

*MINUTES
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING*

George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Amanda Kaiser

SUBJECT: Planning and Zoning Committee Decision Meeting
DATE: Tuesday, May 26, 2026
TIME: 8:30 a.m.
PLACE: Jefferson County Courthouse, 311 S. Center Ave, Room C1021, Jefferson WI

<u>Join the Teams meeting now</u> Meeting ID: 282 181 109 880 272 Passcode: HB2Kx2ND

1. Call to Order

The meeting was called to order by Matt Zangl at 8:30 a.m.

2. Roll Call (Establish a Quorum)

Committee members present in person were Supervisor Jaeckel, Supervisor Poulson, Supervisor Nass and Supervisor Foelker. Department staff present were Matt Zangl, Sarah Elsner, Haley Nielsen, Shari Fischback and summer intern Thijs Roeven. Other County staff in attendance were County Administrator Michael Luckey and GIS/Engineering Tech Derek Anderson. Supervisor Kaiser, Lee & Samantha Speich, Lake Ripley Management District and James Kuckkan from the Watertown Daily Times were present via Teams. Members of the public present were Bryce Hembrook from Short, Elliot, Hendrickson Inc., David Werning from Loos Homes and Brian and Ryan from Neumann Development.

3. Certification of Compliance with Open Meetings Law

County 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 with moving #7 to be after #4 and #15 to be after R4685A-26. 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 April 27, May 15, May 21

Motion by Foelker/Jaeckel to approve April 27, 2026, minutes as written.

Motion passed on a voice vote 5-0.

Motion by Jaeckel/Foelker to approve May 15, 2026, minutes as written.

Motion passed on a voice vote 4-0. Nass abstained.

Minutes from May 21 were not completed. Will be on next month's agenda for approval.

7. Election of Officers – Chair, Vice Chair and Secretary

Supervisor Jaeckel made a motion to nominate Supervisor Poulson as Chair, seconded by Supervisor Nass.

Nomination was accepted by Supervisor Poulson. Motion by Nass, Second by Jaeckel to elect Supervisor Poulson as Chair. Motion passed on voice vote 5-0.

Chairman Poulson proceeded over the remainder of the meeting.

Supervisor Nass made a motion to nominate Supervisor Foelker as Vice Chair, seconded by Supervisor Jaeckel.

Nomination was accepted by Supervisor Foelker. Motion by Poulson, Second by Nass to elect Supervisor Foelker as Vice Chair, motion passed on voice vote 5-0.

Supervisor Poulson made a motion to nominate Supervisor Jaeckel as Secretary, seconded by Supervisor Foelker. Nomination was accepted by Supervisor Jaeckel. Motion by Nass, Second by Poulson to elect Supervisor Jaeckel as Secretary, motion passed by voice vote 5-0.

8. Communications

Zangl advised that the Village of Johnson Creek appealed a sanitary permit which will be on the Board of Adjustment June 10th agenda and a livestock siting determination of completeness was approved which will be on the public hearing and decision meeting agenda in June.

9. April Monthly Financial Report for Register of Deeds

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

10. May Monthly Financial Report for Planning & Development

Zangl's report was included in the meeting packet but to summarize the last three months have been extremely busy with zoning permits, which put the revenues ahead of targets. Expenses are down for the first part of the year due to being short one technician. May revenue has slowed down slightly but overall, the budget for the remainder of year looks good for Zoning. Inspections are starting. Land Information received a \$12,000 reimbursement for 2025 air photo flight. Looking at another \$60,000 grant for NG911 which will be used for another air photo next year or the following year.

11. Discussion on Solar Energy Facilities

- a. **Badger State Solar** – Construction continues. Received one complaint from a property owner regarding wind erosion and swaying of overhead power line onto his property so Badger State is aware and they will discuss with the property owner.
- b. **Sinnissippi Solar** – Waiting on Town's feedback on the Joint Development Agreement. Public comments at the PSC level are picking up both opposed and in favor of the project.
- c. **Whitewater Solar Project** – Joint Development Agreement was discussed with project manager. Aware of our comments. They will modify some items. Hopefully will receive the agreement back in June.
- d. **Stone Elephant** – Construction has not started. Did have onsite meeting about a month and half ago. Wet spring slowed the project down.

12. Discussion and Possible Action on R4644A-25 for Derek & Shenelle Jardine located N7358 Zabel Lane in Town of Milford, PIN 020-0814-3543-000 (40.0 ac) for a rezone to A-3 to create a 1.00-acre lot.

Zangl summarized the request to rezone which was originally requesting a 2-acre lot which was all prime soil. A redesign was requested and now a 1-acre prime lot is being proposed. Motion by Jaeckel/Foelker to approve the redesign with conditions. Motion approved on a 5-0 voice vote. See file for full decision.

13. Discussion and Possible Action on replacing a home at N6291 Sunset Road on PIN 006-0716-1842-000 in the Town of Concord.

Zangl summarized the request to replace the old farmhouse that was there. Motion by Foelker/Nass to approve with conditions. Motion approved on a 5-0 voice vote.

14. Discussion on the preliminary plat of Autumn Ridge North subdivision on PIN 012-0816-2124-003 in the Town of Ixonia, currently owned by Kieck Farms LLC and being developed by Neumann Developments, LLC.

Zangl reviewed project area north of County Road P which is already zoned R-1, 42 lot subdivision. Discussion took place regarding access onto County Road P and resident access to the south side of subdivision across County Road P. Ryan from Neumann Developments provided overview of proposed redesign and hopes to begin construction this year. Derek from Highway mentioned there will be paint striping changes on the north side, a crosswalk is desired. Zangl foresees preliminary plat approval from Town in June and will be at the June decision meeting agenda.

15. Discussion and Possible Action on the preliminary plat of Autumn Ridge IV subdivision on PIN 012-0816-2134-034 in the Town of Ixonia, currently owned by Richard and Karen Adams Trust and being developed by Loos Homes.

Zangl explained this subdivision is south of County Road P with multiple access and 20' emergency access easement. Motion by Jaeckel/Poulson to approve the preliminary plat with conditions. Motion approved on a 5-0 voice vote. See file for full decision.

16. Discussion and Possible Action on an A-2 and A-3 zoning district lot line adjustment at W7070 County Road V, PN 002-0714-0743-002 in the Town of Aztalan and owned by John Beltz Trust.

Zangl explained request for the lot line adjustment for new pool to meet setbacks. Motion by Nass/Jaeckel to approve with conditions. Motion approved on a 5-0 voice vote.

17. Discussion and Possible Action on Petitions Presented in Public Hearing on May 21, 2026:

APPROVED R4680A-26 & CU2198-26 – Matt Armstrong: Rezone 1.0-acre from A-1 to A-2 to allow for storage of contractor's equipment and materials in the proposed A-2 zone north of **N2682 Kunz Road** in Town of Koshkonong, parcel 016-0614-3123-001 (11.0 ac). Property is owned by William F & Susan K Stroupe Trust. Motion by Jaeckel/Foelker to approve the rezone with conditional use request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4681A-26 & CU2199-26 – Karrels Trust: Rezone 1.5-acres from A-1 to A-2 to allow for a boat storage business at **N4570 Indian Point Road** in Town of Sullivan, parcel 026-0616-0143-004 (19.794 ac). Motion by Poulson/Jaeckel to approve the rezone with conditional use request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4682A-26 – Dalton Kramer: Rezone 2.0-acres from A-1 to A-3 to create two 1-acre residential lots at **N6580 Highmound Road** in Town of Concord, parcel 006-0716-0843-000 (40.0). Motion by Jaeckel/Nass to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4683A-26 – Matt Armstrong: Rezone 1.0-acres from A-1 to A-3 to create a residential lot north of **N2682 Kunz Road** in Town of Koshkonong, parcel 016-0614-3123-001 (11.0 ac). Property is owned by William F & Susan K Stroupe Trust. Motion by Poulson/Jaeckel to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

POSTPONED R4672A-26 – Martin Hutchins: Rezone A-1 to A-3 to create a 2.0-acre residential lot at **N8498 County Road Y** in Town of Watertown, PIN 032-0815-2021-000 (33.790 ac). Property is owned by Beerbohm Trust. Motion by Jaeckel/Nass to postpone for redesign. Motion approved on a 5-0 voice vote.

APPROVED R4684A-26 – Theodore Butor: Allow the division of existing A-3 zoned lot to create two residential lots from PIN 022-0613-0532-001 (11.827 ac) located at **W9236/W9240 US Highway 18** in Town of Oakland. Motion by Jaeckel/Poulson to approve the lot division request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4685A-26– Greemar LLC c/o David Werning: Rezone from A-T to R-1 to create Autumn Ridge II subdivision with approximately 59 residential lots **west of Woody Lane** in Town of Ixonia, from parcel 012-0816-2134-034 (44.749 ac). Property is owned by Richard D & Karen J Adams Trust. Motion by Foelker/Jaeckel to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED CU2200-26 – Timothy Medenwaldt: Conditional Use to allow for an Accessory Dwelling Unit in an existing A-1 zone at **W6542 Vandre Road** in Town of Milford, PIN 020-0814-3214-000 (24.0 ac). Motion by Poulson/Jaeckel to approve the conditional use with conditions. Motion approved on a 5-0 voice vote.

APPROVED CU2201-26 – Dorothy Neubauer: Conditional Use to allow for an extensive onsite storage structure in an existing R-2 zone at **N1710 County Road H** in Town of Palmyra, PIN 024-0516-1243-005 (3.53 ac). Motion by Poulson/Jaeckel to approve the conditional use with conditions. Motion approved on a 5-0 voice vote.

APPROVED CU2202-26 – Nicholas & Lauren Venes: Conditional Use to allow for an Accessory Dwelling Unit in an existing residence located at **W626 Little Prairie Road** in Town of Palmyra, PIN 024-0516-2644-000 (7.74ac). Motion by Poulson/Foelker to approve the conditional use with conditions. Motion approved on a 5-0 voice vote.

APPROVED CU2203-26 – Lee & Samantha Speich: Conditional Use to allow for a home occupation to operate a mechanical business in existing A-3 zone at **N4703 Highland Drive** in Town of Sullivan, PIN 026-0616-0214-002 (1.038 ac). Motion by Jaeckel/Foelker to approve the conditional use with conditions. Motion approved on a 5-0 voice vote.

POSTPONED CU2204-26 – Rodrick Stokes & Paula Hough-Stokes: Conditional Use to allow for a kennel (dog breeding) located A-3 zone at **W8890 State Road 89** in Town of Waterloo, PIN 030-0813-0433-002 (1.46 ac). Motion by Poulson/Jaeckel to postpone for clarification and additional information. Motion approved on a 5-0 voice vote.

18. Planning and Development Department Update

Zangl introduced the summer intern Thijs Roeven and stated that the new technician Caleb will be starting on June 23rd. He also mentioned that salvage yard inspections are starting in June.

19. Possible Future Agenda Items

Continue with the usual agenda items and salvage yards.

20. Discussion on Upcoming Meeting Dates:

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

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

June 29, 8:30 a.m. – Decision Meeting in Courthouse Room C1021

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

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

July 27, 8:30 a.m. – Decision Meeting in Courthouse Room C1021

21. Adjourn

Supervisor Jaeckel/Foelker made a motion to adjourn the meeting. Meeting adjourned at 9:49 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.