

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, November 24, 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 Nass and Supervisor Poulson and Supervisor Richardson was present via Teams. Supervisor Foelker is an excused absence. Department staff present were Matt Zangl, Sarah Elsner, Trevor Quandt and Shari Fischback. Other County staff in attendance were County Administrator Michael Luckey, Corporation Counsel Danielle Thompson and Register of Deeds Staci Hoffmann arrived at 8:38 a.m. Members of the public present was Julie Gerrits and Peter Murphy from OneEnergy and via Teams were John Roth, Sue Marx and Jon Biermeier.

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 Nass, second by Supervisor Poulson 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 October 27, November 14, November 20

Motion by Poulson/Nass to approve the revised October 27, 2025, minutes as written.

Motion passed on a voice vote 4-0.

Motion by Poulson/Nass to approve November 14, 2025, minutes as written.

Motion passed on a voice vote 4-0.

Motion by Poulson/Jaeckel to approve November 20, 2025, minutes as written.

Motion passed on a voice vote 4-0

7. Communications – None.

8. October Monthly Financial Report for Register of Deeds

Staci Hoffman's report was included in the meeting packet.

9. November Monthly Financial Report for Planning & Development

Zangl reported that October was the busiest month this year, ending with about \$33,000 in revenue. November is on par with previous years, should end at about \$15,000 and the department will be over budget for revenue this year.

10. Discussion on Solar Energy Facilities

- a. **Badger State Solar** – Quarterly report in packet, slowly under construction.
- b. **Sinnissippi Solar** – Quiet, waiting on timeline for application with PSC anticipated to be in December.
- c. **Whitewater Solar Project** – No update. Draft of Joint Development Agreement was provided 3-4 months ago but has not had a response yet.
- d. **Rock Lake Solar Project** – Project is finishing up. Scheduling final inspection in December.

11. Discussion and Possible Action on CU2178-25 to allow for extensive onsite storage structure in an R-2 zone located at N6186 Jefferson Road, PIN 002-0714-1344-005 in the Town of Aztalan and owned by David Dricken.

Discussion took place noting that per a site inspection last week that progress has been made. Motion made by Nass/Poulson to postpone as further clean-up of the property is needed. Motion approved on voice vote 4-0.

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

Zangl reported that eight approvals have been received. Short-term rental seems to be the biggest concern. Elsner reported she has spoken to building inspectors for their input. Zangl will provide another update next month.

13. Discussion on Parcel of Record and Parent Parcel as they related to rezoning to A-3

Discussion took place and for consistency the more recent 2000 parcel of record will be used.

14. Discussion and Possible Action on 2026 Plat Books

Zangl reported that 2026 Plat Books are being created and printing will hopefully begin in January with 250 books being printed. Charge will be about \$25-\$35 per book.

15. Discussion and Possible Action on Petitions Presented in Public Hearing on November 20, 2025:

APPROVED R4648A-25 – Runyard Properties II LLC: Rezone from A-1 to A-3 to create a 1.0-acre residential lot at **W296 County Road CW** in Town of Ixonia, PIN 012-0816-0143-000 (1.477 ac). Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

APPROVED R4649A-25 – John & Shelly Roth: Rezone 1.340-acres from A-1 to A-3 from PIN 014-0615-1333-001 (.849 ac) owned by John and Shelly Roth and part of PIN 014-0615-1333-005 (13.50 ac) owned by David D. Robu at **W2890 County Road Y** in Town of Jefferson. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

APPROVED R4650A-25 – Clinton & Angela Lenz Trust: Rezone 3-acres from A-1 to A-3 to create a farm consolidation around the existing house and outbuildings at **N7850 County Road Q** in Town of Milford, PIN 020-0814-2842-001 (14.958 ac). Property is owned by Dean Weichmann Trust. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

APPROVED R4651A-25 – Jon & Amanda Biermeier: Rezone from A-1 to A-3 to create a 4.0-acre residential lot south of **N3127 S Cedar Rd** in Town of Oakland, PIN 022-0613-2931-000 (40.0 ac). Property is owned by Karen Hayes. Motion by Poulson/Nass to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

APPROVED R4652A-25 – Joseph & Marissa Rogers: Rezone 2.0- acres from A-1 to N and combine with Lot 1 (CSM 6167) creating a total 5.0-acre parcel at **W2336 Bakertown Drive** in Town of Concord, PIN 006-0716-3024-000 (3.292 ac) and 006-0716-3024-002 (19.556 ac). Property is owned by Dennis B. Stair. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

APPROVED R4653A-25 – Jacob Schmidt: Allow the division of an existing 6.5-acre A-3 zoned lot to create a 4.3-acre lot and retain existing home on the remaining 2.2-acre lot at **W3031 State Road 106** in Town of Hebron, PIN 010-0515-0212-006 (6.001). Motion by Jaeckel/Nass to approve the rezone request with conditions. Motion approved on a 4-0 voice vote.

POSTPONED CU2181-25 – Floyd Plank: Conditional Use to allow for a farm store and roadside stand in A-T zone at **N1341 Old 26 Road** in Town of Koshkonong, PIN 016-0514-1734-000 (6.609 ac). *No petitioner or representative was present at public hearing for this petition. This will be put back on a future agenda.*

APPROVED CU2183-25 – James & Mallory Bohling: Conditional Use to allow for a home occupation for lawncare/snow removal in an A-1 zone at **W5093 Vogel Road** in Town of Jefferson, PIN 014-0614-1312-000 (38.761 ac). Motion by Nass/Poulson to approve the conditional use with conditions. Motion approved on a 4-0 voice vote.

APPROVED CU2184-25 – Heather Zoellick: Conditional Use to allow for horses on a C-zoned lot located at **N7902 County Road N** in Town of Milford, PIN 020-0814-2524-005 (12.820 ac). Motion by Nass/Poulson to approve the conditional use with conditions. Motion approved on a 4-0 voice vote.

APPROVED CU2185-25 – OneEnergy Development, LLC – Stone Elephant Solar Project: Conditional Use to allow for a 3-megawatt solar farm in an A-1 zone north of **N300 Tower Road** in Town of Palmyra, PIN 024-0516-3514-000 (32.020 ac). The property is owned by Blane and Kelly Poulson. Poulson recused himself due to conflict of interest. Motion by Nass/Jaeckel to approve the conditional use with conditions. Motion approved on a 3-0 voice vote, 1- abstained.

APPROVED CU2186-25 – Rodney Strauss: Conditional Use to allow for a 22' x 30' lean-to addition with 14' walls to an existing 90' x 46' storage building in an A-2 zone north of **W4409 River View Road** in Town of Watertown, PIN 032-0815-1724-017 (.484 ac). Motion by Jaeckel/Poulson to approve the conditional use with conditions. Motion approved on a 4-0 voice vote.

16. Planning and Development Department Update

Zangl reported that the tax bill season for Land Information has begun. GIS upgrade project is ready to begin in December or January. Also, working with Emergency Management on FEMA flood mitigation properties. For Zoning, Trevor has his soil test exam coming up. Riverbend audit review has commenced with citations for some lots to be issued soon. Overall Zoning was very happy with what was seen on site. There were also six citations issued to various violations over the last year.

17. Possible Future Agenda Items

Continuing with the usual agenda items along with solar and Town ADU updates.

18. Discussion on Upcoming Meeting Dates:

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
January 9, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049
January 15, 6:00 p.m. – Public Hearing in Courthouse Room C2063
January 26, 8:30 a.m. – Decision Meeting in Courthouse Room C2063

19. Adjourn

Supervisor Poulson/Nass made a motion to adjourn the meeting. Meeting adjourned at 9:33 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.