

**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, May 20, 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, Foelker, Poulson, and Zastrow were all present. Staff members Andy Erdman, Patricia Cicero, Joe Strupp, Matt Zangl, Sarah Higgins, Lindsey Schreiner and County Administrator Ben Wehmeier were in attendance. Also present were guests Dennis Stilling, Robert Bender, Tim Wiedenfeld, Tracie Stammer, Martine Meyer and Matt Kaminski.

3. Certification of Compliance with Open Meetings Law

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

4. Approval of the Agenda

Motion made by Supervisor Jaeckel and seconded by Supervisor Zastrow to approve the agenda. Motion passed 5-0.

5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decisions. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)

No public comment was made.

6. Approval of April 29th and May 10th Meeting Minutes

Motion made by Supervisor Jaeckel and seconded by Supervisor Foelker to approve the April 29 minutes. Motion passed 5-0.

Motion made by Supervisor Jaeckel and seconded by Supervisor Foelker to approve the May 10 minutes. Motion passed 5-0.

7. Communications

Zangl gave information for an upcoming zoning workshop to be held in Whitewater.

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

Erdman reported that map sales and revenue were good for April but recording sales are still sluggish. The surveyor has also been tied up with other projects and has not been out in the field as much.

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

Hoffman was not present to give the financial report.

10. May Monthly Financial Report for Zoning – Matt Zangl

Zangl reported that April was very strong and that May started a little slower, but is still going very strong. Revenues are currently close to where they were last year at this time.

11. Discussion and Possible Action on procurement of 2020 aerial imagery by joining the Wisconsin Regional Orthoimagery Consortium or using request for proposal (RFP) process.

Erdman announced that they will be flying again in 2020 and explained WROC (Wisconsin Regional Orthoimagery Consortium.) Last time the County did the RFP process instead, but now it's been suggested to invest in WROC which has 60 counties lined up. Because of contributions from DOT, DNR, and other partners contributing, the cost has come down significantly in order to do this. Chairman Nass made a motion and was seconded by Supervisor Foelker to approve procurement of 2020 aerial imagery by joining WROC. Motion passed 5-0.

12. Discussion on Jefferson County Comprehensive Plan Update

Zangl reported that a draft survey was finished up last week and comments were due May 20th. They will be going live within the next couple weeks and memos will be sent to towns. Quadrant meetings will be scheduled for June-July.

13. Discussion on Solar Energy Facilities

No update was given.

14. Discussion and Possible Action to amend CU1724-13 for Pond Hill Dairy Farm to add a heifer barn at N1014 Poeppel Road and to cease the use of the satellite farm at W6770 Pond Road. This is an ATCP 51 regulated facility.

Cicero explained the amendment request to add a heifer barn and cease use of the satellite farm. The amendment would not increase the number of animal units. Files submitted to and approved by Land and Water Conservation Department for this amendment included Worksheet 1 (animal units worksheet), an odor management plan, and a map of the facility. LWCD recommended this complete for approval. Supervisor Foelker questioned measurements. A site plan was presented that showed the occupied area being 28, 000 sq. ft. total. A motion was made by Jaeckel and seconded by Zastrow to approve the amendment as presented. A voice roll call vote was taken, and the motion passed 5-0.

15. Discussion and Possible Action to amend CU1943-18 for Daybreak Foods Inc. to remove a pullet manure storage facility at N5505 Crossman Road. This is an ATCP 51 regulated facility.

Cicero explained the amendment request to remove a pullet manure storage and transfer the manure to the new site located on the east side of the road. The amendment would not increase the number of animals and would remain at 27, 500 animal units. The maximum number of days for storage would be decreased but the County has no requirements for how many days are required. Files submitted to and approved by Land and Water Conservation Department for this amendment included Worksheet 1 (animal units worksheet), a waste nutrient sheet, an odor management plan, waste generation and storage summary, a waste storage facility worksheet, and a site map. Nass questioned if the new waste management facility was operating. Cicero explained a portion of it is up and running and they are starting, but they are still currently using their two composting barns. A motion was made by Jaeckel and seconded by Foelker to approve the amendment as presented. A voice roll call vote was taken, and the motion passed 5-0.

16. Discussion and Possible Determination of Completeness for Wiedenfeld Dairy Farms, Inc. for the increase to 529 animal units as determined by the Land and Water Conservation Department Memorandum dated May 13, 2019. This is an ATCP 51 regulated facility.

Zangl explained this is a full update process, not just an amendment. Strupp explained that all required worksheets and maps were submitted. The request includes an increase to 529 animal units in order to have all animals at one location. One free stall barn will also be added with the removal of other housing units. LWCD recommended this complete for approval. A motion was made by Jaeckel and seconded by Poulson to approve as presented. A voice roll call vote was taken, and the motion passed 5-0.

17. Discussion and Possible Action on Petition R4128A-19 for the Karl H. Zinzer Estate, Town of Watertown, presented in Public Hearing on January 17, 2019, and postponed for redesign by the Planning and Zoning Committee on March 25, 2019.

Zangl presented a revised preliminary CSM for 3-acres that had been submitted and that a soil test had been done for the property. The soil test passed for a septic system on the proposed 3 acres. Jaeckel questioned the location of the soil test, and Zangl explained the area that was tested was just north of the existing home. A motion was made by Foelker and seconded by Zastrow to approve the rezone. Motion passed 5-0.

18. Discussion and Possible Action on Petitions presented in Public Hearing on May 16, 2019:

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. Nass motioned to approve, and was seconded by Jaeckel. Motion passed 5-0.

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. Jaeckel motioned to approve, and was seconded by Foelker. Motion passed 5-0.

R4145A-19 – Toni Whitley: Create a 0.382-acre A-2 zone from an existing A-3 zone at **N2385 County Road N.** The site is on PIN 016-0514-0112-002 (3.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Jaeckel motioned to postpone for redesign and was seconded by Foelker. Motion passed 5-0.

CU1982-19 – Toni Whitley: Conditional use to allow for an antiques store in a proposed A-2 zone at **N2385 County Road N.** The site is on PIN 016-0514-0112-002 (3.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Nass motioned to postpone for redesign and was seconded by Poulson. Motion passed 5-0.

R4155A-19 – Eggert Acres LLC: Create a 5.5-acre A-2 zone from an existing A-1 zone **near N8187 County Road Q.** The site is on PIN(s) 020-0814-2134-000 (36.11 Ac) and 020-0814-2131-000 (40.00 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve, and was seconded by Foelker. The motion passed 5-0.

CU1983-19 – Eggert Acres LLC: Conditional use to allow for an equipment repair shop in a proposed A-2 zone **near N8187 County Road Q.** The site is on PIN(s) 020-0814-2134-000 (36.11 Ac) and 020-0814-2131-000 (40.00 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve, and was seconded by Foelker. Motion passed 5-0.

R4156A-19 Eggert Acres LLC: Create a 1.0-acre A-3 zone around the home and buildings at **N8187 County Road Q.** The site is on PIN 020-0814-2134-000 in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve, and was seconded by Zastrow. Motion passed 5-0.

R4152A-19 – Michael Bright: Create a 2.25-acre lot on PIN 014-0615-0211-001 (28.219 Ac) on **Duck Creek Rd,** Town of Jefferson. This would be a consolidation of parcels of record from the same PIN, the area south of the DNR bike trail. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Nass motioned to deny the proposed rezone, and was seconded by Foelker. Motioned passed 5-0.

R4157A-19 – Jeffrey and Susan Schaefer: Create a 1.0-acre A-3 building site from an existing A-1 zone on **Horseshoe Rd.** The site is on PIN 032-0814-0132-001 (41.177 Ac) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Jaeckel motioned to postpone for redesign and was seconded by Foelker. Motion passed 5-0.

R4158A-19 – Mark Meyer: Convert a 0.47-acre A-3 portion of land to A-1 that is adjacent to an existing A-1 zone **near N278 Pottawatomie Trail.** This is on PIN 016-0513-3442-002 (0.47 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Petitioner did not appear at Public Hearing. No decision was made.

R4159A-19 – Chris Shult: Create a 2.48-acre N zone from an existing A-1 zone at **N4882 County Road P.** This is on PIN 026-0616-0612-000 (17.385 Ac) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve, and was seconded by Poulson. Motion passed 5-0.

CU1984-19 – D&N Probst: Conditional use for a residence in a Business zone at **N4976 Business 26.** This is on PIN 002-0714-3543-001 (28.207 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance. Nass motioned to approve with conditions, and was seconded by Poulson. Motion passed 5-0.

CU1985-19 – Sara Manzke and Joshua Pernat: Conditional use to allow for emotional support farm animals in a Community zoned area at **N8263 County Road E.** This is on PIN 012-0816-1931-009 (0.91 Ac) in the Town of Ixonia. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Petition was withdrawn by staff.

CU1986-19 – Wisconsin Furniture LLC: Conditional use of a planned multi-unit development which includes a 3-family home and 2 duplexes in a Community zoned area at **W1232/W1236 Marietta Ave.** This is on PIN(s) 012-0816-2232-013 & 012-0816-2232-014 in the Town of Ixonia. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve with conditions, and was seconded by Poulson. Motion passed 4-1.

CU1981-19 – Kathleen & Michael Kruk: Conditional use for a kennel to allow up to eight dogs in an A-1, Agricultural zone at **W5521 West Pleasant Hill Rd.** The site is in the Town of Jefferson, on PIN 014-0614-2342-000 (45.3 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Zastrow motioned to approve, and was seconded by Jaeckel. Motion passed 5-0.

CU1987-19 – Keith Clark: Conditional use to allow for an extensive on-site storage structure in an R-1 zone at **W8338 Cedar Ln.** This is on PIN 018-0713-1521-033 in the Town of Lake Mills. This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approved, and was seconded by Poulson. Motion passed 5-0.

19. Possible Future Agenda Items

20. Upcoming Meeting Dates

June 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

June 20, 7:00 p.m. – Public Hearing in Courthouse Room 205

June 24, 8:30 a.m. – Decision Meeting in Courthouse Room 203

July 12, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

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

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

21. Adjourn

Motion by Jaeckel and seconded by Foelker to adjourn. Motion passed 5-0, and the meeting was adjourned at 9:36 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.

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.