

**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
8:30A.M. ON MONDAY, MARCH 18, 2019**

1. Call to Order

The meeting was called to order by Chairman Nass at 8:30 a.m.

2. Roll Call (Establish a Quorum)

Supervisors Nass, Jaeckel, Poulson, Foelker and Zastrow were present. Staff members Andy Erdman, Staci Hoffman, Joe Strupp, Matt Zangl, Sarah Higgins and Deb Magritz were in attendance. Also present were guests Steve Duwe, Sally Williams, Dennis Stilling and Anita Martin.

3. Certification of Compliance with Open Meetings Law

Supervisor Poulson verified that the meeting was held in compliance with Open Meetings Law.

4. Approval of the Agenda

Motion by Supervisors Jaeckel/Foelker to approve the agenda. Motion passed 5-0.

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 is here for agenda item 11. She noted that this doesn't appear to have been discussed at any other county meeting and asked if it was appropriate to speak at this time.

Steve Duwe asked if landlocked parcels can transfer potential lots through consolidation of parcels of record. Because this was not on the agenda, Supervisor Nass asked that it be placed on the next decision meeting agenda on April 29.

6. Approval of February 21, February 25, March 8 and March 14 Meeting Minutes

Motion by Supervisors Poulson/Jaeckel to approve the February 21 minutes. Motion carried 5-0.

Motion by Supervisors Poulson/Foelker to approve the February 25 minutes. Motion carried 5-0.

Motion by Supervisors Foelker/Poulson to approve the March 8 minutes. Motion carried 5-0.

Motion by Supervisors Jaeckel/Foelker to approve the March 14 minutes. Motion carried 5-0.

7. Communications

There were no communications to report.

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

Erdman reported that revenues were off to a slow start this year, and are behind in all categories. Some of that may be weather related. He hopes that the surveyor's revenue will get caught up with work for the Highway Department.

9. February Monthly Financial Report for Register of Deeds – Staci Hoffman

Hoffman agreed that document recordings are way down. Transfer fees are up however and the Laredo account continues to grow which means people are searching their records. Meanwhile, the Office is busy back indexing to get more documents online.

10. **March Monthly Financial Report for Zoning – Matt Zangl**
Zangl echoed the fact that revenues are coming in slower than usual. So far for March, Zoning revenues are at \$5,500 which is \$10,000 below March of 2018.
11. **Discussion and Possible Action to Amend CU1912-17 for Cold Spring Egg Farm on PIN 024-0516-1911-000 in the Town of Palmyra for Change in Location of a Layer Barn Affecting Their Odor Score**
Supervisor Jaeckel announced that he would be abstaining from this discussion.

A roll call was taken, with Supervisors Poulson, Foelker, Zastrow and Nass signifying attendance. Zangl noted that small changes such as are proposed in this case don't require going back to hearing. Strupp explained that the barn in question was in the original application, but that the new proposed location changes information in the odor score. Martin asked whether DATCP has been contacted about this amendment, and if they've had input. Strupp answered that DATCP has no formal process. Martin asked if incinerator locations would change as a result of this amendment. Strupp explained that this is for livestock siting only, and that incinerator location is not part of livestock siting. Motion by Supervisors Foelker/Poulson to approve the amendment. A roll call vote was taken with Supervisors Poulson, Foelker, Nass and Zastrow voting in favor.

12. **Discussion on Jefferson County Comprehensive Plan Update**
Zangl reported that County Board Chairman Jim Schroeder gave a list of Steering Committee members to County Board, and that the first meeting of the Steering Committee will be held on April 10, with public input likely starting in May.
13. **Discussion on Solar Energy Facilities**
There was no new information.
14. **Discussion and Possible Action on a Request by Bill Zimmermann for Outside Storage in an Industrial Zone, Town of Ixonia, at N8144 Oak Drive on PIN 012-0816-2144-007**
Zangl explained the request and Town action to date. Motion by Supervisors Poulson/Foelker to postpone for Town decision. Motion passed 5-0.

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

15. **Discussion and Possible Action on Petition R4111A-19 for ADL Properties LLC, Town of Hebron, Presented in Public Hearing on November 15, 2018 and Postponed by the Planning and Zoning Committee on November 27, 2018**
Motion by Supervisors Jaeckel/Foelker to approve as modified, allowing two, 3-acre lots. Motion passed, 5-0.
16. **Discussion and Possible Action on a Revision to Petition R1852A-96 for August and Joyce Lehmann, Town of Koshkonong, Presented in Public Hearing on December 19, 1996 and Approved by County Board on February 11, 1997**
Zangl explained that the petitioner wants one large lot encompassing the whole tax parcel, rather than the three lots originally approved. Motion by Supervisors Foelker/Poulson to accept the proposal for one large lot of 7.119 acres. Motion passed, 5-0.
17. **Discussion and Possible Action on Petitions Presented in Public Hearing on March 14:**

POSTPONED R4128A-19 – Karl H Zinser Estate on a motion by Supervisors Jaeckel/Foelker: Create a 3.748 gross acre lot (including road right-of-way)/3.257 net acre lot (excluding road right-of-way) 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. This petition was initially presented at public hearing on January 17, 2019 and was considered by the Planning and Zoning Committee on January 29, 2019. On February 19, 2019, the County Board of Supervisors granted the request of Petitioner to send this petition back to the Planning and Zoning Committee for further review. Motion passed 5-0.

NO ACTION-DID NOT APPEAR AT PUBLIC HEARING R4139A-19 – Daniel Buss: Create a 2.66-acre A-2 zone at **N4531 Rome Rd** in the Town of Jefferson from part of PIN 014-0615-0144-000 (29.53 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

NO ACTION-DID NOT APPEAR AT PUBLIC HEARING CU1976-19 – Daniel Buss: Conditional use to allow storage of contractor's equipment for a tree removal operation in a proposed A-2 zone at **N4531 Rome Rd**. The site is on PIN 014-0615-0144-000 (29.53 Ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4146A-19 – Ryan & Tara Foust on a motion by Supervisors Jaeckel/Foelker: Create a 0.265-acre A-2 zone to enlarge the existing adjacent A-2 zone near **N2312 Becker Rd** in the Town of Sumner. This is part of PIN 028-0513-0314-003 (4.243 Ac), and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS CU1977-19 – Ryan & Tara Foust on a motion by Supervisors Jaeckel/Foelker: Conditional use to allow for a concrete contractor's parking area on **Becker Rd**, part of PIN 028-0513-0314-003 (4.243 Ac), Town of Sumner. This is on a proposed A-2 zone, and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4140A-19 – Mark Krause on a motion by Supervisors Foelker/Jaeckel: Rezone 2.6 acres of PIN 014-0614-2711-001 (10.408 Ac) to create a lot around the home and buildings at **N3217 County Rd K** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4141A-19 – Badger Bank/Jon A Witkins Estate on a motion by Supervisors Jaeckel/Foelker: Create a 2.8-acre lot around the former home site and farm buildings at **N415 Wojtkunski Rd** in the Town of Palmyra from part of PIN 024-0516-3121-000 (19.5 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4142A-19 – Judith Punzel on a motion by Supervisors Jaeckel/Foelker: Create a 3-acre lot around the home and buildings at **W9573 Kumlein Road** in the Town of Sumner from part of PIN 028-0513-1821-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4143A-19 – Wileman Farms Inc on a motion by Supervisors Jaeckel/Foelker: Rezone to create a 3-acre lot around the home and buildings at **W9475 Rockdale Rd** in the Town of Sumner from part of PIN 028-0513-1812-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

POSTPONED FOR REDESIGN R4147A-19 – Jesse M Topel on a motion by Supervisors Foelker/Jaeckel: Rezone 3.4 acres of PIN 022-0613-0524-000 (35.959 Ac) for a new building site along **Hope Lake Rd** in the Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

POSTPONED R4144A-19 – Richard Potthast on a motion by Supervisors Nass/Foelker: Create a 1.01-acre lot around the home and buildings at **W5526 Curtis Mill Rd** in the Town of Jefferson, part of PIN 014-0614-2634-000 (23.46 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

POSTPONED R4145A-19 – Richard Potthast on motion by Supervisors Nass/ Jaeckel: Create a 33-acre Natural Resource zone from part of PINs 014-0614-2634 (23.46 Ac), 014-0614-2633-000 (34.1 Ac) and 014-0614-2744-000 (9.06 Ac). The property is between **Curtis Mill and Buena Vista Roads** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS CU1978-19 – Shirley Kuhl on a motion by Supervisors Jaeckel/Foelker: Conditional use for a conference center/banquet hall/event facility at **N4716 County Road G**, Town of Jefferson, in an existing A-2 zone. This is on PIN 014-0614-0623-000 (5 Ac) and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS CU1979-19 – Timothy J Tiry on a motion by Supervisors Nass/Poulson: Conditional use to enlarge an existing extensive onsite storage structure in a Residential R-2 zone at **N1851 Parkview Circle**. The site is in the Town of Palmyra, on PIN 024-0516-12343-021 (0.81 Acre). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

18. Possible Future Agenda Items

Discussion on Jefferson County Comprehensive Plan Update
Discussion on Solar Energy Facilities

19. Upcoming Meeting Dates

April 12, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
April 18, 7:00 p.m. – Public Hearing in Courthouse Room 205

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

May 10, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203 (Nass will be absent)

May 16, 7:00 p.m. – Public Hearing in Courthouse Room 205

May 20, 8:30 a.m. – Decision Meeting in Courthouse Room 203

20. Adjourn

Motion by Jaeckel/Foelker to adjourn. Motion passed 5-0, and the meeting adjourned at 9:28 a.m.

Blane Poulson, Secretary

A handwritten signature in black ink, appearing to read 'Blane Poulson', written over a horizontal line.

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.