

**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 28, 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 8:30 a.m.
2. **Roll Call (Establish a Quorum)**
All Committee members were present at 8:30 a.m. Also present was County Administrator Ben Wehmeier, staff members Matt Zangl, Sarah Elsner, Brett Scherer and Deb Magritz and guests Dale Konle, Kim Miller and Lawrence Oliverson. Supervisor Anita Martin attended via Zoom, as did guests Pete Gross, Mary Steptoe, Sara Ostrowsky and Frankie Fuller.
3. **Certification of Compliance with Open Meetings Law**
Supervisor 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)**
There was no public comment.
6. **Approval of January 31, February 11 and February 17 Meeting Minutes**
Motion by Supervisors Poulson/Zastrow to approve the January 31 minutes. Motion passed 5-0.

Motion by Supervisors Poulson/Foelker to approve the February 11 minutes. Motion passed 5-0.

Motion by Supervisors Foelker/Poulson to approve the February 17 minutes. 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's packet. Zangl noted that recordings have slowed considerably from the same period last year.
9. **January Monthly Financial Report for Land Information Office-Matt Zangl**
This report was also in the Committee's packet.

10. **January Monthly Financial Report for Zoning – Matt Zangl**
Zangl reported that February began slower for 2022 than in the previous year, but that the last couple of weeks have picked up to equal last year revenues.
11. **Discussion on Solar Energy Facilities**
The Crawfish River Solar construction is slated to begin on March 8. They are currently acquiring permits.
12. **Discussion on WE Energies Liquefied Natural Gas (LNG) Facility in the Town of Ixonia**
The first monthly meeting between the County and WE Energies LNG was held a couple of weeks ago. They are working on grading. There was a period when half of the berm was done, but erosion control was not in place. After a call, erosion control was installed; it was good to see the company being so responsive.
13. **Discussion on Zoning Ordinance Amendments**
The County has received a good number of responses for the amendment dealing with an Ag Tourism definition. The amendment will not be on the March public hearing but will be soon thereafter.
14. **Request by Kent Wildes to Reconfigure an Existing 1.94-Acre A-3 Lot at N7029 North Shore Road to Accommodate an Existing Driveway & Buildings. The lot is proposed at 2.1-acre, in the Town of Lake Mills on PIN 018-0713-0231-009**
Zangl explained the proposal. The gross increase in lot size proposed is just over 0.1 acre. Motion by Supervisors Jaeckel/Foelker to approve of the reconfiguration, conditioned upon approval and recording of a final certified survey map for the new configuration. Motion passed 5-0.
15. **Discussion and Possible Action on Petition R4361A-21 for Jeffrey and Rebecca Weber, Presented in Public Hearing on November 18, 2021 and Subsequently Postponed. The site is near N4615 Paradise Road in the Town of Jefferson on PIN 014-0615-0441-000.**
A map of the new proposal was in the Committee's packet. Zangl explained. Motion by Supervisors Nass/Foelker to postpone action for redesign, clustering a lot either immediately north or south of the existing farm consolidation. Motion passed 5-0.
16. **Discussion and Possible Action on a Request by D Thomas Landscaping LLC for a Building Replacement at W158 Concord Center Dr in the Town of Concord and part of CU1932-2017 for a Landscaping Business.**
No action was taken.

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

17. **Discussion and Possible Action on Petitions Presented in Public Hearing on February 17:**
APPROVE WITH CONDITIONS R4377A-22 – Andy Selle on a motion by Supervisors Jaeckel/Foelker to create two new building sites of approximately 1-ac and a 0.9-ac from part of PIN 016-0513-2434-026 (8.711 ac) near **W7526 Koshkonong Mounds Rd**, Town of Koshkonong. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.
APPROVE WITH CONDITIONS R4378A-22 – Christopher Leeman on a motion by Supervisors Nass/Poulson and **CU2107-22 - Christopher Leeman** on a motion by Supervisors Jaeckel/Foelker to create a 0.712-ac A-2 zone at **N3549 Schmidt Rd** with conditional use for storage of non-farm equipment. The site is part of PIN 010-0615-2113-000 (39.275 ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.
POSTPONE ACTION ON R4379A-22 & CU2108-22 – Donald & Nancy Brunson: Create a 7.4-ac A-2 zone near **W1432 County Rd B** with conditional use for boat storage. The site is part of PIN 006-0716-1642-000 (24 ac) in the Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion to postpone passed 5-0.
APPROVE WITH CONDITIONS R4380A-22 – Donald & Nancy Brunson on a motion by Supervisors Poulson/Foelker to create a 2-ac lot around the home and buildings at **W1432 County Rd B**, part of PIN 006-0716-1642-000 (24 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.

APPROVE WITH CONDITIONS R4381A-22 – Gregory Alt on a motion by Supervisors Zastrow/Jaeckel to create a 5-ac lot around the home and buildings at **W2140 County Road B**, Town of Concord from part of PIN 006-0716-1811-000 (46.804 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

APPROVE WITH CONDITIONS R4382A-22 – TW & Ruth Schwalenberg on a motion by Supervisors Nass/Foelker to create a 2-ac building site from part of PIN 010-0615-3434-001 (35.716 ac) on **Kitzinger Ln** in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4383A-22 & R4384A-22 – TW & Ruth Schwalenberg on motions by Supervisors Nass/Foelker to create a 3.3-ac lot around the home at **N2572 Kitzinger Ln**, and a 2.4-ac Natural Resource zone adjacent in the Town of Hebron, part of PIN 010-0615-3434-001 (35.716 ac). This is in accordance with Sec. 11.04(f)8 and 11.04(f) 12 of the Jefferson County Zoning Ordinance. Motion passed 5-0

APPROVE WITH CONDITIONS R4385A-22 – Brian & Jennifer Statz on a motion by Supervisors Nass/Poulson to create a 2-ac lot around the home and buildings at **W2948 Hagedorn Rd** from part of PIN 010-0615-2344-000 (16 ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

APPROVE WITH CONDITIONS R4386A-22 – Brian & Jennifer Statz on a motion by Supervisors Jaeckel/Poulson to create two lots, one of 2 ac and one of 1.5 ac near **W2948 Hagedorn Rd** from part of PIN 010-0615-2344-000 (16 ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f) of the Jefferson County Zoning Ord. Motion passed 5-0

APPROVE WITH CONDITIONS R4387A-22 – Brian & Jennifer Statz on a motion by Supervisors Nass/Poulson to create a 4.1-ac N zone from part of PINs 010-0615-2341-000 (22 ac) and 010-0615-2344-000 (16 ac) on **Hagedorn Rd** in the Town of Hebron. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed 5-0

APPROVE WITH CONDITIONS R4388A-22 - Kutz Dairy LLC on a motion by Supervisors Nass/Poulson to create a 1.3-ac lot around the home at **N3965 County Rd Y** from PIN 014-0615-1823-000 (26.162 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

APPROVE WITH CONDITIONS R4389A-22 – Michael & Mary Steptoe on a motion by Supervisors Nass/Poulson to create a 2.45-ac building site near **N3775 County Rd Y** from part of PIN 014-0615-1843-004 (6.05 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

APPROVE WITH CONDITIONS R4390A-22 – Tim & Amy Dettmann on a motion by Supervisors Zastrow/Jaeckel to create a 3-acre lot around the home & buildings at **W5588 Albers Ln** in the Town of Milford from part of PIN 020-0714-1123-000 (20 ac) and 020-0714-1124-000 (38.38 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

APPROVE WITH CONDITIONS CU2109-22 – Rod & Theresa Cooke on a motion by Supervisors Nass/Foelker for conditional use for an extensive on-site storage structure totaling 1,680 square feet in size at **W7288 County Rd V** in the Town of Aztalan. The site is on PIN 002-0714-0732-001 (1.201 ac) in a Residential R-2 zone. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0

APPROVE WITH CONDITIONS CU2110-22 – Meliza & Ryan Ritacca on a motion by Supervisors Nass/Jaeckel for conditional use for a kennel to allow doggie daycare, boarding and breeding for up to 32 dogs at **N5617 County Rd A** on PIN 018-0713-2243-000 (40 ac) and 018-0713-2244-002 (10 ac). This is in the Town of Lake Mills in an A-1 Exclusive Agricultural zone. It is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 5-0

18. Possible Future Agenda Items

19. Upcoming Meeting Dates

March 4, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

March 10, 7:00 p.m. – Public Hearing in Courthouse Room 205

March 28, 8:30 a.m. – Decision Meeting in Courthouse Room 202

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

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

April 25, 8:30 a.m. – Decision Meeting in Courthouse Room 202

20. Adjourn

Motion by Supervisors Jaeckel/Folker to adjourn the meeting. Motion passed and the meeting adjourned at 9:44 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.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.