

**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, JUNE 25, 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)**

All Committee members other than Nass were in attendance at 8:30 a.m. Also in attendance were Andy Erdman, Director of the Land Information Department; Staci Hoffman, Register of Deeds; Joe Strupp of the Land and Water Conservation Department(LWCD); and Matt Zangl, Sarah Higgins, Lindsey Schreiner and Deb Magritz of the Zoning Department.

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

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

**4. Approval of the Agenda**

No changes were proposed to the agenda.

**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)**

Anita Martin reported that she'd attended the June 13, 2018 meeting of the Livestock Siting Review Board. She handed out minutes from that meeting and her summary. She wondered if DATCP might come to talk with the County about what can be considered.

Nass had arrived at 8:34 a.m.

**6. Approval of May 21, June 15 and June 21 Meeting Minutes**

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

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

Minutes were not available for the June 21 public hearing.

**7. Communications**

Zangl said that he would have livestock siting information on a future agenda after the minutes of the Livestock Siting Review Board meeting have been approved.

**8. May Monthly Financial Report for Land Information Office-Andy Erdman**

Erdman noted that the office is a little behind in revenues for the Surveyor; he's been pulled off on a couple of other jobs such as a Korth Road survey and the Sheriff's Office shooting range.

Other revenues for the Department are about where they should be. Reese commented that he likes the old method of reporting, because it makes more sense. Jaeckel commented that Finance is looking at possibly a hybrid of old and new methods.

- 9. May Monthly Financial Report for Register of Deeds Office-Staci Hoffman**  
Hoffman reported that recordings are down about 200 documents from this point last year. However, revenues are up because of land transfers. The Office is doing fine financially, right on target.
- 10. June Monthly Financial Report for Zoning-Matt Zangl**  
Zangl commented that Zoning revenues to date are about \$5,500 short compared to 2017. His theory is that contractors are having problems finding workers, and are not taking out more permits than they can manage.
- 11. Discussion and Possible Action on a Request for Amendment of CU1826-15 for Katzman Farms Inc., Town of Hebron**  
A roll call was taken, with Reese, Nass, Foelker, Poulson, Zangl and Strupp noting their attendance. Jaeckel was present but abstaining. Strupp explained the Katzman Farms Inc. proposal, converting a bedded pack barn to freestall barn with liquid. There will be a small expansion for the manure transfer. Animal numbers will stay the same. They submitted worksheets, maps and an updated nutrient management plan. The Land and Water Department recommended that the Committee find the application complete. Motion by Reese, seconded by Foelker to accept the recommendation. A roll call vote was taken, with Reese, Nass, Foelker and Poulson voting in favor; Jaeckel abstained. The motion carried.
- 12. Discussion and Possible Action on Preliminary Plat Review for Koshkonong Lake Estates, Town of Koshkonong**  
Zangl explained the process to date, and noted that a couple of pieces are still missing. Zangl asked the Committee if they wanted to take action or wait for all the information to arrive. The Committee determined that they would wait for all the information to arrive before taking action.
- 13. Discussion and Possible Action on a Request by Roy McDaniels for Further Review of His Wedding Venue Proposal**  
Zangl explained, and noted that the proposal doesn't seem to fit the current ordinance, except perhaps as an unclassified/unspecified use. Several issues were discussed: off-road parking, area for guests in the event of bad weather, lack of direction from legislature for example. Motion by Nass, seconded by Reese to postpone until there is an action to review and/or update the County plan.
- 14. Discussion and Possible Action on a Request by Mark and Bonnie Krause to Replace the Existing Home at N3165 County Road K in the Town of Jefferson at More than 100 Feet from its Existing Location**  
Motion by Nass, seconded by Reese to approve the petitioners' request for new home construction approximately 185 feet to 190 feet from the existing home's location. The existing home must be removed within two years of new home permitting.

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

- 15. Discussion and Possible Action on Petitions Presented in Public Hearing on June 21, 2018:**

**APPROVE WITH CONDITIONS R4061A-18 – Bryant Dahnert/Bryant Dahnert, Don Foltz Properties** on a motion by Nass, seconded by Reese and rezone all of PIN 016-0514-2022-002 (0.688 Ac) owned by Bryant Dahnert and 0.3 acre of PIN 016-0514-2023-000 (21.14 Ac) owned by Donald R Foltz to create a 1-acre A-3 zoned lot. The site is at **N1205 Garvert Lane** 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 R4062A-18 – Richard Knoflicek/Knoflicek, Don Foltz Properties** on a motion by Reese, seconded by Jaeckel and rezone all of PIN 016-0514-2023-003 (21.14 Ac) owned by Richard Knoflicek and 0.4 acre of PIN 016-0514-2023-000 (21.14 Ac) owned by Donald R Foltz to create a 1.1-acre A-3 zoned lot. The site is at **N1193 Garvert Lane** 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 CU1947-18 – Curt & Mary Peterson/Richard Knoflicek Property** on a motion by Jaeckel, seconded by Reese and grant a conditional use for a home occupation to create metal décor and signs in a proposed A-3 zone at **N1193 Garvert Lane**, Town of Koshkonong, on PIN 016-0514-2023-003 (0.688 Ac) and part of PIN 016-514-2023-000 (21.14 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 R4063A-18 – Andrew J Fincutter** on a motion by Reese, seconded by Jaeckel and create a 2-acre A-2, Agricultural and Rural Business zone from part of PINs 032-0815-2743-000 (20 Ac) and 032-0815-2744-000 (20 Ac) near **N7780 Little Coffee Road** 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.

**APPROVE WITH CONDITIONS CU1948-18 – Andrew J Fincutter** on a motion by Reese, seconded by Jaeckel and grant conditional use for a home occupation/excavation business near **N7780 Little Coffee Road** in the Town of Watertown from part of PINs 032-0815-2743-000 (20 Acres) and 032-0815-2744-000 (20 Ac). 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.

**DENY R4064A-18 – Deborah Rockwell** on a motion by Nass, seconded by Poulson to rezone 2 acres of PIN 004-0515-2143-002 (8.29 Acres) for a new building site on **Marshall Road** in the Town of Cold Spring. 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 R4065A-18 – Louis Garbelman** on a motion by Nass, seconded by Reese to create a 2.32-acre building site on **County Road B** from part of PINs 006-0716-1321-002 (29.259 Ac) and 006-0716-1324-000 (32.2 Ac) 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.

**APPROVE WITH CONDITIONS R4066A-18 – James Keller/Clem & Geneva Keller Trust** on a motion by Reese, seconded by Jaeckel to create a 1-acre lot around the home at **N5345 Hillside Drive**, Town of Concord, on PIN 006-0716-2933-001 (19.2 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 CONDITION R4067A-18 – Michael Quinn** on a motion by Foelker to rezone for a new 4-acre building site on **County Road E** in the Town of Sullivan, part of PIN 026-0616-3414-000

(26.88 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 R4068A-18 – Steve Homann/Marvin & Marion Homann**

**Property** on a motion by Reese, seconded by Jaeckel to create a new 1.3919-acre building site near **N7379 State Road 89** in the Town of Waterloo from part of PIN 030-0813-3634-000 (29.68 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.

**POSTPONE FOR REDESIGN R4069A-18 – Brent & Regina Mosher** on a motion by Reese, seconded by Jaeckel a rezoning to create a new 1.2-ac building site on **Veith Road** from part of PIN 030-0813-3023-001 (10 Ac) in the 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.

**APPROVE WITH CONDITIONS R4070A-18 – Wilbur Miller** on a motion by Jaeckel, seconded by Reese and rezone to reconfigure an existing 4.5-acre A-3 zone, PIN 032-0815-1544-002 (4.51 Ac) by adding 0.8 acre of PIN 032-0815-1544-000 (55.29 Ac) currently zoned A-1 and by rezoning 0.8 ac of the existing A-3 zone to A-1. The site is in the Town of Watertown on **Witte Lane**. 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 CU1949-18 – Donald & Barbara Williams** on a motion by Reese, seconded by Poulson for conditional use to allow an extensive on-site storage structure 20 feet in height in a Residential R-2 zone at **N5493 Indianhead Drive**. The site is in the Town of Aztalan, part of PIN 002-0714-2642-006 (0.57 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

**16. Possible Future Agenda Items**

**17. Upcoming Meeting Dates**

**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-Nass will be absent.**

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

**August 20, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**

**August 23, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**August 27, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**18. Adjourn**

Motion by Reese, seconded by Foelker to adjourn. Motion carried on a voice vote, and the meeting adjourned.

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.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.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.*