

**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 26, 2017**

**1. Call to Order**

The meeting was called to order by Chairman Nass at 8:30 a.m.

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

Rinard was absent and excused; all other Committee members were present. Also in attendance were 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, seconded by David to approve the agenda as presented. 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.

**Approval of May 22, June 9 and June 15 Committee Meeting Minutes**

Motion by Reese, seconded by Jaeckel to approve the May 22 minutes as presented. Motion carried on a voice vote with David abstaining.

Motion by Jaeckel, seconded by Reese to approve the June 9 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the June 15 minutes as presented. Motion carried on a voice vote with no objection.

**7. Communications**

There were no communications.

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

Erdman was not present. The May report was emailed in the Committee members' packets.

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

Revenues were up \$4,400 this month with one week yet to go. Year-to-date revenues are approximately \$108,000, which puts us on track to meet the \$198,000 annual budget.

**10. Discussion and Possible Decision on Determination of Completeness for Kevin Horack Livestock Siting, Intensive Ag Hog Operation, 2017 Update to CU996-00 on PIN 032-0815-3434-000 in the Town of Watertown. This amendment is to increase animal numbers to 825 animal units, and add new confinement housing.**

The application is still incomplete, so this item will be put on a future agenda when found complete by the Land and Water Conservation Department.

**11. Discussion and Possible Action on Placement of Shipping Crates on Rural Properties**

Klotz explained the issue. After discussion, the Committee determined that shipping crates would be allowed in Agricultural zones and treated like truck boxes. Permits will be required, and conditional use is required for over two shipping crates. Variances will be required for shipping crates in Residential zones.

- 12. Discussion and Possible Action on Federal Firearms Licenses and the Jefferson County Zoning Ordinance Home Occupation Definition**  
Klotz explained that currently, federal firearm dealer sales are not allowed in Residential zones. He recommended changing the ordinance to allow this type of sale. Motion by Jaeckel, seconded by Reese to have federal firearm sales included as an accessory home occupation under “personal care product.” Motion carried on a voice vote with no objection.
- 13. Discussion and Possible Decision on the Request for Holding Tank Waiver for the Charles Schaller Property at W8679 White Crow Rd, Town of Sumner on PIN 028-0513-2112-012**  
This item was postponed at the petitioner’s request.
- 14. Discussion and Possible Decision on David & Kody Habeck’s Request to Replace the Home at W5980 County Road J at More than 100 Feet from its Existing Location. The Site is in the Town of Jefferson, on PIN 014-0614-1032-000**  
After conducting a site inspection of the property and reviewing the applicant’s paperwork, a motion was made by Jaeckel, seconded by Reese to allow home replacement at the proposed location, 205 feet from the existing home.

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

- 15. Discussion and Possible Decision on Petition R3969A-17-Laura Jacobson/Roy J Haas Jr Property, County Road Y and Haas Road in the Town of Hebron, on PIN 010-0615-2211-000, Presented in Public Hearing on May 18, 2017 and Subsequently Postponed**  
Klotz read aloud correspondence from Laura Haas Jacobson and explained. Motion by Reese, seconded by Jaeckel to approve the alternate lot site on Haas Road as described in the June 9, 2017 letter. Motion carried on a voice vote with no objection. The lots shall be of the same size and dimension as previously proposed, and shall be located in the southwest corner of the parcel.
- 16. Discussion and Possible Decision on a Revision to Petition R3965A-17-Bernard Gilbert on PIN 024-0516-2413-000, North of State Road 59, Town of Palmyra, Presented in Public Hearing on April 20, 2017 and Recommended for Denial**  
The Committee considered the latest revision, a 1.2-acre proposal clustered with the east lot line. Motion by Nass, seconded by Jaeckel to approve the request. Motion carried on a voice vote with no objection.
- 17. Discussion and Possible Action on Petitions Presented in Public Hearing on June 15:**  
**APPROVED WITH CONDITIONS** R3971A-17 - Vincent J Stark Estate on a motion by Jaeckel, seconded by David: Create a 2-acre A-3, farm consolidation lot around the home at **N6519 County Road Q** and a 2-acre A-3, farm consolidation lot around the home at **N6523 County Road Q** from part of PINs 002-0714-0843-000 (24.22 Ac) and 002-0714-1712-001 (10 Ac) in the Town of Aztalan. The proposal is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** R3972A-17 – Mark & Deborah Hoffmann on a motion by Jaeckel, seconded by Reese: Create a 2.6-acre A-3, farm consolidation lot around the home and shed at **N1655 Findlay Road**, Town of Cold Spring from PIN 004-0515-1711-000 (40 Ac). This proposal is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** R3973A-17 – Casey L Kottwitz/James & Gail Kottwitz Trust Property on a motion by Reese, seconded by Jaeckel: Create a 2-acre A-3 vacant building site on **Tesmer Road** from part of PIN 030-0813-2341-000 (20.938 Ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** R3974A-17 – Zach Holcomb/Conrad & Carolyn Holcomb Trust Property on a motion by Reese, seconded by David: Create a 2-acre A-3 lot with existing shed at **W4264 Zillge Lane** in the Town of

Watertown from part of PIN 032-0815-2942-001 (15.061 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS R3975A-17 – Tom & Terry Zignego** on a motion by Jaeckel, seconded by Reese: Create a vacant 1-acre A-3 building site from part of PIN 014-0615-0141-001 (14.24 Ac) in the Town of Jefferson and a vacant 2-acre building site from part of PINs 014-0615-0141-001 (14.24 Ac) in the Town of Jefferson and 026-0616-0632-000 (40.82 Ac) in the Town of Sullivan. These lots are on either side of **N4664 Rome Road**, and are being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS R3976A-17 – Tom & Terry Zignego** on a motion by Reese, seconded by David: Create a 3.66-acre Natural Resource zone north of **N4664 Rome Road** from part of PINs 014-0615-0141-001 (14.24 Ac), Town of Jefferson and 026-0616-0632-000 (40.82 Ac), Town of Sullivan. This is being done in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS R3977A-17 – William Becker/Carl & Jennifer Martin Property** on a motion by Reese, seconded by Jaeckel: Create a 2-acre Natural Resource zone from part of PIN 022-0613-1211-000 (34.07 Ac) near **County Road G** in the Town of Oakland. This is being done in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS CU1920-17 – Nichole Gleesing & James Jaquith** on a motion by Reese, seconded by Nass: Conditional use to allow an extensive on-site storage structure, 40' X 64' and 23' 4" in height in an R-2 zone at **N2602 County Road N**, Town of Koshkonong, on PIN 016-0614-3642-009 (2 ac). Motion carried on a voice vote with no objection.

**18. Possible Future Agenda Items**

**19. Upcoming Meeting Dates**

**July 14, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203**

**July 20, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**July 24, 8:30 a.m. - Decision Meeting in Courthouse Room 203**

**August 11, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203**

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

**August 28, 8:30 a.m. - Decision Meeting in Courthouse Room 203**

**20. Adjourn**

Motion by Reese, seconded by Jaeckel to adjourn the meeting. Motion carried on a voice vote, and the meeting adjourned at 9:43 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.*

