

AGENDA
PLAN COMMISSION MEETING

Thursday, November 29, 2018 at 7:00 p.m.

Jackson Village Hall

N168W20733 Main Street

Jackson, WI 53037

1. Call to Order and Roll Call
2. Approval of the Plan Commission minutes of October 25, 2018
3. Concept Plan – JYM Investments LLC - Storage Units
4. Citizens to Address the Plan Commission
5. 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, October 25, 2018 at 7:00 p.m.
Jackson Village Hall
N168W20733 Main Street
Jackson, WI 53037**

1. Call to Order & Roll Call

Tr. Kruepke called the meeting to order at 7:00 p.m.
Members present: Keith Berben, Peter Habel, Tr. Kruepke, Steve Schoen and Jon Weil.
Members excused: Pres. Schwab and Tr. Emmrich
Members absent: None
Also present: Tr. Lippold
Staff present: John Walther and Jilline Dobratz.

2. Minutes – September 27, 2018, Plan Commission Meeting

Motion by Peter Habel, second by Keith Berben to approve the minutes of the September 27, 2018 Plan Commission meeting with a correction on Item #4, Jack Lippold's comment should read "there are fox and coyotes around the Village and inquired on what vermin the chickens might attract."
Vote: 5 ayes, 0 nays. Motion carried.

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

Motion by Peter Habel, second by Jon Weil to recommend the Village Board approve the Planned Unit Development – J & M Ltd dba Village Mart – Sign, per staff comments.
Vote: 4 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

4. Chicken Ordinance

John Walther explained the Village Attorney has been contacted regarding modifying Village Code Section 6-27- Keeping of animals and fowl restricted. At the last meeting, having a Chicken Ordinance by Conditional Use Permit was discussed. Conditional Use, allows for review by complaint if there are any complaints. Language would have to be added to the Zoning Ordinance to authorize a Conditional Use Permit (CUP) for backyard chickens. The CUP would have to go to a public hearing. The neighbors within 200 feet of the parcel proposing the chickens would be able to make comments. Peter Habel questioned if the chickens will have to be confined to the backyard area of the residence. John Walther responded backyard restrictions would need to be defined and the chickens would generally be kept in the backyard. Under one method, language would be set forth in the ordinance with everything that was being restricted. The second method would be to determine the standards in the Conditional Use Permit itself, the Village Attorney will expound on it. This would be more on a case by case basis through the permit document itself. John Walther said what potentially could be done is to bring both methods, one specifying specifically what the Conditional Use Permit would do and the one other method with a more flexible approach. Criteria could be itemized

on the Conditional Use Permit. Tr. Kruepke stated there also needs to be a procedure for a variance so the applicant could plead their case if denied.
Motion by Tr. Kruepke, second by Peter Habel to refer the Chicken Ordinance to the next Plan Commission meeting.
Vote: 5 ayes, 0 nays. Motion carried.

5. Citizens to Address the Plan Commission

Jack Lippold commented on the chicken ordinance appeal process that was discussed.

Joanna Alft inquired on why chickens have to be 25 feet from the lot line. John Walther stated that is from the Plan Commission and went over the conditions given at last month's meeting. Tr. Kruepke said the reason is to keep the chickens away from the neighbors, keeping them closer to the center of the property owner's.

Keith Berben asked if there was a digital map of the Village with all houses. John Walther stated Washington County has a public GIS system. Keith wondered how many houses would be able to have chickens. John Walther said it's a good percentage that could have them as there are lots large enough to allow for a coop.

6. Adjourn

Motion by Peter Habel, second by Jon Weil to adjourn.
Vote: 5 ayes, 0 nays. Meeting adjourned at 7:26 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 Joseph merkel
 Contact JOE merkel Address/ZIP W198 N11333 James tree Rd. G-TOWN Phone # 262-623-1487
 E-mail Address merkeljoseph@yahoo.com Fax # where Agenda/Staff comments are to be faxed NONE
 Name of Owner Joseph merkel Address/ZIP SAME Phone# 262-623-1487
 Owner Representative/Developer Joseph merkel
 Proposed Use of Site 1 3/4 approx FOR STORAGE UNITS & GREEN SPACE Present Zoning multi-Family

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
			9) Final Plat		XXX
			10) Certified survey Map		XXX
			11) Annexation Petition		XXX
			12) Annexation Map	1	XXX
			13) Sketch Plan		XXX
			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
* Labels	\$25		If not included with submittal		

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 Joseph J. merkel Signature Joseph J. merkel Date 10-31-18

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

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: JYM INVESTMENTS L.L.C.

For a property located at (address): SITE OF W206 N16001-25 & W206 N16010-34
STONE BROOK DR.

Phone number of Business/Applicant: 262-623-1487

For (land use, activity, sign, site plan, other): Remove woods on site, fill in &
ERECT 60 STORAGE UNITS FOR THE TENANTS of SHERMAN HEIGHTS
& THE CONDO OWNERS of SHERMAN MEADOWS

Impact Mitigation (noise, smoke, dust, odors, etc. affecting adjacent properties): Saw cutting &
trees falling, erection of buildings, tree removal co.
would like a permit to BURN THE BRUSH AFTER IT'S CUT

Hours of Operation: 7:00 A.M TO 5:30 P.M.

Comprehensive/Master Plan Compatibility: PART OF THE P.U.D.

Building Materials (type, color): Brick, Sander wood, corners & trim - meratic
Painted Linen, Alum. soffit & Fascia, Linen, Vinyl siding,
clay & Almond, color scheme TO MATCH BUILDINGS @ W206 N16001-25

Setbacks from rights-of-way and property lines: Approx 35' FROM RAILROAD & 50'
FROM SHERMAN RD.

Screening/Buffering: These Buildings would be the Buffer FROM
SHERMAN RD. & THE RAILROAD

Landscape Plan (sizes, species, location): NOT YET DETERMINED, COULD PLANT
ABERITIVES along the RAILROAD & SHERMAN RD.

Signing (dimensions, colors, lighting, location): NONE AT THIS TIME

Lighting (wattage, style, pole location and height, coverage): 30 w neck lights
2 - per side per Building, throws light ABOUT 30-40' WIDE

Traffic flow, pedestrian circulation (curb to street width), (parking one/both/neither side(s),
(sidewalk/pedestrian way width and material): NONE

Storm-water Management: Pitched TO ditch @ Rail Road TO Run INTO ditch ALONG Sherman Rd.

Erosion Control: SILT Fence AROUND SITE

Fire Hydrant Location(s): AS per EXISTING P.U.D.

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

Hazardous Material Storage: NONE

Alarm Systems: ?

Site Features/Constraints: NOT open TO The General public ONLY AVAILible TO RESIDENTS OF Sherman meadows

Parking (no. of spaces, handicapped parking, and dimensions): NONE

Tree and shrub preservation: watering

Setbacks/height limitations: Building APPROX 15'-8" TALL 35' x 50' SET BACKS

Wastewater Usage Projected: NONE gal/year Water Usage Projected: NONE gal/year

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

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

Joseph J. Merkel, Owner
Please print name

Applications shall be submitted by 4:00 PM on the Friday of the month to be considered by the Planning Commission that month. In some cases, more than the number of copies on the face of this form will be required. Only complete applications shall be presented to the Planning Commission and the Village Board for action. Applications submitted without a pre-submittal conference risk delay by being incomplete.

The Planning Commission meets on the last Thursday of each month unless there is a conflict with a holiday. The Village Board meets on the second Tuesday of each month, and will conduct a public hearing. A decision on the request could be made at that meeting.

EXPLANATION OF TYPES OF INFORMATION (From face of application form):

1. *Application Form: Must be submitted on CD.*
2. Letter of Intent: What you are requesting in your own words. (Be brief)
3. Mailing Labels: It is your responsibility to provide the Village with current owner addresses. If mailed notification is required for your application, an incorrect address may cause you a delay. If the Village prepares the labels for you, there will be an additional charge of \$25.00
4. Proof of Property Ownership: A copy of a deed, tax notice, title insurance policy (first page), recorded plat, etc.
5. Impact Statement: In general, the following points represent most of the topics to be addressed in the impact statement. Specific points will be designated at the pre-submittal conference by staff.
 - A. Annual water consumption estimate (100% occupancy and build-out)
 - B. Annual sewage generation estimate (100% occupancy and build-out)
 - C. Vehicle trip generation (trips per day per unit x number of units)
 - D. Estimated numbers of vehicles and recreational vehicles to be stored and/or parked on site.
 - E. Proposed sign(s) (advertising business, industry, dwelling unit)
 - F. General hours of operation
 - G. Anticipated user profiles (for residential developments)
 - H. Proposed dates of construction and completion
 - I. Unusual conditions which warrant special attention (hazardous materials storage, fire hazards, odors, noise generation, etc.
6. Location Map: Show where the site is relative to a Village map.
7. Development Plan: Shows entire proposal on the site. Includes edge of pavement and/or back of the curb line, sidewalks (existing and proposed), footprints of the structure, drives, parking spaces and fencing, locations of accessory uses, dimensions, etc. Landscape plans and water/sewer/storm plans may be shown combined on the plan if the composition is easily read and understood.
- 8/9. Plat Map: Prints of the preliminary and final (recordable plat), with proper signature blocks.
10. Certified Survey Map: A recordable instrument showing the legal and mapped description of the land division.
11. Annexation Petition/Attachment Request: Shows owner is supporting the annexation.
12. Annexation Map: A recordable map having the legal and mapped description of the parcel to be annexed.
13. Sketch Plan: An informal drawing depicting the proposal for discussion purposes.
14. Landscape Plan: Shows location, size, type, botanical name & common name of proposed trees & shrubs. Also calls out surface treatments. Shows walls, fences & details.
15. Grading/Drainage Plan: Shows original & proposed grades& runoff calculations based on a 10-year storm. It is usually combined with a Storm Sewer Plan. (storm sewer system, ditches, culverts, etc.)
16. Water/Sewer/Storm Sewer Plans: Shows size and location of proposed water mains & fire hydrants; size and location of the proposed sanitary sewer collection system with gradient profiles and invert elevations; shows the proposed storm drainage system as in 15.
17. Street Crossing Sections: Section shows curb, gutter, paving, and sidewalk relative to the right-of-way width.
18. Erosion Control Plan: A map of existing site conditions on a scale of at least 1 inch equals 100 feet showing the site, boundaries and immediately adjacent areas which accurately identify site locations.
19. Proposed Colors and Materials: Submit samples of exterior colors and materials.
20. Improvement Agreement: An agreement between the developer and the Village determining park dedications and the responsibilities for street, water, sewer, and the storm sewer improvements and extensions.
21. Annexation Agreement.

MEETINGS AT WHICH THE REQUEST IS BEING HEARD SHOULD BE ATTENDED BY THE APPLICANT OR A REPRESENTATIVE IN ORDER TO RESPOND TO QUESTIONS AND AVOID DELAYS IN THE APPROVAL PROCESS.

Please com. LAST Thurs.
of month

VILLAGE OF JACKSON

N168W20733 MAIN ST.

P O BOX 637

JACKSON, WI 53037-0147

Receipt Nbr: 209731

Date: 11/01/2018

Check

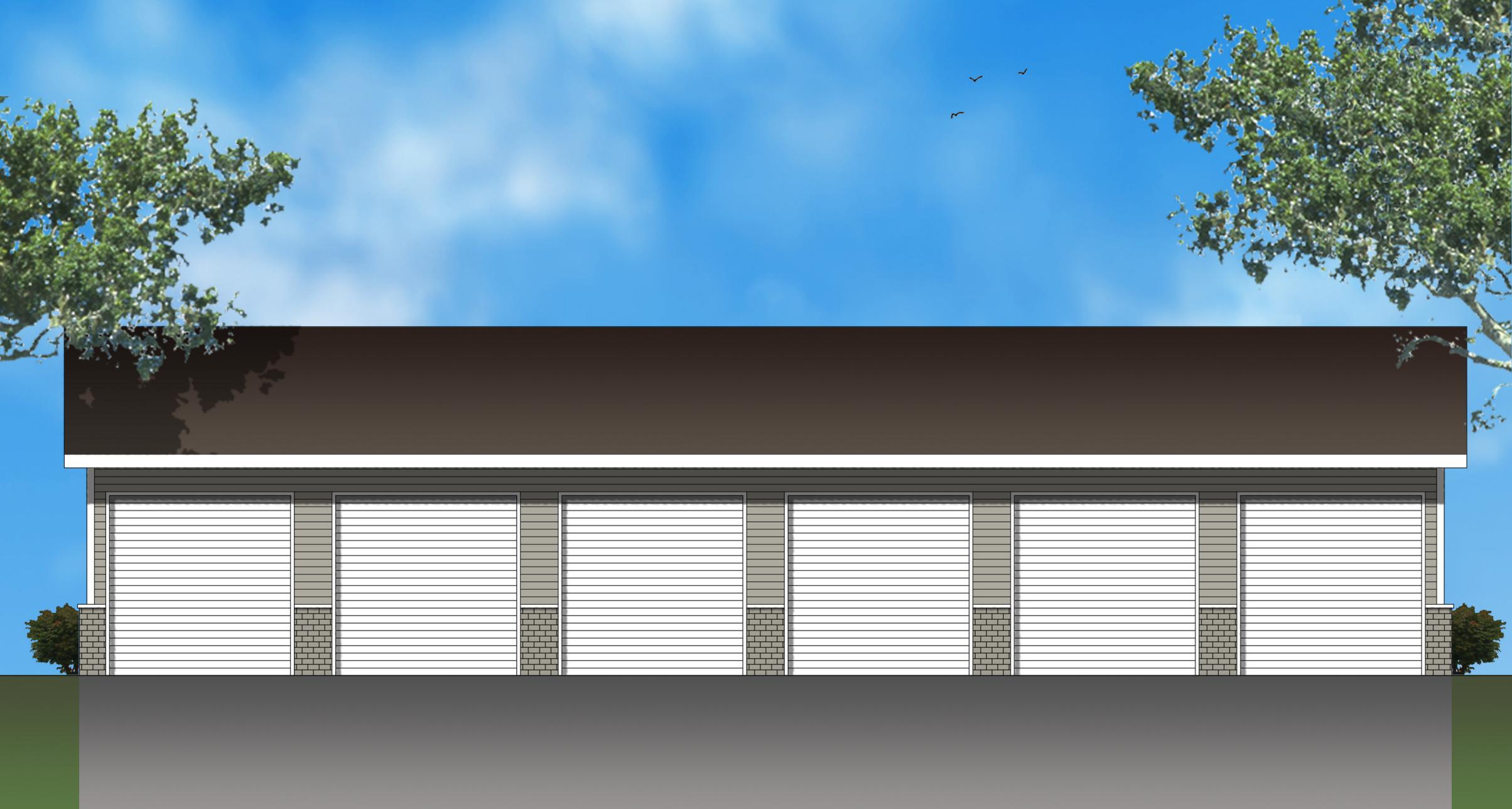
RECEIVED FROM JJ MERKEL CONTRACTING

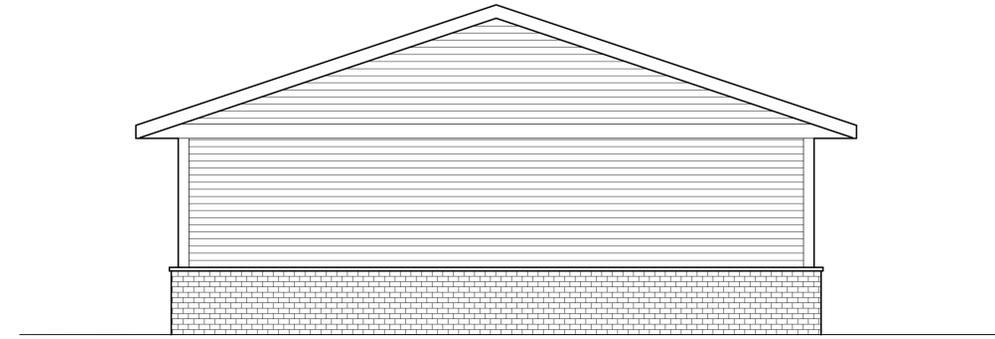
\$50.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES CONCEPT PLAN	50.00

TOTAL RECEIVED 50.00

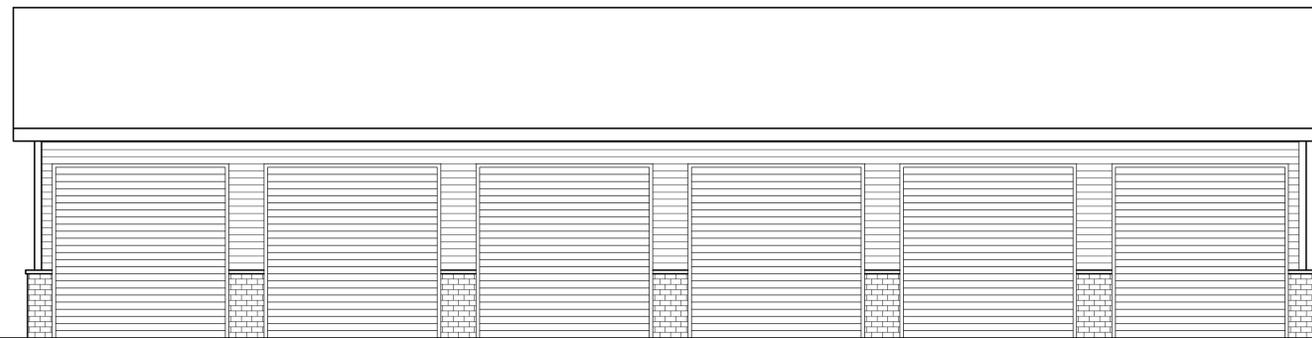
Receipt Memo: CONCEPT PLAN/CK#6979





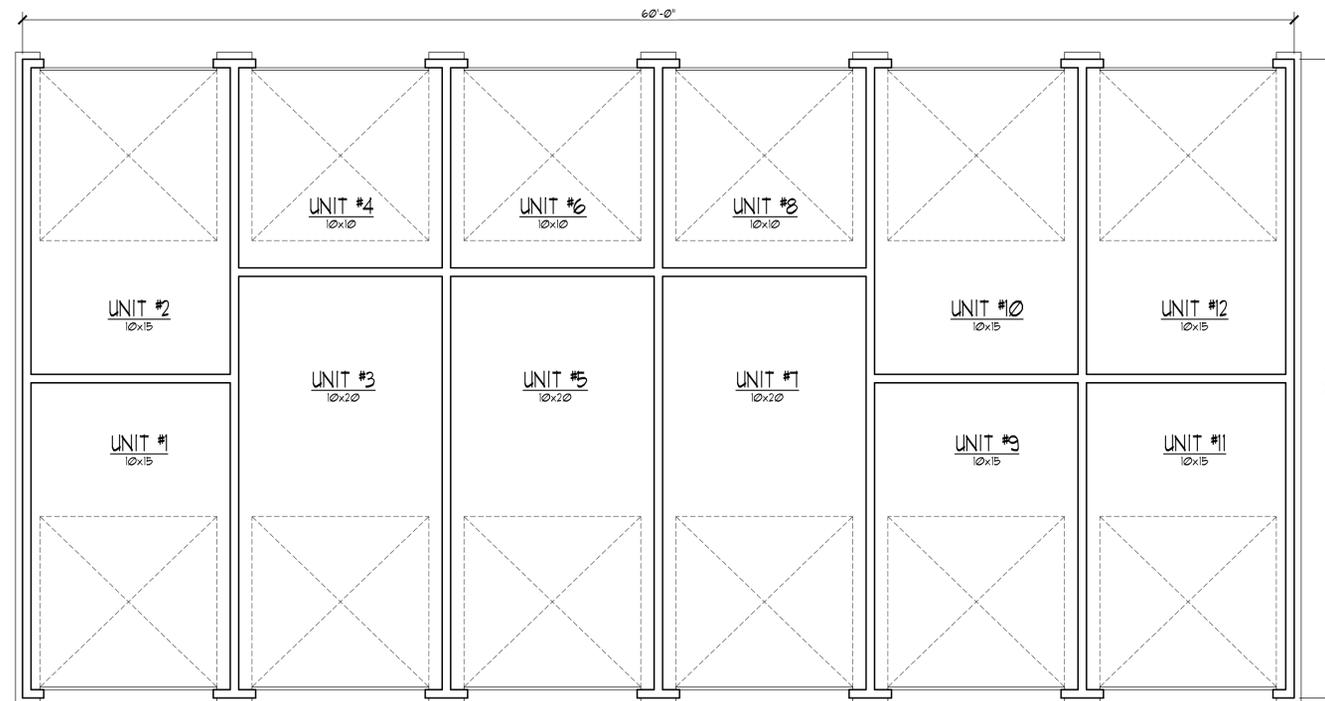
SIDE ELEVATIONS

SCALE: 1/4" = 1'-0"



FRONT/REAR ELEVATIONS

SCALE: 1/4" = 1'-0"



FLOOR PLAN

SCALE: 1/4" = 1'-0" 1800 SQ. FT.

JJ MERKEL CONTRACTOR, INC
 W98N1333 Jamestown Road
 Germantown, WI 53022
 (262)255-4222
 (262)623-1487 Cell
 merkel.joseph@jhc.com

DEFINING ARCHITECTURE
 14772 Strang Drive
 Gays Mills, WI 54631
 (262)305-3955
 defining-architect.net

Drawn: .

Approved: DDS

date comments

REVISIONS

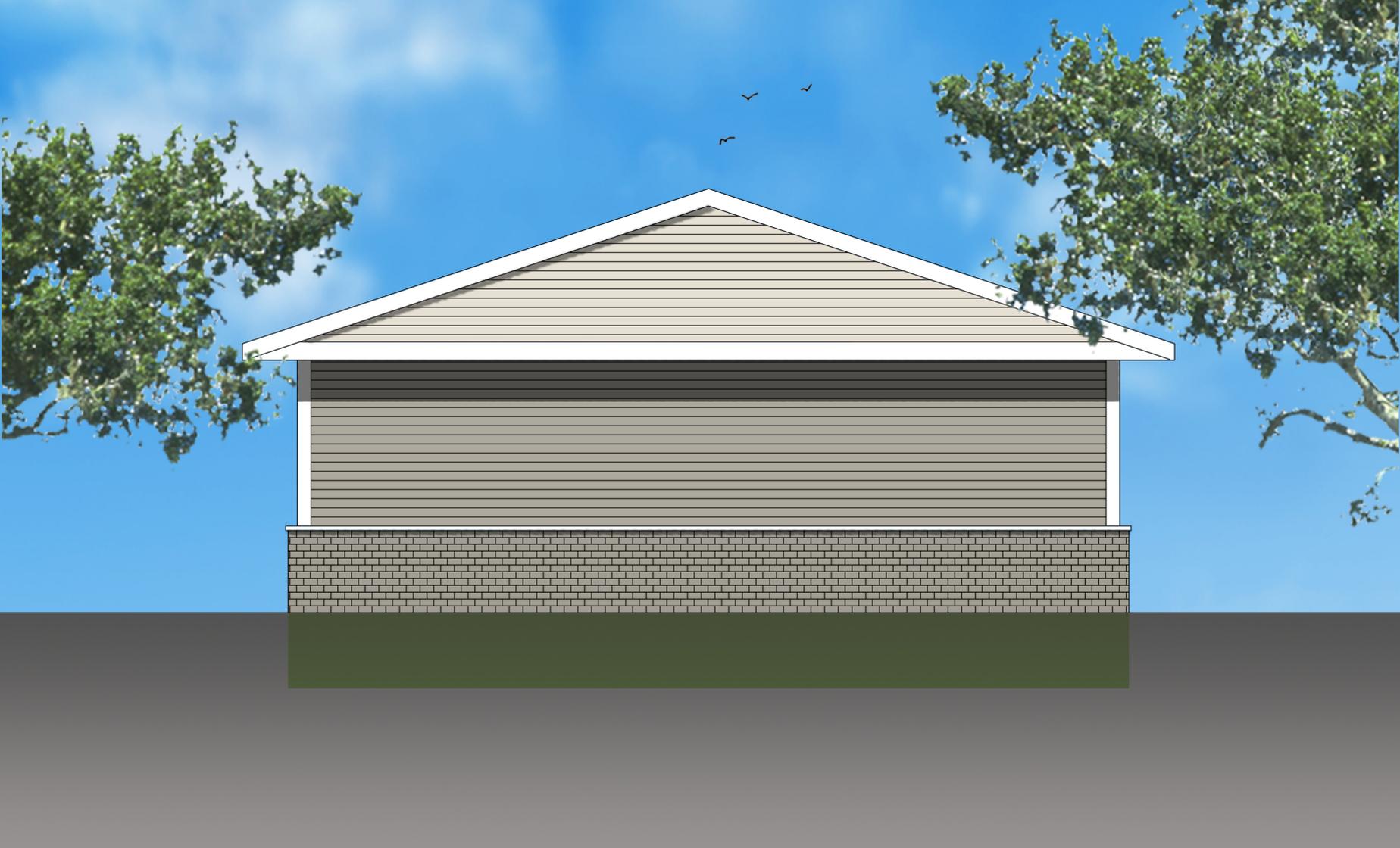
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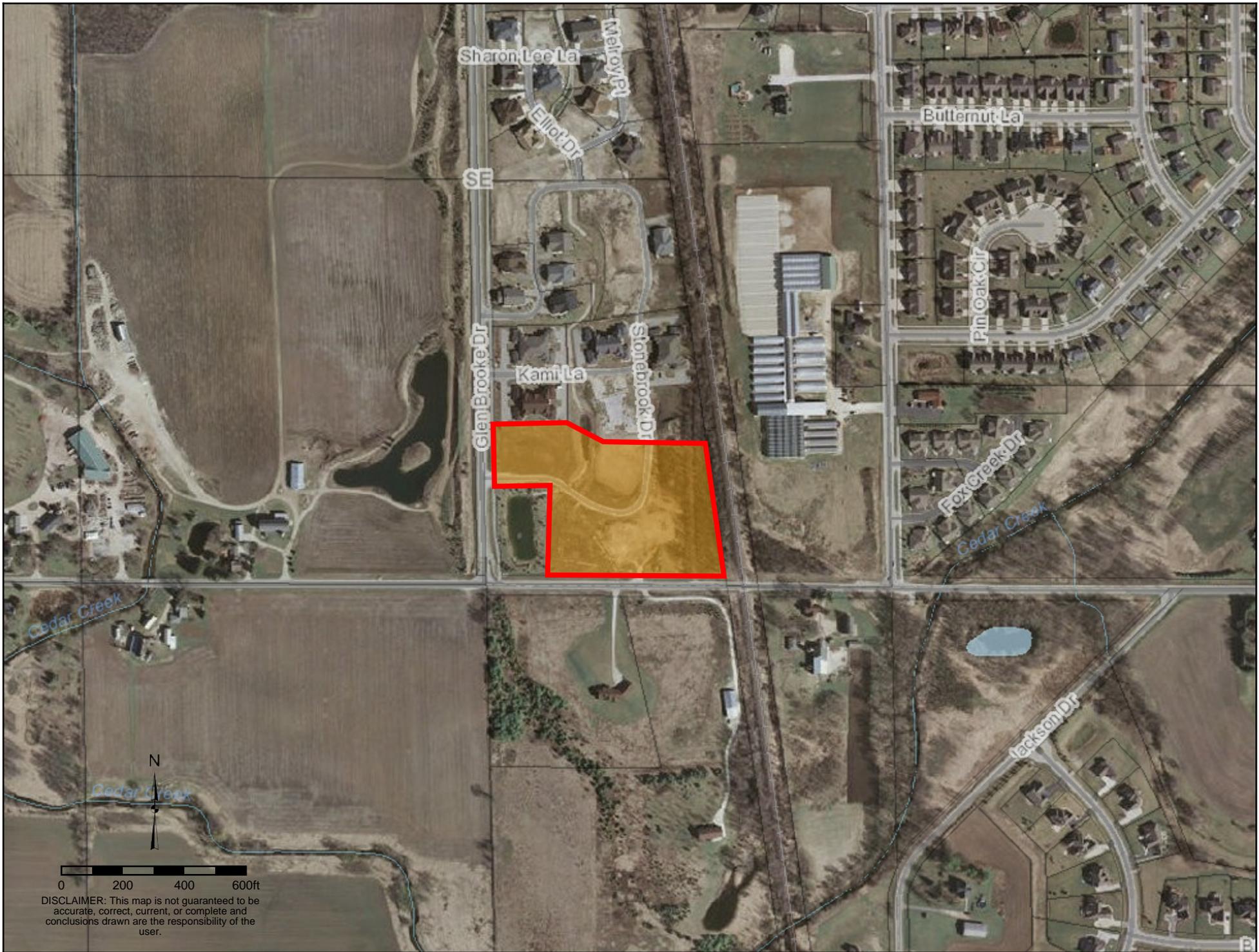
Date: 03-18-15

Storage Units
 JACKSON, WI 53037

Sheet

A-1





Sharon Lee La

Melroy Pl

Elliot Dr

SE

Butternut La

Glen Brooke Dr

Kami La

Stonebrook Dr

Pin Oak Cir

Fox Creek Dr

Cedar Creek

Cedar Creek

Jackson Dr

N

Cedar Creek

0 200 400 600ft

DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

STAFF REVIEW COMMENTS
Plan Commission Meeting – Meeting Date, November 29, 2018

1. Concept Plan – JYM Investments LLC – Storage Units

Building Inspection

- No comments.

Public Works/Engineering

- There is no site plan with the submittal. In order to recommend approval, developer shall submit site plan for review. Site plan shall contain proposed grading
- Recommend only 48 storage units, and the units can only be used by Sherman Heights Renters.

Police Department

- The only aspect of this plan that is of concern to me is the idea that the storage units may be rented to the general public (non-residents of these subdivisions). This would bring in additional traffic and security concerns during all hours of the day and night that the neighbors may not appreciate. I'd recommend that the units be restricted to tenant use.

Fire Department

- I am ok with this plan. Somethings to consider is:
 - May have to get a permit for filling wet land in.
 - Limit this to residents only. This is zoned for residential not business.
 - Make sure there is enough clearance to drive a fire engine around.
 - Meet Village code for hydrant location.
 - Should an office be installed in this building, it will have to meet code. This may include water and sewer installed with ADA accessible restroom.
 - Will these have a separate address?

Administrative/Planning

- Recommend the number of storage units not exceed the number of apartment units constructed in the 48-unit development.