

**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:** March 28, 2022  
**TIME:** 8:30 a.m.  
**PLACE:** Room 202 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI  
OR Via Zoom Videoconference

**YOU MAY ATTEND VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:**

Register in advance for this meeting:  
[https://zoom.us/meeting/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB\\_1Qxy](https://zoom.us/join/zoom/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)  
Meeting ID: 959 8698 5379  
Passcode: Zoning  
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 February 17, February 28, March 4 and March 10 Meeting Minutes**
7. **Communications**
8. **February Monthly Financial Report for Register of Deeds – Staci Hoffman**
9. **February Monthly Financial Report for Land Information Office-Matt Zangl**
10. **March Monthly Financial Report for Zoning – Matt Zangl**
11. **Discussion on Solar Energy Facilities**
12. **Discussion on WE Energies Liquefied Natural Gas (LNG) Facility in the Town of Ixonia**
13. **Discussion and Possible Action on R4379A-22 & CU2108-22 for Donald & Nancy Brunson, PIN 006-0716-1642-000 near W1432 County Road B in the Town of Concord. These petitions were presented in public hearing on February 17, 2022 and subsequently postponed on February 28, 2022.**
14. **Discussion and Possible Action on CU2101-21 for Brian & Jennifer Statz, PIN 014-0615-0221-029 at N4885 County Rd D, Town of Jefferson. This petition was presented in public hearing on December 16, 2021 and subsequently postponed on January 3, 2022.**
15. **Discussion and Possible Action on R4361A-21 for Jeffery and Rebecca Weber, PIN 014-0615-0441-000 for a 1.00 acre A-3 lot on Paradise Road in the Town of Jefferson. This petition was previously postponed on February 28, 2022.**
16. **Discussion and Possible Action on Petitions Presented in Public Hearing on March 10, 2022:**  
**R4391A-22 –Jeanette C Poulson Family Trust:** Create a 4.71-ac lot around the home & buildings at **N795 Tamarack Rd**, Town of Palmyra from part of PIN 024-0516-2713-000 (40 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.  
**R4392A-22 –Jeanette C Poulson Family Trust:** Rezone approximately 2.8 ac of PIN 024-0516-2742-000 (37.8 ac) to add it to an adjoining 2.2-ac A-3 zoned lot at **N683 Tamarack Rd**, Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4393A-22 – James E Gilbert:** Create a 2.47-ac building site **at the intersection of Bakertown Rd and Pioneer Dr** from part of PIN 006-0716-2942-000 (40.703 ac), Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4394A-22 – Richard Helman:** Create three new building sites, one of 1.9 ac and two of 1.89 ac, all on **Switzke Rd** in the Town of Farmington from part of PIN 008-0715-0432-004 (5.6 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4395A-22 – Connie & Jerry Wolf/Jay & Deloris Kogle Trust Property:** Rezone approximately 1.5 ac of PIN 022-0613-3122-002 (15.443 ac) to add it to an existing adjacent A-3 zone owned by the Wolfs at **N2803 County Rd C**, Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4396A-22 – Barry & Pauline Stephan:** Create a 2-ac lot around the home at **N4062 County Road E** from part of PIN 026-0616-1422-000 (33.965 ac) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4397A-22 – Heidi Kabat & Wayne Meier/RNH Trust Property:** Create a 3-ac lot around the home at **N7691 Newville Rd** in the Town of Waterloo from part of PIN 030-0813-3321-001 (30.25 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4398A-22 – Heidi Kabat & Wayne Meier/RNH Trust Property:** Create two new 1-ac building sites from part of PIN 030-0813-3321-001 (30.25 ac) **near N7691 Newville Rd**, Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4399A-22 – Kyle Skalitzky:** Create a 3-ac lot around the home & buildings at **W8968 Kenny Ln**, Town of Waterloo, from part of PIN 030-0813-1744-000 (38.859 ac) This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**CU2111-22 – Scott Construction Inc:** Conditional use for an update to an existing non-metallic mineral extraction operation in an A-1 zone at **W7161 County Road J**. The site is on PINs 014-0614-1921-002 (9.99 ac), 014-0614-1924-001 (38.852 ac), 014-0614-1931-001 (20 ac) and 014-0614-1923-002 (21.972 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

**CU2112-22 – David & Jean Anich Trust:** Conditional use for repair services in a Community zone at the **intersection of County Rd E and County Rd CI**, Town of Sullivan, on PIN 026-0616-3441-008 (0.504 ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**17. Possible Future Agenda Items**

**18. Upcoming Meeting Dates**

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

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

**April 25, 8:30 a.m. – Decision Meeting in Courthouse Room 202**

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

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

**May 23, 8:30 p.m. – Decision Meeting in Courthouse Room 202**

**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.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:** February 28, 2022  
**TIME:** 8:30 a.m.  
**PLACE:** Room 202 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI  
OR Via Zoom Videoconference

**YOU MAY ATTEND VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:**

Register in advance for this meeting:  
[https://zoom.us/join/zoom/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB\\_1Qxy](https://zoom.us/join/zoom/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)  
Meeting ID: 959 8698 5379  
Passcode: Zoning

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 were present at 8:30 a.m. Also present was County Administrator Ben Wehmeier, staff members Matt Zangl, Sarah Elsner, Brett Scherer and Deb Magritz and guests Dale Konle, Kim Miller and Lawrence Oliverson. Supervisor Anita Martin attended via Zoom, as did guests Pete Gross, Mary Steptoe, Sara Ostrowsky and Frankie Fuller.
3. **Certification of Compliance with Open Meetings Law**  
Supervisor Poulson verified compliance with Open Meetings.
4. **Approval of the Agenda**  
No changes were proposed to 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)**  
There was no public comment.
6. **Approval of January 31, February 11 and February 17 Meeting Minutes**  
Motion by Supervisors Poulson/Zastrow to approve the January 31 minutes. Motion passed 5-0.  
  
Motion by Supervisors Poulson/Foelker to approve the February 11 minutes. Motion passed 5-0.  
  
Motion by Supervisors Foelker/Poulson to approve the February 17 minutes. Motion passed 5-0.
7. **Communications**  
There were no communications.
8. **January Monthly Financial Report for Register of Deeds – Staci Hoffman**  
Hoffman's report was in the Committee's packet. Zangl noted that recordings have slowed considerably from the same period last year.
9. **January Monthly Financial Report for Land Information Office-Matt Zangl**  
This report was also in the Committee's packet.

10. **January Monthly Financial Report for Zoning – Matt Zangl**  
Zangl reported that February began slower for 2022 than in the previous year, but that the last couple of weeks have picked up to equal last year revenues.
11. **Discussion on Solar Energy Facilities**  
The Crawfish River Solar construction is slated to begin on March 8. They are currently acquiring permits.
12. **Discussion on WE Energies Liquefied Natural Gas (LNG) Facility in the Town of Ixonia**  
The first monthly meeting between the County and WE Energies LNG was held a couple of weeks ago. They are working on grading. There was a period when half of the berm was done, but erosion control was not in place. After a call, erosion control was installed; it was good to see the company being so responsive.
13. **Discussion on Zoning Ordinance Amendments**  
The County has received a good number of responses for the amendment dealing with an Ag Tourism definition. The amendment will not be on the March public hearing but will be soon thereafter.
14. **Request by Kent Wildes to Reconfigure an Existing 1.94-Acre A-3 Lot at N7029 North Shore Road to Accommodate an Existing Driveway & Buildings. The lot is proposed at 2.1-acre, in the Town of Lake Mills on PIN 018-0713-0231-009**  
Zangl explained the proposal. The gross increase in lot size proposed is just over 0.1 acre. Motion by Supervisors Jaeckel/Foelker to approve of the reconfiguration, conditioned upon approval and recording of a final certified survey map for the new configuration. Motion passed 5-0.
15. **Discussion and Possible Action on Petition R4361A-21 for Jeffrey and Rebecca Weber, Presented in Public Hearing on November 18, 2021 and Subsequently Postponed. The site is near N4615 Paradise Road in the Town of Jefferson on PIN 014-0615-0441-000.**  
A map of the new proposal was in the Committee's packet. Zangl explained. Motion by Supervisors Nass/Foelker to postpone action for redesign, clustering a lot either immediately north or south of the existing farm consolidation. Motion passed 5-0.
16. **Discussion and Possible Action on a Request by D Thomas Landscaping LLC for a Building Replacement at W158 Concord Center Dr in the Town of Concord and part of CU1932-2017 for a Landscaping Business.**  
No action was taken.

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

**17. Discussion and Possible Action on Petitions Presented in Public Hearing on February 17:**

**APPROVE WITH CONDITIONS R4377A-22 – Andy Selle** on a motion by Supervisors Jaeckel/Foelker to create two new building sites of approximately 1-ac and a 0.9-ac from part of PIN 016-0513-2434-026 (8.711 ac) near **W7526 Koshkonong Mounds Rd**, Town of Koshkonong. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4378A-22 – Christopher Leeman** on a motion by Supervisors Nass/Poulson and **CU2107-22 - Christopher Leeman** on a motion by Supervisors Jaeckel/Foelker to create a 0.712-ac A-2 zone at **N3549 Schmidt Rd** with conditional use for storage of non-farm equipment. The site is part of PIN 010-0615-2113-000 (39.275 ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**POSTPONE ACTION ON R4379A-22 & CU2108-22 – Donald & Nancy Brunson**: Create a 7.4-ac A-2 zone near **W1432 County Rd B** with conditional use for boat storage. The site is part of PIN 006-0716-1642-000 (24 ac) in the Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Motion to postpone passed 5-0.

**APPROVE WITH CONDITIONS R4380A-22 – Donald & Nancy Brunson** on a motion by Supervisors Poulson/Foelker to create a 2-ac lot around the home and buildings at **W1432 County Rd B**, part of PIN 006-0716-1642-000 (24 ac) in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4381A-22 – Gregory Alt** on a motion by Supervisors Zastrow/Jaeckel to create a 5-ac lot around the home and buildings at **W2140 County Road B**, Town of Concord from part of PIN 006-0716-1811-000 (46.804 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

**APPROVE WITH CONDITIONS R4382A-22 – TW & Ruth Schwalenberg** on a motion by Supervisors Nass/Foelker to create a 2-ac building site from part of PIN 010-0615-3434-001 (35.716 ac) on **Kitzinger Ln** in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0.

**APPROVE WITH CONDITIONS R4383A-22 & R4384A-22 – TW & Ruth Schwalenberg** on motions by Supervisors Nass/Foelker to create a 3.3-ac lot around the home at **N2572 Kitzinger Ln**, and a 2.4-ac Natural Resource zone adjacent in the Town of Hebron, part of PIN 010-0615-3434-001 (35.716 ac). This is in accordance with Sec. 11.04(f)8 and 11.04(f) 12 of the Jefferson County Zoning Ordinance. Motion passed 5-0

**APPROVE WITH CONDITIONS R4385A-22 – Brian & Jennifer Statz** on a motion by Supervisors Nass/Poulson to create a 2-ac lot around the home and buildings at **W2948 Hagedorn Rd** from part of PIN 010-0615-2344-000 (16 ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

**APPROVE WITH CONDITIONS R4386A-22 – Brian & Jennifer Statz** on a motion by Supervisors Jaeckel/Poulson to create two lots, one of 2 ac and one of 1.5 ac near **W2948 Hagedorn Rd** from part of PIN 010-0615-2344-000 (16 ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f) of the Jefferson County Zoning Ord. Motion passed 5-0

**APPROVE WITH CONDITIONS R4387A-22 – Brian & Jennifer Statz** on a motion by Supervisors Nass/Poulson to create a 4.1-ac N zone from part of PINs 010-0615-2341-000 (22 ac) and 010-0615-2344-000 (16 ac) on **Hagedorn Rd** in the Town of Hebron. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Motion passed 5-0

**APPROVE WITH CONDITIONS R4388A-22 - Kutz Dairy LLC** on a motion by Supervisors Nass/Poulson to create a 1.3-ac lot around the home at **N3965 County Rd Y** from PIN 014-0615-1823-000 (26.162 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

**APPROVE WITH CONDITIONS R4389A-22 – Michael & Mary Steptoe** on a motion by Supervisors Nass/Poulson to create a 2.45-ac building site near **N3775 County Rd Y** from part of PIN 014-0615-1843-004 (6.05 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

**APPROVE WITH CONDITIONS R4390A-22 – Tim & Amy Dettmann** on a motion by Supervisors Zastrow/Jaeckel to create a 3-acre lot around the home & buildings at **W5588 Albers Ln** in the Town of Milford from part of PIN 020-0714-1123-000 (20 ac) and 020-0714-1124-000 (38.38 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 5-0

**APPROVE WITH CONDITIONS CU2109-22 – Rod & Theresa Cooke** on a motion by Supervisors Nass/Foelker for conditional use for an extensive on-site storage structure totaling 1,680 square feet in size at **W7288 County Rd V** in the Town of Aztalan. The site is on PIN 002-0714-0732-001 (1.201 ac) in a Residential R-2 zone. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion passed 5-0

**APPROVE WITH CONDITIONS CU2110-22 – Meliza & Ryan Ritacca** on a motion by Supervisors Nass/Jaeckel for conditional use for a kennel to allow doggie daycare, boarding and breeding for up to 32 dogs at **N5617 County Rd A** on PIN 018-0713-2243-000 (40 ac) and 018-0713-2244-002 (10 ac). This is in the Town of Lake Mills in an A-1 Exclusive Agricultural zone. It is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 5-0

**18. Possible Future Agenda Items**

**19. Upcoming Meeting Dates**

**March 4, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**

**March 10, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**March 28, 8:30 a.m. – Decision Meeting in Courthouse Room 202**

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

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

**April 25, 8:30 a.m. – Decision Meeting in Courthouse Room 202**

**20. Adjourn**

Motion by Supervisors Jaeckel/Folker to adjourn the meeting. Motion passed and the meeting adjourned at 9:44 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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**MINUTES OF THE  
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE  
SITE INSPECTIONS**

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

**ROOM 203, COUNTY COURTHOUSE  
311 S. CENTER AVE., JEFFERSON, WI 53549  
8:00 A.M. ON MONDAY, MARCH 4, 2022**

**1. Call to Order**

The meeting was called to order by Supervisor Jaeckel at 8:00 a.m.

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

All Committee members were present at 8:00 a.m. Also in attendance were Zoning Department staff Matt Zangl, Brett Scherer and Deb Magritz.

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

Supervisor Poulson verified compliance with Open Meetings Law.

**4. Approval of the Agenda**

Motion by Supervisors Nass/Poulson to approve the agenda. Motion passed 5-0.

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

There was no public comment.

**6. Communications**

There were no communications.

**7. Site Inspections for Petitions to be Presented in Public Hearing on March 10, 2022:**

The Committee left at 8:02 for the following site inspections:

**CU2112-22 – David & Jean Anich Trust:** Conditional use for repair services in a Community zone at the intersection of County Rd E and County Rd CI, Town of Sullivan, on PIN 026-0616-3441-008 (0.504 ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**R4391A-22 –Jeanette C Poulson Family Trust:** Create a 4.71-ac lot around the home & buildings at **N795 Tamarack Rd**, Town of Palmyra from part of PIN 024-0516-2713-000 (40 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

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## **8. Adjourn**

Motion by Supervisors Poulson/Foelker to adjourn the meeting. Motion passed 5-0 and the meeting adjourned at 10:45 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.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov).**

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**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, March 10, 2022

**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: Thursday, March 10, 2022 at 07:00 PM Central Time (US and Canada)  
Meeting ID: 957 3344 0565  
Passcode: Zoning  
Register in advance for this meeting:  
<https://zoom.us/j/95733440565?pwd=eHZRbHZXWXhlUnlKdkhtOXhoTmtNZz09>  
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 p.m.

**2. Roll Call**

All Committee members were present at 7 p.m. Also in attendance were Matt Zangl and Sarah Elsner from the Zoning Department. Attending via Zoom were Kenneth Christenson and Heidi Kabat.

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

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

**4. Approval of Agenda**

Motion by Chairman Jaeckel to approve the agenda as presented. Motion passed 5-0.

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

Chairman Jaeckel explained the process.

**6. Public Hearing**

Zangl read aloud the following:

**NOTICE IS HEREBY GIVEN** that the Jefferson County Planning and Zoning Committee will conduct a public hearing on Thursday, March 10, 2022, 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 EITHER IN PERSON OR VIA ZOOM.** 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-T, AGRICULTURAL TRANSITION & A-1, EXCLUSIVE AGRICULTURAL TO A-3,  
AGRICULTURAL/RURAL RESIDENTIAL**

**R4391A-22 –Jeanette C Poulson Family Trust:** Create a 4.71-ac lot around the home & buildings at **N795 Tamarack Rd**, Town of Palmyra from part of PIN 024-0516-2713-000 (40 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Kyle Poulson (N683 Tamarack Rd, Palmyra, WI) presented himself on behalf of the petitioner for this rezone. Poulson explained the request is for a farm consolidation to chunk it off from the rest of the land.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM THE COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl also asked about the age of the home and if there is access for the remaining A-1 land. The house was built around 1900 and Poulson noted there is access for the A-1.

**TOWN:** In favor.

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

**R4392A-22 –Jeanette C Poulson Family Trust:** Rezone approximately 2.8 ac of PIN 024-0516-2742-000 (37.8 ac) to add it to an adjoining 2.2-ac A-3 zoned lot at **N683 Tamarack Rd**, Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Kyle Poulson (N683 Tamarack Rd, Palmyra, WI) presented himself on behalf of the petitioner for this rezone. Poulson explained the request is to join more land to an existing lot, which they have owned for 28 years.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM THE COMMITTEE:** None.

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

**TOWN:** In favor.

**R4393A-22 – James E Gilbert:** Create a 2.47-ac building site **at the intersection of Bakertown Rd and Pioneer Dr** from part of PIN 006-0716-2942-000 (40.703 ac), Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** James Gilbert (N5607 Pioneer Dr, Sullivan, WI) presented himself as the petitioner for this rezone. Gilbert explained the request to take a 2-acre split from their 120 acres to build a ranch style home in the future.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM THE COMMITTEE:** None.

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

**TOWN:** In favor.

**R4394A-22 – Richard Helman:** Create three new building sites, one of 1.9 ac and two of 1.89 ac, all on **Switzke Rd** in the Town of Farmington from part of PIN 008-0715-0432-004 (5.6 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Richard Helman (N6982 Switzke Rd, Watertown, WI) presented himself as the petitioner for this rezone. Helman explained the request to develop lots north of the existing farmhouse, and that one of the lots would be for his kids to build on.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM THE COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked Helman to explain why the lots should be considered non-prime and the steep slopes on the property. Helman explained that the surveyor assured there is plenty of space to build a home towards the road and away from the steep slopes. The back area of the lots wasn't farmed in the past, and instead used for pastureland and now that area is heavily wooded.

**TOWN:** In favor.

**R4395A-22 – Connie & Jerry Wolf/Jay & Deloris Kogle Trust Property:** Rezone approximately 1.5 ac of PIN 022-0613-3122-002 (15.443 ac) to add it to an existing adjacent A-3 zone owned by the Wolfs at **N2803 County Rd C**, Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Connie Wolf (N2803 County Road C, Cambridge, WI) presented herself as the petitioner for this rezone. Wolf explained the request is to square off the lot line to the west and create more of a buffer between their property and any development in the future. The area is in non-prime soils and wooded.

**COMMENTS IN FAVOR:** A letter of support from Jay and Deloris Kogle was read and is included in the file.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM THE COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl also noted that the current home was built in 1992.

**TOWN:** In favor.

**R4396A-22 – Barry & Pauline Stephan:** Create a 2-ac lot around the home at **N4062 County Road E** from part of PIN 026-0616-1422-000 (33.965 ac) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Barry Stephan (N4062 County Road E, Sullivan, WI) presented himself as the petitioner for this rezone. Stephan explained the request is to create a 2-acre lot around the existing house to separate from the farmland to keep in the family.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM THE COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl also asked about the age of the home and if there is access for the remaining A-1 land. The house is approximately 80 years old and there is access for the A-1.

**TOWN:** In favor.

**R4397A-22 – Heidi Kabat & Wayne Meier/RNH Trust Property:** Create a 3-ac lot around the home at **N7691 Newville Rd** in the Town of Waterloo from part of PIN 030-0813-3321-001 (30.25 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Heidi Kabat (N6099 Ziebell Rd, Jefferson, WI) presented herself as the petitioner for this rezone. Kabat explained the request to split off the existing home.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM THE COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl also asked about the age of the home. It was built in the 1900's and replaced in 1971.

**TOWN:** In favor.

**R4398A-22 – Heidi Kabat & Wayne Meier/RNH Trust Property:** Create two new 1-ac building sites from part of PIN 030-0813-3321-001 (30.25 ac) **near N7691 Newville Rd**, Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Heidi Kabat (N6099 Ziebell Rd, Jefferson, WI) presented herself as the petitioner for this rezone. Kabat explained the request to create (2) 1-acre building lots.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** Kenneth Christenson (N7651 Toppe Rd, Waterloo, WI) spoke in opposition of the rezone request. Christenson spoke about concerns regarding driveway access, possible sight issues with the hill, and safety with school busses in the area. It also questioned why the proposed lots weren't moved further north. Christenson also had concerns regarding the size of the proposed houses, whether they will be single family homes or duplexes, and if the lots would pass for septic systems. Christenson then asked about the prime soils on the lots.

**REBUTTAL:** Kabat explained that they own over 102 acres, so they are allowed the proposed splits. Kabat also explained that the land is wet to the north, and the proposed lots were drawn up by the surveyor who believed they were being proposed in the best possible location.

**QUESTIONS FROM THE COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl clarified that no camping, rec vehicles, etc. or duplexes are allowed in the proposed A-3 zones without special permits and approvals.

**TOWN:** In favor.

**R4399A-22 – Kyle Skalitzky:** Create a 3-ac lot around the home & buildings at **W8968 Kenny Ln**, Town of Waterloo, from part of PIN 030-0813-1744-000 (38.859 ac) This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**PETITIONER:** *\*No petitioner was present for this rezone petition\**

**COMMENTS IN FAVOR:** N/A

**COMMENTS OPPOSED:** N/A

**REBUTTAL:** N/A

**QUESTIONS FROM THE COMMITTEE:** N/A

**STAFF:** N/A

**TOWN:** N/A

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

**CU2111-22 – Scott Construction Inc:** Conditional use for an update to an existing non-metallic mineral extraction operation in an A-1 zone at **W7161 County Road J**. The site is on PINs 014-0614-1921-002 (9.99 ac), 014-0614-1924-001 (38.852 ac), 014-0614-1931-001 (20 ac) and 014-0614-1923-002 (21.972 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

**PETITIONER:** Kurt Wagner (E9827 County Road P, Wisconsin Dells, WI) presented himself as the petitioner for this conditional use. Wagner explained the request to update the existing conditional use before its expiration and noted the suggested provisions on file for this conditional use.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM THE COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked about the hours of operation. The hours will be 9a-2p for blasting and normal operational hours will be 5a-7p, Monday through Friday and 5a-12p on Saturdays. Zangl also noted that a memo from Jefferson County Land and Water Conservation Department was included in the file for the reclamation plan for the pit operation. It was also then noted that there have been issues in the past no notice prior to blasting.

**TOWN:** In favor.

**CU2112-22 – David & Jean Anich Trust:** Conditional use for repair services in a Community zone at the **intersection of County Rd E and County Rd CI**, Town of Sullivan, on PIN 026-0616-3441-008 (0.504 ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**PETITIONER:** David Anich (N2406 County Road E, Palmyra, WI) presented himself as the petitioner for this conditional use. Anich explained the request is to allow for maintenance and storage of personal vehicles and won't be used for the public. They are also proposing a 30' x 50' building for the maintenance and storage area. There may be a bathroom to be installed in the proposed structure in the future.

**COMMENTS IN FAVOR:** None.

**COMMENTS OPPOSED:** None.

**REBUTTAL:** None.

**QUESTIONS FROM THE COMMITTEE:** None.

**STAFF:** Given by Zangl and in the file. Zangl asked if there will be any outdoor storage or any signs. There will be no outdoor storage and no signs. Zangl also noted that a variance was granted back in November of 2021 for reduced setbacks from the proposed building to the road(s)/lot lines.

**TOWN:** Town Board Members approved the request for a 5-year conditional use permit and an automatic 5-year renewal if the following conditions are met: 1. Notifying neighbors within ½ mile in advance of blasting to allow for a pre-blast survey if neighbors so choose and notifying of the actual date of blasting when it is determined; 2. Weed control along the property line of Scott Construction Inc. and Thomas Beane Property; 3. Obtaining a copy of liability wording Scott Construction Inc. has with the hired blasting company – have the liability included with the CU permit. Curt Backlund (W7131 County Road J, Fort Atkinson, WI) spoke on behalf of the Town of Jefferson and explained that there were no issues at the Town level, and they just want the conditions that they placed to be incorporated into the Committee's decision.

## **7. Adjourn**

**Motion by Supervisors Foelker/Poulson to adjourn the meeting. Motion passed 5-0 and the meeting was adjourned at 7:36 p.m.**

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

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 appropriate arrangements can be made.***

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

***Additional information on Zoning can be found at [www.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov)***

Register of Deeds		February 2022		Output Measures			YR to Date Totals	Current Yr. Target %
Program/Service Description		2020	2021	2022				
Documents Recorded		1,079	1,549	1,069	2,316	17%		
Vital Records Filed		188	171	184	339	16%		
Vital Record Copies		1,422	1,244	1,506	2,992	19%		
ROD Revenue (Gross Total)		\$ 137,695.21	\$ 151,891.21	\$ 140,418.57	\$ 302,116.54	18%		
Transfer Fees		\$ 12,309.54	\$ 17,239.68	\$ 17,719.26	\$ 38,443.08	21%		
LIO Fees		\$ 9,174.00	\$ 13,009.00	\$ 8,785.00	\$ 19,462.00	18%		
Document Copies		\$ 5,198.48	\$ 7,393.31	\$ 6,834.12	\$ 14,315.14	29%		
Laredo		\$ 3,376.75	\$ 3,136.50	\$ 3,230.15	\$ 6,825.00	23%		
ROD Revenue to General Fund		\$ 42,330.77	\$ 55,592.49	\$ 49,273.53	\$ 105,041.22	21%		
Percentage of Documents eRecorded		59%	70%	67%	66%	66%		
Budget Goals Met		Yes	Yes	Yes	Yes	Yes		
Back Indexed		1,654	5,558	2,086	3,017	15%		

**Wisconsin Register of Deeds Association:**

*Documents are starting to slow down all around the state.*

**Register of Deeds Office:**

*The staff is working on cross referencing document numbers and volume and pages in preparation for the county remodeling plan. Many of our old documents only reference volume and page, however, when we did the back scanning project we only indexed the document number. We hope this helps when the office books are in storage during remodeling.*

**Wisconsin Counties Association Board of Directors:**

*WCA has held weekly webinars on a variety of subjects, I highly encourage participation from staff and county board members.*

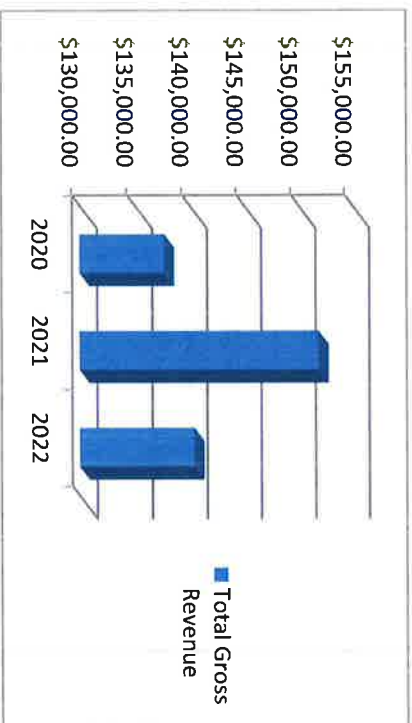
**Wisconsin Public Records Board:**

*I am working with the WI Public Records Board, the WI Historical Society, our county staff as well as representative across the state to update the county retention schedule. WI Counties Association is helping to coordinate monthly meetings with a workgroup made of several counties.*

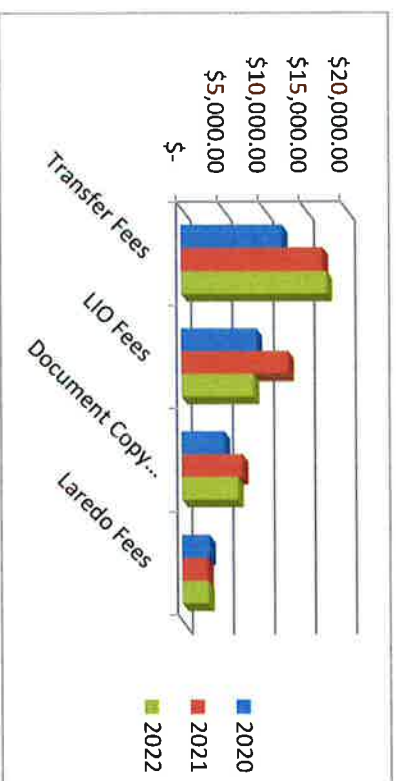
# Register of Deeds Monthly Budget Report

Feb-22

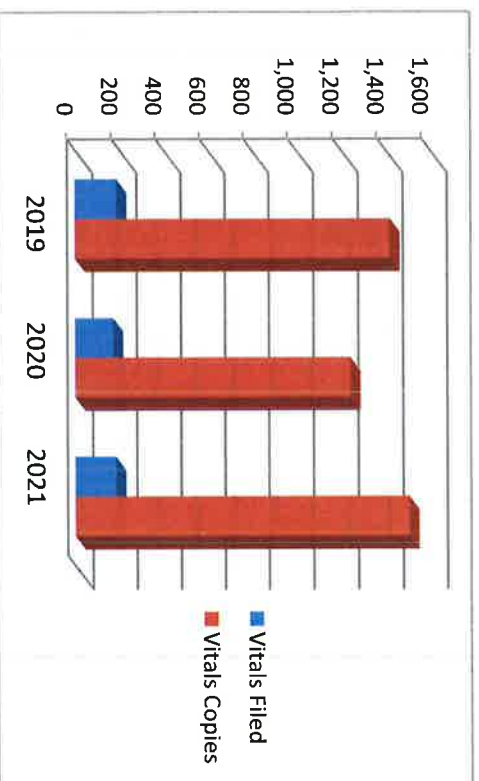
ROD Total Gross Revenues



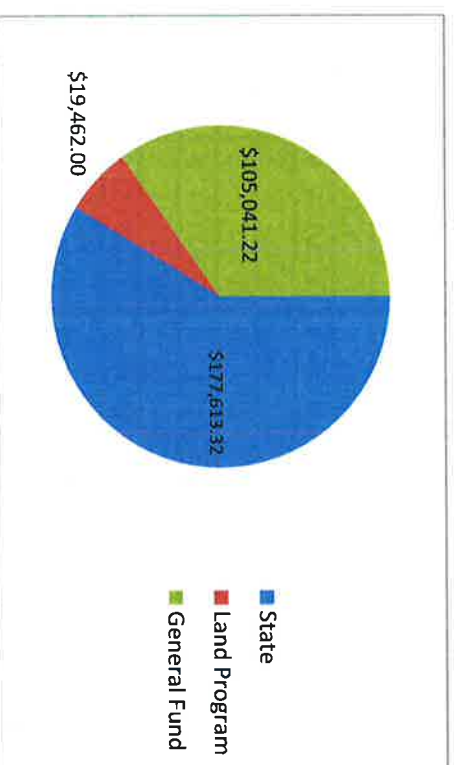
Land Related Revenue



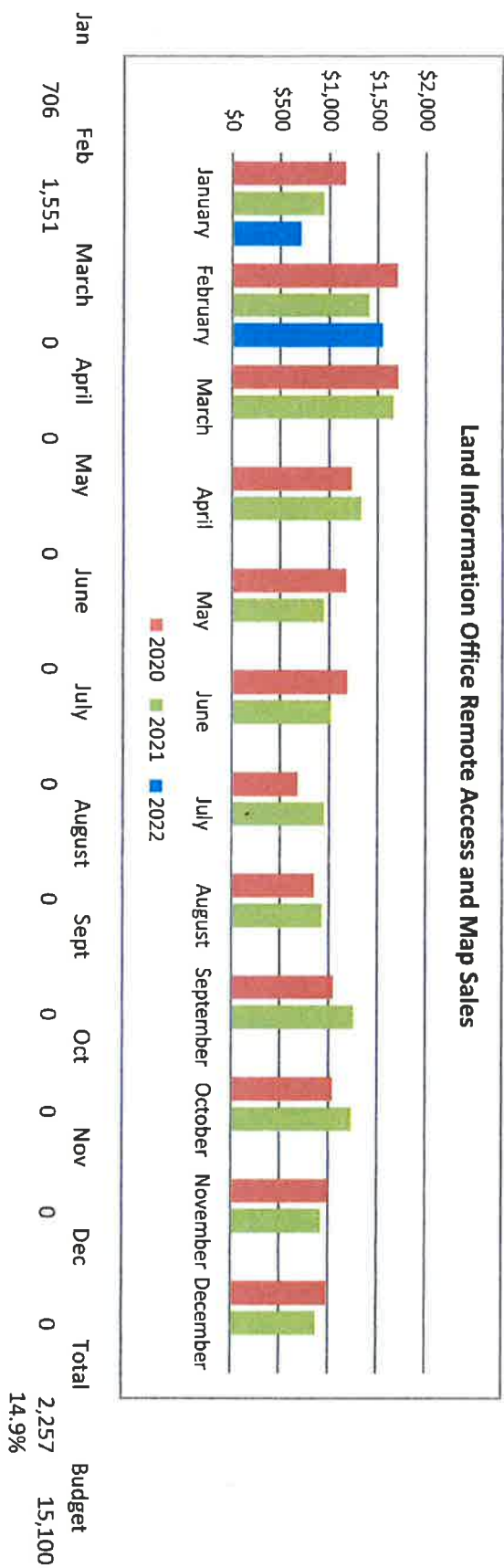
Vital Records



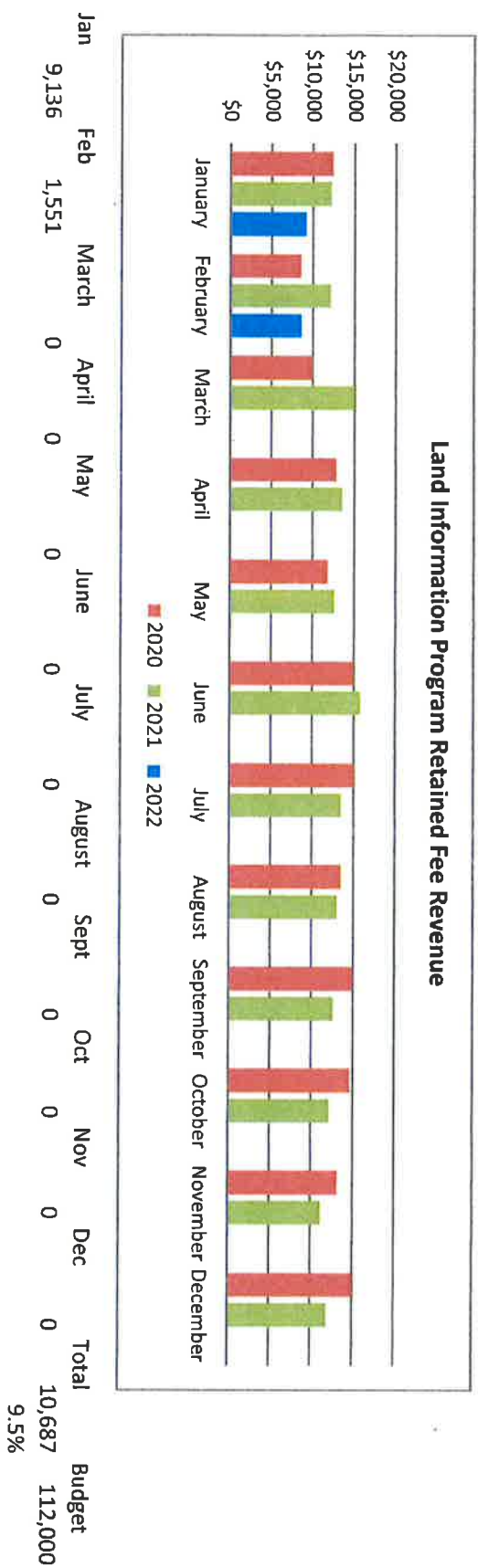
Year to Date Revenue Payout



## Land Information Office Remote Access and Map Sales



### Land Information Program Retained Fee Revenue





**Jefferson County Planning and Zoning Department**  
**Monthly Ledger Report**  
**03-25-2022**

	RF	WFG	OP	PPC	MC	PSS (	STF	FOAS	FPA	FPPC	SREWE	ZOF	Refunds	2022 Totals	2021 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	480.00		13,901.00	411.81		3,675.00	250.00							18,717.81	19,215.63
Feb	420.00		10,840.00	87.09		2,775.00	200.00						80.00	14,322.09	15,460.33
Mar	690.00		11,521.00	160.00		4,375.00	350.00							17,096.00	28,398.54
Apr														21,258.08	
May														22,440.48	
June														21,270.25	
July														16,898.54	
Aug														21,952.09	
Sept														19,285.34	
Oct														18,850.63	
Nov														17,147.29	
Dec														12,577.50	
Total	1,590.00		36,262.00	658.90		10,825.00	800.00						80.00	50,135.90	234,754.70

2021 Actual Zoning Deposit: Please Enter Deposit

2022 Budget Revenues: \$220,500.00

2022 Deposits YTD: \$50,135.90

