

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

Steve Nass, Greg David, Don Reese, Amy Rinard, George Jaeckel

**ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON MONDAY, APRIL 28, 2014**

1. Call to Order

The meeting was called to order by Vice-Chair David at 8:30 a.m.

2. Roll Call

All Committee members were present except for Nass. Jim Schroeder, County Board Chair was also in attendance. Zoning Department staff present included Rob Klotz, Michelle Staff and Deb Magritz.

3. Certification of Compliance with Open Meetings Law Requirements

Both Reese and Klotz verified that the meeting was being held in compliance with open meetings law requirements.

Nass arrived at 8:31 a.m.

4. Election of Officers

Nass called for nominations for Chair. Motion by Reese, second by David to nominate Nass for Chair. There being no further nominations, Reese made a motion for nominations to be closed and for a unanimous ballot to be cast for Nass as Chair. David seconded, and the motion carried on a voice vote with Nass abstaining.

Nass called for nominations for Vice-Chair. Motion by Reese, second by Rinard to nominate David for Vice-Chair. There being no further nominations, Reese made a motion for nominations to be closed and for a unanimous ballot to be cast for David as Vice-Chair. Rinard seconded, and the motion carried on a voice vote with David abstaining.

Nass called for nominations for Secretary. Motion by Nass, second by Jaeckel to nominate Reese for Secretary. There being no further nominations, Nass made a motion for nominations to be closed and for a unanimous ballot to be cast for Reese as Secretary. Rinard seconded, and the motion carried on a voice vote with Reese abstaining.

5. Review of Agenda

No changes were proposed.

6. Public Comment (Not to Exceed 15 Minutes and Not to Include Petitions Slated for Decision)

Schroeder wished the Committee a good term of work, and said that he was glad that to keep the Committee intact. He suggested that if there was anything he could do, the Committee should let him know.

7. **Communications**
The only communication was from Andy Erdman, letting the Committee know that he would not be present at this meeting.
8. **Approval of March 31, April 14 and April 17, 2014 Meeting Minutes**
Motion by Reese, second by Jaeckel to approve the March 31 minutes as printed. Motion carried on a voice vote with no objection. Motion by David, second by Rinard to approve the April 14 minutes as printed. Motion carried on a voice vote with no objection. Motion by Jaeckel, second by David to approve the April 17 minutes as printed. Motion carried on a voice vote with no objection.
9. **Monthly Financial Report for Land Information Office – Andy Erdman**
Erdman was absent, but his report had previously been emailed to Committee members.
10. **Monthly Financial Report for Zoning – Rob Klotz**
Klotz noted that Zoning revenues were down \$6,000 from this date in 2013.
11. **Request for Modification of Approval for Petition R3148A-06 along Church Drive in the Town of Milford – Scott Thomas**
Klotz first explained, and then Thomas explained his request. Motion by Reese, second by Jaeckel to approve moving the lot 50 feet to the east to keep it on the west edge of the trees and out of the field area. Motion carried on a voice vote with no objection.

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

12. **Decisions on Petitions Presented in Public Hearing on April 17, 2014:**
APPROVE WITH CONDITIONS R3724A-14 on a motion by Reese, second by David;
APPROVE WITH CONDITIONS CU1776-14 on a motion by Reese, second by David;
APPROVE WITH CONDITIONS R3712A-14 on a motion by Reese, second by Jaeckel for Tim & Christine Riedel, Town of Palmyra. All motions carried on voice votes with no objection.
APPROVE WITH CONDITIONS R3713A-14 – Kathy Zimmerman/Ardis Eilenfeldt Trust Property, Mansfield Road, Town of Aztatlan on a motion by Jaeckel, second by David. Motion carried on a voice vote with no objection.
APPROVE WITH CONDITIONS R3714A-14 – Kathy Zimmerman/Ardis Eilenfeldt Trust Property, Harvey Road, Town of Aztatlan on a motion by Nass, second by Reese. Motion carried on a voice vote with no objection.
APPROVE WITH CONDITIONS R3715A-14 – Ronald Drost/William & Shirley McCormick Property & Ronald Drost Property on a motion by Reese, second by Jaeckel. Motion carried on a voice vote with no objection.
APPROVE WITH CONDITIONS R3716A-14 – Lorraine Knaack, Town of Farmington on a motion by Jaeckel, second by David. Motion carried on a voice vote with no objection.
APPROVE WITH CONDITIONS R3717A-14 – Keith Moritz/Pond Hill Dairy LP, Town of Koshkonong on a motion by Nass, second by David. Motion carried on a voice vote with no objection.
APPROVE WITH CONDITIONS R3718A-14 – Matt Workman/Micheal & Pamela Ziarnick Property & Matthew Workman Property, Town of Lake Mills on a motion by Nass, second by David. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3719A-14 – Barry Boos/Royce Boos Trust Property, Town of Sullivan on a motion by Reese, second by Jaeckel. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3720A-14 – Michael & Matthew Meracle, Town of Sullivan on a motion by Reese, second by Jaeckel. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3721A-14 – Nathan Stach, Town of Sumner on a motion by Reese, second by Rinard. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3722A-14 on a motion by Reese, second by David and **APPROVE WITH CONDITIONS R3723A-14** on a motion by David, second by Jaeckel for Doug Saloga/Saloga Property Management LLC Property, Town of Watertown. Both motions carried on voice votes with no objection.

APPROVE WITH CONDITIONS CU1777-14 – Kenneth Havlovick, Town of Cold Spring on a motion by Nass, second by David. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS CU1778-14 – Clayton Fields, Town of Watertown on a motion by Jaeckel, second by Reese. Motion carried on a voice vote with no objection.

13. Report from WCCA Spring Conference

Klotz listed several highlights from the conference, such as hearing from Jon Hochkamer of WCA, getting updates from FEMA and DNR, self-defense awareness/training, and a law update from Attorney Dean Richards.

14. Future Agenda Items

None noted

15. Upcoming Meeting Dates – Review Calendar for 2014-2015

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

June 2, 8:30 a.m. – Decision Meeting in Courthouse Room 203

June 16, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

June 19, 7:00 p.m. – Public Hearing in Courthouse Room 205

June 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203

16. Adjourn

Motion by Reese, second by Jaeckel to adjourn at 9:44 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.

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