

**MINUTES OF THE
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING**

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

**ROOM 203, COUNTY COURTHOUSE
320 S. MAIN ST., JEFFERSON, WI 53549
8:30 A.M. ON MONDAY, AUGUST 26, 2013**

- 1. Call to Order**
The meeting was called to order by Chairman Nass at 8:30 a.m.
- 2. Roll Call**
Committee members Nass, Reese and Jaeckel were present. Rinard was absent and excused. Phil Ristow, Corporation Counsel was in attendance, as was Mark Watkins, Land and Water Conservation Department Director. Zoning Department personnel in attendance included Rob Klotz, Michelle Staff and Deb Magritz.
- 3. Certification of Compliance with Open Meetings Law Requirements**
Reese verified that the meeting was being held in compliance with open meetings law requirements.
- 4. Review of Agenda**
No changes were proposed to the agenda.
- 5. Public Comment (Not to Exceed 15 Minutes and Not to Include Petitions Slated for Decision)**
There was no public comment.
- 6. Approval of July 29, August 12 and August 15, 2013 Meeting Minutes**
Motion by Reese, seconded by Jaeckel to approve the July 29 minutes as presented. Motion carried on a voice vote with no objection. Motion by Reese, seconded by Jaeckel to approve the August 12 minutes as presented. Motion carried on a voice vote with no objection. Motion by Reese, seconded by Jaeckel to approve the August 15 minutes as presented. Motion carried on a voice vote with no objection.

Greg David arrived at 8:31 a.m.

- 7. Update and Review of Hoard's Dairyman Farm Manure Storage Structure as it Relates to CU1438-06 with Phil Ristow, Corporation Counsel and Mark Watkins, Land and Water Conservation Department Director**
A roll call vote was taken, with Nass, Reese, Jaeckel, David, Ristow, Watkins and Klotz present. The "Addendum to Hoard's Dairyman Farm Monitoring Plan, June 30, 2010" was handed out and explained by Ristow. The conclusion is that the structure still leaks. Watkins further explained the handout. Hoard representatives were not in attendance. This item will be placed on a future agenda.
- 8. Monthly Financial Report Land Information Department – Andy Erdman**

Erdman noted that revenues were off a bit; the thought is that they should be up to 57% by the end of July. He explained that expenditures include a new GIS system, which he hopes to be able to demonstrate at next month's meeting. The Committee agreed that Erdman could present his report electronically in the future.

9. **Monthly Financial Report Planning and Zoning Department – Rob Klotz**
Zoning's new electronic receipting system was shown and explained, as was the monthly revenue information.

The Committee moved to item number 12 for the convenience of Land and Water Conservation Department staff in attendance.

12. **Determination of Completeness for Wilke's LLC Livestock Siting Application, Town of Waterloo**
A roll call was taken, with Reese, Nass, Jaeckel, David, Joe Strupp from Land and Water Conservation Department and Patricia Cicero from Land and Water Conservation Department noting their attendance. Strupp reported that this was an after-the-fact application for livestock siting which has been found complete for the number of animal units the petitioner now has. Motion by Reese, seconded by Jaeckel to accept the Land and Water Conservation Department's determination of completeness and to forward the application to public hearing. A roll call vote was taken with Reese, Nass, Jaeckel and David voting aye.
13. **Determination of Completeness for Never Rest Dairy LLC Livestock Siting Application, Town of Milford**
A roll call vote was taken, with Reese, Nass, Jaeckel, David and Cicero noting their attendance. Cicero explained that this was an after-the-fact application for 447 animal units, and the application has been found complete by the Land and Water Conservation Department. Motion by Reese, seconded by Jaeckel to accept that Department's determination of completeness and to forward the application to public hearing. A roll call vote was taken, with Reese, Nass, Jaeckel and David voting aye.
14. **Update on Kutz Dairy Conditional Use Permit and Animal Waste Storage Facility**
Klotz explained. Cicero said that Kutz Dairy is putting in new manure storage, so their worksheets have changed. Cicero added that she and Strupp are reviewing ordinance language in this regard.
10. **2014 Zoning Department Budget Discussion – Rob Klotz**
Klotz showed his Zoning budget and explained; he noted that expenditures are under budget. Motion by Reese, seconded by David to support the 2014 Zoning budget. Motion carried on a voice vote with no objection. Klotz further explained the Wisconsin Fund budget.
11. **Review and Possible Decision on Request from ATC for Outside Storage on PIN 012-0816-2232-040 in the Town of Ixonia at W1225 Marietta Avenue/N8233 CTH F**
Klotz explained, and read the list of items planned to be stored for four months. Motion by Reese, seconded by Jaeckel to approve as presented with outside storage allowed until January 1, 2014.

PLEASE SEE INDIVIDUAL FILES FOR A COMPLETE RECORD OF THE FOLLOWING DECISIONS:

- 15. Decisions on Petitions Presented in Public Hearing on August 15, 2013:**
APPROVED WITH CONDITIONS R3664A-13 – Donald & Bonnie Lott, Town of Concord on a motion by David, seconded by Reese; motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3665A-13 – Robert Ross, Town of Oakland on a motion by Jaeckel, seconded by Reese; motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS CU1748-13 – Jasen Wendt, Town of Watertown on a motion by Reese, seconded by David; motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS CU1749-13 – Kathryn A. Dankert, Town of Palmyra on a motion by Jaeckel, seconded by David; motion carried on a voice vote with no objection.
- 16. Future Agenda Items**
1. Update and Review of Hoards Dairyman Farm Manure Storage Structure
 2. CAV Audit
- 17. Upcoming Meeting Dates**
- September 16, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
September 19, 7:00 p.m. – Public Hearing in Courthouse Room 205
September 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203
October 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
October 17, 7:00 p.m. – Public Hearing in Courthouse Room 205
October 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203-**Reese may be unavailable**
- 18. Adjourn**
Motion by David, seconded by Reese to adjourn at 9:30 a.m. Motion carried on a voice vote with no objection.

Don Reese, Secretary

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.