

**APPROVED MINUTES
PLAN COMMISSION MEETING
Thursday, June 27, 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: Tr. Emmrich, Dan Herro, Dan Reik and Jon Weil.

Member Excused: Tr. Kruepke.

Member Absent: Keith Berben.

Staff present: Collin Johnson, John Walther and Jilline Dobratz.

2. Approval of Minutes for the Plan Commission Meeting of May 23, 2019

Motion by Tr. Emmrich second by Dan Reik to approve the Plan Commission minutes of May 23, 2019.

Vote: 5 ayes, 0 nays. Motion carried.

3. Concept Plan – Jackson Development – Stonewall & Georgetown Dr.

Kurt Henning, H & R Construction, was present and explained the proposed development. The new concept plan includes more green space and less roads. He is looking at converting the remaining four 12 family units to seven four family units due to the cost of the buildings. Four family buildings can be separated and eliminate sprinkler systems. They would like to put a four-family slab in before winter. The engineers are working on it now. The buildings are all slab on grade. Motion by Pres. Schwab, second by Tr. Emmrich to recommend the Village Board approve the Concept Plan for Jackson Development – Stonewall & Georgetown Drive as presented and per staff comments.

Vote: 5 ayes, 0 nays. Motion carried

4. Planned Unit Development Amendment – Sign – Cobblestone Meadows

Dirk Wildt from Cobblestone Builders & Developers, Inc. was present and gave background information on the stone sign.

Motion by Pres. Schwab, second by Jon Weil to recommend the Village Board approve the Planned Unit Development Amendment – Sign – Cobblestone Meadows as presented and per staff comments.

Vote: 5 ayes, 0 nays. Motion carried.

5. Certified Survey Map – William Holz

William Holz was present and stated Jeff Baken would like to purchase the back portion of one of his lots so that he can have a larger yard and put a shed on it. English Oaks subdivision lots are small, and they don't allow sheds in the covenants.

Motion by Jon Weil to recommend the Village Board approve the Certified Survey Map – William Holz per staff comments and as presented. Motion not seconded; motion failed for a lack of a second.

Collin Johnson commented, for the record, they were not aware that there was a potential for a shed to be constructed on this parcel. It is his understanding it's a nonbuildable lot and isn't sure if the Zoning Code would allow an accessory structure on a separate parcel without a primary residence or primary structure attached to it.

Motion by Pres. Schwab, second by Dan Herro to recommend this be referred directly to Village Board without comment based on new information.

William Holz stated he could have done this through an adjoining land transfer by State Statue, but he wanted to have everything done on the CSM, so it was nice and clean. He did not realize this would be an issue.

Vote: 5 ayes, 0 nays. Motion carried.

6. Developer Agreement – Landscape Plan – Maplewood Farms

Kevin Dittmar commented he is working great with Village staff. They had a pre-construction meeting this week. He is ready to provide a letter of credit.

Motion by Pres. Schwab, second by Tr. Emmrich to recommend the Village Board approve the Developer Agreement – Landscape Plan – Maplewood Farms per staff comments.

Jon Weil inquired if the trees are similar species on both sides of the road. Kevin Dittmar stated they can alternate the trees.

Vote: 5 ayes, 0 nays. Motion carried

7. Review of Sign Banner Ordinance

Collin Johnson stated this is coming back from the March meeting to possibly make amendments to this ordinance based on prior action the Village Board had taken regarding approval of sign banners for two separate businesses. Currently the ordinance allows temporary signs to be displayed up to 16 days at any one time for a maximum of two times per year. Beyond that it would need to go to the board for approval such as PUD areas or for a Conditional Use permit. Previous board discussion was a for a six-month timeframe. Collin Johnson recommends 90 days or a maximum of 120 days each at a 30-day permit timeframe. The final previous proposal was to allow a maximum of 180 days per year in 30 day increments for purposes of structuring fees. Discussion ensued on length of time, sandwich boards, permit fees, sign exemptions, sign size and number of signs per business. Staff suggestion on the permit fee would be \$60.00 for a 30-day period.

Motion by Pres. Schwab, second by Jon Weil to recommend staff formalize the change to the ordinance to include the 90-day limitation, in 30 day increments at \$60.00 per increment and one maximum 4' x 12' banner sign per business.

Vote: 5 ayes, 0 nays. Motion carried

8. Citizens to Address the Plan Commission

None.

10. Adjourn

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

Vote: 5 ayes, 0 nays. Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk