

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, JANUARY 8, 2018

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 November 27, December 15 and December 21, 2017 Meeting Minutes**
7. **Communications**
8. **November 2017 Monthly Financial Report for Land Information Office**
9. **December 2017 Monthly Financial Report for Zoning-Matt Zangl**
10. **Discussion and Possible Action on Redesign of Petition R3974A-17 for Zach Holcomb/Conrad & Carolyn Holcomb Property, Zillge Lane, Town of Watertown, Approved by County Board on July 11, 2017**
11. **Discussion and Possible Action on Petition R4020A-17 for Brian Statz, US Highway 18, Town of Jefferson Presented in Public Hearing on November 16, 2017 and Subsequently Postponed**
12. **Discussion and Possible Action on Petitions Presented in Public Hearing on December 21, 2017:**

FROM INDUSTRIAL TO RESIDENTIAL R-2

R4024A-17 – Eugene Gutzmer Jr/ Merrill Eugene Gutzmer Property: Rezone 2.3 acres of PIN 004-0515-3222-000 (18.305 Acres) to create a lot around the home at **N462 County Road N** in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. The site is in the Town of Cold Spring.

FROM AGRICULTURAL A-T TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R4025A-17 – Richard & Cecile Schaffer: Rezone to create an A-3 zoned lot from PIN 006-0716-1542-002 (1.069 Acres) and an A-3 zoned lot from PIN 006-0716-1542-003 (1.028 Acres) at **N6213 Country View Ln** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

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

R4026A-17 – Amy Tessman/Amy L Heine Property: Create a 3.1-acre lot around the home at **N6188 South Farmington Rd** and a new 1-acre building site adjoining it. These are proposed from PIN 008-0715-1334-001 (11.416 Acres) in the Town of Farmington in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4027A-17 – Amy Tessman/Amy L Heine Property: Create a 1.3-acre building site on the west side of **South Farmington Rd** from part of PIN 008-0715-1333-001 (12.25 Acres) in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4028A-17 – Dennis Brant/Alvin B Brant Trust Property: Rezone to create a 5-acre farm consolidation lot around the home and buildings at **N4470 South Schopen Rd** from PIN 014-0615-0712-000 (38.8 Acre) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4029A-17 – Scott R Anton: Rezone 2 acres of PIN 026-0616-3221-000 (30.8 Acres) for a new building site on **County Rd F** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS WITH
CONDITIONAL USE PERMIT APPLICATION**

R4030A-17 & CU1935-17 – Northern Trail Meats LLC/Scott & Tami Zimmerman Property: Create a 5.4-acre A-2 lot on **County Road Q** in the Town of Milford and Conditional Use to allow for meat processing with retail sales. This site is part of PIN 020-0814-2112-000 (40 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

13. Possible Future Agenda Items

14. Upcoming Meeting Dates

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

February 9, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

February 15, 7:00 p.m. – Public Hearing in Courthouse Room 205

February 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203

15. 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.jeffersoncountywi.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, NOVEMBER 27, 2017**

1. Call to Order

The meeting was called to order by Chairman Nass at 8:30 a.m.

2. Roll Call (Establish a Quorum)

All Committee members were present. Also in attendance were Rob Klotz, Deb Magritz and Matt Zangl of the Zoning Department; Andy Erdman, Land Information Department Director; and Blair Ward, Corporation Counsel.

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

Motion by Jaeckel, seconded by Rinard 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 October 30, November 10 and November 16 Committee Meeting Minutes

Motion by Reese, seconded by Jaeckel to approve the October 30 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the November 10 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Reese to approve the November 16 public hearing minutes as presented. Motion carried on a voice vote with no objection.

7. Communications

There were no communications.

8. October Monthly Financial Report for Land Information Office – Andy Erdman

Erdman noted that revenues were about where they should be. Recorded document numbers were up a little. The County Surveyor is making up ground in his revenues. He's been doing other projects with the Sheriff's Office and Parks Department, so he may not reach projected revenues. Jaeckel asked if we charge those other departments for the surveyor's work, and Erdman replied that the position was not budgeted for additional offices other than Highway.

9. Discussion and possible action to Approve Pictometry Aerial Photography Acquisition Contract, Spring 2018 – Andy Erdman

Erdman reported that a pictometry flight was last flown in 2008. Another flight is anticipated to be flown again in 2018 at a cost of \$91,537.50. Erdman showed those present a 2008 example, and explained that we would maintain the 2008 information and add up-to-date information. Klotz noted that this would also add a new air photo layer. Motion by Rinard, seconded by Jaeckel to approve the resolution for funding a pictometry project and forward it to County Board in December. Motion carried on a voice vote with no objection.

Ben Wehmeier, County Administrator arrived.

10. November Monthly Financial Report for Zoning – Rob Klotz

Klotz reported that revenues were down \$5,000 in November 2017 compared to November 2016, but with annual revenues currently at \$214, 000 through November, we have exceeded the projected the 12-month amount of \$198,000.

11. Discussion on Comprehensive Plan Update Due September, 2020

The Comprehensive Plan was last updated in 2010, Klotz explained.

12. Discussion on Agricultural Preservation and Land Use Plan Update Due December 31, 2021

Klotz suggested that this plan and the Transportation Plan be done together as a Comprehensive Plan update, thereby updating the Agricultural Preservation and Land Use Plan early. Vandewalle and Associates has done past County plans as well as plans for surrounding municipalities. Wehmeier noted that as a professional service, this contract does not have to go out for sealed bids.

13. Discussion on Jefferson County Zoning Ordinance as a Result of Plan Update, Due December 31, 2022

Similar ordinance updates have taken about six months to complete in the past, and have been worked on simultaneously with plan updates. Klotz explained that a complete overall of the ordinance does allow Towns to opt out of County zoning.

14. Discussion on Flood Event Responsibilities-Substantial Damage Reporting and FEMA Requirements

Klotz reminded those present of the work generated by the 2008 flood disaster. He noted that some counties have hired a private company to handle assessments.

15. Discussion on Comprehensive Emergency Management Plan Requirements

Klotz explained that Zoning is designated as the lead agency in the Emergency Management Plan. This would not be possible if Zoning is also doing substantial damage reporting.

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

Wehmeier said that there is no current plan to determine Klotz's successor.

The Committee moved to agenda item 20., CU1933-17 for Kathy Branch/Richard W Prisk Jr Property in order to accommodate guests in attendance.

20. Discussion and Possible Action on Petitions Presented in Public Hearing on November 16:

CONDITIONAL USE PERMIT APPLICATIONS

APPROVED WITH CONDITIONS CU1933-17 – Kathy Branch/Richard W Prisk Jr Property on a motion by Rinard, seconded by Jaeckel: 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. Motion carried on a voice vote with no objection.

17. Discussion and Possible Action on Pending Legislation

Klotz gave an explanation. Rinard said that Administration and Rules Committee has acted upon resolutions sent to Jefferson County from other counties, and that she would like to see that change. Discussion followed.

Wehmeier complimented Klotz for his work and for including Zangl in recent meetings.

A brief break was taken at 9:50 a.m., and the meeting resumed at 9:57 a.m.

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

Klotz explained Bender's request and showed the maps provided. Motion by Jaeckel, seconded by Reese to approve the land transfer without survey and without going back to public hearing. Motion carried on a voice vote with no objection.

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

After discussion, motion by Jaeckel, seconded by Rinard to postpone the request. Access is to be on Witte Ln, but not through wetland or floodplain.

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

POSTPONE ACTION ON R4014A-17 – David Hughes because the petitioner did not attend public hearing: 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).

APPROVE WITH CONDITIONS R4015A-17 – Rita Marty on a motion by David, seconded by Reese: 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. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R4016A-17 – Kennedy-Paus Trust on a motion by Jaeckel, seconded by Reese: 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. Motion carried on a voice vote with no objection.

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

APPROVE WITH CONDITIONS R4017A-17 – Steven and Dyan Pasono on a motion by Rinard, seconded by Jaeckel: 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. Motion carried on a voice vote with Reese and Nass opposed.

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

APPROVED WITH CONDITIONS R4018A-17 on a motion by Jaeckel, seconded by David & CU1932-17 on a motion by Nass, seconded by Reese – 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). Both motions carried on voice votes with no objection.

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

APPROVED WITH CONDITIONS R4019A-17 – Theresa Huebner/Edward Schutten Property on a motion by Reese, seconded by David: 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). Motion carried on a voice vote with no objection.

FROM COMMUNITY TO INDUSTRIAL

POSTPONED ACTION ON R4020A-17 – Brian Statz on a motion by Jaeckel, seconded by Rinard: 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. Motion carried on a voice vote with no objection.

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

APPROVED WITH CONDITIONS R4021A-17 – David Christian/Dakalomi LLC Property on a motion by Jaeckel, seconded by David: 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. Motion carried on a voice vote with no objection.

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

APPROVED WITH CONDITIONS R4022A-17 – David Christian/Lars & Joan Anderson Property on a motion by David, seconded by Jaeckel: 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. Motion carried on a voice vote with no objection.

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

APPROVED WITH CONDITIONS R4023A-17 – David Christian/Jeffery & Jennifer Gaal Property on a motion by David, seconded by Reese: 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. Motion carried on a voice vote with no objection.

CONDITIONAL USE PERMIT APPLICATIONS

APPROVED WITH CONDITIONS CU1934-17 – Richard Schauer on a motion by Reese, seconded by Jaeckel: 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. Motion carried on a voice vote with no objection.

21. Possible Future Agenda Items

None

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

Motion by Reese, seconded by Nass to adjourn the meeting. Motion carried on a voice vote with no objection, and the meeting adjourned at 10:53 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.

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
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, DECEMBER 15, 2017**

1. Call to Order

The meeting was called to order by Chairman Nass at 8:05 a.m.

2. Roll Call (Establish a Quorum)

All Committee members were present. 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.

4. Approval of the Agenda

Motion by Jaeckel, seconded by Reese to approve the agenda. 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

The Gutzmer petition, R4024A-17 has been taken off the public hearing agenda.

7. Site Inspections for Petitions to be Presented in Public Hearing on December 21, 2017:

The Committee left at 8:07 for the following site inspections:

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

R4028A-17 – Dennis Brant/Alvin B Brant Trust Property: Rezone to create a 5-acre farm consolidation lot around the home and buildings at **N4470 South Schopen Rd** from PIN 014-0615-0712-000 (38.8 Acre) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

FROM INDUSTRIAL TO RESIDENTIAL R-2

R4024A-17 – Eugene Gutzmer Jr/ Merrill Eugene Gutzmer Property: Rezone 2.3 acres of PIN 004-0515-3222-000 (18.305 Acres) to create a lot around the home at **N462 County Road N** in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. The site is in the Town of Cold Spring.

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

R4029A-17 – Scott R Anton: Rezone 2 acres of PIN 026-0616-3221-000 (30.8 Acres) for a new building site on **County Rd F** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

FROM AGRICULTURAL A-T TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R4025A-17 – Richard & Cecile Schaffer: Rezone to create an A-3 zoned lot from PIN 006-0716-1542-002 (1.069 Acres) and an A-3 zoned lot from PIN 006-0716-1542-003 (1.028 Acres) at **N6213 Country View Ln** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

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

R4026A-17 – Amy Tessman/Amy L Heine Property: Create a 3.1-acre lot around the home at **N6188 South Farmington Rd** and a new 1-acre building site adjoining it. These are proposed from PIN 008-0715-1334-001 (11.416 Acres) in the Town of Farmington in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4027A-17 – Amy Tessman/Amy L Heine Property: Create a 1.3-acre building site on the west side of **South Farmington Rd** from part of PIN 008-0715-1333-001 (12.25 Acres) in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS WITH
CONDITIONAL USE PERMIT APPLICATION**

R4030A-17 & CU1935-17 – Northern Trail Meats LLC/Scott & Tami Zimmerman Property: Create a 5.4-acre A-2 lot on **County Road Q** in the Town of Milford and Conditional Use to allow for meat processing with retail sales. This site is part of PIN 020-0814-2112-000 (40 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

8. Adjourn

Motion by David, seconded by Reese 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 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, December 21, 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 hearing was called to order by Chairman Nass at 7 p.m.
2. **Roll Call**
All Committee members were present. They were introduced to those present by Nass, as were Deb Magritz and Matt Zangl from 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.
5. **Explanation of Public Hearing Process by Committee Chair**
Nass described the evening's public hearing process, and noted that January 8, 2018 would be the Committee's decision meeting date, and February 13 the County Board meeting date.
6. **Public Hearing**
Zangl 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, December 21, 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 INDUSTRIAL TO RESIDENTIAL R-2

PETITION HAS BEEN WITHDRAWN FROM THIS PUBLIC HEARING
R4024A-17 – Eugene Gutzmer Jr/ Merrill Eugene Gutzmer Property: Rezone 2.3 acres of PIN 004-0515-3222-000 (18.305 Acres) to create a lot around the home at **N462 County Road N** in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. The site is in the Town of Cold Spring.

FROM AGRICULTURAL A-T TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R4025A-17 – Richard & Cecile Schaffer: Rezone to create an A-3 zoned lot from PIN 006-0716-1542-002 (1.069 Acres) and an A-3 zoned lot from PIN 006-0716-1542-003 (1.028 Acres) at **N6213 Country View Ln** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

Petitioner: Cecile Schaffer of N6213 Country View Lane just recently found out that their second lot is not zoned residential. The Schaffers would like to either build on it or sell it.

Comments in Favor: Lisa Davis of Sterling, MI is in favor of her parents' proposal.

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated 11/13/17 and in the file.

Staff Report: Given by Zangl and in the file.

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

R4026A-17 – Amy Tessman/Amy L Heine Property: Create a 3.1-acre lot around the home at **N6188 South Farmington Rd** and a new 1-acre building site adjoining it. These are proposed from PIN 008-0715-1334-001 (11.416 Acres) in the Town of Farmington in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

Petitioner: John Kannard, Southwest Surveying, spoke for the petitioner. They are requesting a 3.1-acre farm consolidation lot and a 1-ac building site.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated 11/13/17 and in the file.

Staff Report: Given by Zangl and in the file.

R4027A-17 – Amy Tessman/Amy L Heine Property: Create a 1.3-acre building site on the west side of **South Farmington Rd** from part of PIN 008-0715-1333-001 (12.25 Acres) in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

Petitioner: John Kannard spoke for the petition. They would like to create a new building site on the west side of the road.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: In favor, dated 11/13/17 and in the file.

Staff Report: Given by Zangl and in the file. Zangl asked if there was area being farmed, to which Kannard replied that there is a lot of wetland.

R4028A-17 – Dennis Brant/Alvin B Brant Trust Property: Rezone to create a 5-acre farm consolidation lot around the home and buildings at **N4470 South Schopen Rd** from PIN 014-0615-0712-000 (38.8 Acre) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

Petitioner: Dennis Brant spoke. He wants to separate 5 acres with all the buildings so someone could use it as a hobby farm.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: Nass explained farm consolidation acreage, and Zangl expanded upon that explanation. Brant said that he will take all of the information into consideration.

Town Response: In favor, dated 11/6/17 and in the file.

Staff Report: Given by Zangl and in the file.

R4029A-17 – Scott R Anton: Rezone 2 acres of PIN 026-0616-3221-000 (30.8 Acres) for a new building site on **County Rd F** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

Petitioner: Scott Anton said that they would like to create a 2-acre split for his wife to have a new home.

Comments in Favor: None

Comments Opposed: Christine Mieske of W1954 Hanson Road is neither in favor or opposed, but wants to know if they're building on County Road F or Hanson Road.

Questions from the Committee: None

Town Response: In favor, dated 11/7/17 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 WITH CONDITIONAL USE PERMIT APPLICATION

R4030A-17 & CU1935-17 – Northern Trail Meats LLC/Scott & Tami Zimmerman Property: Create a 5.4-acre A-2 lot on **County Road Q** in the Town of Milford and Conditional Use to allow for meat processing with retail sales. This site is part of PIN 020-0814-2112-000 (40 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

Petitioner: Northern Trail Meats owner Mark Chenowski spoke. In their Watertown facility, there is no slaughter facility, and he hopes to establish one here and someday move the entire Northern Trails operation to this Milford location.

Comments in Favor: None

Comments Opposed: Carrie Mess, N8485 County Road Q spoke. She is not necessarily opposed to the proposal, but has concerns about sights, sounds and smells from such an operation that could be distressing to their animals, and about pathogen that could be carried to their dairy farm.

Clarence Mess, N8485 County Road Q continued. He also is concerned about the same things Carrie mentioned. The Milford Planning Commission was asked to not allow any A-3 splits on this property, but that did not pass. He feels that a house on this property is one thing that is not needed.

Rebuttal: Chenowski introduced Bill Williams, one of the main employees of Northern Trails and the person in charge of the kill floor. Williams reported that, in response to the concern about pathogens and smells, all the byproducts from the slaughter facility will be

picked up that day. All will be stored inside in a controlled environment. As far as pests go, they have rigorous policies required by the State so there's not a ton of flies or a ton of bugs or animals running around anywhere. The smell will be far less than anyone every expected.

Questions from the Committee: None

Town Response: In favor, dated 11/9/17 and in the file. Zangl noted that the Town approved with the condition that any future A-3 zone requested must be for a family member of the business, only 1 acre in size and must be adjacent to the parcel. Zangl asked if the petitioner understood and agreed. Chenowski understood and agreed.

Staff Report: Given by Zangl and in the file. He asked about the two phases proposed. Chenowski explained.

Reese said that this is such a nice piece of property, and asked if there wasn't a better choice of spots for the operation. Scott Zimmerman answered. They picked this spot because it is one of the sandy, lower producing, less profitable areas on the property. Three phase access is available on County Road Q. They chose a spot away from the intersection as to not congest the traffic patterns and to stay away from neighbors. This is farthest away from anybody who lives near this forty acres. The demand for this is so great because there is no kill floor any longer in Jefferson County. He went on to talk about the economic development opportunities this would provide. He feels it's a win-win situation for the Township, the County and the community.

Zangl asked whether there is a parking plan? How many employees? The slaughter operation would operate one day a week in Phase I, with 5 or 6 employees.

Zangl asked about waste disposal. Williams described the plan in detail.

Zangl asked about noise. Williams further described, explaining that the slaughter floor will be in the center of the building so that very little noise will be heard outside the building.

Zangl asked about outside storage, waste management and road access. Williams and Chenowski explained.

Reese asked if they will be processing deer, to which Chenowski answered yes.

Rinard asked whether live animals will be penned there overnight. Williams responded that they will be penned on the back side of the building within pipe gates for one night and provided hay and water.

Clarence Mess asked that the Town decision be re-read, which Zangl read.

Motion by Reese, seconded by Jaeckel to adjourn the meeting. Motion carried on a voice vote, and the meeting adjourned at 7:42 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.

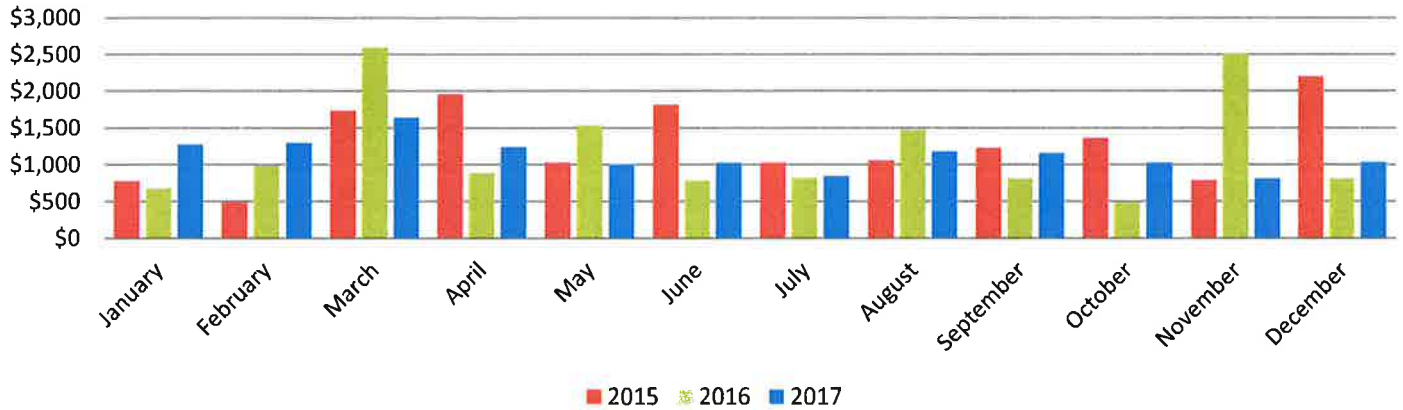
A recording of the meeting will be available from the Zoning Department upon request.

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

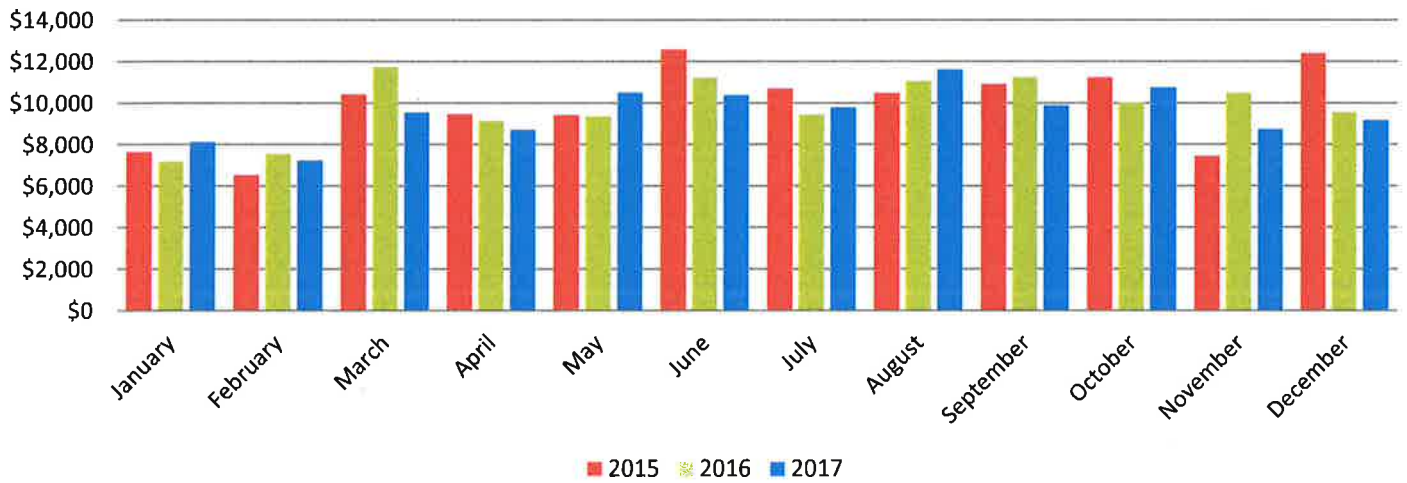
Land Information Monthly Revenue Report

January - December 2017

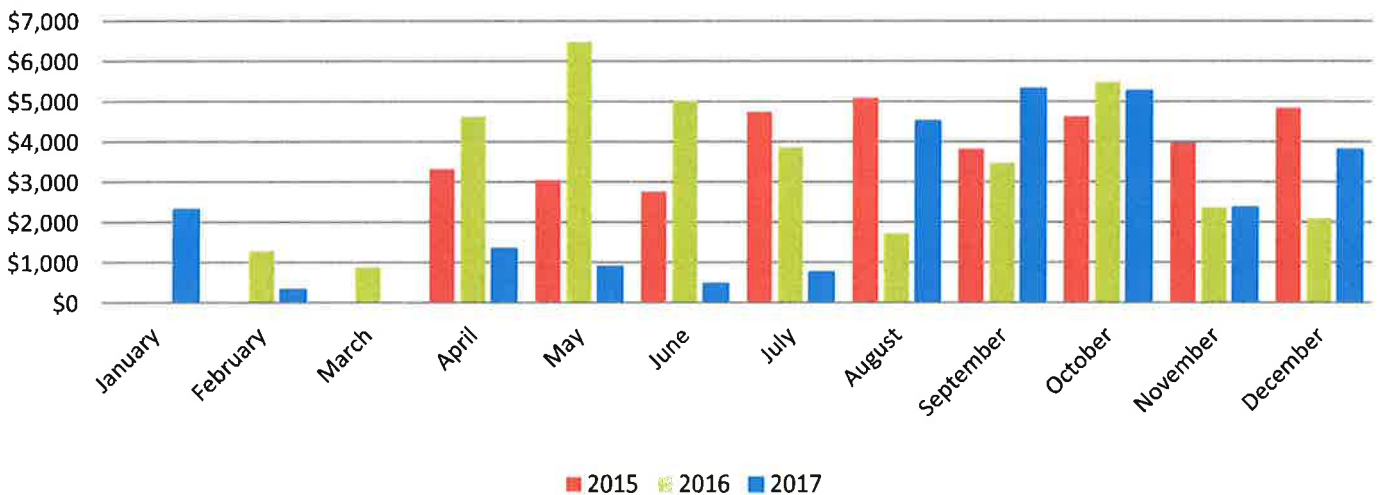
Land Information Office Remote Access and Map Sales



Land Information Program Retained Fee Revenue



Land Surveyor Revenue



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	10,000.00	5.00	21.00	6,725.00	850.00								17,601.00	16,778.26	822.74
Dec	17,505.00		30.00	3,400.00	750.00							25.00	21,685.00	12,725.00	8960
Total	179,390.00	956.29	51.00	54,750.00	7,150.00							1,350.00	242,297.29	235,086.72	7210.57

2016 Actual Zoning Deposit: \$235,083.72

2017 Budget Revenues: \$198,018.00

2017 Deposits YTD: \$242,297.29