

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

SUBJECT: Planning and Zoning Committee Decision Meeting

DATE: Monday, July 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 were present, and Supervisor Richardson was present via Zoom. Other County staff in attendance were County Administrator Ben Wehmeier, Assistant to County Administrator Michael Luckey, Corporate Counsel Danielle Thompson and Register of Deeds Staci Hoffman. Zoning Department staff present were Matt Zangl, Sarah Elsner, Haley Nielsen, Taylor Gray and Shari Fischback. Members of the public present were Anita Martin, Karen Kacheris and Ted Mueller, Chairperson from Town of Concord. Ben Kacheris, JT Cestkowski and Attorney Terry Booth were present via Zoom.

3. Certification of Compliance with Open Meetings Law

Supervisor Poulson confirmed that meeting was being held in compliance.

4. Approval of the Agenda

Motion by Poulson, second by Foelker 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 regarding the Badger State River solar project with regards to upcoming request for their fourth extension, drain needs maintenance and concern for noise level.

Ted Mueller spoke on behalf of the Town of Concord in favor of the salvage yard license renewal for Jack's Auto Ranch.

6. Approval of meeting minutes from June 20, June 24, July 12, July 18

Motion by Poulson/Foelker, to approve June 20, 2024 minutes as written. Motion passed on a voice vote 5-0.

Motion by Foelker/Poulson, to approve June 24, 2024 minutes as written. Motion passed on a voice vote 5-0.

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

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

7. Communications

Zangl had nothing other than the agenda items

8. June Monthly Financial Report for Register of Deeds

Staci Hoffman reported low recordings and low transfer fees.

9. July Monthly Financial Report for Land Information Office

Zangl reported that the Land Information Office is status quo.

10. July Monthly Financial Report for Zoning

Zangl reported that the Zoning Department is status quo for permitting year to date and revenues are slightly lower than 2023 but still comparable.

11. Discussion on Solar Energy Facilities

- a. Crawfish River Solar – Project is almost complete.
- b. Badger State River – Zangl reported after speaking with project manager, there will be a request for a fourth extension, anticipating project to start in Spring 2025.
- c. Sinnissippi Solar - Project has been very quiet. No update.
- d. Hackbarth Solar – Making good progress on pilings and rack, grading and underground wiring nearly complete, expected to make connection into grid with WE Energies in October.

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

Zangl reported project has been quiet. No updates.

13. Discussion and Possible Action on 2025 Salvage Yard Licenses

Zangl reported inspections were completed. All were looking better. Supervisor Poulson requested a separate vote for salvage yard on Hwy. 18 in Sullivan. Motion by Foelker/Poulson to approve all but Hwy. 18. Motion approved on a 5-0 voice vote.

On Hwy 18, motion by Jaeckel/Foelker to do a quarterly inspection with owner present. If out of compliance, give two weeks to bring it into compliance or start process to revoke license. Motion approved on a 5-0 voice vote.

14. Discussion and Possible Action on 2025 Planning & Development Dept. Budget and Fee Schedule

Zangl reviewed department budgets for Zoning, Land Information and Solid Waste. Discussed some fee increases due to being time consuming, requiring multiple staff members, revisions, reconnection, mandatory sanitary state fee and adding a refund policy language to the bottom of the fee chart. Supervisor Nass requested Zangl to give brief explanation from Land Information Council meeting last week about Daniel's Law and the elimination of the personal property tax law. Motion was made by Poulson/Foelker to approve. Motion passed on a 5-0 voice vote.

15. Discussion and Possible Action on a lot line/zone adjustment at W5138 & W5180 Bark River Road, PIN 016-0514-0124-000 and 016-0514-0124-001 in the Town of Koshkonong

Zangl explained this to be a land swap, same acreage, to adjust for field driveway. Motion was made by Poulson/Foelker to approve as presented. Motion was approved on a 5-0 voice vote.

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

APPROVED R4544A-24 – Benjamin & Karen Kacheris: Request for the A-3 zoned lot to be subdivided to create a 2.0-acre lot and a 1.0-acre lot on **Pioneer Drive** in the Town of Concord, parcel 006-0716-2913-002. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Foelker/Poulson to approve the rezone request as presented. Motion approved on a 5-0 voice vote.

APPROVED R4545A-24 – Chris Heinecke: Rezone approximately 1.6 acres to be added to existing 2.0-acre A-3 lot for a total lot size of 3.66 acres on **County Road B**, Town of Concord, from parcel 006-0716-1813-005. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4546A-24 – R&W Ventures LLC: Rezone to create a 3.3-acre lot around existing buildings as a farm consolidation at **W4178 State Road 106**, Town of Hebron, from parcel 010-0615-3214-000. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Jaeckel/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4547A-24 – R&W Ventures LLC: To create three – 2.0 acre lots at **W4178 State Road 106**, Town of Hebron, from parcel 0110-0615-3214-000. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

POSTPONED R4548A-24 – Michael Braatz: Rezone to create a 2.0-acre parcel at **N7513 County Road F**, Town of Ixonia, from parcel 012-0816-3431-000. Property is owned by John A & Nancy C Braatz Trust. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion approved by Jaeckel/Foelker to postpone for redesign. Motion approved on 5-0 voice vote.

APPROVED R4549A-24 – Courtney Dunkelberger: Rezone a 1.1-acre lot along **Schwemmer Lane**, Town of Koshkonong, parcel 016-0514-1733-000. Owners are Daniel & Melanie Dunkelberger. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED CU2131-24 – Ryan & Nicole Meyers: Conditional use to allow for a 1280 sq. ft. addition to a previously approved 2880 sq ft. extensive onsite storage structure in R-2 at **W9017 US Highway 18**, Town of Oakland, on parcel 022-0613-0543-003. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion by Jaeckel/Poulson to approve the conditional use request as presented. Motion approved on a 5-0 voice vote.

APPROVED CU2130-24 – Todd Crawley & Jennifer Blossom: Conditional use to expand from 20 dogs to 40 dogs in an A-3 at **N6304 Coffee Road**, Town of Farmington, on parcel 008-0715-1523-002. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion by Poulson/Nass to approve the conditional use request as presented. Motion approved on a 5-0 voice vote.

17. Planning and Development Department Update

Zangl also reported that the GIS is good, and Laura has been working with City of Watertown on their maps and with the City of Fort Atkinson to create maps. He will be attending a meeting for the Town of Oakland subdivision and will keep watch on all of the solar farm projects.

18. Possible Future Agenda Items

None

19. Discussion on Upcoming Meeting Dates:

August 9, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049
August 15, 7:00 p.m. – Public Hearing in Courthouse Room C2063
August 26, 8:30 a.m. – Decision Meeting in Courthouse Room C1021
September 13, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049
September 19, 7:00 p.m. – Public Hearing in Courthouse Room C2063
September 30, 8:30 a.m. – Decision Meeting in Courthouse Room C1021

20. Adjourn

Supervisor Nass/Foelker made a motion to adjourn the meeting. Meeting adjourned at 9:58 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 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.jeffersoncountyiwi.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.