

**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: Monday, September 25, 2023

TIME: 8:30 a.m.

PLACE: County Highway Department Committee Room, 1425 Wisconsin Drive, Jefferson, WI

YOU MAY ATTEND VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:

Register in advance for this meeting:

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)

Supervisors Jaeckel, Nass, Poulson, Foelker and Richardson were in attendance at 8:30 a.m. Others present were Ben Wehmeier, County Administrator; Staci Hoffman, Register of Deeds; Zoning Department staff Matt Zangl, Sarah Elsner, Brett Scherer and Deb Magritz; Land and Water Conservation Department staff Patricia Cicero and Joe Strupp. Attending via Zoom were Corporation Counsel JB Ward, Michael Luckey, Brian Udovich, Scott Schiefelbein, and Sue Marx.

3. Certification of Compliance with Open Meetings Law

Supervisor Poulson verified compliance with Open Meetings.

4. Approval of the Agenda

Motion by Supervisors Poulson/Foelker to approve the agenda, but with moving item 15 up on 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 August 17, August 28, September 15 and September 21 Meeting Minutes

Motion by Supervisors Poulson/Richardson to approve the August 17 minutes as presented. Motion passed 5-0

Motion by Supervisors Foelker/Richardson to approve the August 28 minutes as presented. Motion passed 5-0.

Motion by Supervisors Richardson/Poulson to approve the September 15 minutes as presented. Motion passed 5-0.

The September 21 meeting minutes were not ready for this agenda.

7. Communications

a. Defend Town Plans Oral Ruling scheduled for September 25

This is scheduled for today at 1:30 p.m.

8. August Monthly Financial Report for Register of Deeds – Staci Hoffman

Hoffman said that there was nothing exciting to report except getting ready for the move back to the Courthouse.

Document counts are still low, but Laredo fees are starting to creep up a little bit which generally means that people will be refinancing or buying.

9. August Monthly Financial Report for Land Information Office – Matt Zangl

The Land Information Office revenues are on pace with what Hoffman said.

10. September Monthly Financial Report for Zoning – Matt Zangl

Zangl said that revenues are status quo with last year, but are slightly over the budgeted amount and on mark with the last year or two.

11. Discussion on Solar Energy Facilities

a. Crawfish River Solar

Crawfish River Solar is online, and it will soon be handed over to Alliant Energy. There are just a couple of things needed to close the Joint Development Agreement. A site visit is being planned.

b. Badger State Solar

There was no major update on the Badger State Solar project. They are getting ready for planning and working toward permitting.

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

This project is working toward final construction phase. On pace to finish construction by the end of the year and filling the tank next year.

13. Discussion and Possible Action on a Determination of Completeness for an ATCP 51 Regulated Facility for Seeger Bos Farms, LLC for up to 759 Animal Units (Dairy and Beef Cows) located at N2901 Mode Lane in the Town of Oakland, PIN 022-0613-3522-000.

A roll call was taken, with Supervisors Jaeckel, Nass, Poulson, Foelker and Richardson all signifying their attendance. Zangl explained that the operation was changing from dairy to more beef. The owners plan to construct a new manure storage facility. The Land and Water Conservation Department found the application to be complete. The next step for this application is to put it on a Committee site inspection and public hearing. Motion by Supervisors Jaeckel/Richardson to determine the application complete. A roll call vote was taken with Supervisors Jaeckel, Nass, Poulson, Foelker and Richardson voting in favor of finding the application complete and forwarding it to public hearing.

14. Discussion on Amending the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan along with the County Zoning Ordinance to allow A-3 lots to be subdivided

Magritz reported that eight Town responses to the proposal have been received, with seven in favor and one opposed. Zangl suggested that the amendment might be ready for public hearing in November or December if enough Town responses are received.

15. Discussion and Possible Action on the Preliminary Plat of Oakland Hills Subdivision in the Town of Oakland near N4510 County Road A owned by John and Anne Didion

The plat was viewed and discussed. Zangl explained that the developers are concentrating on the single-family area with access on County Road A. There is also reservation for a proposed access on to US Highway 18. Motion by Supervisors Jaeckel/Foelker to approve the preliminary plat. Motion passed 5-0.

16. Discussion and Possible Action on Request by Scott Schiefelbein for a holding tank waiver at N6077 Country View, PIN 006-0716-2212-004, Town of Concord

Zangl summed up this request and showed additional information. There was considerable discussion, including what would prevent the owner from making this a habitable space. Nass asked for a document saying that it won't become a residence. Motion by Supervisors Nass/Foelker to approve the waiver with that condition. Motion passed 5-0.

17. Discussion and Possible Action on a Request by Dustin Wilke/Wilkes LLC to allow a septic easement for the A-3 zoned lot owned by Dustin Wilke and adjacent to N7836 Neville Rd, on PIN 030-0813-2941-004. The easement would be on the adjoining A-1 zoned property, PIN 030-0813-2914-004, owned by Wilkes

LLC. Both properties are in the Town of Waterloo.

Zangl explained the situation to date, and it was discussed. Motion by Supervisors Nass/Foelker to approve the request with a recorded agreement, citing low use and the need to use virgin soils. There was further discussion, and Nass withdrew his motion and made a new motion to first require an interpretive soil test and evaluate that. Poulson seconded, and the motion passed 5-0.

18. Discussion and Possible Action on a Proposed Even Exchange of Land Between the A-3 Zone at W4368 Ebenezer Dr, PIN 032-0815-2034-001 and the Adjacent A-1 Zone, PIN 032-0815-2034-003. Both properties are owned by Michael Yenser and Rebecca Freson in the Town of Watertown.

Zangl explained and showed a map of the proposed changes. Supervisors Nass/Richardson made a motion to approve the request, and the motion passed 5-0.

19. Discussion and Possible Action on Enacting an Erosion Control Ordinance

Zangl explained and provided potential permitting fees that could help support the service for an erosion control ordinance. There were questions from the Committee, and Wehmeier, Zangl, and Elsner responded. Cicero also added input. Poulson wished to go on record as saying that this has been a big waste of his time. There was concern from Committee members on how to make this revenue neutral. Motion by Supervisors Nass/Poulson to approve and pass it on to the Board. Motion passed 5-0.

20. Discussion and Possible Action on Enacting a Post-Construction Stormwater Management Ordinance

Motion by Supervisors Richardson/Jaeckel to approve the Post-Construction Stormwater Management Ordinance. Motion passed 5-0.

Motion by Supervisors Nass/Richardson to send the fee schedule adjustment to the Finance Committee to cover a position for enforcement of these new ordinances. Motion passed 5-0.

21. Discussion and Possible Action on Petitions Presented in Public Hearing on September 21, 2023:

APPROVE WITH CONDITIONS R4490A-23 – Dan & Diane Garr/Robert & Margaret Schaefer Property on a motion by Supervisors Jaeckel/Foelker to rezone 0.262 ac of PIN 016-0513-2443-000 (26.672 ac) at **W7476 Koshkonong Mounds Rd** owned by Robert and Margaret Schaefer and add it to an adjoining R-2 lot at **N996 Vinnie Ha Ha Rd** owned by Dan & Diane Garr, PIN 016-0513-2434-022 (0.196 ac.) The properties are 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.

APPROVE WITH CONDITIONS R4491A-23 – Kevin & Christine Griswold on a motion by Supervisors Poulson/Richardson to rezone 4.53 ac from PINs 012-0816-1432-000 (68.75 ac), 012-0816-1514-000 (39.63 ac) & 012-0816-1514-001 (0.375 ac) to create a lot around the existing home at **N8744 River Valley Rd** in the Town of Ixonia. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

POSTPONE R4492A-23 – Stanley A Hansen Trust on a motion by Supervisors Nass/Richardson to rezone part of PIN 030-0813-2311-000 (33.867 ac) & add 0.262 ac from PIN 030-0813-2311-002 (3.995 ac) already zoned A-3 to create a 1.9-ac new building site along **Island Church Rd** in the Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4493A-23 – Kelvin & Vonnie Buske on a motion by Supervisors Nass/Foelker and rezone to create a 4.56-ac lot around the home and building at **N8497 County Road D** from part of PIN 032-0815-2321-000 (40 ac), Town of Watertown. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4494A-23 – David Kerschke on a motion by Supervisors Nass/Poulson to rezone and create a 1.26-ac building site from part of PIN 032-0815-3042-000 (38 ac) on **County Road Y** in the Town of Watertown. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS CU2104-23 – Andrew Bauer on a motion by Supervisors Poulson/Foelker to modify conditional uses CU2071-22 and CU1494-08 to allow an additional building for the dog training/boarding facility at **W2193 Staude Rd**, on PIN 026-0616-0744-000 (1.639 ac), Town of Sullivan. The site is zoned A-1, Exclusive

Agricultural. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

22. Possible Future Agenda Items

23. Upcoming Meeting Dates – Locations To Be Determined

October 13, 8:00 a.m. - Site Inspections
October 19, 7:00 p.m. - Public Hearing
October 30, 8:30 a.m. – Decision Meeting
November 10, 8:00 a.m. - Site Inspections
November 16, 7:00 p.m. - Public Hearing
November 27, 8:30 a.m. - Decision Meeting

24. Adjourn

Motion by Supervisors Foelker/Richardson to adjourn the meeting. Motion passed and the meeting adjourned at 10:15 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 at 222 Wisconsin Drive 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.