

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

**ROOM 202, COUNTY COURTHOUSE (Please note room change)**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:30 A.M. ON MONDAY, APRIL 25, 2016**

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval 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 March 28, April 18 and April 21, 2016 Committee Minutes**
- 7. Communications**
- 8. March Monthly Financial Report for Land Information Office – Andy Erdman**
- 9. Discussion and Possible Action on Parcel Map Improvement Project Proposal Review and Contract Award – Andy Erdman**
- 10. April Monthly Financial Report for Zoning – Rob Klotz**
- 11. Discussion and Possible Action Regarding Using a Repurposed Barn on a Temporary Basis and Regulations in SPS 361.03(12) and SPS 314.01(5) Concerning that Use**
- 12. Review and Possible Decision on Surface Water Runoff Plan for Lot 26 of Oakland Park Estates-Jerry Thiltgen Building Site on PIN 022-0-613-0531-026 in the Town of Oakland at W9181 Wilderness Place**
- 13. Request for Holding Tank Waiver at W1117 Island Road in the Town of Palmyra, on PIN 024-0516-1524-001 for Chris & Denise Winkler**
- 14. Discussion and Possible Action Regarding a Request by Nick & Buffy Uglow to Replace a Home which was Removed in 1973 at More Than 100 Feet from its Original Location. The Site is Across from W4932 Horseshoe Rd, Town of Watertown, on PIN 032-0814-1311-000**
- 15. Discussion and Possible Action on Revising the Approval for Petition R3324A-08 for Cindy Pitzner on PIN 014-0614-0514-000 in the Town of Jefferson**
- 16. Discussion and Possible Action on Petitions Presented in Public Hearing on April 21, 2016:**

R3872A-16 & CU1873-16 – Noah’s Last Storage Spot, LLC, for an A-2 zone and mini-warehousing along USH 12 in the Town of Koshkonong  
R3873A-16 – Kevin Gordon/Nancy Gordon Trust property to create a 2-acre A-3 zone on Ziebell Road in the Town of Aztalan  
R3874A-16 – Lee Leverton/Gary & Beth Leverton, Lee & Lori Leverton LE property to create a 4.2-acre A-3 lot at N6441 County Road S in the Town of Lake Mills  
R3875A-16 – A & L Johnson, Inc & David Schroeder to create a 1.94-ac A-3 zone around the home at N5155 Crossman Rd in the Town of Lake Mills  
R3876A-16 – David G Schroeder to enlarge two existing A-3 zones on Hope Lake Rd in the Town of Lake Mills by 0.5 acre each  
R3877A-16 – Herman Zastrow to create a 2-acre A-3 zone around the home at N8276 County Road E and a 3-acre A-3 zone around the home at N8280 County Road E  
R3878A-16 – Jon & Renee Gallun to create a 10.3-acre Natural Resource zone near County Road E in the Town of Palmyra  
CU1874-16 – Bertha Langholff for conditional use to be allowed conversion of a single-family home to a duplex at W3319 US Highway 18 in the Town of Jefferson

**17. Discussion and Possible Action on Fees for Class 2 Collocations**

**18. Continued Discussion Regarding Mini-Pigs and the Upcoming Meeting with Staff at the Towns’ Association Meeting**

**19. Possible Future Agenda Items**

**20. Upcoming Meeting Dates**

May 16, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 201  
May 19, 7:00 p.m. – Public Hearing in Courthouse Room 205  
May 23, 8:30 a.m. – Decision Meeting in Courthouse Room 203  
June 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 201  
June 19, 7:00 p.m. – Public Hearing in Courthouse Room 205  
June 27, 8:30 a.m. – Decision Meeting in Courthouse Room 203

**21. 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.jeffersoncountywv.gov](http://www.jeffersoncountywv.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 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, MARCH 28, 2016**

1. **Call to Order**  
The meeting was called to order by Chairman Nass at 8:30 a.m.
2. **Roll Call (Establish a Quorum)**  
At 8:30, Rinard was absent, but all other Committee members were present. Andy Erdman, Director of Land Information; Stacy Hoffman, Register of Deeds; and Rob Klotz and Deb Magritz of the Planning and Zoning Department were 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. **Approval of the Agenda**  
Motion by Nass, seconded by David to approve the agenda as presented. Motion carried on a voice vote with no objection.
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 February 18 text amendment public hearing, February 18 map amendment public hearing, February 22, March 14 and March 17, 2016 Committee Minutes**  
Motion by Reese, seconded by David to approve the February 18 text amendment public hearing minutes as presented. Motion carried on a voice vote with no objection.  
  
Motion by Reese, seconded by David to approve the February 18 map amendment public hearing minutes as presented. Motion carried on a voice vote with no objection.  
  
Motion and second to approve the March 14 site inspection minutes as presented. Motion carried on a voice vote with no objection.  
  
Motion by Reese, seconded by David to approve the March 17 public hearing minutes as presented. Motion carried on a voice vote with Nass abstaining.
7. **Communications**  
There were no communications.
8. **February Monthly Financial Report for Land Information Office – Andy Erdman**

Erdman noted that we started the year in revenues a little bit ahead of where we were last year, and that last year was better than the year before.

9. **Discussion and Possible Action on Remote Access Fee Changes-Andy Erdman**  
Erdman noted that a new records management system was approved last month by County Board for Register of Deeds. That includes new remote access fees. Erdman explained the new fees and noted typical users. Administration and Rules and Finance Committees will also Motion by Reese, seconded by Jaeckel to approve the fees and send them to those Committees and then County Board for final approval. Motion carried on a voice vote with no objection.

Rinard arrived at 8:35 a.m.

10. **March Monthly Financial Report for Zoning – Rob Klotz**  
Klotz reported that to date, revenues are up a bit from last year at this time.
11. **Request by Midwest Electric for a Holding Tank Waiver at N6997 Old 26 Road in the Town of Farmington, on PIN 008-0715-0643-007**  
Klotz read the request and noted that Midwest Electric originally had a holding tank ten years ago. Based upon the information that they are willing to sign an affidavit saying they will hook up to public sewer when it becomes available, a motion was made by Jaeckel, seconded by David to approve a holding tank for their proposed structure. Motion carried on a voice vote with no objection.
12. **Request by Edward Dionne, Circle K Campground, for a Holding Tank Waiver on the Entire Property at W1316 Island Road, Town of Palmyra, on PINs 024-0516-0941-000 and 024-0516-0944-000**  
Klotz explained and reported that there was no objection from staff. Motion by Reese, seconded by Jaeckel to approve as long as it's okay with Zoning staff to allow a holding tank. Motion carried on a voice vote with no objection.
13. **Request by Aric and Kory Mindemann to Replace the Former Home at N6650 County Road X in the Town of Farmington, on PIN 008-0715-1032-000, at Approximately 250 Feet from its Previous Location**  
Klotz noted that the house is proposed for marginal pasture land. This will allow for correct setbacks for the home replacement. Motion by Jaeckel, seconded by Nass to approve the request. Motion carried on a voice vote with no objection.

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

14. **Discussion and Possible Action on Petitions Presented in Public Hearing on March 17, 2016:**  
**APPROVE WITH CONDITIONS R3869A-16** – James Schroedl/James & Susan Schroedl Trust and Raymond & Cheryl Rupprecht Trust Property to create a 3-acre farm consolidation lot at N4895 County Road Y in the Towns of Aztalan, Farmington and Jefferson on a motion by Jaeckel, seconded by David. Motion carried on a voice vote with no objection.

**APPROVE WITH CONDITIONS R3870A-16** – Kurt Reed to create a 1-acre building site on Schwemmer Lane in the Town of Koshkonong on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVE WITH CONDITIONS R3871A-16** – Robin Schroepfer to create a 1-acre building site on County Road Y in the Town of Watertown on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVE WITH CONDITIONS CU1869-16** – Eric & Tricia Wiesneth, conditional use for conversion to duplex at N6170 Grey Fox Trail in the Town of Concord on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVE WITH CONDITIONS CU1870-16** – Eric & Tricia Wiesneth, conditional use for an extensive on-site storage structure in an R-2 zone at N6170 Grey Fox Trail in the Town of Concord on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS CU1871-16** - William Stroupe Trust, conditional use to allow a conditional home occupation/insurance office at W7462 County Road C in the Town of Oakland on a motion by David, seconded by Jaeckel. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS CU1782-16** – Jacqueline A Weber & Julie K West, conditional use to allow greater cutting than is allowed by ordinance within the 35-foot shoreland buffer at W9259 Ripley Road in the Town of Oakland on a motion by Jaeckel, seconded by Reese. Motion carried on a voice vote with no objection.

15. **Discussion and Possible Action on Resolution for Legislation that Impacts Planning and Zoning Land Use Laws**  
Klotz explained. There was discussion regarding costs associated with frequent changes. Motion by Reese, seconded by David to approve. Motion carried on a voice vote with no objection.
16. **Discussion and Possible Action on Creation of a Wind Energy Ordinance**  
Klotz noted that he'd received a copy of the Iowa County ordinance and explained, and further discussion ensued.
17. **Possible Future Agenda Items**  
Towns' Association meeting dealing with mini-pigs on April 25.
18. **Upcoming Meeting Dates**  
April 18, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203  
April 21, 7:00 p.m. - Public Hearing in Courthouse Room 205  
April 25, 8:30 a.m. - Decision Meeting in Courthouse Room 203  
May 16, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203  
May 19, 7:00 p.m. - Public Hearing in Courthouse Room 205  
May 23, 8:30 a.m. - Decision Meeting in Courthouse Room 203
19. **Adjourn**  
Motion by Reese, seconded by Jaeckel to adjourn. Motion carried on a voice vote with no objection, and the meeting adjourned at 9:30 a.m.

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

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*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 INSPECTIONS**

*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, APRIL 18, 2016**

- 1. Call to Order**  
The meeting was called to order by Chairman Nass at 8 a.m.
- 2. Roll Call (Establish a Quorum)**  
Committee members present were Nass, Reese, Jaeckel and David. Rinard was absent and excused. Zoning Department staff members in attendance were Rob Klotz and Deb Magritz.
- 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. Approval of the Agenda**  
Klotz noted that Petition R3878A-16 for Jon & Renee Gallun did not appear on the agenda for site inspections, but is scheduled for public hearing on April 21. Motion by David, seconded by Jaeckel to approve the agenda with that correction. Motion carried on a voice vote with no objection.
- 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**  
Klotz noted that we are still waiting for DNR certification of the Shoreland ordinance.

The Committee left on the following site inspections:

- 7. Site Inspections for Petitions to be Presented in Public Hearing on April 21, 2016:**  
  
R3876A-16 – David G Schroeder to enlarge two existing A-3 zones on **Hope Lake Rd** in the Town of Lake Mills by 0.5 acre each  
R3875A-16 – A & L Johnson, Inc & David Schroeder to create a 1.94-ac A-3 zone around the home at **N5255 Crossman Rd** in the Town of Lake Mills  
R3874A-16 – Lee Leverton/Gary & Beth Leverton, Lee & Lori Leverton LE property to create a 4.2-acre A-3 lot at **N6441 County Road S** in the Town of Lake Mills  
R3877A-16 – Herman Zastrow to create a 2-acre A-3 zone around the home at **N8276 County Road E** and a 3-acre A-3 zone around the home at **N8280 County Road E** in the Town of Ixonia

CU1874-16 – Bertha Langholff for conditional use to be allowed conversion of a single-family home to a duplex at **W3319 US Highway 18** in the Town of Jefferson  
R3878A-16 – Jon & Renee Gallun to create a 10.3-acre Natural Resource zone near **County Road E** in the Town of Palmyra  
R3872A-16 & CU1873-16 – Noah's Last Storage Spot LLC, **US Highway 12**, Town of Koshkonong

**8. Adjourn**

Motion by Jaeckel, seconded by David to adjourn the meeting. Motion carried on a voice vote, and the meeting adjourned at 10:30 a.m.

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

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**NOTICE 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:** Thursday, April 21, 2016

**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 Nass at 7:00 p.m.
2. **Roll Call**  
Members present included Nass, David, Reese, Rinard, Jaeckel and Lloyd Zastrow. Zoning Department staff in attendance included Rob Klotz and Deb Magritz
3. **Certification of Compliance with Open Meetings Law Requirements**  
Reese verified that the meeting was being held in compliance with open meetings law requirements.
4. **Approval of Agenda**  
Motion by Jaeckel, seconded by Reese to approve the agenda. Motion carried on a voice vote with no objection.
5. **Explanation of Public Hearing Process by Committee Chair**  
Nass explained the process.
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, April 21, 2016 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-2, AGRICULTURAL AND RURAL BUSINESS**

**R3872A-16 & CU1873-16 – Noah’s Last Storage Spot LLC:** Rezone with conditional use to allow mini-warehousing on PIN 016-0514-1023-045 (4.298 Acres). The property is located on **US Highway 12** in the Town of Koshkonong.

**Petitioner:** William Last, 609 Cloute St, Fort Atkinson spoke for the petition. He has existing self-storage facilities in Fort Atkinson and Jefferson, but with this proposal he wants to create bigger, deeper units.

**Comments in Favor:** None

**Comments Opposed:** None

**Questions from the Committee:** Reese asked whether there would be outside storage, to which Last responded that there would not be the need.

**Town Response:** In favor on February 22, and in the file.

**Staff Report:** Given by Rob Klotz and in the file. Klotz asked about the labelling on Last’s sketch of only Phase 1. He noted that further expansion would require additional conditional use requests. Last explained the plans for further buildings and submitted a new sketch showing Phases 1 through 3.

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

**R3873A-16 – Kevin Gordon/Nancy Gordon Trust:** Rezone to create a new 2-acre building site on **Ziebell Road** in the Town of Aztalan from part of PIN 002-0714-1621-004 (5.3 Acres).

**Petitioner:** No one was in attendance to represent the petition.

**Comments in Favor:**

**Comments Opposed:**

**Questions from the Committee:**

**Town Response:**

**Staff Report:** Klotz said that no action would be taken.

**R3874A-16 – Lee Leverton/Gary & Beth Leverton, Lee & Lori Leverton LE:** Create a 4.2-acre farm consolidation lot around the home and buildings at **N6441 County Road S**, Town of Lake Mills, from part of PIN 018-0713-1612-000 (40 Acres).

**Petitioner:** Lee Leverton was in attendance to represent his parents. They are requesting a 4.2-acre lot which will be transferred to Lee and his wife for them to build upon.

**Comments in Favor:** None

**Comments Opposed:** None

Questions from the Committee: None

Town Response: In favor on March 8, 2016 and in the file.

Staff Report: Given by Klotz and in the file.

**R3875A-16 – David Schroeder/A & L Johnson Inc Property:** Rezone to create a 1.94-acre lot with existing home at **N5255 Crossman Road** in the Town of Lake Mills from part of PIN 018-0713-3421-000 (46 Acres).

**Petitioner:** Dave Schroeder of N5163 County Road A spoke. He said he would like to create a farm consolidation lot on Crossman Road.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor on February 9, 2016 and in the file.

Staff Report: Given by Klotz and in the file.

**R3876A-16 – David & Diana Schroeder:** Rezone to enlarge the existing lots **immediately east and west of W8684 Hope Lake Road** by 0.5 acre each. The additional area is proposed to be taken from PIN 018-0713-3343-003 (28.139 Acres) and added to PINs 018-0713-3343-001 and 018-0713-3343-002 (currently 1.114 Acres each). The properties are in the Town of Lake Mills.

**Petitioner:** Dave Schroeder of N5163 County Road A spoke. He began by remarking how farming has changed-equipment's getting bigger-and with this proposal he's trying to make his property more farmer-friendly. He wants to extend two lots by 146 feet to square them off with the center lot. He feels this wouldn't change the landscape, and would be willing to use consolidation of parcels of record to accomplish this if necessary.

Comments in Favor: None

**Comments Opposed:** A letter in the file from Anita Martin, 261 Pinnacle Drive in Lake Mills was read into the record. In his rebuttal to the letter, Schroeder noted that there is no access proposed onto County Road A.

Questions from the Committee: None

Town Response: In favor on February 9, 2016 and in the file.

Staff Report: Given by Klotz and in the file.

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

**R3877A-16 – Herman Zastrow:** Rezone to create a 2-acre Rural Residential lot at **N8276 County Road E** and a 3-acre Rural Residential lot at **N8280 County Road E** from part of PIN 012-0816-1923-000 (29.54 Acres) in the Town of Ixonia.

**Petitioner:** Herman Zastrow spoke for he and his wife Pat. Their son farms the land and would like some area for his animals at N8276 County Road E. Herman would like to separate his house at N8280 County Road E on two acres.

**Comments in Favor:** Kyle Zastrow expanded upon the animals he'd like to have on the property-six pigs and thirteen chickens.

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** In favor on March 14, 2016 and in the file.

**Staff Report:** Given by Klotz and in the file.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCES**

**R3878A-16 – Jon & Renee Gallun:** Create a 10.3-acre Natural Resource zone from part of PINs 024-0516-1534-000 (39.46 Acres), 024-0516-1543-000 (33.996 Acres) and 024-0516-1544-000 (1.755 Acres). The property is in the Town of Palmyra, with access onto **County Road E**.

**Petitioner:** Jon Gallun at N1391 County Road E said that he is combining three parcels into one Natural Resource zone.

**Comments in Favor:** None

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** In favor at their March meeting, stated Larry Kau, Town Chair.

**Staff Report:** Given by Klotz and in the file.

**CONDITIONAL USE PERMIT APPLICATION**

**CU1874-16 – Bertha M Langholff:** Conditional use to allow conversion of a single-family residence at **W3319 US Highway 18** to a duplex. The property is on PIN 014-0615-0314-035 (0.63 Acre) in the Town of Jefferson.

**Petitioner:** Bertha Langholff of W6356 County Road J would like to change a single family home into a duplex.

**Comments in Favor:** Mr. Godfrey added that there are two bedrooms proposed for the upper unit and two bedroom for the lower units, both units having separate entrances and kitchens.

**Comments Opposed:** None

**Questions from the Committee:** None

**Town Response:** Approval on March 7, 2016 is in the file.

**Staff Report:** Given by Klotz and in the file.

A motion to adjourn was made by Reese, seconded by David. Motion carried on a voice vote and the meeting adjourned at 7:45 p.m.

Don Reese, Secretary

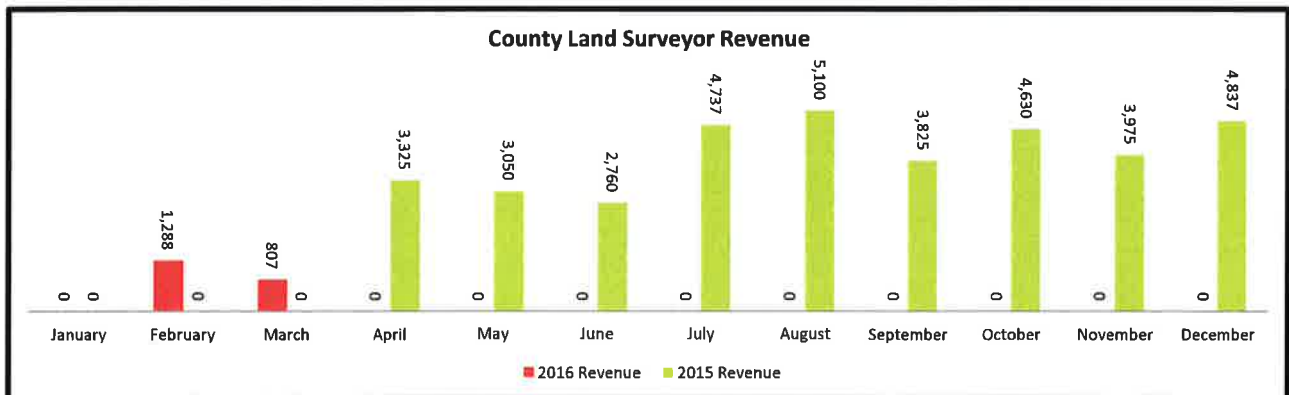
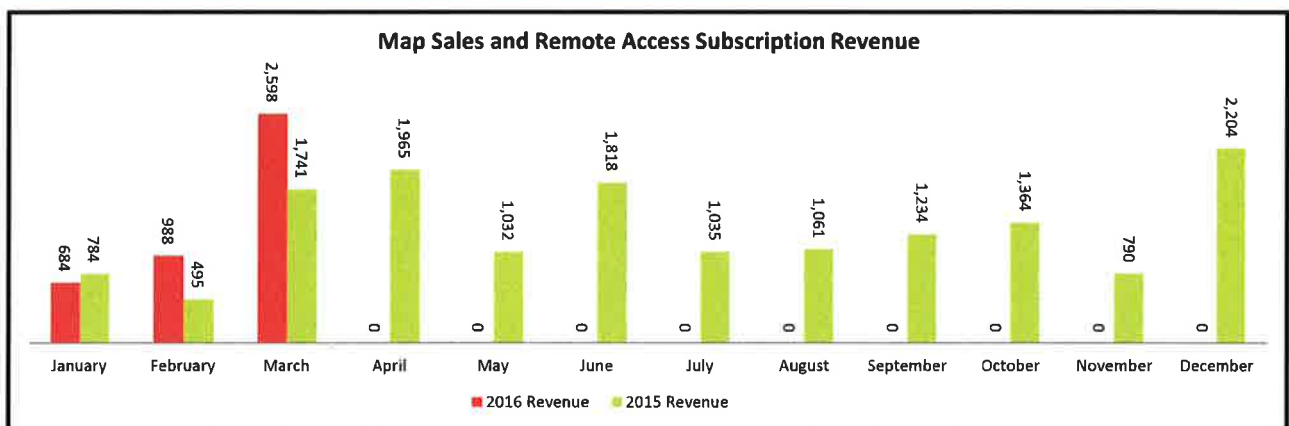
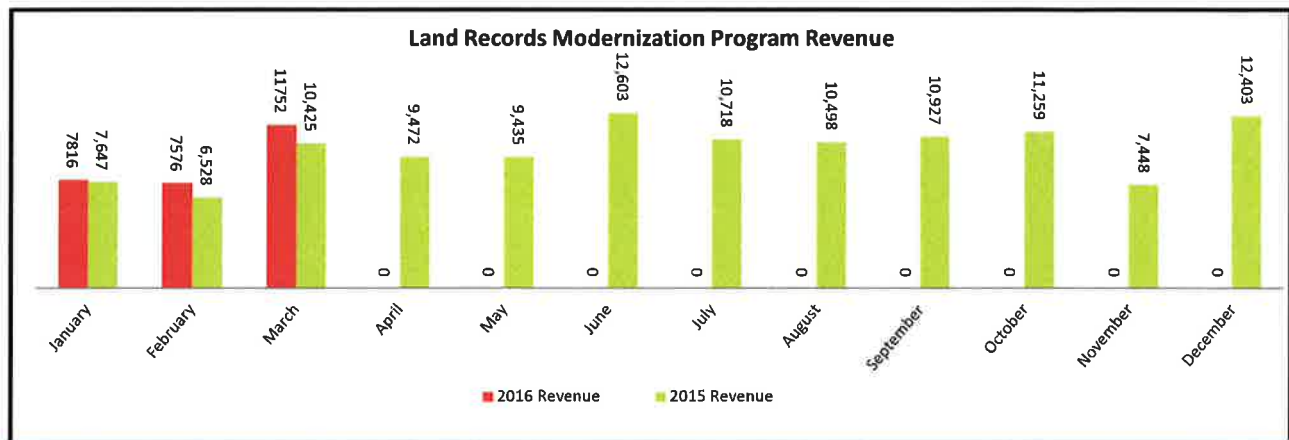
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Further information about Zoning can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

## 2016 Land Information Office Monthly Revenue Chart Comparison to Prior Year



[Work Page](#) | [Zoning Receipt](#) | [Solid Waste](#) | [Receipt Look-up](#) | [Reporting](#)

## Jefferson County Planning and Zoning Department

Enter Year:

PDF: Excel:

Enter 2015 Actual Zoning Deposit:

Enter 2016 Budget Revenues:

MTD	Other Permits/LU 7101.432099	Private Parties Copies/Maps 7101.451002	Municipal Copies/Printing 7101.472003	Private Sewage System (County) 7101.432002	Soil Testing Fee 7101.458010	Farmland Qualifying Acreage Schedule 7101.458015	Farmland Agreement App 7101.458014	Farmland Preservation Fee/ Certs 7101.458001	Septic Replacement Fee/ Wis Fund 7101.458002	Zoning Ordinance Forfeitures 7101.441002	Wisconsin Fund Grants 7102.421001	Refunds	2016 Totals	2015 Totals	2015-2016 Difference
Jan	4,965.00	847.05		2,025.00	800.00								8,637.05	8,804.30	-167.25
Feb	14,795.00	27.37	3.75	1,000.00	250.00					150.00		450.00	16,076.12	12,225.00	3851.12
Mar	13,300.00	22.16		2,100.00	50.00								15,622.16	13,723.08	1899.08
Apr	31,365.00	9.44	3.75	5,175.00	400.00								36,953.19	21,084.94	15868.25
May														18,699.86	-18699.86
June														23,338.49	-23338.49
July														19,649.36	-19649.36
Aug														23,391.58	-23391.58
Sept														15,947.01	-15947.01
Oct														19,384.08	-19384.08
Nov														9,650.29	-9650.29
Dec														8,370.42	-8370.42
Total	64,425.00	906.02	7.50	10,300.00	1,500.00					150.00		450.00	77,288.52	194,268.41	-116979.89

2015 Actual Zoning Deposit: \$188,608.41

2016 Budget Revenues: \$191,400.00

2016 Deposits YTD: \$77,288.52



## STATE OF WISCONSIN

Department of Safety and Professional Services  
1400 E Washington Ave.  
Madison WI 53703

**Governor Scott Walker**

**Secretary Dave Ross**

Mail to:  
PO Box 8935  
Madison WI 53708-8935

Email: [dps@wisconsin.gov](mailto:dps@wisconsin.gov)  
Web: <http://dps.wi.gov>  
Phone: 608-266-2112

**DATE:** June 2015

**RE:** Use and Occupancy of Repurposed Agriculture Buildings

**TO:** Owners of Repurposed Agriculture Buildings, Building Designers and Contractors and Municipal Fire and Code Officials

**FROM:** WI Department of Safety and Professional Services (DPS)

Over the course of the last few years, there has been a growing interest and desire on the part of many individuals throughout the state that own repurposed agriculture buildings to use these buildings for purposes such as hosting weddings or other public events.

There are many questions about what the Wisconsin Commercial Building Code (Code from here on out) allows for and requires in order for these buildings to be used for nonagricultural purposes. **Note: Other requirements may or may not apply. Please check with your local municipality on other requirements such as zoning, liquor license, etc.**

The following is a series of "If, then" statements designed to educate you as to the various situations that may exist:

- 1.) If a repurposed agriculture building is being used as a public building or place of employment, then the building must be brought into compliance with the Code.
- 2.) If a building owner wishes to use their building for public use or as a place of employment on a temporary basis, then they may pursue getting a temporary use permit from their local municipality as allowed by the Commercial Building and Fire Prevention Codes. (See **SPS 361.03(12)** and **SPS 314.01(5)** for more details.) Municipalities are not required to issue a temporary use permit.
- 3.) If a repurposed agriculture building is only being used for personal use, then the building is not required to become compliant with the Code.
- 4.) If DPS has issued any orders against a building, then the municipality may not issue a temporary use permit that would conflict with the Department's orders. **WI Statute 101.02(7)(a)**
- 5.) If a building owner has already submitted building plans to the department for review and approval, then the building plans need to be approved and followed prior to the use of the building and a temporary use permit from a local municipality is no longer allowable. **WI Statute 101.02(7)(a)**



- 6.) If a building owner or designer is not able to comply with the letter of the code, then they may petition the Department for a variance to the code. Variances are only granted when the petitioned requirement is offset by an equivalent requirement. (Click [here](#) to find the variance application.)
- 7.) If a building owner would like to formally sit down with the Department and go through the specific code requirements, they may e-mail the department at [DspsSbBuildingTech@wi.gov](mailto:DspsSbBuildingTech@wi.gov) and ask for a preliminary review. (Note: Depending on the complexity of and time required to address your issue, a preliminary review fee may be charged.)

## Deb Magritz

---

**From:** Rob Klotz  
**Sent:** Monday, March 28, 2016 8:03 AM  
**To:** 'Jerry Thiltgen'  
**Cc:** Deb Magritz  
**Subject:** RE: lot 26-Oakland Park Estates

April 25<sup>th</sup>, I will have Deb put you on the agenda.  
We would need your information by April 18<sup>th</sup>.

Thanks,

Rob

---

**From:** Jerry Thiltgen [<mailto:thiltgen@wmep.org>]  
**Sent:** Friday, March 25, 2016 11:46 AM  
**To:** Rob Klotz  
**Subject:** RE: lot 26-Oakland Park Estates

When is the next zoning committee meeting. I'm getting an engineered site plan ready and would like to give them a deadline.  
Thanks

*Jerry Thiltgen*  
WMEP Sr. Manufacturing Specialist

E-mail: [thiltgen@wmep.org](mailto:thiltgen@wmep.org)  
Direct: 608.770.9012  
Toll free: 877.856.8588  
Web: [www.wmep.org](http://www.wmep.org)

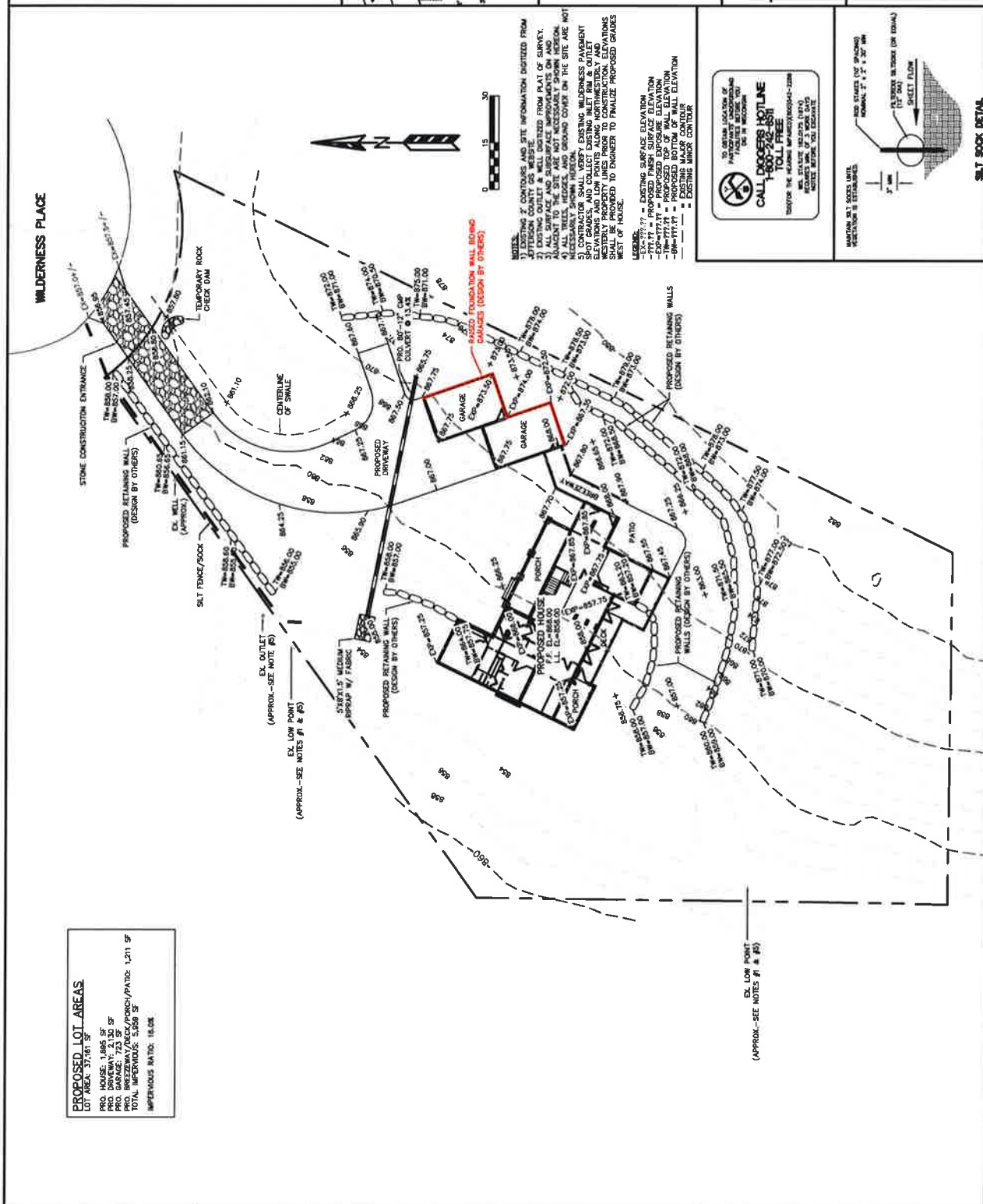


WISCONSIN MANUFACTURING  
EXTENSION PARTNERSHIP

Sign up for the monthly newsletter at:  
<http://www.wmep.org/new/newsletter/sign-up>

**From:** Rob Klotz [<mailto:RobK@jeffersoncountywi.gov>]  
**Sent:** Tuesday, March 22, 2016 1:34 PM  
**To:** Jerry Thiltgen <[thiltgen@wmep.org](mailto:thiltgen@wmep.org)>  
**Subject:** lot 26-Oakland Park Estates

The plot plan you submitted does not comply with the building area and grading plan approved for the subdivision.

[illegible]



March 31, 2016

To Whom It May Concern:

Regards

Chris and Denise Winkler Property  
C/O Rock Solid Services (Andy Wielebski & Steve Smith)  
W1117 Island Rd  
Palmyra, WI 53156

We are asking Jefferson County grant us the permission/permit to have a holding tank only septic system installed at the W1117 Island Rd Palmyra, WI 53156 property for the new barn construction project at rear of property. Our reason is the location of the building and proposed system site was just 2 years ago in a flood plain. Since then we have had a flood study done and the site is no longer in the flood plain. However to achieve the elevations needed we (RSS) moved fill onsite to raise the elevation of the building site. Most areas in site have a minimum of 4' of fill. It is our understanding that a mound type system is not by building/sanitary codes allowed to be placed on any fill site. Connecting to the existing house septic system is not an option either given the existing terrain and distance from building site. This is why we feel only a holding tank system will work for this site.

Sincerely,

*Andy Wielebski*

Rock Solid Services, LLC.

## Deb Magritz

---

**From:** Rob Klotz  
**Sent:** Monday, April 04, 2016 11:40 AM  
**To:** Deb Magritz  
**Subject:** FW: W1117 Island Rd Palmyra  
**Attachments:** W1117 Island Rd Septic .doc

Please put on the next available ZC Decision Agenda.

Rob

---

**From:** Andy Wielebski [<mailto:rocksolid@wi.rr.com>]  
**Sent:** Thursday, March 31, 2016 9:38 AM  
**To:** Rob Klotz  
**Subject:** W1117 Island Rd Palmyra

Good Morning,

Rob this is the letter I feel you requested for the septic topic at our project at W1117 Island Rd Palmyra.

Please advise if something needs to be added or changed on letter.

Thank you for all your assistance,

Rock Solid Services, LLC  
Andy Wielebski  
Complete Landscaping Services \* Grading \* Excavation  
Main (262) 470-0471  
Fax (262) 378-4307  
[rocksolid@wi.rr.com](mailto:rocksolid@wi.rr.com)

Jefferson County

LRS10801  
LRS108I

Land Records  
Look/See

4/19/16  
15:37:36  
ROBK

PIN 024 0516 1524 001

Town of PALMYRA

COMP 24 364 1000

Status: ACTIVE

Adr 1 W 1117

ISLAND RD

PALMYRA

53156 0000

Own 1 WINKLER

CHRIS

P

General Parcel Information:

PIN. . . . . : 024 0516 1524 001

Town of PALMYRA

Computer Number: 024 0364 01000

Parcel Status: ACTIVE

Sale Date. . . : 9/13/2007

Sale Type. . . :

Sale Amount. . : 320,000

Transfer Tax : 960.00

Deed Type. . . : WAR-DEED

Document Number : 1228082

Document No. : 1228082/1317090

PARCEL ADDRESS

CHRIS WINKLER

DENISE WINKLER

7774 S 10TH ST

MILWAUKEE

WI 53154 0000

USA

Nick and Buffy Uglow  
N8933 East Horseshoe Rd.  
Watertown, WI 5309

blsacia@gmail.com  
507-459-0358 - Buffy  
920-412-6145 - Nick

April 13<sup>th</sup>, 2016

Jefferson County Planning and Zoning Committee  
Room 205, Jefferson County Court House  
311 South Center Ave.  
Jefferson, WI 53549

Dear Members of the Jefferson County Planning and Zoning Committee:

We are writing this letter as a request for your consideration in a remove and replace option for a new home we hope to build. We have been married for two years and are looking to start a family, and with that, we've made the decision to pursue building a home on our family's farm.

We are now the owners of 80 acres in Jefferson county that were part of the Norm and Joyce Uglow farm (our parents) and are located on the south side of Horseshoe Road, outside of Watertown, Wis. [Reference parcel #032-0814-1311-000].

This part of the farm once held a house that was torn down in 1973 [please see proof in attached permit citing the removal of a 6-room dwelling]. That home was replaced by a machine shed for the operating Uglow farm on the north side of Horseshoe Road.

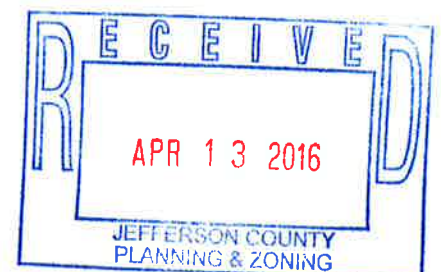
We are requesting to build near where the dwelling once stood, under the remove and replace clause, but would request to exceed the 100 feet clearance from the foundation that is cited in a typical remove and replace instance. The foundation of the original house no longer stands, so we are unable to measure from where the original home was located exactly. In addition, with the machine shed and heifer barn in place and in the area of the original dwelling, we would like to move back slightly from these buildings to provide room for a drive way and still allow farm machinery to get in, out and around those buildings easily as the farm is still running and the land outside what we hope will be a future yard, will still be worked to provide feed for dairy animals.

If you have any questions that pertain to this matter, please do not hesitate to call or e-mail us at the contact information below. Thank you for your time and consideration in this matter. We greatly appreciate the opportunity.

Many thanks,

Nick and Buffy Uglow

[Enclosures]

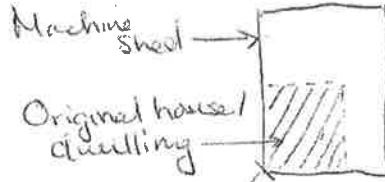


Parcel # Ref: 032-0814-1311-000

Joyce & Norm Uglow farm

Horseshoe Rd

Original home  
was replaced by  
the machine shed



End of land we own



170'

Hilltop Rd.

End of land we own

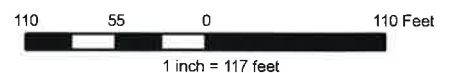
Force line I / End of land we own

Nick & Buffy Uglow New Home Site Request Sketch





- |                       |                    |                     |
|-----------------------|--------------------|---------------------|
| Override 1            | Road Right of Ways | Streams and Ditches |
| Municipal Boundaries  | Section Lines      | Red: Band_1         |
| Property Boundary     | Surface Water      | Green: Band_2       |
| Old Lot/Meander Lines | Map Hooks          | Blue: Band_3        |
| Rail Right of Ways    | Tax Parcels        |                     |



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: April 19, 2016

Author:

032-0814-1244-000

# JEFFERSON COUNTY ZONING and BUILDING PERMIT APPLICATION

## ZONING DEPT., COURTHOUSE, JEFFERSON, WISC.

IMPORTANT—Complete ALL Items. Mark Boxes Where Applicable.

## I. LOCATION

Section 13 Town 8 Range 17 Township WATER TOWN Parcel No. \_\_\_\_\_  
 Road HORSE SHOE Sub-Division \_\_\_\_\_ Lot No. \_\_\_\_\_ Block No. \_\_\_\_\_  
 Lot Width \_\_\_\_\_ Lot Depth \_\_\_\_\_ Acres 1.47 Zoning District RA-1

## II. TYPE AND COST OF BUILDING—All Applicants Complete Parts A — D

## A. TYPE OF IMPROVEMENT

- 1 ☒ New Building  
 2 ☐ Addition (If Residential, Enter Number of New Housing Units, Added, If Any, in Part D, 13)  
 3 ☐ Alterations (See 2 Above)  
 4 ☐ Repair, Replacement  
 5 ☐ Wrecking (If Multifamily Residential, Enter Number of Units in Building in Part D, 13)  
 6 ☐ Moving (Relocation)  
 7 ☐ Other \_\_\_\_\_

## B. OWNERSHIP

- 8 ☒ Private (Individual, Corporation, Nonprofit Institution, Etc.)  
 9 ☐ Public (Federal, State, or Local Government)

## D. PROPOSED USE — For "Wrecking" Most Recent Use

## Residential

- 12 ☐ One Family  
 13 ☐ Two or More Family — Enter Number of Units \_\_\_\_\_  
 14 ☐ Transient Hotel, Motel, or Dormitory — Enter Number of Units \_\_\_\_\_  
 15 ☐ Garage  
 16 ☐ Carport  
 17 ☐ Other — Specify \_\_\_\_\_

- 19 ☐ Church, Other Religious  
 20 ☐ Industrial  
 21 ☐ Commercial (Incl. Comm. Agri.)  
 22 ☐ Service Station, Repair Garage  
 23 ☐ Hospital, Institutional  
 24 ☐ Office, Bank, Professional  
 25 ☐ Public Utility  
 26 ☐ School, Library, Other Educational  
 27 ☐ Stores, Mercantile  
 28 ☒ Agriculture (Gen. Farm Bldg.)  
 29 ☐ Other — Specify \_\_\_\_\_

## Nonresidential

- 18 ☐ Amusement, Recreational

## C. COST

10. Cost of Improvement \_\_\_\_\_  
 To Be Installed But Not Included In The Above Cost  
 a. Electrical \_\_\_\_\_  
 b. Plumbing \_\_\_\_\_  
 (Including Well and Sewage Systems)  
 c. Other \_\_\_\_\_

\$ 5,331.00

Nonresidential — Describe in detail proposed use. If use of existing building is being changed, enter proposed use.

Am wrecking 6 room dwelling and one other small building and erecting this pole type machine shed in this place.

## 11. TOTAL COST OF IMPROVEMENT

\$

Check for Applicable Deed or Plot Restrictions.

## III. SELECTED CHARACTERISTICS OF BUILDING—For new buildings and additions, complete Parts E — L; for wrecking, complete only Part J, for all others skip to IV.

## E. PRINCIPAL TYPE OF FRAME

- 30 ☐ Masonary (Wall Bearing)  
 31 ☐ Wood Frame  
 32 ☐ Structural Steel  
 33 ☐ Reinforced Concrete  
 34 ☒ Other — Specify POLE

## F. PRINCIPAL TYPE OF HEATING FUEL

- 35 ☐ Specify \_\_\_\_\_

## G. TYPE OF SEWAGE DISPOSAL

- 36 ☐ Public or Private Company  
 37 ☐ Individual (Septic Tank, Etc.)

## H. TYPE OF WATER SUPPLY

- 38 ☐ Public or Private Company  
 39 ☐ Individual (Well, Ponds)

## J. DIMENSIONS

- 40 ☐ Number of Stories \_\_\_\_\_  
 41 ☐ Total Square Feet of Floor Area. All Floors, Based on Exterior Dimensions 52 x 71  
 42 ☐ Total Cubic Feet Contained \_\_\_\_\_

## K. NUMBER OF OFF-STREET

- 43 ☐ PARKING SPACES \_\_\_\_\_

## L. RESIDENTIAL BUILDINGS ONLY

- 44 ☐ Number of Bedrooms \_\_\_\_\_  
 45 ☐ Auto. Washer—Food Grinder \_\_\_\_\_  
 46 ☐ Number of Bathrooms } Full \_\_\_\_\_  
 } Partial \_\_\_\_\_

## IV. IDENTIFICATION—To be completed by all applicants.

NOTE—Complete Back of this Form

Name	Mailing Address — Number, Street, City, and State	ZIP Code	Tel. No.
1. Owner <u>Ray Dglow</u>	<u>Hatetown Rd 6</u>	<u>53094</u>	<u>261-6530</u>
2. Contractor or Architect <u>Manuel Brindley</u>	<u>Arden Mueller Box 115</u> <u>Hustisford - 349-3696</u>		

The owner of this building and the undersigned agree to conform to all applicable laws of Jefferson County.

Signature of Applicant

Ray DglowHatetown Rd 6

Application Date

Mar 6-93

DO NOT WRITE IN THIS SPACE — FOR OFFICE USE

Approved By

W.O. Hoffmann

Permit Fee

\$ 3.00

Date Permit Issued

3/27/73

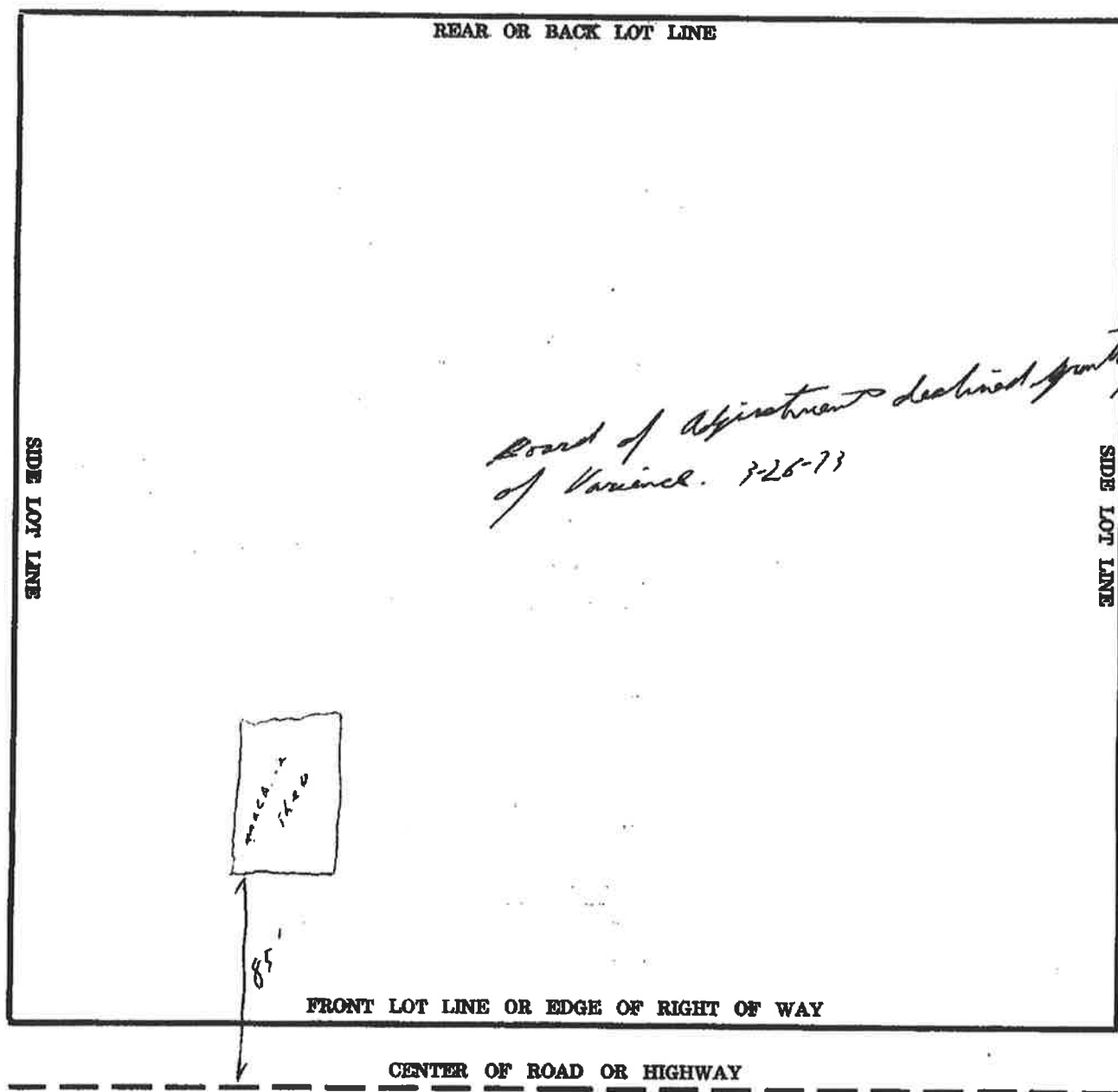
Permit Number

2691

Permit No. 2691

NOTE—On waterfront Lots  
the lot line bordering the  
water shall be deemed the  
front of the lot.

Indicate Direction  
N - S - E - W



### PLOT PLAN

IMPORTANT—Sketch in the proposed structure and its dimensions on the above plot and show the distances from the following; Center of Road, Front, Side and Rear Lot Lines.

STATE OF WISCONSIN  
COUNTY OF JEFFERSON

ZONING AND LAND USE  
PERMIT AND RECEIPT

Z No 2691

Date Mar. 27/1913

This Permit and Receipt is issued for the Building and/or Land Use for the following items checked below, pursuant to the JEFFERSON COUNTY ZONING ORDINANCE, JEFFERSON COUNTY, WISCONSIN.

PROPERTY OWNER Ray Uglow

ADDRESS R. 6. Watertown

PROPERTY ADDRESS

HWY/ROAD Horseshoe Rd.

(If Different)

LOCATION 1/4, 1/4, 1/4 SECTION 13 TOWN 8 RANGE 14 TOWNSHIP Watertown

Fees for the following are computed from the fee schedule adopted by the Jefferson County Board of Supervisors, Jefferson County, Wisconsin.

Residence            Addition            Size            ft. by            ft. =            \$ Total Sq. Ft.            \$

Accessory Building            \$

Business, Commercial or Public Building            Sq. Ft.            \$

Agriculture Machine shed 52 x 71 \$ 3.22

Other            \$

Paid By Raymond Uglow

Check            Cash           

M. D. Hoffmeyer  
Zoning Administrator

NOTE: Check for applicable deed or plat restrictions.

IT IS UNLAWFUL TO COMMENCE WORK PRIOR TO OBTAINING THIS PERMIT. PERMIT EXPIRES ONE YEAR FROM DATE OF ISSUE. PERMIT FEE WILL NOT BE REFUNDED IF PERMIT IS NOT USED.

OK 6/25/74  
aw.

## Deb Magritz

---

**From:** Buffy Sacia <blsacia@gmail.com>  
**Sent:** Wednesday, April 20, 2016 9:05 PM  
**To:** Deb Magritz  
**Cc:** Nick Uglow  
**Subject:** Re: FW: Attached Image

Hi Deb,

Thanks for creating this image! It looks right to us on the angle and site.

Thank you!

Buffy

On Tuesday, April 19, 2016, Deb Magritz <[DebM@jeffersoncountywi.gov](mailto:DebM@jeffersoncountywi.gov)> wrote:

Good Morning Buffy!

Thanks for emailing me your sketch of the proposed home location. I measured 170 feet from the corner of the shed based upon your sketch, drew it on an air photo and have attached it here. But did I get the angle right? Is this the home site you had in mind?

---

**From:** Jefferson County Zoning [mailto:[ZoningCanonCopier@jeffersoncountywi.gov](mailto:ZoningCanonCopier@jeffersoncountywi.gov)]  
**Sent:** Tuesday, April 19, 2016 10:27 AM  
**To:** Deb Magritz  
**Subject:** Attached Image

CONFIDENTIALITY NOTICE: This e-mail and any files transmitted with it may contain information that is privileged, confidential and exempt from disclosure under applicable laws. The communication is intended for the sole use of the individual or entity to which it is addressed. Dissemination, forwarding, printing, or copying of this e-mail and any files transmitted with it without the consent of the sender is strictly prohibited. If you have received this e-mail in error, please notify the sender, delete the email, and do not use, disclose or store the information it contains. Thank you.

--

*Buffy Uglow*  
*N8933 E. Horseshoe Rd.*  
*Watertown, WI 53094*  
P: (507) 459-0358  
E: [blsacia@gmail.com](mailto:blsacia@gmail.com)

## Deb Magritz

---

**From:** Rob Klotz  
**Sent:** Monday, April 11, 2016 1:28 PM  
**To:** Deb Magritz  
**Subject:** FW: Pitzner  
**Attachments:** Pitzner.pdf

Please put on the ZC decision date meeting agenda.

Rob

**From:** Mark Anderson [<mailto:andersonlandsurvey@gmail.com>]  
**Sent:** Sunday, April 10, 2016 6:26 PM  
**To:** Rob Klotz  
**Subject:** Pitzner

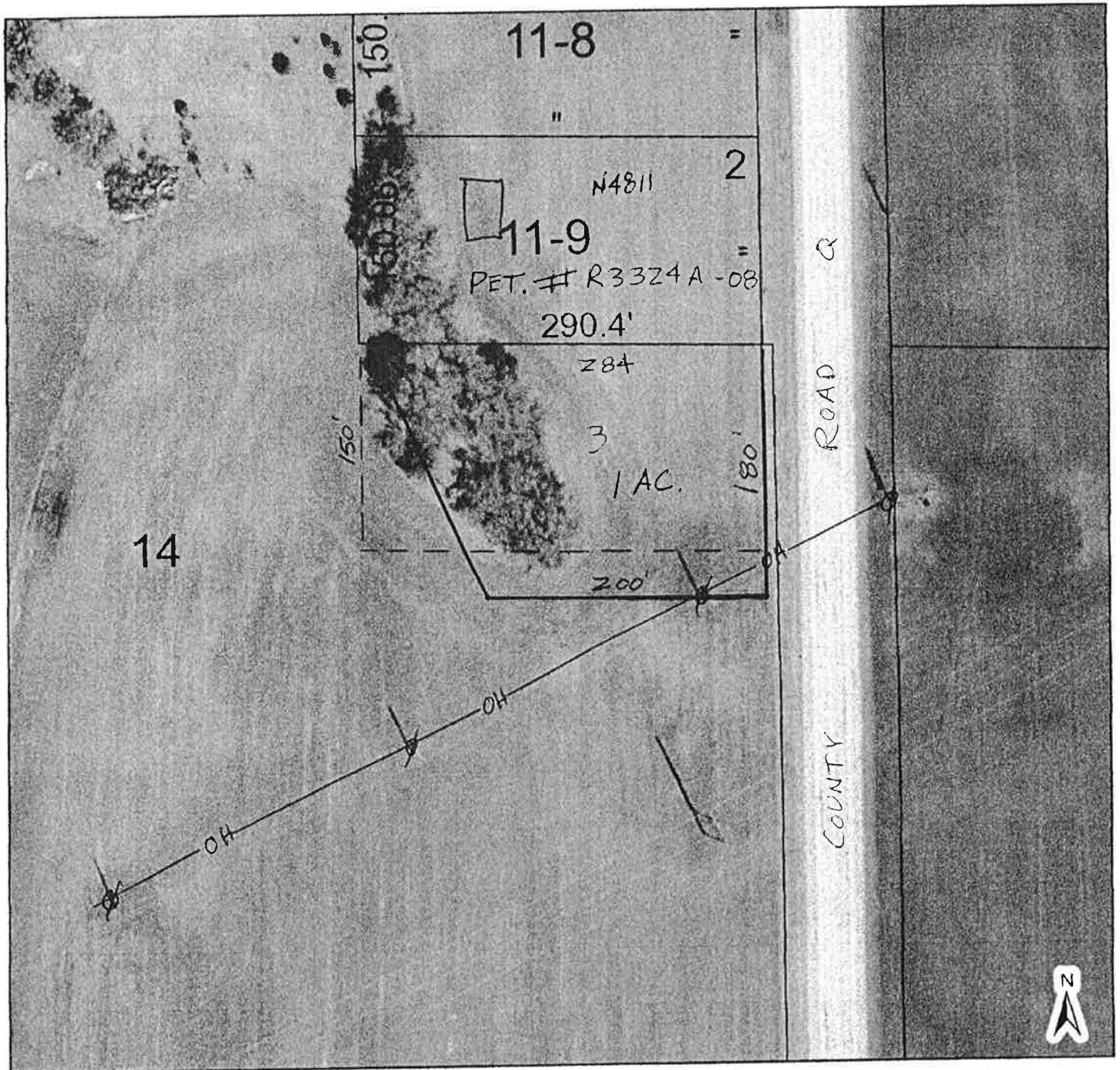
Rob

Cindy Pitzner is going to put Lot 3 Petition #R3324A-08 on the market.  
She wants to include the Powerpole south of the Lot so she doesn't have to farm around it.  
Something like the attached image.  
It was approved at 150' would you have to take it back to the Committee?

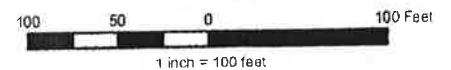
Thanks  
Mark



# Untitled



- |                       |                     |               |
|-----------------------|---------------------|---------------|
| Municipal Boundaries  | Section Lines       | Red: Band_1   |
| Property Boundary     | Surface Water       | Green: Band_2 |
| Old Lot/Meander Lines | Map Hooks           | Blue: Band_3  |
| Rail Right of Ways    | Tax Parcels         |               |
| Road Right of Ways    | Streams and Ditches |               |



## Rob Klotz

---

**To:** Tony Phillips  
**Subject:** RE: Antenna Fees for FA # 10080059 [Jefferson County, WI for Zoning and Town of Aztalan for Building Permit] - Telecom Modification to (1) AT&T Cell Site located at N6643 GOMOLL ROAD, Lake Mills, WI

---

**From:** Tony Phillips [mailto:Tony.Phillips@sacw.com]  
**Sent:** Thursday, April 14, 2016 1:57 PM  
**To:** Rob Klotz  
**Cc:** Charlotte Banks; Deb Magritz; 'Steve Nass'  
**Subject:** Antenna Fees for FA # 10080059 [Jefferson County, WI for Zoning and Town of Aztalan for Building Permit] - Telecom Modification to (1) AT&T Cell Site located at N6643 GOMOLL ROAD, Lake Mills, WI

Hi Rob-

Thanks for taking the time to look into this issue. I have no problem with the use of my e-mail for discussion with the Committee.

We have another project ready to submit for your review. Before I realized the pricing confusion, they had already cut a check for \$1000.00 to submit with the application. I'm reluctant to submit the application and check until the pricing matrix has been confirmed.

Rather than hold up our project waiting for a possible pricing adjustment by the Committee, can we submit the application with the knowledge that we may be due a refund? Or should we submit it without the Review Fee knowing that we may possibly have a credit from the previous review where we submitted \$1500.00?

I believe we will have a total of four projects that will require your review/approval. If it's determined the pricing should be \$500.00 per project, that would bring our total to \$2000.00. If we submit the next one with \$1000.00 as mentioned above, we will have overpaid by \$500.00.

Thanks again for your help. Please let me know how I should proceed with the next application.

Tony

**Tony Phillips | Zoning & Permitting | Mobile: 847-331-3659**  
**SAC Wireless | 540 W. Madison, 16<sup>th</sup> Floor, Chicago, IL 60661**  
[tony.phillips@sacw.com](mailto:tony.phillips@sacw.com)

---

**From:** Rob Klotz [mailto:RobK@jeffersoncountywi.gov]  
**Sent:** Thursday, April 14, 2016 1:25 PM  
**To:** Tony Phillips <[Tony.Phillips@sacw.com](mailto:Tony.Phillips@sacw.com)>

**Cc:** Charlotte Banks <[Charlotte.Banks@sacw.com](mailto:Charlotte.Banks@sacw.com)>; Deb Magritz <[DebM@jeffersoncountywi.gov](mailto:DebM@jeffersoncountywi.gov)>; 'Steve Nass' <[clay@gdinet.com](mailto:clay@gdinet.com)>

**Subject:** RE: Antenna Fees for FA # 10080059 [Jefferson County, WI for Zoning and Town of Aztalan for Building Permit] - Telecom Modification to (1) AT&T Cell Site located at N6643 GOMOLL ROAD, Lake Mills, WI

I now understand your point.

Our old Ordinance had specific language requiring the permit and fee for each antenna/replacement. When we adopted the new (model) Ordinance we did not retain that language.

I will place this on the Zoning Committee agenda for discussion.

Their next meeting is the 25<sup>th</sup> of April.

Is it ok to use this email for that discussion?

Rob

---

**From:** Tony Phillips [<mailto:Tony.Phillips@sacw.com>]

**Sent:** Wednesday, April 13, 2016 4:23 PM

**To:** Deb Magritz; Rob Klotz

**Cc:** James Hom; Charlotte Banks

**Subject:** Antenna Fees for FA # 10080059 [Jefferson County, WI for Zoning and Town of Aztalan for Building Permit] - Telecom Modification to (1) AT&T Cell Site located at N6643 GOMOLL ROAD, Lake Mills, WI

Good Afternoon Mr. Klotz-

We appreciate you getting back to us this morning. Charlotte was having trouble accessing her voice mail today. We finally had a chance to listen to it.

Based on your response, Jefferson County is using the State of Wisconsin definition of a Class 2 Collocation. In your Voice Mail and in Definition (L) below, a Mobile Facility is a "SET" of Equipment. Correct me if I'm wrong, but they are clearly referring to ALL the components required to have a functioning "Facility". The word "Facility" is also referenced in 66.0404 (e) Class 2 Collocation definition.

In addition, the 66.0404 (e) Class 2 Collocation definition also states "the placement of a NEW mobile service facility". We are proposing a Modification of an Existing facility.

Given this clarification of the State Code, Jefferson County Zoning Ordinance and the absence of a MODIFICATION Ordinance in your Code, the Maximum Fee should not be more than \$500.00 for the "SET" of Upgrades we are proposing.

I'll be happy to discuss this in a phone conference if you have questions.

Thank you.



## 66.0404 Mobile tower siting regulations.

### (1) DEFINITIONS. In this section:

- (a) "Antenna" means communications equipment that transmits and receives electromagnetic radiation.
- (b) "Application" means an application for a permit under this section to engage in an activity subject to this section.
- (c) "Building permit" means a permit issued by a political subdivision that authorizes an applicant to engage in substantial modification.
- (d) "Class 1 collocation" means the placement of a new mobile service facility on an existing structure that does not need to engage in substantial modification.
- (e) "Class 2 collocation" means the placement of a new mobile service facility on an existing structure that requires engagement in substantial modification.
- (f) "Collocation" means class 1 or class 2 collocation or both.
- (g) "Distributed antenna system" means a network of spatially separated antenna nodes that is connected to a central equipment compound.
- (h) "Equipment compound" means an area surrounding or adjacent to the base of an existing structure that is used to house equipment for a mobile service facility.
- (i) "Existing structure" means a support structure that exists at the time a request for permission to place a mobile service facility is made.
- (j) "Fall zone" means the area over which a mobile support structure is designed to collapse.
- (k) "Mobile service" has the meaning given in 47 USC 153 (33).
- (L) "Mobile service facility" means the set of equipment and network components, including antennas, used to provide mobile service to a discrete geographic area, but does not include the underlying support structure.

**Tony Phillips | Zoning & Permitting | Mobile: 847-331-3659**  
**SAC Wireless | 540 W. Madison, 16<sup>th</sup> Floor, Chicago, IL 60661**  
[tony.phillips@sacw.com](mailto:tony.phillips@sacw.com)

**From:** Charlotte Banks  
**Sent:** Tuesday, April 12, 2016 5:27 PM  
**To:** Rob Klotz <[RobK@jeffersoncountywi.gov](mailto:RobK@jeffersoncountywi.gov)>  
**Cc:** Deb Magritz <[DebM@jeffersoncountywi.gov](mailto:DebM@jeffersoncountywi.gov)>; James Hom <[James.Hom@sacw.com](mailto:James.Hom@sacw.com)>; Tony Phillips <[Tony.Phillips@sacw.com](mailto:Tony.Phillips@sacw.com)>  
**Subject:** RE: Antenna Fees for FA # 10080059 [Jefferson County, WI for Zoning and Town of Aztalan for Building Permit] - Telecom Modification to (1) AT&T Cell Site located at N6643 GOMOLL ROAD, Lake Mills, WI

Mr. Klotz and Ms. Magritz,

Could we have a conference call tomorrow, Wednesday, April 13, 2016 to walk me through Section 11.055 of the Zoning Ordinance? I am concerned that either I am misunderstanding the provisions for this section or maybe I am missing a page of the Code. Any guidance you can give would be greatly appreciated.

Regards,

*Charlotte Banks*

**Charlotte Banks | Zoning and Permitting Specialist | O: (312) 809 - 8034**  
**SAC Wireless, 540 West Madison, Suite 1600, Chicago, IL 60661**



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**From:** Rob Klotz [<mailto:RobK@jeffersoncountywi.gov>]

**Sent:** Tuesday, April 12, 2016 3:47 PM

**To:** Charlotte Banks <[Charlotte.Banks@sacw.com](mailto:Charlotte.Banks@sacw.com)>

**Subject:** RE: Antenna Fees for FA # 10080059 [Jefferson County, WI for Zoning and Town of Aztalan for Building Permit] - Telecom Modification to (1) AT&T Cell Site located at N6643 GOMOLL ROAD, Lake Mills, WI

The fee for the telecommunications ordinance is in the ordinance itself....section 11.055

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**From:** Charlotte Banks [<mailto:Charlotte.Banks@sacw.com>]

**Sent:** Tuesday, April 12, 2016 3:38 PM

**To:** Rob Klotz

**Cc:** Deb Magritz; James Hom; Tony Phillips

**Subject:** RE: Antenna Fees for FA # 10080059 [Jefferson County, WI for Zoning and Town of Aztalan for Building Permit] - Telecom Modification to (1) AT&T Cell Site located at N6643 GOMOLL ROAD, Lake Mills, WI

Good afternoon Mr. Klotz and Ms. Magritz,

First, I wanted to thank you for your help in processing our zoning application for the site listed above. I have a few questions regarding the fees for the permit issued. Because AT&T has several sites located in Jefferson County for this antenna upgrade project, can you clarify why the antenna upgrades for this permit costs \$500.00 per antenna for a total of \$1,500.00 for this specific site which is a minor modification to an existing wireless structure?

We have no problem paying the fee, it's just that we have to provide backup documentation from the jurisdiction justifying the costs. When I looked at the fee schedule and the Ordinance, I couldn't find any fee of \$500.00 per antenna anywhere. I did see in the Ordinance where it said that the maximum fee per permit is \$500.00 though. So I have to ask

how do you arrive at the amount of \$500.00 per antenna add? Is each antenna added considered a separate colocation to the structure?

Thank you for taking the time to look into this.

Regards,

*Charlotte Banks*

Charlotte Banks | Zoning and Permitting Specialist | O: (312) 809 - 8034

SAC Wireless, 540 West Madison, Suite 1600, Chicago, IL 60661

[Charlotte.Banks@sacw.com](mailto:Charlotte.Banks@sacw.com) | [www.sacw.com](http://www.sacw.com)



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