

**MINUTES OF THE  
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE  
DECISION MEETING**

*Steve Nass, Chair; George Jaeckel, Vice Chair; Don Reese, Secretary; Matt Foelker, Blane Poulson*

**ROOM 203, COUNTY COURTHOUSE  
311 S. CENTER AVE., JEFFERSON, WI 53549  
8:30 A.M. ON MONDAY, MAY 21, 2018**

**1. Call to Order**

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

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

Jaeckel, Reese, Foelker and Poulson were present. Nass was reported to be on his way. Ben Wehmeier, County Administrator; Blair Ward, Corporation Counsel; and Matt Zangl, Sarah Higgins and Deb Magritz from the Zoning Department were also in attendance.

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

Reese verified that the meeting was being held in compliance with Open Meetings.

**4. Approval of the Agenda**

No changes were proposed.

**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.

**Introduction of Policy Oversight Department Heads**

Zangl noted that Hoffman was on vacation, and Erdman was not present, but if the Committee had any questions about Zoning they should contact him.

**7. Approval of April 30, May 11 and May 17 Meeting Minutes**

Motion by Reese, seconded by Foelker to approve the April 30 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Foelker to approve the May 11 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Foelker to approve the May 17 minutes as presented. Motion carried on a voice vote with no objection.

**8. Communications**

Zangl reported that Lindsey Schreiner, the newest Zoning technician, was beginning work today. She had previously done an internship at UWExt.

**9. April Monthly Financial Report for Land Information Office-Andy Erdman**

The LIO report was in the Committee's packet.

**10. April Monthly Financial Report for Register of Deeds Office – Staci Hoffman**

The ROD report was in the Committee's packet.

**1. May Monthly Financial Report for Zoning-Matt Zangl**

At this point in the month, Zoning revenues were \$10,000 short of those from May 2017. Revenues for the month started strong but slowed; however, there is still time yet in May. In response to Zangl's question about the type of report the Committee preferred, Reese and Jaeckel said they liked the old report better than the Munis report.

Nass arrived at 8:37 a.m.

- 12. Discussion and Possible Action on Preparation of Text Amendment to Comply with Act 67**  
Zangl gave an overview of Act 67 changes regarding substandard lots, conditional uses and variances. He will soon start the text amendment process. Wehmeier spoke regarding conditional uses and additional conditions that are sometimes placed on approval. Ward weighed in with his opinion about listing possible conditions. Discussion followed. Nass corrected two points on the draft, and said he wants to clean up the A-2 zone. Wehmeier and Ward will discuss the process with Zangl.
- 13. Discussion and Possible Action on Petition R4045A-18 for Kevin Gordon/Nancy Gordon Trust Property, Town of Aztalan, Presented in Public Hearing on March 15 and Postponed for Redesign**  
Zangl explained the situation to date for the benefit of new Committee members. Reese reported that the Aztalan Town Chair, Steve Masche, called him and asked for this petition to be held off the meeting. Nass noted that the Township has a different interpretation of the County's Plan; Zangl further explained Plan and Ordinance provisions. Nass stated that the Committee has to look at the County's responsibility and let the Town defend their plan. Motion by Reese, seconded by Jaeckel to approve the petitioner's two-acre redesign. Poulson asked whether the decision was safe procedurally. Wehmeier and Ward responded. No written response was received from the Town. Jaeckel suggested that it be left on the Town's table to handle as it wished, but that the Committee approve the redesign. Motion carried on a voice vote with no objection.
- 14. Request by Jeremy Feutz for a Holding Tank Waiver at W2585 Bakertown Road, Town of Farmington**  
Zangl explained that Feutz was issued a conditional use permit in 2009 for his landscaping business. Today Feutz's request is to have a convenience bathroom so as not to have to use the home's bathroom. Nass questioned why a system other than a holding tank was not being considered. Jaeckel wondered how long Feutz would continue to operate his business at this location, to which Feutz answered that he doesn't have any plans to sell it off. Jaeckel went on to ask whether that building could be hooked up to the home's existing system. Zangl suggested that that option might be investigated. Motion by Jaeckel, seconded by Reese for Feutz to check with a plumber to see if a system could be installed, and if not, for the plumber to write a letter to the Committee if there's nothing else that can be done. Motion carried on a voice vote with no objection.
- 15. Discussion and Possible Action on an A-3 Lot Line Adjustment for Jack & Kay Bostwick and Chad & Jennifer Breaker, CSM 2134 Near N6485 Kroghville Road, Town of Lake Mills, With No Net Change in Total Acreage**  
A map of the proposed lot line adjustment was shown. Motion by Jaeckel, seconded by Nass to approve the adjustment as presented. Poulson asked about septic location. The Committee determined that a final certified survey map would be required. Motion carried on a voice vote with no objection.
- 16. Discussion and Possible Action on an A-3 Zone and Natural Resource Zone Lot Line Adjustment for Erdman Trust, CSM 5583 Near N3053 State Road 89, Town of Jefferson**  
A map of this proposed lot line adjustment was presented. Motion by Reese, seconded by Jaeckel to approve the redesign as presented, with a new final certified survey map required. Motion carried on a voice vote with no objection.
- 17. Discussion and Possible Action on an A-1 Zone Lot Line Adjustment for Rodney Johnson at N8493 County Road E, Town of Watertown**  
The Committee considered the proposal, and determined that a redesign could include the shed shown near the rear of the property if so desired, and that the lot's east line could be moved to the field line, allowing up to one acre in size. Motion by Reese, seconded by Poulson to approve; motion carried on a voice vote with no objection.
- 18. Discussion and Possible Action Reducing the 6-Acre A-3 Zone for Rodney Johnson Approved by Zoning Amendment R3782A-17 on August 8, 2017**  
Zangl explained that Johnson would like to cut back his A-3 zone approval to 4 acres. Motion by Nass, seconded by Poulson to approve of that redesign, thereby alleviating the need for an affidavit of zoning status to be filed. This would leave potential for one non-prime lot to be created on the property, but only a non-prime lot. Motion carried on a voice vote with no objection. The Committee wanted Johnson to be informed of his new, limited lot creation potential.

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

**19. Discussion and Possible Action on Petitions Presented in Public Hearing on May 17, 2018:**

**FROM A-1 EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS**

**APPROVE WITH CONDITIONS** PINs 012-0816-0831-001 (5.788 Ac) and 012-0816-0824-001 (3 Ac) on a motion by Nass, seconded by Poulson, to bring into conformance an existing church, school, parsonage and teacherage. The sites are at **W1955, W1956, W1949 and W1969 Gopher Hill Road** in the Town of Ixonia. This is in accordance with Sec. 11.04(f)7 or 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection. R4056A-18 – St Paul’s Evangelical Lutheran Church

**CONDITIONAL USE PERMIT APPLICATION**

**APPROVE WITH CONDITIONS** a conditional use in a proposed A-2 zone to bring into compliance an existing church, school and parsonage, and to allow conversion of the teacherage for a daycare facility on a motion by Jaeckel, seconded by Reese. The sites are at **W1955, W1956, W1949 and W1969 Gopher Hill Road** in the Town of Ixonia, on PINs 012-0816-0831-001 (5.788 Ac) and 012-0816-0824-001 (3 Ac). This request is in accordance with Sec. 11.04(f)7 or 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection. CU1945-18 – St Paul’s Evangelical Lutheran Church

**FROM A-1, EXCLUSIVE AGRICULTURAL AND FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-2, AGRICULTURAL AND RURAL BUSINESS**

**APPROVE WITH CONDITIONS** to rezone all of PIN 032-0815-2621-000 (16.6 Ac) from A-1 to A-2 and part of PIN 032-0815-2621-002 (1.69 Ac) from A-3 to A-2 on a motion by Reese, seconded by Jaeckel. The site is on **County Road D** in the Town of Watertown. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection. R4057A-18 – Ronald C Maas

**CONDITIONAL USE PERMIT APPLICATION**

**APPROVE WITH CONDITIONS** a conditional use to create a golf farm/golf course in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance near **N8085 and N8073 County Road D** on a motion by Jaeckel, seconded by Poulson. This is comprised of all of PIN 032-0815-2621-000 (16.6 Ac) and part of 032-0815-2621-002 (1.69 Ac) in the Town of Watertown, in a proposed A-2 zone. Motion carried on a voice vote with no objection. CU1946-18 – Ronald C Maas

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

**APPROVE WITH CONDITIONS** to create two, 2-acre building sites from part of PINs 032-0815-3322-002 (7.15 Ac) and 032-0815-3324-000 (20 Ac) along **Switzke and Emerald Roads** in the Town of Watertown on a motion by Nass, seconded by Reese. 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. R4058A-18 – Sonja Kruesel/Dennis & Pamela Staude Trust Property

**FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCES**

**APPROVE WITH CONDITIONS** to rezone 24 acres, a part of PINs 010-0615-2643-000 (40 Ac) and 010-0615-2642-000 (40 Ac) along the Bark River and near **Hess Lane** in the Town of Hebron on a motion by Nass, seconded by Foelker. 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. R4059A-18 – Thomas Wilson/Lindlland LLC Property

**APPROVE WITH CONDITIONS** to rezone PINs 026-0616-3033-000 (39.72 Ac) and 026-0616-3034 (40 Ac) near **Janson Road** in the Town of Sullivan on a motion by Reese, seconded by Jaeckel. 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. R4060A-18 – John & Beverly Hachtel

- 20. Discussion and Possible Decision on Changing Meeting Dates and/or Times**  
This topic will be revisited in the fall. For now, site inspection meetings will still begin at 8:00 a.m.
- 21. Possible Future Agenda Items**  
Poulson asked about possible ordinances concerning lighting and fences. Zangl noted that there is a State Statute regarding fences and gave explanation of the 75-foot setback from an ordinary high water mark. Nass mentioned that a Town can write an ordinance. Erdman added that the local jurisdiction, whether City or Town, has the local control over fences.
- 22. Upcoming Meeting Dates**  
**June 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**  
**June 21, 7:00 p.m. – Public Hearing in Courthouse Room 205**-Foelker may be absent  
**June 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203**-Foelker may be absent  
**July 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**  
**July 19, 7:00 p.m. – Public Hearing in Courthouse Room 205**  
**July 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203**
- 23. Zoning Overview-Discussion Regarding Jefferson County Comprehensive Plan, Jefferson County Agricultural Preservation and Land Use Plan, Jefferson County Zoning Ordinance**  
Zangl gave a brief explanation and overview, and noted that DATCP has awarded us a \$30,000 grant for plan updates. Nass noted that the Comprehensive Plan and Ag Preservation Plan will be updated at the same time, and then ordinance rewrite follows. All sixteen Towns are under County Zoning.
- 24. 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 10:28 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.*