

**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, February 26, 2024
TIME: 8:30 a.m.
PLACE: Room C1021, County Courthouse, Jefferson WI

1. Call to Order

The meeting was called to order by Chairman Jaeckel at 8:34 a.m.

2. Roll Call (Establish a Quorum)

Supervisors Jaeckel, Nass, Poulson, Foelker and Richardson were present. Other County staff in attendance were Yalena Zarwell, and Supervisor Anita Martin. Zoning Department staff present were Matt Zangl and Sarah Elsner. Attending via Zoom were Ben Wehmeier, Brian Udovich, Tim Sullivan, and Bruce Degner.

3. Certification of Compliance with Open Meetings Law

Supervisor Poulson verified compliance with Open Meetings Law.

4. Approval of the Agenda

Supervisors Poulson/Foelker motioned to approve the agenda as proposed. Motion passed 4-0 on a voice vote.

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.) Pete Gross addressed the Committee regarding his proposed land division for Land Hunter LLC.

6. Approval of December 28, January 18, and January 19 meeting minutes

Motion by Supervisors Poulson/Richardson to approve the January 29 meeting minutes. Motion passed 5-0. Motion by Supervisors Poulson/Richardson to approve the February 9 meeting minutes. Jaeckel abstained. Motion passed 4-0. Motion by Supervisors Foelker/Jaeckel to approve the February 15 meeting minutes. Motion passed 5-0.

7. Communications

Committee received document pertaining to solar ordinance and agrivoltics for their information in the packet.

8. November Monthly Financial Report for Register of Deeds

Committee members received the January 2024 monthly financial report for the Register of Deeds in the agenda packet.

9. November Monthly Financial Report for Land Information Office

Zangl explained that Land Information Office financial report.

10. December Monthly Financial Report for Zoning

Zangl reported that Zoning is \$35,000 over from excess revenue from permitting.

11. Discussion on Solar Energy Facilities

a. Crawfish River Solar

Zangl reported that they are finishing up paperwork and then will be in the commercial phase. The majority of construction is completed, expect some landscaping and grading. The project is now exempt from property taxes, which triggers a section in the Joint Development Agreement for payments to the local school districts.

b. Badger State River

Zangl reported that the project is awaiting a decision from the PSC to postpone the start of construction.
c. Sinnissippi Solar - No Update

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

Zangl stated that their 4th Quarter report is in the meeting packet. The project is now exempt from property taxes, which triggers a section in the Joint Development Agreement for payments to the local school districts.

13. Discussion on Livestock Siting Technical Review Committee for ATCP51

Committee members received a summary in the meeting agenda packet and Zangl provided an overview of the Committee and the results.

Kim Buchholz joined the meeting during this agenda item.

14. Discussion and Possible Action on the yearly review of CU2058-20 – Paul E. Elliott/Dianne M Owens for agricultural tourism, retail sales of agricultural related items and a wine tasting room located a N7040 Saucer Dr in the Town of Farmington

Zangl provided a brief overview. Notice was also provided to adjacent landowners. The Town of Farmington was also contacted. Neither the town nor adjacent property owners have any concerns that were voiced. Committee did discuss that if there were changes being requested to their Conditional Use Permit, they would need to go through the regular process to get it updated. Discussion occurred. Motion by Supervisors Poulson/Foelker to accept the annual report for CU2058-20. Motion passed 5-0 on a voice vote.

15. Discussion and Possible Action on CU2075-22 – Hebron Holdings LLC for an eating and drinking facility at N2349 County Road D, PIN 010-0515-0224-015 in the Town of Hebron for a report and follow up on the parking plan

Zangl explained that they are planning to continue with parking as planned. Motion by Supervisors Poulson/Richardson, to accept the parking plan for CU2075-22. Motion passed 5-0 on a voice vote.

16. Discussion and Possible Action on R4513A-23 – Land Hunter LLC, PIN 008-0715-2333-000 in the Town of Farmington previously tabled for a redesign of the proposed 2-acre lot

The petitioner provided the Committee with various lot designs and explained the different lots. Discussion occurred and the Committee determined a 2 acre lot that meets the plan and ordinance requirements. Motion by Richardson/Foelker to accept the redesign. Motion passed 5-0 on a voice vote.

17. Discussion and Possible Action for a holding tank waiver for a new construction on Rock River Paradise, PINs 032-0815-2411-014 and 032-0815-2411-015, Town of Watertown owned by Christopher Mueller

Zangl provided an overview of the request and stated that generally a holding tank is not allowed for new construction. Properties are fully within the floodplain and have County owned flood mitigation properties on either side of them. Motion by Foelker/Richardson to deny the request. Motion passed 5-0 to deny the request on a voice vote.

18. Discussion and Possible Action for a lot line adjustment at N3509 W Cedar Road in the Town of Oakland on PINs 022-0613-1913-000 and 022-0613-1913-001 owned by Roger Lehmann Trust

Motion by Nass/Poulson to approve the lot line adjustment with certified survey map. Motion approved 5-0 on a voice vote.

19. Discussion and Possible Action on Petitions Presented in Public Hearing on February 15, 2024:

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

APPROVE WITH CONDITIONS R4518A-24 – William S Ehrke Trust: Create a 1-ac A-3 residential building site from part of PIN 022-0613-1434-000 (50.711 Ac) located off **Ehrke Road** in the Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Supervisors Paulson/Nass to approve. Motion passed 5-0.

APPROVE WITH CONDITIONS R4519A-24 – Adam I Adsit: Create an approximate 2.3-ac A-3 residential building site from part of PIN 024-0516-3532-002 (32.44 Ac) located at **N231/N299 Tamarack Rd** in the Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Supervisors Nass/Poulson to approve. Motion passed 5-0.

APPROVE WITH CONDITIONS R4520A-24 – John K & M Michelle Mehring: Create (1) 1.1-ac and (2) 1.5-ac A-3 residential building sites from part of PIN 024-0516-3342-001 (18.46 Ac) located at **N252/N254 County Road H** in the Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Supervisors Richardson/Foelker to approve. Motion passed 5-0. Poulson stated that adjacent property owners were notified.

APPROVE WITH CONDITIONS CU2117-24 – Keegan T/Sarah M Wedl: Conditional use for storage of contractor's equipment in an A-2 zone on PIN 002-0714-3311-002 (1.314 Ac) located at **N5201 Popp Rd** in the Town of Aztalan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion by Supervisors Nass/Poulson to approve. Motion passed 5-0. Condition that no outside storage of equipment, etc.

APPROVE WITH CONDITIONS CU2118-24 – KF Pellatt LLC: Conditional use to allow for a construction contracting business in a Business zone on PIN 016-0514-1043-026 located at **N1806 US Highway 12** in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance. Motion by Supervisors Richardson/Jaeckel to approve. Motion passed 5-0.

APPROVE WITH CONDITIONS CU2119-24 – Teresa Peterson: Conditional use for a conditional home occupation for the sale of plants in an A-3 zone on PIN 030-0813-2823-002 (4.00 Ac) located at **W8889 Stoney Brook Rd** in the Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Supervisors Nass/Foelker to approve. Motion passed 5-0.

20. Planning and Development Department Update

Zangl reported that on March 11 the new administrative assistant to replace Deb Magritz will be starting and the new GIS Specialist will also be starting. Zangl also provided an update on the Stormwater/Erosion Control town survey. Most of the data has been received back from the municipalities. The Land & Water Committee would like an update at their next meeting.

21. Possible Future Agenda Items

22. Upcoming Meeting Dates:

March 15, 8:00 a.m. – Site Inspections- 8 a.m.- Site Inspections leaving from Courthouse Room C1049
March 21, 7:00 p.m. – Public Hearing, 7 p.m. in Courthouse Room C2063
March 25, 8:30 a.m. – Decision Meeting, 8:30 a.m. in Courthouse Room C1021
April 12, 8:00 a.m. – Site Inspections – 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049
April 18, 7:00 p.m. – Public Hearing, 7 p.m. – Public Hearing in Courthouse Room C2063
April 29, 8:30 a.m. – Decision Meeting, 8:30 a.m. in Courthouse Room C1021

23. Adjourn

Motion by Supervisors Poulson/Richardson to adjourn the meeting at 9:49 a.m. Motion passed 5-0. Meeting adjourned.

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 C1040 at 311 S Center Ave 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.