

**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 APRIL 30, 2018**

1. **Call to Order**
2. **Roll Call (Establish a Quorum)**
3. **Certification of Compliance with Open Meetings**
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 26, April 13, and April 19 Meeting Minutes**
7. **Communications**  
Updated Zoning Ordinance  
Plan Update Process
8. **March Monthly Financial Report for Land Information Office-Andy Erdman**
9. **April Monthly Financial Report for Zoning-Matt Zangl**
10. **Discussion and Possible Action on Extending the Current Parcel Map Improvement Contract with Pro-West and Associates – Andy Erdman**
11. **Discussion and Possible Action on Petition R4045A-18 for Kevin Gordon/Nancy Gordon Trust Property, Presented in Public Hearing on March 15, Recommended for Denial by the Planning and Zoning Committee on March 26, and Returned by the County Board on April 17**
12. **Discussion and Possible Action on Petition R4046A-18 for Tamie Roberts, Presented in Public Hearing on March 15 and Subsequently Postponed**
13. **Discussion and Possible Action on Petitions Presented in Public Hearing on April 19, 2018**

**R4051A-18 – Randy Schultz:** Rezone 0.88 acre from part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherisc and Jeffrey Kienast to create an A-2 zone on **West Road**, Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1944-18 – Randy Schultz:** Conditional use for storage of non-farm equipment on the proposed A-2 lot noted above. It will be comprised of part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast on **West Road** in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**R4052A-18 – Randy Schultz:** Rezone to reconfigure a 1.84-acre lot around the home at **N8187 County Road Q** from part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast. Rezone to create a 1.12-ac new building site on **West Road** from PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC. The sites are in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4053A-18 – Charles & Jill Hutchins/C & J Hutchins Trust Property:** Create a 1-acre building site on **Engelhart Road** and a 3-acre farm consolidation lot around the existing home at **N9338 Engelhart Road** from part of PIN 020-0814-0544-000 (33.796 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4054A-18- Debra Stults:** Rezone to create a 2.5-acre farm consolidation lot around the home at **N7669 French Road** and a new 1.1-acre building site also on **French Road**, both from part of PIN 020-0814-2744-000 (40 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4055A-18 – Garry Anderson/Leroy Scheel Trust Property:** Rezone to create a 4.5-acre Natural Resource zone near **N6322 Shorewood Hills Road** from part of PIN 018-0713-1614-000 (30.089 Ac) in the Town of Lake Mills. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

**14. Discussion and Possible Action on Ordinance Updates for Conditional Uses**

**15. Possible Future Agenda Items**

**16. Upcoming Meeting Dates**

May 11, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203  
May 17, 7:00 p.m. – Public Hearing in Courthouse Room 205  
May 21, 8:30 a.m. – Decision Meeting in Courthouse Room 203  
June 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203  
June 21, 7:00 p.m. – Public Hearing in Courthouse Room 205  
June 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203

**17. 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](http://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 MARCH 26, 2018**

**1. Call to Order**

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

**2. Roll Call (Establish a Quorum)**

Nass, David, Reese and Jaeckel were present at 8:30 a.m. Also present were Blair Ward, Corporation Counsel; Andy Erdman, Director of Land Information; Patricia Cicero, Land Information Department; Matt Zangl, Sarah Higgins and Deb Magritz of the Planning and 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**

It was suggested that action on Petition R4045A-18 and the conditional uses would be moved up to accommodate guests in attendance.

Rinard arrived at 8:02 a.m.

**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 26, March 9 and March 15 Meeting Minutes**

Motion by Reese, seconded by Jaeckel to approve the February 26 minutes as printed. Motion carried on a voice vote with no objection

Motion by Jaeckel, seconded by Reese to approve the March 9 minutes as printed. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by Jaeckel to approve the March 15 minutes as printed. Motion carried on a voice vote with no objection.

**7. Communications**

There were no communications.

**8. February Monthly Financial Report for Land Information Office-Andy Erdman**

Erdman reported that revenues were about where they should be, though recordings were a little slower in February.

**9. March Monthly Financial Report for Zoning-Matt Zangl**

Zangl showed the Committee a new report from the Munis system, and in the packet was the typical report. Nass and Reese said that they liked the older version better. Rinard suggested that both reports be prepared and distributed.

**10. Discussion and Possible Action on Request for Wedding Venue in a Tent or Temporary Structure**

Zangl explained that he'd gotten this inquiry from a resident and response from the State. Rinard asked about the number of days they propose to operate and about food for receptions. Some points seem unclear, she noted. After discussion, Nass suggested we wait to see what comes out of Madison, and postpone today for more answers.

**11. Discussion and Possible Action on the Validity of Petition R3585A-12 and its Rezoning from A-T to R-2**

Zangl explained that the petition was conditionally approved in 2012 for R-2 zoning and a subdivision. The petitioner is now asking for four large R-2 lots instead of a subdivision. Zangl asked the Committee if they would find the new request acceptable considering that the zone was previously approved for a subdivision. Nass said that it opened up a can of worms as a way to get around A-3 zoning limitations, and does not fit the spirit of the Agricultural Preservation and Land Use Plan. Motion by Reese, seconded by David to not vary from the original decision. Either the subdivision should be finished or the zoning will go back to A-T. Motion carried on a voice vote with no objection.

Ben Wehmeier, County Administrator arrived at 8:49 a.m.

**12. Discussion and Possible Action on Petitions Presented in Public Hearing on March 15:**

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

**DENY** on a motion Nass, seconded by Rinard the request to rezone PIN 002-0714-1621-004 (4.761 Acres) for a new building site on **Ziebell Road** in the Town of Aztalan. 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 Nass, Rinard and David voting in favor and Jaeckel and Reese casting dissenting votes. Zangl explained the A-1 to A-3 petition, noting previous County approvals. He explained that with the adoption of the 1999 Ag Preservation and Land Use Plan, this was created as a parcel of record, for which the Plan and ordinance allow for one more A-3 zone out of the remnant A-1 zone. The Town denied based upon their plan-County ordinance allows for one more lot.

Ward addressed the Committee, encouraging the Committee to make their decision based upon what their Plan and Ordinance allow/require. He noted that the Town had made a decision to deny, but recommended that the Committee not use the Town's denial as the basis for their action. Any decision made should have an independent basis other than doing it because the Town did it.

Nass reminded the Committee of several things: the Town testified that the Planning Commission and Town Board had denied the request repeatedly; the proposal is larger than the Committee would allow by today's standards; it is made up of approximately 50% prime, 50% non-prime soils. He brought up the possibility of creating a smaller lot with an attached Natural Resource zone.

Zangl said that the petitioner would be okay with the Committee approving a one or two acre lot wooded lot with a remnant A-1 or Natural Resource zone.

Nass went on to say that by process, the Town's comprehensive plan does not allow this. So going by the rules in the County's comprehensive plan, the Town still has veto power after-the-fact.

Zangl reiterated that if the Committee and County Board approved this, the Town would still have the ability to deny it based upon their plan through the veto process.

Nass said that in his mind, that would be the way to go.

Zangl laid out the options for the Committee: the Ordinance and Plan allow for new lot creation, with that being said, the Plan does say that when a Town has stricter guidelines than the County, the County should recognize and follow the Town's stronger policies.

Nass interjected that the County has incorporated the Town's plans into County plans, so the Committee could go in that direction, saying that the County denied it because it doesn't meet the comprehensive plan of the Township, which the

County recognizes as part of its comprehensive plan. So it's up to the Committee to determine which way they want to go. Corporation Counsel has told them that it's up to them which way they want to go.

Jaeckel shared a couple thoughts, especially after site inspections. The property is wooded, it's been wooded forever. It may be prime, but the physical characteristics of the property, where they are and how they are, if the Committee were to create a lot out of it, it wouldn't be feasible to farm the prime land around it. And what about the neighbors, they would probably be the first ones to complain if someone were to come in and clear cut it to use it as true agricultural land again. It really does conform to the County's idea of clustered lots. He understands the Town's position on it, but suggested that maybe the Committee approves the request, and if the Town still wants to deny it, it's their case. He thinks that if you work it through the County's plan, it really does work.

Nass replied that the Committee's always, as a precedent, agreed with the Towns' land use plans and incorporated them into the County's comprehensive plan. In his opinion, he would tend to go with the Town's decision here, and base it on the fact that the County incorporates the Town's comprehensive plan into ours as long as it's more restrictive and can't be less restrictive. That's where Nass would want to go, rather than making the Town go through an extra hoop. He doesn't think that's necessary.

Reese did a little research into Aztalan's plan, and their plan actually was adopted after the County's land use plan, so the County had the first kick at the cat, and now the Town's applied their rules. If this is denied, then the landowner should have a pretty good chunk of tax money coming back, because this is already being assessed as residential land.

Nass responded that the Township would have to work that out, and Reese understood, but noted that the petitioner would have that possibility.

Zangl gave a little history of plan adoption. The County adopted its plan in 1999 and the Town adopted the County's old plan in approximately 2007 or 2008. They do go by one of the County's older plans, which has been updated since.

Nass added that the Town has its own comprehensive plan, which he looks at as an overlay.

Nass made a motion to deny the petition based upon the Town's comprehensive plan and its incorporation into the County's comprehensive plan. Rinard seconded. Nass called for discussion and then a vote, with Nass, Rinard and David voting to deny the petition, and Reese and Jaeckel voting against the denial.

In summary, Nass said that the Committee was going to follow the Town's land use plan the way it's incorporated into the County's. R4045A-18 – Kevin Gordon/Nancy Gordon Trust Property

**POSTPONE** for reconfiguration on a motion by Reese, seconded by Nass to create a 1-acre building site from part of PIN 006-0716-1731-000 (16.757 Acres) near **W1928 County Road B**, Town of Concord. 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. R4046A-18 – Tamie Roberts

**APPROVE WITH CONDITIONS** on a motion by Jaeckel, seconded by Reese to rezone and create a 1.4-acre and a 1.7-acre building site on **County Road Y** in the Town of Jefferson from part of PIN 014-0615-1733-000 (25.271 Acres). 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. R4047A-18 – Erik & Jennifer Stafford

**APPROVE WITH CONDITIONS** on a motion by David, seconded by Reese to rezone a part of PIN 032-0814-0123-001 (50.12 Acres) in order to reconfigure an existing 6-acre A-3 zoned lot without affecting that lot's net acreage. The site is on **County Road T** in the Town of Watertown. 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. R4048A-18 –James McManama/Blessed Acres LLC Property

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

**APPROVE WITH CONDITIONS** on a motion by Reese, seconded by Jaeckel and rezone parts of PINs 032-0814-0123-001 (50.12 Acres) zoned A-1 and 032-0814-0123-002 (6 Acres) zoned A-3 to enlarge an existing N zone to 10 acres. The site is in the Town of Watertown on **County Road T**. This is being done in accordance with Sec. 11.04(f) 12 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection. R4049A-18 – James McManama/Blessed Acres LLC Property

### **CONDITIONAL USE PERMIT APPLICATIONS**

**APPROVE WITH CONDITIONS** on a motion by Jaeckel, seconded by David to modify the existing conditional use to allow expansion of the facility with a 7,585 square foot building addition, an addition to the existing entrance canopy and a new 1,200 square foot detached garage on PIN 016-0514-1521-001 (24.4 Acres). The property is at **W5949 Hackbarth Road**, Town of Koshkonong in a Residential R-2 zone. This is being done in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection. CU1940 -18 – Faith Community Church

**APPROVE WITH CONDITIONS** on a motion by Reese, seconded by David, a conditional use to allow an extensive on-site storage structure in a Residential R-2 zone near **County Road H and Blue Spring Lake Drive**, Town of Palmyra. This is on PIN 024-0516-2723-000 (38.04 Acres). This is being done in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with Jaeckel abstaining. CU1941-18 – Solid Investments Inc.

**APPROVE WITH CONDITIONS** on a motion by Nass, seconded by Rinard, a conditional use to allow farm-type animals in a Residential R-2 zone on PIN 024-0516-2723-000 (38.04 Acres). This is in the Town of Palmyra, near **County Road H and Blue Spring Lake Drive**. This is being done in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion carried on a voice vote with Jaeckel abstaining. CU1942-18 – Solid Investments Inc.

**APPROVE WITH CONDITIONS** on a motion by Jaeckel, seconded by Reese, a modification of the existing conditional use to allow reconstruction and expansion of the current chicken layer and pullet facility on **Crossman Road** in the Town of Lake Mills. This will involve PINs 018-0713-2731-000 (45.79 Acres), 018-0713-2731-001 (0.68 Acres), 018-0713-2732-000 (21.326 Acres), 018-0713-2733-001 (13.82 Acres), 018-0713-2734-000 (22.691 Acres), 018-0713-2743-000 (37.791 Acres) and 018-0713-2744-000 (39.848 Acres), all zoned A-1, Exclusive Agricultural. This is being done in accordance with Sec. 11.04(f)6 and Sec. 11.05(d) of the Jefferson County Zoning Ordinance. Motion carried on a roll call vote, with David, Rinard, Jaeckel, Nass and Reese all voting in favor.

The five conditions listed in the Land and Water Conservation Department memo of January 30, 2018 under “Requested Permit Requirements” are made a part of this approval.

1. Annual nutrient management plan updates shall be submitted to the Land and Water Conservation Department by September 30<sup>th</sup> of each year for the following crop year. These updates shall account for any nutrients applied to farmland.
2. The LWCD (Land and Water Conservation Department) must be informed of the pre-construction conference and when work will begin on the manure storage structures.
3. Per Jefferson County Zoning Ordinance [11.05(d)2.d], the manure storage structure certification “shall be filed at least 10 days prior to population of the facilities by the animal unit count approved under the permit.” As-builts should be sent to the Land & Water Conservation Department upon certification.
4. Per the Livestock Siting Law (ATCP 51.08(2)) within 2 years the livestock operator must begin populating the approved facility and begin construction on every new or expanded livestock housing structure, as well as every new or expanded waste storage structure, proposed in the application.
5. Any alterations or additions to the operation after the permit is issued that changes one of the worksheets or application requires a permit update or new Livestock Siting Application depending on the circumstance.

In addition, the operation shall be conducted as submitted in the completed ATCP51 application and worksheets and all supporting documents. CU1943-18 – Daybreak Foods Inc.

## **ZONING ORDINANCE TEXT AMENDMENT**

**APPROVE WITH CONDITIONS** on a motion by Reese, seconded by Rinard, a Petition to amend Sec. 11.11(a)4 of the Jefferson County Zoning Ordinance to Comply with Wisconsin Statutes Section 59.69(10)(b)2. Motion carried on a voice vote with no objection. T4050A-18 – Jefferson County

**13. Possible Future Agenda Items**

Potential conditional use changes-may need to be made prior to the comprehensive plan update  
Wedding barns

**14. Upcoming Meeting Dates**

**April 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**  
**April 19, 7:00 p.m. – Public Hearing in Courthouse Room 205**  
**April 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203**  
**May 11, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**  
**May 17, 7:00 p.m. – Public Hearing in Courthouse Room 205**  
**May 21, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**15. 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 9:48 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.jeffersoncountywv.gov](http://www.jeffersoncountywv.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 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, APRIL 13, 2018**

**1. Call to Order**

The meeting was called to order by Vice-Chairman David at 8:02 a.m.

**2. Roll Call (Establish a Quorum)**

Committee members present at 8:02 included David, Rinard, Jaeckel and Reese. Matt Zangl and Deb Magritz from the Zoning Department were also in attendance.

**3. Certification of Compliance with the Open Meetings Law**

Reese verified that the meeting was being held in compliance with the open meetings law.

**4. Approval of the Agenda**

No changes were proposed.

**5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**

There was no public comment.

**6. Communications**

There were no communications.

Nass arrived at 8:07 a.m. and the Committee left with Zangl for the following site inspections:

**7. Site Inspections for Petitions to be Presented in Public Hearing on April 19, 2018:**

**R4054A-18- Debra Stults:** Rezone to create a 2.5-acre farm consolidation lot around the home at **N7669 French Road** and a new 1.1-acre building site also on **French Road**, both from part of PIN 020-0814-2744-000 (40 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4051A-18 – Randy Schultz:** Rezone 0.88 acre from part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast to create an A-2 zone on **West Road**, Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1944-18 – Randy Schultz:** Conditional use for storage of non-farm equipment on the proposed A-2 lot noted above. It will be comprised of part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast on **West Road** in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**R4052A-18 – Randy Schultz:** Rezone to reconfigure a 1.84-acre lot around the home at **N8187 County Road Q** from part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast. Rezone to create a 1.12-ac new building site on **West Road** from PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC. The sites are in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4053A-18 – Charles & Jill Hutchins/C & J Hutchins Trust Property:** Create a 1-acre building site on **Engelhart Road** and a 3-acre farm consolidation lot around the existing home at **N9338 Engelhart Road** from part of PIN 020-



0814-0544-000 (33.796 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4055A-18 – Garry Anderson/Leroy Scheel Trust Property:** Rezone to create a 4.5-acre Natural Resource zone near N6322 Shorewood Hills Road from part of PIN 018-0713-1614-000 (30.089 Ac) in the Town of Lake Mills. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

**8. Adjourn**

Motion by Reese, seconded by Jaeckel to adjourn the meeting. Motion carried on a voice vote, and the meeting adjourned at 9:25 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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**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, April 19, 2018

**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 at 7:00 p.m. Also present were Matt Zangl, Sarah Higgins and Deb Magritz 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 Rinard 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 evening's proceedings.
6. **Public Hearing**  
Zangl read aloud the following notice:

**NOTICE IS HEREBY GIVEN** that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, April 19, 2018, 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-2, AGRICULTURAL AND  
RURAL BUSINESS**

**R4051A-18 – Randy Schultz:** Rezone 0.88 acre from part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast to create an A-2 zone on **West Road**, Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**PETITIONER:**

Randy Schultz – N8187 Hwy Q, Watertown, WI

- Swapping parts of the property with Kienast in order to build to a shed. Shed will be built between the 2 houses, on the flattest part of the property.

**COMMENTS IN FAVOR:**

None.

**COMMENTS OPPOSED:**

None.

**REBUTTAL:**

None.

**QUESTIONS FROM THE COMMITTEE:**

None.

**TOWN RESPONSE:** Approved and in the file.

**STAFF REPORT:** Given by Zangl and in the file.

**CONDITIONAL USE APPLICATION**

**CU1944-18 – Randy Schultz:** Conditional use for storage of non-farm equipment on the proposed A-2 lot noted above. It will be comprised of part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast on **West Road** in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**PETITIONER:**

Randy Schultz – N8187 Hwy Q, Watertown, WI

- Still does some custom harvesting in the area. The shed is needed for storing personal property such as a combine and other harvesting equipment.

**COMMENTS IN FAVOR:**

None.

**COMMENTS OPPOSED:**

None.

**REBUTTAL:**

None.

**QUESTIONS FROM THE COMMITTEE:**

None.

**TOWN RESPONSE:** Approved and in the file.

**STAFF REPORT:** Given by Zangl and in the file.

- Matt asked if there will be any employees, any bathrooms, or any water service to the shed?
- Randy said there will be no employees, no bathrooms, but there will be water service to wash the equipment.

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

**R4052A-18 – Randy Schultz:** Rezone to reconfigure a 1.84-acre lot around the home at **N8187 County Road Q** from part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast. Rezone to create a 1.12-ac new building site on **West Road** from PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC. The sites are in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:**

Randy Schultz – N8187 Hwy Q, Watertown, WI

- Wants to rezone for a new building site to build a new home. When they sold their property, Eggert Acres wanted all buildings with it, so now he needs a new home.

**COMMENTS IN FAVOR:**

None.

**COMMENTS OPPOSED:**

None.

**REBUTTAL:**

None.

**QUESTIONS FROM THE COMMITTEE:**

None.

**TOWN RESPONSE:** Approved and in the file.

**STAFF REPORT:** Given by Zangl and in the file.

- Matt also commented that they should do the rezone to A-3 for this, and need to make sure they get a new soil test and have an area for the septic.

**R4053A-18 – Charles & Jill Hutchins/C & J Hutchins Trust Property:** Create a 1-acre building site on **Engelhart Road** and a 3-acre farm consolidation lot around the existing home at **N9338 Engelhart Road** from part of PIN 020-0814-0544-000 (33.796 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:**

Charles Hutchins – N8779 Hwy Q, Watertown, WI

- Wants to consolidate the existing 1 acre lot with the other piece

**COMMENTS IN FAVOR:**

None.

**COMMENTS OPPOSED:**

None.

**REBUTTAL:**

None.

**QUESTIONS FROM THE COMMITTEE:**

None.

**TOWN RESPONSE:** Approved and in the file.

**STAFF REPORT:** Given by Zangl and in the file.

- Matt asked when home was built. Petitioner stated he believes it was built in the early 1900s.

**R4054A-18- Debra Stults:** Rezone to create a 2.5-acre farm consolidation lot around the home at **N7669 French Road** and a new 1.1-acre building site also on **French Road**, both from part of PIN 020-0814-2744-000 (40 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:**

Debra Stults – N7669 French Rd

- Wants to create a 2.5 acre farm consolidation around the lot and a 1.1 acre building lot by the road

**COMMENTS IN FAVOR:**

None.

**COMMENTS OPPOSED:**

None.

**REBUTTAL:**

None.

**QUESTIONS FROM THE COMMITTEE:**

None.

**TOWN RESPONSE:** Approved and in the file.

**STAFF REPORT:** Given by Zangl and in the file.

- Matt asked when the home was built and where the septic is for that.
  - Petitioner said the house is over 150 years old and the septic is on the old lot where the home is.

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

**R4055A-18 – Garry Anderson/Leroy Scheel Trust Property:** Rezone to create a 4.5-acre Natural Resource zone near **N6322 Shorewood Hills Road** from part of PIN 018-0713-1614-000 (30.089 Ac) in the Town of Lake Mills. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

**PETITIONER:**

Garry Anderson – N6322 Shorewood Hills Rd, Lake Mills, WI

- Wants to develop the 4.5 acre lot into prairie land and get the ragweed out. Stated that there is a big erosion problem there, and wants to help correct that.

**COMMENTS IN FAVOR:**

None.

**COMMENTS OPPOSED:**

None.

**REBUTTAL:**

None.

**QUESTIONS FROM THE COMMITTEE:**

None.

**TOWN RESPONSE:** Approved and in the file.

**STAFF REPORT:** Given by Zangl and in the file.

- Matt suggested that instead of the 10 ft access strip that was proposed, the petitioner may consider a 66 ft access strip instead. With a 66 ft access strip, the property could be sold separately in the future.

**Motion made by Reese to adjourn the meeting, and seconded by Jaeckel. Motion carried on a voice vote, and the meeting adjourned at 7:18 pm.**

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

w. "Shoreland" [NR 115.03(8)] means lands within the following distances from the ordinary highwater mark of navigable waters: 1,000 feet from a lake, pond or flowage; and 300 feet from a river or stream or to the landward side of the floodplain, whichever distance is greater.

x. "Shoreland setback" also known as the "Shoreland setback area" in s. 59.692(1)(bn) means an area in a shoreland that is within a certain distance of the ordinary high-water mark in which the construction or placement of structures has been limited or prohibited under an ordinance enacted under section 59.692, Wis. Stats.

y. "Shoreland-wetland district" [NR 115.03(9)] means a zoning district, created as a part of a county zoning ordinance, comprised of shorelands that are designated as wetlands on the Wisconsin wetland inventory maps prepared by the department.

z. "Structure" [s. 59.692(1)(e), Stats.] means a principal structure or any accessory structure including a garage, shed, boathouse, sidewalk, walkway, patio, deck, retaining wall, porch or fire pit.

aa. "Substandard Lots" means a legally created lot or parcel that met minimum area and minimum average width requirements when created, but does not meet current lot size requirements for a new lot.

bb. "Unnecessary hardship" [NR 115.03(11)] means that circumstance where special conditions, which were not self-created, affect a particular property and make strict conformity with restrictions governing area, setbacks, frontage, height or density unnecessarily burdensome or unreasonable in light of the purposes of this ordinance.

cc. "Variance" means an authorization granted by the board of adjustment to construct, alter or use a building or structure in a manner that deviates from the dimensional standards of this ordinance.

dd. "Wetlands" [NR 115.03(13)] means those areas where water is at, near or above the land surface long enough to be capable of supporting aquatic or hydrophytic vegetation and which have soils indicative of wet conditions.

(Ord. No. 1984-15, 11-13-1984; Ord. No. 2004-38, 03-08-2005; Ord. No. 2006-20, 12-12-2006; Ord. No. 2010-24, 02-08-2010; Ord. No. 2011-28, 03-13-2012; Ord. No. 2015-34, 03-08-2016)

#### **11.11 ADMINISTRATION AND ENFORCEMENT.** [Ord. No. 11, 12/21/82]

##### **(a) Agencies and Offices Involved in Ordinance Administration and Enforcement; Definitions of Responsibilities.**

1. Jefferson County Board of Supervisors: The Jefferson County Board of Supervisors is responsible for the enactment, amendment and repeal of the Jefferson County land use ordinances. The Board of Supervisors appropriates funds in support of the Office of Zoning Administrator, the Planning and Zoning Committee and the Board of Adjustment.

2. Jefferson County Planning and Zoning Committee: The Jefferson County Planning and Zoning Committee is a committee of the County Board, created pursuant to Section 59.69 of the Wisconsin Statutes, and serves as the County planning agency pursuant to Section 236.02(1) of the Wisconsin Statutes. The Planning and Zoning Committee is responsible for overseeing the office of the Zoning Administrator and for other functions assigned to it by this Ordinance or by state law.

3. Jefferson County Zoning Adjustment Board: The Jefferson County Zoning Adjustment Board is a board created by action of the County Board of Supervisors pursuant to Section 59.694 of the Wisconsin Statutes. The Zoning Adjustment Board is responsible for hearing and deciding administrative appeals and variance applications as provided in this Ordinance.



4. County Zoning Agency: The County Zoning Agency is an administrative department of Jefferson County government, created by the Board of Supervisors. The office is headed by the Head of the County Zoning Agency pursuant to s. 59.69(10)(b)2, Wis. Stats. This position is a County Department Head position which is appointed by the County Administrator subject to confirmation by the County Board of Supervisors. The office shall also consist of such other personnel as shall be provided for the office. In addition to duties and responsibilities specified elsewhere in this Ordinance, the Head of the County Zoning Agency Zoning Administrator shall be responsible for directing the work of the office, for making periodic reports as required on the activities of the office, and for training and educational activities to assure that persons connected with the program are able to keep abreast of developments in the field of County land use ordinances. [Ord. No. 2018-04, 04-17-2018]

**(b) Duties of the Zoning Administrator: Records, Inspections, Determinations, Permits, Fees.**

In addition to the duties specified elsewhere in this Ordinance, the Zoning Administrator shall be responsible for the following administrative duties:

1. Advising Applicants: The Zoning Administrator shall advise applicants for permits and approvals as to the provisions of this Ordinance and shall assist them in preparing applications.

2. Keeping Records: The Zoning Administrator shall keep records of applications received, Committee or Board or office actions on such applications, permits issued, inspections made, enforcement actions undertaken and other similar activities.

3. Making Inspections: The Zoning Administrator shall make such inspections of premises as are required to determine compliance of land use activities with the terms of this Ordinance. Except in cases of emergency, such inspections shall be made only at a reasonable hour, with reasonable notice to the owner and/or occupant of the premises and with consent, unless it is made pursuant to an inspection warrant issued pursuant to Wisconsin Statutes.

4. Making Determinations: The Zoning Administrator shall make those administrative decisions and determinations as are assigned to the Administrator by terms of this Ordinance.

5. Permits, Approvals and Fees: The Zoning Administrator shall receive applications for the following permits and shall process the applications and the fees collected in the following manner:

**a. Zoning Permit.**

1) When required: See Sec. 11.13.

2) Zoning permits shall be issued only if the parcel is in compliance with the Jefferson County Land Division Ordinance.

3) Application and issuance: Applications for zoning permits shall be made on forms furnished by the Zoning Administrator. Issuance of a sanitary permit is a precondition to issuance of a land use permit whenever applicable. Permits shall be issued if the application and information obtained through field inspections, if any, causes the Administrator to conclude that the proposed use will comply with all applicable regulations.

4) Fees: A fee set pursuant to Section 11.13 shall be submitted to the Zoning Administrator when application is made for a land use permit.

5) Publication: The Zoning Administrator shall cause publication to be made in the official newspaper of Jefferson County of pertinent identifying information on each zoning permit issued. Such publications shall be made each month within the last ten days of the month.

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FROM 2018 01 TO 2018 03

ACCOUNTS FOR:		ORIGINAL	ESTIM REV	REVISED	ACTUAL	REMAINING	PCT
100	General Fund	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
<hr/>							
12501	Real Estate Description						
12501	411100 General Property Taxes	-328,228	0	-328,228	-54,704.66	-273,523.34	16.7%
12501	451006 Real Estate Descrip Charges	-6,900	0	-6,900	-1,829.45	-5,070.55	26.5%
12501	451008 Remote Access Fees	-6,000	0	-6,000	-1,450.00	-4,550.00	24.2%
12501	472011 Other Govt Land Info Charges	-2,000	0	-2,000	-2,652.35	652.35	132.6%
12501	511110 Salary-Permanent Regular	96,632	0	96,632	15,677.22	80,954.78	16.2%
12501	511210 Wages-Regular	122,405	0	122,405	18,148.59	104,256.41	14.8%
12501	511310 Wages-Sick Leave	0	0	0	1,616.22	-1,616.22	.0%
12501	511320 Wages-Vacation Pay	0	0	0	630.94	-630.94	.0%
12501	511330 Wages-Longevity Pay	1,095	0	1,095	.00	1,095.00	.0%
12501	511340 Wages-Holiday Pay	0	0	0	1,114.89	-1,114.89	.0%
12501	511350 Wages-Miscellaneous (Comp)	0	0	0	58.08	-58.08	.0%
12501	512141 Social Security	16,534	0	16,534	2,667.89	13,866.11	16.1%
12501	512142 Retirement (Employer)	14,749	0	14,749	2,495.52	12,253.48	16.9%
12501	512144 Health Insurance	62,611	0	62,611	11,511.74	51,099.26	18.4%
12501	512145 Life Insurance	137	0	137	22.72	114.28	16.6%
12501	512150 FSA Contribution	850	0	850	850.00	.00	100.0%
12501	512173 Dental Insurance	3,672	0	3,672	756.00	2,916.00	20.6%
12501	531243 Furniture & Furnishings	200	0	200	.00	200.00	.0%
12501	531298 United Parcel Service	20	0	20	.00	20.00	.0%
12501	531311 Postage & Box Rent	150	0	150	80.13	69.87	53.4%
12501	531312 Office Supplies	2,400	0	2,400	17.30	2,382.70	.7%
12501	531313 Printing & Duplicating	150	0	150	24.42	125.58	16.3%
12501	531314 Small Items Of Equipment	75	0	75	.00	75.00	.0%
12501	531324 Membership Dues	60	0	60	60.00	-60.00	200.0%
12501	532325 Registration	250	0	250	.00	250.00	.0%
12501	532332 Mileage	160	0	160	.00	160.00	.0%
12501	532335 Meals	92	0	92	.00	92.00	.0%
12501	532336 Lodging	328	0	328	.00	328.00	.0%
12501	533225 Telephone & Fax	75	0	75	42.98	32.02	57.3%
12501	535242 Maintain Machinery & Equip	1,020	0	1,020	83.27	238.24	76.6%
12501	571004 IP Telephony Allocation	434	0	434	72.34	361.66	16.7%
12501	571005 Duplicating Allocation	269	0	269	44.84	224.16	16.7%
12501	571009 MIS PC Group Allocation	14,968	0	14,968	2,494.66	12,473.34	16.7%
12501	571010 MIS Systems Grp Alloc (ISIS)	2,816	0	2,816	469.34	2,346.66	16.7%
12501	591519 Other Insurance	976	0	976	162.72	813.28	16.7%
TOTAL Real Estate Description		0	0	0	-1,534.65	776.16	.0%
TOTAL General Fund		0	0	0	-1,534.65	776.16	.0%
TOTAL REVENUES		-343,128	0	-343,128	-60,636.46	-282,491.54	
TOTAL EXPENSES		343,128	0	343,128	59,101.81	283,267.70	

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FROM 2018 01 TO 2018 03

ACCOUNTS FOR: 100 General Fund	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL REVENUE	REMAINING REVENUE	PCT COLL
<hr/>						
12502 Assessment Of Property						
12502 411100 General Property Taxes	-5,721	0	-5,721	-953.50	-4,767.50	16.7%
12502 531312 Office Supplies	3,200	0	3,200	.00	3,200.00	.0%
12502 531313 Printing & Duplicating	1,000	0	1,000	33.08	966.92	3.3%
12502 535242 Maintain Machinery & Equip	800	0	800	750.00	50.00	93.8%
12502 571005 Duplicating Allocation	721	0	721	120.16	600.84	16.7%
TOTAL Assessment Of Property	0	0	0	-50.26	50.26	.0%
TOTAL General Fund	0	0	0	-50.26	50.26	.0%
TOTAL REVENUES	-5,721	0	-5,721	-953.50	-4,767.50	
TOTAL EXPENSES	5,721	0	5,721	903.24	4,817.76	

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FROM 2018 01 TO 2018 03

ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL	REMAINING	PCT
100 General Fund	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
<hr/>						
12503 Land Information Program						
12503 421001 State Aid	-51,000	0	-51,000	-1,000.00	-50,000.00	2.0%
12503 451305 Land Info/Deeds Fee	-117,442	0	-117,442	-23,240.00	-94,202.00	19.8%
12503 514151 Per Diem	220	0	220	.00	220.00	.0%
12503 521219 Other Professional Serv	85,000	0	85,000	.00	85,000.00	.0%
12503 521219 25301 Other Professional Serv	0	0	0	12,266.10	-29,443.95	.0%
12503 521219 25303 Other Professional Serv	0	0	0	14,664.45	-14,664.45	.0%
12503 521219 25313 Other Professional Serv	0	0	0	1,957.95	-3,357.95	.0%
12503 521220 Consultant	12,500	0	12,500	3,117.50	9,382.50	24.9%
12503 521220 25310 Consultant	0	0	0	3,004.50	-3,316.50	.0%
12503 521296 Computer Support	32,877	0	32,877	15,100.00	17,777.00	45.9%
12503 521296 25308 Computer Support	0	0	0	12,619.00	-30,529.00	.0%
12503 531303 Computer Equipmt & Software	9,800	0	9,800	4,993.83	4,806.17	51.0%
12503 531303 25309 Computer Equipmt & Soft	0	0	0	.00	-3,962.50	.0%
12503 531312 Office Supplies	100	0	100	.00	100.00	.0%
12503 531313 Printing & Duplicating	50	0	50	.00	50.00	.0%
12503 531324 Membership Dues	200	0	200	.00	200.00	.0%
12503 531324 25312 Membership Dues	0	0	0	200.00	-200.00	.0%
12503 532325 Registration	1,675	0	1,675	.00	1,675.00	.0%
12503 532325 25312 Registration	0	0	0	1,505.00	-2,305.00	.0%
12503 532332 Mileage	250	0	250	.00	250.00	.0%
12503 532335 Meals	60	0	60	.00	60.00	.0%
12503 532336 Lodging	820	0	820	.00	820.00	.0%
12503 571005 Duplicating Allocation	765	0	765	4.00	761.00	.5%
12503 594810 Capital Equipment	11,000	0	11,000	.00	11,000.00	.0%
12503 594818 Capital Computer	0	0	0	9,200.00	-9,200.00	.0%
12503 594819 Capital Other Equipment	31,100	0	31,100	.00	31,100.00	.0%
12503 594819 25305 Capital Other Equipment	0	0	0	7,240.82	-37,753.32	.0%
12503 594820 Capital Other	20,000	0	20,000	.00	20,000.00	.0%
12503 594950 Operating Reserve	62,293	66,579	128,872	.00	128,871.88	.0%
12503 699992 Balance Forward Prior Year	-100,268	-66,579	-166,847	.00	-166,846.88	.0%
TOTAL Land Information Program	0	0	0	61,633.15	-133,708.00	.0%
TOTAL General Fund	0	0	0	61,633.15	-133,708.00	.0%
TOTAL REVENUES	-268,710	-66,579	-335,289	-24,240.00	-311,048.88	
TOTAL EXPENSES	268,710	66,579	335,289	85,873.15	177,340.88	

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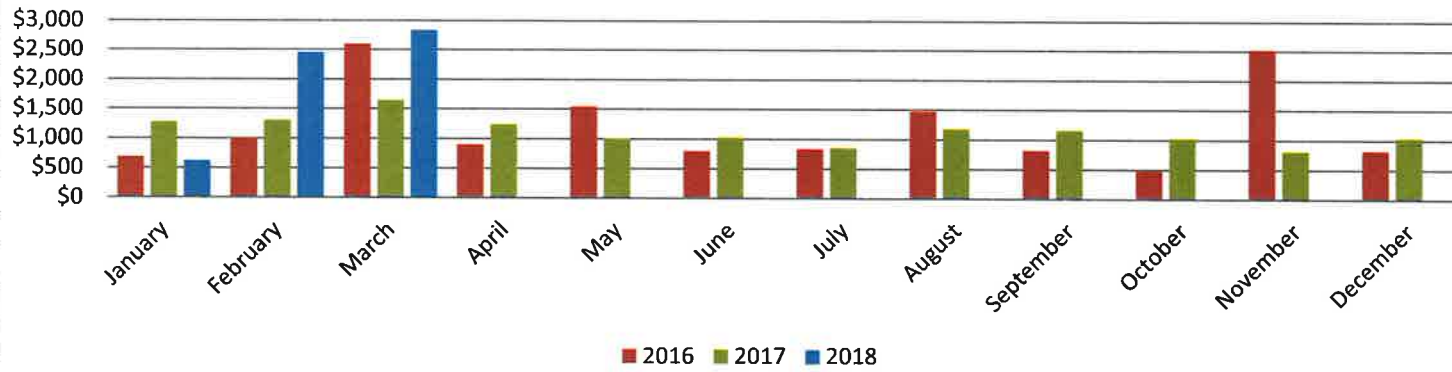
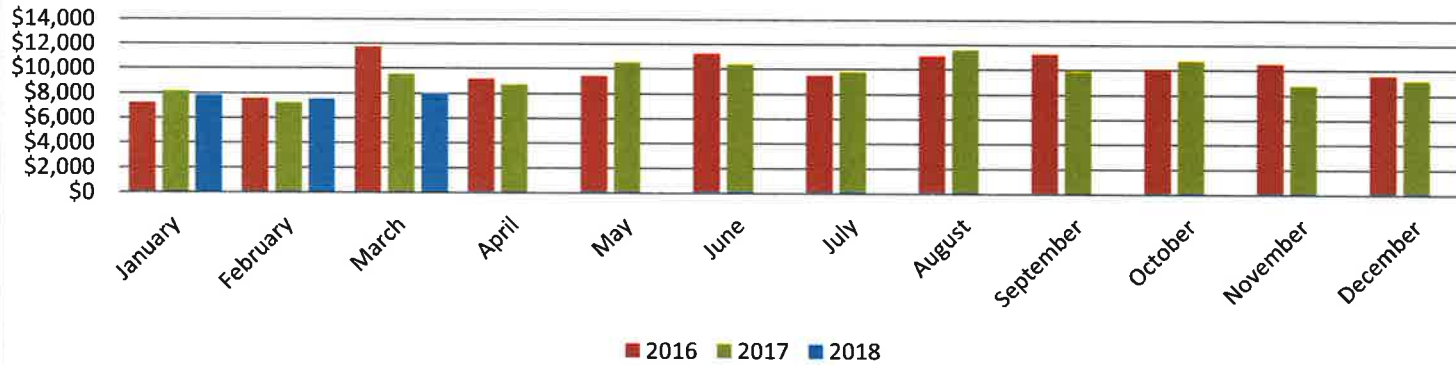
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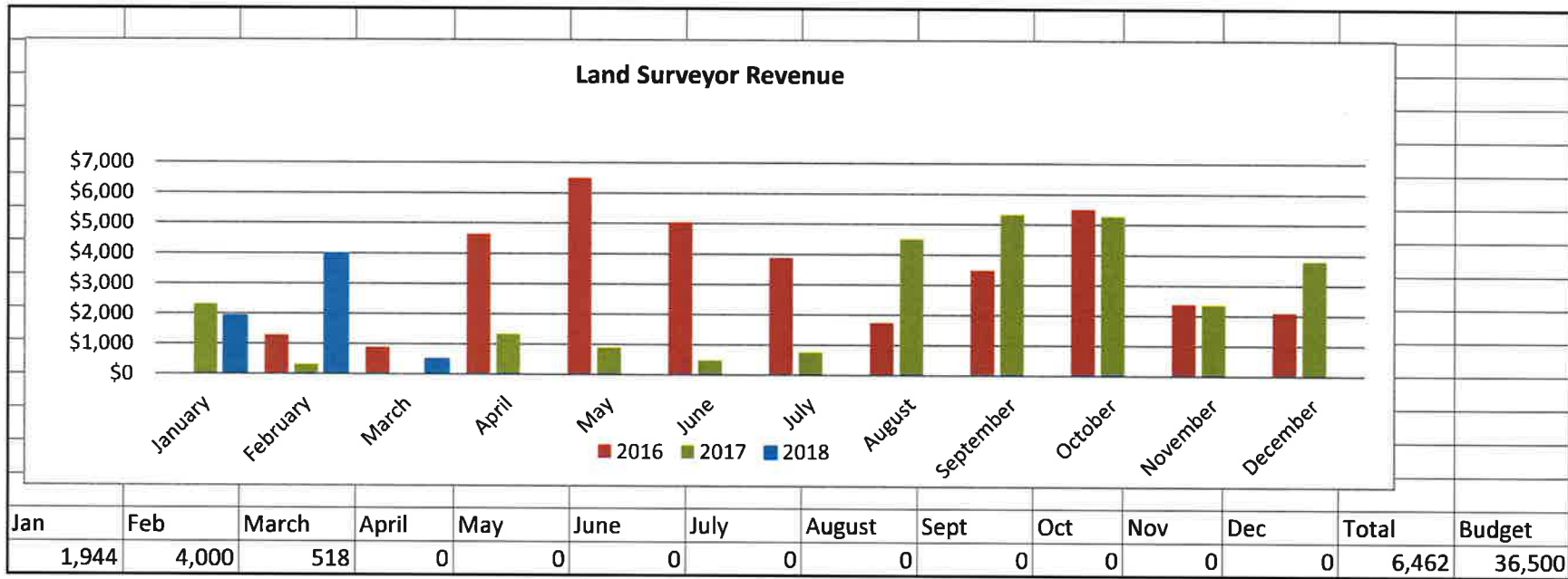
FROM 2018 01 TO 2018 03

ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL	REMAINING	PCT
100 General Fund	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
<hr/>						
12505 Surveyor						
12505 411100 General Property Taxes	-42,924	0	-42,924	-7,154.00	-35,770.00	16.7%
12505 474175 Highway Billed	-36,500	0	-36,500	-1,944.50	-34,555.50	5.3%
12505 511110 Salary-Permanent Regular	62,601	0	62,601	9,563.53	53,037.47	15.3%
12505 511310 Wages-Sick Leave	0	0	0	487.74	-487.74	.0%
12505 511320 Wages-Vacation Pay	0	0	0	225.53	-225.53	.0%
12505 511340 Wages-Holiday Pay	0	0	0	476.32	-476.32	.0%
12505 511350 Wages-Miscellaneous (Comp)	0	0	0	60.14	-60.14	.0%
12505 512141 Social Security	4,789	0	4,789	827.21	3,961.79	17.3%
12505 512142 Retirement (Employer)	4,194	0	4,194	724.49	3,469.51	17.3%
12505 512145 Life Insurance	17	0	17	2.84	14.16	16.7%
12505 512173 Dental Insurance	1,080	0	1,080	225.00	855.00	20.8%
12505 531312 Office Supplies	150	0	150	3.00	147.00	2.0%
12505 531313 Printing & Duplicating	40	0	40	6.66	33.34	16.7%
12505 531314 Small Items Of Equipment	500	0	500	.00	500.00	.0%
12505 531324 Membership Dues	352	0	352	320.00	32.00	90.9%
12505 531349 Other Operating Expenses	1,645	0	1,645	.00	1,645.00	.0%
12505 531351 Gas/Diesel	700	0	700	.00	700.00	.0%
12505 532335 Meals	32	0	32	.00	32.00	.0%
12505 532336 Lodging	246	0	246	.00	246.00	.0%
12505 533225 Telephone & Fax	15	0	15	4.08	10.92	27.2%
12505 533236 Wireless Internet	492	0	492	80.02	411.98	16.3%
12505 535242 Maintain Machinery & Equip	150	0	150	.00	150.00	.0%
12505 571004 IP Telephony Allocation	109	0	109	18.16	90.84	16.7%
12505 571005 Duplicating Allocation	37	0	37	6.16	30.84	16.6%
12505 571009 MIS PC Group Allocation	832	0	832	138.66	693.34	16.7%
12505 571010 MIS Systems Grp Alloc (ISIS)	828	0	828	138.00	690.00	16.7%
12505 591519 Other Insurance	615	0	615	102.46	512.54	16.7%
TOTAL Surveyor	0	0	0	4,311.50	-4,311.50	.0%
TOTAL General Fund	0	0	0	4,311.50	-4,311.50	.0%
TOTAL REVENUES	-79,424	0	-79,424	-9,098.50	-70,325.50	
TOTAL EXPENSES	79,424	0	79,424	13,410.00	66,014.00	

## Land Information Monthly Revenue Report March 2018

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## Land Information Monthly Revenue Report March 2018





**Jefferson County Planning and Zoning Department**  
**Monthly Ledger Report**  
**04-26-2018**

	OP	PPC	MC	PSS (	SIF	FOAS	FAA	FPFC	SRFWF	ZOF	WFG	Refunds	2018 Totals	2017 Total	Diff
MTH	7101.432099	7101.451002	7101.472003	7101.432002	7101.458010	7101.458015	7101.458014	7101.458001	7101.458002	7101.441002	7102.421001				
Jan	6,535.00	518.33		2,475.00	200.00							55.00	9,728.33	11,149.58	-1421.25
Feb	9,670.00	275.50		1,550.00	100.00								11,595.50	10,873.50	722
Mar	12,375.00	37.83		3,150.00	450.00							50.00	16,012.83	14,561.73	1451.1
Apr	14,990.00	30.34		4,925.00	750.00								20,695.34	22,717.76	-2022.42
May														23,281.83	-23281.83
June														29,870.26	-29870.26
July														20,784.29	-20784.29
Aug														18,226.44	-18226.44
Sept														29,100.00	-29100
Oct														22,445.90	-22445.9
Nov														17,601.00	-17601
Dec														21,685.00	-21685
Total	43,570.00	862.00		12,100.00	1,500.00							105.00	58,032.00	242,297.29	-184265.29

2017 Actual Zoning Deposits: \$240,846.96

2018 Budget Revenues: \$222,190.00

2018 Deposits YTD: \$58,032.00



04/26/2018  
10:16:17

Jefferson County  
FLEXIBLE PERIOD REPORT

PAGE 1  
glflxrpt

FROM 2018 04 TO 2018 04

ACCOUNTS FOR:  
100 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
12901 Zoning							
12901 411100 General Property Taxes	-297,280	0	-297,280	-24,773.33	.00	-272,506.67	8.3%
12901 432002 Private Sewage System	-44,500	0	-44,500	-5,300.00	.00	-39,200.00	11.9%
12901 432099 Other Permits	-170,000	0	-170,000	-14,985.00	.00	-155,015.00	8.8%
12901 451002 Private Party Photocopy	-1,690	0	-1,690	-34.34	.00	-1,655.66	2.0%
12901 458010 Soil Testing Fee	-6,000	0	-6,000	-950.00	.00	-5,050.00	15.8%
TOTAL Zoning	-519,470	0	-519,470	-46,042.67	.00	-473,427.33	8.9%
TOTAL General Fund	-519,470	0	-519,470	-46,042.67	.00	-473,427.33	8.9%
TOTAL REVENUES	-519,470	0	-519,470	-46,042.67	.00	-473,427.33	

04/26/2018  
10:16:17

Jefferson County  
FLEXIBLE PERIOD REPORT

PAGE 2  
glflxrpt

FROM 2018 04 TO 2018 04

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-519,470	0	-519,470	-46,042.67	.00	-473,427.33	8.9%

-24,773.33

\$ 21,269.34

04/26/2018  
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Jefferson County  
FLEXIBLE PERIOD REPORT

PAGE 3  
glflxrpt

REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	9	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:

FLEXIBLE PERIOD REPORT

Includes accounts exceeding 0% of budget.  
 Print Full or Short description: F  
 Print full GL account: N  
 Sort by full GL account: N  
 Print Revenues-Version headings: N  
 Print revenue as credit: Y  
 Print revenue budgets as zero: N

From Yr/Per: 2018/ 4  
 To Yr/Per: 2018/ 4  
 Budget Year: 2018  
 Print totals only: N  
 Format type: 1  
 Double space: N  
 Suppress zero bal accts: Y  
 Amounts/totals exceed 999 million dollars: N  
 Roll projects to object: N  
 Print journal detail: N  
 From Yr/Per: 2018/ 1  
 To Yr/Per: 2018/ 2  
 Include budget entries: Y  
 Incl encumb/liq entries: Y  
 Sort by JE # or PO #: J  
 Detail format option: 1  
 Multiyear view: D

Draft

**RESOLUTION NO. 2018-\_\_**

**Extension of Digital Parcel Map Improvement Contract**

Executive Summary

Digital parcel maps delineating land ownership are a key component of the Jefferson County Geographic Information System (GIS). This information is used by the general public and real estate professionals including assessors, appraisers, title searchers, land surveyors and attorneys along with local, state and federal officials. The digital parcel maps for the rural areas of Jefferson County were automated in the early nineteen nineties by digitizing hand drawn maps and transforming the coordinate data to the Public Land Survey System grid. These digital parcel maps have served the County well for the past 20 plus years. However, the digitizing and transforming process resulted in some horizontal positional inaccuracies that are evident when overlaying the digital parcel lines over orthophotography. The parcel map improvement project integrates property surveys, orthophotography and other survey data to increase the accuracy of the County's digital parcel maps. Pro-West and Associates of Walker, Minnesota, was awarded the contract in May of 2016 as the lowest responsible bidder at a cost of \$8.85 per parcel. The first phase of the multi-year project has allowed Pro-West and Associate technicians to become conversant in the County's digital parcel maps unique characteristics and records systems for accessing surveys, deeds and other documents required to improve parcel map accuracy. The contract with Pro-West and Associates was extended in April of 2018 at the same price of \$8.85 per parcel. This resolution authorizes the Land Information Office to extend the current contract with Pro-West and Associates of Walker, Minnesota a second time for additional parcel mapping services at a slightly higher cost of \$9.25 per parcel. The Planning & Zoning Committee considered this resolution at its April 30, 2018 meeting and voted to forward to the County Board for approval.

---

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, a request for proposals to provide digital parcel mapping service was received from 6 companies in 2016, and

WHEREAS, the price per parcel of \$9.25 proposed by Pro-West and Associates is 29% less than next lowest bid price of \$13.00 in 2016, and

WHEREAS, Pro-West and Associates is agreeable to providing parcel mapping services for an additional 6,486 parcels at \$9.25 price per parcel, and

WHEREAS, solicitation of new bids could increase the price per parcel due to the additional vendor costs of developing proposals, and

WHEREAS, the Planning and Zoning Committee recommends extending the current contract with Pro-West and Associates of Walker, Minnesota, to provide additional parcel mapping services in 2018, and

WHEREAS, extending this contract is consistent with section 6 of the Jefferson County Purchasing Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby authorize the Land Information Office to extend the current contract with Pro-West and Associates of Walker, Minnesota, for additional parcel mapping services at a cost of \$9.25 per parcel for a total project cost of \$59,999.50.

*Fiscal Note: The project is funded in the 2018 budget account 1303.521219 through a Wisconsin Land Information Program Strategic Initiative Grant of \$50,000 and non-tax levy Land Information Program retained fees of \$9,999.50. All of these funds are derived from a portion of Register of Deeds document recording fees.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by Planning and Zoning Committee

05-08-18

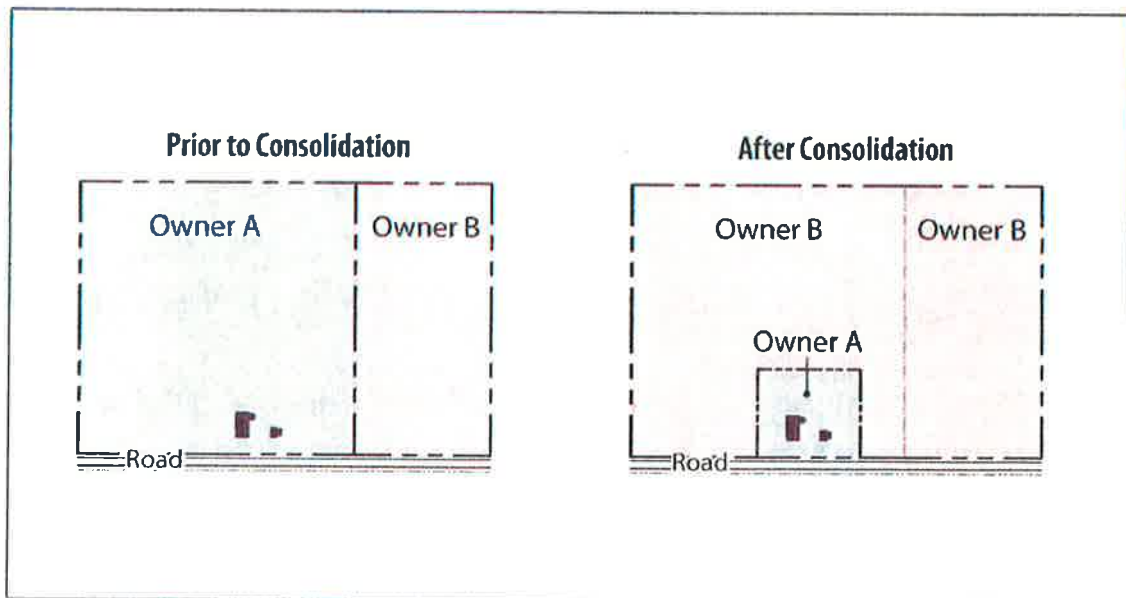
Andy Erdman & J. Blair Ward: 04-27-2018

REVIEWED: Administrator: \_\_\_\_\_; Corp. Counsel: \_\_\_\_\_; Finance Director: \_\_\_\_\_

### Chapter 3: Land Use Plan for Farmland Preservation

9. Maintain detailed tracking of “parent parcels”, “parcels of record” and subsequent A-3 divisions via the County Zoning and Planning Department through its computerized Geographic Information System (GIS) tracking capabilities. The County may require a recorded affidavit as part of the rezoning and land division process to track and limit those “parent parcels” that no longer have the potential for additional rural residential lots under the policies in this Plan.
10. Where policies for A-3 Agricultural/Rural Residential lots within the adopted town comprehensive plan are stricter than County policies for lands within a designated Farmland Preservation Area, support the town in its denial of rezoning requests, so that the stricter policy based on the town’s comprehensive plan may be applied.
11. When the owner of a pre-existing residence legally established before January 15, 1975 desires to divide the land occupied by such residence and accessory buildings from the “parent parcel”, in conjunction with a farm consolidation, require the resulting residential lot to be as small as practical, in consideration of a one acre minimum lot size, the desire to keep accessory buildings with the residence, and the future likelihood that farm animals will be kept on the lot. All future farm consolidations lots should be rezoned to the A-3 district, with such lots not counting against the maximum number of new residences allowed for that “parcel of record” as indicated above. See also Figure E for an illustration of typical land division and ownership changes as a result of a farm consolidation.

**Figure E: Example of Farm Consolidation Land Ownership Changes and Divisions**





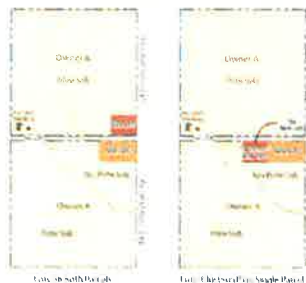
# FIGURE B: JEFFERSON COUNTY FARMLAND PRESERVATION LAND USE PLANNING AND ZONING APPROACH



## New Development and Land Configuration

- New homes require rezoning from A-1 to A-3.
- Each A-1 parcel of record is allowed at least one A-3 lot, regardless of size.
- 35 acre minimum lot size in A-1 district.
- 1 acre minimum residential lot size.
- 2 acre maximum residential lot size (except larger lots allowed with use of more splits).
- Clustering of new residential lots recommended.
- Allow agricultural-related businesses as conditional uses in A-1 district and more intensive agricultural and rural businesses in the A-2 district.

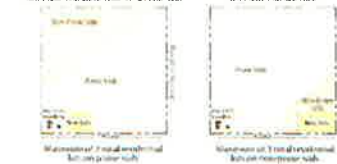
### Siting Approach for Parcels in Same Ownership Divided by Road



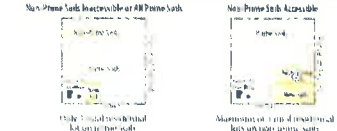
- Parcels under common ownership divided only by a road are treated as separate parcels for the purpose of determining the number of allowable A-3 lots.
- Total number of allowable lots may be shifted between the 2 parcels of record, with County and Town approval.

### Approach for Allowing New Housing

Parcel of Record Greater than 50 Acres with Existing Dwelling



Parcel of Record Less than 50 Acres with Existing Dwelling



- From each "parcel of record" as it existed on February 8, 2000, no more than 3 new residences may be built on non-prime soils, and no more than 2 new residences on prime soils (on parcels 50 acres or less, no more than 1 on prime soils), subtracting any previous splits from the "parent parcel" as it existed on December 13, 1977.

### Approach to Older Houses via Farm Consolidation



- Retain prior farm consolidation lots in A-1 zoning.
- Allow 1-5 acre land divisions for residences built before January 15, 1975 by requiring a rezoning to A-3. Does not count against maximum 1-3 splits as indicated above.

## Agricultural Land Preservation

- Prime farmland soils defined as all NRCS Class 1 and Class 2 soils, plus Class 3 soils with Class 1 or 2 characteristics.
- Active Purchase of Conservation Easements (PACE) program with help from matching grants.
- Support future Agricultural Enterprise Areas (AEA) applications.
- Maintain County GIS tracking system with slight modifications to meet State reporting requirements: may require recorded affidavit to track "frozen" parent parcels.

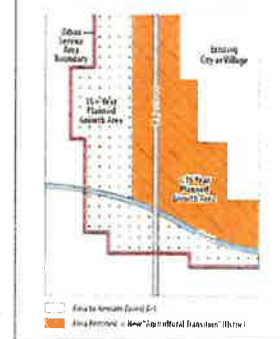
## Natural Resource Preservation

- Maximum of one home per 10 acres within environmental corridor.
- Modify Natural Resource zoning district to be certified as a farmland preservation district.
- Nutrient management plans (in addition to conservation plans) required for farmers who obtain State tax credit.

## Urban and Rural Growth Areas

- Initially keep as much land in A-1 zoning as possible based on statutory guidance, requiring rezonings only when development proposed.
- Classify lands within Urban Service Areas in A-1 district into either <15 year growth areas or 15+ year growth areas, and rezone <15 year areas away from A-1. Create new "agricultural transition" zoning district with similar rules but no tax credit eligibility for <15 year growth areas.
- Within rural hamlets zone <15 year planned expansion areas in a zoning district without tax credit eligibility.

### Approach to Urban Service Areas



## CHAPTER THREE: LAND USE

This chapter contains background information, goals, objectives, policies and recommended programs to guide the future preservation and development of lands in the Town of Aztalan. This chapter features maps and policies describing recommended future land uses over the 20 year planning period.

### Existing Land Use Map Categories

Map 5, Existing Land Use, organizes existing land uses by the land use categories listed below. On Map 5, these categories indicate how land is currently being used, which does not necessarily reflect the current zoning designations or desired future uses.

- ◆ **Agriculture and Rural Lands:** Agricultural uses, farmsteads, open lands, vacant parcels, and very low density single-family residential development.
- ◆ **Public Open Space/Recreation:** Park and open space facilities devoted to playgrounds, play fields, play courts, trails, picnic areas, and publicly owned natural or habitat preservation areas. This category also includes the Lake Mills Conservation Club land.
- ◆ **Single Family Residential:** Single-family detached residential development.
- ◆ **Mixed Residential:** Two-family, multiple-family, and attached single-family residential development.
- ◆ **General Commercial:** A wide range of retail, commercial service, private recreational, office, community facilities, and outdoor sales land uses.
- ◆ **Community Facilities:** Larger-scale public buildings and uses, including cemeteries, churches, schools, museums, and outdoor facilities other than parks, hospitals, and special-care facilities.
- ◆ **Light Industrial:** Indoor industrial land uses and controlled outdoor storage areas.
- ◆ **General Industrial:** Manufacturing, warehousing, distribution, and office uses, sometimes with outdoor operations and open outdoor storage areas.
- ◆ **Surface Water:** Lakes, rivers and perennial streams.
- ◆ **Rights of Way:** Publicly-owned land for transportation uses, including roads, highways, and railroads.
- ◆ **Cell Phone Towers:** Locations of telecommunication transmission towers.
- ◆ **Well Setback Areas from Closed Landfills:** Known closed landfills (location signaled by an "L" on Map 5), including their 1,200 foot buffer with a circle, where the installation of a new private drinking well is generally prohibited under WisDNR rules, unless a waiver is granted. The actual 1,200 foot radius is measured from the edge of the nearest exaction area or, if unknown because it is a filled site, from the site's property line.

### Land Use Recommendations Summary

- ◆ Preserve the Town's agricultural and natural character by limiting the number and influencing the siting of homes in long-term agricultural areas and environmental corridors.
- ◆ Encourage more intensive new development to be located in the Aztalan hamlet, along Highway 26, or near the cities and village.
- ◆ Work with the County and adjoining communities to arrive at mutually supportive land use plans for areas of overlapping jurisdiction.
- ◆ Work with property owners close to the cities and village to provide resources that encourage them to keep their land in the Town.



**Table 3.2: Total Equalized Values**

	1999	2006	% Change 1999-2006
<b>Town of Aztalan</b>	<b>\$86,074,200</b>	<b>\$120,443,600</b>	<b>40.0</b>
City of Lake Mills	\$247,841,300	\$428,067,300	72.7
Town of Lake Mills	\$151,569,200	\$265,249,900	75.0
Town of Farmington	\$87,177,200	\$122,910,600	41.0
Town of Jefferson	\$124,307,800	\$170,635,900	37.3
Town of Milford	\$62,058,900	\$94,619,000	52.5
Village of Johnson Creek	\$87,924,100	\$284,853,600	224.0
City of Waterloo	\$134,794,800	\$200,796,300	49.0
City of Jefferson	\$308,464,500	\$463,513,900	50.1
City of Fort Atkinson	\$537,797,500	\$858,736,000	59.7
City of Watertown	\$848,771,800	\$1,397,321,600	64.6

Source: Wisconsin Department of Revenue

### Land Supply

The land supply for new development in the Town of Aztalan is influenced by several factors, including the following:

- ◆ The available supply of privately-held, undeveloped land in the Town, which is significant.
- ◆ Environmental constraints—mostly depicted on Map 4—which often result in structural and regulatory limits to development. These areas are particularly focused along the river corridors in the Town. Building limitations associated with environmental constraints will need to be measured and assessed by the developer and Town when a specific development proposal is being considered.
- ◆ Road access. Development potential is generally highest in areas close to existing roads, and lowest in more remote areas. The central and southwest parts of the Town, for example, have limited roads.
- ◆ Interest of property owners in development versus retaining their lands in their current uses—usually farmland. Many Town property owners do not wish to see development on their land
- ◆ The policies and regulations of adjoining cities and the village within their respective extraterritorial jurisdictions and urban service areas. These policies can significantly limit non-farm development potential in the Town. Current city and village policies are described more fully in the Intergovernmental Cooperation chapter.
- ◆ Jefferson County's plans, policies, and zoning regulations.

Jefferson County's 1999 Agricultural Preservation and Land Use Plan outlines policies related to land use throughout the Town. Within the County's plan, there are four future land use categories mapped within the Town of Aztalan: Agricultural Preservation Area, Rural Hamlet, Environmental Corridor, and land within the 20-year Urban Service Areas of neighboring municipalities.

The majority of the Town of Aztalan is classified as Agricultural Preservation Area in the County's Plan. The County's policies for this category vary based upon attributes such as soil quality and parent parcel size (i.e., all contiguous land under the same ownership). Landowners within the Agricultural Preservation Area are allowed to create new lots (and rezone out of the A-1 exclusive agricultural zoning district), but the lots generally can be a maximum of two acres and in no circumstances may a landowner create more than three

new lots. The County's Land Use Plan provides greater detail with respect to individual circumstances. The Jefferson County Zoning Ordinance is consistent with and implements its adopted Land Use Plan.

Therefore, per County policies, the supply of land potentially available for development includes parcels within the County's Agricultural Preservation Area that are considered "parent parcels" and that have not already been divided to their full extent, land within the designated Aztalan "hamlet" area that may be developed to greater densities under certain conditions, and already-developed parcels within the Town that are appropriate for redevelopment.

### Projected Land Use Demand

Wisconsin Statutes require comprehensive plans to include projections, in five-year increments, for future residential, agricultural, commercial, and industrial land uses in a community over the planning period. This Plan includes projections of land use demand over the 20-year planning period, in five-year increments. Projected land use demand, presented in Table 3.3, is then compared to the potential supply of land to meet that demand. The projections are based on the following data and assumptions:

- ◆ **New dwelling units per year:** Residential land use projections in the Town of Aztalan are based primarily on the number of new homes that are expected to be built in the Town in the next 20 years. The number of new homes expected was derived by using the projected increase in households presented in the Issues and Opportunities chapter, along with an extrapolation of recent building permit and lot creation activity.
- ◆ **Residential lot size:** The amount of land required to accommodate new homes will vary depending on the lot size on which the homes are located. The projections assume an average new residential lot size of two acres, which is consistent with Jefferson County policies.
- ◆ **Non-residential acreage:** Because the Town does not offer public sewer and water services, the amount of commercial and industrial development over the planning period is expected to be between four and five acres per five year period. The ratio between commercial and industrial development is expected to be about 50/50.
- ◆ **Flexibility factor:** Because the market for land is not only driven by demand, but is also dictated by the motivations and desires of land owners and developers, it is important to factor in an allowance for uncertainty. In other words, a given parcel of land may not be available for development when the market is ripe for development. Therefore, incorporating a flexibility factor into the projections ensures that the supply of areas designated as appropriate for development will accommodate future demand. These projections utilized a 100% flexibility factor (i.e. total projected residential, commercial, and industrial land use needs were doubled).

**Table 3.3: Projected Land Development Demand, 2005-2025**

	2005-2010	2010-2015	2015-2020	2020-2025	Total Demand
Projected Additional Housing Units	15	15	12	12	54
Projected Residential Land Use Acreage Demand	30	30	24	24	108
Projected Commercial and Industrial Land Use Acreage Demand	5	5	4	4	18
Total Land Use Acreage Demand w/ Flexibility Factor	70	70	56	56	<b>252</b>

Source: Vandewalle & Associates



Changes in land use to implement the recommendations in this *Plan* will be at the request of property owners. This *Plan* will not compel property owners to change the use of their land. Instead, Map 6 and the policies in this chapter will guide the Town in its review of development proposals. Not all land identified for development on Map 6 will be appropriate for rezoning or development approval immediately following the adoption of this *Plan*. Instead, the Town will consider the best timing to achieve the recommended future land use pattern over the 20-year planning period.

Maps 6 and 7 use numerous future land use categories to describe the Town's desired type and the future location of different land uses over the 20-year planning period. Desired future land use categories shown on Map 6 in the Town of Aztalan are described below, along with descriptions of where these land uses should be promoted in the Town, policies related to each future land use category, and approaches for preserving and enhancing the overall Town character.

### **Agricultural Preservation Area**

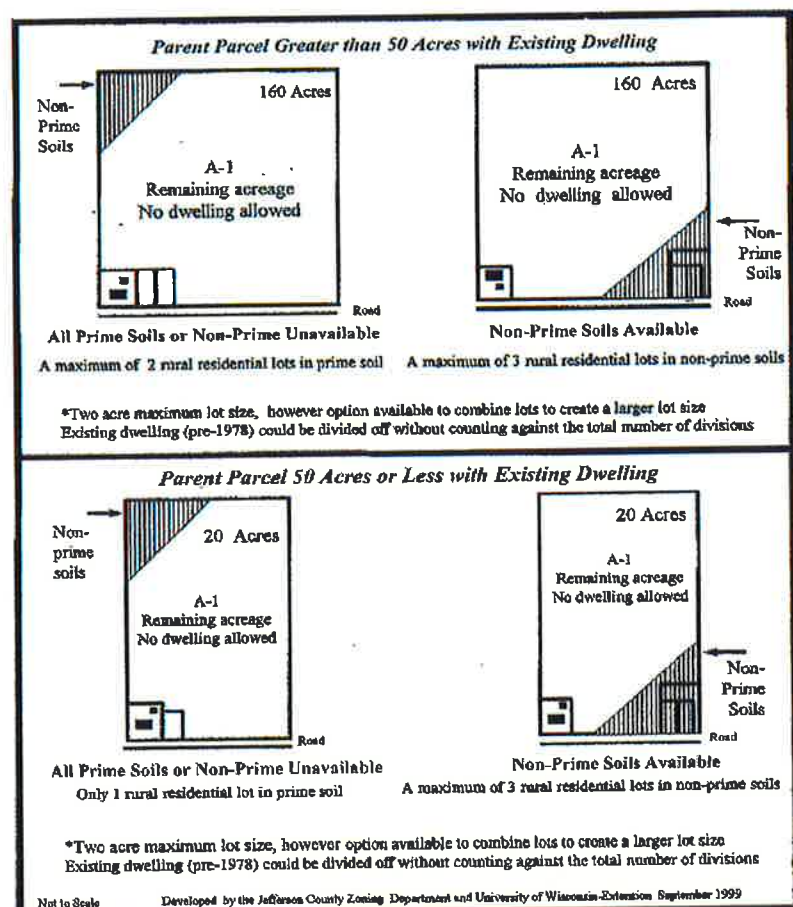
**Description:** The *Agricultural Preservation Area* future land use category is established and mapped on Map 6 to preserve productive agricultural lands in the long-term, protect existing farm operations from encroachment by incompatible uses, promote further investments in farming, maintain farmer eligibility for farmland preservation incentive programs, and preserve the rural and aesthetic quality of the area.

This category focuses on lands actively used for farming, with productive agricultural soils, with topographic conditions suitable for farming, and with long-term suitability for farming. This category also includes scattered open lands and woodlots, farmsteads, agricultural-related uses, such as implement dealerships, associated home occupations, small family businesses, and mineral extraction operations (policies and recommendations regarding mineral extraction operations are found in Chapter Two: Agricultural, Cultural, & Natural Resources.) The majority of the Town of Aztalan is classified as *Agricultural Preservation Area* on Map 6.

**Policies and Programs:** The following policies and programs for this future land use category, in areas on Map 6 where this category is shown, reflect the County's policies for future land use:

- ◆ Within the *Agricultural Preservation Area* as shown on Map 6, limit housing, as prescribed by Jefferson County Plans and Zoning (see Figure 3.1), limiting land divisions to 3 lots in the nonprime agricultural

Figure 3.1: County Policies for Agriculture Preservation Areas



land areas, or 1 to 2 lots in prime agricultural land areas, dependent on whether the parent parcel is less than or greater than 50 acres. Rural residential lot size is limited to 2 acres per lot with possible lot combinations for larger lots on nonprime lands (e.g. substitute one 6 acre lot for three 2 acre lots.)

- ◆ Attempt to work with the County to influence the definition of what are considered “prime” and “nonprime” soils to better consider areas that are more or less suitable for farming based on considerations that go beyond soil quality (e.g., land configurations, parcel sizes). In general, the Town would like to consider those soils depicted as being within Class I and Class II soil types, as shown on Map 3, as being prime soils.
- ◆ Work with the County on policy adjustments to potentially allow for home siting on woodlots that are underlain with Class I and Class II soils.

#### The Future of Agricultural Lands

When asked about the future directions of the Town of Aztalan, more than 78% of community survey respondents agreed that the Town should not allow new homes to be built on the best agricultural lands.

#### Agricultural Transition Area

**Description:** The *Agricultural Transition Area* future land use category is established and mapped on Map 6 to identify certain lands in proximity to the City of Lake Mills, City of Jefferson, Village of Johnson Creek, and Aztalan Hamlet area to be preserved in mainly agricultural uses until such time as more intensive development is deemed appropriate by the local governmental unit(s) with jurisdiction. The areas shown in the *Agricultural Transition Area* on Map 6 are generally areas included in the 1999 Jefferson County Agricultural Preservation Plan as being within an urban service area.

**Policies and Programs:** The following policies and programs are recommended for this future land use category, in areas on Map 6 where the category is shown:

1. Limit new development within the *Agricultural Transition Area*, in accordance with all policies applicable within the *Agricultural Preservation Area*, until such time as that land is deemed appropriate for development by the Town or is removed from the Town’s jurisdiction. Some exceptions to these policies for already-developed lands within these areas may be necessary.
2. Require all permitted non-farm development projects to be designed in a manner to not impede the orderly development of the surrounding area with more intensive development in the future.
3. Continue to engage with the City of Lake Mills, City of Jefferson, Village of Johnson Creek, and applicable property owners on joint plans and agreements to further determine the type, timing, and other aspects of future development within the *Agricultural Transition Area* and potential adjustments to the sizes and extent of the *Agricultural Transition Area* based on possible intergovernmental agreements. The Intergovernmental Cooperation chapter contains more detailed guidance on future plans and agreements with Lake Mills, Jefferson, and Johnson Creek.

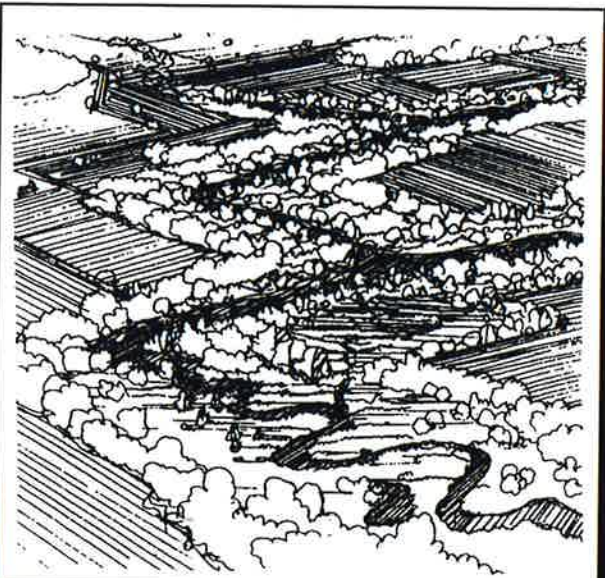
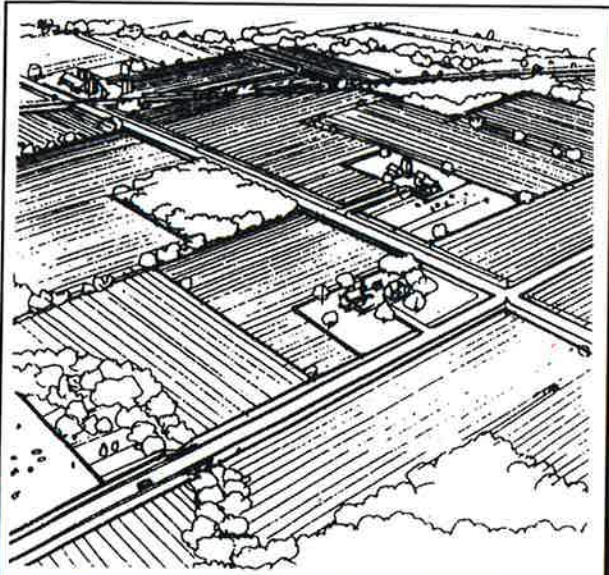
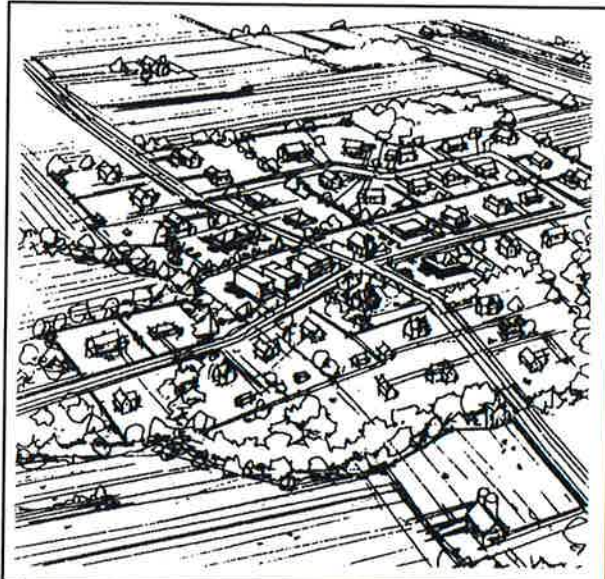




*Michelle's Copy*

# JEFFERSON COUNTY

## AGRICULTURAL PRESERVATION AND LAND USE PLAN



October 1999

## Recommended A-3 Agricultural/Rural Residential District Detailed Policies

The purpose of the A-3 Rural Residential District is to allow limited nonfarm rural residential development on lands in predominantly agricultural areas that are not suited for agricultural production or, due to the proposed location, would have limited impact on agricultural production. Lots would not only be limited in number but also in size to minimize the use of land for residential purposes.

1. All new homes would require rezoning out of the A-1 zoning district to A-3, Rural Residential.
2. Retain the three-lot maximum potential with the A-3, Rural Residential zone for nonprime agricultural land areas. Previously created A-3 lots from contiguous A-1 zoned lands that were under the same ownership would reduce the three-lot maximum correspondingly.
3. Provide for a prime-ag land option for one or two lots dependent upon whether the parent parcel is less than 50 acres or 50 acres and greater. This prime ag land option would be considered by the County Planning and Zoning Committee if they determine that no available non-prime lands exist or that a prime ag land location would provide for better protection of resources. [A-3 splits created prior to the implementation of this plan would not eliminate the ability to request one additional A-3 lot to allow for home construction on the remaining land.]
4. For the purposes of assigning the number of potential A-3 building sites, "parent parcels" are defined as all contiguous A-1 zoned lands under the same ownership that existed at the time of adoption of the ordinances implementing the plan. However, A-3, Rural Residential divisions that had been created since the initial adoption of the A-3 zoning district in 1978 would reduce the number of potential non-prime A-3 lots available to a particular parent parcel if it can be determined that they were part of contiguous A-1 zoned lands under the same ownership.
5. A-3, Rural Residential lot size would be limited to two acres per lot with possible lot combinations on non-prime lands (i.e., substitute one six-acre lot for three, two-acre lots).
6. A-3, Rural Residential lots could not be redivided.
7. Clustering is recommended for all new lots.

April 9, 2018

Jefferson County Zoning Department

311 South Center Avenue, Room 201

Jefferson, WI 53549

Jefferson County Planning and Zoning Committee:

I respectfully disagree with your decision to postpone my zoning petition. First, I will address your concerns about the driveway and safe road access. At the public hearing on March 15<sup>th</sup>, you asked me to contact Brian Udovich, Highway Operations Manager, regarding approval for driveway access off of the highway. He approved it and has issued me a permit to construct the driveway on Highway B. It is my belief that this committee should not have any concerns about the driveway if the Highway Department does not. Regarding your concerns about the driveway being too close to the curve, I have updated the CSM to show that the driveway will be on the Far East side of the lot, which is not near the curve at all. Actually it is closer to the middle of the curves on both sides. The driveway will be in close proximity to my uncle's lot across the highway. If his driveway is considered a safe access, then mine should be, too. The driveway will have a turnaround area so that no one will be backing out of the driveway onto the highway. There is a clear sight line in both directions to pull out onto the highway. Regarding your concerns that the highway is too busy, I want to point out that there are brand new houses being built all along Highway B right now. I don't think that it is fair that just because my land extends to a side road that it should dictate having to build my house somewhere that I don't want to live.

Regarding your second concern about good clustering, the lot is situated right next to other buildings. There is a large barn on the original property that my lot is adjacent to, as well as several sheds on the property. Next to that is the neighbor's lot. Directly across the highway is my uncle's lot. This will all end up clustered together. I don't believe it is fair to ask me to tear down buildings in order to consider the lots closer together. Pertaining to the suggestion to build off of Highmound Road, again I don't think it is fair to ask me to build in a different area just because my land connects on two sides. That area doesn't offer the same view and I don't want to be directly next to that neighbor. The whole point of being in the country is not to have any neighbors so close by. That neighbor's yard is very unsightly to look at and I don't want to have that kind of view to look at every day. Also, building on Highmound Road would mean that access to the barn for storage would be very far away. I would have to access that building from Highway B, which would go against your desire to not use the highway as an access point.

Although you might believe that it shouldn't be that big of a deal to move the lot to another location on my land, it is a very big deal to me and holds a lot of emotions. What I need to offer now is history on this land and the emotional investment that I have for building in this specific area. This land has been in my family for generations. I grew up on this land with my parents. My dad died when I was young. My mom was unable to afford all of it on her own and sold a majority of it to my uncle who now lives on the south side of the highway. It has been my dream for many years to return to this land and build a home for my family. My husband and I want to raise our two boys in the country in order to have the same experiences that I had growing up. My mom passed away almost 2 years ago. Even though it was my intention for her to see us living out on "the farm" again, unfortunately we are only able to afford to build now because of her inheritance. This land is all that I have left of my parents. My mom always talked about wanting me to build in the exact spot that I am asking to build on. Not only does it provide a wonderful view of the countryside, I will be able to look at the land across the highway that once belonged to them, as well. This land has sat vacant for many years. I've driven by it many times over the years imaging my home there. If we are able to build on this lot, it will bring beauty to this area. We will be able to landscape the area very well and add life back into it.

Both the Concord Town Planning Committee and the Concord Town Board unanimously approved this zoning request without any concerns. Please acknowledge and validate their approval. Please take into consideration my objections and change your decision to approve my zoning request.

Sincerely,

A handwritten signature in black ink, appearing to read "Tamie Roberts", written in a cursive style.

Tamie Roberts



# PERMIT FOR THE CONSTRUCTION OF DRIVEWAYS ALONG COUNTY TRUNK HIGHWAYS

Application having been made for a permit to install a driveway along a County Trunk Highway, and the governing body having considered said application and having determined that a permit should be granted to:

Applicant Name: Tamie Roberts Telephone: 920-248-6448

Address: 1058 Kiewert Street

City, State, Zip Code: Watertown, WI 53098

Highway Driveway Located On: CTH "B" In The Township Of: Concord

## Type of Driveway Being Allowed

Check One Only: ☒ Residential Entrance ☐ Commercial Entrance ☐ Field Entrance  
Agricultural Purposes Only

## Project Location

Located on (check one): ☒ North ☐ South ☐ East ☐ West Side of Highway

Distance from project to nearest intersecting road: 1180 feet, west from Highmound Road  
Feet/Miles Direction Name of Intersecting Road

Work To Be Performed By: Andy's Excavations Completion Date: End of 2018

Parcel number or description of applicant's real estate adjacent to public highway: 006-0716-1731-000

## Terms and Conditions

- ◇ *The Jefferson County Highway Department and its duly appointed agents and employees shall be held harmless against any action for personal injury or property damage which may happen as a result of the issuance of this permit.*
- ◇ *The applicant **MUST** use the appropriate safety measures when installing the driveway, which may include but not be limited to the use of cones, signs, and flag personnel if lane closure is anticipated.*
- ◇ *Issuance of this permit shall not be construed as a waiver of the applicant's obligation to comply with any more restrictive requirements imposed by local ordinances.*

### Highway Department Use Only

Culvert Required: YES ☒ NO ☐  
If yes, dimensions: Length 12' MIN. Diameter 24"  
End Sections Required: YES ☒ NO ☐

JEFFERSON COUNTY HIGHWAY DEPARTMENT

William T Kern P.E.  
Highway Commissioner

Issued By: Brian M. Udovich

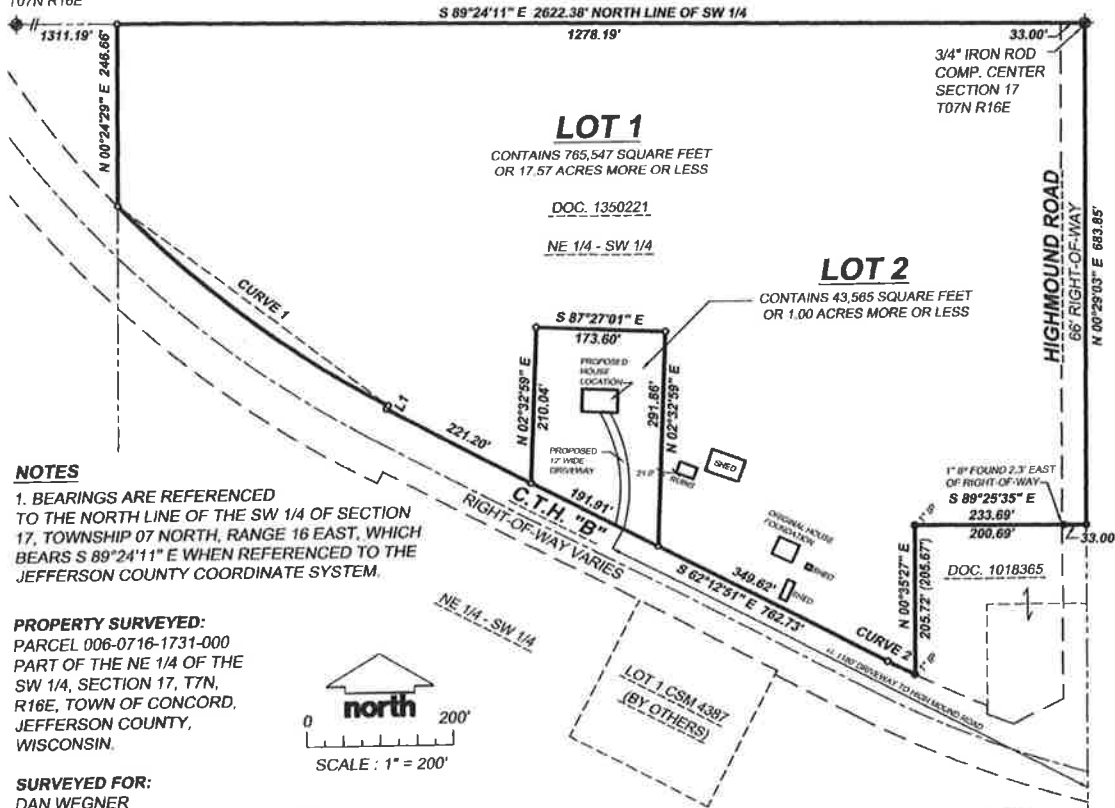
Issuers Title: Highway Operations Manager Date: 3/23/18  
Rev. 6/07

# JEFFERSON COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_

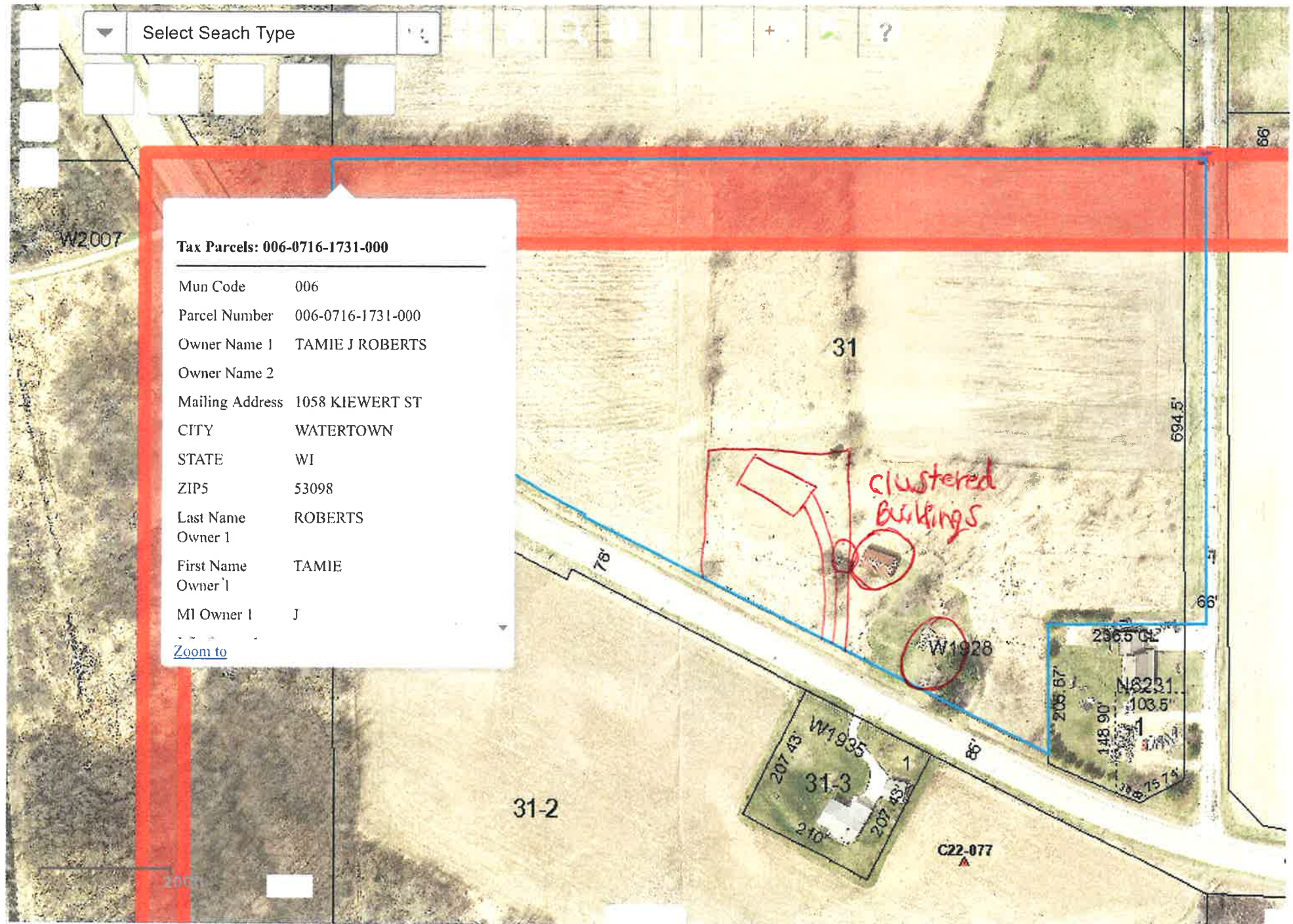
PART OF THE NE 1/4 OF THE SW 1/4, SECTION 17, TOWNSHIP 07 NORTH,  
RANGE 16 EAST, TOWN OF CONCORD, JEFFERSON COUNTY, WISCONSIN.

ALUMINUM CAP MON.  
W 1/4 CORNER  
SECTION 17  
T07N R16E

SE 1/4 - NW 1/4

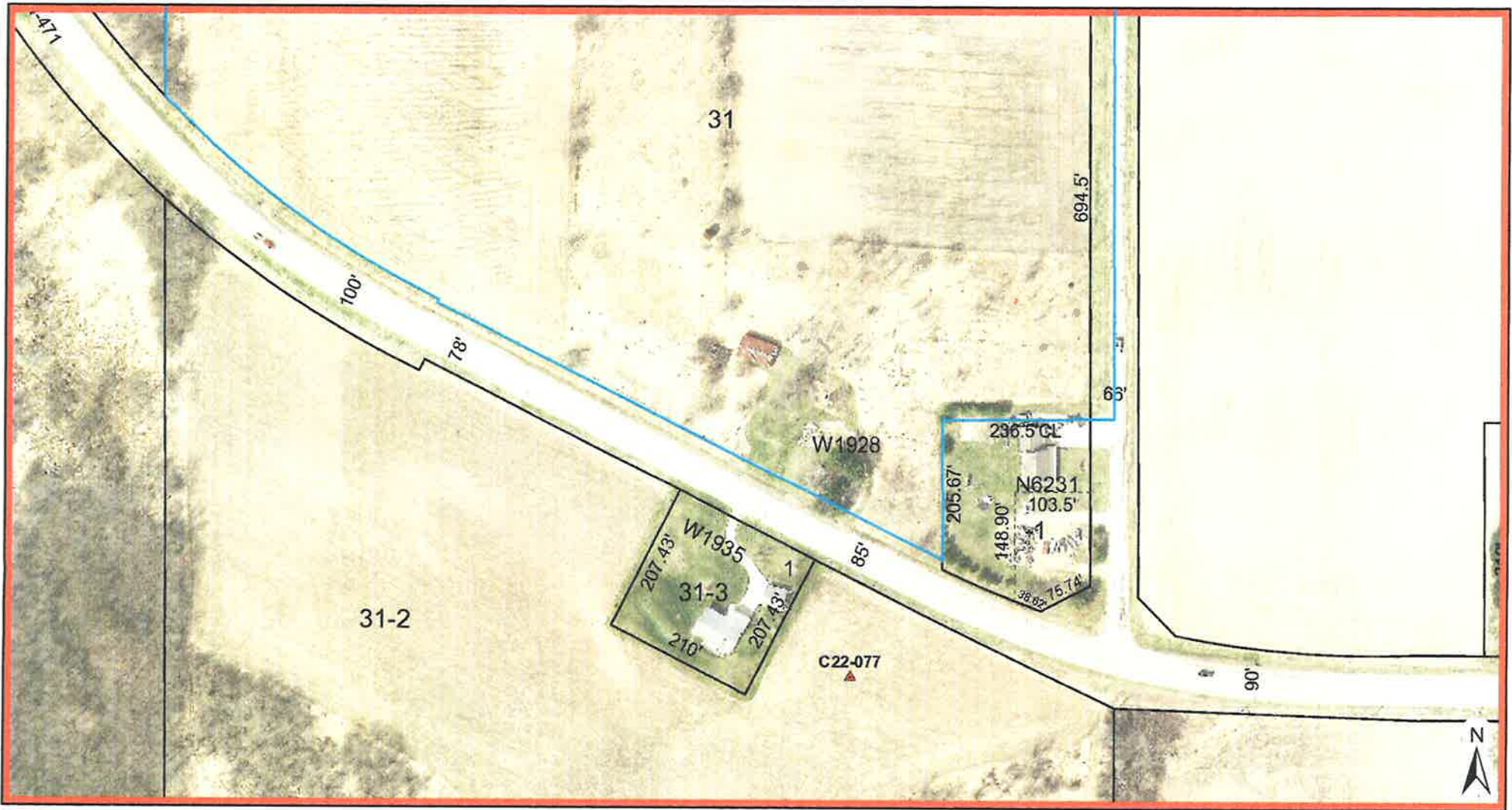




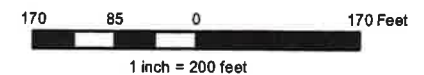




# Jefferson County Land Information



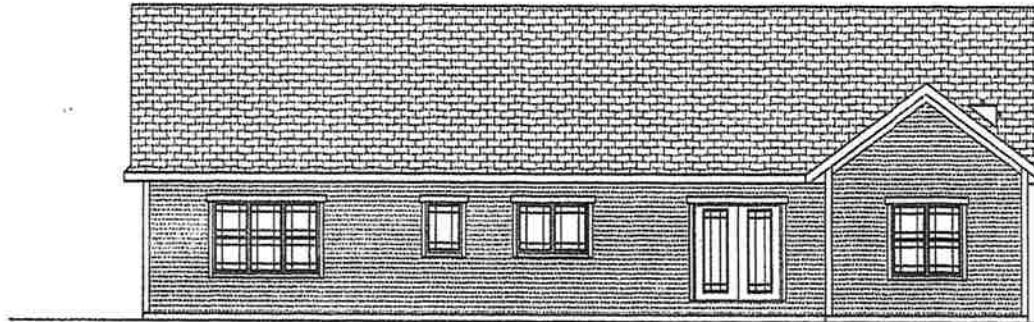
- |                       |                    |                     |                                   |              |
|-----------------------|--------------------|---------------------|-----------------------------------|--------------|
| Municipal Boundaries  | Road Right of Ways | Tax Parcels         | Public Survey System Co IDs       | Blue: Band_3 |
| Property Boundary     | Section Lines      | Streams and Ditches | WI Height Modernization Monuments |              |
| Old Lot/Meander Lines | Surface Water      | Land Surveys        | Red: Band_1                       |              |
| Rail Right of Ways    | Map Hooks          | PLSS Sections       | Green: Band_2                     |              |





FRONT ELEVATION  
SCALE 1/4" = 1'-0"

right side  
garage  
facing East  
where driveway  
will come out



REAR ELEVATION  
SCALE 1/4" = 1'-0"

THIS PLAN WAS CREATED AS A DRAFTING  
SERVICE ONLY. THE DESIGNER IN NO WAY EXPRESSLY  
OR ASSUMES ANY RESPONSIBILITY FOR THE  
ACCURACY OR COMPLIANCE OF THESE PLANS  
IN ANY FORM  
ALL TALL WALLS GREATER THAN 10'-0" TO  
BE ENGINEERED BY MATERIAL SUPPLIER

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

PLAN SCALE 1/4" = 1'-0"  
NOTED ELEVATION

AMERICAN DESIGN CONCEPTS

WHITE OAK BUILDERS

ROBERTS

AMERICAN DESIGN CONCEPTS, LLC  
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FLORIDA  
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