

**APPROVED MINUTES
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

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

Members present: Keith Berben, Tr. Kruepke and Steve Schoen.

Members excused: Peter Habel and Jon Weil.

Member absent: Tr. Emmrich.

Others present: Tr. Kurtz.

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

2. Approval of the Plan Commission minutes of February 28, 2019

Motion by Pres. Schwab second by Keith Berben to approve the Plan Commission minutes of February 28, 2019.

Vote: 4 ayes, 0 nays. Motion carried.

3. PUD Amendment – Village Mart Gas Station – Sign/Building Alteration

Collin Johnson, Director of Building Inspection/Code Enforcement Officer, clarified his staff comments with regards to the ordinance allowance to expand the 400 square foot maximum and read Ordinance Section #48-302.

Motion by Pres. Schwab, second by Keith Berben to recommend the Village Board approve PUD Amendment – Village Mart Gas Station – Sign/Building Alteration

John Walther stated the original pedestal sign was approved. The project was greater than anticipated and the Village wanted to make sure the project was done in the proper manner. Tr. Kruepke with Village Mart Gas Station commented he understood the concerns. He has been in business in the Village for 35 years. The project was discussed with the Village's prior Building Inspector to find out what needed to be done and was informed a PUD amendment would need to be submitted for the sign change. In the past, he has never needed a sign permit for the canopy or dispenser changes. He wanted to improve the Village and the building. Collin Johnson stated it was a matter of formality of the approval process and the permitting process for what was installed.

Vote: 3 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

4. Concept Plan – Premier Rosewood Jackson LLC – Rosewood Lane Multi-Family Development

Sarah Hillenbrand from Premier and Jared Schmidt with Robert E. Lee & Associates were present to speak on the concept plan. Premier is the development firm who completed construction on the Cranberry Creek development about two years ago. The new site will be on the corner of County P and Rosewood Lane. The project will be completed in 18 months. The footprints of buildings will be identical to Cranberry Creek. They will all be 12-unit buildings with two bedrooms, two baths in each unit,

private direct entries and attached single car garages. The interior and exterior finishes will be different. Pres. Schwab asked about occupancy in other developments. Sarah Hillenbrand stated it is at 100% and rental rates are above what was projected. Keith Berben asked if there are any complaints from neighbors on noise. Sarah responded that it is apartment living and they stand behind the quality of construction, building them specifically for deadening sound. Jared Schmidt spoke on the landscaping and outdoor space concept which they are working on. Steve Schoen commented the retention pond is a big hole and he would like to see something put in it. John Walther stated the current map is wrong, the cul-de-sac shown has been relocated to the North but it won't make a difference in the development itself. This is a great start to TIF 6.

Motion by Pres. Schwab, second by Steve Schoen to recommend the Village Board approve the Concept Plan for Premier Rosewood Jackson LLC – Rosewood Lane Multi-Family Development per staff comments.

Pres. Schwab would like to see how the Village is maintaining the residential balance of single and multi-family housing. John Walther said the residential balance is flowing in the multi-family percentage. The residential balance was created about 20 years ago and the culture has changed over the decades. This logistically couldn't be in a better location with ease on and off the freeway.

Vote: 4 ayes, 0 nays. Motion carried.

5. Review of Sign/Banner Ordinance

Pres. Schwab explained this is for discussion. It was a request from the Village Board to have the Plan Commission clarify the ordinance. Discussion of signs and banners by the Plan Commission and Village Staff ensued. Collin Johnson researched other neighboring communities and reported: Germantown allows a banner 12 times per year for a maximum of 15 days per installation or 180 days or six months per year; Richfield, a maximum of six nonconsecutive permits per year with one week in-between and displayed for a maximum of 21 days per display or 126 days or four months annually; Slinger, a maximum 45 days per display not to exceed 180 days or 6 months annually; West Bend, two times per year not to exceed six weeks per display. The consensus is they all put limits on the maximum numbers of days that a banner can be displayed. It makes the code more consistent.

Motion by Keith Berben, second by Pres. Schwab to recommend the Village Board approve one temporary sign per business for a period not to exceed 180 days or six 30 day increments at a price to be determined by staff before the Village Board meeting.

Discussion ensued on time length of banner display, fees, penalties and current temporary sign specifications.

Vote: 4 ayes, 0 nays. Motion carried.

Discussion ensued on location of temporary signs, sandwich boards, sign dimensions and help wanted signs.

The Commission directed staff to change the ordinance on non-permitted signs, such as a sandwich boards, signs are allowed to be displayed daily not to exceed 12 hours a day or during business hours, help wanted signs are exempt.

6. Citizens to Address the Plan Commission

None.

7. Adjourn

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

Vote: 4 ayes, 0 nays. Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk