

**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, SEPTEMBER 30, 2019**

1. Call to Order

The meeting was called to order by Supervisor Nass at 8:32 a.m.

2. Roll Call (Establish a Quorum)

All Committee members were present except Supervisor Foelker. Also present were staff members Staci Hoffman, Matt Zangl, Sarah Higgins, and Lindsey Schreiner. Guests included Rosemary Olson, Ryan Cardinal, Lindsay Jilek, Alexis Weigand, Kathy Kalvaitis, Walt Christensen and Frankie Fuller,

3. Certification of Compliance with Open Meetings Law

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

4. Approval of the Agenda

Motion by Supervisors Jaeckel/Poulson to approve the agenda as presented. Motion passed, 4-0.

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)
None.

6. Approval of August 15, August 26, September 13 and September 19 Meeting Minutes

Motion by Supervisors Jaeckel/Poulson to approve the August 15 minutes as presented. Motion passed 4-0.

Motion by Supervisors Jaeckel/Poulson to approve the August 26 minutes as presented. Motion passed 4-0.

Motion by Supervisors Jaeckel/Poulson to approve the September 13 minutes as presented. Motion passed 4-0.

Motion by Supervisors Jaeckel/Poulson to approve the September 19 minutes as presented. Motion passed 4-0.

7. Communications

Zangl informed Committee members that the new van used for site inspections has arrived.

8. August Monthly Financial Report for Land Information Office

The information was provided in the Committee's packet, sent out prior to the decision meeting.

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

Hoffman presented the Financial Report. See in binder.

10. September Monthly Financial Report for Zoning – Matt Zangl

Zangl presented the Financial Report. See in binder.

11. Discussion on Jefferson County Comprehensive Plan Update

Zangl informed Committee members that results from surveyors and interviews are being processed. He informed them that there will be a steering committee meeting taking place tomorrow, October 1st, at 1:00 p.m.

12. Discussion on Solar Energy Facilities

Zangl reported that Solar Farm proposed in the Town of Jefferson/Oakland has applied with the PSC. There will be a Notice of Hearing taking place on November 6th at 6:00 p.m.

13. Discussion and Possible Action on a Request by Francis Wisniewski for a Land Swap Between PINs 022-0613-2941-000 Zoned A-1 and 022-0613-2941-001 Zoned A-3. The site is at W8974 County Road C in the Town of Oakland.

Zangl explained that the property owner is seeking to move the southern property line to incorporate a gazebo next to the pond on the A-3 zone. Motion by Jaeckel/Poulson to approve of the requested land swap. Motion passed 4-0. Reasons provided were that the land swap proposed is to include the structure and septic system on the A-3 zone while keeping total A-3 acres the same.

14. Discussion and Possible Action on Petitions Presented in Public Hearing on September 19, 2019:

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

R4175A-19 – Richard A Dama/Daniel & Diane Malone Property:

APPROVED WITH CONDITIONS on a motion by Supervisors Zastrow/Jaeckel for the request to rezone 0.13 acre of PIN 006-0716-1533-000 (11.952 Acres) and transfer it to the adjoining A-3 zoned property at **N6196 County Road F**. The area to be rezoned is in the Town of Sullivan, at **N6190 County Road F**, from the Daniel & Diane Malone property. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. **Motion passed 4-0.**

R4176A-19 – Kathleen Kalvaitis:

APPROVED WITH CONDITIONS on a motion by Supervisors Jaeckel/Poulson for the request to create a 2.8-acre lot around the home and buildings at **N324 Poeppel Road**, Town of Koshkonong on PIN 016-0514-3213-002 (9.013 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. **Motion passed 4-0.**

R4177A-19 – Kathleen Kalvaitis:

APPROVED WITH CONDITIONS on a motion by Supervisors Jaeckel/Poulson for the request to create a 2-acre building site on **Sunset Lane** from part of PIN 016-0514-3213-002 (9.013 Acres) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. **Motion passed 4-0.**

R4178A-19 – Steven Paape and Fredrick & Jeanette Huebner Property:

APPROVED WITH CONDITIONS on a motion by Supervisors Jaeckel/Poulson for the request to rezone all of PIN 030-0813-3231-001 (1.81 Acre) owned by Paape, and 0.6 acre from PINs 030-0813-3231-000 (39.19 Acres) and 030-0813-3234-000 (17 Acres) owned by Huebners to create one, 2.4-acre A-3 zone at **N7405 Airport Road** in the Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. **Motion passed 4-0.**

R4179A-19 – Franz & Vickie Weigand:

POSTPONED ACTION on a motion by Supervisors Nass/Zastrow for the request to create a 2.67-acre agribusiness zone on PIN 028-0513-0241-000 (40 Acres). The property is in the Town of Sumner at **W7755 State Road 106**. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU2002-19 – Franz & Vickie Weigand:

NO ACTION TAKEN on the request for the conditional use for an existing waste hauling business at **W7755 State Road 106**, and to allow for a 1.37 million gallon holding tank to contain hauled-in septage and industrial food waste for the purpose of agricultural land application. The site is on PIN 028-0513-0241-000 (40 Acres) in the Town of Sumner in a proposed A-2 zone. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

15. Possible Future Agenda Items

16. Upcoming Meeting Dates

October 11, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

October 17, 7:00 p.m. – Public Hearing in Courthouse Room 205

October 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203

November 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

November 21, 7:00 p.m. – Public Hearing in Courthouse Room 205

November 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203

17. Adjourn

Motion by Supervisors Jaeckel/Poulson to adjourn the meeting. Motion passed 4-0.

Blane Poulson, Secretary

A handwritten signature in black ink, appearing to read 'Blane Poulson', written in a cursive style.

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.