

**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*

**SUBJECT:** Planning and Zoning Committee Decision Meeting

**DATE:** April 27, 2020

**TIME:** Beginning at 8:30 a.m.

**PLACE:** Room 205 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI  
**OR Via Zoom Videoconference**

**YOU MAY ATTEND THE MEETING VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:**

Join Zoom Meeting  
<https://zoom.us/j/98219683097>

Meeting ID: 982 1968 3097#

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**1. Call to Order**

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

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

Supervisors Nass, Zastrow, Jaeckel and Foelker were present at 8:30 a.m. Also present were staff members Stei Hoffman, Patricia Cicero, Gerry Kokkonen, Matt Zangl, Sarah Higgins and Deb Magritz.

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

Zangl confirmed that the meeting was being held in compliance with Open Meetings.

**4. Approval of the Agenda**

Motion by Supervisors Jaeckel/Foelker to approve the agenda. 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 February 20, February 24, March 13 and April 23 Meeting Minutes**

Motion by Supervisors Zastrow/Jaeckel to approve the February 20 minutes. Motion passed, 4-0.

Motion by Supervisors Jaeckel/Foelker to approve the February 24 minutes. Motion passed, 4-0.

Motion by Supervisors Jaeckel/Foelker to approve the March 13 minutes. Motion passed, 4-0.

Zangl reported that the April 23 minutes were not yet ready.

**Supervisor Poulson arrived at 8:35 a.m.**

**7. Communications**

March 3, 2020 Correspondence from Jefferson County Land and Water Conservation Department to Chwala-T Acres, Town of Aztalan

This letter was written to Jeremy Chwala of Chwala-T Acres with respect to their 2020 nutrient management plan, and some issues in that plan that need to be addressed. Over-application of nitrogen and phosphorus last year and over-application of fall manure were noted, as was over-application in 2019. Because of this your plan was found to be in non-compliance. It was noted that failure to follow the nutrient management plan will result in issuance of non-compliance for the Farmland Preservation Plan Program and ineligible for the tax credit. Failure to follow the plan may also result in revocation of the conditional use permit for livestock siting.

**8. Discussion and Possible Action on an ATCP51 Amendment for Daybreak Foods Inc., Town of Lake Mills, to allow removal of an existing pullet building south of County Road A and west of Crossman Road, thus changing their odor score. A second change from the original permit is to list Keith Kulow as the contact person. The site is on PIN 018-0713-2731-000 at N5505 Crossman Road.**

A roll call was taken, with Supervisors Nass, Jaeckel, Foelker, Poulson and Zastrow signifying attendance. Cicero explained that Daybreak wanted to remove some barns, which would require an update of their odor score. They also wanted to make a change in the contact person on file. Nass noted that the barns are gone, to which Zangl replied that he had addressed the barn removal with a letter dated March 24, 2020 summarizing the Daybreak request and allowing continuation of building removal as proposed, so that the current COVID-19 pandemic would not stop the process. Motion by Supervisors Poulson/Jaekel to approve the ATCP51 Amendment. A roll call vote was taken, with Supervisors Poulson, Foelker, Jaekel, Nass and Zastrow all voting in approval. Motion passed.

**9. February and March Monthly Financial Reports for Register of Deeds – Staci Hoffman**

Hoffman reported that her office is already at 39% of expected revenues for 2020. It's been an exceptional year to date, but concern exists that in the future, banks may not have money to lend. All her reports were in the packet previously sent to the Committee.

**10. February and March Monthly Financial Reports for Land Information Office**

These reports were also in the Committee's packets. Zangl echoed Hoffman's assessment of good revenues to date.

**11. March and April Monthly Financial Reports for Zoning – Matt Zangl**

Zangl continued by saying that his Department also had pretty good months in March and April. It appears that people are still looking to do projects. His reports were also in the Committee's packet previously sent.

**12. Discussion on Solar Energy Facilities**

There was no discussion.

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

Zangl shared that meetings have been postponed due to COVID-19. The consultant just finished a video summary on the progress to date.

**14. Update on Parcel Fabric GIS Data Migration Project**

Zangl said that \$20,000 had been budgeted for this process. Gerry Kokkonen sent out a request for proposals, and County Administrator Ben Wehmeier approved the vendor selection. This project will modernize how details are being stored.

**15. Discussion and Possible Action on Petition R4214A-20 for Current Investments LLC/Thomas Warzyn, Presented in Public Hearing on February 20 and Subsequently Postponed**

A new preliminary map had been submitted, with the change the Committee required. Motion by Supervisors Jaekel/Poulson to approve as revised; motion passed 5-0.

**16. Discussion and Possible Action on Petitions Presented in Public Hearing on April 23, 2020:**

**APPROVED WITH CONDITIONS R4221A-20** – Max Reid/Maxwell Reid & Heather Gallitz Property on a motion by Supervisors Jaeckel/Foelker to create a 1.763-ac Agricultural and Rural Business zone near **W5439 County Rd B** in the Town of Aztalan from part of PIN 002-0714-1443-000 (18.59 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS CU2022-20** – Max Reid/Maxwell Reid & Heather Gallitz Property on a motion by Supervisors Jaeckel/Foelker a conditional use to allow storage and maintenance of a trucking company contractor's equipment at **W5439 County Rd B**, Town of Aztalan. The site is on PIN 002-0714-1443-000 (18.59 Ac) in a proposed A-2 zone. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4228A-20** – Ron & Denise Lovell on a motion by Supervisors Jaeckel/Foelker to create a new 2-ac building site in the Town of Palmyra on **Tamarack Rd** from part of PIN 024-0516-2711-002 (36.74 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4229A-20** – Ron & Denise Lovell on a motion by Supervisors Jaeckel/Foelker to create a 13.2-ac Natural Resource zone to be added to a proposed A-3 zone on **Tamarack Rd** from part of PIN 024-0516-2711-002 (36.74 Ac), Town of Palmyra. This is in accordance with Sec 11.04(f)12 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4230A-20** – Ron & Denise Lovell on a motion by Supervisors Jaeckel/Foelker to create a new 2-ac building site **immediately north of N832 Tamarack Rd**, Town of Palmyra, from part of PIN 024-0516-2711-002 (36.74 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4231A-20** – Ron & Denise Lovell on a motion by Supervisors Jaeckel/Foelker to create a 2-ac lot around the existing home at **N830 Tamarack Rd**, Town of Palmyra, from part of PIN 024-0516-2711-002 (36.74 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4222A-20** – Sam Meyers, Petitioner/Samuel & Kenlon Meyers & Jeffrey & Wendy Begovatz Properties on a motion by Supervisors Jaeckel/Nass to rezone 0.5 ac of PIN 010-0615-3334-002 (10.277 Ac), currently zoned A-1, and all of PIN 010-0615-3334-003 (0.673 Ac), currently zoned R-2, to create a 1.173-ac lot around the home at **N2551 Strunk Rd** in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**POSTPONED ACTION ON R4223A-20** – Christopher Mueller on a motion by Supervisors Jaeckel/Foelker to rezone to create a 2.15-ac building site from part of PIN 008-0715-0232-000 (37.998 Ac) on **Saucer Dr** in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4224A-20** – Christopher Mueller on a motion by Supervisors Jaeckel/Nass to rezone to create a 2.05-ac building site on **Saucer Dr** in the Town of Farmington from part of PIN 008-0715-0232-000 (37.998 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4225A-20** – Christopher Mueller on a motion by Supervisors Jaeckel/Foelker to create a 4.55-ac lot around the home and buildings at **N7036 Saucer Dr** in the Town of Farmington from part of PIN 008-0715-0232-000 (37.998 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4226A-20** –Helen D Witte Trust on a motion by Supervisors Jaeckel/Foelker to create a 3.1-ac lot around the home and buildings at **W3060 Gopher Hill Rd**, Town of Watertown from PIN 032-0815-0243-000 (39.730 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**POSTPONED ACTION ON R4232A-20** – Mary Ane Jensen on a motion by Supervisors Poulson/Foelker to create a 1-ac building site **south of N4352 Duck Creek Rd**, Town of Jefferson, from part of PIN 014-0615-1223-000 (40 ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4233A-20** – Douglas Behm/Jerome Behm LE Property on a motion by Supervisors Foelker/Jaeckel to create a new 2.2-ac building site around the ag buildings at **N7506 Airport Rd**, Town of

Waterloo, on PIN 030-0813-3224-000 (46.29 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITION R4234A-20** – Faye Veith/Jerome Behm LE Property on a motion by Supervisors Zastrow/Foelker to create a 2.7-ac lot around the home and buildings at **N7636 Airport Rd**, Town of Waterloo, from part of PIN 030-0813-3222-001(15.5 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**POSTPONED ACTION ON R4235A-20** – Edward Spiegelhoff on a motion by Supervisors Foelker/Poulson to create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **south of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**POSTPONED ACTION ON R4236A-20** – Edward Spiegelhoff on a motion by Supervisors Poulson/Jaeckel to create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **north of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**POSTPONED ACTION ON R4237A-20** - Edward Spiegelhoff on a motion by Supervisors Nass/Zastrow to create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **north of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4238A-20** – Peggy Schwartz on a motion by Supervisors Jaeckel/Foelker to create a 1-ac building site from part of PIN 014-0615-1424-000 (19.49 Ac) **south of N3971 County Rd D**, Town of Jefferson. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS R4239A-20** – Peggy Schwartz on a motion by Supervisors Zastrow/Jaeckel to create a 2-ac Natural Resource zone to be added to the proposed A-3 zone south of **N3971 County Rd D**, Town of Jefferson, on PIN 014-0615-1424-000 (19.49 Ac). This is in accordance with Sec 11.04(f)12 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS CU2023-20** – Jim Jermain on a motion by Supervisors Jaeckel/Foelker to allow an extensive on-site storage structure of 1,080 sq ft, 19'6" in height in a Residential R-1 zone at **N4272 Sleepy Hollow Rd**. The site is in the Town of Oakland on PIN 022-0613-0742-050 (6.99 Ac). This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS CU2024-20** – Thomas Lloyd on a motion by Supervisors Foelker/Jaeckel to allow an extensive on-site storage structure of 576 sq ft, in a Residential R-2 zone at **N475 Viele Rd**. The site is in the Town of Palmyra, on PIN 024-0516-3621-001 (10.84 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS CU2026-20** – Gregory & Roberta Rue on a motion by Supervisors Jaeckel/Foelker for conditional use to allow an extensive on-site storage structure of 2,160 square feet, 35 feet in height in a Residential R-2 zone. The site is at **W5337 W Rapids Rd**, Town of Jefferson, on PIN 014-0614-2311-001 (2.302 Ac). This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS CU2027-20** – Curtis & Susan Duchow on a motion by Supervisors Zastrow/Foelker for conditional use to allow keeping of dogs as household pets on a non-commercial basis in excess of two at **W1981 Summer Hill Dr**, Town of Sullivan. The site is on PIN 026-0616-1722-001 (0.865 Ac) in a Residential R-1 zone. This is in accordance with Sec 11.04(f)1 of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS CU2028-20** – Rock Road Companies Inc/Charles & Cathy Naber Property on a motion by Supervisors Foelker/Zastrow for conditional use to allow an extension until December 31, 2020 for non-metallic mineral extraction originally approved by CU1627-10 on PIN 016-0514-3121-000 (45 Ac). The site is at **W7201 Vickerman Rd**, Town of Koshkonong and zoned A-1, Exclusive Agricultural. This is in accordance with Sec 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS CU2029-20** – Marion J Homann on a motion by Supervisors Foelker/Poulson for conditional use to allow a ten-year extension for non-metallic mineral extraction originally approved by CU1623-10 on PIN 030-0813-3643-000 (37.6 Ac). The site is on State Rd 89, Town of Waterloo, in an A-1 Exclusive Agricultural zone. This is in accordance with Sec 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance.

**APPROVED WITH CONDITIONS CU2030-20** – Asphalt Contractors, Inc on a motion by Supervisors Jaeckel/Foelker for conditional use to allow for a new non-metallic mineral extraction operation in the Town of Oakland on PINs 022-0613-0313-000 (40 Ac) & 022-0613-0341-000(40.04 Ac) owned by Gregory, Paul & Donna Crossman; 022-0613-0314-000 (40 Ac) & 022-0613-0311-000 (36.08 Ac) owned by Mary & Robert Hollenberger; and 022-0613-0321-001 (33.09 Ac), 022-0613-0342-000 (30.5 Ac), 022-0613-0331-001 (2.5 Ac) & 022-00613-0324-000 (37 Ac) owned by Willard & Louida Draeger Trust. The sites are all near **Hope Lake Rd** and zoned A-1, Exclusive Agricultural. This is in accordance with Sec 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance.

**17. Possible Future Agenda Items**

**18. Upcoming Meeting Dates**

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

**May 21, 6:30 p.m. – Public Hearing in Courthouse Room 205**

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

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

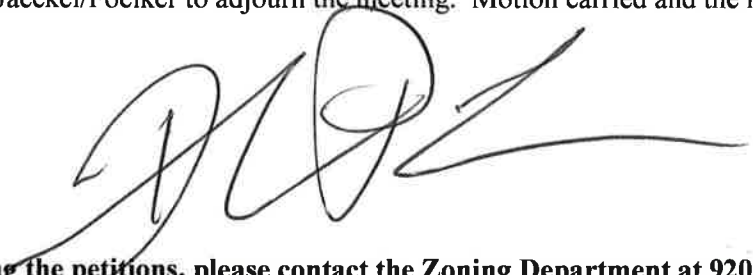
**June 18, 7:00 p.m. – Public Hearing in Courthouse Room 205**

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

**19. Adjourn**

Motion by Supervisors Jaeckel/Foelker to adjourn the meeting. Motion carried and the meeting adjourned at 10:15 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.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.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.*

