

MINUTES
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, October 28, 2024
TIME: 8:30 a.m.
PLACE: Room C1021, County Courthouse, Jefferson WI

- 1. Call to Order**
The meeting was called to order by Chairman Jaeckel at 8:30 a.m.
- 2. Roll Call (Establish a Quorum)**
All committee members were present in person except Richardson who was present via Zoom at 8:32 a.m. Supervisor Nass arrived at 8:31 a.m. Other County staff in attendance were County Administrator Ben Wehmeier, Assistant to County Administrator Michael Luckey, Register of Deeds Staci Hoffman and Corporation Counsel Danielle Thompson. Zoning Department staff present were Matt Zangl, Sarah Elsner and Kim Buchholz. Members of the public present were Jeff Weber, Nolan Stumpf, Peter Murphy, Dale Konle, Kimberly Miller, Anita Martin at 8:33 a.m. and Jackie Hansen. Others present via Zoom were Operations Manager Brian Udovich and Paralegal II/County Board Reporter Sarana Stolar.
- 3. Certification of Compliance with Open Meetings Law**
Supervisor Poulson confirmed that meeting was being held in compliance.
- 4. Approval of the Agenda**
Motion by Supervisor Poulson, second by Supervisor Foelker to approve the agenda. Motion passes on a voice vote, 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)**
None
- 6. Approval of meeting minutes from September 30, October 11, October 17**
Motion by Poulson/ Foelker, to approve September 30, 2024, minutes as written.
Motion passed on a voice vote 5-0.
Motion by Poulson/Foelker, to approve October 11, 2024, minutes as written.
Motion passed on a voice vote 5-0.
Motion by Poulson/Foelker to approve October 17, 2024, minutes as written.
Motion passed on a voice vote 5-0.
- 7. Communications**
None
- 8. September Monthly Financial Report for Register of Deeds**
Staci Hoffman reported that numbers are up a little bit. Projects happening include a real estate transfer fee with the State for 50% of that fee to go to the Counties and 20% to go to the Land Information Program and the other project is to clean up the judicial officer language for Daniel's Law.
- 9. October Monthly Financial Report for Land Information Office**
Zangl reported that the Land Information Office is status quo.

10. October Monthly Financial Report for Zoning

Zangl reported that Zoning Department met budget on revenue sources.

11. Discussion on Solar Energy Facilities

- a. Crawfish River Solar- Nothing major came out of the post-construction drainage survey. Reviewing it more thoroughly now.
- b. Badger State River- An extension was filed but no decision yet. Proceeding with pre-construction as if approved. Working with drainage district to clean up ditches.
- c. Sinnissippi Solar- No update.
- d. Hackbarth Solar- The update is in packet. On-site inspection is scheduled for mid-November.
- e. Whitewater Solar Project- An application was submitted to PSC. Poulson & Jaeckel requested map copies.

12. Discussion on WE Energies Liquefied Natural Gas (LNG) Facility in the Town of Ixonia

Zangl reported this project is coming to an end. Wehmeier stated that requests have been made for additional landscaping to representatives and staff are having discussions on the utility tax.

13. Discussion and Possible Action on R4492A, Stanley A Hansen Trust, which was previously tabled. The petition is to create an approximately 1.3-acre A-3 lot on PIN 030-0813-2311-000 on Island Church Road in the Town of Waterloo.

The petitioner submitted additional information on the proposed lot. The lot design was discussed by committee members. Supervisor Foelker/Jaekel made motion to approve. Passed on voice vote 5-0, with conditions. Please see complete decision on the rezone file.

14. Discussion and Possible Action on Zoning Ordinance Text Amendments for Solar Energy System Regulations

Zangl discussed progress on the draft solar ordinance with the Committee. The Committee provided feedback. The goal is to have a draft ordinance for Committee review in November.

15. Discussion and Possible Action on Petitions Presented in Public Hearing on October 17, 2024:

APPROVED R4558A-24 –Nancy Hinz: Rezone to create a 2-acre lot from property at **N4952 Duck Creek Road** in the Town of Farmington, PIN 008-0715-3633-000 (30 ac). Property is owned by David J & Nancy J Hinz. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4559A-24 –Nancy Hinz: Rezone A-1 to N to create a 17.9-acre lot from property at **N4952 Duck Creek Road** in the Town of Farmington, PIN 008-0715-3633-000 (30 ac). Property is owned by David J & Nancy J Hinz. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4560A-24 – Schumacher Trust: Rezone to create two 2-acre lots from property at **N6023 Wright Road** in the Town of Farmington, PIN 008-0715-1912-000 (15 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

DENIED R4561A-24 – Jonathan Schrock: Rezone all of 012-0816-0841-004 (13.946 ac). to create a lot for single family home near W1731 **Gopher Hill Road** in the Town of Ixonia. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4562A-24 – Gerald & Jean Wockenfuss Trust: Rezone to create a 3.472-acre lot at **W1541 Gopher Hill Road** in the Town of Ixonia, PIN 012-0816-0931-000 (39.26 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4563A-24 – Jeffrey and Rebecca Weber: Rezone .9 acres from PIN 014-0615-0441-002 (37.893 ac). to add to Lot 1 (CSM 6331) to create a 2-acre lot at **N4614 Paradise Road** in the Town of Jefferson, PIN 014-0615-0441-000 (1.171 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4564A-24 – Richard A. and Janice C Flees Trust: Rezone to create a 3.4-acre net lot (farm consolidation) and two 2.0-acre net lots at **W2185 US Highway 18** in the Town of Sullivan, PINs 026-0616-0641-000 (28.20 ac) and 026-0616-0641-001 (18 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Poulson/Nass to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED R4565A-24 – Kenneth B and Christine A Thomas: Rezone to create two 1.0-acre net lots north of **N2860 Hardscrabble Road** in the Town of Sullivan, PIN 026-0616-3622-000 (30 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion by Nass/Foelker to approve the rezone request with conditions. Motion approved on a 5-0 voice vote.

APPROVED CU2134-24 –OneEnergy Development LLC: Conditional Use to allow a solar electric generation facility near **Airport Rd & Wood Lane** in the Town of Waterloo, PIN 030-0813-3241-000 (46.540 ac). Property is owned by Frederick W & Jeanette B Huebner Trust. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Motion by Nass/Poulson to approve the conditional use as described with conditions listed in the file. Motion approved on a 4-0 voice vote. Poulson abstained.

16. Planning and Development Department Update

Zangl reported Tracy in LIO has been busy with tax bill season and Laura has been busy with Emergency Management, EMS and Economic Development maps. Work is continuing on the solar ordinance. Inspections are normal.

17. Consider motion to convene in closed session pursuant to Wis. Stat. s. 19.85(1)(g) for the purposes of conferring with legal counsel who, either orally or in writing, will advise the government body on strategy to be adopted with respect to current litigation – Defend Town Plans, U.A. v. Jefferson County Board of Supervisors 23PA1996.

Motion by Poulson, second by Jaeckel to convene in closed session. Roll call vote to move into closed session. Motion passed 5-0.

18. Reconvene in open session for discussion and possible action on items discussed in closed session.

Motion by Poulson, second by Foelker to reconvene in open session. Motion passed 5-0. No action was taken on items discussed in closed session.

19. Possible Future Agenda Items

Continue with the usual agenda items and draft solar ordinance.

20. Discussion on Upcoming Meeting Dates:

- November 15, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049
- November 21, 7:00 p.m. – Public Hearing in Courthouse Room C2063
- November 25, 8:30 a.m. – Decision Meeting in Courthouse Room C1021
- December 13, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049
- December 19, 7:00 p.m. – Public Hearing in Courthouse Room C2063
- December 30, 8:30 a.m. – Decision Meeting in Courthouse Room C1021

21. Adjourn

Supervisor Jaeckel/Poulson made a motion to adjourn the meeting. Meeting adjourned at 9:54 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 C1040 at 311 S Center Ave between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

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

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

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

MINUTES
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: November 15, 2024

TIME: 8:00 a.m.

PLACE: Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI in Room C1049

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 Supervisors were present. Supervisor Richardson arrived at 8:04 a.m. Zoning staff present was Matt Zangl, Haley Nielsen and Shari Fischback.
3. **Certification of Compliance with Open Meetings Law** - Supervisor Jaeckel confirmed the meeting is in compliance.
4. **Approval of the Agenda** – Supervisor Poulson made motion to approve agenda, seconded by Supervisor Foelker. Motion passed on voice vote, 4-0.
5. **Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)** - None
6. **Communications** Zangl reported that the Whitewater Solar project completed their application with the PSC. The 180-day review period has begun. Approximately next Fall 2025 the PSC will come to a decision.
7. **Site Inspections for Petitions to be Presented in Public Hearing on November 25, 2024:**

CU2135-24 – James & Tammy Roth: Conditional Use to allow an extensive storage structure 986 sq. ft., 16 ft. high, in R-2 zone to replace existing shed at **W3111 Fairview Drive** in the Town of Jefferson, PIN 014-0615-0221-017 (.75 ac).

R4570A-24 – Mary Burke: Rezone to create two 2.0-acre lots at **N3981 County Road E** in the Town of Sullivan, PIN 026-0616-1423-000 (76 ac). The property is owned by Janice K. Blank Trust.

R4566A-24 – Mark D. & Eileen M. Lurvey Trust: Rezone from A-1 to N to create one 19.5-acre and one 15.3-acre parcel at the end of **Vannoy Drive** along with a dedicated portion for road access, PIN 004-0515-2742-000 (38 ac) and 004-0515-2731-017 (.66 ac) in the Town of Cold Spring.

R4567A-24 – Mark D. & Eileen M. Lurvey Trust: Rezone to create two 1-acre residential lots at the end of **Vannoy Drive** along with a dedicated portion for road access, PIN 004-0515-2742-000 (38 ac) and 004-0515-2731-017 (.66 ac). This will require transferring all A-3 parcel splits from PINs 004-0515-2743-000 (29 ac) and 004-0515-2734-000 (34 ac) in the Town of Cold Spring.

R4568A-24 – T & R Reeb Trust: Rezone to create a 2-acre net residential lot west of **W4640 Fremont Road** from PIN 004-0515-1812-000 (33 ac). This will require transferring all A-3 parcel splits from PINs 004-0515-1813-000 (35 ac), 004-0515-1814-000 (21 ac), 004-0515-1841-000 (51 ac) & 004-0515-1732-000 (39 ac) in the Town of Cold Spring.

R4569A-24 – T & R Reeb Trust: Rezone .14 acres from PIN 004-0515-1812-000 (33 ac) to be added to lot at **W4640 Fremont Road** to create a 1.64-acre total lot size in the Town of Cold Spring, PIN 004-0515-1812-003. (1.5 ac).

R4571A-24 – Lydia Stiemke: Rezone to create a 4.0-acre lot at intersection of **Rockdale Road & Woodside Road** in the Town of Sumner, PIN 028-0513-0624-000 (8 ac). The property is owned by Raymond G. Dalby.

8. **Adjourn** – Motion made by Supervisor Poulson seconded by Supervisor Foelker to adjourn at 10:11 a.m.
Motion passed on voice vote, 5-0

If you have questions regarding the petitions, please contact the Planning & Development Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room C1040 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

October 2024

Program/Service Description	Output Measures			YR to Date	Current Yr. Target
	2022	2023	2024	Totals	%
Documents Recorded	1,414	882	956	7,814	69%
Vital Records Filed	262	248	239	1,862	78%
Vital Record Copies	1,583	1,339	1,382	11,675	78%
ROD Revenue (Gross Total)	\$ 241,612.51	\$ 174,963.37	\$ 167,658.71	\$1,625,147.04	89%
Transfer Fees	\$ 37,989.06	\$ 26,126.70	\$ 23,941.20	\$ 235,302.18	71%
LIO Fees	\$ 8,904.00	\$ 7,706.00	\$ 8,390.00	\$ 77,281.50	71%
Document Copies	\$ 6,314.71	\$ 4,966.40	\$ 5,289.21	\$ 53,397.78	97%
Laredo	\$ 3,806.50	\$ 3,815.47	\$ 4,720.50	\$ 42,823.86	134%
ROD Revenue to General Fund	\$ 69,426.27	\$ 53,012.57	\$ 53,311.91	\$ 510,988.82	77%
Percentage of Documents eRecorded	63%	66%	68%	65%	
Budget Goals Met	Yes	Yes	No	No	No
Back Indexed	4,583	1,989	2,558	20,527	103%

Wisconsin Register of Deeds Association:

Continue to work on 2023 WI Act 235, judicial officer privacy bill. We have identified several items that will need clarification from the bill author and the legislature. Partnering with WLIA regarding seeking additional funding for the Land Information Plan.

Register of Deeds Office:

The staff continues to work on back indexing documents for easier access. Giving our searchers and staff the ability to search documents by name and legal description back to 1939.

Wisconsin Counties Association Board of Directors:

Nothing new to report.

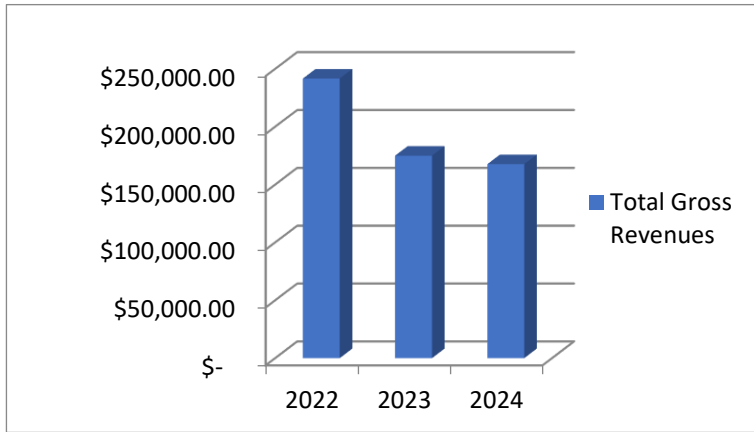
Wisconsin Public Records Board:

Nothing new to report.

Register of Deeds Year to Date Budget Report

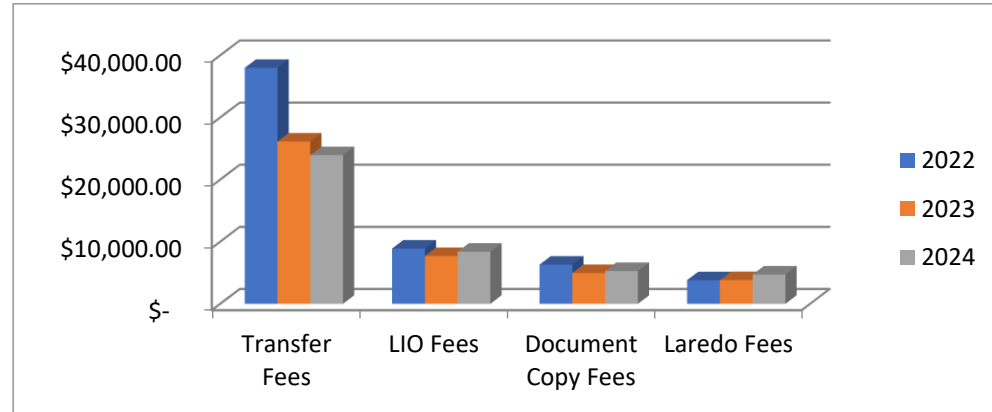
October

ROD Total Gross Revenues

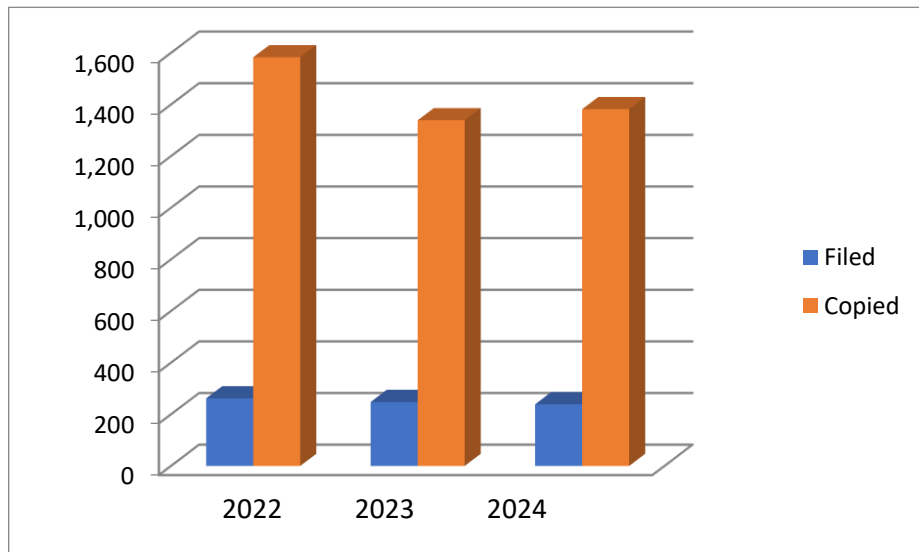


2024

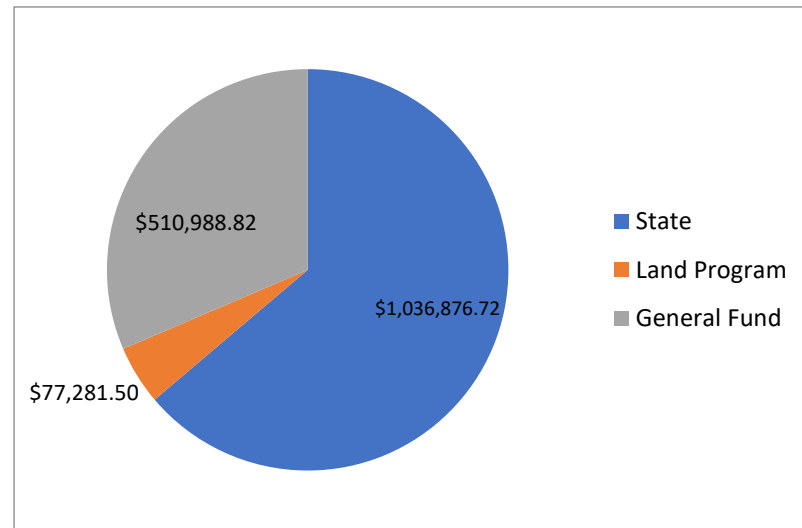
Land Related Revenue



Vital Records



Year to Date Revenue Payout





JEFFERSON COUNTY
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JEFFERSON COUNTY

LAND AND WATER CONSERVATION DEPARTMENT

311 S Center Ave, C1050
Jefferson, WI 53549
www.jeffersoncountywi.gov

Phone: (920) 674-7110
Fax: (920) 674-7114

MEMORANDUM

TO: Rosy Lane Holsteins, LLC
CC: Planning and Zoning Department
Juliana Brustolin, Project Engineer Outland Design
FROM: Land and Water Conservation Department
DATE: 11/19/2024
SUBJECT: Livestock Siting Application Completeness

The Jefferson County Land and Water Conservation Department (LWCD) has reviewed the application, worksheets, and supplemental information submitted by Rosy Lane Holsteins, LLC for a Amendment to their the Livestock Siting (ATCP 51) Permit. The current Conditional Use Permit is for 1629.9 Animal Units and will remain the same. This amendment is to build a calf barn, replacing the previous calf barn that was lost in fire. The LWCD recommends that the Zoning Committee find the amendment to be complete.

Other Items

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

Questions regarding the completeness determination should be directed to Joe Strupp of the Land and Water Conservation Department at 920-674-7483.

