

**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:** October 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:**

Register in advance for this meeting:

<https://zoom.us/meeting/register/tJclfuqgpzwwH9Vgx0rJVCwdSHpZEEObqKPJ>

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)**  
Those present at the meeting included Supervisors Jaeckel, Nass, Poulson, Foelker and Zastrow. Staff members present were Ben Wehmeier, Staci Hoffman, Matt Zangl, Sarah Higgins, Deb Magritz and Brett Scherer. Frankie Fuller was attending via Zoom.
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 Zastrow/Foelker to approve the agenda as presented. 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 August 31, September 11, September 17, September 28, October 9 and October 15 Meeting Minutes**  
Motion by Supervisors Foelker/Poulson to approve the August 31 minutes as presented. Motion passed 5-0.  
  
Motion by Supervisors Foelker/Zastrow to approve the September 11 minutes as presented. Motion passed 5-0.  
  
The September 17 minutes were not available for review.  
  
Motion by Supervisors Foelker/Nass to approve the September 28 minutes as presented. Motion passed 5-0.  
  
Motion by Supervisors Foelker/Zastrow to approve the October 9 minutes as presented. Motion passed 5-0.  
  
Motion by Supervisors Foelker/Nass to approve the October 15 minutes as presented. Motion passed 5-0.
7. **Communications**  
Zangl referenced a letter from Tim Otterstatter which was in the Committee packet and previously sent out to Committee members.

8. **September Monthly Financial Report for Register of Deeds – Staci Hoffman**  
Hoffman again reported that things are going strong, and her office is recording a lot of documents. It has slowed just a little bit, but still better than last year.
9. **September Monthly Financial Report for Land Information Office-Matt Zangl**  
Zangl reported activity similar to Hoffman's. The County Surveyor has been busy finishing projects.
10. **October Monthly Financial Report for Zoning – Matt Zangl**  
Zangl reported that October Zoning revenues were coming in really well-more than \$5,000 over those of October 2019. Sanitary revenues are up, already equaling 2019 revenues. Zoning permit revenues also will surpass those of 2019.
11. **Discussion on Solar Energy Facilities**  
Zangl explained that Crawfish Solar, the proposed 75 mw facility has received Town approval, and will be coming to a County public hearing in November.
12. **Discussion on Jefferson County Comprehensive Plan Update**  
The final Steering Committee meeting was held a couple of weeks ago. That group has completed comment on the draft plan. There is hope that a draft of the update will be ready for public review this week or next. A video is also being prepared by the consultants. Public meetings are planned for mid-November in-person, virtually and via social media.
13. **Discussion and Possible Decision on a Determination of Completeness for Back Road Beef LLC in the Town of Koshkonong at N6915 Grogan Road on PIN 016-0514-3141-002. The Land and Water Conservation Department Determined the Application to be Complete in a Memo Dated 10/16/2020.**  
Back Road Beef is working on updating their manure storage structure on the above noted property. The Land and Water Conservation Department determined that the application for the update is complete, and recommended that the Planning and Zoning Committee also find it to be complete. Motion by Supervisors Poulson/Foelker to accept the recommendation. A roll call vote was taken, with Supervisors Jaeckel, Foelker, Zastrow, Poulson and Nass voting in favor.
14. **Discussion and Possible Action on Request by Aaron & Brooke Voight to create an even exchange of land (0.12 Acre) between their PIN 030-0813-2842-000 zoned A-3, Agricultural and Rural Residential and PIN 030-0813-2842-004 zoned A-1, Exclusive Agricultural, owned by Steven Soldner. The site is in the Town of Waterloo, on Toppe Road.**  
Zangl explained the equal exchange of land. Motion by Supervisors Foelker/Poulson to approve the even exchange of 0.12 acre between the two property owners on Toppe Road. Motion passed on a voice vote 5-0.

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

15. **Discussion and Possible Action on Amendment R4266A-20 for John Steiner/Anita Burns Trust Property 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.**  
Zangl explained the request and previous action taken on the petition. Motion by Supervisors Jaeckel/Foelker to approve the rezoning. Motion passed 3-2, with Supervisors Jaeckel, Foelker and Poulson voting in favor and Supervisors Nass and Zastrow opposed.
16. **Discussion and Possible Action on Conditional Use CU2046-20 for John Steiner to allow a gun shop/shooting range 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.**  
Zangl explained the conditional use request. He described the proposal for lighting, parking, indoor shooting range, fences, cameras and security. It was noted that the City of Fort Atkinson apparently did not want the business in its Industrial Park, and does not allow shooting of firearms within the City limits. Motion by Supervisors Jaeckel/Foelker to approve the conditional use. Motion passed 4-1, with Supervisor Nass opposed.

17. **Discussion and Possible Action on Conditional Use CU1995 for Koenig Structures Unlimited LLC** to allow for Multiple Dwelling Unit Structures in an R-2 zone at N3656 County Road K, PIN 014-0614-2312-008. The proposal was presented in public hearing on July 18, 2019 and postponed on July 22, 2019 by the Planning and Zoning Committee.

Zangl explained why the proposal was initially postponed, and noted that they are asking for four duplexes which equates to 8 condo units. The existing septic system looks good; there are no wetlands on the development; the parking plan meets requirements. Motion by Supervisors Nass/Foelker to approve the conditional use. Motion passed 5-0.

18. **Discussion and Possible Action on Petitions Presented in Public Hearing on October 15, 2020**

APPROVE WITH CONDITIONS R4278A-20 – James Torlin on a motion by Supervisors Nass/Foelker to create an approx. 6.8-acre Agricultural and Rural Business zone to allow for the breeding and selling of goats at **N3115 Trieloff Rd**, Town of Oakland, from part of PIN 022-0613-2623-0000 (3 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

APPROVE WITH CONDITIONS R4275A-20 – Gary Poeppel on a motion by Supervisors Nass/Foelker to create a 1-acre building site **near W6184 Star School Rd**, Town of Koshkonong, from part of PIN 016-0514-2112-001 (35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVE WITH CONDITIONS R4276-20 – Roy Leschinsky on a motion by Supervisors Nass/Foelker to create a 4-acre Agricultural/Rural Residential zone around the existing home and buildings at **W5341 County Road B**, Town of Aztalan, from part of PINs 002-0714-1441-000 (3.00 Ac) and 002-0714-1441-001 (51.35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVE WITH CONDITIONS R4277-20 – Roy Leschinsky on a motion by Supervisors Jaeckel/Foelker to create an 8.2-acre Natural Resource zone at **W5341 County Road B**, Town of Aztalan, from part of PINs 002-0714-1441-000 (3.00 Ac) and 002-0714-1441-001 (51.35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVE WITH CONDITIONS R4279A-20 – Deborah Werner on a motion by Supervisors Foelker/Poulson to create an approx. 0.92-acre Residential-Unsewered zone at **N2719 Banker Rd**, Town of Koshkonong, from part of PINs 016-0614-3323-014 (3.797 Ac) and 016-0614-3323-004 (0.755 Ac). This is in accordance with Sec. 11.07(f)2 of the Jefferson County Zoning Ordinance.

APPROVE WITH CONDITIONS CU2050-20 – Deborah Werner on a motion by Supervisors Jaeckel/Nass for conditional use to allow for an extensive on-site storage structure in a proposed Residential-Unsewered lot at **N2719 Banker Rd**, Town of Koshkonong. The site is on PIN 016-0614-3323-004 (.755 Ac). This is in accordance with Sec. 11.07(f)2 of the Jefferson County Zoning Ordinance.

APPROVE WITH CONDITIONS CU2047-20 – Steven & Jackie Prisk on a motion by Supervisors Zastrow/Foelker for a conditional use home occupation/truck storage and workshop at **N2450 Wenham Road**, Town of Hebron on PIN 010-0515-0521-002 (2.17 Ac) 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 CU2051-20 – Jacob Schepp on a motion by Supervisors Foelker/Poulson for conditional use to allow for transportation services in a Community zone at **W7075 Main**, Town of Milford, on PIN 020-0814-0613-008 (0.308 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

APPROVE WITH CONDITIONS CU2042-20 – Jacob Schepp on a motion by Supervisors Foelker/Jaeckel for conditional use to allow an 864 square foot, 18 foot high extensive on-site storage structure in a Community zone at **W7075 Main St**, Town of Milford, on PIN 020-0814-0613-008 (0.308 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

APPROVE WITH CONDITIONS CU2052-20 - Paul Marty on a motion by Supervisors Foelker/Poulson for conditional use to allow an update to existing CU1516-08 for sale of farm implements and related equipment.

This approval will allow for the addition of a 60' x 160' storage structure in an existing Agricultural and Rural Business zone at **W8643 Blue Joint Rd**, PIN 030-0813-1613-000 (40.24 Ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**19. Possible Future Agenda Items**

**20. Upcoming Meeting Dates**

**November 11, 9:00 a.m.** – Decision Meeting for CU2053-20, WE Energies at Jefferson County Fair Park Activity Center

**November 13, 8:00 a.m.** – Site Inspections Beginning at a Site to be Determined

**November 19, 7:00 p.m.** – Public Hearing in Courthouse Room 205

**November 30, 8:30 a.m.** – Decision Meeting in Courthouse Room 205

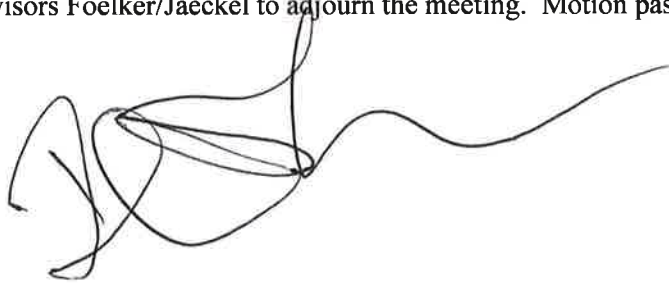
**December 11, 8:00 a.m.** – Site Inspections Beginning at a Site to be Determined

**December 17, 7:00 p.m.** – Public Hearing in Courthouse Room 205

**December 28, 8:30 a.m.** – Decision Meeting in Courthouse Room 203

**21. Adjourn**

Motion by Supervisors Foelker/Jaeckel to adjourn the meeting. Motion passed 5-0, and the meeting adjourned at 9:23 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.*