

**MINUTES**  
**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, December 30, 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)**

All committee members were present in person except Richardson who was present via Zoom. Other County staff in attendance were Interim County Administrator Michael Luckey and Corporation Counsel Danielle Thompson. Zoning Department staff present were Matt Zangl, Sarah Elsner, Haley Nielsen and Shari Fischback. Members of the public present were Anita Martin, Sue Marx, Joseph Voelker, Trent Wilson, David Melum, Bob Bingen and Patrick Pelikan. Others present via Zoom were Land & Water Conservation Director Patricia Cicero, Sonny Xhaferi and Curtis Semenas.

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

Supervisor Poulson confirmed that the meeting was being held in compliance.

**4. Approval of the Agenda**

Motion by Supervisor Poulson, second by Supervisor 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)**

Sue Marx spoke of concerns that the solar ordinance should address environmental concern for ground water, and erosion, that the Township be protected from having to cover the cost of damage to the roads, noise and lighting.

**6. Approval of meeting minutes from November 25, December 13, December 19**

Motion by Foelker/Poulson to approve November 25, 2024, minutes as written.

Motion passed on a voice vote 5-0.

Motion by Foelker/Nass to approve December 13, 2024, minutes as written.

Motion passed on a voice vote 5-0.

December 19, 2024, minutes were not ready. Will be put on the January agenda.

**7. Communications – Zangl shared a letter from Farmers Union related to the solar ordinance.**

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

Zangl reported in Staci Hoffman's absence that the month was status quo.

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

Zangl reported that the month was steady, status quo. County Surveyor expenses were slightly over budget due to new employee, rebar costs and he set a lot of corners this year. Land Information Program state aid was cut in half this year. 2025 will have an air photo project and a GIS system review.

## **10. December Monthly Financial Report for Zoning**

Zangl reported 2024 revenues were higher than budgeted and expenses below budgeted.

## **11. Discussion on Solar Energy Facilities**

- a. Crawfish River Solar – project is in its final phase.
- b. Badger State River – Project has been quiet. Construction to start mid-summer 2025.
- c. Sinnissippi Solar – Project has been quiet.
- d. Hackbarth Solar – Project is operational with WE to complete capacity testing, finishing construction, demobilizing and final vegetation should be planted in the spring.
- e. Whitewater Solar Project – There has been no discussion. PSC is currently reviewing.
- f. Town of Waterloo Solar Project – There are no updates.

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

Zangl reported there have been no updates, but project is in its operational phase.

## **13. Discussion and Possible Action on an Amendment to the Zoning Ordinance Regarding Solar Energy Systems**

Items from last discussion were incorporated with more discussion needed on setbacks and soils. Draft will be given to Danielle for her input on language. Draft will be reviewed again in January for a final draft then will go to Towns for their input.

## **14. Discussion and Possible Action on Enforcement Actions at Riverbend RV Resort at W6940 Rubidell Road in the Town of Milford**

Discussion of concern for public safety, flooding concerns, DNR audits forthcoming, FEMA issues, possible long-term solutions to non-compliance of lots as the Ordinance is clear. Corporation Counsel Thompson spoke about communicating compliance with the Rubidell Association board, committee to set standard including level of enforcement. The Committee viewed pictures of the lots and directed staff to research options for enforcement.

## **15. Discussion on Resubmittal of the Oakland Hills Subdivision Preliminary Plat**

Discussion took place regarding concern of single access in and out of subdivision, second access requested, and concern of encroachment to outlots. Concerns will be addressed with developer.

## **16. Discussion and Possible Action on Reclassifying the Program Assistant Position within the Zoning Division**

Zangl explained that due to a retirement, the position would be more of a technician position with increase of permit fees to offset the position's salary increase. Motion was made by Supervisor Foelker/Poulson to approve with draft to determine the appropriate fee increase to offset the position increase. Motion passed on voice vote 5-0.

## **17. Discussion and Possible Action on Petitions Presented in Public Hearing on December 19, 2024:**

*See rezone and conditional use file for complete decision*

**APPROVED R4572A-24 & CU2136-24 –Whitewater Islamic Center Inc:** Rezone 5-acres from A-1 to A-2 to allow for a 5-acre private religious cemetery (public/semi-public use) with capacity for approximately 4000 gravesites along **Tri-County Road** in Town of Koshkonong, PIN 016-0514-3643-000 (23.74 ac.) and 016-0514-3643-002 (4.967 ac). This in accordance with Sec. 11.04(f)7 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. Motion by Nass/Poulson to approve the conditional use. Motion approved on a 5-0 voice vote.

**APPROVED R4573A-24 – Joshua Edwards:** Rezone to create two 2.0-acre lots at **N5118 Bakertown Road** in the Town of Concord, PIN 006-0716-3313-001 (14 ac). The property is owned by Patrick A. & Susan B. Pelikan. 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 R4574A-24 –Evan & Kate Karow:** Rezone to create a 2.0-acre lot west of **W6116 Star School Road** in the Town of Koshkonong, PIN 016-0514-2111-000 (37.671 ac). The property is owned by Dale Karow. 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 R4575A-24 – Febock Brothers:** Rezone to create a 1-acre residential lot north of **N5190 State Road 134** in the Town of Lake Mills from PIN 018-0713-3121-000 (60.68 ac). 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 R4576A-24 – Michels Road & Stone LLC:** Rezone A-3 to A-1 for non-metallic mining at **N9614 Doepke Road** in the Town of Waterloo, PIN 030-0813-0321-001 (2.1 ac). Property is owned by P&Q Waterloo LLC. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion by Nass/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

**APPROVED R4577A-24 – Michels Road & Stone LLC:** Rezone A-3 to A-1 for non-metallic mining at **W8301 Doepke Road** in the Town of Waterloo, PIN 030-0813-0331-002 (4 ac). Property is owned by P&Q Waterloo LLC. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion by Nass/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

**APPROVED R4578A-24 – Michels Road & Stone LLC:** Rezone A-3 to A-1 for non-metallic mining at **W8333 Doepke Road** in the Town of Waterloo, PIN 030-0813-0331-001 (7.19 ac). Property is owned by P&Q Waterloo LLC. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion by Nass/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

**APPROVED R4579A-24 – Michels Road & Stone LLC:** Rezone A-3 to A-1 for non-metallic mining at **W8337 Doepke Road** in the Town of Waterloo, PIN 030-0813-0331-003 (4 ac). Property is owned by P&Q Waterloo LLC. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion by Nass/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

**APPROVED R4580A-24 & CU2138-24–Matthew P. Hasel:** Rezone 1.09-acres from A-3 to A-2 to allow for landscaping and tree service business to store equipment and personal materials at **W7778 Conservation Road** in Town of Lake Mills, PIN 018-0713-2644-003 (2.3 ac.). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion by Nass/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote. Motion by Foelker/Jaeckel to approve the conditional use. Motion approved on a 5-0 voice vote.

**APPROVED CU2137-24 – P&Q Waterloo LLC:** Conditional Use to allow operation of a non-metallic mining site on 8 parcels along **Doepke Rd.** in the Town of Waterloo, PINs 030-0813-0322-001 (3.789 ac), 030-0813-0321-001 (2.1 ac), 030-0813-0331-003 (4 ac), 030-0813-0331-002 (4 ac), 030-0813-0323-002 (19.507 ac), 030-0813-0321-000 (40.233), 030-0813-0331-001 (7.19 ac), 030-0813-0324-000 (40 ac). This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion by Jaeckel/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

**APPROVED CU2139-24 – Robb Brinkmann:** Conditional Use to allow for retail sales of landscape supplies in an Industrial zone at **N6131 County Road Y** in the Town of Farmington, PIN 008-0715-1833-000 (22.385 ac). The property is owned by Thomas E. & Kathy L. Gallitz Trust. This is in accordance with Sec. 11.04(f)1 & 2 of the Jefferson County Zoning Ordinance. Motion by Poulson/Jaeckel to approve the conditional use. Motion approved on a 5-0 voice vote.

**APPROVED CU2140-24 – Chad Coomer:** Conditional Use to allow an extensive storage structure 1500 sq. ft., 24 ft. high, in C-zone for personal use at **W230 Madison Ave.** in the Town of Ixonia, PIN 012-0816-2513-015 (.72 ac). This is in accordance with Sec. 11.04(f)1 & 2 of the Jefferson County Zoning Ordinance. Motion by Nass/Foelker to approve the conditional use. Motion approved on a 5-0 voice vote.

**APPROVED CU2141-24 – Station Ixonia:** Conditional Use to allow for eating and drinking place to be added in a B- zone to the gas station at **W1168 American St.** in the Town of Ixonia, PIN 012-0816-2224-000 (1.037 ac). This is in accordance with Sec. 11.04(f)1 & 2 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the conditional use. Motion approved on a 5-0 voice vote.

#### **18. Planning and Development Department Update**

Zangl had nothing other than what has been discussed.

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

Approve Public Hearing minutes from December 19, 2024

Supervisor Poulson requested that the Committee discuss accessory dwelling units.

#### **20. Discussion on Upcoming Meeting Dates:**

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

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

**January 27, 8:30 a.m. – Decision Meeting in Courthouse Room C1021**

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

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

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

#### **21. Adjourn**

Supervisor Poulson/Jaeckel made a motion to adjourn the meeting. Meeting adjourned at 10:09 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.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.