

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, December 29, 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, Supervisor Poulson and Supervisor Foelker. Supervisor Richardson was present via Teams. Department staff present was Matt Zangl, Sarah Elsner, Haley Nielsen, Trevor Quandt and Shari Fischback. Other County staff in attendance were County Administrator Michael Luckey. Corporation Counsel Danielle Thompson via Teams. Members of the public present via Teams was Zach Goodrow from Daily Times.

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, 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) – There was no public comment.

6. Approval of meeting minutes from November 24, December 12, December 18

Motion by Poulson/Foelker to approve November 24, 2025, minutes as written.

Motion passed on a voice vote 5-0.

Motion by Poulson/Foelker to approve December 12, 2025, minutes as written.

Motion passed on a voice vote 5-0.

Motion by Foelker/Poulson to approve December 18, 2025, minutes as written.

Motion passed on a voice vote 5-0.

7. Communications – None.

8. November Monthly Financial Report for Register of Deeds

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

9. December Monthly Financial Report for Planning & Development

Zangl reported he is projecting \$40,000 more revenue than expenses for Zoning. For the general Land Information account, it should end up being even. He is still waiting for funds from shared GIS position. For the Land Information program, he is still waiting on funds from a grant. The Surveyor budget is a little over but expects it will even out due to some side projects and flood mitigation properties were able to get grant funding.

10. Discussion on Solar Energy Facilities

- a. **Badger State Solar** – Pilings are in at their starting point area of Hwy 18 & Perry Road.
- b. **Sinnissippi Solar** – Currently working through the Joint Development Agreement. Did meet with affected Towns this month. They just applied to PSC a couple weeks. JDA completion goal is the end of 2026.
- c. **Whitewater Solar Project** – They have been working on the purchase agreement. The Joint Development Agreement work is to begin in January and construction to begin in 2027.
- d. **Rock Lake Solar Project** – The final inspection took place a couple weeks ago. This will be removed from future agendas.

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

Zangl updated the committee on the Town responses received. All have been received except for three Towns. Discussion took place agreeing to move this forward to the February Public Hearing meeting.

12. Decision and Possible Action on updating conditions for R4580A-24 – rezone 1.09-ac from A-3 to A-2 at W7778 Conservation Rd, PIN 018-0713-2644-003. The petition was originally heard on 12/19/2024. The property is owned by Matthew & Allison Hasel. Motion by Jaeckel/Poulson to allow for a plat of survey instead of a final CSM. Motion approved on a 5-0 voice vote.

13. Discussion and Possible Action on plat of survey for an equal swap of A-1 land between Mark K & Bonnie J Krause Trust, PIN 014-0614-2714-005 and Ross T Davis, PIN 014-0614-2741-000. The affected land is located west of N3085 County Road K in the Town of Jefferson. Motion by Foelker/Poulson to approve the even land swap. Motion approved on a 5-0 voice vote.

14. Discussion and Possible Action on Petitions Presented in Public Hearing on December 18, 2025:

See rezone and conditional use file for complete decision

APPROVED 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). Motion by Poulson/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4654A-25 – Kemmeter’s Properties LLC: Rezone 1-acre from A-T to R-2 to create a total lot size of 2-acres at **W5051 US Highway 18** in Town of Jefferson, PIN 014-0614-1212-000 (1.190 ac) & 014-0614-1212-002 (32.288 ac). Motion by Foelker/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

POSTPONED CU2187-25 – DLM Group: To update Conditional Use permit for existing golf course to allow for expansion for a restaurant and kitchen in an A-2 zone at **W4787 Yandry Road** in Town of Cold Spring, PIN 004-0515-1843-000 (30.912 ac). *No petitioner or representative was present at public hearing for this petition. This will be put back on a future agenda.*

APPROVED CU2188-25 – Conrad Turkowitch: Conditional Use to allow for 42’ X 56’ extensive onsite storage structure in an R-1 zone located at **W1886 North Street** in Town of Sullivan, PIN 026-0616-1713-032 (.947 ac). Motion by Nass/Foelker to approve the conditional use with conditions. Motion approved on a 5-0 voice vote.

15. Planning and Development Department Update

Zangl shared an example of what the cover of the new plat book will look like. It will be finalized in mid-January, and a final copy will be shared at the next meeting in January. Books to sell for \$30-\$35.

Zangl reported that the Riverbend campground audit resulted in 46 citations out of approximately 500 lots which was better than anticipated.

16. Possible Future Agenda Items

Continuing with the usual agenda items and Accessory Dwelling Units (ADU).

17. Discussion on Upcoming Meeting Dates:

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

February 13, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049

February 19, 6:00 p.m. – Public Hearing in Courthouse Room C2063

February 23, 8:30 a.m. – Decision Meeting in Courthouse Room C2063

18. Adjourn

Supervisor Foelker/Poulson made a motion to adjourn the meeting. Meeting adjourned at 9:01 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.jeffersoncountyiwi.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.