

**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 30, 2017**

1. Call to Order

The meeting was called to order by Vice-Chair David at 8:30 a.m.

2. Roll Call (Establish a Quorum)

Committee members present at 8:30 included David, Reese, Rinard and Jaeckel. Also present 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 the Open Meetings Law.

4. Approval of the Agenda

The Committee will move to agenda items to accommodate guests.

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 21, September 25, October 13 and October 19 Committee Meeting Minutes

Motion by Reese, seconded by Rinard to approve the September 21 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Rinard to approve the September 25 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Reese to approve the October 13 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the October 19 meeting minutes as presented. Motion carried on a voice vote with no objection.

7. Communications

Klotz drew pointed out and briefly discussed the 25-page packet of legislative reports which was printed out and also emailed to them.

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

Erdman reported that there has been a drop, though not significant, in the number of documents recorded. The County Surveyor has been getting back to Highway Department work, now working on County Road A between State Road 106 and County Highway C, so his revenues will be getting back on track.

9. October Monthly Financial Report for Zoning – Rob Klotz

Klotz noted that revenues were down a little for the month, however revenue projections for the year have been met.

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

Klotz began with an explanation of circumstances to date; Jeff Simes, On-Site Waste Systems Technician further explained area requirements for a private on-site waste treatment system. Klotz noted the location of the tee boxes and the irrigation system which impede system installation, and asked Simes about the existing roadway. Simes stated that the roadway is 10 ½ feet wide, and enough to support a pump truck. Motion by Jaeckel, seconded by Reese to approve the holding tank waiver because of the noted site restrictions. Motion carried on a voice vote with no objections.

The Committee moved to agenda item 13 to accommodate guests in attendance.

**13. Discussion and Possible Action on Petitions Presented in Public Hearing on October 19:
PLEASE SEE INDIVIDUAL FILES FOR A COMPLETE RECORD OF THE FOLLOWING DECISIONS:**

APPROVE WITH CONDITIONS R4012A-17 – J&D Messmann Trust/Robert Biwer, Vesta Biwer Trust on a motion by Reese, seconded by Jaeckel: Rezone PIN 008-0715-3042-001 (8.487 Ac) to create an 8.55-acre Natural Resource zone near **County Road Y** in the Town of Farmington. 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.

APPROVE WITH CONDITIONS CU1931-17 – North Shore Estates LLC on a motion by Jaeckel, seconded by Reese: Allow multi-family residential development for 13 units at **W7990 and W7986 County Road B** on PINs 018-0713-0234-002 (3.419 Ac), 018-0713-0234-003 (0.561 Ac) and 018-0713-0234-009 (0.353 Ac). The site is in the Town of Lake Mills, and is zoned Residential R-1. This request is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R4007A-17 – Michael Cronin/Michael Neal & Doris Cronin Property on a motion by Jaeckel, seconded by Reese: Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 0.7-acre lot and a 2.3-acre lot at **W4849 Shaner Rd** from PIN 010-0515-0622-002 (3 Ac), Town of Hebron. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R4008A-17 – Michael Bumbard/C&G Bumbard Trust Property on a motion by Reese, seconded by Jaeckel: Create a 6-acre building site utilizing lot combination on **Wishing Well Ln** in the Town of Koshkonong. The site is part of PIN 016-0513-2534-000 (40 Ac). 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.

APPROVE WITH CONDITIONS R4009A-17 – Matthew Kaminski on a motion by Jaeckel, seconded by Reese: Create a 1.59-ac farm consolidation lot around the home at **N7797 Vandre Rd** in the Town of Milford from part of PIN 020-0814-2933-000 (16.679 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.

APPROVE WITH CONDITIONS R4010A-17 – Kathryn I Moritz Trust on a motion by Jaeckel, seconded by Rinard: Create an 8.5-acre lot at **W6770 Pond Rd**, in part by farm consolidation and also by lot combination from PINs 016-0514-2924-000 (40 Ac) and 016-0514-2923-001 (10 Ac) in the Town of Koshkonong. 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.

APPROVE WITH CONDITIONS R4011A-17 – Kathryn I Moritz Trust on a motion by Jaeckel, seconded by Rinard: Rezone to create a 4.4-acre Natural Resource zone from part of PIN 016-0514-2924-000 (40 Ac), near **N6770 Pond Rd** in the Town of Koshkonong in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

11. Discussion and Possible Action on Passed and Pending Legislation affecting County Zoning
Klotz touched on various points of legislation .

12. Discussion and Possible Action on Comprehensive Plan and Agricultural Preservation and Land Use Plan and Zoning Ordinance Updates
Klotz will be giving a list and timeline at next month's meeting for all the things that need to be addressed. The process will start in 2019 to update both plans at the same time. The transportation plan will be done by other departments.

Nass arrived at 9:43 a.m.

14. Possible Future Agenda Items

15. Upcoming Meeting Dates

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

December 15, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203

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

January 8, 2018, 8:30 a.m. - Decision Meeting in Courthouse Room 203

16. Adjourn

Motion by Reese, seconded by Jaeckel to adjourn the meeting. Motion carried on a voice vote with no objection, and the meeting adjourned at 9:50 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.

