

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

*George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker; Cassie Richardson*

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** June 27, 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)  
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. Also present were Supervisor Anita Martin, County Administrator Ben Wehmeier, Register of Deeds Staci Hoffman and Zoning Department staff members Matt Zangl, Sarah Higgins, Deb Magritz, Brett Scherer and Haley Nielsen. Those attending via Zoom were Mary Schaeffer, Richard Ziegler, Jessica Rupnow, Meg Turville-Heitz and Corporation Counsel Intern Johana Shinnars.

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

Poulson verified that the meeting was being held in compliance with Open Meetings Law.

- 4. Approval of the Agenda** Motion by Supervisors Foelker/Poulson to approve the agenda. Motion passed 5-0.

**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. Motion by Supervisors Poulson/Foelker to approve the April 21 minutes. Motion passed 5-0.**

Motion by Supervisors Foelker/Poulson to approve the May 19 minutes. Motion passed 5-0.

Motion by Supervisors Foelker/Nass to approve the May 23 minutes. Motion passed 5-0.

Motion by Supervisors Nass/Poulson to approve the June 10 minutes. Motion passed 5-0.

7. **Communications** Zangl noted that a claim has been filed against the County regarding the Brunson decision.
8. **May Monthly Financial Report for Register of Deeds – Staci Hoffman**  
Hoffman said that everything is going on track to meet budget, and that transfer fees are going crazy.
9. **May Monthly Financial Report for Land Information Office - Matt Zangl**  
Zangl echoed that retained fee are also right on track to meet budget.
10. **June Monthly Financial Report for Zoning – Matt Zangl** Zangl reported that revenues were fairly decent for May, though June was slightly down. Interest in rezonings is picking up, which is not out of the norm.
11. **Discussion and Possible Action on Entering into a Contract for Back Indexing Register of Deeds Documents**  
Hoffman explained that the Land Information Program goal is to get to a 60-year search capability. Bids were received from two companies, and for several reasons she is recommending that the Committee approve the contract with Fidlar for \$175,000. Motion by Supervisors Jaeckel/Richardson to approve the contract; motion passed 5-0.
12. **Discussion on Solar Energy Facilities**
  - a. **Crawfish River Solar**  
Zangl reported that the pile driving continues. The solar arrays will be installed soon. The substation area work is being completed. Crawfish River Solar is being very responsive to concern that have been addressed.
  - b. **Badger State Solar**  
Zangl has not had communication with the project lead recently.
13. **Discussion on WE Energies Liquefied Natural Gas (LNG) Facility in the Town of Ixonia**  
The project is moving forward as anticipated.
14. **Discussion and Possible Action on a Holding Tank Waiver request by WE Energies for the Liquefied Natural Gas (LNG) Facility in the Town of Ixonia at N8828 North Road**  
A request for holding tank waiver has been submitted for an administration building at the site. This would usually serve one to two employees, but maybe as many as five at some point. No suitable soils were found for a septic system because the area is low with little top soil. Motion by Supervisor Nass/Foelker to approve with the condition that when/if public sewer becomes available, this site shall be connected to it. Corporation Counsel will check the joint development agreement to make sure there are no issues with allowing the holding tank.
15. **Discussion and Possible Action on Possible Zoning Ordinance Violations at N5775 Ziebell Road owned by Russell C Bienfang**  
Zangl explained the situation and noted that typically three letters are sent out to the owner regarding a potential violation. Supervisor Nass requested that Zoning begin the violation process.
16. **Discussion and Possible Action on 2022-2023 Salvage Yard License**  
Zangl explained that salvage yards are inspected each year, and if everything is in order, they are issued

a yearly license of \$25. Staff has visited all the yards and found them to be acceptable with the exception of Jack's Auto Ranch and Highway 18 Salvage. Motion by Supervisors Nass/Foelker to approve and issue licenses to all the other yards; motion passed 5-0.

**17. 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 land in an A-T, Agricultural Transition zone in the Town of Palmyra near W1391 State Road 59. Zangl described the request to move lot lines east and south to match the occupational line. Motion by Supervisors Poulson/Nass to approve the request. Motion passed 5-0.

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

**18. Discussion and Possible Action on Petitions Presented in Public Hearing on June 16, 2022:**

**APPROVE WITH CONDITIONS** R4412A-22 – Reu Farms Partnership on a motion by Supervisors Nass/Foelker to create a 2.9-ac farm consolidation lot around the home at N2502 Wenham Rd, Town of Hebron, from part of PINs 010-0515-0521-000 (49.158 ac) and 010-0615-3234-003 (31.362 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS** R4413A-22 – ZLRM II LLC on a motion by Supervisors Nass/Jaeckel to create a 3-ac lot around the home at N9010 Ridge Ln in the Town of Ixonia from part of PIN 012-0816-1042-000 (11.382 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS** R4414A-22 – Wayne E & Donna J Martin to create a 5-ac lot around the home and farm buildings at W9458 County Road B, Town of Lake Mills, on PIN 018-0713-0743-000 (38.25 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**DENY** R4415A-22 – Thomas & Kathleen Twohig on a motion by Supervisors Nass/Poulson to rezone one additional acre of PIN 022-0613-3122-001 (2.96 ac), resulting in a 2.96-ac A-3 zone at W9663 Hoopen Rd, Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS** R4416A-22 – Sarah Miller & Mary Krueger on a motion by Supervisors Nass/Foelker to create a 2.55-acre lot around the existing home and buildings at W2847 Aliceton Dr, Town of Watertown from PIN 032-0815-3622-000 (38.37 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS** R4417A-22 & CU2124-22 – David Berres/D Thomas Landscaping LLC, both on motions by Supervisors Nass/Poulson to rezone 2.17 acres from PIN 006-0716-1344-002 (3.58 ac) with conditional use for storage of landscaping contractor's materials and equipment at W158 Concord Center Dr, Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motions passed 5-0.

**APPROVE WITH CONDITIONS** CU2125-22 – Paul Oliver on a motion by Supervisors Nass/Foelker for a conditional home occupation at N6065 Jefferson Rd, Town of Aztalan for office and storage of building contractor's equipment and materials. The site is on PIN 002-0714-2412-000 (10.223 ac) in an

A-1, Exclusive Agricultural zone. This is in accordance with Sec 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

## **19. Possible Future Agenda Items**

Proposed changes to the fee schedule  
Budget Claim against the County

## **20. Upcoming Meeting Dates**

July 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203 (Poulson may be absent)

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

July 25, 8:30 a.m. – Decision Meeting in Courthouse Room 202 (Nass absent)

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

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

August 29, 8:30 a.m. – Decision Meeting in Courthouse Room 202

## **21. Adjourn**

Motion by Supervisors Nass/Foelker to adjourn the meeting. Motion passed 5-0, and the meeting adjourned at 9:41 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