

**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: February 22, 2021
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:

Register in advance for this meeting:
https://zoom.us/meeting/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_IQxy

Meeting ID: 959 8698 5379
Passcode: Zoning

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)**
All Committee members were present; staff members present were County Administrator Ben Wehmeier, Corporation Counsel Blair Ward, Director of Planning and Zoning Matt Zangl, Deb Magritz and Brett Scherer. Guest Frankie Fuller was attending via Zoom.
3. **Certification of Compliance with Open Meetings Law**
Poulson verified compliance with Open Meetings.
4. **Approval of the Agenda**
No changes were proposed to the agenda.
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)**
Fuller updated the Committee on a project with which she is involved.
6. **Approval of January 21, January 25, February 12 and February 18, 2021 Meeting Minutes**
Motion by Supervisors Poulson/Foelker to approve the January 21 minutes as presented. Motion passed 5-0.

Motion by Supervisors Foelker/Poulson to approve the January 25 minutes as presented. Motion passed 5-0.

Motion by Supervisors Foelker/Poulson to approve the February 12 minutes as presented. Motion passed 5-0.

Motion by Supervisors Poulson/Foelker to approve the February 18 minutes as presented. Motion passed 5-0.
7. **Communications**
There were no communications.
8. **January Monthly Financial Report for Register of Deeds – Staci Hoffman**
Hoffman's report was in the Committee packet. Her office had a good January for revenues, recording more than 600 documents more than usual for the month. To this point in February, over 300 documents more than usual have been recorded. Vital Record have slowed, but this might be attributed to the weather.

9. **January Monthly Financial Report for Land Information Office-Matt Zangl**
Zangl reported that the Land Information Office had a good January also, where retained fees were up echoing the Register of Deeds Office. The County Surveyor is working on a Parks Department project, and reviewing certified survey map for the Planning and Zoning Department.
10. **February Monthly Financial Report for Zoning – Matt Zangl**
Zoning had a good January also, Zangl reported, taking in \$8,000 more than usual for the time period. To date, February is even compared to February of 2020.
11. **Discussion on Solar Energy Facilities**
Ranger Power memos were included in the Committee packet. They are preparing to have their site in service by April, 2024. Wehmeier added that discussion on the Crawfish River Solar project will take place with the Executive Committee on Wednesday, February 24. The plan is to commence construction in the third quarter of this year.
12. **Discussion on Jefferson County Comprehensive Plan Update**
The County Board approved the Plan update in February, and Zangl noted that we are starting ordinance updates. Wehmeier added that there is talk about implementation strategies.
13. **Discussion and Possible Action on Petitions R4288A-20 and CU2058-20 for Dianne Owens and Paul Elliot on PIN 008-0715-0232-001, N7040 Saucer Drive in the Town of Farmington**
Zangl explained that the petitions were presented in public hearing in January and recommended for denial. Motion by Supervisors Poulson/Foelker to withdraw the petitions from consideration. Motion passed 5-0.
14. **Discussion and Possible Action on a Request by Mike Herro for a Holding Tank to Serve a Proposed 22-Unit Storage Structure/Hobbyist Garage Facility on PIN 012-0816-2534-004, near N7777 Ski Slide Road, Town of Ixonia**
Zangl reported that a very large mound would be necessary for the proposal according to the soil tester involved. Therefore, the request is for a holding tank. The sanitary district will not currently allow hookup at this location. Motion by Supervisors Nass/Foelker to allow a holding tank, with the condition that the site must be connected to public sewer as soon as it is available.
15. **Discussion and Possible Action on Petition R2679A-03, Originally Approved with Modification for Thomas & Bernadette Unold on PIN 024-0516-03131-000 on County Road E, Town of Palmyra**
After explanation by Zangl, there was a motion by Supervisor Nass to deny the 2.3-acre proposal. The motion was withdrawn and restated by Supervisors Nass/Foelker to approve the lot at only 2 acres.

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

16. **Discussion and Possible Action on Petitions Presented in Public Hearing on February 18, 2021:
FROM BUSINESS TO NATURAL RESOURCE**

APPROVE WITH CONDITIONS R4296A-21 – Autumn Ridge Subdivision Homeowners Association Inc on a motion by Supervisors Nass/Foelker to rezone 0.107 acre of PIN 012-0816-2812-030 (0.107 ac) to add it to adjoining Natural Resource zoned property. The site is in the Town of Ixonia near Oak Dr. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS

APPROVE WITH CONDITIONS R4297A-21 – Grace Foelker/P & J Foelker Trust Property on a motion by Supervisors Jaeckel/Nass to rezone 1.3 acres for an A-2 zone around the existing barn at W3520 Lower Hebron Rd, Town of Hebron, from part of PIN 010-0515-1012-000 (40.5 ac.) This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU2065-21 – Grace Foelker/P&J Foelker Trust Property on a motion by Supervisors Nass/Poulson for conditional use for an existing barn to be used as a conference center/banquet hall/event facility. The

site is at W3520 Lower Hebron Rd in the Town of Hebron, part of PIN 010-0515-1012-000 (40.5 ac.) This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL AND RURAL RESIDENTIAL

APPROVE WITH CONDITIONS R4298A-21 – Dean & Susan Andersen on a motion by Supervisors Nass/Zastrow to rezone and create a 2-acre building site from part of PIN 002-0714-1143-000 (27.762 ac) near N6504 County Road N in the Town of Aztalan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4299A-21 – K&V Farms LLC on a motion by Supervisors Jaeckel/Foelker to create a 2-acre lot around the home and buildings at N5002 Dewey Rd, Town of Aztalan, from part of PINs 002-0714-3642-000 (40 ac) and 002-0714-3643-000 (39.606 ac.) This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4300A-21 – Brandon Butler/Randall & Lori Wegner Property on a motion by Supervisors Zastrow/Jaeckel to create a 1-ac building site (Lot 1) and a 1.28-ac building site (Lot 2) from part of PIN 006-0716-1632-000 (25.98 ac) in the Town of Concord. near W1630 County Road B. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4301A-21 – Don Foltz on a motion by Supervisors Nass/Poulson to rezone 2 acres of PIN 016-0514-2023-000 (20.407 ac) for a new building site near W6855 Whitetail Ln 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 R4302A-21 – ABC Acres Inc on a motion by Supervisors Nass/Poulson to create a 1-ac lot around the home at W3477 Lower Hebron Rd from part of PIN 010-0515-1042-000 (20.218 ac), Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0, with Foelker abstaining.

APPROVE WITH CONDITIONS R4303A-21 – Rick Seavert/Ronald Seavert Trust Property on a motion by Supervisors Jaeckel/Foelker to create a 4-ac building site on Mode Ln from part of PIN 022-0613-3532-000 (45.401 ac) in the Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-1, with Nass opposed.

APPROVE WITH CONDITIONS R4304A-21 – John Ader-Hillcrest Builders/Highland Ridge Estates LLC Property on a motion by Supervisors Zastrow/Foelker to create a 2.00877-ac building site on Hillside Dr from part of PIN 006-0716-0714-000 (37.27 ac) 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.

CONDITIONAL USE PERMIT APPLICATION

APPROVE WITH CONDITIONS CU2066-21 – Tony & Sarah McClintock/Highland Ridge Estates LLC Property on a motion by Supervisors Zastrow/Foelker to allow conditional use for continuation of a commercial stable at N6735 Hillside Dr , Town of Concord, on PIN 006-0716-0714-000 (37.27 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

FROM A-T, AGRICULTURAL TRANSITION TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

APPROVE WITH CONDITIONS R4305A-21 – Scott & Connie Mastro on a motion by Supervisors Jaeckel/Foelker to create a 4-ac building site on Tamarack Rd from part of 024-0516-2711-002 (36.740 ac) 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. Motion by Supervisors Poulson/Foelker to freeze the property from having any additional A-3 splits. Motion passed 5-0.

CONDITIONAL USE PERMIT APPLICATION

APPROVE WITH CONDITIONS CU2061-20 – Steve & Dawn Sleaver on a motion by Supervisors Nass/Poulson to allow 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. Motion passed 5-0.

17. Possible Future Agenda Items

18. Upcoming Meeting Dates

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

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

March 29, 8:30 a.m. – Decision Meeting in Courthouse Room 203

April 9, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

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

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

Possible Change to May Decision Meeting Date-The Committee will meet on Tuesday, June 1 at 8:30 a.m.

19. Adjourn

Motion by Supervisors Poulson/Nass to adjourn. Motion passed 5-0 and the meeting adjourned at 9:22 a.m.

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.jeffersoncountytwi.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.