

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, NOVEMBER 27, 2017

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 October 30, November 10 and November 16 Committee Meeting Minutes
7. Communications
8. October Monthly Financial Report for Land Information Office – Andy Erdman
9. Discussion and possible action to Approve Pictometry Aerial Photography Acquisition Contract, Spring 2018 – Andy Erdman
10. November Monthly Financial Report for Zoning – Rob Klotz
11. Discussion on Comprehensive Plan Update Due September, 2020
12. Discussion on Agricultural Preservation and Land Use Plan Update Due December 31, 2021
13. Discussion on Jefferson County Zoning Ordinance as a Result of Plan Update, Due December 31, 2022
14. Discussion on Flood Event Responsibilities-Substantial Damage Reporting and FEMA Requirements
15. Discussion on Comprehensive Emergency Management Plan Requirements
16. Department Succession Planning and Designee for the Following:
 - a. Issuing Zoning and Land Use Permits
 - b. Signing Certified Survey Maps/Subdivision Plats
 - c. Overseeing All Ordinance Functions, Including Zoning, Subdivision, Citation and Floodplain Ordinances
17. Discussion and Possible Action on Pending Legislation
18. Discussion and Possible Action on Request by Jim Bender to Allow Land Transfer at N8201 County Road G, Town of Waterloo, Without Going Back Through Public Hearing, and to Allow With/Without Certified Survey Map Correction or Deed Transfer
19. Discussion and Possible Action on Petition R3997A-17 for David & Nancy Last on PIN 032-0815-1544-000 in the Town of Watertown, Presented in Public Hearing on August 18, 2017 and Subsequently Postponed by the Planning and Zoning Committee for Revision
20. Discussion and Possible Action on Petitions Presented in Public Hearing on November 16:

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

R4014A-17 – David Hughes: Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 4.25-acre farm consolidation lot around the home at **W9122 London Rd**, Town of Lake Mills, on PIN 018-0713-3221-000 (40 Acres). **(Petitioner not present at public hearing.)**

R4015A-17 – Rita Marty: Create a 1.23-acre lot around a pre-1978 home at **W9554 Britzke Rd** and a vacant 1.12-acre building site nearby, both from PIN 018-0713-3131-000 (15.7 Acres) in the Town of Lake Mills. This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4016A-17 – Kennedy-Paus Trust: Create a 2.3-acre building site on **County Road G** from part of PIN 030-0813-2431-001 (15.7 Acres) in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The site is in the Town of Waterloo.

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

R4017A-17 – Steven and Dyan Pasono: Reconfigure an existing A-3 lot on **Ridge Ln**, removing 0.633 acre from its north (PIN 012-0816-1042-003—2 Ac) and adding 0.633 acre to its south from PIN 012-0816-1042-001 (21.476 Ac). The site is in the Town of Ixonia. This proposal is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-2, AGRICULTURAL AND RURAL BUSINESS WITH CONDITIONAL USE

R4018A-17 & CU1932-17 – David T Beres/D Thomas Landscaping LLC Property: Rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance to create a 2.17-acre A-2 zone with conditional use to allow for storage of contractor's equipment and materials as well as storage of other non-farm equipment at **W158 Concord Center Drive**. The site is in the Town of Concord, on PIN 006-0716-1344-002 (3.58 Ac).

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE

R4019A-17 – Theresa Huebner/Edward Schutten Property: Rezone in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance to create an 11.5-acre N zone to be added to adjoining property at **N5086 County Road P.** The site is in the Town of Concord on PIN 006-0716-3142-000 (13.582 Ac).

FROM COMMUNITY TO INDUSTRIAL

R4020A-17 – Brian Statz: Rezone in accordance with Sec. 11.04(f)4 of the Jefferson County Zoning Ordinance to allow production of fabricated metal products on PIN 014-0615-0314-037 (0.37 ac) along **US Highway 18** in the Town of Jefferson.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS

R4021A-17 – David Christian/Dakalomi LLC Property: Rezone 0.19 acre of PIN 006-0716-1411-001 (3.209 Ac) to add it to adjoining A-2 zoned property at **W594 County Road B** in the Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

FROM A-2, AGRICULTURAL AND RURAL BUSINESS TO A-1, EXCLUSIVE AGRICULTURAL

R4022A-17 – David Christian/Lars & Joan Anderson Property: Rezone 0.15 acre of PIN 006-0716-1411-002 (1.091 Ac) to add it to adjoining A-1 zoned property near **County Road B** in the Town of Concord. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

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

R4023A-17 – David Christian/Jeffery & Jennifer Gaal Property: Rezone 0.39 acre of PIN 006-0716-1411-003 (3.756 Ac) to add it to adjoining A-1 zoned property near **County Road B** in the Town of Concord. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATIONS

CU1933-17 – Kathy Branch/Richard W Prisk Jr Property: Conditional use to allow farm-type animals in a Residential R-2 zone at **N1024 Old 26 Road**. This property is in the Town of Koshkonong, on PIN 016-0514-1943-003 (2.1 Ac). This request is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

CU1934-17 – Richard Schauer: Conditional use in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance to allow an extensive on-site storage structure **across from W1378 South Shore Drive** on PIN 024-0516-3311-004 (0.289 Ac). This R-1 zoned property is in the Town of Palmyra.

21. Possible Future Agenda Items

22. Upcoming Meeting Dates

December 15, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203
December 21, 7:00 p.m. – Public Hearing in Courthouse Room 205
January 8, 2018, 8:30 a.m. - Decision Meeting in Courthouse Room 203
January 12, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203
January 18, 7:00 p.m. – Public Hearing in Courthouse Room 205
January 29, 8:30 a.m. - Decision Meeting in Courthouse Room 203

23. 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.jeffersoncountyny.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, OCTOBER 30, 2017**

1. **Call to Order**
The meeting was called to order by Vice-Chair David at 8:30 a.m.
2. **Roll Call (Establish a Quorum)**
Committee members present at 8:30 included David, Reese, Rinard and Jaeckel. Also present were Rob Klotz, Deb Magritz and Matt Zangl of the Zoning Department.
3. **Certification of Compliance with the Open Meetings Law**
Reese verified that the meeting was being held in compliance with the Open Meetings Law.
4. **Approval of the Agenda**
The Committee will move to agenda items to accommodate guests.
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 September 21, September 25, October 13 and October 19 Committee Meeting Minutes**
Motion by Reese, seconded by Rinard to approve the September 21 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Rinard to approve the September 25 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Reese to approve the October 13 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the October 19 meeting minutes as presented. Motion carried on a voice vote with no objection.
7. **Communications**
Klotz drew pointed out and briefly discussed the 25-page packet of legislative reports which was printed out and also emailed to them.
8. **September Monthly Financial Report for Land Information Office – Andy Erdman**
Erdman reported that there has been a drop, though not significant, in the number of documents recorded. The County Surveyor has been getting back to Highway Department work, now working on County Road A between State Road 106 and County Highway C, so his revenues will be getting back on track.
9. **October Monthly Financial Report for Zoning – Rob Klotz**
Klotz noted that revenues were down a little for the month, however revenue projections for the year have been met.
10. **Discussion and Possible Decision on Request for Holding Tank Waiver for Koshkonong Mounds Country Club Property, Town of Koshkonong**

Klotz began with an explanation of circumstances to date; Jeff Simes, On-Site Waste Systems Technician further explained area requirements for a private on-site waste treatment system. Klotz noted the location of the tee boxes and the irrigation system which impede system installation, and asked Simes about the existing roadway. Simes stated that the roadway is 10 ½ feet wide, and enough to support a pump truck. Motion by Jaeckel, seconded by Reese to approve the holding tank waiver because of the noted site restrictions. Motion carried on a voice vote with no objections.

The Committee moved to agenda item 13 to accommodate guests in attendance.

**13. Discussion and Possible Action on Petitions Presented in Public Hearing on October 19:
PLEASE SEE INDIVIDUAL FILES FOR A COMPLETE RECORD OF THE FOLLOWING DECISIONS:**

APPROVE WITH CONDITIONS R4012A-17 – J&D Messmann Trust/Robert Biwer, Vesta Biwer Trust on a motion by Reese, seconded by Jaeckel: Rezone PIN 008-0715-3042-001 (8.487 Ac) to create an 8.55-acre Natural Resource zone near **County Road Y** in the Town of Farmington. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS CU1931-17 – North Shore Estates LLC on a motion by Jaeckel, seconded by Reese: Allow multi-family residential development for 13 units at **W7990 and W7986 County Road B** on PINs 018-0713-0234-002 (3.419 Ac), 018-0713-0234-003 (0.561 Ac) and 018-0713-0234-009 (0.353 Ac). The site is in the Town of Lake Mills, and is zoned Residential R-1. This request is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R4007A-17 – Michael Cronin/Michael Neal & Doris Cronin Property on a motion by Jaeckel, seconded by Reese: Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 0.7-acre lot and a 2.3-acre lot at **W4849 Shaner Rd** from PIN 010-0515-0622-002 (3 Ac), Town of Hebron. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R4008A-17 – Michael Bumbard/C&G Bumbard Trust Property on a motion by Reese, seconded by Jaeckel: Create a 6-acre building site utilizing lot combination on **Wishing Well Ln** in the Town of Koshkonong. The site is part of PIN 016-0513-2534-000 (40 Ac). This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R4009A-17 – Matthew Kaminski on a motion by Jaeckel, seconded by Reese: Create a 1.59-ac farm consolidation lot around the home at **N7797 Vandre Rd** in the Town of Milford from part of PIN 020-0814-2933-000 (16.679 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R4010A-17 – Kathryn I Moritz Trust on a motion by Jaeckel, seconded by Rinard: Create an 8.5-acre lot at **W6770 Pond Rd**, in part by farm consolidation and also by lot combination from PINs 016-0514-2924-000 (40 Ac) and 016-0514-2923-001 (10 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R4011A-17 – Kathryn I Moritz Trust on a motion by Jaeckel, seconded by Rinard: Rezone to create a 4.4-acre Natural Resource zone from part of PIN 016-0514-2924-000 (40 Ac), near **N6770 Pond Rd** in the Town of Koshkonong in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.

11. Discussion and Possible Action on Passed and Pending Legislation affecting County Zoning
Klotz touched on various points of legislation .

12. Discussion and Possible Action on Comprehensive Plan and Agricultural Preservation and Land Use Plan and Zoning Ordinance Updates
Klotz will be giving a list and timeline at next month's meeting for all the things that need to be addressed. The process will start in 2019 to update both plans at the same time. The transportation plan will be done by other departments.

Nass arrived at 9:43 a.m.

14. Possible Future Agenda Items

15. Upcoming Meeting Dates

November 10, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203
November 16, 7:00 p.m. – Public Hearing in Courthouse Room 205
November 27, 8:30 a.m. - Decision Meeting in Courthouse Room 203
December 15, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203
December 21, 7:00 p.m. – Public Hearing in Courthouse Room 205
January 8, 2018, 8:30 a.m. - Decision Meeting in Courthouse Room 203

16. Adjourn

Motion by Reese, seconded by Jaeckel to adjourn the meeting. Motion carried on a voice vote with no objection, and the meeting adjourned at 9:50 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.jeffersoncountywi.gov.

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MINUTES
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTION 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
8:00 A.M. ON FRIDAY, NOVEMBER 10, 2017

1. Call to Order

The meeting was called to order by Chairman Nass at 8:03 a.m.

2. Roll Call (Establish a Quorum)

All Committee members were present at 8:03. Also present were Rob Klotz, Deb Magritz and Matt Zangl from 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. Approval of the Agenda

Motion by David, seconded by Rinard to approve the agenda as printed. 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)
Klotz informed the Committee of status of pending legislation.

Communications

There were no communications.

7. Site Inspections for Petitions to be Presented in Public Hearing on November 16, 2017:

The Committee left at 8:05 for the following site inspections:

CU1933-17 – Kathy Branch/Richard W Prisk Jr Property: Conditional use to allow farm-type animals in a Residential R-2 zone at **N1024 Old 26 Road**. This property is in the Town of Koshkonong, on PIN 016-0514-1943-003 (2.1 Ac). This request is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

CU1934-17 – Richard Schauer: Conditional use in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance to allow an extensive on-site storage structure **across from W1378 South Shore Drive** on PIN 024-0516-3311-004 (0.289 Ac). This R-1 zoned property is in the Town of Palmyra.

R4020A-17 – Brian Statz: Rezone in accordance with Sec. 11.04(f)4 of the Jefferson County Zoning Ordinance to allow production of fabricated metal products on PIN 014-0615-0314-037 (0.37 ac) along **US Highway 18** in the Town of Jefferson.

R4019A-17 – Theresa Huebner/Edward Schuttten Property: Rezone in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance to create an 11.5-acre N zone to be added to adjoining property at **N5086 County Road P.** The site is in the Town of Concord on PIN 006-0716-3142-000 (13.582 Ac).

R4018A-17 & CU1932-17 – David T Beres/D Thomas Landscaping LLC Property: Rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance to create a 2.17-acre A-2 zone with conditional

use to allow for storage of contractor's equipment and materials as well as storage of other non-farm equipment at **W158 Concord Center Drive**. The site is in the Town of Concord, on PIN 006-0716-1344-002 (3.58 Ac).

R4021A-17 – David Christian/Dakalomi LLC Property: Rezone 0.19 acre of PIN 006-0716-1411-001 (3.209 Ac) to add it to adjoining A-2 zoned property at **W594 County Road B** in the Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4022A-17 – David Christian/Lars & Joan Anderson Property: Rezone 0.15 acre of PIN 006-0716-1411-002 (1.091 Ac) to add it to adjoining A-1 zoned property near **County Road B** in the Town of Concord. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

R4023A-17 – David Christian/Jeffery & Jennifer Gaal Property: Rezone 0.39 acre of PIN 006-0716-1411-003 (3.756 Ac) to add it to adjoining A-1 zoned property near **County Road B** in the Town of Concord. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

R4017A-17 – Steven and Dyan Pasono: Reconfigure an existing A-3 lot on **Ridge Ln**, removing 0.633 acre from its north (PIN 012-0816-1042-003—2 Ac) and adding 0.633 acre to its south from PIN 012-0816-1042-001 (21.476 Ac). The site is in the Town of Ixonia. This proposal is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4016A-17 – Kennedy-Paus Trust: Create a 2.3-acre building site on **County Road G** from part of PIN 030-0813-2431-001 (15.7 Acres) in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The site is in the Town of Waterloo.

R4014A-17 – David Hughes: Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 4.25-acre farm consolidation lot around the home at **W9122 London Rd**, Town of Lake Mills, on PIN 018-0713-3221-000 (40 Acres).

R4015A-17 – Rita Marty: Create a 1.23-acre lot around a pre-1978 home at **W9554 Britzke Rd** and a vacant 1.12-acre building site nearby, both from PIN 018-0713-3131-000 (15.7 Acres) in the Town of Lake Mills. This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

8. Ajourn

Motion by David, seconded by Jaeckel to adjourn the meeting. The meeting adjourned at 10:55 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.jeffersoncountylvwi.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.

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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: Thursday, November 16, 2017

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

All Committee members were present. Also present were Deb Magritz and Matt Zangl of the Zoning Department.

3. Certification of Compliance with Open Meetings Law

Reese verified that the meeting was being held in compliance with Open Meetings Law

4. Approval of Agenda

Motion by Jaeckel, seconded by Reese to approve the agenda as presented. Motion carried on a voice vote with no objection.

5. Explanation of Public Hearing Process by Committee Chair

Nass explained the public hearing process, and noted that the Committee decision date will be November 27 and the County Board date will be December 12.

6. Public Hearing

Zangl read the following into the record:

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, November 16, 2017, 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, which include staff finding of fact, 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 A-1. EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL
RESIDENTIAL**

R4014A-17 – David Hughes: Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 4.25-acre farm consolidation lot around the home at **W9122 London Rd**, Town of Lake Mills, on PIN 018-0713-3221-000 (40 Acres).

Petitioner: There was no one present to speak for the petition.

R4015A-17 – Rita Marty: Create a 1.23-acre lot around a pre-1978 home at **W9554 Britzke Rd** and a vacant 1.12-acre building site nearby, both from PIN 018-0713-3131-000 (15.7 Acres) in the Town of Lake Mills. This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

Petitioner: Rita Marty, W9554 Britzke Road spoke for the petition. She wants to split off the farm house and also create a new 1-acre building site.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated October 10, 2017 and in the file.

Staff Report: Given by Zangl, and in the file. Zangl asked for the age of the existing farm house, to which Marty said it was around 100 years old. Zangl asked if there would be road access to the remaining A-1 zoned land, and Marty said that there would be.

R4016A-17 – Kennedy-Paus Trust: Create a 2.3-acre building site on **County Road G** from part of PIN 030-0813-2431-001 (15.7 Acres) in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The site is in the Town of Waterloo.

Petitioner: Kathy Zimmerman, Remax Realty said that the petitioners want to create a 2.3-acre building site. The rest of the land is wetland.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated October 11, 2017 and in the file.

Staff Report: Given by Zangl, and in the file. Zangl noted that road access looks to be okay with the County Highway Department.

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

R4017A-17 – Steven and Dyan Pasono: Reconfigure an existing A-3 lot on **Ridge Ln**, removing 0.633 acre from its north (PIN 012-0816-1042-003—2 Ac) and adding 0.633 acre to its south from PIN 012-0816-1042-001 (21.476 Ac). The site is in the Town of Ixonia. This proposal is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

Petitioner: Stacy Becker of Shorewest Realtors represented the Pasonos. She noted that the area is hilly and wooded, and has not been farmed for over 20 years. The request involves shifting the lotdown to better achieve clustering with the homes to the south.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated October 9, 2017 and in the file.

Staff Report: Given by Zangl, and in the file.

**FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-2, AGRICULTURAL AND
RURAL BUSINESS WITH CONDITIONAL USE**

R4018A-17 & CU1932-17 – David T Beres/D Thomas Landscaping LLC Property: Rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance to create a 2.17-acre A-2 zone with conditional use to allow for storage of contractor's equipment and materials as well as storage of other non-farm equipment at **W158 Concord Center Drive**. The site is in the Town of Concord, on PIN 006-0716-1344-002 (3.58 Ac).

Petitioner: The petitioner said that he would like to run the landscaping company out of the back half of the lot. The front half will remain A-3. There will be no sales from the site, only housing materials and using the storage building to house equipment.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated October 11, 2017 and in the file.

Staff Report: Given by Zangl, and in the file. Zangl asked if there would be water service, to which the petitioner responded "No." Zangl noted that if water service would be desired, septic hookup would be required. Zangl also asked if hours of operation would be Monday through Friday, 8 a.m. to 7 p.m. and the petitioner responded affirmatively. In response to Zangl's question about the northern building, the petitioner responded that he would be using that rented out for seasonal boat and snowmobile

storage. Zangl asked about number of employees. The petitioner said that they have eight now, and could potentially have 10 to 12 in the future.

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE

R4019A-17 – Theresa Huebner/Edward Schutten Property: Rezone in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance to create an 11.5-acre N zone to be added to adjoining property at **N5086 County Road P.** The site is in the Town of Concord on PIN 006-0716-3142-000 (13.582 Ac).

Petitioner: Walter Huebner of N5086 spoke for Mr Schutten. He would like to purchase this 11 and a half acre area from Mr Schutten and use it for hunting. Mr Schutten would retain the rest of the property.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated October 11, 2017 and in the file.

Staff Report: Given by Zangl, and in the file.

FROM COMMUNITY TO INDUSTRIAL

R4020A-17 – Brian Statz: Rezone in accordance with Sec. 11.04(f)4 of the Jefferson County Zoning Ordinance to allow production of fabricated metal products on PIN 014-0615-0314-037 (0.37 ac) along **US Highway 18** in the Town of Jefferson.

Petitioner: Brian Statz of N4259 County Road D spoke. He would like to remove the two older buildings and replace them with one new building. The use proposed is for manufacturing gun barrels.

Comments in Favor: Brian Matke, W3410 Gruennert St. said that this would add a new flavor, be something different, and would add to the tax base.

Comments Opposed: Cecil Whitman, W3313 US Highway 18 is concerned about the sanitary implements with the square footage of the lot. He also spoke of concerns with traffic patterns.

Zangl noted that a letter from Carol Pendleton was in the file. Pendleton is opposed due to the small lot area and the current quiet residential location.

Rebuttal: Statz responded that the septic would go behind the building in the garden area. He noted that the lot next to his is smaller and had room to replace their septic last year. Statz also addressed the parking issue.

Questions from the Committee: Reese asked how the materials would be delivered, and would deliveries be off-street or on US Highway 18. Statz replied that materials would be delivered by pickup truck, and that a pickup could pull off the road via the driveway.

Town Response: In favor, dated October 3, 2017 and in the file.

Staff Report: Given by Zangl, and in the file.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS

R4021A-17 – David Christian/Dakalomi LLC Property: Rezone 0.19 acre of PIN 006-0716-1411-001 (3.209 Ac) to add it to adjoining A-2 zoned property at **W594 County Road B** in the Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

Petitioner: David Christian spoke. He wants to make his field drive wider.

Comments in Favor: Jeff Gaal of W532 County Road B explained that this would move his approved A-3 lot by 40 feet.

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated October 24, 2017 and in the file.

Staff Report: Given by Zangl, and in the file.

FROM A-2, AGRICULTURAL AND RURAL BUSINESS TO A-1, EXCLUSIVE AGRICULTURAL

R4022A-17 – David Christian/Lars & Joan Anderson Property: Rezone 0.15 acre of PIN 006-0716-1411-002 (1.091 Ac) to add it to adjoining A-1 zoned property near **County Road B** in the Town of Concord. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

Petitioner: David Christian again spoke for this petition. He further explained that he wants to get 26 feet of land from the Andersons and will give up 32 feet. As things are now, he uses some of the Andersons' property for access to his agricultural land.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated October 11, 2017 and in the file.

Staff Report: Given by Zangl, and in the file.

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

R4023A-17 – David Christian/Jeffery & Jennifer Gaal Property: Rezone 0.39 acre of PIN 006-0716-1411-003 (3.756 Ac) to add it to adjoining A-1 zoned property near **County Road B** in the Town of Concord. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

Petitioner: David Christian explained that there was previously a 2-acre A-3 zone approved for the Gaals, and this proposal will move the Gaals' A-3 zone east by 40 feet.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated October 11, 2017 and in the file.

Staff Report: Given by Zangl, and in the file.

CONDITIONAL USE PERMIT APPLICATIONS

CU1933-17 – Kathy Branch/Richard W Prisk Jr Property: Conditional use to allow farm-type animals in a Residential R-2 zone at **N1024 Old 26 Road**. This property is in the Town of Koshkonong, on PIN 016-0514-1943-003 (2.1 Ac). This request is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

Petitioner: Kathy Branch, 708 Charles Street is looking to purchase the property. She has a donkey now, and would like to bring it to this property and get companion animals for it-up to four animals.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: Reese asked how many animals Branch wants to have; she responded that she would like to have up to four animals.

Town Response: In favor, dated October 11, 2017 and in the file.

Staff Report: Given by Zangl, and in the file. Zangl explained that two animal units could be allowed on this property, and noted that the R-2 zone allows for only two detached accessory structures. He asked about waste disposal. The petitioner has spoken to a waste collection company about manure pick up.

CU1934-17 – Richard Schauer: Conditional use in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance to allow an extensive on-site storage structure **across from W1378 South Shore Drive** on PIN 024-0516-3311-004 (0.289 Ac). This R-1 zoned property is in the Town of Palmyra.

Petitioner: Richard Schauer of W1378 South Shore Dr said that he has a “B” lot across from his home where he’d like to build this storage structure. He was planning a 12/12 pitch on the structure, but may reduce it to 12/10. The structure may be 25 feet in height. No water service is proposed to this building. He noted that a family member may want to build a home on this “B” lot in the future.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: Reese asked if there would be outside storage, to which Mr Schauer answered “No.”

Town Response: In favor, dated October 9, 2017 and in the file.

Staff Report: Given by Zangl, and in the file.

Motion by Jaeckel, seconded by David to adjourn; the motion carried on a voice vote with no objection. The meeting adjourned at 7:43 p.m.

Don Reese, Secretary

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.

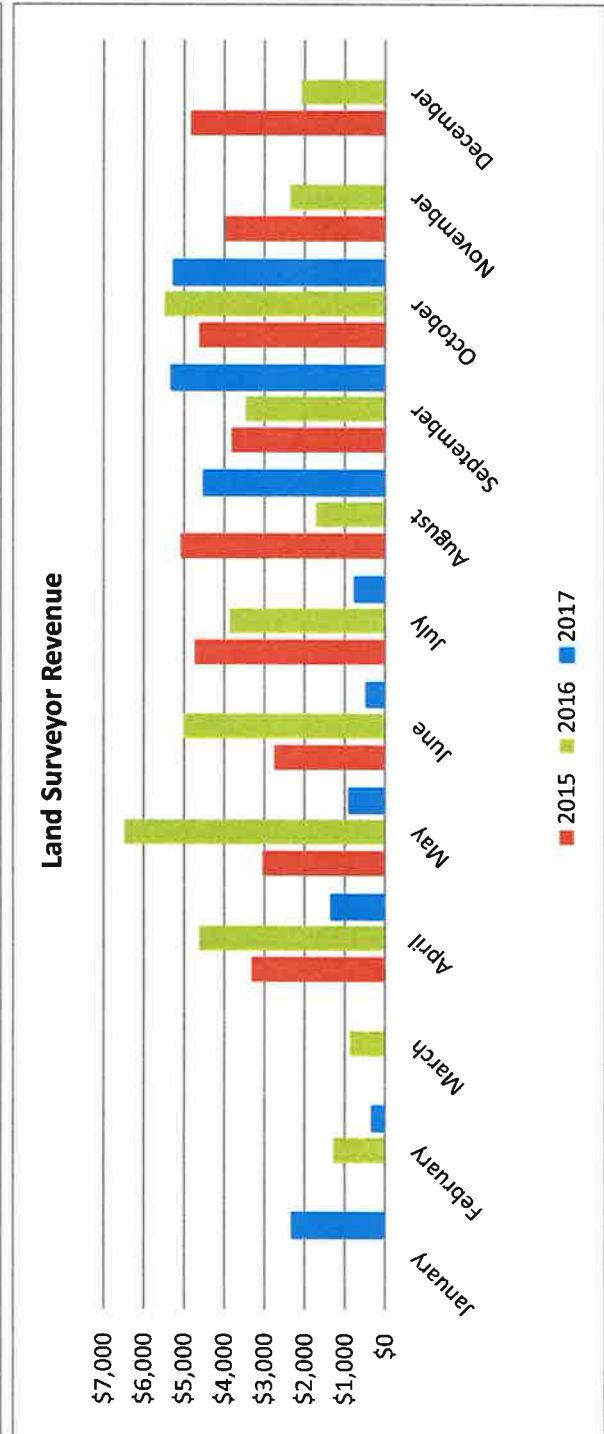
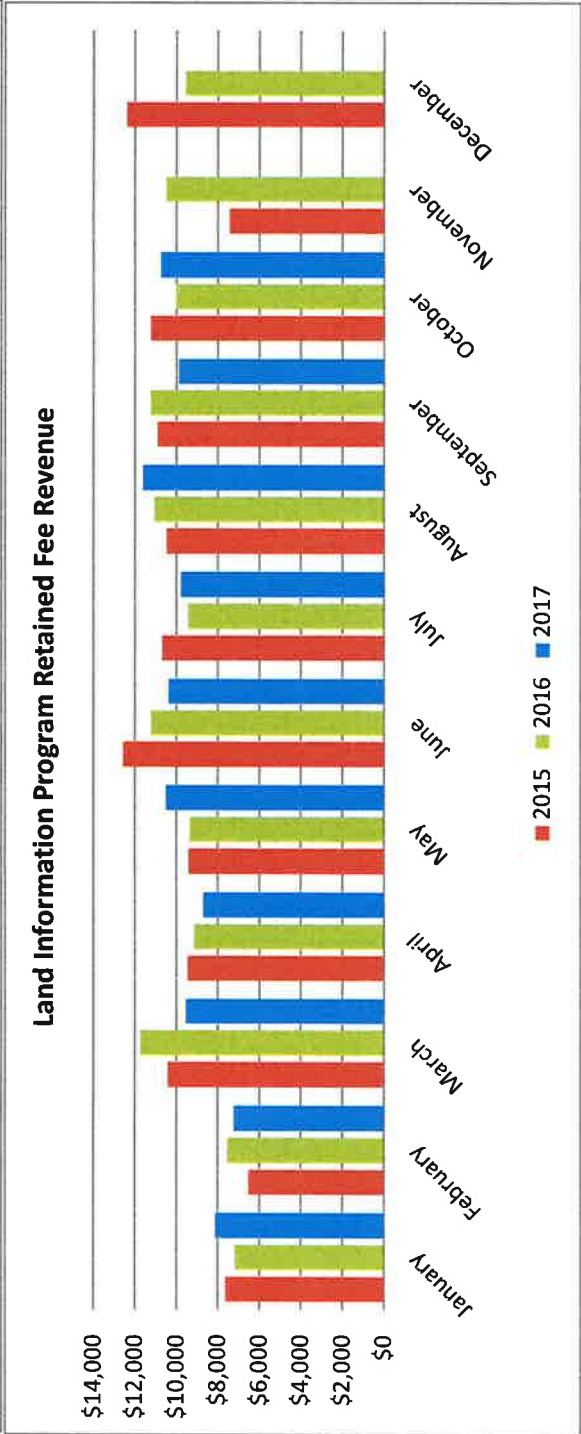
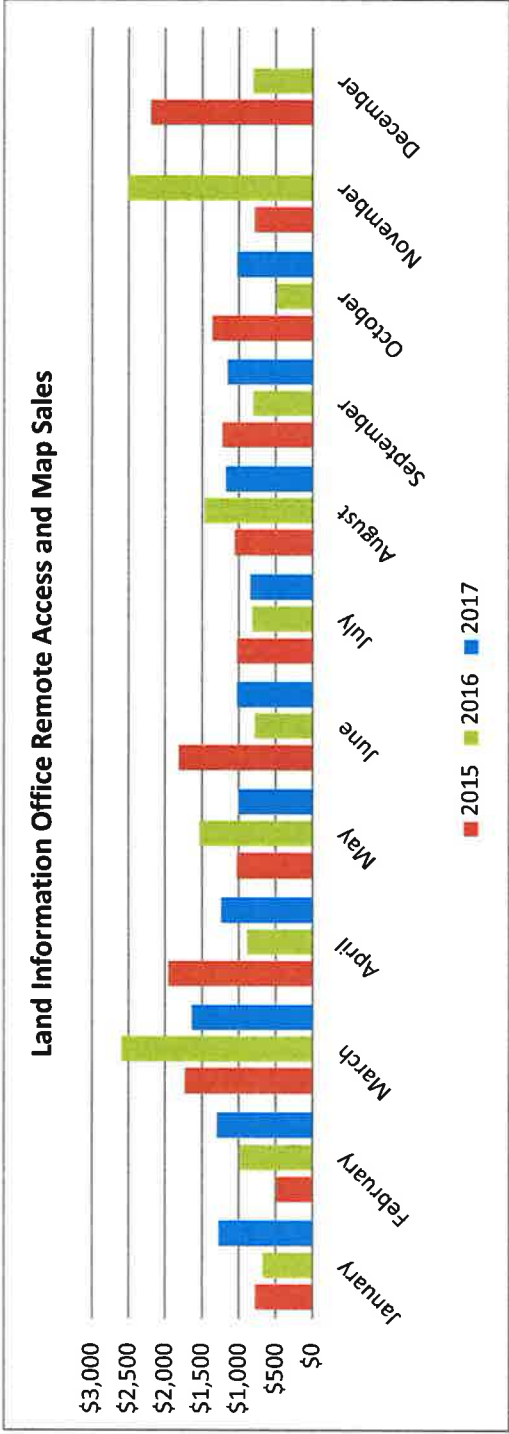
Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

A recording of the meeting will be available from the Zoning Department upon request.

Further information about Zoning can be found at www.jeffersoncountyny.gov

Land Information Monthly Revenue Report

January - October 2017



Work Page | Zoning Receipt | Solid Waste | Receipt Look-up | Reporting

Jefferson County Planning and Zoning Department

Enter Year:

submit

PDF:

Excel:

Enter 2016 Actual Zoning Deposit:

submit

Enter 2017 Budget Revenues:

submit

MTH	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	2017 Totals	2016 Totals	2016- 2017 Difference
Jan	8,655.00	419.58		1,575.00	500.00								11,149.58	8,387.05	2762.53
Feb	7,710.00	263.50		2,750.00	150.00								10,873.50	16,026.12	-5152.62
Mar	11,135.00	26.73		2,950.00	450.00							375.00	14,561.73	15,042.16	-480.43
Apr	18,035.00	107.76		4,325.00	250.00							250.00	22,717.76	42,933.19	-20215.43
May	17,440.00	16.83		5,025.00	800.00								23,281.83	18,897.09	4384.74
June	22,410.00	10.26		6,750.00	700.00							450.00	29,870.26	20,248.87	9621.39
July	14,425.00	9.29		5,950.00	400.00								20,784.29	17,995.86	2788.43
Aug	12,990.00	11.44		4,125.00	1,100.00								18,226.44	22,735.79	-4509.35
Sept	22,720.00	80.00		5,900.00	400.00							250.00	29,100.00	22,428.79	6671.21
Oct	16,365.00	5.90		5,275.00	800.00								22,445.90	20,888.54	1557.36
Nov	5,085.00	5.00	21.00	4,725.00	550.00								10,386.00	16,778.26	-6392.26
Dec														12,725.00	-12725
Total	156,970.00	956.29	21.00	49,350.00	6,100.00							1,325.00	213,397.29	235,086.72	-21689.43

2016 Actual Zoning Deposit: \$235,083.72

2017 Budget Revenues: \$198,018.00

2017 Deposits YTD: \$213,397.29

Rob Klotz

From: Rob Klotz
Sent: Tuesday, November 21, 2017 3:58 PM
To: Deb Magritz
Subject: FW: Zoning Administrator Succession
Attachments: 2673_001.pdf

From: Rob Klotz
Sent: Tuesday, November 21, 2017 3:56 PM
To: Blair Ward
Cc: Benjamin Wehmeier
Subject: Zoning Administrator Succession

Hi Ben and Blair,

I have attempted to highlight some things to be aware of regarding my position, retirement, pending legislation, and other issues.

I think I hit the highpoints but please do not consider this an exhaustive list of pertinent issues.

Let me know if there is anything else you need from me!

Hope to see you on Monday the 27th where we can discuss most of these issues with the Zoning Committee and staff.

Ben, we can continue the discussion on the 28th.

Have a great Thanksgiving!!!

Rob

Zoning Administrator Ordinance Provisions:

Zoning Ordinance-11.03(b)2 , 11.03(c) , 11.10(m) , 11.10(o) , 11.11(a) , 11.11(b)

Floodplain Ordinance -14.7.0 , 14.7.1

Land Division/ Subdivision Ordinance-15.02 Definitions: 14. and 19.

Citation Ordinance-Section 5 (2)

Also Wis Stats Chapters 59.69 and others referenced in Ordinance authority sections-attached

Upcoming Plan and Ordinance revisions/updates/expiration

Comprehensive Plan update (10 year) Chapter 66.1001 - 2020

Farmland Preservation Plan Chapter 91 - expires December 31, 2021

Farmland Preservation Ordinance Chapter 91 – expires December 31, 2022

(could be combined and done with consultant)

Sanitation Ordinance-needs updating

Land Division/Subdivision Ordinance-needs updating

(could be done in-house if time and staffing permits)

Sign Ordinance- update due to Supreme Court Case (REED)-no state models to use yet

Wind Energy Systems-PSC 138 No state model developed

Pending Legislative Action

Shoreland Provisions Section 11.10 of the Zoning Ordinance – NR115

Floodplain Ordinance – Chapter 87.30 and NR116

Mobile Tower Siting Ordinance-section 11.055 of the Zoning Ordinance

Wireless Communications-no current Ordinance

Wind Energy Systems-no current ordinance per ZC direction-left up to Towns 2009

Zoning Ordinance- multiple pending bills affecting zoning and land use

Other Issues

Substantial Damage Assessments

Emergency Management Plan-Zoning as lead agency for disaster inspections

(Staffing and Time Issues)

See October Monthly Report to Ben-attached

**ZONING ORDINANCE, JEFFERSON COUNTY
STATE OF WISCONSIN**

11.01 INTRODUCTION

 (a) **Authority.** These regulations are adopted under the authority granted by various sections of the Wisconsin Statutes, including but not limited to Sections 59.69, 59.692, 59.694, 59.696, 59.697, 87.30, 281.31, and Chapters 91, 236, 287, 289 and 823, Wis. Stats. 1999-00, as amended from time to time. Therefore, the County Board of Jefferson County, Wisconsin, does ordain as follows: [am. 03/13/12, Ord. 2011-28]

(b) **Purpose.** The purpose of this Ordinance is to promote the health, safety, morals, prosperity, aesthetics, and general welfare of this County, and to limit structures to those areas where soil and geological conditions will provide a safe foundation and prevent and control water pollution.

(c) **Intent.** It is the general intent of this Ordinance to regulate and to restrict the use of all structures, lands, shorelands, and waters; regulate and restrict lot coverage, population distribution and density, and the size and location of all structures so as to lessen congestion in and promote the safety and efficiency of the streets and highways; secure safety from fire, flooding, panic, and other dangers; provide adequate light, air, sanitation, and drainage; prevent overcrowding; avoid undue population concentration; facilitate the adequate provision of public facilities and utilities; stabilize and protect property values; further the appropriate use of land and conservation of natural resources; preserve and promote the beauty of the community; prevent and control water pollution; protect spawning grounds, fish and aquatic life; preserve shoreline cover; and implement the Jefferson County Comprehensive Plan, as may be amended by the County Board from time to time. It is further intended to provide for the administration and enforcement of this Ordinance and to provide penalties for its violation. [Amended 2/8/00, Ord. No. 99-28, am. 3/13/12, Ord. 2011-28]

(d) **Abrogation and Greater Restrictions.** It is not intended by this Ordinance to repeal, abrogate, annul, impair, or interfere with any existing easements, covenants, deed restrictions, agreements, ordinances, rules, regulations, or permits previously adopted or issued pursuant to laws. However, wherever this Ordinance imposes greater restrictions, the provisions of this Ordinance shall govern. The shoreland provisions of this Ordinance supersede all the provisions of any County zoning ordinance adopted under Section 59.692, Wisconsin Statutes, which relate to shorelands. The general shoreland zoning provisions located in Section 11.10 and the Shoreland-Wetland District regulations of Section 11.10(c) shall not require approval or be subject to disapproval by any town or town board. However, where an ordinance adopted under a statute other than Section 59.692, Wisconsin Statutes, is more restrictive than this Ordinance, that ordinance shall continue in full force and effect to the extent of the greater restrictions, but not otherwise. (Amended 11/13/84, Ord. No. 84-15, and 4/16/84, Ord. No. 85-4.)

(e) **Interpretation.** In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the County and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes. Geographic Information System (GIS) data is utilized for interpretations of this ordinance. GIS data is a graphic representation of the underlying data that is contained in the Soil Survey of Jefferson County, Wisconsin, Federal Emergency Management Agency (FEMA) floodplain maps, Wisconsin DNR Wetland Inventory maps, official zoning maps and tax parcel maps. [Amended 2/8/00, Ord. No. 99-28]

(f) **Severability.** If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

(g) **Repeal.** All other ordinances or parts of ordinances of the County inconsistent or conflicting with this ordinance, to the extent of the inconsistency only, are hereby repealed.

(h) **Title.** This Ordinance shall be known as, referred to or cited as the "1975 ZONING ORDINANCE, COUNTY OF JEFFERSON, WISCONSIN."

Chapter 15. LAND DIVISION AND SUBDIVISION ORDINANCE

15.01 INTRODUCTION.

 (a) **Authority.** These regulations are adopted under the authority granted by Section 236.45 of the Wisconsin Statutes, and pursuant to 59.97(3), 144.26(2) and 144.26(8) of the Wisconsin Statutes.

(b) **Purpose.** The purpose of this Ordinance is to regulate and control the division of any land within the limits of Jefferson County and outside the corporate limits of incorporated villages and cities, in order to promote the public health, safety, morals, prosperity, aesthetics and general welfare of the governing body.

(c) **Intent.** It is the general intent of this Ordinance to regulate the division of land so as to lessen congestion in the streets and highways; to further the orderly layout and appropriate use of land; to secure safety from fire, panic, and other dangers; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate adequate provision for transportation, water, sewerage, schools, parks, playgrounds, and other public requirements; to facilitate the further division of larger tracts into smaller parcels of land; to ensure adequate legal description and proper survey monumentation of subdivided land; to provide for the administration and enforcement of this Ordinance, to provide penalties for its violation and in general to facilitate enforcement of governing body development standards as set forth in the General Plan, General Plan components, Zoning Ordinance, building codes and official maps in force in the County.

(d) **Abrogation and Greater Restrictions.** It is not intended by this Ordinance to repeal, abrogate, annul, impair, or interfere with any existing easements, covenants, deed restrictions, agreements, ordinances, rules, regulations, or permits previously adopted or issued pursuant to law. However, whenever this Ordinance imposes greater restrictions, the provisions of this Ordinance shall govern.

(e) **Interpretations.** In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the County and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

(f) **Severability.** If any section, provision or portion of this Ordinance is adjudged invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

(g) **Repeal.** All other ordinances or parts of ordinances of Jefferson County inconsistent or in conflict with this Ordinance, to the extent of inconsistency or conflict only, are hereby repealed.

(h) **Title.** This Ordinance shall be known as the "LAND DIVISION AND SUBDIVISION ORDINANCE, JEFFERSON COUNTY, WISCONSIN."

FLOODPLAIN ORD #14

14.1.0 STATUTORY AUTHORIZATION, FINDING OF FACT, STATEMENT OF PURPOSE, TITLE AND GENERAL PROVISIONS

JK **14.1.1 STATUTORY AUTHORIZATION**

This ordinance is adopted pursuant to the authorization in ss. 61.35 and 62.23, for villages and cities; 59.69, 59.692, and 59.694 for counties; and the requirements in s. 87.30, Stats.

14.1.2 FINDING OF FACT

Uncontrolled development and use of the floodplains and rivers of this municipality would impair the public health, safety, convenience, general welfare and tax base.

14.1.3 STATEMENT OF PURPOSE

This ordinance is intended to regulate floodplain development to:

- (1) Protect life, health and property;
- (2) Minimize expenditures of public funds for flood control projects;
- (3) Minimize rescue and relief efforts undertaken at the expense of the taxpayers;
- (4) Minimize business interruptions and other economic disruptions;
- (5) Minimize damage to public facilities in the floodplain;
- (6) Minimize the occurrence of future flood blight areas in the floodplain;
- (7) Discourage the victimization of unwary land and homebuyers;
- (8) Prevent increases in flood heights that could increase flood damage and result in conflicts between property owners; and
- (9) Discourage development in a floodplain if there is any practicable alternative to locate the activity, use or structure outside of the floodplain.

14.1.4 TITLE

This ordinance shall be known as the Floodplain Zoning Ordinance for Jefferson County Wisconsin.

14.1.5 GENERAL PROVISIONS

(1) AREAS TO BE REGULATED

This ordinance regulates all areas that would be covered by the regional flood or base flood as shown on the Flood Insurance Rate Map (FIRM) or other maps approved by DNR. Base flood elevations are derived from the flood profiles in the Flood Insurance Study (FIS) and are shown as AE, A1-30, and AH Zones on the FIRM. Other regulatory zones are displayed as A and AO zones. Regional Flood Elevations (RFE) may be derived from other studies. If more than one map or revision is referenced, the most restrictive information shall apply.

(2) OFFICIAL MAPS & REVISIONS

October 2017 Monthly Report-Zoning

Revenues for the month of October were up \$897 over last year, and revenues collected YTD totaled \$203,011 which has exceeded our revenue projection for the year which is \$198,018. We should end up with a small surplus that can be used for future plan and ordinance updates.

For the month of October the department reviewed and processed 44 zoning permits, 16 sanitary permits and 16 soil tests were filed. Staff also conducted 32 POWTS inspections and 30 soil onsite. Laurie sent out 286 POWTS maintenance inventory letters for the month.

The department also reviewed and processed 6 zoning amendments, 1 conditional use permit, and 8 variances. The office processed 10 preliminary CSM's and 4 Final CSM's. Data entry and scanning of all current files and permits as well as back-scanning continues on a weekly basis. Rob continued this month with strategic plan meetings and that process will be wrapping up in November. Rob also continues to update the Zoning Committee with a multitude of proposed and pending legislation relating to zoning and land use.

Rob also reminded the Zoning Committee that there are some upcoming deadlines to be aware of dealing with our plans and ordinances. The current version of our Comprehensive plan will be 10 years old in 2020, and will require and update. Also, the Farmland Preservation Plan certification will run out in December of 2021, and the Zoning ordinance certification from DATCP will expire in December of 2022. In conversations with Ben, it seems appropriate to combine all of these actions into one process to save both time and money. Undoubtedly, there will also continue to be Zoning Ordinance updates and amendments due to the actions of our elected officials in Madison. Right now at the writing of this report, we have over 25 pages of bills that will require ordinance amendments. Stay tuned.

Future flooding events will also necessitate substantial damage estimates to be completed as required by FEMA and the NFIP. In 2008, these were accomplished by staff as we had the numbers to be able to do these in house. Since that time and with the reduction in staffing levels in this department, we will no longer be able to do this in house. The work will be need to be contracted out with a firm that specializes in substantial damage estimates to ensure the County meets FEMA deadlines and requirements so state and federal aid are not compromised to our residents in the time of disaster. Also, Donna from Emergency Management has made the Zoning Department the lead agency in her COOP COG Plan for doing disaster inspections. I informed Donna and Ben that we would be required by our programs and ordinances to do our own inspections and permitting and not be able to perform this task.

Solid waste continues to educate the public on our various programs and recycling efforts. Sharon is working hard with the schools to do milk carton recycling and has also been attending many of the heroin epidemic presentations to inform the public of our drug drop off boxes in the County. Clean sweep events are in the process of being planned and scheduled for next year.

As far as succession planning relating to my upcoming retirement, we need to make sure we have somebody in place that has the authority to sign permits, sign CSM's and subdivision plats, and carry out the functions of the office of Zoning Administrator, as laid out in statute and ordinance. My tentative retirement date is January 5, 2018. I will let you know as soon as that date has been finalized.

Rob

Deb Magritz

From: Rob Klotz
Sent: Friday, November 17, 2017 8:52 AM
To: Deb Magritz; Jim Bender (bender@parentchoice.org)
Cc: Matt Zangl
Subject: FW: survey
Attachments: N8201.jpg; driveway-zone2.pdf

Deb,

Place this on the next ZC agenda for discussion and possible decision to allow without going back through PH and to allow with/without CSM correction or deed transfer.

Rob

From: Jim Bender [<mailto:bender@parentchoice.org>]
Sent: Friday, November 17, 2017 8:26 AM
To: Rob Klotz
Subject: Re: survey

Rob,

Just following up on the email I sent with the diagram to see if you needed more information. You had requested a drawing from the surveyor, but I had one already created. I have attached two drawings to this email.

Jim

From: Rob Klotz <RobK@jeffersoncountywi.gov>
Date: Friday, October 20, 2017 at 12:40 PM
To: James Bender <bender@parentchoice.org>
Subject: RE: survey

Have your surveyor submit a prelim to show exactly what's being proposed.

From: Jim Bender [<mailto:bender@parentchoice.org>]
Sent: Friday, October 20, 2017 12:10 PM
To: Rob Klotz
Subject: RE: survey

N8201 County Road G
Lake Mills, WI 53551

My neighbor to the north, Don Selje, will be swapping land with me. Both sections are located in the driveway portion of my lot.

Sent from my U.S. Cellular® Smartphone

----- Original message -----

From: Rob Klotz <RobK@jeffersoncountywi.gov>

Date: 10/20/17 11:52 AM (GMT-06:00)

To: Jim Bender <bender@parentchoice.org>

Subject: RE: survey

What property are you referring too?

From: Jim Bender [<mailto:bender@parentchoice.org>]

Sent: Friday, October 20, 2017 8:48 AM

To: Rob Klotz

Subject: survey

Rob,

My neighbor and I would like to swap two very small pieces of land near a newly constructed driveway. The swap will be of equal size parcels so as not to change our total acreage under zoning. I have contacted a surveyor to assist.

I spoke with a woman at the desk in Jefferson awhile back and she said that I will need a preliminary layout to get board approval and a survey to finalize the transaction. However, the surveyor asked me this question: Did the County let you know if they will require a Certified Survey Map (CSM) for this land swap or whether you can just trade lands with the neighbor by deeding some land back and forth?

Do you know the answer?

Thank you,

Jim Bender



NORTH
↑

