

**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, June 30, 2025  
**TIME:** 8:30 a.m.  
**PLACE:** Jefferson County Courthouse, 311 S. Center Ave, Room C2063, Jefferson WI

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Meeting ID: 234 644 362 860 3  
Passcode: 6Em7TH64

**1. Call to Order**

The meeting was called to order by Chairman Jaeckel at 8:30 a.m.

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

Committee members present in person were Supervisor Jaeckel, Supervisor Poulson and Supervisor Foelker. Supervisor Nass arrived at 8:34 a.m. and Supervisor Richardson was present via Teams. Other County staff in attendance were County Administrator Michael Luckey, GIS/Engineering Tech Derek Anderson, Land & Water Conservation Director Patricia Cicero and Register of Deeds Staci Hoffmann. Department staff present were Matt Zangl, Sarah Elsner, Haley Nielsen, Trevor Quandt, Caleigh Cleary and Shari Fischback. Members of the public present were Anita Martin, Lake Ripley Management District Lianna Spencer and via Zoom were Daniel Klein, Gail Maron and Sue Marx.

**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 passed on a voice vote, 4-0.

**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) mentioned a local farmers union event on solar being held on August 19<sup>th</sup> at 5:00 p.m. at UW- Whitewater.

**6. Approval of meeting minutes from May 27, June 13, June 19**

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

Motion passed on a voice vote 4-0.

Motion by Poulson/Foelker to approve June 13, 2025, minutes as written.

Motion passed on a voice vote 4-0.

Motion by Foelker/Poulson to approve June 19, 2025, minutes as written.

Motion passed on a voice vote 4-0.

**7. Communications – None.**

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

Staci Hoffman reported they are on track to make budget for the year.

**9. June Monthly Financial Report for Planning & Development**

Zangl reported for Land Information that the surveyor completed the Palmyra Airport project. Zoning is even with June 2024. May 2025 was \$6000-\$7000 short from May 2024. To date, 25 new home permits this year compared to 61 last year. Total permits for year are on track with permits from last year. Cell tower permits are at 8 this year compared to 23 last year.

**10. Discussion on Solar Energy Facilities**

a. **Crawfish River Solar** – Project nearing completion of finished.

b. **Badger State River** – PSC deadline to start construction is on 7/15/25.

c. **Sinnissippi Solar** - Project has been quiet. No updates.

d. **Whitewater Solar Project** – Public Hearings to be held on 7/2/25 and 7/9/25. The project has received a lot of public comments both for and against the project.

e. **Rock Lake Solar Project** – Currently under construction. Site visit scheduled for tomorrow.

**11. Discussion and Possible Action on Replacing a Single-Family Home at N8209 County Road Y, PIN 032-0815-1943-001 in the Town of Watertown More Than 100 feet From the Original House Foundation**

Zangl explained the plan to build a house out of the floodplain and wetlands and away from the river. Motion made by Foelker/Nass to approve the location and proposal. Motion approved on a 5-0 voice vote.

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

Zangl summarized project happening in three phases, documents are finalized and Town approved conditioned upon various agreements that can found in the Town minutes in the file. Motion made by Nass/Foelker to approve the final subdivision plat. Motion approved on a 5-0 voice vote.

**13. Discussion and Possible Action on Amending the Floodplain Ordinance (R4618T-25) R4618T-25 – JEFFERSON COUNTY: To amend the existing County Floodplain Ordinance to allow for updated language based off the WI DNR model ordinance.**

Zangl provided summary, DNR reviewed, and we have not received any public comments. Next step would be for County Board approval. Motion made by Poulson/Foelker to approve. Motion approved on a 5-0 voice vote.

**14. Discussion and Possible Action on Updating the County Comprehensive Plan and Farmland Preservation Plan to update the Town of Ixonia Farmland Preservation Area Map (R4616T-25) R4616T-25: To amend the County Comprehensive Plan and Farmland Preservation Plan and Farmland Preservation Area Map in the Town of Ixonia to incorporate the Town's recently updated Comprehensive Plan and Future Land Use Map. A proposed map may be obtained by contacting the Jefferson County Planning & Development Department.**

Zangl summarized plan and the maps and stated that notices were sent out to Town and landowners. Town approved. He received a few questions and comments, but no one was opposed. Motion made by Jaeckel/Foelker to approve. Motion approved on a 5-0 voice vote.

**15. Discussion and Possible Action on Rezoning from A-1 to A-T for Parcels in the Town of Ixonia: R4617T-25: Rezone from A-1 to A-T parcels impacted by amendment R4616T-25 to the County Comprehensive Plan in the Town of Ixonia, PIN 012-0816-2732-001, 012-0816-2743-001, 012-0816-2243-001, 012-0816-1543-001, 012-0816-2733-000, 012-0816-2844-000, 012-0816-2732-000, 012-0816-2713-000, 012-0816-2222-001, 012-0816-2244-000, 012-0816-2714-000, 012-0816-2712-001, 012-0816-2734-000, 012-0816-2743-002, 012-0816-1544-000, 012-0816-2841-000, 012-0816-2743-000, 012-0816-1544-001, 012-0816-2222-001, 012-0816-2333-003, 012-0816-2733-004, 012-0816-2731-000, 012-0816-2211-000, 012-0816-2214-001, 012-0816-2712-000, 012-0816-2222-000, 012-0816-2711-002.**

Zangl explained the rezone that you cannot have an A-1 zoned parcel in a 15-year growth area so if one changes the other has to change, how tax credits affected. Notice sent to Towns and landowners. No one requested to be omitted, and he received no opposition from DATCP and Town approved. Motion made by Poulson/Foelker to approve. Motion approved on a 5-0 voice vote.

**16. Discussion and Possible Action on R4601A-25, Michael Prado to create a 1-acre A-3 lot at W611 State Road 59 in the Town of Palmyra, PIN 024-0516-2312-002, owned by Michael Prado, Clarisse Schowalter, Maria E Prado-Olson & Maria Paz Prado. The petition was previously postponed.**

Zangl provided update on the status of the lot and cars remaining on the property. Motion made by Nass/Poulson to approve with condition that staff is to confirm that the current violations have been resolved. Motion approved on a 5-0 voice vote.

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

Discussions took place about revisions and next steps. Corporation Counsel was unable to attend today's meeting, so the Committee requested to postpone until Corporation Counsel has provided a final review of the Ordinance before moving forward.

**18. Discussion and Possible Action on 2025-2026 Salvage Yard Licenses**

Zangl explained that fees are due now as inspections were completed in June. Trevor reported that all inspections were completed. There was one violator, others were minor and that five renewal payments have been received to date. Discussion took place regarding the one violator and the citation process. Staff were directed to issue citations and to continue to consult with Corporation Counsel. Motion was made by Poulson/Foelker to approve the compliant licenses and to proceed with enforcement action for the non-compliant violator. Motion approved on a 5-0 voice vote.

**19. Discussion on a Zoning Ordinance Text Amendment for Accessory Dwelling Units (ADU)**

Discussion took place regarding situations encountered while working on a draft. Committee and staff discussed ADU and what should be included in the proposed ordinance.

**20. Discussion and Possible Action on 2026 Fee Schedule**

Zangl reviewed changes to fees. Discussion took place regarding some increases. Committee requested to review the changes next month.

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

*See rezone and conditional use file for complete decision*

**APPROVED - R4605A-25 & CU2168-25 – Immanuel Ev. Lutheran Church**: Rezone 3.0-acres from A-1 to A-2 to allow for a childcare facility next to **W4096 County Road B** in the Town of Farmington, PIN 008-0715-1622-000

(33.772 ac). Property is owned by Dane Mel Hartwig. Motion by Poulson/Jaeckel to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED - R4606A-25 & CU2169-25 – Brandon Zieglemeier:** Rezone A-1 to A-2 a 2-acre lot to allow for a landscape and snowplow business and to store business equipment and materials at **W8396 Perry Road** in the Town of Oakland, PIN 022-0613-1031-002 (14.110 ac). Motion by Foelker/Poulson to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED - R4607A-25 – Michael D & Gail D Maron Trust:** Rezone from A-1 to A-3 to create a 5-acre farm consolidation and two 1-acre residential lots at **W3568 Ranch Road** in the Town of Farmington, PIN 008-0715-0334-000 (40.0 ac). Motion by Jaeckel/Poulson to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED - R4608A-25 – Brian D & Jennifer L Statz:** Rezone from A-1 to A-3 to create three 2-acre lots across from **W3262 Koschnick Road** in the Town of Farmington, PIN 008-0715-0223-000 (46.046 ac). Motion by Poulson/Foelker to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED - R4609A-25 – John H Diestelmann:** Rezone .4-acres from A-1 to A-3 from PIN 010-0615-2032-001 (38.304 ac) to be added to PIN 010-0615-2032-000 (1.696 ac) to create a total 2-acre A-3 lot at **W4480 Diestelmann Lane** in the Town of Hebron. Motion by Poulson/Nass to approve the rezone request. Motion approved on a 5-0 voice vote.

**POSTPONED - R4610A-25 – Erik & Natalija Burns:** Rezone 1.3-acres from A-1 to A-3 around the existing home and buildings located at **W8946 US Highway 12** in the Town of Oakland, PIN 022-0613-1711-003 (26.659 ac). Motion made by Jaeckel/Poulson to postpone for State DOT access approval. Motion approved on 5-0 voice vote.

**APPROVED -- R4611A-25 – Cheri Hazard:** Rezone A-1 to A-3 to create a 3.1-acre residential lot at **W881 Village Line Road** in the Town of Sullivan, PIN 026-0616-1122-000 (38.0 ac). Motion by Jaeckel/Foelker to approve the rezone request. Motion approved on a 5-0 voice vote.

**POSTPONED - R4612A-25 – Matthew & Angela Wolfe:** Rezone A-1 to A-3 to create a 2-acre lot at **N4882 County Road P** in the Town of Sullivan, PIN 026-0616-0612-000 (14.908 ac). Motion made by Nass/Jaeckel to postpone for redesign. Motion approved on 5-0 voice vote.

**APPROVED - R4613A-25 – NCEnterprises LLC:** Rezone 15-acres (Outlot 1) from A-1 to N and creating a 35-acre A-1 zoned lot (Lot 1) at **N7119 North Shore Road** in the Town of Lake Mills, PIN 008-0713-0224-000 (39.80 ac) and PIN 018-0713-0213-003 (14.622 ac). Motion by Poulson/Foelker to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED - R4614A-25 – Brian D & Jennifer L Statz:** Rezone from A-1 to N to create a 2.6-acre lot across from **W3262 Koschnick Road** in the Town of Farmington, PIN 008-0715-0223-000 (46.046 ac). Motion by Foelker/Poulson to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED - R4615A-25 – Duane W & Deborah Strauss:** Rezone A-T to R-2 to create a 1.2-acre residential lot located at **N8505 Highland Road** in the Town of Watertown, PIN 032-0815-1744-000 (21.254 ac). Motion by Nass/Poulson to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED - CU2170-25 – Louis & Ellen White:** Conditional Use to allow for kennel in an A-1 zone for personal dogs at residence located at **N7298 County Road F** in the Town of Concord, PIN 006-0716-0311-002 (2.365 ac). Motion by Poulson/Foelker to approve the rezone request. Motion approved on a 5-0 voice vote.

**APPROVED - CU2171-25 – Jasper Gronert:** Conditional Use to allow for an extensive onsite storage structure for personal storage in an R-2 zone located at **N3093 County Road K** in the Town of Jefferson, PIN 014-0614-2741-001 (1.060 ac). Motion by Poulson/Foelker to approve the rezone request. Motion approved on a 5-0 voice vote.

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

Zangl reported that campground audits are taking place this summer.

## **23. Possible Future Agenda Items**

Continue with the usual agenda items.

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

**July 11, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049**

**July 17, 7:00 p.m. – Public Hearing in Courthouse Room C2063**

**July 28, 8:30 a.m. – Decision Meeting in Courthouse Room C2063**

**August 15, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049**

**August 21, 7:00 p.m. – Public Hearing in Courthouse Room C2063**

**August 25, 8:30 a.m. – Decision Meeting in Courthouse Room C2063**

## **25. Adjourn**

Supervisor Poulson/Foelker made a motion to adjourn the meeting. Meeting adjourned at 10:14 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.