

**APPROVED MINUTES  
PLAN COMMISSION MEETING  
Thursday, May 28, 2020 at 7:00 p.m.  
Jackson Village Hall  
N168 W20733 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, Tr. Kruepke, Jon Molkentin, Dan Reik and Jon Weil

Village Board Members Present: Tr. Heckendorf

Staff Present: Collin Johnson, John Walther and Jilline Dobratz

**2. Approval of Minutes for the Plan Commission Meeting of February 27, 2020**

Motion by Tr. Emmrich, second by Jon Weil to approve the Plan Commission minutes of February 27, 2020.

Vote: 7 ayes, 0 nays. Motion carried.

**3. Planned Unit Development Amendment – JYM Investments/Joseph Merkel – Storage Units and Maintenance Building**

Collin Johnson provided information in Joe Merkel's absence. Joe wanted to make sure if there were any questions regarding the proposed development, he would answer them. Collin stated the staff is fine with the proposal and the DNR has approved filling of the wetlands. Joe is requesting temporary access off Sherman Road to be able to bring in fill to the site instead of going through the residential area. Once the fill has been brought in, that temporary access would be removed. This is part of the approval. Joe has no questions with the staff recommendations. John Walther commented the buildings are for site use.

Motion by Tr. Kruepke, second by Tr. Emmrich to recommend the Village Board approve the Planned Unit Development Amendment – JYM Investments/Joseph Merkel – Storage Units and Maintenance Building subject to all the staff comments. Keith Berben inquired if the secondary driveway isn't removed, will there be any repercussions. Collin stated he can withhold occupancy on any of the buildings if there is an issue and a charge back could happen. Joe is responsible for full restoration.

Vote: 7 ayes, 0 nays. Motion carried.

**4. Planned Unit Development Amendment – Kettle Marine/Brett Cottrell – Marine Dealership**

Brett Cottrell was present stating they are trying to start a Marine Dealership. Collin Johnson gave background information. The project was started without permits. The use has changed and is now a sales office, a sales floor and the back warehouse for boats and marine equipment. The end use did not include service of any type. However, service has been going on and it is not an allowed use given the current configuration. He has worked with the designer from Design 2 Construct with code issues. The State is waiting for additional items to be submitted and have until June

7, 2020 to resubmit. Outside temporary occupancy that was granted, he has not been back to the building to see if any type of progress has been made. They were on hold waiting for State plans to come back and the plans came back on hold. Mark Hertzfeldt, Design 2 Construct, furnished information regarding issues related to the code and occupancy. The use started as a smaller piece in the building and has grown to take over more of the building. As of tomorrow, every single issue on the list is addressed with exception of things like outside fencing, everything associated with the State of Wisconsin and all the concerns Collin has with how the building is going to operate will be submitted back to the State. As of next week, everything will be resolved, and they will be able to come back to the Village with an approved plan from the State of Wisconsin to modify the occupancy application and to modify the permit for the balance of the construction to take place. Jim Blise, owner of the building, spoke regarding the building and the improvements that have been made in the past three years including asbestos removal. Collin commented this building was in use when he got there from day one. Mark stated construction will take four to six weeks after State approval and explained the issues that will be resolved.

Motion by Jon Weil, second by Jon Molkentin to table this until the next Plan Commission meeting in order to get a response from the State, it can be addressed by staff, all parties can update the scope and give the Plan Commission more information to complete this.

Discussion ensued on State approved plans, temporary occupancy and overall use of the building and service use with regards to fluids, fuel systems, etc. not be approved unless appropriate accommodations are made compliant with the code.

Vote: 0 ayes, 7 nays. Motion failed.

Motion by Pres. Schwab, second by Keith Berben to recommend the Village Board approve the Planned Unit Development Amendment – Kettle Marine/Brett Cottrell – Marine Dealership per staff comments.

Discussion on use including parking spaces, boat displays, fenced area for storage of boats and motorsports only.

Vote: 7 ayes, 0 nays. Motion carried

Motion by Pres. Schwab, second by Jon Molkentin to recommend the Village Board approve the sign permit Kettle Marine/Brett Cottrell – Marine Dealership as presented.

Vote: 7 ayes, 0 nays. Motion carried

Collin stated to begin the sewer and water process would require a request in writing from Mr. Blise requesting the Village look at providing utilities for that property. John Walther confirmed Mr. Blise has been told the Village would not start the process until a petition is received.

## **5. Planned Unit Development – Liberty Self-Storage – Self-Storage Facility**

Dave Uttech, Keller Inc., was present and gave background information. The Storm water issue will be addressed to meet Village Code prior to the next meeting. Pres. Schwab inquired if there are Tax Increment District (TID) requirements that buildings must adhere to. Collin Johnson commented it is a zoned Planned Unit Development. John Walther stated he is unaware of any restrictions that would prohibit something like this. There were some suggested uses that were allowed for certain buildings in the TIF district. Mr. Kreuser stated there is an accepted offer on the property. They have talked with business owners within the park about potential commercial

storage. It is a business opportunity in which they want to grow and that they will own and operate. Outside storage will not be allowed. The current plan is to have it open with one entry point on Alcan Court with no access to Cedar Creek Road. Motion by Pres. Schwab, second by Tr. Emmrich to recommend the Village Board approve the Planned Unit Development – Liberty Self-Storage – Self-Storage Facility pending appropriate stormwater drawings.  
Vote: 6 ayes, 1 nay (Jon Molkentin). Motion carried.

**6. Planned Unit Development – Design 2 Construct/James Blise – Spec Office / Industrial Building**

Mark Hertzfeldt, Design 2 Construct, was present and gave background information. They are purposing a multi-tenant facility building on Northwest Passage. It will be painted precast, set up for up to six tenants with parking on Northwest Passage. The truck access will be off Alcan.

Motion by Tr. Emmrich, second by Tr. Kruepke to recommend the Village Board approve the Planned Unit Development – Design 2 Construct/James Blise – Spec Office / Industrial Building per staff comments.

Vote: 7 ayes, 0 nays. Motion carried

**7. Planned Unit Development – Snow Studs – Office / Industrial Building**

Mark Hertzfeldt, Design 2 Construct, was present and provided background information. The parcel is on Alcan Drive, it is an insulated metal panel constructed building. The intent is to expand as the business grows. The size and use of the building are compliant for the State to be unsprinkled. They checked with the Fire Department before they began. If they decided to expand, they would have to sprinkle the building or put up a fire wall to separate the building and be compliant with the building code. Currently, it is a small enough footprint that it is unsprinkled and unfired alarmed.

Motion by Pres. Schwab, second by Tr. Emmrich to recommend the Village Board approve the Planned Unit Development – Snow Studs – Office / Industrial Building as presented with the understanding that at this point there will not be a sprinkler system and the other staff comments apply.

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 8:16 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*  
Village Clerk