

MINUTES
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, JUNE 1, 2015

1. **Call to Order**
The meeting was called to order by Chairman Nass at 8:31 a.m.
 2. **Roll Call**
Rinard was absent at 8:31 a.m. All other Committee members were present. Also present were Mark Watkins, Director of the Land and Water Conservation Department and Andy Erdman, Director of Land Information. 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**
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.
- Amy Rinard arrived at 8:32 a.m.
6. **Approval of April 27, May 18 and May 21 Committee Minutes**
Motion by Jaeckel, seconded by Reese to approve the April 27 minutes as presented.
Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the May 18 minutes as presented.
Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the May 21 minutes as presented.
Motion carried on a voice vote with no objection.
 7. **Communications**
Klotz spoke about wetland delineation for the River Road Estates subdivision in Town of Watertown. Changes proposed in the state budget bill will put revisions to the County's shoreland/wetland ordinance back on hold.
 8. **Update on Discussion and Possible Modification of Permit CU1438-06 for WD Hoard & Sons/Hoard's Dairyman Farm to Reflect Changes Required to Maintain**

Compliance with the Siting Standards of ATCP51 Regarding the Manure Storage Structural Repair Plan

A roll call was taken, with David, Rinard, Jaeckel, Nass and Reese present. Also present were Rob Klotz and Mark Watkins, Director of the Jefferson County Land and Water Conservation Department.

Klotz began the explanation, and Watkins continued, noting that there was a new repair plan which his engineering contacts at the state think is well done. Watkins' office recommends that the plan be approved. Carl Chenowith, the engineer working with Hoards explained the repair process. Motion by Reese, seconded by Jaeckel to approve the repair as presented. Motion carried on a roll call vote with David, Rinard, Jaeckel, Nass and Reese all voting in favor.

9. Discussion Regarding Complaint by Trevor Price Concerning the Norman Wrench Property at W6619 Timberline Court, Town of Milford

Klotz introduced the topic, and Staff further explained that a June 30 deadline was established for cleanup.

10. Monthly Financial Report Through April 2015 for Land Information Office – Andy Erdman

Erdman noted that revenues were a bit higher than this point last year; surveyor's revenues are down, but should be increasing. He felt his department should hit its mark for revenue.

11. Report on Land Information Public Access to Records Project – Andy Erdman

Erdman explained and showed a report dated 5/26/15. He explained that with the 8,000 downloads at approximately 2 minutes each of staff time, it has saved his staff 260 hours.

12. Monthly Financial Report Through May 2015 for Zoning – Rob Klotz

Revenues have been up for five months in a row.

13. Possible Decision on CU1804-14 for Duane and Anita Bennett at N9045 County Rd Q, Town of Milford

Waiting for word from the State about what regulations will apply, Klotz explained. Staff reported on what she had learned in addition from Steve Gothard, that a license or inspection will be required. She noted the differences between a year-round facility and a temporary, 180-day facility. Motion by Jaeckel, seconded by Rinard to approve the Bennett petition. Motion carried on a voice vote with no objection.

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

14. Decisions on Petitions Presented in Public Hearing on May 21:

DENIED on a motion by Nass, seconded by Reese R3804A-15 & CU1822-15 – Alan S Gaethke, **W7674 North Shore Rd**, Town of Sumner; motion carried on a voice vote with no objection.

APPROVED R3805A-15 – Kimberly (Kincannon) Cheney, **W7271 County Rd C**, Town of Koshkonong on a motion by Jaeckel, seconded by Reese; motion carried on a voice vote with no objection.

POSTPONED R3806A-15 – Todd & Leeann Duwe/Stephen & Kathleen Duwe Property, Town of Milford on a motion by Reese, seconded by Jaeckel; motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS R3807A-15 – John & Patricia Morris, **W6127 County Rd T**, Town of Milford on a motion by Nass, seconded by Jaeckel; motion carried on a voice vote with no objection.

NO ACTION ON R3808A-15 – Josh & Christine Wickland/David & Harriet Wickland Property, **W1108 Hooper Rd**, Town of Palmyra

APPROVED WITH CONDITIONS CU1823-15 – Joshua Sawyer, **N7018 County Rd Q**, Town of Milford on a motion by David, seconded by Rinard; motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1824-15 – Steven Plue/Rose M Stella Estate Property, **Koshkonong Manor Rd**, Town of Sumner on a motion by Jaeckel, seconded by David; motion carried on a voice vote with no objection.

15. Discussion on Bureau of Watershed Management Program Guidance for Structures in Floodplain Campgrounds Dated March 4, 2015

Klotz explained a handout dated 3/4/15 titled “Bureau of Watershed Management Program Guidance-Structures in Floodplain Campgrounds.” He noted that this is for guidance only, and does not insure FEMA approval.

16. Update and Review Regarding W7730 Lamp Road, Town of Sumner

Klotz explained work to date.

17. Policy for Dedication of Public Roads by Certified Survey Map

Klotz noted that the Corporation Counsel and County Administrator are working on this. This will be put on future agendas.

18. Possible Future Agenda Items

19. Upcoming Meeting Dates

June 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

June 18, 7:00 p.m. – Public Hearing in Courthouse Room 205; **David will be absent**

June 29, 8:30 a.m. – Decision Meeting in Courthouse Room 203

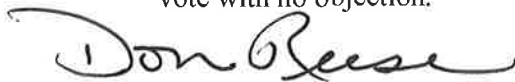
July 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

July 16, 7:00 p.m. – Public Hearing in Courthouse Room 205

July 27, 8:30 a.m. – Decision Meeting in Courthouse Room 205

20. Adjourn

Motion by Reese, seconded by Jaeckel to adjourn at 9:39 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.