

MINUTES OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

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

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits
DATE: March 19, 2015
TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)
PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
The meeting was called to order by Chairman Nass at 7:00 p.m.
2. **Roll Call**
Committee members in attendance at 7:00 were Jaeckel, Nass, Reese, David and Rinard. Zoning staff present included Michelle Staff and Rob Klotz.
3. **Certification of Compliance with Open Meetings Law Requirements**
Reese verified that the meeting was being held in compliance with the open meetings law requirements.
4. **Review of Agenda**
There were no changes proposed to the agenda.
5. **Explanation of Process by Committee Chair**
Chairman Nass explained the process of the public hearing.
6. **Public Hearing**
Klotz read aloud the following:

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, March 19, 2015, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

FROM RESIDENTIAL R-2 TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R3793A-15 – Rodney Buske: Rezone PIN 032-0815-1314-002 (0.664 Acre) to allow it to be added to the A-3 zoned property at **N8787 Overland Drive** in the Town of Watertown.

Petitioner: Rodney Buske, N8787 Overland Drive: Buske would like to join the two parcels together to one zone and build an outbuilding that is 30' x 40'.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz stated that the petitioner could not re-divide lot back into two lots. Buske stated he understood this.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL
RESIDENTIAL**

R3777A-14 – Adrian & Melissa Zirbel: Create a 1.125-acre lot around the home at **N8138 West Road**, and create vacant 1.5-acre and 1.875-acre lots adjoining, all from PIN 020-0814-2233-001 (4.5 Acres) in the Town of Milford.

Petitioner: Melissa Zirbel, N8138 West Road: Zirbel explained that they would like to split the lot into three lots. She stated that there are some concerns about prime soils. Zirbel stated that she had a soil scientist look at the soils and the report is in the file. She stated 3 of the 4 holes were non-prime soils according to the review.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz explained the process.

R3794A-15 – Steven & Debra Magritz: Rezone 1.7 acres of PIN 022-0613-1344-000 (38.910 Acres) for a new building site near **N3781 CTH G** in the Town of Oakland.

Petitioner: Debra Magritz, N3781 CTH G: Magritz would like to create a lot for their son as he is now part of the farming operation. She explained the 20% slopes on the property and how some of the strips shown are part of “dead furows” from the contour strips.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department.

R3795A-15 – Kristin Grant/Diane Spangler Trust Property: Create a 1-acre building site on **CTH Y** in the Town of Farmington from part of PIN 008-0715-1932-000 (24.826 Acres).

Petitioner: Kristin Grant, 9 Linden Circle, Jefferson WI: They would like to settle an estate and would like to create a one-acre parcel.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department. She hasn't been to the Highway Department yet.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL
RESIDENTIAL AND N, NATURAL RESOURCE**

R3796A-15 & R3797A-15 – Kristin Grant/Diane Spangler Trust Property: Create an approximate 4-acre farm consolidation lot around the home at **N5761 CTH Y** and a vacant 2-acre lot adjacent to it, both from PIN 008-0715-1933-000 (33.79 Acres) in the Town of Farmington. Create an approximate 7-acre Natural Resource zone from PIN 008-0715-1933-000 (33.79 Acres) in the Town of Farmington and PIN 002-0714-2444-000 (40 Acres) in the Town of Aztalan.

Petitioner: Kristin Grant, 9 Linden Circle, Jefferson: They would like to create a lot around the existing residence, create a vacant lot and natural resource zone. She stated the natural resource zone was an old pasture area. There was a long lane down to the pasture and about 15 years ago they tried to farm it but it was too wet.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz asked the petitioner about natural resource zone being in the middle of the farm fields.

CONDITIONAL USE PERMIT APPLICATIONS

CU1814-15 – Donald & Shirley Schneider: Allow a two-year extension for mineral extraction at **STH 59 and Woodward Road** in the Town of Cold Spring on PIN 004-0515-3621-000 (36.261 Acres). The property is zoned A-1, Exclusive Agricultural.

Petitioner: Don Schneider, N313 Woodward Road: Schneider stated the chicken farm needs more fill and they will reclaim the pit after they are finished.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz asked the petitioner if he would be completed in 2 years. The petitioner stated he would.

CU1815-15 – Tyler Kangas: Conditional use to allow an extensive on-site storage structure in a Residential R-2 zone at **N6335 Stonewood Drive**. The Town of Farmington property is on PIN 008-0715-1314-004 (3.1 Acres).

Petitioner: Tyler Kangas, N6335 Stonewood Drive: Kangas stated that he is building a storage building. Kangas stated this would be for his private storage such as four

wheelers, etc. Klotz told petitioner that none of his business equipment could be stored at this site.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz asked the petitioner about what will be stored there.

CU1816-15 – Dunneisen Sand & Gravel LLC: Allow mineral extraction over a ten-year period at **W8215 USH 18** in the Town of Oakland on PINs 022-0613-1011-001 (18.985 Acres), 022-0613-1012-000 (34.263 Acres) and 022-0613-1013-000 (85.178 Acres). The property is zoned A-1, Exclusive Agricultural.

Petitioner: Randy Dunneisen, Island Rd, Waterloo: Dunnsisen purchased the pit and would like to excavate sand and gravel for another 10 years. Dunneisen stated the majority of the asphalt plant is still there but pieces are being sold. The asphalt plant is supposed to be removed by December 1, 2015. When asked about the removal of the asphalt shingles, Dunneisen stated that they are removing them but there still is a big pile of them. Land and Water Conservation Department has reviewed the restoration plan.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Klotz read Town response into the record and it is in the file. Klotz read all Town conditions into the record.

Staff Report: Staff report given by Robert Klotz and now on file in the Zoning Department. The request is for a 10 year period. Klotz asked about the asphalt plant. Klotz asked about the shingles.

Motion by Reese, seconded by David to adjourn the meeting. Motion carried on a voice vote with no objection.



Don Reese, Secretary

**MINUTES OF THE
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTION AGENDA**

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
8:00 A.M. ON MONDAY, MARCH 16, 2015**

- 1. Call to Order**
The meeting was called to order by Chairman Nass at 8:02 a.m.
- 2. Roll Call**
Nass, Reese, Rinard and Jaeckel were present. David was absent. Also present were Michelle Staff, Rob Klotz and Deb Magritz of the Zoning Department.
- 3. Certification of Compliance with the Open Meetings Law**
Reese verified that the meeting was being held in compliance with open meetings law requirements.
- 4. Review of the Agenda**
No changes were proposed to the agenda.
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
There was no public comment.
- 6. Communications**
There were no communications.

The Committee left at 8:04 for the following site inspections.

- 7. Site Inspections – Petitions to be Presented in Public Hearing on March 19, 2015:**
CU1814-15 – Donald & Shirley Schneider, **State Road 59 and Woodward Road**, Town of Cold Spring
R3796A-15 & R3797A-15 – Kristin Grant/Diane Spangler Trust Property, **N5761 County Road Y**, Town of Farmington
R3795A-15 – Kristin Grant/Diane Spangler Trust Property, **County Road Y**, Town of Farmington
CU1815-15 – Tyler Kangas, **N6335 Stonewood Drive**, Town of Farmington
R3793A-15 – Rodney Buske, **N8787 Overland Drive**, Town of Watertown
R3777A-14 – Adrian & Melissa Zirbel, **N8138 West Road**, Town of Milford
CU1816-15 – Dunneisen Sand & Gravel LLC, **W8215 US Highway 18**, Town of Oakland
R3794A-15 – Steven & Debra Magritz, **N3781 County Road G**, Town of Oakland
- 8. Adjourn**

Motion by Reese, seconded by Jaeckel to adjourn the meeting at 10:15 a.m. Motion carried on a voice vote with no objection.

A handwritten signature in black ink that reads "Don Reese". The signature is fluid and cursive, with the first name "Don" and last name "Reese" clearly distinguishable.

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.

**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, FEBRUARY 23, 2015**

- 1. Call to Order**
The meeting was called to order by Nass at 8:30 a.m.
- 2. Roll Call**
Nass, Reese, Jaeckel and David were present. Rinard was absent and excused. Rob Klotz, Michelle Staff and Deb Magritz of the Zoning Department were also in attendance.
- 3. Certification of Compliance with the Open Meetings Law**
Reese verified that the meeting was being held in compliance with open meetings law requirements.
- 4. Review of the Agenda**
Nass noted that decision on R3791A-15 will be rendered prior to decision on R3790A-15.
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
There was no public comment.
- 6. Approval of January 26, February 16 and February 19 Committee Minutes**
Motion by Reese, seconded by David to approve the January 26 minutes as presented. Motion carried on a voice vote with no objection. Motion by Reese, seconded by David to approve the February 16 minutes as presented. Motion carried on a voice vote with no objection. Motion by Reese, seconded by David to approve the February 19 minutes as presented. Motion carried on a voice vote with no objection.
- 7. Communications**
Blair Ward, Corporation Counsel explained a memo from Ben Wehmeier, County Administrator, dated February 23, 2015 regarding "Regional Connections." Nass suggested County Highway Department involvement as well. Klotz further explained and noted that this proposal would not affect the County Plan. Ward agreed, commenting that it is an opportunity to provide input.

Reese reported that the first Clean Sweep of the season will be held on April 11, and that it will include latex paint and tire recycling. He noted that additional grant monies were received from the State for Clean Sweep.
- 8. Monthly Financial Report for Land Information Office – Andy Erdman**
Erdman reported that revenues were a little ahead of last year at this time for recordings and map sales.
- 9. Monthly Financial Report for Zoning – Rob Klotz**
Klotz explained that revenues are up from this time last year by about \$1,500.

10. **Decision on Time Allowed for the Installation of a Septic System as Required by CU1809-15 for John and Shirley Wagi, Approved on January 26, 2014**
Motion by Jaeckel, seconded by Reese to allow up to May 1, 2015 for a soil test to be conducted and permit issued by Zoning, and until September 1, 2015 for POWTS installation. Motion carried on a voice vote with no objection.

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

11. **Decision on Petitions Presented in Public Hearing on January 15 and Postponed by the Planning and Zoning Committee on January 26**
APPROVED WITH CONDITIONS R3779A-15 – Breakout Investments/Thomas & Leigh Cheesebro Property, Town of Sullivan on a motion by David, seconded by Jaeckel. Motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3781A-15 - John and Nancy Burton, Town of Palmyra on a motion by Jaeckel, seconded by David. Motion carried on a voice vote with no objection.
12. **Decisions on Petitions Presented in Public Hearing on February 19, 2015:**
APPROVED WITH CONDITIONS R3791A-15 – Derek Kramer, Town of Concord on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3790A-15 on a motion by Nass, seconded by Jaeckel & CU1812-15 on a motion by Jaeckel, seconded by David for Derek Kramer/Derek Kramer, Joseph Kelly Jr & Karen Kelly Properties, Town of Concord. Both motions carried on voice votes with no objection.
APPROVED WITH CONDITIONS R3784A-15 on a motion by Jaeckel, seconded by David & CU1811-15 on a motion by Jaeckel, seconded by Reese for Steve Smith/Richard Smith & Jessica Duncan Property, Town of Sullivan. Both motions carried on voice votes with no objection.
APPROVED WITH CONDITIONS R3785A-15 on a motion by Jaeckel, seconded by David & R3786A-15 on a motion by Nass, seconded by David for Mark Hildebrand/Mark Hildebrand & Paul Redenius Property, Town of Cold Spring. Both motions carried on voice votes with no objection.
APPROVED WITH CONDITIONS R3787A-15 – Dennis Stilling, Town of Aztalan on a motion by Reese, seconded by David. Motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3788A-15 – Kutz Farms LLC, Town of Jefferson on a motion by Jaeckel, seconded by David. Motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3789A-15 – Bennett Brantmeier/Edward & Caroline Soleska Property, Town of Jefferson on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3792A-15 - William Gaugert, Town of Sullivan on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS CU1813-15 – Ronald & Sylvia Essex, Town of Farmington on a motion by Nass, seconded by Jaeckel. Motion carried on a voice vote with no objection.

A brief break was taken at 9:37 a.m. and the meeting reconvened at 9:39 a.m.

13. **Enbridge Pipeline Discussion**
Klotz explained that a pump station requires conditional use permit. The question was brought to his attention by David.
14. **Discussion of Proposed State Budget and its Effect on Zoning, Solid Waste and POWTS**
Klotz noted that levy limits are proposed to be unchanged. He reported on several points in the proposal, including \$4 million for dam removal, removal of payments to local governments for deer removal after car/deer accidents, the movement of the POWTS program to DNR, the Natural Resource Board becoming advisory only and a new study on wind energy. Klotz will therefore be waiting on the creation of a wind energy ordinance at the Committee's recommendation. Shoreland ordinance changes will also be put on hold.

- 15. Discussion of LEAN Project**
Klotz explained this process by which government reviews their processes to make them “leaner.” Staci suggested the certified survey map and subdivision recording processes, so the project will begin there.
- 16. Possible Future Agenda Items**
Rezone fee to support purchase of ag easements by Jefferson County-Nass spoke of local conversion.
Wind energy ordinance
Agricultural uses in a Natural Resource zone with conditional use
- 17. Upcoming Meeting Dates**
March 16, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
March 19, 7:00 p.m. – Public Hearing in Courthouse Room 205
March 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203
April 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
April 16, 7:00 p.m. – Public Hearing in Courthouse Room 203- Nass may be absent
April 27, 8:30 a.m. – Decision Meeting in Courthouse Room 203
- 18. Adjourn**
Motion at 10:05 a.m. by Jaeckel, seconded by David to adjourn. 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.

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