

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
8:30A.M. ON MONDAY, JUNE 24, 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 decisions. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of May 16th, May 20th, and June 14th Meeting Minutes
7. Communications
8. May Monthly Financial Report for Land Information Office –Andy Erdman
9. May Monthly Financial Report for Register of Deeds – Staci Hoffman
10. June Monthly Financial Report for Zoning – Matt Zangl
11. Discussion on Jefferson County Comprehensive Plan Update
12. Discussion on Solar Energy Facilities
13. Discussion and Possible Action on Salvage Yard Licensing
14. Discussion and Possible Action on the 2020 Planning and Zoning Department Fee Schedule
15. Discussion and Possible Action on Petition R4157A-19 for Jeffrey and Susan Schaefer, Town of Watertown, presented in Public Hearing May 16, 2019, and postponed for redesign by the Planning and Zoning Committee on May 20, 2019.
16. Discussion and Possible Action on Petition R4154-19 for Toni and Daniel Whitley, Town of Koshkonong, presented in Public Hearing on May 16, 2019, and postponed for redesign by the Planning and Zoning Committee on May 20, 2019.
17. Discussion and Possible Action on Petition CU1982-19 for Toni and Daniel Whitley, Town of Koshkonong, presented in Public Hearing on May 16, 2019, and subsequently postponed by the Planning and Zoning Committee on May 20, 2019.
18. Discussion and Possible Action for the request of a holding tank waiver for Ronald G. Klement Jr, Town of Koshkonong, at N1547 Business 26, PIN 016-0514-1713-001.
19. Discussion and Possible Action on Petitions presented in Public Hearing on May 16, 2019:

R4160A-19 – Randy Braunschweig/Jennifer Miles: Create a 0.6-acre A-2 zone from an existing R-2 zone at N643 Wishing Well Ln. The site is on PIN 016-0513-2532-001 (6.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU1988-19 – Randy Braunschweig/Jennifer Miles: Conditional use to allow for a lawn care and snow removal business in a proposed A-2 zone at N643 Wishing Well Ln. The site is on PIN 016-0513-2532-001 (6.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4161A-19 – Anfang Properties LLC (Tom Anfang): Create a 4.9-acre A-2 zone for agricultural use at N4932 County Road P. The site is on PIN 006-0716-3143-002 (9.00 Ac) in the Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4162A-19 – Michael Brunk: Create an approximately 5.5-acre A-3 zone from an existing A-1 zone off of County Road N. The site is on PIN(s) 002-0714-1143-001 (15.00 Ac) and 002-0714-1142-002 (33.89 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4149A-19 – Gregg Stephan: Create a 2.00-acre A-3 farm consolidation lot around the home and buildings at N3056 Will Road. The site is on PIN 010-0615-3032-000 (27.52 Ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4163A-19 – John Genz: Create a 3.00-acre A-3 farm consolidation lot around the home and buildings at N7524 County Road P. This site is on PIN 012-0816-3123-000 (25.26 Ac) in the Town of Ixonia. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4164A-19 – Ned Palm: Create a 1.58-acre A-3 farm consolidation lot around the home and buildings at W3954 US Highway 18. This site is on PIN(s) 014-0615-0421-001 (0.61 Ac) and 014-0615-0421-003 (16.20 Ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4165A-19 – Thomas and Kathleen Kasten: Create a 4.00-acre A-3 zone from an existing A-1 zone near N6867 County Road Q. This site is on PIN(s) 020-0714-0922-001 (5.00 Ac) and 020-0714-0811-002 (14.65 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CU1990-19 – James Buth: Conditional use to allow for 1,500 sq. ft. extensive on-site storage structure in an R-2 zone at W5780 S Ra-Le Dr. This site is on PIN 016-0514-1514-024 (0.459 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

CU1992-19 – Jacob Dondlinger: Conditional use for a home occupation to allow for the storage of business vehicles in an A-3 zone at N8579 County Road X. This site is on PIN 032-0815-1644-000 (2.20 Ac) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CU1991-19 – J&K Strauss Trust: Conditional use of mineral extraction in an A-1 zone near N7781 Rock Lake Rd. This site is on PIN(s) 030-0813-2742-001 (12.988 Ac) & 030-0813-2743-000 (21.00 Ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance.

CU1989-19 – Jay and Sharon Wiedenfeld: Conditional use for an ATCP 51 regulated livestock facility for a 529 animal unit dairy operation at W6864 County Road B. This site is on PIN(s) 002-0714-1723-000 (23.542 Ac) and 002-0714-1722-000 (38.09 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

20. Possible Future Agenda Items

21. Upcoming Meeting Dates

July 12, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
July 18, 7:00 p.m. – Public Hearing in Courthouse Room 205
July 29, 8:30 a.m. – Decision Meeting in Courthouse Room 203
August 9, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
August 15, 7:00 p.m. – Public Hearing in Courthouse Room 205
August 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203

22. 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.jeffersoncountyiwi.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.

**STAFF 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, May 16, 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 Nass at 7:00 p.m.

2. Roll Call

All Committee members were present at 7:00 p.m. Also present were Matt Zangl and Sarah Higgins 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 Zastrow to approve the agenda as presented. Motion passed 5-0 on a voice vote.

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 on May 16, 2019, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Members of the public will be allowed to be heard regarding any petition under consideration by the Planning and Zoning Committee. **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 AND
CONDITIONAL USE PERMIT APPLICATION**

R4139A-19 – Daniel Buss: Create a 2.66-acre A-2 zone at **N4531 Rome Rd** in the Town of Jefferson from part of PIN 014-0615-0144-000 (29.53 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

PETITIONER: Daniel Buss (N4531 Rome Rd) presented himself as the petitioner for this rezone. He explained he would like a building to store equipment and to add a lean-to and overhang to the existing building on the property.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file.

TOWN: In favor.

CU1976-19 – Daniel Buss: Conditional use to allow storage of contractor's equipment for a tree removal operation in a proposed A-2 zone at **N4531 Rome Rd**. The site is on PIN 014-0615-0144-000 (29.53 Ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

PETITIONER: Daniel Buss (N4531 Rome Rd) presented himself as the petitioner for this conditional use. Buss stated that the conditional use is needed to store equipment for his business.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: Nass asked if there are any employees. Petitioner stated he does have employees but they just use the site to meet up and then leave.

STAFF: Given by Zangl and in the file. Zangl also asked about public coming to the site. Buss stated no public would be present. Zangl then asked about bathrooms, and Buss stated there are none. Zangl also asked the number of employees and what time they would arrive. There are 2 employees and they arrive on-site at daylight.

TOWN: In favor.

R4145A-19 – Toni Whitley: Create a 0.382-acre A-2 zone from an existing A-3 zone at **N2385 County Road N**. The site is on PIN 016-0514-0112-002 (3.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

PETITIONER: Toni Whitley (N2385 County Road N) presented herself as the petitioner for this rezone. Whitley explained the rezone was being requested in order to continue operating her shop out of her buildings and home.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl asked about any outside storage. It was explained that the south side temporary fence is used for barn wood and larger pieces but everything else is inside. There are hopes to have everything inside with an addition to the barn. It was then discussed to add onto the proposed A-2 zone to accommodate for more storage space.

TOWN: In favor.

CU1982-19 – Toni Whitley: Conditional use to allow for an antiques store in a proposed A-2 zone at **N2385 County Road N**. The site is on PIN 016-0514-0112-002 (3.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

PETITIONER: Toni Whitley (N2385 County Road N) presented herself as the petitioner for this conditional use.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: Jaeckel asked about the parking plan adding that it looked small. Whitley explained they opened upon their horse pastures to allow for more parking and ask people to park off of the road.

STAFF: Given by Zangl and in the file. Zangl asked about employees, bathrooms, hours of operation, signage, and parking. It was explained that employees consist of mainly family members. There is just a bathroom in the home that is used for customers if needed. The hours of operation are 10 am – 6pm, 7 days a week. There will be a 3' wide sign out by the road advertising the business. There will be no parking off of County Road N, and there is room for cars to park on the property. There will also be signs for parking.

TOWN: In favor.

R4155A-19 – Eggert Acres LLC: Create a 5.5-acre A-2 zone from an existing A-1 zone **near N8187 County Road Q**. The site is on PIN(s) 020-0814-2134-000 (36.11 Ac) and 020-0814-2131-000 (40.00 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

PETITIONER: Charlie Eggert (W7816 Island Rd) presented himself as the petitioner for this rezone. Eggert explained the rezone is being requested because of a contract to sell the property.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl asked 5.5 acres was being requested. Eggert explained that 5.5 acres was being requested to accommodate for future growth and because of some physical limitations of the property. There will also be some storage outside.

TOWN: In favor.

CU1983-19 – Eggert Acres LLC: Conditional use to allow for an equipment repair shop in a proposed A-2 zone **near N8187 County Road Q**. The site is on PIN(s) 020-0814-2134-000 (36.11 Ac) and 020-0814-2131-000

(40.00 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

PETITIONER: Charlie Eggert (W7816 Island Rd) presented himself as the petitioner for this conditional use.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl asked about bathrooms, signs, employees, and hours of operation. There will be a bathroom in the shop. It is unsure if there will be any signs present for the business. There will be employees, but an exact number was not known. Hours of operation will mostly be 24 hours a day, and 7 days a week.

TOWN: In favor.

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

R4156A-19 Eggert Acres LLC: Create a 1.0-acre A-3 zone around the home and buildings at **N8187 County Road Q**. The site is on PIN 020-0814-2134-000 in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

PETITIONER: Charlie Eggert (W7816 Island Rd) presented himself as the petitioner for this rezone. Eggert explained a soil test had been done on this property for the rezone to ensure there was enough room for a replacement system.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl asked if there was access for the remaining A-1 land. It was explained that there is access.

TOWN: In favor.

R4152A-19 – Michael Bright: Create a 2.25-acre lot on PIN 014-0615-0211-001 (28.219 Ac) on **Duck Creek Rd**, Town of Jefferson. This would be a consolidation of parcels of record from the same PIN, the area south of the DNR bike trail. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

PETITIONER: Michael Bright (W278 White Mountain Court) presented himself as the petitioner for this rezone. Bright explained he would like to create a buildable parcel.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl gave a brief description of the consolidation of parcels and asked about access for the parcel. Bright explained the parcel has an old farm driver for access.

TOWN: In favor.

R4157A-19 – Jeffrey and Susan Schaefer: Create a 1.0-acre A-3 building site from an existing A-1 zone on Horseshoe Rd. The site is on PIN 032-0814-0132-001 (41.177 Ac) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

PETITIONER: Susan Schaefer (W6162 Navan Rd) presented herself as the petitioner for this rezone. Schaefer explained that they would like the rezone for a new lot to build a retirement home.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl asked if there was access for the remaining A-1 land. It was explained that there is access.

TOWN: In favor with the condition of a suitable soil test.

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

R4158A-19 – Mark Meyer: Convert a 0.47-acre A-3 portion of land to A-1 that is adjacent to an existing A-1 zone near N278 Pottawatom Trail. This is on PIN 016-0513-3442-002 (0.47 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

PETITIONER: Petitioner was not present for public hearing.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: In the file.

TOWN: In favor.

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

R4159A-19 – Chris Shult: Create a 2.48-acre N zone from an existing A-1 zone at N4882 County Road P. This is on PIN 026-0616-0612-000 (17.385 Ac) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

PETITIONER: Chris Shult (4734 N Hewitts Point Road, Oconomowoc) presented himself as the petitioner for this rezone. Shult explained the rezone was needed in order to give the neighbor ½ of the pond for access.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl also noted that if the natural resource zone were kept separate, it would need frontage and access.

TOWN: In favor.

CONDITIONAL USE PERMIT APPLICATION

CU1984-19 – D&N Probst: Conditional use for a residence in a Business zone at **N4976 Business 26**. This is on PIN 002-0714-3543-001 (28.207 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance.

PETITIONER: Dean Probst (N4976 Business 26) presented himself as the petitioner for this rezone. Probst explained that the current building on the property is set up for a small apartment and that he would like to move into the building if possible.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl asked about a septic and the living area. There is a septic on the property and the living area would be 30' x 30'.

TOWN: In favor with conditions.

CU1985-19 – Sara Manzke and Joshua Pernat: Conditional use to allow for emotional support farm animals in a Community zoned area at N8263 County Road E. This is on PIN 012-0816-1931-009 (0.91 Ac) in the Town of Ixonia. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

PETITIONER: Petition was removed from agenda due to Variance denial.

COMMENTS IN FAVOR: N/A

COMMENTS OPPOSED: N/A

REBUTTAL: N/A

QUESTIONS FROM COMMITTEE: N/A

STAFF: N/A

TOWN: N/A

CU1986-19 – Wisconsin Furniture LLC: Conditional use of a planned multi-unit development which includes a 3-family home and 2 duplexes in a Community zoned area at **W1232/W1236 Marietta Ave.** This is on PIN(s) 012-0816-2232-013 & 012-0816-2232-014 in the Town of Ixonia. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

PETITIONER: Casey Ehler (ADDRESS NEEDED) presented herself on behalf of the petitioner for this rezone. Ehler explained that they are looking to develop 2 duplex and (1) 3-family home.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: Letters of opposition were read into record from Schwefel Children Trust (W1244 Marietta Ave), John and Amber Schwefel (W1254 Marietta Ave), Daniel and Shirley Wiedenhoef (W1243 Marietta Ave), and Jeffrey and Cindy Wegner (W1226 Jolly Ct).

REBUTTAL: Ehler explained that they have cooperated with the Town and all of their requests including a developer's agreement. They have also been working with the DNR regarding the soils. Each house will have a garage with parking space, there will be 7 livable units total, and there will be no basements built.

QUESTIONS FROM COMMITTEE: Zastrow asked if all of these units would be rental units. Ehler explained that all units would be for rent.

STAFF: Given by Zangl and in the file.

TOWN: In favor.

CU1981-19 – Kathleen & Michael Kruk: Conditional use for a kennel to allow up to eight dogs in an A-1, Agricultural zone at **W5521 West Pleasant Hill Rd.** The site is in the Town of Jefferson, on PIN 014-0614-2342-000 (45.3 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

PETITIONER: Alex Kruk (ADDRESS NEEDED) presented himself on behalf of the petitioner for this rezone. Kruk explained that they breed Beaver Terriers so they need the conditional use to allow for dogs to be there until sold.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl asked about employees, if the site would be open to the public, signage, a plan for animal waste, and the maximum number of dogs. There are no employees other than the homeowners. There is no public that comes to the site but the dogs are sold to the public. There will be no signs and there is plenty of farm acreage for waste. There are currently 5 dogs on the property but they are requesting for 8 in case they don't sell before they turn 6 months old.

TOWN: In favor.

CU1987-19 – Keith Clark: Conditional use to allow for an extensive on-site storage structure in an R-1 zone at **W8338 Cedar Ln.** This is on PIN 018-0713-1521-033 in the Town of Lake Mills. This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance.

PETITIONER: Keith Clark (W8338 Cedar Ln) presented himself as the petitioner for this conditional use. Clark explained the conditional use is needed for a structure to be built to accommodate for a book collection and 2 car garage space.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Zangl and in the file. Zangl asked if the storage would be all personal, if there would be a bathroom, if there would be outside lighting, and the size of the proposed structure. This would be all personal storage and there would be a bathroom in the proposed structure. There would be outside lighting. The proposed structure would be 1750 sq. ft. and slightly taller than 15'. Clark provided copies of the updates of the proposed structure.

TOWN: In favor.

Nass called for Meyer again. Petitioner was still not present

Supervisor Jaeckel moved to adjourn at 7:52 p.m., and was seconded by Supervisor Poulson. Motion passed unanimously on a voice vote.

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

Supervisor Poulson, Planning & Zoning Committee 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

**MINUTES OF THE
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
8:30A.M. ON MONDAY, May 20, 2019**

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, Foelker, Poulson, and Zastrow were all present. Staff members Andy Erdman, Patricia Cicero, Joe Strupp, Matt Zangl, Sarah Higgins, Lindsey Schreiner and County Administrator Ben Wehmeier were in attendance. Also present were guests Dennis Stilling, Robert Bender, Tim Wiedenfeld, Tracie Stammer, Martine Meyer and Matt Kaminski.

3. Certification of Compliance with Open Meetings Law

Supervisor Poulson verified that the meeting was being held in compliance with Open Meetings Law.

4. Approval of the Agenda

Motion made by Supervisor Jaeckel and seconded by Supervisor Zastrow to approve the agenda. Motion passed 5-0.

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

No public comment was made.

6. Approval of April 29th and May 10th Meeting Minutes

Motion made by Supervisor Jaeckel and seconded by Supervisor Foelker to approve the April 29 minutes. Motion passed 5-0.

Motion made by Supervisor Jaeckel and seconded by Supervisor Foelker to approve the May 10 minutes. Motion passed 5-0.

7. Communications

Zangl gave information for an upcoming zoning workshop to be held in Whitewater.

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

Erdman reported that map sales and revenue were good for April but recording sales are still sluggish. The surveyor has also been tied up with other projects and has not been out in the field as much.

9. April Monthly Financial Report for Register of Deeds – Staci Hoffman

Hoffman was not present to give the financial report.

10. May Monthly Financial Report for Zoning – Matt Zangl

Zangl reported that April was very strong and that May started a little slower, but is still going very strong. Revenues are currently close to where they were last year at this time.

11. Discussion and Possible Action on procurement of 2020 aerial imagery by joining the Wisconsin Regional Orthoimagery Consortium or using request for proposal (RFP) process.

Erdman announced that they will be flying again in 2020 and explained WROC (Wisconsin Regional Orthoimagery Consortium.) Last time the County did the RFP process instead, but now it's been suggested to invest in WROC which has 60 counties lined up. Because of contributions from DOT, DNR, and other partners contributing, the cost has come down significantly in order to do this. Chairman Nass made a motion and was seconded by Supervisor Foelker to approve procurement of 2020 aerial imagery by joining WROC. Motion passed 5-0.

12. Discussion on Jefferson County Comprehensive Plan Update

Zangl reported that a draft survey was finished up last week and comments were due May 20th. They will be going live within the next couple weeks and memos will be sent to towns. Quadrant meetings will be scheduled for June-July.

13. Discussion on Solar Energy Facilities

No update was given.

14. Discussion and Possible Action to amend CU1724-13 for Pond Hill Dairy Farm to add a heifer barn at N1014 Poeppel Road and to cease the use of the satellite farm at W6770 Pond Road. This is an ATCP 51 regulated facility.

Cicero explained the amendment request to add a heifer barn and cease use of the satellite farm. The amendment would not increase the number of animal units. Files submitted to and approved by Land and Water Conservation Department for this amendment included Worksheet 1 (animal units worksheet), an odor management plan, and a map of the facility. LWCD recommended this complete for approval. Supervisor Foelker questioned measurements. A site plan was presented that showed the occupied area being 28, 000 sq. ft. total. A motion was made by Jaeckel and seconded by Zastrow to approve the amendment as presented. A voice roll call vote was taken, and the motion passed 5-0.

15. Discussion and Possible Action to amend CU1943-18 for Daybreak Foods Inc. to remove a pullet manure storage facility at N5505 Crossman Road. This is an ATCP 51 regulated facility.

Cicero explained the amendment request to remove a pullet manure storage and transfer the manure to the new site located on the east side of the road. The amendment would not increase the number of animals and would remain at 27, 500 animal units. The maximum number of days for storage would be decreased but the County has no requirements for how many days are required. Files submitted to and approved by Land and Water Conservation Department for this amendment included Worksheet 1 (animal units worksheet), a waste nutrient sheet, an odor management plan, waste generation and storage summary, a waste storage facility worksheet, and a site map. Nass questioned if the new waste management facility was operating. Cicero explained a portion of it is up and running and they are starting, but they are still currently using their two composting barns. A motion was made by Jaeckel and seconded by Foelker to approve the amendment as presented. A voice roll call vote was taken, and the motion passed 5-0.

16. Discussion and Possible Determination of Completeness for Wiedenfeld Dairy Farms, Inc. for the increase to 529 animal units as determined by the Land and Water Conservation Department Memorandum dated May 13, 2019. This is an ATCP 51 regulated facility.

Zangl explained this is a full update process, not just an amendment. Strupp explained that all required worksheets and maps were submitted. The request includes an increase to 529 animal units in order to have all animals at one location. One free stall barn will also be added with the removal of other housing units. LWCD recommended this complete for approval. A motion was made by Jaeckel and seconded by Poulson to approve as presented. A voice roll call vote was taken, and the motion passed 5-0.

17. Discussion and Possible Action on Petition R4128A-19 for the Karl H. Zinzer Estate, Town of Watertown, presented in Public Hearing on January 17, 2019, and postponed for redesign by the Planning and Zoning Committee on March 25, 2019.

Zangl presented a revised preliminary CSM for 3-acres that had been submitted and that a soil test had been done for the property. The soil test passed for a septic system on the proposed 3 acres. Jaeckel questioned the location of the soil test, and Zangl explained the area that was tested was just north of the existing home. A motion was made by Foelker and seconded by Zastrow to approve the rezone. Motion passed 5-0.

18. Discussion and Possible Action on Petitions presented in Public Hearing on May 16, 2019:

R4139A-19 – Daniel Buss: Create a 2.66-acre A-2 zone at **N4531 Rome Rd** in the Town of Jefferson from part of PIN 014-0615-0144-000 (29.53 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Nass motioned to approve, and was seconded by Jaeckel. Motion passed 5-0.

CU1976-19 – Daniel Buss: Conditional use to allow storage of contractor's equipment for a tree removal operation in a proposed A-2 zone at **N4531 Rome Rd.** The site is on PIN 014-0615-0144-000 (29.53 Ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve, and was seconded by Foelker. Motion passed 5-0.

R4145A-19 – Toni Whitley: Create a 0.382-acre A-2 zone from an existing A-3 zone at **N2385 County Road N.** The site is on PIN 016-0514-0112-002 (3.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Jaeckel motioned to postpone for redesign and was seconded by Foelker. Motion passed 5-0.

CU1982-19 – Toni Whitley: Conditional use to allow for an antiques store in a proposed A-2 zone at **N2385 County Road N.** The site is on PIN 016-0514-0112-002 (3.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Nass motioned to postpone for redesign and was seconded by Poulson. Motion passed 5-0.

R4155A-19 – Eggert Acres LLC: Create a 5.5-acre A-2 zone from an existing A-1 zone **near N8187 County Road Q.** The site is on PIN(s) 020-0814-2134-000 (36.11 Ac) and 020-0814-2131-000 (40.00 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve, and was seconded by Foelker. The motion passed 5-0.

CU1983-19 – Eggert Acres LLC: Conditional use to allow for an equipment repair shop in a proposed A-2 zone **near N8187 County Road Q.** The site is on PIN(s) 020-0814-2134-000 (36.11 Ac) and 020-0814-2131-000 (40.00 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve, and was seconded by Foelker. Motion passed 5-0.

R4156A-19 Eggert Acres LLC: Create a 1.0-acre A-3 zone around the home and buildings at **N8187 County Road Q.** The site is on PIN 020-0814-2134-000 in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve, and was seconded by Zastrow. Motion passed 5-0.

R4152A-19 – Michael Bright: Create a 2.25-acre lot on PIN 014-0615-0211-001 (28.219 Ac) on **Duck Creek Rd,** Town of Jefferson. This would be a consolidation of parcels of record from the same PIN, the area south of the DNR bike trail. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Nass motioned to deny the proposed rezone, and was seconded by Foelker. Motioned passed 5-0.

R4157A-19 – Jeffrey and Susan Schaefer: Create a 1.0-acre A-3 building site from an existing A-1 zone on **Horseshoe Rd.** The site is on PIN 032-0814-0132-001 (41.177 Ac) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Jaeckel motioned to postpone for redesign and was seconded by Foelker. Motion passed 5-0.

R4158A-19 – Mark Meyer: Convert a 0.47-acre A-3 portion of land to A-1 that is adjacent to an existing A-1 zone **near N278 Pottawatom Trail.** This is on PIN 016-0513-3442-002 (0.47 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Petitioner did not appear at Public Hearing. No decision was made.

R4159A-19 – Chris Shult: Create a 2.48-acre N zone from an existing A-1 zone at **N4882 County Road P.** This is on PIN 026-0616-0612-000 (17.385 Ac) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve, and was seconded by Poulson. Motion passed 5-0.

CU1984-19 – D&N Probst: Conditional use for a residence in a Business zone at **N4976 Business 26.** This is on PIN 002-0714-3543-001 (28.207 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance. Nass motioned to approve with conditions, and was seconded by Poulson. Motion passed 5-0.

CU1985-19 – Sara Manzke and Joshua Pernat: Conditional use to allow for emotional support farm animals in a Community zoned area at **N8263 County Road E.** This is on PIN 012-0816-1931-009 (0.91 Ac) in the Town of Ixonia. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Petition was withdrawn by staff.

CU1986-19 – Wisconsin Furniture LLC: Conditional use of a planned multi-unit development which includes a 3-family home and 2 duplexes in a Community zoned area at **W1232/W1236 Marietta Ave.** This is on PIN(s) 012-0816-2232-013 & 012-0816-2232-014 in the Town of Ixonia. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approve with conditions, and was seconded by Poulson. Motion passed 4-1.

CU1981-19 – Kathleen & Michael Kruk: Conditional use for a kennel to allow up to eight dogs in an A-1, Agricultural zone at **W5521 West Pleasant Hill Rd.** The site is in the Town of Jefferson, on PIN 014-0614-2342-000 (45.3 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Zastrow motioned to approve, and was seconded by Jaeckel. Motion passed 5-0.

CU1987-19 – Keith Clark: Conditional use to allow for an extensive on-site storage structure in an R-1 zone at **W8338 Cedar Ln.** This is on PIN 018-0713-1521-033 in the Town of Lake Mills. This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance. Jaeckel motioned to approved, and was seconded by Poulson. Motion passed 5-0.

19. Possible Future Agenda Items

20. Upcoming Meeting Dates

June 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

June 20, 7:00 p.m. – Public Hearing in Courthouse Room 205

June 24, 8:30 a.m. – Decision Meeting in Courthouse Room 203

July 12, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

July 18, 7:00 p.m. – Public Hearing in Courthouse Room 205

July 29, 8:30 a.m. – Decision Meeting in Courthouse Room 203

21. Adjourn

Motion by Jaeckel and seconded by Foelker to adjourn. Motion passed 5-0, and the meeting was adjourned at 9:36 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.

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
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
8:00A.M. ON FRIDAY, JUNE 14, 2019

1. Call to Order

The meeting was called to order by Chairman Nass at 8:00 a.m.

2. Roll Call (Establish a Quorum)

Supervisors Nass, Poulson, Foelker and Zastrow were present. Supervisor Jaeckel was absent and excused. Also present from the Zoning Department were Sarah Higgins, Deb Magritz and Lindsey Schreiner.

3. Certification of Compliance with Open Meetings Law

Supervisor Poulson verified that the meeting was being held in compliance with Open Meetings Law.

4. Approval of the Agenda

Motion by Supervisors Poulson/Foelker to approve the agenda as presented. Motion carried 4-0.

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

There were no communications.

7. Discussion and Possible Action on Determination of Completeness for Steven and Debra Magritz for the addition of a new free stall barn and new milk house waste tank, and an increase to 400 animal units as determined by the Land and Water Conservation Department Memorandum dated April 3, 2019. This is an ATCP 51 regulated facility at N3781 County Road G in the Town of Oakland.

A roll call was taken with Supervisor Poulson, Foelker, Nass and Zastrow signifying attendance. Higgins explained that this application was reviewed by the Land and Water Conservation Department (LWCD) and found to be complete. Motion by Supervisors Poulson/Foelker to find the application complete and send it to public hearing in July. A roll call vote was taken, with Poulson, Foelker, Nass and Zastrow all voting in favor of the motion.

The Committee left for the following site inspections:

8. Site Inspections for Petitions to be Presented in Public Hearing on June 20, 2019:

R4149A-19 – Gregg Stephan: Create a 2.00-acre A-3 farm consolidation lot around the home and buildings at **N3056 Will Road**. The site is on PIN 010-0615-3032-000 (27.52 Ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CU1990-19 – James Buth: Conditional use to allow for 1,500 sq. ft. extensive on-site storage structure in an R-2 zone at **W5780 S Ra-Le Dr**. This site is on PIN 016-0514-1514-024 (0.459 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

R4160A-19 – Randy Braunschweig/Jennifer Miles: Create a 0.6-acre A-2 zone from an existing R-2 zone at **N643 Wishing Well Ln**. The site is on PIN 016-0513-2532-001 (6.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU1988-19 – Randy Braunschweig/Jennifer Miles: Conditional use to allow for a lawn care and snow removal business in a proposed A-2 zone at **N643 Wishing Well Ln.** The site is on PIN 016-0513-2532-001 (6.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU1991-19 – J&K Strauss Trust: Conditional use of mineral extraction in an A-1 zone near **N7781 Rock Lake Rd.** This site is on PIN(s) 030-0813-2742-001 (12.988 Ac) & 030-0813-2743-000 (21.00 Ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance. **This item was taken off the agenda because it will not be heard at the June 20, 2019 public hearing.**

R4165A-19 – Thomas and Kathleen Kasten: Create a 4.00-acre A-3 zone from an existing A-1 zone near **N6867 County Road Q.** This site is on PIN(s) 020-0714-0922-001 (5.00 Ac) and 020-0714-0811-002 (14.65 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CU1989-19 – Jay and Sharon Wiedenfeld: Conditional use for an ATCP 51 regulated livestock facility for a 529 animal unit dairy operation at **W6864 County Road B.** This site is on PIN(s) 002-0714-1723-000 (23.542 Ac) and 002-0714-1722-000 (38.09 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

R4162A-19 – Michael Brunk: Create an approximately 5.5-acre A-3 zone from an existing A-1 zone off of **County Road N.** The site is on PIN(s) 002-0714-1143-001 (15.00 Ac) and 002-0714-1142-002 (33.89 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CU1992-19 – Jacob Dondlinger: Conditional use for a home occupation to allow for the storage of business vehicles in an A-3 zone at **N8579 County Road X.** This site is on PIN 032-0815-1644-000 (2.20 Ac) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4163A-19 – John Genz: Create a 3.00-acre A-3 farm consolidation lot around the home and buildings at **N7524 County Road P.** This site is on PIN 012-0816-3123-000 (25.26 Ac) in the Town of Ixonia. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4161A-19 – Anfang Properties LLC (Tom Anfang): Create a 4.9-acre A-2 zone for agricultural use at **N4932 County Road P.** The site is on PIN 006-0716-3143-002 (9.00 Ac) in the Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4164A-19 – Ned Palm: Create a 1.58-acre A-3 farm consolidation lot around the home and buildings at **W3954 US Highway 18.** This site is on PIN(s) 014-0615-0421-001 (0.61 Ac) and 014-0615-0421-003 (16.20 Ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

11. Adjourn

Motion by Supervisors Foelker/Zastrow to adjourn the meeting. Motion carried 4-0, and the meeting adjourned at 10:30 a.m.

Blane Poulson, Secretary

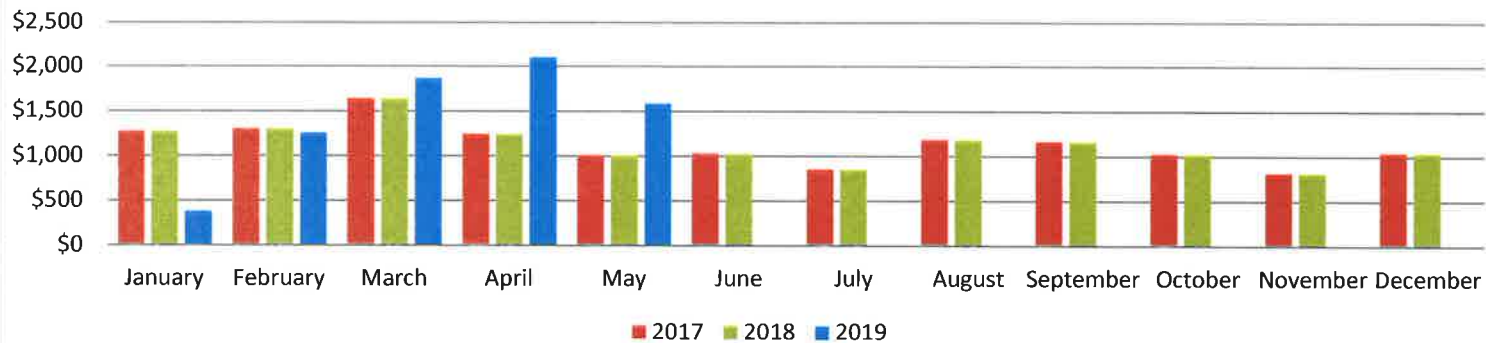
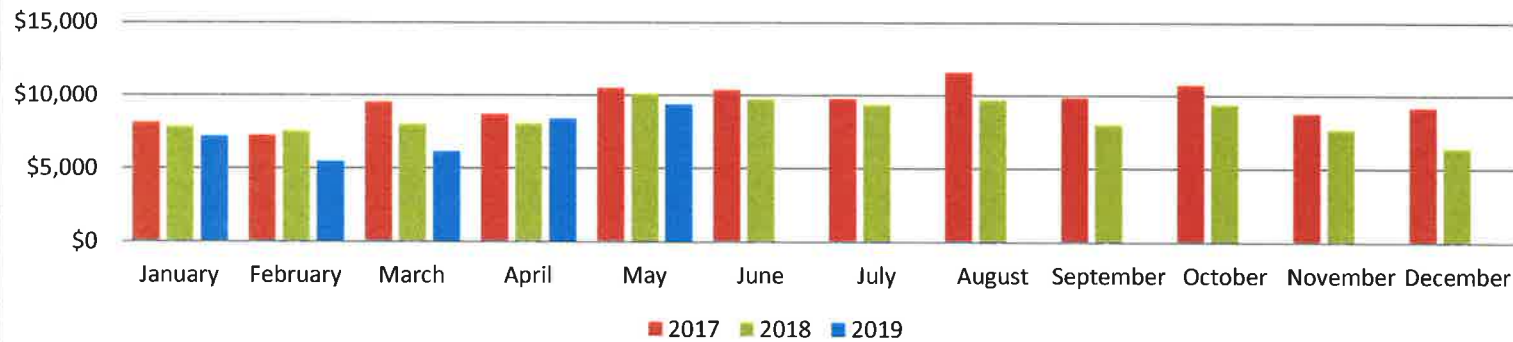
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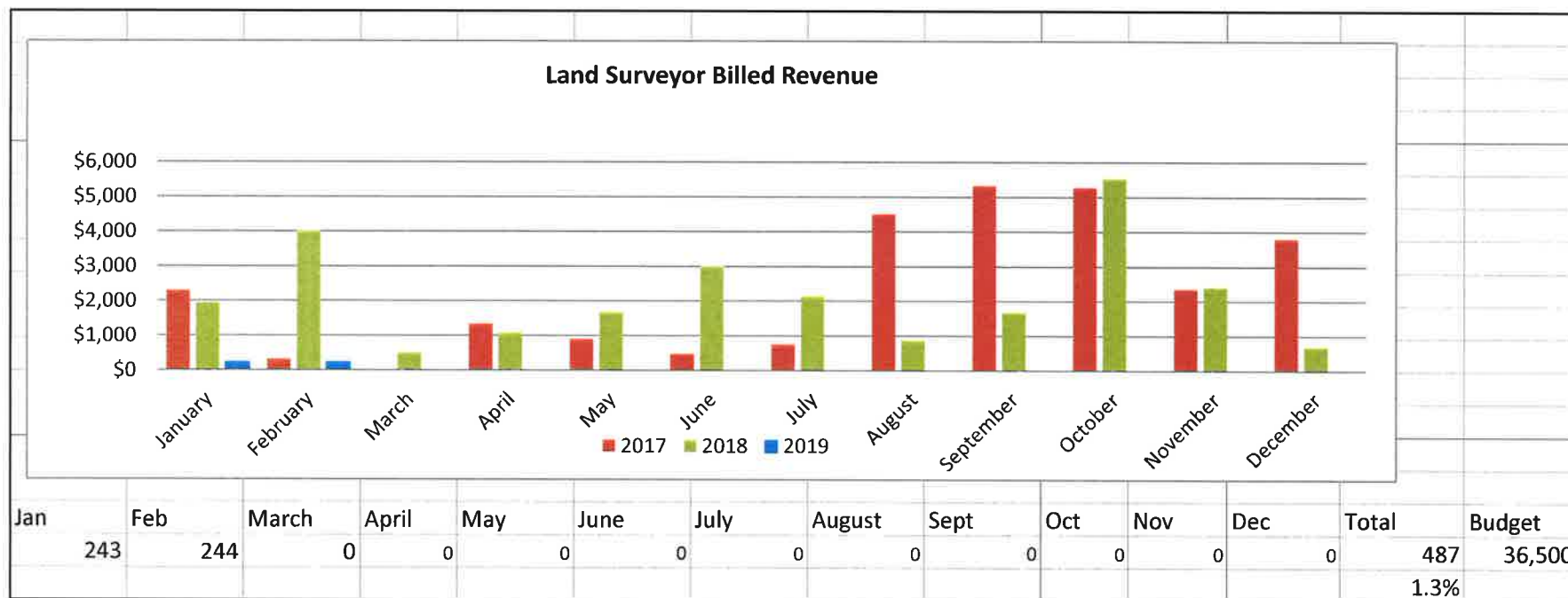
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Land Information Monthly Revenue Report May 2019

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Land Information Monthly Revenue Report May 2019



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Jefferson County
FLEXIBLE PERIOD REPORT

PAGE 1
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FROM 2019 05 TO 2019 05

	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	206,698	0	206,698	17,224.83	.00	189,473.17	8.3%
13001 412300 RE Transfer Fee County Portio	-210,000	0	-210,000	-24,726.78	.00	-185,273.22	11.8%
13001 451301 RE Recording/Filing Fees	-191,250	0	-191,250	-17,625.00	.00	-173,625.00	9.2%
13001 451303 Copy Fees County Portion	-60,000	0	-60,000	-4,310.44	.00	-55,689.56	7.2%
13001 451305 Land Info/Deeds Fee	-30,100	0	-30,100	-3,414.75	.00	-26,685.25	11.3%
13001 451307 Document Review Fees	-100	0	-100	.00	.00	-100.00	.0%
13001 451309 Birth Funds County Portion	-12,600	0	-12,600	-1,062.00	.00	-11,538.00	8.4%
13001 451310 Marriage Fund County Portion	-8,516	0	-8,516	-852.00	.00	-7,664.00	10.0%
13001 451311 Death Fund County Portion	-29,000	0	-29,000	-2,737.00	.00	-26,263.00	9.4%
13001 451316 Divorce Fund County Portion	-100	0	-100	.00	.00	-100.00	.0%
TOTAL Register Of Deeds	-334,968	0	-334,968	-37,503.14	.00	-297,464.86	11.2%
GRAND TOTAL	-334,968	0	-334,968	-37,503.14	.00	-297,464.86	11.2%

Register of Deeds	May 2019			YR to Date	Current Yr. Target
Program/Service Description	2017	2018	2019	Totals	%
Documents Recorded	1,379	1,271	1,201	4,677	37%
Vital Records Filed	223	168	175	771	35%
Vital Record Copies	1,297	1,071	1,245	5,928	45%
ROD Revenue (Gross Total)	\$ 173,992.11	\$ 180,661.66	\$ 172,403.69	\$ 665,116.28	40%
Transfer Fees	\$ 23,446.02	\$ 28,891.68	\$ 24,726.78	\$ 87,630.66	42%
LIO Fees	\$ 10,520.00	\$ 10,769.00	\$ 10,038.00	\$ 40,138.00	37%
Document Copies	\$ 5,258.66	\$ 5,051.57	\$ 4,310.44	\$ 23,043.54	38%
Laredo	\$ 1,852.25	\$ 2,190.25	\$ 3,414.75	\$ 14,831.00	49%
ROD Revenue to General Fund	\$ 56,281.03	\$ 59,272.50	\$ 54,727.97	\$ 217,152.20	40%
Percentage of Documents eRecorded	38%	41%	58%	58%	58%
Budget Goals Met	Yes	Yes	No	No	-3%
Back Indexing Real Estate	0	27	2,192	9,530	48%

Wisconsin Register of Deeds Association:

Working on legislation regarding Condominiums - Draft to Legislative Reference Bureau

Working on legislation regarding electronic signatures & remote notarization

WRDA Help Desk

AVID and Laredo upgrades implemented

Wisconsin Electronic Recording Council:

Collaborating with PRIA on interstate notarization recognition

Updating Chapter Adm 12

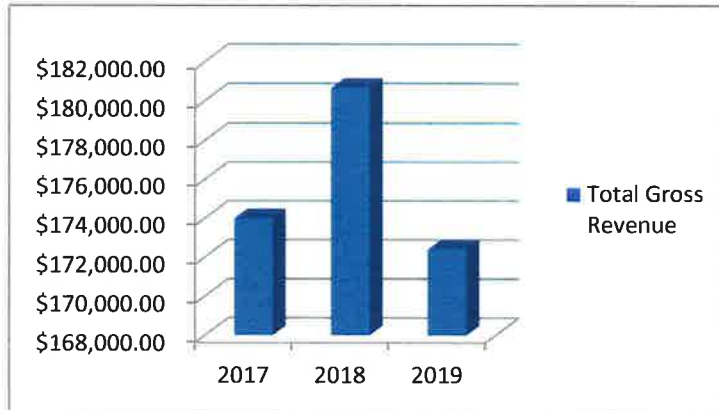
Wisconsin Counties Association Board of Directors:

Nothing new to report

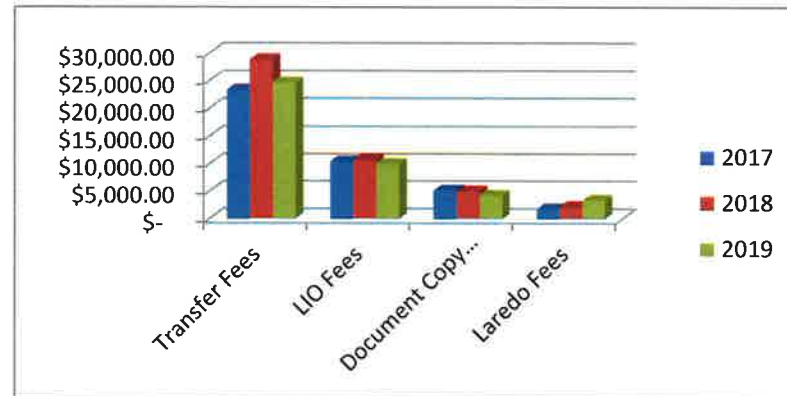
Register of Deeds Monthly Budget Report

May-19

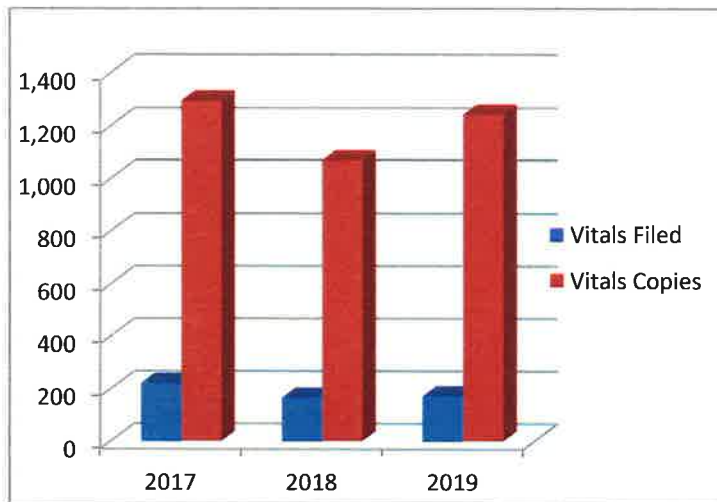
ROD Total Gross Revenues



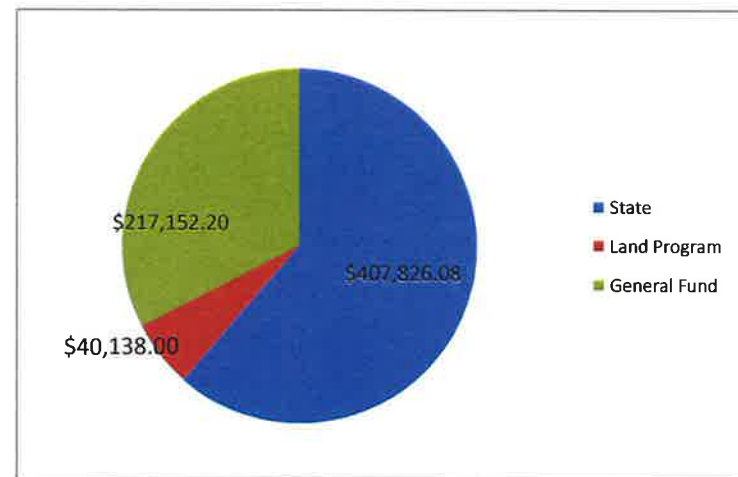
Land Related Revenue



Vital Records



Year to Date Revenue Payout



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Jefferson County
FLEXIBLE PERIOD REPORT

PAGE 1
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FROM 2019 05 TO 2019 05

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
100 General Fund							
<hr/>							
13001 Register Of Deeds							
<hr/>							
13001 511110 Salary-Permanent Regular	70,230	0	70,230	4,822.82	.00	65,407.18	6.9%
13001 511210 Wages-Regular	106,280	0	106,280	7,257.55	.00	99,022.45	6.8%
13001 511220 Wages-Overtime	116	0	116	.00	.00	116.00	.0%
13001 511330 Wages-Longevity Pay	375	0	375	.00	.00	375.00	.0%
13001 512141 Social Security	13,541	0	13,541	899.27	.00	12,641.73	6.6%
13001 512142 Retirement (Employer)	11,594	0	11,594	791.25	.00	10,802.75	6.8%
13001 512144 Health Insurance	43,352	0	43,352	2,239.58	.00	41,112.42	5.2%
13001 512145 Life Insurance	137	0	137	10.25	.00	126.75	7.5%
13001 512150 FSA Contribution	7,000	0	7,000	.00	.00	7,000.00	.0%
13001 512173 Dental Insurance	3,780	0	3,780	255.70	.00	3,524.30	6.8%
13001 531303 Computer Equipmt & Software	2,500	0	2,500	.00	.00	2,500.00	.0%
13001 531311 Postage & Box Rent	3,600	0	3,600	.00	.00	3,600.00	.0%
13001 531312 Office Supplies	4,000	0	4,000	579.26	.00	3,420.74	14.5%
13001 531313 Printing & Duplicating	500	0	500	.00	.00	500.00	.0%
13001 531314 Small Items Of Equipment	3,723	0	3,723	.00	.00	3,723.00	.0%
13001 531324 Membership Dues	270	0	270	.00	.00	270.00	.0%
13001 531326 Advertising	150	0	150	.00	.00	150.00	.0%
13001 532325 Registration	1,830	0	1,830	.00	.00	1,830.00	.0%
13001 532332 Mileage	979	0	979	.00	.00	979.00	.0%
13001 532335 Meals	157	0	157	.00	.00	157.00	.0%
13001 532336 Lodging	2,470	0	2,470	.00	.00	2,470.00	.0%
13001 532339 Other Travel & Tolls	500	0	500	.00	.00	500.00	.0%
13001 533225 Telephone & Fax	0	0	0	29.44	.00	-29.44	.0%
13001 535242 Maintain Machinery & Equip	41,350	0	41,350	.00	.00	41,350.00	.0%
13001 571004 IP Telephony Allocation	472	0	472	39.33	.00	432.67	8.3%
13001 571005 Duplicating Allocation	37	0	37	3.08	.00	33.92	8.3%
13001 571009 MIS PC Group Allocation	12,308	0	12,308	1,025.67	.00	11,282.33	8.3%
13001 571010 MIS Systems Grp Alloc(ISIS)	2,636	0	2,636	219.67	.00	2,416.33	8.3%
13001 591519 Other Insurance	1,081	0	1,081	90.06	.00	990.94	8.3%
TOTAL Register Of Deeds	334,968	0	334,968	18,262.93	.00	316,705.07	5.5%
GRAND TOTAL	334,968	0	334,968	18,262.93	.00	316,705.07	5.5%

Jefferson County Planning and Zoning Department
Monthly Ledger Report
06-20-2019

	OP	PPC	MC	PSS(STF	FOAS	FAA	FPFC	SRFWF	ZOF	WFG	Refunds	2019 Totals	2018 Total	Diff
MTD	7101.432099	7101.451002	7101.472003	7101.432002	7101.458010	7101.458015	7101.458014	7101.458001	7101.458002	7101.441002	7102.421001				
Jan	5,925.00	243.54		1,475.00	550.00								8,193.54	9,728.33	-1534.79
Feb	7,855.00	408.50		900.00	200.00								9,363.50	11,095.50	-1732
Mar	9,500.00	83.86		2,200.00	50.00							50.00	11,833.86	16,012.83	-4178.97
Apr	20,955.00	7.25		4,650.00	650.00								26,262.25	24,865.34	1396.91
May	15,545.00	13.00	42.00	6,025.00	1,550.00								23,175.00	19,972.36	3202.64
June	14,665.00	8.61		5,525.00	450.00						100.00		20,748.61	27,572.38	-6823.77
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	74,445.00	764.76	42.00	20,775.00	3,450.00						100.00	50.00	99,576.76	220,622.00	-121045.24

2018 Actual Zoning Deposit:\$219,297.00

2019 Budget Revenues: \$222,600.00

2019 Deposits YTD:\$99,576.76

11. All mobile homes shall meet the construction standards of the Mobile Home Manufacturing Assn., and all state, federal and local codes.

(f) Campgrounds. All campgrounds shall be conditional uses, and shall conform to the following standards:

1. The minimum size of any campground shall be forty (40) acres in gross area.
2. The maximum number of travel trailers or campsites shall be twenty (20) per acre as computed from the gross area of the park or campgrounds, and in no case shall the square feet of each site be less than 2000 square feet.
3. Before beginning operation of any camp, fifty (50) percent of the sites and one hundred (100) percent of the facilities shall be completed.
4. In addition to the setback from the right of way of any state, county, or town road, all campgrounds shall have a boundary zone of forty (40) feet between any campsite and any side or rear lot line.
5. The minimum width of roads within campgrounds shall be two (2) rods or thirty-three (33) feet.
6. All access roads to and from the campgrounds shall be well-lighted and hard-surfaced with asphalt or better materials.
7. Every campground shall conform to all applicable state laws and HFS178, Wisconsin Administrative Code, as amended from time to time.
8. All wiring within a camp must conform to state electrical codes.
9. Designated spots on each site will be marked or constructed for outside cooking or the building of campfires, and no fires will be allowed outside of these designated areas.
10. The perimeter of the camping area or perimeter of the parcel must be fenced.

(g) Solid Waste Disposal Operations; Junk or Salvage Yards. A solid waste disposal operation is the site, facility, operating practices, and maintenance thereof for the utilization, processing, storage, or final disposal of solid waste including, but not limited to, land disposal, incineration, reduction, shredding, compression, junking, or salvage of any materials, or the sale of any such materials. Storage of three (3) or more unlicensed vehicles on the same premises shall be prima facie evidence of operation of a salvage yard.

1. **License Required.** It shall be unlawful for any person, firm, or corporation to establish, maintain, conduct, or operate a solid waste disposal operation without first obtaining an annual license from the Committee.

2. Application shall be in writing to the Zoning Administrator and shall include:

- a. Location and description of the premises to be licensed.
- b. Nature of the operation to be conducted.
- c. Type of solid waste material to be disposed of, and the detailed method of disposal of the material.
- d. Construction details of any buildings to be used in connection with the operation.
- e. Description of all land uses within 1000 feet of the premises.

f. Name and address of the owner and of all persons who will directly participate in the management of the site.

g. Any additional information deemed necessary by the Zoning Administrator for full evaluation of the proposed operation.

3. Procedure. The review and approval procedure in 11.05(a) shall apply for the initial issuance of a license. All licenses shall expire on July 31, and may be renewed by the Committee upon satisfactory evidence that the license and the operation remain in compliance with this section.

4. Requirements. All solid waste disposal operations shall in all respects comply with the solid waste disposal standards of the Department of Natural Resources (DNR), and the standards of any other state agency having control over the type of operation involved.

5. Location. No solid waste disposal operation shall be located within 500 feet of any residence other than the owner of the premises or any residential, business, community, or waterfront district; 300 feet from a lake, river or stream unless otherwise out of view of the public; or 150 feet from any highway right of way.

6. Screening requirements of 11.07(c) shall apply.

7. Revocation. Upon the complaint of the Zoning Administrator or one or more interested persons, the Committee may, after notice and public hearing, revoke a license issued hereunder for violation of this ordinance or the solid waste disposal standards referred to herein.

[Note: 11.05(h) Wireless Telecommunications Facilities was repealed by Ord. No. 2013-31, 03-11-2014 and recreated as 11.055 Mobile Tower Siting Permit]. [History: 4/20/99, Ord. No. 99-01; title—2/8/00, Ord. No. 99-28; Ord. No. 2011-28, 03-13-2012; Ord. No. 2004-03, 06-08-2004; Ord. No. 2013-31, 03-11-2014]

11.055 MOBILE TOWER SITING PERMIT.

(1) **PURPOSE.** The purpose of this ordinance is to regulate by zoning permit (1) the siting and construction of any new mobile service support structure and facilities; (2) with regard to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities; and (3) with regard to a class 2 collocation, collocation on an existing support structure which does not require the substantial modification of an existing support structure and mobile service facilities. It is the intent of Jefferson County to regulate Mobile Service Support Structures and Facilities as permitted by Wisconsin State Statutes Chapter 66.0404.

(2) **AUTHORITY.** The Jefferson County Board has the specific authority under ss. 59.69 and 66.0404, Wis. Stats., to adopt and enforce this section.

(3) **ADOPTION OF ORDINANCE SECTION.** This section provides for the regulation by zoning permit (1) the siting and construction of any new mobile service support structure and facilities; (2) with regard to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities; and (3) with regard to a class 2 collocation, collocation on an existing support structure which does not require the substantial modification of an existing support structure and mobile service facilities.

(4) **DEFINITIONS.**

a. All definitions contained in s. 66.0404(1) are hereby incorporated by reference.

(5) **EXEMPT FROM PERMITTING.** The following shall be exempt from the requirement to obtain a land use permit, unless otherwise noted.

#14 6/24/19

Matt Zangl

From: Marc DeVries
Sent: Thursday, June 20, 2019 7:32 AM
To: Amy Listle; Andy Erdman; Audrey McGraw; Benjamin Wehmeier; Bill Kern; Blair Ward; Chrissy Wen; Cindy Hamre-Incha (Cindy.Hamre@wicourts.gov); Donna Haugom; Gail Scott; Jeff Parker; Joe Nehmer; John Jensen; John Rageth; Kathi Cauley; Larry Meyer; LaVern Georgson; Leigh Scherer; Marc DeVries; Matt Zangl; Nichol Tesch; Patricia Cicero; Paul Milbrath; Stacey Jensen; Staci Hoffman; Susan Happ; Tammie Jaeger; Terri Palm; Victoria Pratt; Yvonne Duesterhoeft
Subject: 2020 Fee schedule
Attachments: Fee Schedule 2020.xls

Good morning everyone – I am attaching the 2019 fee schedule for you to update as necessary. Please work with your committees to discuss potential revisions and return revisions to me by August 12.

One thing to consider as we look at fees are the results of the costing that we did during the priority based budgeting exercise. Although we understand that in most cases fees cannot fully recover the cost of a program, and may be restricted by statute, where there is ability to increase a fee and demand to support the program, fees should be evaluated for adjustment accordingly.

I am happy to help with evaluation of your fee structure if you would like.

Thank you everyone!

Marc



Marc A. DeVries, CPA
Finance Director
Jefferson County, Wisconsin
311 S. Center Avenue
Jefferson, Wisconsin 53549
P: 920.674.7142
MarcD@Jeffersoncountywi.gov

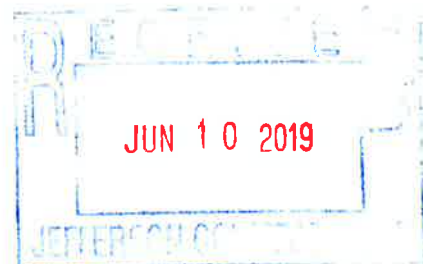
Rezoning Application for Jeffrey G. and Susan R. Schaefer.

We request a zoning change from A-1 to A-3 for our own personal use. It is necessary for us to build a home for ourselves. We have sold our Dairy farm on Navan Road to our son. Since we still have other agricultural land that we still farm it is necessary for us to have a home of our own.

There was at one time a cheese factory on this original farm. However after some discussion at the zoning office as well as with county highway department, it was suggested that we move the building opportunity to W. Horseshoe Road, a town road for driveway consideration. We are requesting a one acre lot with the possibility depending on tile line placement as well as septic considerations. Since our first contact with the county zoning board, there has been further contact with Brian at the Jefferson County Highway Dept. He said they would not approve of another drive way on county road T due to location of existing driveways and the intersection with Ornis Road. There had been a suggestion of placing the lot near the corner of Horseshoe Rd and Hwy. T. However we have located the tile maps for this farm. There are tile lines and a Main tile line which drains much of the field running through that corner as well as the spring near that corner which the lines also drain. Therefore that issue would make that location very unfavorable. . We will continue to farm the remaining land on these parcels as well as other land we own in the area.

Clustering the lot along an existing property line was also suggested.

The property will be used for a single family ranch style home of roughly 2000 square feet, with attached garage.



Matt Zangl

From: Brian Udovich
Sent: Tuesday, June 11, 2019 6:30 PM
To: Matt Zangl
Subject: Schaefer Property (CTH T & Horseshoe Road)

Importance: High

Matt-

Per our discussion, we investigated the possibility of the Schaefer property to have a driveway along CTH T. West of the Yager property there is not adequate sight distance due to the horizontal curve to the West. East of the Yager property there is sufficient sight distance, but the grade to the property on the South side of the road is rather steep. Therefore, we recommend a proposed access along Horseshoe Road, South of CTH T. Please let me know if you should have any questions.

Thanks,

Brian

Brian M. Udovich, P.E.
Highway Operations Manager
Jefferson County Highway Department
1425 South Wisconsin Drive
Jefferson, WI 53549
Office: (920) 674-7273
Cell: (920) 723-7273
Fax: (920) 674-7289
brianu@jeffersoncountywi.gov
<http://www.jeffersoncountywi.gov>

*NOTE: Permit applications are now completed online at <http://www.jefferson.wi.roway.net/>.



Jefferson County

ZONING AND SANITATION DEPARTMENT
COURTHOUSE, 311 S. CENTER AVE., JEFFERSON, WI 53549
ROOM 201 PHONE 920-674-7130 FAX 920-674-7525

MEMORANDUM

DATE: May 21, 2019

TO: Jeffrey & Susan Schaefer

FROM: Matt Zangl, Director of Planning and Zoning

MZ 5/21/19

RE: Zoning Amendment R4157A-19 for the Jeffrey G & Susan R
Schaefer Trust Property

The Jefferson County Planning and Zoning Committee, having considered the above-identified petition to amend the zoning ordinance of Jefferson County, does hereby recommend that the petition in question be postponed for redesign, because the current proposed lot is not clustered. Their conclusion came from discussion that the proposed A-3 lot is not clustered and could be moved near W5253 County Road T for clustering and access.

Should you have questions regarding this action, please contact our office.

Cc: Town of Watertown Clerk
Kenneth Wilkowski, KW Surveying

JEFFERSON COUNTY PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A Division of land located in the SW 1/4 of the NW 1/4 of Section 1, Township 8N, Range 14E
Town of Watertown, Jefferson County, Wisconsin, on Parcel Number 032-0814-0132-001

Owner: JEFFREY G SCHAEFER TRUST
SUSAN R SCHAEFER TRUST
Address: W6162 NAVAN RD
WATERTOWN, WI 53094
Phone: 920-988-7406

Surveyor: KW SURVEYING INC.
Address: P.O. BOX 32
SULLIVAN, WI 53178
Phone: 262-593-5800

Date Submitted: _____
Revised: _____

- ☒ Rezoning
☐ Allowed Division within Existing Zone
☐ Farm Consolidation in an existing A-1 Zone
☐ 35+ Acre Lot in A-1 Zone
☐ Survey of Existing Parcel

Intent and Description of Parcel to be Divided:

REZONE 1.0 ACRE FROM A-1 TO A-3, FOR RESIDENTIAL USE
CLUSTERED AT SOUTH END OF PARCEL



Note to Be Placed on Final CSM

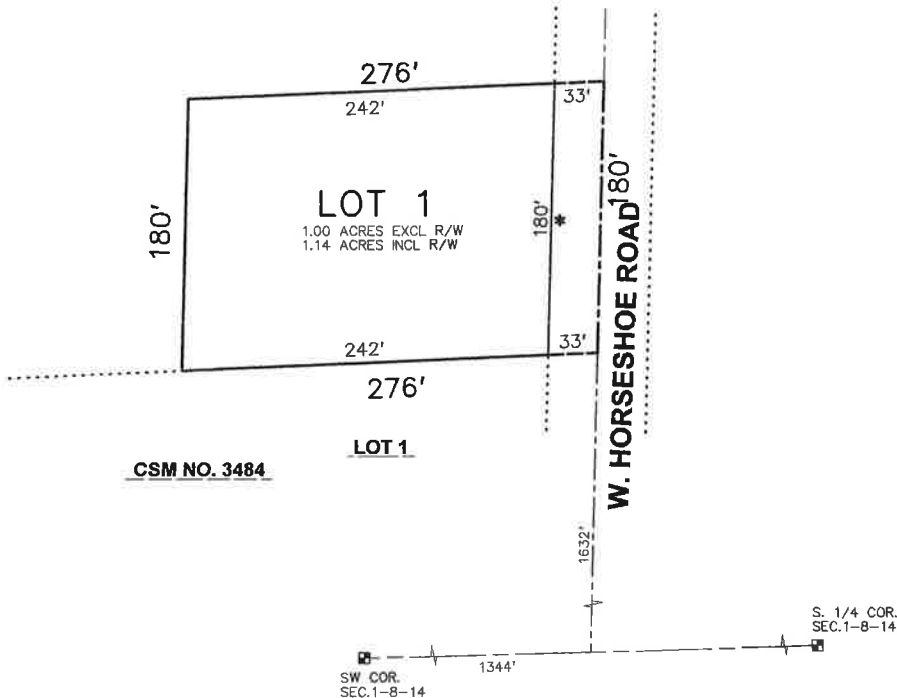
Petition # _____ Zoning _____

Check for subsequent zoning
changes with Jefferson County
Zoning Department.

In addition to the info required by Sec
236.34 of State Statutes, Sec. 15.04(f) of
the Jefferson County Land
Division/Subdivision Ordinance requires that
the following be shown:

- ☐ Existing buildings, watercourses, drainage
ditches and other features pertinent to
the proper division.
- ☐ Location of access to a public road,
approved by the agency having jurisdiction
over the road.
- ☐ All lands reserved for future public
acquisition.
- ☐ Date of the map.
- ☐ Graphic Scale.

* - INDICATES PROPOSED DRIVE LOCATION



County Surveyor Approval _____ Date: _____
Town Board Approval _____ Date: _____
(Includes Access Approval If Applicable)
County Highway Approval _____ Date: _____
(If Applicable)
Extraterritorial Approval _____ Date: _____
(If Applicable)
Zoning Office Approval _____ Date: _____



Jefferson County

ZONING AND SANITATION DEPARTMENT
COURTHOUSE, 311 S. CENTER AVE., JEFFERSON, WI 53549
ROOM 201 PHONE 920-674-7130 FAX 920-674-7525

MEMORANDUM

DATE: May 21, 2019

TO: Toni Whitley

FROM: Matt Zangl, Director of Planning and Zoning

MZ 5/21/19

RE: Zoning Amendment R4154A-19 and CU1982-19 for the Daniel L Whitley Property

The Jefferson County Planning and Zoning Committee, having considered the above-identified petitions to amend the zoning ordinance of Jefferson County, does hereby recommend that the petition in question be postponed for redesign, to show all buildings used for the business and the parking area on the proposed A-2 lot. During Public Hearing you indicated that additional area and buildings outside of the proposed A-2 zone will be used for the business.

Should you have questions regarding this action, please contact our office.

Cc: Town of Koshkonong Clerk
Mark Anderson, Anderson Land Surveying

PRELIMINARY ZONING MAP

CERTIFIED SURVEY MAP 5781

Part of the NE¼ and NW¼ of the NE¼ of Section 1, T5N,
R14E, Town of Koshkonong, Jefferson County, WI



8 0 2 5 4 3 2

TX: 4016873
1381144

MAP #: 5781

VOLUME: 33 PAGE: 26

Office of Register of Deeds

Jefferson County, WI

RECEIVED FOR RECORD

04/12/2017 8:54:29 AM

Staci M. Hoffman

Total Pages: 3

REC FEE: 30.00

NOTES:

Assumed North referenced to the east line of the NE ¼ of
Section 1-5-14 bearing S0°45'03"W.

This lot may be subject to any and all easements or
agreements either recorded or unrecorded.

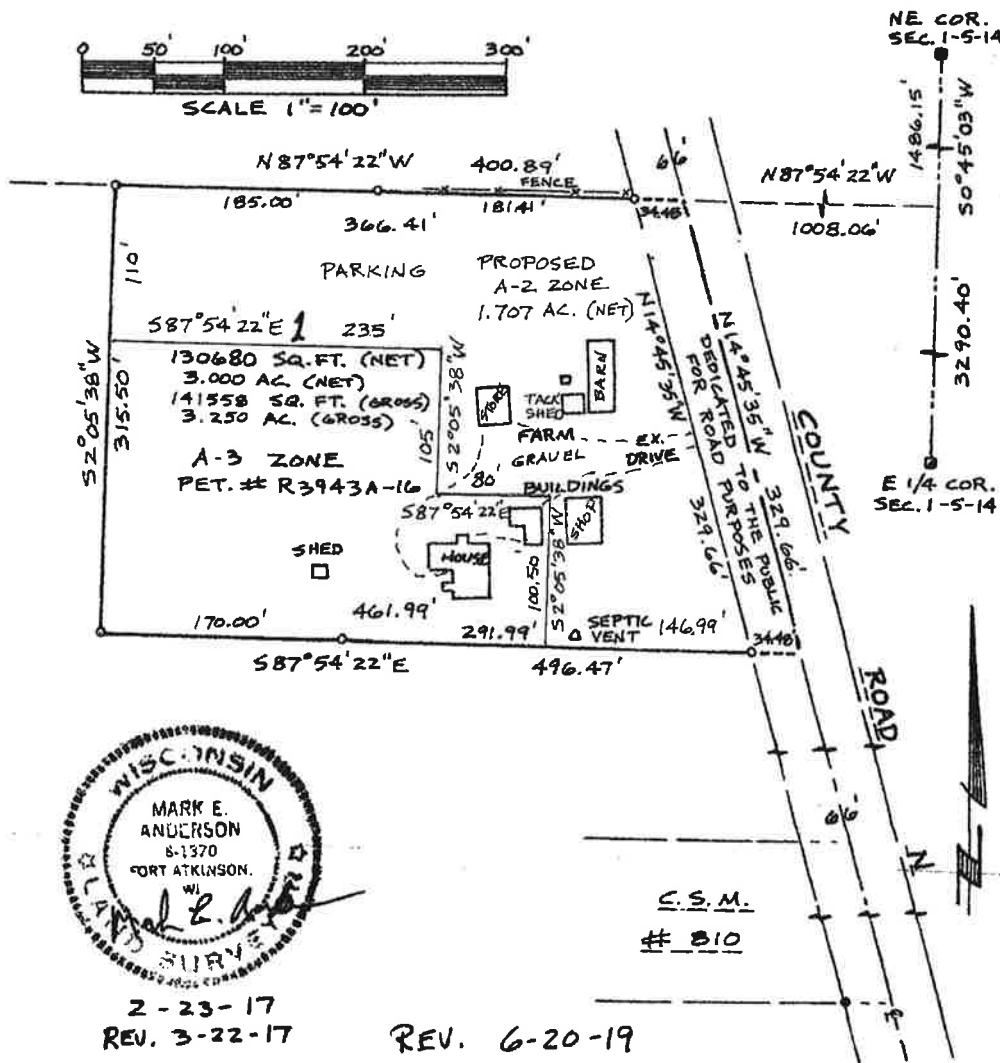
- Found 4" Diameter Aluminum Monument
- Found 6" x 6" Stone Monument
- Found 1½" Iron Pipe
- Set ¾"x18" Iron Rod Weighing 1.50 #/ft.

Owner/Subdivider:

Nancy L. Harris

W6302 Bark River Road

Fort Atkinson, WI 53538



2-23-17
REV. 3-22-17

REV. 6-20-19
SHEET 2 OF 2

Sheet 1 of 3

Vol 33 Pg 26

JN 16-52

ANDERSON LAND SURVEYING LLC

W6141 Star School Road, Fort Atkinson, WI 53538

Professional Land Surveyor

Phone (920) 563-8162

June 19, 2019

RE: N1547 Business 26, Fort Atkinson

Personal Use Building – proposed 3200 gal. holding tank

To Whom It May Concern:

The reason for our holding tank request is due to the fact that the house for the septic is more than 500' from the new building and the gravel or disturbed soil within 300'-400' of building so therefore a mound system would not be suitable.

Thank you.

Ronald Klement, Jr.

A handwritten signature in black ink, appearing to read 'Ronald Klement, Jr.', with a long, sweeping horizontal stroke extending to the right.



Personal Use Building

1 - proposed 3200 gallon holding tank

Reason for Holding tank is

- existing septic for house is + 500' from new building
- the site is gravel or disturbed soil within 300-400' of Building

pg 2 of 2

Jefferson County Land Information



— Municipal Boundaries
 — Road Right of Ways
 — Streams and Ditches

Parcel Lines

— Property Boundary
 — Section Lines
--- Old Lot/Meander Lines
 — Surface Water
— Rail Right of Ways
 — Map Hooks
— Tax Parcels



Jefferson County Geographic Information System

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

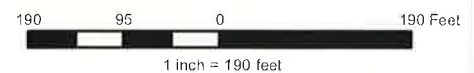
Printed on: June 19, 2019

Author: Public User

This aerial map displays a property in Jefferson County, Missouri, with various land use designations and survey data. The central property, labeled 13-3, contains several buildings and a swimming pool. The property is surrounded by different land use zones, including T3K (Timberland Production), E1Kg (Ecological Reserve), and S3K (Special Use). Survey lines and dimensions are overlaid on the map, indicating the boundaries and areas of the property. A north arrow is located in the bottom right corner.

Key features and labels on the map include:

- Land Use Designations:** T3K, E1Kg, S3K, T3KW.
- Survey Dimensions:** 290', 173.55', 288.72', 20.86', 565.03', 585.85', 220.00', 13-2, 13-1, 13-3, 1, N1547.
- Property Labels:** 13, 13-3, 13-1, 13-2, 1.
- Other Labels:** T3K, E1Kg, S3K, T3KW, N1547.



DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

Printed on: June 19, 2019
Author: Public User