

**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, JANUARY 8, 2018**

**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. Also in attendance were Matt Zangl and Deb Magritz of the Planning and Zoning Department.

**3. Certification of Compliance with the Open Meetings Law**

Secretary Reese verified that the meeting was being held in compliance with the open meetings law.

**4. Approval of the Agenda**

Motion by Rinard, 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 November 27, December 15 and December 21, 2017 Meeting Minutes**

Motion by Jaeckel, seconded by Rinard to approve the November 27 meeting minutes as presented. Motion carried on a voice vote with no objection.

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

Motion by Reese, seconded by Jaeckel to approve the December 21 public hearing minutes as presented. Motion carried on a voice vote with no objection.

**7. Communications**

There were no communications.

**8. November 2017 Monthly Financial Report for Land Information Office**

Rather than just a November report, Erdman presented year-end totals. He noted that map sales were down a bit and recording revenues were up a bit. The surveyor's revenues were about \$9,000 short of budget.

**9. December 2017 Monthly Financial Report for Zoning-Matt Zangl**

Zangl reported that Zoning Department revenues were up about \$9,000 from December 2016 revenues, due in large part to two cell towers. The year-end revenues are up \$44,000 from 2016.

**Due to the presence of guests, the Committee moved to agenda item 12, specifically for R4026A-17, R4027A-17 and R4028A-17.**

**12. Discussion and Possible Action on Petitions Presented in Public Hearing on December 21, 2017:**

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

**APPROVE WITH CONDITIONS R4026A-17** – Amy Tessman/Amy L Heine Property on a motion by Jaeckel, seconded by David: Create a 3.1-acre lot around the home at **N6188 South Farmington Rd** and a new 1-acre building site adjoining it. These are proposed from PIN 008-0715-1334-001 (11.416 Acres) in the Town of Farmington 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 R4027A-17** – Amy Tessman/Amy L Heine Property on a motion by David: Create a 1.3-acre building site on the west side of **South Farmington Rd** from part of PIN 008-0715-1333-001 (12.25 Acres) in the Town of Farmington. 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 A MODIFICATION WITH CONDITIONS R4028A-17** – Dennis Brant/Alvin B Brant Trust Property on a motion by Nass, seconded by Reese: Rezone to create a 3-acre farm consolidation lot around the home and buildings at **N4470 South Schopen Rd** from PIN 014-0615-0712-000 (38.8 Acre) in the Town of Jefferson and add two prime ag land acres, utilizing the last available A-3 lots and requiring an affidavit. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote, with Nass, Reese and Rinard in favor, and Jaeckel and David opposed.

- 10. Discussion and Possible Action on Redesign of Petition R3974A-17 for Zach Holcomb/Conrad & Carolyn Holcomb Property, Zillge Lane, Town of Watertown, Approved by County Board on July 11, 2017**  
Motion by Reese, seconded by Jaeckel to approve the redesign of this approval, turning the lot 90 degrees to include suitable soil types for a septic system. No further action will be necessary on the Holcombs' part. Motion carried on a voice vote with no objection.
- 11. Discussion and Possible Action on Petition R4020A-17 for Brian Statz, US Highway 18, Town of Jefferson Presented in Public Hearing on November 16, 2017 and Subsequently Postponed**  
Zangl explained the situation to date. Motion by Nass, seconded by Jaeckel to deny the petition based upon the Town's denial. Motion carried on a voice vote with no objection.
- 12. Discussion and Possible Action on Petitions Presented in Public Hearing on December 21, 2017:**

#### **FROM INDUSTRIAL TO RESIDENTIAL R-2**

**NO ACTION TAKEN-THE PETITIONER IS COMING TO A FUTURE PUBLIC HEARING WITH A NEW REQUEST - R4024A-17** – Eugene Gutzmer Jr/ Merrill Eugene Gutzmer Property: Rezone 2.3 acres of PIN 004-0515-3222-000 (18.305 Acres) to create a lot around the home at **N462 County Road N** in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. The site is in the Town of Cold Spring.

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

**APPROVED WITH CONDITIONS R4025A-17** – Richard & Cecile Schaffer on a motion by Jaeckel, seconded by Reese: Rezone to create an A-3 zoned lot from PIN 006-0716-1542-002 (1.069 Acres) and an A-3 zoned lot from PIN 006-0716-1542-003 (1.028 Acres) at **N6213 Country View Ln** in the Town of Concord. 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.

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

**POSTPONED FOR ADDITIONAL INFORMATION R4029A-17** – Scott R Anton on a motion by Rinard, seconded by Reese: Rezone 2 acres of PIN 026-0616-3221-000 (30.8 Acres) for a new building site on **County Rd F** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a 3-2 vote, with David and Jaeckel objecting. Previously, a motion to approve as presented was made by David, seconded by Jaeckel. Motion was denied with a 2-3 vote, with David and Jaeckel in favor, and Nass, Reese and Rinard opposed.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS WITH  
CONDITIONAL USE PERMIT APPLICATION**

**APPROVE WITH CONDITIONS** R4030A-17 on a motion by Jaeckel, seconded by David and CU1935-17 on a motion by Jaeckel, seconded by David – Northern Trail Meats LLC/Scott & Tami Zimmerman Property: Create a 5.4-acre A-2 lot on **County Road Q** in the Town of Milford and Conditional Use to allow for meat processing with retail sales. This site is part of PIN 020-0814-2112-000 (40 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Both motions carried on voice votes with no objection.

**13. Possible Future Agenda Items**

**14. Upcoming Meeting Dates**

**January 12, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**-Rinard will and David may be absent.

**January 18, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**January 29, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**February 9, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**-Jaeckel will be absent

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

**February 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**15. Adjourn**

Motion by Reese, seconded by David to adjourn the meeting. Motion carried on a voice vote with no objection, and the meeting adjourned at 9:34 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.*

