

## **AGENDA**

### **PLAN COMMISSION MEETING**

Thursday – August 25, 2016 – 7:00 pm

Jackson Village Hall

N168W20733 Main St

Jackson, WI 53037

1. Call to Order & Roll Call.
2. Minutes – July 28, 2016, Plan Commission Meeting.
3. Concept Plan – Condo Style Apartment Development – Sherman Road.
4. Citizens to address the Plan Commission.
5. Adjourn.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at least one (1) business day prior to the meeting. It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.

**APPROVED MINUTES  
PLAN COMMISSION MEETING  
Thursday – July 28, 2016 – 7:00 pm  
Jackson Village Hall  
N168W20733 Main St  
Jackson, WI 53037**

**1. Call to Order & Roll Call.**

Chairperson Mike Schwab called the meeting to order at 7:00 p.m.  
Members present: Steve Schoen, Greg Winn, Jeff Dalton, Peter Habel,  
Tr. Emmrich, and Tr. Kruepke.  
Members excused: All Present.  
Staff present: John Walther and Brian Kober

**2. Minutes – June 30, 2016, Plan Commission Meetings.**

Motion by Peter Habel, second by Tr. Emmrich to approve the minutes of June 30, 2016.  
Vote: 7 ayes, 0 nays. Motion carried.

**3. Certified Survey Map – Vogt – County Road P, Extraterritorial.**

Daniel and Karen Vogt were present at the meeting and had received staff comments.  
Motion by Peter Habel, second by Tr. Kruepke to recommend approval of the Certified  
Survey Map, Vogt, County Road P, Extraterritorial.  
Vote: 7 ayes, 0 nays. Motion carried.

**4. Conditional Use – Dairy Queen, Signage Main Street.**

Jeff Krzyzanowski from Dairy Queen was present. He had received staff comments.  
Motion by Peter Habel, second by Tr. Emmrich to recommend approval of the  
Conditional Use – Dairy Queen, Signage on Main Street, per staff comments.  
Vote: 7 ayes, 0 nays. Motion carried.

**5. Planned Unit Development – ComForCare, Just Like Home Adult Daycare, Delaney Court.**

David Morbeck and Lisa Morbeck were present and had received staff comments. David  
explained the ComForCare and Just Like Home Adult Daycare businesses.  
Motion by Peter Habel, second by Tr. Emmrich to recommend approval of the Planned  
Unit Development – ComForCare, Just Like Home Adult Daycare, Delaney Court, per  
staff comments.  
Vote: 7 ayes, 0 nays. Motion carried.

**6. Certified Survey Map– ComForCare, Just Like Home Adult Daycare, Delaney Court.**

David Morbeck and Lisa Morbeck were present and had received staff comments.

Motion by Peter Habel, second by Tr. Emmrich to recommend approval of the Certified Survey Map – ComForCare, Just Like Home Adult Daycare, Delaney Court, per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

**7. Planned Unit Development Amendment – J&M Ltd, Car Wash, Hwy 60 and Eagle Drive.**

Tr. Kruepke was present and had received staff comments.

Motion by Peter Habel, second by Steve Schoen to recommend approval of the Planned Unit Development Amendment – J&M Ltd, Car Wash on Hwy 60 and Eagle Drive, per staff comments.

Vote: 6 ayes, 0 nays, 1 abstention (Tr. Kruepke). Motion carried.

**8. Concept Plan – Jackson Sports Complex – CTH P.**

It was announced that the applicant had asked the discussions on the item be adjourned for an indefinite amount of time as they have not completed the information that was requested of them. They can pay another fee and reapply.

Motion by Tr. Habel, second Tr. Emmrich, to postpone the item indefinitely.

Vote: 7 ayes, 0 nays. Motion carried.

**9. Discussion and Review of Comprehensive Plan.**

Pres. Schwab commented that he did not issue “homework” and commented on proceeding with Chapter four and direct staff to update numbers. Tr. Kruepke suggested to wait until fall such as October. There was overall consensus to bring the item back in October for further discussion and updates.

**10. Citizens to address the Plan Commission.**

None.

**11. Adjourn.**

Motion by Peter Habel, second by Tr. Kruepke to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned at 7:28 p.m.

Respectfully submitted by Deanna L. Boldrey – Clerk / Treasurer

**VILLAGE OF JACKSON DEVELOPMENT APPLICATION FORM**  
 (Due 1<sup>st</sup> Friday of the month for that month's Planning Commission Meeting)

Name of Applicant Joseph J. Merkel  
 Contact Joe Address/ZIP 4148 N11333 Janesville rd. G-Town Phone # 53022 623-1487  
 E-mail Address merkeljoseph@yahoo.com Fax # where Agenda/Staff comments are to be faxed NONE  
 Name of Owner Robert Joseph Address/ZIP 117 N. Jefferson St. Milwaukee Phone # 414-277-7725  
 Owner Representative/Developer NATHAN - JOE MERKEL  
 Proposed Use of Site Multi-Family Present Zoning Multi-Family

<u>ACTION REQUESTED</u>	<u>FEE</u>	<u>SUBMITTAL REQUIREMENTS</u>	<u>TYPE OF INFORMATION DESCRIBED</u> (See page 5)	<u>PAPER COPIES</u>	<u>CD</u>
<u>CONCEPT PLAN</u>	<u>\$50</u>	1,2,6,13	1) Complete Application (all pages)		XXX
<u>CONDITIONAL USE</u>	<u>\$150</u>	1,2,3,4,5,6,7,14,15,16,18,19,20	2) Describe what you intend to do (paragraph)		XXX
<u>PLANNED UNIT DEVELOPMENT</u>	<u>\$150</u>	1,2,3,4,5,6,7,8,9,10,14,15,16,17,18,20	3) Address Labels of adjacent owners to be notified (500'/ 200') *	Labels*	
<u>REZONING</u>	<u>\$200</u>	1,2,(3),4,6,9 or 10 (500' for rezoning 200' for Cond. Use or PUD Site Plan)	4) Owner acknowledgement of the request	1	
<u>CERTIFIED SURVEY MAP (CSM)</u>	<u>\$150</u>	1,2,6,10,20	5) Impact Statement		XXX
<u>MINOR SUBDIVISION</u>	<u>\$150</u>	1,2,3,5,6,10,15,16,17,18,20	6) Location Map		XXX
<u>Extra-territorial Plat or CSM</u>	<u>\$150</u>	1,2,6,9 / 10	7) Development Plan / Site Plan		XXX
<u>Extra-territorial Plat outside Sanitary Service Area</u>	<u>\$50</u>	1,2,6,9 / 10	8) Preliminary Plat		XXX
			9) Final Plat		XXX
			10) Certified survey Map		XXX
			11) Annexation Petition		XXX
			12) Annexation Map	1	XXX
			13) Sketch Plan		XXX
			14) Landscape Plan	4 (24x36)	XXX
			<b>Engineering Review - Infrastructure</b>		
<u>PRELIMINARY PLAT</u>	<u>\$300</u>	1,2,3,5,6,9,15,16,17,18	15) Grading/Drainage Plan	4 (24x36)	XXX
<u>FINAL PLAT / Final Plat Reappl..</u>	<u>\$100</u>	1,2,3,5,6,9,15,16,17,18,20	16) Water / Sewer / Storm Sewer Plans	4 (24x36)	XXX
<u>ANNEXATION / ATTACHMENT</u>	<u>\$200</u>	1,2,3,4,5,6,11,12,21	17) Street / Right of Way cross sections	4 (24x36)	XXX
<u>STREET EASEMENT/ VACATION</u>	<u>\$150</u>	1,2,3,4,6,9	18) Erosion Control Plan	4 (24x36)	XXX
<u>VARIANCE</u>	<u>\$150</u>	1,2,3,4,6,7	19) Proposed colors / materials		XXX
<u>* Labels</u>	<u>\$25</u>		20) Developers Agreement		XXX
			21) Annexation Agreement (includes pre-annex agreements)		XXX
			22) other -		XXX
			If not included with submittal		

I certify the information and exhibits submitted are true and correct to the best of my knowledge, and that in filing this application I am acting with knowledge and consent of those persons listed above and owner(s) without whose consent the requested action cannot be lawfully acted upon.

Name Joseph J. Merkel Signature Joseph J. Merkel / Joseph J. Merkel Date 6-29-16

Office Use: Date Received 8/1/16 Date Paid 8/1/16 Receipt # 177593 Amount Paid \$ 50.00

**To The Village of Jackson:**

**It is the intent of J.J. Merkel cont. to purchase phase 2 of the twin Bridges condo development that is undeclared lands and has been approved for six, eight unit condo Buildings & erect four twelve unit, condo Style apartment buildings, on four of the building pads, & turning the Building pads along the railroad tracks into green space.**

**Thank you for your consideration in the matter**

**Joseph J. Merkel**

**JJ Merkel cont. inc.**



# VILLAGE OF JACKSON

Special Use     Conditional Use     Planned Unit Development

Permit # \_\_\_\_\_

The Village of Jackson, hereby grants a  Special Use  Conditional Use  Planned Unit Development

Permit to:

Name of Business/Applicant: \_\_\_\_\_

For a property located at (address): \_\_\_\_\_

Phone number of Business/Applicant: \_\_\_\_\_

For (land use, activity, sign, site plan, other): \_\_\_\_\_

\_\_\_\_\_

Impact Mitigation (noise, smoke, dust, odors, etc. affecting adjacent properties): \_\_\_\_\_

\_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Comprehensive/Master Plan Compatibility: \_\_\_\_\_

Building Materials (type, color): \_\_\_\_\_

\_\_\_\_\_

Setbacks from rights-of-way and property lines: \_\_\_\_\_

\_\_\_\_\_

Screening/Buffering: \_\_\_\_\_

\_\_\_\_\_

Landscape Plan (sizes, species, location): \_\_\_\_\_

\_\_\_\_\_

Signing (dimensions, colors, lighting, location): \_\_\_\_\_

\_\_\_\_\_

Lighting (wattage, style, pole location and height, coverage): \_\_\_\_\_

\_\_\_\_\_

Traffic flow, pedestrian circulation (curb to street width), (parking one/both/neither side(s),  
(sidewalk/pedestrian way width and material): \_\_\_\_\_

\_\_\_\_\_

Storm-water Management: \_\_\_\_\_  
\_\_\_\_\_

Erosion Control: \_\_\_\_\_

Fire Hydrant Location(s): \_\_\_\_\_  
\_\_\_\_\_

Knox Box, Posting Site (No Trespass signing), Emergency Telephone #'s: \_\_\_\_\_  
\_\_\_\_\_

Hazardous Material Storage: \_\_\_\_\_

Alarm Systems: \_\_\_\_\_

Site Features/Constraints: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parking (no. of spaces, handicapped parking, and dimensions): \_\_\_\_\_  
\_\_\_\_\_

Tree and shrub preservation: \_\_\_\_\_  
\_\_\_\_\_

Setbacks/height limitations: \_\_\_\_\_  
\_\_\_\_\_

Wastewater Usage Projected: \_\_\_\_\_ gal/year      Water Usage Projected: \_\_\_\_\_ gal/year

Duration and Review of Conditional Use (expiration, when reviewed: upon complaint, specified period): \_\_\_\_\_  
\_\_\_\_\_

## TERMS OF THIS PERMIT

1. This permit shall become effective upon 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. The permit 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 the use permit shall be in strict conformity to the approval site, building, and operation plans which were filed in connection with the application for this permit (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.

Granted by: Village Board \_\_\_\_\_ Date \_\_\_\_\_ Over the Counter \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_, Owner  
Please print name

\_\_\_\_\_  
John Walther, Administrator

Applications shall be submitted by 4:00 PM on the Friday of the month to be considered by the Planning Commission that month. In some cases, more than the number of copies on the face of this form will be required. Only complete applications shall be presented to the Planning Commission and the Village Board for action. Applications submitted without a pre-submittal conference risk delay by being incomplete.

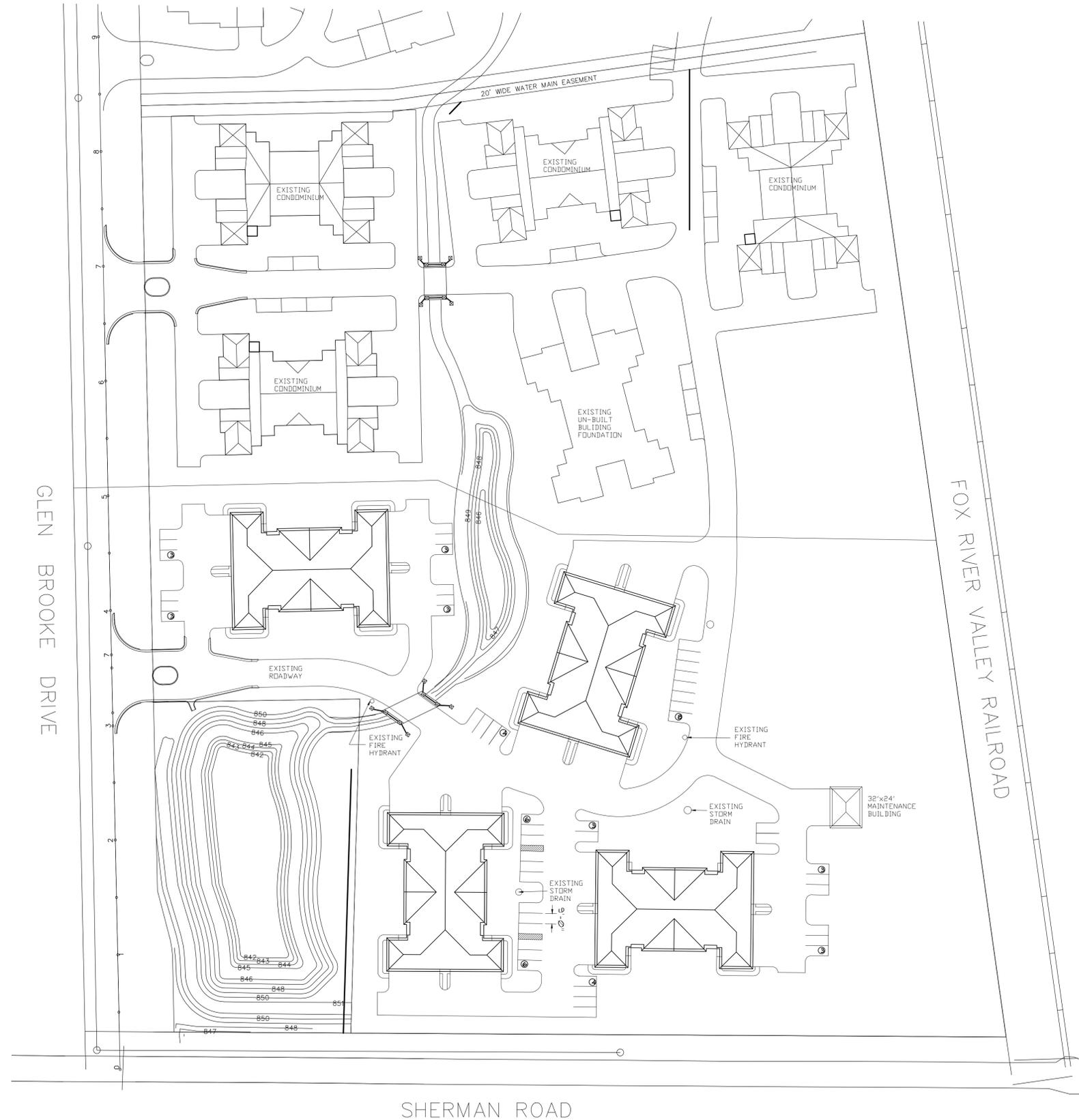
The Planning Commission meets on the last Thursday of each month unless there is a conflict with a holiday. The Village Board meets on the second Tuesday of each month, and will conduct a public hearing. A decision on the request could be made at that meeting.

**EXPLANATION OF TYPES OF INFORMATION (From face of application form):**

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1. ***Application Form: Must be submitted on CD.***
2. Letter of Intent: What you are requesting in your own words. (Be brief)
3. Mailing Labels: It is your responsibility to provide the Village with current owner addresses. If mailed notification is required for your application, an incorrect address may cause you a delay. If the Village prepares the labels for you, there will be an additional charge of \$25.00
4. Proof of Property Ownership: A copy of a deed, tax notice, title insurance policy (first page), recorded plat, etc.
5. Impact Statement: In general, the following points represent most of the topics to be addressed in the impact statement. Specific points will be designated at the pre-submittal conference by staff.
  - A. Annual water consumption estimate (100% occupancy and build-out)
  - B. Annual sewage generation estimate (100% occupancy and build-out)
  - C. Vehicle trip generation (trips per day per unit x number of units)
  - D. Estimated numbers of vehicles and recreational vehicles to be stored and/or parked on site.
  - E. Proposed sign(s) (advertising business, industry, dwelling unit)
  - F. General hours of operation
  - G. Anticipated user profiles (for residential developments)
  - H. Proposed dates of construction and completion
  - I. Unusual conditions which warrant special attention (hazardous materials storage, fire hazards, odors, noise generation, etc.
6. Location Map: Show where the site is relative to a Village map.
7. Development Plan: Shows entire proposal on the site. Includes edge of pavement and/or back of the curb line, sidewalks (existing and proposed), footprints of the structure, drives, parking spaces and fencing, locations of accessory uses, dimensions, etc. Landscape plans and water/sewer/storm plans may be shown combined on the plan if the composition is easily read and understood.
- 8/9. Plat Map: Prints of the preliminary and final (recordable plat), with proper signature blocks.
10. Certified Survey Map: A recordable instrument showing the legal and mapped description of the land division.
11. Annexation Petition/Attachment Request: Shows owner is supporting the annexation.
12. Annexation Map: A recordable map having the legal and mapped description of the parcel to be annexed.
13. Sketch Plan: An informal drawing depicting the proposal for discussion purposes.
14. Landscape Plan: Shows location, size, type, botanical name & common name of proposed trees & shrubs. Also calls out surface treatments. Shows walls, fences & details.
15. Grading/Drainage Plan: Shows original & proposed grades & runoff calculations based on a 10-year storm. It is usually combined with a Storm Sewer Plan. (storm sewer system, ditches, culverts, etc.)
16. Water/Sewer/Storm Sewer Plans: Shows size and location of proposed water mains & fire hydrants; size and location of the proposed sanitary sewer collection system with gradient profiles and invert elevations; shows the proposed storm drainage system as in 15.
17. Street Crossing Sections: Section shows curb, gutter, paving, and sidewalk relative to the right-of-way width.
18. Erosion Control Plan: A map of existing site conditions on a scale of at least 1 inch equals 100 feet showing the site, boundaries and immediately adjacent areas which accurately identify site locations.
19. Proposed Colors and Materials: Submit samples of exterior colors and materials.
20. Improvement Agreement: An agreement between the developer and the Village determining park dedications and the responsibilities for street, water, sewer, and the storm sewer improvements and extensions.
21. Annexation Agreement.

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



SHERMAN ROAD

FOX RIVER VALLEY RAILROAD

GLEN BROOKE DRIVE

SITE AREA: 273,759 SF. (6.28 ACRES)  
 112,144 SF. BUILDING & PAVED AREA  
 161,615 SF. GREEN SPACE  
 24 REMOTE PARKING SPACES

**Twin Bridges Area Plan**  
 Scale: 1" = 50 ft



North

REVISIONS

DRAWN BY: **SEB DESIGNS**  
 10716 N 9293 RED WING RD.  
 HARTLAND, WI 53029 (262) 719-4572  
 SCOTT E. BUEHLER - DESIGNER

**J.J. MERKEL CONTRACTOR, INC**  
 1198 N11333 JAMESTREE ROAD  
 GERMANTOWN, WI 53022  
 JOSEPH J. MERKEL (262) 623-1481

PROJECT: **PROPOSED SITE PLAN**

DRAWN BY: **SEB**  
 APPROVED

DATE  
 7-29-16  
 JOB NO.

SHEET  
**A-1**



FRONT ELEVATION



REAR ELEVATION

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

REVISIONS

DRAWN BY: SEB DESIGNS  
 12216 N 9293 RED WING RD.  
 HARTLAND, WI 53093 (262) 119-4572  
 SCOTT E. BUEHLER - DESIGNER

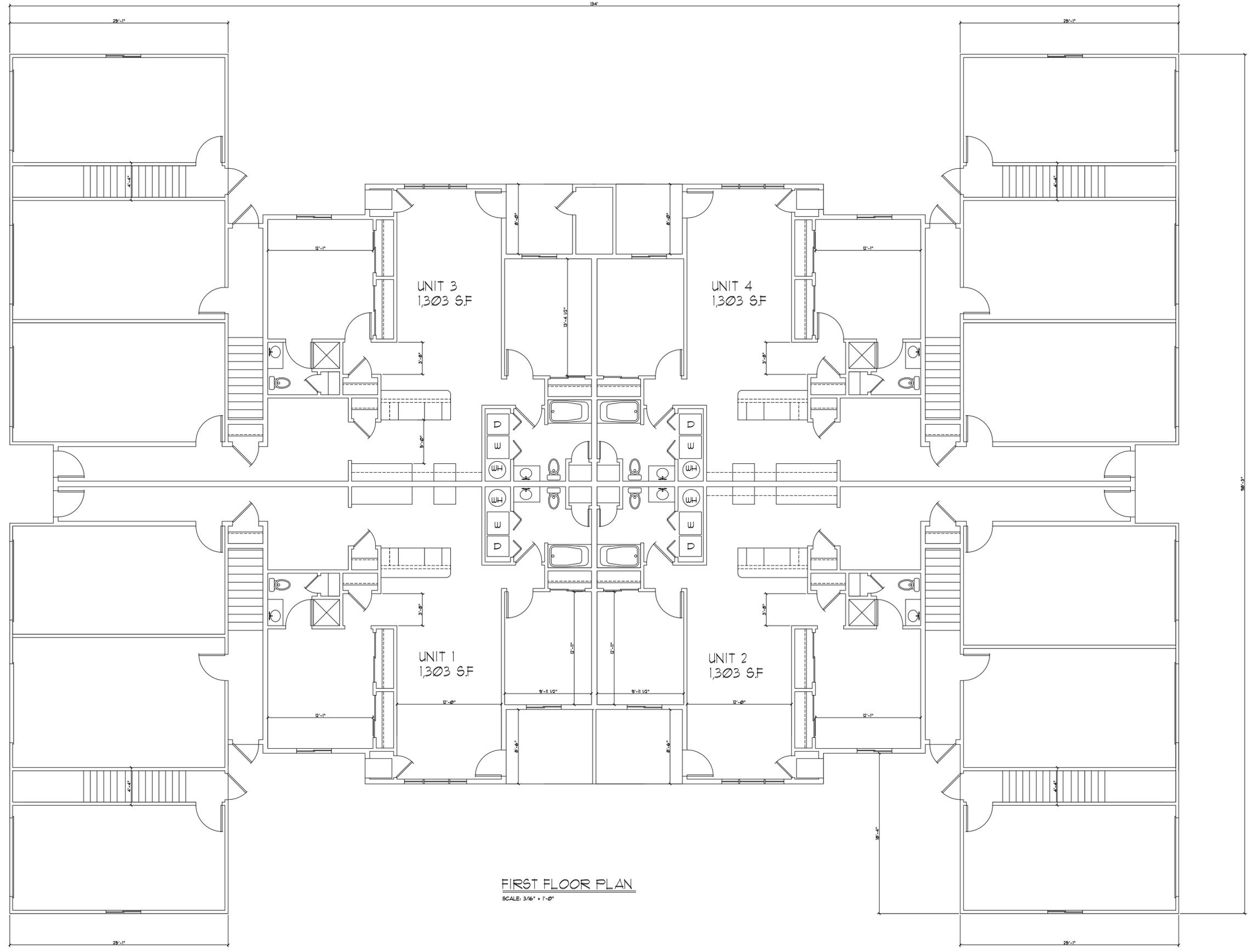
J.J. MERKEL CONTRACTOR, INC  
 W198 N11333 JAMESTREE ROAD  
 GERMANTOWN, WI 53022  
 JOSEPH J. MERKEL (262) 623-1481

PROJECT: 12 UNIT ELEVATIONS

DRAWN BY: SEB  
 APPROVED

DATE: 1-29-16  
 JOB NO.

SHEET  
 A-2



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

REVISIONS

DRAWN BY: SEB DESIGNS  
 1216 N 9293 RED WING RD.  
 HARTLAND, WI 53003 (262) 119-4512  
 SCOTT E. BUEHLER - DESIGNER

J.J. MERKEL CONTRACTOR, INC  
 W198 N11333 JAMESTREE ROAD  
 GERMANTOWN, WI 53022  
 JOSEPH J. MERKEL (262) 623-1481

PROJECT: 12 UNIT FIRST FLOOR PLAN

DRAWN BY: SEB

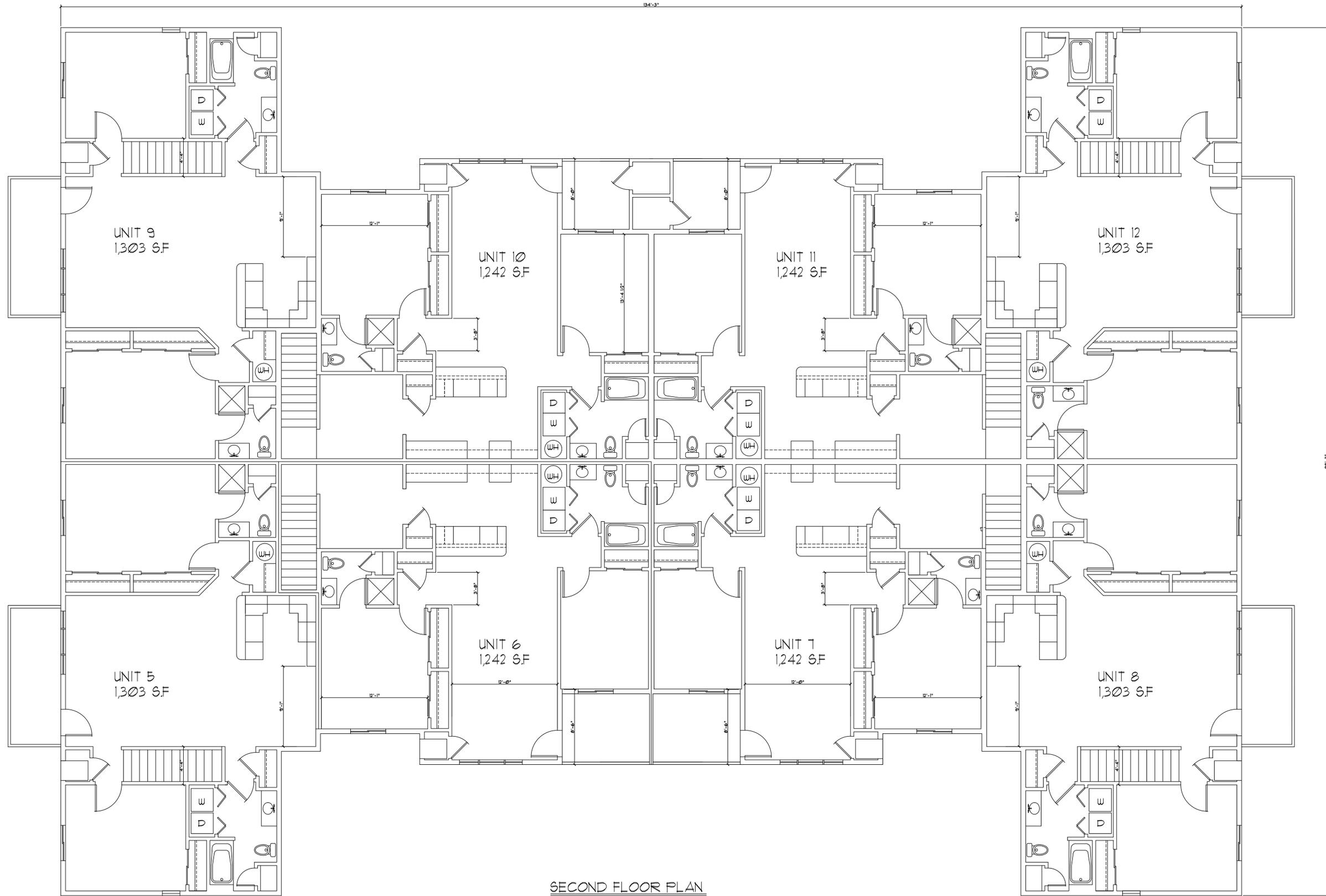
APPROVED

DATE 1-29-16

JOB NO.

SHEET

A-4



SECOND FLOOR PLAN  
 SCALE: 3/16" = 1'-0" 1303 S.F./UNIT

REVISIONS
PROJECT: 12 UNIT SECOND FLOOR PLAN DRAWN BY: SEB APPROVED DATE: 1-29-16 JOB NO. SHEET: A-5
J.J. MERKEL CONTRACTOR, INC. W198 N11333 JAMESTREE ROAD GERMANTOWN, WI 53022 JOSEPH J. MERKEL (262) 623-1481
DRAWN BY: SEB DESIGNS W216 N 9293 RED WING RD. HARTLAND, WI 53029 (262) 119-4512 SCOTT E. BUEHLER - DESIGNER



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

REVISIONS

DRAWN BY: SEB DESIGNS  
10216 N 9293 RED WING RD.  
HARTLAND, WI 53093 (262) 119-4572  
SCOTT E. BUEHLER - DESIGNER

J.J. MERKEL CONTRACTOR, INC  
W198 N11333 JAMESTREE ROAD  
GERMANTOWN, WI 53022  
JOESEPH J. MERKEL (262) 623-1487

PROJECT:  
6 UNIT FIRST FLOOR PLAN

DRAWN BY:  
SEB

APPROVED

DATE  
1-29-16

JOB NO.

SHEET

A-3