

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

Steve Nass, Chair; George Jaeckel, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON TUESDAY, JANUARY 29, 2019

1. **Call to Order**
2. **Roll Call (Establish a Quorum)**
3. **Certification of Compliance with 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 December 31, 2018, January 11, and January 17, 2019 Meeting Minutes**
7. **Communications**
8. **December 2018 Monthly Financial Report for Land Information Office – Andy Erdman**
9. **December 2018 Monthly Financial Report for Register of Deeds – Staci Hoffman**
10. **January 2019 Monthly Financial Report for Zoning – Matt Zangl**
11. **Decision and Possible Action on Public Participation Plan for Jefferson County Comprehensive Plan Update**
12. **Discussion on Solar Energy Facilities**
13. **Discussion and Possible Action on Revision for CU1958-18, Ed Spiegelhoff, Town of Lake Mills, on PIN 018-0713-0231-002**
14. **Discussion and Possible Action on Petitions Presented in Public Hearing on January 17, 2019:**

R4126A-19- Marvin Graaf Jr: Create a new 2-acre building site north of **N1023 County Road K** in the Town of Koshkonong from part of PIN 016-0514-2231-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4127A-19 – Dean & Sandra Yandry: Create a new 2-acre building site south of **N1923 County Road N** in the Town of Koshkonong from part of PIN 016-0514-1241-000 (35.09 Ac) and 016-0514-1214-003 (29.063 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4128A-19 – Karl H Zinser Estate: Create a 3.66-acre lot around the home and buildings at **N9469 West Road** in the Town of Watertown from part of PIN 032-0814-0342-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CU1970-19 – Craig Lang: Request to modify the existing CUP to include expansion of the extensive on-site storage structure, allowing a showroom and indoor storage addition at **W8528 and W8536 US Highway 12**, Town of Oakland.

The site is on PIN 022-0613-2111-005 (0.879 Ac) in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

15. Possible Future Agenda Items

16. Upcoming Meeting Dates

February 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

February 21, 7:00 p.m. – Public Hearing in Courthouse Room 205

February 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203

March 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

March 21, 7:00 p.m. – Public Hearing in Courthouse Room 205-WCCA Conference Conflicts

March 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.

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; George Jaeckel, Vice-Chair; Matt Foelker, Blane Poulson, Lloyd Zastrow

**ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON MONDAY, DECEMBER 31, 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)

Supervisors Nass, Jaeckel, Poulson, Foelker and Zastrow were present. Also in attendance were County Administrator Ben Wehmeier, Corporation Counsel Blair Ward, Register of Deeds Staci Hoffman, Director of Land Information Andy Erdman, Director of Planning and Zoning Matt Zangl and Zoning Administrative Specialist Deb Magritz. Guests in attendance were Sally and Thomas Williams and Cheryl Creydt.

3. Certification of Compliance with Open Meetings Law

Zangl certified compliance with the Open Meetings Law.

4. Election of Committee Secretary

Motion by Jaeckel/Foelker to nominate Poulson for Secretary. Motion by Jaeckel/Nass for nominations to be closed and for a unanimous ballot to be cast for Poulson. Motions passed 5-0.

5. Approval of the Agenda

Motion by Foelker/Jaeckel to approve the agenda. Motion passed 5-0.

6. 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)

County Board Chairman Jim Schroeder arrived at 8:34 a.m.

Sally Williams spoke about the Badger Hollow Solar Farm project, and described changes to the Iowa County proposal. She noted that a group of citizens has asked the PSC to put solar siting rules in place for such projects.

Cheryl Creydt said that solar panels have been proposed 60 feet from her house, and feels that the project will change the whole blueprint of the County. She's concerned also about economics of the County. She hopes that this will not pass.

7. Approval of November 26, December 14 and December 20 Meeting Minutes

Motion by Poulson/Jaeckel to approve the November 26 minutes. Motion passed 5-0.

Motion by Poulson/Jaeckel to approve the December 14 minutes. Motion passed 5-0.

Motion by Poulson/Jaeckel to approve the December 20 minutes. Motion passed 5-0.

8. Communications

Zangl reported working on the Comp Plan Steering Committee membership. He said that the Board of Adjustment is always looking for new members. Wehmeier added that members cannot be also on the County Board. The County is looking for someone with experience.

9. November Monthly Financial Report for Land Information Office – Andy Erdman

Erdman noted that Land Information revenues are down a bit. The County Surveyor's revenues are down due to the lack of projects he can work on with the Highway Department. He will sit down with the Highway Commissioner to see where they're going to be for next year, and perhaps address this differently for next year.

10. **November Monthly Financial Report for Register of Deeds – Staci Hoffman**
Hoffman reported that her revenues look great, and will be making budget in all areas. Recordings are down, and are predicted to be down for 2019 also. However, sales are predicted to be higher in 2019.
11. **December Monthly Financial Report for Zoning – Matt Zangl**
Zangl said that Zoning is down \$10,000 this month from December of 2017, and \$1,500 short of budget goal.
12. **Discussion on Solar Energy Facilities**
Nass asked for ideas about the list compiled, things to forward to Corporation Counsel for the PSC to address. Possible setbacks were discussed, as were buffers, fencing, plan for interference issues, economic issues, lighting issues, decommissioning, removal and clean up. Ward asked that Zangl provide copies of Williams' submittal. Ward will research PSC requirements.
13. **Discussion and Possible Action Recognizing Climate Change and Urging Congress to Levy a Revenue-Neutral Fee on Carbon in Fossil Fuels**
Nass explained that this is a bi-partisan bill and that Supervisor Walt Christensen addressed it with the Land and Water Conservation Committee. Motion by Nass/Zastrow to send the resolution to County Board after input from the Land and Water Conservation Committee. Motion failed, with Poulson, Foelker and Jaeckel opposed. Schroeder added that the Executive Committee declined to take action.
14. **Discussion and Possible Action on Request for the Christine Grimm Property at N8713 West Road, PIN 032-0814-1524-001 in the Town of Watertown, to Add Land for Septic System Replacement**
Zangl explained that this proposal called for lot configuration of the property at N8713 West Road to allow for septic replacement. Six-tenths of an acre would be added from adjoining property to the north, and six-tenths would be removed from the west and transferred to that adjoining owner. Therefore there would be no net gain or loss in acreage. Motion by Jaeckel/Poulson to approve of this land transfer without rezoning, but after Town approval on a preliminary survey has been granted. Motion passed, 5-0.
15. **Discussion and Possible Action on Land Transfers for Septic System Repairs/Replacements**
Zangl asked whether the Committee would allow other such transfers for septic system repair/replacement without rezoning. The Committee consensus was that they would allow it, but after Town approval on a preliminary certified survey map.
16. **Discussion and Possible Action on VIO050 for Jean and Tim Smith at W737 Carlin Trail, PIN 024-0516-2334-001, Town of Palmyra**
Zangl described the ongoing violation in which the manure has not been disposed of properly. The Committee offered their support of the Zoning Department's actions.
17. **Discussion and Possible Action on Request for Lot Reconfiguration from R3998A-18, Resulting in No Net Acreage Change. This is on PIN 032-0815-2043-000, Town of Watertown, for Austin and Andrea Reis-Green**
Zangl explained the lot configuration. Motion by Nass/Foelker to approve. Motion passed 5-0.
18. **Discussion and possible action to forward county board resolution to approve contract with Ayres and Associates for LiDAR Terrain Mapping project**
Erdman explained that he'd applied for a Federal grant, and received funding, along with four other counties. Motion by Poulson/Foelker to forward the resolution to County Board. Jaeckel asked how long it would be before we see results of this contract. Erdman replied that the flight would be in 2019, and we should see the product in 2020. Motion passed 5-0.

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

19. Discussion and Possible Action on Petitions Presented in Public Hearing on December 20:

APPROVE WITH CONDITIONS R4104A-18 – Ronald E Hahm/David Hahm Properties on a motion by Poulson/Foelker and rezone PIN 012-0816-2523-001 (3.245 Ac) owned by David Hahm to sanction the addition of 0.25 acres from 012-0816-2523-000 owned by the Ronald & Anne Hahm Trust. The properties are in the Town of Ixonia, at **W443 Madison Ave.** This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4123A-18 – Daryl & Tammy Payne on a motion by Jaeckel/Foelker and rezone part of PIN 026-0616-1011-000 (34.868 Acres) to create a 1-acre building site along **County Road E** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4124A-18 – Daryl & Tammy Payne on a motion by Jaeckel/Poulson and rezone 15.6 acres of PIN 026-0616-1011 (34.868 Acres) to create a Natural Resource zone between **Village Line Road and County Road E** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

APPROVE WITH CONDITIONS R4125A018 – Thomas & Colleen Schlieve to rezone 0.56 acre of PIN 012-0816-0834-000 (14.626 Acres) near **W1967 Mystic Court** in the Town of Ixonia for it to be added to the adjoining A-3 zoned property. This is in accordance with Sec. 11.04(f) 8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

20. Possible Future Agenda Items

21. Upcoming Meeting Dates

January 11, 2019 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

January 17, 7:00 p.m. – Public Hearing in Courthouse Room 205

January 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203

February 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

February 21, 7:00 p.m. – Public Hearing in Courthouse Room 205

February 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203

See Calendar for Remainder of Year Meeting Schedule

22. Adjourn

Motion by Jaeckel/Foelker to adjourn the meeting. Motion passed 5-0, and the meeting adjourned at 10:12 a.m.

Blane Poulson, 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.

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

Steve Nass, Chair; George Jaeckel, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow

**ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:00 A.M. ON FRIDAY, JANUARY 11, 2019**

1. Call to Order

The meeting was called to order by Supervisory Nass at 8:02 a.m.

2. Roll Call (Establish a Quorum)

All Committee members were present, as were Matt Zangl, Lindsey Schreiner and Deb Magritz from the Zoning Department.

3. Certification of Compliance with Open Meetings Law

Zangl verified that the meeting was held in compliance with open meetings.

4. Approval of the Agenda

Motion by Zastrow/Foelker to approve the agenda. Motion carried 5-0.

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

Zangl reminded the Committee that their decision meeting date is Tuesday, January 29.

7. Site Inspections for Petitions to be Presented in Public Hearing on January 17, 2019:

The Committee left with Schreiner for the following inspections:

R4127A-19 – Dean & Sandra Yandry: Create a new 2-acre building site south of **N1923 County Road N** in the Town of Koshkonong from part of PIN 016-0514-1241-000 (35.09 Ac) and 016-0514-1214-003 (29.063 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4126A-19- Marvin Graaf Jr: Create a new 2-acre building site north of **N1023 County Road K** in the Town of Koshkonong from part of PIN 016-0514-2231-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CU1970-19 – Craig Lang: Request to modify the existing CUP to include expansion of the extensive on-site storage structure, allowing a showroom and indoor storage addition at **W8528 and W8536 US Highway 12**, Town of Oakland. The site is on PIN 022-0613-2111-005 (0.879 Ac) in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

R4128A-19 – Karl H Zinser Estate: Create a 3.66-acre lot around the home and buildings at **N9469 West Road** in the Town of Watertown from part of PIN 032-0814-0342-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

8. Adjourn

Motion by Jaeckel/Poulson to adjourn. Motion carried 5-0, and the meeting adjourned at 9:45 a.m.

Blane Poulson, 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; George Jaeckel, Vice-Chair; Blane Poulson, Secretary; Matt Foelker and Lloyd Zastrow

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

DATE: Thursday, January 17, 2019

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 Steve Nass at 7:00 p.m.

2. Roll Call

Nass, Jaeckel, Poulson, and Zastrow were all present at 7:00 p.m. Foelker was absent and excused by Chairman Nass. Also present were Matt Zangl and Lindsey Schreiner of the Zoning Department.

3. Certification of Compliance with Open Meetings Law

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

4. Approval of Agenda

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

5. Explanation of Public Hearing Process by Committee Chair

Chairman 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, January 17, 2019, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files, which include staff finding of fact, are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

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

R4126A-19- Marvin Graaf Jr: Create a new 2-acre building site north of **N1023 County Road K** in the Town of Koshkonong from part of PIN 016-0514-2231-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

PETITIONER: Marvin Graaf Jr (N1023 County Road K, Fort Atkinson, WI) explained that he wants to create the A-3 building site to construct a new home.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl asked petitioner if he had reached out to the Highway Department at all yet. Graaf answered no and Zangl encouraged him to do so, and that he had also reached out to them, so access for the proposed lot can be approved. Zangl discussed the debate whether location of site was considered prime or nonprime agricultural land. Mark Anderson (surveyor) showed it as nonprime. The Land and Water Conservation Department showed the location as 52-54% prime. Outcome was left to be determined by the committee.

TOWN: Approved by Town on 12-12-2018.

R4127A-19 – Dean & Sandra Yandry: Create a new 2-acre building site south of **N1923 County Road N** in the Town of Koshkonong from part of PIN 016-0514-1241-000 (35.09 Ac) and 016-0514-1214-003 (29.063 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

PETITIONER: Tom Stade (W5289 Bockmann Ln, Jefferson, WI) was present on behalf of Dean & Sandra Yandry. Stade explained that property owners would like to create a 2-acre building site in former cow pasture to build a home.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF REPORT: Given by Zangl and in the file. Zangl asked petitioner if he had reached out to the Highway Department at all. Stade answered not yet. Zangl said that he did and they will hear back the answer prior to the Decision Meeting.

TOWN: Approved 12-12-2018.

R4128A-19 – Karl H Zinser Estate: Create a 3.66-acre lot around the home and buildings at **N9469 West Road** in the Town of Watertown from part of PIN 032-0814-0342-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

PETITIONER: Attorney Robert A. Bender (902 S Eighth Street, Watertown, WI) represented the Karl H Zinser Estate. In Karl's will, he set up a scholarship program with Watertown High School and upon the sale of tillable acreage he wants the farmstead split off so Karl's brother can reside there. And after his death, the property's sale will also be donated to the Watertown Community Foundation.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: Dennis Stilling (N5315 Harvey Road, Jefferson, WI) stated that he opposed the size of the proposed A-3 lot. He owns property to the north and is the successful bidder for the remaining Zinser farmland. He said that the letter from his attorney (in file) will spell out some of his concerns. One of his concerns is that the property would be taken out of the tax roll, and that a smaller lot would have less of a tax impact.

REBUTTAL: Bender answered no, the property will not be taken off of the tax roll because it will be conveyed to the Zinser Trust.

QUESTIONS COMMITTEE: None.

STAFF REPORT: Given by Zangl and in the file. Zangl asked Bender if he knew approximately how old the house was. Bender answered a long time ago, yes pre-1970's. Zangl also verified that a letter from Attorney J. Vance on behalf of Dennis Stilling is in file. Zangl explained that since the preliminary csm was completed, structures to the north have been removed and that is why there is a question posed to reduce the size of the lot. Stan Jones (W6520 Hwy J, Clyman, WI) added that to the north of buildings, the septic system runs up almost to concrete slab, and that is why area is included in lot. Zangl said that he will check if there is a sanitary permit on file and relay to committee before the decision meeting.

TOWN: Approved 12-10-2018.

CONDITIONAL USE PERMIT APPLICATION

CU1970-19 – Craig Lang: Request to modify the existing CUP to include expansion of the extensive on-site storage structure, allowing a showroom and indoor storage addition at **W8528 and W8536 US Highway 12**, Town of Oakland. The site is on PIN 022-0613-2111-005 (0.879 Ac) in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

PETITIONER: Craig Lang (804 N Main St, Fort Atkinson, WI) explained that he wants to put an addition on the storage building to the north, and one on the old town hall building to the west as well. He needs more storage for UTV's, etc.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS COMMITTEE: None.

STAFF REPORT: Given by Zangl and in the file. Zangl asked Lang if he planned on keeping everything else in his original conditional use the same. Lang answered yes. Zangl asked that Lang briefly discuss his business expansion. Lang answered that he buys salvage vehicles and in order to bid on vehicles, he needs a license from the DOT.

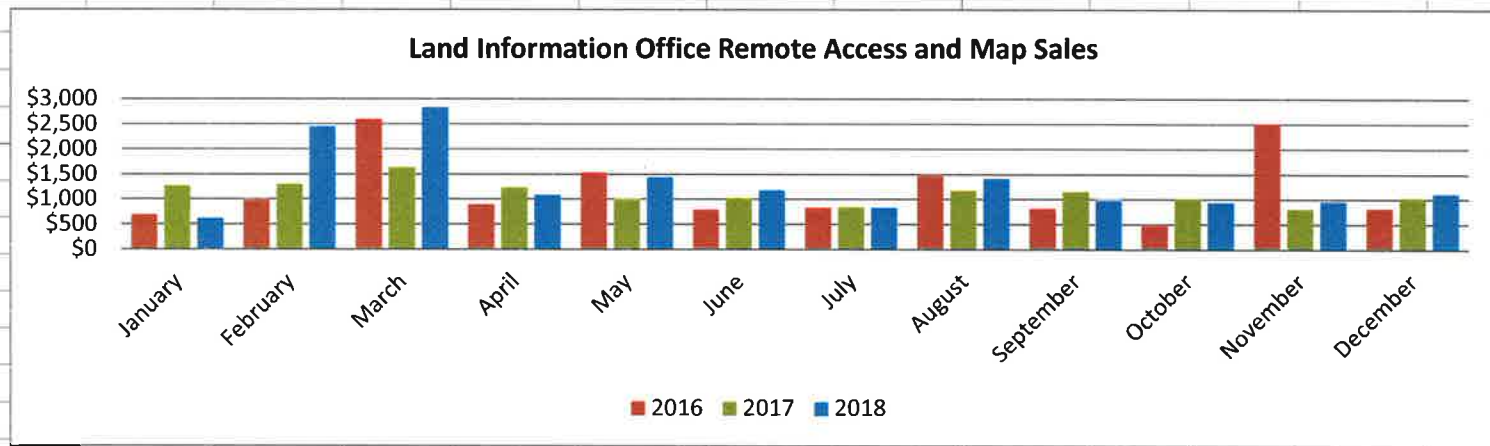
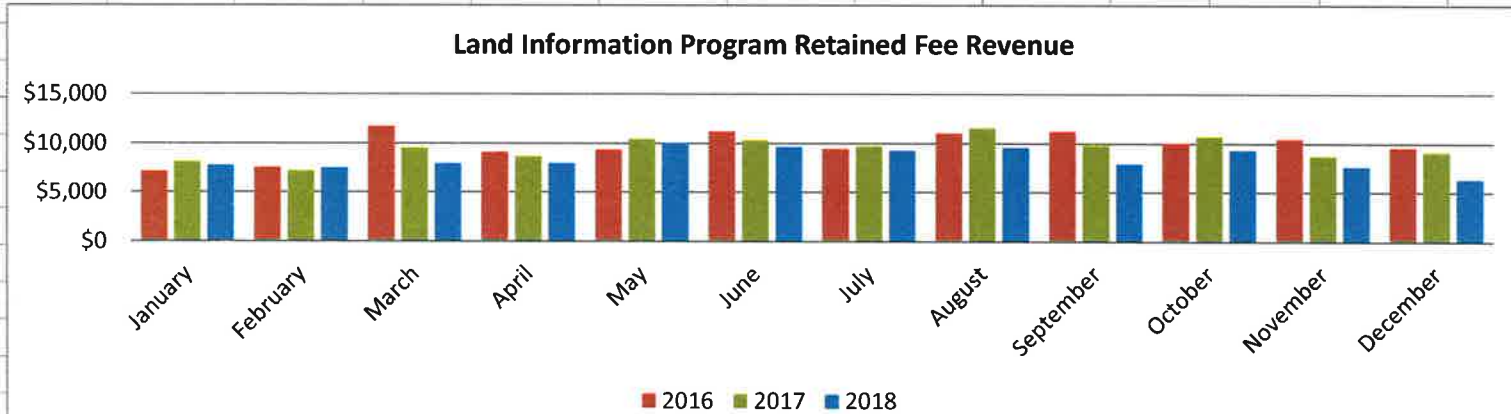
TOWN: Approved 11-20-2018.

Supervisor Jaeckel moved to adjourn at 7:17 p.m., and was seconded by Supervisor Poulson. Motion passed unanimously on a voice vote.

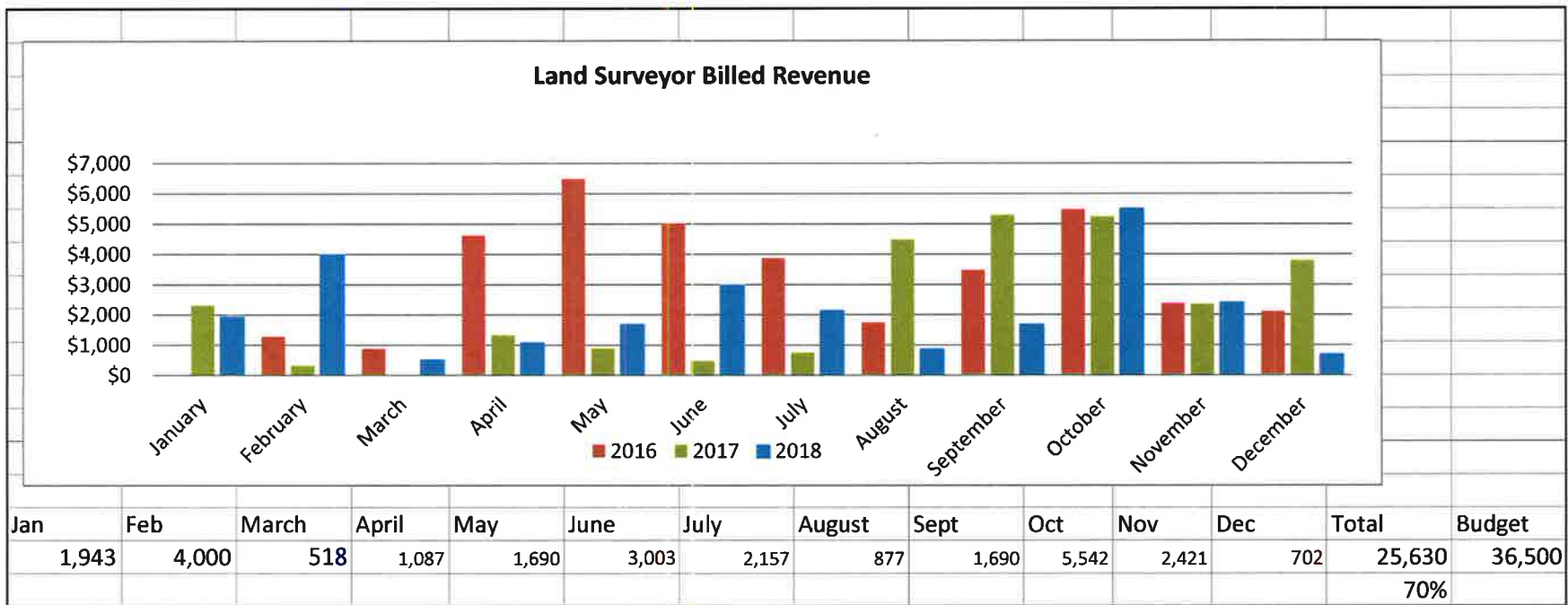
Minutes prepared by: *Lindsey Schreiner*
Zoning/On-Site Waste Management Technician
Jefferson County Planning and Zoning Department

Supervisor Poulson, Planning & Zoning Committee Secretary

Land Information Monthly Revenue Report December 2018

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Land Information Monthly Revenue Report December 2018



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Jefferson County
FLEXIBLE PERIOD REPORT

PAGE 1
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FROM 2018 12 TO 2018 12

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
13001 Register Of Deeds							
13001 511110 Salary-Permanent Regular	69,536	0	69,536	5,731.24	.00	63,804.76	8.2%
13001 511210 Wages-Regular	100,521	0	100,521	8,206.94	.00	92,314.06	8.2%
13001 511220 Wages-Overtime	110	0	110	42.25	.00	67.75	38.4%
13001 511310 Wages-Sick Leave	0	0	0	219.84	.00	-219.84	.0%
13001 511330 Wages-Longevity Pay	375	0	375	.00	.00	375.00	.0%
13001 512141 Social Security	12,868	0	12,868	1,067.96	.00	11,800.04	8.3%
13001 512142 Retirement (Employer)	11,426	0	11,426	934.93	.00	10,491.07	8.2%
13001 512144 Health Insurance	52,607	0	52,607	2,602.95	.00	50,004.05	4.9%
13001 512145 Life Insurance	103	0	103	12.60	.00	90.40	12.2%
13001 512150 FSA Contribution	750	0	750	.00	.00	750.00	.0%
13001 512173 Dental Insurance	3,780	0	3,780	361.73	.00	3,418.27	9.6%
13001 531243 Furniture & Furnishings	4,500	0	4,500	.00	.00	4,500.00	.0%
13001 531298 United Parcel Service	10	0	10	.00	.00	10.00	.0%
13001 531311 Postage & Box Rent	3,600	0	3,600	224.90	.00	3,375.10	6.2%
13001 531312 Office Supplies	4,000	0	4,000	165.15	.00	3,834.85	4.1%
13001 531313 Printing & Duplicating	100	0	100	.00	.00	100.00	.0%
13001 531314 Small Items Of Equipment	3,066	0	3,066	.00	.00	3,066.00	.0%
13001 531324 Membership Dues	245	0	245	.00	.00	245.00	.0%
13001 532325 Registration	2,095	0	2,095	410.00	.00	1,685.00	19.6%
13001 532332 Mileage	890	0	890	.00	.00	890.00	.0%
13001 532335 Meals	157	0	157	.00	.00	157.00	.0%
13001 532336 Lodging	2,220	0	2,220	.00	.00	2,220.00	.0%
13001 532339 Other Travel & Tolls	500	0	500	.00	.00	500.00	.0%
13001 533225 Telephone & Fax	200	0	200	9.47	.00	190.53	4.7%
13001 535242 Maintain Machinery & Equip	36,810	0	36,810	273.53	.00	36,536.47	.7%
13001 571004 IP Telephony Allocation	543	0	543	.00	.00	543.00	.0%
13001 571005 Duplicating Allocation	102	0	102	.00	.00	102.00	.0%
13001 571009 MIS PC Group Allocation	10,810	0	10,810	.00	.00	10,810.00	.0%
13001 571010 MIS Systems Grp Alloc(ISIS)	2,899	0	2,899	.00	.00	2,899.00	.0%
13001 591519 Other Insurance	694	0	694	.00	.00	694.00	.0%
TOTAL Register Of Deeds	325,517	0	325,517	20,263.49	.00	305,253.51	6.2%
GRAND TOTAL	325,517	0	325,517	20,263.49	.00	305,253.51	6.2%

01/24/2019
09:49:11

Jefferson County
FLEXIBLE PERIOD REPORT

PAGE 1
glflxprt

FROM 2018 12 TO 2018 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
100 General Fund							
<hr/>							
13001 Register Of Deeds							
<hr/>							
13001 411100 General Property Taxes	163,333	0	163,333	13,611.08	.00	149,721.92	8.3%
13001 412300 RE Transfer Fee County Portio	-175,000	0	-175,000	-17,395.08	.00	-157,604.92	9.9%
13001 451301 RE Recording/Filing Fees	-195,000	0	-195,000	-13,403.00	.00	-181,597.00	6.9%
13001 451303 Copy Fees County Portion	-53,000	0	-53,000	-6,281.39	.00	-46,718.61	11.9%
13001 451305 Land Info/Deeds Fee	-23,700	0	-23,700	-4,769.75	.00	-18,930.25	20.1%
13001 451307 Document Review Fees	-50	0	-50	.00	.00	-50.00	.0%
13001 451309 Birth Funds County Portion	-11,000	0	-11,000	-848.50	.00	-10,151.50	7.7%
13001 451310 Marriage Fund County Portion	-7,000	0	-7,000	-722.00	.00	-6,278.00	10.3%
13001 451311 Death Fund County Portion	-24,000	0	-24,000	-2,492.00	.00	-21,508.00	10.4%
13001 451316 Divorce Fund County Portion	-100	0	-100	-14.00	.00	-86.00	14.0%
TOTAL Register Of Deeds	-325,517	0	-325,517	-32,314.64	.00	-293,202.36	9.9%
GRAND TOTAL	-325,517	0	-325,517	-32,314.64	.00	-293,202.36	9.9%

Register of Deeds	Dec 2018	Output Measures			YR to Date	Current Yr. Target
Program/Service Description	2016	2017	2018	Totals	%	
Documents Recorded	1,239	1,164	829	12,870	101%	
Vital Records Filed	161	156	151	2,274	152%	
Vital Record Copies	893	963	1,028	14,127	129%	
ROD Revenue (Gross Total)	\$ 159,802.51	\$ 137,095.88	\$ 125,945.54	\$1,664,560.28	155%	
Transfer Fees	\$ 21,062.04	\$ 17,731.38	\$ 17,395.05	\$ 241,684.44	138%	
LIO Fees	\$ 10,448.00	\$ 9,200.00	\$ 7,354.00	\$ 109,061.00	100%	
Document Copies	\$ 6,807.31	\$ 5,324.48	\$ 6,281.39	\$ 60,101.04	113%	
Laredo	\$ 2,067.00	\$ 2,728.50	\$ 4,769.75	\$ 32,521.00	137%	
ROD Revenue to General Fund	\$ 53,181.35	\$ 46,455.36	\$ 53,255.41	\$ 578,598.48	118%	
Percentage of Documents eRecorded	35%	52%	51%	53%	53%	
Budget Goals Met	Yes	Yes	Yes	Yes	Yes	
Back Indexing Real Estate	7,170	2,409	1,306	13,484	67%	
Redaction of Vital Records	N/A	N/A	507	15,368	100%	

Wisconsin Register of Deeds Association:

Working on legislation regarding Condominiums

Working on legislation regarding electronic signatures

WRDA Help Desk

Wisconsin Electronic Recording Council:

Collaborating with PRIA on interstate notarization recognition

Updating Chapter Adm 12

Wisconsin Counties Association Board of Directors:

Meeting with Governor Elect Tony Evers

UW Chancellor - new goals of 4 year graduation, focus on engineering, nursing, IT and business degrees

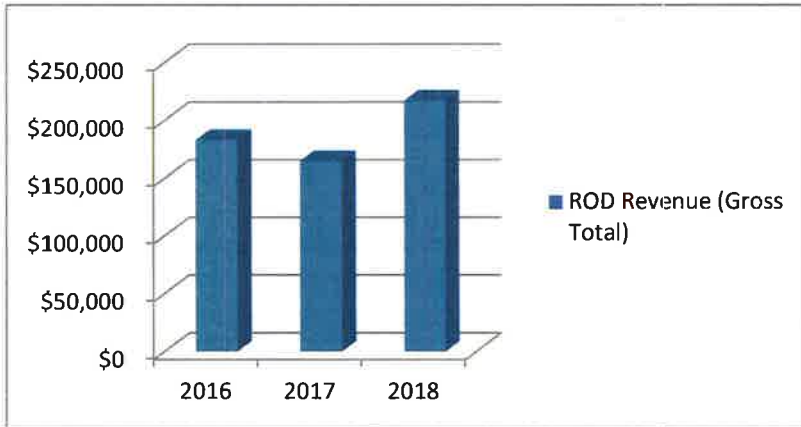
WCA Legislative goals include child welfare, 911 funding, juvenile corrections, Court appointed attorney fees, tax levy limits

Diane Chamness presentation on the State of Workforce Development, the county must work with WFD to align strategic plans

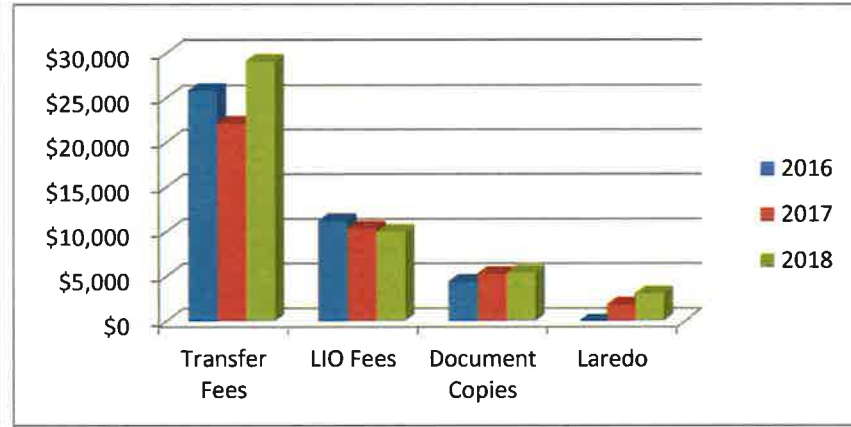
Register of Deeds Monthly Budget Report

Dec-18

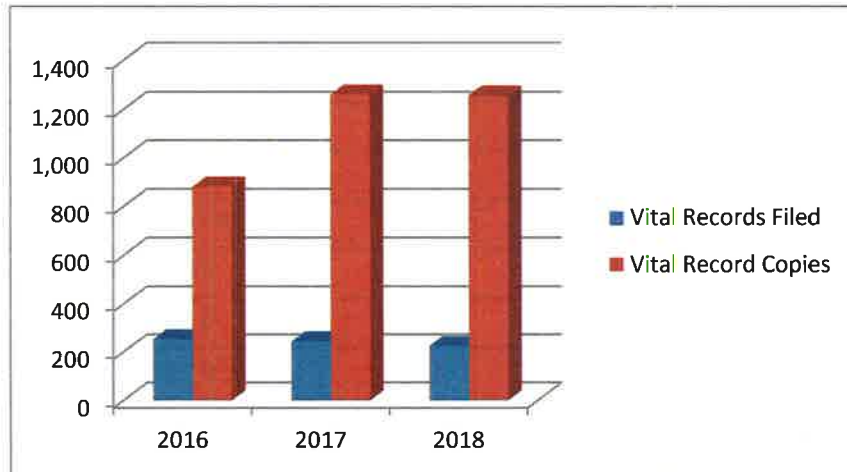
ROD Total Gross Revenues



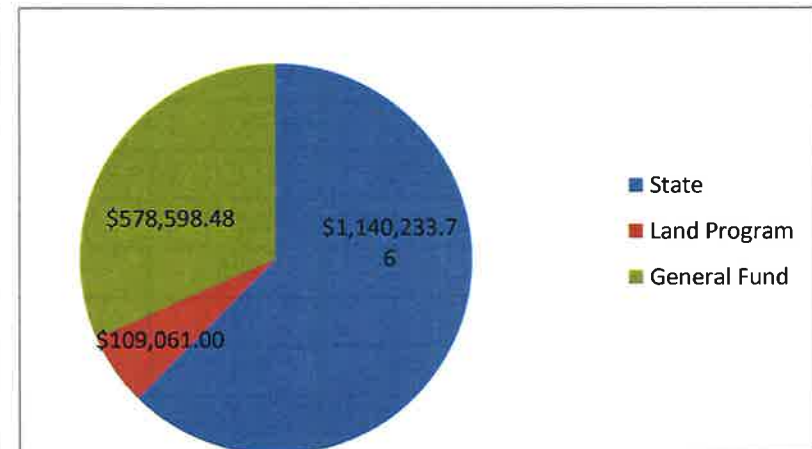
Land Related Revenue



Vital Records



Year to Date Revenue Payout



Jefferson County Planning and Zoning Department
Monthly Ledger Report
01-24-2019

	OP	PPC	MC	PSS (STF	FQAS	FAA	FPFC	SREWF	ZOF	WFG	Refunds	2019 Totals	2018 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	4,875.00	243.54		475.00	500.00								6,093.54	9,728.33	-3634.79
Feb														11,095.50	-11095.5
Mar														16,012.83	-16012.83
Apr														24,865.34	-24865.34
May														19,972.36	-19972.36
June														27,572.38	-27572.38
July														15,781.81	-15781.81
Aug														26,927.08	-26927.08
Sept														23,997.00	-23997
Oct														20,469.29	-20469.29
Nov														13,050.00	-13050
Dec														11,150.08	-11150.08
Total	4,875.00	243.54		475.00	500.00								6,093.54	220,622.00	-214528.46

2018 Actual Zoning Deposit:\$219,297.00

2019 Budget Revenues: \$222,600.00

2019 Deposits YTD:\$6,093.54

**DECISION OF THE JEFFERSON COUNTY
PLANNING & ZONING COMMITTEE
CONDITIONAL USE PERMIT**

I. FINDINGS OF FACT:

Petition # CU1958-18 Township: Lake Mills
Site Inspection Date: 9-14-2018 Hearing Date: 9-20-2018
Petitioner Name: Ed Spiegelhoff
Property Owner(s): Edward Spiegelhoff
Property Location: N7085 North Shore Road

CONDITIONAL USE REQUEST: CUP for a Home Occupation plumbing business

PARCEL(S)(PIN#): 018-0713-0231-002 (3.83 ac)

ADJACENT LAND USE: A-T wooded and residential

COMMENTS/ADDITIONAL INFORMATION RECEIVED AT PUBLIC HEARING:

-4 employees, no outside storage. Moving business from N7333 Rock Lake Road

-#62368 issued in 2018 for garage, will need a conversion permit to allow business use

TOWN BOARD RECOMMENDATION 8-8-2018 ☒ Approval ☐ Denial ☐ Postponed ☐ No action

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

II. CONCLUSIONS

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

FOR THE FOLLOWING REASONS: When operated as testified to, this will meet the definition of home occupation. The Town approved of the conditional use.

III. ORDER & DETERMINATION

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

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

Motioned by: George Jaeckel 2nd by: Blane Poulson Vote: 5-0 in favor Date: 9/24/18

WITH THE FOLLOWING CONDITIONS: This is approved as a home occupation, and shall be conducted completely within the dwelling, completely within one or more accessory bldgs. or both; shall occupy no more than a total of 2,500 square feet of accessory building floor area; and shall employ no more than four (4) non-resident employees in addition to permanent residents of the premises. No bathrooms are allowed; shall be conducted as testified to.

Date 9-27-18

Signature 

☒ Mail Permit

☐ Call for PICK-UP

Ed Spiegelhoff
(Contact person) name and phone #

JEFFERSON COUNTY

ZONING AND LAND USE PERMIT APPLICATION

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

PHONE: (920) 674-7130

FAX: (920) 674-7525

Please use
black or blue ink

	FULL NAME	(Mailing) STREET ADDRESS	CITY / STATE	ZIP	TELEPHONE NO.
I. OWNERS (all)	Edward Robert Spiegelhoff	N7085 North Shore Rd	Lake Mills WI	53551	920-988-0799
CONTRACTOR					

II. PROPERTY DESCRIPTION: TAX PARCEL (PIN #) 018-0713-0231-002 TOWN Lake Mills
 LOT NO. _____ BLOCK _____ SUBDIVISION _____ ACRES _____ ZONING DISTRICT A-T
 LOT NO. _____ CSM NO. _____ VOL. _____ PG. _____ PROJECT SITE- FIRE NO. & ROAD N7085 North Shore Rd

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

A. RESIDENTIAL

NEW STRUCTURE ☐ ADDITION ☐

_____ SINGLE FAMILY RESIDENCE/ No. of Bedrooms _____
 _____ MH PARK SINGLE FAMILY ☐ Addition ☐ Accessory
 _____ MULTI-FAMILY RESIDENCE
 No. of Units _____ No. of Bedrooms _____
 _____ GARAGE-ATTACHED
 _____ GARAGE-DETACHED
 _____ FLOODPLAIN ☐ OFF ☐ FW
 _____ SHORELAND / WETLAND

☒ OTHER Adding Convenience Building to shed

SQ. FT. OF RESIDENCE OR ADDITION _____

SQ. FT. OF GARAGE (ATT. OR DET.) _____

HEIGHT OF PROPOSED STRUCTURE _____

SPECIFY USE _____

VALUE OF CONSTRUCTION _____

B. NON-RESIDENTIAL

NEW STRUCTURE ☐ ADDITION ☐

_____ AGRICULTURAL
 _____ INDUSTRIAL
 _____ BUSINESS
 _____ CAMPGROUND
 _____ SHORELAND / WETLAND
 _____ FLOODPLAIN ☐ OFF ☐ FW
 _____ OTHER _____

SQ. FT. OF NEW STRUCTURE OR ADDITION _____

HT. OF PROPOSED STRUCTURE _____

SPECIFY USE _____

VALUE OF CONSTRUCTION _____

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

OTHER DETAILS:

SANITARY PERMIT NO. _____

NUMBER OF BEDROOMS _____

PUBLIC SEWER _____

NON-CONFORM. STRUCTURE / USE _____

FLOODPLAIN _____

SHORELAND / WETLAND _____

INSPECTION DATE: _____

ACCESS APPROVAL REQUIRED:

TOWN, COUNTY, OR STATE ☐ Y ☐ N

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

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

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

V. ACKNOWLEDGEMENTS

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

PERMIT FEE	APPROVED BY	DATE PERMIT ISSUED
\$50.00		

☐ See Attached Conditions of Approval

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

[Signature]
Signature of Applicant

1-14-19
Application Date

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

ZONING AND LAND USE PERMIT REQUIREMENTS AND FEE SCHEDULE

COUNTY BOARD APPROVAL 11/13/12

IMPLEMENTED 1/1/13

Zoning Permits: 11.03(b) & 11.11(b)5.a.(1); Compliance. No structure, land, or water shall hereafter be used, and no structure or part thereof shall hereafter be located, erected, moved, reconstructed, extended, enlarged, converted, or STRUCTURALLY altered without a Zoning Permit and without full compliance with the provisions of the Jefferson County Zoning Ordinance and all other applicable local, county, and state regulations.

No Zoning Permit is required for ordinary maintenance repairs such as painting, decorating, paneling, shingling, siding, and the replacement of doors, windows and other NON-STRUCTURAL components.

IF YOU'RE NOT SURE IF A PERMIT IS REQUIRED, CALL ZONING AT 920-674-7130 BEFORE STARTING!!!

<u>STRUCTURAL ALTERATIONS/REPAIRS</u> – INCLUDES ANY CHANGE IN THE SUPPORTING MEMBERS OF A STRUCTURE, SUCH AS FOUNDATION, BEARING WALLS, COLUMNS, BEAMS, GIRDERS, OR CHANGE IN WINDOW OR DOOR DIMENSIONS, BUT NOT CLASSIFIED AS AN ADDITION OR NEW STRUCTURE. \$ 50			
<u>AGRICULTURAL STRUCTURES</u> <1,000 sq.ft.	\$ 30	<u>SHORELAND/WETLAND/FLOODPLAIN</u>	
≥1,000 sq.ft.	\$ 50	• STRUCTURAL (wetland piers, observation decks, control structures, etc)	\$ 50
<u>RESIDENTIAL STRUCTURES</u>		• NON-STRUCTURAL (floodplain fill, ponds, shoreland alterations, etc...)	
• SINGLE FAMILY HOME	\$ 600	<250 sq.ft.	\$ 30
• DUPLEX & MULTI-FAMILY	\$ 400/Unit	≥250 sq.ft.	\$ 100
• ADDITION (HABITABLE) <500 sq.ft.	\$ 150	• Viewing/access corridor establishment	No Charge
• ADDITION (HABITABLE) ≥500 sq.ft.	\$ 200		
• ADDITION (NON-HABITABLE) <500 sq.ft. (Includes garages, open-air porches, etc...)	\$ 50	<u>REVISION FEE/ZONING & LAND USE PERMITS</u>	\$ 50
• ADDITION (NON-HABITABLE) ≥500 sq.ft. (Includes garages, open-air porches, etc...)	\$ 100	<u>SIGN PERMITS</u>	
• ACCESSORY STRUCTURES (Enclosed w/roof) 200 sq.ft. or less	30	• \$25 OR \$.50 PER SQ. FT., WHICHEVER IS THE GREATER	
<500 sq.ft.	50		
≥500 sq.ft.	100	<u>SUBDIVISIONS/CERTIFIED SURVEY MAPS</u>	
• ACCESSORY STRUCTURES (Not Enclosed)		• PRELIMINARY PLAT \$350 +	\$ 10/LOT
<500 sq.ft.	30	• FINAL PLAT	\$ 200
≥500 sq.ft.	50	• CSM REVIEW – PRELIMINARY	\$ 50
(Includes all decks, pools, lean-to's etc...)		• CSM REVIEW – FINAL	\$ 25
<u>BUSINESS/INDUSTRIAL</u>		<u>FARMLAND CERTIFICATES</u>	
• PRINCIPAL STRUCTURE	\$ 500	• CERTIFICATE PROCESSING	\$ 20
• ADDITION <500 sq.ft.	\$ 150	• COPY OF DUPLICATE CERTIFICATE	\$ 2
• ADDITION ≥500 sq.ft.	\$ 300	<u>PROCESS PARCEL LIST FOR FPP AGREEMENT</u>	\$ 20
• ACCESSORY STRUCTURES	\$ 100	<u>PROCESS PARCEL LIST FOR FC-A</u>	\$ 20
<u>AGRI-BUSINESS</u>			
• PRINCIPAL STRUCTURE	\$ 300		
• ADDITIONS	\$ 150		
• ACCESSORY STRUCTURES	\$ 100		

NOTE: A double permit fee will be charged for all after-the fact permits.

TOWNSHIP BUILDING INSPECTORS

AZTALAN – Greg Noll 920-675-9062

COLD SPRING – Greg Noll 920-675-9062

CONCORD – Thomas Marks 262-490-0513

FARMINGTON – Greg Noll 920-675-9062

HEBRON – Greg Noll 920-675-9062

IXONIA – Archie Stigney 920-261-2966

JEFFERSON – Greg Noll 920-675-9062

KOSHKONONG – Greg Noll 920-675-9062

LAKE MILLS – Dean Eppler 1-800-422-5220

MILWAUKEE – Mike Sindorf 262-490-4141

OAKLAND – Greg Noll 920-675-9062

PALMYRA – Thomas Marks 262-490-0513

SULLIVAN – Greg Noll 920-675-9062

SUMNER – Dave Geraths 608-697-7776

WATERLOO – Chris Butschke 608-576-6371

WATERTOWN – John Moosreiner 262-490-0277

Check with local building inspector for all applicable permits required in your township.

Scale: 1" to 40'

30' OF 2" PVC,
SCHED. 40 FORCE MAIN

PROPOSED DRAINFIELD
3 - 6' X 50' CELLS
(CELL ELEV. SHOWN)

COMBINATION TANK BY
"DALMARAY"
1287 GAL. SEPTIC TANK*
760 GAL. LIFT STATION

3.83 ACRES

4" PVC Bldg. sewer - SCH 40 or
ASTM D3034. Frost proofed as
per COMM 82.30(11)(c)2.

Pole shed
with Convenience
bathrooms

2" sch. 400
PVC Foremain
110' Frost protected.

GAR.

APPROVED DISTRIBUTION
BOX W/ 4" PVC HEADER
PIPE (ASTM D3034 OR EQUIV.)

WOOD FENCE

WELL
EXISTING
RESID.
#17085
4 BEDRM
(W/ADDIT.)
B.M. =
BOT. OF
SIDING
@
CORNER
E.L. = 100.0'

* Interior Sanitary
Crack approved by
inside plumbing
Liberty Pumps
Pro 380

