

AGENDA
PLAN COMMISSION MEETING
Thursday, March 28, 2019 at 7:00 p.m.
Jackson Village Hall
N168W20733 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call
2. Approval of Minutes for the Plan Commission Meeting of February 28, 2019
3. PUD Amendment – Village Mart Gas Station – Sign/Building Alteration
4. Concept Plan – Premier Rosewood Jackson LLC – Rosewood Lane Multi-Family Development
5. Review of Sign/Banner Ordinance
6. Citizens to Address the Plan Commission
7. 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.

**DRAFT MINUTES
PLAN COMMISSION MEETING
Thursday, February 28, 2019 at 7:00 p.m.
Jackson Village Hall
N168W20733 Main Street
Jackson, WI 53037**

1. Call to Order and Roll Call

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

Members present: Keith Berben, Tr. Emmrich, Peter Habel, Tr. Kruepke, Steve Schoen, and Jon Weil.

Others present: Trustees Kurtz and Lippold.

Staff present: Collin Johnson, Brian Kober, Kelly Valentino, John Walther, and Jilline Dobratz.

2. Approval of the Plan Commission minutes of January 3, 2019

Motion by Tr. Emmrich, second by Peter Habel to approve the Plan Commission minutes of January 3, 2019.

Vote: 7 ayes, 0 nays. Motion carried.

3. Presentation of County Bike Way & Trail Network Plan – Kelly Valentino

Kelly Valentino, Parks & Recreation Director, stated she has been on the Bike and Pedestrian Planning Committee with Washington County since last summer. This is an initiative begun by Washington County to connect bike and multipurpose trails. They are working with the Badger Route, Interurban Trail, and Oak Leaf Trail. The committee is working on the final stages of the draft plan. Throughout the last few months there have been surveys, public outreach, and meetings held throughout the County. From the meetings and input, the committee put together top priorities of locating key corridors. The County Board has pledged to contribute \$250,000 annually to the Parks and Planning budget in 2019 through 2023. They realize it may take 30 years to build the trails. The top two priority corridors are Jackson to Germantown and from West Bend to Jackson Drive. As there are seven Priority Corridors, funding might determine the priority list. The last Bike and Pedestrian Planning Committee meeting is March 25, 2019. After the final draft is approved by the County Board, the plan will come before the Village Board.

4. Planned Unit Development – Final Plat – Bielinski Homes Inc. – Laurel Springs Addition #1 - Phasing

John Walther stated he spoke with John Donovan who is fine with the staff comments. Mr. Walther explained there is some confusion associated with the phase numbering. This is going to be Phase II and the final phase, Phase III, will come later. The agreements will be separated, and the numbers clarified. Mr. Walther asked Bielinski to delineate specifically Phase II to take some confusion out of it. Motion by Peter Habel, second by Tr. Emmrich to recommend to the Village Board the approval of the Planned Unit Development – Final Plat – Bielinski Homes Inc. – Laurel Springs Addition #1 - Phasing per staff comments.

Keith Berben inquired about the number of phases. Brian Kober stated they switched to two phases and added 5 lots to Phase 1. Due to access, Phase 1 will be done first as a water loop is needed. Bielinski has agreed to complete Cedar Creek Road and the Village will reimburse them. Jon Weil clarified if this is just for the plat approval. Mr. Kober explained the final plat has already been approved. Bielinski is asking for phasing of 26 lots in Phase 1 and 20 lots in Phase 2 instead of all 46 lots at one time. The plans will be approved with the Developers Agreement at the Village Board. Jon Weil asked if Bielinski would remove reference of the Village of Summit in their backfill notes.

Vote: 7 ayes, 0 nays. Motion carried.

5. Planned Unit Development Amendment – Tenant Buildings Storage Units – JJ Merkel

Motion by Pres. Schwab, second by Peter Habel to recommend to the Village Board the approval of the Planned Unit Development Amendment – Tenant Buildings Storage Units – JJ Merkel per staff comments.

Pres. Schwab asked Joe Merkel about the wetlands. Mr. Merkel commented he contacted Ron Londre of TRC on the wetland delineation and they can't do anything until the growing season. He is scheduled for late June/early July.

Vote: 7 ayes, 0 nays. Motion carried.

6. Conditional Use Permit – Three Dogs – Renee Kaiser

Renee Kaiser was present and stated they have lived in the Village since 2001. They always license their dogs and are not going to breed dogs or open a kennel.

Motion by Peter Habel, second by Tr. Emmrich to recommend to the Village Board the approval of the Conditional Use Permit – Three Dogs – Renee Kaiser per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

7. Planned Unit Development – Final Plat – Cobblestone Builders

Dirk Wildt was present and stated he didn't see any negative comments except the from Fire Chief on the electrical box by the fire hydrant.

Motion by Pres. Schwab, second by Peter Habel to recommend to the Village Board the approval of the Planned Unit Development – Final Plat – Cobblestone Builders per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

8. Citizens to Address the Plan Commission

None

9. Adjourn

Motion by Pres. Schwab, second by Tr. Emmrich to adjourn.

Vote: 7 ayes, 0 nays. Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk/Treasurer

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

Name of Applicant Jom LTD
 Contact JOHN KRUISIKIS Address/ZIP W213 N16770 GLEN BORO WI Phone # 262-677-4901
 E-mail Address jmka.petro@gmail.com Fax # where Agenda/Staff comments are to be faxed 262-677-4801
 Name of Owner JOHN KRUISIKIS Address/ZIP N16621060 PARKWAY Phone# 262-677-4901
 Owner Representative/Developer _____
 Proposed Use of Site _____ Present Zoning PUD

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

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) under whose consent the requested action cannot be lawfully acted upon.

Name JOHN KRUISIKIS Signature [Signature] Date 2/20/19
 Office Use: Date Received 2-27-19 Date Paid 2-27-19 Receipt # 17599 Amount Paid \$ 175.00

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: JIM LTD dba VILLAGE MART

For a property located at (address): W 213 N 16770 GLEN BROOKS JACKSON WI

Phone number of Business/Applicant: 262-677-4901

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

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

NO CHANGE

Hours of Operation: 5AM - 10PM

Comprehensive/Master Plan Compatibility: SAME AS EXISTING

Building Materials (type, color): N/A

Setbacks from rights-of-way and property lines: SAME AS EXISTING

Screening/Buffering: N/A

Landscape Plan (sizes, species, location): N/A

Signage (dimensions, colors, lighting, location): PER DRAWING

Lighting (wattage, style, pole location and height, coverage): NO CHANGE

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

NO CHANGE

Storm-water Management: NO CHANGE

Erosion Control: N/A

Fire Hydrant Location(s): N/A

Knox Box, Posting Site (No Trespass signing), Emergency Telephone #'s: N/A

Hazardous Material Storage: N/A

Alarm Systems: N/A

Site Features/Constraints: _____

Parking (no. of spaces, handicapped parking, and dimensions): NO CHANGE

Tree and shrub preservation: NO CHANGE

Setbacks/height limitations: NO CHANGE

Wastewater Usage Projected: _____ gal/year Water Usage Projected: _____ gal/year

Duration and Review of Conditional Use (expiration, when reviewed: upon complaint, specified period):
REVIEW ON COMPLAINT

J&M Properties, LLC Db a Village Mart

John Kruepke
N166 W21060 Parkway
Jackson, WI 53037

Telephone 262-677-4901
Fax 262-677-4401
E-mail: jmkapetro@gmail.com
Feb 20, 2019

Village of Jackson
Jackson, WI 53037

It is my intention to reimage Village Mart from Mobil to Amoco Brand.
I also would like to replace the Manzard Roof panels with new white panels

Thank You,


John Kruepke

J&M Ltd
Db a The Village Mart

John Kruepke
N166 W21060 Parkway
Jackson, WI 53037

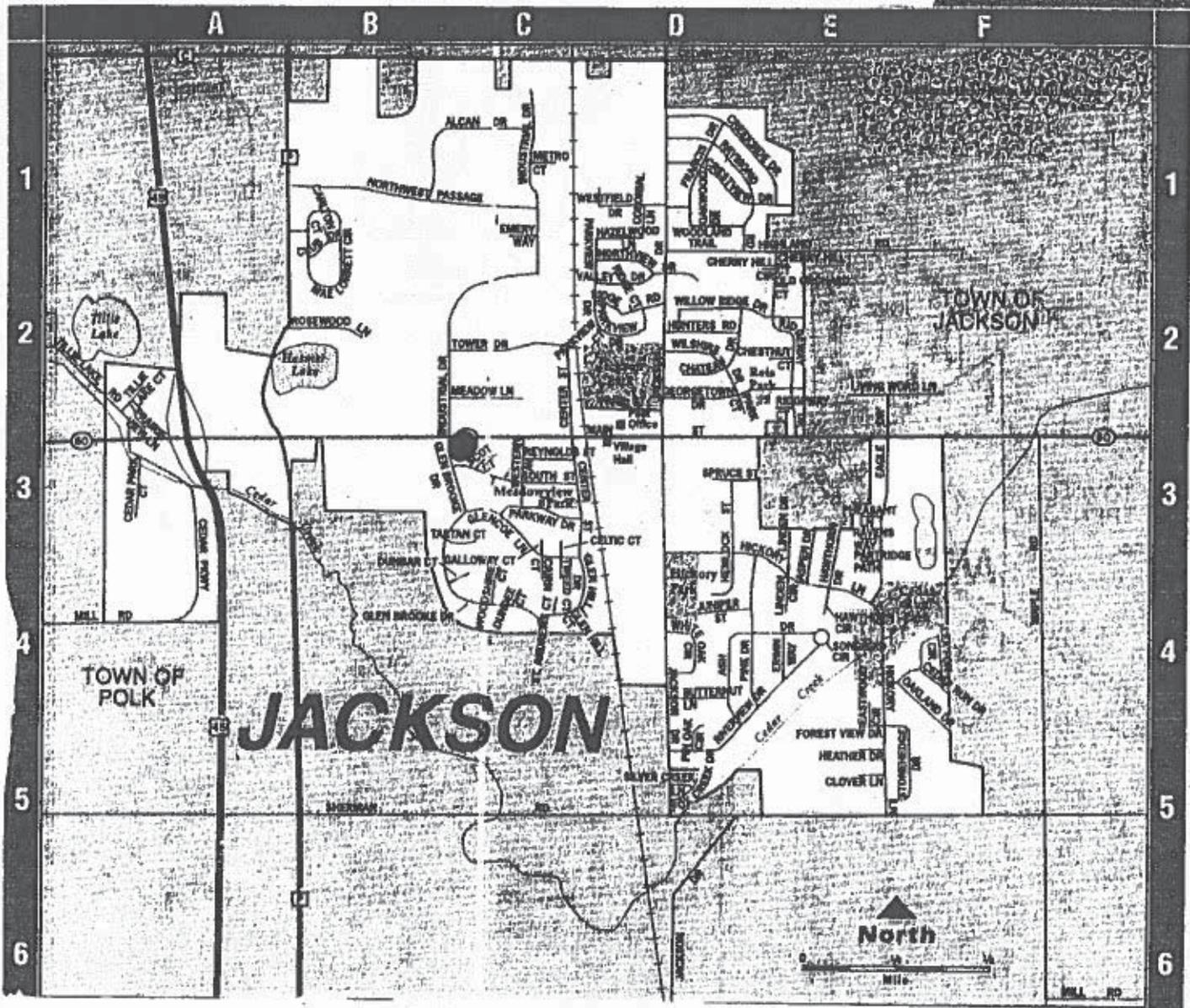
Telephone 262-677-4901
Fax 262-677-4401

Village of Jackson
Planning Commission

- A Water consumption – no change
- B Wastewater generation – no change
- C Vehicle trips – no change
- D Estimated number of vehicles – no change
- E Signage – New sign, same location
- F Hours of operation – no change
- G Proposed date of construction – October 15, 2008

Ja

Maps



MAIN STREET (HWY. 60)

SIDEWALK

EXISTING APPROACH

SIDEWALK

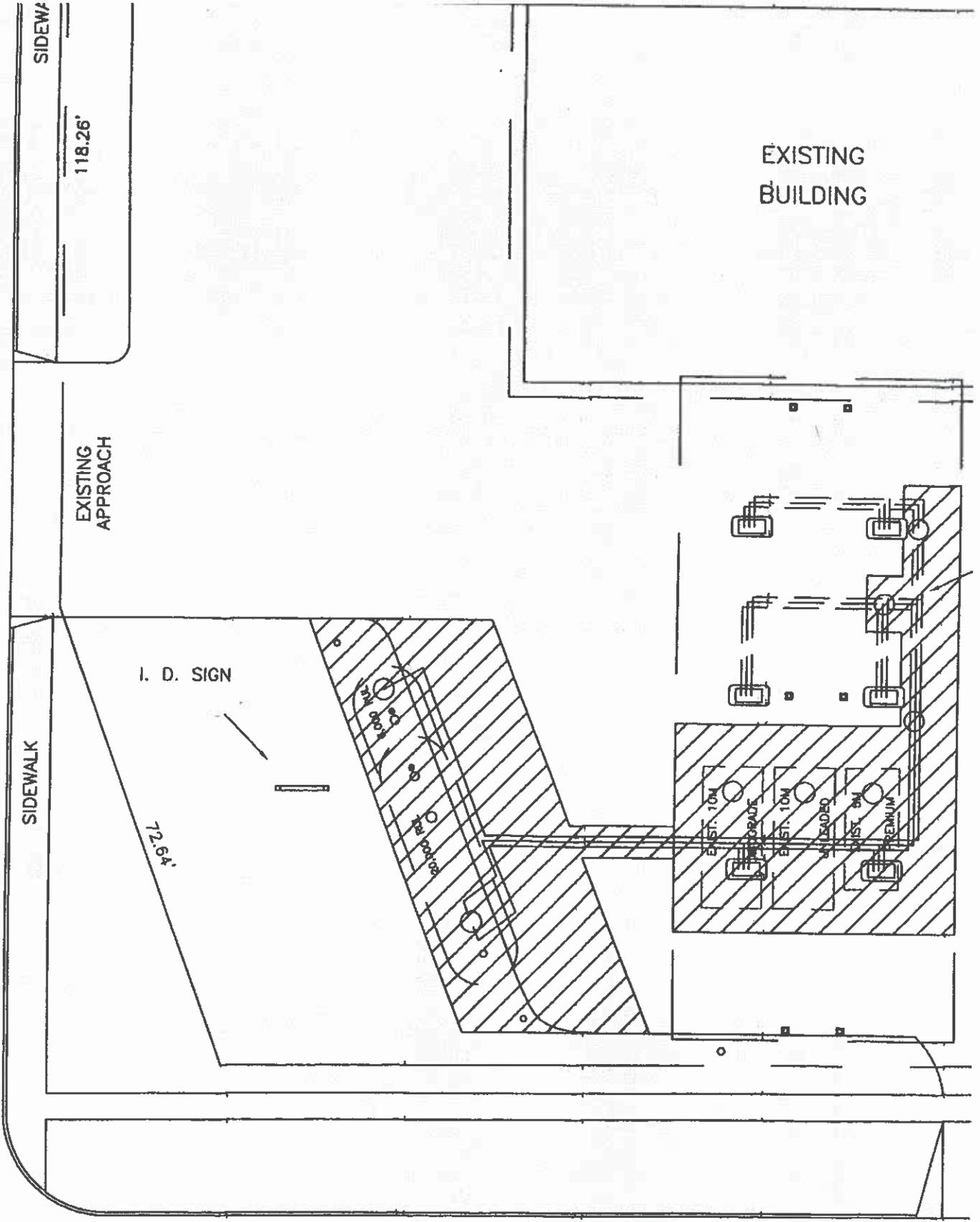
118.26'

I. D. SIGN

72.64'

GLEN BROOKE DRIVE

EXISTING BUILDING



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 _____

John Walther, Administrator

_____, Owner

Please print name

SIGN PERMIT



VILLAGE OF JACKSON

"Small Town Living / World Class Technology"

BUILDING PERMIT APPLICATION FOR VILLAGE OF JACKSON

Please Print

Permit # _____

Date 2/20/2019

Owner Tom PROPERTIES LLC Phone 262-677-4901

Street Address P.O. Box 477

City JACKSON State WI Zip 53037

Project Address W213 N16770 GLEN BROOKE

City JACKSON State WI Zip 53037

Contractor BAUER SIGN

Contractor Address 2500 S 170th NEW BIRCH WI 53151

Contractor License No. _____ Qualifier License No. _____ Phone No. 262-784-0500

Contractor E-mail Address _____

****2 sets of plans for residential and 3 sets of plans for commercial****

Type of Project Reimage Canopy & Fuel dispensers

Size of Building (or remodeled area) _____

Cost of Project \$ 49,000

Building Plat of Survey or Certified Survey Map (C.S.M.) _____

Air Conditioner -- Tons N/A # of Units _____

Furnace -- BTU's N/A # of Units _____

***** FOR OFFICE USE ONLY *****

Permit Fee 150.00 + 25.00 = 175.00 Pd 2-27-19 #17599

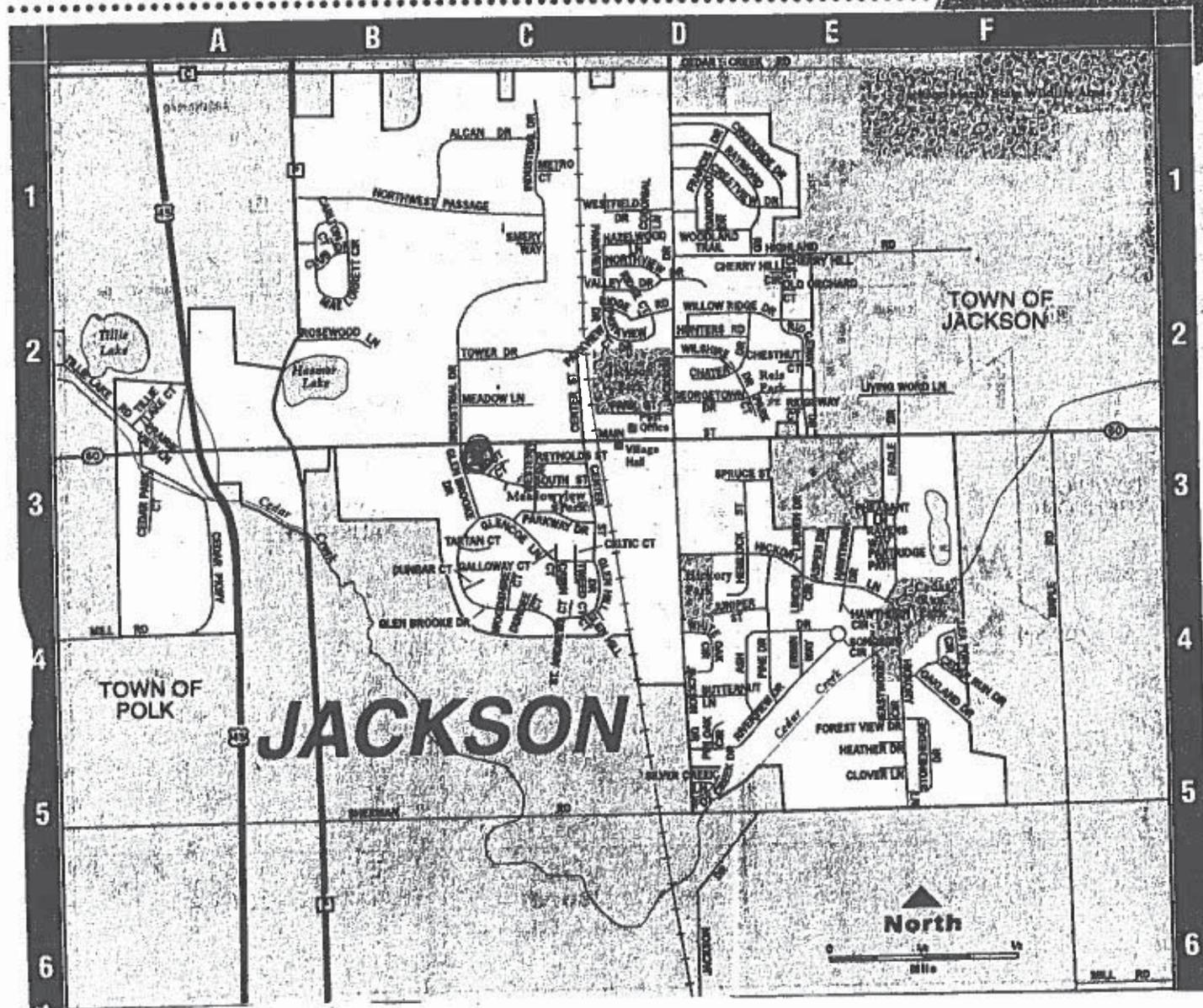
Mailing Address
P.O. Box 637

N168 W20733 Main Street
Jackson, Wisconsin 53037

Phone: (262) 677-9696
Fax: (262) 677-9710

Ja

Maps



TOWN OF POLK

JACKSON

TOWN OF JACKSON

North

0 1/2 1
Mile

MILL RD

**STATE OF WISCONSIN-WASHINGTON COUNTY
PROPERTY TAX BILL FOR 2005
REAL ESTATE**

TREASURER-VILL OF JACKSON
N168 W20733 MAIN ST
P.O. BOX 147
JACKSON WI 53037

J & M PROPERTIES LLC
Parcel No. **V3 0172 00C**
Bill No. 44396

Important: Be sure this description covers y
property. Note that this description is for tax
only and may not be a full legal description.
reverse side for important information.

J & M PROPERTIES LLC
N166 W21060 PARKWAY DR
JACKSON WI 53037

Legal Description/Location of Property
W213 N16770 INDUSTRIAL DR
V OF JACKSON ASSRS PLAT NE NV
OL 47-48-49+PT E1/2 NW DESC
IN CSM 2699+V841 P9+V1613 P577
OF RECORDS (HWY V1165 P381
+DOC 825602)
(STREET V1327 P49)

Please inform the treasurer of any address change

*** Deadline for claiming Lottery Credit is Jan 31st**

ASSESSED VALUE LAND	ASSESSED VALUE IMPROVEMENTS	TOTAL ASSESSED VALUE	AVERAGE ASSMT RATIO	NET ASSESSED VALUE RATE (Does NOT Reflect Lottery Credit)	NET PROPERTY TAX 10,235.7
65,200	419,200	484,400	.7723	21.1307/M	
ESTIMATED FAIR MARKET VALUE LAND	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS	TOTAL ESTIMATED FAIR MARKET VALUE	<input type="checkbox"/> A star in this box means unpaid prior year taxes	School taxes also reduced by school levy tax credit	\$426.57
84,400	542,800	627,200			
TAXING JURISDICTION	2004 ESTIMATED STATE AIDS ALLOCATED TO TAX DISTRICT	2005 ESTIMATED STATE AIDS ALLOCATED TO TAX DISTRICT	2004 NET TAX	2005 NET TAX	%TAX CHANGE
STATE TAX			120.08	119.30	-0.6%
COUNTY TAX	92,732	96,724	2,119.93	2,104.15	-0.7%
VILLAGE TAX	579,369	593,533	3,435.82	3,485.46	1.4%
WEST BEND SC 6307	2,880,049	3,174,419	3,858.20	3,818.68	-1.0%
MPTC	102,846	104,174	884.53	908.11	2.7%
TOTALS	3,654,996	3,968,850	10,418.54	10,235.70	-1.8%
LOTTERY AND GAMING CREDIT(0)			10,418.54	10,235.70	-1.8%
NET TAX					

TOTAL DUE: 10,235.7

For Full Payment, Pay to Local Treasurer by

JANUARY 31, 2006

**WARNING: If not paid by due dates, installment option
is lost and total tax is delinquent subject to interest
and applicable penalty (See reverse)**

**AND PAY 2ND INSTALLMENT OF: \$5,117.00
BY JULY 31, 2006**

Balance Due _____
TO COUNTY TREASURER

Make Check Payable to:
WASHINGTON COUNTY TREASURER
JANICE GETTELMAN
432 E. WASHINGTON ST
PO BOX 1986
WEST BEND WI 53095

Parcel No. V3 0172 00C

Bill No. 44396

J & M PROPERTIES LLC

Include This Stub With Your Payment

**OR PAY FULL AMOUNT OF: \$10,235.70
BY JANUARY 31, 2006**

TO LOCAL TREASURER

Make Check Payable to:

TREASURER-VILL OF JACKSON
N168 W20733 MAIN ST
P.O. BOX 147
JACKSON WI 53037

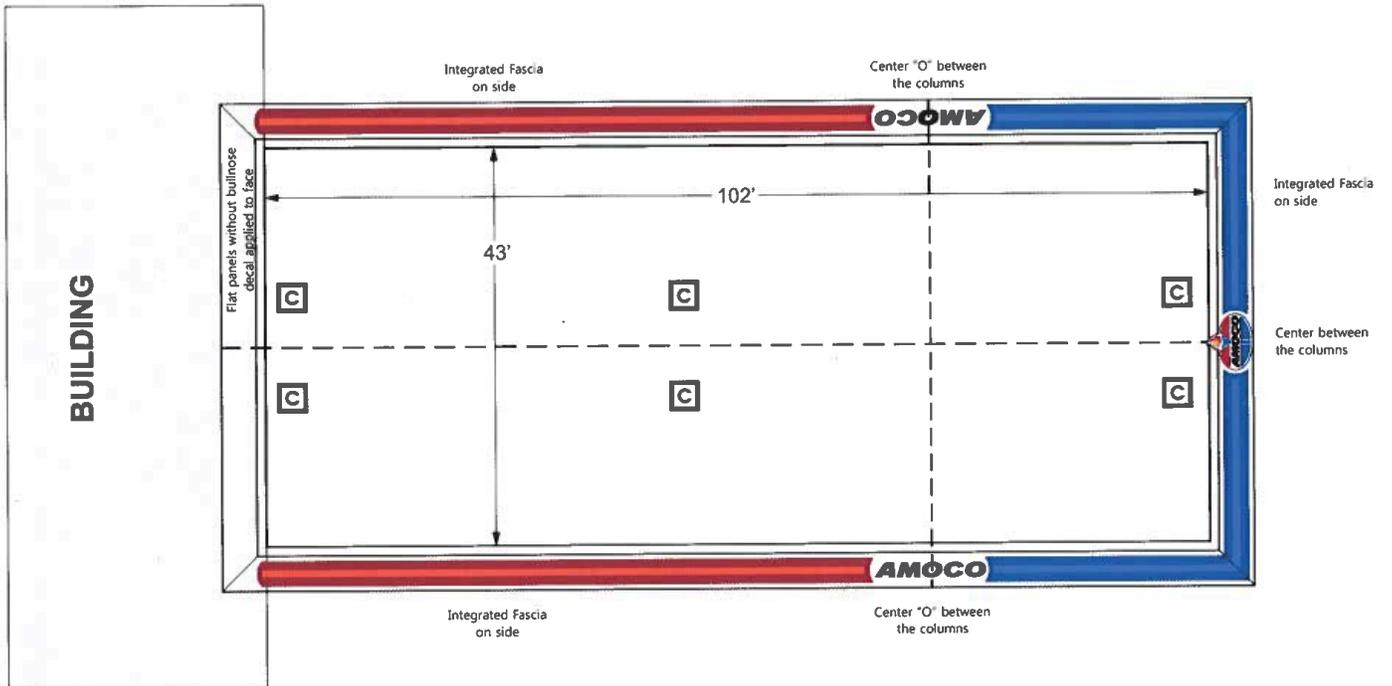
Parcel No. V3 0172 00C

Bill No. 44396

J & M PROPERTIES LLC

Include This Stub With Your Payment

BGB INTEGRATED CANOPY APPROVAL DRAWING - FASCIA 47" - JACKSON, WI



Signoff indicates that the above product has been permitted with any municipalities involved. By signing this document, the product will be manufactured to these specifications.

Approved By _____
 Date _____

TITLE 1816362 (TEMP162)
 ADDRESS W213 N16770 GLEN BROOKE DR
 CITY STATE JACKSON, WI 53037
 REVISION-2 09/07/18 - CRP/JF



REINTRODUCING THE ICONIC AMOCO BRAND



More details [▶](#)
on the back



Amoco - a BP brand



ANOTHER OPPORTUNITY TO GROW

Here is your first look at this exciting addition!



The Benefits of a Complementary Brand

- Resolves conflicts
- Another opportunity to grow with BP
- Brand recognition
- 2 great brands with just 1 supplier
- Comes with excellent consumer programs & offers



If you are interested in taking advantage of this opportunity, please reach out to your local Sales Representative with any questions you might have!

Amoco with a Fresh & Modern Look

① Logo ② Forecourt ③ Dispenser ④ MID



Amoco - a BP brand





EST. 1972
COUSINS
— SUPER —

regular

235⁹

diesel

284⁹

Super-Lube
Oil Change

car wash



12 stop engine no smoking

The Village Mart

Get your savings here! Text FUEL to 38631

5 Gallons

12

WARNING
Read manual or go to 119

10 18
20 16
30 14
40 12

regular 87
silver 89
Invigorate 93

Invigorate



265¢
295¢

249¢
379¢











Robert E. Lee & Associates, Inc.
Engineering • Surveying • Environmental Services

1250 Centennial Centre Boulevard • Hobart, WI 54155 • 920-662-9641 • www.releeinc.com

March 11, 2019

Mr. John M. Walther, Village Administrator
VILLAGE OF JACKSON
N168 W20733 Main Street
Jackson, WI 53037

RE: Rosewood Lane Multi-Family Development
Premier Rosewood Jackson, LLC

Dear Mr. Walther:

On behalf of Premier Rosewood Jackson, LLC, Robert E. Lee & Associates, Inc. is submitting the attached Development Application for conceptual review of a proposed 72-unit development, located at the northeast corner of Rosewood Lane and CTH P in the Village of Jackson. Included in this submittal is the following:

- Village of Jackson Development Application Form
- Letter of Intent (See Below for Project Narrative)
- Location Map
- Conceptual Sketch Map of 72-Unit Development
- \$50 Review Fee

Overall, the project includes the construction of six 12-unit apartment buildings and the associated paved driveways and parking areas. Each building will provide a covered parking stall for each unit, and additional exterior parking stalls will be provided as well. The development will provide roughly 55% green space. An exterior trash enclosure and mail room will be constructed on-site to serve the development's residents. The attached layout is conceptual and the layout may be modified yet during the detailed design phase.

If you have any questions or need any additional information, please do not hesitate to call.

Sincerely,

ROBERT E. LEE & ASSOCIATES, INC.

Aaron J. Breitenfeldt, P.E.

AJB/LAR

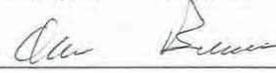
ENC.

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

Name of Applicant ROBERT E LEE 9 ASSOCIATES, INC.
 Contact ARON BREITENFELDT Address/ZIP 1850 CENTENNIAL CENTRE BLVD Phone # (401) 662-9641
 E-mail Address abreitenf@tccdevelopment.com Fax # where Agenda/Staff comments are to be faxed _____
 Name of Owner PREMIER ROSEWOOD JACKSON, LLC Address/ZIP 340 GATEWAY ROAD, BROOKFIELD, VT 55045 Phone# (262) 349-8870
 Owner Representative/Developer CHRIS SWATER
 Proposed Use of Site MULTI-FAMILY Present Zoning PUD - PLANNED UNIT DEVELOPMENT

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

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 ARON BREITENFELDT Signature  Date 3/11/19

Office Use: Date Received _____ Date Paid _____ Receipt # _____ Amount Paid \$ _____



PROJECT LOCATION MAP



- Legend**
- Municipality
 - State Boundaries
 - County Boundaries
 - Major Roads**
 - Interstate Highway
 - State Highway
 - US Highway
 - County and Local Roads**
 - County HWY
 - Local Road
 - Railroads**
 - Tribal Lands
 - Rivers and Streams
 - Intermittent Streams
 - Lakes and Open water
 - Index to EN_Image_Basemap_Leaf Off

0.3 0 0.13 0.3 Miles

NAD_1983_HARN_Wisconsin_TM

1: 7,920

DISCLAIMER: The information shown on these maps has been obtained from various sources, and are of varying age, reliability and resolution. These maps are not intended to be used for navigation, nor are these maps an authoritative source of information about legal land ownership or public access. No warranty, expressed or implied, is made regarding accuracy, applicability for a particular use, completeness, or legality of the information depicted on this map. For more information, see the DNR Legal Notices web page: <http://dnr.wi.gov/legal/>

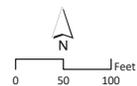
Notes



Conceptual Site Layout - 72 Unit - Detail
 Village of Jackson
 Washington County, WI

DATE: 3/11/2019
 JOB: 5915000
 DRAWN: PFO

- Legend
- - - PR Lot Lines
 - ▭ PR Concrete
 - ▭ PR Asphalt
 - ▭ PR Building
 - ▭ Mulch Walking Path
 - ▭ Wetland
 - ▭ PR Pond
 - ▭ Sign
 - ▭ Office/Garage
 - ▭ Trash Enclosure
 - ▭ Gazebo



Source: Robert E. Lee & Associates, Inc.
 ESN, Washington County

Disclaimer: Robert E. Lee & Associates, Inc. makes every effort to ensure this map is free of errors but does not warrant the map or its contents are without liability or responsibility to the user in any particular use. Robert E. Lee & Associates, Inc. provides this map without any warranty of any kind whatsoever, either expressed or implied.



Robert E. Lee & Associates, Inc.
 Engineering, Surveying and Environmental Services
 1250 Centennial Centre Boulevard, Hobart, WI 54155
 Phone: (920) 662-9641 FAX: (920) 662-9141
 www.releeinc.com







STAFF REVIEW COMMENTS
Plan Commission Meeting – Meeting Date, March 28, 2019

1. Planned Unit Development – J & M Ltd dba Village Mart – Sign

Building Inspection

- A building permit for the construction of the ground sign foundation and building fascia upgrades is required. Building plans stamped by a licensed engineer for the sign foundation are required to be submitted with the permit application.
- An electrical permit for the installation of the canopy perimeter lighting is also required.
- The current site signage violates Village Ordinance Section 48-301(7) outlined below.
- Village ordinances to allow for certain reprieve from the square footage limitations but only under a certain exception provided in Section 48-302 included below.

Notes:

- The newly installed ground sign provides approximately 261 sq. ft of signage area.
- Each pump provides approximately 32 sq. ft. of signage for a total of 224 sq. ft.
- There is approximately 247 lineal feet of canopy signage.
- Ord. Section 48-301(7): *The total area of all signs except window signs, erected or placed on any one premises shall not exceed 60 percent of the signable area of a building as defined in Section 48-303 herein or 400 square feet, whichever is smaller.*
- Ord. Section 48-302: *The village may permit the erection of a ground sign in excess of the requirements as set forth in 48-301(4) and the total signage square footage in excess of the requirements as set forth in Section 48-301(&) through the granting of a conditional use permit when the signs are erected on property adjacent to an arterial street, or highway with a posted speed limit of 40 mph or greater.*
- Ord. Section 48-303: *The signable area of a building is designated as the area of the façade of the building up to the roofline, which is free of windows and doors, or major architectural detail on which signs may be displayed. In computing signable areas, any façade, which faces and abuts upon a public street right-of-way, may be utilized.*

Public Works/Engineering

- No comments.

Police Department

- No comments.

Fire Department

- No comments.

STAFF REVIEW COMMENTS
Plan Commission Meeting – Meeting Date, March 28, 2019

Administrative/Planning

- No comments.

2. Concept Plan – Robert E. Lee & Associates Inc. – Multi-Family 72-Unit Development

Building Inspection

- Staff would recommend an additional trash enclosure purely for convenience to the residents.
- It appears there are adequate areas for snow storage during winter months.
- Consideration any potential impacts of significant vehicular traffic (72 units) from the proposed development on the adjacent residential parcels on Hasmer Lake and access to Cty. P. Further clarification as to the type of units (1, 2, or 3 bedrooms?) would be helpful in determining the potential traffic impacts.
- Roughly 70 ground surface parking spots are proposed.
- The 2050 Village Land Use Plan shows this area zoned as industrial. (Possible change req'd?)
- Buffering requirements to residential properties to the east and south?
- NFPA 1 18.2.3.2.2 – Fire Department perimeter access to any exterior wall may not exceed 450 feet if a building is sprinklered.

Public Works/Engineering

- Recommend proceed with the proper requirements to remove or fill the isolated wetland on the site.
- The landscape plan should consider providing a proper separation or barrier along Rosewood Lane and CTH P.
- The storm sewer system for the site will be private and not part of the Village of Jackson's system. The storm sewer design can and shall use the existing detention pond. Minimum runoff will be allowed to flow to Rosewood Lane.
- The Development shall provide a 20 ft utility easement for a single utility or a 30 ft easement for two utilities in the same easement. Easements shall be provided for sanitary sewers and water mains. Sanitary cleanouts (if necessary) and water shutoff valves shall be at the easement line.

STAFF REVIEW COMMENTS

Plan Commission Meeting – Meeting Date, March 28, 2019

Police Department

- No comments.

Fire Department

- In a multi-family residence, hydrants must be placed no more than 250 feet apart. It is under assumption and my recommendation that these will be sprinklered buildings which will require a hydrant within 150 feet from the FDIC. (See attached Village Ordinance Chapter 18.)
- Attached is NFPA 1 fire code for Fire Department access and water supply. Although there are two accesses out of the complex, there is only one road into this area. It is my concern that a single road does not allow emergency entrance or exit in case of 18.2.3.3. It is my recommendation to have another driveway put in from Hwy P or an emergency access road through the Spring Valley Manufactured community. This would require following 18.2.3.5.1.1 - 18.2.3.5.2. This is due to high life safety risk in this complex.

Administrative/Planning

- No comments.

Chapter 18

FIRE PREVENTION AND PROTECTION*

DIVISION 2. HYDRANTS

Sec. 18-113. Spacing of fire hydrants on public streets.

Fire hydrants on public streets shall conform to the following placement requirements:

- (1) Hydrants on single-family zoned residential streets shall be spaced no more than 500 feet apart.
- (2) Hydrants on multifamily, business, commercial and industrial zoned streets shall be spaced no more than 250 feet apart.
- (3) Hydrants spacing on streets zoned PUD shall be determined by the fire chief or authorized representative using the spacing requirements of either subsection (1) or (2) of this section, as appropriate.

DIVISION 3. FIRE PROTECTION SYSTEMS

Sec. 18-135. Additional standards applicable to sprinkler systems.

- (a) A 30-degree, five storz connection shall be installed as the fire department connection. The connection point shall be between three feet and four feet above the finished property grade. The fire department connection shall be located within 150 feet of a hydrant.

18.2 Fire Department Access.

18.2.1 Fire department access and fire department access roads shall be provided and maintained in accordance with Section 18.2.

18.2.3 Fire Department Access Roads.

18.2.3.1 Required Access.

18.2.3.1.1 Approved fire department access roads shall be provided for every facility, building, or portion of a building hereafter constructed or relocated.

18.2.3.1.2 Fire department access roads shall consist of roadways, fire lanes, parking lot lanes, or a combination thereof.

18.2.3.1.3* The provisions of 18.2.3.1 through

18.2.3.3* Multiple Access Roads. More than one fire department access road shall be provided when it is determined by the AHJ that access by a single road could be impaired by vehicle congestion, condition of terrain, climate conditions, or other factors that could limit access.

18.2.3.5 Specifications

18.2.3.5.1 Dimensions.

18.2.3.5.1.1* Fire department access roads shall have an unobstructed width of not less than 20 ft (6.1 m).

N 18.2.3.5.1.1.1* Where approved by the AHJ, the width of fire department access roads shall be permitted to be less than the minimum specified in 18.2.3.5.1.1.

N 18.2.3.5.1.1.2 The width of fire department access roads shall be increased when the minimum width specified in 18.2.3.5.1.1 is not adequate to accommodate fire apparatus.

18.2.3.5.2* Surface. Fire department access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an all-weather driving surface.

18.2.3.5.3 Turning Radius.

18.2.3.5.3.1 The turning radius of a fire department access road shall be as approved by the AHJ.

18.2.3.5.3.2 Turns in fire department access roads shall maintain the minimum road width.

N 18.2.3.5.3.3 Fire department access roads connecting to roadways shall be provided with curb cuts extending at least 2 ft (0.61 m) beyond each edge of the fire department access road.

18.2.3.5.4 Dead Ends. Dead-end fire department access roads in excess of 150 ft (46 m) in length shall be provided with approved provisions for the fire apparatus to turn around.

Reference; NFPA 1: Fire Code, 2018 Edition – Chapter 18 Fire Department Access and Water Supply

DIVISION 7. - SIGNS

Sec. 48-298. - Purpose and intent.

The intent of this division is to provide for and regulate the location and safe construction of signs in a manner to ensure that signs are compatible with surrounding land uses, and express the identity of individual proprietors and the community as a whole.

(Prior Code, § 14.10A; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-299. - Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Awning sign means a non-illuminated identification is affixed flat to the surface of an awning and which does not extend vertically or horizontally beyond the limits of such awning.

Banners means a flexible graphic that may only be displayed by commercial and institutional establishments, delineating a special area or depicting a special announcement. See *Temporary signs* .

Canopy sign means a sign suspended from or forming part of a canopy or marquee and which does not extend horizontally beyond the limits of such canopy or marquee.

Changeable copy sign means any sign which is characterized by changeable copy, letters, or symbols, regardless of method of attachment.

Flags means devices generally made of flexible materials, such as cloth, paper, or plastic, and displayed on strings. Flags may or may not include copy. This definition does not include the flag of any country or state.

Ground sign means a sign attached to the ground independent of any buildings.

Marquee. See *Canopy sign* .

Projecting sign means a sign projecting more than 12 inches from the face of the building.

Roof sign means a sign erected on or over the roof of the building.

Temporary sign means a graphic granted by a special use permit, to be displayed not longer than 16 consecutive days.

Wall sign means a sign which is attached to a wall of a building and projects not more than 12 inches from such wall and shall not extend above the ceiling line of the top floor of the building.

Window sign means a sign painted on or affixed to a window. Materials affixed to a window shall be affixed to the inside surface of the window to eliminate scattering of copy by wind action.

(Prior Code, § 14.10A; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-300. - Signs permitted in all districts without a permit.

The following signs are permitted in all zoning districts without a permit, subject to the following regulations:

- (1) Real estate ground or wall signs not to exceed eight square feet in area which advertise the sale, rental, or lease of the premises upon which the signs are temporarily located. Such signs may not be placed in the right-of-way.
- (2) Ground signs identifying the name and address of the resident not to exceed two square feet in area when located on the premises. Such signs may be placed at the right-of-way line.
- (3) Home occupation and professional home office wall signs not to exceed two square feet in area and mounted flush against the dwelling.
- (4) Bulletin boards on ground signs or wall signs for public, charitable, or religious institutions not to exceed 50 square feet in area located on the premises. Such signs shall meet the setback requirement of the district in which they are located.
- (5) Memorial signs, tablets, names of buildings, and date of erection when cut into any masonry surface or when constructed of metal and affixed flat against a structure.

- (6) Official ground signs such as traffic control, parking restrictions, information, and notices. Such signs may be placed at the curb line or pavement edge.

(Prior Code, § 14.10B; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-301. - Signs permitted in business and industrial districts with a permit.

Signs are permitted in all business and manufacturing districts subject to the following restrictions:

- (1) Temporary signs when seeking a special use permit shall, in each case, describe the material of the sign to be permitted; the size of the sign to be permitted; the time period the sign is to remain in place; and how the sign will be displayed, including the location. Signs which meet the definition of a non-permanent sign, but are anticipated to be recurring, shall be approved as a conditional use or a planned unit development site plan amendment.
- (2) Wall signs placed against the exterior walls of buildings shall not extend more than 12 inches outside of a building's wall surface, shall not exceed in area 30 percent of the signable area of the building, or 300 square feet, whichever is smaller, for any one premises. Wall signs shall not extend beyond the ceiling level of the top floor of the building upon which they are located.
- (3) Projected signs, awning signs, canopy signs, and marquees fastened to, suspended from, or supported by structures shall not exceed 100 feet in area for any one premises; shall not extend more than six feet into any required yard; shall not extend more than three feet into any public right-of-way; shall not be less than ten feet from all side lot lines; shall not exceed a height of 20 feet above the mean centerline street grade; and shall not be less than ten feet above the sidewalk nor 15 feet above a driveway or an alley.
- (4) Ground signs shall not exceed 20 feet in height above the mean centerline street grade, shall not exceed 80 square feet on one side nor 160 square feet on all sides for any one premises. No ground sign shall be placed closer than 80 feet to another ground sign or projecting, awning, canopy, or marquee sign unless permitted by conditional use. The conditional use application shall include scaled drawings or renderings showing the sign relative to the site and structures, photos or videotapes of the proposed sign at both 20 feet in height and the proposed height from all directions that are deemed necessary by the village.
- (5) Roof sign shall not exceed ten feet in height above the roof, shall meet the height requirements for the district in which it is located, and shall not exceed 300 square feet on all sides for any one premises.
- (6) Window signs shall not exceed 25 percent of the glass area of the pane upon which the sign is displayed.
- (7) The total area of all signs except window signs, erected or placed on any one premises shall not exceed 60 percent of the signable area of a building as defined in section 48-302 herein or 400 square feet, whichever is smaller.

(Prior Code, § 14.10C; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-302. - Signs which may be erected or placed if a conditional use is granted.

The village may permit the erection of a ground sign in excess of the requirements as set forth in section 48-301(4) and the total signage square footage in excess of the requirements as set forth in section 48-301(7) through the granting of a conditional use permit when the signs are erected on property adjacent to an arterial street, or highway with a posted speed limit of 40 mph or greater.

(Prior Code, § 14.10D; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-303. - Signable area.

The signable area of a building is designated as the area of the facade of the building up to the roofline, which is free of windows and doors, or major architectural detail on which signs may be displayed. In computing signable areas, any facade, which faces and abuts upon a public street right-of-way, may be utilized.

(Prior Code, § 14.10E; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-304. - Search lights.

The village board may, by special use permit, allow the temporary use of a search light for advertising purposes in any nonresidential district provided that the search light will not be located in any public right-of-way, will not be located closer than ten feet to an adjacent property, and will not cause a hazard to traffic or adjoining properties. Special use permits for search lights shall not be granted for a period of more than five days in any six-month period.

(Prior Code, § 14.10F; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-305. - Facing.

No sign except those permitted in section 48-301 shall be permitted to face a residential district within 100 feet of such district boundary.

(Prior Code, § 14.10G; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-306. - Lighting and color.

Signs shall not resemble, imitate, or approximate the shape, size, form, or color of railroad or traffic signs, signals, or devices. Signs shall not obstruct or interfere with the effectiveness of railroad or traffic signs, signals, or devices. Signs shall not be erected, relocated, or maintained so as to prevent free ingress to or egress from any door, window, or fire escape. Signs shall not be placed so as to obstruct or interfere with traffic visibility upon public ways. Signs may be illuminated but non-flashing.

(Prior Code, § 14.10H; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-307. - Construction and maintenance standards.

- (a) *Wind pressure and dead load requirements.* All signs and other advertising structures shall be designed and constructed to withstand wind pressure of not less than 40 pounds per square foot of area; and shall be constructed to receive dead loads as required in the village building code or other ordinance.
- (b) *Protection of the public .* The temporary occupancy of a sidewalk or street or other public property during construction, removal, repair, alteration, or maintenance of a sign is permitted provided the space occupied is roped off, fenced off, or otherwise isolated.
- (c) *Maintenance .* The owner of any sign shall keep it in good maintenance and repair, which includes restoring, repainting, or replacement of a worn or damaged legally existing sign and ensuring it is erected in a clean, sanitary, and inoffensive condition, free and clear of all obnoxious substances, rubbish, weeds, and grass.
- (d) *Supporting members, braces and other attachments.*
 - (1) Supporting members or braces of all signs shall be constructed of galvanized iron, properly treated steel, copper, brass, or other non-corrosive incombustible material.
 - (2) All projecting signs, if placed at a right or other angle to the wall or roof of any building, shall be attached by such non-corrosive metal bolts, anchors, cable, or other metal attachments as shall ensure permanent and safe construction and shall be maintained free from rust or other defects.
 - (3) Every means or device used for attaching any sign shall extend through the walls or roof of the building should the zoning administrator determine the safe and permanent support of such sign so required and shall be securely anchored by wall plates and nuts to the inside of the walls or to bearings on the underside of two or more roof or ceiling joists in the walls or to bearings on the underside of two or more roof or ceiling joists in accordance with instructions given by the building inspector.
 - (4) Small flat signs containing less than ten feet of area may be attached to a building by the use of lag bolts or other means to the satisfaction of the zoning administrator.
 - (5) No signs, or any part thereof, or sign anchors, braces, or guide rods shall be attached, fastened, or anchored to any fire escape, fire ladder, or stand pipe and no such sign or any part of any sign or any anchor, brace, or guide rod shall be erected, put up, or maintained so as to hinder or prevent ingress or egress through such door, doorway, or window so as to hinder or prevent the raising or placing of ladders against such building by the fire department of the village, as necessity therefore may require.

(Prior Code, § 14.10I; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-308. - Existing signs.

- (a) *Nonconforming signs.* Signs (except for temporary signs) lawfully existing at the time of the adoption or amendment of this chapter may be continued although the size or location does not conform to this chapter. However, all nonconforming signs shall be deemed to have exhausted their economic life after seven years from the time they become a nonconforming use. Nonconforming signs, after this seven-year period, shall either be made to conform to the terms of this chapter, or shall be removed by the owner, agent or person having beneficial use of the property. Nonconforming signs, during the seven year grace period, shall be kept in good repair, but the cost of maintenance shall not be considered grounds for their continued use beyond the seven year grace period. The zoning officer or building inspector shall, after the seven year grace period, notify the owner, agent or person having beneficial use of the property, of the expiration of the grace period. After 30 days, if the sign has not been made to conform to this chapter or removed, the zoning officer shall initiate the appropriate punitive action.
- (b) *Vacated and abandoned signs.* Any sign or banner that is not removed within 30 days of the discontinuance of business operations or activities at the premises shall be considered a vacated/abandoned sign. The zoning officer or building inspector shall, after 30 days, notify the owner, agent, or person having beneficial use of the property to remove the vacated/abandoned sign within ten days of receiving a "notice of intent to remove." Should the vacated/abandoned sign not be removed by the owner, or his agent, within ten days, the sign will be removed by the village and all costs for removal, storage and disposal will be assessed to the property owner. Vacated/abandoned signs removed by the village may be disposed of at the discretion of the zoning officer or building inspector after 45 days of removal. Disposal may include destruction, sale, and sale at auction or any other means deemed necessary.

(Prior Code, § 14.10J; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)

Sec. 48-309. - Permit required; procedure.

- (a) No sign shall be located, erected, moved, reconstructed, extended, enlarged, converted, or structurally altered without a building permit, except those signs excepted in section 48-300; and all signs shall fully conform to the requirements of this chapter.
- (b) Application for a sign permit shall be made on forms provided by the zoning officer or building inspector and shall contain or have attached thereto the following information:
 - (1) Name, address and telephone number of the applicant.
 - (2) Location of building, structure, or lot to which or upon the sign is to be attached or erected.
 - (3) Name of person, firm, corporation, or association erecting the sign.
 - (4) Written consent of the owner or lessee of the building, structure, or land to which or upon which the sign is to be affixed.
 - (5) A scale drawing of such sign indicating the dimension, the materials to be used, the type of illumination, if any, and the method of construction and attachment.
 - (6) A scale drawing indicating the location and position of such sign in relation to nearby buildings or structures.
 - (7) Copies of any other permit required and issued for the sign, including the written approval by the electrical inspector, in the case of illuminated signs, who shall examine the plans and specifications, re-inspecting all wiring and connections to determine if the same complies with the electrical code.
 - (8) Additional information as may be required by the building inspector, zoning officer, or village plan commission.
- (c) Sign permit applications shall be filed with the building inspector, who shall review the application for its completeness and accuracy and approve or deny, in writing, the application within 30 days of receipt from the zoning administrator unless the time is extended by written agreement with the applicant. A sign permit shall become null and void if work authorized under the permit has not been completed within six months of the date of issuance.

(Prior Code, § 14.10K; Ord. No. 95-02; Ord. No. 02-12; Ord. No. 03-04; Ord. No. 09-01)