

**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 AUGUST 28, 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)**

All Committee members were present at 8:30 a.m. Also in attendance were 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 Rinard, seconded by Jaeckel 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 July 24, August 11 and August 17 Committee Meeting Minutes**

Motion by Reese, seconded by Jaeckel to approve the July 24 minutes as printed. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the August 11 minutes as printed. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the August 17 minutes as printed. Motion carried on a voice vote with no objection.

**7. Communications**

**Notice of Town of Waterloo Special Meeting to Reconsider Zoning Amendment R3996A-17 and CU1926-17 for Tim Esser**

Zangl explained options now that the Town special meeting minutes had been received by this office. He said he could tell the Committee the results of that meeting, but since that information arrived after public hearing, it shouldn't be used to make today's decision. Or, action on the petition could be postponed to allow that information to be entered into the record at a new public hearing.

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

Erdman reported that revenues are about where they were at this point in 2016. Revenues from both recorded documents and the County Surveyor are down. The Surveyor's been pulled off of Highway Department projects to complete other work, but Erdman hopes that will change and that the Surveyor's revenues will be made up.

**9. August Monthly Financial Report for Zoning – Matt Zangl**

Zangl noted that revenues for the month of July 2017 were up \$2,200 from July 2016, but to date, August 2017 revenues were about \$10,000 behind those from August 2016. Currently we are about \$50,000 behind revenues from 2016, but have months to go to make up those revenues.

- 10. Discussion and Possible Action on Authorization for Changes to CU1438-06 -WD Hoard & Sons/Hoards Dairyman Farm, According to Sec. 11.05(d)2h. of the Jefferson County Zoning Ordinance in Order to Maintain Compliance with the Siting Standards of ATCP51 Regarding a Manure Storage Structure**  
A roll call was taken by Nass, with Nass, Reese, Jaeckel, Rinard, David, Zangl, Mark Watkins & Patricia Cicero from the Land and Water Conservation Department (LWCD) signifying attendance. Watkins began by reporting that he was contacted by Hoards with a plan to abandon the current basin in favor of it becoming fresh water storage and build a new approved concrete manure storage structure. Cicero went on to say that Hoards is not increasing animal numbers, so this is just an amendment to their original conditional use. They are building new manure storage, closing the floor of their sand storage unit and closing the pipe from sand storage to the old manure storage. Two satellite farms have livestock lots, so models have been provided to account for phosphorus output. Cicero went out to list potential conditions of approval. Previously Hoards was over-applying manure and fertilizers, not following their nutrient management plan. Watkins has been sampling the output of the old manure storage structure, and will continue to monitor levels quarterly for one year. After one year, LWCD will review test results to determine whether continued monitoring is necessary. Watkins added that the samples collected will be returned to the basin, since there hasn't been manure in the old storage structure since December of 2016 and the levels are below the targeted thresholds. LWCD recommends that the Committee approve the application. Reese asked how closely the construction will be monitored. The new structure proposed is USDA pre-approved; REA Engineering and LWCD will be on site during the new basin construction. David asked if there would be under-tank seepage to monitor potential leaks. Bob Pufal, the engineer for the project addressed that question by saying that there would be two feet of clay liner in addition to the concrete, allowing little potential for seepage. Watkins added that there is no indication that the new location will become a point source, unlike the previous site.

Motion by Reese, seconded by Jaeckel to approve the plan set forth by Hoard's Dairyman Farm for closure of the old manure storage facility and installation of the new structure. Roll call vote was taken with Reese, Nass, Jaeckel, Rinard and David voting yes.

- 11. Board of Adjustment Request to Meet with the Planning and Zoning Committee Regarding Potential Text Amendment to Modify the Frontage and Access Requirements for Proposed Natural Resource Zones**  
Zangl explained the request, and invited members of the Board of Adjustment (BOA) to speak. Dale Weis, Chairman of the Board of Adjustment reminded the Committee members that the BOA had previously come to them with a request to change policy because at that time, variances were always granted for a particular request. This is a similar situation, but the topic at hand is road frontage and access for Natural Resource zones. Weis explained the BOA's position is that a Natural Resource zone would not allow for future residential development, so they saw no need to require 66 feet of frontage on and access to a public road for N zones. Variances therefore are routinely approved for Natural Resource zones without the minimum road frontage and access. He also spoke about not allowing such variances for Agricultural zones, since those potentially could be developed in the future. Weis asked that the Committee consider decreasing the width of access needed for N zones. Nass suggested that a draft text amendment be constructed, potentially with BOA. Reese asked what minimum width the BOA suggests; a 10-foot minimum width was discussed.
- 12. Discussion and Possible Action on Munis Accounts and Fee Schedule Additions**  
Zangl explained that these fees in most cases are already in the ordinance, but have not been put on the fee schedule. They should be added to the fee schedule so that when changes do occur, only the fee schedule and not the entire ordinance have to be updated. At this time, however, no increase in fees is being proposed.
- 13. Discussion and Possible Action on Petitions Presented in Public Hearing on August 17, 2017:**

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL/RURAL BUSINESS WITH CONDITIONAL USE**

**APPROVED WITH CONDITIONS** on a motion by Jaeckel, seconded by Reese to rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance and **APPROVE WITH CONDITIONS** on a motion by Reese, seconded by David a conditional use oo. Agricultural Tourism to conduct farm-to-table dinners/pizza nights at **N5679 County Road Q** in the Town of Aztalan, on PIN 002-0714-2921-000 (17.21 Acres). R3994A-17 & CU1924-17 – William Marty. Both motions carried on voice votes with no objection.

**APPROVED WITH CONDITIONS** on a motion by David, seconded by Rinard to rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance and **APPROVE WITH CONDITIONS** on a motion by Reese, seconded by David a conditional use e. Public and semi-public uses to bring the property into conformance. The site is at **4637 County Road Y** in the Town of Jefferson, on PINs 014-0614-0142-000 (24.18 Ac) and the A-1 zoned part of 014-0614-0143-002 (18.42 Acres). R3995A-17 & CU1925-17 – St Coletta of Wisconsin. Both motions carried on voice votes with no objection.

**POSTPONED** on a motion by Rinard, seconded by David to rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance with conditional use jj. for Mini warehousing/personal storage warehousing on **Newville Road**, PIN 030-0813-2834-003 (4.297 Ac) in the Town of Waterloo. R3996A-17 & CU1926-17 – Tim Esser. Motion carried on a voice vote with no objection.

#### **FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

**POSTPONED FOR REDESIGN** on a motion by Reese, seconded by David to rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance and add 0.5 acre of PIN 032-0815-1544-000 (55.29 Ac) to the adjoining A-3 zoned lot on **Witte Lane** in the Town of Watertown. R3997A-17 – Daniel & Nancy Last. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** on a motion by Jaeckel, seconded by Reese to rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance and create a 1-acre vacant lot on **High Road** in the Town of Watertown from PIN 032-0815-2043-000 (31.63 Acres). R3998A-17 – Neal Loeb. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** on a motion by Nass, seconded by David to rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance and create a 1.7-acre farm consolidation lot at **W3811 County Road B** in the Town of Farmington on PIN 008-0715-1613-000 (39.56 Acres). R3999A-17 – Linda Wright/Myrtle E Klug Trust Property. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** on a motion by Jaeckel, seconded by Reese to rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance and create a 1.7-acre vacant building site on **Coffee Road** from part of PIN 008-0715-1641-000 (40 Acres) in the Town of Farmington. R4000A-17- Linda Wright/Myrtle E Klug Trust Property. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS** on a motion by David, seconded by Jaeckel to rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance and create a 1-acre vacant building site on **Hilltop Lane** from part of PIN 008-0715-1613-000 (39.56 Acres) in the Town of Farmington. R4001A-17 – Linda Wright/Myrtle E Klug Trust Property. Motion carried on a voice vote with David objecting.

**APPROVED WITH CONDITIONS** on a motion by Jaeckel, seconded by Reese to rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance and create a 2.5-acre vacant building site on **Ranch Road** from PIN 008-0715-1022-000 (37.5 Acres) in the Town of Farmington. R4002A-17 – Linda Wright/Myrtle E Klug Trust Property. Motion carried on a voice vote with David objecting.

#### **NATURAL RESOURCE ZONE**

**APPROVED WITH CONDITIONS** on a motion by Reese, seconded by Jaeckel to rezone in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance and create a 13.5-acre N zone on **Ranch Road** from PINs 008-0715-1022-000 (37.5 Acres) and 008-0715-1023-000 (37.9 Acres). This is in the Town of Farmington. R4003A-17 – Linda Wright/Myrtle E Klug Trust Property. Motion carried on a voice vote with no objection.

#### **CONDITIONAL USE PERMIT APPLICATIONS**

**APPROVED WITH CONDITIONS** on a motion by Jaeckel, seconded by Reese for conditional use in accordance with Sec. 11.04(f)1 Conditional Uses j. to allow an extensive onsite storage structure of 2,000 square feet in a Residential R-1

zone across from **W9633 Lake Drive** on PIN 028-0513-3022-049 (0.129 Acre), Town of Sumner. CU1927-17 – Steven and Catherine Buckwinkler. Motion carried on a voice vote with no objection.

A roll call was taken, with Reese, Nass, Jaeckel, Rinard, David and Zangl signifying attendance.

**APPROVED WITH CONDITIONS** on a motion by Jaeckel, seconded by David for conditional use in accordance with Sec. 11.04(f)6 Conditional Uses a.3. An ATCP51 regulated livestock facility for more than 150 animal units and 11.05(d)2 to sanction 825 animal units (hogs) on the farm at **W3550 Saucer Dr** in the Town of Watertown, on PINs 032-0815-3431-000 (40 Acres) and 032-0815-3434-000 (40 Acres). This conditional use permit also falls under the standards and requirements of ATCP51 in the A-1, Exclusive Agricultural zone. CU1928-17 – Kevin Horack. Motion carried on a roll call vote with Reese, Nass, Jaeckel, Rinard and Jaeckel voting yes.

**14. Possible Future Agenda Items**

Tim Esser petitions

Daniel and Nancy Last petition revision

Possible ordinance update for reduced N zone frontage and access per BOA request

**15. Upcoming Meeting Dates**

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

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

**September 25, 8:30 a.m. - Decision Meeting in Courthouse Room 203-Reese and Rinard will be absent**

**October 13, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203**

**October 19, 7:00 p.m. – Public Hearing in Courthouse Room 205**

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

**16. Adjourn**

Motion by Jaeckel, seconded by David to adjourn the meeting. Motion carried on a voice vote, and the meeting adjourned at 9:55 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](http://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.*