

**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 SEPTEMBER 25, 2017**

1. Call to Order

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

2. Roll Call (Establish a Quorum)

Committee members Nass, Jaeckel and David were present. Reese and Rinard were absent and excused. Also present were Rob Klotz, Deb Magritz and Matt Zangl from the Zoning Department.

3. Certification of Compliance with the Open Meetings Law

Klotz 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.

6. Approval of August 28, September 8 and September 21 Committee Meeting Minutes

Motion by Jaeckel, seconded by Nass to approve the August 28 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by David to approve the September 8 minutes as presented.

September 21 minutes were not available for review.

7. Communications

There were no communications.

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

Erdman reported that August was a good month for revenues. Recording revenues seem to have come back to expectations. He also noted that his budget hearing went well with the Finance Committee.

9. September Monthly Financial Report for Zoning – Rob Klotz

Klotz told the Committee that revenues are up \$2,000 for the month over September of 2016 due to two tower permits having been issued at \$3,000 each. He also reported that his budget presentation went well with the Finance Committee.

10. Discussion and Possible Decision on Request for Holding Tank Waiver for Koshkonong Mounds Country Club Property, Town of Koshkonong

Klotz explained the request. He noted that there is ample room for a system, however its use would be just seasonal for concession stand and bathrooms. Jeff Simes, County Onsite Waste Systems Technician spoke. His main concern was whether the road was wide enough and could support a pump truck. Klotz suggested that if the Committee was inclined to approve the request, a condition might be for satisfactory evidence presented that they meet code and that the road is accessible, or if not, that they include the suction line in the plan submitted. Motion by Jaeckel to direct Koshkonong Mounds to talk with Simes about the potential for a system; the

Committee would prefer to see a regular system. Nass suggested that the Mounds prove to the Committee that they cannot put in a conventional system after discussion with Simes. 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 September 21, 2017:

The Committee moved to CU1929-17:

APPROVED WITH CONDITIONS CU1929-17 – Robert Muchka on a motion by Jaeckel, seconded by David to modify conditions of CU1786-14 to allow a third storage structure, 2,800 square feet and over 15 feet in height, at W1336 County Road B, Town of Concord, on PIN 006-0716-1641-001(3.467 Acres). The property is zoned Community; this action is being taken in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS R4003A-17 – Jacob Kummrow on a motion by David, seconded by Jaeckel to rezone to create a 1.16-acre building site on **Morgan Road** in the Town of Concord from part of PIN 006-0716-1344-000 (16.222 Acres). This is 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 R4004A-17 – Lance Dopke/Dopke LLC Property on a motion by David, seconded by Jaeckel to create a 3-acre lot around the home at N8471 Witte Lane, Town of Watertown, from PIN 032-0815-2211-000 (18.106 Acres). 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 R4005A-17 – Donald & Phyllis Vehlow Trust on a motion by David, seconded by Jaeckel to create a 1-acre building site on County Road G from part of PIN 030-0813-2421-000 (20.962 Acres), 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 R4006A-17 – Donald & Phyllis Vehlow Trust on a motion by Jaeckel, seconded by David to rezone to create a 2.6-acre Natural Resource zone adjacent to a proposed building site on County Road G, Town of Waterloo, from PIN 030-0813-2421-000 (20.962 Acres). This is 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 CU1930-17 – John & Ann Adsit on a motion by Jaeckel, seconded by David for conditional use for an extensive on-site storage structure 20 feet in height in a Residential R-1 zone. The site is at W9569 Skogen Road, Town of Oakland, on PIN 022-0613-0721-030 (0.477 Acre). This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

12. Possible Future Agenda Items

13. Upcoming Meeting Dates

October 13, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203-Jaeckel may be absent

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

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

November 10, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203

November 16, 7:00 p.m. – Public Hearing in Courthouse Room 205

November 27, 8:30 a.m. - Decision Meeting in Courthouse Room 203

14. Adjourn

Motion by Jaeckel, seconded by David to adjourn the meeting. Motion carried on a voice vote, and the meeting adjourned at 8:58 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.