

**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, JULY 25, 2016**

1. **Call to Order**
The meeting was called to order by Chairman Nass at 8:30 a.m.
2. **Roll Call (Establish a Quorum)**
All Committee members were present at 8:30 a.m. Also in attendance were Rob Klotz, Deb Magritz and Matt Zangl of the Zoning Department, and Andy Erdman, Director of Land Information.
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**
There were no changes 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. **Approval of June 27, July 18 and July 21 Committee Minutes**
Motion by Jaeckel, seconded by Reese to approve the June 27 minutes as printed.
Motion carried on a voice vote with no objection.

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

The July 21 minutes were not available at this time.
7. **Communications**
Klotz spoke about the Kucek zoning amendment on Eilenfeldt/Reece property, Harvey Road in the Town of Aztalan, and explained the need for CSM vacation. The Committee agreed that once the petitioners start the vacation process, Klotz will be able to sign the survey.
8. **June Monthly Financial Report for Land Information Office – Andy Erdman**
Erdman reported that revenues were down for June , but looking up in July.
9. **July Monthly Financial Report for Zoning – Rob Klotz**

Klotz noted that revenues were down \$6,000 from this date in 2015, but still well on the way to meeting the annual budget.

10. **Discussion and Possible Action on 2017 Planning and Zoning Department Budget**
Klotz was about ready to turn in his budget. He explained his thought process, and that he planned to increase expected revenues between \$10,000 and \$20,000, rather than just doubling 6-month revenues from 2016. He hopes to have a \$10,000 to \$15,000 overage for 2016. The County Administrator's target for Zoning on the tax levy was \$338,000; Klotz said that it looks like Zoning will be coming in at about \$300,000. Nass responded that Klotz should do what he thinks is best, and the Committee will support him.
11. **Discussion and Possible Action on Salvage Yard Licenses Reissuance**
July 31 is the annual renewal date for salvage yard licenses. Klotz explained the inspection process, and recommended that the Committee approve relicensing. Motion by Jaeckel, seconded by David to approve relicensing the salvage yards. Motion carried on a voice vote with no objection.

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

12. **Discussion and Possible Action on Petitions Presented in Public Hearing on July 21:**

APPROVED WITH CONDITIONS R3909A-16 – Stephen Peirick & Mary Burr-Peirick on a motion by Rinard, seconded by Jaeckel to create a 2.2-acre lot around the existing home at **N9006 Branch Rd**, and a 1.3-acre vacant lot adjacent to it. The site is part of PIN 012-0816-1231-001 (5 Acres) in the Town of Ixonia. Motion carried on a voice vote with no objection.

SUBDIVISION REPLAT

APPROVE WITH CONDITIONS R3910A-16 – Kory Anderson - request for a replat of Shorewood Hills Phase 3 in order to create outlots meeting DNR stormwater regulations on a motion by Jaeckel, seconded by Reese. This involves lots on **Polo Lane and Bridle Path** in the Town of Lake Mills. Motion carried on a voice vote with no objection.

REVOCATION OF CONDITIONAL USE PERMIT

APPROVE WITH CONDITIONS CU1756-13 – Notbohm Trust: Revoke Conditional Use CU1756-13 (per Sec. 11.05 a.7 of the Jefferson County Zoning Ordinance) issued to Grade Tech Pavers, c/o David Schmied for mineral extraction on the Notbohm Trust/Charles Notbohm Trust property, due to both non-compliance with conditions of approval and revocation of the NR135 reclamation permit by the Land and Water Conservation Department on March 4, 2016 on a motion by Reese, seconded by David. The original approval was for PINs 018-0713-3441-000 and 018-0713-3532-000 on **Nelson Lane** in the Town of Lake Mills. Motion carried on a voice vote with no objection.

13. **Possible Future Agenda Items**
Mini-pigs in Residential zones
14. **Upcoming Meeting Dates**
August 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 201
August 18, 7:00 p.m. – Public Hearing in Courthouse Room 205

August 29, 8:30 a.m. – Decision Meeting in Courthouse Room 203
September 12, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 201- **REESE
WILL BE ABSENT**
September 15, 7:00 p.m. – Public Hearing in Courthouse Room 205
September 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203 – **RINARD
WILL BE ABSENT**

15. Adjourn

Motion by Jaeckel, seconded by David to adjourn. Motion carried on a voice vote and the meeting adjourned at 9:11 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.jeffersoncountywi.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.

