

**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  
10:00 A.M. ON TUESDAY, JANUARY 28, 2020**

**1. Call to Order**

The meeting was called to order by Supervisor Nass at 10 a.m.

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

Supervisor Poulson was absent. All other Committee members were present. Others present included guests Ron Combs and Brian Busler, and staff members Staci Hoffman, Matt Zangl, Sarah Higgins, Lindsey Schreiner and Deb Magritz.

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

Zangl confirmed compliance with Open Meetings Law.

**4. Approval of the Agenda**

Motion by Supervisors Jaeckel/Foelker to approve the minutes 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)**

There was no public comment.

**6. Approval of December 19 & December 30, 2019, and January 10 & January 16, 2020 Meeting Minutes**

Motion by Supervisors Jaeckel/Foelker to approve the December 19 minutes. Motion passed 4-0.

Motion by Supervisors Jaeckel/Foelker to approve the December 30 minutes. Motion passed 4-0.

Motion by Supervisors Jaeckel/Foelker to approve the January 10 minutes. Motion passed 4-0.

Motion by Supervisors Foelker/Jaeckel to approve the January 16 minutes. Motion passed 4-0.

**7. Communications**

Zangl reported that there is a bill circulating at the State which requires any ordinance County Board acts upon which only affects Towns to have a super majority vote to pass. This bill was to go to public hearing last week.

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

Hoffman reported that 2019 was a good year, with revenues \$91,000 over budget. Her office has been busy selling vital records, and a lot of property sold last year too.

**9. December Monthly Financial Report for Land Information Office**

Information was in the Committee's packet.

**10. January Monthly Financial Report for Zoning – Matt Zangl**

Zangl explained that things started out well in January, with revenues \$5,000 over those from January 2019.

**11. Discussion on Jefferson County Comprehensive Plan Update**

Zangl noted that the Transportation Focus Group needs members. We have been busy collecting names and getting invitations out to all the Focus Group members for each group's meeting coming up in early February.

**12. Discussion on Solar Energy Facilities**

No action has been taken yet. The PSC is giving suggestions for their next project.

Supervisor Poulson arrived at 10:08 a.m.

**13. Discussion and Possible Action on a Request for Holding Tank Waiver at W8593 Michel Lane on PIN 030-0813-1641-002 for Lucille and Kurt Skalitzky**

Zangl explained the request. Previous excavation, fill, low area and a drainage ditch limit location for a septic. The Wisconsin Department of Safety and Public Services allows Counties to have stricter regulations than they, and Jefferson County prohibits holding tanks for new construction. This application is for a new building on an existing farm. Motion by Supervisors Jaeckel/Foelker to approve; motion passed 5-0.

**14. Discussion and Possible Action on Petitions Presented in Public Hearing on January 16, 2020:**

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

**APPROVE WITH CONDITIONS R4203A-20 – Christopher Johnson** on a motion by Supervisors Nass/Jaeckel to rezone all of PIN 016-0513-2541-002 (1.02 Acre) and 2.95 ac of PIN 016-0513-2541-000 (12.475 Acres) in order to combine that total 3.97 acres with adjoining A-1 zoned property on **Old 26 Rd and Koshkonong Lake Rd**. The site is in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4204A-20 – Mike Majewski/Marcus & Sara Tinch Property** on a motion by Supervisors Jaeckel/Foelker to rezone approximately 19 acres of PIN 004-0515-1834-003 (43.969 Ac) owned by the Tinchers to allow its combination with adjoining A-2 zoned land owned by SCGC LLC. The site is in the Town of Cold Spring, near **County Road N and Yandry Road**. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS CU2016-20 – Mike Majewski** on a motion by Supervisors Jaeckel/Foelker to allow conditional use for expansion of an existing golf course, allowing relocation of a driving range and expansion of the existing parking area in a proposed A-2 zone near **W4787 Yandry Road**. The site is in the Town of Cold Spring, on PIN 004-0515-1834-003 (43.969 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4205A-20 – Mike Majewski** on a motion by Supervisors Foelker/Poulson to rezone approximately 30 acres of PINs 004-0515-1843-000 (34.76 Acres) and 004-0515-1844-000 (37 Acres) for its inclusion with adjoining A-1 zoned land near **County Road N**. This is in the Town of Cold Spring, and is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4206A-20 - Brian & Jane Busler/Bernard & Christine Motl Property** on a motion by Supervisors Jaeckel/Foelker to rezone 1 acre of PIN 002-0714-2043-000 (35.89 Acres) for a new residential building site along **County Road Q** 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 R4207A-20 – Marjorie Lemke Trust** on a motion by Supervisors Jaeckel/Foelker to create a 3.3-acre lot around the home and buildings at **W7032 County Line Road** in the Town of Koshkonong from PIN 016-0514-3143-000 (20 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS, A MODIFICATION OF R4208A-20 – Raymond Janusz/Shirley A Smart Trust Property** on a motion by Supervisors Jaeckel/Foelker to rezone to create a 1.7-acre A-3 zone from part of PINs 026-0616-3524-000 (31.509 Acres) owned by Janusz and 026-0616-3531-000 (53.88 Acres) owned by Smart Trust. This is at **W788 County CI** in the Town of Sullivan, and is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4209A-20 – Kevin Kahn** on a motion by Supervisors Jaeckel/Foelker to create a 2.6-acre lot around the home and buildings at **W1757 County Road CI** in the Town of Sullivan, from part of PIN 026-

0616-3241-000 (38.5 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVED WITH CONDITIONS CU2017-20 – Nick Brock/Steven & Theresa Schluter Property** on a motion by Supervisors Foelker/Poulson for conditional use to allow a construction contractor/masonry business in a Community zone along **County Road N** in the Town of Cold Spring. This is on PIN 004-0515-1921-004 (16.343 Ac), and is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**15. Possible Future Agenda Items**

**16. Discussion and Possible Decision on Change in Upcoming Meeting Dates to Accommodate Holidays on Friday, April 10 and Monday, May 25**

Supervisors were asked to check their schedules. April 3 may replace the April 10 meeting; May 26 may replace May 25.

**17. Upcoming Meeting Dates**

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

**Thursday, February 20, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**Monday, February 24, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**Friday, March 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**

**Thursday, March 20, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**Monday, March 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**18. Adjourn**

Motion by Supervisors Poulson/ Jaeckel to adjourn the meeting. Motion carried 5-0, and the meeting adjourned at 10:47 a.m.

Blane Poulson



**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.*

