

**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 TUESDAY, MAY 31, 2016**

**1. Call to Order**

The meeting was called to order by Chairman Nass at 8:32 a.m.

**2. Roll Call (Establish a Quorum)**

All Committee members were in attendance. Also present was Andy Erdman of Land Information Office, and 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. Approval of the Agenda**

Motion by Jaeckel, seconded by Rinard to approve the agenda as presented.

**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 April 25, May 16 and May 19 Committee Minutes**

Motion by Reese, seconded by David to approve the April 25 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by David to approve the May 16 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the May 19 minutes as presented. Motion carried on a voice vote with no objection, but with Rinard abstaining.

**7. Communications**

Klotz announced that he would be retiring in early March, 2018, if not sooner. There was no talk of a succession plan or any further discussion.

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

Erdman presented his report and noted that recorded document revenues were trending upward, a continuation of 2015.

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

Klotz reported that May 2016 revenues were \$1,200 off of those from May 2015, but still up for the year because of strong April 2016 revenues.

**10. Site Inspection Across from W4932 Horseshoe Road in Response to Request by Nick and Buffy Uglow to Replace a Home which was Removed in 1973 at More than 100 Feet from its Original Location. The property is in the Town of Watertown on PIN 032-0814-1311-000.**

After having viewed the property during a site inspection and with discussion, a motion was made by Jaeckel, seconded by David to approve the request as per the plan submitted. Motion carried on a voice vote with no objection.

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

**11. Discussion and Possible Action on Petitions Presented in Public Hearing on May 19, 2016:**

**APPROVED WITH CONDITIONS** R3879A-16 on a motion by Reese, seconded by Jaeckel & CU1875-16 on a motion by Reese, seconded by David for Edward & Colleen Dionne to sanction the Circle K Campground and allow expansion of up to 100 new sites at W1316 Island Rd in the Town of Palmyra, PINs 024-0516-0941-000 and 024-0516-1944-000. Both motions carried on voice votes with no objection.

**APPROVED WITH CONDITIONS** R3880A-16 on a motion by Reese, seconded by Rinard for James Masters/R&H Masters Trust Property to rezone 1.3 acres of PIN 010-0515-0343-001 owned by the R & H Masters Trust to add it to the existing A-3 zone at **W3622 Lower Hebron Rd** owned by James & Kerrie Masters. The property is in the Town of Hebron. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** R3881A-16 on a motion by Reese, seconded by David for Lorraine Millette/Gerard & Lorraine Millette Trust property to create a 5-acre farm consolidation lot around the home at **W3728 State Road 106** in the Town of Hebron from part of PIN 010-0615-3344-000. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** R3882A-16 on a motion by David, seconded by Jaeckel for Lawrence Geoghegan to create a 1.59-acre farm consolidation lot around the home at **N7550 County Road D**, Town of Watertown on PIN 032-0815-3514- 000 (40 Acres). Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** R3883A-16 on a motion by Nass, seconded by Reese for Scott & Teresa Gimler/Richard G & Joann Gimler Trust Property to create a 1.16-acre residential building site from part of PIN 032-0815-1324-000 (41.19 Acres) near **N8728 River Road** in the Town of Watertown. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** R3884A-16 on a motion by Reese, seconded by Jaeckel for Steven Mode/Laurie Forseth property to rezone 2.79 acres for a new residential building site on the south side of Koch Road, across from **W3018 Koch Road** in the Town of Hebron, on PIN 010-0515-1112-000 (12 Acres). Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** R3885A-16 on a motion by Nass, seconded by David and R3886A-16 on a motion by Nass, seconded by David for Steven Mode/Laurie Forseth Property to create an A-3, Rural Residential lot of 3 acres around the home at **W3018 Koch Rd** and a new 1.88-acre residential building site adjacent to it on **Ehlert Road**. Create two Natural Resource zones between the Bark River and those A-3 lots, one of 2 acres and one of 2.61 acres. These requests are all from PIN 010-0515-1112-000 (12 Acres) in the Town of Hebron. Both motions carried on voice votes with no objections.

**APPROVED WITH CONDITIONS** R3887A-16 on a motion by David, seconded by Rinard & R3888A-16 on a motion by Reese, seconded by David for Kory Sukow to rezone approximately 0.39 acre of PIN 008-0715-1644-004 (8.21 Acre) to A-3 to add it to an adjoining A-3 zoned lot at **N6111 Coffee Road**. Rezone the balance of PIN 008-0715-1644-004, approximately 7.82 acres to Natural Resources. The site is in the Town of Farmington. Both motions carried on voice votes with no objection.

**APPROVED WITH CONDITIONS** R3889A-16 on a motion by David, seconded by Rinard for William Lensmire to rezone PIN 012-0816-0842-002 (2.208 Acres) at **W1897 Gopher Hill Road** to A-1 for it to be incorporated into adjoining A-1 zoned property. The site is in the Town of Ixonia. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** CU1876-16 on a motion by David, seconded by Reese for Sylvie Dahnert for a conditional use to allow up to 8 dogs as a kennel for household pets at **W3672 Lower Hebron Road**, Town of Hebron. The site is on PIN 010-0515-0333-001 (5 Acres) and is zoned A-3, Agricultural/Rural Residential. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** CU1877-16 on a motion by Jaeckel, seconded by David for Tim Otterstatter/JTO Properties LLC for a conditional use to allow an event facility as an adaptive reuse of a pre-1970 barn at **W2763 East Gate Drive** in the Town of Watertown, The site is on PIN 032-0815-1231-000 (37.14 Acres) and is zoned A-2, Agricultural and Rural Business. Motion carried on a voice vote with no objection.

**12. Possible Future Agenda Items**

Klotz reported on the three Town responses received so far regarding ordinance changes for mini-pigs and beekeeping.

**13. Upcoming Meeting Dates**

June 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203-**David will be absent**

June 16, 7:00 p.m. – Public Hearing in Courthouse Room 205-**David will be absent**

June 27, 8:30 a.m. – Decision Meeting in Courthouse Room 203

July 18, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

July 21, 7:00 p.m. – Public Hearing in Courthouse Room 205

July 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203

**14. Adjourn**

Motion by Reese, seconded by Jaeckel to adjourn the meeting. Motion carried on a voice vote, and the meeting adjourned at 9:52 a.m.

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.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov).**

*A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

**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.*