

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Cassie Richardson

SUBJECT: Planning and Zoning Committee Decision Meeting
DATE: Monday, February 27, 2023
TIME: 8:30 a.m.
PLACE: County Highway Department Committee Room, 1425 Wisconsin Drive, Jefferson, WI

YOU MAY ATTEND VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:

Register in advance for this meeting:

https://zoom.us/meeting/register/tJEkf--hpi4pHd2y7-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 January 30, February 10, and February 16 Meeting Minutes**
7. **Communications**
 - a. **Appointments to Joint Committee working on Stormwater and Erosion Control – Chairman Jaeckel**
8. **January Monthly Financial Report for Register of Deeds – Staci Hoffman**
9. **January Monthly Financial Report for Land Information Office-Matt Zangl**
10. **February 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 on Air, Surface Water, Groundwater, and Health Concerns Relating to Animal Operations and their Regulation**
14. **Discussion and Possible Action on Amending Section 11.10 (Shoreland Provisions) of the Zoning Ordinance**
15. **Discussion and Possible Action on Amending the Zoning Ordinance to Incorporate Solar Regulations**

16. Discussion and Possible Action on CU2065-22 for Robert Parnell, N2486 Rock River Rd, Town of Koshkonong, to have six dogs as household pets in a Residential R-2 zone. This was presented in public hearing on September 15, 2022 and postponed on September 26.

17. Discussion and Possible Action on Petitions Presented in Public Hearing on February 16, 2023:

R54457A-23 – Sea & Sea Barge and Rental LLC/JART Midwest LLC Property: Rezone 5.5 acres of PIN 026-0616-3413-003 (16.294 ac) to create both a new 5-acre A-2 lot and a 0.5-acre access strip to be added to the adjoining A-2 zone at **N2815 County Road E** on PIN 026-0616-3412-002 (22 ac). Both properties are owned by JART Midwest LLC and are in the Town of Sullivan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU2077-23 – Sea & Sea Barge and Rental LLC/JART Midwest LLC Property: Conditional use in a proposed A-2 zone for storage of contractor's equipment and materials/repair shop on PIN 026-0616-3413-003 (16.294 ac) immediately south of **N2815 County Road E**, Town of Sullivan. This is in accordance with Section 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU2078-23 – Cody & Kathryn Stead: Allow farm-type animals in a Residential R-2 zone at **W6585 County Road B**, Town of Aztalan, on PIN 002-0714-1741-004 (2.4 ac). This is in accordance with Sec. 11.04(f) of the Jefferson County Zoning Ordinance.

CU2079-22 – James & Darcie Jo Wilson: Convert a single-family home to a duplex at **N6424 S Farmington Rd** on PIN 008-0715-1321-007 (0.617 ac), Town of Farmington in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

18. Possible Future Agenda Items

19. Upcoming Meeting Dates

March 10, 8:00 a.m. – Site Inspections Beginning at Woolen Mills, 222 Wisconsin Drive

March 16, 7:00 p.m. – Public Hearing in Highway Department Committee Room, 1425 Wisconsin Dr

March 27, 8:30 a.m. – Decision Meeting Highway Department Committee Room, 1425 Wisconsin Dr

April 14, 8:00 a.m. - Site Inspections Beginning at Woolen Mills, 222 Wisconsin Drive

April 20, 7:00 p.m. - Public Hearing in Highway Department Committee Room, 1425 Wisconsin Dr

April 24, 8:30 a.m. - Decision Meeting Highway Department Committee Room, 1425 Wisconsin Dr

20. 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 at 222 Wisconsin Drive between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountymi.gov.

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

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

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

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

George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Cassie Richardson

SUBJECT: Planning and Zoning Committee Decision Meeting
DATE: Monday, January 30, 2023
TIME: 8:30 a.m.
PLACE: County Highway Department Committee Room, 1425 Wisconsin Drive, Jefferson, WI

YOU MAY ATTEND VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:

Register in advance for this meeting:

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)

Supervisor Poulson was absent, but all other Committee members were present at 8:30. Also present were County Administrator Ben Wehmeier, Register of Deeds Staci Hoffman, and Audrey McGraw. Zoning Department staff members present were Matt Zangl, Sarah Higgins, Brett Scherer and Deb Magritz. Attending via Zoom were Brian Udovich and Susan Bence.

3. Certification of Compliance with Open Meetings Law

Zangl verified compliance with Open Meetings Law.

4. Approval of the Agenda

Motion by Supervisor Nass/Richardson to approve 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 December 15 & December 19 2022, and January 13 & January 19, 2023 Meeting Minutes

Motion by Supervisors Nass/Foelker to approve the December 15 minutes. Motion passed 4-0.

Motion by Supervisors Nass/Foelker to approve the December 19 minutes. Motion passed 4-0.

Motion by Supervisors Nass/Richardson to approve the January 13 minutes. Motion passed 4-0.

Motion by Supervisors Foelker/Richardson to approve the January 19 minutes. Motion passed 4-0.

7. Communications

There were no communications.

8. **December Monthly Financial Report for Register of Deeds – Staci Hoffman**
Hoffman stated that December had been a very slow month, but that the office had still surpassed its budget by a lot. She added that so far in January only 644 documents had been recorded-a record low.
9. **December Monthly Financial Report for Land Information Office-Matt Zangl**
Zangl reminded the Committee that the Land Information revenues piggybacks off Register of Deeds and is also slower.
10. **January Monthly Financial Report for Zoning – Matt Zangl**
Zangl reported that this has been one of the slowest January for revenues as well. To date revenues are around \$7,000; January 2022 revenues were around \$18,000. As the Committee sees from public hearings, rezoning and conditional use numbers are down.
11. **Discussion on Solar Energy Facilities**
Badger State Solar is still in the planning process. DATCP has approved the layout for drainage ditches. Crawfish Solar progress has slowed down considerably. Their major laydown area is being moved from County Road J to County Road G. They have experienced fencing and setback issues from drainage ditches and are working with the Drainage Board to resolve them.
12. **Discussion on WE Energies Liquefied Natural Gas (LNG) Facility in the Town of Ixonia**
Zangl said that the top has been put on the outer tank and the inner tank will be built next. The Sierra Club's action was briefly explained by Wehmeier, who added that the judge's order allows construction to continue.
13. **Discussion on Air, Surface Water, Groundwater, and Health Concerns Relating to Animal Operations and their Regulation**
There was no update currently, though a joint meeting on the topic is to follow.
14. **Discussion and Possible Action on Zoning Ordinance Updates**
Work is being done on shoreland ordinance updates and solar development ordinance creation. Wehmeier added information on joint development agreement requirements.
15. **Discussion and Possible Action on Petitions Presented in Public Hearing on January 19, 2023:**

FROM A-T, AG TRANSITIONAL TO RESIDENTIAL R-1

APPROVE WITH CONDITIONS R4453A-23 – C Blair & Tracy Kransberger/BKTK Properties LLC on a motion by Supervisors Nass/Richardson to rezone a part of PIN 028-0513-1943-057 (4.005 Ac) and create two, 0.46 acre residential lots on **Olson Rd**, Town of Sumner. This is in accordance with Sec. 11.04(f)5 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

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

APPROVE WITH CONDITIONS R4454A-23 – Douglas Lunde on a motion by Supervisors Nass/Foelker to rezone 1.54 ac of PIN 006-0716-0141-000 (35.934) and create a lot around the home at **N7055 Morgan Rd**, Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

APPROVE WITH CONDITIONS R4455A-23 – Scott M Kowalski on a motion by Supervisors Nass/Foelker to create a 1.17-ac new building site from part of PIN 016-0514-3641-001 (40.455 ac) along **Old Hwy 12**, Town of Koshkonong. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

APPROVE WITH CONDITIONS R4456A-23 – Megan Plucinski/James & Lori Christensen Property on a motion by Supervisors Nass/Foelker to create a 5-ac lot around the home and farm buildings at **W2290 State Road 106**, Town of Sullivan, from PIN 026-0616-3143-000 (23.99 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

CONDITIONAL USE PERMIT

APPROVE WITH CONDITIONS CU2076-23 – Laura Johnson on a motion by Supervisors Nass/Foelker to allow a conditional home occupation for the purchase, sale, and repair of firearms in an A-3, Ag/Rural Residential zone at **W1230 County Rd CW**, Town of Ixonia, on PIN 012-0816-0322-001 (0.53 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

16. Possible Future Agenda Items

17. Upcoming Meeting Dates

February 10, 2023, 8:00 a.m. – Site Inspections Beginning at Woolen Mills, 222 Wisconsin Drive, Jefferson
(Jaeckel will be absent)

February 16, 7:00 p.m. – Public Hearing in Highway Department Committee Room, 1425 Wisconsin Dr

February 27, 8:30 a.m. – Decision Meeting in Highway Department Committee Room, 1425 Wisconsin Dr

March 10, 8:00 a.m. – Site Inspections Beginning at Woolen Mills, 222 Wisconsin Drive

March 16, 7:00 p.m. – Public Hearing in Highway Department Committee Room, 1425 Wisconsin Dr

March 27, 8:30 a.m. – Decision Meeting Highway Department Committee Room, 1425 Wisconsin Dr
(Richardson will be absent)

18. Adjourn

Motion by Supervisors Jaeckel/Foelker to adjourn the meeting. Motion passed 4-0, and the meeting adjourned at 9:04 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.jeffersoncountymi.gov.

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**MINUTES OF
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTIONS**

George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Cassie Richardson

SUBJECT: Planning and Zoning Committee Site Inspections
DATE: Friday, February 10, 2023
TIME: 8:00 a.m.
PLACE: Woolen Mills, 222 Wisconsin Drive, Jefferson, WI

1. Call to Order

The meeting was called to order by Supervisor Nass at 8:02 a.m.

2. Roll Call (Establish a Quorum)

Committee members present at 8:02 were Supervisors Nass, Poulson, and Foelker. Staff members in attendance were Sarah Elsner and Deb Magritz.

3. Certification of Compliance with Open Meetings Law

Poulson verified compliance with Open Meetings Law.

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. Communications

There were no communications.

The Committee left for the following site inspections at 8:04 a.m.

7. Site Inspections for Petitions to be Presented in Public Hearing on February 16, 2023:

CU2078-23 – Cody & Kathryn Stead: Allow farm-type animals in a Residential R-2 zone at **W6585 County Road B**, Town of Aztalan, on PIN 002-0714-1741-004 (2.4 ac). This is in accordance with Sec. 11.04(f) of the Jefferson County Zoning Ordinance.

CU2079-22 – James & Darcie Jo Wilson: Convert a single-family home to a duplex at **N6424 S Farmington Rd** on PIN 008-0715-1321-007 (0.617 ac), Town of Farmington in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

R54457A-23 – Sea & Sea Barge and Rental LLC/JART Midwest LLC Property: Rezone 5.5 acres of PIN 026-0616-3413-003 (16.294 ac) to create both a new 5-acre A-2 lot and a 0.5-acre access strip to be added to the adjoining A-2 zone at **N2815 County Road E** on PIN 026-0616-3412-002 (22 ac). Both properties are owned by JART Midwest LLC and are in the Town of Sullivan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU2077-23 – Sea & Sea Barge and Rental LLC/JART Midwest LLC Property: Conditional use in a proposed A-2 zone for storage of contractor's equipment and materials/repair shop on PIN 026-0616-3413-003 (16.294 ac) immediately south of **N2815 County Road E**, Town of Sullivan. This is in accordance with Section 11.04(f)7 of the Jefferson County Zoning Ordinance.

8. Adjourn

Motion by Supervisors Poulson/Foelker to adjourn the meeting. Motion passed, and the meeting adjourned at 9:36 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.

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Register of Deeds	January 2023			Output Measures	YR to Date	Current Yr. Target
Program/Service Description	2021	2022	2023	Totals	%	
Documents Recorded	1,637	1,247	704	704	6%	
Vital Records Filed	161	155	160	160	8%	
Vital Record Copies	1,804	1,486	1,338	1,338	9%	
ROD Revenue (Gross Total)	\$ 180,459.22	\$ 161,697.97	\$ 132,299.51	\$ 132,299.51	8%	
Transfer Fees	\$ 22,109.82	\$ 20,723.82	\$ 18,847.80	\$ 18,847.80	9%	
LIO Fees	\$ 13,638.00	\$ 10,677.00	\$ 6,147.00	\$ 6,174.00	6%	
Document Copies	\$ 6,745.62	\$ 7,481.02	\$ 5,085.01	\$ 5,085.01	9%	
Laredo	\$ 2,757.50	\$ 3,594.85	\$ 2,887.50	\$ 2,887.50	9%	
ROD Revenue to General Fund	\$ 62,606.94	\$ 55,767.69	\$ 42,204.31	\$ 42,204.31	8%	
Percentage of Documents eRecorded	72%	66%	59%	68%		
Budget Goals Met	Yes	Yes	Yes	Yes	Yes	
Back Indexed	5,613	931	12,862	12,862	64%	

Wisconsin Register of Deeds Association:

We do not currently have any legislation we are working on. The federal judicial privacy act did pass in December, we are waiting for a legal opinion on what this means for local governments.

Register of Deeds Office:

The staff continues to work on back indexing documents for easier access. We have also contracted with Fidlar Technologies to back index more documents; directly into our system, the project started this month and we have an additional 78,851 documents available to search!

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.

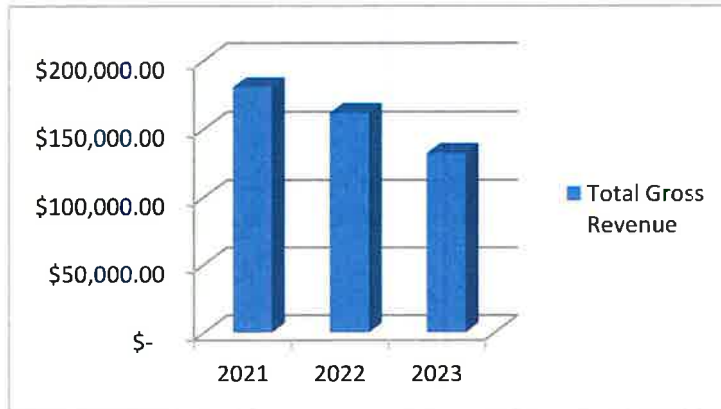
Wisconsin Public Records Board:

We have been working on the County Retention Schedule for the state, this is the retention schedule the counties adopt through the Wisconsin Public Records Board. The committees are currently in the process of reviewing the schedule.

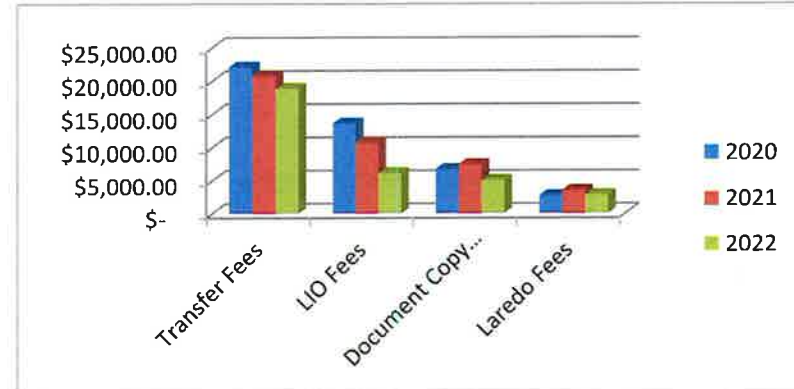
Register of Deeds Monthly Budget Report

Jan-23

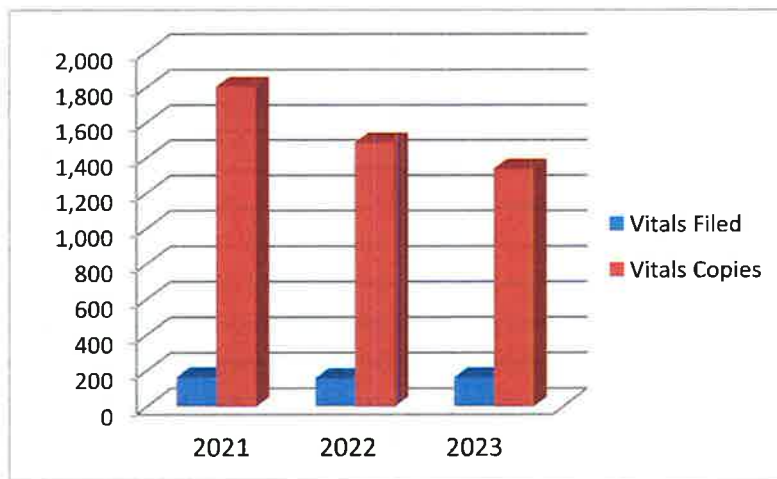
ROD Total Gross Revenues



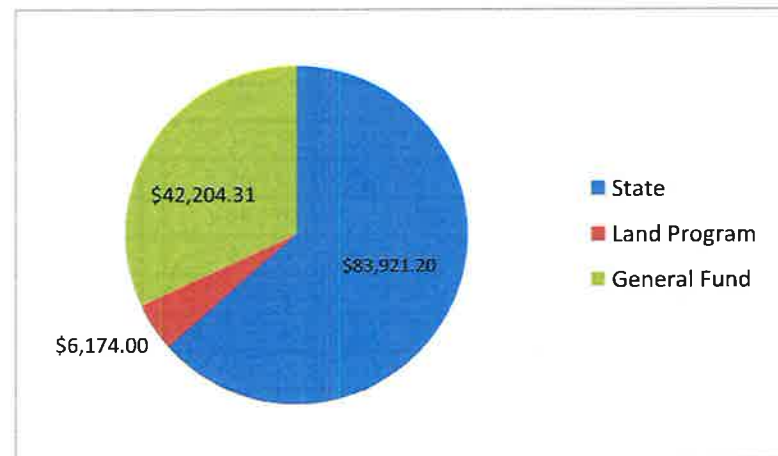
Land Related Revenue



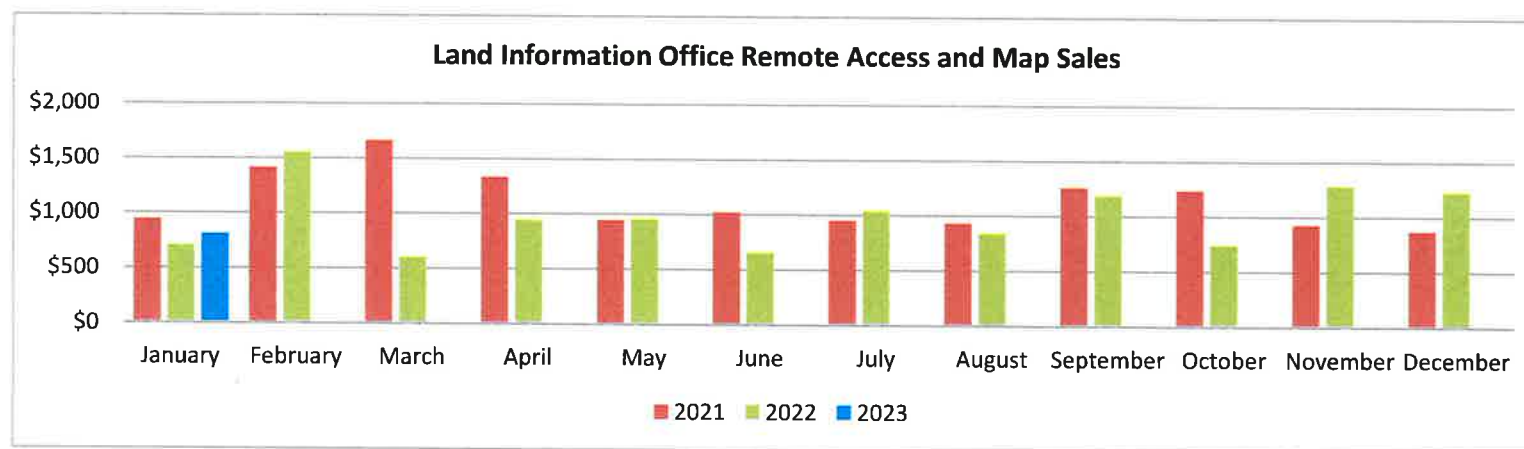
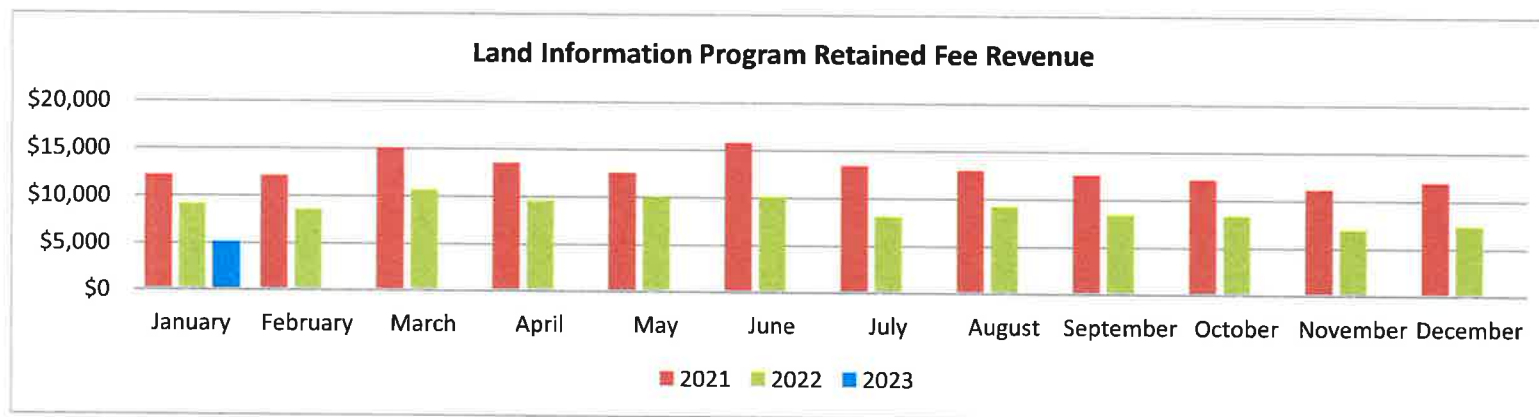
Vital Records



Year to Date Revenue Payout



Land Information Monthly Revenue Report January 2023

[illegible][illegible]

Jefferson County Planning and Zoning Department
Monthly Ledger Report
02-24-2023

	RF	WFG	OP	PPC	MC	PSS(STF	FQAS	FAA	FPFC	SRFWF	ZOF	Refunds	2023 Totals	2022 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	330.00		6,360.00	607.83		1,675.00	640.00							9,612.83	18,717.81
Feb	510.00		12,880.00	100.00		2,925.00	240.00						200.00	16,655.00	13,722.09
Mar															21,444.00
Apr															21,977.09
May															20,502.08
June															20,129.17
July															19,817.08
Aug															22,023.13
Sept															17,850.54
Oct															20,225.00
Nov															12,466.93
Dec															10,385.00
Total	840.00		19,240.00	707.83		4,600.00	880.00						200.00	26,267.83	219,259.92

2022 Actual Zoning Deposit: Please Enter Deposit

2023 Budget Revenues: Please Enter Revenues

2023 Deposits YTD: \$26,267.83



We Energies
231 W. Michigan St.
Milwaukee, WI 53203
www.we-energies.com

Public Service Commission of Wisconsin
RECEIVED: 1/31/2023 11:43:39 AM

January 31, 2023

Mr. Cru Stubley
Secretary to the Commission
Public Service Commission of Wisconsin
4822 Madison Yards Way
Madison, WI 53707-7854

Dear Mr. Stubley:

**Application of Wisconsin Electric Power Company and Wisconsin Gas LLC
for a Certificate of Authority under Wis. Stat. § 196.49 and Wis. Admin. Code §
PSC 133.03 to Construct a System of New Liquefied Natural Gas Facilities and
Associated Natural Gas Pipelines near Ixonia and Bluff Creek, Wisconsin—
Docket No. 5-CG-106**

On December 21, 2021, the Commission issued an Order in the above referenced docket. In accordance with Condition 30 of the Order, the Company is submitting the quarterly report for the fourth quarter of 2022.

If you have any questions regarding this project, please contact me at (414) 221-3685 or richard.stasik@wecenergygroup.com.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rich F. Stasik".

Richard F. Stasik
Director – State Regulatory Affairs

Attachment

We Energies
Bluff Creek & Ixonia Liquefied Natural Gas (LNG) Facilities
Docket 5-CG-106
Q4 2022 Progress Report

1. Major Construction Milestones

Milestone	Bluff Creek		Ixonia	
	Baseline	Actual	Baseline	Actual
Start of Construction		1/05/2022		1/13/2022
Tank Foundation Mobilization		1/21/2022		3/14/2022
Start Outer LNG Tank	5/16/2022	4/15/2022	6/23/2022	6/14/2022
BOP Buildings Erected	12/16/2022	1/04/2023	12/16/2022	1/06/2023
LNG Outer Tank Roof Complete	1/30/2023	12/14/2022	3/10/2023	
Start Inner LNG Tank	2/07/2023	12/02/2022	3/13/2023	
Delivery of Equipment	3/28/2023		3/28/2023	
Mechanical Completion Date	8/18/2023		11/01/2023	
Commercial Operation	11/01/2023		2/01/2024	
Tank Full*	2/01/2024		5/01/2024	

*This represents the shortest time required to fill the LNG tank, economic conditions may dictate a different schedule for this activity.

2. Summary Status of Construction

The overall construction is 52 percent complete and the status of the work activities at both sites is as follows:

- Installation of site entrances and access roads is complete.
- Installation of the LNG tank foundation is complete.
- Installation of the LNG tank containment is in progress.
- Raising of the LNG outer tank roof is complete.
- Installation and welding of the outer LNG tank is complete at Bluff Creek and in progress at Ixonia.
- Installation of the building foundations is complete.
- Installation of the equipment and administration buildings are in progress.
- Installation and welding of piping is in progress.
- Installation of the gas piping to tie into the existing gas laterals is complete.

3. Status of Permits

Federal	Bluff Creek	Ixonia
USACE – Clean Water Act – Section 404	Not Applicable	Issued 5/31/2022
USACE – Rivers & Harbors Act – Section 10	Not Applicable	Issued 5/31/2022
State	Bluff Creek	Ixonia
PSCW - Certificate of Authority	Issued 12/22/2021	Issued 12/22/2021
WDNR - Air Permit (NR 406 & 407)	Issued 7/01/2021	Issued 7/01/2021
WDNR - Construction Site Erosion Control & Stormwater Management Permit (NR 216)	Issued 8/31/2021	Issued 8/31/2021
WDNR – Wetland and Waterway Permits	Not Applicable	Issued 1/10/2022

We Energies
Bluff Creek & Ixonia Liquefied Natural Gas (LNG) Facilities
Docket 5-CG-106
Q4 2022 Progress Report

(Ch.30 and Ch. 281.36)		
WDNR – Clean Water Act – Section 401 Water Quality Certification	Not Applicable	Issued 1/10/2022
Local	Bluff Creek	Ixonia
Town and County - Conditional Use Permit	Issued 8/20/2020	Issued 12/3/2020
County – Flood-zone Permit	Not Applicable	Issued 9/20/2021

4. Actual Project Cost

	Bluff Creek	Ixonia
Land and Land Rights		
Structures and Improvements		
Mains		
Measuring and Regulating Equipment		
Subtotal	114,217,212	119,231,453
AFUDC	5,108,386	5,080,352
Total Actual Cost to Date	119,325,598	124,311,805
Estimate at Completion (without AFUDC)*	185,000,000	200,000,000
Estimate at Completion (with AFUDC)	204,300,000	220,412,443

*The Ixonia site has experienced increased costs to complete the impoundment work due to site conditions; however, even with these increased costs the Ixonia project is expected to be completed at 108% of the authorized amount.

Jefferson County Zoning – Shoreland Ordinance Updates 2023

- Sec. 11.10(f)(1)i – updated to reference current stats
- Sec. 11.10(f)(1)(i)(b)2 – DNR update:
The floor area of all the structures in the shoreland setback area will not exceed 200 square feet. Boathouses shall be excluded from the calculation.
- Sec. 11.10(f)(1)(i)l – DNR update:
i. A fence that meets all of the following requirements: [as per 59.692(1n)(d)(7), Wis. Stats.]
 - 1) A height not taller than 15 feet
 - 2) Located not less than 2 feet landward of the ordinary high-water mark
 - 3) Located entirely outside of a highway right-of-way
 - 4) Located not less than 10 feet from the edge of a roadway and not more than 40 feet from the edge of a roadway or highway right-of-way, whichever is greater
 - 5) Generally perpendicular to the shorelinei. A bridge for which the department has issued a permit under s. 30.123, Wis. Stats. [as per 59.692(1n)(d)(8), Wis. Stats.]
- Sec. 11.10(g)(2)ii – DNR update:
The county may allow removal of trees and shrubs in the vegetative buffer zone to create access and viewing corridors. Pursuant to s. 59.692(1f) (b), Stats., the viewing corridor may be 35 feet wide for every 100 feet of shoreline frontage the maximum width of an access and viewing corridor may be 10-feet or up to 35 percent of the shoreline frontage, whichever is greater, except that the maximum width of an access and viewing corridor may not exceed 200 feet. The viewing corridor may run contiguously for the entire maximum allowed width of 200 feet of shoreline frontage owned.
- Sec. 11.10(i)(5)(iii)a, b, and d – Zoning Dept. changes to require plans from licensed engineer and that proposed treatment be equivalent to the proposed development when increasing impervious surface areas
 - a. Calculations from a licensed engineer showing how much runoff is coming from the impervious surface areas.
 - b. Documentation that the runoff from the impervious surface is being treated by a proposed treatment system, treatment device or internally drained area. The proposed treatment must be equivalent to the proposed development/increase.
 - c. The enforceable obligations shall be evidenced by an instrument affidavit recorded in the office of the Register of Deeds prior to the issuance of the permit.
- Sec. 11.10(l)(2)ii – Adding timeline for when mitigation work should be completed
All shoreland mitigation measures must be completed within two (2) years of the zoning permit issue date, or in accordance with a timeline that is written into the mitigation plan.

- Sec. 11.10(l)(3)(ii)c – Added examples of devices/systems that can be used for mitigation practices
Any proposed device(s) or system(s) designed by an engineer or landscape architect that mitigates surface water runoff or infiltrates runoff and furthers the purpose and intent of shoreland zoning. Examples include:
 - 1) Construction of storm water detention basin or implementation of other storm water management plan activities
 - 2) Replacement of seawalls with bio-engineered structures
 - 3) Installation of rain barrels
- Sec. 11.10(l)(3)(ii)i – Added section to allow for other methods of mitigation that are deemed appropriate and adequate by the Planning and Zoning Department
 - i. Any other mitigation that is deemed appropriate by the Planning and Zoning Department and that meets the mitigation requirements set forth in 11.10(l)(3)i Factors to be considered for approval of alternative mitigation practices shall include but are not limited to:
 - 1) Cost of implementation
 - 2) Runoff diversion and/or retention
 - 3) Lot configuration
 - 4) Parcel size
 - 5) Location of impervious areas
 - 6) Sensitivity and level of development of the water body; and
 - 7) Significance toward meeting ordinance objectives
 - 8) Maintaining and protecting large undeveloped native areas within the parcel from development
 - Note: Disagreements between the applicant or designer and the Planning and Zoning Department's determination may be reviewed by the Jefferson County Planning and Zoning Committee.
- Sec. 11.10(r)(2)xiv – DNR update to reference current stats
- Formatting changes throughout whole ordinance section

11.05(h) Solar Energy Systems (SES)

DRAFT To Planning and Zoning Committee 2-27-2023

The intent of this section of the Zoning Ordinance is to regulate solar developments (residential, small scale and non-residential, large scale)

Items of Discussion:

- What types of projects should require a Conditional Use Permit (including Joint Development Agreement) and what types of projects should only include a zoning and land use permit?
 - Threshold based on size?
- What zoning districts should large scale solar developments be conditional uses in? A-1, A-2, I
- Should we regulate based on on-grid or off-grid?
- The term Solar Development will need to be defined and changed

Notes on size of solar developments:

- National average number of homes powered by 1mw = 173 households
- National range of homes powered by 1mw = 150-210 households
- 1 MW requires an average of 15 acres
 - 10 MW requires an average of 150 acres
- Crawfish River Solar
 - 75 MW
 - 685 participating acres
 - 439 developed acres
- Badge State Solar
 - 149 MW
 - 1,740 participating acres
 - 1,200 developed acres
- Based on the intensity and amount of sunlight hours in Wisconsin, the average electricity customer in Wisconsin will need an 8.9 kilowatt (kW) solar panel system to offset 100% of their annual electricity consumption of 12,120 kWh per year.
 - Zoning and Land Use Permits for single family homes range from 1 solar panel to up to 600 sq. ft. system

Draft Ordinance began as an example from Kenosha County and then simplified:

- Permitting requirements from Kenosha County Example:
 - Allowed in certain zoned and based on acreage of development and size of parcel,
 - Project over 10 acres requires CUP

1. PURPOSE

The purpose of this Chapter is to adopt and incorporate the requirements and standards of Wis. Stats., 66.0401 and 66.0403 to regulate Solar Energy Systems (hereinafter referred to as "SES") for the production of electricity and/or conversion of energy for uses on-site as well as those systems which produce electricity for off-site use and distribution. The regulations of this chapter have been established to ensure an SES is sited, constructed, maintained, operated, and decommissioned in a manner that maximizes utilization of Jefferson County's solar energy resources, while also balancing the need for clean renewable energy and protecting the public health, safety and welfare of the community.

2. DEFINITIONS

- a. Individual Use Solar Energy System – a solar energy system 10 MW or less on-grid or off-grid, that generates electricity for the individual property owner with either building mounted or ground mounted solar collectors that are an accessory use for consumption to the principal use of the property.
- b. Reflector or Reflector System – a device used with an SES to concentrate sunlight onto the solar structure.
- c. Solar Collector – as defined in State Statute s. 66.0403(j): a device, structure or part of a structure whose substantial purpose is to transform solar energy into thermal, mechanical, chemical or electrical energy.
- d. Solar Development – a solar energy system that has the capacity to generate electricity in excess of 10 MW., ~~in whole or in part, to serve customers by wholesale or retail sale. The main land use of the property is for operation of a solar energy system, requiring conditional use approval.~~
- e. Solar Energy Systems (SES) – equipment that directly converts and then transfers solar energy into usable forms of thermal or electrical energy. A solar energy system may be for individual users or commercial users who develop a Solar Development. A solar energy system includes solar collectors, frames, supports and any mounting hardware, battery storage equipment, converters or invertors.

3. Zoning and Land Use Permit and Conditional Use Permit

- a. A Zoning and Land Use Permit, and if required, a Conditional Use Permit, shall be obtained prior to constructing, expanding, enlarging or structurally altering a SES, and no SES may be installed, constructed, or expanded without the required permits issued by the Planning and Zoning Department (hereinafter referred to as the "Department") or Planning and Zoning Committee.
- b. No SES or related structure shall be located in the 100-year floodplain.
- c. No SES or related structure shall be located in a designated wetland.

4. General Requirements:

- a. A Solar Development shall obtain approvals or permits from the Public Service Commission, Wisconsin Department of Natural Resource and any other permitting authority. Copies of such approvals or permits shall be submitted to the County prior to any permit being issued.
- b. A Solar Development shall follow the requirements of this ordinance and the developer

shall enter into a Joint Development Agreement with the County and Town where the development will occur, unless a Joint Development Agreement is waived by all parties.

- c. Jefferson County is not responsible to remove or force the removal of any structures or vegetation on adjacent properties that may exist at the time of installation or may be constructed/installed in the future to block any portion of the SES.

5. Districts

- a. An Individual Use SES may be located, as an accessory use and structure, in all zoning districts subject to the requirements and standards set forth in Section 6 of this Ordinance.
- b. A Solar Farm may be located in the A-1, A-2, and I Districts as a conditional use, subject to the requirements set forth in Section 12.40 of this Ordinance and this SES Ordinance.

6. Individual Use Solar Energy System

- a. An Individual SES does not count in the calculation of accessory structures as it relates to R-1, R-2 or C zones and the definition of Residential Accessory structures.
- b. Height: An Individual SES must meet the following height requirements:
 - i. Roof mounted SES shall not exceed the maximum allowed height in any zoning district and shall not extend more than three feet above the surface of the roof.
 - ii. Ground or pole mounted SES shall not exceed 18 feet in height when oriented at its maximum tilt.
- c. Setback(s):
 - i. Roof mounted SES: In addition to the structure setback, the collector surface and mounting devices shall not extend more than three feet beyond the exterior perimeter of the building on which the system is mounted or built.
 - ii. Ground or pole mounted SES: Ground or pole mounted SES may not extend into the required yard setbacks for the zoning district at any point.
- d. Grades: The SES shall utilize existing grades and the area of the SES shall not be artificially elevated higher than the existing grades of the property.
- e. Visibility: SES shall be designed to blend into the architecture of the building to the extent such provisions do not diminish solar production or increase costs.
- f. Reflectors and Glare: Any owner or installer of an individual SES shall reduce the amount of glare directed towards surrounding properties and residential homes. The use of reflectors or solar enhancer shall be limited. In cases where reflectors or solar enhancers are required to enhance solar production, the owner shall minimize reflected light from affecting adjacent or nearby properties. Measures to minimize reflected light include selective placement of the system, screening the solar collector, modifying the orientation of the system, reducing use of the reflector system, or other remedies that limit reflected light.
- g. Good Repair: An owner shall construct, operate, repair, maintain and replace solar energy system facilities as needed to keep the solar energy system in good repair and operating condition in a manner that protects the public health, safety, and welfare of the community.

7. Solar Developments

- a. All Solar Developments shall apply for a Conditional Use Permit if located in the A-1, A-2 and I zoning districts.
- b. General Requirements for Solar Developments:
 - i. Setbacks: Highway – A solar development shall meet the required setbacks in 11.07(d) for the underlying zoning district.
 - ii. Side yard – A solar development shall meet the required setbacks in 11.04 for the underlying zoning district.
 - iii. Ordinary Highwater Mark – A solar development shall meet the 75 feet from the OHWM as expressed in section 11.10
 - iv. Residential Homes – Should a setback be included?
 - v. For adjoining participating landowners, the setback requirement may be established pursuant to mutual agreement between Solar Farm Owner and participating property owners and expressed in the Joint Development Agreement.
- c. Height:
 - i. The maximum height for solar collectors is up to 18 feet when oriented at maximum tilt.
 - ii. The maximum height for structures follows the height limitation in the underlying zoning district.
- d. Conditional Use Permit Application Requirements: The following documents shall be submitted along with the application for a Solar Development:
 - i. Site Plan: A site plan shall be submitted including, but not limited to, the following:
 - 1. Existing and proposed improvements
 - 2. Existing and proposed structures
 - 3. Existing and proposed topography
 - 4. Existing and proposed fencing
 - 5. Utilities
 - 6. All above ground and underground components
 - 7. Wetlands – a wetland delineation may be required as part of the Conditional Use Permit
 - 8. Waterways (navigable and non-navigable), drainage ditches, underground drain tiles, etc.
 - 9. Floodplain
 - 10. Public roads, access roads and internal roadways
 - 11. Access locations and driveways
 - 12. Setbacks shall be identified in the site plan
 - 13. Any other information required by the department
 - ii. Proposed Transportation Routes: A plan identifying the proposed construction transportation routes including the type and quantity of equipment being transported.
 - iii. Drainage Plan: A plan identifying the existing drainage features and proposed drainage features including the drainage patterns, drain tiles, ditches and any proposed modifications. The plan should include how drainage will be

- maintained and how damage or problems will be resolved.
- iv. Construction Schedule: A plan documenting the major milestones throughout the construction process including the start and end of construction.
 - v. Vegetation Management Plan: A plan documenting the following shall be submitted:
 - 1. Existing conditions
 - 2. Proposed planting map with species and densities
 - 3. Proposed management of vegetation plan
 - vi. Grading Plan: A plan identifying the existing grading and topography and the proposed grading.
 - vii. Decommissioning Plan: A decommissioning plan shall be submitted that includes how the project area will be decommissioning and returned to its pre-solar development state. The plan shall include how decommissioning will occur, timeline and method for financial compensation.
 - viii. Lighting Plan: A plan documenting the proposed lighting at the project site.
 - ix. Storm Water Management Plan
 - x. Erosion Control Plan
 - xi. SES Specifications: The design specifications of the proposed equipment shall be included.
 - xii. Operations and Maintenance (O&M) Plan
 - xiii. Other documents or plans requested by the Planning and Zoning Department
 - xiv. Archeology Site Assessment: An Archeological Site Assessment shall be completed for the project location.
 - xv. Airport Notification: For Solar Farms located within 5 miles of an airport or within approach zones of an airport or landing strip, the applicant must provide notice to airports of the proposed Solar Development. The applicant shall provide an affidavit stating which airports were provided notice of the proposed project.
 - xvi. Fencing Plan: A plan shall be submitted identifying the type of fencing utilized for the project.
- e. Sign Requirements: The Solar Farm shall not be used for any type of advertising. The Solar Farm may erect and maintain a Solar Farm identification sign subject to sign requirements of section 12.14.
8. Review of Decisions: Planning and Zoning Department and/or Planning and Zoning Committee review and action in all matters subject to this Ordinance shall be subject to the limitations imposed by 66.0401, Wis. Stats. In the event the applicant believes the County has exceeded its authority in this regard, misapplied the law, or failed to consider necessary evidence, the applicant or any aggrieved party as defined in xxxxxxxx Wis. Stats. shall notify the County, and the Town to request reconsideration of any decision before pursuing any appeal thereof. In that event, the applicable permit authority of the County may modify the requirements of this section as applied to that application, on a case-by-case basis if, and only to the extent, such modification is necessary to ensure that applicable laws are followed. This section is intended to

allow case-by-case consideration of the standards of § 66.0401(1m), Wis. Stats., as needed.



Jefferson County

PLANNING AND ZONING DEPARTMENT
COURTHOUSE, 311 S. CENTER ST., JEFFERSON, WI 53549-1701
ROOM 201 PHONE 920-674-7130 FAX 920-674-7525

DATE: February 14, 2023

TO: Robert Steven Parnell

FROM: Matt Zangl, Director of Planning and Zoning

RE: Conditional Use CU2065-22

MZ 2/14/23

On September 26, 2022 the Jefferson County Planning and Zoning Committee postponed action on your conditional use request for six dogs as household pets. At that time, we asked that you make new arrangements for Town review. The Town provided us with its second denial of your request dated October 13. We also asked that you address the issues raised by neighbors, finding ways to mitigate the noise and other concerns. You explained what you have done in an email dated October 18. Since that time, concerns continue to be reported on those same issues.

If you have additional information about ongoing solutions, please provide that to us at your earliest convenience. We will be putting the conditional use on our February 27 decision meeting.

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Cassie Richardson

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: Thursday, February 16, 2023

TIME: 7:00 p.m. (Doors will open at 6:30)

PLACE: **JEFFERSON COUNTY HIGHWAY DEPARTMENT COMMITTEE ROOM, 1425 SOUTH WISCONSIN DRIVE, JEFFERSON, WI 53549**
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: February 16, 2023 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=eHZRbHZXWXhUnlKdkhtOXhoTmtNZz09>

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 Nass at 7pm.

2. Roll Call

Supervisors Nass, Poulson, and Foelker were present at 7pm. Supervisor Richardson was present via Zoom at 7:05. Supervisor Jaeckel was absent. Also in attendance was Brett Scherer from the Zoning Department. Attending via Zoom were Sarah Elsner, Terri Palm-Kostroski, Darcie Wilson, Michael Quinn, and Don Wendt.

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 Supervisors Poulson/Foelker to approve the agenda. Motion passed 3-0.

5. Explanation of Public Hearing Process by Committee Chair

Supervisor Nass explained the process.

6. Public Hearing

Scherer read aloud the following:

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, February 16, 2023, in the **JEFFERSON COUNTY**

HIGHWAY DEPARTMENT COMMITTEE ROOM, 1425 SOUTH WISCONSIN DRIVE, 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 a conditional use permit. 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.

Final action on only the rezoning amendments will be made by the County Board of Supervisors on March 14, 2023.

Final decisions on only the conditional uses will be made by the Planning and Zoning Committee on February 27, 2023.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL & RURAL BUSINESS

R4457A-23 – Sea & Sea Barge and Rental LLC/JART Midwest LLC Property: Rezone 5.5 acres of PIN 026-0616-3413-003 (16.294 ac) to create both a new 5-acre A-2 lot and a 0.5-acre access strip to be added to the adjoining A-2 zone at **N2815 County Road E** on PIN 026-0616-3412-002 (22 ac). Both properties are owned by JART Midwest LLC and are in the Town of Sullivan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

PETITIONER: Chad presented himself as the petitioner for this rezone. Chad explained the request to rezone for two buildings to be put up to allow for business storage of boats and barges.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: Michael Quinn (N2720 County Road E, Palmyra, WI) spoke against the petition. Quinn had concerns regarding a commercial business in a farm area and that the area should be kept residential. Quinn also had concerns regarding more traffic on the road. Don and Mary Wendt (N2757 County Road E, Palmyra, WI) also spoke in opposition of the petition. Wendt had concerns regarding the expansion of businesses in a residential/agricultural area. Wendt also had concerns regarding the proposed driveway access.

REBUTTAL: Chad explained that they would be putting in a driveway right next to the existing driveway. The proposed storage would also be next to another existing business.

QUESTIONS FROM COMMITTEE: Supervisor Nass asked if customers would be present at the site and if any signs would be present. Chad explained that retail sales would not take place at the site, but customers may come to look at the product. Chad also stated that a sign would be proposed by the shared driveway, and that there were no concerns with the neighboring operation.

STAFF: Given by Scherer and in the file. Scherer also asked about hours of operation, if any bathrooms were being proposed in the structures, the number of employees, and signage. The proposed hours of operation are primarily in the spring and fall, Monday through Friday from morning until dark. Some operation may take place in winter months as needed. There is a bathroom being proposed in the structure and there would be a couple employees. Chad also confirmed proposed signage up by the road.

TOWN: In favor.

CONDITIONAL USE PERMIT APPLICATIONS

CU2077-23 – Sea & Sea Barge and Rental LLC/JART Midwest LLC Property: Conditional use in a proposed A-2 zone for storage of contractor's equipment and materials/repair shop on PIN 026-0616-3413-003 (16.294 ac) immediately south of **N2815 County Road E**, Town of Sullivan. This is in accordance with Section 11.04(f)7 of the Jefferson County Zoning Ordinance.

PETITIONER: Chad Smentek (155 Johnston Dr, Dousman, WI) presented himself as the petitioner for this rezone. Smentek explained the request for a conditional use for two buildings to be put up to allow for business storage of boats and barges.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: Michael Quinn (N2720 County Road E, Palmyra, WI) spoke against the petition. Quinn had concerns regarding a commercial business in a farm area and that the area should be kept residential. Quinn also had concerns regarding more traffic on the road. Don and Mary Wendt (N2757 County Road E, Palmyra, WI) also spoke in opposition of the petition. Wendt had concerns regarding the expansion of businesses in a residential/agricultural area. Wendt also had concerns regarding the proposed driveway access.

REBUTTAL: Smentek explained that they would be putting in a driveway right next to the existing driveway. The proposed storage would also be next to another existing business.

QUESTIONS FROM COMMITTEE: Supervisor Nass asked if customers would be present at the site and if any signs would be present. Smentek explained that retail sales would not take place at the site, but customers may come to look at the product. Smentek also stated that a sign would be proposed by the shared driveway, and that there were no concerns with the neighboring operation.

STAFF: Given by Scherer and in the file. Scherer also asked about hours of operation, if any bathrooms were being proposed in the structures, the number of employees, and signage. The proposed hours of operation are primarily in the spring and fall, Monday through Friday from morning until dark. Some operation may take place in winter months as needed. There is a bathroom being proposed in the structure and there would be a couple employees. Smentek also confirmed proposed signage up by the road.

TOWN: In favor.

CU2078-23 – Cody & Kathryn Stead: Allow farm-type animals in a Residential R-2 zone at **W6585 County Road B**, Town of Aztalan, on PIN 002-0714-1741-004 (2.4 ac). This is in accordance with Sec. 11.04(f) of the Jefferson County Zoning Ordinance.

PETITIONER: Cody Stead (W6585 County Road B, Jefferson, WI) presented himself as the petitioner for this conditional use. Stead explained the request to allow for raising chickens and goats on his property to use their byproducts for himself due to a milk allergy. Stead also addressed potential issues for the proximity of his property to the river.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: Robert Metzker (W6591 County Road B, Jefferson, WI) spoke in opposition of this petition with concerns regarding the petition's denial at the Town level because of the property being located in the rural hamlet and not allowing for agricultural uses.

REBUTTAL: Stead explained he tried addressing any issues with neighbors and was not aware of his property being located in the hamlet at the time of permit submittal.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Scherer and in the file. Scherer asked for confirmation on the number of animals being proposed, what structures would be used, and disposal of waste. Stead stated the request is for 10 goats and 20 chickens and that an existing structure would be used. Stead also explained that the waste would be removed from the property, other than a small amount to be used for composting.

TOWN: Denied because the request does not conform to the Town of Aztalan Comprehensive Plan regarding R-2 zone located in the hamlet.

CU2079-22 – James & Darcie Jo Wilson: Convert a single-family home to a duplex at **N6424 S Farmington Rd** on PIN 008-0715-1321-007 (0.617 ac), Town of Farmington in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

PETITIONER: Darcie Jo Wilson (N6424 S Farmington Rd, Helenville, WI) presented herself as the petitioner for this conditional use. Wilson explained the request to allow for a duplex for an adult family home. The proposal is for 4 bedrooms upstairs and 4 bedrooms downstairs. Wilson also explained the need for more housing of this type.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM COMMITTEE: None.

STAFF: Given by Scherer and in the file. Scherer also confirmed the septic system sizing. Wilson explained that a soil test has been done to allow for expansion of the septic.

TOWN: In favor with the conditions that there will be installed and approved valid sanitary permits with the County and onsite parking for 4 vehicles, off road parking only.

7. Adjourn

Supervisor Poulson moved to adjourn at 7:23 p.m. and was seconded by Supervisor Foelker. Motion passed 4-0 on a voice vote.

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 this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate

arrangements can be made.

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