

**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  
311 S. CENTER AVE., JEFFERSON, WI 53549  
8:30 A.M. ON MONDAY, MARCH 31, 2014**

- 1. Call to Order**  
The meeting was called to order by Vice-Chair David at 8:30 a.m.
- 2. Roll Call**  
David, Reese, Rinard and Jaeckel were present. Also present were John Molinaro, County Board Chair and Andy Erdman, Director of Land Information. Rob Klotz, Michelle Staff and Deb Magritz from the Zoning Department were in attendance as well.
- 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**  
Agenda item #11 was moved to immediately after public comment to accommodate interested parties present.
- 5. Public Comment (Not to Exceed 15 Minutes and Not to Include Petitions Slated for Decision)**  
There was no public comment.

Nass arrived at 8:37 a.m.

- 11. Discussion of Existing Second Home on the Farm Permit as it Relates to Existing Structures and Exempting Driveway Length for Proposed A-3 Lot**  
Klotz explained and pointed to the example of Pond Hill Dairy property near Smiley Lane in the Town of Koshkonong. This was determined to be a building site from at least 1969, and therefore the Committee gave its approval to exempting the acreage in the existing drive from total lot acreage. Committee members then suggested that the owner investigate the possibility of transferring the 66-foot wide strip of land immediately south of Smiley Lane to adjacent property owners to the south of that strip so that their driveways and septic systems are on their own property. The Committee would not require rezoning of these small strips of land to accomplish an adjoining property owner transfer. It was suggested too that a t-turnaround be created at the end of Smiley Lane to serve the proposed 4-acre A-3 lot and adjacent Natural Resource zone. The remnant A-1 zone of Pond Hill Dairy would need a variance for frontage and access unless other frontage and access could be provided for it.

Because item #10 is adjacent to the property discussed in #11, the Committee chose to consider item #10 at this time.

**10. Request by Leroy and Kathy Smiley to Relocate the Home at W5593 Smiley Lane at More Than 100 Feet from its Existing Location**

A letter and map from the Smileys was passed around to Committee members. After review and discussion about the fact that it would not impact any farmland, a motion was made by Reese, seconded by Jaeckel to approve the proposed home location. The Committee also noted that if a variance is requested to keep the existing home on the property while a new home is under construction, they would recommend that the Board of Adjustment require the old home to be removed within one year of permit issuance. Motion carried on a voice vote with no objection.

**6. Communications**

It was noted that Klotz and Staff would be attending the WCCA Spring Conference on April 2 through 4.

**7. Approval of February 24, March 17 and March 20, 2014 Meeting Minutes**

Motion by Reese, seconded by David to approve the February 24 minutes as presented; motion carried on a voice vote with no objection. Motion by David, seconded by Rinard to approve the March 17 minutes as presented; motion carried on a voice vote with Nass and Jaeckel abstaining. Motion by David, seconded by Rinard to approve the March 20 minutes as presented; motion carried on a voice vote with Nass abstaining.

**8. Monthly Financial Report for Land Information Office – Andy Erdman**

Erdman showed his report to those present. He gave additional information regarding the drop in recorded documents and the impact on Land Records Modernization Funds.

**9. Monthly Financial Report for Zoning – Rob Klotz**

Klotz explained his report, and noted that revenues are down approximately \$100 from this time in 2013.

**12. Discussion of Zoning Ordinance Text Amendment Regarding Wind Energy Systems**

Klotz explained that the Public Service Commission (PSC) has taken local control away for large wind energy farms. Small installations can be locally controlled if an ordinance is adopted. Klotz referred to ordinances adopted by Manitowoc and Dodge Counties. The discussion centered around going to a permit-based ordinance with minimum PSC standards instead of a conditional use permit.

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

**13. Decisions on Petitions Presented in Public Hearing on March 20, 2014:**

**APPROVE WITH CONDITIONS** R3708A-14 – Brad Hering/Gordon & Alta Kottwitz Trust Property, Town of Milford on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVE WITH CONDITIONS** R3709A-14 – Ronald Pitzner, Town of Aztalan on a motion by Reese, seconded by Nass. Motion carried on a voice vote with no objection.

**APPROVE WITH CONDITIONS** R3710A-14 – Dempsey Farms Partnership, Town of Sullivan on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection

**APPROVE WITH CONDITIONS** R3711A-14 – Phyllis Schmoller/Kehl Family Partnership Property, Town of Watertown on a motion by Jaeckel, seconded by Reese. Motion carried on a voice vote with no objection.

**APPROVE WITH CONDITIONS** CU1774-14 – Craig Lang/Rhorex LLC Property, Town of Oakland on a motion by Jaeckel, seconded by Reese. Motion carried on a voice vote with no objection.

**APPROVE WITH CONDITIONS** CU1775-14 – Donald Zimmerman, Town of Oakland on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**14. Discussion Regarding Violations and Legal Process During Corporation Counsel Transition Period**

Klotz explained the directive by Wehmeier to allow extra time for correction of violations during this personnel transition. However, violations affecting health will not be given extra time.

**15. Future Agenda Items**

Klotz listed proposed ordinance changes.

**16. Upcoming Meeting Dates**

April 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203 – **David may be absent**

April 17, 7:00 p.m. – Public Hearing in Courthouse Room 205

April 28, 8:30 p.m. – Decision Meeting in Courthouse Room 203

May 12, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

May 15, 7:00 p.m. – Public Hearing in Courthouse Room 205

**May 19 OR June 2, Decision Meeting in Courthouse Room 203-No decision was made regarding the meeting date**

**17. Adjourn**

Motion by Reese, seconded by David to adjourn the meeting at 10:13 a.m. Motion carried on a voice vote with no objection.

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](http://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.**

*A digital recording of the meeting will be available in the Zoning Department upon request.*