

**APPROVED MINUTES  
PLAN COMMISSION MEETING  
Thursday – July 26, 2018 – 7:00 p.m.  
Jackson Village Hall  
N168W20733 Main St  
Jackson, WI 53037**

**1. Call to Order & 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.

Members Absent: None.

Also Present: Tr. Kurtz.

Staff Present: Brian Kober, John Walther and Jilline Dobratz.

**2. Minutes – June 28, 2018, Plan Commission Meeting**

Motion by Peter Habel second by Tr. Emmrich to approve the minutes of the June 28, 2018 Plan Commission meeting.

Vote: 7 ayes, 0 nays. Motion carried.

**3. Conditional Use – Supply One – Building Addition**

Motion by Peter Habel, second by Jon Weil to recommend to the Village Board the approval of the Conditional Use - Supply One - Building Addition, per staff comments. One question on water usage and REU. Brian Kober explained the REU is the residential equivalent unit. It is based on 300 gallons per day which is equivalent to 109,500 gallons per year. With the usage going up, it will be monitored and if it requires an additional REU, they will be charged for the overage. It's a three year average.

Vote: 7 ayes, 0 nays. Motion carried.

**4. Conditional Use – Cathedral Builders – Building Addition and Storage Building**

Motion by Peter Habel, second by Tr. Emmrich to recommend the Village Board approve the Conditional Use - Cathedral Builders - Building Addition and Storage Building, per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

**5. Conditional Use – J & K Ministorage, LLC – Building and Ground Signs**

Motion by Peter Habel, second by Pres. Schwab to recommend the Village Board approve the Conditional Use - J & K Ministorage, LLC - Building and Ground Signs, per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

**6. Certified Survey Map – Armstrong**

Motion by Peter Habel, second by Tr. Emmrich to recommend to the Village Board the approval of the Certified Survey Map – Armstrong, per staff comments.

Vote: 7 ayes, 0 nays. Meeting carried.

**7. PUD Amendment – Nayz Rayz – Banner Sign**

Tr. Kruepke stated three signs are already up and commented that banners should be limited to a special event, grand opening or a new product. Also, they should be for a limited amount of time and a limited number of banners. Peter Habel agrees with Tr. Kruepke and stated the material of the banner is not listed on the application. John Walther explained banners are considered temporary signs and it's in the Village Code. These have been approved in the past for other entities in the Village. A banner is meant to be a 16-day banner and can be granted over the counter. Tr. Kruepke stated a letter from the owner of the building giving permission should be included.

Motion by Peter Habel, second by Steve Schoen, to send the PUD Amendment – Nayz Rayz – Banner Sign, back to the applicant for further information. Pres. Schwab commented to vote the motion down and make a motion to deny as these are banners, not signs. Peter Habel amended his motion to recommend denial of the PUD Amendment – Nayz Rayz – Banner Sign, due to lack of information. The second concurred with the amendment.

Vote: 7 ayes, 0 nays. Motion carried.

**8. PUD Amendment – Pizza Station – Banner Sign**

Motion by Peter Habel, second by Steve Schoen to recommend denial, due to the lack of information, of the PUD Amendment - Pizza Station - Banner Sign.

Vote: 7 ayes, 0 nays. Motion carried.

Tr. Kruepke inquired if unapproved banners will be referred to the Building Inspector for removal until approved. The Building Inspector will contact the applicants.

**9. Chicken Ordinance – Discussion Only**

Pres. Schwab opened the discussion on chickens. Discussion included; licensing, approval of neighbors, possible zoning changes if eggs are sold, size of the coop, how many chickens would be allowed, where the chickens will be kept and who enforces the ordinance. John Walther stated a chicken will lay an average of 5 eggs a week, if they are fed correctly. Communities don't allow roosters in a City or Village environment. All chickens need to be registered with the State Department of Agriculture, Trade and Consumer Protection (DATCP). Some ordinances include getting written permission of the abutting neighbors. The coop becomes an accessory structure, one structure is allowed per property. Ducks could be added to the ordinance.

The Plan Commission would like to move forward and directed the Administrator to scan and email all commission members, the chicken ordinances of the municipalities that have been researched so far. Some things that need further discussion are; neighbor's permission, chickens have to be licensed by the State, permit is subject to review, the time length of permit, architectural approval of the coop, structure needs to protect the chickens, the area needs to be clean enough to prevent an infestation of rodents, windows with ventilation and the number of chickens allowed.

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

Gloria Teifke commented that 1 to 4 chickens would not be able to keep themselves warm in the winter and they need to have water. They would have to have some winter accommodations.

Tr. Kurtz stated chickens bring in fleas, mites, parasites and lice.

**11. Adjourn**

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

Vote: 7 ayes, 0 nays. Meeting adjourned at 7:44 p.m.

Respectfully submitted,

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