

**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: December 28, 2020
TIME: 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 VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:

You are invited to a Zoom meeting.

When: Dec 28, 2020 08:30 AM Central Time (US and Canada)

Register in advance for this meeting:

[https://zoom.us/meeting/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy](https://zoom.us/join/zoom/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)

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)**
Committee members present at 8:30 were Supervisors Jaeckel, Nass, Foelker and Zastrow. Staff members present were Ben Wehmeier, County Administrator; J. Blair Ward, Corporation Counsel; Staci Hoffman, Register of Deeds; Matt Zangl, Deb Magritz and Brett Scherer of the Zoning Department.

Attending via ZOOM were Supervisor Anita Martin and staff member Brian Udovich, Highway Department Operations Manager.
3. **Certification of Compliance with Open Meetings Law**
Zangl verified that the meeting was being held in compliance with the Open Meetings Law.
4. **Approval of the Agenda**
It was determined that the first petition the Supervisors would consider was R4286A-20 for McFarlane/Beltz, since people were in attendance to hear that recommendation.
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 October 22, November 11, November 30, December 11 and December 17 Meeting Minutes**
Motion by Supervisors Zastrow/Foelker to approve the October 22 minutes as presented. Motion passed, 4-0.

Motion by Supervisors Foelker/Jaeckel to approve the November 11 minutes as presented. Motion passed, 4-0.

Motion by Supervisors Foelker/Jaeckel to approve the November 30 minutes as presented. Motion passed, 4-0.

Motion by Supervisors Foelker/Jaeckel to approve the December 11 minutes as presented. Motion passed, 4-0.

The December 17 meeting minutes were not ready for review.

7. **Communications**

a. Zoning Department Memo Dated December 16, 2020 Regarding Appeal of CU2053-20, We Energies LNG Project

Zangl shared a memo from him to the Committee noting his receipt of a Petition for Appeal of CU2053-20, the conditional use issued for a Liquefied Natural Gas facility in the Town of Ixonia.

Zangl also explained that a mailing error occurred for Petitions R4288A-20 and CU2058-20 in which adjoining property owners did not receive notice of the December 17 public hearing.

Supervisor Poulson arrived at 8:33 a.m.

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

Hoffman described the increase in revenues as awesome, with gross revenues over \$200,000.

9. **November Monthly Financial Report for Land Information Office-Matt Zangl**

Zangl reported that Land Information Office revenues remain consistent, with retained fee revenues good. The County Surveyor has completed multiple projects.

10. **December Monthly Financial Report for Zoning – Matt Zangl**

Revenues have been up in November and December, and totals for the year should come out pretty well.

11. **Discussion on Solar Energy Facilities**

Zangl noted that the County has been working through the Joint Developer's Agreement with Crawfish River Solar and the Town of Jefferson.

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

There will be a meeting on December 30, 2020, facilitating getting the draft plans to the January County Board meeting. DATCP is currently reviewing the documents.

13. **Discussion and Possible Action on a Request by Achim Tauch to reconfigure an A-3 zoned lot on Froelich Road, Town of Sullivan on PIN 026-0616-1133-005, also using PIN 026-0616-1133-006 owned by Paul F Biewer**

Zangl explained the situation. The horizontal configuration of the lot and required setback from County Road E hinders building here. Tauch asked that that lot be reconfigured to be more vertical. Because this is proposed to be an even exchange of land, with no net gain or loss in acreage to either owner, the Committee agreed to the lot reconfiguration on a motion by Supervisors Foelker/Poulson. Motion passed, 5-0.

14. **Discussion and Possible Action on a Request by Richard Goulder to change the A-3 and N zone boundaries of PINs 014-0614-2634-000 and 014-0614-2633-001 on Curtis Mill Road, Town of Jefferson. The original configuration was approved by the Planning and Zoning Committee on April 29, 2019.**

Zangl explained the proposed reconfiguration. The current A-3 zone would not allow for a proposed building to meet the required setback. The petitioner requested an even exchange between his A-3 and Natural Resource zones to facilitate that setback. Because there was no net gain or loss for either zone, the Committee approved that request on a motion by Supervisors Foelker/Poulson. Motion passed, 5-0.

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

15. **Discussion and Possible Action on Petitions Presented in Public Hearing on December 17, 2020:**

APPROVED WITH CONDITIONS R4286A-20 – Dr. John Beltz/McFarlane Trust Property on a motion by Supervisors Foelker/Jaekel to create two new building sites of 3 acres each, one with a 2.8-acre A-2 zone attached and the other with a 5.1-ac A-2 zone attached. The sites are in the Town of Aztalan on **County Road V**, PINs 002-0714-0743-000 (10.979 Ac), 002-0714-0743-001 (4.25 Ac) and 002-0714-1812-000 (9.2 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

* **APPROVED WITH CONDITIONS R4283A-20** – Gregory Senft on a motion by Supervisors Poulson/Jaeckel to rezone 2.1 acres of PIN 026-0616-1743-006 (9.274 Ac) for a new residential building site along **Rome Oak Hill Road** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4284A-20 – Gregory Senft on a motion by Supervisors Jaeckel/Poulson to create an approximate 7-acre Natural Resource zone near **Rome Oak Hill Road** in the Town of Sullivan from part of PIN 026-0616-1743-006 (9.274 Ac). This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed, 5-0.

APPROVED WITH CONDITIONS CU2057-20 – Gregory Senft on a motion by Supervisors Zastrow/Foelker for conditional use to allow two horses in the proposed R-2 zone along **Rome Oak Hill Road** on PIN 026-0616-1743-006 (9.274 Ac), Town of Sullivan. This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance. Motion passed, 5-0.

APPROVED WITH CONDITIONS R4285A-20 – Stephen Seyer & Elizabeth Laing on a motion by Supervisors Jaeckel/Poulson Create a 5-acre lot around the home and buildings at **W8635 State Road 106** in the Town of Sumner, on PIN 028-0513-0914-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed, 5-0.

APPROVED WITH CONDITIONS R4287A-20 – Robert & Barbara Dugan to rezone to create a new 3-acre building site along **County Road E** in the Town of Sullivan from part of PIN 026-0616-1443-001 (17.352 Ac) and to rezone 0.7-acre of that same PIN to add it to adjoining property already zoned A-3. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed, 5-0.

POSTPONED ACTION ON R4288A-20 – Dianne Owens & Paul Elliot on a motion by Supervisors Foelker/Poulson to rezone PIN 008-0715-0232-001 (2.002 Ac) at **N7040 Saucer Drive** in the Town of Farmington. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed, 5-0.

POSTPONED ACTION ON CU2058-20 – Dianne Owens & Paul Elliot: Allow for an agricultural tourism-banquet hall, conference center and event facility at **N7040 Saucer Drive** in the Town of Farmington on PIN 008-0715-0232-001 (2.002 Ac). This is in a proposed A-2 zone, and is in accordance with Sec. 11.04(f) of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2059-20 –New Vision LLC on a motion by Supervisors Zastrow/Foelker for conditional use to allow transportation services storage in a Community zone near **N6232 County Road F**, Town of Concord, on PINs 006-0716-1532-012 (5 Ac) and 006-0716-1641-007 (0.73 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion passed, 5-0.

APPROVED WITH CONDITIONS CU2060-20 – Dennis Jones on a motion by Supervisors Jaeckel/Poulson for conditional use for a 480 square foot carport addition, creating an extensive on-site storage structure at **W5815 Wendorf Lane** in the Town of Jefferson. This is on PIN 014-0614-2743-004 (0.9 Ac) in a Residential R-2 zone, and is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed, 5-0.

DID NOT ATTEND PUBLIC HEARING – NO ACTION TAKEN on CU2061-20 – Steve & Dawn Sleaver on a motion by Supervisors Conditional use for an extensive on-site storage structure, a 1,120 square foot carport proposed at **N3555 County Road N** in the Town of Jefferson. This is on PIN 014-0614-2313-001 (3 Acres) in a Residential R-2 zone, and is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2062-20 – Back Road Beef, LLC on a motion by Supervisors Jaeckel/Foelker for a conditional use to allow an update to wastewater storage facilities at **W6915 Grogan Road** in the Town of Koshkonong, on PIN 016-0514-3141-002 (47.812 Ac). This is an ATCP-51 regulated facility, and is zoned A-1, Exclusive Agricultural. The proposal is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed on a voice vote with Supervisors Jaeckel, Nass, Poulson, Foelker and Zastrow voting in favor.

APPROVED WITH CONDITIONS CU2063-20 – Kevin Christianson on a motion by Supervisors Foelker/Poulson for conditional use to allow an extensive on-site storage structure of 1,656 square feet, 20 feet in height in a Residential R-2

zone. The site is at **N2429 Kunz Rd** in the Town of Sumner, on PIN 028-0513-0111-003 (2.727 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed, 5-0.

APPROVED WITH CONDITIONS R4282T-20 – Jefferson County on a motion by Supervisors Foelker/Zastrow for an Amendment and update to Private Sewage System Ordinance Number 12, last adopted on May 8, 2001. Motion passed, 5-0.

16. Possible Future Agenda Items

17. Upcoming Meeting Dates

December 30, 2020, 9:00 a.m. – Joint Planning & Zoning Committee and Executive Committee Meeting in Courthouse Room 205

January 15, 2021, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

January 21, 7:00 p.m. – Public Hearing in Courthouse Room 205

January 25, 8:30 a.m. – Decision Meeting in Courthouse Room 205

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

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

February 22, 8:30 a.m. – Decision Meeting in Courthouse Room 205

18. Adjourn

Motion by Supervisors Poulson/Foelker to adjourn the meeting. Motion passed, and the meeting adjourned at 9:17 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.jeffersoncountywv.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.