

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

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

SUBJECT: Planning and Zoning Committee Decision Meeting
DATE: May 26, 2020
TIME: Beginning at 8:30 a.m.
PLACE: Room 205 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI
OR Via Zoom Videoconference

YOU MAY ATTEND THE MEETING VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:

Join Zoom Meeting
<https://zoom.us/j/94557114723>
Meeting ID: 945 5711 4723#

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1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with Open Meetings Law
4. Election of Officers
5. Approval of the Agenda
6. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
7. Approval of April 23, April 27 and May 15 Meeting Minutes
8. Communications
9. April Monthly Financial Report for Register of Deeds – Staci Hoffman
10. April Monthly Financial Report for Land Information Office-Matt Zangl
11. May Monthly Financial Report for Zoning – Matt Zangl
12. Discussion on Solar Energy Facilities
13. Discussion on Jefferson County Comprehensive Plan Update
14. Discussion and Possible Action on Request by Great Lakes Communities –Wisconsin LLC and B&B Trust to Allow a Lot Line Adjustment on Sunnyside Drive in the Town of Concord Involving an R-2 Zone (006-0716-2742-000) and an A-1 Zone (006-0716-2731-000)
15. Discussion and Possible Action on Petitions Presented in Public Hearing on April 23, 2020 and Subsequently Postponed:

R4223A-20 – Christopher Mueller: Rezone to create a 1.96-ac building site (proposed Lot 1) from part of PIN 008-0715-0232-000 (37.998 Ac) on Saucer Dr in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4235A-20 – Edward Spiegelhoff: Create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **south of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4236A-20 – Edward Spiegelhoff: Create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **north of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4237A-20 - Edward Spiegelhoff: Create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **north of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4232A-20 – Mary Ane Jensen: Create a 1-ac building site **south of N4352 Duck Creek Rd**, Town of Jefferson, from part of PIN 014-0615-1223-000 (40 ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

16. Discussion and Possible Action on Petitions Presented in Public Hearing on May 21, 2020:

R4240A-20 – Paul Marty: Rezone to create a 3.551-ac A-2 zone from part of PINs 030-0813-1523-000 (26.3 Ac) and 030-0813-1641-001 (17.05 Ac). The site is at **W8501 Blue Joint Rd** in the Town of Waterloo. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU2031-20 – Paul Marty: Conditional use to allow for a salvage yard in the proposed A-2 zone at **W8501 Blue Joint Rd**, Town of Waterloo, on PINs 030-0813-1523-000 (26.3 Ac) and 030-0813-1641-001 (17.05 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4241A-20 – Reinhold J Petig/Evergreen Dairy Farms Inc: Rezone to create a 1.36-ac A-3 zone at **W4531 Emerald Dr**, Town of Watertown, from part of PINs 032-0815-3141-000 (38.463 Ac) owned by Evergreen Dairy Farms Inc. and 032-0815-3141-001 (0.78 Ac) owned by Reinhold Petig. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4242A-20 – Jason Thorman/Evergreen Dairy Farms Inc: Rezone to create a 3-ac A-3 zone at **W4509 Emerald Dr**, Town of Watertown, from part of PINs 032-0815-3141-000 (38.463 Ac) owned by Evergreen Dairy Farms Inc. and 032-0815-3141-002 (0.757 Ac) owned by Jason Thorman and Tammie Smith-Thorman. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**JEFFERSON COUNTY COMPREHENSIVE PLAN AND AGRICULTURAL PRESERVATION & LAND USE PLAN
AMENDMENT**

R4243T-20 – Jefferson County: Request to change the Jefferson County Comprehensive Plan and Jefferson County Agricultural Preservation & Land Use Plan to include PINs 022-0613-0434-000 (8.690 Ac) and 022-0613-0433-000 (33.290 Ac) in the Plans 15-Year Growth Area. The site is **near the intersection of US Highway 18 and County Road A** in the Town of Oakland, and is owned by John and Ann Didion. It is currently zoned A-1, Exclusive Agricultural and in the Farmland Preservation Area.

17. Possible Future Agenda Items

18. Upcoming Meeting Dates

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

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

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

July 10, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

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

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

19. 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.jeffersoncountymi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

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

**MINUTES OF THE
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING**

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

SUBJECT: Planning and Zoning Committee Decision Meeting

DATE: April 27, 2020

TIME: Beginning at 8:30 a.m.

PLACE: Room 205 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI
OR Via Zoom Videoconference

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<https://zoom.us/j/98219683097>

Meeting ID: 982 1968 3097#

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1. Call to Order

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

2. Roll Call (Establish a Quorum)

Supervisors Nass, Zastrow, Jaeckel and Foelker were present at 8:30 a.m. Also present were staff members Stci Hoffman, Patricia Cicero, Gerry Kokkonen, Matt Zangl, Sarah Higgins and Deb Magritz.

3. Certification of Compliance with Open Meetings Law

Zangl confirmed that the meeting was being held in compliance with Open Meetings.

4. Approval of the Agenda

Motion by Supervisors Jaeckel/Foelker to approve the agenda. 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. Approval of February 20, February 24, March 13 and April 23 Meeting Minutes

Motion by Supervisors Zastrow/Jaeckel to approve the February 20 minutes. Motion passed, 4-0.

Motion by Supervisors Jaeckel/Foelker to approve the February 24 minutes. Motion passed, 4-0.

Motion by Supervisors Jaeckel/Foelker to approve the March 13 minutes. Motion passed, 4-0.

Zangl reported that the April 23 minutes were not yet ready.

Supervisor Poulson arrived at 8:35 a.m.

7. Communications

March 3, 2020 Correspondence from Jefferson County Land and Water Conservation Department to Chwala-T Acres, Town of Aztalan

This letter was written to Jeremy Chwala of Chwala-T Acres with respect to their 2020 nutrient management plan, and some issues in that plan that need to be addressed. Over-application of nitrogen and phosphorus last year and over-application of fall manure were noted, as was over-application in 2019. Because of this your plan was found to be in non-compliance. It was noted that failure to follow the nutrient management plan will result in issuance of non-compliance for the Farmland Preservation Plan Program and ineligible for the tax credit. Failure to follow the plan may also result in revocation of the conditional use permit for livestock siting.

8. Discussion and Possible Action on an ATCP51 Amendment for Daybreak Foods Inc., Town of Lake Mills, to allow removal of an existing pullet building south of County Road A and west of Crossman Road, thus changing their odor score. A second change from the original permit is to list Keith Kulow as the contact person. The site is on PIN 018-0713-2731-000 at N5505 Crossman Road.

A roll call was taken, with Supervisors Nass, Jaeckel, Foelker, Poulson and Zastrow signifying attendance. Cicero explained that Daybreak wanted to remove some barns, which would require an update of their odor score. They also wanted to make a change in the contact person on file. Nass noted that the barns are gone, to which Zangl replied that he had addressed the barn removal with a letter dated March 24, 2020 summarizing the Daybreak request and allowing continuation of building removal as proposed, so that the current COVID-19 pandemic would not stop the process. Motion by Supervisors Poulson/Jaeckel to approve the ATCP51 Amendment. A roll call vote was taken, with Supervisors Poulson, Foelker, Jaeckel, Nass and Zastrow all voting in approval. Motion passed.

9. February and March Monthly Financial Reports for Register of Deeds – Staci Hoffman

Hoffman reported that her office is already at 39% of expected revenues for 2020. It's been an exceptional year to date, but concern exists that in the future, banks may not have money to lend. All her reports were in the packet previously sent to the Committee.

10. February and March Monthly Financial Reports for Land Information Office

These reports were also in the Committee's packets. Zangl echoed Hoffman's assessment of good revenues to date.

11. March and April Monthly Financial Reports for Zoning – Matt Zangl

Zangl continued by saying that his Department also had pretty good months in March and April. It appears that people are still looking to do projects. His reports were also in the Committee's packet previously sent.

12. Discussion on Solar Energy Facilities

There was no discussion.

13. Discussion on Jefferson County Comprehensive Plan Update

Zangl shared that meetings have been postponed due to COVID-19. The consultant just finished a video summary on the progress to date.

14. Update on Parcel Fabric GIS Data Migration Project

Zangl said that \$20,000 had been budgeted for this process. Gerry Kokkonen sent out a request for proposals, and County Administrator Ben Wehmeier approved the vendor selection. This project will modernize how details are being stored.

15. Discussion and Possible Action on Petition R4214A-20 for Current Investments LLC/Thomas Warzyn, Presented in Public Hearing on February 20 and Subsequently Postponed

A new preliminary map had been submitted, with the change the Committee required. Motion by Supervisors Jaeckel/Poulson to approve as revised; motion passed 5-0.

16. Discussion and Possible Action on Petitions Presented in Public Hearing on April 23, 2020:

APPROVED WITH CONDITIONS R4221A-20 – Max Reid/Maxwell Reid & Heather Gallitz Property on a motion by Supervisors Jaeckel/Foelker to create a 1.763-ac Agricultural and Rural Business zone near **W5439 County Rd B** in the Town of Aztalan from part of PIN 002-0714-1443-000 (18.59 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2022-20 – Max Reid/Maxwell Reid & Heather Gallitz Property on a motion by Supervisors Jaeckel/Foelker a conditional use to allow storage and maintenance of a trucking company contractor's equipment at **W5439 County Rd B**, Town of Aztalan. The site is on PIN 002-0714-1443-000 (18.59 Ac) in a proposed A-2 zone. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4228A-20 – Ron & Denise Lovell on a motion by Supervisors Jaeckel/Foelker to create a new 2-ac building site in the Town of Palmyra on **Tamarack Rd** from part of PIN 024-0516-2711-002 (36.74 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4229A-20 – Ron & Denise Lovell on a motion by Supervisors Jaeckel/Foelker to create a 13.2-ac Natural Resource zone to be added to a proposed A-3 zone on **Tamarack Rd** from part of PIN 024-0516-2711-002 (36.74 Ac), Town of Palmyra. This is in accordance with Sec 11.04(f)12 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4230A-20 – Ron & Denise Lovell on a motion by Supervisors Jaeckel/Foelker to create a new 2-ac building site **immediately north of N832 Tamarack Rd**, Town of Palmyra, from part of PIN 024-0516-2711-002 (36.74 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4231A-20 – Ron & Denise Lovell on a motion by Supervisors Jaeckel/Foelker to create a 2-ac lot around the existing home at **N830 Tamarack Rd**, Town of Palmyra, from part of PIN 024-0516-2711-002 (36.74 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4222A-20 – Sam Meyers, Petitioner/Samuel & Kenlon Meyers & Jeffrey & Wendy Begovatz Properties on a motion by Supervisors Jaeckel/Nass to rezone 0.5 ac of PIN 010-0615-3334-002 (10.277 Ac), currently zoned A-1, and all of PIN 010-0615-3334-003 (0.673 Ac), currently zoned R-2, to create a 1.173-ac lot around the home at **N2551 Strunk Rd** in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

POSTPONED ACTION ON R4223A-20 – Christopher Mueller on a motion by Supervisors Jaeckel/Foelker to rezone to create a 2.15-ac building site from part of PIN 008-0715-0232-000 (37.998 Ac) on **Saucer Dr** in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4224A-20 – Christopher Mueller on a motion by Supervisors Jaeckel/Nass to rezone to create a 2.05-ac building site on **Saucer Dr** in the Town of Farmington from part of PIN 008-0715-0232-000 (37.998 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4225A-20 – Christopher Mueller on a motion by Supervisors Jaeckel/Foelker to create a 4.55-ac lot around the home and buildings at **N7036 Saucer Dr** in the Town of Farmington from part of PIN 008-0715-0232-000 (37.998 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4226A-20 –Helen D Witte Trust on a motion by Supervisors Jaeckel/Foelker to create a 3.1-ac lot around the home and buildings at **W3060 Gopher Hill Rd**, Town of Watertown from PIN 032-0815-0243-000 (39.730 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

POSTPONED ACTION ON R4232A-20 – Mary Ane Jensen on a motion by Supervisors Poulson/Foelker to create a 1-ac building site **south of N4352 Duck Creek Rd**, Town of Jefferson, from part of PIN 014-0615-1223-000 (40 ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4233A-20 – Douglas Behm/Jerome Behm LE Property on a motion by Supervisors Foelker/Jaeckel to create a new 2.2-ac building site around the ag buildings at **N7506 Airport Rd**, Town of

Waterloo, on PIN 030-0813-3224-000 (46.29 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITION R4234A-20 – Faye Veith/Jerome Behm LE Property on a motion by Supervisors Zastrow/Foelker to create a 2.7-ac lot around the home and buildings at **N7636 Airport Rd**, Town of Waterloo, from part of PIN 030-0813-3222-001(15.5 Ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

POSTPONED ACTION ON R4235A-20 – Edward Spiegelhoff on a motion by Supervisors Foelker/Poulson to create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **south of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

POSTPONED ACTION ON R4236A-20 – Edward Spiegelhoff on a motion by Supervisors Poulson/Jaeckel to create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **north of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

POSTPONED ACTION ON R4237A-20 - Edward Spiegelhoff on a motion by Supervisors Nass/Zastrow to create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **north of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4238A-20 – Peggy Schwartz on a motion by Supervisors Jaeckel/Foelker to create a 1-ac building site from part of PIN 014-0615-1424-000 (19.49 Ac) **south of N3971 County Rd D**, Town of Jefferson. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS R4239A-20 – Peggy Schwartz on a motion by Supervisors Zastrow/Jaeckel to create a 2-ac Natural Resource zone to be added to the proposed A-3 zone south of **N3971 County Rd D**, Town of Jefferson, on PIN 014-0615-1424-000 (19.49 Ac). This is in accordance with Sec 11.04(f)12 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2023-20 – Jim Jermain on a motion by Supervisors Jaeckel/Foelker to allow an extensive on-site storage structure of 1,080 sq ft, 19’6” in height in a Residential R-1 zone at **N4272 Sleepy Hollow Rd**. The site is in the Town of Oakland on PIN 022-0613-0742-050 (6.99 Ac). This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2024-20 – Thomas Lloyd on a motion by Supervisors Foelker/Jaeckel to allow an extensive on-site storage structure of 576 sq ft, in a Residential R-2 zone at **N475 Viele Rd**. The site is in the Town of Palmyra, on PIN 024-0516-3621-001 (10.84 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2026-20 – Gregory & Roberta Rue on a motion by Supervisors Jaeckel/Foelker for conditional use to allow an extensive on-site storage structure of 2,160 square feet, 35 feet in height in a Residential R-2 zone. The site is at **W5337 W Rapids Rd**, Town of Jefferson, on PIN 014-0614-2311-001 (2.302 Ac). This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2027-20 – Curtis & Susan Duchow on a motion by Supervisors Zastrow/Foelker for conditional use to allow keeping of dogs as household pets on a non-commercial basis in excess of two at **W1981 Summer Hill Dr**, Town of Sullivan. The site is on PIN 026-0616-1722-001 (0.865 Ac) in a Residential R-1 zone. This is in accordance with Sec 11.04(f)1 of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2028-20 – Rock Road Companies Inc/Charles & Cathy Naber Property on a motion by Supervisors Foelker/Zastrow for conditional use to allow an extension until December 31, 2020 for non-metallic mineral extraction originally approved by CU1627-10 on PIN 016-0514-3121-000 (45 Ac). The site is at **W7201 Vickerman Rd**, Town of Koshkonong and zoned A-1, Exclusive Agricultural. This is in accordance with Sec 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2029-20 – Marion J Homann on a motion by Supervisors Foelker/Poulson for conditional use to allow a ten-year extension for non-metallic mineral extraction originally approved by CU1623-10 on PIN 030-0813-3643-000 (37.6 Ac). The site is on State Rd 89, Town of Waterloo, in an A-1 Exclusive Agricultural zone. This is in accordance with Sec 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance.

APPROVED WITH CONDITIONS CU2030-20 – Asphalt Contractors, Inc on a motion by Supervisors Jaeckel/Foelker for conditional use to allow for a new non-metallic mineral extraction operation in the Town of Oakland on PINs 022-0613-0313-000 (40 Ac) & 022-0613-0341-000(40.04 Ac) owned by Gregory, Paul & Donna Crossman; 022-0613-0314-000 (40 Ac) & 022-0613-0311-000 (36.08 Ac) owned by Mary & Robert Hollenberger; and 022-0613-0321-001 (33.09 Ac), 022-0613-0342-000 (30.5 Ac), 022-0613-0331-001 (2.5 Ac) & 022-00613-0324-000 (37 Ac) owned by Willard & Louida Draeger Trust. The sites are all near **Hope Lake Rd** and zoned A-1, Exclusive Agricultural. This is in accordance with Sec 11.04(f)6 and 11.05(c) of the Jefferson County Zoning Ordinance.

17. Possible Future Agenda Items

18. Upcoming Meeting Dates

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

May 21, 6:30 p.m. – Public Hearing in Courthouse Room 205

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

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

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

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

19. Adjourn

Motion by Supervisors Jaeckel/Foelker to adjourn the meeting. Motion carried and the meeting adjourned at 10:15 a.m.

Blane Poulson, Secretary

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

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

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

The Committee will meet at the Oakland Town Hall parking lot to call the meeting to order and address agenda items 2. through 6. They will then drive personal vehicles to view the sites listed in item 7. No discussion or action on the petitions will take place during this meeting.

1. **Call to Order at:**

**OAKLAND TOWN HALL PARKING LOT
N4450 COUNTY ROAD A, CAMBRIDGE
8:30 A.M. ON FRIDAY, MAY 15, 2020**

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

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

All Committee members were in attendance, as were staff members Matt Zangl and Sarah Higgins.

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

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

4. **Approval of the Agenda**

Motion by Supervisors Poulson/Jaeckel to approve the agenda. Motion passed.

Motion by Supervisors Nass/Jaeckel to hold election of officers at the May 26 decision meeting.

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)**

Beth Gehred from the Lake Ripley Lake Management District introduced herself.

6. **Communications**

There were no communications.

The Committee left for the following site inspections:

7. **Site Inspections for Petitions to be Presented in Public Hearing on May 21, 2020 and Those Postponed on April 27, 2020:**

R4243T-20 – Jefferson County: Request to change the Jefferson County Comprehensive Plan and Jefferson County Agricultural Preservation & Land Use Plan to include PINs 022-0613-0434-000 (8.690 Ac) and 022-0613-0433-000 (33.290 Ac) in the Plans' 15-Year Growth Area. The site is **near the intersection of US Highway 18 and County Road A** in the Town of Oakland, and is owned by John and Ann Didion. It is currently zoned A-1, Exclusive Agricultural and is in the Farmland Preservation Area.

R4235A-20 – Edward Spiegelhoff: Create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **south of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4236A-20 – Edward Spiegelhoff: Create a 2.2-ac building site from part of PIN 030-0813-3412-001 (36.942 Ac) **north of N7635 Rock Lake Rd**, Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

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R4240A-20 – Paul Marty: Rezone to create a 3.551-ac A-2 zone from part of PINs 030-0813-1523-000 (26.3 Ac) and 030-0813-1641-001 (17.05 Ac). The site is at **W8501 Blue Joint Rd** in the Town of Waterloo. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU2031-20 – Paul Marty: Conditional use to allow for a salvage yard in the proposed A-2 zone at **W8501 Blue Joint Rd**, Town of Waterloo, on PINs 030-0813-1523-000 (26.3 Ac) and 030-0813-1641-001 (17.05 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4241A-20 – Reinhold J Petig/Evergreen Dairy Farms Inc: Rezone to create a 1.36-ac A-3 zone at **W4531 Emerald Dr**, Town of Watertown, from part of PINs 032-0815-3141-000 (38.463 Ac) owned by Evergreen Dairy Farms Inc. and 032-0815-3141-001 (0.78 Ac) owned by Reinhold Petig. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4242A-20 – Jason Thorman/Evergreen Dairy Farms Inc: Rezone to create a 3-ac A-3 zone at **W4509 Emerald Dr**, Town of Watertown, from part of PINs 032-0815-3141-000 (38.463 Ac) owned by Evergreen Dairy Farms Inc. and 032-0815-3141-002 (0.757 Ac) owned by Jason Thorman and Tammie Smith-Thorman. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4223A-20 – Christopher Mueller: Rezone to create a 2.15-ac building site from part of PIN 008-0715-0232-000 (37.998 Ac) on **Saucer Dr** in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4232A-20 – Mary Ane Jensen: Create a 1-ac building site **south of N4352 Duck Creek Rd**, Town of Jefferson, from part of PIN 014-0615-1223-000 (40 ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

8. Adjourn

Motion by Supervisors Jaeckel/Poulson to adjourn. Motion passed, and the meeting adjourned at 9:48 a.m.

Blane Poulson, Secretary

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

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.

05/18/2020
 16:02:49

Jefferson County
 FLEXIBLE PERIOD REPORT

FROM 2020 04 TO 2020 04

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
13001 Register Of Deeds							
13001 511110 Salary-Permanent Regular	71,201	0	71,201	5,845.56	.00	65,355.62	8.2%
13001 511210 Wages-Regular	107,014	0	107,014	8,794.59	.00	98,219.81	8.2%
13001 511220 Wages-Overtime	181	0	181	.00	.00	181.11	.0%
13001 511330 Wages-Longevity Pay	375	0	375	.00	.00	375.00	.0%
13001 512141 Social Security	13,264	0	13,264	1,081.14	.00	12,182.37	8.2%
13001 512142 Retirement (Employer)	12,067	0	12,067	894.54	.00	11,172.52	7.4%
13001 512144 Health Insurance	44,739	0	44,739	3,305.84	.00	41,433.22	7.4%
13001 512145 Life Insurance	130	0	130	10.35	.00	119.85	7.9%
13001 512150 FSA Contribution	6,000	0	6,000	.00	.00	6,000.00	.0%
13001 512173 Dental Insurance	3,864	0	3,864	315.39	.00	3,548.61	8.2%
13001 531243 Furniture & Furnishings	8,244	0	8,244	.00	.00	8,244.01	.0%
13001 531303 Computer Equipmt & Software	17,200	0	17,200	.00	1,181.00	16,019.00	6.9%
13001 531311 Postage & Box Rent	3,000	0	3,000	281.52	.00	2,718.48	9.4%
13001 531312 Office Supplies	4,200	0	4,200	365.00	.00	3,835.00	8.7%
13001 531313 Printing & Duplicating	500	0	500	15.08	.00	484.92	3.0%
13001 531314 Small Items Of Equipment	500	0	500	.00	.00	500.00	.0%
13001 531324 Membership Dues	270	0	270	.00	.00	270.00	.0%
13001 531326 Advertising	100	0	100	.00	.00	100.00	.0%
13001 532325 Registration	1,515	0	1,515	.00	.00	1,515.00	.0%
13001 532332 Mileage	696	0	696	.00	.00	696.00	.0%
13001 532335 Meals	140	0	140	.00	.00	140.00	.0%
13001 532336 Lodging	2,111	0	2,111	.00	.00	2,111.00	.0%
13001 533225 Telephone & Fax	200	0	200	16.02	.00	183.98	8.0%
13001 535242 Maintain Machinery & Equip	43,100	0	43,100	14.42	.00	43,085.58	.0%
13001 571004 IP Telephony Allocation	890	0	890	74.17	.00	815.83	8.3%
13001 571005 Duplicating Allocation	55	0	55	4.58	.00	50.42	8.3%
13001 571009 MIS PC Group Allocation	13,739	0	13,739	1,144.92	.00	12,594.08	8.3%
13001 571010 MIS Systems Grp Alloc (ISIS)	2,558	0	2,558	213.17	.00	2,344.83	8.3%
13001 591519 Other Insurance	1,377	0	1,377	114.79	.00	1,262.68	8.3%
TOTAL Register Of Deeds	359,231	0	359,231	22,491.08	1,181.00	335,558.92	6.6%
GRAND TOTAL	359,231	0	359,231	22,491.08	1,181.00	335,558.92	6.6%

Register of Deeds	April 2020				
Program/Service Description	Output Measures			YR to Date	Current Yr. Target
	2018	2019	2020	Totals	%
Documents Recorded	1,051	1,031	1,383	4,859	38%
Vital Records Filed	186	146	170	735	34%
Vital Record Copies	1,114	1,269	1,076	5,531	39%
ROD Revenue (Gross Total)	\$ 155,811.66	\$ 138,362.83	\$ 142,667.43	\$ 558,525.45	53%
Transfer Fees	\$ 17,233.98	\$ 18,229.50	\$ 17,131.74	\$ 66,741.54	32%
LIO Fees	\$ 8,730.00	\$ 8,865.00	\$ 11,631.00	\$ 41,176.00	41%
Document Copies	\$ 4,517.20	\$ 5,345.15	\$ 5,248.48	\$ 22,683.03	40%
Laredo	\$ 2,190.25	\$ 2,866.50	\$ 3,601.25	\$ 11,648.00	36%
ROD Revenue to General Fund	\$ 43,858.18	\$ 47,387.15	\$ 50,588.47	\$ 194,529.57	37%
Percentage of Documents eRecorded	52%	55%	67%	75%	75%
Budget Goals Met	Yes	Yes	Yes	Yes	37%
Back Indexed	968	1,031	7,757	13,344	67%

Wisconsin Register of Deeds Association:

Our main focus is to remain open for business, we continue to see an increase in document recordings over the last several years, the month of April has consisted of more refinances.

Register of Deeds Office:

We are open to the public and have noticed a dramatic decrease in the number of customers in the office, however phone calls have increased. All three of my staff have the ability to work from home, two will work from home and myself and one deputy will be in the office. We continue to back index documents as time allows; with two staff members working from home this will continue to be a focus.

Wisconsin Counties Association Board of Directors:

COVID-19 DHS updates daily

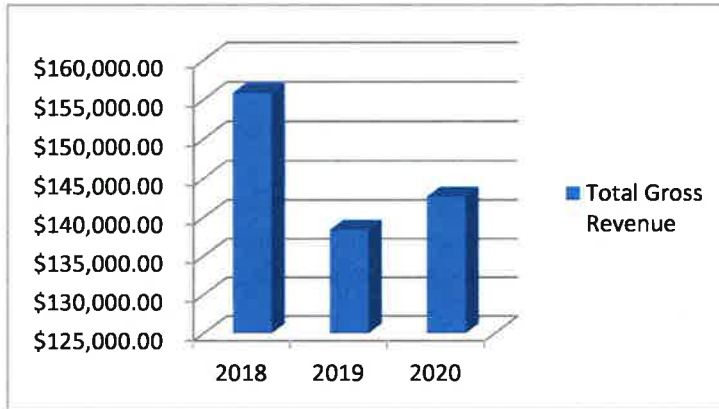
Wisconsin Public Records Board:

No activity this month

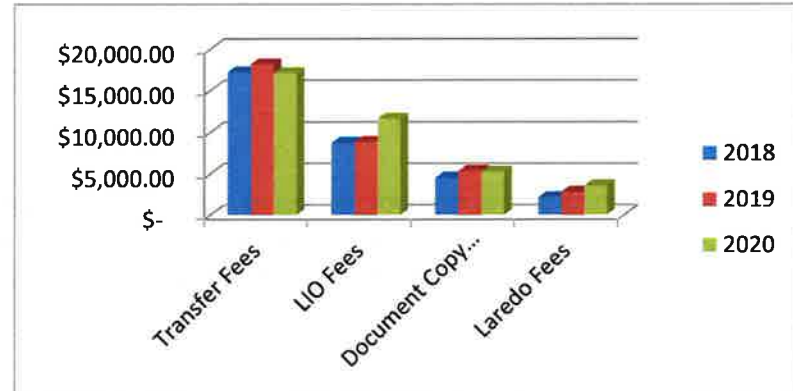
Register of Deeds Monthly Budget Report

Apr-20

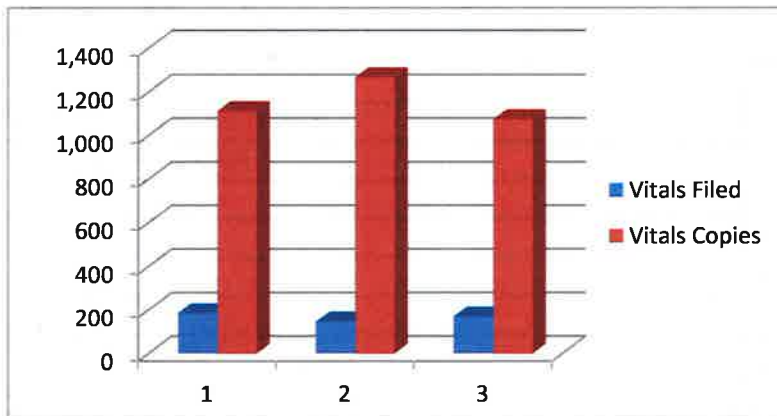
ROD Total Gross Revenues



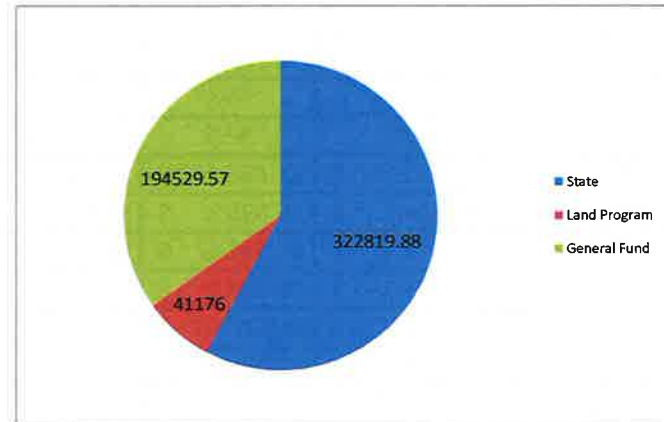
Land Related Revenue



Vital Records



Year to Date Revenue Payout



05/18/2020
16:01:47

Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2020 04 TO 2020 04

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
13001 Register Of Deeds							
13001 411100 General Property Taxes	170,419	0	170,419	14,201.58	.00	156,217.42	8.3%
13001 412300 RE Transfer Fee County Portio	-210,000	0	-210,000	-17,265.30	.00	-192,734.70	8.2%
13001 451301 RE Recording/Filing Fees	-176,250	0	-176,250	-20,224.00	.00	-156,026.00	11.5%
13001 451303 Copy Fees County Portion	-57,200	0	-57,200	-5,772.48	.00	-51,427.52	10.1%
13001 451305 Land Info/Deeds Fee	-32,000	0	-32,000	-4,008.50	.00	-27,991.50	12.5%
13001 451307 Document Review Fees	-100	0	-100	-50.00	.00	-50.00	50.0%
13001 451309 Birth Funds County Portion	-13,000	0	-13,000	-376.00	.00	-12,624.00	2.9%
13001 451310 Marriage Fund County Portion	-9,000	0	-9,000	-300.00	.00	-8,700.00	3.3%
13001 451311 Death Fund County Portion	-32,000	0	-32,000	-3,230.00	.00	-28,770.00	10.1%
13001 451316 Divorce Fund County Portion	-100	0	-100	.00	.00	-100.00	.0%
TOTAL Register Of Deeds	-359,231	0	-359,231	-37,024.70	.00	-322,206.30	10.3%
GRAND TOTAL	-359,231	0	-359,231	-37,024.70	.00	-322,206.30	10.3%

REPORT OPTIONS

Sequence	Field #	Total	Page Break	
Sequence 1	1	N	N	From Yr/Per: 2020/ 4
Sequence 2	9	Y	Y	To Yr/Per: 2020/ 4
Sequence 3	0	N	N	Budget Year: 2020
Sequence 4	0	N	N	Print totals only: N

Report title: FLEXIBLE PERIOD REPORT

Includes accounts exceeding 0% of budget.

Print Full or Short description: F

Print full GL account: N

Sort by full GL account: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Amounts/totals exceed 999 million dollars: N

Roll projects to object: N

Print journal detail: N

From Yr/Per: 2017/ 1

To Yr/Per: 2017/12

Include budget entries: Y

Incl encumb/liq entries: Y

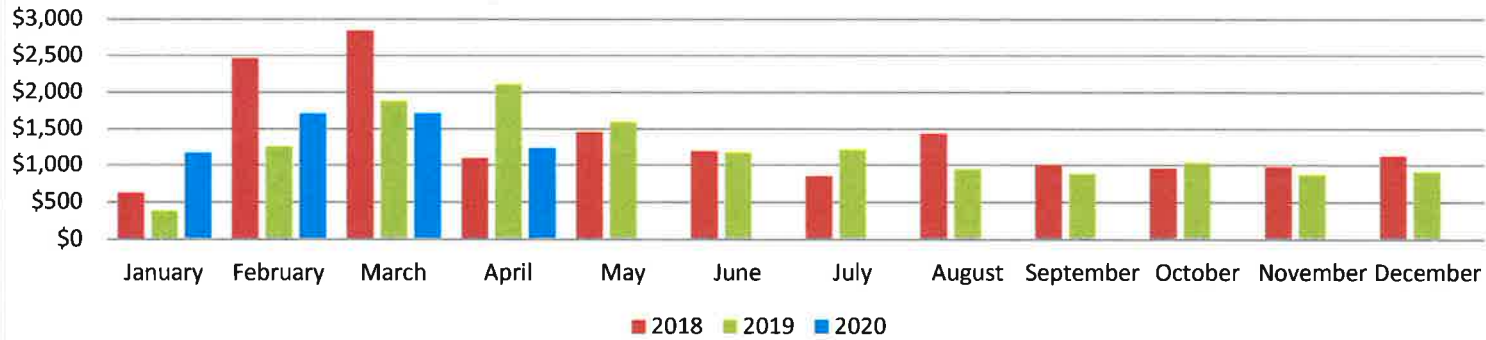
Sort by JE # or PO #: J

Detail format option: 1

Multiyear view: D

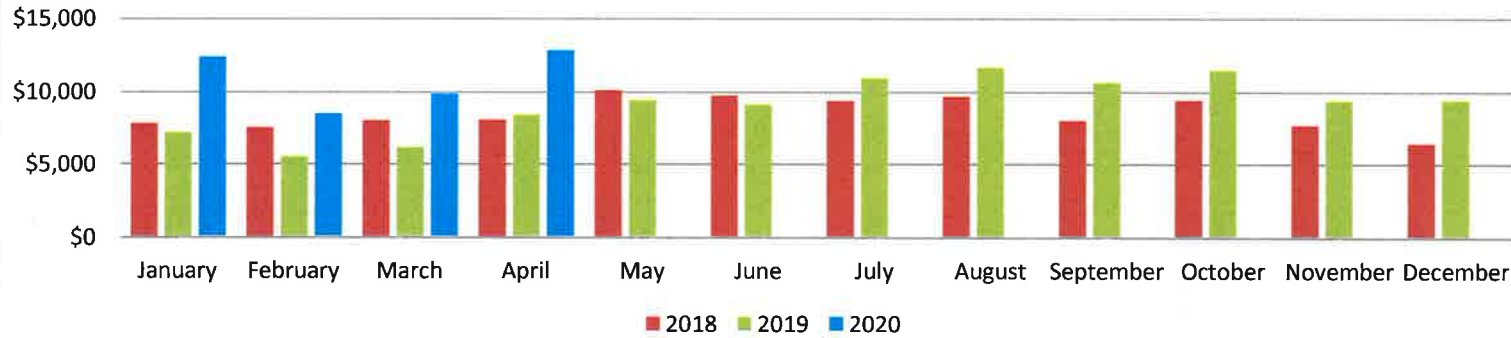
Land Information Monthly Revenue Report April 2020

Land Information Office Remote Access and Map Sales



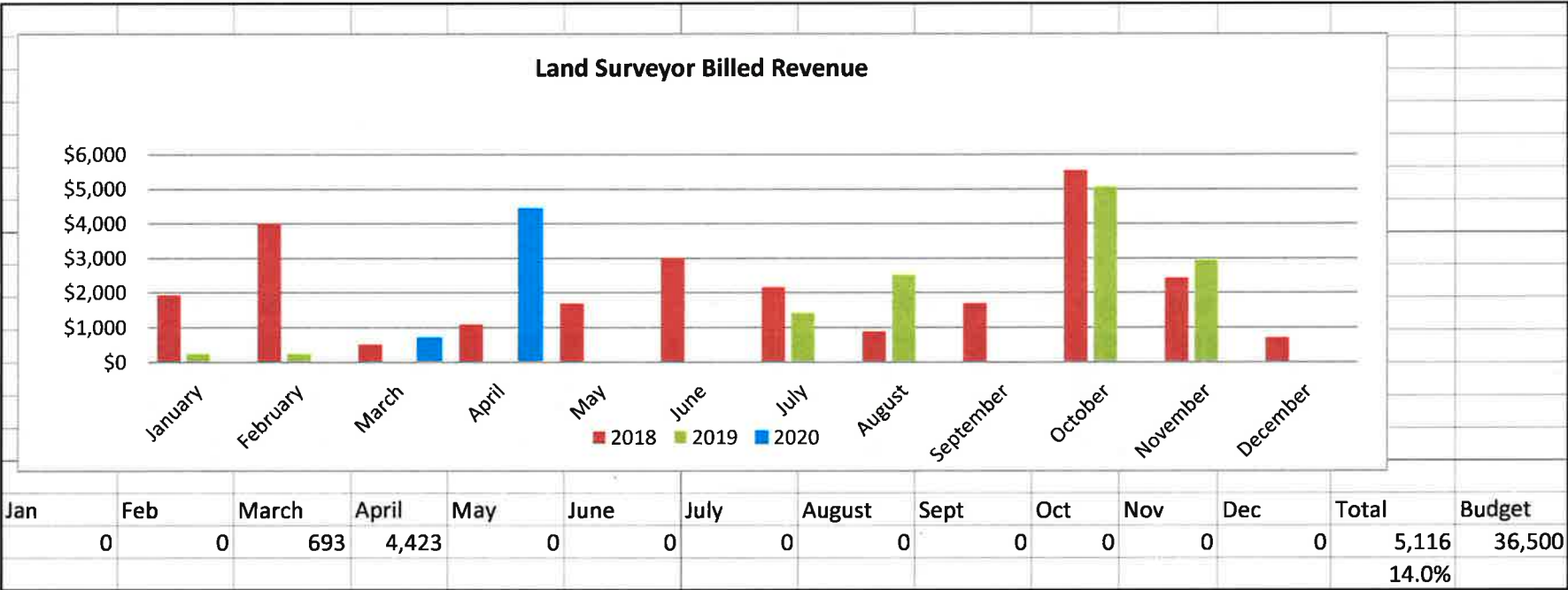
Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total	Budget
1,165	1,708	1,714	1,231	0	0	0	0	0	0	0	0	5,818	15,100
												38.5%	

Land Information Program Retained Fee Revenue



Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total	Budget
12,384	8,504	9,888	10,166	0	0	0	0	0	0	0	0	40,942	112,000
												36.6%	

Land Information Monthly Revenue Report April 2020



Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total	Budget
0	0	693	4,423	0	0	0	0	0	0	0	0	5,116	36,500
												14.0%	

Jefferson County Planning and Zoning Department
Monthly Ledger Report
05-22-2020

	RF	WFG	OP	PPC	MC	PSS (STF	FQAS	FAA	FPFC	SRFWF	ZOF	Refunds	2020 Totals	2019 Total
MTH	1.239022	7102.421001	2901.432099	2901.451002	2901.472003	2901.432002	2901.458010	2901.458015	2901.458014	2901.458001	2901.458002	2901.441002			
Jan	390.00		7,989.50	701.16		2,475.00	350.00						250.00	11,905.66	8,573.54
Feb	420.00		6,615.00	89.44		3,400.00	100.00							10,624.44	9,783.50
Mar	540.00		9,790.00			2,950.00	550.00						450.00	13,830.00	11,863.86
Apr	900.00		11,650.00	80.50		7,700.00	1,150.00							21,480.50	26,757.25
May	570.00		13,980.00			3,825.00	800.00							19,175.00	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	2,820.00		50,024.50	871.10		20,350.00	2,950.00						700.00	77,015.60	235,168.69

2019 Actual Zoning Deposit:\$235,168.69

2020 Budget Revenues: \$223,000.00

2020 Deposits YTD:\$77,015.60

JEFFERSON COUNTY PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A Division of land located in the NE 1/4 of the SW 1/4 of Section 27, Township 7N, Range 16E
Town of Concord, Jefferson County, Wisconsin, on Parcel Number 006-0716-2742-000
006-0716-2731-000

Date Submitted: _____
Revised: _____

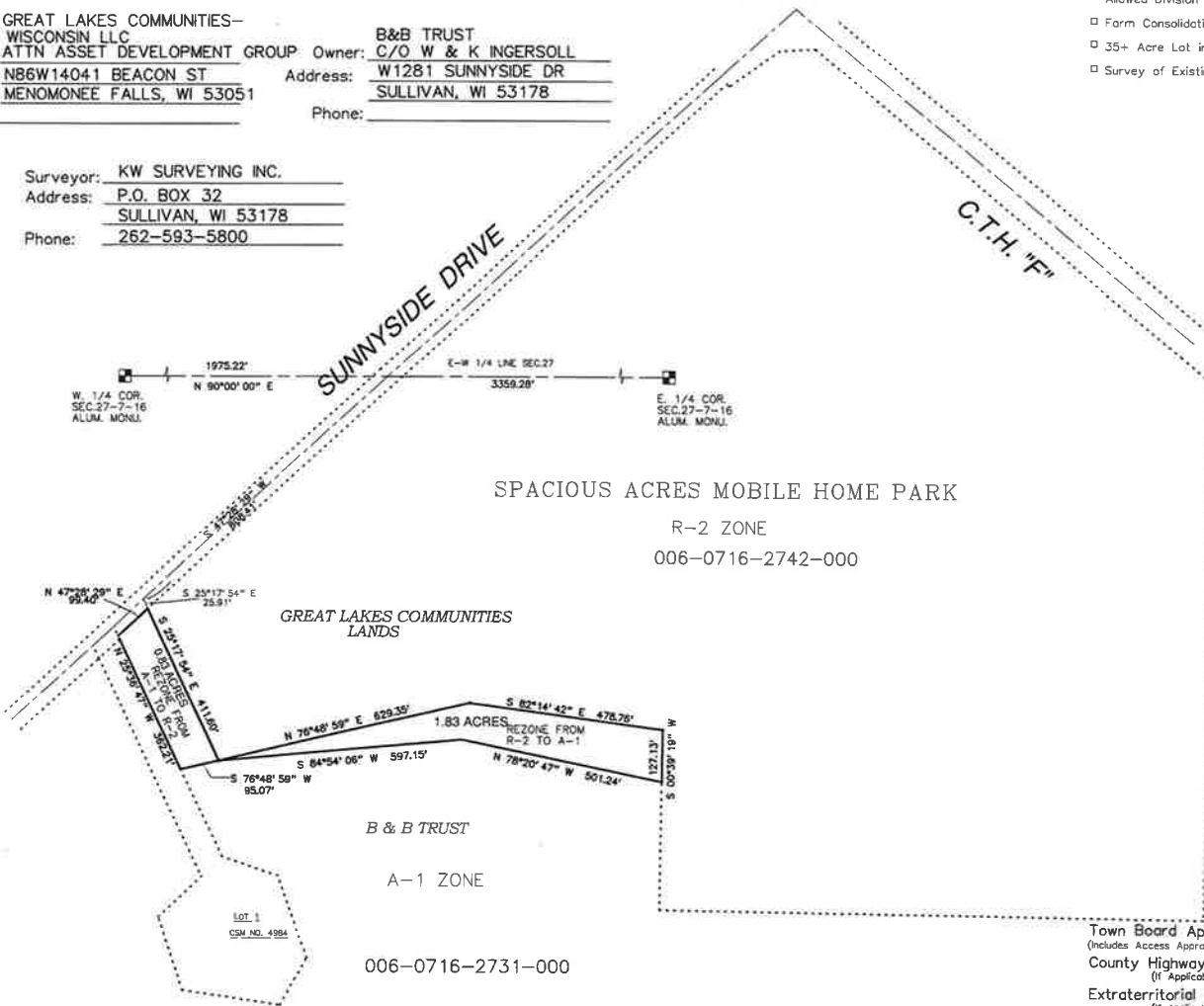
GREAT LAKES COMMUNITIES- WISCONSIN LLC Owner: ATTN ASSET DEVELOPMENT GROUP Address: <u>N86W14041 BEACON ST</u> <u>MENOMONEE FALLS, WI 53051</u> Phone: _____	B&B TRUST Owner: <u>C/O W & K INGERSOLL</u> Address: <u>W1281 SUNNYSIDE DR</u> <u>SULLIVAN, WI 53178</u> Phone: _____
--	---

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

- 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

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.

Intent and Description of Parcel to be Divided:

ADJUST LOT LINES TO MATCH WHAT THE OWNERS HAVE BEEN USING
 REZONE 1.83 ACRES FROM R-2 TO A-1 THAT IS BEING USED FOR AGRICULTURAL USE
 REZONE 0.83 ACRES FROM A-1 TO R-2 THAT IS NOT BEING USED FOR AGRICULTURAL USE

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

DATED - 5/14/2020

Please submit four copies to Jefferson County Zoning, Room 201, Courthouse, 230 S. Main St. Jefferson Wisconsin 53549

JOB NO: 1065

JEFFERSON COUNTY PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A Division of land located in the NW 1/4 of the SW 1/4 of Section 2, Township 7N, Range 15E
Town of Farmington, Jefferson County, Wisconsin, on Parcel Number 008-0715-0232-000

Owner: CHRISTOPHER S MUELLER
Address: 421 LEXINGTON CT.
WATERTOWN, WI 53098
Phone: 715-891-6639

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

Note to Be Placed on Final CSM

Petition # _____	Zoning _____
Check for subsequent zoning changes with Jefferson County Zoning Department.	

Intent and Description of Parcel to be Divided:

REZONE 2 - 2 ACRE LOTS FROM
A-1 ZONE TO A-3 ZONE

REZONE 4.00 ACRE LOT FROM
A-1 ZONE TO A-3 ZONE
WITH EXISTING BUILDINGS

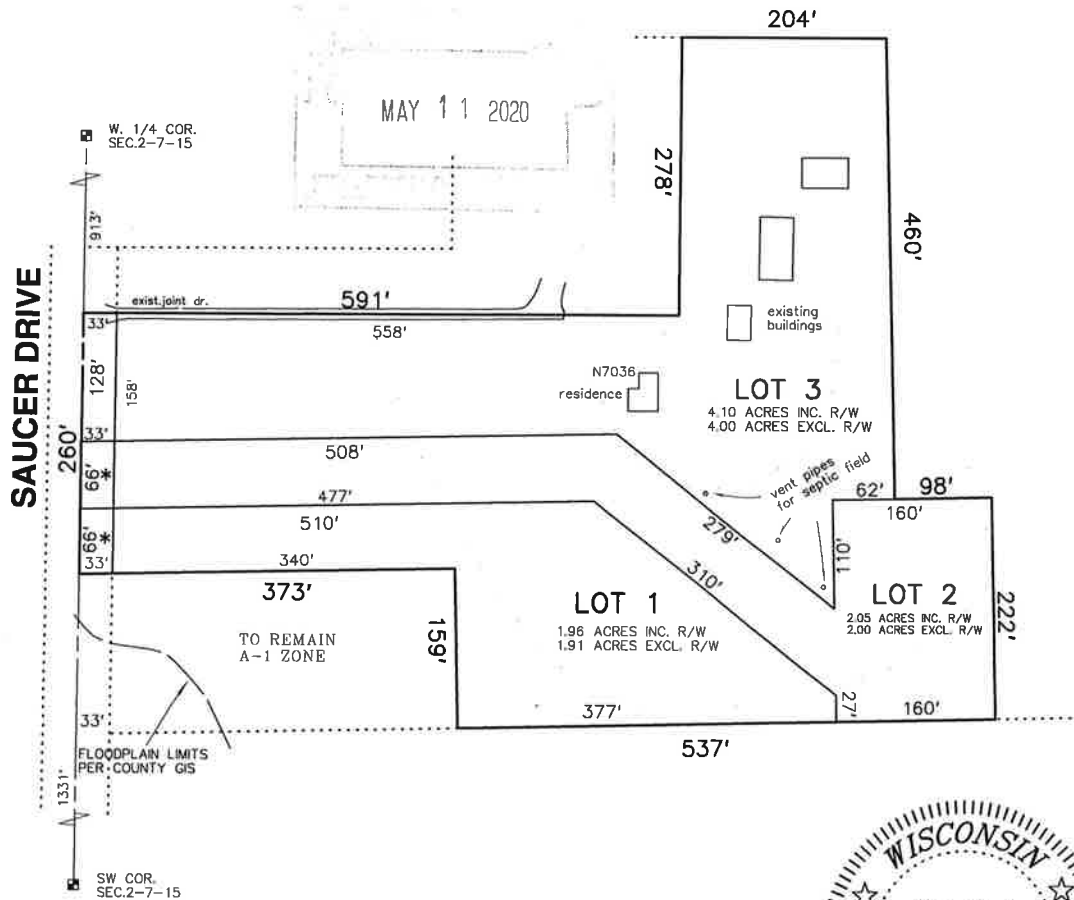
* - PROPOSED DRIVE LOCATION



1"=150'

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.



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: _____



Deb Magritz

From: Chris Mueller <mueller.cs@gmail.com>
Sent: Monday, May 11, 2020 9:26 AM
To: Matt Zangl
Cc: Deb Magritz
Subject: Re: N7036 Saucer Drive
Attachments: N7036 Saucer preliminary CSM ORIGINAL.pdf; N7036 Saucer preliminary CSM REVISED.pdf

This Email has originated from outside Jefferson County's Email Domain. Please verify the Sender before opening any links or attachments. - Jefferson County MIS

Good Morning Matt and Deb,
Please find the revised preliminary CSM attached. Lots 1 and 2 are majority in prime soil. At this time we are not adding a third additional 2-acre lot in non-prime soil. We realize this could be an option in the future.

I have also attached the original preliminary CSM. In review of the revised version, if the committee has a change of mind and is open to approving the original version, we are much more in favor of the first option. Of course, the revised option we are also in favor of and hopeful of approval.

Sincerely,
Chris Mueller

On Wed, May 6, 2020 at 8:02 AM Chris Mueller <mueller.cs@gmail.com> wrote:
Thanks so much for the quick response Matt and for the information. I have contacted the surveyor to provide the revision and am waiting for a response. My hope is to have the revised preliminary CSM by next week Tuesday. We will keep the small parcel in the southwest corner A-1. We hope this new proposal will be acceptable to the committee.
Sincerely,
Chris

On Tue, May 5, 2020 at 9:28 AM Matt Zangl <mattz@jeffersoncountywi.gov> wrote:
Chris,

That looks good to us. Please have the surveyor make those adjustments and submit a revised preliminary CSM.

One thing to keep in mind is that we need the Committee to re-approve lots 2 and 3 depending on how much the lots change. Once the surveyor has the lots drawn up, we will be able to make a better decision. Worst case scenario, is that the approval for the lots is pushed back by 1 month. Are you in a hurry to have the lots completed and the CSM recorded?

The next Committee Decision Meeting is May 26. We can have your petition on this meeting if the surveyor will have the revised CSM ready by May 19/20 (I can possibly extend that date to May 22, if I know the surveyor will have something to us before the Committee Meeting). Please keep us updated on the status.

We will keep lots 2 and 3 on for County Board approval next Tuesday.

For the small parcel, the 2 acres is only if the lot is rezoned to Natural Resource. At this point, I would keep the lot A-1. It will be a separate and saleable lot, or it can be combined with Lot 1. In my opinion, this design works out the best for you, as you will receive an "extra" 1-2 acres that can be sold with lot 1.

Matt

From: Chris Mueller <mueller.cs@gmail.com>

Sent: Tuesday, May 5, 2020 8:57 AM

To: Matt Zangl <mattz@jeffersoncountywi.gov>; Deb Magritz <DebM@jeffersoncountywi.gov>

Subject: N7036 Saucer Drive

This Email has originated from outside Jefferson County's Email Domain. Please verify the Sender before opening any links or attachments. - Jefferson County MIS

Good Morning Matt and Deb,

Thank you again for continuing to work with us regarding the land splits at our property at N7036 Saucer Drive. We would like to alter the configuration slightly in order to get lot 1 in majority of non-prime soil. This would result in slight adjustments to lots 2 and 3. Please see attached picture of what we are thinking. If you could let me know if this would be more acceptable to the committee, I could then have the surveyor redo the preliminary map if necessary.

At this time we will not pursue a 3rd two-acre land split in non-prime soil. We do greatly appreciate you sharing this information with us that this option exists as we keep that in consideration for the future.

In regard to the small parcel of property that is left in the southwest side of the property, will that piece just remain A-1? I recall at one time talking about needing 2 acres, but that was in regard to converting it to Natural Resource land. I can't recall the exact reasoning for such a change or if it was a necessity.

JEFFERSON COUNTY PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A Division of land located in the NW 1/4 of the NE 1/4 of Section 34, Township 8 N, Range 13 E, Town of Waterloo, Jefferson County, Wisconsin, on Parcel Number 030-0813-3412-001

Owner: Edward Spiegelhoff
Address: N7085 North Shore Road
Lake Mills, WI 53551
Phone: (920) 988-0799

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:

Date Submitted: _____
Revised: _____

Surveyor: **SOUTHWEST**
SURVEYING & ASSOCIATES, Inc.
P.O. BOX K, PALMYRA, WI, 53156
262-495-4910
920-674-4884

Note to Be Placed on Final CSM

Petition # _____ Zoning _____

Check for subsequent zoning changes with Jefferson County Zoning Department.

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

- 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.



Intent and Description of Parcel to be Divided:
Create three 2.0 Acres Net (without road R.O.W.) A-3 zoned rural residential parcels.



MAY 13 2020

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

NOTE:
This map was compiled from public data supplied by the Jefferson County Land Information Department and is not a substitute for an actual field survey and is limited by the quality of the data from which it was assembled. The dimensions are approximate and will vary upon an actual field survey. To be used for planning purposes only.

SHEET 1 OF 1
DATE: JANUARY 13, 2020
REVISED: MAY 12, 2020
JOB NO: S-220100

Phillip & Kaitlyn Lemke
N4685 S. Helenville Road
Helenville, WI 53137
920-723-7751

Mary Jensen
N4352 Duck Creek Road
Helenville, WI 53137
414-520-1286

To The Jefferson County Zoning Committee:

We are writing this letter today with reference to R4232A-20 – Mary Ane Jensen: Create a 1-ac building site south of N4352 Duck Creek Rd, Town of Jefferson, from part of PIN 014-0615-1223-000 (40 ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

Mary Jensen received voicemail on 04/27/20 from the Zoning office stating that their approval was going to be put on hold. As the committee is requesting that the proposed lot be moved north to help with clustering. The office did state that they would like the lot line to be as close to the existing horse pasture as possible. By putting the lot closer to the horse pasture this could cause conflict with future neighbors.

As Phillip and Kaitlyn (Phillip is Mary's Nephew) are going to be the land owners of the 89 acres (From Tax Key's-#014-6015-1223-000; #014-0615-1224-001; #014-0615-1231-000; #014-0615-1213-002), once the split is approved. They had intentions of expanding the pasture to the South to accommodate for a few cattle. With the current request to move the lot line north that would no longer be possible. Phillip and Kaitlyn have an approved loan with Compeer Financial of Johnson Creek. They are just waiting for the approved split to buy the 89 acres. There currently is an accepted offer to purchase from the Buyer (Phillip & Kaitlyn Lemke) and the Seller (Mary Jensen) that is contingent on the 1 acre getting split.

The current placement of the one acre had intentions of it being clustered with the south most property line of the total 90 acre farm from the tax key's listed above. As this would be beneficial as there is already an existing field driveway there. This would also be better for farming purposes as it would be easier to farm around it being tucked into the corner. Once approved Mary Jensen is going to build a house there, which then the current driveway would be updated instead of having to place a brand new one.

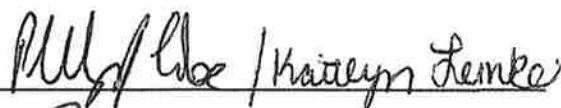
We are asking the committee to reconsider their decision to move the proposed acre north, and also reconsider leaving the original proposal as is.

If you have any questions or concerns, please call the numbers listed above

Thank You for your time,

Phillip & Kaitlyn Lemke

Mary Jensen





04-28-2020

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