

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

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** Monday, April 29, 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 8:30 a.m.

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

Supervisors Jaeckel, Nass, Poulson, Foelker and Richardson were present. Other County staff in attendance were Assistant to County Administrator Michael Luckey. Zoning Department staff present were Matt Zangl, Sarah Elsner, Kim Buchholz and Shari Fishback. Members of the public present were Anita Martin and David Beres.

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

Supervisor Poulson confirmed that meeting was in compliance.

**4. Approval of the Agenda**

Motion by Poulson, second by Nass to approve the agenda. Motion passes on a voice vote, 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)**

Anita Martin addressed the committee. She spoke on agenda Item 11, Crawfish River Solar. She asked about when the Town and County will receive their Utility tax payments and asked that if there was not an update today, that an email be sent to her with an update.

**6. Approval of meeting minutes from March 21, March 25, April 12 and April 18**

Motion by Poulson/Foelker, to approve March 21, 2024 minutes as written. Motion passed on a voice vote 5-0.

Motion by Foelker/Poulson, to approve March 25, 2024 minutes as written. Motion passed on a voice vote 5-0.

Motion by Richardson/Poulson to approve the April 12, 2024 minutes as written. Motion passed on a voice vote 5-0.

Motion by Richardson/Poulson to approve the April 18, 2024 minutes as written. Motion passed on a voice vote 5-0.

**7. Communications**

- a. Zangl provided committee members with a map of the A-3 parcels within the County as a follow up from the discussion at County Board. There are currently 1,400 A-3 parcels, a little more than anticipated.
- b. Town of Koshkonong notified the County of a possible violation located at Penny Lane Cocker Spaniels CU 1990 CU114M. The department has initiated a violation with the typical enforcement actions.

**8. March Monthly Financial Report for Register of Deeds**

Hoffmann shared that recordings from January through March are down. April is looking better.

**9. April Monthly Financial Report for Land Information Office**

Zangl stated that the Land Information Office is status quo.

**10. April Monthly Financial Report for Zoning**

Zangl reported that to date Zoning is \$3,000 short of 2023 budget. Permits have increased in April.

**11. Discussion on Solar Energy Facilities**

- a. Crawfish River Solar – Zangl reported that he included a copy of the stray voltage. It was determined no stray voltage affecting the animals in the area. No other update at this time. Luckey spoke to the earlier question from Martin during public comment. He explained that the Utility Aid Payment will be part of the shared revenue payments which are received on the 4<sup>th</sup> Monday of July and 3<sup>rd</sup> Monday of November.

- b. Badger State River – Construction scheduled to start at the end of summer. There are many questions on this project.
- c. Sinissippi Solar – Project has been very quiet. No update.
- d. Hackbarth Solar – Target was to start construction at the end of this week.

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

Zangl stated he had received the quarterly report. They are 98% complete.

**13. Discussion and Possible Action on a holding tank request for St. Peter's Evangelical Lutheran Church at N4656/N4676 S Helenville Road, PIN 014-0615-0232-001 in the Town of Jefferson**

Zangl provided a brief overview. Motion by Jaeckel/Poulson to approve as presented. Motion passed on a voice vote of 5-0. Comments included that there were really no other options. This has been an on-going issue for Helenville.

**14. Discussion and Possible Action on a holding tank request for D Thomas Landscaping LLC at W158 Concord Center Dr, PIN 006-0716-1344-002 in the Town of Concord**

Committee chair asked owner, David Beres to provide an overview of his request. Motion by Richardson/Poulson to approve the request with provision that when the new house is built, to hook up to the new sanitary system if able to. Motion approved on a voice vote, 5-0.

**15. Discussion and Possible Action on R4521A-24 & CU2120-24 – Nick Klein/Michael L Klein located at N4922 S Farmington Road, PIN 008-0715-3644-000 in the Town of Farmington. The petition was previously tabled.**

Zangl explained that this is the request that the committee postponed from the last meeting for additional information. Information received from the owner that the lot is big enough to encompass the business and the owner provided an explanation that the other equipment is agricultural related. Motion by Nass/Foelker to approve both the rezone request and conditional use request. Motion approved on a 5-0 voice vote. See written decision and file for further conditions and discussion.

**16. Discussion and Possible Action on Petitions Presented in Public Hearing on April 18, 2024:**

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

**APPROVED WITH CONDITIONS R4531A-24 Chris Sukow (Kemmeter's Properties LLC):** Rezone from A-2 to A-T and from A-T to A-2 to create a 4.9-acre A-2 lot located at **W5003 US Highway 18** from part of PIN 014-0614-1212-002 (36.636 Ac) in the Town of Jefferson. This is in accordance with Sec.11.04(f)5 and 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion by Nass/Jaekel to approve the rezone requests. Motion passed on 5-0 voice vote.

**APPROVED WITH CONDITIONS R4532A-24 – Charlie K Oestreich Trust:** Rezone to create a 1-acre lot around the existing home located at **N5870 Popp Road** from part of PIN 002-0714-2142-000 (40 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Foelker/Poulson to approve rezone with conditions. Motion approved on a 5-0 voice vote.

**APPROVED R4533A-24 – Eric & Lindsay Baneck:** Rezone to create a 1-acre lot around the existing home located at **N5323 County Road D** and to create a 1-acre lot around the existing home at **N5325 County Road D** from part of PIN 008-0715-2634-000 (40 Ac) in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Poulson/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

**APPROVED CU2123-24 – Erik & Sarah Hoffman:** Request to allow for an extensive onsite storage structure in an R-2, Residential-Unsewered zone at **N435 Oxbow Bend** on PIN 016-0513-3412-017 (0.78 Ac) in the Town of Koshkonong. This is in accordance with Sec. 1104(f)2 of the Jefferson County Zoning Ordinance. Motion by Nass/Foelker with reservations to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

**17. Planning and Development Department Update**

Zangl shared with the committee that April 30, 2024 will be the County Surveyor's last day and that this Friday, May 3 will be Brett Scherer's last day.

**18. Possible Future Agenda Items**

Same as today's agenda with updated petitions, committee officer elections.

**19. Upcoming Meeting Dates:**

May 10, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049

May 16, 7:00 p.m. – Public Hearing in Courthouse Room C2063

May 28, 8:30 a.m. – Decision Meeting in Courthouse Room C1021

June 14, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049

June 20, 7:00 p.m. – Public Hearing in Courthouse Room C2063

June 24, 8:30 a.m. – Decision Meeting in Courthouse Room C1021

**20. Adjourn**

Poulson made a motion to adjourn the meeting. Meeting adjourned at 9:10 a.m.

A digital recording of the meeting will be available in the Zoning Department upon request.