

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**DECISION MEETING**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:30 A.M. ON MONDAY, MARCH 30, 2015**

- 1. Call to Order**
- 2. Roll Call**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Review of the Agenda**
- 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)**
- 6. Approval of February 23, March 16 and March 19 Committee Minutes**
- 7. Communications**
- 8. Policy for Dedication of Public Roads by Certified Survey Map**
- 9. Update and Review Regarding W7730 Lamp Road, Town of Sumner**
- 10. Monthly Financial Report for Land Information Office – Andy Erdman**
- 11. Monthly Financial Report for Zoning – Rob Klotz**
- 12. Request by Joan Borck to Replace the Home at W9648 E Medina Road, Town of Waterloo at More Than 100 Feet from its Existing Location**
- 13. Discussion and Possible Decision Regarding Minor/Major Changes to Approved Conditional Use Permits**  
CU1765-13 – Kenneth or Lori Ann Hoyt, Town of Cold Spring
- 14. Decisions on Petitions Presented in Public Hearing on March 19:**  
R3793A-15 – Rodney Buske, Town of Watertown  
R3777A-15 – Adrian & Melissa Zirbel, Town of Milford  
R3794A-15 – Steven and Debra Magritz, Town of Oakland  
R3795A-15 – Krisitin Grant/Diane Spangler Trust Property, Town of Farmington  
R3796A-15 & R3797A-15 – Kristin Grant/Diane Spangler Trust Property, Towns of Aztalan and Farmington  
CU1814-15 – Donald & Shirley Schneider, Town of Cold Spring  
CU1815-15 – Tyler Kangas, Town of Farmington

CU1816-15 – Dunneisen Sand & Gravel LLC, Town of Oakland

15. **Discussion and Possible Action Regarding Regional Connections, ie SEWRPC**
16. **Review of and Possible Action on the Rezoning Condition that “Rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date.”**
17. **Discussion of Proposed State Budget and its Effect on Zoning, Solid Waste and POWTS**
18. **Discussion and Possible Action on NR115 and Adoption of 2014 Wetland Maps**
19. **Discussion and Possible Action on Rezoning Fee to Support Purchase of Ag Easements by Jefferson County**
20. **Discussion and Possible Decision on Agricultural Uses in a Natural Resource Zone**
21. **Discussion and Possible Decision on Jefferson County Parks Department Request for Tree Removal Facilitating a Canoe Trail**
22. **Possible Future Agenda Items**
23. **Upcoming Meeting Dates**
  - April 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
  - April 16, 7:00 p.m. – Public Hearing in Courthouse Room 205
  - April 27, 8:30 a.m. – Decision Meeting in Courthouse Room 203
  - May 18, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
  - May 21, 7:00 p.m. – Public Hearing in Courthouse Room 205
  - Possible June 1, 8:30 a.m. – Decision Meeting in Courthouse Room 203 (In place of May 25, Memorial Day)
24. **Adjourn**

**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 201 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](http://www.jeffersoncountyiwi.gov).**

**Individuals requiring special accommodations 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.***

**MINUTES OF THE  
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE  
DECISION MEETING**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE  
311 S. CENTER AVE., JEFFERSON, WI 53549  
8:30 A.M. ON MONDAY, FEBRUARY 23, 2015**

1. **Call to Order**  
The meeting was called to order by Nass at 8:30 a.m.
2. **Roll Call**  
Nass, Reese, Jaeckel and David were present. Rinard was absent and excused. Rob Klotz, Michelle Staff and Deb Magritz of the Zoning Department were also in attendance.
3. **Certification of Compliance with the Open Meetings Law**  
Reese verified that the meeting was being held in compliance with open meetings law requirements.
4. **Review of the Agenda**  
Nass noted that decision on R3791A-15 will be rendered prior to decision on R3790A-15.
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 January 26, February 16 and February 19 Committee Minutes**  
Motion by Reese, seconded by David to approve the January 26 minutes as presented. Motion carried on a voice vote with no objection. Motion by Reese, seconded by David to approve the February 16 minutes as presented. Motion carried on a voice vote with no objection. Motion by Reese, seconded by David to approve the February 19 minutes as presented. Motion carried on a voice vote with no objection.
7. **Communications**  
Blair Ward, Corporation Counsel explained a memo from Ben Wehmeier, County Administrator, dated February 23, 2015 regarding "Regional Connections." Nass suggested County Highway Department involvement as well. Klotz further explained and noted that this proposal would not affect the County Plan. Ward agreed, commenting that it is an opportunity to provide input.  
  
Reese reported that the first Clean Sweep of the season will be held on April 11, and that it will include latex paint and tire recycling. He noted that additional grant monies were received from the State for Clean Sweep.
8. **Monthly Financial Report for Land Information Office – Andy Erdman**  
Erdman reported that revenues were a little ahead of last year at this time for recordings and map sales.
9. **Monthly Financial Report for Zoning – Rob Klotz**  
Klotz explained that revenues are up from this time last year by about \$1,500.

**10. Decision on Time Allowed for the Installation of a Septic System as Required by CU1809-15 for John and Shirley Wagi, Approved on January 26, 2014**

Motion by Jaeckel, seconded by Reese to allow up to May 1, 2015 for a soil test to be conducted and permit issued by Zoning, and until September 1, 2015 for POWTS installation. Motion carried on a voice vote with no objection.

***PLEASE SEE INDIVIDUAL FILES FOR A COMPLETE RECORD OF THE FOLLOWING DECISIONS:***

**11. Decision on Petitions Presented in Public Hearing on January 15 and Postponed by the Planning and Zoning Committee on January 26**

**APPROVED WITH CONDITIONS R3779A-15** – Breakout Investments/Thomas & Leigh Cheesebro Property, Town of Sullivan on a motion by David, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS R3781A-15** - John and Nancy Burton, Town of Palmyra on a motion by Jaeckel, seconded by David. Motion carried on a voice vote with no objection.

**12. Decisions on Petitions Presented in Public Hearing on February 19, 2015:**

**APPROVED WITH CONDITIONS R3791A-15** – Derek Kramer, Town of Concord on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS R3790A-15** on a motion by Nass, seconded by Jaeckel & CU1812-15 on a motion by Jaeckel, seconded by David for Derek Kramer/Derek Kramer, Joseph Kelly Jr & Karen Kelly Properties, Town of Concord. Both motions carried on voice votes with no objection.

**APPROVED WITH CONDITIONS R3784A-15** on a motion by Jaeckel, seconded by David & CU1811-15 on a motion by Jaeckel, seconded by Reese for Steve Smith/Richard Smith & Jessica Duncan Property, Town of Sullivan. Both motions carried on voice votes with no objection.

**APPROVED WITH CONDITIONS R3785A-15** on a motion by Jaeckel, seconded by David & R3786A-15 on a motion by Nass, seconded by David for Mark Hildebrand/Mark Hildebrand & Paul Redenius Property, Town of Cold Spring. Both motions carried on voice votes with no objection.

**APPROVED WITH CONDITIONS R3787A-15** – Dennis Stilling, Town of Aztalan on a motion by Reese, seconded by David. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS R3788A-15** – Kutz Farms LLC, Town of Jefferson on a motion by Jaeckel, seconded by David. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS R3789A-15** – Bennett Brantmeier/Edward & Caroline Soleska Property, Town of Jefferson on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS R3792A-15** - William Gaugert, Town of Sullivan on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS CU1813-15** – Ronald & Sylvia Essex, Town of Farmington on a motion by Nass, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**A brief break was taken at 9:37 a.m. and the meeting reconvened at 9:39 a.m.**

**13. Enbridge Pipeline Discussion**

Klotz explained that a pump station requires conditional use permit. The question was brought to his attention by David.

**14. Discussion of Proposed State Budget and its Effect on Zoning, Solid Waste and POWTS**

Klotz noted that levy limits are proposed to be unchanged. He reported on several points in the proposal, including \$4 million for dam removal, removal of payments to local governments for deer removal after car/deer accidents, the movement of the POWTS program to DNR, the Natural Resource Board becoming advisory only and a new study on wind energy. Klotz will therefore be waiting on the creation of a wind energy ordinance at the Committee's recommendation. Shoreland ordinance changes will also be put on hold.

- 15. Discussion of LEAN Project**  
Klotz explained this process by which government reviews their processes to make them “leaner.” Staci suggested the certified survey map and subdivision recording processes, so the project will begin there.
- 16. Possible Future Agenda Items**  
Rezone fee to support purchase of ag easements by Jefferson County-Nass spoke of local conversion.  
Wind energy ordinance  
Agricultural uses in a Natural Resource zone with conditional use
- 17. Upcoming Meeting Dates**  
March 16, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203  
March 19, 7:00 p.m. – Public Hearing in Courthouse Room 205  
March 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203  
April 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203  
April 16, 7:00 p.m. – Public Hearing in Courthouse Room 203- Nass may be absent  
April 27, 8:30 a.m. – Decision Meeting in Courthouse Room 203
- 18. Adjourn**  
Motion at 10:05 a.m. by Jaeckel, seconded by David to adjourn. Motion carried on a voice vote with no objection.

Don Reese, Secretary

**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 201 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](http://www.jeffersoncountywi.gov).**

**Individuals requiring special accommodations 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.***

**MINUTES OF THE  
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE  
SITE INSPECTION AGENDA**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE  
311 S. CENTER AVE., JEFFERSON, WI 53549  
8:00 A.M. ON MONDAY, MARCH 16, 2015**

- 1. Call to Order**  
The meeting was called to order by Chairman Nass at 8:02 a.m.
- 2. Roll Call**  
Nass, Reese, Rinard and Jaeckel were present. David was absent. Also present were Michelle Staff, Rob Klotz and Deb Magritz of the Zoning Department.
- 3. Certification of Compliance with the Open Meetings Law**  
Reese verified that the meeting was being held in compliance with open meetings law requirements.
- 4. Review of the Agenda**  
No changes were proposed to the agenda.
- 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. Communications**  
There were no communications.

The Committee left at 8:04 for the following site inspections.

- 7. Site Inspections – Petitions to be Presented in Public Hearing on March 19, 2015:**  
CU1814-15 – Donald & Shirley Schneider, **State Road 59 and Woodward Road**, Town of Cold Spring  
R3796A-15 & R3797A-15 – Kristin Grant/Diane Spangler Trust Property, **N5761 County Road Y**, Town of Farmington  
R3795A-15 – Kristin Grant/Diane Spangler Trust Property, **County Road Y**, Town of Farmington  
CU1815-15 – Tyler Kangas, **N6335 Stonewood Drive**, Town of Farmington  
R3793A-15 – Rodney Buske, **N8787 Overland Drive**, Town of Watertown  
R3777A-14 – Adrian & Melissa Zirbel, **N8138 West Road**, Town of Milford  
CU1816-15 – Dunneisen Sand & Gravel LLC, **W8215 US Highway 18**, Town of Oakland  
R3794A-15 – Steven & Debra Magritz, **N3781 County Road G**, Town of Oakland
- 8. Adjourn**

Motion by Reese, seconded by Jaeckel to adjourn the meeting at 10:15 a.m. Motion carried on a voice vote with no objection.

Don Reese, Secretary

**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 201 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](http://www.jeffersoncountywi.gov).**

**Individuals requiring special accommodations 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.***

**MINUTES OF PUBLIC HEARING**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**SUBJECT:** Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

**DATE:** March 19, 2015

**TIME:** 7:00 p.m. (*Courthouse doors will open at 6:30*)

**PLACE:** Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**  
The meeting was called to order by Chairman Nass at 7:00 p.m.
2. **Roll Call**  
Committee members in attendance at 7:00 were Jaeckel, Nass, Reese, David and Rinard. Zoning staff present included Michelle Staff and Rob Klotz.
3. **Certification of Compliance with Open Meetings Law Requirements**  
Reese verified that the meeting was being held in compliance with the open meetings law requirements.
4. **Review of Agenda**  
There were no changes proposed to the agenda.
5. **Explanation of Process by Committee Chair**  
Chairman Nass explained the process of the public hearing.
6. **Public Hearing**  
Klotz read aloud the following:

**NOTICE IS HEREBY GIVEN** that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, March 19, 2015, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.



**FROM RESIDENTIAL R-2 TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

**R3793A-15 – Rodney Buske:** Rezone PIN 032-0815-1314-002 (0.664 Acre) to allow it to be added to the A-3 zoned property at **N8787 Overland Drive** in the Town of Watertown.

**Petitioner:** Rodney Buske, N8787 Overland Drive: Buske would like to join the two parcels together to one zone and build an outbuilding that is 30' x 40'.

**Comments in Favor:** None

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** Klotz read Town response into the record and it is in the file.

**Staff Report:** Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz stated that the petitioner could not re-divide lot back into two lots. Buske stated he understood this.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

**R3777A-14 – Adrian & Melissa Zirbel:** Create a 1.125-acre lot around the home at **N8138 West Road**, and create vacant 1.5-acre and 1.875-acre lots adjoining, all from PIN 020-0814-2233-001 (4.5 Acres) in the Town of Milford.

**Petitioner:** Melissa Zirbel, N8138 West Road: Zirbel explained that they would like to split the lot into three lots. She stated that there are some concerns about prime soils. Zirbel stated that she had a soil scientist look at the soils and the report is in the file. She stated 3 of the 4 holes were non-prime soils according to the review.

**Comments in Favor:** None

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** Klotz read Town response into the record and it is in the file.

**Staff Report:** Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz explained the process.

**R3794A-15 – Steven & Debra Magritz:** Rezone 1.7 acres of PIN 022-0613-1344-000 (38.910 Acres) for a new building site near **N3781 CTH G** in the Town of Oakland.

**Petitioner:** Debra Magritz, N3781 CTH G: Magritz would like to create a lot for their son as he is now part of the farming operation. She explained the 20% slopes on the property and how some of the strips shown are part of “dead furows” from the contour strips.

**Comments in Favor:** None

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** Klotz read Town response into the record and it is in the file.

**Staff Report:** Staff report given by Robert Klotz and now on file in the Zoning Department.

**R3795A-15 – Kristin Grant/Diane Spangler Trust Property:** Create a 1-acre building site on **CTH Y** in the Town of Farmington from part of PIN 008-0715-1932-000 (24.826 Acres).

**Petitioner:** Kristin Grant, 9 Linden Circle, Jefferson WI: They would like to settle an estate and would like to create a one-acre parcel.

**Comments in Favor:** None

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** Klotz read Town response into the record and it is in the file.

**Staff Report:** Staff report given by Robert Klotz and now on file in the Zoning Department. She hasn't been to the Highway Department yet.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL  
RESIDENTIAL AND N, NATURAL RESOURCE**

**R3796A-15 & R3797A-15 – Kristin Grant/Diane Spangler Trust Property:** Create an approximate 4-acre farm consolidation lot around the home at **N5761 CTH Y** and a vacant 2-acre lot adjacent to it, both from PIN 008-0715-1933-000 (33.79 Acres) in the Town of Farmington. Create an approximate 7-acre Natural Resource zone from PIN

008-0715-1933-000 (33.79 Acres) in the Town of Farmington and PIN 002-0714-2444-000 (40 Acres) in the Town of Aztalan.

**Petitioner:** Kristin Grant, 9 Linden Circle, Jefferson: They would like to create a lot around the existing residence, create a vacant lot and natural resource zone. She stated the natural resource zone was an old pasture area. There was a long lane down to the pasture and about 15 years ago they tried to farm it but it was too wet.

**Comments in Favor:** None

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** Klotz read Town response into the record and it is in the file.

**Staff Report:** Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz asked the petitioner about natural resource zone being in the middle of the farm fields.

#### **CONDITIONAL USE PERMIT APPLICATIONS**

**CU1814-15 – Donald & Shirley Schneider:** Allow a two-year extension for mineral extraction at **STH 59 and Woodward Road** in the Town of Cold Spring on PIN 004-0515-3621-000 (36.261 Acres). The property is zoned A-1, Exclusive Agricultural.

**Petitioner:** Don Schneider, N313 Woodward Road: Schneider stated the chicken farm needs more fill and they will reclaim the pit after they are finished.

**Comments in Favor:** None

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** Klotz read Town response into the record and it is in the file.

**Staff Report:** Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz asked the petitioner if he would be completed in 2 years. The petitioner stated he would.

**CU1815-15 – Tyler Kangas:** Conditional use to allow an extensive on-site storage structure in a Residential R-2 zone at **N6335 Stonewood Drive**. The Town of Farmington property is on PIN 008-0715-1314-004 (3.1 Acres).

**Petitioner:** Tyler Kangas, N6335 Stonewood Drive: Kangas stated that he is building a storage building. Kangas stated this would be for his private storage such as four wheelers, etc. Klotz told petitioner that none of his business equipment could be stored at this site.

**Comments in Favor:** None

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** Klotz read Town response into the record and it is in the file.

**Staff Report:** Staff report given by Robert Klotz and now on file in the Zoning Department. Klotz asked the petitioner about what will be stored there.

**CU1816-15 – Dunneisen Sand & Gravel LLC:** Allow mineral extraction over a ten-year period at **W8215 USH 18** in the Town of Oakland on PINs 022-0613-1011-001 (18.985 Acres), 022-0613-1012-000 (34.263 Acres) and 022-0613-1013-000 (85.178 Acres). The property is zoned A-1, Exclusive Agricultural.

**Petitioner:** Randy Dunneisen, Island Rd, Waterloo: Dunnsisen purchased the pit and would like to excavate sand and gravel for another 10 years. Dunneisen stated the majority of the asphalt plant is still there but pieces are being sold. The asphalt plant is supposed to be removed by December 1, 2015. When asked about the removal of the asphalt shingles, Dunneisen stated that they are removing them but there still is a big pile of them. Land and Water Conservation Department has reviewed the restoration plan.

**Comments in Favor:** None

**Comments Opposed:** None

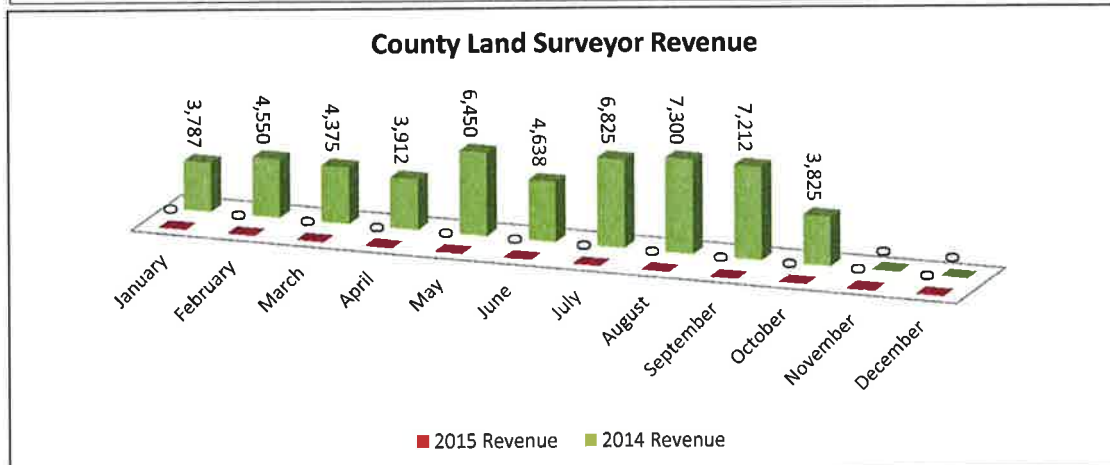
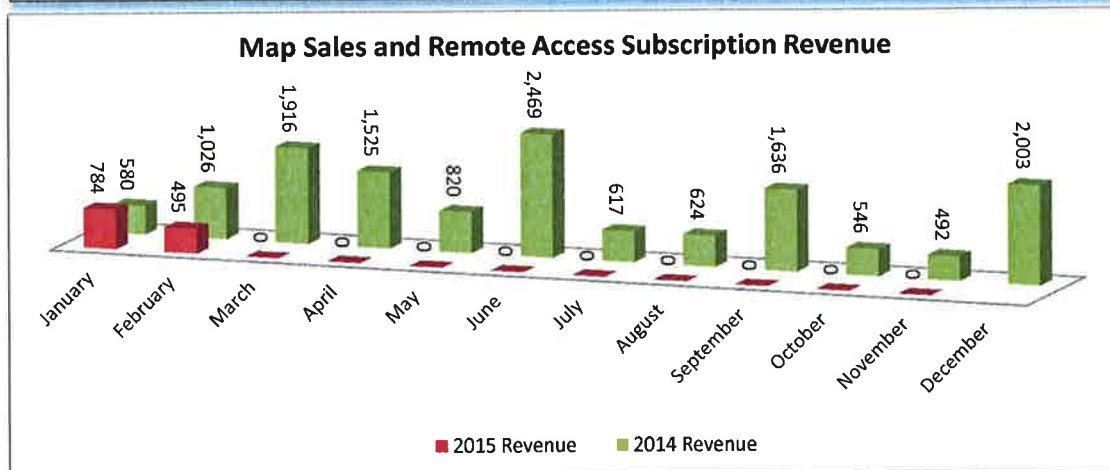
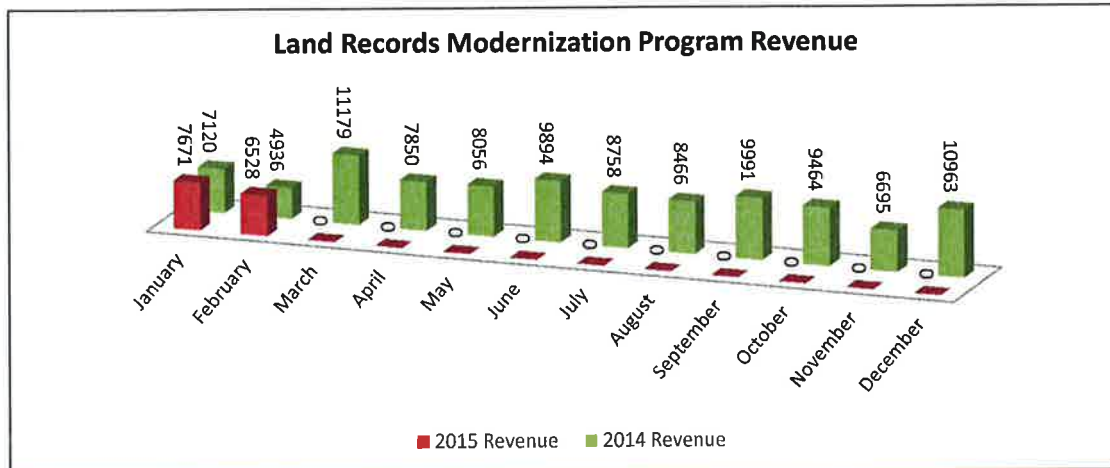
**Questions from the Committee:** None

**Town Response:** Klotz read Town response into the record and it is in the file. Klotz read all Town conditions into the record.

**Staff Report:** Staff report given by Robert Klotz and now on file in the Zoning Department. The request is for a 10 year period. Klotz asked about the asphalt plant. Klotz asked about the shingles.

Motion by Reese, seconded by David to adjourn the meeting. Motion carried on a voice vote with no objection.

## February 2015 Land Information Office Monthly Revenue Chart Comparison to Prior Year



**Jefferson County Planning and Zoning Department**  
**Monthly Ledger Report**  
**03-25-2015**

	OP	PPC	MC	PSS (	STP	FQAS	FAA	FPFC	SRFMP	WFG	Refunds	2015 Totals	2014 Total	Diff
MTH	7101.432099	7101.451002	7101.472003	7101.432002	7101.458010	7101.458015	7101.458014	7101.458001	7101.458002	7102.421001				
Jan	5,845.00	519.30		1,750.00	300.00						1,500.00	8,414.30	6,832.86	1581.44
Feb	10,710.00	160.00		1,175.00	250.00						25.00	12,295.00	10,165.62	2129.38
Mar	9,160.00	84.54		800.00	100.00							10,144.54	9,843.03	301.51
Apr													13,562.09	-13562.09
May													16,253.03	-16253.03
June													16,150.51	-16150.51
July													20,802.00	-20802
Aug													23,015.79	-23015.79
Sept													25,195.29	-25195.29
Oct													12,805.14	-12805.14
Nov													13,848.22	-13848.22
Dec													10,000.29	-10000.29
Total	25,715.00	763.84		3,725.00	650.00						1,525.00	30,853.84	178,473.87	-147620.03

2014 Actual Zoning Deposit:\$178,473.87

2015 Budget Revenues: \$136,300.00

2015 Deposits YTD:\$30,853.84

## Deb Magritz

---

**From:** Jean Borck <jborck3@gmail.com>  
**Sent:** Monday, March 23, 2015 6:10 AM  
**To:** Deb Magritz  
**Subject:** Borck Project

To Whom It May Concern,

I, Jean Borck, am petitioning to increase the 100 foot easement that is allotted for building another house from the existing house up to an additional 70 feet. The property is W9648 E. Medina Road, Marshall, 53559, this property is in Jefferson county and borders Dane County. My husband and I are building a home on the family farm that my mother-in-law and us can live in, but she needs to stay in the house that is there as the new house is being built. We need to stay away from the current septic system in order for her to live there which will put us about 170 feet from the current home.

Thank you for considering this request.

Jean Borck

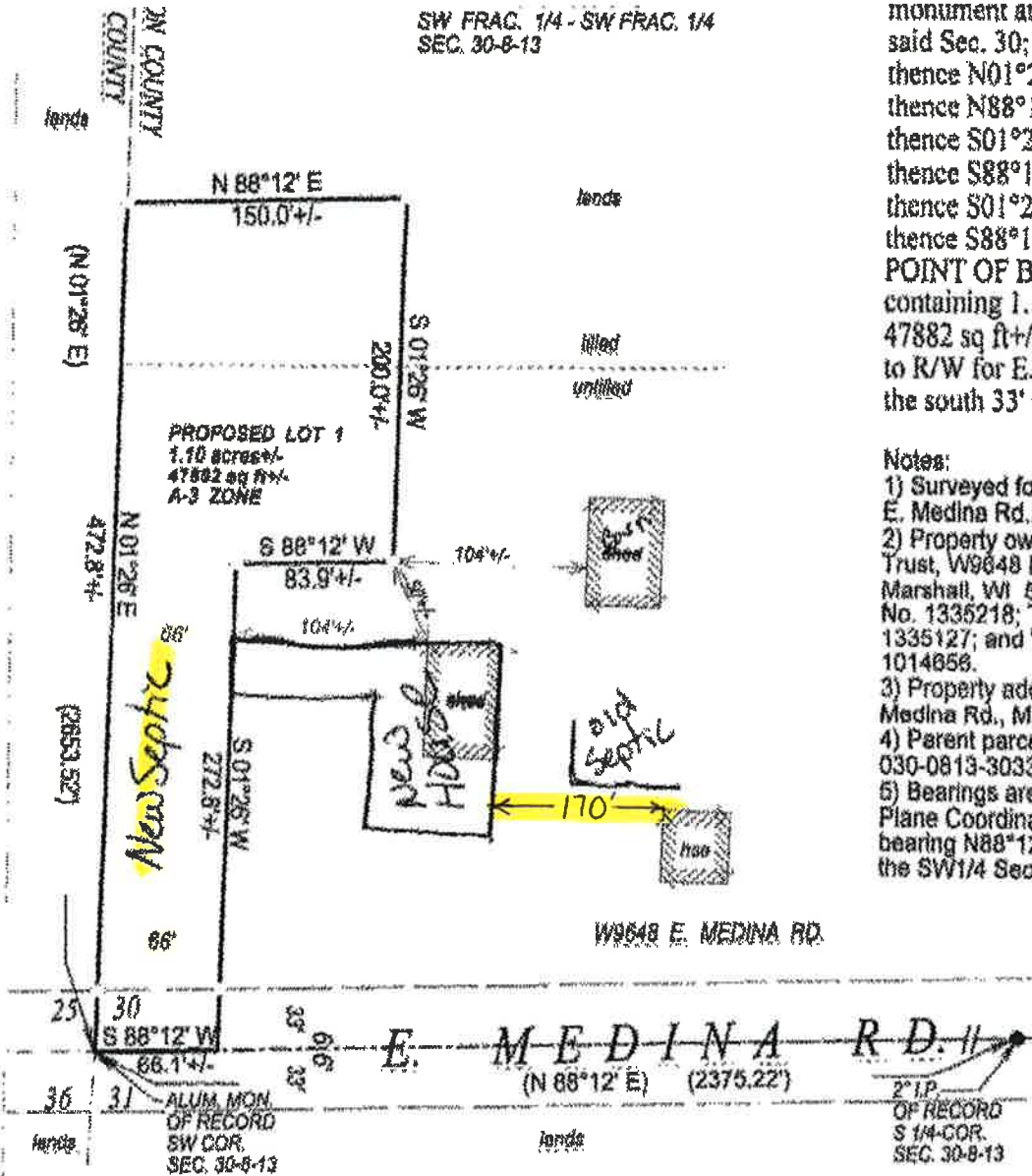


SW FRAC. 1/4 - SW FRAC. 1/4  
SEC. 30-8-13

monument at the SW corner of said Sec. 30;  
thence N01°26'E, 472.8'±;  
thence N88°12'E, 150.0'±;  
thence S01°26'W, 200.0'±;  
thence S88°12'W, 83.9'±;  
thence S01°26'W, 272.8'±;  
thence S88°12'W, 66.1'± to the  
POINT OF BEGINNING,  
containing 1.10 acre ± or  
47882 sq ft ± and being subject  
to R/W for E. Medina Rd. over  
the south 33' thereof.

## Notes:

- 1) Surveyed for Joan Borck, W9648 E. Medina Rd., Marshall, WI 53559.
- 2) Property owner is Elaine L. Borck Trust, W9648 E. Medina Rd., Marshall, WI 53559, per QCD, Doc. No. 1335218; TJP, Doc. No. 1335127; and WD, Doc. No. 1014058.
- 3) Property address is W9648 E. Medina Rd., Marshall, WI 53559.
- 4) Parent parcel is PIN 030-0813-3033-000.
- 5) Bearings are referenced to State Plane Coordinates, reference bearing N88°12'07"E on the S line of the SW1/4 Sec. 30-8-13.



## LEGEND

Property corner to be set.

● 3/4" iron pipe found unless noted different.

( ) Recorded plot data.

Scale: 1" = 100'

100 0 100

## SURVEYOR'S CERTIFICATE

I hereby certify that I have prepared this map and description from a review of field surveys conducted under my direction and other public records and that this map is a true representation thereof and is correct to the best of my knowledge and belief.

Dated JAN 6, 2015

ORDER NO. AB 4000-14  
Drafted at ABEX Survey Company  
101 E. Main St. P.O. Box 369  
Cambridge, WI 53523  
608-423-3331



Glen L. Northrop, S-982

PRELIM DRG. NO. 4000  
Sheet 1 of 1 Sheet



March 25, 2015

Dear Jefferson County Board,

Since I cannot be present at the March 30th Planning and Zoning meeting, this is a note about the slight relocation of the soap-making workshop.

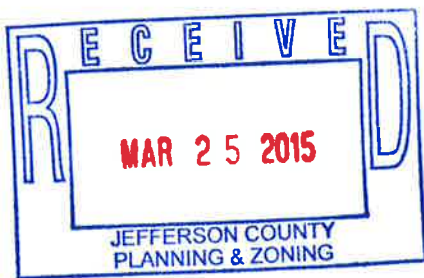
In an effort to increase the percentage of product grown and then produced on our property, we added goats to the enterprise for the remarkable properties goat milk lends to soap. ( We also enjoy their company!) In the past, we purchased goat milk from other producers, now we produce our own. We completed construction of the goat barn in December 2014 on the exact cement slab at the back of the existing barn I had originally proposed as the soap workshop.

The shift in plan was logical, because we have another 600 sq.ft. space located on the south side of the same building that was originally a chicken coop, then converted to the previous owner's insulated workshop, and has since become the storage area for tools and spare wood pieces. The space is located at the front of the building, closer to the house, making it easier to run water. The separate septic would probably be located in the same space had the workshop been at the back of the barn. Like many old barns, the space needs repair and updating anyway, so it became the new plan to put the workshop in the front of the building and the goat barn in the back.

I apologize for not considering the need to run this by the board in advance of making the plan. I do hope the new plan meets everyone's approval and we can move forward with the reconstruction to be finished by the end of June 2015.

Enclosed is a photo of the space, so you can see for yourself how much better it will be after we convert it.

Sincerely, Lori Hoyt



JEFFERSON COUNTY

**ZONING AND LAND USE PERMIT APPLICATION**

311 S. CENTER AVE., ROOM 201, JEFFERSON, WI 53549-1701

PHONE: (920) 674-7130

FAX: (920) 674-7525

Please use  
black or blue ink

☐ Mail Permit

☒ Call for PICK-UP

Lori Hoyt 608-359-1015  
(Contact person) name and phone #

I. OWNERS  
(all)

FULL NAME	(Mailing) STREET ADDRESS	CITY / STATE	ZIP	TELEPHONE NO.
Lori Hoyt	N221 Cold Spring Rd Whitewater	WI	53190	608-359-1015
Kenneth Hoyt				

CONTRACTOR

II. PROPERTY DESCRIPTION: TAX PARCEL (PIN #) 064-0515-3132-001

TOWN Cold Spring

LOT NO. 1 BLOCK \_\_\_\_\_ SUBDIVISION \_\_\_\_\_

ACRES 4.095 ZONING DISTRICT A-3

LOT NO. 1 CSM NO. 2941-12-VOL. 25

PG. \_\_\_\_\_ PROJECT SITE- FIRE NO. & ROAD N221 Cold

III. TYPE, SIZE, VALUE, & USE OF PROPOSED STRUCTURE OR IMPROVEMENT

**A. RESIDENTIAL**

NEW STRUCTURE ☐ ADDITION ☐

Home occupation  
SINGLE FAMILY RESIDENCE/ No. of Bedrooms \_\_\_\_\_  
MH PARK SINGLE FAMILY ☐ Addition ☐ Accessory  
MULTI-FAMILY RESIDENCE  
No. of Units \_\_\_\_\_ No. of Bedrooms \_\_\_\_\_  
GARAGE-ATTACHED  
GARAGE-DETACHED  
FLOODPLAIN ☐ FF ☐ FW  
SHORELAND / WETLAND  
OTHER \_\_\_\_\_

SQ. FT. OF RESIDENCE OR ADDITION \_\_\_\_\_

SQ. FT. OF GARAGE (ATT. OR DET.) \_\_\_\_\_

HEIGHT OF PROPOSED STRUCTURE \_\_\_\_\_

SPECIFY USE \_\_\_\_\_

VALUE OF CONSTRUCTION \_\_\_\_\_

**B. NON-RESIDENTIAL**

NEW STRUCTURE ☐ ADDITION ☐

AGRICULTURAL  
INDUSTRIAL  
BUSINESS  
CAMPGROUND  
SHORELAND / WETLAND  
FLOODPLAIN ☐ FF ☐ FW  
Conversion of existing space to workshop  
SQ. FT. OF NEW STRUCTURE OR ADDITION 602 sq ft

HT. OF PROPOSED STRUCTURE 11 ft

SPECIFY USE \_\_\_\_\_

VALUE OF CONSTRUCTION \$15,000

handmade herbal & goatmilk body care products

★ CHECK WITH TOWN FOR ADMINISTRATIVE AND / OR BUILDING PERMIT REQUIREMENTS!

**OTHER DETAILS:**

2013 CU1765  
Home occupation

SANITARY PERMIT NO. \_\_\_\_\_

NUMBER OF BEDROOMS N/A

PUBLIC SEWER N/A

NON-CONFORM. STRUCTURE / USE N/A

FLOODPLAIN N/A

SHORELAND / WETLAND N/A

INSPECTION DATE: \_\_\_\_\_

ACCESS APPROVAL REQUIRED:

TOWN, COUNTY, OR STATE ☐ Y ☐ N

IV. ★ PLOT PLAN (SKETCH) REQUIRED TO BE ATTACHED - NO LARGER THAN 11" x 17". PLOT PLAN SKETCH SHALL INCLUDE THE FOLLOWING:

ALL EXISTING STRUCTURES AND THE LOCATION OF THE NEW STRUCTURE OR ADDITION INCLUDING DISTANCES FROM THE CENTERLINE AND RIGHT-OF-WAY OF THE ROAD, SIDE AND REAR LOT LINES, NAVIGABLE WATERS, SEPTIC TANK & FIELD, WELL, DRIVEWAY ACCESS. GIVE ALL DIMENSIONS. BE SURE TO INCLUDE DECKS PROPOSED FOR NEW HOMES.

★ FAILURE TO INCLUDE A PLOT PLAN AND ALL OF THE ABOVE MENTIONED ITEMS WILL DELAY ISSUANCE OF THIS PERMIT! PERMIT FEE MUST ACCOMPANY APPLICATION.

V. ACKNOWLEDGEMENTS

- YOU ARE RESPONSIBLE FOR COMPLYING WITH STATE AND FEDERAL LAWS CONCERNING CONSTRUCTION NEAR OR ON WETLANDS, LAKES, AND STREAMS. WETLANDS THAT ARE NOT ASSOCIATED WITH OPEN WATER CAN BE DIFFICULT TO IDENTIFY. FAILURE TO COMPLY MAY RESULT IN REMOVAL OR MODIFICATION OF CONSTRUCTION THAT VIOLATES THE LAW OR OTHER PENALTIES OR COSTS. FOR MORE INFORMATION, VISIT THE DEPARTMENT OF NATURAL RESOURCES WETLANDS IDENTIFICATION WEB PAGE OR CONTACT A DEPARTMENT OF NATURAL RESOURCES SERVICE CENTER. (Wis Stats 59.691) <http://dnr.wi.gov/wetlands/mapping.html>
- OWNER - CHECK FOR APPLICABLE DEED, PLAT AND TOWN RESTRICTIONS & PERMIT REQUIREMENTS
- THIS PERMIT MAY BE APPEALED FOR 30 DAYS AFTER PUBLICATION OF ISSUANCE
- THE OWNER OF THIS PARCEL & THE UNDERSIGNED AGREE TO CONFORM TO THE CONDITIONS OF THIS PERMIT AND TO ALL APPLICABLE LAWS OF JEFFERSON COUNTY AND ACKNOWLEDGE THAT YOU HAVE RECEIVED AND READ THE ABOVE NOTICE REGARDING WETLANDS, AS WELL AS ALL NOTICES AND TERMS ABOVE.

Lori Hoyt  
Signature of Applicant

3-24-15  
Application Date

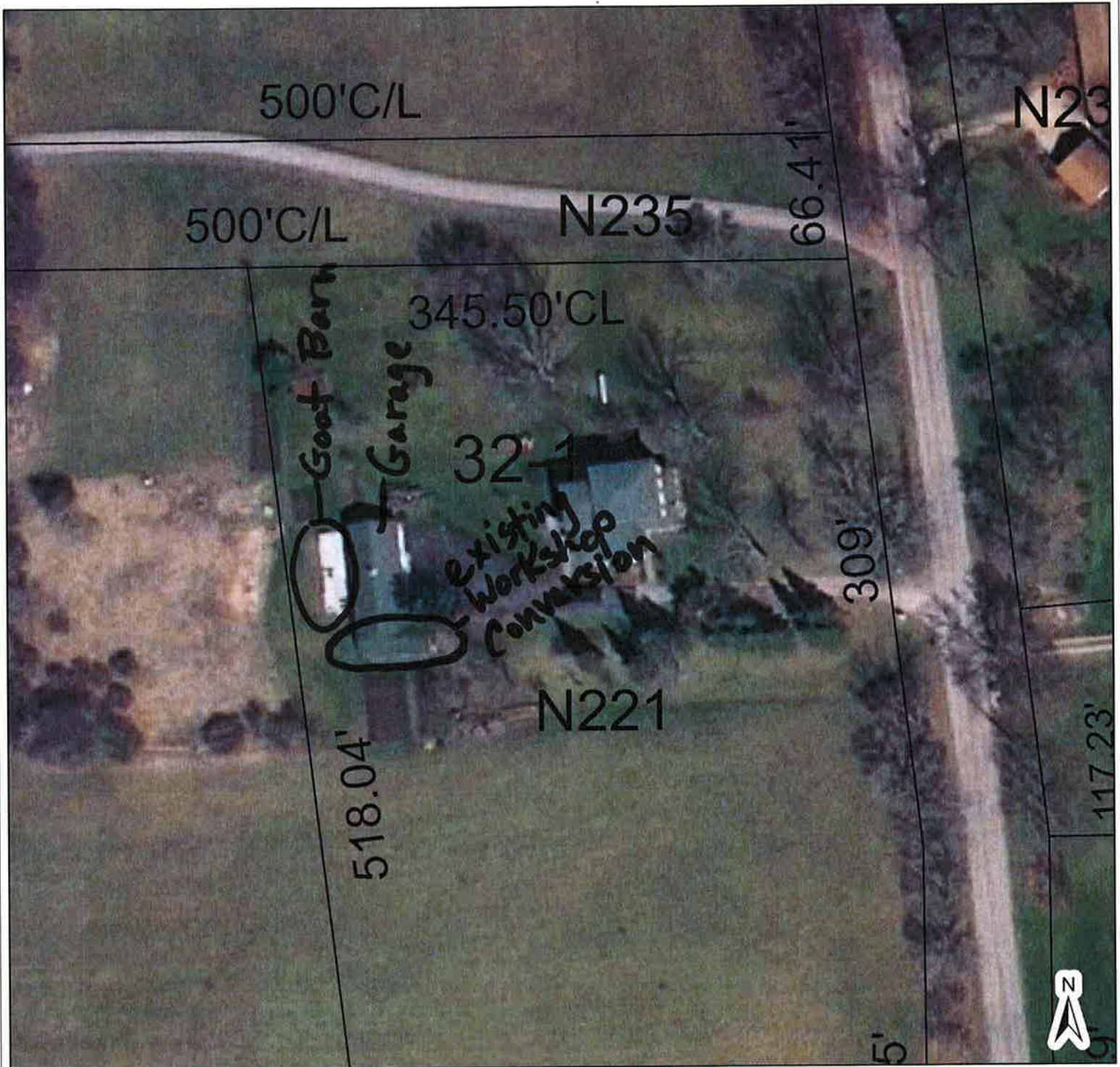
THIS PERMIT EXPIRES TWO (2) YEARS AFTER DATE OF ISSUE

PERMIT FEE	APPROVED BY	DATE PERMIT ISSUED
\$ <u>50.00</u>		

☐ See Attached Conditions of Approval

This approval is based upon this application, the attached plot plan and conditions as warranted by Jefferson County ordinances.



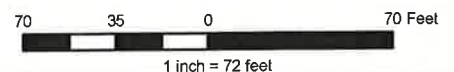


- |                       |                     |
|-----------------------|---------------------|
| Municipal Boundaries  | Section Lines       |
| Property Boundary     | Surface Water       |
| Old Lot/Meander Lines | Map Hooks           |
| Rail Right of Ways    | Tax Parcels         |
| Road Right of Ways    | Streams and Ditches |

- |  |               |
|--|---------------|
|  | Red: Band_1   |
|  | Green: Band_2 |
|  | Blue: Band_3  |



Jefferson County Geographic Information System



DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

Printed on: March 24, 2015

Author:

16'-4"

Door to the  
garage

EXISTING SHED/GARAGE

- existing wall will be removed to  
open the space.

- Drop ceiling will be removed  
and replaced with laminate  
beam to create a 10' vault.

existing workshop  
space.

- All windows and doors will  
stay in the same place.

- wood floor will be removed.  
the cement slab will be repaired  
if necessary. Floor will be replaced.

16" 36" DOOR 16"

faces the road

Driveway

1/2" DRYWALL - INTERIOR FINISH  
2 X 4 EXTERIOR STUD WALLS  
FIBERGLASS EATR INSULATION  
VAPOR BARRIER - INTERIOR  
1/2" OSB - EXTERIOR SHEATHING

36'-5"

SCALE: 1/4" = 1'-0"

Water line coming from  
the house

**DECISION OF THE JEFFERSON COUNTY  
PLANNING & ZONING COMMITTEE  
CONDITIONAL USE PERMIT  
I. FINDINGS OF FACT:**

Petition #: CU1765-13 Township: Cold Spring  
Site Inspection Date: 12/16/13 Hearing Date: 12/19/13 Decision Date: 12/30/13  
Petitioner Name: Lori Hoyt  
Property Owner(s): Lori Ann & Kenneth Hoyt  
Property Location: N221 Cold Spring Road

**CONDITIONAL USE REQUEST:**

Home occupation for production of natural, hand made body care products at N221 Cold Spring Road

PARCEL(S) (PIN#): 004-0515-3132-001 (4.095 Acres)

ADJACENT LAND USE: Rural residential

COPY

**COMMENTS/ADDITIONAL INFORMATION RECEIVED AT PUBLIC HEARING:** Petitioner will need a sanitary permit for the proposed bathroom, and a Zoning and Land Use permit for a new structure. Will there be any signs on the property? Petitioner will be selling soaps at farmers' markets-no retail is proposed at this site at this time.

**TOWN BOARD RECOMMENDATION** 11/14/13

☒ Approval ☐ Denial

Note: Town Board recommendation does not constitute final county action. See Sec. III Order & Determination

**II. CONCLUSIONS**

BASED UPON THE FINDINGS OF FACT, THE CONDITIONAL USE FILE, SITE INSPECTION, PUBLIC HEARING, ZONING ORDINANCE, AND THE AGRICULTURAL PRESERVATION AND LAND USE PLAN, THE PLANNING & ZONING COMMITTEE CONCLUDES THAT THE PROPOSED CONDITIONAL USE ☒ Complies ☐ Does Not Comply

For the following reasons: If conducted as proposed, this operation will meet the ordinance definition of conditional home occupation

**III. ORDER & DETERMINATION**

Based on the findings of fact, conclusions and the record herein, the committee recommends that the

conditional use be: ☒ **Granted** ☐ **Denied** ☐ **Tabled**

Motioned by: Don Reese 2<sup>nd</sup> by: George Jaeckel Vote: voice vote, no objection Date: 12/30/13

**With the following conditions:** All stipulations of the conditional home occupation definition, included here, shall be followed. A sanitary permit for the proposed bathroom and Zoning and Land Use permit for the new structure shall be obtained prior to start of construction.

*1-6-14*

*[Signature]*