

AGENDA
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: May 26, 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/94557114723>
Meeting ID: 945 5711 4723#

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1. **Call to Order**
The meeting was called to order by Matt Zangl, Zoning Department Director at 8:30 a.m.
2. **Roll Call (Establish a Quorum)**
All Committee members were present. Also present were staff members Matt Zangl, Sarah Higgins and Deb Magritz. A guest present in person was Ted Vratny.
3. **Certification of Compliance with Open Meetings Law**
Zangl verified that the meeting was being held in compliance with Open Meetings Law.
4. **Election of Officers**
Zangl called for nominations for Committee Chair. Motion by Supervisors Foelker/Poulson to nominate Supervisor Jaeckel as Chair. Zangl called for any additional nominations. Motion by Supervisors Zastrow/Jaeckel to nominate Supervisor Nass as Chair. Zangl called three times for more nominations, with no more given. At this time, Ben Wehmeier, County Administrator joined the meeting in person. A secret ballot was taken, with Wehmeier and Zangl counting the ballots. Supervisor Jaeckel was named Chair.

Motion by Supervisors Poulson/Foelker to nominate Supervisor Nass for Vice-Chair. No other nominations were given. Motion by Supervisors Poulson/Foelker that the nominations be closed. Motion by Zastrow/Foelker to cast a unanimous ballot for Supervisor Nass as Vice-Chair. Motion passed 5-0.

Motion by Supervisors Foelker to nominate Supervisor Poulson for Secretary and to close nominations and cast a unanimous ballot for Poulson. Motion passed 5-0.
5. **Approval of the Agenda**
Motion by Supervisors Nass/Foelker to approve the agenda as presented. Motion passed 5-0.
6. **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.
7. **Approval of April 23, April 27 and May 15 Meeting Minutes**
The April 23 minutes were not ready when the Committee packets were sent out.

Motion by Supervisors Foelker/Poulson to approve the April 27 minutes as presented. Motion passed 5-0.

Motion by Supervisors Foelker/Poulson to approve the May 15 meeting minutes as presented. Motion passed 5-0.

8. **Communications**
Zangl reported that Lindsey Schreiner had left to take a position in Walworth County.
9. **April Monthly Financial Report for Register of Deeds – Staci Hoffman**
The report was in the Committee packet, previously emailed.
10. **April Monthly Financial Report for Land Information Office-Matt Zangl**
Zangl reported that there was nothing too new, remote access revenue was down, but retained revenues were up for April.
11. **May Monthly Financial Report for Zoning – Matt Zangl**
Zangl went on to say that revenues to date in May were at \$20,000, just down \$4,000 from May of 2019. The office is seeing a lot of small project being issued land use permits. Sanitary fees were up, however.
12. **Discussion on Solar Energy Facilities**
Zangl noted that a joint developers' agreement is nearing completion.
13. **Discussion on Jefferson County Comprehensive Plan Update**
Meetings have been postponed to July or August. The consultants are staying busy working on an outline for the Plan.
14. **Discussion and Possible Action on Request by Great Lakes Communities –Wisconsin LLC and B&B Trust to Allow a Lot Line Adjustment on Sunnyside Drive in the Town of Concord Involving an R-2 Zone (006-0716-2742-000) and an A-1 Zone (006-0716-2731-000)**
Zangl explained the request for a small lot line adjustment between the two parties. The current easements and lot lines are not as utilized. In part because the end result would be more A-1 zone and less R-2 zone, a motion was made by Supervisors Nass/Foelker to approve the lot line adjustment without rezoning. Motion passed 5-0.

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

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

APPROVED WITH CONDITIONS R4223A-20 – Christopher Mueller on a motion by Supervisors Nass/Foelker to rezone to create a 1.96-ac building site (proposed Lot 1) 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. Motion passed 5-0.

APPROVED WITH CONDITIONS R4235A-20 – Edward Spiegelhoff on a motion by Supervisors Nass/Foelker 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. Motion passed 5-0.

APPROVED WITH CONDITIONS R4236A-20 – Edward Spiegelhoff on a motion by Supervisors Foelker/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. Motion passed 5-0.

APPROVED WITH CONDITIONS R4237A-20 - Edward Spiegelhoff on a motion by Supervisors Nass/Foelker 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. Motion passed 5-0.

POSTPONED R4232A-20 – Mary Ane Jensen on a motion by Supervisors Nass/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. Motion passed 5-0.

16. **Discussion and Possible Action on Petitions Presented in Public Hearing on May 21, 2020:**

APPROVED WITH CONDITIONS R4240A-20 – Paul Marty on a motion by Supervisors Foelker/Nass to rezone to create a 3.551-ac A-2 zone from part of PINs 030-0813-1523-000 (26.3 Ac) and 030-0813-1641-001 (17.05 Ac). The site is at **W8501 Blue Joint Rd** in the Town of Waterloo. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS CU2031-20 – Paul Marty on a motion by Supervisors Nass/Zastrow to grant conditional use to allow for a salvage yard in the proposed A-2 zone at **W8501 Blue Joint Rd**, Town of Waterloo, on PINs 030-0813-1523-000 (26.3

Ac) and 030-0813-1641-001 (17.05 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4241A-20 – Reinhold J Petig/Evergreen Dairy Farms Inc on a motion by Supervisors Jaeckel/Foelker to rezone to create a 1.36-ac A-3 zone at **W4531 Emerald Dr**, Town of Watertown, from part of PINs 032-0815-3141-000 (38.463 Ac) owned by Evergreen Dairy Farms Inc. and 032-0815-3141-001 (0.78 Ac) owned by Reinhold Petig. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS R4242A-20 – Jason Thorman/Evergreen Dairy Farms Inc on a motion by Supervisors Nass/Foelker to rezone to create a 3-ac A-3 zone at **W4509 Emerald Dr**, Town of Watertown, from part of PINs 032-0815-3141-000 (38.463 Ac) owned by Evergreen Dairy Farms Inc. and 032-0815-3141-002 (0.757 Ac) owned by Jason Thorman and Tammie Smith-Thorman. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

JEFFERSON COUNTY COMPREHENSIVE PLAN AND AGRICULTURAL PRESERVATION & LAND USE PLAN AMENDMENT

APPROVE R4243T-20 – Jefferson County on a motion by Supervisors Poulson/Foelker the request to change the Jefferson County Comprehensive Plan and Jefferson County Agricultural Preservation & Land Use Plan to include PINs 022-0613-0434-000 (8.690 Ac) and 022-0613-0433-000 (33.290 Ac) in the Plans 15-Year Growth Area. The site is **near the intersection of US Highway 18 and County Road A** in the Town of Oakland, and is owned by John and Ann Didion. It is currently zoned A-1, Exclusive Agricultural and in the Farmland Preservation Area. Motion passed 5-0/

17. Possible Future Agenda Items

There was discussion about running site inspections as was done in May, with Committee members driving in tandem, perhaps beginning at a different location.

18. Upcoming Meeting Dates

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

July 10, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

July 16, 7:00 p.m. – Public Hearing in Courthouse Room 205

July 27, 8:30 a.m. – Decision Meeting in Courthouse Room 203

19. Adjourn

Motion by Supervisors Foelker/Poulson to adjourn the meeting. Motion carried, and the meeting adjourned at 9:21 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.jeffersoncountymi.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.

