

**MINUTES OF THE
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING**

George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow

SUBJECT: Planning and Zoning Committee Decision Meeting
DATE: July 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/93131452214?pwd=Y2dZenpFMUNKc1IxUzVJU1pCOEIJdz09>

Meeting ID: 931 3145 2214

Passcode: 997572

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1. Call to Order

The meeting was called to order by Supervisor Jaeckel at 8 a.m.

2. Roll Call (Establish a Quorum)

All Committee members were present. Also in attendance were staff members Joe Strupp of the Land and Water Conservation Department, and Matt Zangl, Deb Magritz and Brett Scherer from the Planning and Zoning Department.

3. Certification of Compliance with Open Meetings Law

Poulson verified compliance with Open Meetings.

4. Approval of the Agenda

Motion by Supervisors Poulson/Foelker to approve the agenda. Motion passed 5-0.

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 June 29, July 10 and July 16 Meeting Minutes

Motion by Supervisors Foelker/Poulson to approve the June 29 meeting minutes as presented. Motion passed 5-0.

Motion by Supervisors Foelker/Poulson to approve the July 10 meeting minutes as presented. Motion passed 5-0.

The July 16 meeting minutes were not ready for review.

7. Communications

There were no communications.

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

Hoffman reported that her office revenues were doing well. Transfer fees are at an okay level, but recording fees are already at 70% of the total annual budgeted.

9. June Monthly Financial Report for Land Information Office – Matt Zangl

Zangl commented that Land Information Office revenues are on average compared to past years.

10. **July Monthly Financial Report for Zoning – Matt Zangl**
June and July revenues are on average compared to 2019. Septic permitting has been very busy. Fewer new home permits have been issued, but there are more of the other types of permits.
11. **Discussion on Solar Energy Facilities**
Construction on the Ranger Power project is planned for July, 2021. Badger Solar will be working on a conditional use and want to apply for it this fall.
12. **Discussion on Jefferson County Comprehensive Plan Update**
 - a. **July Regional Meetings**
Regional meetings began last week.
 - b. **Upcoming Meetings**
In-person meetings will be held on July 28 and 29 with an open house and a handful of activities.
13. **Discussion and Possible Action of Determination of Completeness for Alta Genetics USA Inc. for 546 animal units and to construct new buildings including a new manure storage facility and to abandon an existing manure storage facility as determined complete by the Land and Water Conservation Department. This is an ATCP 51 Regulated Facility.**
A roll call was taken, with Supervisors Jaeckel, Poulson, Foelker, Nass and Zastrow signifying attendance. Zangl explained that Alta Genetics is making its way through livestock siting. Strupp pointed out the proposed barn location and the old building to be abandoned. Motion by Supervisors Poulson/Foelker to accept the application as complete and forward it to public hearing. A roll call vote was taken, with Supervisors Poulson, Foelker, Zastrow, Jaeckel and Nass in favor.
14. **Discussion and Possible Action on Salvage Yard Licensing**
Salvage yard licenses expire at the end of July. Zangl noted that a remnant of cars remain out of compliance at Jack's Auto Ranch, and also Auto Truck and Salvage has a couple of vehicles sitting at the front of the property. Zangl recommended approval of each of the licenses, while keeping an eye on the two sites listed. Motion by Supervisors Foelker/Poulson to approve the licenses. Motion passed 5-0.
15. **Discussion and Possible Action on 2021 Planning and Zoning Department Budget**
Zangl reported that he kept projected revenues pretty even. Soil test and septic permit revenues were bumped up and a total of \$162,000 was projected for land use permits. Revenue from the landfill has come down slightly over the past couple of years.
16. **Discussion and Possible Action on the 2021 Land Information Department Budget**
Zangl noted that a lot of the Land Information Department budget mirrors the Register of Deeds revenues.
17. **Discussion on Classification of Prime vs. Non-prime Soil as it relates to A-3 Zone Determinations**
Zangl explained that site inspections along with the soil survey comprise a good way of making prime versus non-prime classification. This led to further discussion. Zangl will bring this up to the consultants working on the plan updates.
18. **Discussion and Possible Action on Petitions Presented in Public Hearing on July 16:**

APPROVE WITH CONDITIONS R4248A-20 – Sally Armstrong on a motion by Supervisors Zastrow/Foelker to create an approximately 1.42-acre A-3 zone from part of PIN 006-0716-1841-002 (5.83 Ac) off of **Sunset Rd** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4249A-20 – Mark and Lisa Goose on a motion by Supervisors Jaeckel/Foelker to create a 1.03-acre A-3 zone around the existing home and buildings from part of PIN 006-0716-1332-000 (29.45 Ac) at **W486 Concord Center Dr** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R42450A-20 – Mark and Lisa Groose on a motion by Supervisors Jaeckel/Foelker to create a 1.05-acre A-3 zone around the existing home and buildings from part of PIN 006-0716-1431-000 (42.42 Ac) at **W752 Concord Center Dr** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4251A-20 – Benjamin Barnhart/Randall V Mitchell Trust on a motion by Supervisors Poulson/Foelker to create a 1-acre A-3 zone around the existing home from part of PINs 012-0816-3012-001 (0.40 Ac) and 012-0816-3012-000 (52.13 Ac) at **N8097 County Road E** 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 R4252A-20 – James and Susan Schroedl Trust on a motion by Supervisors Jaeckel/Poulson to create an approximately 2.5-acre A-3 zone around the existing home and buildings from part of PIN 014-0615-1821-000 (44.14 Ac) at **N4064 County Road Y** 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 R4253A-20 – J&A Buckman Trust on a motion by Supervisors Nass/Foelker to create a 6.7-acre A-3 zone around the existing home and buildings from part of PIN 016-0514-0721-000 at **W7170 North Shore Rd** in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4254A-20 – Kyle and Aubree Berger on a motion by Supervisors Poulson/Foelker to create an approximately 2-acre A-3 zone for a new residential building site from part of PIN 024-0516-1233-000 at **W414 Pine Dr** in the Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4255A-20 – Dorothy Sindberg/Keith Sindberg on a motion by Supervisors Jaeckel/Foelker to create a 2.39-acre A-3 zone around the existing home and buildings from part of PIN 026-0616-0131-001 at **N4625 Indian Point Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4256A-20 – Dorothy Sindberg/Keith Sindberg on a motion by Supervisors Poulson/Foelker to create an approximately 1.94-acre A-3 zone for a new residential building site from part of PIN 026-0616-0131-001 at **N4625 Indian Point Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4257A-20 – Dorothy Sindberg/Keith Sindberg on a motion by Supervisors Poulson/Foelker to create an approximately 1.88-acre A-3 zone for a new residential building site from part of PIN 026-0616-0131-001 at **N4625 Indian Point Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU2034-20 – Daniel and Joann Russler on a motion by Supervisors Jaeckel/Foelker for conditional use to allow a conditional home occupation for a civic association in a Community zone at **W3308 US Highway 18**, Town of Jefferson. The site is on PIN 014-0615-0314-008 (0.42 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU2035-20 – Jay Settersten on a motion by Supervisors Jaeckel/Foelker for conditional use to allow an extensive on-site storage structure that is 1,440 sq. ft. and 25 ft. in height at **N4354 Beach Dr**, Town of Oakland. The site is in an R-1 zone on PIN 022-0613-0813-020 (0.726 Ac). This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU2036-20 – Matthew and Angela Reich on a motion by Supervisors Jaeckel/Foelker for conditional use to allow a home occupation/bread making business in an A-1 zone at **N8094**

Little Coffee Rd, Town of Watertown. The site is on PIN 032-0815-2712-000. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

PETITIONER DID NOT ATTEND PUBLIC HEARING-NO ACTION WAS TAKEN. CU2037-20 – Wade and Jennifer Staudt: Conditional use to allow for an extensive on-site storage structure that exceeds is 35 ft. in height in an R-2 zone at **W6276 Apple Ln** in the Town of Koshkonong. The site is on PIN 016-0514-1612-007. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

19. Possible Future Agenda Items

20. Upcoming Meeting Dates

August 14, 8:00 a.m. – Site Inspections Beginning ???
August 20, 7:00 p.m. – Public Hearing in Courthouse Room 205
August 31, 8:30 a.m. – Decision Meeting in Courthouse Room 205
September 11, 8:00 a.m. – Site Inspections Beginning ???
September 17, 7:00 p.m. – Public Hearing in Courthouse Room 205
September 28, 8:30 a.m. – Decision Meeting in Courthouse Room 205

21. Adjourn

Motion by Supervisors Nass/Poulson to adjourn the meeting. Motion passed 5-0, and the meeting adjourned at 9:25 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.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.