. There is no former zoning classification. The Village maintains that the proposed gross density of approximately 5.4 dwelling units per acre for the entire development would be in the best interest of the Village in order to provide more housing and a variety of different formats in a location that is planned for residential growth and easily served by existing Village services, utilities, and other community facilities. This is consistent with the maximum density in the Village's R-5 Single Family Residential District.

b) *Permitted uses*. The following uses shall be permitted by right in the PUD district:

- Refer to the "District Descriptions" section below.

c) *Conditional uses*. The following uses shall be permitted by conditional use permit in the PUD district.

- Refer to the "District Descriptions" section below.

Development standards not directly addressed by this PUD (such as accessory structures, fencing, and signage) such are subject to applicable Village of Jackson Code provisions.

DISTRICT DESCRIPTIONS/ ZONING TEXT

DISTRICT I: SINGLE FAMILY

Permitted Uses:

- Single family homes with front-loaded garage
- Open space / Tree preservation area
- Stormwater management

Conditional Uses:

- Group homes, foster homes, and halfway houses, provided that there shall be a minimum lot area of 2,000 square feet per person (upon ultimate development) and a minimum principal building area of 200 square feet per person.

Permitted Accessory Uses:

- Private garage (1 per lot)
- Sheds (garden, tool, and storage) incidental to the residential use (1 per lot)
- Home occupations and professional home offices as specified in section 48-1 of the Village of Jackson zoning ordinance.

Description

This district's homes offer diversity and housing choices in a single family format.

Proposed Dwelling Units 40 units

Character Guidelines

- Balconies, entry bays and front entry porches are recommended to enhance the human scale of the public street façade.
- Varied building setbacks are encouraged to create a more organic streetscape in which there are slight variations between buildings along the length of the street.
- As the buildings are moved closer to the street and each other, special attention should be taken to design details, house details, and landscaping to ensure that the public street façade is of proper pedestrian scale.
- The front entry of each house should be oriented towards the public street frontage.

District I Zoning Text

Zoning Regulation	District I
Minimum Lot Area	6,000 square feet
Minimum Lot Width at Front Yard Setback	60 feet* (70 feet for corner lots)
Minimum Lot Depth	100 feet
Minimum Front Yard Setback	20 feet*
Minimum Side Yard Setback	7 feet
Minimum Corner Lot Side Yard Setback	15 feet from the street side right-of-way
Minimum Rear Yard Setback	15 feet**
Minimum Paved Surface Setback	3 feet
Maximum Building Height	35 feet
Minimum Off-Street Parking	Two off-street parking stalls
Maximum Impervious Surface Ratio	60%
Visibility	Corner lot porches, and bay windows may not encroach the vision triangle. The triangle is defined as the intersection of the curbs at the corner, and a point 30 feet back along each curb from the corner. Walls and fences located within the vision triangle shall not exceed 30 inches in height.
Permitted Encroachments	Bay windows and fireplace chases may encroach a maximum of 2 feet into the side yard.
Minimum Floor Area	None / Per Building Code
Accessory Structures	Per zoning ordinance
Fences	Per zoning ordinance

*For Lots 25, 26, 38, 39, and 40, minimum front yard setbacks shall be increased to 30 feet when needed to meet minimum lot width at the front yard setback.

** For lots containing the landscape easement, rear yard setbacks for will be measured from boundary of the landscape easement, as opposed to the rear property line.

DISTRICT II: SINGLE FAMILY, PRIVATE DRIVE

Permitted Uses:

- Single family homes with garages accessed from a private drive at the rear of the home
- Stormwater management

Conditional Uses:

- Group homes, foster homes, and halfway houses, provided that there shall be a minimum lot area of 2,000 square feet per person (upon ultimate development) and a minimum principal building area of 200 square feet per person.

Permitted Accessory Uses:

- Private garages (1 per lot)
- Sheds (garden, tool and storage) incidental to the residential use (1 per lot)
- Home occupations and professional home offices as specified in section 48-1 of the Village of Jackson zoning ordinance.

Description

These homes increase the variety of housing and neighborhood character through the use of single family home sites served by private drives. These homes are designed with integrated architecture and reduced setbacks which create an unbroken front façade of houses without garages that emphasize a human-based scale and texture in which front porches facing the sidewalks become the focus.

Proposed Dwelling Units	13 units

Character Guidelines

- Balconies, entry bays and front entry porches are recommended to enhance the human scale of the public street façade.
- Varied building setbacks are encouraged to create a more organic streetscape in which there are varied building placements along the length of the street.
- As the buildings are moved closer to the street and each other, special attention should be taken to design details, house details, and landscaping to ensure that the public street façade is of proper pedestrian scale.

District II Zoning Text

Zoning Regulation	District II
Minimum Lot Area	4,000 square feet
Minimum Lot Width at Front Yard Setback	40 feet
Minimum Lot Depth	100 feet
Minimum Front Yard Setback	15 feet
Minimum Side Yard Setback	7 feet
Minimum Corner Lot Side Yard Setback	15 feet from the street side right of way
Minimum Rear Yard Setback to Attached Garage	2 feet
Minimum Rear Yard Setback to House	20 feet
Garage Rear Yard Exclusion Zone (interior lots)	Face of garage may not be placed between 8 and 18 feet from private drive right-of-way to avoid creation of partial parking spaces between the garage and the private drive.
Minimum Paved Surface Setback	3 feet
Maximum Building Height	35 feet
Minimum Off-Street Parking	Two off-street parking stalls
Maximum Impervious Surface Ratio	80%
Visibility	Corner lot porches, and bay windows may not encroach the vision triangle. The triangle is defined as the intersection of the curbs at the corner, and a point 30 feet back along each curb from the corner. Walls and fences located within the vision triangle shall not exceed 30 inches in height.
Permitted Encroachments	Bay windows and fireplace chases may encroach a maximum of 2 feet into the side yard.
Minimum Floor Area	None / Per Building Code
Accessory Structures	Per zoning ordinance
Fences	Per zoning ordinance

DISTRICT III: TWIN HOME

Permitted Uses:

- Twin Homes (zero lot line) with front-loaded garage
- Stormwater management

Conditional Uses:

- Group homes, foster homes, and halfway houses, provided that there shall be a minimum lot area of 1,500 square feet per person (upon ultimate development) and a minimum principal building area of 200 square feet per person.

Permitted Accessory Uses:

- Private garages (1 per lot)
- Sheds (garden, tool and storage) incidental to the residential use (1 per lot)
- Home occupations and professional home offices as specified in section 48-1 of the Village of Jackson zoning ordinance.

Description

Located on individual lots, twin homes offer attached housing with front-loaded garages at a scale compatible with nearby single family residential.

Proposed Dwelling Units	8 units

Character Guidelines

- Balconies, entry bays and front entry porches are recommended to enhance the human scale of the public street façade.
- Varied building setbacks are encouraged to create a more organic streetscape in which there are slight variations between buildings along the length of the street.
- As the buildings are moved closer to the street and to each other, special attention should be taken to design details, house details, and landscaping to ensure that the public street façade is of proper pedestrian scale.
- The front entry of each house should be oriented towards the public street frontage.

District III Zoning Text

Zoning Regulation	District III
Minimum Lot Area	4,500 square feet
Minimum Lot Width at Front Yard Setback	45 feet
Minimum Lot Depth	100 feet
Minimum Front Yard Setback	20 feet
Minimum Side Yard Setback	7 feet 0 feet for shared interior side (party wall)
Minimum Corner Lot Side Yard Setback	15 feet
Minimum Rear Yard Setback	15 feet
Minimum Paved Surface Setback	3 feet 0 feet for interior side if shared driveway
Maximum Building Height	35 feet
Minimum Off-Street Parking	Two off-street parking stalls per unit
Maximum Impervious Surface Ratio	70%
Visibility	Corner lot porches, and bay windows may not encroach the vision triangle. The triangle is defined as the intersection of the curbs at the corner, and a point 30 feet back along each curb from the corner. Walls and fences located within the vision triangle shall not exceed 30 inches in height.
Permitted Encroachments	Bay windows and fireplace chases may encroach a maximum of 2 feet into the side yard.
Minimum Floor Area	None / Per Building Code
Accessory Structures	Per zoning ordinance
Fences	Per zoning ordinance

DISTRICT IV: TOWNHOME

Permitted Uses:

- Townhomes accessed from private drive at the rear of the home
- Stormwater management

Conditional Uses:

- None

Permitted Accessory Uses:

- Home occupations and professional home offices as specified in section 48-1 of the Village of Jackson zoning ordinance.

Description

This district's homes contribute additional housing diversity within the neighborhood. Townhomes offer attached housing with rear-loaded garages at a scale compatible with nearby single family residential. The format provides housing options with a condominium form of ownership that will appeal to those interested in a quality home with less house and yard maintenance.

Proposed Dwelling Units up to 40 units

Character Guidelines

- Buildings should be oriented to the street or the open space, as opposed to the rear private drive.
- Surface parking lots should be landscaped to break up paved areas.
- Buildings will be 2-3 stories with parking on the lower level.
- Pedestrian connections and landscaping will be utilized to create relationships between the residential buildings, streets, frontages, and to the sidewalk and trail network.
- Architectural elements such as balconies, entry bays and front entry porches are recommended to enhance the human scale of the public street façade and relationship to the neighborhood.
- Buildings should take advantage of views to open space and stormwater ponds.

District IV Zoning Text

Zoning Regulation	District IV
Minimum Lot Area	2,500 square feet per dwelling unit
Minimum Lot Width at Front Yard Setback	100 feet
Minimum Lot Depth	100 feet
Minimum Front Yard Setback	15 feet
Minimum Side Yard Setback	7 feet
Minimum Corner Lot Side Yard Setback	15 feet
Minimum Rear Yard Setback	15 feet
Minimum Paved Surface Setback	5 feet
Maximum Building Height	40 feet
Minimum Off-Street Parking	One off-street parking stall per unit
Maximum Impervious Surface Ratio	80%
Visibility	Corner lot porches, and bay windows may not encroach the vision triangle. The triangle is defined as the intersection of the curbs at the corner, and a point 30 feet back along each curb from the corner. Walls and fences located within the vision triangle shall not exceed 30 inches in height.
Permitted Encroachments	Bay windows and fireplace chases may encroach a maximum of 2 feet into the side yard.
Minimum Floor Area	None / Per Building Code
Accessory Structures	Per zoning ordinance
Fences	Per zoning ordinance

AMENITIES AND CONDITIONS

STORMWATER

Stormwater ponds will be provided on the north side of the development, specifically on Outlot 2, Outlot 7, and the north side of Outlot 6. Approximately 1.5 acres of stormwater will be provided. These stormwater facilities will be owned and maintained by a homeowner's association. There is potential for on-site stormwater facilities such as raingardens in other locations in the neighborhood, which will be maintained by the property owner.

OPEN SPACE

The neighborhood is within walking distance from the 14-acre Hickory Lane Park as well as the Jackson Area Community Center The neighborhood will be connected to Hickory Lane Park via paved trails and sidewalks. Private open space around the townhomes will be owned and maintained by a private association.

TREE PRESERVATION AREA

Outlot 1 will be used for the preservation of existing oak trees and public open space. It will include a walking path, and the area will be maintained by a homeowner's association. No development is permitted within Outlot 1. Within the Tree Preservation Area, the following regulations apply:

- No temporary or permanent principal or accessory buildings, structures, paving, fences, flag poles, or other improvements shall be permitted within the easement.
- No person shall deposit any material in the Tree Preservation Area, including, but not limited to, litter, yard waste, brush, sand, stone, concrete, wood, grass, dirt, garbage, petroleum products, and toxins.
- No person shall be permitted to hunt, capture, or harm any living creature or possess any such devices designed for such purpose.
- All animals brought to property must be leashed. The owner or handler shall be responsible for the proper disposal of animal waste.
- No person shall operate any snowmobile, all-terrain vehicle, go-cart, or similar motorized vehicle.
- Amusement devices, camping structures, tents, trailers, or any similar structures shall not be permitted.
- No fires shall be built except in fireplaces or grills designed for such purpose. All embers shall be disposed of in a proper manner.

LANDSCAPE EASEMENT & BERM

A landscape easement and berm are provided on the east side of the neighborhood.

- Rear yard setbacks shall be measured from boundary of the landscape easement, as opposed to the rear property line.
- The easement area shall be maintained by owners of the underlying property.
- No temporary or permanent principal or accessory buildings, structures, paving, fences, flag poles, or other improvements shall be permitted within the easement.
- Storage of any type of material in the easement is prohibited.

OUTLOT 6

Outlot 6 is intended for townhomes. A condominium plat will be prepared once the specific townhome layout is determined. An ANR pipeline easement runs north-south through the length of the western portion of the site. This easement in included as part of Outlot 6.

A paved trail/sidewalk will be located adjacent to the front doors of the townhomes just west of the ANR pipeline easement. It will create a pedestrian connection between Spruce Street and the southern edge of the neighborhood.

Outlot 8

Outlot 8 is intended for townhomes on the north side and single family homes on the south side. All dwelling units and garages will be accessed by a shared private drive running east-west through the outlot and connected to Ridgeway Drive. A condominium plat will be prepared once the specific townhome layout is determined. The lots for the single family homes will created after builders are selected.

Paved Trails and Sidewalks

The bicycle and pedestrian network comprises of both sidewalks and paved trails. Sidewalks will be provided on both sides of the street per Village Standards and will be owned and maintained by the Village.

All trails will be owned and maintained by a homeowner's association. Trails will be a minimum of five feet in width and paved in asphalt or concrete. The trail system includes:

- A paved trail on Outlot 6, just west of the ANR pipeline easement, that runs north-south and connects northward to Spruce Street and southward to the sidewalk on Hickory Lane, and onward to Hickory Lane Park and the Jackson Area Community Center. This trail will be adjacent to the front doors of the townhomes on Outlot 6.
- A paved trail on the southwest side of the neighborhood running east-west, connecting the townhomes to the sidewalk on Ridgeway Drive.
- Three paved trails on the south side of the neighborhood, each running north-south between single family lots, connecting Ridgeway Drive to the sidewalks on Linden Drive, Aspen Drive, and Hawthorn Drive.
- An unpaved trail runs north-south through the tree preservation area in Outlot 7.

Streets

The neighborhood features a connected street network. Spruce Street, an east-west street, forms the northern boundary of the neighborhood. Ridgeway Drive will be extended southward through the neighborhood, and it will continue eastward and then northward. Jackson Oaks Drive will be an east-west segment that connects to Ridgeway Drive. To the south, Hawthorn, Aspen, and Linden Drives will be finished as cul de sacs and will not be extended into the Jackson Oaks neighborhood.

Residential local street widths have been used to meet both vehicle and pedestrian needs. Street trees and grass terraces will enhance the pedestrian experience.

A private driveway will serve the townhomes in Outlot 6 on the west side of the neighborhood. A condominium association will be responsible for the maintenance and plowing of this driveway.

A private drive will serve the single family homes and townhomes in Outlot 8 on the north side of the neighborhood. A condominium association will be responsible for the maintenance and plowing of this drive.

MAILBOXES

Per United States Postal Service requirements, cluster mailboxes will be used and placed throughout the neighborhoods in private easements or private outlots. The final locations and signing will be determined on phase by phase basis. If mailboxes are placed in an outlot, they will need to be in their own outlot. The homeowner's association will be responsible for the maintenance of the mailboxes.

ACCESSORY STRUCTURES

Per Village of Jackson zoning ordinance.

FENCES

Per Village of Jackson zoning ordinance.

PHASING

The neighborhood is projected to be built out in multiple phases over the span of the next one to five years. Final phase lines and sequencing will be determined based on market demand.

HOMEOWNER'S ASSOCIATION

The Oaks of Jackson Neighborhood will be governed by a homeowner's association. Maintenance responsibilities will be further detailed in the amended covenants and restrictions recorded against each property.

PROPOSED DEPARTURES FROM STANDARD ZONING DISTRICTS

The following tables summarize proposed departures from standard Village of Jackson zoning districts. The proposed departures allow for the diversity of lot/housing types, spanning single family, single family with private drive, zero lot line twin homes, and townhome options. The tables below highlight only departures from standard zoning districts. Refer to District Descriptions for a complete list of requirements for each district.

Departures from Standard Zoning – PUD Districts I and II

Zoning District Requirements	**Village of Jackson R-5 Single-Family Residential District**	**Proposed Departures: PUD District I Single Family**	**Proposed Departures: PUD District II Single Family, Private Drive**
Minimum Lot Area	8,000 square feet	6,000 square feet	4,000 square feet
Minimum Lot Width	70 feet	60 feet (70 feet for corner lots)	40 feet
Minimum Floor Area	1 BR dwelling: 800 square feet 2 BR dwelling: 900 square feet 3 BR dwelling: 1,000 square feet	None / Per Building Code	None / Per Building Code
Minimum Setbacks	Front yard: 25 feet on local streets Side yard: 8 feet Rear yard: 25 feet	Front yard: 20 feet Side yard: 7 feet Rear yard: 15 feet	Front yard: 15 feet Side yard: 7 feet Rear yard: 20 feet

Departures from Standard Zoning – PUD District III

Zoning District Requirements	Village of Jackson R-6 Two-Family Residential District	Proposed Departures: PUD District III Twin Home
Minimum Lot Width	85 feet (2 units per lot)	40 feet (1 unit per lot)
Minimum Floor Area	1 BR dwelling: 700 square feet 2 BR dwelling: 1,000 square feet	None / Per Building Code
Minimum Setbacks	Front yard: 25 feet on local streets Side yard: 15 feet Rear yard: 25 feet	Front yard: 20 feet Side yard: 7 feet Rear yard: 15 feet

Departures from Standard Zoning – PUD District IV

Zoning District Requirements	Village of Jackson R-8 Multiple-Family Residential District	Proposed Departures: PUD District IV Townhome
Minimum Lot Area	16,000 square feet	3,000 square feet per dwelling unit
Minimum Lot Width	85 feet	100 feet
Minimum Floor Area	Principal building: 2,000 square feet 1 BR dwelling: 500 square feet 2 BR dwelling: 700 square feet 3 BR dwelling: 900 square feet	None / Per Building Code
Minimum Setbacks	Front yard: 30 feet Side yard: 20 feet Rear yard: 25 feet	Front yard: 15 feet Side yard: 7 feet Rear yard: 15 feet
Maximum Building Height	35 feet	40 feet

EXHIBITS

Exhibit A-1: Legal Description

Exhibit A-2: Preliminary Plat

Exhibit A-3: District Plan

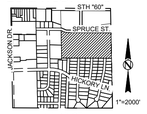
PRELIMINARY PLAT OF

THE OAKS OF JACKSON

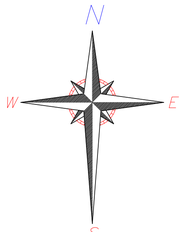
LOT DETAIL

LOT 1 OF CERTIFIED SURVEY MAP NO. 6969 BEING PART OF THE NE 1/4 OF THE NW 1/4 OF SECTION 20, T.10N., R.20E., VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN.

LOCATION MAP



NW. 1/4 OF
SEC. 20-T10N-R20E



SCALE: 1" = 60'

0 30 60 120

BEARINGS ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, NAD 83/2011 SOUTH ZONE -THE NORTH LINE OF THE NW 1/4 OF SECTION 20-10-10 BEARS S89°40'10"E, VERTICAL DATUM NAVD 88

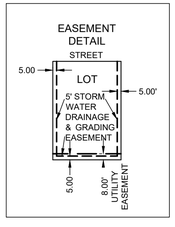
DISTANCES ARE COMPUTED TO THE NEAREST 0.01' AND MEASURED TO THE NEAREST 0.01'

ANGLES ARE COMPUTED TO THE NEAREST 00°00'00.5" AND MEASURED TO THE NEAREST 00°00'05"

LEGEND

- ● 2.375" O.D. IRON PIPE SET, 18" LONG, WT. = 3.65 LBS./LIN. FT. 11/16" REBAR , 18" LONG, WT. = 1.13 LBS./LIN. FT. SET AT ALL OTHER LOT & OUTLOT CORNERS
- CONCRETE MONUMENT W/ BRASS CAP FOUND
- ◉ 2" IRON PIPE FOUND (UNLESS OTHERWISE STATED)

EASEMENT DETAIL



I KEITH A. KINDRED, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT IN MY PROFESSIONAL OPINION PRELIMINARY PLAT IS A CORRECT REPRESENTATION OF ALL EXISTING LAND DIVISION FEATURES, AND THAT I HAVE COMPLIED WITH ALL APPLICABLE ORDINANCES IN PREPARING THE SAME.

DATED THIS 5TH DAY OF DECEMBER, 2022.

NORTHWEST CORNER
SEC 20-10-20
ON SEWER COVER-TIES
N: 487,913.26
E: 2,457,550.13

NORTH LINE NORTHWEST 1/4 SECTION 20-10-20
S89°40'10"E 2634.26'

FND CONC MON
W/BRASS CAP
NORTH 1/4 CORNER
SEC 20-10-20
N: 487,898.05
E: 2,460,184.20

S01°07'22"E 2630.45'
EAST LINE OF NW 1/4 SEC 20-10-20
641.7'

SURVEY FOR:
VILLAGE OF JACKSON
N168W19851 MAIN ST.
JACKSON, WI 53037

SURVEYOR:
KEITH A. KINDRED, PLS S-2082
SEH, INC.
501 MAPLE AVE.
DELAFIELD, WI 53018
(414) 949-8919
KKINDRED@SEHINC.COM

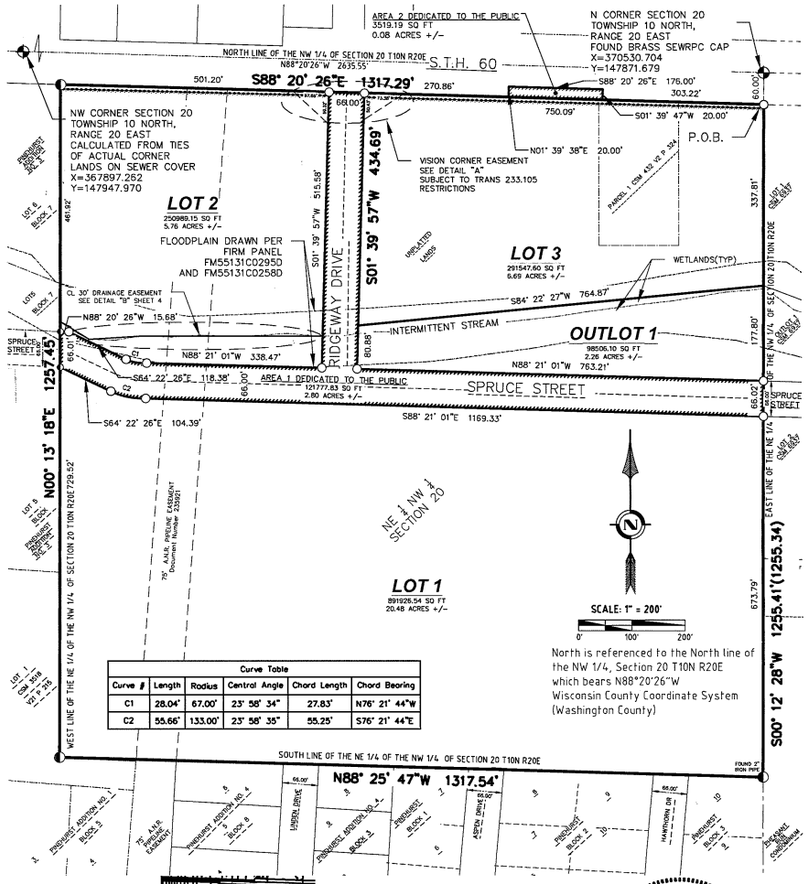
SEH
PHONE: 414.949.8919
501 MAPLE AVENUE
DELAFIELD, WI 53018-9351
www.sehinc.com

PROJECT JACKV #170026

Document # 1498232
WASHINGTON COUNTY WISCONSIN
2020-05-29 11:51:00 AM
Sharon A. Martin
SHARON A MARTIN
WASHINGTON COUNTY
REGISTER OF DEEDS
Fee: $30.00
Fee Exempt: 2R
Pages: 4

CERTIFIED SURVEY MAP NO._____
VOLUME _____, PAGE_____ .

A RE-DIVISION OF CSM 432, AND NE ¼ OF THE NW ¼ OF SECTION 20, TOWNSHIP 10 NORTH, RANGE 20 EAST, VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN



Curve Table					
Curve #	Length	Radius	Central Angle	Chord Length	Chord Bearing
C1	28.04'	67.00'	23° 58' 34"	27.83'	N76° 21' 44"W
C2	55.66'	133.00'	23° 58' 35"	55.25'	S76° 21' 44"E

LEGEND

- Lands to be Dedicated
- Government Corner (As Noted)
- Set 3/4" x 18" Rebar Weighing 1.502 Pounds/Lineal Foot
- Set 3" Magspike
- Found Iron 1-1/2" (unless noted)
- ( ) Recorded As
- Access restrictions per WisDOT §84.25 Map 2310-07-29, parcel 5

WISCONSIN
Mitchell J. Reimer
3123-8
Cascade
WI.
LAND SURVEYOR

05-26-2020

Mitchell J. Reimer
Cedar Corporation
W61 N497 Washington Ave
Cedarburg, Wisconsin 53012

OWNER/PREPARED FOR:
Village of Jackson
W168W20733 Main Street
Jackson, WI 53037

Map 20 6909 Vol 54 Pgs 137

CERTIFIED SURVEY MAP NO._____
VOLUME_____, PAGE_____.

A RE-DIVISION OF CSM 432, AND NE $\frac{1}{4}$ OF THE NW $\frac{1}{4}$ OF SECTION 20,
TOWNSHIP 10 NORTH, RANGE 20 EAST, VILLAGE OF JACKSON,
WASHINGTON COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, Mitchell J. Reimer, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, divided, and mapped Document Number 248510, Certified Survey Map 432, recorded in the Washington County Registry in Volume 2 of Certified Survey Maps on pages 324, and the Northeast Quarter of the Northwest Quarter of Section 20, Township 10 North, Range 20 East, Village of Jackson, Washington County, Wisconsin, more particularly described as follows:

Commencing at the North Quarter Corner of Section 20, Township 10 North, Range 20 East, Thence S00°12'28"W along the East line of said Quarter, 60.00 feet to the South Line Of State Highway "60", point also being the Point of Beginning; Thence continuing along said line S00°12'28" W, 1255.41 Feet to the platted Northwest corner of Lot 10, Pinehurst, a platted Subdivision, as found in the Washington County Registry as Document number 557549, in Map book 27 on page 17, Recorded on April 5, 1990, Thence N 88°25'47"W along the South Line of the said Quarter Quarter, 1317.54 Feet to the Southwest corner of the Northeast Quarter of the Northwest Quarter; Thence N00°13'18" E along the West line of said Quarter Quarter, 1257.45 Feet to the South Line of State Highway "60";Thence S88°20'26" E along said South Line, 1317.29 Feet, to the Point of Beginning .
Said parcel contains 1654747.22 square feet or 37.98 +/- Acres. Excepting therefrom Areas of Dedication as shown on Page 1 hereon.

That I have made such survey, land division, and map at the direction of Village of Jackson, Owner, N168 W20733 Village of Jackson , Washington County, Wisconsin, 53037, . That such map is a correct representation of the exterior boundaries of the land surveyed, and the subdivision thereof made. That I fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, A-E 7 of the Wisconsin Administrative Code, in surveying, dividing and mapping the same, and Chapter 38 of the Village of Jackson Municipal Code. Said survey is subject to easements of record and as shown.

Dated this 20th day of April, 2020.

Mitchell J. Reimer, P.L.S. #3123-8

WISCONSIN
Mitchell J. Reimer 3123-8 Cascade WI.
LAND SURVEYOR
Apr-20-2020

Mitchell J. Reimer, PLS
Cedar Corporation
W61 N497 Washington Avenue
Cedarburg, Wisconsin 53012

Map No. 6169 Vol. 54 Page 138

CERTIFIED SURVEY MAP NO._____
VOLUME_____, PAGE_____.

A RE-DIVISION OF CSM 432, AND NE ¼ OF THE NW ¼ OF SECTION 20,
TOWNSHIP 10 NORTH, RANGE 20 EAST, VILLAGE OF JACKSON,
WASHINGTON COUNTY, WISCONSIN

CORPORATE OWNER'S CERTIFICATE

The Village of Jackson, a Corporation duly organized and existing under the virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said Corporation caused the land described on this map to be surveyed, mapped and dedicated as represented on the Certified Survey Map in accordance with the ordinances of the Village of Jackson, Trans 233.105(2), and Chapter 236 of the Wisconsin Statutes.

In witness hereof, the Village of Jackson, has caused these presents to be signed:

By: John M Walther
John Walther - Village Administrator

Dated May 12, 2020

STATE OF WISCONSIN)
WASHINGTON COUNTY) ss

Personally came before me this 12th day of May, 2020, the above named John Walther, Administrator of the Village of Jackson, a Wisconsin Municipal Corporation, to me known to be the same person who executed the foregoing certificate and acknowledged the same.

Jilline Dobratz Notary Public, Washington County Wisconsin

My commission expires May 21, 2023

NOTARY PUBLIC JILLINE DOBRATZ STATE OF WISCONSIN

WISCONSIN Mitchell J. Reimer 3123-8 Cascade WI. LAND SURVEYOR 04-20-2020

VILLAGE BOARD APPROVAL:

Resolved that this Certified Survey Map in the Village of Jackson, owner of said lands, being a re-division of C.S.M. 432 and the Northeast Quarter of the Northwest Quarter of Section 20, located in the Town 10 North, Range 20 East, Village of Jackson, Washington County, Wisconsin, is hereby approved and dedication accepted by the Village Board trustee to the Village of Jackson.

Approved this 12th day of May, 2020. Michael E. Schwab
Mike Schwab - Village President

Signed this 12th day of May, 2020. Jilline Dobratz
Jilline Dobratz - Village Clerk

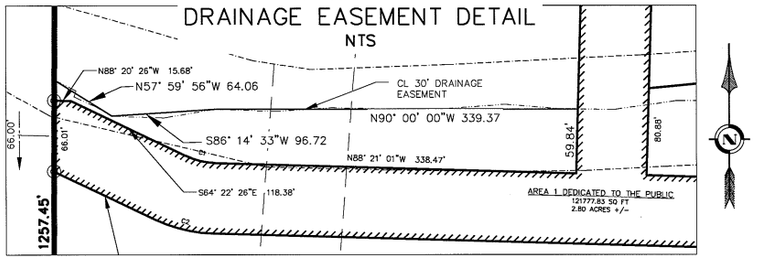
Mitchell J. Reimer, PLS
Cedar Corporation
W61 N497 Washington Avenue
Cedarburg, Wisconsin 53012

Map No 6209 Doc No 1139

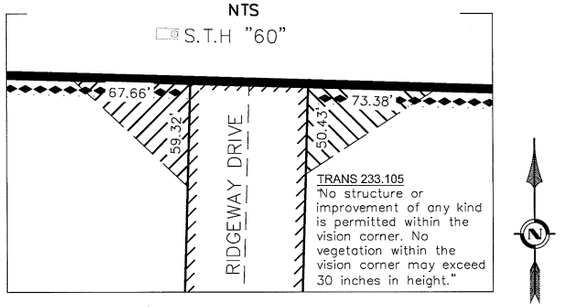
CERTIFIED SURVEY MAP NO._____
VOLUME_____, PAGE_____.

A RE-DIVISION OF CSM 432, AND NE ¼ OF THE NW ¼ OF SECTION 20,
TOWNSHIP 10 NORTH, RANGE 20 EAST, VILLAGE OF JACKSON,
WASHINGTON COUNTY, WISCONSIN

DETAIL "B"
DRAINAGE EASEMENT DETAIL
NTS



DETAIL "A"
VISION CORNER EASEMENT DETAIL
NTS



Map No 6969 Vol 54 Page 140

WISCONSIN
Mitchell J. Reimer
3123-8
Cascade
WI.
LAND SURVEYOR
04-20-2023

Mitchell J. Reimer, PLS
Cedar Corporation
W61 N497 Washington Avenue
Cedarburg, Wisconsin 53012

ORDINANCE #23-02

AN ORDINANCE TO AMEND THE ZONING REGULATIONS IN CHAPTER 48 OF THE VILLAGE OF JACKSON MUNICIPAL CODE FOR A PLANNED DEVELOPMENT DISTRICT (PUD-04)

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

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

WHEREAS, the Village of Jackson (hereafter property owner) owns the property located south of Spruce Street (hereafter subject property), more particularly described as V3_053600B; and

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

WHEREAS, the Village of Jackson Plan Commission reviewed the petition at their meeting on January 5, 2023, and recommended approval as set forth in this ordinance; and

WHEREAS, upon due notice as required by the zoning code, the Village Board conducted a public hearing on January 10, 2023, to accept public input; and

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

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

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

Section 1. Create Section 48-155 in Chapter 48, to read as set forth below.

Section Sec. 48-155. – PUD-04 Oaks of Jackson Planned Unit Development District

(a) Generally. The Oaks of Jackson Planned Unit Development District (PUD-04) was established in 2023 to accommodate the unique needs of a mixed density residential development.

(b) Submitted Plans Adopted by Reference. PUD-04 is created accordance with the submitted plans and information that accompanied the application submitted December 28, 2022, which is attached hereto as Exhibit A. The documents referred to above are hereby made a part of this ordinance.

(c) Land Use and Dimensional Standards.

District I: Single Family

Permitted Uses. Single-family homes with front-loaded garage, open space / tree preservation area, stormwater management
Conditional Uses: Group homes, foster homes, and halfway houses, provided there is a minimum lot area of 2,000 square feet per person (upon ultimate development) and a minimum principal building area of 200 square feet per person.
Permitted Accessory Uses: Private garage (one per lot), sheds (garden, tool, and storage) incidental to the residential use (one per lot), home occupations and professional home offices as specified in Section 48-1 of the Village of Jackson zoning ordinance.

DRAFT

District I Zoning Text

Zoning Regulation	District I
Minimum Lot Area	6,000 square feet
Minimum Lot Width at Front Yard Setback	60 feet* (70 feet for corner lots)
Minimum Lot Depth	100 feet
Minimum Front Yard Setback	20 feet*
Minimum Side Yard Setback	7 feet
Minimum Corner Lot Side Yard Setback	15 feet from the street side right-of-way
Minimum Rear Yard Setback	15 feet**
Minimum Paved Surface Setback	3 feet
Maximum Building Height	35 feet
Minimum Off-Street Parking	Two off-street parking stalls
Maximum Impervious Surface Ratio	60%
Visibility	Corner lot porches, and bay windows may not encroach the vision triangle. The triangle is defined as the intersection of the curbs at the corner, and a point 30 feet back along each curb from the corner. Walls and fences located within the vision triangle shall not exceed 30 inches in height.
Permitted Encroachments	Bay windows and fireplace chases may encroach a maximum of 2 feet into the side yard.
Minimum Floor Area	None / Per Building Code
Accessory Structures	Per zoning ordinance
Fences	Per zoning ordinance

*For Lots 25, 26, 38, 39, and 40, minimum front yard setbacks shall be increased to 30 feet when needed to meet minimum lot width at the front yard setback.

** For lots containing the landscape easement, rear yard setbacks for will be measured from boundary of the landscape easement, as opposed to the rear property line.

District II: Single Family, Private Drive

Permitted Uses: Single-family homes with garages accessed from a private drive at the rear of the home, stormwater management
Conditional Uses: Group homes, foster homes, and halfway houses, provided there is a minimum lot area of 2,000 square feet per person (upon ultimate development) and a minimum principal building area of 200 square feet per person.
Permitted Accessory Uses: Private garages (one per lot), sheds (garden, tool and storage) incidental to the residential use (one per lot), home occupations and professional home offices as specified in Section 48-1 of the Village of Jackson zoning ordinance.

District II Zoning Text

Zoning Regulation	District II
Minimum Lot Area	4,000 square feet
Minimum Lot Width at Front Yard Setback	40 feet
Minimum Lot Depth	100 feet
Minimum Front Yard Setback	15 feet
Minimum Side Yard Setback	7 feet
Minimum Corner Lot Side Yard Setback	15 feet from the street side right of way
Minimum Rear Yard Setback to Attached Garage	2 feet
Minimum Rear Yard Setback to House	20 feet
Garage Rear Yard Exclusion Zone (interior lots)	Face of garage may not be placed between 8 and 18 feet from private drive right-of-way to avoid creation of partial parking spaces between the garage and the private drive.
Minimum Paved Surface Setback	3 feet
Maximum Building Height	35 feet
Minimum Off-Street Parking	Two off-street parking stalls
Maximum Impervious Surface Ratio	80%
Visibility	Corner lot porches, and bay windows may not encroach the vision triangle. The triangle is defined as the intersection of the curbs at the corner, and a point 30 feet back along each curb from the corner. Walls and fences located within the vision triangle shall not exceed 30 inches in height.
Permitted Encroachments	Bay windows and fireplace chases may encroach a maximum of 2 feet into the side yard.
Minimum Floor Area	None / Per Building Code

Accessory Structures	Per zoning ordinance
Fences	Per zoning ordinance

District III: Twin Home

Permitted Uses: Twin Homes (zero lot line) with front-loaded garage, Stormwater management
Conditional Uses: Group homes, foster homes, and halfway houses, provided there is a minimum lot area of 1,500 square feet per person (upon ultimate development) and a minimum principal building area of 200 square feet per person.
Permitted Accessory Uses: Private garages (one per lot), sheds (garden, tool, and storage) incidental to the residential use (one per lot), home occupations and professional home offices as specified in Section 48-1 of the Village of Jackson zoning ordinance.
Description: Located on individual lots, twin homes offer attached housing with front-loaded garages at a scale compatible with nearby single-family residential.

District III Zoning Text

Zoning Regulation	District III
Minimum Lot Area	4,500 square feet
Minimum Lot Width at Front Yard Setback	45 feet
Minimum Lot Depth	100 feet
Minimum Front Yard Setback	20 feet
Minimum Side Yard Setback	7 feet 0 feet for shared interior side (party wall)
Minimum Corner Lot Side Yard Setback	15 feet
Minimum Rear Yard Setback	15 feet
Minimum Paved Surface Setback	3 feet 0 feet for interior side if shared driveway
Maximum Building Height	35 feet
Minimum Off-Street Parking	Two off-street parking stalls per unit
Maximum Impervious Surface Ratio	70%
Visibility	Corner lot porches, and bay windows may not encroach the vision triangle. The triangle is defined as the intersection of the curbs at the corner, and a point 30 feet back along each curb from the corner.

	Walls and fences located within the vision triangle shall not exceed 30 inches in height.
Permitted Encroachments	Bay windows and fireplace chases may encroach a maximum of 2 feet into the side yard.
Minimum Floor Area	None / Per Building Code
Accessory Structures	Per zoning ordinance
Fences	Per zoning ordinance

DRAFT

District IV: Townhome

Permitted Uses: Townhomes accessed from private drive at the rear of the home, Stormwater management
Conditional Uses: None
Permitted Accessory Uses: Home occupations and professional home offices as specified in Section 48-1 of the Village of Jackson zoning ordinance.

District IV Zoning Text

Zoning Regulation	District IV
Minimum Lot Area	2,500 square feet per dwelling unit
Minimum Lot Width at Front Yard Setback	100 feet
Minimum Lot Depth	100 feet
Minimum Front Yard Setback	15 feet
Minimum Side Yard Setback	7 feet
Minimum Corner Lot Side Yard Setback	15 feet
Minimum Rear Yard Setback	15 feet
Minimum Paved Surface Setback	5 feet
Maximum Building Height	40 feet
Minimum Off-Street Parking	One off-street parking stall per unit
Maximum Impervious Surface Ratio	80%
Visibility	Corner lot porches, and bay windows may not encroach the vision triangle. The triangle is defined as the intersection of the curbs at the corner, and a point 30 feet back along each curb from the corner. Walls and fences located within the vision triangle shall not exceed 30 inches in height.
Permitted Encroachments	Bay windows and fireplace chases may encroach a maximum of 2 feet into the side yard.
Minimum Floor Area	None / Per Building Code
Accessory Structures	Per zoning ordinance
Fences	Per zoning ordinance

(d) Other Development Standards. Development standards not directly addressed by PUD-04 (such as accessory structures, fencing, and signage) such are subject to applicable Village of Jackson code provisions.

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

Section 3. This ordinance shall become effective upon passage and posting, or publication

as provided by law.

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

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

.

Introduced by:_____ Seconded by:_____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By:_____
Michael E. Schwab, Village President

Attest:

_____
Jilline S. Dobratz, Village Clerk

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

_____ _____
Village Official Date

DRAFT

THE OAKS OF JACKSON

Village of Jackson, Wisconsin

Zoning Districts

- District I: Single Family
- District II: Single Family, Private Drive
- District III: Twin Home
- District IV: Townhome

Spruce St

Ridgeway Dr

Spruce St

District IV: Townhome

District III: Twin Home

District II: Single Family, Private Drive

District IV: Townhome

District I: Single Family

Jackson Oaks Dr

Ridgeway Dr

Pipeline Easement

Linden Dr

Aspen Dr

Hawthorn Dr

0’ 100’

Created: 12.15.22

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: January 5, 2023

Agenda Item: Item #4

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

From: Jen Keller, Village Administrator

Subject: Ordinance 23-02 – Establishing Zoning District PUD-04 - The Oaks of Jackson - TID #7 Residential Development

---

Background and Analysis:

During the November 28, 2022 Village Board meeting, a revised concept plan was discussed regarding the Next Generation Housing Subdivision, now referred to as the "Oaks of Jackson." Since that review by the Board and positive feedback regarding the site plan, the Project Management Team comprised of Village Staff, County Staff, Vandewalle and Associates Planners, and SEH Engineers have prepared zoning and plat materials for formal review and recommendation from the Plan Commission to the Village Board.

Comprehensive Plan & Zoning Impacts:

The proposed zoning is consistent with the Future Land Use Map. Please see PUD proposal for identified modifications requested.

Site Plan:

Preliminary Plat is attached.

Review Procedures:

The Plan Commission is advisory; and the Village Board facilitates a Public Hearing and makes the final decision.

Signage:

None.

Additional Staff Comments:

None.

Notice Requirements:

1. Posting on the agenda.
2. Publication of a Class 2 notice of public hearing. *(Two consecutive weekly publications required.)*
3. Notification of all other municipalities located within 1,000 feet of the subject property. *(Includes all non-contiguous municipalities.)*

Potential Action:

Motion to recommend the Village Board approve the proposed Planned Unit Development as set forth in the draft Ordinance 23-02.

Attachments:

1. PC Application
2. PUD Proposal Document
3. Preliminary Plat
4. Ordinance 23-02 (DRAFT)

DRAFT MINUTES
PLAN COMMISSION MEETING
Thursday, January 5, 2023 at 7:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

President Schwab called the meeting to order at 7:00 p.m.
Members Present: Tr. Emmrich, Ryan Ganshow, Tr. Kruepke and Dan Reik
Excused Absent: Jon Molkentin and Doug Wilcox
Village Board Member Present: Trustee Heckendorf
Staff Present: Director of Inspections Collin Johnson, Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober and Clerk Jilline Dobratz
Also Present: Mike Court of Shore Elliott Hendrickson Inc. (SEH), Jackie Mich of Vandewalle & Associates, and Deb Sielski of Washington County Department of Community Development.

2. Approval of Minutes for the Plan Commission Meeting of December 1, 2022

Motion by Tr. Emmrich, second by Tr. Kruepke to approve the Plan Commission minutes of December 1, 2022.
Vote: 5 ayes, 0 nays. Motion carried.

3. Ordinance 23-01 – Establishing R-1 Zoning for Tax Parcel #V3_074900H – Albert and Breanna Sunn

Motion by Pres. Schwab, second by Tr. Emmrich to recommend to the Village Board approval of Ordinance 23-01 establishing R-1 Single-Family Residential Zoning for Parcel No. V3_074900H and to amend the Village of Jackson Zoning Map accordingly.
Vote: 5 ayes, 0 nays. Motion carried.

4. Ordinance 23-02 – Establishing Planned Unit Development Zoning District PUD-04 for Tax Parcel #V3_053600B – The Oaks of Jackson – Village of Jackson

Motion by Pres. Schwab, second by Tr. Kruepke to recommend to the Village Board approval of the proposed Planned Unit Development Zoning District PUD-04 for Tax Parcel #V3_053600B, The Oaks of Jackson Subdivision, owned by the Village of Jackson as set forth in the draft Ordinance 23-02.
Administrator Keller provided background information. Discussion ensued on number of units, alleys, tree preservation, stormwater management and preliminary grading. The preliminary plat, draft covenants, memorandum of understanding and preliminary construction plans will be reviewed at the February Plan Commission meeting. Mike Court of SEH Inc. spoke about engineering considerations made for the existing trees, stormwater management needs of the site and incorporations of

berms to address those needs. Engineer Kober addressed the dead end streets to the south of the project site and stated an improved set of turnarounds are planned for those streets which will improve plowing efforts and drainage at a future date. Vote: 4 ayes, 1 nay (Tr. Emmrich). Motion carried.

5. Ordinance 23-03 – Amending Village Code Chapter 38 Subdivisions, Article III Design Standards for Lots

Motion by Pres. Schwab, second by Dan Reik to recommend to the Village Board approval of the proposed amendment to Chapter 38 Article III as set forth in the draft of Ordinance 23-03 and to schedule a public hearing for February 14, 2023. Vote: 5 ayes, 0 nays. Motion carried.

6. Citizens to Address the Plan Commission

Alex Weisheim, W197N16588 Aspen Drive, stated he is concerned about the We-Energies easement on the site of the proposed subdivision. He was also stated lots should be larger and requested information about the zoning of nearby properties.

Robert Richter, N166W19523 Pheasant Lane, stated he is concerned about existing trees, home elevations, lighting, and private drive standards.

Dan Stujenske, N166W19552 Ravens Way, stated he is concerned about existing trees and requested information about privacy fences in the Village.

7. Adjourn

Motion by Pres Schwab, second by Ryan Ganshow to adjourn.
Vote: 5 ayes, 0 nays. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Jilline Dobratz, *MMC/WCPC*
Village Clerk

DRAFT

STATE OF WISCONSIN VILLAGE OF JACKSON WASHINGTON COUNTY

ORDINANCE #22-17

AN ORDINANCE TO ANNEX TERRITORY TO THE VILLAGE OF JACKSON, WISCONSIN

WHEREAS, Just Neighbors 2, LLC ("property owner") owns a parcel in the Town of Jackson, commonly referred to as Tax Parcel T3_052200A ("subject property"); and

WHEREAS, the property owner has submitted a petition to the Village Clerk, on or about November 3, 2022, for direct annexation of the subject property by unanimous approval; and

WHEREAS, on December 16, 2022, the Wisconsin Department of Administration found the annexation to be in the public interest as stated in issued MBR #14544; and

WHEREAS, the Village of Jackson Plan Commission considered the property owner's annexation petition at its meeting on December 1, 2022, and has, consistent with Wis. Stats. §66.0217(8)(a), recommended the subject property be classified as Single-Family Residential (R-1) District; and

WHEREAS, the Village of Jackson Village Board considered the matter at its meeting on December 13, 2022; and

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

Section 1. **Territory Annexed**. In accordance with Wis. Stats. §66.0217(2) and the petition for direct annexation by unanimous submitted by the property owner, the following described territory in the Town of Jackson, Washington County, Wisconsin is annexed to the Village of Jackson, Wisconsin:

Lot One (1), of Certified Survey Map No. 6583 as recorded in the Washington County Registry in Volume 50 of Certified Survey Maps on pages 175-177 as Document No. 1367065 and corrected by Affidavit of Correction Document No. 1369811, part of the Southwest 1/4 of the Southwest 1/4 of Section 19, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin, which is bounded and described as follows:

Beginning at the Southwest corner of said Section 19, thence N 01°12'50" W, along the west line of said SW 1/4, 233.70 feet, to the northwest corner of said Lot 1; thence S 89°14'43" E, along the north line of said Lot 1, 208.70 feet, to the northeast corner of said Lot 1; thence S 01°12'50" E, along the east line of said Lot 1, 233.70 feet, to the southeast corner of said Lot 1

and a point in the south line of said SW 1/4; thence N 89°14'43" W, along said south line of the SW 1/4, 208.70 feet, to the point of beginning.

Containing 1.119 acres (48,744 square feet) more or less.

A scale map of the annexed territory is attached hereto and incorporated as Exhibit 1.

Section 2. Effect of Annexation. From and after the date of this ordinance the territory described in Section 1 shall be a part of the Village of Jackson for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules, and regulations governing the Village of Jackson.

Section 3. Population. The population of the subject territory is zero.

Section 4. Temporary Zoning Classification. Upon recommendation of the Plan Commission and pursuant to Wis. Stats. §66.0217(8)(a), the territory annexed to the Village of Jackson is temporarily zoned, Single-Family Residential (R-1) District.

Section 5. Permanent Zoning Classification. The Plan Commission of the Village of Jackson is directed to prepare an amendment to the zoning ordinance setting forth a permanent zoning classification and regulations for the zoning of the annexed area and to submit its recommendation to the Village Board.

Section 6. Ward Designation. The territory described in Section 1 of this ordinance is made part of Ward 20 of the Village of Jackson, subject to the ordinances, rules, and regulations of the Village governing wards.

Section 7. Payment to Town of Jackson. Pursuant to Wis. Stats. §66.0217(14), the Village Board agrees to pay annually to the Town of Jackson, for five (5) years, an amount equal to the amount of property taxes levied by the Town of Jackson on the annexed territory, as shown by the tax roll under Wis. Stats. §70.65 in 2021 (the year in which this annexation is final).

Section 8. Notification. The Village Clerk is directed to complete the notifications set forth in Wis. Stats. §66.0217(9).

Section 9. Effective Date. This ordinance shall become effective upon passage and posting, or publication as provided by law.

Section 10. Severability. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Adopted this 10th day of January 2023, by at least a two-thirds vote of the elected members of the Village Board.

Introduced by:_____ Seconded by:_____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By:_____
Michael E. Schwab, Village President

Attest:

_____
Jilline S. Dobratz, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Jackson Municipal Complex, Post Office and one other location in the Village.

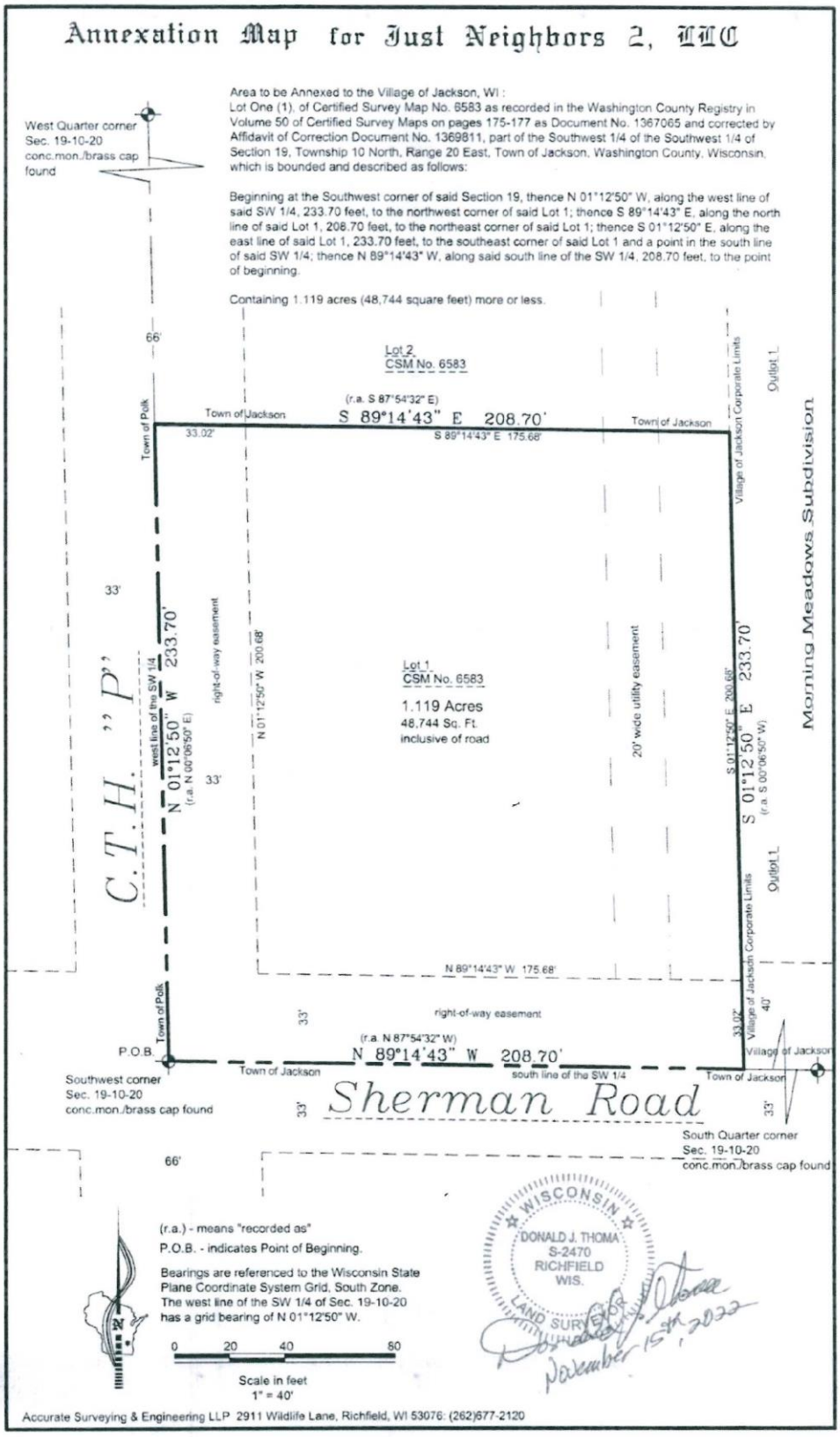
_____ _____
Village Official Date

Annexation Map for Just Neighbors 2, LLC

Area to be Annexed to the Village of Jackson, WI :
Lot One (1), of Certified Survey Map No. 6583 as recorded in the Washington County Registry in Volume 50 of Certified Survey Maps on pages 175-177 as Document No. 1367065 and corrected by Affidavit of Correction Document No. 1369811, part of the Southwest 1/4 of the Southwest 1/4 of Section 19, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin, which is bounded and described as follows:

Beginning at the Southwest corner of said Section 19, thence N 01°12'50" W, along the west line of said SW 1/4, 233.70 feet, to the northwest corner of said Lot 1; thence S 89°14'43" E, along the north line of said Lot 1, 208.70 feet, to the northeast corner of said Lot 1; thence S 01°12'50" E, along the east line of said Lot 1, 233.70 feet, to the southeast corner of said Lot 1 and a point in the south line of said SW 1/4; thence N 89°14'43" W, along said south line of the SW 1/4, 208.70 feet, to the point of beginning.

Containing 1.119 acres (48,744 square feet) more or less.



Accurate Surveying & Engineering LLP 2911 Wildlife Lane, Richfield, WI 53076: (262)677-2120

STATE OF WISCONSIN VILLAGE OF JACKSON WASHINGTON COUNTY

ORDINANCE #22-18

TO AMEND VARIOUS REQUIREMENTS FOR THE R-6 TWO-FAMILY RESIDENTIAL DISTRICT IN CHAPTER 48 OF THE MUNICIPAL CODE

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

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

WHEREAS, the Village of Jackson Plan Commission prepared a draft ordinance setting forth various revisions to requirements for the R-6 Two-Family Residential District and recommended approval of the same at their meeting on December 1, 2022; and

WHEREAS, the Village Board conducted a public hearing on December 13, 2022; and

WHEREAS, the Village Board having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, and having based its determination on the effect of the granting of such zoning amendments on the health, safety and welfare of the community, and the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved as well as the impact on the surrounding properties as to noise, dust, smoke and odor, and others, hereby determine that the zoning amendments will not violate the spirit or intent of the Zoning Code for the Village of Jackson, will not be contrary to the public health, safety or general welfare of the Village of Jackson, will not be hazardous, harmful, noxious, offensive and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhoods within the Village and will be consistent with the Village of Jackson Comprehensive Plan.

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

Section 1. Repeal and recreate Section 48-142 to read as revised below.

48-142. R-6 Two-Family Residential District.

(a) Generally. The R-6 Two-Family Residential District is intended to provide for two-family residential development at densities not to exceed 7.2 dwelling units per net acre, served by municipal sewer and water facilities.

(b) Permitted uses. A two-family dwelling on a lot, a complex of two or more two-family dwellings on a lot, and single-family dwellings.

(c) Permitted accessory uses. Permitted accessory uses include private garages, private carports, sheds (garden, tool, and storage) incidental to the residential use, and home occupations and professional home offices as specified in section 48-1.

(d) Conditional uses. Conditional uses include group homes, foster homes, and halfway houses provided that there shall be a minimum lot area of 1,500 square feet per person (upon ultimate development) and a minimum principal building area of 200 square feet per person.

(e) Lot area and width. Lots shall be a minimum of 6,000 square feet in area for each dwelling unit and shall not be less than 85 feet in width at the setback line.

(f) Building height and area. No principal building or parts of a principal building shall exceed 35 feet in height. No accessory building shall exceed 15 feet in height. The total minimum floor area of a one-bedroom dwelling shall be 700 square feet; the total minimum floor area of a two-bedroom dwelling shall be 1,000 square feet.

(g) Setbacks and yards. There shall be a minimum setback of 25 feet from the right-of-way of local streets. There shall be a 30-foot minimum setback from the right-of-way of all collector and arterial streets. There shall be a side yard on each side of all buildings not less than 15 feet in width and a rear yard of not less than 25 feet. Within a two-family development complex, the minimum distance between residential buildings shall be 30 feet.

Section 2. This ordinance shall be in full force and effect from and after its passage and posting or publication as provided by law.

Section 3. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section 4. The Village Clerk and Village Administrator are authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this Ordinance.

Introduced by:_____ Seconded by:_____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By:_____
Michael E. Schwab, Village President

Attest:

_____
Jilline S. Dobratz, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Jackson Municipal Complex, Post Office and one other location in the Village.

_____ _____
Village Official Date

APPROVED MINUTES
PLAN COMMISSION MEETING
Thursday, December 1, 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

President Schwab called the meeting to order at 7:00 p.m.
Members Present: Tr. Emmrich, Ryan Ganshow, Jon Molkentin, Dan Reik and Doug Wilcox
Excused Absent: Tr. Kruepke
Staff Present: Director of Inspections Collin Johnson, Administrator Jen Keller and Clerk Jilline Dobratz

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

Motion by Doug Wilcox, second by Jon Molkentin to approve the Plan Commission minutes of October 27, 2022 as submitted.
Vote: 6 ayes, 0 nays. Motion carried.

3. Ordinance 22-17 – Annexation Request and Recommendation for Temporary R-1 Zoning – Parcel #T3_052200A – Just Neighbors 2, LLC

Motion by Pres. Schwab, second by Tr. Emmrich to recommend to the Village Board approval of Ordinance 22-17 annexing and assigning temporary R-1 Zoning to Parcel No. T3_052200A contingent upon the following:

1. Connection to Village water and sewer utilities shall occur within 90-days of recording of the annexation with the County Register of Deeds.
2. Submittal of a permanent zoning within 90-days of Village Board approval of the annexation.

Vote: 6 ayes, 0 nays. Motion carried.

4. Ordinance 22-18 – Amending Chapter 48 of the Zoning Code Regarding R-6 Zoning

Motion by Pres. Schwab, second by Doug Wilcox to recommend to the Village Board approval of Ordinance 22-18 amending section 48-142 of the Zoning Code.
Vote: 6 ayes, 0 nays. Motion carried.

5. Concept Plan – N168W20069 Main Street, Suite 2 – Studio 316 Creative

Director Johnson provided background information stating there is a mix use in the building of mostly retail businesses and the proposed use to include woodworking prompted concerns of dust and orders as the HVAC system serving the building is not isolated to each tenant space.

Owner Representative Nicki Derenne, 4059 Mary Lane, Cedarburg, explained further details of the submitted concept plan and uses. It was stated the applicant understood woodworking might not be a consistent use on the site. It was clarified that if the applicant is not seeking additional consideration from the Village Board regarding the woodworking use, and the concept is reduced to a general business use, it can potentially be approved administratively.

6. Citizens to Address the Plan Commission

None

7. Adjourn

Motion by Pres Schwab, second by Doug Wilcox to adjourn.
Vote: 6 ayes, 0 nays. Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCPC*
Village Clerk

RESOLUTION #23-03

A RESOLUTION IN RECOGNITION OF JILLINE DOBRATZ ATTAINING THE DESIGNATION OF INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS MASTER MUNICIPAL CLERK

THE VILLAGE BOARD of the Village of Jackson, Washington County, Wisconsin does resolve as follows:

WHEREAS, the Village of Jackson Residents have benefited from the professional efforts and performance of Jilline Dobratz as Clerk for the Village of Jackson; and

WHEREAS, the International Institute of Municipal Clerks was formed to improve the administration of local government and provide Municipal Clerks with the skills and knowledge through which the quality of services they perform may be improved; and

WHEREAS, the International Institute of Municipal Clerks Master Municipal Clerk (MMC) certification is for all Municipal Clerks who desire to be at the forefront of their profession; and

WHEREAS, as of September 2022 there are 27 MMC recipients in Wisconsin and 1,345 recipients in the United States; and

WHEREAS, Jilline Dobratz has received this certification as of December 2, 2022; and

WHEREAS, attaining the MMC certification shows Jilline Dobratz has completed demanding education requirements; and has a record of significant contributions to local government, community and state, and has met the education and experience qualifications and illustrates her commitment to the profession, as well as the knowledge and understanding of the responsibilities of the office;

NOW, THEREFORE BE IT RESOLVED, that the Village Board, the employees, and citizens of the Village of Jackson express their appreciation to Jilline Dobratz for her continued public service, contributions, and dedication to the Village of Jackson and congratulate her on her attainment of the designation of **IIMC Master Municipal Clerk.**

Introduced by:_____ Seconded by:_____

Vote: _____ Ayes _____ Nays Passed and Approved:_____

Michael E. Schwab – Village President

Attest:_____
Jilline S. Dobratz – Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, and one other location in the Village.

Village Official

Date

WASHINGTON COUNTY
EST 1836
WISCONSIN

Community Development Department

Debora Sielski, Community Development Director

Public Agency Center
333 E. Washington Street, Suite 2300
P.O. Box 2003
West Bend, WI 53095-2003
(262) 335-4445
Fax: (262) 335-6868
www.washcowisco.gov

Memo To: Village of Jackson Village Board

From: Next Generation Housing – Village of Jackson Project Management Team

Date: January 10, 2023

Re: Townhome and Single Family Builder RFPs – The Oaks of Jackson

Townhome Builders

The Project Management Team for the Oaks of Jackson subdivision development is looking to engage a townhome builder through the Request for Proposals (RFP) process. The townhome builder would enter into a contract with the Village to purchase and develop the land on outlot 5 and/or outlot 8 as described on the attached Concept Plan. The project team anticipated there may be one builder for both lots, or there is potential for multiple builders to come forward with proposals to develop a portion of these outlots. Within the RFP, there would also be an option for the builder to construct the rear-loaded single-family homes with access via the private drive.

Moving forward with an RFP for townhome builders at this time will allow project engineers at SEH to collaborate with builder(s) prior to final plat review to ensure the infrastructure and utilities are properly designed for the outlots based upon the proposed townhome development.

Below are a few examples of townhome developments that can be used as a starting point when developing the RFP.

Single Family Builders

The Project Management Team would also like to engage single family builders through a separate RFP process for the Oaks of Jackson. By completing and selecting the single family builders by May, construction on the homes can begin following the initial completion of the infrastructure construction in fall of 2023. The Project Management Team has completed

WASHINGTON COUNTY
EST 1836
WISCONSIN

Community Development Department

Debora Sielski, Community Development Director

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(262) 335-4445
Fax: (262) 335-6868
www.washcowisco.gov

extensive builder engagement since spring of 2022, and those interested parties have indicated the importance of allowing sufficient time for material selection and delivery.

Below are a few examples of single-family homes that can be used as a starting point when developing the RFP.

Attachments:

- November 28th Concept Plan for the Oaks of Jackson

Question for the Village Board: Would the Village authorize the Project Management Team to move forward with two RFPs for townhome and single-family builders?

DRAFT MINUTES
Village Board Meeting
Tuesday, December 13, 2022 at 7:30 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. **Call to Order and Roll Call**
   President Schwab called the meeting to order at 7:30 p.m.
   Members Present: Trustees Engelhardt, Heckendorf, Kruepke, Matter, and Wells.
   Member Excused: Trustee Emmrich
   Staff Present: Building Inspector Collin Johnson, Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober, Parks and Recreation Director Kelly Valentino, Police Chief Ryan Vossekuil and Village Clerk Jilline Dobratz
   Also Present: Greg Droessler of Town & Country Engineering and Jonathan Schatz of Ehlers

2. **Pledge of Allegiance**
   Pres. Schwab led the assembly in the Pledge of Allegiance.

3. **Village Citizen Comment on an Agenda Item**
   None.

4. **Public Hearing – Developing and Evaluating Viable Alternatives for the Existing Wastewater Treatment Plant Facility (WWTP)**
   Pres. Schwab opened the Public Hearing.
   Professional Engineer Greg Droessler gave a presentation, reviewed the Executive Summary, and provided information on future rate increases.
   Pres. Schwab closed the Public Hearing.

   Motion by Pres. Schwab, second by Tr. Engelhardt, to approve the plan for submittal to the Wisconsin Department of Natural Resources.
   Vote: 6 ayes, 0 nays. Motion carried.

5. **Public Hearing – Amending Chapter 48 of the Zoning Code Regarding R-6 Zoning (Ordinance #22-18)**
   Pres. Schwab opened the Public Hearing.
   David Farina, N166W19580 Ravine Way, questioned ordinance verbiage and intent.
   Pres. Schwab closed the Public Hearing.

   Motion by Pres. Schwab, second by Tr. Engelhardt, to introduce Ordinance 22-18 Amending Chapter 48 of the Zoning Code Regarding R-6 Zoning.
   Building Inspector Johnson stated the Village is bringing the Ordinance amendment forward to allow for two family homes to be built on a single parcel through a condo plat.
   Vote: 6 ayes, 0 nays. Motion carried.

6. **Ordinance #22-12 – Establishing Zoning for Certain 2021 Annexed Parcels and to Amend the Zoning Code and Zoning Map of the Village of Jackson (2nd Reading)**

Motion by Tr. Engelhardt, second by Tr. Matter, to approve Ordinance #22-12 – Establishing Zoning for Certain 2021 Annexed Parcels and to Amend the Zoning Code and Zoning Map for the Village of Jackson.
Vote: 6 ayes, 0 nays. Motion carried.

7. Ordinance #22-14 – Amending Village Ordinances Related to Sign Reviews and Approvals (2nd Reading)

Motion by Tr. Heckendorf, second by Tr. Wells, to approve Ordinance #22-14 – Amending Village Ordinances Related to Sign Reviews and Approvals.
Vote: 6 ayes, 0 nays. Motion carried.

8. Ordinance #22-16 – Amending Ordinance 2-183 Relating to Proposed Meeting Date Change for Plan Commission Meetings (2nd Reading)

Motion by Pres. Schwab, second by Tr. Heckendorf, to approve Ordinance #22-16 – Amending Ordinance 2-183 Relating to Proposed Meeting Date Change for Plan Commission Meetings.
Vote: 6 ayes, 0 nays. Motion carried.

9. Approval of Minutes for the Special Village Board Meeting of October 24, 2022, Village Board Meeting of November 8, 2022, and Special Village Board Meeting of November 28, 2022

Motion by Tr. Matter, second by Tr. Engelhardt, to approve the minutes for the Special Village Board Meeting of October 24, 2022, Village Board Meeting of November 8, 2022, and Special Village Board Meeting of November 28, 2022.
Vote: 6 ayes, 0 nays. Motion carried.

10. Approval of Licenses

- Entertainment License:
  - Jackson Pub LLC

  Motion by Tr. Wells, second by Tr. Heckendorf, to approve the license for Jackson Pub LLC.
  Vote: 6 ayes, 0 nays. Motion carried.

11. Budget & Finance Committee

- **Resolution #22-27 – Authorizing $1,475,000 Taxable General Obligation Bonds for Community Development Projects**

  Jonathan Schatz of Ehlers gave a presentation and background information on the resolutions regarding TID #6 development. The resolutions include taxable bonds for project reimbursements and development incentives. The TID is expected to close five years early.
  Motion by Pres. Schwab, second by Tr. Wells, to approve Resolution #22-27 Authorizing $1,475,000 Taxable General Obligation Community Bonds for Community Development Projects.
  Vote: 6 ayes, 0 nays. Motion carried.

- **Resolution #22-28 – Providing for the Sale of $1,475,000 Taxable General Obligation Community Development Bonds, Series 2023A**

DRAFT

Motion by Pres. Schwab, second by Tr. Kruepke, to approve Resolution #22-28 Providing for the Sale of $1,475,000 Taxable General Obligation Community Development Bonds, Series 2023A.
Vote: 6 ayes, 0 nays. Motion carried.

- **Request for Letter of Credit Reduction – Maple Fields Subdivision–Phase 1**
  Motion by Pres. Schwab, second by Tr. Heckendorf, to approve Request for Letter of Credit Reduction for Maple Fields Subdivision Phase 1 in the amount of $224,220.00.
  Vote: 6 ayes, 0 nays. Motion carried.

- **Municipal Complex Borrowed Funds Update**
  Administrator Keller stated remaining project funds will be prioritized by Staff, and a proposal including additional building projects will return to the Board next year.

- **Pay Request #25 (Final) – Municipal Complex Building**
  Motion by Pres. Schwab, second by Tr. Heckendorf, to approve the final Pay Request #25 for the Municipal Complex Building project in the amount of $117,016.11.
  Vote: 6 ayes, 0 nays. Motion carried.

- **Acceptance of the Jackson Police Department Body Camera Implementation Grant**
  Motion by Pres. Schwab, second by Tr. Kruepke, to accept the Jackson Police Department Body Camera Implementation Grant in the amount of $9,309.00.
  Vote: 6 ayes, 0 nays. Motion carried.

- **2023 Jackson Fire Department Services Agreement – Town of Jackson**
  Motion by Tr. Engelhardt, second by Tr. Matter, to approve the 2023 Jackson Fire Department Services Agreement for Town of Jackson in the amount of $272,511.46.
  Vote: 6 ayes, 0 nays. Motion carried.

- **2023 Jackson Fire Department Services Agreement – Town of Polk**
  Motion by Tr. Heckendorf, second by Tr. Kruepke, to approve the 2023 Jackson Fire Department Services Agreement for Town of Polk in the amount of $86,796.87.
  Vote: 6 ayes, 0 nays. Motion carried.

- **Purchase of Bobcat UW56 Toolcat Utility Work Machine**
  Motion by Pres. Schwab, second by Tr. Wells, to approve the purchase of the Bobcat UW56 Toolcat Utility Work Machine in the amount of $66,200.00 to Bobcat Plus, Inc.
  Vote: 5 ayes, 1 nay (Tr. Heckendorf). Motion carried.

12. Plan Commission

- **Ordinance #22-17 – Annexation Request and Recommendation for Temporary R-1 Zoning – Parcel #T3_052200A – Just Neighbors 2, LLC**
  Motion by Pres. Schwab, second by Tr. Heckendorf, to introduce Ordinance #22-17 – Annexation Request and Recommendation for Temporary R-1 Zoning – Parcel #T3_052200A – Just Neighbors 2, LLC.

DRAFT

Director Kober clarified the property owner would pay for connection fees and previous assessment fees due from the installation of the main line and the lateral.
Vote: 6 ayes, 0 nays. Motion carried.

13. Board of Public Works

- **We-Energies Gas and Electric Easement – Cedar Parkway**
  Director Kober explained the Cedar Parkway closure and change to a cul-de-sac necessitated the Village to grant an easement on Well #4 property for gas and electric to Sysco's south property.

  Motion by Pres. Schwab, second by Tr. Heckendorf, to grant We-Energies Gas and Electric Easement on Cedar Parkway.
  Vote: 6 ayes, 0 nays. Motion carried.

14. Parks & Recreation Commission

- **Hasmer Lake Park Master Plan Update and Community Public Survey**
  Parks and Recreation Director Valentino provided updates on the number of surveys that have been taken and feedback that has been received.

15. West Bend School District Report

None.

16. Washington County Board Report

Pres. Schwab stated the Public Works Committee is looking to have community and business input on the Commuter Express program as ridership has been low since the beginning of COVID. The future of the Samaritan Health Center will also be discussed.

17. Greater Jackson Business Alliance Report

Tr. Matter stated the Business Alliance election meeting will be in January. Also, members participated in the tree lighting event with the Parks and Recreation Department. A holiday gathering took place in November with good participation.

18. Mid-Moraine Municipal Association Report

Administrator Keller stated the Fifteenth-Amended Agreement will not be adopted with the inclusion of the Big Cedar Lake Protection District. The agreement will include the Town of West Bend and the Town of Polk.

19. Citizens to Address the Village Board

Robert Richter, N166W19523 Pheasant Lane, stated he is against the Next Generation Housing Oaks of Jackson Subdivision funding, safety, garbage pick-up and drainage.

20. Adjourn

Motion by Pres. Schwab, second by Tr. Kruepke, to adjourn.
Vote: 6 ayes, 0 nays. Meeting was adjourned at 8:32 p.m.

Respectfully submitted:

Jilline Dobratz, *MMC/WCPC*
Village Clerk

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Licenses: January 10, 2023 Village Board Meeting

Name	Establishment	Police Chief Recommendation
ENTERTAINMENT LICENSE		
Jack Kulwikowski	Coffeeville Company	Approval
MASSAGE ESTABLISHMENT LICENSE		
Patricia Salvack	Good Karma Massage Therapy LLC	Approval
MASSAGE TECHNICIAN LICENSE		
Patricia Salvack	Good Karma Massage Therapy LLC	Approval
OPERATOR'S LICENSES		
Erica Kriston	East Side Mart, Main Street Mart & The Village Mart	Denial
Aleshia Perez	East Side Mart, Main Street Mart & The Village Mart	Approval

RESOLUTION #23-01

RESOLUTION AWARDING THE SALE OF $1,475,000 TAXABLE GENERAL OBLIGATION COMMUNITY DEVELOPMENT BONDS, SERIES 2023A

WHEREAS, on December 13, 2022, the Village Board of the Village of Jackson, Washington County, Wisconsin (the "Village") adopted an initial resolution (the "Initial Resolution") authorizing the issuance of general obligation bonds in an amount not to exceed $1,475,000 for the public purpose of providing financial assistance to community development projects under Section 66.1105, Wisconsin Statutes, by paying project costs included in the project plans for the Village's Tax Incremental Districts (the "Project");

WHEREAS, on December 13, 2022, the Village Board of the Village also adopted a resolution (the "Set Sale Resolution"), providing that the general obligation bond issue authorized by the Initial Resolution be designated as "Taxable General Obligation Community Development Bonds, Series 2023A" (the "Bonds") for the purpose of paying the cost of the Project;

WHEREAS, the Village Board hereby finds and determines that the Project is within the Village's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the Village is authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and issue general obligation bonds for such public purposes;

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue the Bonds on a taxable rather than tax-exempt basis;

WHEREAS, pursuant to the Set Sale Resolution, the Village has directed Ehlers & Associates, Inc. ("Ehlers") to take the steps necessary to sell the Bonds to pay the cost of the Project;

WHEREAS, Ehlers, in consultation with the officials of the Village, prepared a Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Bonds and indicating that the Bonds would be offered for public sale on January 10, 2023;

WHEREAS, the Village Clerk (in consultation with Ehlers) caused a form of notice of the sale to be published and/or announced and caused the Notice of Sale to

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be distributed to potential bidders offering the Bonds for public sale on January 10, 2023;

WHEREAS, the Village has duly received bids for the Bonds as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Notice of Sale and is deemed to be the most advantageous to the Village. Ehlers has recommended that the Village accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village that:

Section 1. Ratification of the Notice of Sale and Offering Materials. The Village Board hereby ratifies and approves the details of the Bonds set forth in Exhibit A attached hereto as and for the details of the Bonds. The Notice of Sale and any other offering materials prepared and circulated by Ehlers are hereby ratified and approved in all respects. All actions taken by officers of the Village and Ehlers in connection with the preparation and distribution of the Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Award of the Bonds. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of ONE MILLION FOUR HUNDRED SEVENTY-FIVE THOUSAND DOLLARS ($1,475,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Bonds for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The President and Village Clerk or other appropriate officers of the Village are authorized and directed to execute an acceptance of the Proposal on behalf of the Village. The good faith deposit of the Purchaser shall be applied in accordance with the Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Bonds shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Bonds. The Bonds shall be designated "Taxable General Obligation Community Development Bonds, Series 2023A"; shall be issued in the aggregate principal amount of $1,475,000; shall be dated February 1, 2023; shall be in the denomination of $5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on June 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2023. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds

is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Bonds maturing on June 1, 2031 and thereafter are subject to redemption prior to maturity, at the option of the Village, on June 1, 2030 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

[The Proposal specifies that [some of] the Bonds are subject to mandatory redemption. The terms of such mandatory redemption are set forth on an attachment hereto as Schedule MRP and incorporated herein by this reference. Upon the optional redemption of any of the Bonds subject to mandatory redemption, the principal amount of such Bonds so redeemed shall be credited against the mandatory redemption payments established in Schedule MRP for such Bonds in such manner as the Village shall direct.]

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the Village a direct annual irrepealable tax in the years 2023 through 2038 for the payments due in the years 2023 through 2039 in the amounts set forth on the Schedule. The amount of tax levied in the year 2023 shall be the total amount of debt service due on the Bonds in the years 2023 and 2024; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal of or interest on the Bonds in the year 2023.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the Village shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the Village and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Village for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the Village

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then available, which sums shall be replaced upon the collection of the taxes herein levied.

(D) Appropriation. The Village hereby appropriates from its Tax Incremental Districts, including Tax Incremental District No. 6, tax increment on hand in a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Bonds coming due in 2023 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the Village, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the Village may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for Taxable General Obligation Community Development Bonds, Series 2023A, dated February 1, 2023" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the Village at the time of delivery of and payment for the Bonds; (ii) any premium which may be received by the Village above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the Village, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account.

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(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the Village, unless the Village Board directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the Village and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the Village by the manual or facsimile signatures of the President and Village Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the Village of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the Village has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The Village hereby authorizes the officers and agents of the Village to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 9. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by Bond Trust Services Corporation, Roseville, Minnesota, which is hereby appointed as the Village's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Village hereby authorizes the President and Village Clerk or other appropriate officers of the Village to enter into a Fiscal Agency Agreement between the Village and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of

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the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Bonds.

Section 10. Persons Treated as Owners; Transfer of Bonds. The Village shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the President and Village Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The Village shall cooperate in any such transfer, and the President and Village Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 11. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the Village at the close of business on the Record Date.

Section 12. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the Village agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Village Clerk or other authorized representative of the Village is authorized and directed to execute and deliver to DTC on behalf of the Village to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the Village Clerk's office.

Section 13. Payment of Issuance Expenses. The Village authorizes the Purchaser to forward the amount of the proceeds of the Bonds allocable to the payment of issuance expenses to a financial institution selected by Ehlers at Closing for further distribution as directed by Ehlers.

Section 14. Official Statement. The Village Board hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the Village in

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connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate Village official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Village Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 15. Undertaking to Provide Continuing Disclosure. The Village hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the Village to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the President and Village Clerk, or other officer of the Village charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the Village's Undertaking.

Section 16. Record Book. The Village Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 17. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the Village are authorized to take all actions necessary to obtain such municipal bond insurance. The President and Village Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the President and Village Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

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Section 18. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Village Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded January 10, 2023.

_____
Michael E. Schwab
Village President

ATTEST:

_____
Jilline S. Dobratz
Village Clerk

(SEAL)

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EXHIBIT A

Notice of Sale

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

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EXHIBIT B

Bid Tabulation

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

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EXHIBIT C

Winning Bid

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

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EXHIBIT D-1

Pricing Summary

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

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EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

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[SCHEDULE MRP

Mandatory Redemption Provision

The Bonds due on June 1, ____, ____ and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on June 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on June 1, ____

Redemption Date	Amount
____	$_____
____	_____
____	_____ (maturity)

For the Term Bonds Maturing on June 1, ____

Redemption Date	Amount
____	$_____
____	_____
____	_____ (maturity)

For the Term Bonds Maturing on June 1, ____

Redemption Date	Amount
____	$_____
____	_____
____	_____ (maturity)

For the Term Bonds Maturing on June 1, ____

Redemption Date	Amount
____	$_____
____	_____
____	_____ (maturity)]

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EXHIBIT E

(Form of Bond)

UNITED STATES OF AMERICA

REGISTERED STATE OF WISCONSIN DOLLARS

WASHINGTON COUNTY

NO. R-___ VILLAGE OF JACKSON $_____

TAXABLE GENERAL OBLIGATION COMMUNITY DEVELOPMENT BOND, SERIES 2023A

MATURITY DATE:	ORIGINAL DATE OF ISSUE:	INTEREST RATE:	CUSIP:
June 1, _____	February 1, 2023	____%	_____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
($_____)

FOR VALUE RECEIVED, the Village of Jackson, Washington County, Wisconsin (the "Village"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2023 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by Bond Trust Services Corporation, Roseville, Minnesota (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the Village are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of $1,475,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the Village pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the public purpose of providing financial assistance to community development projects under Section 66.1105, Wisconsin Statutes, by paying project costs included in the project plans for the Village's Tax

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Incremental Districts, as authorized by resolutions adopted on December 13, 2022 and January 10, 2023 (collectively, the "Resolutions"). Said Resolutions are recorded in the official minutes of the Village Board for said dates.

The Bonds maturing on June 1, 2031 and thereafter are subject to redemption prior to maturity, at the option of the Village, on June 1, 2030 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Bonds maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution[s] referred to above, at the redemption price of par plus accrued interest to the date of redemption and without premium.**]**

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the Village, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond is transferable only upon the books of the Village kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the Village appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner

or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the Village for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and Village may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of $5,000 or any integral multiple thereof.

This Bond shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Village of Jackson, Washington County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified President and Village Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

VILLAGE OF JACKSON
WASHINGTON COUNTY, WISCONSIN

By: _____
Michael E. Schwab
President

(SEAL)

By: _____
Jilline S. Dobratz
Village Clerk

DRAFT

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds of the issue authorized by the within-mentioned resolution of the Village of Jackson, Washington County, Wisconsin.

BOND TRUST SERVICES CORPORATION,
ROSEVILLE, MINNESOTA

By_____
Authorized Signatory

DRAFT

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

_____

(Name and Address of Assignee)

_____

(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

_____ _____

(e.g. Bank, Trust Company or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

_____

(Authorized Officer)

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VILLAGE OF JACKSON

Taking the lead in Washington County.

MEMO

TO: Mike Schwab, Village President; Budget and Finance Committee

FROM: Jen Keller, Village Administrator

RE: TID 7 Funding Update – Oaks of Jackson Subdivision

DATE: January 4, 2023

Background

In June of 2022, the Village of Jackson approved a Memorandum of Agreement (MOA) for the Washington County Next Generation Housing Fund. The MOA provided parameters to a future residential development in Jackson's TID 7, now referred to as the Oaks of Jackson Subdivision, located on 20.48 acres of Village-owned land south of the intersection of Ridgeway Drive and Spruce Street. Project Team planning efforts last year led to a first and second concept plan for the site as reviewed by the Board last on November 28th. The site is planned to host 101 owner occupied dwelling units. There are also efforts underway to establish site zoning by February, followed by a preliminary plat review in March, followed by consideration of awarding bids for construction of public infrastructure in April.

Prior to taking any next steps in the review and approval process, Staff are seeking Village Board review and direction regarding how to prepare funding mechanisms for April's review of a bid for construction. An attached document dated December 12, 2022 includes probable cost for construction estimates which coincide with the November 28th Concept Plan and forthcoming Preliminary Plat of the site. The estimate includes the anticipated bid for construction of public roads and drainage (items 1-5), public utility obligations for outlot 6 and outlot 8 (items 5 and 6), and ongoing administrative project costs (items 7-17). In total, there is a need for approximately $4,135,000, of which $2,020,000 is anticipated to be funded via the Washington County Next Generation Housing Fund. It should be noted, Washington County has already obligated approximately $350,000, in good faith, to the project via contract payments for SEH engineering services, Vandewalle planning services, and Stantec site review services. Jackson has provided funding to project management costs such as Plan Commission Fees, State of Wisconsin Plat Review Fees, and Legal/Planning Review Services. Final calculations of funding from Washington County will not be known until after the preliminary plat is approved and outlot 6 and 8 are under contract for town home and single family home construction.

The Village of Jackson is positioned to dedicate approximately $2,115,000. The Board may consider the following methods to fund and collect revenues:

N168 W19851
Main Street
Jackson, WI 53037
Phone: 262-677-9001
Fax: 262-677-1710

www.villageofjacksonwi.gov

A) Funding Options:

- State Trust Fund or Bank Loan:

The Village has capacity to consider debt which can be satisfied early, without penalty, via a State Trust Fund Loan or a Bank Loan. The disadvantage to debt includes payment of interest and issuance costs. The benefit to the debt includes that other cash reserves are unaffected by the project, and cost recovery avenues do not include taxpayer participate, i.e. interest taken on would not be the responsibility of village residents to pay for. Joint Review Board approval of a TID amendment will be required if the Eagle Drive Roundabout construction is not funded via grant dollars.

- Dedication of Fund Balance:

The 2021 Audited Financial Statements noted $2.6 million in unassigned general fund balance, of which the Village could advance up to $1,000,000 to preserve the minimum 30% operating budget balance. A Capital Projects Reserve may also be available. An advantage to this option includes that in a higher interest rate environment, a cash advance to a portion of the project may reduce some additional costs. The disadvantage to this avenue includes that less cash is "on hand" to be utilized for any unanticipated occurrence/event. It may also deny future projects access to a cash advances. Risk of a cash advance option is reduced if the investment recovery period is short, i.e. funds are replenished within a few years.

B) Investment Recovery Options:

- Receipt of Increment from TID 4:

In 2025, the Village Board may resolve to collect the third and final year of increment from TID 4 to be directed to workforce housing which this subdivision aims to provide. Staff estimate $1 million could be collected as soon as 2026 to satisfy a portion of the Village's investment in the site.

- Receipt of Increment from TID 7:

Improvements on the site are anticipated to commence in Fall of 2023, and increment will be receipted starting in 2025. Staff would work with Ehlers to establish a projection to calculate how much increment could be available to collect annually through 2039.

- Sale of Lots:

As the property owner, the Village Board may choose to sell individual lots to home builders at a market rate and/or a reduced rate. An advantage to this option provides for a quicker reimbursement of the Village's investment, i.e. 2-3 years. It also provides for a more accurate sale price from the builder to the future homeowner. The disadvantage to this option is homes will not have elevated amenities or finishes so builders can both build and sell homes at or below $300,000 and $400,000 without land leveraged as an incentive. Staff anticipate valuation to be consistent with nearby Single Family lots which average $20,000 in value.

Next Steps

Staff request options most appealing to the Board are identified during conversation. Funding and recovery avenues are not mutually exclusive and can be layered together.

Attachment: Oaks of Jackson Estimates 12.12.2022

Table 1

The Oaks of Jackson **Date: 12/12/2022**

Opinion of Probable Cost for Construction

Item No.	Description	Quan.	Unit	Unit Price	Total Amount
	Initial Items to be Constructed with Public Roads				
1	Public Streets/Grading/Stormwater Management	2,600	LF	$ 900.00	$ 2,340,000.00
2	Sidewalk Connections to the South	1,900	SF	$ 8.00	$ 15,200.00
3	Private Access Drive and Path to connect West Townhouses	200	LF	$ 330.00	$ 66,000.00
4	Storm Sewer Crossing West End of Spruce Street	1	EA	$ 25,000.00	$ 25,000.00
	Subtotal				**$ 2,446,200.00**
	Total Construction Cost				$ 2,446,200.00
	Contingency (20 % of Construction Cost)				$ 489,240.00
	Project Cost				**$ 2,935,440.00**

Item No.	Description	Quan.	Unit	Unit Price	Total Amount
	Additional Public Utilities for Outlot 6				
5	Outlot 6 - Public Water Main and Sanitary Sewer - West Townhouses	800	LF	$ 200.00	$ 160,000.00
	Subtotal				**$ 160,000.00**
	Construction Cost				$ 160,000.00
	Contingency (20 % of Construction Cost)				$ 32,000.00
	Project Cost (this only includes Sanitary Sewer and Water Main Extensions. This does not include other improvments to the outlot)				**$ 192,000.00**

Item No.	Description	Quan.	Unit	Unit Price	Total Amount
	Additional Public Utilities for Outlot 8				
6	Outlot 8 - Public Water Main and Sanitary Sewer - Townhouses/SF Private Alley	500	LF	$ 200.00	$ 100,000.00
	Subtotal				**$ 100,000.00**
	Construction Cost				$ 100,000.00
	Contingency (20 % of Construction Cost)				$ 20,000.00
	Project Cost (this only includes Sanitary Sewer and Water Main Extensions. This does not include other improvments to the outlot)				**$ 120,000.00**

Item No.	Description	Quan.	Unit	Unit Price	Total Amount
	Other Costs				
7	Private Utilities - Gas/Electric	61	Lot	$ 2,500.00	$ 152,500.00
8	Street Trees	61	EA	$ 500.00	$ 30,500.00
9	Entrance Feature	1	LS	$ 10,000.00	$ 10,000.00
10	Street Lighting	5	EA	$ 5,000.00	$ 25,000.00
11	Plat Fee / Permits	1	LS	$ 5,000.00	$ 5,000.00
12	Weed Cutting & Maintenance	1	LS	$ 5,000.00	$ 5,000.00
13	Street Signs	1	LS	$ 1,000.00	$ 1,000.00
14	Engineering and Construction Management*	1	LS	$ 300,000.00	$ 300,000.00
15	Planning*	1	LS	$ 100,000.00	$ 100,000.00
16	Attorney	1	LS	$ 50,000.00	$ 50,000.00
17	Other Costs	1	EA	$ -	$ -
	Subtotal				**$ 679,000.00**
	Cost				$ 679,000.00
	Contingency (20 % of Construction Cost)				$ 135,800.00
	Project Cost				**$ 814,800.00**

* Already funded thru NGH Fund

VILLAGE OF JACKSON

Taking the lead in Washington County.

MEMO

TO: Mike Schwab, Village President; Budget and Finance Committee

FROM: Jen Keller, Village Administrator

RE: MMMA Request to Municipalities – Advisory Sales Tax Referendum

DATE: January 5, 2023

Background

Attached you will find information related to the Mid-Moraine Municipal Association (MMMA) request for municipalities in Washington County to have an advisory referendum question placed on the Spring Ballot in each municipality. It is the hope of MMMA that municipalities allow the question to go forward to electors, and following anticipated support of electors, the Washington County Executive and Board of Supervisors recognize interest in sharing a portion of the County's Sales Tax back to towns, cities, and villages.

According to the attachment labeled "Washington County Sales Tax Allocation to Jurisdictions", in 2021 Washington County collected approximately $15 million in revenues from sales tax which almost double the amount collected in 2010 of $8.6 million. Staff reached out to County Staff so as to better understand how sales tax revenues are currently utilized. It was stated that sales tax funds are directed towards operational costs (approximately 50%) and capital costs (approximately 50%) of the county. Sales tax revenues have been utilized specifically for purchasing equipment, payment for debt related to capital projects, satisfying operational costs, and funding programs such as the EDWC revolving loan program. There was also discussion of the county's contribution to the county-wide radio system. It was also recognized the County does not currently utilize a debt service levy and is able to satisfy annual debt service obligations via sales tax revenues.

Next Steps

The Washington County Clerk's Office must have notification no later than January 24th if a municipality intends to have an advisory referendum question placed on the April 4th ballot. The Village Board has the authority to approve or deny the advisory referendum language included in the attached Draft Resolution.

Attachments:

- Draft Resolution #23-02
- Washington County "Sharing the Sales Tax – funding local roads" PDF
- Washington County Sales Tax Allocation to Jurisdiction PDF

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RESOLUTION #23-02

RESOLUTION TO ADD AN ADVISORY REFERENDUM TO THE BALLOT OF THE APRIL 4, 2023 SPRING ELECTION VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN

WHEREAS, the Mid-Moraine Municipal Association started an effort in fall of 2022 to have voters express their desires to have Washington County share a portion of sales tax dollars with municipalities in Washington County to fund local roads; and,

WHEREAS, counties, not individual municipalities, have the authority to collect local sales tax; and,

WHEREAS, in accordance with Wisconsin Statute 77.76(3), counties are authorized to share all or a portion of sales tax revenues with municipalities within their boundaries; and,

WHEREAS, the Village Board desires to gauge public opinion on whether the Village of Jackson should request Washington County to share sales tax dollars with municipalities in Washington County; and,

WHEREAS, the Village Board finds the best way to gauge public opinion regarding Washington County sharing sales tax dollars with municipalities in Washington County is to add an advisory referendum question to the ballot for the 2023 Spring Election.

NOW, THEREFORE, BE IT RESOLVED by the Village of Jackson Village Board , Washington County, Wisconsin, as follows:

The Village Clerk shall submit the following advisory referendum question to the Washington County Clerk for placement on the Village's ballots for the April 4, 2023 Spring Election:

Washington County currently imposes a 0.5% sales tax throughout the county and none of these dollars are shared with the local municipalities. Municipalities are putting forth a proposal to the County for sharing sales tax revenues. Would you support an agreement where the County would annually share 20% of the revenues with the cities, villages, and towns to apply to local road maintenance and construction?

Introduced by:_____ Seconded by:_____

Vote: _____ Ayes _____ Nays Passed and Approved:_____

_____
Michael E. Schwab – Village President

Attest:_____
Jilline S. Dobratz – Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, and one other location in the Village.

_____ _____
Village Official Date

SHARING THE SALES TAX

FUNDING LOCAL ROAD PROJECTS

Local cities, villages and towns are uniting to ask voters in Washington County if the Washington County Board should share its annual sales tax revenues, to fund local roads.

Only counties—not individual municipalities—have the authority to collect local sales tax. In accordance to Wisconsin Statute 77.76(3), counties are authorized to share all or a portion of sales tax revenues with municipalities within their boundaries.

In 2021, Washington County collected **$15,023,419.26** in sales tax revenue. It is time for voters to decide if the cities, towns and villages of Washington County should receive their fair share of the funds they generate locally each year.

Please include the following **Advisory Referendum Question** on the **2023 Spring Election Ballot** to collect the opinions of all Washington County residents.

PROPOSED ADVISORY REFERENDUM QUESTION

Washington County currently imposes a 0.5% sales tax throughout the county and none of these dollars are shared with the local municipalities. Municipalities are putting forth a proposal to the County for sharing sales tax revenues. Would you support an agreement where the County would annually share 20% of the revenues with the cities, villages, and towns to apply to local road maintenance and construction?

If the County Board acts in accordance with the proposed referendum, based on 2021 data, $3,004,683.85 (20% of the sales tax collected) would be infused **equitably** across local cities, towns and villages. This recurring funding would support important road and infrastructure projects within each municipality:

City of Hartford	Town of Farmington	Town of Polk	Village of Jackson
City of West Bend	Town of Germantown	Town of Trenton	Village of Kewaskum
Town of Addison	Town of Hartford	Town of Wayne	Village of Newburg
Town of Barton	Town of Jackson	Town of West Bend	Village of Richfield
Town of Erin	Town of Kewaskum	Village of Germantown	Village of Slinger

SHARE THE SALES TAX

FREQUENTLY ASKED QUESTIONS

How can this funding be spent?
Sales tax revenues can be applied to local road maintenance and construction projects.

Why ask now?
The need for local road improvement projects is greater than ever, and voters deserve the right to weigh in on potential solutions. Sales tax is generated in cities, villages and towns by consumers. This funding would supplement property taxes and borrowing currently used to fund local road projects

How will the sales tax allocations be shared?
Equitably. Allocations will be formulated based on each municipality's property value and population (equalized value).

What's next?

In order for this advisory referendum question to appear on each municipality's 2023 Spring Election ballot, **local governing boards must take action and submit it to the County Clerk by January 24, 2023.**

LEARN MORE

Contact the Mid-Moraine Municipal Association
Executive Director Mike Miller at 262-573-1883 or mid-moraine@att.net

Washington County Sales Tax Allocation to Jurisdictions

Adopted Resolution	Place Name	Final Estimate 2022	% of County Population	Sales Tax Allocation by % of Population	Equalized Value less Increment	% of County Equalized Value	Sales Tax Allocation by % of Equalized Value	Sales Tax Allocation Averaged
1/19/2017	T Addison	3,449	2.50%	74,970.91	453,564,700	2.26%	67,981.15	**71,476.03**
10/17/2017	T Barton	2,795	2.02%	60,754.92	430,389,300	2.15%	64,507.58	**62,631.25**
Letter 9/28/2017	T Erin	3,842	2.78%	83,513.56	786,883,500	3.93%	117,939.61	**100,726.58**
9/12/2017	T Farmington	3,662	2.65%	79,600.90	559,674,500	2.79%	83,885.09	**81,742.99**
9/11/2017	T Germantown	242	0.18%	5,260.35	33,872,400	0.17%	5,076.86	**5,168.61**
9/11/2017	T Hartford	3,381	2.45%	73,492.80	536,004,000	2.67%	80,337.31	**76,915.05**
	T Jackson	4,064	2.94%	88,339.17	581,671,900	2.90%	87,182.10	**87,760.64**
	T Kewaskum	1,134	0.82%	24,649.76	178,920,100	0.89%	26,816.89	**25,733.32**
11/14/2017	T Polk	4,005	2.90%	87,056.69	911,741,800	4.55%	136,653.61	**111,855.15**
9/19/2017	T Trenton	4,572	3.31%	99,381.57	712,777,100	3.56%	106,832.40	**103,106.98**
	T Wayne	2,232	1.61%	48,516.99	323,294,900	1.61%	48,456.06	**48,486.52**
9/13/2017	T West Bend	4,415	3.19%	95,968.86	1,219,500,200	6.08%	182,781.03	**139,374.95**
10/2/2017	V Germantown	21,040	15.22%	457,346.49	3,389,240,200	16.91%	507,985.84	**482,666.17**
9/12/2017	V Jackson	7,844	5.67%	170,505.03	990,140,900	4.94%	148,404.22	**159,454.63**
9/18/2017	V Kewaskum	4,371	3.16%	95,012.43	414,526,500	2.07%	62,130.03	**78,571.23**
9/14/2017	V Newburg	1,051	0.76%	22,845.59	99,903,400	0.50%	14,973.71	**18,909.65**
	V Richfield	11,866	8.58%	257,931.25	2,255,307,900	11.25%	338,029.88	**297,980.57**
9/18/2017	V Slinger	6,401	4.63%	139,138.54	840,660,300	4.19%	125,999.78	**132,569.16**
9/12/2017	C Hartford	15,796	11.43%	343,357.66	1,729,043,000	8.62%	259,152.29	**301,254.98**
	C Milwaukee	0	0.00%	-	-	0.00%	-	**-**
9/11/2017	C West Bend	32,067	23.20%	697,040.40	3,599,889,700	17.96%	539,558.39	**618,299.39**
	Total	**138,229**	**100.00%**	**$ 3,004,683.85**	**$ 20,047,006,300**	**100.00%**	**$ 3,004,683.85**	**$ 3,004,683.85**

Based upon:

Department of Administration Final Population Estimates - October 2022
Equalized Value by Jurisdiction within the County, Department of Revenue - August 2022

County Sales Tax Distributions, Department of Revenue - 2021; 20% allocated to local jurisdictions

2022		$ -			
2021	$15,023,419.26	**$ 3,004,683.85**	2015	$ 10,998,713.33	$ 2,199,742.67
2020	$ 13,364,836.71	$ 2,672,967.34	2014	$ 10,541,291.32	$ 2,108,258.26
2019	$ 12,504,590.76	$ 2,500,918.15	2013	$ 9,939,839.01	$ 1,987,967.80
2018	$ 12,187,214.30	$ 2,437,442.86	2012	$ 9,495,318.72	$ 1,899,063.74
2017	$ 11,987,796.52	$ 2,397,559.30	2011	$ 9,140,341.83	$ 1,828,068.37
2016	$ 11,482,244.86	$ 2,296,448.97	2010	$ 8,674,394.67	$ 1,734,878.93