

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

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE  
311 S. CENTER AVE., JEFFERSON, WI 53549  
8:30 A.M. ON MONDAY, NOVEMBER 28, 2016**

**1. Call to Order**

The meeting was called to order by County Board Chairman Jim Schroeder for the purpose to elect a temporary chair in the absence of the Committee's Chair and Vice-Chair. There was a motion by Jaeckel, seconded by Rinard to nominate Reese as the temporary chair. Motion carried.

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

Nass and David were absent. Schroeder, Reese, Rinard and Jaeckel were present. Also present were Andy Erdman, Director of Land Information; Mark Watkins, Director and Land and Water Conservation; and Rob Klotz, Deb Magritz and Matt Zangl, Zoning Department staff.

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

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

**4. Approval of the Agenda**

Decision on CU1900-16 will be moved up in order to accommodate the petitioner, who was present.

**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 October 31, November 14 and November 17, 2016 Committee Minutes**

Motion by Jaeckel, seconded by Rinard to approve the October 31 minutes as printed. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Rinard to approve the November 14 minutes as printed. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Rinard to approve the November 17 minutes as printed. Motion carried on a voice vote with no objection.

**7. Communications**

Klotz reported having received two new emails concerning the Hoard manure storage structure; both are in the Hoard file.

**8. October Monthly Financial Report for Land Information Office – Andy Erdman**

Erdman reported that there was a downturn in revenues for October, so total revenues are a little off from October 2015. However, they are still in line to meet revenue projections for 2016.

**9. November Monthly Financial Report for Zoning – Rob Klotz**

Klotz noted that 2016 revenues are up almost \$5,000 from those of November 2015. To date in 2016, we have exceeded revenue projections by \$31,000.

**10. Discussion and Possible Action on a Potential Modification of Permit CU1438-06 for WD Hoard & Sons/Hoard's Dairyman Farm to Reflect Changes Required to Maintain Compliance with the Siting Standards ATCP51 Regarding the Manure Storage Structural Repair Plan**

A roll call was taken, with Reese, Jaeckel, Rinard, Schroeder, Klotz, and Watkins noting their attendance. Watkins reported that there is a new repair plan for the Hoard facility, and added that the basin has been idle since January 2015. The new repair plan has been submitted to federal and state engineering agencies for review. Both agencies found that the repair plan was aggressive and should take care of the problem. Watkins visited the site on November 8 and found a repair crew at work implementing the repair, even though the repair plan had not been approved by the Planning and Zoning Committee. Carl Chenoweth of Resource Engineering then spoke. He prepared the repair plan, resulting in what he termed as a small two-day project. He advised Hoards to go ahead with the repair due to impending weather conditions. Chenoweth was on site for the repair and is prepared to certify the work. Klotz asked what the plan entailed and what the temperature limitations were. Chenoweth replied that the typical restriction is 45 degrees and rising; both days met that temperature restriction. The repair plan is relatively simple, Chenoweth said, utilizing crack repair with epoxy and caulking of expansion joints. Klotz reminded the Committee that with the conditional use permit allowing Hoards to have over 150 livestock units, ATCP51 requires manure management, and Hoards have chosen to utilize this basin for manure storage. Klotz and Watkins spoke of next steps. The repair plan needs to be approved, subject to engineering certification and live test addendum approval. Motion by Reese, seconded by Jaeckel to approve the plan and to authorize Watkins to act on their behalf to execute the addendum. Jaeckel asked what contingencies remain in the event that this plan fails. Steve Larsen said that Hoards remain confident that the problem can be fixed, and that is why Hoards is on this track. A roll call vote was taken, with Jaeckel, Rinard and Reese all voting yes.

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

**11. APPROVED WITH CONDITIONS Discussion and Possible Action on Petition R3932A-16 for Samantha Speich/Alfred & Sandra Speich Property, Presented in Public Hearing on October 20 and Subsequently Postponed: Create a 1-acre building site on **Highland Drive** in the Town of Sullivan from part of PIN 026-0616-0211-000 (62.598 Acres)**

**12. Discussion and Possible Action on Petitions Presented in Public Hearing on November 17, 2016:**

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

**APPROVED WITH CONDITIONS R3936A-16** on a motion by Reese, seconded by Jaeckel & two parts of CU1896-16 on a motions by Rinard, seconded by Jaeckel and by Jaeckel, seconded by Reese for Thomas A & Betty J Hardy: Rezone PIN 004-0515-2711-006 (2.296 Ac) at **N819 Howard Road**, Town of Cold Spring with CUP to allow, under 11.04(f)7 Conditional Uses hh. Retail sales of agricultural related items not grown on the premises & under Conditional Uses kk. Bed and Breakfast. All three motions carried on voice votes with no objection.

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

**APPROVED WITH CONDITIONS R3937A-16** on a motion by Jaeckel, seconded by Reese, & two parts of CU1897-16 on motions by Reese, seconded by Jaeckel and Jaeckel, seconded by Rinard for Thomas A & Betty Hardy: Rezone all of PIN 004-0515-2711-004 (22.849 Ac) with CUP under 11.04(f)7 Conditional Uses hh. Retail sales of agricultural related items not grown on the premises and under 11.04(f)7 Conditional Uses rr. Farm store, also including a restaurant as an ag-related use of produce and animals grown on the farm. The site is at **N831 Howard Road** in the Town of Cold Spring. All three motions carried on voice votes with no objection.

**Schroeder left the meeting at 9:49 a.m.**

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

**APPROVED WITH CONDITIONS R3938A-16** on a motion by Jaeckel, seconded by Rinard for Curt & Lottie Stenjem: Create a 1-acre building site on PIN 018-0713-3132-001 (7.585 Ac) near **W9697 Britzke Road** in the Town of Lake Mills. Motion carried on a voice vote with no objection.

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

**APPROVED WITH CONDITIONS R3939A-16** on a motion by Reese, seconded by Jaeckel for Timothy Otterstatter: Create a 1.49-acre lot around the buildings at **W2771 East Gate Drive** from PIN 032-0815-1231-000 (37.14 Ac) in the Town of Watertown. Motion carried on a voice vote with no objection.

**CONDITIONAL USE PERMIT APPLICATIONS**

**APPROVED WITH CONDITIONS CU1898-16** on a motion by Rinard, seconded by Jaeckel for Adam & Megan Schuett: Allow a commercial stable of 10 or more horses at **N3803 Duck Creek Rd**, Town of Jefferson on PIN 014-0615-1441-000 (36.492 Ac). The property is zoned A-1, Exclusive Agricultural. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS CU1899-16** on a motion by Reese, seconded by Jaeckel for Scott Construction Inc: Allow expansion of mineral extraction and processing including occasional use of a portable asphalt mix plant under Sec. 11.05(c) for the existing pit and operations originally approved under CU1447-06 and also as required by NR135, on PINs 014-0614-1921-002 (9.99 Ac), 014-0614-1923-002 (21.972 Ac), 014-0614-1924-001 (38.852 Ac) and 014-0614-1931-001 (20 Ac). The site is in an A-1, Exclusive Ag zone at **W7161 County Road J**, Town of Jefferson. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS CU1900-16** on a motion by Jaeckel, seconded by Reese for Steven J Statz: Allow an extensive on-site storage structure of 1,200 square feet, 17 feet in

height in a Residential R-2 zone at **N8878 River Rd.** The site is on PIN 032-0815-1411-002 (3.032 Ac) in the Town of Watertown. Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS CU1901-16** on a motion by Rinard, seconded by Jaeckel for Joan Key & Tammy Henningsen: Allow a kennel for up to ten dogs in an A-1, Ag zone at **W4285 County Road B**, Town of Farmington on PIN 008-0715-1712-001 (2.357 Ac). Motion carried on a voice vote with no objection.

**APPROVED WITH CONDITIONS CU1902-16** on a motion by Jaeckel, seconded by Reese for Steve and Jody Knoebel: Allow a commercial kitchen as an ag-related use, defined by the ordinance under 11.04(f)6 under Conditional Use d. for processing and sales of farm-grown produce and fruit-based products in the existing farm store at **N5648 South Farmington Rd.** The property is in the Town of Farmington in an A-1, Exclusive Ag zone on PIN 008-0715-2434-000 (25 Ac). Motion carried on a voice vote with no objection.

**13. Possible Future Agenda Items**

Hoard Dairyman Farm Manure Storage Structure

**14. Upcoming Meeting Dates**

**December 12, 2016, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**

**December 15, 2016, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**January 9, 2017 – Decision Meeting in Courthouse Room 203**

**Friday, January 13, 2017, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**

**January 19, 2017, 7:00 p.m. – Public Hearing in Courthouse Room 205**

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

**15. Adjourn**

Motion by Jaeckel, seconded by Rinard to adjourn the meeting. Motion carried on a voice vote, and the meeting adjourned at 10:30 am.



Don Reese, Secretary

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

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

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

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