

**MINUTES OF THE  
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE  
DECISION MEETING**

*George Jaeckel, Steve Nass, Blane Poulson, Matt Foelker, Cassie Richardson*

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** May 23, 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/meeting/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)  
[https://zoom.us/meeting/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB\\_1Qxy](https://zoom.us/meeting/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)

Meeting ID: 959 8698 5379

Passcode: Zoning

**1. Call to Order**

The meeting was called to order by County Administrator Ben Wehmeier at 8:30 a.m.

**2. Roll Call (Establish a Quorum)**

All Committee members were present at 8:30. Also present in person were Corporation Counsel Blair Ward, Register of Deeds Staci Hoffman and Planning and Zoning Department staff Matt Zangl, Sarah Elsner, Brett Scherer and Deb Magritz. Attending via ZOOM were Supervisors Walt Christensen and Anita Martin, staff member Sarana Stolar and member of the public Sue Marx.

**3. Certification of Compliance with Open Meetings Law**

Wehmeier certified compliance with Open Meetings Law.

**4. Approval of the Agenda**

Motion by Supervisors Jaeckel/Foelker to approve the agenda. Motion passed 5-0.

**5. Election of Officers (Chair, Vice-Chair and Secretary – if necessary)**

Wehmeier called for nominations for Chair. Motion by Supervisors Nass/Foelker to nominate Supervisor Jaeckel as Chair. Wehmeier asked Supervisor Jaeckel if he would accept the nomination, to which Jaeckel responded that he would. Wehmeier called for additional nominations, but there were none. Wehmeier called for a vote. Motion by Supervisors Nass/Poulson to elect Supervisor Jaeckel as Chair; motion passed 5-0.

Supervisor Jaeckel called for nominations for Vice-Chair. Motion by Supervisors Poulson/Foelker to nominate Supervisor Nass as Vice-Chair. Supervisor Nass accepted the nomination. Jaeckel called for additional nominations, but there were none. Supervisor Jaeckel closed nominations and called for a vote. Motion by Supervisors Poulson/Foelker to elect Supervisor Nass as Vice Chair; motion passed 5-0.

Supervisors Jaeckel called for nominations for Secretary. Motion by Supervisors Nass/Foelker to nominate Supervisor Poulson as Secretary. Supervisor Poulson accepted the nomination. Supervisor Jaeckel called for additional nominations, but there were none. Supervisor Jaeckel closed nominations and called for a vote. Motion by Supervisors Nass/Foelker to elect Supervisor Poulson as Secretary; motion passed 5-0.

**6. 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)**

Sue Marx thanked the Committee for looking at the ag tourism definition again.

**7. Approval of April 25, May 13 and May 19 Meeting Minutes**

Motion by Supervisors Poulson/Foelker to approve the April 25 meeting minutes. Motion passed 5-0.

Motion by Supervisors Foelker/Poulson to approve the May 13 meeting minutes. Motion passed 5-0.

The May 19 public hearing minutes were not available for review.

**8. Communications**

Zangl drew the Committee's attention to the laminated and metal clipped info which will be available at each decision meeting.

**9. April Monthly Financial Report for Register of Deeds – Staci Hoffman**

Hoffman reported that like last month, document recordings are slowing down. However, transfer documents are keeping the budget numbers just where they should be. An RFP is out for back indexing; she is hopeful that it may go to the July County Board meeting for approval.

**10. April Monthly Financial Report for Land Information Office-Matt Zangl**

The office budget closely follows the Register of Deeds report.

**11. May Monthly Financial Report for Zoning – Matt Zangl**

April revenues are slightly over where they were at this point in 2021. May has been a little bit slower. A lot of permits and a lot of rezones are coming in, just not to the point they were in 2021.

**12. Discussion on Solar Energy Facilities**

The Crawfish River quarterly report was included in the Committee's packet. Zangl, Brian Udovich from Highway and the site manager were recently out on site viewing the access onto County Road J. Crawfish River Solar will reduce the size of the access after construction to that of a regular agricultural access. They are finishing up grading and pilings will be going in soon.

Badger State Solar is starting the permitting process, working with the Drainage Board to get ditches cleaned out and putting in some new access and draining crossings. Site plans are expected soon, getting closer to construction after financing is approved.

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

WE Energies quarterly report was included in the Committee's packet. The foundation for the LNG tank was poured a couple of weeks ago, using about 80 truckloads of concrete. A holding tank is being proposed for the site; the Committee will be seeing that in an upcoming meeting. Wehmeier added that there will be mini-orientation and education sessions for the County Board including the Comp Plan, Farmland Preservation Plan and utility projects.

**14. Discussion and Possible Action on Petition R4407T-22, a text amendment to the Jefferson County Zoning Ordinance Defining "Agricultural Tourism"**

Zangl explained and asked for input from the Committee. Zangl explained the two aspects of the definition, noting that the first is that it has to take place at one of the listed locations and secondly it has to allow members of the public to participate in one of the listed aspects. Ward further explained and asked the Committee to consider how much of a connection the business needs to have to agriculture. Wehmeier reminded Committee members why this has come back to them. Motion by Poulson/Jaeckel to adopt the optional definition of Agricultural Tourism with the addition of "and" between the bullet points. Ward also noted that he would prefer dropping "that meets the following:" in the first sentence of *OPTIONAL DEFINITION* and replacing it with a semi-colon. There was brief discussion on what would come next, with the answer ultimately being sending this

to County Board on June 14.

**15. Discussion and Possible Action on text amendments to the Jefferson County Zoning Ordinance: reviewing the A-2, Agricultural and Rural Business Zone**

Zangl explained and pointed to an outline of the existing A-2 zone allowances. He has checked with DATCP to make sure any changes to the A-2 zone would not affect Farmland Preservation certification. Poulson suggested adding event facility to see if it is accepted; Wehmeier suggested adding a maximum capacity of guests. Nass asked whether this is really what we want to encourage, and discussion followed. Wehmeier suggested taking a parallel path with educational sessions for County Board members. Zangl asked whether preparing a survey might be appropriate. Motion by Supervisors Jaeckel/Poulson to postpone indefinitely. Motion passed 5-0.

**16. Discussion and Possible Action on a Request by Laura Willson on PIN 024-0516-2141-000 to allow an adjoining property owner transfer with PIN 024-0516-2141-001 owned by the Barbara Tutton Trust. This is proposed as an even exchange of area in an A-T, Agricultural Transition zone in the Town of Palmyra near W1391 State Road 59.**

Information on this project was not available; no action was taken.

**17. Discussion and Possible Action on Petitions Presented in Public Hearing on May 19:**

APPROVED WITH CONDITIONS BOTH R4408A-22 & CU2118-22 – Tom Stade/Stade Auction Center, Inc on a motion by Supervisors Nass/Poulson to rezone 0.84 ac of PIN 016-0514-2641-000 (39.734 ac) and on a motion by Supervisors Jaeckel/Poulson for conditional use allowing a cabinet shop at **N640 US Highway 12** in the Town of Koshkonong. This is in accordance with Sec 11.04(f)7 of the Jefferson County Zoning Ordinance. Both motions passed 5-0/

APPROVED WITH CONDITIONS R4409A-22 – Tom Stade/Stade Auction Center, Inc on a motion by Supervisors Poulson/Foelker to create a 1-acre building site on Cheesebrough Rd from PIN 016-0514-2641-000 (39.734 ac) 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.

APPROVED WITH CONDITIONS R4410A-22 – Dane M Hartwig on a motion by Supervisors Nass/Poulson to rezone 0.5 ac of PIN 008-0715-1621-004 (28.336 ac) to add it to an adjoining A-3 zoned lot at **W3912 County Road B** in the Town of Farmington. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0/

APPROVED WITH CONDITIONS R4411A-22 – Craig Meech/David Meech Trusts, Russel & Janice Meech Trust Properties on a motion by Supervisors Nass/Poulson to rezone all of PIN 026-0616-2741-001 (0.32 ac) and part of PIN 026-0616-2741-000 (38.08 ac) to create a lot around the buildings at **N3066 County Road E** in the Town of Sullivan. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS CU2119-22- Kyle Pearson on a motion by Supervisors Nass/Poulson for conditional use to allow an extensive on-site storage structure of 2,048 square feet, 16 feet in height at **W3381 Piper Rd** on PIN 004-0515-2711-001 (5.3 ac). The property is zoned Residential R-2 in the Town of Cold Spring. This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED WITH CONDITIONS CU2120-22 – Saul Pechous on a motion by Supervisors Jaeckel/Poulson to allow a conditional home occupation for gun sales in an Agricultural A-1 zone at **N2620 County Rd D**, on PIN 010-0614-3532-001 (7.773 ac), Town of Hebron. This is in accordance with Sec 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED CU2121-22 – Jeff Powers on a motion by Supervisors Jaeckel/Foelker for conditional use for an extensive on-site storage structure of 1,500 square feet, 16.4 feet in height in a Residential R-2 zone at **N605 Wishing Well Ln**. The site is on PIN 016-0513-2532-002 (5 ac) in the Town of Koshkonong. This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED CU2122-22 – Marianne Schulz on a motion by Supervisors Richardson/Poulson for conditional use to keep up to 15 dogs at **W691 County Rd CI** in the Towns of Sullivan and Palmyra. The property is zoned Agricultural A-1 and is made up of PINs 026-0616-3543-001 (1.54 ac), 026-0616-3543-002 (0.4 ac), 024-0516-0212-000 (47.61 ac) and 024-0516-0212-002 (1.46 ac). This is in accordance with Sec 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVED CU2123-22 – Stephen & Judith Zillmer on a motion by Supervisors Nass/Reese for conditional use for an extensive on-site storage structure of 672 square feet at **N8754 Jefferson Rd** in a Residential R-2 zone. The site is on PIN 032-0815-1724-015 (1.11 ac) in the Town of Watertown. This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**18. Possible Future Agenda Items**

**19. Upcoming Meeting Dates**

**June 10, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**-will include a site visit to N5775 Ziebell Rd for potential violation

**June 16, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**June 27, 8:30 a.m. – Decision Meeting in Courthouse Room 202**

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

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

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

**20. Adjourn**

Motion by Supervisors Nass/Richardson to adjourn the meeting. Motion passed 5-0, and the meeting adjourned at 10:11 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](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.*