

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, October 27, 2025
TIME: 8:30 a.m.
PLACE: Jefferson County Courthouse, 311 S. Center Ave, Room C2063, Jefferson WI

<u>Join the Teams meeting now</u> 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 and Supervisor Nass. Supervisor Poulson arrived at 8:37 a.m. and Supervisor Richardson was present via Teams. Supervisor Foelker is an excused absence. Department staff present were Matt Zangl, Sarah Elsner, Haley Nielsen, Trevor Quandt and Shari Fischback. Other County staff in attendance were County Administrator Michael Luckey and Register of Deeds Staci Hoffmann. Members of the public present was Anita Martin and via Teams were Shane Miller and Rick Mortimer.

3. Certification of Compliance with Open Meetings Law

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

4. Approval of the Agenda

Motion made by Supervisor Nass, second by Supervisor Jaeckel to approve. Motion passed on a voice vote, 3-0.

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 asked when the solar ordinance would be addressed again as it is not on this agenda.

6. Approval of meeting minutes from revise September 18, September 29, October 10, October 16

Motion by Nass/Jaeckel to approve the revised September 18, 2025, minutes as written.

Motion passed on a voice vote 3-0.

Motion by Nass/Jaeckel to approve September 29, 2025, minutes as written.

Motion passed on a voice vote 3-0.

Motion by Nass/Jaeckel to approve October 10, 2025, minutes as written.

Motion passed on a voice vote 3-0.

Motion by Nass/Jaeckel to approve October 16, 2025, minutes as written.

Motion passed on a voice vote 3-0.

7. Communications

Zangl reported that the ADU Ordinance draft was sent to the Towns for their feedback. Currently there have been three approvals received from Farmington and Hebron and from Oakland with a condition about no short term rentals.

8. September Monthly Financial Report for Register of Deeds

Staci Hoffman reported that yearly budget was met as of last week. They will have a new bilingual part-time employee starting that they are sharing with the Treasurer office on November 3rd.

9. October Monthly Financial Report for Planning & Development

Zangl reported that the Zoning Department has met revenues with October being the highest grossing revenue month of the year with just over \$18,000.

10. Discussion on Solar Energy Facilities

- a. **Badger State Solar** – Project is slowly moving forward. Starting construction.
- b. **Sinnissippi Solar** – Zangl met with project representatives, was provided a draft of the Joint Development Agreement to start reviewing. Planning to submit application to PSC in November.
- c. **Whitewater Solar Project** – Was approved by PSC about a month ago. Final decision forthcoming. Zangl is waiting to receive copy of draft back of the Joint Development Agreement.
- d. **Rock Lake Solar Project** – Project is nearing completion, testing and getting ready to finalize site with estimated to be energized in November.

11. Discussion and Possible Action on R4631A-25, Dale W & Jacqueline E Naatz Trust to create a 4-acre A-3 lot at N7233 Shade Road in the Town of Farmington, PIN 008-0715-0321-002. The petition was previously postponed.

Redesign was reviewed from the originally proposed 2-acre in prime soil to a 4-acre lot now coming off of Saucer Road in non-prime soil. Committee agreed that the redesign follows what they were asking for. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 4-0 voice vote. See rezone file for complete decision.

12. Discussion and Possible Action on Outside Storage in the proposed 8-acre industrial zoned lot (R4647A-25) on Woody Lane, PIN 012-0816-2732-000 currently owned by Curtis and Mary Pernat and proposed by MJ Excavating.

Review of the proposed outside storage plot plan took place. Motion by Poulson/Jaeckel to approve the outside storage as present. Motion approved on a 4-0 voice vote.

13. Discussion and Possible Action on a holding tank request located at W3367 Sunshine Road, PIN 008-0715-2741-000 located in the Town of Farmington. The property is owned by Ryan and Katelyn Broedlow.

Discussion and review of the building being used and location of tank took place. Motion by Jaeckel/Nass to approve the holding tank request. Motion approved on a 4-0 voice vote.

14. Discussion and Possible Action on CU2151-25 to allow for the increase in the extensive onsite storage structure size located at W7394/W7398 State Road 106, PIN 028-0513-0141-004 in the Town of Sumner and owned by Keith Bartholomew.

Discussion took place regarding the owner's recent request on this previously approved conditional use to increase size of structure by 132 sq ft. Motion by Jaeckel/Poulson to approve the change request. Motion approved on a 4-0 voice vote.

15. Discussion and Possible Action on Petitions Presented in Public Hearing on October 16, 2025:

See rezone and conditional use file for complete decision

APPROVED R4640A-25 – Rodney Johnson: Rezone 6.3-acres from A-1 to A-2 around existing agricultural structures located at **N8525 County Road E** in the Town of Watertown, PIN 032-0815-2311-000 (29.799 ac). Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

POSTPONED R4641A-25 – Scott Schneider: Rezone .210-acres from A-1 to A-3 from PIN 002-0714-3041-000 (46.001 ac) and add to lot at **N5485 Harvey Road** for total lot size of 1.891-acres in Town of Aztalan, PIN 002-0714-3041-003 (1.681 ac). *No petitioner or representative was present at public hearing for this petition. This will be put back on a future agenda.*

APPROVED R4642A-25 – Wendt Property Management: Rezone 3.14-acres from A-1 to A-3 to create a farm consolidation around existing house and outbuildings located at **W3476 Ranch Road** in the Town of Farmington, PIN 008-0715-0343-001 (18.166 ac). Motion by Poulson/Jaeckel to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

APPROVED R4643A-25 – Jeffrey J Coleman Trust: Rezone 1-acre from A-1 to A-3 to create a farm consolidation around the existing house at **W3558 Hagedorn Road** in Town of Hebron, PIN 010-0615-2231-000 (39.210 ac). Motion by Poulson/Jaeckel to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

POSTPONED R4644A-25 – Derek & Shenelle Jardine: Rezone from A-1 to A-3 to create a 2-acre residential lot at **N7358 Zabel Lane** in Town of Milford, PIN 020-0814-3543-000 (40.0 ac).). Motion by Jaeckel/Poulson to postpone for redesign to 1-acre lot in prime soil. Motion approved on a 4-0 voice vote.

APPROVED R4645A-25 – Charles Schlessinger: Rezone from A-1 to A-3 to create two 2-acre residential lots at **W566 Carlin Trail** in Town of Palmyra, PIN 024-0516-2341-000 (27.390 ac).). Motion by Poulson/Nass to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

APPROVED R4646A-25 – Rodney Johnson: Rezone 2.0-acres from A-1 to A-3 from PIN 032-0815-2311-000 (29.799 ac) to be added to PIN 032-0815-2311-001 (1.0 ac) to create a total 3-acre residential lot located at **N8493 County Road E** in the Town of Watertown.). Motion by Nass/Jaeckel to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

APPROVED R4647A-25 – Curtis Pernat: Rezone 8-acres from A-T to I with outside storage in the Industrial zone across from **N7886 Woody Lane** in the Town of Ixonia, PIN 012-0816-2732-000 (35.305 ac). Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

APPROVED CU2182-25 – Ryan Broedlow: Conditional Use to allow for a home occupation for CPA services in an A-3 zone at **W3367 Sunshine Road** in Town of Farmington, PIN 008-0715-2741-000 (4.0 ac). Motion by Nass/Poulson to approve the conditional use with conditions. Motion approved on a 4-0 voice vote.

16. Planning and Development Department Update

Zangl provided update that he had attended a meeting with Town of Ixonia to provide some zoning information. They have a new Planning Commission Committee so a future meeting will be held with them to conduct some zoning education to discuss housing, subdivisions and financial mechanisms available regarding future growth.

Zangl also provided an update that Zoning is preparing for upcoming Riverbend audit during the first part of November. Land Information is preparing for tax bill season to begin next month, and GIS enterprise upgrade should be completed by the end of the year.

17. Possible Future Agenda Items

Continuing with the usual agenda items

18. Discussion on Upcoming Meeting Dates:

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

November 20, 6:00 p.m. – Public Hearing in Courthouse Room C2063

November 24, 8:30 a.m. – Decision Meeting in Courthouse Room C2063

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

December 18, 6:00 p.m. – Public Hearing in Courthouse Room C2063

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

19. Adjourn

Supervisor Poulson/Jaeckel made a motion to adjourn the meeting. Meeting adjourned at 9:15 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.