

**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, JUNE 24, 2019**

1. Call to Order

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

2. Roll Call

Supervisors Nass, Jaeckel, Poulson, Foelker and Zastrow were present at 8:30 a.m. Also present were staff members Sarah Higgins, Matt Zangl, Deb Magritz, Lindsey Schreiner, Andy Erdman and Staci Hoffman. Guests present were Susan Schaefer, Sally Williams, Anita J Martin and Ron Klement.

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 Foelker/Poulson to approve the agenda as presented.

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)

Sally Williams is concerned about a minimum 20-foot setback and buffering for the properties surrounded by the Badger plan. Nass explained that there is no new information available.

Anita Martin notified those present that there will be a meeting held on Friday, June 28 at DATCP regarding Ledgeview Farms.

6. Approval of May 16th, May 20th, and June 14th Meeting Minutes

Motion by Supervisors Poulson/Jaeckel to approve the May 16 minutes as presented. Motion passed 5-0.

Motion by Supervisors Poulson/Jaeckel to approve the May 20 minutes as presented. Motion passed 5-0.

Motion by Supervisors Poulson/Foelker to approve the June 14 minutes as presented. Motion passed 4-0, with Jaeckel abstaining.

7. Communications

There were no communications

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

Erdman reported that May was a fairly decent month for map sales, but document recordings remain lower than in other years. The Federal Reserve is considering lowering rates which may spur sales. He also noted that the County Surveyor has not been doing much Highway Department work; Erdman has a meeting with the County Administrator and Highway Commissioner to discuss that.

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

Hoffman agreed that document recordings are down, and said that revenues are short by 3% right now. She reported that there's been a retirement from her office, and noted that she has been appointed to the Public Records Board.

10. June Monthly Financial Report for Zoning – Matt Zangl

Zangl reported that May ended well, and by mid-June, 12 to 15 new homes had been permitted for the month. Revenues are short by \$5,600 from 2018, but that may be covered by the end of the month. Sanitary permit numbers are doing okay, but installations are way down due to weather conditions.

11. Discussion on Jefferson County Comprehensive Plan Update

There is not a lot new to report other than the fact that the survey went live. The first public meeting will be held this evening in Watertown.

12. Discussion on Solar Energy Facilities

Application has been made with the State for the project site west of Jefferson. It is a long process.

13. Discussion and Possible Action on Salvage Yard Licensing

Zangl explained that each year, salvage yards must be re-licensed. Most, but not all of the inspections for 2019 have been completed. Zangl asked whether the Committee wanted to re-issue all the licenses, or wait until all inspections are completed. Nass suggested waiting until all inspections are completed.

14. Discussion and Possible Action on the 2020 Planning and Zoning Department Fee Schedule

Zangl handed out the current fee schedule and discussed options. Nass thought the staff should look at fees and make recommendations for any changes.

15. Discussion and Possible Action on Petition R4157A-19 for Jeffrey and Susan Schaefer, Town of Watertown, presented in Public Hearing May 16, 2019, and postponed for redesign by the Planning and Zoning Committee on May 20, 2019.

More information was found regarding road access and tile line location. Considering the new information, the Committee voted on a motion by Supervisors Jaeckel/Poulson to accept the original proposal for a one-acre lot on Horseshoe Road. Motion passed 5-0.

16. Discussion and Possible Action on Petition R4154-19 for Toni and Daniel Whitley, Town of Koshkonong, presented in Public Hearing on May 16, 2019, and postponed for redesign by the Planning and Zoning Committee on May 20, 2019.

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

17. Discussion and Possible Action on Petition CU1982-19 for Toni and Daniel Whitley, Town of Koshkonong, presented in Public Hearing on May 16, 2019, and subsequently postponed by the Planning and Zoning Committee on May 20, 2019.

Motion by Supervisors Zastrow/Poulson to approve the conditional use. Motion passed 5-0.

18. Discussion and Possible Action for the request of a holding tank waiver for Ronald G. Klement Jr, Town of Koshkonong, at N1547 Business 26, PIN 016-0514-1713-001.

Klement wishes to have a holding tank to serve his farm shop. The area around that building is all filled; any land that could have supported a private on-site waste treatment system has been disturbed. There are also buried utilities to navigate. Motion by Supervisors Jaeckel/Poulson to approve the holding tank waiver. Motion passed 5-0.

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 16, 2019:

APPROVE WITH CONDITIONS R4160A-19 for Randy Braunschweig/Jennifer Miles on a motion by Supervisor Jaeckel/Foelker to create a 0.6-acre A-2 zone from an existing R-2 zone at N643 Wishing Well Ln. The site is on PIN 016-0513-2532-001 (6.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU1988-19 for Randy Braunschweig/Jennifer Miles on a motion by Supervisors Jaeckel/Foelker for conditional use to allow a lawn care and snow removal business in a proposed A-2 zone at N643 Wishing Well Ln. The site is on PIN 016-0513-2532-001 (6.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4161A-19 for Anfang Properties LLC (Tom Anfang) on a motion by Supervisors Poulson/Jaeckel to create a 4.9-acre A-2 zone for agricultural use at N4932 County Road P. The site is on PIN 006-0716-3143-002 (9.00 Ac) in the Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4162A-19 for Michael Brunk on a motion by Supervisors Jaeckel/Foelker to create an approximately 5.5-acre A-3 zone from an existing A-1 zone off of County Road N. The site is on PIN(s) 002-0714-1143-001 (15.00 Ac) and 002-0714-1142-002 (33.89 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4149A-19 for Gregg Stephan on a motion by Supervisors Jaeckel/Foelker to create a 2.00-acre A-3 farm consolidation lot around the home and buildings at N3056 Will Road. The site is on PIN 010-0615-3032-000 (27.52 Ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4163A-19 for John Genz on a motion by Supervisors Zastrow/Jaeckel to create a 3.00-acre A-3 farm consolidation lot around the home and buildings at N7524 County Road P. This site is on PIN 012-0816-3123-000 (25.26 Ac) in the Town of Ixonia. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4164A-19 for Ned Palm on a motion by Supervisors Jaeckel/Foelker to create a 1.58-acre A-3 farm consolidation lot around the home and buildings at W3954 US Highway 18. This site is on PIN(s) 014-0615-0421-001 (0.61 Ac) and 014-0615-0421-003 (16.20 Ac) 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.

APPROVE WITH CONDITIONS R4165A-19 for Thomas and Kathleen Kasten on a motion by Supervisors Jaeckel/Foelker to create a 4.00-acre A-3 zone from an existing A-1 zone near N6867 County Road Q. This site is on PIN(s) 020-0714-0922-001 (5.00 Ac) and 020-0714-0811-002 (14.65 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU1990-19 for James Buth on a motion by Supervisors Nass/Poulson for conditional use to allow for 1,500 sq. ft. extensive on-site storage structure in an R-2 zone at W5780 S Ra-Le Dr. This site is on PIN 016-0514-1514-024 (0.459 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS CU1992-19 for Jacob Dondlinger on a motion by Supervisors Jaeckel/Zastrow for conditional use for home occupation to allow for the storage of business vehicles in an A-3 zone at N8579 County Road X. This site is on PIN 032-0815-1644-000 (2.20 Ac) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

NO ACTION TAKEN on CU1991-19 for J&K Strauss Trust: Conditional use of mineral extraction in an A-1 zone near N7781 Rock Lake Rd. This site is on PIN(s) 030-0813-2742-001 (12.988 Ac) & 030-0813-2743-000 (21.00 Ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance. **This was not presented in public hearing.**

APPROVED WITH CONDITIONS CU1989-19 for Jay and Sharon Wiedenfeld on a motion by Supervisors Zastrow/Jaeckel for Conditional use to allow an ATCP 51 regulated livestock facility for a 529 animal unit dairy operation at W6864 County Road B. This site is on PIN(s) 002-0714-1723-000 (23.542 Ac) and 002-0714-1722-000 (38.09 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed on a voice vote, with Supervisors Poulson, Foelker, Jaeckel, Nass and Zastrow voting in favor of the conditional use.

20. Possible Future Agenda Items

Solar farms, Comprehensive and Ag Preservation Plans, fee schedule, salvage yards

21. Upcoming Meeting Dates

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 22, 8:30 a.m. – Decision Meeting in Courthouse Room 203

August 9, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203-**Poulson will be gone**

August 15, 7:00 p.m. – Public Hearing in Courthouse Room 205

August 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203

22. Adjourn

Motion by Supervisors Jaeckel/Foelker to adjourn the meeting. Motion passed 5-0.

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.

