

**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: January 3, 2022
TIME: 8:30 a.m.
PLACE: Room 202 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_1Qxy](https://zoom.us/join/zoom/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)

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 8:31 a.m.
 - 2. Roll Call (Establish a Quorum)**
Supervisor Nass was absent at 8:31. All other Committee members were present. Staff in attendance were Staci Hoffman, Register of Deeds and Zoning staff members Matt Zangl, Sarah Elsner, Brett Scherer, and Deb Magritz. Guests present included Supervisor Anita Martin, Randy and Lynette Dunn in person, and Larry Holzhueter via Zoom.
 - 3. Certification of Compliance with Open Meetings Law**
Supervisor Poulson verified compliance with Open Meetings Law.
 - 4. Approval of the Agenda**
No changes were proposed.
 - 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 Martin brought up several points in the proposed Zoning Ordinance amendment, asked questions and gave her opinions.
 - 6. Approval of November 18, November 29, December 10 and December 16 Meeting Minutes**
Motion by Supervisors Foelker/Poulson to approve the November 18, 2021 minutes as written. Motion passed 4-0.

Motion by Supervisors Poulson/Foelker to approve the November 29 minutes as written. Motion passed 4-0.

Motion by Supervisors Foelker/Poulson to approve the December 10 minutes as written. Motion passed 4-0.

Motion by Supervisors Poulson/Foelker to approve the December 16 minutes as written. Motion passed 4-0.
 - 7. Communications**
There were no communications.
 - 8. November Monthly Financial Report for Register of Deeds – Staci Hoffman**
The year went well, and revenues exceeded the annual budgeted amount by almost \$250,000. She also noted that today is the last day of employment for her Chief Deputy.
- Supervisor Nass arrived at 8:37 a.m.**
- 9. November Monthly Financial Report for Land Information Office-Matt Zangl**
Zangl noted that retained program fees piggy-back off the recording document fees that Staci reported on. Nothing too surprising to point out.
 - 10. December Monthly Financial Report for Zoning – Matt Zangl**
Zangl reported that revenues were on par, just a little slower going into the winter months. Overall, though, revenues were

up approximately \$7,000 from 2021. Year-to-date numbers were included in the Committee's packet. Some abnormal fees stemming from the WE Energies LNG petition and appeal and a little bit left over from the Comprehensive Plan were put into the Zoning Department budget also.

11. Discussion on Solar Energy Facilities

a. Crawfish River Solar Anticipated Timeline

This project is beginning to move forward quite quickly. Meetings to discuss the Joint Development Agreement and pre-construction work will be scheduled shortly. The proposed timeline of work on the project was reviewed, listing start of construction in March or April and bringing the project into commission in October or November.

12. Discussion on WE Energies Liquefied Natural Gas Facility (LNG) Facility in the Town of Ixonia

The final Public Service Commission decision was published last week. Earthwork is scheduled to begin today.

13. Discussion on Amending the Jefferson County Zoning Ordinance to Define Agricultural Tourism

Zangl reported having discussions with Corporation Counsel Blair Ward concerning this topic, and the resulting first draft was handed out to Committee members. Jaeckel asked for a list of other Counties' regulations for such a use.

14. Discussion and Possible Action on a Request by Wendy Norem/Richard Gimler Trust to Modify the Conditions of Approval on CU2082-21 at N8728 River Rd, PIN 032-08151324-000, Town of Watertown

Correspondence was received regarding a condition of approval for the above noted conditional use. After explanation and discussion, a motion was made by Supervisors Nass/Foelker to remove the condition that the approval was only for the current owner and not for future owners. Motion passed 5-0.

15. Discussion and Possible Action on the Condition of No Outside Storage for CU2096-21 at N6299 Jefferson Rd, Town of Aztalan for Randy Dunn on PIN 002-0714-1341-001

Correspondence was received regarding a condition of approval for the above noted conditional use. After explanation and discussion, a motion was made by Supervisors Jaeckel/Foelker to change the condition that no outside storage be allowed on the above noted property. It was determined that trailers and a camper could be allowed as outside storage. Motion passed 5-0.

16. Discussion and Possible Action on a Request to Redesign and Increase the Size of the A-3 Zone Approval Granted to William Greener by Petition R1709A-95 on PIN 026-0616-3013-000 in the Town of Sullivan

No action was needed because the request had been withdrawn.

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

17. Discussion and Possible Action on Petitions Presented in Public Hearing on December 16, 2021:

APPROVE WITH CONDITIONS R4363A-21 – Jodi Goldbeck/Gary Goldbeck Revocable Living Trust on a motion by Supervisors Nass/Zastrow to create a 2.444-ac lot around the home at **N5049 Inlynd Dr**, Town of Concord from part of PIN 006-0716-3541-000 (40.434 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4364A-21 – Jodi Goldbeck/Gary Goldbeck Revocable Living Trust on a motion by Supervisors Zastrow/Foelker to create a new 2.002-ac building site near **N5049 Inlynd Dr**, Town of Concord from part of PIN 006-0716-3541-000 (40.434 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4365A-21 - Jodi Goldbeck/Gary Goldbeck Revocable Living Trust on a motion by Supervisors Nass/Zastrow to create a new 2.004-ac building site near **N5049 Inlynd Drive**, Town of Concord from part of PIN 006-0716-3541-000 (40.434 acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4366A-21 – Derek Kramer on a motion by Supervisors Zastrow/Jaekel to create a new 2.07-acre building site on **Hillside Dr**, Town of Concord from part of PINs 006-0716-2932-000 (35.81 ac) and 006-0716-2933-000 (12.894 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4367A-21 – Anthony & Sharon Pugh/Nancy Metzger Trust on a motion by Supervisors Poulson/Foelker to create a 2.88-ac lot at **W1008 Concord Center Dr**, Town of Concord from part of PINs 006-0716-1513-002 (4.351 ac) owned by Nancy Metzger Trust and 006-0716-1542-005 (2.281 ac) owned by the Pughs. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4368A-21 – Jill Strieter on a motion by Supervisors Jaeckel/Foelker to create two new 3.23-ac new building sites from part of PIN 006-0716-2922-000 (30 ac), Town of Concord near **N5640 Hillside Dr**. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4369A-21 – Gregory & Katie Stahl on a motion by Supervisors Foelker/Nass to create a new 2.4-ac building site near **N3173 Willing Rd**, Town of Hebron from part of PIN 010-0615-3013-000 (40 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4370A-21 – Joseph Carnes on a motion by Supervisors Poulson/Foelker to create two new 1-ac building site on **Hardscrabble Rd**, Town of Sullivan from part of PIN 026-0616-3633-000 (29.339 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4371A-21 – Jeffrey S Butzke dba Compass Surveying/Robb & Christine Bender Property on a motion by Supervisors Jaeckel/Poulson to create a 1.882-ac lot around the home and buildings at **W4962 County Rd T**, Town of Watertown from part of PIN 032-0914-0114-000 (40 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4372A-21 – Terri Mohr/Robert L Lewein Trust Property on a motion by Supervisors Nass/Foelker to create a 9.15-ac Natural Resource zone near **W7806 Island Church Rd**, Town of Waterloo, on PIN 030-0813-1443-000 (37 ac). This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4349A-21 – Ryan Rittenhouse on a motion by Supervisors Jaeckel/Foelker to rezone PIN 028-0513-0921-002 (1 acre) near **W8743 Danielson Rd**, Town of Sumner. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU2086-21 – Ryan Rittenhouse on a motion by Supervisors Foelker/Poulson Allow a conditional home occupation plumbing business in a proposed A-2 zone near **W8743 Danielson Rd**, Town of Sumner, on PIN 028-0513-0921-002 (1 ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

POSTPONE CU2101-21 – Brian Statz on a motion by Supervisors Jaeckel/Poulson to allow a conditional use for public/semi-public use in an existing A-2 zone for a daycare and recreation center at **N4885 County Rd D**, Town of Jefferson on PIN 014-0615-0221-029 (2 ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU2102-21 – Jerry & Tracy Suber on a motion by Supervisors Nass/Foelker to allow for up to five dogs in an A-3 zone at **N7823 French Rd**, Town of Milford on PIN 020-0814-2741-002 (1.151 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU2103-21 – J&K Strauss Trust on a motion by Supervisors Nass/Foelker to allow for mineral extraction in an A-1 zone near **W7781 Rock Lake Rd** on PINs 030-0813-2742-001 (12.988 ac) and 030-0813-2743-000 (21 ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE R4373T-21 – Jefferson County: 2021 Update to the Jefferson County Zoning Ordinance on a motion by Supervisors Jaeckel/Nass. Motion passed 5-0.

18. Possible Future Agenda Items

19. Upcoming Meeting Dates

January 14, 2022, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

January 20, 7:00 p.m. – Public Hearing in Courthouse Room 205
January 31, 8:30 a.m. – Decision Meeting in Courthouse Room 202
February 11, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
February 17, 7:00 p.m. – Public Hearing in Courthouse Room 205
February 28, 8:30 a.m. – Decision Meeting in Courthouse Room 202

20. Adjourn

Motion by Supervisors Nass/Foelker to adjourn the meeting. Motion passed 5-0, and the meeting adjourned at 9:55 a.m.

Deb Magritz
Administrative Specialist

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.