

**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, April 28, 2025  
**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 with Supervisor Richardson via Teams. Other County staff in attendance were Corporation Counsel Danielle Thompson, Operation Manager Brian Udovich, GIS/Engineering Tech Derek Anderson, Land & Water Conservation Director Patricia Cicero, County Administrator Michael Luckey and Treasurer Kelly Stade. Department staff present were Matt Zangl, Sarah Elsner, Haley Nielsen, Trevor Quandt and Shari Fischback. Members of the public present were Anita Martin, Deann Schneider, Oakland Hills Subdivision Representative, Sally Williams, Lake Ripley Management District LeeAnn Spencer and via Zoom was Dylan Lennie.

**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 Nass, second by Supervisor Poulson to approve the agenda. Motion passed 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 (261 Pinnacle Drive, Lake Mills) had requested a listing of Towns that approved or denied the Amendment to the Zoning Ordinance regarding Solar Energy Systems.

**6. Approval of meeting minutes from March 27, March 31, April 11, April 17**

Motion by Poulson/Foelker to approve March 27, 2025, minutes as written.

Motion passed on a voice vote 5-0.

Motion by Poulson/Foelker to approve March 31, 2025, minutes as written.

Motion passed on a voice vote 5-0.

Motion by Foelker/Poulson to approve April 11, 2025, minutes as written.

Motion passed on a voice vote 5-0.

Motion by Poulson/Foelker to approve April 17, 2025, minutes as written.

Motion passed on a voice vote 5-0

**7. Communications – None.**

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

Staci Hoffman was absent, but her report was included in the meeting packet.

## **9. April Monthly Financial Report for Planning & Development**

Zangl reported that revenue is behind from this time last year and Land Information was status quo. The County Surveyor is doing a project with Town of Palmyra airport so that will bring revenue into the surveyor's account.

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

- a. **Crawfish River Solar** – Project completed. Final inspection on the western side in May.
- b. **Badger State River** – Permits have not been applied for yet but has been in contact with Highway Dept for access permits, construction to being around July 15<sup>th</sup>.
- c. **Sinnissippi Solar** – Project has been quiet. No updates.
- d. **Whitewater Solar Project** - The PSC process continues with quite a bit of public comment being received at the PSC level, packet includes PSC environmental assessment document, overview is expected from the developer at the May County Board meeting.
- e. **Rock Lake Solar Project** – Preconstruction meeting took place. There was discussion about boundary lines. Grading and driveway entrance work to start soon.

## **11. Discussion and Possible Action on lot line adjustment at W9035 County Road B, PIN 018-0713-0842-000 in the Town of Lake Mills owned by Twohig Trust**

Zangl explained that this lot line adjustment is to bring the septic into compliance, keeping both lot sizes the same. Motion made by Poulson/Foelker to approve. Motion approved on a 5-0 voice vote.

## **12. Discussion and Possible Action on The Preserve at Oakland Subdivision Preliminary Plat**

Zangl provided updates, the developer is moving forward for construction to start in mid-May, having finalized phasing. Deann Schneider provided overview of the requested changes that have been completed on the modified preliminary plat. Brian Udovich spoke about attending a DOT Traffic Safety meeting last week which the DOT informed is taking steps to do a round-about at Hwy 18 & County Road A in 2030 or 2031. Deanna stated she saw no issue with those plans affecting the lots. Motion made by Jaeckel/Foelker to approve the modified preliminary plat with the Town conditions. Motion approved on a 5-0 voice vote.

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

Zangl read through the Town list of responses received. Some comments provided in the packet. The majority have approved, three denied, others are forthcoming due to having forgotten to provide input or will be discussed in upcoming Town meetings.

Renew Wisconsin has reached out to Corporation Counsel and to meet to discuss their opinion and concerns of the Solar Ordinance.

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

Zangl provided updates that there is progress being made. Issued citations for violations regarding structures that were present on lots. There was a meeting with them with some willingness to resolve the issues. Their association is updating by-laws for more enforcement and are looking for a new general manager. Staff met with a lawyer and a lot owner to discuss how to help more with following the rules. There has been a new well system and pump house installed, improvements made to beach area and 30 permits have been received to add fill at sites. Next step is updating floodplain ordinance for campground restrictive language. Letters were sent advising all lot owners of what is allowed and timeline to remove items when the season ends with possible citations being issued if not in compliance.

**15. Discussion and Possible Action on Amending the Floodplain Ordinance**

Zangl reported that at last month's conference he spoke to the DNR floodplain representative about being able to add more restrictive language to the floodplain ordinance for campgrounds and was told it would be fine to do so. A draft County ordinance was created by DNR based on the model ordinance and contains very minor changes except for the campground language. Motion was made by Poulson/Foelker for Zangl & Corporation Counsel to finalize the ordinance revision and schedule for a public hearing. Motion approved on a 5-0 voice vote.

**16. Discussion and Possible Action on Updating the County Comprehensive Plan and Farmland Preservation Plan to update the Town of Ixonia Farmland Preservation Area Map**

Zangl reported that the Town completed sanitary improvements and their TID/TIF was approved. The Town updated their comprehensive plan a few years ago and there are changes that are not included in the County plans. The County needs to update our plan to allow for potential future growth. The Committee discussed updating the plan per parcel or for all of the Town of Ixonia. Discussion took place about getting Town input and starting the process. Ideally, the County would update the plan to reflect all of the Town of Ixonia changes, rather than one parcel at a time.

**17. Discussion and Possible Action on a Public Participation Plan for updating the County Comprehensive Plan and Farmland Preservation Plan Maps for the Town of Ixonia**

Zangl advised of the process to start the plan update process and the Public Participation Plan. The public participation plan includes public hearings at the zoning committee and county board. Motion was made by Jaeckel/Poulson to proceed with public participation plan to update the County Comprehensive Plan. Motion approved on a 5-0 voice vote.

**18. Discussion on Accessory Dwelling Units (ADU)**

Zangl advised no progress made on this topic due to the other agenda items.

**19. Discussion and Possible Action on Petitions Presented in Public Hearing on April 17, 2025:**

*See rezone and conditional use file for complete decision*

**APPROVED R4595A-25 – Yupeng Xiong:** Rezone from A-1 to A-3 approximately 2.8-acres around the house and outbuildings at **N6319 Hilltop Lane** in the Town of Farmington, PIN 008-0715-1624-000 (34.950 ac), in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance. Motion by Poulson/Foelker to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED R4596A-25 – Stefan Gieryn:** Rezone from A-1 to A-3 to create a 1-acre residential lot at **N138 McMillen Road** in the Town of Koshkonong, PIN 016-0514-3433-001 (30.0 ac), in accordance with ss. 22-339 – 22-350 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 R4597A-25 – BKTK Properties LLC:** Rezone from A-T to R-1 the 3.103-acre lot (CSM 6368, Lot 3) north of **N1046 Olson Road** in the Town of Sumner, PIN 028-0513-1943-057 (3.103 ac), in accordance with ss. 22-122 – 22-132 of the Jefferson County Zoning Ordinance. Motion by Poulson/Foelker to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED R4598A-25 – Paul Oliver:** Rezone from B to R-1 a 1.488-acre vacant lot at **W9298 US Highway 18** in the Town of Oakland, PIN 022-0613-0532-002 (1.488 ac), in accordance with ss. 22-122 – 22.132 of the Jefferson County Zoning Ordinance. Property is owned by Josh Huston and Stephanie Kind. Motion by Foelker/Poulson to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED CU2160-25 – Trevor Knaack:** Conditional Use to allow for a 2000 sq ft, 21 ft high extensive onsite storage structure for personal use in an R-2 zone at **N1587 Knaack Ct** in the Town of Koshkonong, PIN 016-0514-1514-028 (1.616 ac), in accordance with ss. 22-581 – 22-587 of the Jefferson County Zoning Ordinance. Motion by Jaeckel/Poulson to approve the conditional use with conditions. Motion approved on a 5-0 voice vote.

**APPROVED CU2161-25 – Bradley Danto:** Conditional Use to allow for keeping dogs as household pets on a non-commercial basis in excess of two per premises in an R-1 zone locate at **W9018 Lakeview Drive** in the Town of Oakland, PIN 022-0613-0813-086 (.393 ac). Motion by Poulson/Foelker to approve the conditional use request with conditions. Motion approved on a 5-0 voice vote.

**APPROVED CU2162-25 – Dunneisen Sand and Gravel LLC:** Conditional Use renewal of existing sand and gravel pit business at **W8215 US Highway 18** in the Town of Oakland, PIN 022-0613-1012-000 (34.263 ac), 022-0613-1013-000 (85.178 ac) & 022-0613-1011-001(18.985 ac), in accordance with ss. 22-581 – 22-587 of the Jefferson County Zoning Ordinance. Motion by Poulson/Foelker to approve the conditional use request with conditions. Motion approved on a 5-0 voice vote.

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

Zangl restated the County Surveyor is working on the Town of Palmyra airport hangar project. Daniel's Law was enacted on April 1<sup>st</sup> but the County has not received any requests yet but is ready to go when requests are received. 2025 air photo was taken in early March, received a grant and should be implemented in June. Staff received the GIS evaluation to provide recommendations on the future of the County GIS architecture and anticipate further discussions

## **21. Possible Future Agenda Items**

Continue with updates on Riverbend RV Resort, solar ordinance input from Towns, and ADU topic.

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

**May 9, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049**  
**May 15, 7:00 p.m. – Public Hearing in Courthouse Room C2063**  
**May 27, 8:30 a.m. – Decision Meeting in Courthouse Room C1021**  
**June 13, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049**  
**June 19, 7:00 p.m. – Public Hearing in Courthouse Room C2063**  
**June 30, 8:30 a.m. – Decision Meeting in Courthouse Room C1021**

## **23. Adjourn**

Supervisor Poulson/Foelker made a motion to adjourn the meeting. Meeting adjourned at 9:38 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 accommodation 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.