

**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:** September 28, 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:**

Register in advance for this meeting:

[https://zoom.us/meeting/register/UjcvceChpj4iGdK\\_RYQNFIXX5kKv4bVwstGo](https://zoom.us/join/zoom/register/UjcvceChpj4iGdK_RYQNFIXX5kKv4bVwstGo)

After registering, you will receive a confirmation email containing information about joining the meeting.

1. **Call to Order**  
The meeting was called to order by Supervisor Jaeckel at 8:30 a.m.
2. **Roll Call (Establish a Quorum)**  
Supervisor Poulson was absent and excused. All other Committee members were present. Also present were Supervisor Amy Rinard, Renee Bowerman from WE Energies, staff members Ben Wehmeier, Staci Hoffman, Matt Zangl, Sarah Higgins, Brett Scherer, Deb Magritz, and guests listening in on Zoom Mary Rupnow, April Southwick, and one additional unnamed person.
3. **Certification of Compliance with Open Meetings Law**  
Zangl verified that the meeting was held in compliance with Open Meetings.
4. **Approval of the Agenda**  
Motion by Supervisors Nass/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)  
Supervisor Rinard requested that the WE Energies conditional use be on a public hearing separate from other petitions, and that no time limits be imposed for public comment. She explained that there was a large number of people at the Town Board meeting on the subject, and speakers were limited to two minutes each. That was not enough time. She also asked that we continue offering the Zoom format.
6. **Approval of August 28, September 11 and September 17 Meeting Minutes**  
The minutes were not available for review.
7. **Communications**  
Zangl noted that he would have to leave the meeting shortly.
8. **August Monthly Financial Report for Register of Deeds – Staci Hoffman**  
Hoffman said that there is not a lot new to report. It continues to be a stellar year for her office revenues. They should meet annual revenue goals by the end of October.
9. **August Monthly Financial Report for Land Information Office – Matt Zangl**  
Zangl reported that the Land Information revenue report is similar to Hoffman's, since the two offices are closely tied.
10. **September Monthly Financial Report for Zoning – Matt Zangl**  
Zangl noted that Zoning's revenues are slightly below last year's at this point, and \$10,000 below for the month of September.
11. **Discussion on Solar Energy Facilities**  
Zangl noted that Crawfish River Solar just made application with the Town. We should see it at Zoning in November or December. Wehmeier explained that the developer's agreement is being worked on, and he detailed the next steps.

12. **Discussion on Jefferson County Comprehensive Plan Update**  
Zangl reported that we will start getting the draft plan out in October. The final Steering Committee meeting will be held in October, and a draft plan will follow.
13. **Discussion and Possible Action on October 15 Public Hearing and October 22 Public Hearing**  
The main public hearing will be held on October 15, in Courthouse Room 205 at 7 p.m. But Zangl asked the Committee if they would like to schedule a separate public for the WE Energies conditional use proposal on a different evening, and if so, at what location and time. Nass responded with his thought that a separate public would be a good idea, and doesn't think that a time limit should be imposed on those who wish to speak. He offered to run the meeting for Jaeckel if Jaeckel would like that. Motion by Supervisors Zastrow/Foelker to hold two separate meetings. Motion carried, 4-0.
14. **Discussion and Possible Action on October 22 Public Hearing Process**  
Wehmeier reminded the Committee members that the WE Energies project is a conditional use, not a rezoning. He asked that they try to avoid conversations with those sending emails, and reminded them that the emails should be part of the record. Jaeckel noted that professional opposition should be given the same amount of time to speak that the applicant receives and that public hearing should be run the same way as any other public hearing. He suggested keeping comments at 3 to 5 minutes, and suggested starting no earlier than 6 p.m., perhaps at 6:30 p.m.
15. **Discussion and Possible Action on extending CU2028 until December 31, 2021 for Rock Road Companies, Inc.** for mineral extraction at W7201 Vickerman Road (PIN 016-0514-3121-000) owned by Charles and Cathy Naber. The Committee originally approved an extension to April of 2021. Zangl explained that the Committee could issue the extension requested or require a new conditional use. Motion by Supervisors Nass/Foelker to approve the extension. Motion passed 4-0.
16. **Discussion and Possible Action on a lot line adjustment for an A-3 zoned property near N425 Tamarack Road, PIN 024-0516-3522-004.** The proposed lot line adjustment would divide Lot 2 of CSM 3174. Zangl explained the request to dissolve the middle lot, and for that area to be divided between adjoining property owners. He asked the Committee whether they want to require a new certified survey map if they approve this request. Motion by Supervisors Jaeckel/Foelker to allow the division and require a new certified survey map. Motion passed 4-0.
17. **Discussion and Possible Action on Petitions Presented in Public Hearing on August 20:**  
**APPROVE WITH CONDITIONS R4265A-20 - Anfang Properties LLC** on a motion by Supervisors Zastrow/Foelker to create a 3.5-acre Agricultural and Rural Business zone around the building at **W6646 State Road 18** in the Town of Jefferson. This is part of PIN 014-0614-0543-000 (48 Acre) and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 4-0.  
  
**NOT APPROVE R4266A-20 – John Steiner/Anita Burns Trust Property** on a motion by Supervisors Foelker/Nass to create a 2.382-acre Agricultural and Rural Business zone off **Old 26 Road** in the Town of Koshkonong from part of PIN 016-0514-1941-000 (15.807 Acre). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion did not pass on a 2-2 vote, with Supervisors Foelker and Jaeckel voting in favor and Supervisors Nass and Zastrow voting opposed. The motion died for lack of a majority vote.  
  
**NO ACTION WAS TAKEN ON CU2046-20 – John Steiner/Anita Burns Trust Property:** Conditional use to allow a trap shoot/rifle range/gun shop in a proposed A-2 zone off **Old 26 Road** in the Town of Koshkonong on part of PIN 016-0514-1941-000 (15.807 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.  
  
**APPROVE WITH CONDITIONS R4267A-20 – Carol Pendleton/Matthew Chambers Property** on a motion by Supervisors Zastrow/Foelker to rezone 0.69 acre of PIN 008-0715-3534-001 (20.551 Acre) with buildings at **N4955 County Road D** to add it to an adjoining A-3 zoned lot in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.  
  
**APPROVE WITH CONDITIONS R4268A-20 – Teresa & Mark Walker** on a motion by Supervisors Foelker/Nass to create a 1-acre building site near **N1985 Rockdale Rd** in the Town of Sumner from part of PIN 028-0513-0724-000 (36.08 Acre). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

- **APPROVE WITH CONDITIONS R4269A-20 – Burr Oak Lawns, LLC** on a motion by Supervisors Jaeckel/Foelker to create a 2.05-acre building site on **County Road O** in the Town of Waterloo from part of PIN 030-0813-3113-000 (20 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVE WITH CONDITIONS R4270A-20 – Susan Ebbert/Jan Kramer** Property on a motion by Supervisors Nass/Zastrow to create a 2.1-acre farm consolidation lot around the home at **N8642 County Road A**, Town of Watertown, from part of PIN 032-0815-1832-000 (30.9 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4271A-20 – Susan Ebbert/Jan Kramer Property** on a motion by Supervisors Jaeckel/Foelker to create a 1.3-acre lot as a consolidation of parcels of record from PIN 032-0815-1832-000 (30.9 Acres) and moving it to PIN 032-0815-1833-000 (35.265 Acres). The site is along **Hilltop Road** in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4272A-20 – Susan Ebbert/Jan Kramer Property** on a motion by Supervisors Nass/Foelker to create a 1-acre wooded building site on **Hilltop Road** in the Town of Watertown from part of PIN 032-0815-1833-000 (35.265 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4273A-20 – Eggert Acres LLC** on a motion by Supervisors Jaeckel/Zastrow to create a 3-acre building site on **West Road** from part of PIN 020-0814-2133-000 (40 Acres) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4274A-20 – Eggert Acres LLC** on a motion by Supervisors Nass/Zastrow to create a 7.2-acre Natural Resource zone near **West Road** in the Town of Milford from part of PIN 020-0814-2133-000 (40 Acres). This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

**NO ACTION TAKEN ON CU2047-20 – Steven & Jackie Prisk**: PETITIONER DID NOT ATTEND PUBLIC HEARING- Conditional Use for a home occupation/truck storage and workshop at **N2450 Wenham Road**, Town of Hebron on PIN 010-0515-0521-002 (2.17 Acres) in an A-3, Agricultural/Rural Residential zone. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVE WITH CONDITIONS CU2048-20 – Michael & Misty Draeger** on a motion by Supervisors Jaeckel/Foelker for conditional use to allow keeping of dogs as household pets on a non-commercial basis in excess of two per premises at **N8380 Swansea Drive**, Town of Ixonia. The site is on PIN 012-0816-2112-002 (0.619 Acre) and is zoned Residential R-1. This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS CU2049-20 – Nicholas & Jazmin Crouch** on a motion by Supervisors Zastrow/Foelker for conditional use to allow for keeping/raising of farm animals in a Residential R-2 zone at **N2731 County Road Z**. The site is part of PIN 026-0616-3614-007 (3 Acres) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

18. **Possible Future Agenda Items**

19. **Upcoming Meeting Dates**

October 9, 8:00 a.m. – Site Inspections Beginning at a Location TBD

October 15, 7:00 p.m. – Public Hearing in Courthouse Room 205

October 22, 6:30 p.m. – Public Hearing at Jefferson County Fair Park

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

November 11, 9:00 a.m. – Decision Meeting at Fair Park Activity Center

20. **Adjourn**

Motion by Supervisors Foelker/Zastrow to adjourn the meeting and the motion passed. The meeting adjourned at 9:50 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](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.*