

**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, OCTOBER 31, 2016**

1. **Call to Order**
The meeting was called to order at 8:33 a.m. by Chairman Nass.
2. **Roll Call (Establish a Quorum)**
All Committee members were present at 8:33 a.m. Also in attendance were Blair Ward, Corporation Counsel; Andy Erdman, Land Information Department Director; and Rob Klotz, Deb Magritz and Matt Zangl 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, second by David to approve the agenda, moving some items around to accommodate those present. Motion carried on a voice vote with no objection.
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 September 26, October 17 and October 20, 2016 Committee Meeting Minutes**
Motion by Reese, second by Jaeckel to approve the September 26 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, second by Jaeckel to approve the October 17 minutes as presented. Motion carried on a voice vote with Rinard and David abstaining.

Motion by Jaeckel, second by Reese to approve the October 20 minutes as presented. Motion carried on a voice vote with no objection.
7. **Communications**
Klotz reported that Hoard's Dairy Farm engineers have come up with a new repair plan for the manure storage structure. The subject will be put on our November 28 decision meeting agenda.

Klotz also reported that he's received unofficial approval from DNR for our ordinance amendments. DNR will be reviewing numerous counties' amended ordinances and sending out letters to all in one mailing.
8. **Discussion and Possible Decision on Treatment of After-the-Fact Approvals and Zoning Department Options for Legal Action**
Klotz explained the reason for having this on the agenda, and noted that our violation remedy has always been to try to bring the violation into compliance. Nass and Rinard added information about recent events. Ward reported that penalties are often dealt with by small claims, with

\$10,000 being the jurisdictional maximum. Klotz asked whether enforcement action should be part of decision, to which Ward answered no. Instead, the Committee should direct the Zoning Director and Corporation Counsel to work together toward a small claims resolution. Double permit fees can also be collected, which Klotz explained is currently being done.

County Board Chair Jim Schroeder arrived during the above discussion, at 8:40 a.m.

9. **September Monthly Financial Report for Land Information Office – Andy Erdman**
Erdman reported that document recordings were up for September, but other revenues were down. However, real estate transactions are overall up for the year.
10. **October Monthly Financial Report for Zoning – Rob Klotz**
Klotz reported that he had budgeted \$191,400 in revenues for 2016, and the actual received to date is \$204,729, above projections.
11. **Review and Possible Decision on a Revision to the Final Plat of Shorewood Hills Northwest, Town of Lake Mills**
Klotz explained; NR151 regulations changed from when the plat was first approved to now, and the plat had to be revised. Jay Smith, attorney for the developer reported that they had to work through engineering issues. Outlot one has been removed from the plat; notations and restrictions have been added; legal documents have been approved by Smith and the Town's attorney. The Town will meet on November 1 to review the final plat. Motion by Nass, second by Jaeckel to approve the final plat, subject to the Town's engineering approval and approval by the Town of the developer's agreement. Motion carried on a voice vote with no objection.

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

12. Discussion and Possible Action on Petitions Presented in Public Hearing on October 20, 2016:

APPROVE WITH CONDITIONS R3929A-16 – Duane Strauss on a motion by Jaeckel, second by Reese: Rezone to create a 0.548-acre lot with the residence at **N8635 Highland Road**, and one of 0.495 acre with the residence at **N8627 Highland Road**, both in the Town of Watertown, from PIN 032-0815-1741-003 (16.198 Acres). Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3930A-16 – Charles Kerr on a motion by Reese, second by Jaeckel: Rezone to allow a 3-acre farm consolidation in combination with a 2-acre lot to create a 4.99-acre A-3 zone around the home and buildings at **W3282 County Road B**. The property is in the Town of Farmington on PIN 008-0715-1423-000 (38.57 Acres). Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3931A-16 – C&L Trust on a motion by Jaeckel, second by David : Create a 1-acre lot from part of PIN 008-0715-1941-000 (39 Acres) on **Wright Road** in the Town of Farmington. Motion carried on a voice vote with no objection.

POSTPONED R3932A-16 – Samantha Speich/Alfred & Sandra Speich Property on a motion by Reese, second by Rinard: Create a 2-acre building site on **Highland Drive** in the Town of Sullivan from part of PIN 026-0616-0211-000 (62.598 Acres). Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3933A-16 – Chad Toedter on a motion by Jaeckel, second by David: Rezone 2 acres of PIN 026-0616-3133-002 (7.212 Acres) for a building site on **Mehring Road** in the Town of Sullivan. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3934A-16 – Scott Hartwig on a motion by Reese, second by Jaeckel: Rezone 3,000 square feet of PIN 010-0515-0413-002 (18.88 Acres) to reconfigure the lot at **N2384 Strunk Road** in the Town of Hebron with no net gain or loss. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3935A-16 – Scott Hartwig on a motion by Jaeckel, second by Reese: Rezone 3,000 square feet of PIN 010-0515-0413-000 (1.12 Acre) to reconfigure the lot at **N2384 Strunk Road** in the Town of Hebron with no net gain or loss. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS CU1894-16 – JTO Properties LLC on a motion by Jaeckel, second by David: Conditional use to revise the previous approval for CU1846-15, thereby allowing farm & construction equipment sales east of the originally approved location. The site is in the Town of Watertown, east of **W2763 East Gate Drive**, and remains on PIN 032-0815-1231-000 (37.14 Acres) in an A-2, Agricultural and Rural Business zone. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1893-16 – Robert & Angela Lemke/Lemke's Real Estate LLC on a motion by Reese, second by Jaeckel: Conditional use to allow for an extensive on-site storage structure of 4,320 square feet, 24 feet in height in a Community zone at **W3333 US Highway 18**. The site is on PIN 014-0615-0314-030 (1.405 Acre) in the Town of Jefferson. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1895-16 – Robert & Angela Lemke/Lemke's Real Estate LLC on a motion by Reese, seconded by Jaeckel: Conditional use to allow for business storage in a Community zone at **W3333 Highway 18** in the Town of Jefferson on PIN 014-0615-0314-030 (1.405 Acre). Motion carried on a voice vote with no objection.

13. Discussion and Possible Decision on Changing Days and/or Times for Planning and Zoning Committee Site Inspections

After discussion, a motion was made by Rinard, second by Reese that beginning in 2017, site inspection meetings will be scheduled for the Friday prior to public hearing. Motion carried on a voice vote with no objection.

14. Possible Future Agenda Items-None noted

15. Upcoming Meeting Dates

November 14, 8:00 a.m. – Site Inspections Beginning Courthouse Room 203

November 17, 7:00 p.m. – Public Hearing in Courthouse Room 205

November 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203

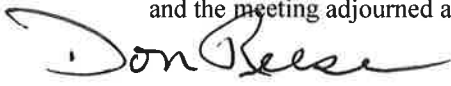
December 12, 8:00 a.m. – Site Inspections Beginning Courthouse Room 203

December 15, 7:00 p.m. – Public Hearing in Courthouse Room 205

January 9, 2017, 8:30 a.m. – Decision Meeting in Courthouse Room 203

16. Adjourn

Motion by Reese, second by David to adjourn. Motion carried on a voice vote with no objection, and the meeting adjourned at 9:39 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.

