

**APPROVED MINUTES
PLAN COMMISSION MEETING
Thursday, January 6, 2022 at 7:00 p.m.
Jackson Municipal Complex
Village Board Room
N168 W19851 Main Street
Jackson, WI 53037**

1. Call to Order and Roll Call

Trustee Kruepke called the meeting to order at 7:00 p.m.

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

Member Excused: Pres. Schwab and Jon Molkentin

Village Board Member Present: Tr. Heckendorf

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

Also Present: Tom Schermerhorn and Ben Marschall of Excel Engineering, Jon Molkentin with Morning Star Building Committee

2. Approval of Minutes for the Plan Commission Meeting of December 2, 2021

Motion by Tr. Emmrich, second by Jon Weil to approve the Plan Commission minutes of December 2, 2021.

Vote: 4 ayes, 0 nays. Motion carried.

Dan Reik arrived at 7:05 p.m. after Item #2.

3. Conditional Use Amendment – Morning Star Lutheran Church – Early Childhood Learning Building Addition – N171W20131 Highland Road

Tom Schermerhorn, Excel Engineering, provided a project overview. Proposed site changes included a two-story addition to the south side of the building and connection of the current access points at the eastern and western edge of the property. The floor plan overview included that the lower level of the expansion would be for use by a new early childhood daycare and the upper level accommodated five classrooms for elementary school students. Items discussed included: the parking lot, traffic patterns, drop off/pick up, vegetative buffer, and hydrant spacing

Motion by Tr. Kruepke, second by Tr. Emmrich recommend Village Board approve the Conditional Use Amendment – Morning Star Lutheran Church – Early Childhood Learning Building Addition – N171W20131 Highland Road taking into consideration staff comments of relooking at the buffer area to the west of the new driveway going in, the traffic pattern for the new driveway going in on the west, north to south for early development drop off, and revisiting the south hydrant location with the Fire Department, subject to review and approval.

Vote: 5 ayes, 0 nays. Motion carried.

4. Citizens to Address the Plan Commission

None.

5. Adjourn

Motion by Tr. Kruepke, second by Tr. Emmrich to adjourn.

Vote: 5 ayes, 0 nays. Meeting adjourned at 7:31 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCPC*
Village Clerk