

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, August 25, 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 8:36am and Supervisor Richardson was present via Teams. Department staff present were Matt Zangl, Sarah Elsner, Trevor Quandt, Shari Fischback and Laura Scott. Members of the public present were Anita Martin and Dale Naatz and via Teams were Erik Burns and Dylan.

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 made by Supervisor Poulson, second by Supervisor Foelker to approve. 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)

There were no public comments.

6. Approval of meeting minutes from July 28, August 15

Motion by Poulson/ Foelker to approve July 28, 2025, minutes as written.

Motion passed on a voice vote 4-0.

Motion by Foelker/Poulson to approve August 15, 2025, minutes as written.

Motion passed on a voice vote 4-0.

7. Communications – Zangl reported that the Boat House filed suit against the Town of Concord last week.

8. July Monthly Financial Report for Register of Deeds

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

9. August Monthly Financial Report for Planning & Development

Zangl reported that Zoning is \$10,000 short for August compared to last year but on pace to meet budget. Zoning permits are \$15,000 short for the year. Septic permits are \$30,000 short for the year. Land Information is expecting revenues from municipalities by the end of the year. The surveyor's budget is tight but did receive \$5,000 revenue from a flood mitigation grant and did receive some additional revenue for some work completed for the Town of Palmyra.

10. Discussion on Solar Energy Facilities

- a. **Badger State River** – Construction started in July. Plans were updated with PSC. The quarterly PSC report is in packet.
- b. **Sinnissippi Solar** – There has been no updates, but some new leases were signed, and some land purchased.
- c. **Whitewater Solar Project** – Zangl attended a meeting the Solar meeting in Whitewater. PSC released draft decision matrix, and a PSC review of the decision should take place in 2-3 months. Whitewater Solar is reviewing a draft of the Joint Development Agreement; they are reviewing and hope to hear back this week.
- d. **Rock Lake Solar Project** – Elsner provided update from the last meeting, that I-beams are in place, ready to install racking and trenching electrical work was done and equipment large deliveries have been completed, and the modules should be in by October. Seeding has been done twice. They are hoping for good growth. No erosion issues.

11. Discussion and Possible Action on R4610A-25 located near W8946 US Highway 12, PIN 022-0613-1711-003 in the Town of Oakland and owned by Erik & Natalija Burns

Motion by Nass/Poulson to approve the lot redesign. Motion approved on a 5-0 voice vote. See file for complete decision.

12. Discussion and Possible Action on R4625-25 located south of N3215 Schmidt Road (Lot 6), Town of Hebron PIN 010-0615-2812-001 owned by Davco Development Corporation

Motion by Nass/Poulson to postpone for lot redesign. Motion approved on a 5-0 voice vote. See file for additional information.

13. Discussion and Possible Action on lot line adjustment at W9272 Woodside Road, Town of Sumner PIN 028-0513-0522-001 owned by Dale Evenson

Motion by Poulson/Foelker to approve the lot line adjustment as presented. Motion approved on a 5-0 voice vote. See file for complete decision.

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

Zangl provided the current draft with areas updated and reformatted. Discussion took place regarding provisions for parking, size limitations, septic concerns and zone exceptions. Goal is to finalize the draft by next month's meeting before sending it to the Towns.

15. Discussion and Possible Action on Petitions Presented in Public Hearing on August 21, 2025:

See rezone and conditional use file for complete decision

APPROVED R4630A-25 & CU2176-25– Fin N Feather Sportsmen Club Inc: Rezone from A-1 to A-2 to allow for the hunt club/game farm resort located at **N2765 Hardscrabble Road** in the Town of Sullivan, PIN 026-0616-3514-000 (20.0 ac), 026-0616-3513-000 (30.0 ac), 026-0616-3511-001 (20.0 ac) and 026-0616-3512-001 (20.0 ac). Motion by Jaeckel/Poulson to approve the rezone request as presented. Motion approved on a 5-0 voice vote.

POSTPONED R4631A-25– Dale W & Jacqueline E Naatz Trust: Rezone A-1 to A-3 to create a 2-acre residential lot located at **N7233 Shade Road** in the Town of Farmington, PIN 008-0715-0321-002 (41.956 ac). Motion by Jaeckel/Poulson to postpone the rezone for redesign. Motion approved on a 5-0 voice vote.

APPROVED R4632A-25– Eggert Acres LLC: Rezone approximately 15-acres from A-1 to N north of **W6588 West Road** in the Town of Milford, PIN 020-0814-2041-000 (40.0 ac). Motion by Jaeckel/Poulson to approve the rezone request as presented. Motion approved on a 5-0 voice vote.

APPROVED R4633A-25 & CU2177-25 – Thomas Geiger: Rezone an existing 0.224-acre lot from B to R-1 to allow for a duplex located at **N3869 Jefferson Street** in the Town of Sullivan, PIN 026-0616-1731-026 (.224 ac). Motion by Poulson/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

POSTPONED CU2178-25 – David Dricken: Conditional Use to allow for extensive onsite storage structure in R-2 zone at **N6186 Jefferson Road** in Town of Aztalan, PIN 002-0714-1344-005 (1.390 ac). Motion by Poulson/Foelker to table the conditional use request pending staff site inspection for next meeting. Motion approved on a 5-0 voice vote.

APPROVED CU2179-25 – Michelle Thomsen: Conditional Use to allow for kennel in R-2 zone for personal dogs at **W5172 Biederman Drive** in Town of Aztalan, PIN 002-0714-2521-002 (.950 ac). Motion by Poulson/Foelker to approve the conditional use request with conditions. Motion approved on a 5-0 voice vote.

APPROVED CU2180-25 – Steven S & Renee A Sawvell Trust: Conditional Use to allow a 20' addition onto existing building for storage of construction materials and equipment at **N6487 Elm Drive** in Town of Concord, PIN 006-0716-1411-008 (.607 ac). Motion by Jaeckel/Poulson to approve the conditional use request as presented. Motion approved on a 5-0 voice vote.

16. Planning and Development Department Update

Zangl introduced Laura Scott, GIS Specialist. She explained some projects that she has completed, how she works with the City of Fort Atkinson and Watertown, and she demonstrated some GIS projects.

17. Possible Future Agenda Items

Continuing with Accessory Dwelling Units (ADU) and the Solar Ordinance.

18. Discussion on Upcoming Meeting Dates:

September 12, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049

September 18, 7:00 p.m. – Public Hearing in Courthouse Room C2063

September 29, 8:30 a.m. – Decision Meeting in Courthouse Room C2063

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

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

October 27, 8:30 a.m. – Decision Meeting in Courthouse Room C2063

19. Adjourn

Supervisor Poulson/Foelker made a motion to adjourn the meeting. Meeting adjourned at 9:43 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.

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.