

**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**  
**10:00 A.M. ON TUESDAY, JANUARY 28, 2020**

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 19 & December 30, 2019, and January 10 & January 16, 2020 Meeting Minutes
7. Communications
8. December Monthly Financial Report for Register of Deeds – Staci Hoffman
9. December Monthly Financial Report for Land Information Office
10. January 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 a Request for Holding Tank Waiver at W8593 Michel Lane on PIN 030-0813-1641-002 for Lucille and Kurt Skalitzky
14. Discussion and Possible Action on Petitions Presented in Public Hearing on January 16, 2020:

**R4203A-20 – Christopher Johnson:** Rezone all of PIN 016-0513-2541-002 (1.02 Acre) and 2.95 ac of PIN 016-0513-2541-000 (12.475 Acres) in order to combine that total 3.97 acres with adjoining A-1 zoned property on **Old 26 Rd and Koshkonong Lake Rd**. The site is in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

**R4204A-20 – Mike Majewski/Marcus & Sara Tinch Property:** Rezone approximately 19 acres of PIN 004-0515-1834-003 (43.969 Ac) owned by the Tinchers to allow its combination with adjoining A-2 zoned land owned by SCGC LLC. The site is in the Town of Cold Spring, near **County Road N and Yandry Road**. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU2016-20 – Mike Majewski:** Conditional use for expansion of an existing golf course allowing relocation of a driving range and expansion of the existing parking area in a proposed A-2 zone near **W4787 Yandry Road**. The site is in the Town of Cold Spring, on PIN 004-0515-1834-003 (43.969 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**R4205A-20 – Mike Majewski:** Rezone approximately 30 acres of PINs 004-0515-1843-000 (34.76 Acres) and 004-0515-1844-000 (37 Acres) for its inclusion with adjoining A-1 zoned land near **County Road N**. This is in the Town of Cold Spring, and is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

**R4206A-20 - Brian & Jane Busler/Bernard & Christine Motl Property:** Rezone 1 acre of PIN 002-0714-2043-000 (35.89 Acres) for a new residential building site along **County Road Q** in the Town of Aztalan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4207A-20 – Marjorie Lemke Trust:** Create a 3.3-acre lot around the home and buildings at **W7032 County Line Road** in the Town of Koshkonong from PIN 016-0514-3143-000 (20 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4208A-20 – Raymond Janusz/Shirley A Smart Trust Property:** Rezone to create a 1.7-acre A-3 zone from part of PINs 026-0616-3524-000 (31.509 Acres) owned by Janusz and 026-0616-3531-000 (53.88 Acres) owned by Smart Trust. This is at **W788 County CI** in the Town of Sullivan, and is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4209A-20 – Kevin Kahn:** Create a 2.6-acre lot around the home and buildings at **W1757 County Road CI** in the Town of Sullivan, from part of PIN 026-0616-3241-000 (38.5 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**CU2017-20 – Nick Brock/Steven & Theresa Schluter Property:** Conditional use to allow a construction contractor/masonry business in a Community zone along **County Road N** in the Town of Cold Spring. This is on PIN 004-0515-1921-004 (16.343 Ac), and is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**15. Possible Future Agenda Items**

**16. Discussion and Possible Decision on Change in Upcoming Meeting Dates to Accommodate Holidays on Friday, April 10 and Monday, May 25**

**17. Upcoming Meeting Dates**

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

**Thursday, February 20, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**Monday, February 24, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**Friday, March 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**

**Thursday, March 20, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**Monday, March 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**18. 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](http://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 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, December 19, 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 except for Supervisor Foelker 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**

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

**4. Approval of Agenda**

Motion by Jaeckel and seconded by Poulson to approve the agenda as presented. Motion passed 4-0 on a voice vote.

**5. Explanation of Public Hearing Process by Committee Chair**

Nass explained the evening's proceedings.

**6. Public Hearing**

Zangl read aloud the follow notice:

**NOTICE IS HEREBY GIVEN** that the Jefferson County Planning and Zoning Committee will conduct a public hearing on December 19, 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-3, AGRICULTURAL/RURAL RESIDENTIAL**

**R4198A-19 – Dennis Stair:** Create a 1.15-ac building site on **Bakertown Rd** in the Town of Concord from part of PIN 006-0716-3024-000 (24 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Dennis Stair (W2336 Bakertown Dr, Sullivan, WI) presented himself as the petitioner for this rezone. Stair explained he would like to create the 1-acre building site on the 24-acre parcel south of Bakertown Dr to build a new home after selling his current home on the north side of the road. The current home is too big for his liking and would like a new building site for a smaller home.

**COMMENTS IN FAVOR:** Robert Lorier (W273 N875 Robby Ln, Waukesha, WI) stated he was neutral on the subject. Lorier expressed that he is in favor of agricultural preservation but may also desire potential future splits for himself. Lorier is for preservation of farm land but doesn't have any objections to the proposal at this point.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked if there would still be access for the remaining A-1, and there is access. Zangl asked if Stair had considered shifting the lot to the western boundary line. Stair explained the reason for the lot being proposed where it's at is due to access. The view can be dangerous elsewhere due to a knoll in the road.

**TOWN:** In favor.

**R4199A-19 – Dennis Stair:** Create a 4.26-ac lot around the home and buildings at **W2336 Bakertown Rd** in the Town of Concord from part of PIN 006-0716-3024-000 (24 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Dennis Stair (W2336 Bakertown Rd, Sullivan, WI) presented himself as the petitioner for this rezone. Stair explained the proposal for an approximately 4-acre lot to include the home and buildings on the lot. Stair said that the land to the north is low and holds water in the spring and summer. It has been grassland and would like to include it for with the home to allow future owners to have livestock if desired. Having 4 acres also allows for more flexibility for a potential buyer.

**COMMENTS IN FAVOR:** Robert Lorier (W273 N875 Robby Ln, Waukesha, WI) spoke in favor of this petition. Lorier stated it made sense and thought having the larger parcel would be nice with the home site. Lorier did ask about the 66 ft area between the proposed lot line and western lot line butting up to his property. Lorier questioned the access to the east and the need for the 66 ft access on the west.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** Stair explained that the 66 ft strip on the west side is a right-of-way to keep options open for access to the remaining A-1 land.

**QUESTIONS FROM COMMITTEE:** Nass asked the age of the home. Stair explained the original home was built in the 1930's and then it was torn down and rebuilt in the 2000's.

**STAFF:** Given by Zangl and in the file. Zangl explained that there were questions regarding whether the septic was included on the proposed lot. Stair explained the surveyor went out to map the septic and update the survey to include the location of the septic, and verify it was out of the proposed 66 ft right-of-way area.

**TOWN:** In favor.

**R4200A-19 – Shirley Wagi/Lucht-View LLC Property:** Rezone to create a 2-acre building site on **Ehlert Rd**, Town of Hebron, from part of PIN 010-0515-1221-000 (36.009 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Shirley Wagi (W3559 Lower Hebron Rd, Fort Atkinson, WI) presented herself as the petitioner for this rezone. Wagi explained that this land has been owned by them for 20 years and this is the last parcel left as everything else has been sold. It is clustered to 3 other homes and Mark Anderson worked with zoning to draw up the CSM. The idea is to sell off the whole parcel if possible along with 16 acres of woods and about 18 acres of workable land.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl explained there are currently 76 contiguous A-1 acres after a piece was recently sold off from the original 115 acres. Zangl asked if there was still access for the remaining A-1, and there is access. Zangl also discussed a prior split, but that it was considered a farm consolidation.

**TOWN:** In favor.

**R4201A-19 – Jonathan W Schrock:** Rezone to create a 3.969-acre lot around the home and buildings at **W1715 Gopher Hill Rd** in the Town of Ixonia from PIN 012-0816-0841-000 (17.993 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Jonathan Schrock (702 Western Meadows Dr, Watertown, WI) presented himself as the petitioner for this rezone. Schrock explained there is a large 5 bedroom home on the property that they are selling to a family. In order to sell the property, they would like to separate the home and buildings from the rest of the A-1 property in order to sell.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** Nass asked what year the house was built. The house was built in the 1800's.

**STAFF:** Given by Zangl and in the file. Zangl asked if there was access for the remaining A-1 onto Gopher Hill, and there is access to Gopher Hill. Zangl addressed a concern regarding only approximately 17 ft of access for the lot but there was an agreement with the neighbor to allow for the 66 ft of frontage and access to the road.

**TOWN:** In favor.

## **FROM WATERFRONT TO RESIDENTIAL R-2**

**R4202A-19 – Steve & Leanne Lehmann:** Rezone all of PIN 028-0513-1142-004 (1.148 Ac) around the home and buildings at **W7847 High Ridge Rd** in the Town of Sumner. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Steve Lehmann (729 Lexington Blvd, Fort Atkinson, WI) presented himself as the petitioner for this rezone. The reason for the rezone is to allow for the following conditional use for an extensive on-site storage, which isn't allowed on a property zoned Waterfront.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** Nass asked if the structure would be just for personal use. The structure will just be for personal use.

**STAFF:** Given by Zangl and in the file. Zangl also mentioned that the DNR was notified since this is a property located in the floodplain and there were no concerns from the DNR other than regards to building outside the floodplain or meeting all rules and regulations if built in the floodplain.

**TOWN:** In favor.

### **CONDITIONAL USE PERMIT APPLICATIONS**

**CU2011-19 – Steve and Leanne Lehmann:** Conditional use to allow an extensive on-site storage structure in a proposed R-2 zone at **W7847 High Ridge Rd**, Town of Sumner, on PIN 028-0513-1142-004 (1.148 Ac) This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Steve Lehmann (729 Lexington Blvd, Fort Atkinson, WI) presented himself as the petitioner for this conditional use. Lehmann explained the plans to tear down the existing garage and replace it with the proposed structure. The proposed location is outside of the floodplain as shown in a survey done by Mark Anderson.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** Nass asked if there would be any habitable use in the garage, and the petitioner stated no.

**STAFF:** Given by Zangl and in the file. Zangl asked about the size of the proposed structure. The proposed structure will be 38 ft deep by 57 ft and not to exceed 20 ft in height (it will be approximately 19 ft 6 inches in height.) The setback will also remain the same as it is now with the existing structure. It was also discussed that the structure will be a 2 story garage but will not have a bathroom and will not be used for business. Zangl also noted that if approved, it should be conditioned upon the petitioner receiving the permit to build the garage within an appropriate timeframe as determined by the Committee.

**TOWN:** In favor.

**CU2012-19 – Laura Dexter:** Conditional use for up to six dogs in an A-1 zone at **W6044 Gehler Rd**, Town of Aztalan. The site is part of PIN 002-0714-2233-002 (2 Ac) and is zoned A-1. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Laura Dexter (W6044 Gehler Rd, Jefferson, WI) presented herself as the petitioner for this conditional use. Dexter she does a lot of dog rescue for senior dogs. Dexter has a medical background that she uses to help dogs that need surgery, rehab, injections, medications, etc. Dexter previously lived in an urban area and believes there is more room for rescue dogs in a rural area, especially if allowed to keep 1-2 more dogs that what is currently allowed. There are no kennels, dog runs, dog houses, etc. outside. The dogs are only let out to

go to the bathroom and run around as needed. There is no breeding, showing, or selling as Dexter is only looking to do rescue type work. There was also mention of a petition signed by neighbors in support of this endeavor.

**COMMENTS IN FAVOR:** Karen Glasser (W6102 Gehler Rd, Jefferson, WI) spoke in favor of this petition. Glasser stated she lives close to Laura and believes that the dogs don't cause any problems. They have had no issues with noise, odors, or run away dogs. Glasser stated there is a large attractive fence around the yard that the dogs stay in and the property is also well taken care of. There is no breeding or selling occurring. Glasser stated she believes Dexter should we receive approval. Theresa Schuette (W5844 Gehler Rd, Jefferson, WI) also spoke in favor of this petition. Schuette stated she often walks by the property and there have never been any issues.

**COMMENTS OPPOSED:** Jo Christianson (W6002 Gehler Rd, Jefferson, WI) spoke in opposition of this petition for several different reasons. Christianson brought up the denial of the petition at the Town level. Christianson explained the Town's comprehensive plan was used for denial. It was asked that the Committee uphold the Town's decision. Christianson also brought up setting precedence for other dog owners in the area, and problems from the past. Christianson also questioned the conditional use staying with the property and not the owner, and possibility of revocation. Christianson also asked what would happen if Dexter would to go over her limit again.

**REBUTTAL:** Dexter explained that at one time she had 5 dogs at her property but is currently in compliance as she only now has 3 dogs. Dexter also questioned a proposal that was approved by the town in the past for a site that had 75 dogs.

**QUESTIONS FROM COMMITTEE:** Nass questioned the disposal of medical waste from the dogs. Dexter explained the vet's office supplies what is needed to properly dispose of any medical waste.

**STAFF:** Given by Zangl and in the file. Zangl asked if there are up to 6 total dogs being proposed, and Dexter said yes. Zangl also asked about dog waste removal. Dexter explained she has a service that comes and scoops the property and takes the waste away to dispose of it. Zangl also elaborated on the Committee being able to approve a conditional use based on ownership or for a certain length of time due to recent changes at the State level. After questions from the Burow, Zangl also explained the conditional use process at the County level.

**TOWN:** Not in favor. Mike Burow (W6064 Riess Rd, Jefferson, WI) was present and gave further explanation regarding the Town's denial. Burow explained that Dexter lives in what is considered to be a clustered area and the current application is non-compliant with their comprehensive plan. The Town believes this would not be a good fit and it was voted down 3-0 by the Planning Commission and 2-0 by the Town Board. Burow also explained the situation from the conditional use for the 75 dogs approved in 2005 and that it was prior to the establishment of their comprehensive plan, and the operation was shut down.

**CU2013-19 – Torry & Roxanne Butler:** Conditional home occupation for a percussion drumstick manufacturing business at **N6367 County Road E**, Town of Concord. The site is on PIN 006-0716-1614-001 (1.44 Ac) and is in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Roxanne Butler (N6367 County Road E, Oconomowoc, WI) presented herself as the petitioner for this conditional use. Butler explained they would like to operate a drumstick manufacturing business as they phase out their current window washing business.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** Nass asked what the drumsticks are made of. Butler explained they are made of hickory.

**STAFF:** Given by Zangl and in the file. Zangl asked about public coming to the site. No public would come to the site because they do not sell from that location. Everything is made and then shipped out. However, sometimes artists do stop by the facility. Zangl also asked about lighting and any employees. Butler explained there are no employees and there is no outside lighting other than the existing light above the shop. Zangl also asked about a timeline for phasing out the window washing business. The window washing business will be phased out within 5 years.

**TOWN:** In favor.

**CU2014-19 – Torry & Roxanne Butler:** Conditional use to allow further expansion of the extensive on-site storage structure housing a window washing service and percussion drumstick manufacturing at **N6367 County Road E**, Town of Concord. The site is on PIN 006-0716-1614-001 (1.44 Ac) and is in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Roxanne Butler (N6367 County Road E, Oconomowoc, WI) presented herself as the petitioner for this conditional use. There will be a 38 ft x 16 ft canopy addition on the south end and a 20 ft x 30 ft enclosed addition on the back of the already existing structure.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked for more explanation on the size of the additions and then the total size of the structure. The additions for the canopy will be 16 ft by 38 ft deep and the back addition will be 20 ft x 30 ft. The total size of the extensive on-site storage structure will be 3800 sq ft and will be 16 ft in height. Zangl also asked about bathrooms and the use of the structure. There will be no bathrooms in the structure and it will be used for the manufacturing and storage of drumsticks.

**TOWN:** In favor.

**CU2015-19 – Patrick Baudhuin:** Conditional use for an extensive on-site storage structure at **N4768 Indian Point Rd**, Town of Sullivan. The site is on PIN 026-0616-0114-000 (4.304 Ac) and is zoned Residential R-2. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Patrick Baudhuin (N4768 Indian Point Rd, Sullivan, WI) presented himself as the petitioner for this conditional use. Baudhuin explained the request for a 28 ft x 64 ft addition to the existing structure. There will be no business use, no bathrooms, and the structure will be used for personal use only.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.



**STAFF:** Given by Zangl and in the file. Zangl asked again about the proposed size and if there would be any bathrooms. The proposed size will be 28 ft x 64 ft and there will be no bathrooms, and the structure will only be used for personal use.

**TOWN:** In favor.

**Supervisor Jaeckel moved to adjourn at 7:43 p.m., and was seconded by Supervisor Poulson. Motion passed 4-0 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.jeffersoncountymi.gov](http://www.jeffersoncountymi.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  
8:30 A.M. ON MONDAY, DECEMBER 30, 2019**

**1. Call to Order**

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

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

All Committee members were present at 8:30. Also present were staff members Matt Zangl, Sarah Higgins, Deb Magritz and Joe Strupp.

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

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

**4. Approval of the Agenda**

Motion by Supervisors Jaeckel/Poulson to approve the agenda. Motion passed 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. Approval of November 25, December 13 and December 19 Meeting Minutes**

Motion by Supervisors Poulson/Foelker to approve the November 25 minutes as presented. Motion passed 5-0.

Motion by Supervisors Poulson/Foelker to approve the December 13 minutes as presented. Motion passed 5-0.

The December 19 minutes were not available at this time.

**7. Communications**

The Town of Sumner has submitted an open records request for the Weigand petition which Zoning is working through.

**8. November Monthly Financial Report for Register of Deeds – Staci Hoffman**

The information was sent out in the Committee packet.

**9. November Monthly Financial Report for Land Information Office**

The information was sent out in the Committee packet.

**10. December Monthly Financial Report for Zoning – Matt Zangl**

Zangl reported that 2019 revenues were \$5,000 to \$6,000 over budget. Compared to 2018, yearly revenues are up \$10,000. Expenses are about \$8,500 under budget.

**11. Discussion and Possible Action on an ATCP 51 Amendment for TAG Lane Farms, Town of Ixonia, to Construct a Calf Hutch Runoff Facility and Waste Transfer at N8934 River Valley Road, PINs 012-0816-1132-000 and 012-0816-1133-001**

Joe Strupp from the Land and Water Conservation Department explained that the DNR requires a berm for runoff from the calf hutches to the waste storage facility. Wastes will be collected and piped into a pit. The DNR has approved the engineering plan. A roll call was taken with Supervisors Poulson, Foelker, Jaeckel, Nass, and Zastrow and staff member Zangl signifying attendance. Motion by Jaeckel/Zastrow to approve the amendment to TAG Lane Farms. Vic Karalunis of W262 Hillendale Drive asked what the current practice is to collect manure

from the calf hutches. Strupp said that the hutches are cleaned out by hand. Strupp explained that this amendment is to collect rain runoff into a collection point and then into a pit. Solid manure will still be cleaned out by hand.

Anita Martin reported that DNR and the EPA had compliance issues concerning this facility. According to the DNR website, approval is pending upon documents regarding this facility. Martin handed out a May 17, 2018 minutes from Mark Fry, City of Oconomowoc Public Works Director to Lac La Belle Management District regarding TAG Lane water permit. She also noted that she has photos on her phone from an area of the Rock River near the TAG Lane farm showing green colored, unclear water, a not good situation. Given all of this, Martin requested that the Committee consider taking this to public hearing before making a decision. Nass replied that that permit is not being acted upon today. Zangl and Strupp noted that this amendment will improve the situation at the farm. This is the standard process for an ATCP amendment, and does not require public hearing. Nass added that to hold something up with environmental benefits that will control stormwater runoff has no merit. Jaeckel pointed out that the engineering is approved by the state and the state was asking for this, so why wouldn't the Committee approve.

A roll call vote was called, with Supervisors Poulson, Foelker, Jaeckel, Nass and Zastrow all voting aye.

**12. Discussion on Jefferson County Comprehensive Plan Update**

Zangl explained that focus groups are being set up, and meeting dates, location and times are being planned. He anticipates having that done by the end of January.

**13. Discussion on Solar Energy Facilities**

Nass noted that a Memorandum of Understanding was passed by County Board for the site west of Jefferson. Zangl added that the PSC developed a decision matrix, and a decision should be expected possibly by the next Committee meeting.

Strupp left the meeting.

**14. Decision and Possible Action on a Reconfiguration of the R-2 and A-1 zones on Old 26 Road, Town of Koshkonong, on PIN 016-0513-2542-000. This is owned by the C&G Bumbard Trust.**

Zangl explained the maps that were before the Committee. Motion by Supervisors Jaeckel/Foelker to approve the reconfiguration because it does not change the R-2 acreage.

**15. Discussion and Possible Action on Petitions Presented in Public Hearing on December 19, 2019:**

**APPROVE WITH CONDITIONS R4198A-19** – Dennis Stair on a motion by Supervisors Zastrow/Jaeckel to create a 1.15-ac building site on **Bakertown Rd** in the Town of Concord from part of PIN 006-0716-3024-000 (24 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**POSTPONED FOR REDESIGN R4199A-19** – Dennis Stair on a motion by Supervisors Jaeckel/Foelker to create a 4.26-ac lot around the home and buildings at **W2336 Bakertown Rd** in the Town of Concord from part of PIN 006-0716-3024-000 (24 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4200A-19** – Shirley Wagi/Lucht-View LLC Property on a motion by Supervisors Poulson/Foelker to create a 2-acre building site on **Ehlert Rd**, Town of Hebron, from part of PIN 010-0515-1221-000 (36.009 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4201A-19** – Jonathan W Schrock on a motion by Supervisors Zastrow/Jaeckel to create a 3.969-acre lot around the home and buildings at **W1715 Gopher Hill Rd** in the Town of Ixonia from PIN 012-0816-0841-000 (17.993 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4202A-19** – Steve & Leanne Lehmann on a motion by Supervisors Jaecel/Poulson to rezone all of PIN 028-0513-1142-004 (1.148 Ac) around the home and buildings at **W7847 High Ridge Rd** in the

Town of Sumner. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS** CU2011-19 – Steve and Leanne Lehmann on a motion by Supervisors Jaeckel/Poulson for conditional use to allow an extensive on-site storage structure in a proposed R-2 zone at **W7847 High Ridge Rd**, Town of Sumner, on PIN 028-0513-1142-004 (1.148 Ac) This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**DENY** CU2012-19 – Laura Dexter on a motion by Supervisors Poulson/Foelker for conditional use for up to six dogs in an A-1 zone at **W6044 Gehler Rd**, Town of Aztalan. The site is part of PIN 002-0714-2233-002 (2 Ac) and is zoned A-1. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion to deny passed 5-0.

**APPROVE WITH CONDITIONS** CU2013-19 – Torry & Roxanne Butler on a motion by Supervisors Jaeckel/Foelker to allow a conditional home occupation for a percussion drumstick manufacturing business at **N6367 County Road E**, Town of Concord. The site is on PIN 006-0716-1614-001 (1.44 Ac) and is in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS** CU2014-19 – Torry & Roxanne Butler on a motion by Supervisors Zastrow/Jaeckel for conditional use to allow further expansion of the extensive on-site storage structure housing a window washing service and percussion drumstick manufacturing at **N6367 County Road E**, Town of Concord. The site is on PIN 006-0716-1614-001 (1.44 Ac) and is in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS** CU2015-19 – Patrick Baudhuin on a motion by Supervisors Jaeckel/Foelker to allow conditional use for an extensive on-site storage structure at **N4768 Indian Point Rd**, Town of Sullivan. The site is on PIN 026-0616-0114-000 (4.304 Ac) and is zoned Residential R-2. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**16. Possible Future Agenda Items**

**17. Upcoming Meeting Dates**

**January 10, 2020 at 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**

**January 16, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**January 27, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

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

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

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

**18. Adjourn**

Motion by Jaeckel/Foelker to adjourn. Motion passed 5-0, and the meeting adjourned at 9:25 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.jeffersoncountywv.gov](http://www.jeffersoncountywv.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.

**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 JANUARY 10, 2020**

**1. Call to Order**

The meeting was called to order by Supervisor Nass at 8:07 a.m.

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

Supervisor Poulson was absent. Supervisors Nass, Jaeckel, Foelker and Zastrow were present. Staff in attendance included Sarah Higgins, Deb Magritz and Lindsey Schreiner.

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

Supervisor Jaeckel verified that the meeting was being conducted according to Open Meetings Law.

**4. Approval of the Agenda**

Motion by Supervisors Jaeckel/Foelker to approve the agenda as presented. Motion passed 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. Site Inspections for Petitions to be Presented in Public Hearing on January 16, 2020:**

The Committee left with Schreiner at 8:08 on the following site inspections:

**R4206A-20 - Brian & Jane Busler/Bernard & Christine Motl Property:** Rezone 1 acre of PIN 002-0714-2043-000 (35.89 Acres) for a new residential building site along **County Road Q** in the Town of Aztalan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4203A-20 – Christopher Johnson:** Rezone all of PIN 016-0513-2541-002 (1.02 Acre) and 2.95 ac of PIN 016-0513-2541-000 (12.475 Acres) in order to combine that total 3.97 acres with adjoining A-1 zoned property on **Old 26 Rd and Koshkonong Lake Rd**. The site is in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

**R4207A-20 – Marjorie Lemke Trust:** Create a 3.3-acre lot around the home and buildings at **W7032 County Line Road** in the Town of Koshkonong from PIN 016-0514-3143-000 (20 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4204A-20 – Mike Majewski/Marcus & Sara Tinch Property:** Rezone approximately 19 acres of PIN 004-0515-1834-003 (43.969 Ac) owned by the Tinchers to allow its combination with adjoining A-2 zoned land owned by SCGC LLC. The site is in the Town of Cold Spring, near **County Road N and Yandry Road**. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU2016-20 – Mike Majewski:** Conditional use for expansion of an existing golf course allowing relocation of a driving range and expansion of the existing parking area in a proposed A-2 zone near **W4787 Yandry Road**. The site is in the Town of Cold Spring, on PIN 004-0515-1834-003 (43.969 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**R4205A-20 – Mike Majewski:** Rezone approximately 30 acres of PINs 004-0515-1843-000 (34.76 Acres) and 004-0515-1844-000 (37 Acres) for its inclusion with adjoining A-1 zoned land near **County Road N**. This is in the Town of Cold Spring, and is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

**CU2017-20 – Nick Brock/Steven & Theresa Schluter Property:** Conditional use to allow a construction contractor/masonry business in a Community zone along **County Road N** in the Town of Cold Spring. This is on PIN 004-0515-1921-004 (16.343 Ac), and is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**R4209A-20 – Kevin Kahn:** Create a 2.6-acre lot around the home and buildings at **W1757 County Road CI** in the Town of Sullivan, from part of PIN 026-0616-3241-000 (38.5 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4208A-20 – Raymond Janusz/Shirley A Smart Trust Property:** Rezone to create a 1.7-acre A-3 zone from part of PINs 026-0616-3524-000 (31.509 Acres) owned by Janusz and 026-0616-3531-000 (53.88 Acres) owned by Smart Trust. This is at **W788 County CI** in the Town of Sullivan, and is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**8. Adjourn**

Motion by Supervisors Foelker/Jaeckel to adjourn the meeting. Motion passed 4-0 and the meeting adjourned at 9:47 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](http://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 OF THE  
JANUARY 16  
PUBLIC HEARING  
WILL BE AVAILABLE  
ON MONDAY,  
JANUARY 27, 2020**



01/21/2020  
08:50:17

Jefferson County  
FLEXIBLE PERIOD REPORT

PAGE 1  
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FROM 2019 12 TO 2019 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
13001 Register Of Deeds							
13001 511110 Salary-Permanent Regular	70,230	0	70,230	5,808.90	.00	64,421.10	8.3%
13001 511210 Wages-Regular	106,280	0	106,280	8,942.78	.00	97,337.22	8.4%
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	1,085.92	.00	12,455.08	8.0%
13001 512142 Retirement (Employer)	11,594	0	11,594	895.04	.00	10,698.96	7.7%
13001 512144 Health Insurance	43,352	0	43,352	3,416.16	.00	39,935.84	7.9%
13001 512145 Life Insurance	137	0	137	10.35	.00	126.65	7.6%
13001 512150 FSA Contribution	7,000	0	7,000	.00	.00	7,000.00	.0%
13001 512151 HSA Contribution	0	0	0	5,000.00	.00	-5,000.00	.0%
13001 512173 Dental Insurance	3,780	0	3,780	332.16	.00	3,447.84	8.8%
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	247.22	.00	3,352.78	6.9%
13001 531312 Office Supplies	4,000	0	4,000	123.72	.00	3,876.28	3.1%
13001 531313 Printing & Duplicating	500	0	500	.00	.00	500.00	.0%
13001 531314 Small Items Of Equipment	3,723	0	3,723	119.99	.00	3,603.01	3.2%
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	21.66	.00	-21.66	.0%
13001 535242 Maintain Machinery & Equip	41,350	0	41,350	13.46	.00	41,336.54	.0%
13001 571004 IP Telephony Allocation	472	0	472	.00	.00	472.00	.0%
13001 571005 Duplicating Allocation	37	0	37	.00	.00	37.00	.0%
13001 571009 MIS PC Group Allocation	12,308	0	12,308	.00	.00	12,308.00	.0%
13001 571010 MIS Systems Grp Alloc(ISIS)	2,636	0	2,636	.00	.00	2,636.00	.0%
13001 591519 Other Insurance	1,081	0	1,081	.00	.00	1,081.00	.0%
TOTAL Register Of Deeds	334,968	0	334,968	26,017.36	.00	308,950.64	7.8%
GRAND TOTAL	334,968	0	334,968	26,017.36	.00	308,950.64	7.8%

Register of Deeds	December 2019		Output Measures			YR to Date	Current Yr. Target
Program/Service Description	2017	2018	2019	Totals	%		
Documents Recorded	1,164	829	1,246	13,915	109%		
Vital Records Filed	156	151	139	2,144	101%		
Vital Record Copies	963	1,028	1,265	14,972	113%		
ROD Revenue (Gross Total)	\$ 137,098.88	\$ 125,945.54	\$ 166,330.90	\$1,971,972.46	116%		
Transfer Fees	\$ 17,731.38	\$ 16,892.88	\$ 21,975.24	\$ 266,459.82	127%		
LIO Fees	\$ 9,200.00	\$ 7,354.00	\$ 9,960.00	\$ 118,642.00	109%		
Document Copies	\$ 5,324.48	\$ 5,050.39	\$ 5,717.45	\$ 62,392.18	104%		
Laredo	\$ 2,728.50	\$ 2,969.75	\$ 3,301.25	\$ 34,962.50	116%		
ROD Revenue to General Fund	46455..6	\$ 41,400.02	\$ 54,486.94	\$ 628,507.50	116%		
Percentage of Documents eRecorded	52%	51%	65%	65%	63%		
Budget Goals Met	Yes	Yes	Yes	Yes	116%		
Back Indexing Real Estate	1,363	1,727	1,959	20,072	100%		

**Wisconsin Register of Deeds Association:**

*Working on legislation regarding death certificates and termination documents - AB327*

*Working on legislation regarding electronic signatures & remote notarization- AB293/SB317*

*WRDA Help Desk*

**Wisconsin Counties Association Board of Directors:**

*WCA Services Inc. annual shareholder meeting, election of directors*

*Reviewed and passed WCA annual budget*

*AG Kaul discussed the main three objectives: transportation for mental health, officer wellness, funding for victim witness*

*Secretary Carr discussed the importance of changing laws to allow those with low crimes having affordable bail, we shouldn't fill the jails up*

*low level criminals, get them back into society and free up jail space*

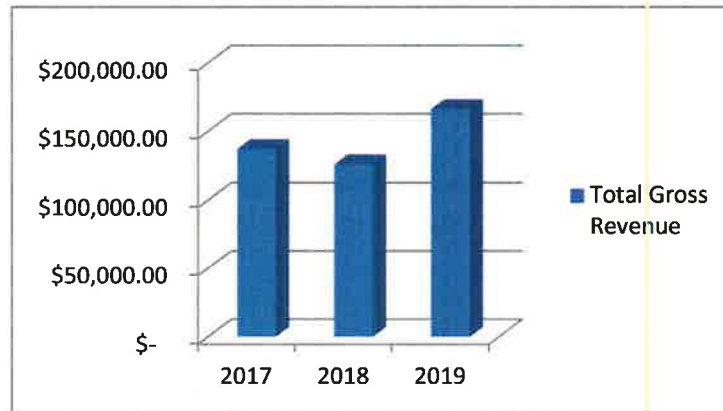
**Wisconsin Public Records Board:**

*Collected data on Jefferson County's facility video cameras to determine the cost of storing the videos for 120 days so that the board can make an informed discussion on an appropriate and affordable retention schedule*

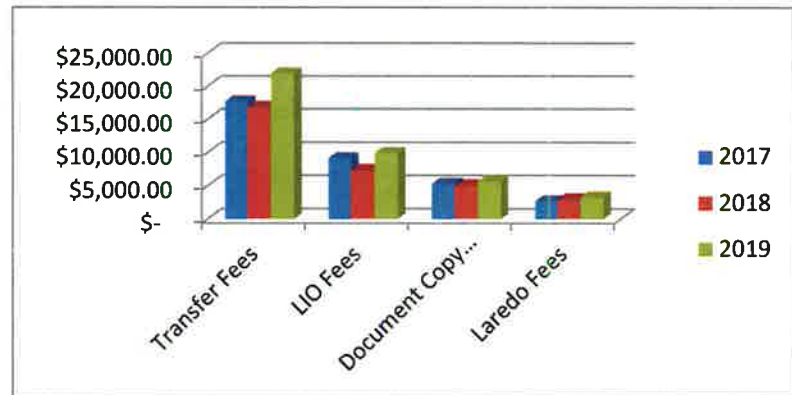
# Register of Deeds Monthly Budget Report

Dec-19

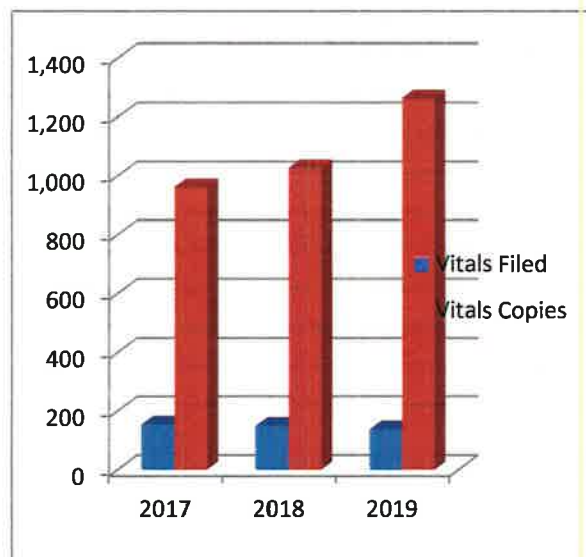
## ROD Total Gross Revenues



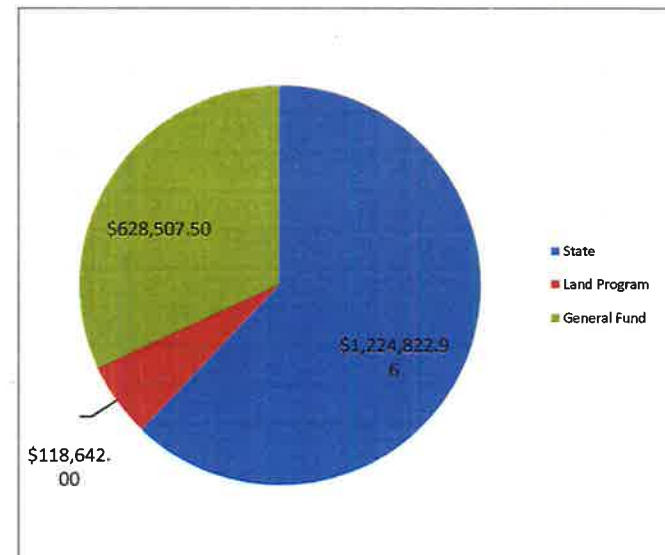
## Land Related Revenue



## Vital Records



## Year to Date Revenue Payout



01/21/2020  
08:49:07

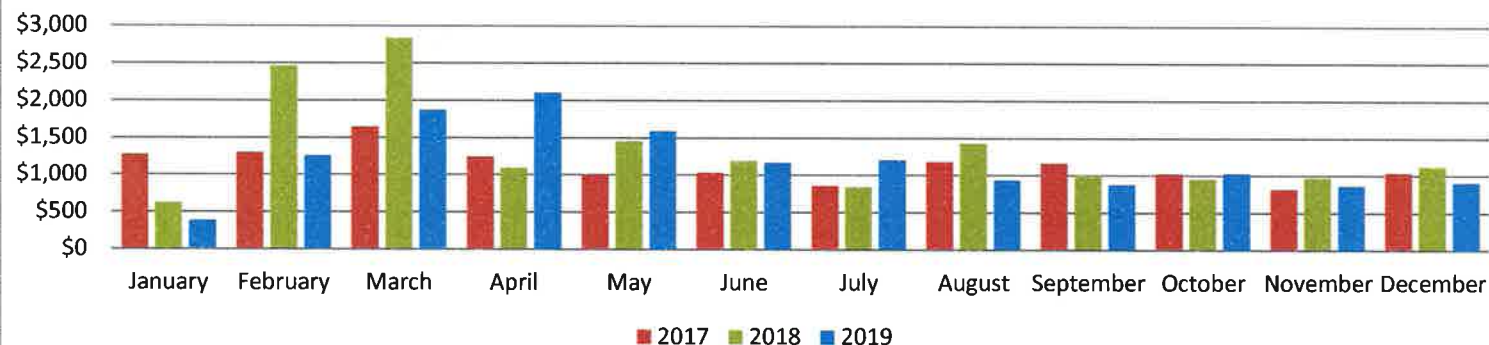
Jefferson County  
FLEXIBLE PERIOD REPORT

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FROM 2019 12 TO 2019 12

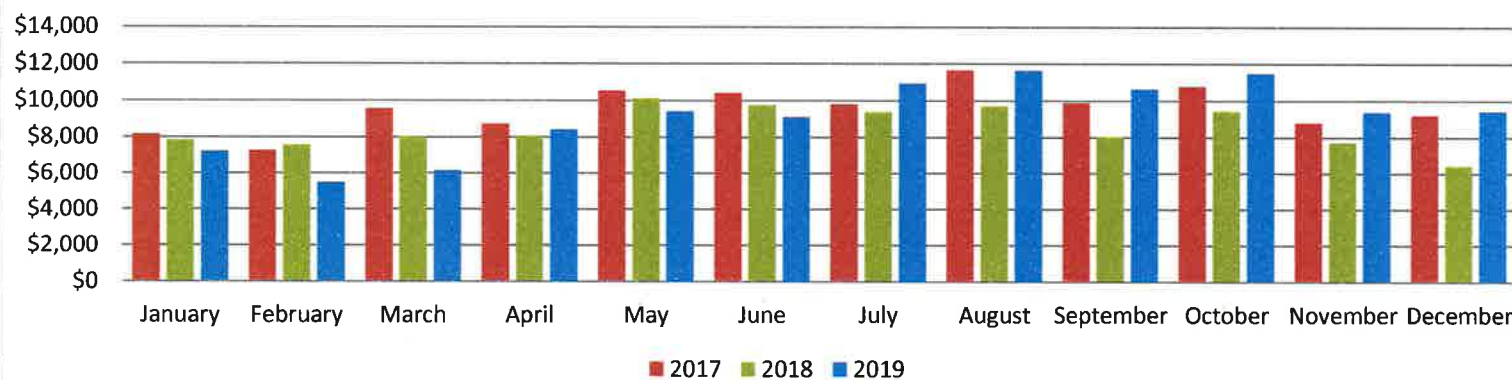
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
100 General Fund							
<hr/>							
13001 Register Of Deeds							
<hr/>							
13001 411100 General Property Taxes	206,698	0	206,698	17,224.83	.00	189,473.17	8.3%
13001 412300 RE Transfer Fee County Portio	-210,000	0	-210,000	-18,230.46	.00	-191,769.54	8.7%
13001 451301 RE Recording/Filing Fees	-191,250	0	-191,250	-17,715.00	.00	-173,535.00	9.3%
13001 451303 Copy Fees County Portion	-60,000	0	-60,000	-5,795.45	.00	-54,204.55	9.7%
13001 451305 Land Info/Deeds Fee	-30,100	0	-30,100	-3,285.25	.00	-26,814.75	10.9%
13001 451307 Document Review Fees	-100	0	-100	.00	.00	-100.00	.0%
13001 451309 Birth Funds County Portion	-12,600	0	-12,600	-1,003.00	.00	-11,597.00	8.0%
13001 451310 Marriage Fund County Portion	-8,516	0	-8,516	-929.00	.00	-7,587.00	10.9%
13001 451311 Death Fund County Portion	-29,000	0	-29,000	-3,058.00	.00	-25,942.00	10.5%
13001 451316 Divorce Fund County Portion	-100	0	-100	.00	.00	-100.00	.0%
TOTAL Register Of Deeds	-334,968	0	-334,968	-32,791.33	.00	-302,176.67	9.8%
GRAND TOTAL	-334,968	0	-334,968	-32,791.33	.00	-302,176.67	9.8%

## Land Information Monthly Revenue Report December 2019

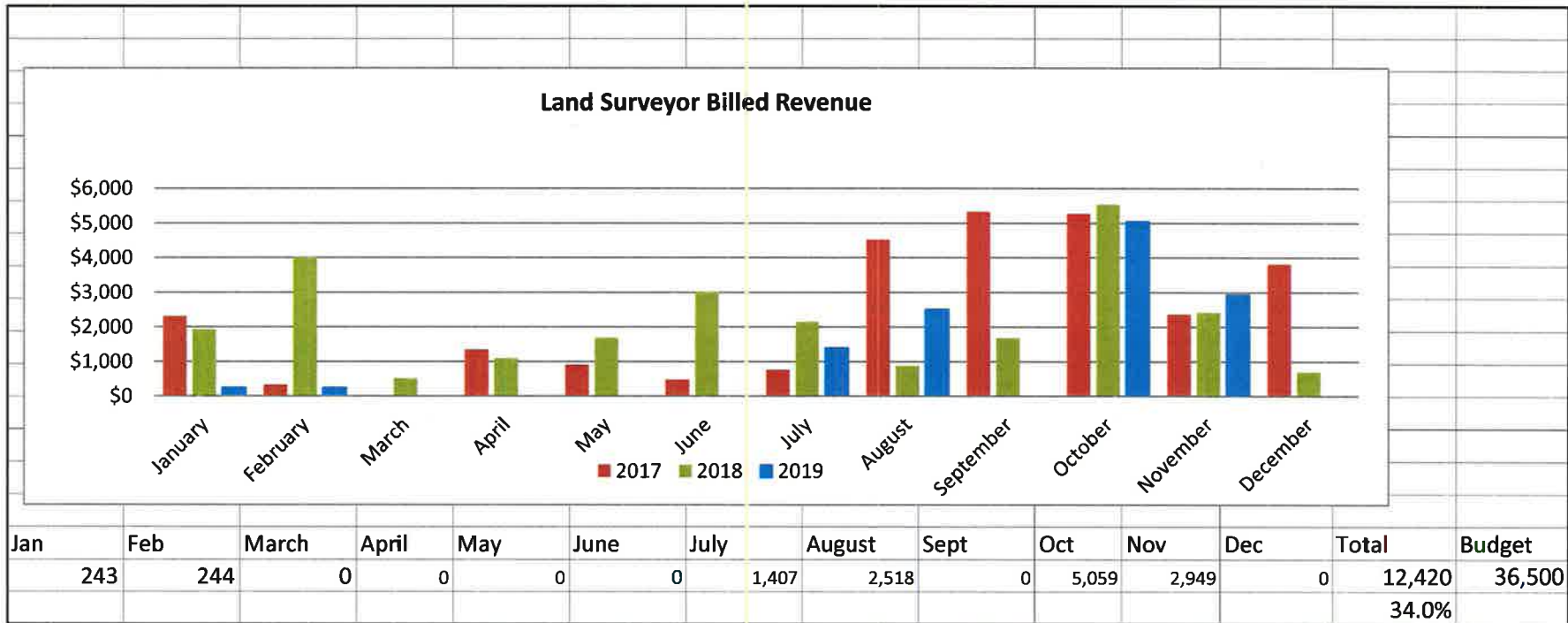


Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total	Budget
387	1,259	1,875	2,107	1,594	1,174	1,211	943	882	1,034	868	914	14,248	15,100
												94.4%	

### Land Information Program Retained Fee Revenue

[illegible]

## Land Information Monthly Revenue Report December 2019



**Jefferson County Planning and Zoning Department**  
**Monthly Ledger Report**  
**01-24-2020**

	RF	OP	PPC	MC	PSS (	STF	FQAS	FAA	FPFC	SRFWF	ZOF	WFG	Refunds	2020 Totals	2019 Total
MTH	1.239022	7101.432099	7101.451002	7101.472003	7101.432002	7101.458010	7101.458015	7101.458014	7101.458001	7101.458002	7101.441002	7102.421001			
Jan	270.00	6,325.00	447.62		1,675.00	300.00								9,017.62	8,573.54
Feb															9,783.50
Mar															11,863.86
Apr															26,757.25
May															24,015.00
June															27,852.15
July															21,365.59
Aug															31,930.15
Sept															25,145.00
Oct															19,351.65
Nov															14,964.00
Dec															13,567.00
Total	270.00	6,325.00	447.62		1,675.00	300.00								9,017.62	235,168.69

2019 Actual Zoning Deposit: Please Enter Deposit

2020 Budget Revenues: Please Enter Revenues

2020 Deposits YTD: \$9,017.62



# **ECKMAYER INC**

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Well and Septic Inspections • 24 Hour Emergency Service  
(800) 837-5297 - Eckmayer Sewer Service  
(920) 563-2088 - Fort Septic Service  
(920) 478-2379 - Tesmer Plumbing

Fax (920) 478-3138 • [www.eckmayerinc.com](http://www.eckmayerinc.com) • N9458 County Rd. D • Waterloo, WI 53594

January 24, 2020

Jefferson County Planning & Zoning  
311 S. Center Avenue, Room 201  
Jefferson, WI 53549

**RE: Parcel 030-0813-1641-000 – Michel Lane – Town of Waterloo**

To Whom It May Concern:

A single soil boring was dug on 1/22/20. The site is only suitable for a holding tank installation due to the following:

1. All the topsoil has been stripped from the site
2. The entire site has 18" of fill over the virgin ground
3. Tested at the highest point on the property as that is the only place a system could be installed, and I was unable to get A+4 below the fill
4. The rest of the parcel is low land

Please do not hesitate to contact me with any questions or concerns.

Sincerely,



Steve Tesmer  
MP-R / CST 227116



- ☒ Mail Permit  
☐ Call for PICK-UP

# 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

Entered \_\_\_\_\_ Scanned \_\_\_\_\_  
Office Use Only

Please use  
black or blue ink

(Contact person) name and phone # \_\_\_\_\_

I. OWNERS (all)	FULL NAME	(Mailing) STREET ADDRESS	CITY / STATE	ZIP	TELEPHONE NO.
	Kyle & Kurt Skolbeck	N8274 Monroe Ln	Watertown WI	53594	920-988-2440
CONTRACTOR					

II. PROPERTY DESCRIPTION: TAX PARCEL (PIN #) 030-0813-1641-000 TOWN Watertown  
 LOT NO. --- BLOCK --- SUBDIVISION --- ACRES 29.87 ZONING DISTRICT A-1  
 LOT NO. --- CSM NO. --- VOL. --- PG. --- PROJECT SITE- FIRE NO. & ROAD adjacent to W8593 Michel Ln

### 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 ☐ FF ☐ FW  
 SHORELAND / WETLAND  
 OTHER \_\_\_\_\_  
 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 ☐ FF ☐ FW  
 OTHER \_\_\_\_\_  
 SQ. FT. OF NEW STRUCTURE OR ADDITION 9600 ft<sup>2</sup>  
 HT. OF PROPOSED STRUCTURE 18 ft  
 SPECIFY USE Storage/Shop  
 VALUE OF CONSTRUCTION 100,000

★ 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.

Signature of Applicant

Application Date

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

PERMIT FEE	APPROVED BY	DATE PERMIT ISSUED
\$		

☐ See Attached Conditions of Approval

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

# 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!!!**

<b>STRUCTURAL ALTERATIONS/REPAIRS</b> – 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			
<b>AGRICULTURAL STRUCTURES</b> <1,000 sq.ft.	\$ 30	<b>SHORELAND/WETLAND/FLOODPLAIN</b>	
≥1,000 sq.ft.	\$ 50	• STRUCTURAL (wetland piers, observation decks, control structures, etc)	\$ 50
<b>RESIDENTIAL STRUCTURES</b>		• 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	<b>REVISION FEE/ZONING &amp; LAND USE PERMITS</b>	\$ 50
• ADDITION (NON-HABITABLE) ≥500 sq.ft. (Includes garages, open-air porches, etc...)	\$ 100	<b>SIGN PERMITS</b>	
• 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	<b>SUBDIVISIONS/CERTIFIED SURVEY MAPS</b>	
• 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
<b>BUSINESS/INDUSTRIAL</b>		<b>FARMLAND CERTIFICATES</b>	
• PRINCIPAL STRUCTURE	\$ 500	• CERTIFICATE PROCESSING	\$ 20
• ADDITION <500 sq.ft.	\$ 150	• COPY OF DUPLICATE CERTIFICATE	\$ 2
• ADDITION ≥500 sq.ft.	\$ 300	<b>PROCESS PARCEL LIST FOR FPP AGREEMENT</b>	\$ 20
• ACCESSORY STRUCTURES	\$ 100	<b>PROCESS PARCEL LIST FOR FC-A</b>	\$ 20
<b>AGRI-BUSINESS</b>			
• 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

**MILFORD** – 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** – Dean Eppler 800-422-5220 or 608-576-6370

**WATERTOWN** – John Moosreiner 262-490-0277

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



W8593 Michel Ln

160'

PAGE 2 OF 3

160'

GRAVEL

8593 MICHEL LN

300'

80'X120'  
SHOP

3 EMPLOYEES  
60GPD

1"=40'

N

TOPSOIL STRIPPED FROM  
SURROUNDING AREA

NO A+4 AVAILABLE

HOLDING TANK ONLY

BM=TOP OF  
O WELL  
EL=100'

10%  
SLOPE

B1

1370'

34' FILLED DRIVEWAY AREA

25'

## PLOT PLAN

OWNER/BUYER <b>SKALITZKY</b>		DATE: <b>1/22/20</b>
TOWN OF: <b>WATERLOO</b>	COUNTY OF: <b>JEFFERSON</b>	
LEGAL DESCRIPTION: <b>NE SE 16 8N 13E</b>		ECKMAYER, INC. <small>86458 CTH D WATERLOO, WI 53094 920-975-9172</small>
WISCONSIN LICENSE # <b>227116</b>	STEVEN J TESMER <i>Steven Tesmer</i>	



# Jefferson County Land Information














### Parcel Boundary





- Parcel Boundary  
Municipal Boundaries

## Parcel Lines





- Property Boundary  
--- Old Lot/Meander Lines

- |   |                    |   |                        |
|---|--------------------|---|------------------------|
|  | Rail Right of Ways |  | Streams and Ditches    |
|  | Road Right of Ways | <b>Floodplain 2/4/2015</b>  |                        |
|  | Section Lines      |  | ZONE A NO BSE 1%       |
|  | Surface Water      |  | ZONE AE BSE 1% (1      |
|  | Map Hooks          |  | 0.2% FLD HAZ (500      |
|  | Tax Parcels        |  | Flood Storage District |

## Floodplain 2/4/2015

-  ZONE A NO BSE 1%(100 YR)
-  ZONE AE BSE 1% (100YR)
-  0.2% FLD HAZ (500 YR)
-  Flood Storage Districts 2/4/2015

### Slopes > 20% - Terrain Data

-  0 - 20% Slope  
 Slope > 20%  
 COUNTY ADOPTED  
 DNR UPDATED

