

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 23, 2026
TIME: 8:30 a.m.
PLACE: Jefferson County Courthouse, 311 S. Center Ave, Room C1021, Jefferson WI

[Join the Teams meeting now](#)
Meeting ID: 234 644 362 860 3
Passcode: 6Em7TH64

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 meeting minutes from January 15, January 26, February 13
7. Communications
8. January Monthly Financial Report for Register of Deeds
9. February Monthly Financial Report for Planning & Development
10. Discussion on Solar Energy Facilities
 - a. Badger State Solar
 - b. Sinnissippi Solar
 - c. Whitewater Solar Project
11. Discussion and Possible Action on the yearly review of CU2058-20 – Paul E Elliott/Dianne M Owens for agricultural tourism, retail sales of agricultural related items and a wine tasting room located a N7040 Saucer Dr in the Town of Farmington, PIN 008-0715-0232-001.
12. Discussion and Possible Action on a Determination of Completeness for Dean’s Eggs Inc located at N5358 State Road 89 in the Town of Aztalan. This is an ATCP 51 regulated livestock siting facility and the proposal includes an increase to 9,225 animal units and the construction of four new livestock housing facilities and a manure storage structure.
13. Discussion and Possible Action on R4644A-25 for Derek & Shenelle Jardine located N7358 Zabel Lane in Town of Milford, PIN 020-0814-3543-000 (40.0 ac). The petition was previously postponed on October 27, 2025.
14. Discussion and Possible Action on Amending the Private On-site Wastewater Treatment System Ordinance
15. Discussion and Possible Action on a Flood Evacuation Plan for Hebron Springs Campground located at N2316 Museum Road in the Town of Hebron and owned by Edgehill Ventures LLC
16. Discussion and Possible Action on R4666T-26 for a Text Amendment to the Jefferson County Zoning Ordinance for Accessory Dwelling Units
17. Discussion and Possible Action on Petitions Presented in Public Hearing on February 19, 2026:

R4663A-26 – Allen Carnes: Rezone from A-1 to A-3 to create a 1.0-acre residential lot at **N2824 Hardscrabble Road** in Town of Sullivan, PIN 026-0616-3622-002 (4.992 ac).

R4664A-26 – Marty Foltz: Rezone 1.49-acres (Lot 1) from A-1 to A-3 to create a residential lot south of house at **N3468 Hardscrabble Road** in Town of Sullivan, PIN 026-0616-2442-000 (19.980 ac). Property is owned by Janet F Foltz.

R4665A-26 – Marty Foltz: Rezone 2.8-acre lot from A-1 to A-3 as a farm consolidation (Lot 2) around existing

house and outbuildings at **N3468 Hardscrabble Road** in Town of Sullivan, PIN 026-0616-2442-000 (19.980 ac). Property is owned by Janet F Foltz.

CU2187-25 – DLM Group: To update Conditional Use permit for existing golf course to allow for expansion for a restaurant and kitchen in an A-2 zone at **W4787 Yandry Road** in Town of Cold Spring, PIN 004-0515-1843-000 (30.912 ac).

CU2191-26 – Bryan & Lindsay Poredos: Conditional Use to allow for a 30' x 40' extensive onsite storage structure in an R-2 zone at **N3628 County Road K** in Town of Jefferson, PIN 014-0614-2312-011 (1.0 ac) & 014-0614-2312-012 (.987 ac).

CU2192-26 – Kosh Commercial LLC: Conditional Use to allow for a building and bathroom expansion for the existing event venue located at **W6760 Pond Road** in Town of Koshkonong, PIN 016-0514-2924-002 (2.554 ac).

CU2193-26 – Forest Enterprises LLC: Conditional Use to allow for the expansion of the existing landscaping business in an existing A-2 zone at **W8583 Finch Brothers Road** in Town of Lake Mills, PIN 018-0713-2112-000 (47.527 ac).

18. Planning and Development Department Update

19. Possible Future Agenda Items

20. Discussion on Upcoming Meeting Dates:

March 13, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049

March 26, 6:00 p.m. – Public Hearing in Courthouse Room C2063

March 30, 8:30 a.m. – Decision Meeting in Courthouse Room C1021

April 10, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049

April 16, 6:00 p.m. – Public Hearing in Courthouse Room C2063

April 27, 8:30 a.m. – Decision Meeting in Courthouse Room C1021

21. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 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 accommodation for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

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

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker; Cassie Richardson

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits
DATE: Thursday, January 15, 2026
TIME: 6:00 p.m. (Doors will open at 5:30)
PLACE: **JEFFERSON COUNTY COURTHOUSE, ROOM C2063**
311 S. CENTER AVE, JEFFERSON, WI 53549
OR Via Teams Videoconference

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

Teams Meeting Information Link: Join the meeting now Meeting ID: 222 326 323 808 9 Passcode: fy37Vh3D
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1. Call to Order

The meeting was called to order by Chairman Jaeckel at 7pm.

2. Roll Call

Supervisors Jaeckel, Nass, Foelker, and Poulson were present at 7pm. Supervisor Richardson was absent. Sarah Elsner and Haley Nielsen were present from the Planning and Zoning Department.

3. Certification of Compliance with Open Meetings Law

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

4. Approval of Agenda

Motion by Supervisor Poulson and seconded by Supervisor Nass to approve the agenda. Motion passed on a vote of 4-0.

5. Public Hearing

Nielsen read aloud the following:

NOTICE IS HEREBY GIVEN THAT the Jefferson County Planning and Zoning Committee will conduct a public hearing at 6 p.m. on Thursday, January 15, 2026, in Room C2063 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 TEAMS.** Matters to be heard are petitions to amend the official zoning map 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 8:00 a.m. and 4:30 p.m., Monday through Friday, except holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

Decisions on Conditional Use Permits will be made on **January 26, 2026**

Recommendations by the Committee on Rezones will be made on **January 26, 2026**

Final decision will be made by the County Board on **February 10, 2026**

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

All are in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance

R4655A-26 – Lori Laylan: Rezone from A-1 to A-3 to create two 1.0-acre residential lots south of **N6625 Elm Drive** in Town of Concord, PIN 006-0716-1144-000 (39.0 ac).

PETITIONER: Lori Laylan (W568 County Road B, Oconomowoc) presented as herself for this rezone. Requesting two lots for future residential buildings for family members if needed in the future.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

TOWN: Approved, 3-0 with no conditions.

R4656A-26 – Wendt Property Management LLC: Rezone from A-1 to A-3 to create a 1.0-acre residential lot across from **N7015 Shade Road** in Town of Farmington, PIN 008-0715-0343-002 (14.212 ac).

PETITIONER: Mike Wendt (201 Red Fox Dr, Johnson Creek) presented as himself for this rezone. Requesting a lot for a building site that is clustered.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

TOWN: Approved, 3-0 with no conditions.

R4657A-26 – Randall & Tonia Rammelt: Rezone from A-1 to A-3 (Lot 1) to create a 2.0-acre farm consolidation around existing buildings at **N3346 County Road F** in Town of Sullivan, PIN 026-0616-2043-000 (40.0 ac).

PETITIONER: Randy Rammelt (N3347 County Road F) presented as himself for this rezone. Is requesting to get the family farm divided up for the family. Wants to create a lot for the homestead residence. The land swap is to allow for the correct amount of road frontage.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

Nielsen asked –

What year was the house built? Petitioner responded, 1938.

Where is the septic located? Petitioner responded, there never was one there.

TOWN: Approved, 2-0 with no conditions.

R4658A-26 – Randall & Tonia Rammelt: Rezone from A-1 to A-3 (Lot 2) to create a 2.0-acre residential lot east of **N3318 County Road F** in Town of Sullivan, PIN 026-0616-2034-001 (5.938 ac).

PETITIONER: Randy Rammelt (N3347 County Road F) presented as himself for this rezone. Is requesting to get the family farm divided up for the family. Wants to create a lot for the homestead residence. The land swap is to allow for the correct amount of road frontage.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

Nielsen asked –

Has road access been discussed with the DNR due to the wetlands on the driveway area? Petitioner responded, no.

Have you spoken with the County Highway Department regarding road access? Petitioner responded that the neighbors are adjusting their lot for the road frontage.

Why is the proposed lot two acres rather than the one acre that is allowed for prime splits? Petitioner responded, daughter would like to have a small farm.

TOWN: Approved, 2-0 with no conditions.

R4659A-26 – Randall & Tonia Rammelt: Rezone 0.3-acres from A-3 to A-1 and 0.3-acres from A-1 to A-3 to allow for a lot line adjustment at **N3318 County Road F** in Town of Sullivan, PIN 026-0616-2034-003 (3.0 ac). Property is owned by Timothy & Susan McGuire.

PETITIONER: Randy Rammelt (N3347 County Road F) presented as himself for this rezone. Is requesting to get the family farm divided up for the family. Wants to create a lot for the homestead residence. The land swap is to allow for the correct amount of road frontage.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

TOWN: Approved, 2-0 with no conditions.

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

All are in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance

R4660A-26 – Jeffrey Levake: Rezoning utilizing split availability from consolidation of parcels of record involving PINs 018-0713-3312-000 (39.3670 ac) and 018-0713-3313-000 (39.670 ac) to add onto existing A-3 Lots 1 & 2 of CSM 5561 to create a total A-3 lots size of 2.675-acres (Lot 1) PIN 018-0713-3343-002 (1.114 ac) and 1.6-acre (Lot 2) PIN 018-0713-3343-001 (1.114 ac). These lots are located off **Hope Lake Road** in Town of Lake Mills. Property is owned by David & Diana Schroeder.

PETITIONER: David Schroeder (N5163 County Rd A, Cambridge) presented as himself for this rezone. He started the process in 2021, but it was not completed. The intent is to square up property lines along the rear side of the lots. Lot two won't change, but Lot one will utilize the transfer of splits.

COMMENTS IN FAVOR: Timothy Gile (Need address), spoke neutrally to understand what is going on.

COMMENTS OPPOSED: None.

REBUTTAL: David Schroeder responded to Timothy Gile, that he may keep Lot 2 or sell. Jeff Levake will build a residence and run the business also requested in the attached Conditional Use for a septic/soil testing business from the property.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

TOWN: Approved 3-0, conditioned upon an affidavit limiting no further splits of the parcels be filed with the Town and Register of Deeds at Jefferson County.

CU2189-26 – Jeffrey Levake: Conditional Use to allow for a home occupation for a septic business on Lot 1 zoned A-3 at **W8684 Hope Lake Road** in Town of Lake Mills PIN 018-0713-3343-002 (1.114 ac).

PETITIONER: Jeff Levake (301 Pinnacle Drive, Lake Mills) presented as himself for this Conditional Use Permit. Is looking to purchase the lot to run a septic, soil testing, excavating business from the property. He intends to downsize from current home and business location and have the business be attached to the new residence built on this lot. There will be one employee (and kids helping), and no public to the site.

COMMENTS IN FAVOR: Timothy Gile (Need address), spoke neutrally to understand what is going on.

COMMENTS OPPOSED: None.

REBUTTAL: David Schroeder responded to Timothy Gile, that he may keep Lot 2 or sell. Jeff Levake will build a residence and run the business also requested in the attached Conditional Use for a septic/soil testing business from the property.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

Public to site? Petitioner responded, no public to site.

Any outdoor storage beyond the sand and stone proposed? Petitioner responded, maybe a few trailers, excavator, skid loader.

Confirm hours of operation? Petitioner responded, hours of operation 7am-5pm M-F.

Outdoor lighting proposed? Petitioner responded no.

Signage proposed? Petitioner responded no.

Confirm number of employees? Petitioner responded, zero.

TOWN: Approved 3-0, with condition that the Conditional Use Permit stays with the occupant of the property, not with the land.

FROM A-1 EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE

All are in accordance with ss. 22-479 – 22-487 of the Jefferson County Zoning Ordinance

R4661A-26 – Cheri Hazard: Rezone 33-acre from A-1 to N at **W881 Village Line Road** in Town of Sullivan, PIN 026-0616-1122-000 (38.0 ac).

PETITIONER: Tim Horbinski (W865 Village Line Rd) presented as Cheri Hazard for this rezone. The land is used for hunting and recreation purposes already.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

Nielsen asked –

Reason for the natural resources zone? Petitioner responded, would like to quit claim deed to transfer to his name (Tim).

Plans for remnant 3-acre A-1 area around home? Petitioner responded, this would stay as is, there is no plan for more housing.

TOWN: Approved, 3-0 with no conditions.

FROM N, NATURAL RESOURCE TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

All are in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance

R4662A-26 – Todd Saeger: Rezoning 1.0-acre from N to A-3 utilizing the consolidation of parcels of record to transfer splits/A-3 zones from a 59.8-acre parent parcel (PINs 032-0814-1412-000 & 032-0814-1411-001), to allow for a new 1-acre A-3 residential lot on PIN 032-0814-1134-002 (7.299 ac) located south of **N8947 Willow Road** in the Town of Watertown.

PETITIONER: Todd Saeger (N8947 Willow Road) presented as himself for this rezone. Requesting one acre to build a house for his son. Is requesting to transfer the split because it is too low and wet on the other side of the road.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

TOWN: Approved, 3-0 with no conditions.

CONDITIONAL USE PERMIT APPLICATIONS

All are in accordance with ss. 22-581 – 22-587 of the Jefferson County Zoning Ordinance

CU2181-25 – Floyd Plank: Conditional Use to allow for a farm store and roadside stand in A-T zone at **N1341 Old 26 Road** in Town of Koshkonong, PIN 016-0514-1734-000 (6.609 ac).

PETITIONER: Floyd Plank (N1341 Old 26 Road) presented as himself for this Conditional Use. Request for a farm store and roadside stand.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

Nielsen asked –

Hours of operation? Petitioner responded, 7am-5pm, Monday through Saturday.

Is there any bathrooms proposed? Petitioner responded, yes, and a licensed kitchen in the main building of the farm store.

Employees? Petitioner responded, him, wife, daughter.

Parking? Petitioner responded, will move semi-trailers and make parking to the South.
Lights proposed? Petitioner responded, solar lights.

Signs? Petitioner responded, maybe in the future.

Outside storage proposed? Petitioner responded, semi-trailer for storage of refrigerated items, will back up to store and use for refrigeration.

TOWN: Approved, 3-0 with no conditions.

CU2190-26 – Charles Couden: Conditional Use to allow for personal storage/mini-warehousing in an A-2 zone at **N4677 Highland Drive** in Town of Sullivan, PIN 026-0616-0241-005 (1.766 ac).

PETITIONER: Charles Couden (N4675 Highland Drive) presented as himself for this Conditional Use. Petitioner is looking to put up a clear span pole barn on N4677.

COMMENTS IN FAVOR: None.

COMMENTS OPPOSED: None.

REBUTTAL: None.

QUESTIONS FROM THE COMMITTEE: None.

STAFF REPORT: Given by Nielsen and in the file.

Nielsen asked –

Confirm building size? Petitioner responded 75' x 120'.

Employees? Petitioner responded, one, himself.

Hours of operation? Petitioner responded, all the time, just a storage building, so it will be in use all the time.

Proposed lighting? Petitioner responded, no.

What is the existing building used for on the property? Petitioner responded, storage for him and his son.

Will the existing building be used for the business? Petitioner responded, no.

TOWN: Approved, 3-0 with no conditions.

6. Adjourn.

Poulson made a motion to adjourn at 6:37pm, Foelker seconded and the meeting was adjourned by a vote of 4-0.

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 accommodation 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.

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: February 13, 2026
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 Nass at 8:02 a.m.
2. **Roll Call (Establish a Quorum)** – Supervisors Foelker, Poulson and Nass were present. Supervisor Jaeckel and Richardson is an excused absence. Zoning staff present were Sarah Elsner, Trevor Quandt and Sharyl Fischback.
3. **Certification of Compliance with Open Meetings Law**– Supervisor Poulson confirmed the meeting is in compliance.
4. **Approval of the Agenda**- Supervisor Poulson made motion to approve agenda, seconded by Supervisor Foelker. Motion was passed on voice vote, 3-0.
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** –Elsner had nothing to report.
7. **Site Inspections for Petitions to be Presented in Public Hearing on January 15, 2026:**
Committee members left for site inspections at 8:04 a.m.

R4663A-26 – Allen Carnes: Rezone from A-1 to A-3 to create a 1.0-acre residential lot at **N2824 Hardscrabble Road** in Town of Sullivan, PIN 026-0616-3622-002 (4.992 ac).

R4664A-26 – Marty Foltz: Rezone 1.49-acres (Lot 1) from A-1 to A-3 to create a residential lot south of house at **N3468 Hardscrabble Road** in Town of Sullivan, PIN 026-0616-2442-000 (19.980 ac). Property is owned by Janet F Foltz.

R4665A-26 – Marty Foltz: Rezone 2.8-acre lot from A-1 to A-3 as a farm consolidation (Lot 2) around existing house and outbuildings at **N3468 Hardscrabble Road** in Town of Sullivan, PIN 026-0616-2442-000 (19.980 ac). Property is owned by Janet F Foltz.

CU2191-26 – Bryan & Lindsay Poredos: Conditional Use to allow for an extensive onsite storage structure in an R-2 zone at **N3628 County Road K** in Town of Jefferson, PIN 014-0614-2312-011 (1.0 ac) & 014-0614-2312-012 (.987 ac).

CU2192-26 – Kosh Commercial LLC (c/o Sam Kemp): Conditional Use to allow for expanding current 50' X 40' pavilion to a larger 80' X 60' pavilion with bathrooms for this existing event venue located at **W6760 Pond Road** in Town of Koshkonong, PIN 016-0514-2924-002 (2.554 ac).

CU2193-26 – Forest Enterprises LLC: Conditional Use to allow for landscaping business in an existing A-2 zone at **W8583 Finch Brothers Road** in Town of Lake Mills, PIN 018-0713-2112-000 (47.527 ac).

8. **Adjourn**– Motion made by Supervisor Foelker, seconded by Supervisor Poulson to adjourn at 10:35 a.m. Motion passed on a voice vote, 3-0.

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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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, January 26, 2026
TIME: 8:30 a.m.
PLACE: Jefferson County Courthouse, 311 S. Center Ave, Room C2063, Jefferson WI

1. Call to Order

The meeting was called to order by Chairman Jaeckel at 8:36 a.m.

2. Roll Call (Establish a Quorum)

Committee members present in person were Supervisor Jaeckel, Supervisor Nass and Supervisor Foelker. Supervisor Poulson and Supervisor Richardson are excused absences. Department staff present was Matt Zangl, Sarah Elsner, Haley Nielsen and Shari Fischback. Other County staff in attendance were County Administrator Michael Luckey, Corporation Counsel Danielle Thompson, Register of Deeds Staci Hoffmann, Land & Water Conservation Director Patricia Cicero and via Teams Assistant Corporation Counsel Yelena Zarwell. Members of the public present were John Didion and Lake Ripley Management District Lianna Spencer and via Teams was Zach Goodrow from Daily Times.

3. Certification of Compliance with Open Meetings Law

County Administrator Michael Luckey confirmed that the meeting was being held in compliance.

4. Approval of the Agenda

Motion made by Supervisor Jaeckel, second by Supervisor Nass to approve. Motion passed on a voice vote, 3-0.

5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision. Members of the public who wish to address the Committee on specific agenda items must register their request at this time) – There was no public comment.

6. Approval of meeting minutes from December 29, January 9, January 15

Motion by Foelker/Jaeckel to approve December 29, 2025, minutes as written.

Motion passed on a voice vote 3-0.

Motion by Foelker/Jaeckel to approve January 9, 2026, minutes as written.

Motion passed on a voice vote 3-0.

January 15, 2026, minutes were not ready. Will be put on the February agenda.

7. Communications – None.

8. December Monthly Financial Report for Register of Deeds

Staci Hoffman reported that 2025 was a good year with coming in \$195,000 over budget. In addition, saved \$22,000 in expenses.

9. January Monthly Financial Report for Planning & Development

Zangl reported Zoning is \$100,000 more than projected mainly due to Zoning permit fees. Sanitary was slightly under budget. Wages were slightly below what was estimated due to a retirement and Trevor starting earlier in the year. He will be requesting carryover be applied to Comprehensive Plan project in coming years. Solid Waste is \$32,000 to the good. Landfill is on their last cell with projected end date to be in about 7 years. Clean Sweep had \$100,000 in expenses for the few events held during 2025. Land Information general account will be on budget.

Land Information program has \$20,000 carryover and Surveyor account will be even. January 2026 Zoning revenues took in \$12,000 which is currently about half of what it was last year.

10. Discussion on Solar Energy Facilities

- a. **Badger State Solar** – No updates.
- b. **Sinnissippi Solar** – No updates. Currently working through the Joint Development Agreement.
- c. **Whitewater Solar Project** - No updates. Waiting on Joint Development Agreement review.

11. Discussion on a Zoning Ordinance Text Amendment for Accessory Dwelling Units (ADU)

Zangl reviewed language changes with committee. Text Amendment will move forward to Public Hearing in February with projected March County Board approval as majority of Towns have approved it.

12. Discussion and Possible Action on The Preserve at Oakland – Phase 2 Final Plat

John Didion provided updated status of project. Currently 10% of lots are sold with three lots currently under construction. Landscaping, a culvert and signage will be upcoming project this year. Due to market changes, there is a need for larger lots to accommodate a house with three car garage, there will be a change in size of ten lots resulting in a decrease in the number of lots. The layout of the subdivision was reviewed. The DOT is currently reviewing Phase 2 access easements. A motion was made to approve the plat for Phase 2 with the conditions of the Town. Motion was made by Supervisor Nass, seconded by Supervisor Foelker. Motion approved on a 3-0 voice vote.

13. Discussion and Possible Action on Amending the Department Fee Schedule to include a Plat Book Fee

Discussion took place on printing cost and final cost of book including the tax and need to add to the Fee Schedule. A motion was made to charge \$35 including tax by Supervisor Foelker, seconded by Supervisor Nass. Motion approved on a 3-0 voice vote.

14. Discussion and Possible Action on Petitions Presented in Public Hearing on January 15, 2026:

See rezone and conditional use file for complete decision

APPROVED R4655A-26 – Lori Laylan: Rezone from A-1 to A-3 to create two 1.0-acre residential lots south of **N6625 Elm Drive** in Town of Concord, PIN 006-0716-1144-000 (39.0 ac). Motion by Nass/Foelker to approve the rezone request with conditions. Motion approved on a 3-0 voice vote.

APPROVED R4656A-26 – Wendt Property Management LLC: Rezone from A-1 to A-3 to create a 1.0-acre residential lot across from **N7015 Shade Road** in Town of Farmington, PIN 008-0715-0343-002 (14.212 ac). Motion by Nass/Foelker to approve the rezone request with conditions. Motion approved on a 3-0 voice vote.

APPROVED R4660A-26 – Jeffrey Levake: Rezoning utilizing split availability from consolidation of parcels of record involving PINs 018-0713-3312-000 (39.3670 ac) and 018-0713-3313-000 (39.670 ac) to add onto existing A-3 Lots 1 & 2 of CSM 5561 to create a total A-3 lots size of 2.675-acres (Lot 1) PIN 018-0713-3343-002 (1.114 ac) and 1.6-acre (Lot 2) PIN 018-0713-3343-001 (1.114 ac). These lots are located off **Hope Lake Road** in Town of Lake Mills. Property is owned by David & Diana Schroeder. Motion by Jaeckel/Nass to approve the rezone request with conditions. Motion approved on a 3-0 voice vote.

APPROVED R4657A-26 – Randall & Tonia Rammelt: Rezone from A-1 to A-3 (Lot 1) to create a 2.0-acre farm consolidation around existing buildings at **N3346 County Road F** in Town of Sullivan, PIN 026-0616-2043-000 (40.0 ac). Motion by Jaeckel/Foelker to approve the rezone request with conditions. Motion approved on a 3-0 voice vote.

APPROVED R4658A-26 – Randall & Tonia Rammelt: Rezone from A-1 to A-3 (Lot 2) to create a 2.0-acre residential lot east of **N3318 County Road F** in Town of Sullivan, PIN 026-0616-2034-001 (5.938 ac). Motion by Jaeckel/Foelker to approve the rezone request with conditions. Motion approved on a 3-0 voice vote.

APPROVED R4659A-26 – Randall & Tonia Rammelt: Rezone 0.3-acres from A-3 to A-1 and 0.3-acres from A-1 to A-3 to allow for a lot line adjustment at **N3318 County Road F** in Town of Sullivan, PIN 026-0616-2034-003 (3.0 ac). Property is owned by Timothy & Susan McGuire. Motion by Jaeckel/Foelker to approve the rezone request with conditions. Motion approved on a 3-0 voice vote.

APPROVED R4661A-26 – Cheri Hazard: Rezone 33-acre from A-1 to N at **W881 Village Line Road** in Town of Sullivan, PIN 026-0616-1122-000 (38.0 ac). Motion by Foelker/Nass to approve the rezone request with conditions. Motion approved on a 3-0 voice vote.

POSTPONED R4662A-26 – Todd Saeger: Rezoning 1.0-acre from N to A-3 utilizing the consolidation of parcels of record to transfer splits/A-3 zones from a 59.8-acre parent parcel (PINs 032-0814-1412-000 & 032-0814-1411-001), to allow for a new 1-acre A-3 residential lot on PIN 032-0814-1134-002 located south of **N8947 Willow Road** in the Town of Watertown, PIN 032-0814-1134-002 (7.299 ac). Motion by Jaeckel/Foelker to postpone the rezone request with conditions. Motion approved on a 3-0 voice vote.

APPROVED CU2181-25 – Floyd Plank: Conditional Use to allow for a farm store and roadside stand in A-T zone at **N1341 Old 26 Road** in Town of Koshkonong, PIN 016-0514-1734-000 (6.609 ac). Motion by Jaeckel/Foelker to approve the conditional use with conditions. Motion approved on a 3-0 voice vote.

APPROVED CU2189-26 – Jeffrey Levake: Conditional Use to allow for a home occupation for a septic business on Lot 1 in A-3 zone at **W8684 Hope Lake Road** in Town of Lake Mills PIN 018-0713-3343-002 (1.114 ac). Motion by Jaeckel/Foelker to approve the conditional use with conditions. Motion approved on a 3-0 voice vote.

POSTPONED CU2190-26 – Charles Couden: Conditional Use to allow for personal storage/mini-warehousing in an A-2 zone at **N4677 Highland Drive** in Town of Sullivan, PIN 026-0616-0241-005 (1.766-ac). Motion by Jaeckel/Foelker to postpone the conditional use with conditions. Motion approved on a 3-0 voice vote.

15. Planning and Development Department Update

Zangl provided updates on various citations and violations. GIS is nearing its upgrade and will hopefully be completed by next month's Zoning meeting. Parts of the sanitary ordinance will be updated.

16. Possible Future Agenda Items

Continuing with the usual agenda items.

17. Discussion on Upcoming Meeting Dates:

February 13, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049

February 19, 6:00 p.m. – Public Hearing in Courthouse Room C2063

February 23, 8:30 a.m. – Decision Meeting in Courthouse Room C2063

March 13, 8:00 a.m. – Site Inspections leaving from Courthouse Room C1049

March 19, 6:00 p.m. – Public Hearing in Courthouse Room C2063

March 30, 8:30 a.m. – Decision Meeting in Courthouse Room C2063

18. Adjourn

Supervisor Jaeckel/Foelker made a motion to adjourn the meeting. Meeting adjourned at 9:55 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 accommodation 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.

Register of Deeds

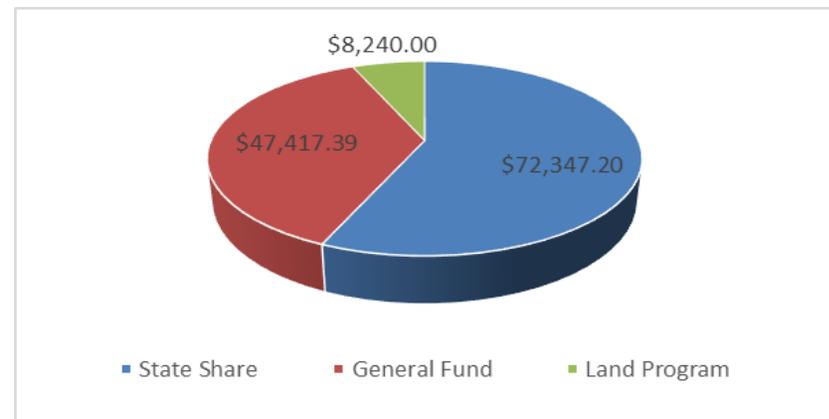
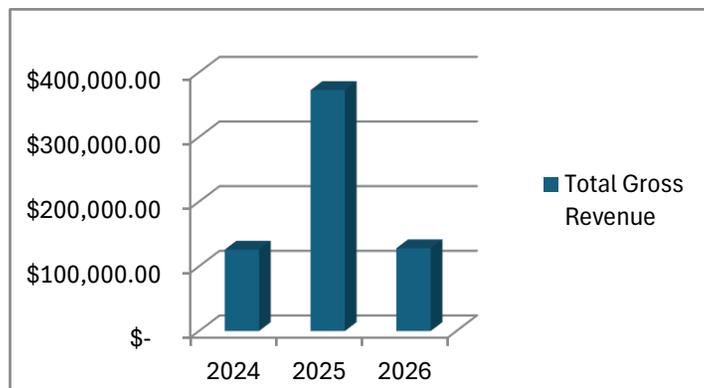
JANUARY 2026

Program/Service Description	Output Measures			YR to Date	Current Yr. Target
	2024	2025	2026	Totals	%
Documents Recorded	718	706	930	932	9%
Vital Records Filed	182	211	197	197	9%
Vital Record Copies	1,721	1,591	1,654	1,654	8%
ROD Revenue (Gross Total)	\$ 125,783.58	\$ 312,672.42	\$ 128,004.59	\$ 128,004.59	7%
Transfer Fees	\$ 16,463.22	\$ 65,500.98	\$ 15,427.80	\$ 15,427.80	5%
LIO Fees	\$ 6,652.00	\$ 7,245.00	\$ 8,240.00	\$ 8,240.00	9%
Document Copies	\$ 5,335.98	\$ 5,719.77	\$ 7,370.54	\$ 7,370.54	12%
Laredo	\$ 5,168.50	\$ 4,422.75	\$ 4,676.05	\$ 4,676.05	9%
ROD Revenue to General Fund	\$ 44,306.70	\$ 93,603.50	\$ 47,417.39	\$ 47,417.39	8%
Percentage of Documents eRecorded	66%	72%	80%	80%	
Budget Goals Met	N	Y	N	Yes	
Back Indexed	1,967	2,237	1,830	1,830	9%

Items of Interest:

Legislative Items: AB445/SB449 - Register of Deeds cleanup bill. AB831/SB815 to clarify the Building, Fixtures and Improvement document.

ROD Office: Staff continues to work on back indexing as time permits. 2025 revenues were much greater due to 2 large transfer fees in January of 2025.



Jefferson County Monthly Ledger Report

Month	Other Permits/LU 12901-432099-0	Private Party Photocopy 12901-451002-0	Municipal Copies/Printing 12901-472003-0	Private Sewage System 12901-432002-0	Soil Testing Fee 12901-458010-0	Septic Replacement Fee 12901-458002-0	Zoning Ordinance Forfeitures 12901-441002-0	2026 Totals	2025 Totals	2025-2026 Difference
Jan	\$15055.00			\$3050.00	\$480.00			\$56360.14	\$-37775.14	\$29,840.14
Feb	\$8980.00			\$1950.00	\$160.00			\$12445.79	\$-1355.79	
Mar										
Apr										
May										
Jun										
Jul										
Aug										
Sep										
Oct										
Nov										
Dec										
Total	\$24035.00			\$5000.00	\$640.00			\$68805.93	\$-39130.93	\$29840.14



Badger State Solar, LLC
545 Fifth Avenue, 24th Floor
New York, NY 10017
DESRI-Notices@desri.com

January 29, 2026

Mr. Cru Stublely
Secretary to the Commission
Public Service Commission of Wisconsin
4822 Madison Yards Way
Madison, WI 53705-9100

Docket No. 9800-CE-100: Report for 4th Quarter 2025 on the Certificate of Public Convenience and Necessity of Badger State Solar, LLC to Construct a Solar Electric Generation Facility, to be Located in Jefferson County, Wisconsin

Dear Mr. Stublely,

Pursuant to Order Point 6, we are submitting this quarterly report for the 4th quarter of 2025.

- a. Construction Commencement;
 - Construction commenced on July 11, 2025 as previously stated in the report for the 2nd quarter of 2025.
- b. Major Construction and Environmental Milestones;
 - Full Notice to Proceed (PV and HV EPC) was issued on October 10, 2025.
 - PV civil work progressed through the quarter. Grading, access roads, culverts, entrances, and silt fence installation are complete.
 - All substation foundations and HV civil work were completed; HV conduit/grounding activities commenced.
 - Permit Matrix is attached at end of report indicating which permits Badger State Solar has obtained and which are outstanding.
- c. Construction Status;
 - ATC interconnection schedule remains aligned with MISO milestones; backfeed readiness targeted for July 31, 2026
 - Overall progress through Q4 represents approximately 45% completion for the PV scope and 25% for the HV scope.
- d. Placed in Service Date;
 - No facilities have been placed in service as of the end of the reporting period.



Regards,

Badger State Solar, LLC

By: 

Name: Stephen Jones

Title: Authorized Signatory



Permits and Approvals Obtained (Badger State Solar)		
Government Authority	Type of Permit	Permit/Approval
Federal		
US Army Corps of Engineers (USACE)	Section 404 of Clean Water Act; Discharges of dredged or fill material in waters of the US	Nationwide Permit (NWP) 51 - Land-Based Renewable Energy Generation Facilities
US Fish and Wildlife Service (USFWS)	Consultation under Section 7 of Endangered Species Act	RUS on behalf of Badger State
Federal Aviation Administration (FAA)	Navigable Airspace Review	No permit required. Badger State utilized FAA Notice Criteria tool to evaluate whether permit/approval is required.
State		
Public Service Commission of Wisconsin (PSCW)	Certificate of Public Convenience and Necessity (CPCN)	CPCN approved in Docket No. 9800-CE-100.
Wisconsin Department of Natural Resources (WDNR)	Section 401 of Clean Water Act, Water Quality Certification and Discharges of Dredged or Fill Material in State-Regulated Wetlands	General Permit WDNR-GP3-2023
Wisconsin Department of Natural Resources (WDNR)	Waterway Crossings (Culvert) in Navigable Waterways, Ch. 30 of Wisconsin Statutes	General Permit WDNR-GP21-2021
Wisconsin Department of Natural Resources (WDNR)	Endangered Resources (ER) Review; Wisconsin Endangered Species Law (s. 29.604, Wis. Stats.)	Badger State renewed request for ER Review in January 2025. WDNR approved ER Review on April 4, 2025.
Wisconsin State Historical Society - Historic Preservation Office (SHPO)	Cultural Resources (Historical and Archaeological) Consultation	SHPO confirmed that no eligible properties will be adversely affected on January 27, 2022, and March 30, 2022.
Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP)	ATCP 48.34 Subchapter V; Approval to Modify District Drains	DATCP approval letter dated December 16, 2022
Local		
Jefferson County Drainage District #16	Motion approving modification of district's drains	Drainage District motion approving modification dated May 9, 2022

Permits and Approvals Obtained (Contractor)		
Government Authority	Type of Permit	Permit/Approval
Federal		
None	-	-



State		
Wisconsin Department of Natural Resources (WDNR)	Wisconsin Pollutant Discharge Elimination System (WPDES)	Construction Site Storm Water General Permit WI-S067831-06 (Substation)
Wisconsin Department of Natural Resources (WDNR)	Wisconsin Pollutant Discharge Elimination System (WPDES)	Construction Site Storm Water General Permit WI-S067831-06 (Solar Arrays)
Wisconsin Department of Transportation (WisDOT)	Access (Driveway) Permit DE-05 access to USH 18	Permit Tracking #: 28-100342216-2025
Wisconsin Department of Transportation (WisDOT)	Access (Driveway) Permit DE-06 access to STH 89	Permit Tracking #: 28-100342217-2025
Wisconsin Department of Transportation (WisDOT)	Utility in Right-of-Way Permit Overhead Crossing of USH 18	Permit Number 2025-1230-A1
Local		
Jefferson County	Stormwater Management and Erosion Control Plan	
Jefferson County	Permit to Construct, Maintain Utilities in County Highway ROW; Underground Crossing of CTH G	Permit U29-2025
Jefferson County	County Highway Entrance (Driveway) Permit DE-01 Access to CTH G	Permit D09-2025
Jefferson County	County Highway Entrance (Driveway) Permit DE-04 Access to CTH G	Permit R-05-2025
Jefferson County	County Highway Entrance (Driveway) Permit DE-07 Access to CTH Q	Permit D10-2025
Town of Oakland	Permit to construct, maintain, or repair utilities within Town Road Right-of-Way; Underground Crossing of Perry Rd	Permit to construct, maintain, or repair utilities within Town Road Right-of-Way
Town of Oakland	Town Highway Entrance (Driveway) Permit DE-02 Access to Perry Rd	Driveway permit
Town of Oakland	Town Highway Entrance (Driveway) Permit DE-03 Access to Perry Rd	Driveway permit



Permits and Approvals Not Yet Obtained (Badger State Solar)	
Government Authority	Type of Permit
Federal	
None	
State	
None	
Local	
Jefferson County	Shoreland Zoning Permit* (to the extent required)

Permits and Approvals Not Yet Obtained (Contractor)	
Government Authority	Type of Permit
Federal	
None	
State	
Wisconsin Department of Transportation (WisDOT)	Oversize/Overweight Permit Transport of Main Transformer
Wisconsin Department of Transportation (WisDOT)	WisDOT Detour Permit
Wisconsin Department of Natural Resources (WDNR)	Well Notification
Local	
Jefferson County	Oversize/Overweight Permit Transport of Main Transformer Wis. Stat. § 348.26(2), (3)
Jefferson County	Sanitary Permit (assuming O&M building is allowed)
Town of Jefferson	Building / Electrical Permits (assuming O&M building is allowed)



January 26, 2026

Mr. Cru Stubley
Secretary to the Commission
Public Service Commission of Wisconsin 4822 Madison Yards Way
Madison, WI 53705-9100

**RE: Docket No. 9828-CE-100 - Whitewater Solar, L.L.C.
Certificate of Public Convenience and Necessity of Whitewater Solar, LLC
Quarterly Progress Report for Q4 2025**

Dear Mr. Stubley,

Pursuant to Order Point 16 of the Final Decision issued November 6, 2025, Whitewater Solar, LLC submits this quarterly progress report for the fourth quarter 2025.

- a. Construction Commencement Date
 - Construction has not commenced as of the end of the fourth quarter of 2025.
- b. Major Construction and Environmental Milestones
 - The Public Service Commission of Wisconsin issued a Final Decision approving the Certificate of Public Convenience and Necessity for the Whitewater Solar Project in Docket No. 9828-CE-100 on November 6, 2025.
 - Geotechnical investigations and pile load testing activities commenced in December 2025 in support of final foundation design and construction planning. These activities were limited to pre-construction investigations and did not constitute commencement of construction.
 - Interconnection-related development activities continued during the reporting period, including PSCAD modeling in support of the Network Resource Interconnection Service and Surplus Interconnection requests. No interconnection study reports, determinations, or approvals were issued during the reporting period.
- c. Construction Status, Anticipated In-Service Date, and Percent Completion
 - No construction activity has commenced as of the end of the reporting period.
 - Based on the current project schedule, the anticipated in-service date for the Whitewater Solar Project is January 18, 2028.
- d. Placed-In-Service Date
 - No facilities have been placed in service as of the end of the reporting period.

PSC REF#:

000004299

Public Service Commission of Wisconsin
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- e. Workforce – Wisconsin Resident Recruitment Efforts
 - During the reporting period, Whitewater Solar, LLC engaged in preliminary workforce and supplier outreach discussions with members of the Wisconsin Legislative Black Caucus, including Senator Drake, regarding potential future employment, procurement, and contracting opportunities associated with the Project.
 - No other workforce recruitment activities occurred during the fourth quarter of 2025.
- f. Apprenticeship Program Coordination
 - No on-site construction activities occurred during the reporting period. Coordination with state-registered apprenticeship programs has not commenced.
- g. Construction Workforce Composition
 - Construction has not yet begun, and accordingly no Wisconsin residents nor out-of-state workers are employed on site.
- h. Competitive Bids
 - No competitive bids for construction work or equipment procurement were received during the reporting period.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David Zwillinger".

David Zwillinger
Whitewater Solar, LLC
David.Zwillinger@desri.com
212.478.0213
575 Fifth Avenue, 24th Floor
New York, NY 10017

CU2058-20

Wisteria Castle CUP Conditions of Approval

1. Total number of invitees for any event shall not exceed 50. This does not include staff, owners, or their family members.
2. Days and hours of operation include any day of the week between 9:00 a.m. and 10:00 p.m. There is no limit to the amount of events held on any day before 6:00 p.m. Property owner is limited to a total of four events after 6:00 p.m. in any seven-day period.
3. All events shall occur inside the Wisteria Castle structure including, but not limited to, alcohol, food service, dining, music, and entertainment. There shall be no tents outside. Any gatherings outside shall be for the purpose of accessing and exiting Wisteria Castle, photographs, and for other activities incidental to the event being held.
4. Parking for events shall be in accordance with the updated Parking Plan dated August 27, 2022 submitted and approved by the County (the "Parking Plan"). If necessary, additional parking is permitted on the driveway constructed following issuance of this conditional use permit. At no time shall there be event parking permitted on the currently existing shared driveway. Parking is not permitted within the road right of way unless permitted by the Town of Farmington.
5. A new driveway shall be installed with lights and signs as shown in the approved Parking Plan and in accordance with the plans and specifications approved by the Town of Farmington. Prior to the installation of the driveway, the property subject to this conditional use permit may only hold events that do not exceed 8 motor vehicles and parking for such events may occur only on the property owners' driveway and not on the shared driveway.
6. Vegetative screening shown on the south side of the proposed driveway in the Parking Plan approved by the County shall be installed/planted on or before June 21st, 2023. This vegetative screening shall be extended an additional 75 feet to the east as reflected on the Parking Plan and may include shrubs between 6 to 8 feet in height at maturity or a fence between 6 to 8 feet. Screening shall be in compliance with Section 11.07(c) of the Jefferson County Zoning Ordinance.
7. The uses permitted under the conditional use permit of *Agricultural Tourism, Wine Tasting Room* and *Retail Sales of Agricultural Related Items not Grown on the Premises* includes, but is not limited to, weddings, funerals, farmer's markets, wine tastings, corporate/social gatherings, and other events involving the gathering of individuals so long as such events provide for the sale or presentation of locally grown agricultural products.
8. Family gatherings held on the property subject to this conditional use permit consisting of members of the property owners' family and their guests shall not be regulated as a conditional use or be subject to the conditions in this conditional use permit.

9. This conditional use permit shall be reviewed on an annual basis starting one year from the first event held under this conditional use permit by the Planning and Zoning Committee to ensure that the property and activities subject to this conditional use permit are in substantial compliance with all conditions stated herein. Adjacent landowners to the property subject to this conditional use permit shall be notified at least 14 days prior to the annual review. At the annual review, the property owners must provide evidence that the property subject to this conditional use permit was used as a *Wine Tasting Room*, and/or for *Retail Sales of Agricultural Related Items not Grown on the Premises* and/or for *Agricultural Tourism* and the number of events held.
10. This conditional use permit and its terms do not run with the land and are specific to the owner or owners of the property who petitioned for the conditional use permit. A change in ownership requires obtaining a new conditional use permit. However, this conditional use permit may be transferred to an entity owned by the property owners, and upon such transfer, a new conditional use permit shall not be required, and this conditional use permit shall remain in full force and effect. The Jefferson County Planning and Zoning Committee shall be provided written notice if Dianne Owens or Paul Elliot no longer have a majority ownership interest in the entity holding the conditional use permit at which time the Planning and Zoning Committee will conduct a review of the Conditional Use Permit and related conditions to determine whether or not the Conditional Use Permit will continue or if the related conditions should be modified.
11. This conditional use permit can be revoked at any time upon a finding that the property owners are not in substantial compliance with these conditions.
12. Landowners must remain in compliance with all federal, state, and local laws and regulations affecting this property subject to this conditional use permit.



A stunning and magical castle experience promoting agriculture, tourism, and local businesses throughout Jefferson County and beyond.

We would like to thank the Jefferson County Planning and Zoning Committee for allowing Wisteria Castle to operate in Jefferson County, WI in 2025 and hope to continue our unique and magical business as a part of this community.

Since last we met in February 2025, Wisteria Castle continues to be a highlight for Jefferson County and beyond. Comments about our business remain overwhelmingly positive. Many who came to Wisteria Castle, visited Jefferson County WI for the first time. Nearly all visitors have expressed how they are very thankful and excited to have the castle available to the public. Countless visitors have stated, “we had no idea there was a castle near Watertown!” and “it’s the most beautiful and unique space they have ever seen,” and “we plan to tell everyone we know all about our castle”. We’ve not heard one negative comment about Wisteria Castle, only blessings from all who visit.

In 2025, Wisteria Castle hosted two **Farm-to-Table dinners** where the entirety of each event was agriculture-related. For both events, chefs were asked to source their ingredients from local farms. The combination of the two Farm-to-Table dinners cost Wisteria Castle \$5,000 for Executive Chef Chris Ghobrial of “18 Acres Food Truck” and Chef David Burrow of “Hangry Dave’s. When we host an event, we post vendor signs next to the corresponding foods we serve, promoting each of those vendors. We also post photos and vendor information on our Facebook page.

We hosted a St. Patrick’s day event which included mead tasting (apiary [honey bees] agriculture) of various mead flavors produced and sold by Brad of MeadKing, a Wisconsin Military Veteran, located in Rock Springs, WI.

One of our favorite farming businesses, Scott and Michelle from Eclectic Shire Farm, have provided carriage rides for our guests to the castle. We also hired Eclectic Shire Farms for our personal photo shoot which accentuates their Shire farm.

During our events, 58.4% of all bar sales from were from locally produced and sold wines from “Lewis Station” in Lake Mills [grape vine farm], and 12% of bars sales were mead from MeadKing.

For most private weddings or other events held at Wisteria Castle, we suggest to the booking party/customer to hire caterers who employ locally produced foods for their dinners. Our business card wall displays information about caterers and local food producers, such as “Jones Dairy Farm” and “Kraemer Wisconsin Cheese”

2025 Paid event breakdown (26 total):

- 10 weddings
- 8 Photoshoots
- 2 Farm-to-Table dinners
- 2 Open Houses
- 1 collaborated event with Ready2Dance, Watertown.
- 1 Business Christmas party
- 1 Fundraiser for a Wisconsin State Representative
- 1 “DnD” game night
- 1 family reunion

In-Kind Charitable Events:

- The Wisconsin Explorer Tour: Fantastic exposure for Wisconsin travel.
- 6 days of “Crusader’s Tale” movie series filming for up and coming young artist, Brad Allen and cast. Great exposure for Jefferson County.
- Crossroads Community Church tour
- Three Pillars Community Center tour
- Ladies motorcycle club tour
- Prom and homecoming photos
- Maranatha Baptist College tour and photos
- Watertown Humane Society tour
- Nancy Wrench Red Hat tour

March 2026 upcoming event:

Easter Farm-to-table dinner featuring Hangry Dave’s and locally sourced meats and produce.

Currently, Wisteria Castle has **3510 Facebook followers**, and continues to grow as excitement about the castle spreads throughout Jefferson County and surrounding areas. Wisconsin Farmers Market, Wisconsin FarmToTable, Wisconsin Tourism, The Wisconsin Explorer, and other community social media sites continue to share our Facebook posts to their communities.

FEBRUARY 3-10 FACEBOOK POLL:

- **Question: Did you come to Jefferson County, WI because of Wisteria Castle?**
- **Answer: Yes, I came to Jefferson County, WI specifically for Wisteria Castle.
86 Votes, 100% approve.**

Corissa Klages	Dakota Hummel	Bonnie Olson
Esperanza Vence Tarot	Kent Owens	Carol Stuetngen Schowalter
1209 Hats & More	Gregory J Schwartz	Jamie Anderson
Zanetti Spagetti	Evie Danecki	Kim Jones
The Wisconsin Explorer	Dean Humphrey	Becky Gjersest
Unplugged Artistic Event	Gwen Larsen	Rochelle Chadwick
Planning And Studios	Craig Elliott	Diane Koehnke
Mead King's Village Hall	John Namy	Kris Kipke Hills
Sabatke Hair & Makeup	Nick Klettke	Jamie Ramsfield Pisano
Transformations	Cory Ackley	Joy Buer
Logan Becker	Sandra Draeger Budewitz	Micki Gebel
Julie Baumeister	James Elliott	Chris Perket
Barb Clough	Kristie Trieloff	Nathaniel Beck
Sara J. Ariss	Charity Buhrow	Jennie Ramsfield
GW Runnoe	Mathew Marks	Kim Strasburg-Weigold
Diane L Finkler	Brenda Galley	Kris Kolden White-Kraeger
Rich Koehnke	Ashlie Lilly	Pam Schmidt Muth
Debbie Fink	Susie Scotch Irish	Judy Schmitz
Greta McKinnon	Jerry Berg	Myra Johnson
Tim Kron	Miranda Taylor	Dawn Olson
Larry Finkler	Amy Sauer Bernau	Kimberly Horton Meitner
Sue Vigo	Micah Lynn Gebel	Tony Galley
Hiits Jusme	Mary Leonard	Michelle Catherine
Paul Wasyliw	Carl Schons	Katy Siesen
Brenda Killips	Cassandra Frazier	Evie Thom
Lisa Merklng	Roaring 1920's Electro	Donna Elizabeth
Amanda Marie	Swing Party Page	Kimberly Kay
Alexis Andrews	Kerry Hutchcraft Callahan	Christi Anderson
Judy Arnold Tyson	Clay Mortenson	Kat Ponder
Brian Zabel	Lisa Gleason	

2025 TESTIMONIALS (5 STARS)

Kerry Hutchcraft Callahan: It's an awe inspiring place and experience. Hosts are very hands on and eager to share the story of this unique venue. Well worth an exploratory visit.

Brenda Killips: I loved Wisteria Castle in its infancy. Have seen the trees grow, the castle flourish.....To see it now in what hopefully are JUST its toddler years....there is so much enjoyment in the present and eager anticipation in what is to come!!!

Charity Buhrow: Wisteria Castle is one of the most amazing and unique places I have ever been in our state. And Dave and I travel all over. We've recommended Wisteria to several people, and we absolutely adore our experiences in Jefferson County at Wisteria Castle.

Chris Perket: Can not WAIT to get married at Wisteria Castle! It's so beautiful and fits our aesthetic perfectly!

Pam Schmidt Muth: Wisteria Castle is such a unique addition to Jefferson county!

Kristie Trieloff: I recommend Wisteria Castle for the uniqueness of this venue.

Debbie Fink: We are lucky to have such an amazing place for entertainment!!

Bonnie Olson: It's a beautiful place and a nice venue

Joy Buer: Such an amazing place, very unique.

Connie Noe: Fun, pretty and Good Neighborhood addition!

Heather Hunt Caldwell: I love your castle!

Mark Scherr: Completely beautiful and yes !

Sherri Miller: Jefferson County Needs to Embrace Wisteria Castle for Helping put This County on the Map! It's Charm and Uniqueness Make it a Wonderful Event Venue unlike Any Other in this County and State! Open their Home with Guests who come to Enjoy It's Beauty!!! They are Gracious Hosts who Make each Visitor feel Special and Welcomed and Really Care about Our County!

Jamie Ramsfield Pisano: Can't wait to go back again!

Evie Thom: What a beautiful venue, they have fantastic people that own it. Just looking at it makes you feel like you're in a fairytale. Nothing like this has ever been seen in Jefferson County before, we need to keep this.

Carol Zitzelsberger: Coming the 14th, hope the weather cooperates

Jean Young: It was a fun tour very interesting

Cindy Bong: Wonderful tour

Haley MacKnight: I came for a wedding!

Sandra Draeger Budewitz: It's a beautiful petite venue! It is an amazing draw for Jefferson county!

Jefferson County is not only about agriculture. We also promote the hotels, taverns and bars, bakeries, restaurants, caterers, shopping, bed and breakfasts, photographers, salons and spas, and much more both in person and via our website and Facebook. We also only hire local contractors when needed.

In 2025, we employed two local contractors/businesses:

- JM Carpets, Fort Atkinson
- Patch Masters Drywall, Concord and Oconomowoc

The following is a *partial* list of Ag and other local businesses of which we've employed or had conversations and share/recommend their contact information with those visiting the castle.

LOCAL AG/MEAT PRODUCERS

Executive Chef Chris Ghobrial, 18 Acres Food
Chef Dave Burrow, Hangry Daves, Berlin, WI
Brad, MeadKing Meads, Rock Springs, WI
Crave Brothers Cheese: 920-478-4887, Waterloo WI
Elemental Bread Company: Watertown WI
Heritage Ctry Meats: 920-674-3636, Jefferson WI
Kraemer Cheese: 920-261-6363, Watertown WI
Lewis Station Winery: (920) 648-5481 Lake Mills WI
M & Em's Mini Mart, Blue Raisin Creations, Glenna
Lees Country Kitchen, Johnson Creek WI
Mindemann Farms: 952-270-8778, Sullivan WI
Pernat's: 920-699-6990, Johnson Creek WI

LOCAL AG ATTRACTIONS

Eclectic Shire Farm: 920-245-5226, Watertown WI
Jelli's Market: 262-539-5133, Helenville WI
Jones Dairy Farm: 800-635-6637, Fort Atk WI
Lone Willow Bison: 262-593-2622, Watertown WI
Wisconsin Farm to Table FB
Wisconsin Agriculture FB

EVENT CATERERS

Arm-Jak Catering: 608-669-3987, Lake Mills WI
Carla's Catering: 920-728-6955, Fort Atkinson WI
Fiesta Garibaldi: 920-699-8989, Johnson Creek WI
Glenn's Market: 920-261-2226, Watertown WI

Hi-Way Harry's: 920-699-9999, Johnson Creek WI
Red Line BBQ: 920-605-2111, Jefferson WI
Sendik's Catering: 262-468-5750, Oconomowoc

ACCOMMODATIONS

Comfort Suites: Johnson Creek WI
Katherine Holle House: 920-253-2444, Wttn WI
Best Western Watertown, WI
Country Inn & Suites by Radisson, Ft. Atkinson, WI
Heritage Inn, Watertown, WI

RESTAURANTS/TAVERNS/OTHER

Ann's Farmington Inn: 920-699-3725, Sullivan WI
Hi-Way Harry's: 920-699-9999, Johnson Creek WI
Paddy Coughlin's: 920-397-7776, Fort Atkinson WI
PineCone Restaurant: 920-699-2767, JohnCreek WI
Sullivan Saloon: 262-593-8912, Sullivan WI
Hering's Towne Inn, Jefferson, WI
Ready-2-Dance, Watertown, WI
Octagon House, Watertown, WI

BAKERIES

Sweet Talkin Treats: 920-342-3969, Watertown WI
Sassy Sweets: Watertown, WI
PineCone Restaurant: 920-699-2767, JohnCreek WI
Carla's Catering: 920-728-6955, Fort Atkinson WI
ChandlerHouse Bake: 920-390-2076, Watertown WI

Agricultural Tourism | Apiary (beehive): We invited Brad from MeadKing located in Rock Springs, WI. He is a military veteran, and producer/seller of mead products, where they source their honey from local apiaries in southern Wisconsin.



Celebrate St. Patrick's Day and/or the Spring Equinox at Wisteria Castle!



**Saturday, March 8
6 – 9:00 pm**

N7040 Saucer Dr | Watertown WI
(Town of Farmington)

608-698-3888 | wisteriacastle.com

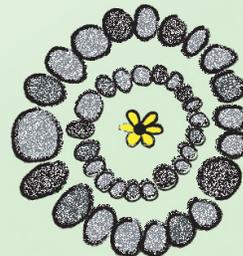
**Costumes
Encouraged**



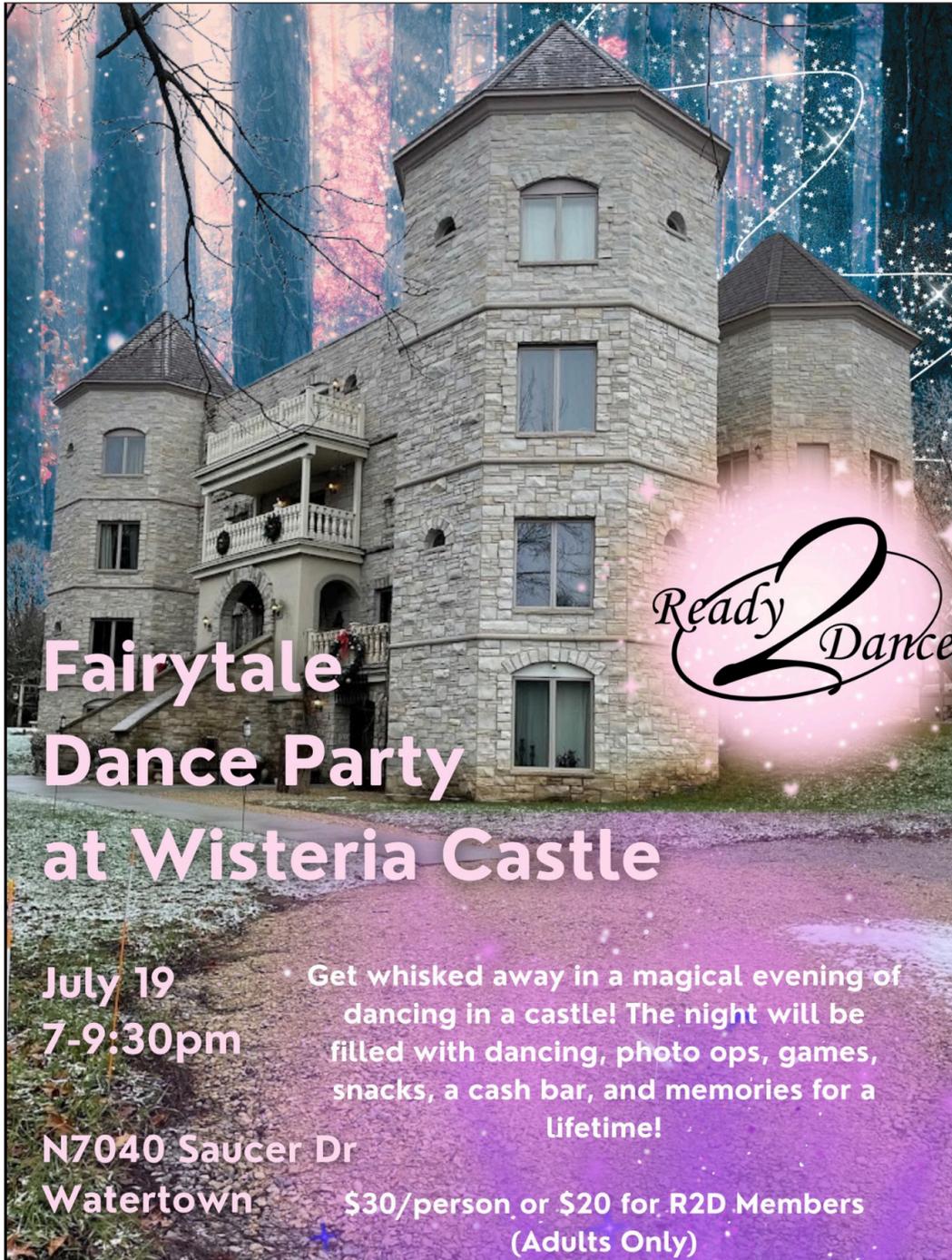
- 30-minute **castle tour**
- Mead King **mead tasting**
- Renaissance/Celtic **music**
- Renaissance **dance lesson**

**TICKETS MUST BE PURCHASED
PRIOR TO EVENT — \$30 + tax**

AGES 21+
IMPORTANT: CASH BAR ONLY



Community Support | Ready2Dance: Rachel, from Ready2Dance, asked if we would collaborate with them through a dance event. Tourism is important for Jefferson County and we are always willing to help and support our businesses and community. Like most of our events, this was a SOLD OUT evening.



**Fairytale
Dance Party
at Wisteria Castle**

Ready 2 Dance

**July 19
7-9:30pm**

**N7040 Saucer Dr
Watertown**

• Get whisked away in a magical evening of dancing in a castle! The night will be filled with dancing, photo ops, games, snacks, a cash bar, and memories for a lifetime!

**\$30/person or \$20 for R2D Members
(Adults Only)**

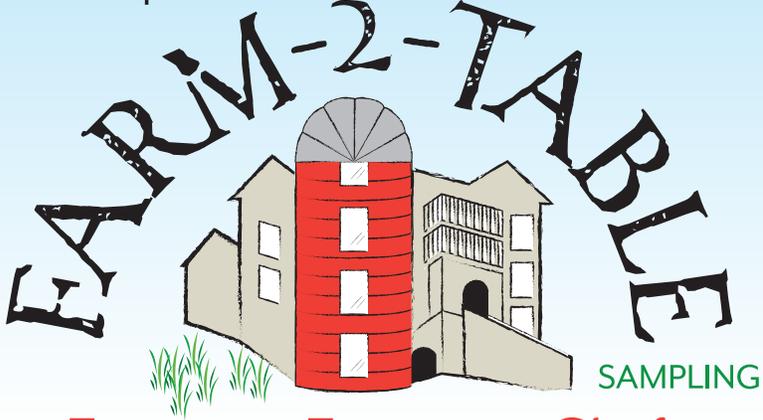
In search of local agriculture producers: This was a Facebook and Instagram post which received only ONE recommendation (not from a farmer). This individual recommended, Executive Chef Chris Ghobrial of “18 Acres Food Truck”.

The local farming community seems not to want to work with Wisteria Castle. However, farmers/chefs from surrounding areas are thrilled to be partnering with us.



Farm-2-Table Dinner: We invited, Executive Chef Chris Ghobrial of “18 Acres Food” to collaborate with us for this Farm-2-Table dinner. The dinner quickly SOLD OUT. Wisteria Castle brings in many people from southeastern Wisconsin and beyond, where we promoted local agriculture and Jefferson County Tourism.

Wisteria Castle presents



**Featuring Executive Chef
Chris Ghobrial, 18 Acres Hospitality**

1st COURSE

- Heirloom cherry tomatoes
- Cannellini beans
- Arugula
- Fried brioche
- Shaved sarvecchio
- Lemon & honey vinaigrette

2nd COURSE

- 18 Acres Wagyu NY Strip**
- Garlic confit mashed potatoes
- Grilled asparagus
- Wagyu tallow chimichurri

3rd COURSE

- Honey cake
- Strawberries
- Vanilla bean whipped cream

**Friday, June 27, 2025
6:00-9:00pm**

\$75+ tax per person

Purchase tickets
wisteriacastle.com



**WISTERIA
CASTLE**

N7040 Saucer Dr | Watertown
608-698-3888
21 & OVER | CASH BAR

Farm-2-Table Dinner: Below is a list of local agriculture business that provided for the Farm-2-Table Dinner. Executive Chef Chris Ghobrial of “18 Acres Food” prepared the Wagyu Beef and all the other menu items. Additionally, we are helping young artists in our community with this event featuring Emily Peplin on piano.



Wisteria Castle
and
Executive Chef Chris Ghobrial
18 Acres Hospitality LLC

Proudly support these local agricultural businesses
for our first

FARM-TO-TABLE DINNER

Fox Hill Farms, Ixonia
Jelli's Market, Helenville
Kraemer Wisconsin Cheese, Watertown
Lewis Station Winery, Lake Mills
Miller's Market, Watertown
Pink Teepee Farms, Ottawa
Pipp Farm, Ixonia
Tietz Family Farm, Watertown

*Piano music featuring:
Emily Peplin, Helenville*

Halloween 2025: This was another SOLD OUT event featuring Wisconsin local musicians and performers. Wisteria Castle purchased the mead and wine from MeadKing and Lake Mills Winery, respectively. These types of events are huge draws for Jefferson County Tourism bring in new people from all around Wisconsin and beyond.



Halloween 2025

Oct 25
5-8pm

Renaissance Masquerade

Featuring: Costumes encouraged but not mandatory

- Guided castle tour
- Live Renaissance music: Nazario Chickpezio & friends
- Dance performance & Ren dance lesson
- Fun participation games & prizes

➤ Only 50 tix available: \$30 + tax

AGES 21+ | CASH-ONLY BAR



Scan or call
608-698-3888
or visit:
wisteriacastle.com
for tickets and
more info.



**WISTERIA
CASTLE**
wisteriacastle.com
608.698.3888
N7040 Saucer Dr, Watertown WI
(Town of Farmington)

Fall Open House: We receive many calls from people who are very interested in touring Wisteria Castle. These types of events help Jefferson County Tourism as many who visit are not from Jefferson County.



Fall
OPEN HOUSE
at the beautiful and magical Wisteria Castle
Sunday, September 21, 2025
10:00am, Noon, or 2:00pm

Purchase tickets:
wisteriacastle.com \$10+ tax per person
ages 12+ only please

NO DOOR SALES – PRESALE TICKETS ONLY PLEASE
Cash-only bar available after tour



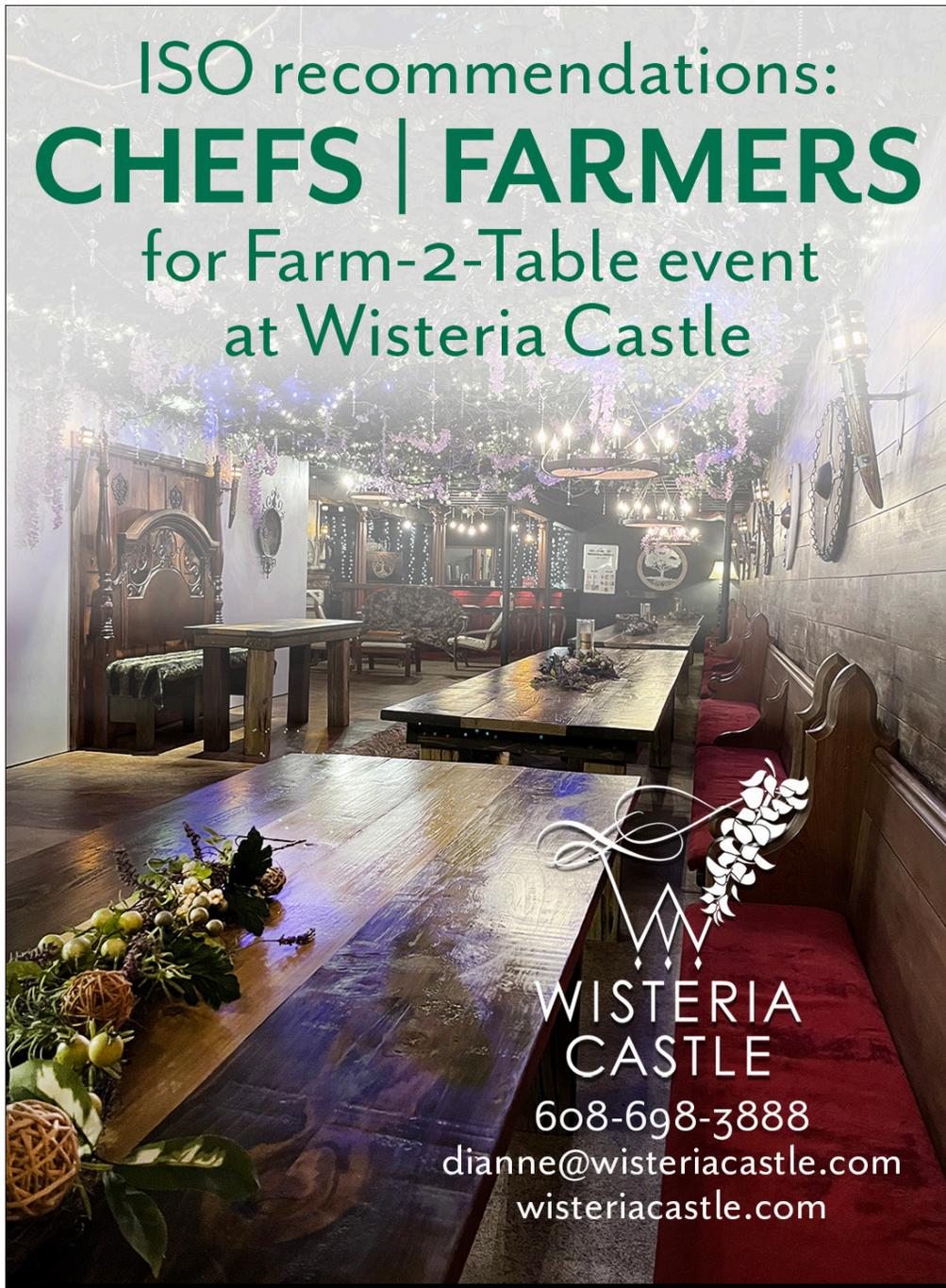
**WISTERIA
CASTLE**
N7040 Saucer Dr | Watertown, WI
608.698.3888

A Crusader's Tale: This “in-kind” charity promotes young artists around Wisconsin. This is Part 3 of a YouTube Channel movie series and will be seen by hundreds (or thousands) showcasing Wisteria Castle, which helps promote Jefferson County WI. We often provide space for young artists—free of charge. Part 3 of the series will be aired later this year.



In search of chefs and farmers: This was another Facebook and Instagram post which received NO response from local farmers. Only after I posted it to “Wisconsin Agricultural Tourism Association” and “Wisconsin Farm2Table” did we receive interest.

We’re finding it challenging to find Jefferson County agriculture producers interested in working with Wisteria Castle. However, farmers/chefs from surrounding areas are thrilled to be partnering with us.



Farm-2-Table Dinner: We invited, Chef Dave of “Hangry Daves” to collaborate with us for this Farm-2-Table dinner. Again this dinner quickly SOLD OUT. Wisteria Castle brings in many people from southeastern Wisconsin and beyond, where we promoted Wisconsin agriculture and Jefferson County Tourism.

WISTERIA CASTLE
Presents
**Christmas
at the castle**
FARM-2-TABLE
DINNER

GORGEOUS HOLIDAY DECOR

December 20, 2025
5-8:00 pm
Enjoy piano music by:
Emily Peplin 🎵

Purchase tickets:
wisteriacastle.com
\$80
Ages 21+ | **Cash-only bar**

**WISTERIA
CASTLE**
N7040 Saucer Dr | Watertown WI
608-698-3888

Featuring Chef Dave

HANGRY DAVE'S

MENU

WINTER SOLSTICE SALAD:
Oak leaf lettuce, chard spinach topped w/pomegranate, blood orange slices, dried cranberries, red onion, walnuts, feta cheese, & orange, honey vinaigrette.

SOUP: Creamy French onion & portobello mushroom

PRIME RIB AU POIVRE: Cooked sous vide to medium/medium rare & finished over a charcoal flame topped w/a bourbon & peppercorn cream sauce.

TWICE BAKED POTATOES:
Baked Russet potatoes stuffed w/bacon, garlic, sour cream, & cheddar cheese mashed potatoes.

GARLIC & MAPLE GLAZED CARROTS: Tender carrots glazed w/real maple syrup, minced garlic, & herbs.

YULE LOG CAKE: Devil's Food chocolate cake roll, stuffed w/whipped cheesecake fluff, topped w/chocolate buttercream frosting & fresh fruits & berries.

Christmas Farm-2-Table Dinner: Chef Dave of “Hangry Daves” collaborated with Wisconsin agriculture producers to create this amazing menu. Wisteria Castle brings in many people from southeastern Wisconsin and beyond, where we promote Wisconsin agriculture and Jefferson County Tourism. Additionally, we are helping young artists in our community with this event featuring Emily Peplin on piano.



Wisteria Castle
and
Chef Dave | Hangry Dave's

*Proudly support Wisconsin agricultural
businesses for our Christmas at the Castle*

FARM-TO-TABLE DINNER

Herthers Homegrown Produce

Hartford WI
(Potatoes, carrots, onions, garlic)

Willow Creek Cheese

Berlin WI
(Cheese)

Loehrke's Putt Putt Acres

Weyauwega WI
(Beef)

Nueske's Applewood Smoked Meats

Wittenberg WI
(Bacon)

Lamers Dairy

Appleton WI
(Milk, cream)

Marquette Maple Farm

Fremont WI
(Maple Syrup)



Piano music featuring: **Emily Peplin, Helenville WI**

Wait Staff: Charity, November, Renae, David



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: Zoning and Planning Department
CC: Nature Link Farms, LLC
FROM: Land and Water Conservation Department
DATE: February 19, 2026
SUBJECT: Completeness Determination on Application for Expanded Livestock Facility

The Land and Water Conservation Department (LWCD) has reviewed the application, worksheets, and supplemental information submitted on 12/31/25, 1/26/26, 2/13/26, and 2/18/26 by Dean's Eggs, Inc. for a proposed livestock expansion. After reviewing the application, maps, worksheets, and construction specifications, the Land and Water Conservation Department has determined that all the requirements have been fulfilled. We recommend that the Zoning and Planning Committee find the application from Dean's Eggs, Inc. to be complete.

Requested Permit Requirement

Dean's Eggs, Inc. plans to increase their livestock (chicken) numbers from 2,900 to 9,225 animal units in Jefferson County. This expansion includes four new livestock housing facilities, an additional manure storage structure and associated manure transfers. The LWCD urges the Zoning and Planning Committee to require the following statement be added to the new permit if granted:

- 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. These updates shall account for the additional animals added each 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 or expanded waste storage structure and transfer proposed in the application.
- Any alterations or additions to the operation after the permit is issued that changes one or more of the worksheets or application requires a permit amendment or new Livestock Siting Application depending on the circumstance.

Questions regarding the completeness determination should be directed to the Land and Water Conservation Department at 920-674-7110.

1996 AERIAL
YELLOW BOX OUTLINES
PASTURE AREA.



N7420

N7358

43

66'

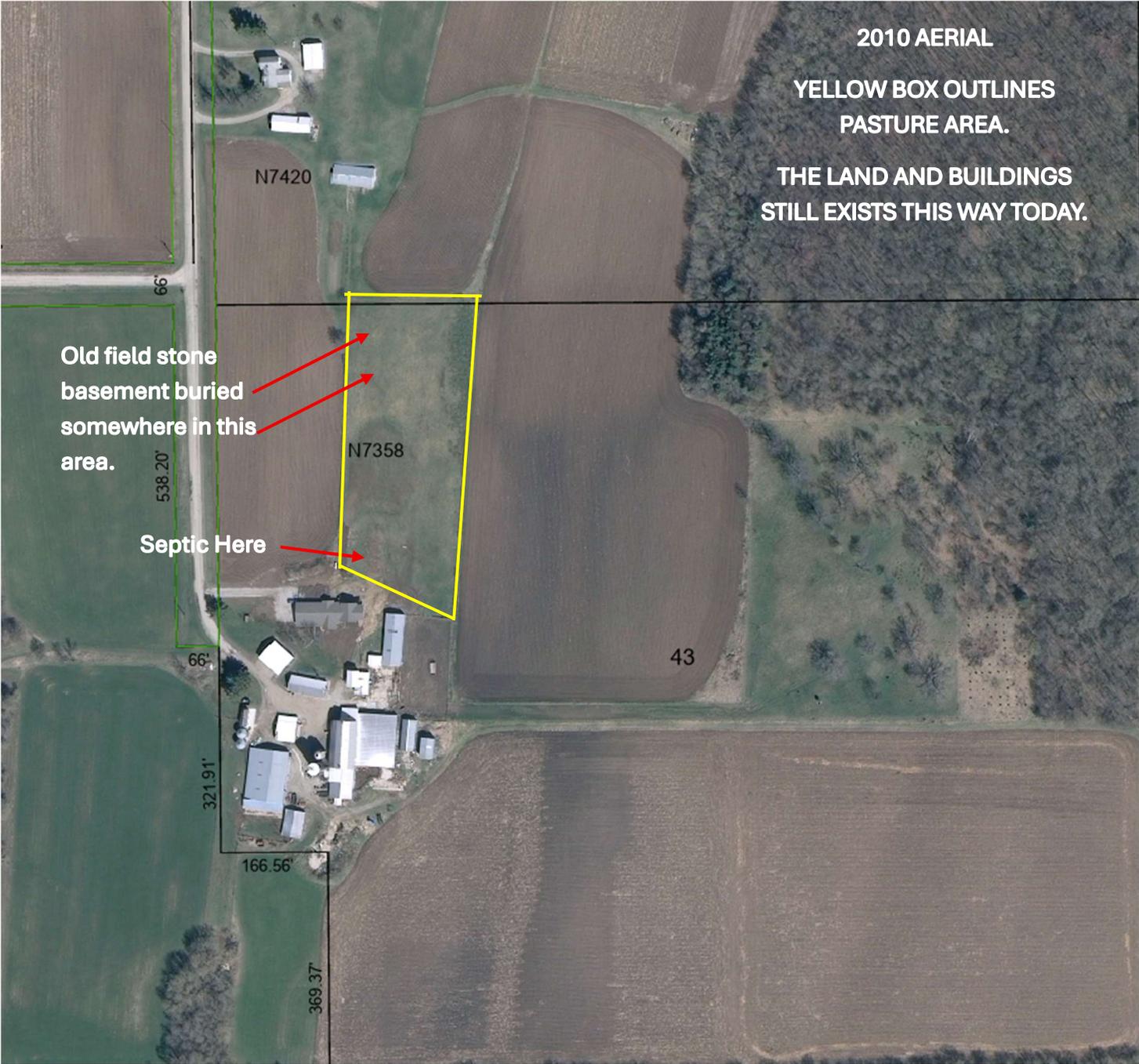
538.20'

66'

321.91'

166.56'

369.37'



2010 AERIAL

YELLOW BOX OUTLINES PASTURE AREA.

THE LAND AND BUILDINGS STILL EXISTS THIS WAY TODAY.

N7420

Old field stone basement buried somewhere in this area.

Septic Here

N7358

43

66'

538.20'

66'

321.91'

166.56'

369.37'

ALL PHOTOS BELOW TAKEN FEBRUARY 2026

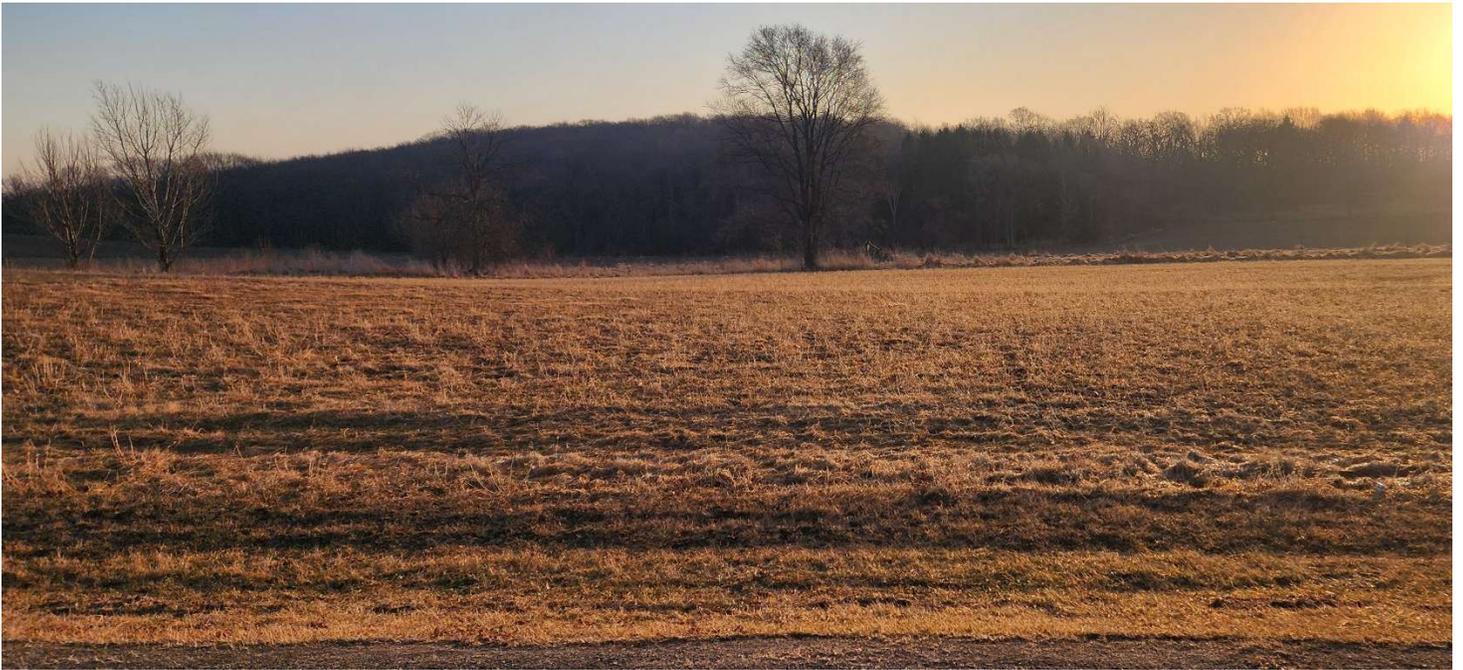
TAKEN FROM LOWER BACK CORNER OF PASTURE AREA – THIS IS THE BACK CORNER OF THE PROPOSED LOT, CLOSEST TO THE NEIGHBORING PROPERTY - FACING TOWARD FARM/HOUSE ON THE PROPERTY. TO THE RIGHT OF THE PICTURE IS ZABEL LANE, WHERE YOU CAN NO LONGER SEE THE ROAD DUE TO THE HILLS AND SLOPING.



TAKEN FROM FARM/HOUSE ON THE PROPERTY. BLUE BOX INDICATES WHERE CURRENT SEPTIC LOCATION IS. RED BOX INDICATES APPROXIMATE AREA FIELD STONE BASEMENT WAS BURIED. BOTH OF WHICH ARE IN THE PASTURE AREA IDENTIFIED ON PREVIOUS PICTURES. YOU CAN ALSO SEE THE HILL STARTING ON THE NEIGHBORING PROPERTY FLOWING INTO THE PROPOSED LOT AND YOU CAN SUBTLY TELL THERE IS SLOPING FROM LEFT TO RIGHT IN THE PICTURE.



TAKEN FROM THE ROAD, FACING THE PROPOSED LOT. YOU CAN SEE PART OF THE SLOPING FROM THE HILL COMING INTO THIS LOT FROM THE NEIGHBORING PROPERTY TO THE LEFT. YOU CAN NOT SEE THE BACK OF PASTURE AREA OR THE FIELD BEYOND IT DUE TO THE SLOPE AND "VALLEY" THAT IT SITS IN.



From: Kathy King <kking4@r1rcm.com>
Sent: Wednesday, February 18, 2026 9:09:45 AM
To: shenellejardine@outlook.com <shenellejardine@outlook.com>
Subject: N7358 Zabel Lane

Hi Shenelle,

I am sending this to you to update you on where the location of the field stone foundation of the old farm home at N7358 Zabel Ln, Johnson Creek, WI 53038 is located.

It was in May of 2009 that Dan Zoellick and Kathy King (Zoellick at the time) took the old farm house down and due to DNR rules, only the field stone could be buried, so we had Koplín Excavating come and dig a big hole into the hill of the far end of the pasture area along the fence that divides the hayfield from the pasture.

Respectfully!!

Kathy King, CPC

R1RCM

The information transmitted in this message (including any attachments) is intended only for the person or persons to whom it is addressed, and may contain material that is confidential and/or privileged. Any review, re-transmission, dissemination or other use of the information contained herein by persons or entities other than the intended recipient is prohibited. If you have received this message in error, please notify the sender immediately and delete this message.

2/4/2026

RE: R4644A-25 – Rezone Petition

To the Jefferson County Planning and Zoning Committee,

We respectfully submit this response in support of our request to create a two-acre parcel from the subject property. We recognize and appreciate the County's goal of preserving productive agricultural land, and we offer the following site-specific information to explain why the requested parcel does not meaningfully diminish viable cropland and is consistent with the intent of the ordinance.

The rear portion of the proposed second acre slopes down into a natural valley. This area has historically experienced surface runoff and erosion, which limited its suitability for crop agriculture. According to family history from individuals raised on and actively farming the property, this portion of the land was intentionally converted to cow pasture in the 1960s due to the combination of slope, runoff, and high rock content in the soil. The presence of substantial rock made tillage impractical, and pasture use represented the most reasonable agricultural use of that land.

In addition to these long-standing physical limitations, the area of the second proposed acre has been permanently disturbed by prior development. An old farmhouse once occupied the property, and when it was removed, the fieldstone basement was buried on site in this pasture area. While we understand that this disturbance does not alter formal soil classifications, it does represent an irreversible change to the land and further limits its suitability for future intensive agricultural use.

Taken together — the sloping topography, runoff, high rock content, historic conversion to pasture, and permanent disturbance from a former structure — this portion of the property has not functioned as prime cropland in practice and is unlikely to do so in the future. These conditions are specific to this location and are not shared uniformly across the surrounding agricultural lands.

Our request is not intended to challenge the County's soil mapping system, but rather to provide site-specific context demonstrating that approval of the proposed parcel would not undermine the purpose of preserving productive farmland. The land in question has already been constrained by physical conditions and historical use, and the creation of the requested parcel would be consistent with existing limitations on agricultural productivity.

We appreciate the Committee's consideration of these factors.

Sincerely,

A handwritten signature in cursive script that reads "Shenelle Jardine". The signature is written in black ink and is positioned above the typed name.

Derek & Shenelle Jardine

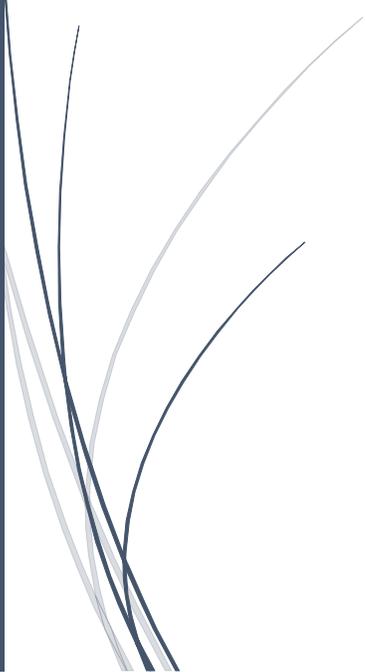


1/12/2021
Last Amended 9/13/2022

JEFFERSON COUNTY

PRIVATE ON-SITE WASTEWATER TREATMENT SYSTEM ORDINANCE CH. 16

Previously known as Chapter 12



Jefferson County Planning & Development

COURTHOUSE, ROOM C1040
311 SOUTH CENTER AVENUE, JEFFERSON, WI 53549
PHONE (920)674-7130 FAX (920)674-7525
WWW.JEFFERSONCOUNTYWI.GOV

- CODE OF ORDINANCES
Chapter 16 - PLANNING AND DEVELOPMENT
ARTICLE V. PRIVATE ON-SITE WASTEWATER TREATMENT SYSTEMS

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ARTICLE V. PRIVATE ON-SITE WASTEWATER TREATMENT SYSTEMS

Sec. 16-123. Statutory authority.

The ordinance from which this article is derived is adopted pursuant to the authority in Wis. Stats. §§ 59.70, 145.04, 145.045, 145.19, 145.195, 145.20 and 145.245.

(Ord. of 9-13-2022, § 12.01)

Sec. 16-124. Purpose.

The ordinance from which this article is derived is adopted to promote and protect public health and safety by ensuring the proper siting, design, installation, alteration, inspection, maintenance, and management of POWTS and non-plumbing sanitation systems.

(Ord. of 9-13-2022, § 12.02)

Sec. 16-125. Liability and warranty.

This article shall not create a liability on the part of or a cause of action against the county or any employee thereof for any private sewage system which may not function as designed. There shall be no liability or warranty for any site which is approved or denied. The issuance of a sanitary permit and the final inspection of such a system does not warrant the system's function, nor is there a guarantee that the system is free of defects or that all aspects of the system comply with state law and rules.

(Ord. of 9-13-2022, § 12.03)

Sec. 16-126. Interpretation.

The provisions of this article shall be held to be minimum requirements and shall be liberally construed in favor of the county and shall not be deemed a limitation or repeal of any other power granted by state law and rules.

(Ord. of 9-13-2022, § 12.04)

Sec. 16-127. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

County inspector means an individual who is employed by the county to assist in the administration and enforcement of this article and is licensed by the department to inspect POWTS and to evaluate soils for the purpose of this article. A county inspector is also referred to as an "authorized agent" throughout this article.

Department means the state department of safety and professional services (DSPS).

Domestic wastewater means wastewater, not including stormwater, discharged from wastewater plumbing fixtures and appliances that drain wastewater outside of the structure served by the appliance, including, but not

limited to, discharges from a toilet, bath, laundry, dishwasher, garbage disposal, and wastewater used for cleaning and sanitary purposes.

Failing private on-site wastewater treatment system is one which causes or results in any of the following conditions:

- (1) The discharge of sewage into surface water or groundwater;
- (2) The introduction of sewage into zones of saturation which adversely affects the operation of a private on-site wastewater treatment system;
- (3) The discharge of sewage to a drain tile or into zones of bedrock;
- (4) The discharge of sewage to the surface of the ground;
- (5) The failure to accept sewage discharges and back up of sewage into the structure served by the private on-site wastewater treatment system Wis. Stats. § 145.245(4);
- (6) A holding tank which discharges sewage to the ground surface, including intentional discharges and discharges caused by neglect, shall be considered a failing private on-site wastewater treatment system.

Human habitation means the act of occupying a structure as a dwelling, sleeping place, or other use resulting in human occupancy, whether intermittently or as a principal structure.

Modification in wastewater flow or contaminant load. A modification in wastewater flow or contaminant load shall be considered to occur:

- (1) In public buildings, facilities or places of employment, when there is a proposed change in occupancy of the structure; or the proposed modification affects either the type or number of plumbing appliances, fixtures or devices discharging wastewater to the private on-site wastewater treatment system; and
- (2) In dwellings, when there is an increase or decrease in the number of bedrooms.

Occupancy pertains to and is the purpose for which a building or structure is used or intended to be used when considering a building's or structure's use or intended use for human habitation.

Plumber means a person licensed by the state as a master plumber or master plumber restricted service.

Private on-site wastewater treatment system (POWTS), as provided in Wis. Stats. § 145.01(12), means a sewage treatment and disposal system serving a single structure with a septic tank and soil absorption field located on the same parcel as the structure. The term "private on-site wastewater treatment system (POWTS)" also means an alternative sewage system approved by the department including a substitute for the septic tank or soil absorption field, a holding tank, a system serving more than one structure or a system located on a different parcel than the structure. A private on-site wastewater treatment system may be owned by the property owner or by a special purpose district. A POWTS may also be referred to as a private sewage system.

(Ord. of 9-13-2022, § 12.05)

Sec. 16-128. Compliance.

- (a) All structures or premises in the county intended for permanent or intermittent occupancy which are not served by a public sewer shall have a system for holding or treatment and dispersal of sewage and wastewater which complies with the provisions of this article.
- (b) The POWTS for newly constructed structures or existing structures shall be installed, inspected and approved by a person licensed by the state as a master plumber or master plumber restricted service, and also inspected and approved by the planning and zoning department before the structure may be occupied.

-
- (c) No person shall install, move, reconstruct, extend, enlarge, convert, substantially alter, or change the use of any private sewage system or any part thereof without a sanitary permit and without being in full compliance with all provisions of all applicable county and state regulations. The owner of the property on which the system is located and the person or entity performing the work to the system are both responsible for compliance with this article.

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(Ord. of 9-13-2022, § 12.06)

Sec. 16-129. Statutes and rules adopted by reference.

This article incorporates by reference as though fully set forth herein Wis. Stats. §§ 59.70(5), 281.48 and 968.10; Wis. Stats. ch. 145; and Wis. Admin. Code chs. SPS 381—385, 387, 391, NR 113 and 116 governing the location, construction and use of POWTS as well as the disposition of domestic wastes. These rules, regulations, and laws shall apply until amended or renumbered and then shall apply as amended or renumbered.

(Ord. of 9-13-2022, § 12.07)

Sec. 16-130. Applicability.

The requirements of this article shall apply to all geographic areas of the county.

(Ord. of 9-13-2022, § 12.08)

Sec. 16-131. Limitations.

- (a) All domestic wastewater shall enter a private sewage system unless otherwise exempted by state law or this article.
- (b) A vault privy is allowable only for campgrounds or parks. Vault privies shall not be used in association with habitable structures. All such privies shall be constructed and maintained consistent with the requirements of Wis. Admin. Code chs. SPS 391 and NR 113. For permitting purposes, a county sanitary permit is required for the installation of a vault privy.
- (c) Composting or incinerating toilets may be allowed on properties that are not connected to a water supply and are not connected to a plumbing system upon approval from the planning and zoning committee. Applications shall be made to the planning and zoning department which shall refer the application to the planning and zoning committee. Applications shall include written statements from the owner requesting a composting or incinerating toilet, and the specific facts as to why it is being requested. The committee shall make necessary investigations, meet with the applicant or agent thereof, and shall determine whether or not to grant the application. The committee will review facts such as the proposed use of the property, availability of a POWTS, location of the toilet, proposed structures, proposed use of a well or water and reasons why a traditional POWTS cannot be used. If approved by the planning and zoning committee, a sanitary permit shall be required.
- (d) Any POWTS or portion thereof installed within a floodplain shall also comply with all state statutes and applicable requirements of Wis. Admin. Code ch. NR 116 and the county floodplain regulations with the exception that a private sewage system can be permitted in the floodplain if properly floodproofed to the satisfaction of the county planning and zoning department after considering the specific characteristics of the property and the suitability of a POWTS on the property, and all other state and county requirements are satisfied.
- (e) A primary area other than a holding tank shall be identified for new construction.

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- (f) Holding tanks are prohibited for new construction and shall not be identified as the POWTS for new construction. Persons may request exceptions to this prohibition as described in subsections (g) and (h) of this section.
- (g) Installation of a holding tank is prohibited as a replacement POWTS for an existing dwelling or existing construction served by a POWTS, if at least an A+4 mound type system may be located on the property, except:
- (1) A temporary holding tank may be installed if a public sewer, approved by the department of natural resources, will be installed to serve the property within two years of the date of the sanitary permit issuance. An application for a sanitary permit for a holding tank shall include, in addition to what is required in Wis. Admin. Code ch. SPS 383 and this article, written statements from:
 - a. The county or sanitary district verifying the date the public sewer will be installed and available to serve the property;
 - b. The department of natural resources verifying approval of the public sewer; and
 - c. The property owner agreeing to connect to public sewer when it becomes available, and to properly abandon the temporary holding tank.
 - (2) If public sewer does not become available within two years of the date of sanitary permit issuance, the holding tank must be replaced with another type of system recognized by Wis. Admin. Code ch. SPS 383 unless conditions identified in subsections (g)(3), (h) and (i) of this section apply.
 - (3) Soils and site evaluation has determined that the only available area is located within the 100-year floodplain.
- (h) Installation of a temporary holding tank may be approved by the county in cases where an approved POWTS may not be fully installed due to weather or other circumstances. The system shall be fully installed within one year of the approval of the temporary holding tank. The county may grant an extension on a case-by-case basis. Upon approval, the plumber and/or property owner shall submit the following:
- (1) Holding tank maintenance agreement.
 - ~~(2) Holding tank servicing contract.~~
 - (3) Applicable fees required by the county.
 - (4) Permit application.
- (i) Exceptions to allowing holding tanks for new construction may be granted when the public interest in safe, healthful sanitation arrangements will not be jeopardized, and where the applicant's situation is truly unique, such as, the likelihood of public sewerage service being available at a reasonable future time.
- (1) Applications for an exception shall be made to the planning and zoning department which shall refer the application to the planning and zoning committee.
 - (2) Applications shall include written statements from the owner requesting the exception and plumber and/or soil tester documenting the specific facts as to why an exception is requested.
 - (3) The committee shall make necessary investigations, meet with the applicant or agent thereof, and shall determine whether to grant the exception.
- (j) When a failing POWTS is identified, it shall be brought into compliance with current code requirements, replaced with a code-compliant system or its use discontinued within that period of time required by department or county orders.

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- (k) Any POWTS proposed to be installed in a sanitary district, city or village; or within a 15-year growth area; or within an urban service area or limited urban service area requires approval from that jurisdiction prior to issuance of the sanitary permit.
 - (l) The POWTS shall be located on the lot or parcel that it is intended to serve or on the same lot or parcel that the structures it serves is located. Applications for an exception shall be made to the planning and zoning department which shall refer the application to the planning and zoning committee. Applications shall include written statements from the owner requesting the exception and plumber and/or soil tester documenting the specific facts as to why an exception is requested. The committee shall make necessary investigations, meet with the applicant or agent thereof, and shall determine whether or not to grant the exception.

(Ord. of 9-13-2022, § 12.09)

Sec. 16-132. Abandonment of POWTS.

- (a) When public sewer approved by the department of natural resources becomes available to the structure or premises served, the private sewage system shall be disconnected within one year and a connection made to the public sewer. Determination of whether sewer is available shall be made by the local sewer service authority.
- (b) Abandonment of the disconnected POWTS shall be done in accordance with the provisions of Wis. Admin. Code ch. SPS 383 and a report of the abandonment shall be filed with the county planning and zoning department within 30 days of abandonment.
- (c) The components of an existing POWTS that are not part of the approved design of a replacement system shall be abandoned at the time of the installation of the replacement system by the plumber installing the system. The abandonment shall comply with Wis. Admin. Code ch. SPS 383.

(Ord. of 9-13-2022, § 12.10)

Sec. 16-133. Soils and site evaluations.

- (a) Soils and site evaluations shall be conducted as prescribed in Wis. Admin. Code chs. SPS 383, 385 and 391 with at least three soil profile evaluations unless additional borings are necessary to properly delineate the area.
- (b) Soil and site evaluation data shall relate to the undisturbed and finished grade elevations, vertical elevation reference point and horizontal reference point. Surface elevations shall be given to all soil borings.
- (c) A soil and site evaluation report may not be required if the site is located in a floodplain only if minimum setback distances cannot be met or if the site has been altered to the extent that a replacement holding tank is the only alternative.
- (d) Inspections and county verification of soil and site evaluations.
 - (1) County verification of a soil and site evaluation report may be required by the county inspector to determine suitability of a lot for any POWTS. This verification will be made at the discretion of the county inspector and will be made prior to the issuance of the sanitary permit.
 - (2) County on-site verification of a soil and site evaluation report shall be required for all soils, except those that support an in-ground or conventional soil absorption system. The county may waive verification at the discretion of the planning and zoning director or his or her designee. Verification will

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be conducted upon receipt of a completed soil and site evaluation or meeting the county inspector at the site for verification. If soil pits are utilized, they shall be constructed prior to county inspection.

- (3) A certified soil tester may request county verification for soils that might support an in-ground soil absorption component. Verification may be conducted by the county upon submittal of a completed soil and site evaluation report or if the soil tester is present with the county inspector at the site during verification. Such verifications are subject to the county inspector's work schedule and may be subject to a fee.
- (4) Inspections shall be completed by the end of the workday following the request for inspection, excluding Saturdays, Sundays and holidays.

(e) County verification reports shall be attached and filed with a completed soil and site evaluation report.

(Ord. of 9-13-2022, § 12.11)

Sec. 16-134. Sanitary permits generally.

- (a) Every POWTS shall require a separate application and sanitary permit.
- (b) A sanitary permit shall be obtained by the property owner, agent or contractor in the name of the property owner, prior to installation, establishment or construction of any structure which requires a POWTS permit. Any property owner, agent or contractor who starts construction prior to obtaining a sanitary permit is in violation of this article and shall be subject to the penalties provided in this article.
- (c) A sanitary permit shall be obtained by the property owner, agent or contractor before any POWTS or part thereof may be installed, replaced, or modified. A sanitary permit is not required for the addition of manhole risers or for the replacement of manhole covers, baffles or pumps.
- (d) A sanitary permit is required for a vault privy, and construction shall comply with Wis. Admin. Code ch. SPS 391.
- (e) If any part of a POWTS, other than the tank, has failed or requires replacement, such new part shall meet the current code. For tank replacement, a soil evaluation shall be performed which shows drain field separation from groundwater meets the current code, unless such a report is already on file with the county. The sanitary permit application shall show specifications for replacement parts and drainage fields, if required.
- (f) A zoning and land use permit shall not be issued for construction of any structure requiring connection to a private on-site wastewater treatment system unless a private on-site wastewater treatment system satisfying all applicable regulations already exists to serve the proposed structure or all permits necessary to install a private on-site wastewater treatment system have been obtained pursuant to Wis. Stats. § 145.195.

(Ord. of 9-13-2022, § 12.12)

Sec. 16-135. Sanitary permit application requirements.

- (a) A sanitary permit application shall include the following information by the applicant on forms required by the state or county as well as all items expressed in Wis. Admin. Code ch. SPS 383 and applicable fees. All information required on the sanitary permit application form shall be complete, legible and accurate.
 - (1) A clear and legible detailed plot plan dimensioned or drawn to scale on a minimum of 8½ inches by 11 inches quality paper, but not to exceed 11 inches by 17 inches.

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Codification codified through Ordinance No. 2024-09, adopted August 12, 2024

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- (2) Plot plans shall be submitted and include all of the following and any other information as required by the county:
- a. Lot size and location of all existing and proposed POWTS components.
 - b. Building sewers.
 - c. Sanitary and storm sewers.
 - d. Wells.
 - e. Water mains or water service.
 - f. Streams and lakes and reference to ordinary high-water mark.
 - g. Floodplain or wetland.
 - h. Structures and driveways.
 - i. Lot lines or property lines.
 - j. Adjoining property owner features that would impact the POWTS location with respect to Wis. Admin. Code ch. SPS 383.
 - k. Benchmark as established on the soil and site evaluation report.
 - l. Demonstrate compliance with all horizontal setback parameters established in Wis. Admin. Code § SPS 383.43.
 - m. Additional information that may be required by the county based on the unique characteristics of the structure or property.
- (3) Plans and specifications for the proposed POWTS component shall be provided. The county may require additional information to ensure that all specifications have been provided as part of the application process.
- (4) Soil and site evaluation.
- (5) If required, state approved plans bearing the department's conditional approval and the approval letter issued by the department.
- (6) Contingency plan in the event that the proposed POWTS fails and cannot be repaired.
- ~~(7) Maintenance agreement,~~ Holding tank agreement, ~~holding tank servicing contract~~ or ATU agreement in recordable form as furnished by the county describing maintenance for the system consistent with Wis. Admin. Code ch. SPS 383.
- (8) A management plan for the proposed design reflecting conformance with Wis. Admin. Code ch. SPS 383.
- (9) Payment of applicable fees as prescribed in the county fee schedule.
- (b) The county reserves the right to refuse incomplete, incorrect or non-legible sanitary permit applications or to delay sanitary permit issuance over the time limits prescribed in section 16-136 until a corrected or complete application is received.
- (Ord. of 9-13-2022, § 12.13)

Sec. 16-136. Permit approval or denial.

- (a) *Generally.* Permits shall be approved within 30 days of receiving a completed sanitary permit application that has provided all required information as prescribed in this article and Wis. Admin. Code ch. SPS 383.
- (b) *Permit denial.* When applicable provisions of state law, state rules or this article have not been complied with when applying for a sanitary permit, the permit shall be denied. Reasons for denial shall be forwarded to the plumber, landowner, and, when appropriate, DSPS representatives and corporation counsel.

(Ord. of 9-13-2022, § 12.14)

Sec. 16-137. Permit transfer, revocation/suspension, expiration and renewal.

- (a) *Transfer.* When there is a change of ownership, the state transfer form shall be submitted to the county with a set of new plans, if deemed necessary, and a fee as prescribed in the county fee schedule.
 - (1) The sanitary permit card shall be returned to the county so that a new transfer card may be issued.
 - (2) The sanitary permits for systems requiring state plan approval shall not be transferred to a different plumber unless the plan bears the stamp of an architect or engineer, plumbing designer or state level approval is obtained by the new plumber.
- (b) *Revisions.* Approval from the county is required whenever there is a change in the POWTS design as originally approved by the county as follows:
 - (1) Submission of detailed plans and specifications and submission of an application and application fee as prescribed in the county fee schedule.
 - (2) The county shall provide notice to the plumber in charge when a revision is required. The plumber shall submit the revision within 30 calendar days of the date of notice.
- (c) *Revocations.* The county may revoke any sanitary permit issued under this section for any false statements or misrepresentations of fact that served as the basis for issuance of the permit. The reasons for revocation shall be conveyed in writing to the owner of the property and plumber listed on the permit application. After revocation, no work shall be done on the POWTS until a new permit is approved by the county.
- (d) *Suspensions.* The county may suspend any sanitary permit issued under this section for any false statements or misrepresentations of fact that served as the basis for issuance of the permit. The reasons for suspension shall be conveyed in writing to the owner of the property and plumber listed on the permit application. After suspension of the permit, no work may be done on the POWTS until the conditions of permit suspension have been complied with, and the county has reinstated the sanitary permit.
- (e) *Expiration and renewal.* The sanitary permit is valid for a period of two years from the date of issuance. A sanitary permit may be renewed for periods of up to two years if the POWTS has not been completely installed, provided the renewal is obtained prior to the expiration of the sanitary permit and the appropriate fee submitted as prescribed in the county fee schedule. Renewals may be approved only if the plan meets the code in effect at the time the renewal is sought.

(Ord. of 9-13-2022, § 12.15)

Sec. 16-138. Sanitary permit fees.

- (a) Sanitary permit fees must be paid before a sanitary permit will be issued. The fees charged by the county for issuing a sanitary permit, sanitary permit revision, transfer, or renewal are identified in the county planning

and zoning fee schedule approved by county board action and posted at the county planning and zoning department.

- (b) Fees may also be assigned for other activities associated with this article and shall be as identified in the county fee schedule approved by county board action and posted at the county planning and zoning department.
- (c) The county may adjust fees annually with county board approval to reflect changes in cost or level of service provided.

(Ord. of 9-13-2022, § 12.16)

Sec. 16-139. Inspections.

- (a) *Final installation inspections.* The county shall inspect all POWTS as required by Wis. Admin. Code ch. SPS 383 after construction, but before backfilling and no later than the end of the next workday, excluding Saturdays, Sundays, and holidays, after receiving notice from the plumber in charge. Inspections shall be reported on forms furnished by the department. The plumber in charge must be present during the inspection and must provide all necessary equipment and assistance to the inspector as requested.
- (b) *Mound and at-grade system inspections.* Mound and at-grade systems shall be inspected before the ground surface is plowed and in accordance with Wis. Admin. Code ch. SPS 383. The plumber shall evaluate the ground surface prior to county inspection. Upon county approval, the plumber has up to 48 hours to plow the ground surface. If rainfall occurs after county approval, the approval is null and void and shall be reinspected. After the system is installed, the system shall be inspected in accordance with subsection (a) of this section.
- (c) *Other inspections.* Additional inspections of a POWTS may be necessary based on the POWTS type, complexity or unforeseen circumstances. POWTS may be inspected periodically, after the initial installation inspections or after the system is operative, as deemed necessary by the county.
- (d) *Covering of work.* No part of the POWTS may be backfilled until it has been inspected and approved. If any part is covered before being inspected and approved, it shall be uncovered at the discretion of the county inspector.
- (e) *POWTS use.* No new or replacement POWTS shall be used until an inspection report is completed indicating compliance with all terms of this article. Backfilling or use of the system shall not occur prior to express verification by the inspector or authorized agent that conditions are in compliance.
- (f) *Effect of report.* The inspection report shall apply only to the date of issuance as it relates to the POWTS. It does not imply the continued compliance of this system with state and local regulations. The inspection report, and the approval it signifies, shall extend only to the property usage as indicated on the approved application. A change in usage that requires modification of the POWTS shall necessitate a new application, permit and inspection.

(Ord. of 9-13-2022, § 12.17)

Sec. 16-140. POWTS maintenance and management.

- (a) *General provisions.*
 - (1) All POWTS shall be managed and maintained in accordance with Wis. Admin. Code chs. SPS 383 and 384 and this article.

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- (2) The property owner shall report to the county each inspection, maintenance, or servicing event in accordance with Wis. Admin. Code ch. SPS 383 and this article.
 - (3) ~~The property owner shall submit a maintenance agreement and/or servicing contract or holding tank or ATU agreement as prescribed by the county to the county as part of the sanitary permit for holding tanks or ATUs. The agreement or contract shall be recorded with the register of deeds. It is the responsibility of the owner to provide written notice of the maintenance program to a buyer. A revised agreement shall be submitted by the owner whenever there is a change to such document.~~
 - (4) The county may require verification of any information contained in an inspection, evaluation, maintenance, and servicing report. The county may investigate any report of a failed system, in which potential requirements may include, but are not limited to:
 - a. Requiring an inspection by a licensed plumber.
 - b. Requiring a soil boring to determine groundwater separation.
 - c. Performing on-site inspections with the property owner.
- (b) *POWTS maintenance program (except holding tanks).*
- (1) All septic tanks permitted or installed prior to July 1, 2000, shall be pumped and visually inspected by a licensed individual in accordance with Wis. Admin. Code § SPS 383.54 for ponding of wastewater or effluent on ground surface. The POWTS system shall be pumped and inspected at least once every three years, unless upon inspection the tank is found to have less than one-third of the volume occupied by sludge and scum.
 - (2) Every three years after the installation of a POWTS, the owner shall be provided a certification form by the county at least 30 days prior to its due date, which is required to be provided to the county as a completed report within 30 calendar days of the service event. The certification form shall be completed by the licensed individual servicing the POWTS. Pumping shall be conducted by a certified septage servicing operator in accordance with Wis. Admin. Code ch. NR 113.
 - (3) The certification form shall state that the POWTS does not have wastewater or effluent ponding on the surface of the ground, and that the septic tank was recently pumped by a certified septage servicing operator, or it was inspected and was less than one-third full of sludge and scum. The certificate shall also include the address of the property, owner name, service provider, date of service, and type of service.
 - (4) All septic tanks shall be serviced when sludge or scum occupies one-third or more of the volume of the septic tank.
 - (5) All reports of service events shall be submitted to the county within 30 calendar days from the service event as prescribed in Wis. Admin. Code ch. SPS 383. The report shall include the type and result of the service event, owner's name, address of service event, name of licensed service provider, license number, and date of service.
 - (6) A delay in required POWTS maintenance may be approved by the county inspector based on circumstances, such as, but not limited to, inclement weather, road weight restrictions and site limitations.

(Ord. of 9-13-2022, § 12.18)

Sec. 16-141. Holding tank maintenance program.

- (a) ~~The owner of the holding tank shall enter into a holding tank agreement with the county authorizing the county to enter upon the property and service the holding tank if the owner fails to have the holding tank~~

properly serviced in response to orders issued by the county. The ~~maintenance~~ agreement shall be filed with the register of deeds and be recorded in a manner identifying the property on which the holding tank exists and to which the agreement applies.

- (b) A holding tank shall be serviced in accordance with Wis. Admin. Code § SPS 383.54(3)(c) ~~and the management plan and service agreement~~. The tank shall be serviced when the wastewater in the tank reaches a level of one foot below the inlet invert of the tank.
- (c) The owner is responsible to report all service events to the county within 30 calendar days from the service event. The report shall include owner's name, address of service event, name of licensed septage servicing operator, license number, gallons pumped, and date of service.

(Ord. of 9-13-2022, § 12.19)

Sec. 16-142. Construction affecting wastewater flow or contamination load.

- (a) Prior to commencing an addition or modification to a dwelling that increases or decreases the number of bedrooms or contaminant load to a structure that is served by a POWTS, a code-compliant POWTS shall exist for that structure. Documentation shall be provided to the county demonstrating that a POWTS of adequate capability and capacity to accommodate the wastewater flow and contaminant load already exists to serve the structure as specified in Wis. Admin. Code ch. SPS 383 or a code compliant system will be installed. Documentation shall include the following:
 - (1) Sanitary permit demonstrating existing compliance or plans for the installation of a new code-compliant system; or
 - (2) Soil test demonstrating proper distance above groundwater indicators and other limiting factors as per Wis. Admin. Code ch. SPS 383, as well as certification by a service provider that the system and septic tank have been inspected and found to be code compliant. If the existing system is not sized properly as designated in Wis. Admin. Code ch. SPS 383, an affidavit in the format prescribed by the county shall be recorded in the register of deeds demonstrating use of an undersized system. The county may waive the requirement for a soil test, if the inspector has reason to believe proper separation to groundwater and other limiting factors exist.
- (b) All setbacks for the proposed addition from the POWTS must be compliant.
- (c) Any installation, addition or modification of the POWTS shall be completed and accepted by the county within one year of issuance of the land use permit.

(Ord. of 9-13-2022, § 12.20)

Sec. 16-143. Construction not affecting wastewater flow or contaminant load.

Prior to commencing construction of any structure or addition to a structure on a site where there exists a POWTS, the owner, or his agent, shall determine that the proposed structure conforms with the applicable setbacks of Wis. Admin. Code ch. SPS 383. Documentation in the form of a site plan shall be submitted to the county as part of the zoning and land use permit process for review.

(Ord. of 9-13-2022, § 12.21)

Sec. 16-144. Administration and enforcement.

- (a) *Generally.* The planning and zoning director, or assigned agent, shall administer and enforce all provisions of this article and all other state and county provisions relating to the construction, installation, alteration, repair, maintenance and management of all POWTS within the county and shall make such inspections, perform such tests and issue such orders as may be necessary for such enforcement.
- (b) *Authority to enter premises.*
- (1) In the discharge of his/her duties, the planning and zoning director or his authorized agent may enter any building, upon presentation of the proper credentials and with permission of the owner, during reasonable hours for the purpose of inspection and may require the production of any permit or license required hereunder. No person shall interfere with the authorized personnel in the performance of their duties, and any person so interfering shall be in violation of this chapter and subject to a penalty described in this article.
 - (2) If consent to entry to and property has been denied, the planning and zoning director shall obtain a special inspection warrant under Wis. Stats. § 66.0119.
- (c) *Stop orders.* If the planning and zoning director or his/her authorized agent determines that construction or installation of a POWTS on a premises does not comply with this article, the planning and zoning director or his/her agent shall post in a conspicuous place upon the premises a stop order which order shall demand that all work cease until the construction or the installation is in compliance with this article. The posted order shall describe the noncompliance and the nature of the work to be stopped. The order shall identify the location and the name of the issuing officer and appeal procedures. It shall be a violation of this article to engage in work in contravention of the terms of such order or to make an unauthorized removal of such a posted order. Work may recommence on the site only under the express direction of the planning and zoning director or authorized agent.
- (d) *Records and reports.* The planning and zoning director shall keep in his or her office a daily record of all the transactions of his or her office, including permits issued and fees received, and shall make such reports thereon to the supervising committee, county board or state agencies as they may require.
- (e) *Issuing agent.* The planning and zoning director or authorized agent shall act as the county issuing agent and is hereby assigned the duties of administering the POWTS program and this article.
- (f) *Appeals.* Persons seeking to appeal decisions of the planning and zoning director shall file written letters of appeal with the county planning and zoning director.
- (1) Appeals made to the board of adjustment shall be made in writing and shall be filed in the planning and zoning director's office within 30 days of the decision.
 - (2) The planning and zoning director shall place the appeal on the agenda of the county board of adjustment and the appeal shall be given a due process proceeding in accord with Wis. Stats. §§ 68.10 and 68.12.
 - (3) The board of adjustment shall decide whether to uphold, uphold with modifications, or reverse the planning and zoning director's decision based upon the terms and intent of this article and of relevant state laws and administrative rules. No appellate decision of the board of adjustment shall have the effect of approving an existing or proposed condition that would violate this article or state law or rule.
 - (4) Appeals that can only be approved by the granting of an exception or variance to the state plumbing code shall be referred to the department of safety and professional services pursuant to the Wisconsin Administrative Code.

(5) Appeals of decisions of authorized agents of the planning and zoning director shall be made first to the planning and zoning director and the initial appeal decision shall then be appealable as provided herein.

(g) *Variances.* Variances are determined by the state department of safety and professional services.

(h) *Fees.* An applicant, upon filing an application or making request for inspections or changes to applications, shall pay a fee to the planning and zoning department in accordance with the fee schedule adopted by the county board of supervisors.

(Ord. of 9-13-2022, § 12.22)

Sec. 16-145. Enforcement.

(a) *Prohibitions.* The following shall be deemed violations of this article:

- (1) To install, alter, modify, repair or enlarge a POWTS without prior county approval or in a manner not in compliance with an approved county permit.
- (2) To materially change the use of a premises so as to render the approved POWTS no longer in compliance with applicable standards.
- (3) To fail to report soil tests fully and accurately.
- (4) To fail to satisfy maintenance or operational standards.
- (5) To contract to conduct tank pumping or waste hauling or disposal and to do such activities in violation of state law, rule or ordinance.
- (6) To operate a failing POWTS as defined in Wis. Stats. § 145.245(4).
- (7) To fail to obey orders lawfully issued by state or county officials.
- (8) To operate a system that constitutes a nuisance or that emits a prohibited discharge.
- (9) To install, alter, modify, repair, enlarge or service a POWTS by an individual without the proper licensing as defined in Wis. Stats. § 145.06.
- (10) Failure to follow rules, regulations, and laws as set forth in the state law, state rules, and this article.

(b) *Penalties; injunctive remedies.* Any person who shall violate any provision of this chapter or any regulation, rule or order made hereunder shall be subject to forfeiture of not less than \$100 nor more than \$500, for each offense, together with applicable court costs, statutory surcharges and costs of prosecution. The County may elect to use the citation method of enforcement ~~a penalty~~ as set forth in section 1-14 and/or pursue other appropriate legal action in court, including seeking injunctive relief. Issuance of a citation and payment of the required forfeiture does not negate the requirement of compliance with this article. Injunctive remedies may also be ordered by the court. Each day of violation shall be a separate offense.

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(Ord. of 9-13-2022, § 12.23)

Secs. 16-146—16-173. Reserved.



Hebron Springs Campground

CAMPGROUND FLOODPLAIN EVACUATION PLAN

LAST AMENDED: 2/20/2026

CAMPGROUND FLOODPLAIN EVACUATION PLAN

Campground Name: Hebron Springs Campground
Location / Address: N2316 Museum Rd, Fort Atkinson, WI 53538
Owner / Operator: Edgehill Ventures II, LLC

Purpose

This plan outlines the procedures for monitoring flood conditions and evacuating all persons, camping units, and equipment from the campground in the event of rising floodwaters in the floodplain, to protect life and property. This evacuation plan and agreement is made under Section 6-188 of the Jefferson County Floodplain Ordinance for operating a campground in the floodplain.

Section 6-188: There is an adequate flood warning procedure for the campground that offers the minimum notice required under this section to all persons in the campground. This procedure shall include a written agreement between the campground owner, the floodplain zoning agency or zoning administrator, the municipal emergency government coordinator and the chief law enforcement official which specifies the flood elevation at which evacuation shall occur, personnel responsible for monitoring flood elevations, types of warning systems to be used and the procedures for notifying at-risk parties, and the methods and personnel responsible for conducting the evacuation.

Authority & Regulatory Basis

- Wisconsin floodplain zoning standards require a **written evacuation agreement**, including flood trigger elevations and evacuation procedures.
- Jefferson County Floodplain Management Ordinance [Floodplain Ordinance.pdf](#)

Definitions

- **Base Flood:** The 1% annual chance flood
- **Flood Warning System:** NOAA Weather Radio, text/phone alerts.
- **Trigger Elevation:** The river/station elevation at which evacuation begins (coordinate with National Weather Service and local Emergency Mgmt.)

Flood Monitoring Procedures

Monitoring Team

Flood Monitoring Coordinator:

Name: Meghan Gruszynski **Phone:** 303-476-0204

Alternate: Ryan Tyrrell **Phone:** 864-363-1087

Monitoring Sources

Campground management will monitor:

- National Weather Service forecasts and river gauge levels
[National Water Prediction Service - NOAA](#)
- Local emergency management alerts.

Documentation of readings and alerts will be logged.

Flood Triggers and Notifications

Flood Trigger Levels

- **Advisory Stage:** 785 ft — Prepare for possible action
- **Evacuation Trigger:** 788 ft — Immediate evacuation initiation

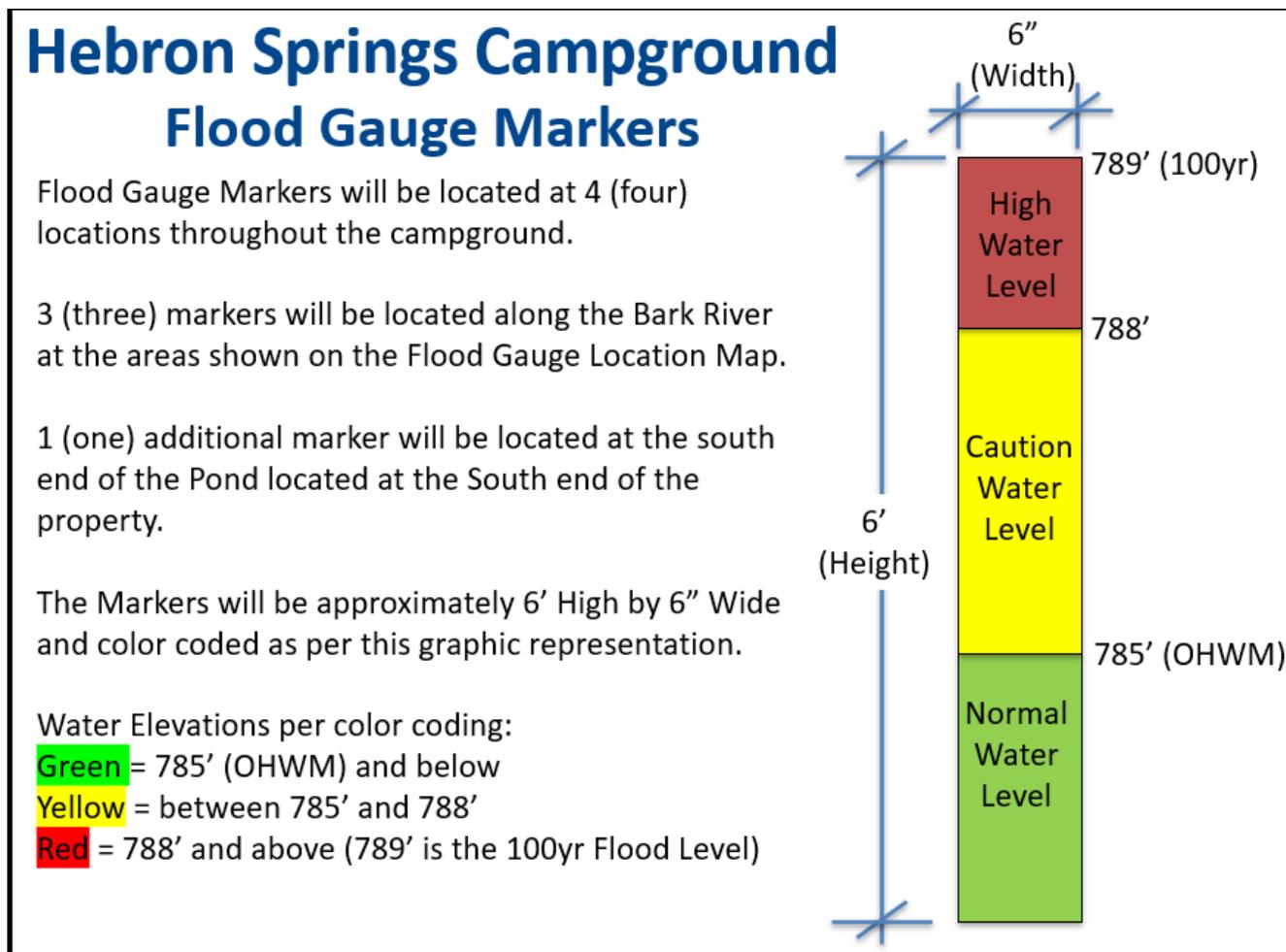
(See ATTACHMENT B: Flood Gauge Location Map)

Explanation of Flood Trigger Levels as displayed on Flood Gauges:

Normal water level is all water elevation fluctuations between ~780' (low water level) and 785' which is the "Ordinary High-Water Mark". This is the lowest level of the Flood Gauge Markers and is indicated by the "Green section" of the markers (see image below).

Advisory water level is water elevation levels between 785' (OHWM) and 788'. This is the center section on the Flood Gauge Markers and is indicated by the "Yellow section" of the markers (see image below).

High water level is water elevations that are above 788'. This is the Highest section of the Flood Gauge Markers and is indicated by the "Red section" of the Markers (see image below)



Evacuation Procedures

Evacuation Coordinator

Primary: Meghan Gruszynski

Backup: Ryan Tyrrell

Evacuation Process

1. Observation/monitoring of flood gauge levels to determine if evacuation is necessary
2. The Flood Monitoring Coordinator (or alternate) alerts on-site staff
3. Trained on-site staff will send phone/text alerts to campers present at the time of flooding to notify them that evacuation is necessary
4. Management shall mark all roads with signs indicating the evacuation routes and areas
5. Customers with vehicles will drive/move them to Parking area around the Main Lodge
6. Non-vehicle Customers will follow marked evacuation routes to the Main Lodge
7. Management will make every attempt to assist in clean-up and site restoration as necessary
8. Staff will conduct a full sweep of the camp sites to ensure all customers are evacuated
9. Evacuation all-clear will be logged and communicated to local officials

Evacuation Routes

Primary Exit: Following the main gravel entry drive first heading west, then directly south, and then northeast up to Lodge Building

Secondary Exit: Following the grass walking path straight east up to Lodge Building
(See *ATTACHMENT A: Evacuation Route Map*)

Final Evacuation Steps

- **Step 1 — Alert All Campers:**
Use all available communication channels to notify campers of evacuation.
- **Step 2 — Shut Down Utilities:**
Electrical, gas, water, and sewer systems shall be safely secured.
- **Step 3 — Assist Vulnerable Individuals:**
Special attention to those with limited mobility.
- **Step 4 — Clear the Premises:**
All persons, camping units, vehicles, and personal items must exit the floodplain.

Assembly & Shelter Areas

Should evacuation of the campground occur due to flooding, the below locations are designated as safe assembly points outside the floodplain:

- **Assembly Point 1:** Main Lodge Great Room located on Hebron Springs grounds
- **Shelter Facility (if applicable):** Hebron Community Center located at N2313 County Road D, Fort Atkinson, WI 53538

Training, Drills, & Campground Staff Responsibilities

- Training and drills will be conducted by the on-site General Manager for on-site employees
- The above-mentioned training and drills will address all steps of the following processes:
 - Evacuation Process (section 6.2)
 - Evacuation Routes (section 6.3)
 - Final Evacuation Steps (section 6.4)
- Conduct annual flood evacuation drills before flood season
- Documentation of training attendance and drill outcomes
- Campground staff will ensure that the camping units are mobile. No permanent structures may be constructed without prior approval from the Jefferson County Planning and Development Department.
- Campground staff will ensure that camping sites are kept free and clear of debris and personal items when not in use.
- Campground staff will conduct ongoing site compliance inspections. Special attention for inspections will be focused during rain events with high flood potential.
- Management will ensure that this Flood Evacuation Plan Maintenance is updated and maintained.

Record Keeping

The campground will document and maintain records of the following paperwork:

- Flood monitoring logs
- Evacuation notices issued
- Incident reports
- Post-event review

Annual Review and Signatures

This plan shall be reviewed and updated annually in coordination with:

Campground Owner Signature:

Name: Meghan Gruszynski

Campground Flood and Evacuation Coordinator

Emergency Mgmt Signature:

Name: Tracy Hameau

Director of Jefferson County Emergency Management

Law Enforcement Signature:

Name: Sheriff Travis Maze

Jefferson County Sheriff

Zoning Administrator:

Name: Matt Zangl

Director of Jefferson County Planning & Development

ANNUAL UPDATE/REVIEW LOG:

Update/Review Date: _____

APPENDIX:

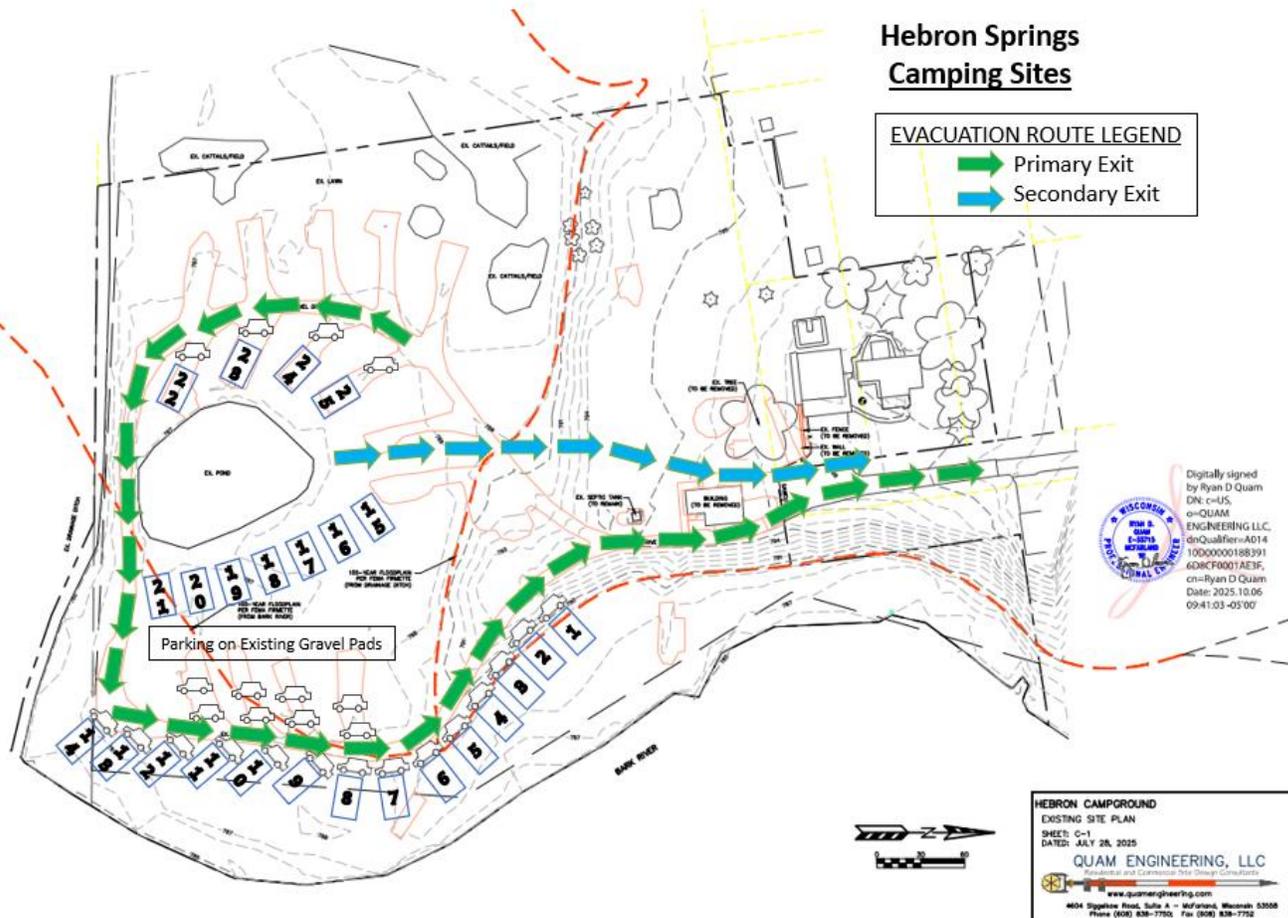
ATTACHMENT A: Evacuation Route Map

ATTACHMENT B: Flood Gauge Location Map

ATTACHMENT C: Contact List for Emergency Services

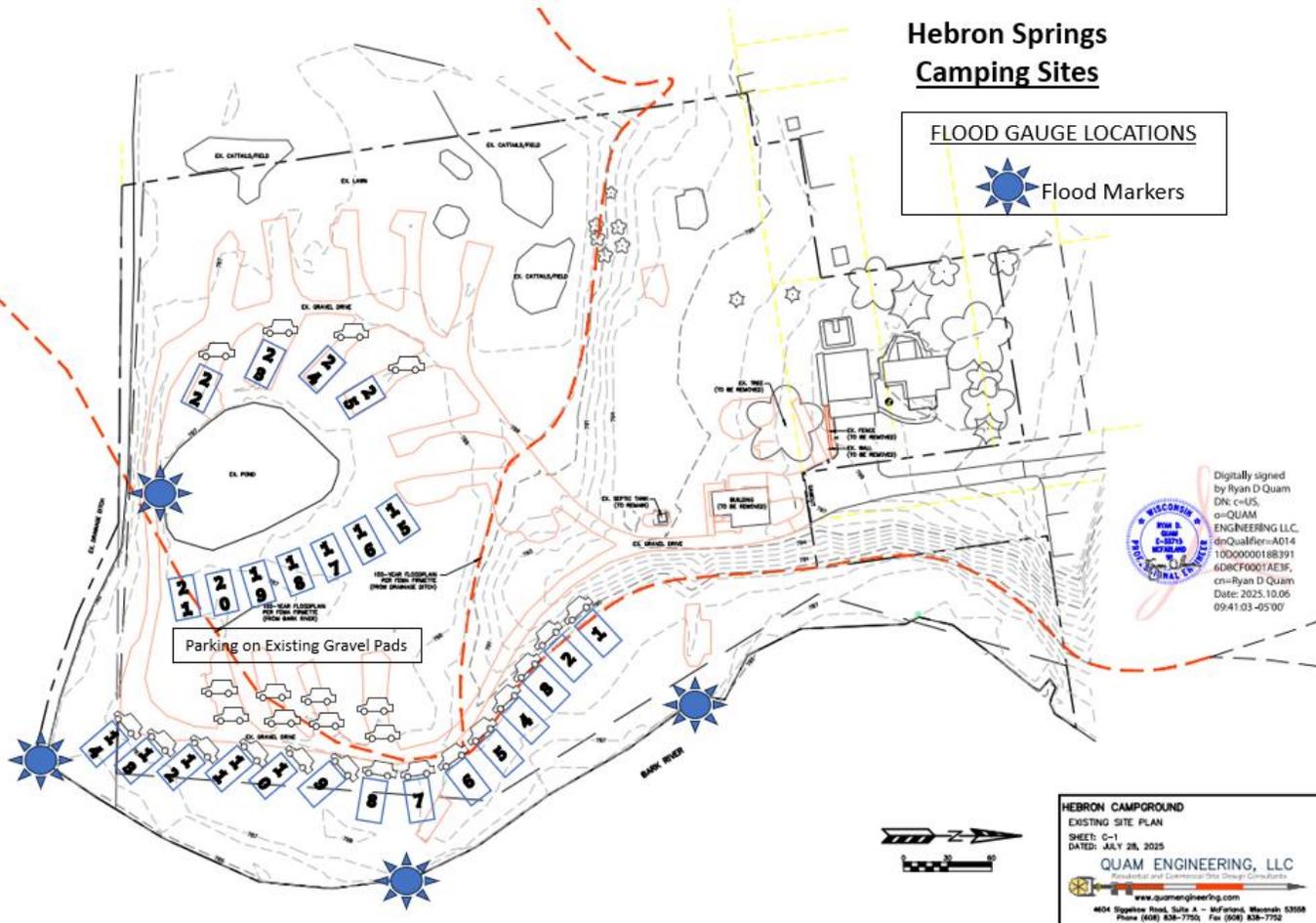
ATTACHMENT A: Evacuation Route Map

QUAM ENGINEERING, LLC 4604 Siggelkow Road, Suite A - McFarland, WI 53558 (608) 838-7750 \HC-11-24\HC1BASE.DWG



ATTACHMENT B: Flood Gauge Location Map

QUAM ENGINEERING, LLC 4604 Siggeikow Road, Suite A - McFarland, WI 53558 (608) 838-7750 \\HC-11-24\HC11BASE.DWG



Digitally signed by Ryan D Quam DN: cn=US, o=QUAM ENGINEERING LLC, dnQualifier=A014 1000000188391 608CF0007AE3F, cn=Ryan D Quam Date: 2025.10.06 09:41:03 -05'00'

ATTACHMENT C: Contact List for Emergency Services

911 Emergency Line

Jefferson County Sheriff's Department

PHONE: 920-674-7310

ADDRESS: 411 S. Center Ave, Jefferson, WI 53549

Fort Atkinson Police Department

PHONE: 920-937-9905

ADDRESS: 101 N. Main St., Fort Atkinson, WI 53538

Fort Atkinson Fire Department

PHONE: 920-937-9908

ADDRESS: 124 W. Milwaukee Ave, Fort Atkinson, WI 53538

----- **END OF EVACUATION PLAN** -----

FLOODPLAIN EMERGENCY EVACUATION AGREEMENT

This Floodplain Emergency Evacuation Agreement is made by and between the Campground Owner/Operator of the Hebron Springs campground located in the Town of Hebron, Jefferson County, Wisconsin, and the Town of Hebron, Jefferson County law enforcement, and participating emergency management and response agencies.

The purpose of this Agreement is to ensure coordinated emergency evacuation of campground occupants during flood events and other imminent hazards in compliance with applicable Wisconsin floodplain management regulations and public safety requirements. The Campground Owner/Operator shall maintain a written floodplain evacuation plan, post and maintain clearly marked evacuation routes, maintain an effective occupant notification system, and immediately comply with lawful evacuation orders issued by authorized emergency officials. The Town of Hebron, and Jefferson County Law Enforcement, and responding agencies agree to coordinate emergency communications, evacuation support, and traffic control consistent with available personnel and resources. The parties acknowledge that incident command and emergency authority shall remain with the legally designated incident commander pursuant to Wisconsin emergency management statutes, and that this Agreement does not waive governmental immunity, statutory authority, or liability protections of any party.

This Agreement shall take effect upon execution by the undersigned and shall remain in force until modified or terminated by written agreement of the parties.

Signatures

Campground Owner/Operator

Name: Meghan Gruszynski

Title: Flood Evacuation Coordinator

Signature: _____

Date: _____

Town of Hebron Representative

Name: Kathleen Gross

Title: Town of Hebron Emergency Contact

Signature: _____

Date: _____

Jefferson County Sheriff Representative

Name: Travis Maze

Title: Jefferson County Sheriff

Signature: _____

Date: _____

Jefferson County Emergency Management

Name: Tracy Hameau

Title: Director Jefferson County Emergency

Signature: _____

Date: _____

Jefferson County Zoning Administrator

Name: Matt Zangl

Title: Director of Planning & Development

Signature: _____

Date: _____

Proposed Zoning Ordinance Amendments

Solar Energy Systems

- 1) Amend Section 22-243 of the Jefferson County Code of Ordinances outlining Conditional Uses allowed in an A-T Agricultural Transition District to include the following:

“(23) Small Energy Systems”
- 2) Amend Section 22-279(2) of the Jefferson County Code of Ordinances regarding Permitted Accessory Uses in an A-1 Exclusive Agricultural District to read as follows:

“(2) Accessory residential structure, including accessory solar, to a farm residence listed under subsection (1) of this section.”
- 3) Amend Section 22-280 of the Jefferson County Code of Ordinances outlining Conditional Uses allowed in an A-1 Exclusive Agricultural District to include the following:

“(12) Small Solar Energy Systems”
- 4) Amend Section 22-307 of the Jefferson County Code of Ordinances outlining Conditional Uses allowed in an A-2 Agricultural and Rural Business District to include the following:

“(62) Small Solar Energy Systems”
- 5) Create Article XII of Chapter 22 of the Jefferson County Code of Ordinances, entitled “Solar Energy Systems” to read as set forth below:

Chapter 22, Article XII- Solar Energy Systems

- (a) Purpose and Scope.
 - (1) The purpose of this section is to adopt and incorporate the requirements of Wis. Stats. § 66.0401 and § 66.0403 as a local ordinance, to regulate Solar Energy Systems (“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 section have been established to ensure SES are sited, constructed, maintained, operated and decommissioned in a manner that maximizes utilization of Jefferson County’s solar energy resources, while also protecting the health and safety of the community.
 - (2) All applications regulated by this section may be subject to additional conditions and restrictions consistent with Wis. Stat. §66.0401. All conditions shall be considered and applied on a case-by-case basis and satisfy one of the following:
 - i. Serve to preserve or protect the public health or safety.
 - ii. Does not significantly increase the cost of the system or significantly decrease its efficiency; or
 - iii. Allow for an alternative system of comparable cost and efficiency.
 - (3) No Solar Energy System shall be erected, enlarged or extended without conformance to the provisions of this section and other applicable restrictions, as

evidenced by the issuance of a Zoning Permit by the Zoning Administrator and where required, Conditional Use Permit approval by the Planning & Zoning Committee.

- (4) Limitations Upon Authority. Jefferson County’s review and action regarding Solar Energy Systems shall be subject to the limitations imposed by Wis. Stat. §66.0401. In the event an applicant believes the County has exceeded its authority in this regard, the applicant shall notify the County. Following notification by the applicant, the permit authority of the County may modify the requirements of this ordinance 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 Wis. Stat. §66.0401(1m) as needed.

(b) Definitions

- (1) “Accessory Solar Energy System” means, but is not limited to, a photovoltaic energy system that converts solar energy to usable thermal, mechanical, chemical, or electrical energy, where such solar energy system is accessory to the principal use of the land and serves the land or structures on the same parcel (e.g., solar panels providing energy for a dwelling on the same lot). Accessory Solar Energy Systems are not intended for use as a public utility and generate less than 1,000 kilowatts (1 megawatt).
- (2) "Battery Energy Storage System" (BESS) means electrochemical devices that charge or collect energy from the grid or a generation facility, store that energy, and then discharge that energy at a later time to provide electricity or other grid services.
- (3) “Conditional Use Permit” means a discretionary permit for a listed conditional use, granted by the Jefferson County Planning & Zoning Committee, pursuant to the notice and hearing procedures set forth in Chapter 22, Article IV of the Jefferson County Code, upon application by the owner and to which various conditions may be attached and must be adhered to by the applicant.
- (4) “Energy Storage” means any technology that is capable of absorbing electricity, storing the electricity for a period of time, and redelivering the electricity.
- (5) “Kilowatt” means a unit of power equal to one thousand watts.
- (6) “Large Solar Energy Systems” means, but is not limited to, connected arrays of photovoltaic panels, their supporting structures and/or mounting systems, the network of necessary electrical wires and conduit (above and below ground), power poles, inverters, transformers, and supporting substations, or a concentrated mirror thermal energy generating facility and its respective components. These facilities are designed for nominal operation at a nameplate capacity of 100 megawatts or more. A Certificate of Public Convenience and Necessity issued by the Wisconsin Public Service Commission (PSC) is typically associated with these facilities. This includes facilities which directly convert and transfer solar energy into thermal or electrical energy.
- (7) “Megawatt” means a unit of power equal to one million watts, especially as a measure of the output of a power station.
- (8) “Owner” means the owner of the property, applicant or developer.

- (9) “Small Solar Energy System” means but is not limited to, connected arrays of photovoltaic panels, their supporting structures and/or mounting systems, the network of necessary electrical wires and conduit (above and below ground), power poles, inverters, transformers, and supporting substations. These facilities are designed for nominal operation at a nameplate capacity of less than 100 megawatts and do not meet the definition of an “accessory solar energy generating system.” This includes facilities which directly convert and transfer solar energy into thermal or electrical energy.
- (10) “Solar Energy System” means a set of devices or equipment which directly converts and then transfers solar energy into usable forms of thermal or electrical energy, including any Accessory Solar Energy System, Small Solar Energy System and Large Energy Solar Systems.
- (11) “Zoning Permit” means written approval by the Zoning Administrator that is required before commencing any development including any structural addition or alteration or change in use as defined by the Section 22-54 of the Jefferson County Code.
- (c) General Requirements. Unless alternative or less restrictive requirements are specifically granted by the Planning & Zoning Committee after a case specific analysis during the permitting process, the following are requirements of all solar energy systems (SES):
- (1) All SES shall be designed to limit grading, soil compaction and native vegetation removal.
 - (2) No SES or related structure shall be located in the regulated floodplain.
 - (3) No SES or related structure shall be located in a designated wetland.
 - (4) Setbacks: Setbacks are measured from the closest point of an array, transformer, converter, inverter, battery, etc., excluding perimeter fences except where specifically noted.
 - i. All SES and related structures and equipment shall meet the underlying zoning district setbacks and highway setbacks.
 - ii. All SES and related structures and equipment, including perimeter fences, shall meet the applicable shoreland setbacks, except as it relates to any DNR approved waterway crossings.
 - iii. Small and Large SES shall also meet the following setbacks:
 1. 500 feet from non-participating residential homes
 2. 700 feet from non-participating residential homes with an SES on three sides, with additional screening approved by the Planning and Zoning Committee
 - (5) Height: The maximum height for solar collectors or arrays is 18 feet, measured to the highest point.
 - (6) Code Compliance: A SES shall comply with all applicable building codes.
 - (7) Noise: SES shall include Equipment-related sound mitigation measures that keep operational noise generation at property line(s) at a threshold of no greater than the industry standards outlined by the Public Service Commission, possibly including but not limited to:
 - i. Equipment relocation further from receptors;
 - ii. Noise cancellation using quieter equipment;

- iii. Sound shielding technology;
 - iv. Sound filtering technology; and,
 - v. Noise suppression and blocking with building enclosures or barrier walls.
- (8) Agricultural Protection: Small and Large SES located in the A-1 or A-2 zoning district must provide a site and soil assessment that identifies the soil type and classification (prime or non-prime for agricultural purposes) for the project area. The SES shall be designed to protect and preserve prime agricultural soils and utilize 25% or less prime soil of the entire project area. On a case-by-case basis an excess of 25% of prime agricultural soil may be used as part of a Small or Large SES with the approval of the Planning & Zoning Committee if mitigation measures are implemented to preserve the prime soil, which may include the following:
- i. Co-location of agricultural uses (agrivoltaics or other agricultural uses) on the project site.
 - ii. Placing agricultural conservation easements on an equivalent number of prime soil acres adjacent to or surrounding the project site.
 - iii. Other mitigation measures approved by the Planning and Zoning Committee.
- (9) Approval Criteria within the A-1 Zoning District: For Small SES located in the A-1 Zoning District, in order to approve of a small SES the Committee must determine that the proposed use and conditional use permit meets all of the following:
- i. The use and its location in the farmland preservation zoning district are consistent with the purposes of the farmland preservation zoning district.
 - ii. The use and its location in the farmland preservation zoning district are reasonable and appropriate, considering alternative locations, or are specifically approved under state or federal law.
 - iii. The use is reasonably designed to minimize conversion of land, at and around the site of the use, from agricultural use or open space use.
 - iv. The use does not substantially impair or limit the current or future agricultural use of surrounding parcels of land that are zoned for or legally restricted to agricultural use.
- (10) Fire Number: All access locations must obtain a fire number, unless waived by the Director.
- (11) Good Repair: An owner shall construct, operate, repair, maintain and replace SES facilities as needed to keep the SES in good repair and operating condition in a manner that protects the public health and safety of the community.
- (12) Reflectors and Glare: Any owner or installer of an SES shall minimize 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.
- (13) Decommissioning: A Decommissioning Plan shall be required to ensure that Small and Large SES are properly removed after their useful life. A decommissioning

plan shall include how the project area will be decommissioned and returned to its pre-solar development state. The plan shall include how decommissioning will occur, timeline and method for financial compensation or assurance and how materials will be recycled or disposed of. The plan shall include provisions for removal of all structures and foundations within 4 (four) feet of the ground surface, restoration of soil and vegetation and restoration of the land to a condition reasonably similar to pre-existing conditions, including de-compaction of the entire site (i.e. panel array locations, access roads, etc.). Access roads may remain in place with written approval from the landowner. The Plan shall also include a Decommissioning Cost Analysis and financial assurance in the amount of the difference between decommissioning cost and estimated salvage value. All solar equipment shall be decommissioned and disposed of in accordance with federal, state and local regulations.

- i. Decommissioning of the SES shall commence when the SES has ceased commercial operation for a consecutive period of twelve (12) months and the decommissioning process shall be completed within twelve (12) months of commencement.

(14) **Transfer of Ownership:** A Small or Large SES shall provide the Town and County notice of any transfer of ownership or interest in the SES within 5 days of such transfer. All applicable documents, including financial assurances, shall be updated as necessary. Any new owner or interest holder shall be responsible for compliance with the approved permits.

(15) **Reporting Requirements:**

- i. Small and Large SES shall provide a yearly report by March 1st of each year to the Planning and Zoning Committee. The report, at minimum, shall include the following for the previous year:
 1. Report on power generation
 2. Estimated timeline for the SES including, but not limited to, construction commencement dates, operational date and life expectancy dates and any upcoming key dates
 3. Planned, proposed or completed construction, maintenance or other updates to the SES
 4. Report and update to the Decommissioning Plan including justification for updating the plan and financial assurance. Yearly, the Decommission Plan shall be reviewed and updated based on current conditions including any financial assurances.
 5. Any other information requested by the Planning and Zoning Committee or Department

(d) **Small Solar Energy Systems (Small SES)**

- (1) **Permitting Requirements:** Small SES require a Conditional Use Permit and a Zoning Permit prior to the start of construction.
- (2) **Zoning Districts:** Small SES may be located within the A-1 Exclusive Agricultural and A-2 Agricultural and Rural Business zoning district as a conditional use, subject to the requirements of this ordinance. In addition, a small SES may be permitted as a

conditional use, subject to the requirements of this ordinance, within the A-T zoning district with written approval from the closest municipality.

(3) Conditional Use Permit

- i. Application Process. The application for a Conditional Use Permit shall be processed in accordance with the procedures set forth in Chapter 22, Article IV of the Jefferson County Code.
- ii. Application Requirements. The application for a Conditional Use Permit for a small SES shall include the following items as applicable to the project:
 1. Site Plan: A site plan shall be submitted including, but not limited to, the following:
 - a. Existing and proposed improvements
 - b. Existing and proposed structures
 - c. Existing and proposed topography
 - d. Existing and proposed fencing
 - e. Utilities
 - f. All above ground and underground components
 - g. Wetlands as determined by a wetland delineation
 - h. Waterways (navigable and non-navigable), drainage ditches, underground drain tiles, etc.
 - i. Drainage District ditches
 - j. Floodplain
 - k. Public roads, access roads and internal roadways
 - l. Access locations and driveways
 - m. Setbacks shall be shown on the site plan
 - n. Any other information required by the department
 2. Proposed Transportation Routes: A plan identifying the proposed construction transportation routes including the type and quantity of equipment being transported.
 3. Drainage Plan: A plan identifying the existing drainage features and proposed drainage features including the drainage patterns, drain tiles, ditches and any proposed modifications.
 - a. The plan should include how drainage will be maintained and how damage, problems, or complaints will be resolved.
 4. Construction Schedule: A plan documenting the major milestones throughout the construction process including the start and end of construction.
 5. Vegetation Management Plan: A plan documenting the following shall be submitted:
 - a. Existing conditions
 - b. Proposed planting map with native Wisconsin species and densities
 - c. Proposed management of vegetation
 6. Grading Plan: A plan identifying the existing grading, topography and

percent slope and the proposed grading. No grading shall occur on slopes greater than 20% and all slopes greater than 20% shall be protected from development and erosion. A plan identifying the slopes greater than 20% and their protection measures shall be included.

7. Decommissioning Plan in accordance with 3.l.
 8. Lighting Plan: A plan documenting the proposed lighting at the project site. Lighting shall not affect neighboring properties and shall use shielded fixtures.
 9. Erosion Control Plan including all erosion control measures, timing of placement, maintenance and removal
 10. Storm Water Management Plan
 11. Screening plan that identifies the type and extent of screening from roadways and residences. Section 22-677 of the Jefferson County Code shall set the minimum requirements and the Committee may require additional screening or conditions on a case-by-case basis.
 12. Airport Notification: SES located within 5 miles of an airport shall provide notice of the proposed SES to the airport operator and owner. The applicant shall provide an affidavit stating which airports were provided notice and documentation of such notice. If no airports are within 5 miles, the owner shall provide documentation that no airports are within 5 miles.
 13. Fencing Plan: A plan shall be submitted identifying the type of fencing utilized for the project and the proposed setbacks. Perimeter fencing for the site shall use wildlife-friendly fencing standards that include clearance at the bottom.
 14. Agreements, leases or other documentation with affected landowners and/or communities outlining any site-specific terms or conditions of development and assuring maintenance of land to be owned or used for common purposes, including, but not limited to joint development agreements, road maintenance agreements and agreements with the Drainage Board.
 15. Any other documentation as identified by the Director or the Planning and Zoning Committee.
- iii. Conditional Use Permit Review Criteria: In addition to the criteria set forth in Chapter 22, Article IV of the Jefferson County Code, the Planning & Zoning Committee may consider the following:
1. To the extent feasible and practical, plans to use the land for both agriculture and electricity generation, possibly including but not limited to:
 - a. Planting and maintaining pollinator-friendly native plant species and reduced herbicide applications.
 - b. Grazing of livestock

- c. Planting of crops
- d. Other agricultural uses

2. Construction damage to land remaining in agricultural use is minimized and repaired, to the extent feasible.
3. The preservation of prime agricultural soils and the use of non-prime agricultural soils
4. Reasonable construction standards, including phasing to limit the area of disturbance; hours of construction to limit disruption to residents; and light pollution mitigation.
5. Maintenance and repair of damage to local roads due to project construction, possibly in the form of a Road Maintenance Agreement
6. Maintenance and repair to local drainage systems
7. Financial assurance during the construction phase in the form of a surety bond, letter of credit, escrow account, reserve fund, parent guarantee or other suitable financial mechanism.
8. Decommissioning plan, as defined in section 3.k., above, which includes provisions for removal of all structures and foundations, restoration of soil and vegetation and financial assurance that funds will be available for project decommissioning costs.
9. Any other factors that the relevant to the proposed SES.

(4) Zoning Permit Requirements

- i. Permit Requirement. The owner must apply for and receive a Zoning Permit from the Department before installing, constructing, or expanding any Small SES.
- ii. Application Process. The application for a Zoning Permit shall be processed in accordance with the procedures set forth in Section 22-14 and 22-54 of the Jefferson County Code.
- iii. Permit Fee. The owner shall pay an application fee at the time the application is filed with the Department.
- iv. Application Requirement. The application for a zoning permit shall include the following items as applicable to the project:
 1. Name and contact information of applicant, owner and installer.
 2. A narrative of the proposed project, including a description of the subject property, address(es), parcel numbers, and any unique circumstances within the project area.
 3. Final design and site plans, which shall include a scalable drawing showing the location of all drives, entrances, easement labels and locations, trails, and signs; panels, inverters, energy storage systems, and any other planned infrastructure; vision clearance triangles; floodplain(s); wetland(s); and shoreland zone boundaries, and setbacks.

4. Documentation of all other permits and approvals.
 5. Other documentation as determined by the Department based on the scope of the individual project.
 6. A Point of Contact throughout the construction process.
- (5) Additional Permitting Requirements. Additional permits and processes may be required under the Jefferson County Zoning Ordinance.
- (6) Operator Ownership Change. Notice shall be provided to the County for any change in ownership of the Small Solar Energy System on or before the effective date of the change.
- (7) Other Approvals. A copy of all necessary state and federal permits and approvals shall be submitted to the Department within 30 days of receiving said authorizations.
- (8) Postconstruction Filing Requirement. Within 90 days of the date a Small SES commencing operation, the owner shall file with the Department an as-built description of the facility, an accurate map of the facility showing the location of all infrastructure, geographic information system (GIS) information showing the location of said infrastructure, and current information identifying the owner(s) and operator(s), including designated contact(s), of the Small SES.
- (9) Construction Meetings: As a condition of approval, the developer shall hold a preconstruction meeting, post construction meeting and update meetings with the local Town and County Officials as deemed necessary by the Department based on the scope of the project.
- (e) Large Solar Energy Systems (Large SES)
- (1) Zoning Permit Requirements
 - i. Permit Requirement. The owner must apply for and receive a Zoning Permit from the Department before installing, constructing, or expanding any Large SES.
 - ii. Application Process. The application for a Zoning Permit shall be processed in accordance with the procedures set forth in Section 22-54 of the Jefferson County Code.
 - iii. Permit Fee. The owner shall pay an application fee at the time the application is filed with the Department.
 - iv. Standards for Review. The standards for reviewing a permit application for a Large SES are consistent with Wis. Stat. 66.0401 and 66.0403 as well as Wis. Stat. 59.69 and are not more restrictive than the PSC-approved site plan as part of the Certificate of Public Convenience and Necessity.
 - v. Application Requirement. The application for a Zoning Permit shall include the following items, as may be applicable:
 1. Name and contact information of owner, applicant, and installer.
 2. A copy of the PSC authorization and a copy of the final application packet and documentation submitted to the PSC for approval;
 3. A narrative of the proposed project, including a description of the

subject property, address(es), parcel numbers, and any unique circumstances within the project area, as may have been identified during the PSC review;

4. Site Plan: A site plan shall be submitted including, but not limited to, the following:
 - a. Existing and proposed improvements
 - b. Existing and proposed structures
 - c. Existing and proposed topography
 - d. Existing and proposed fencing
 - e. Existing and proposed utilities
 - f. All above ground and underground components
 - g. Wetlands, waterways, ditches, underground drainage systems, etc.
 - h. Floodplain
 - i. Public roads, access roads and internal roadways
 - j. Access locations and driveways
 - k. Setbacks shall be identified in the site plan
 - l. A point of contact throughout the construction process.
- vi. Additional Permitting Requirements. Additional permits and processes may be required under the Jefferson County Zoning Ordinance.
- vii. Operator Ownership Change. Notice shall be provided to the County for any change in ownership of the Small Solar Energy System on or before the effective date of the change. and contact information of the new owner shall be included with the notice.
- viii. Other Approvals. A copy of all necessary state and federal permits and approvals shall be submitted to the Department within 30 days of receiving said authorizations.
- ix. Postconstruction Filing Requirement. Within 90 days of the date a Large SES commences operation, the owner shall file with the Department an as-built description of the facility, an accurate map of the facility showing the location of all infrastructure, geographic information system information (GIS) showing the location of said infrastructure, and current information identifying the owner(s) and operator(s), including designated contact(s), of the Large SES
- x. Construction Meetings: As a condition of approval, the developer shall hold a preconstruction meeting, a post construction meeting, and update meetings with the local Town and County Officials as deemed necessary by the Department based on the scope of the project.

(f) Accessory Solar Energy System (ASES)

- (1) Permit Requirement: The owner must apply for and receive a Zoning Permit from the Department before installing, constructing, or expanding any ASES.

- (2) Accessory Structure Limits: Ground-mounted systems shall not count toward accessory structure limitations in the underlying zoning district.
 - (3) Zoning District: ASES may be permitted in all zoning districts as an accessory structure, except the N and W zones.
 - (4) Height: An ASES must meet the following height requirements:
 - i. Roof mounted ASES shall not exceed the maximum allowed height in the underlying zoning district and shall not extend more than five feet above the surface of the roof.
 - ii. Ground or pole mounted ASES shall not exceed 18 feet in height when oriented at its maximum tilt.
 - (5) Setback(s):
 - i. Roof mounted ASES: In addition to the structure setback from the underlying zoning district, the ASES, including the collector surface and mounting devices, shall not extend more than three feet beyond the exterior perimeter of the building on which the structure is mounted or built.
 - ii. Ground or pole mounted ASES: Ground or pole mounted SES may not extend into the required yard setbacks for the underlying zoning district at any point.
 - (6) Lot Coverage:
 - i. Ground-mount systems total collector area shall not exceed one and a half times the building footprint of the principal structure
 - (7) Grades: The ASES shall utilize existing grades and the area of the ASES shall not be artificially elevated higher than the existing grades of the property.
- (g) Battery Energy Storage Systems (BESS)
- (1) Applicability: The requirements of this section apply to all battery storage system with a rated nameplate capacity of equal to or greater than 1 megawatt.
 - (2) Permitting Requirements:
 - i. BESS are required to obtain a Zoning Permit prior to the start of construction.
 - ii. BESS are subject to the requirements under section (d) above, as well as the standards listed in section (f), where applicable.
 - iii. BESS associated with a Large SES are subject to the requirements of section (e), above.
 - (3) General Requirements: Unless alternative or less restrictive requirements are specifically granted by the Planning & Zoning Committee after a case specific analysis during the permitting process, the following are requirements of all BESS:
 - i. Setbacks:
 - 1. 100 feet from residential, business, municipal, school, or town structures
 - 2. 100 feet from property lines and drinking water systems or sources
 - 3. Other setbacks as required by the underlying zoning district and

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- ii. All BESS shall be designed in compliance with all applicable building, fire, and electrical codes.
- iii. Security & Screening: BESS shall have a perimeter fence of at least 7 feet in height, consistent with the requirements established in National Fire Protection Association (NFPA) 70. BESS shall also comply with specifications established in NFPA 855 relating to barriers and buffering.
- iv. Safety Requirements: BESS shall comply with the latest published version of the National Fire Protection Association (NFPA) 855, *Standard for Installation of Stationary Energy Storage Systems*, as of the date of the submission of permit application, except where this section is more restrictive.
 - 1. Prior to the issuance of a Zoning Permit for a BESS, applicants are required to:
 - a. Submit documentation verifying the proposed design meets NFPA 855 requirements.
 - b. Submit an emergency response plan
 - c. Submit a plan for offering site specific training to the applicable fire service and emergency personnel prior to commencing operation
 - d. Conduct a hazard mitigation analysis if specified by NFPA 855
- v. BESS containers and structures shall be labeled with a date of first usage by a stamped metal nameplate including a serial number. Containers shall be clearly labeled and marked to identify their contents and contact information in case of emergency.
- vi. Decommissioning: A decommissioning plan that ensures the return of all participating properties to a useful condition, including removal of above-surface facilities and infrastructure that have no ongoing purpose, shall be provided by the applicant. The plan shall include a timeline for decommissioning, including anticipated commencement and completion dates.
 - 1. The decommissioning plan shall include, but is not limited to, financial assurance in the form of a bond, a parent company guarantee, or an irrevocable letter of credit, to be determined by applicant. The amount of the financial assurance shall not be less than the estimated cost of decommissioning the energy facility, after deducting salvage or recycling value, as calculated by a third party with expertise in decommissioning, hired by the applicant.

Accessory Dwelling Units

Proposed Zoning Ordinance Text Amendment

February 9, 2026

Amend the Following Sections to include Accessory Dwelling Unit as a CUP in the respective zoning district:

Sec. 22-125 (R-1 CUP)

- Add: (14) Accessory Dwelling Unit

Section 22-149 (R-2 CUP)

- Add: (16) Accessory Dwelling Unit

Section 22-243 (A-T CUP)

- Add: (23) Accessory Dwelling Unit

Section 22-280 (A-1 CUP)

- Add: (12) Accessory Dwelling Unit

Section 22-342 (A-3 CUP)

- Add: (9) Accessory Dwelling Unit

Section 22-377 (C CUP)

- Add: (47) Accessory Dwelling Unit

Section 22-516 (R/R CUP)

- Add: (12) Accessory Dwelling Unit

Amend Section 22-7 Definitions, to add the following definitions:

Definition.

“Accessory dwelling unit” means an additional single-family dwelling unit that is subordinate in size to a single-family dwelling and located on the same parcel as a single-family dwelling. It provides independent living facilities for one or more persons.

“Attached accessory dwelling unit” means an ADU that is physically connected to the principal single-family dwelling, sharing at least one common wall and being structurally interdependent.

“Detached accessory dwelling unit” means a standalone residential unit located on the same parcel or lot but separate from the principal single-family dwelling, serving as an accessory structure to the primary dwelling.

Create **Sec. 22-58. Accessory Dwelling Units (ADU)**

- (a) *Permit Required.* All accessory dwelling units shall require a conditional use permit as identified in Article III, Division 2 “Zoning Controls”
- (b) *General Standards and Criteria applicable to all Accessory Dwelling Units:*
 - a. The principal structure for the underlying district shall be present and constructed prior to an accessory dwelling unit.
 - b. No more than one (1) accessory dwelling unit may be permitted on any lot.
 - c. Accessory dwelling units cannot have more than two (2) bedrooms and may not exceed 1,000 sq. ft. in size.
 - d. Accessory dwelling units may be permitted either attached to the principal residence or in a detached structure.
 - i. Attached accessory dwelling units must have their own entrance and cannot share a main entrance with the principal residence.
 - ii. Detached accessory dwelling units may be created through new construction or constructed within an existing accessory structure, such as an ADU over or in a detached garage.
 - e. Accessory dwelling units shall only be permitted on lots meeting the minimum size requirements of the zoning district, applicable principal structure setbacks and lot coverage requirements. Accessory dwelling units shall not be permitted on non-conforming lots, substandard lots or within non-conforming structures.
 - f. Accessory dwelling units must meet all residential building and sanitary regulations.
 - g. The lot must have adequate off-street parking for the residents of both the principal residence/dwelling unit and the accessory dwelling unit in accordance with sec. 22-642.
 - h. The orientation of the proposed accessory dwelling unit shall, to the maximum extent practical, maintain the privacy of residents in adjoining dwellings. The committee may, as necessary, require screening between a property containing an ADU and adjacent properties.
 - i. Accessory dwelling units cannot be sold separately or transferred from the principal residence on the lot, nor from the lot on which the ADU sits.
 - j. The property owner must occupy either the principal structure or the accessory dwelling unit as their primary residence.
 - k. Each accessory dwelling unit shall have a separate fire number.
 - l. Sanitary Permitting
 - i. Private Onsite Wastewater Treatment Systems (POWTS): The principal structure and ADU shall be served by a code compliant POWTS sized for the total number of bedrooms present on the property.
 - ii. Sanitary Sewer System: A permit or written approval from the applicable Sanitary Sewer District shall be obtained prior to issuance of a zoning permit for an ADU.
 - m. Prior to the issuance of a permit for the construction of the accessory dwelling unit, the owner(s) shall file a deed restriction with the Register of Deeds Office stating that:
 - i. The independent sale of the accessory dwelling unit is prohibited; and
 - ii. An owner of the property must occupy either the principal dwelling unit or the accessory dwelling unit as their primary residence.

(c) *Additional Standards and Criteria for Specific Zoning Districts:*

a. Agricultural Zoning Districts (A-1, A-2, A-3, A-T)

- i. Minimum lot size: 1 acre
- ii. Shall be located within 500 feet of the principal residential structure.
- iii. In the A-1 Exclusive Agricultural Zone, be subject to the above i-iii, and:
 1. The ratio of nonfarm residential acreage to farm acreage on the parcel of record on which the residence is or will be located will not be greater than 1 to 20 after the residence is constructed or converted to a nonfarm residence, and
 2. There will not be more than 4 dwelling units in nonfarm residences, nor, for a new nonfarm residence, more than 5 dwelling units in residences of any kind, on the parcel of record after the residence is constructed or converted to a nonfarm residence, and
 3. The location and size of the proposed nonfarm residential parcel, and, for a new nonfarm residence, the location of the nonfarm residence on that nonfarm residential parcel, will not do any of the following:
 - a. Convert prime farmland from agricultural use or convert land previously used as cropland, other than a woodlot, from agricultural use if on the farm there is a reasonable alternative location or size for a nonfarm residential parcel or nonfarm residence.
 - b. Significantly impair or limit the current or future agricultural use of other protected farmland.

b. Residential Zoning Districts (R-1, R-2, C, R/R)

- i. Minimum lot size: as determined by the zoning district.
- ii. Number of Accessory Structures: An accessory structure ~~containing solely used as an~~ ADU shall continue to be counted towards the total number of accessory structures on a lot. If any portion of the structure is used for accessory residential storage, the building shall count towards the total number of accessory structures.

Amend Section 22-642 of the Zoning Ordinance related to Parking Requirements (add red text)

Sec. 22-642. - Parking requirements.

In all districts and in connection with every use, there shall be provided at the time any use or building is erected, enlarged, extended, or increased, off-street parking stalls for all vehicles in accordance with the following:

- (1) Adequate access to a public street shall be provided for each parking space, and driveways shall be at least ten feet wide for residential uses and a minimum of 24 feet for all other uses.
- (2) Size of each parking space shall be not less than 200 square feet exclusive of the space required for ingress and egress. A single stall garage or one stall in a multiple-stall garage may replace a single required parking space.
- (3) Location:

For residential uses, the parking location shall be on the same lot as the principal use.

For non-residential uses, the parking may be on the same lot as the principal use or not over 400 feet from the principal use.
- (4) No parking stall or driveway except in residential, community, or waterfront districts shall be closer than 25 feet from the residential, community, or waterfront district lot line or a street line opposite such a district.

(4) Surfacing. All off-street parking areas shall be graded and surfaced so as to be dust-free and properly drained. Any parking area for more than five vehicles shall have the aisles and spaces clearly marked.

(5) Curbs or barriers shall be installed so as to prevent the parked vehicles from extending over any lot lines.

(6)a. Number of parking stalls required is shown in the following table:

<i>Use</i>	<i>Minimum Parking Required</i>
Single-family dwellings, mobile homes and accessory dwelling units	2 stalls for each dwelling unit
Multifamily dwellings	1.5 stalls for each dwelling unit
Hotels, motels	1 stall for each guest room, plus 1 stall for each 3 employees
Hospitals, clubs, lodges, dormitories, lodging and boardinghouses	1 stall for each 2 beds, plus 1 stall for each 3 employees
Sanitarium institutions, rest and nursing homes	1 stall for each 5 beds, plus 1 stall for each 3 employees
Medical and dental clinics	3 stalls for each doctor
Churches, theaters, auditoriums, community centers, vocational and night schools and other places of public assembly	1 stall for each 5 seats
Colleges, secondary and elementary schools	1 stall for each 2 employees, plus 1 stall for each 10 students of 16 years of age or more
Restaurants, bars and places of entertainment	1 stall for each 50 square feet of floor area used by patrons
Repair shops, retail and service stores	1 stall for each 150 square feet of floor area
Manufacturing and processing plants, laboratories, and warehouses	1 stall for each 2 employees
Financial institutions, business, government and professional offices	1 stall for each 300 square feet of floor area
Funeral homes	1 stall for each 4 seats
Bowling alleys	5 stalls for each alley