

MINUTES OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker; Cassie Richardson

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits
DATE: Thursday, May 15, 2025
TIME: 7:00 p.m. (Doors will open at 6:30)
PLACE: **JEFFERSON COUNTY COURTHOUSE, ROOM C2063**
311 S. CENTER AVE, JEFFERSON, WI 53549
OR Via Zoom Videoconference

PETITIONERS OR MEMBERS OF THE PUBLIC MAY ATTEND THE MEETING VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS IF THEY CHOOSE NOT TO ATTEND IN PERSON:

You are invited to a Zoom meeting.
When: May 15, 2025, at 07:00 PM Central Time (US and Canada)
Meeting ID: 856 6292 4252
Passcode: Zoning

Register in advance for this meeting:

<https://us06web.zoom.us/meeting/register/tp4g3M26TtCHOJOvLHQvXQ>

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 Chairman Jaeckel at 7 p.m.

2. Roll Call

Supervisor Jaeckel, Nass, and Foelker were present at 7 p.m. Supervisor Richardson was present via zoom. Supervisor Poulson was excused. Staff members Sarah Elsner and Haley Nielsen were also present. Also attending via Zoom were; Courtney Zastrow, John Gray and Danielle Thompson.

3. Certification of Compliance with Open Meetings Law

Supervisor Nass confirmed that the meeting was being held in compliance with Open Meetings Law.

4. Approval of Agenda

Motion by Supervisor Nass and seconded by Supervisor Foelker to approve the agenda as presented.
Motion passed by a voice vote of 4-0.

5. Public Hearing

Elsner read aloud the following:

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, May 15, 2025, in Room C2063 of the Jefferson County Courthouse, Jefferson, Wisconsin. Members of the public will be allowed to be heard regarding any petition under consideration by the Planning and Zoning Committee. **PETITIONERS, OR THEIR REPRESENTATIVES SHALL BE PRESENT EITHER IN PERSON OR VIA ZOOM.** Matters to be heard are petitions to amend the official zoning map and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files, which include staff finding of fact, are available for viewing between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, except holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

Decisions on Conditional Use Permits will be made on **May 27, 2025**

Recommendations by the Committee on Rezones will be made on **May 27, 2025**

Final decision will be made by the County Board on **June 10, 2025**

**FROM A-1 EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS
WITH CONDITIONAL USE**

All are in accordance with ss. 22-304 – 22.310 of the Jefferson County Zoning Ordinance

R4599A-25 & CU2163-25 – Jon Helt: Rezone 0.6-acre from A-1 to A-2 to allow for an engineering/fabrication business at **N6484 County Road S** in the Town of Lake Mills, PIN 018-0713-1611-002 (3.0 ac).

PETITIONER: Jon Helt (N6484 County Road S, Lake Mills) presented as himself for this rezone and conditional use. He explained that the proposed rezone of 0.6 acres is to allow for a fabrication/engineering business he would like to run.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

STAFF REPORT: Given by Elsner and in the file.

Elsner asked –

Hours? M-F 7am-5pm

Employees? One on occasion.

Will the public visit the site? No.

Is there space for parking? Yes, there is space for parking.

Will there be any signs? No. Potentially a sign for the farm but not for the business.

Any future structures or expansions of the business planned? Not at this time but he understands if there is expansion he would have to come back. Could see potential for business expansion down the road.

TOWN: In favor 3-0 with no conditions.

FROM A-1 EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

All are in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance

R4589A-25 – B&B Trust: Rezone from A-1 to A-3 to create a 1-acre lot farm consolidation around the house at **W1281 Sunnyside Drive** in the Town of Concord, PIN 006-0716-2733-000 (45.802 ac).

Was not present.

R4600A-25 – Jedidiah Draeger: Rezone A-1 to A-3 .41-acres from parcel 016-0514-0131-005 (22.661 ac) and transfer to parcel 016-0514-0131-003 (1.159 ac) (Lot 1 CSM 4539) near **W5115 & W5125 Bark River Road** in the Town of Koshkonong.

PETITIONER: Jedidiah Draeger (W5125 Bark River Road, Fort Atkinson), presented as himself for this rezone. He is looking to transfer a portion of land from A-1 to A-3 to sell to his neighbor, John Gray. The purpose for the sale of land is to eliminate an existing narrow field access for farming, to add room onto the neighbors lot so they can install a new mound system.

COMMENTS IN FAVOR: John Gray (W5115 Bark River Road, Fort Atkinson) presented a power point on zoom to show what neighbors have access issues and gave details to how the farmland is used. Mr. Gray is currently driving over a part of the mound system on his property, which is leading to issues with the mound. He explained that the approval of this request would allot him more room to install a new mound/septic system.

COMMENTS OPPOSED: None.

REBUTTAL: None.

STAFF REPORT: Given by Elsner and in the file.

TOWN: In favor 5-0 with no conditions.

R4601A-25 – Michael Prado: Rezone from A-1 to A-3 to create a 1-acre residential lot at **W611 State Road 59** in the Town of Palmyra, PIN 024-0516-2312-002 (22.0 ac). Property owned by Michael Prado, Clarisse Schowalter, Maria E Prado-Olson & Maria Paz Prado.

PETITIONER: Michael Prado (S37W2281 Crestview Drive, Waukesha) presented as himself for this rezone. He explained that the request is to create a lot to sell to a family member for them to build a residence.

COMMENTS IN FAVOR: Lisa Prado (S37W2281 Crestview Dr, Waukesha).

COMMENTS OPPOSED: None.

QUESTIONS FROM THE COMMITTEE: Supervisor Nass had mentioned that on the site inspections several unlicensed vehicles were on the property. He asked Mr. Prado what his plans for clean-up of those vehicles were.

REBUTTAL: Mr. Prado explained he will work on recycling/cleaning up those vehicles. Elsner confirmed he is allowed two unlicensed vehicles on the property.

STAFF REPORT: Given by Elsner and in the file. Elsner confirmed that conditions placed on the variance approval are feasible to be followed as approved. Prado confirmed.

TOWN: In favor, with no conditions.

R4602A-25 – Phyllis Jean Medeiros Trust: Rezone from A-1 to A-3 to create a ~~3.4~~ 1.4-acre farm consolidation at **W2344 Rome Road** in the Town of Sullivan, PIN 026-0616-0721-001 (16.0 ac).

PETITIONER: Phyllis Medeiros (W2344 Rome Road) presented as herself for this rezone. Is looking to rezone to create a lot to separate house from the rest of the property.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

STAFF REPORT: Given by Elsner and in the file.

Elsner asked –

Septic location? On the East side of the house.

When was the residence built? Late 1800's.

Elsner confirmed the acreage that is being split. Medeiros confirmed 1.4 acres.

TOWN: In favor, 2-0 with no conditions.

FROM A-1 EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE

All are in accordance with ss. 22-479 – 22-487 of the Jefferson County Zoning Ordinance

R4603A-25 – Joe Vultaggio: Rezone 10.54 acres from A-1 to N from PIN 004-0515-2533-000 (32.628 ac) and 004-0515-2532-000 (20.0 ac) located north of **W2862 State Road 59** in the Town of Cold Spring. Property is owned by Robert J Wagner Trust.

PETITIONER: Joe Vultaggio (W2862 State Road 59) presented as himself for this rezone. He is looking for a buffer zone from the solar farm that is upcoming. Wants to have green space, woods, and wildflowers. This area would be all natural.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

STAFF REPORT: Given by Elsner and in the file.

Elsner asked –

Will there be any farming activity on this land in the future? Not at this time.

Elsner noted –

The land could not be sold separately.

That is farming activity is to occur, it would need to be approved by Conditional Use Permit if the request is approved.

TOWN: In favor, 3-0 with no conditions.

FROM A-T AGRICULTURAL TRANSITION TO A-3, AGRICULTURAL/RURAL RESIDENTIAL & A-2, AGRICULTURAL AND RURAL BUSINESS WITH CONDITIONAL USE

All are in accordance with ss. 22-339 – 22-350 & ss. 22-304 – 22.310 of the Jefferson County Zoning Ordinance

R4604A-25 & CU2164-25 –Greg Harrom: Rezone from A-T to A-3 for 1.0-acres and A-T to A-2 for .9-acres for a total of 1.9-acre lot to allow for a graphic design and fabrication business at **N4870 County Road D** in the Town of Jefferson, PIN 014-0615-0212-000 (29.9 ac). Property is owned by Yvonne R Duesterhoeft Trust.

PETITIONER: Greg Harrom (1202 W 8th Street, Duluth, MN) presented as the applicant for this rezone. Is looking to purchase the land to build a residence and run a graphic design and fabrication business.

COMMENTS IN FAVOR: Yvonne Duesterhoeft (N4870 County Road D), property owner, was in favor of the request, and would like to sell land to the petitioner for him to build a home and run the business.

COMMENTS OPPOSED: None.

REBUTTAL: None.

STAFF REPORT: Given by Elsner and in the file.

Elsner asked –

Will public come to the site? Yes for deliveries/pick-ups/consultations.

Hours of operation? 8am-5pm, Monday-Friday

Employees? No, other than him and daughter.

Parking plans? There will be a shared driveway with the house and shop, and parking along the shop.

Has highway approval been obtained from the County Highway Department? Not yet.

Will there be a bathroom in the shop? Yes.

Sign for business? Yes. - Elsner noted the sign will need a permit from the zoning department.

Elsner noted –

If there are expansions of the business in the future, the Conditional Use Permit will need to be updated through this same approval process.

TOWN: In favor, 5-0, with no conditions.

CONDITIONAL USE PERMIT APPLICATIONS

All are in accordance with ss. 22-581 – 22-587 of the Jefferson County Zoning Ordinance

CU2147-25 – Kemmeter’s Properties LLC: Conditional Use to allow for a 3600 sq. ft. structure to be used as an activity building for the existing bar in A-2 zone at **W5003 US Highway 18** in the Town of Jefferson, PIN 014-0614-1212-001 (4.74 ac), in accordance with Sec. 11.04(f)7 of the zoning ordinance.

PETITIONER: Christine Sukow (811 E Racine Street, Jefferson) present as Kemmeter’s Properties for this Conditional Use. The request is for an existing small concession stand that needs to be expanded. Would like to have an area for activities to keep recreation (volleyball courts, horseshoes) separate from the supper club area.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

STAFF REPORT: Given by Elsner and in the file.

TOWN: In favor 4-0, with no conditions.

CU2165-25 – Todd Conforti: Conditional Use to allow for an extensive onsite storage structure in an R-1 zone at **W1376 N Blue Spring Lake Drive** in the Town of Palmyra, PIN 024-0516-2841-009 (.766 ac). Property is owned by Ann T Conforti Trust.

PETITIONER: Todd Conforti (W1375 N Blue Spring Lake Dr.) presented as himself for this Conditional Use. Mr. Conforti explained the square footage of the garage. Stated it is more cost efficient with the proposed size, and will be located in the back of the lot. There will be plenty of room for it, and it shouldn’t be easily seen from the road.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

STAFF REPORT: Given by Elsner and in the file.

Elsner asked –

Will there be a bathroom in the structure? No

Lighting proposed? No

Confirm the use of the structure? Cold storage for boat.

Business use? No

Confirm height of structure? 16 feet and four inches

Any issues with the Town Conditions? No.

TOWN: Approved 3-0. Two conditions – 1) No additional driveway allowed for connection to N Blue Spring Lake Drive. 2) No site grading is permitted that will alter the existing drainage swale.

CU2166-25 – Paul Goeglein: Conditional Use to allow for a 30' x 40' addition onto existing shed for personal storage in an R-1 zone at **N4001 Jefferson Street** in the Town of Sullivan, PIN 026-0616-1724-014 (.40 ac).

PETITIONER: Paul Goeglein (N4001 Jefferson Street) Had a previous permit for this structure without a Conditional Use, and are now looking to add on to the existing structure for more personal storage of ATVs, motorcycles, and cars.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

STAFF REPORT: Given by Elsner and in the file.

Elsner asked –

Confirm the size of the building? 30' x 40', 20 feet in height.

Will there be a bathroom in the structure? No.

Lighting proposed? Yes for security cameras.

Any outdoor storage? No other than a trailer.

TOWN: In favor 2-0, with no conditions.

CU2167-25 – Courtney Zastrow: Conditional Use to allow for a kennel in A-1 zone for personal dogs at residence located at **N8668 County Road O** in the Town of Waterloo, PIN 030-0813-1723-001 (35.170 ac).

PETITIONER: Courtney Zastrow (N8668 County Road O) Wants to have a kennel for personal dogs and foster dogs.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

STAFF REPORT: Given by Elsner and in the file.

Elsner asked –

Waste disposal for dogs? Double-bagged and thrown away.

Will they be indoor/outdoor? Both.

Any proposed buildings? Is proposing a small run on the back of the home for one or two dogs.

Any proposed fencing? No proposed fencing at this point, but may install fencing in the future.

Any issues with the Town Conditions? No.

Jaeckel asked –

Total/maximum number of dogs?

Eight maximum, typical amount of 6.

TOWN: In favor, with the condition of not more than eight dogs.

6. Adjourn @ 7:50pm Motion: 1st - Nass 2nd - Foelker

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 accommodation for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

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