

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**DECISION MEETING**

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

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** October 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:**

Register in advance for this meeting:

<https://zoom.us/join/zoom/register/tJclfuqgpzwwH9Vgx0rJVCwdSHpZEEObqKPJ>

After registering, you will receive a confirmation email containing information about joining the meeting.

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 August 31, September 11, ~~September 17,~~ September 28, October 9 and October 15 Meeting Minutes**  
*minutes not available*
7. **Communications**
8. **September Monthly Financial Report for Register of Deeds – Staci Hoffman**
9. **September Monthly Financial Report for Land Information Office-Matt Zangl**
10. **October Monthly Financial Report for Zoning – Matt Zangl**
11. **Discussion on Solar Energy Facilities**
12. **Discussion on Jefferson County Comprehensive Plan Update**
13. **Discussion and Possible Decision on a Determination of Completeness for Back Road Beef LLC in the Town of Koshkonong at N6915 Grogan Road on PIN 016-0514-3141-002. The Land and Water Conservation Department Determined the Application to be Complete in a Memo Dated 10/16/2020.**
14. **Discussion and Possible Action on Request by Aaron & Brooke Voight to create an even exchange of land (0.12 Acre) between their PIN 030-0813-2842-000 zoned A-3, Agricultural and Rural Residential and PIN 030-0813-2842-004 zoned A-1, Exclusive Agricultural, owned by Steven Soldner. The site is in the Town of Waterloo, on Toppe Road.**
15. **Discussion and Possible Action on Amendment R4266A-20 for John Steiner/Anita Burns Trust Property to create a 2,382-acre Agricultural and Rural Business zone off Old 26 Road in the Town of Koshkonong**

from part of PIN 016-0514-1941-000 (15.807 Acre). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

16. **Discussion and Possible Action on Conditional Use CU2046-20 for John Steiner** to allow a gun shop/shooting range in a proposed A-2 zone off **Old 26 Road** in the Town of Koshkonong on part of PIN 016-0514-1941-000 (15.807 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.
17. **Discussion and Possible Action on Conditional Use CU1995 for Koenig Structures Unlimited LLC** to allow for Multiple Dwelling Unit Structures in an R-2 zone at N3656 County Road K, PIN 014-0614-2312-008. The proposal was presented in public hearing on July 18, 2019 and postponed on July 22, 2019 by the Planning and Zoning Committee.
18. **Discussion and Possible Action on Petitions Presented in Public Hearing on October 15, 2020**  
**R4278A-20 – James Torlin:** Rezone to create an approx. 6.8-acre Agricultural and Rural Business zone to allow for the breeding and selling of goats at **N3115 Trelloff Rd** in the Town of Oakland from part of PIN 022-0613-2623-0000 (3.00 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**R4275A-20 – Gary Poeppel:** Rezone to create a 1.0-acre building site **near W6184 Star School Rd** in the Town of Koshkonong from part of PIN 016-0514-2112-001 (35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4276-20 – Roy Leschinsky:** Rezone to create a 4-acre Agricultural/Rural Residential zone around the existing home and buildings at **W5341 County Road B** in the Town of Aztalan from part of PINs 002-0714-1441-000 (3.00 Ac) and 002-0714-1441-001 (51.35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4277-20 – Roy Leschinsky:** Rezone to create an 8.2-acre Natural Resource zone **W5341 County Road B** in the Town of Aztalan from part of PINs 002-0714-1441-000 (3.00 Ac) and 002-0714-1441-001 (51.35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4279A-20 – Deborah Werner:** Rezone to create an approx. 0.92-acre Residential-Unsewered zone at **N2719 Banker Rd** in the Town of Koshkonong from part of PINs 016-0614-3323-014 (3.797 Ac) and 016-0614-3323-004 (0.755 Ac). This is in Accordance with Sec. 11.07(f)2 of the Jefferson County Zoning Ordinance.

**CU2050-20 – Deborah Werner:** Conditional Use to allow for an extensive on-site storage structure on a proposed Residential-Unsewered zoned lot at **N2719 Banker Rd** in the Town of Kohskonong. The site is on PIN 016-0614-3323-004 (.755 Ac). This is in accordance with Sec. 11.07(f)2 of the Jefferson County Zoning Ordinance.

**CU2047-20 – Steven & Jackie Prisk:** Conditional Use for a home occupation/truck storage and workshop at **N2450 Wenham Road**, Town of Hebron on PIN 010-0515-0521-002 (2.17 Ac) in an A-3, Agricultural/Rural Residential zone. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**CU2051-20 – Jacob Schepp:** Conditional Use to allow for transportation services in a Community zone at Community zone at **W7075 Main St** in the Town of Milford on PIN 020-0814-0613-008 (0.308 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**CU2042-20 – Jacob Schepp:** Conditional use for an 864 square foot, 18 foot high extensive on-site storage structure in a Community zone at **W7075 Main St** in the Town of Milford on PIN 020-0814-0613-008 (0.308 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**CU2052-20 Paul Marty:** Conditional Use to allow for an update to existing CU1516-08 for sale of farm implements and related equipment to allow for the addition of a 60' x 160' storage structure in an existing Agricultural and Rural Business zone at **W8643 Blue Joint Rd** on PIN 030-0813-1613-000 (40.24 Ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**19. Possible Future Agenda Items**

**20. Upcoming Meeting Dates**

**November 11, 9:00 a.m.** – Decision Meeting for CU2053-20, WE Energies at Jefferson County Fair Park Activity Center

**November 13, 8:00 a.m.** – Site Inspections Beginning at a Site to be Determined

**November 19, 7:00 p.m.** – Public Hearing in Courthouse Room 205

**November 30, 8:30 a.m.** – Decision Meeting in Courthouse Room 205

**December 11, 8:00 a.m.** – Site Inspections Beginning at a Site to be Determined

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

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

**21. 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 THE  
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE  
DECISION MEETING**

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

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** August 31, 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:**

You are invited to a Zoom meeting.  
When: Aug 31, 2020 08:30 AM Central Time (US and Canada)

Register in advance for this meeting:  
<https://zoom.us/join/joinMeeting/tJEucOmgpzgsH9bsMnXlbTOyETKeM7icxO9z>

After registering, you will receive a confirmation email containing information  
about joining the meeting.

- 1. Call to Order**  
The meeting was called to order by Supervisor Jaeckel at 8:30 a.m.
- 2. Roll Call (Establish a Quorum)**  
All Committee members except for Supervisor Poulson were present at 8:30 a.m. Also present were staff members Ben Wehmeier, Staci Hoffman, Matt Zangl, Sarah Higgins, Deb Magritz and Brett Scherer. Members of the public included Brian Pulkrabek, John Kannard, Kitty Messmann and Mark Anderson.
- 3. Certification of Compliance with Open Meetings Law**  
Zangl verified that the meeting was being held in compliance with Open Meetings Law.
- 4. Approval of the Agenda**  
Motion by Supervisors Foelker/ Zastrow to approve as is. 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)**  
No public comment.
- 6. Approval of July 16, July 27, August 14 and August 20 Meeting Minutes**  
Motion by Supervisors Foelker/ Jaeckel to approve the July 16<sup>th</sup> meeting minutes. Motion passed 4-0.  
Motion by Supervisors Foelker/Nass to approve the July 27<sup>th</sup> meeting minutes. Motion passed 4-0.  
Motion by Supervisors Foelker/Zastrow to approve the August 14<sup>th</sup> meeting minutes. Motion passed 4-0.  
Motion by Supervisors Foelker/Zastrow to approve the August 20<sup>th</sup> meeting minutes. Motion passed 4-0.
- 7. Communications**  
There were no communications.
- 8. July Monthly Financial Report for Register of Deeds – Staci Hoffman**  
Hoffman explained that things are going great and that they are ahead \$45,000 more in record sales than this time last year.
- 9. July Monthly Financial Report for Land Information Office- Matt Zangl**  
Zangl echoed what Hoffman stated. The County Surveyor has also wrapped up some more projects.

10. **August Monthly Financial Report for Zoning – Matt Zangl**  
For July, the Zoning Department took in \$4,000 to \$5,000 more than July of 2019. August revenues for this year are down from last year.
11. **Discussion on Solar Energy Facilities**  
Wehmeier reported that the newest solar farm, Alliant Energy, is in conversation with the County.
12. **Discussion on Jefferson County Comprehensive Plan Update**  
Zangl reported that we are finishing up meeting and should have a draft plan in two to three months. There will be more meetings regarding Agricultural Preservation Plan emphasis coming up. There will be a meeting this week, and then that plan update can move into the draft plan phase.
13. **Discussion and Possible Action on Allowing Landowners to Request to Have Their Names Removed from the Jefferson County Land Records Search Content and Public GIS Viewer Which Identify them as Owners of Record**  
Zangl explained the situation. The Land Information Department gets these requests every so often, sometimes from law enforcement personnel. The Corporation Counsel's Office feels that it would be legal for the County to remove names. Wehmeier asked for policy guidance. Supervisor Nass thought that there should be information available here. Supervisor Kannard, Mark Anderson, Kitty Messmann all spoke against allowing the requests. Supervisor Jaeckel had questions. Chief Deputy Jeff Parker had similar questions and spoke in favor of allowing the request, saying it probably impacts 400 people in his office. Hoffman pointed out that GIS does not allow searches by name, but people can call her office to get the information. After further discussion, it was determined that the subject would be postponed for another meeting.
14. **Discussion and Possible Action on Request by Brian Pulkrabek for a 0.4 acre lot line adjustment to allow for septic replacement area on an A-3 zoned lot. The request involves PINs 002-0714-2633-000, an A-1 zone, owned by Robert E and Janice L Keuler Trust, and 002-0714-2633-002, the A-3 zone, owned by Desha and Brian Pulkrabek, with no net gain or loss in the area of each property. The site is in the Town of Aztalan, at N5355 County Road N.**  
Zangl explained the request. Pulkrabek stated that the farmer would get back the land that he already farms. Higgins reported that there is an existing mound, but the soils are poor for replacement there. Motion by Supervisors Foelker/Nass to approve the request. Motion passed 4-0.
15. **Discussion and Possible Action on a Request by Matthew Sloane for a 0.11-acre lot line adjustment to allow for an existing inground pool to be included on an A-3 zoned lot at W9681 Raether Road. The request involves PINs 018-0713-0623-003, an A-1 zone and 018-0713-0623-000, an A-3 zone, both owned by Steven and Julie Saniter, with no net gain or loss in the area of each property. The site is in the Town of Lake Mills.**  
Zangl noted that an inground pool was built on the A-1 zoned area without a permit. The request is to reconfigure the lot to include the pool. Motion by Supervisors Jaeckel/Foelker to approve the reconfiguration; motion passed 4-0.
16. **Discussion and Possible Action on a Request to Transfer 0.673 Acre of an A-3 Zoned Lot, PIN 016-0514-2112-000 Owned by the Gary Poeppel Trust to an Adjoining A-3 Zoned Lot at W6338 Star School Road, Owned by Dale and Lori Krasemann on PIN 016-0514-2124-002 in the Town of Koshkonong**  
Zangl explained this request. Anderson added that it is a marshy area, and the Krasemanns would like it as a buffer and a place to run their dogs.
17. **Discussion and Possible Action on a Request by Jellystone Park for Revision to Conditional Use CU1755-13, originally approved for expanding the campground. The proposal includes removing a pond/water feature, providing a clubhouse with an indoor pool and increasing the number of lots from 135 to 160. The property is in the Town of Koshkonong, on PIN 016-0513-3621-001 at N357 Old 26 Rd.**  
Zangl reported that the Committee had approved a conditional use in 2003 for expansion of the park. This new addition is proposed for 160 sites. The owner described what he proposes for the expansion, Nass asked whether there was any floodplain or wetland. Jaeckel asked whether the owner had spoken with the Town, to which the owner answered no. Nass asked whether this should go back to public hearing; this is the same piece of property

previously approved for expansion. Motion by Supervisors Nass/Jaeckel to approve the request, with the note that though the property must be fenced, it doesn't have to necessarily be six-feet tall as previously required. The condition for three rows of evergreens was also removed. Motion passed 4-0.

**18. Discussion and Possible Action on a Request by Todd Lueder to Review CU1858-15 to Allow a New Building for the Home Occupation at N1204 Poeppel Road in the Town of Koshkonong, PIN 016-0514-2121-003. The Home Occupation would move to the new building proposed and the existing building would be used for personal residential-type storage.**

Zangl again explained the request. Motion by Supervisors Nass/Foelker to approve the request as long as the applicant follow the home occupation definition and get a Zoning and Land Use Permit for the new construction. Motion passed on a 4-0 vote.

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

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

Roll call was taken, with Supervisors Jaeckel, Nass, Foelker and Zastrow in attendance. Motion by Supervisors Foelker/Zastrow to **APPROVE WITH CONDITIONS CU2044-20 – Alta Genetics** for conditional use to allow an ATP51 expansion for up to 546 animal units at **N8355 and N8395 High Rd** in the Town of Watertown. This property, PIN 032-0815-2014-000 (23.895 Ac) is in an A-1, Exclusive Agricultural zone. This is an ATP51 regulated facility, and the request is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed on a roll call vote with Supervisors Jaeckel, Nass, Foelker and Zastrow all voting in favor.

**APPROVE WITH CONDITIONS R4258A-20 – Cyndi Pitzner/Cynthia Pitzner Trust, Ronald & Susan Pitzner Trust Property** on a motion by Supervisors Foelker/Zastrow to rezone all of PIN 002-0714-2742-000 (40 Ac) for a Natural Resource zone accessed by easement from **Gross Lane** in the Town of Aztalan. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4259A-20 – Pete Gross/Alan & Margaret Foley Property** on a motion by Supervisors Nass/Foelker to create a 3.5-acre lot around the existing home and buildings at **W5410 Urban Drive** in the Town of Aztalan, part of PIN 002-0714-2314-001 (18.725 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4260A-20 – Ryan Broedlow/Anthony & Janis Milbrath Property** on a motion by Supervisors Zastrow/Foelker to create a 4-acre lot around the buildings at **W3367 Sunshine Rd** in the Town of Farmington from part of PIN 008-0715-2741-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4261A-20 – Richard Riedel** on a motion by Supervisors Jaeckel/Foelker to rezone 3.5 acres around the home and buildings at **N4824 County Road Y** in the Town of Jefferson, part of PIN 014-0614-0111-003 (12 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4262A-20 – Gary Jackson** on a motion by Supervisors Zastrow/Foelker to create two, 1-acre building sites near **W792 Village Line Rd**, Town of Sullivan, from part of PIN 026-0616-0233-000 (38 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4263A-20 – James & Janice Northey** on a motion by Supervisors Nass/Foelker to create a new building site at **N3487 Hardscrabble Rd** in the Town of Sullivan, on PIN 026-0616-2442-001 (6.83 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4264A-20 – Steven M Sterwald** on a motion by Supervisors Jaeckel/Foelker to create a 2.07-acre building site at the end of **Woelffer Ln**, Town of Waterloo, from part of PINs 030-0813-2712-000 (27.76 Ac) and 030-0813-2712-001 (17.24 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS CU2038-20 – Mathew Bennet** on a motion by Supervisors Zastrow/Foelker for conditional use to allow for construction contractor services/tree care business in a Community zone at **N6334 County Road E** in the Town of Concord on PIN 006-0716-1614-009 (0.87 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS CU2045-20 – Matthew Bennett** on a motion by Supervisors Nass/Foelker for conditional use for a 2,400 square foot, 21' 4" high extensive on-site storage structure in a Community zone at **N6334 County Road E** in the Town of Concord on PIN 006-0716-1614-009 (0.87 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS CU2039-20 – Raymond & Kelly Boknevit** on a motion by Supervisors Foelker/Zastrow for conditional use to allow for a 1,200 square foot extensive on-site storage structure in an R-2 zone at **W217 Golden Lake Park Circle**, Town of Concord, on PIN 006-0716-3613-031 (0.885 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS CU2040-20 – Alan Maske** on a motion by Supervisors Jaeckel/Foelker for conditional use for an addition to an existing structure, creating a total 1,104 square foot workshop at **W5236 Meirkwood Dr**, Town of Jefferson on PIN 014-0614-1332-007 (0.76 Ac). This is in a Residential R-2 zone, and the request is in accordance with Sec. 11.04(2) of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS CU2041-20 – Scott Nelson** on a motion by Supervisors Foelker/Nass for conditional use for transportation services (warehouses) in a Community zone at **N5526 State Road 134** in the Town of Lake Mills, on PIN 018-0713-3023-023 (0.57 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS CU2043-20 – Mary West** on a motion by Supervisors Nass/Zastrow for conditional use to have three dogs in a Residential R-2 zone at **N4334 County Road E**, Town of Sullivan, on PIN 026-0616-1123-001 (1.559 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**20. Possible Future Agenda Items**

**21. Upcoming Meeting Dates**

**September 11, 8:00 a.m. – Site Inspections Beginning at a Location TBD**  
**September 17, 7:00 p.m. – Public Hearing in Courthouse Room 205**  
**September 28, 8:30 a.m. – Decision Meeting in Courthouse Room 205**  
**October 9, 8:00 a.m. – Site Inspections Beginning at a Location TBD**  
**October 17, 7:00 p.m. – Public Hearing in Courthouse Room 205**  
**October 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203**

**22. Adjourn**

Motion by Supervisors Foelker/Nass to adjourn the meeting. Motion passed, and the meeting adjourned.

**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).**

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



**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**SITE INSPECTION MEETING**

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

**8:00 A.M. ON FRIDAY, SEPTEMBER 11, 2020**

The Committee will meet at the Jefferson County Courthouse, near the War Memorial Statue to call the meeting to order and address agenda items 1. through 6. They will then drive personal vehicles to view some of the sites listed in item 7. No discussion or action on the petitions will take place during this meeting.

**1. Call to Order at:**

**War Memorial Statue near the corner of Dodge Street and South Center Avenue**  
**Jefferson County Courthouse**  
**311 South Center Avenue, Jefferson, WI**  
**8:00 a.m., on Friday, September 11, 2020**

The meeting was called to order by Supervisor Jaeckel at 8 a.m.

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

Committee members present were Supervisors Jaeckel, Nass, Foelker and Zastrow. Staff member Brett Scherer was also in attendance.

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

Compliance with Open Meetings was verified.

**4. Approval of the Agenda**

Motion by Supervisors Nass/Zastrow 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. Communications**

There were no communications.

**7. Site Inspections for Petitions to be Presented in Public Hearing on September 17, 2020:**

The Committee left to view several of the following sites:

**CU2047-20 – Steven & Jackie Prisk:** Conditional Use for a home occupation/truck storage and workshop at **N2450 Wenham Road**, Town of Hebron on PIN 010-0515-0521-002 (2.17 Acres) in an A-3, Agricultural/Rural Residential zone. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**CU2049-20 – Nicholas & Jazmin Crouch:** Conditional use to allow for keeping/raising of farm animals in a Residential R-2 zone at **N2731 County Road Z**. The site is part of PIN 026-0616-3614-007 (3 Acres) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

**R4267A-20 – Carol Pendleton/Matthew Chambers Property:** Rezone 0.69 acre of PIN 008-0715-3534-001 (20.551 Acre) with buildings at **N4955 County Road D** to add it to an adjoining A-3 zoned lot in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**CU2048-20 – Michael & Misty Draeger:** Conditional Use to allow keeping of dogs as household pets on a non-commercial basis in excess of two per premises at **N8380 Swansea Drive**, Town of Ixonia. The site is on PIN 012-0816-2112-002 (0.619 Acre) and is zoned Residential R-1. This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance.

**R4270A-20 – Susan Ebbert/Jan Kramer Property:** Create a 2.1-acre farm consolidation lot around the home at **N8642 County Road A**, Town of Watertown, from part of PIN 032-0815-1832-000 (30.9 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4271A-20 – Susan Ebbert/Jan Kramer Property:** Create a 1.3-acre lot as a consolidation of parcels of record from PIN 032-0815-1832-000 (30.9 Acres) and moving it to PIN 032-0815-1833-000 (35.265 Acres). The site is along **Hilltop Road** in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4272A-20 – Susan Ebbert/Jan Kramer Property:** Create a 1-acre wooded building site on **Hilltop Road** in the Town of Watertown from part of PIN 032-0815-1833-000 (35.265 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4273A-20 – Eggert Acres LLC:** Create a 3-acre building site on **West Road** from part of PIN 020-0814-2133-000 (40 Acres) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4274A-20 – Eggert Acres LLC:** Create an 7.2-acre Natural Resource zone near **West Road** in the Town of Milford from part of PIN 020-0814-2133-000 (40 Acres). This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

**R4269A-20 – Burr Oak Lawns, LLC:** Create a 2.05-acre building site on **County Road O** in the Town of Waterloo from part of PIN 030-0813-3113-000 (20 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4268A-20 – Teresa & Mark Walker:** Create a 1-acre building site near **N1985 Rockdale Rd** in the Town of Sumner from part of PIN 028-0513-0724-000 (36.08 Acre). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4266A-20 – John Steiner/Anita Burns Trust Property:** Create a 2.382-acre Agricultural and Rural Business zone off **Old 26 Road** in the Town of Koshkonong from part of PIN 016-0514-1941-000 (15.807 Acre). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU2046-20 – John Steiner/Anita Burns Trust Property:** Conditional use to allow a trap shoot/rifle range/gun shop in a proposed A-2 zone off **Old 26 Road** in the Town of Koshkonong on part of PIN 016-0514-1941-000 (15.807 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**R4265A-20 - Anfang Properties LLC:** Create a 3.5-acre Agricultural and Rural Business zone around the building at **W6646 State Road 18** in the Town of Jefferson. This is part of PIN 014-0614-0543-000 (48 Acre) and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

## **8. Adjourn**

Motion by Supervisors Nass/Foelker to adjourn the meeting. Motion passed on a voice vote, and the meeting adjourned at 10:38 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.

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

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

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

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** September 28, 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:**

1. **Call to Order**

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

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

Supervisor Poulson was absent and excused. All other Committee members were present. Also present were Supervisor Amy Rinard, Renee Bowerman from WE Energies, staff members Ben Wehmeier, Staci Hoffman, Matt Zangl, Sarah Higgins, Brett Scherer, Deb Magritz, and guests listening in on Zoom Mary Rupnow, April Southwick, and one additional unnamed person.

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

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

4. **Approval of the Agenda**

Motion by Supervisors Nass/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) Supervisor Rinard requested that the WE Energies conditional use be on a public hearing separate from other petitions, and that no time limits be imposed for public comment. She explained that there was a large number of people at the Town Board meeting on the subject, and speakers were limited to two minutes each. That was not enough time. She also asked that we continue offering the Zoom format.

6. **Approval of August 28, September 11 and September 17 Meeting Minutes**

The minutes were not available for review.

7. **Communications**

Zangl noted that he would have to leave the meeting shortly.

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

Hoffman said that there is not a lot new to report. It continues to be a stellar year for her office revenues. They should meet annual revenue goals by the end of October.

9. **August Monthly Financial Report for Land Information Office – Matt Zangl**

Zangl reported that the Land Information revenue report is similar to Hoffman's, since the two offices are closely tied.

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

Zangl noted that Zoning's revenues are slightly below last year's at this point, and \$10,000 below for the month of September.

11. **Discussion on Solar Energy Facilities**

Zangl noted that Crawfish River Solar just made application with the Town. We should see it at Zoning in November or December. Wehmeier explained that the developer's agreement is being worked on, and he detailed the next steps.

Register in advance for this meeting:

[https://zoom.us/join/zoom/register/tJevceChpj4iGdK\\_RYQNFIXX5kKv4bVwstGo](https://zoom.us/join/zoom/register/tJevceChpj4iGdK_RYQNFIXX5kKv4bVwstGo)

After registering, you will receive a confirmation email containing information about joining the meeting.

12. **Discussion on Jefferson County Comprehensive Plan Update**  
Zangl reported that we will start getting the draft plan out in October. The final Steering Committee meeting will be held in October, and a draft plan will follow.
13. **Discussion and Possible Action on October 15 Public Hearing and October 22 Public Hearing**  
The main public hearing will be held on October 15, in Courthouse Room 205 at 7 p.m. But Zangl asked the Committee if they would like to schedule a separate public for the WE Energies conditional use proposal on a different evening, and if so, at what location and time. Nass responded with his thought that a separate public would be a good idea, and doesn't think that a time limit should be imposed on those who wish to speak. He offered to run the meeting for Jaeckel if Jaeckel would like that. Motion by Supervisors Zastrow/Foelker to hold two separate meetings. Motion carried, 4-0.
14. **Discussion and Possible Action on October 22 Public Hearing Process**  
Wehmeier reminded the Committee members that the WE Energies project is a conditional use, not a rezoning. He asked that they try to avoid conversations with those sending emails, and reminded them that the emails should be part of the record. Jaeckel noted that professional opposition should be given the same amount of time to speak that the applicant receives and that public hearing should be run the same way as any other public hearing. He suggested keeping comments at 3 to 5 minutes, and suggested starting no earlier than 6 p.m., perhaps at 6:30 p.m.
15. **Discussion and Possible Action on extending CU2028 until December 31, 2021 for Rock Road Companies, Inc.** for mineral extraction at W7201 Vickerman Road (PIN 016-0514-3121-000) owned by Charles and Cathy Naber. The Committee originally approved an extension to April of 2021. Zangl explained that the Committee could issue the extension requested or require a new conditional use. Motion by Supervisors Nass/Foelker to approve the extension. Motion passed 4-0.
16. **Discussion and Possible Action on a lot line adjustment for an A-3 zoned property near N425 Tamarack Road, PIN 024-0516-3522-004.** The proposed lot line adjustment would divide Lot 2 of CSM 3174. Zangl explained the request to dissolve the middle lot, and for that area to be divided between adjoining property owners. He asked the Committee whether they want to require a new certified survey map if they approve this request. Motion by Supervisors Jaeckel/Foelker to allow the division and require a new certified survey map. Motion passed 4-0.
17. **Discussion and Possible Action on Petitions Presented in Public Hearing on August 20:**  
**APPROVE WITH CONDITIONS R4265A-20 - Anfang Properties LLC** on a motion by Supervisors Zastrow/Foelker to create a 3.5-acre Agricultural and Rural Business zone around the building at **W6646 State Road 18** in the Town of Jefferson. This is part of PIN 014-0614-0543-000 (48 Acre) and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 4-0.  
**NOT APPROVE R4266A-20 – John Steiner/Anita Burns Trust Property** on a motion by Supervisors Foelker/Nass to create a 2.382-acre Agricultural and Rural Business zone off **Old 26 Road** in the Town of Koshkonong from part of PIN 016-0514-1941-000 (15.807 Acre). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion did not pass on a 2-2 vote, with Supervisors Foelker and Jaeckel voting in favor and Supervisors Nass and Zastrow voting opposed. The motion died for lack of a majority vote.  
**NO ACTION WAS TAKEN ON CU2046-20 – John Steiner/Anita Burns Trust Property:** Conditional use to allow a trap shoot/rifle range/gun shop in a proposed A-2 zone off **Old 26 Road** in the Town of Koshkonong on part of PIN 016-0514-1941-000 (15.807 Acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.  
**APPROVE WITH CONDITIONS R4267A-20 – Carol Pendleton/Matthew Chambers Property** on a motion by Supervisors Zastrow/Foelker to rezone 0.69 acre of PIN 008-0715-3534-001 (20.551 Acre) with buildings at **N4955 County Road D** to add it to an adjoining A-3 zoned lot in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.  
**APPROVE WITH CONDITIONS R4268A-20 – Teresa & Mark Walker** on a motion by Supervisors Foelker/Nass to create a 1-acre building site near **N1985 Rockdale Rd** in the Town of Sumner from part of PIN 028-0513-0724-000 (36.08 Acre). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4269A-20 – Burr Oak Lawns, LLC** on a motion by Supervisors Jaeckel/Foelker to create a 2.05-acre building site on **County Road O** in the Town of Waterloo from part of PIN 030-0813-3113-000 (20 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVE WITH CONDITIONS R4270A-20 – Susan Ebbert/Jan Kramer Property** on a motion by Supervisors Nass/Zastrow to create a 2.1-acre farm consolidation lot around the home at **N8642 County Road A**, Town of Watertown, from part of PIN 032-0815-1832-000 (30.9 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4271A-20 – Susan Ebbert/Jan Kramer Property** on a motion by Supervisors Jaeckel/Foelker to create a 1.3-acre lot as a consolidation of parcels of record from PIN 032-0815-1832-000 (30.9 Acres) and moving it to PIN 032-0815-1833-000 (35.265 Acres). The site is along **Hilltop Road** in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4272A-20 – Susan Ebbert/Jan Kramer Property** on a motion by Supervisors Nass/Foelker to create a 1-acre wooded building site on **Hilltop Road** in the Town of Watertown from part of PIN 032-0815-1833-000 (35.265 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4273A-20 – Eggert Acres LLC** on a motion by Supervisors Jaeckel/Zastrow to create a 3-acre building site on **West Road** from part of PIN 020-0814-2133-000 (40 Acres) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS R4274A-20 – Eggert Acres LLC** on a motion by Supervisors Nass/Zastrow to create a 7.2-acre Natural Resource zone near **West Road** in the Town of Milford from part of PIN 020-0814-2133-000 (40 Acres). This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

**NO ACTION TAKEN ON CU2047-20 – Steven & Jackie Prisk**: PETITIONER DID NOT ATTEND PUBLIC HEARING- Conditional Use for a home occupation/truck storage and workshop at **N2450 Wenham Road**, Town of Hebron on PIN 010-0515-0521-002 (2.17 Acres) in an A-3, Agricultural/Rural Residential zone. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**APPROVE WITH CONDITIONS CU2048-20 – Michael & Misty Draeger** on a motion by Supervisors Jaeckel/Foelker for conditional use to allow keeping of dogs as household pets on a non-commercial basis in excess of two per premises at **N8380 Swansea Drive**, Town of Ixonia. The site is on PIN 012-0816-2112-002 (0.619 Acre) and is zoned Residential R-1. This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVE WITH CONDITIONS CU2049-20 – Nicholas & Jazmin Crouch** on a motion by Supervisors Zastrow/Foelker for conditional use to allow for keeping/raising of farm animals in a Residential R-2 zone at **N2731 County Road Z**. The site is part of PIN 026-0616-3614-007 (3 Acres) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

18. **Possible Future Agenda Items**

19. **Upcoming Meeting Dates**

October 9, 8:00 a.m. – Site Inspections Beginning at a Location TBD  
October 15, 7:00 p.m. – Public Hearing in Courthouse Room 205  
October 22, 6:30 p.m. – Public Hearing at Jefferson County Fair Park  
October 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203  
November 11, 9:00 a.m. – Decision Meeting at Fair Park Activity Center

20. **Adjourn**

Motion by Supervisors Foelker/Zastrow to adjourn the meeting and the motion passed. The meeting adjourned at 9:50 a.m.

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

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

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

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** September 28, 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:**

1. **Call to Order**

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

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

Supervisor Poulson was absent and excused. All other Committee members were present. Also present were Supervisor Amy Rinard, Renee Bowerman from WE Energies, staff members Ben Wehmeier, Staci Hoffman, Matt Zangl, Sarah Higgins, Brett Scherer, Deb Magritz, and guests listening in on Zoom Mary Rupnow, April Southwick, and one additional unnamed person.

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

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

4. **Approval of the Agenda**

Motion by Supervisors Nass/Foelker to approve the agenda. Motion passed 4-0.

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**APPROVE WITH CONDITIONS CU2049-20 – Nicholas & Jazmin Crouch** on a motion by Supervisors Zastrow/Foelker for conditional use to allow for keeping/raising of farm animals in a Residential R-2 zone at **N2731 County Road Z**. The site is part of PIN 026-0616-3614-007 (3 Acres) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

18. **Possible Future Agenda Items**

19. **Upcoming Meeting Dates**

October 9, 8:00 a.m. – Site Inspections Beginning at a Location TBD

October 15, 7:00 p.m. – Public Hearing in Courthouse Room 205

October 22, 6:30 p.m. – Public Hearing at Jefferson County Fair Park

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

November 11, 9:00 a.m. – Decision Meeting at Fair Park Activity Center

20. **Adjourn**

Motion by Supervisors Foelker/Zastrow to adjourn the meeting and the motion passed. The meeting adjourned at 9:50 a.m.

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

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

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

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

**8:00 A.M. ON FRIDAY, OCTOBER 9, 2020**

The Committee will meet at the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI to call the meeting to order and address agenda items 1. through 7. They will then drive personal vehicles to view some of the sites listed in item 8. No discussion or action on the petitions will take place during this meeting.

**1. Call to Order at:**

**Jefferson County Courthouse  
Room 205**

**311 S. Center Ave., Jefferson, WI**

**8:00 a.m., on Friday, October 9, 2020**

The meeting was called to order by Supervisor Jaeckel at 8:04 a.m.

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

All Committee members were present. Also present was John Steiner, and Staff Members Blair Ward, Matt Zangl, Brett Scherer and Deb Magritz.

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

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

**4. Approval of the Agenda**

The Supervisors looked over the agenda and Jaeckel noted that they may skip some sites. Motion by Supervisors Foelker/Nass to approve the agenda as presented. 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. Communications**

Zangl handed out an email from Amy Rinard dated October 7 and a packet from William Burki of WE Energies dated October 8.

**7. Discussion and Possible Action on motion to Renew Zoning Amendment R4266A-20 for John Steiner/Anita Burns Trust Property to Create a 2.382-acre Agricultural and Rural Business zone off Old 26 Road in the Town of Koshkonong from part of PIN 016-0514-1941-000 (15.807 Acre). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. NOTE: If a majority of the Planning and Zoning Committee members present vote to approve this motion, action on the zoning amendment will be taken on October 26, 2020.**

Jaeckel explained that he'd gotten several phone calls regarding this petition, and didn't like the fact that previous Committee action ended without a majority vote. Motion by Supervisors Jaeckel/Foelker to renew Zoning Amendment R4266A-20 for John Steiner/Anita Burns Trust Property to create a 2.382-acre Agricultural and Rural Business zone off Old 26 Road in the Town of Koshkonong from part of PIN 016-0514-1941-000 (15.807 Acre). Motion passed on a 4-1 vote, with Supervisors Nass opposed.

**8. Site Inspections for Petitions to be Presented in Public Hearing on October 15, 2020:**

There was discussion on which of the following sites to inspect:

**CU2047-20 – Steven & Jackie Prisk:** Conditional Use for a home occupation/truck storage and workshop at **N2450 Wenham Road**, Town of Hebron on PIN 010-0515-0521-002 (2.17 Ac) in an A-3, Agricultural/Rural Residential zone. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4275A-20 – Gary Poeppel:** Rezone to create a 1.0-acre building site **near W6184 Star School Rd** in the Town of Koshkonong from part of PIN 016-0514-2112-001 (35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4279A-20 – Deborah Werner:** Rezone to create an approx. 0.92-acre Residential-Unsewered zone at **N2719 Banker Rd** in the Town of Koshkonong from part of PINs 016-0614-3323-014 (3.797 Ac) and 016-0614-3323-004 (0.755 Ac). This is in Accordance with Sec. 11.07(f)2 of the Jefferson County Zoning Ordinance.

**CU2050-20 – Deborah Werner:** Conditional Use to allow for an extensive on-site storage structure on a proposed Residential-Unsewered zoned lot at **N2719 Banker Rd** in the Town of Kohskonong. The site is on PIN 016-0614-3323-004 (.755 Ac). This is in accordance with Sec. 11.07(f)2 of the Jefferson County Zoning Ordinance.

**R4278A-20 – James Torlin:** Rezone to create an approx. 6.8-acre Agricultural and Rural Business zone to allow for the breeding and selling of goats at **N3115 Trieloff Rd** in the Town of Oakland from part of PIN 022-0613-2623-0000 (3.00 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU2052-20 Paul Marty:** Conditional Use to allow for an update to existing CU1516-08 for sale of farm implements and related equipment to allow for the addition of a 60' x 160' storage structure in an existing Agricultural and Rural Business zone at **W8643 Blue Join Rd** on PIN 030-0813-1613-000 (40.24 Ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU2051-20 – Jacob Schepp:** Conditional Use to allow for transportation services in a Community zone at Community zone at **W7075 Main St** in the Town of Milford on PIN 020-0814-0613-008 (0.308 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**CU2042-20 – Jacob Schepp:** Conditional use for an 864 square foot, 18 foot high extensive on-site storage structure in a Community zone at **W7075 Main St** in the Town of Milford on PIN 020-0814-0613-008 (0.308 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**R4276-20 – Roy Leschinsky:** Rezone to create a 4-acre Agricultural/Rural Residential zone around the existing home and buildings at **W5341 County Road B** in the Town of Aztalan from part of PINs 002-0714-1441-000 (3.00 Ac) and 002-0714-1441-001 (51.35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4277-20 – Roy Leschinsky:** Rezone to create an 8.2-acre Natural Resource zone **W5341 County Road B** in the Town of Aztalan from part of PINs 002-0714-1441-000 (3.00 Ac) and 002-0714-1441-001 (51.35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**CU2053-20 – WE Energies:** Conditional Use Permit filed by WE Energies for a Liquid Natural Gas (LNG) Facility (utility) in an A-1, Exclusive Agricultural zone. The facility will be located on 164.5 acres that will be owned by WE Energies. The footprint of the LNG Facility will be approximately 20 acres. The proposed facility will be located near the intersection of North Road and Triangle Road.  
Current Property Owners:

Dale A. and Jeanine A. Griebenow

012-0816-1523-000 (40.51 ac)

012-0816-1524-000 (20.06 ac)

012-0816-1521-000 (33.38 ac)

012-0816-1522-000 (40.95 ac)

Griebenow Dairy Farms LLC

012-0816-1033-000 (40.00 ac)

012-0816-1034-000 (40.00 ac)

**8. Adjourn**

Motion by Supervisors Poulson/Jaeckel to adjourn the meeting. Motion passed 5-0, and the meeting adjourned at 10:45 a.m.

Blane Poulson, Secretary

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

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

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

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

**NOTICE OF PUBLIC HEARING**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
*George Jaeckel, Chair; Steve Nass, 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, October 15, 2020

**TIME:** 7:00 p.m. (*Courthouse doors will open at 6:30*)

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

**PETITIONERS OR MEMBERS OF THE PUBLIC MAY ATTEND THE  
MEETING VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS IF THEY  
CHOOSE NOT TO ATTEND IN PERSON:**

**You are invited to a Zoom meeting:**

When: Oct 15, 2020 07:00 PM Central Time (US and Canada)

**Register in advance for this meeting:**

[https://zoom.us/meeting/register/tJAkdO2hpzotE91k89KkypPtwsIfux6nPZgU](https://zoom.us/join/zoom/register/tJAkdO2hpzotE91k89KkypPtwsIfux6nPZgU)

**After registering, you will receive a confirmation email containing information about  
joining the meeting.**

**1. Call to Order**

The meeting was called to order by Chairman Jaeckel at 7:00 p.m.

**2. Roll Call**

All Committee members except Supervisor Poulson 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**

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

**4. Approval of Agenda**

Motion by Supervisor Nass and seconded by Supervisor Zastrow to approve the agenda as presented. Motion passed 4-0 on a voice vote.

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

Chairman Jaeckel explained the evening's proceedings.

**6. Public Hearing**

Zangl read aloud the following notice:

**NOTICE IS HEREBY GIVEN** that the Jefferson County Planning and Zoning Committee will conduct a public hearing on Thursday, October 15, 2020, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Members of the public will be allowed to be heard regarding any petition under consideration by the Planning and Zoning Committee. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and

applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files, which include staff finding of fact, are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS**

**R4278A-20 – James Torlin:** Rezone to create an approx. 6.8-acre Agricultural and Rural Business zone to allow for the breeding and selling of goats at **N3115 Trieloff Rd** in the Town of Oakland from part of PIN 022-0613-2623-0000 (3.00 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**PETITIONER:** James Torlin (N3115 Trieloff Rd, Fort Atkinson, WI) presented himself as the petitioner for this rezone. The petitioner is looking to purchase additional pasture land and rezone it to A-2 to allow for the expansion of his herd of fainting goats for breeding. The additional land would primarily be used for pasturing for the animals.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl also noted one thing for the Committee to consider would be whether or not the area around the home should remain A-3 instead of everything being rezoned to A-2.

**TOWN:** In favor.

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

**R4275A-20 – Gary Poeppel:** Rezone to create a 1.0-acre building site near **W6184 Star School Rd** in the Town of Koshkonong from part of PIN 016-0514-2112-001 (35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Gary Poeppel (W6278 Star School Rd, Fort Atkinson, WI) presented himself as the petitioner for this rezone. Poeppel explained he would like to rezone a 1-acre lot to A-3 in order to build a new home, and sell the remaining 35 acres of A-1 land with that proposed A-3 lot.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

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

**TOWN:** In favor.

**R4276-20 – Roy Leschinsky:** Rezone to create a 4-acre Agricultural/Rural Residential zone around the existing home and buildings at **W5341 County Road B** in the Town of Aztalan from part of PINs 002-0714-1441-000 (3.00 Ac) and 002-0714-1441-001 (51.35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.



**PETITIONER:** Roy Leschinsky (164 E Spooter Rd, Fox Point, WI) presented himself as the petitioner for this rezone. Leschinsky explained wanting to rezone to A-3 and asking 4 acres to better shape the lot since right now it is a jagged shaped lot.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked what year the house was built. Leschinsky stated the home is over 100 years old. When it was done as a farm consolidation years ago, the Ordinance at the time did not require it to be rezoned to A-3, so that's why the lot has remained A-1.

**TOWN:** In favor.

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

**R4277-20 – Roy Leschinsky:** Rezone to create an 8.2-acre Natural Resource zone **W5341 County Road B** in the Town of Aztalan from part of PINs 002-0714-1441-000 (3.00 Ac) and 002-0714-1441-001 (51.35 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Roy Leschinsky (164 E Spooter Rd, Fox Point, WI) presented himself as the petitioner for this rezone. The proposed natural resource zone is being proposed with the A-3 lot.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked if Leschinsky intends to sell the N zone separately or keep it with the proposed A-3. Leschinsky would try to keep it with the A-3 zone.

**TOWN:** In favor.

**FROM A-2, AGRICULTURAL AND RURAL BUSINESS TO R-2, RESIDENTIAL-UNSEWERED**

**R4279A-20 – Deborah Werner:** Rezone to create an approx. 0.92-acre Residential-Unsewered zone at **N2719 Banker Rd** in the Town of Koshkonong from part of PINs 016-0614-3323-014 (3.797 Ac) and 016-0614-3323-004 (0.755 Ac). This is in Accordance with Sec. 11.07(f)2 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Deborah Werner (N4697 County Road Q, Jefferson, WI) presented herself as the petitioner for this rezone. Werner explained that the current barn on the property is in the center of the land and they would like the land around the barn to be rezoned residential and not business anymore in order to sell it to the neighboring homeowner.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

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

**TOWN:** In favor.

#### **CONDITIONAL USE PERMIT APPLICATIONS**

**CU2050-20 – Deborah Werner:** Conditional Use to allow for an extensive on-site storage structure on a proposed Residential-Unsewered zoned lot at **N2719 Banker Rd** in the Town of Kohskonong. The site is on PIN 016-0614-3323-004 (.755 Ac). This is in accordance with Sec. 11.07(f)2 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Deborah Werner (N4697 County Road Q, Jefferson, WI) presented herself as the petitioner for this conditional use. The conditional use is to allow for the existing barn to exist on a proposed R-2 zone with its size being over the allowed size requirements for an R-2 zone.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked for confirmation of the size and height of the existing structure. The shed is approximately 30' x 40' and 3 stories (less than 15' in height).

**TOWN:** In favor.

**CU2047-20 – Steven & Jackie Prisk:** Conditional Use for a home occupation/truck storage and workshop at **N2450 Wenham Road**, Town of Hebron on PIN 010-0515-0521-002 (2.17 Ac) in an A-3, Agricultural/Rural Residential zone. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Jackie Prisk (N2450 Wenham Rd, Fort Atkinson, WI) presented herself as the petitioner for this conditional use. Prisk explained the request is to allow for a shop for storage for their dump trucks for their business.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked about any other new structures, the number of employees, hours of operation, if there will be public to the site, plans for parking, bathrooms in the shop, and possible lighting. Prisk explained this is the only new structure being proposed, there are only 2 employees, the hours are technically 24-hours, there will be no public to the site, parking will be primarily in the shed, there will possibly be bathrooms in the shop, and an overhead light by the door.

**TOWN:** In favor.

**CU2051-20 – Jacob Schepp:** Conditional Use to allow for transportation services in a Community zone at **W7075 Main St** in the Town of Milford on PIN 020-0814-0613-008 (0.308 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Jacob Schepp (891 Gold Finch Ln, Marshall, WI) presented himself as the petitioner for this conditional use. Schepp explained that he has a charter boat that operates in the summer and this would be for storage of that charter during the off-season.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked about if there will be public to the site, the hours of operation, and a parking plan. There will be no public to the site, the hours would be very minimal (only in the spring and fall to bring the boat in and out for the season), and the only parking necessary would be for a truck and the boat.

**TOWN:** In favor.

**CU2042-20 – Jacob Schepp:** Conditional use for an 864 square foot, 18 foot high extensive on-site storage structure in a Community zone at **W7075 Main St** in the Town of Milford on PIN 020-0814-0613-008 (0.308 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Jacob Schepp (891 Gold Finch Ln, Marshall, WI) presented himself as the petitioner for this conditional use. Schepp explained that he has a charter boat that operates in the summer and this would be for storage of that charter during the off-season.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked about the size and height of the proposed structure, if there will be bathrooms present, and any outdoor lighting. Schepp said the structure would be 18-20 feet in height, there will be no bathrooms in it, and there will just be a motion light on the outside.

**TOWN:** In favor.

**CU2052-20 Paul Marty:** Conditional Use to allow for an update to existing CU1516-08 for sale of farm implements and related equipment to allow for the addition of a 60' x 160' storage structure in an existing Agricultural and Rural Business zone at **W8643 Blue Joint Rd** on PIN 030-0813-1613-000 (40.24 Ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Paul Marty (N8117 Abendroth Rd, Waterloo, WI) presented himself as the petitioner for this conditional use. Marty explained he would like to build another building to allow for more inside storage to get materials out of sight and out of the way on the property.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** Zangl read aloud a letter submitted from Connie Skalitzky (W8491 Blue Joint Rd, Waterloo, WI) in opposition to the request. The letter is included in the file.

**REBUTTAL:** None.

**QUESTIONS FROM COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked for a brief description of the operation at the site and also asked about bathrooms, lighting, and possible screening. Marty explained the operation on the property is for the selling of

antiques, tractors, etc. There is currently no bathroom being proposed in the structure and there will just be yard lights in front and on the sides. Marty would also not be opposed to putting up more trees for screening if requested.

**TOWN:** In favor.

## **7. Adjourn**

**Supervisor Nass moved to adjourn at 7:31 p.m. and was seconded by Supervisor Zastrow. 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**

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

A recording of the meeting will be available from the Zoning Department upon request. Further information about Zoning can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

## **Matt Zangl**

---

**From:** Tim Otterstatter <jtotter63@gmail.com>  
**Sent:** Friday, October 16, 2020 1:24 PM  
**To:** Matt Zangl; Steve Nass  
**Subject:** Lets get serious

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

---

Hi gentleman,

I am still wondering when zoning is going to be serious about getting the wedding barns in the county up to code.

I believe it was about 3 weeks ago when a wedding barn had to call the Watertown EMS & Fire Department because a chandelier came crashing down on top of the guests that were at the wedding barn.

I will not mention the name because I know you should be able to find it from the Sheriff Department or the Watertown Fire Department.

Zoning will continue to do nothing until somebody is seriously hurt or killed. Thank goodness that the people that were taken to the hospital will recover. But ask yourself this. Could this have been prevented if the Building Inspector or the Fire Inspector would sign off.

Zoning Committee you need to stop joking are. Get the wedding barns in this county up to code Also stop allowing others to open without the correct permits.

I do not have the rest of the Zoning Committee's email so I ask you to pass this on to them. Also please pass it on to J. Blair Ward Corporation Counsel.

--

**Thank you,**

**Tim Otterstatter**  
**BT Equipment LLC**  
**414-333-8511**  
[www.btequipmentllc.com](http://www.btequipmentllc.com)

Register of Deeds	Sep 2020	Output Measures			YR to Date	Current Yr. Target
Program/Service Description	2018		2020	Totals	%	
Documents Recorded	1,006	1,381	1,846	13,645	107%	
Vital Records Filed	197	255	190	1,665	78%	
Vital Record Copies	958	1,201	1,516	12,261	86%	
ROD Revenue (Gross Total)	\$ 138,345.45	\$ 215,997.49	\$ 216,686.70	\$1,571,884.37	97%	
Transfer Fees	\$ 18,477.18	\$ 30,700.14	\$ 27,926.88	\$ 196,254.48	93%	
LIO Fees	\$ 8,673.00	\$ 11,632.00	\$ 15,327.00	\$ 114,423.00	105%	
Document Copies	\$ 4,716.55	\$ 5,573.76	\$ 7,229.30	\$ 59,490.50	104%	
Laredo	\$ 2,749.00	\$ 2,817.75	\$ 3,240.00	\$ 26,278.75	82%	
ROD Revenue to General Fund	\$ 44,713.73	\$ 63,872.65	\$ 71,856.18	\$ 532,872.73	98%	
Percentage of Documents eRecorded	50%	61%	68%	67%	67%	
Budget Goals Met	Yes	Yes	Yes	Yes	98%	
Back Indexed	1,209	1,381	4,679	38,633	193%	

**Wisconsin Register of Deeds Association:**

*Documents continue to come in at a steady rate all around the state, this has been a record year so far for recordings.*

**Register of Deeds Office:**

*Refinancing has remained high, transfer fees have slowed*

*Counter traffic has increased, more people are requesting their vital records for the Real ID*

*We continue to back index documents as time allows.*

**Wisconsin Counties Association Board of Directors:**

*Nothing new to report this month*

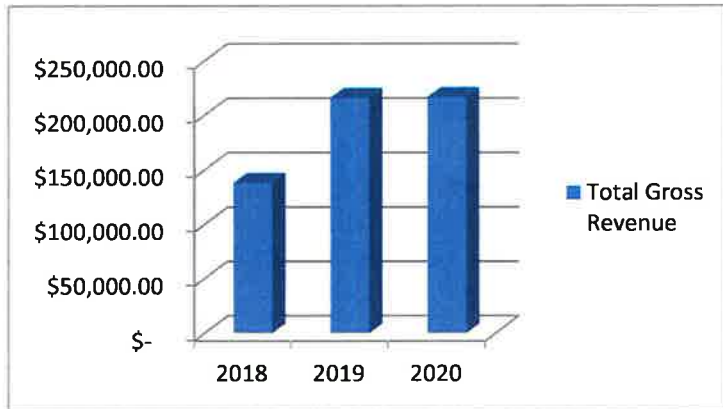
**Wisconsin Public Records Board:**

*Nothing new to report this month*

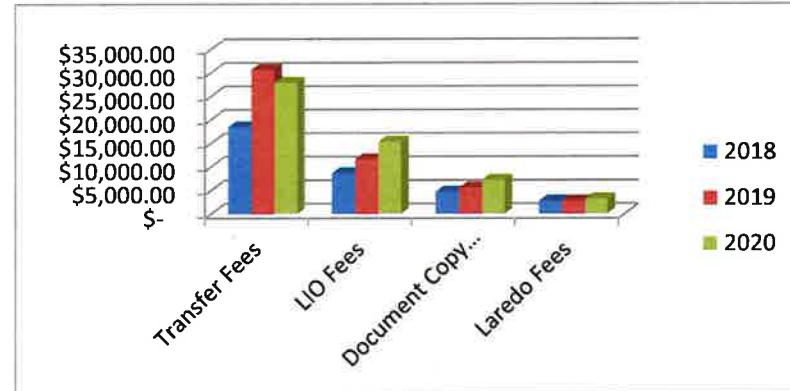
# Register of Deeds Monthly Budget Report

Sep-20

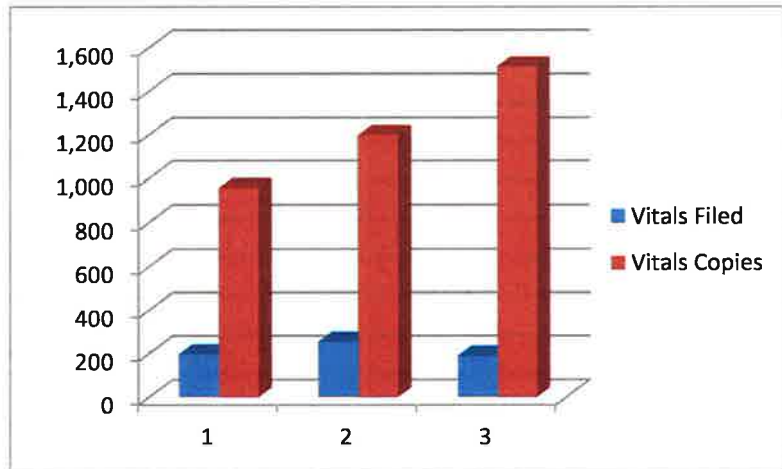
## ROD Total Gross Revenues



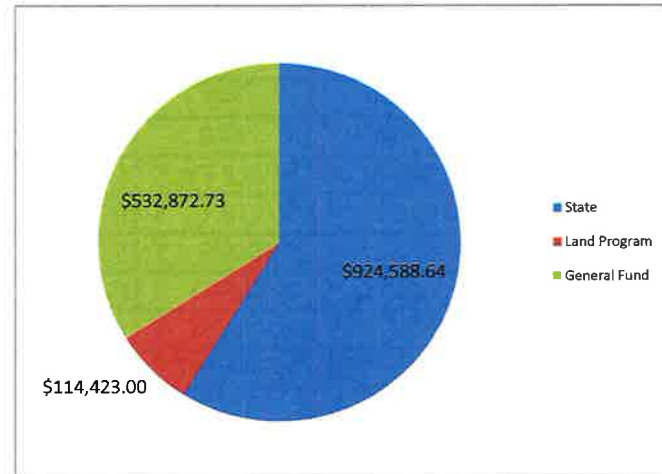
## Land Related Revenue



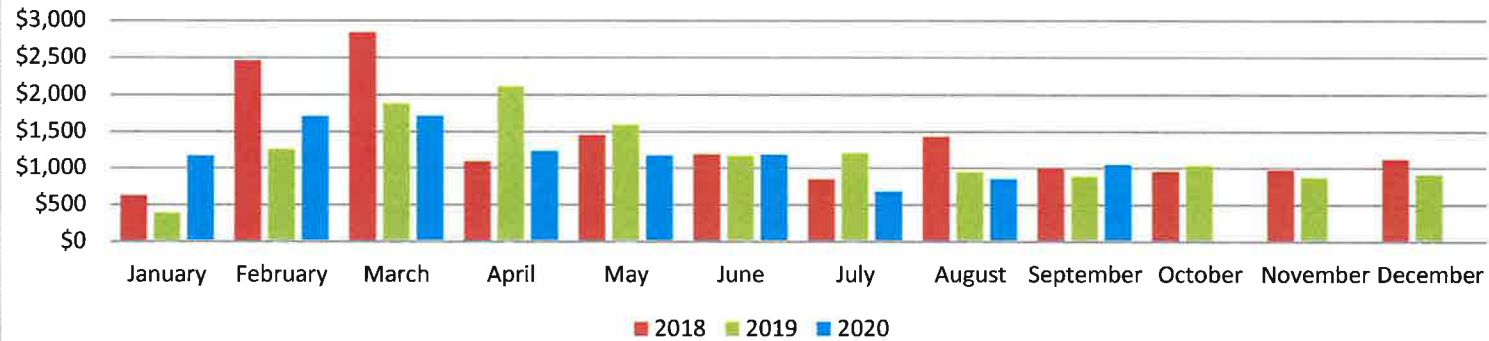
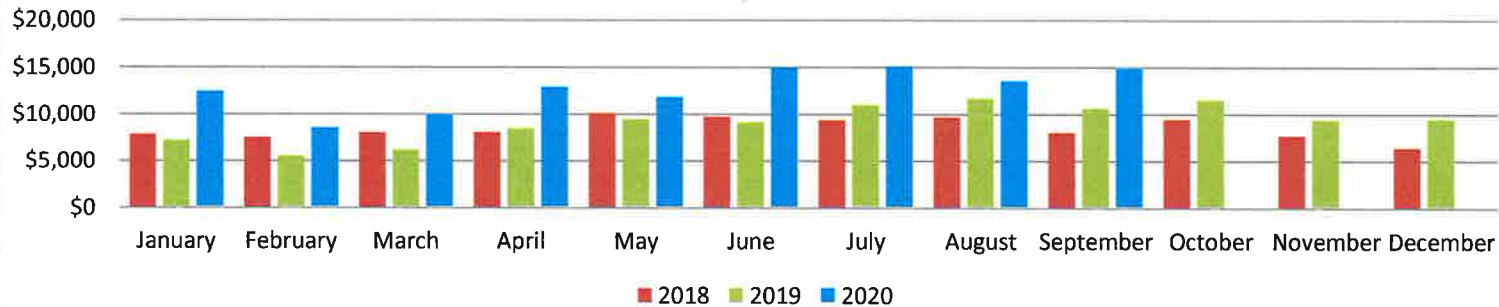
## Vital Records



## Year to Date Revenue Payout

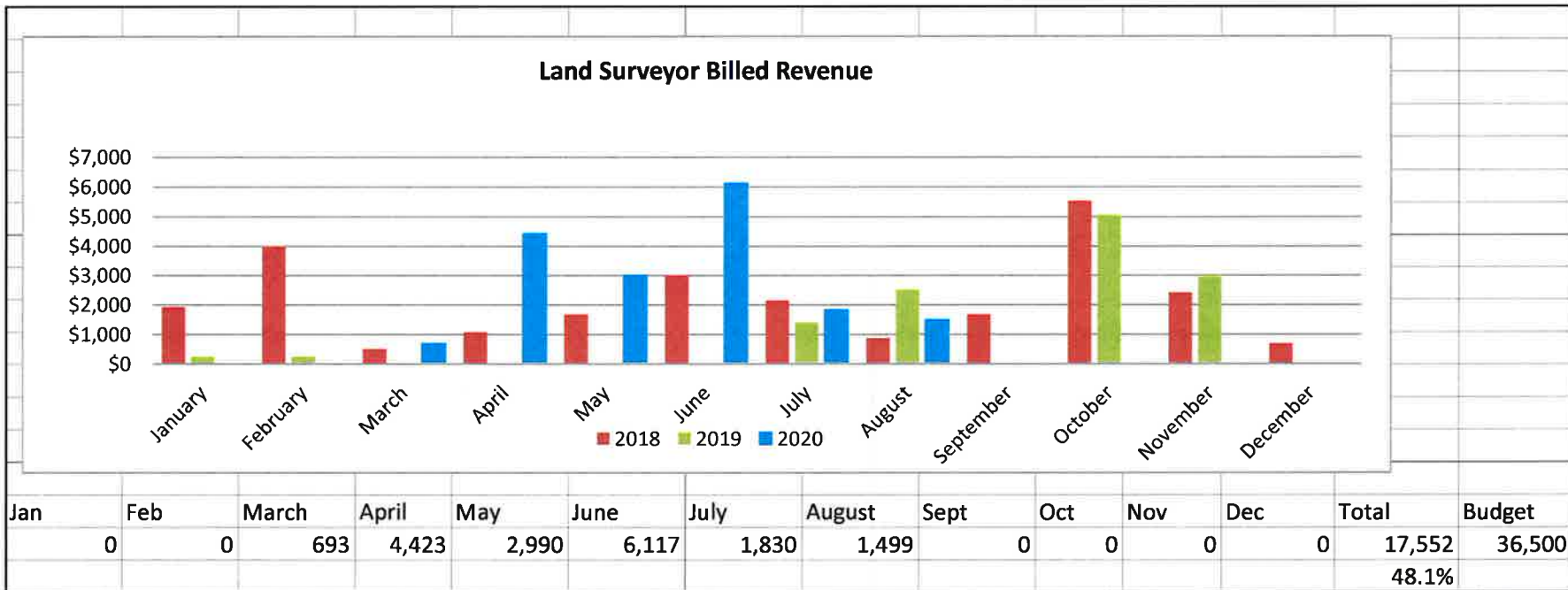


## Land Information Monthly Revenue Report April 2020

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## Land Information Monthly Revenue Report April 2020



**Jefferson County Planning and Zoning Department**  
**Monthly Ledger Report**  
**10-23-2020**

	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	750.00		15,370.00	7.09		5,275.00	900.00							22,302.09	24,015.00
June	690.00		17,315.00			7,475.00	1,600.00						110.00	27,080.00	27,852.15
July	780.00		16,215.00	3.54		8,025.00	1,350.00						130.00	26,373.54	21,365.59
Aug	870.00		11,305.00	7.08		6,750.00	1,550.00							20,482.08	31,930.15
Sept	660.00		9,550.00	161.00		6,300.00	350.00							17,021.00	25,145.00
Oct	600.00		14,540.00	14.16		8,500.00	350.00							24,004.16	19,351.65
Nov															14,964.00
Dec															13,217.00
Total	6,600.00		120,339.50	1,063.97		58,850.00	8,250.00						940.00	195,103.47	234,818.69

2019 Actual Zoning Deposit:\$235,168.69

2020 Budget Revenues: \$223,000.00

2020 Deposits YTD:\$195,103.47

Jefferson County  
Land & Water Conservation Department  
Courthouse - 311 S Center Ave, Rm 113  
Jefferson, WI 53549-1701  
(920) 674-7110



MEMORANDUM

TO: Back Road Beef, LLC  
CC: Zoning and Planning Department; Robert Pofahl, PE Resource Engineering Inc.  
FROM: Land and Water Conservation Department  
DATE: 10/16/2020  
SUBJECT: Livestock Siting Application Completeness

The Jefferson County Land and Water Conservation Department (LWCD) has reviewed the application, worksheets, and supplemental information submitted by Back Road Beef, LLC for a Conditional Use Permit (CUP) under the Livestock Siting (ATCP 51) process. The LWCD recommends that the Zoning Committee find the application to be complete. Included in this application is the relining of Manure Storage Facilities 1 and 2. No new structures are proposed in this application. The CUP will allow up to 2300 animal units (2300 steers).

Other Items

- Annual nutrient management plan updates shall be submitted to the Land and Water Conservation Department by September 30<sup>th</sup> of each year for the following crop year.
- Per the Livestock Siting Law [ATCP 51.8 (2)] **within 2 years** the livestock operator must begin populating the approved facility and **begin construction on every new or expanded livestock housing structure, as well as every new, expanded, or altered waste storage structure, proposed in the application.**
- Any changes to your operation that would change the information provided in this Livestock Siting Application or Worksheets once the Conditional Use Permit has been issued will require either a new application to be filed or an amendment to your current Livestock Siting Application.

**Any portions of the application that are in need of an update can be picked up at the LWCD office.** Questions regarding the completeness determination should be directed to Joe Strupp of the Land and Water Conservation Department at 920-674-7483.

# JEFFERSON COUNTY PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A Redivision of Lot 1 & 2, CSM No. 5307 in the NE 1/4 of the NW 1/4 of Section 28, Township 8N,  
Range 13E, Town of Waterloo, Jefferson County, Wisconsin, on Parcel Number 030-0813-2842-000

Owner: AARON & BROOKE VOIGHT  
Address: 207 INDIAN SUMMER RD.  
MARSHALL WI 53559  
Phone: 920-650-7554

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:

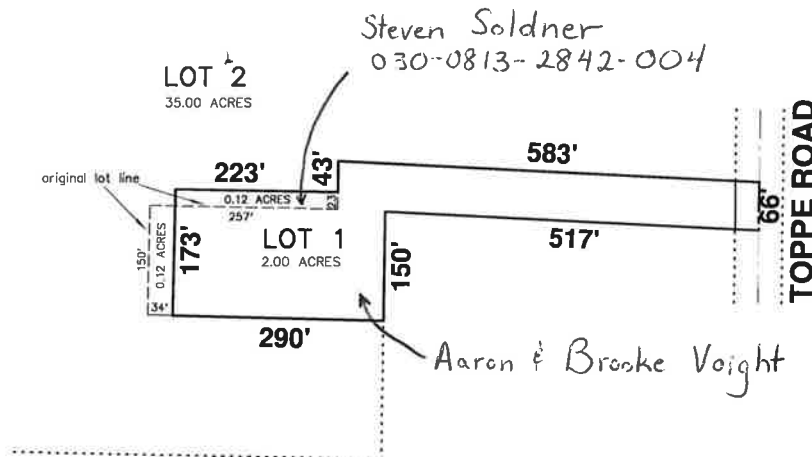
RECONFIGURE LOT LINES BETWEEN LOT 1 AND LOT 2 TO CREATE A BETTER BUILDING AREA

OWNER OF LOT 1 TO CONVEY 0.12 ACRES TO OWNER OF LOT 2 AND OWNER OF LOT 2 TO CONVEY 0.12 ACRES TO OWNER OF LOT 1 THEREBY KEEPING THE SAME AREA OF LOT 1 AND 2



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: \_\_\_\_\_

**DECISION OF THE JEFFERSON COUNTY  
PLANNING & ZONING COMMITTEE  
CONDITIONAL USE PERMIT  
I. FINDINGS OF FACT:**

Petition # CU1995-19 Township: Jefferson  
Site Inspection Date: 7/12/2019 Hearing Date: 7/18/2019  
Petitioner Name: Koenig Structures Unlimited LLC (Steve & Karen Koenig)  
Property Owner(s): Koenig Structures Unlimited LLC  
Property Location: N3656 County Road K

**CONDITIONAL USE REQUEST:** To allow for multiple dwelling structures in an existing R-2 zone at N3656 County Road K, PIN(s) 014-0614-2312-008 & 014-0614-2312-009.

**PARCEL(S)(PIN#):** 014-0614-2312-008 (2.00 ac) 014-0614-2312-009 (1.00 ac)

**ADJACENT LAND USE:** R-2, Residential-Unsewered

**COMMENTS/ADDITIONAL INFORMATION RECEIVED AT PUBLIC HEARING:**

- In 500-yr floodplain - Proposed as condominium plat  
- Septic permit #7844 installed in 1992 for bar (2750 gpd) Approx equal to 18 bedrooms  
- Proposing 4 duplexes - See file and 10/20/2020 notes - Town reapproved 10/5/2020

**TOWN BOARD RECOMMENDATION** 6/3/2019 ☒ Approval ☐ Denial ☐ Postponed ☐ No action

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

**II. CONCLUSIONS**

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

**III. ORDER & DETERMINATION**

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

conditional use be: ☐ Granted ☐ Denied ☐ Postponed

Motioned by: \_\_\_\_\_ 2<sup>nd</sup> by: \_\_\_\_\_ Vote: \_\_\_\_\_ Date: \_\_\_\_\_

**WITH THE FOLLOWING CONDITIONS:** \_\_\_\_\_

-Committee/Department review and approval of condo plat before recording  
-Storm water control/grading plan -All Zoning Ordinance requirements (impervious surface)  
-Parking Plan meeting ordinance requirements  
-Septic inspection and all necessary permits

Date \_\_\_\_\_ Signature \_\_\_\_\_

Koenig Structures Unlimited

CU1995-19 for Multiple Dwelling Units at N3656 County Road K

Notes – 10/20/2020

- Propose 4 duplexes with 2 bedrooms per unit, total development of 16 bedrooms
- Developed as a Condo
- Property is 3.00 acres
  - Maximum dwelling units allowed is 15 units (5 units per acre)
  - Each side of a duplex is 1 units (1 duplex = 2 dwelling units)
  - Proposing 8 dwelling units
- Parking Plan – required to have 1.5 stalls per dwelling unit
- Septic inspection/approval from plumber?



## Sarah Higgins

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**From:** eckmayer@frontier.com  
**Sent:** Friday, October 23, 2020 11:52 AM  
**To:** Sarah Higgins  
**Subject:** N3656 CTH K

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

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Sarah –

This is a follow-up to our meeting today at N3656 CTH K. Tanks were pumped and inspected. No cracks were noted and baffles are intact. The sand and stone in the mound looks good. The following repairs/upgrades will need to be completed to meet current code:

- Install 2,000 gallon concrete septic tank
- Install filter in 3<sup>rd</sup> tank
- Install (3) 6" x 24" risers with locking devices and warning labels
- Install a total of 4 cleanouts on both ends of the mound

Please let me know if there is any further information that you may need from me.

Thank you,  
Rob



Virus-free. [www.avg.com](http://www.avg.com)



## Matt Zangl

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**From:** Brian Udovich  
**Sent:** Tuesday, September 8, 2020 2:24 PM  
**To:** Matt Zangl  
**Cc:** Derek Anderson  
**Subject:** RE: N3656 County Road K - Koenig Structures Duplex Development  
  
**Importance:** High

Yes, we are.

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

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

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**From:** Matt Zangl  
**Sent:** Tuesday, September 08, 2020 1:59 PM  
**To:** Brian Udovich  
**Cc:** Derek Anderson  
**Subject:** RE: N3656 County Road K - Koenig Structures Duplex Development

Brian,

It sounds like you are good with the proposed access location?

Matt

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**From:** Matt Zangl  
**Sent:** Tuesday, September 1, 2020 7:30 AM  
**To:** Brian Udovich  
**Cc:** Derek Anderson  
**Subject:** N3656 County Road K - Koenig Structures Duplex Development

Brian,

You may remember this property and development from a year ago. The owner has hired a consultant/project manager to assist and we have a new site plan (attached). What are your thoughts on access?

Matt

Matt Zangl