

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

*Steve Nass, Chair; George Jaeckel, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow*

**ROOM 203, COUNTY COURTHOUSE  
311 S. CENTER AVE., JEFFERSON, WI 53549  
8:30 A.M. ON TUESDAY, JANUARY 29, 2019**

**1. Call to Order**

The meeting was called to order by Supervisor Jaeckel at 8:30 a.m.

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

Supervisors Jaeckel, Poulson and Foelker were present at 8:30 a.m. Also in attendance were staff members Blair Ward, Andy Erdman, Staci Hoffman, Matt Zangl, Sarah Higgins, Lindsey Schreiner and Deb Magritz. Guests present included Dennis Stilling and Sally Williams.

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

Zangl acknowledged that the meeting was held in compliance with the Open Meetings Law.

**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)**

Dennis Stilling commended the County on its ag land preservation, and hopes it continues.

Sally Williams spoke of a neighbor having issues selling her home due to the potential for a solar facility. She handed out what are, in her estimation, essential guidelines for a solar project. Williams described differences between the Jefferson County solar farm project and a Chisago County, Minnesota plan, and asked for a buffer plan for every property the Jefferson County project abuts or surrounds. She also asked for noise limitations and inverter setbacks.

Nass arrived at 8:37 a.m.

**6. Approval of December 31, 2018, January 11, and January 17, 2019 Meeting Minutes**

Motion by Supervisors Jaeckel/Foelker to approve the December 3, 2018 minutes; motion carried 4-0.

Motion by Supervisors Jaeckel/Poulson to approve the January 11, 2019 minutes; motion carried 4-0.

Motion by Supervisors Jaeckel/Foelker to approve the January 17, 2019 minutes; motion carried 4-0.

**7. Communications**

There were no communications presented.

**8. December 2018 Monthly Financial Report for Land Information Office – Andy Erdman**

Erdman reported that his office has surpassed budgeted revenues for documents recorded. However, total revenues are short of those budgeted. The County Surveyor's revenues are down; the Highway Department will be consulted to see what they have planned for the Surveyor in 2019 and what can be done to get those numbers up.

**December 2018 Monthly Financial Report for Register of Deeds – Staci Hoffman**

Hoffman reported that her office had come in at budget, but was down in some account. The document count was down, and she predicts they will be down again in 2019 due to slower home sales. Copy revenues are up, and the houses that are selling are selling at higher prices.

10. **January 2019 Monthly Financial Report for Zoning – Matt Zangl**  
The month of January started well but slowed toward the middle of the month-revenues are at \$6,000, down about \$3,500 from January 2018.
11. **Decision and Possible Action on Public Participation Plan for Jefferson County Comprehensive Plan Update**  
Zangl explained that there needs to be an approved public participation plan for the comprehensive plan update, and he referenced a handout from the consultant on the topic. He noted that he hopes to have this to County Board in February, where the consultant will be giving a presentation. Motion by Supervisors Jaeckel/Poulson to approve the public participation plan and send it to County Board. Motion carried 4-0.
12. **Discussion on Solar Energy Facilities**  
Zangl referred the Committee to a summary of potential conditions, and noted that one farm is expected to apply to the PSC soon. Ward went on to say that he will be meeting with Ranger Power for a pre-agreement session. Plans are moving forward, but nothing is set.
13. **Discussion and Possible Action on Revision for CU1958-18, Ed Spiegelhoff, Town of Lake Mills, on PIN 018-0713-0231-002**  
Zangl explained that in the September 18, 2018 public hearing, Spiegelhoff said he did not plan to put a bathroom in his proposed shed. Now his plans have changed, and he wants to have a bathroom. Zangl asked the Committee whether they would like Spiegelhoff to go back to public hearing for a change to the conditional use, or just allow Zangl administratively to revise the land use permit. Motion by Supervisors Poulson/Foelker to allow the administrative land use permit revision. Motion carried 4-0.

14. **Discussion and Possible Action on Petitions Presented in Public Hearing on January 17, 2019:**

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

**APPROVE WITH CONDITIONS** R4126A-19- Marvin Graaf Jr on a motion by Supervisors Jaeckel/Foelker to create a new 2-acre building site north of **N1023 County Road K** in the Town of Koshkonong from part of PIN 016-0514-2231-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried 4-0.

**APPROVE WITH CONDITIONS** R4127A-19 – Dean & Sandra Yandry on a motion by Supervisors Jaeckel/Poulson to create a new 2-acre building site south of **N1923 County Road N** in the Town of Koshkonong from part of PIN 016-0514-1241-000 (35.09 Ac) and 016-0514-1214-003 (29.063 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried 4-0.

**APPROVE A MODIFICATION WITH CONDITIONS** R4128A-19 – Karl H Zinser Estate on a motion by Supervisors Foelker/Poulson to create a 3-acre lot around the home and buildings at **N9469 West Road** in the Town of Watertown from part of PIN 032-0814-0342-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried 4-0.

**APPROVE WITH CONDITIONS** CU1970-19 – Craig Lang on a motion by Supervisors Jaeckel/Poulson to modify the existing CUP to include expansion of the extensive on-site storage structure, allowing a showroom and indoor storage addition at **W8528 and W8536 US Highway 12**, Town of Oakland. The site is on PIN 022-0613-2111-005 (0.879 Ac) in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion carried 4-0.

15. **Possible Future Agenda Items**

Solar energy facilities  
Comprehensive Plan update

16. **Upcoming Meeting Dates**

**February 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**  
**February 21, 7:00 p.m. – Public Hearing in Courthouse Room 205**  
**February 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

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

**March 14, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**March 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203-Supervisor Foelker might not attend**

7. **Adjourn**

Motion by Supervisors Foelker/Jaeckel to adjourn the meeting. Motion carried 4-0, and the meeting adjourned at 9:10 a.m.

Blane Poulson, 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.*

