

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

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Dick Jones; Lloyd Zastrow

**ROOM 203, COUNTY COURTHOUSE
320 S. MAIN ST., JEFFERSON, WI 53549
8 A.M. ON MONDAY, MARCH 2, 2009**

- 1. Call to Order**
The meeting was called to order by Vice-Chair Greg David at 8:04 a.m.
- 2. Roll Call**
Committee members present at 8:04 included David, Zastrow and Reese. Zoning staff members present were Rob Klotz, Michelle Staff and Deb Magritz. Nass and Jones were absent.
- 3. Certification of Compliance with Open Meetings Law Requirements**
Reese acknowledged compliance with open meetings law requirements.
- 4. Review of Agenda**
Item #16 & part of #20 were moved up on the agenda to after item #10.
- 5. Approval of January 15, January 26, February 13 and February 19, 2009 Meeting Minutes**
Motion by Reese/Zastrow to approved the minutes as presented. Motion carried on a voice vote with no objection.
- 6. Public Comment (Not to Exceed 15 Minutes and Not to Include Petitions Slated for Decision)**
There was no public comment.
- 7. Modification of Permit CU1438-06 for W D Hoard & Sons Co./Hoard's Dairyman Farm to Reflect Changes Required to Maintain Compliance With the Siting Standards of ATCP 51**
Roll call was taken; Nass, David, Reese and Zastrow were in attendance. Jones was absent. Explanation was given by Mark Watkins, Land and Water Conservation Department Director. He reported than Hoard's new plan was being reviewed by the state engineer, and that Department of Natural Resource comment was also expected. No action was taken at this time.
- 8. Modification of Permit CU1511-08 for Kevin Griswold/Tag Lane Farm, Town of Ixonia to Reflect Changes Required to Maintain Compliance with the Siting Standards of ATCP51**
Roll call was taken; Nass, David, Reese and Zastrow were in attendance. Jones was absent. Watkins explained that Tag Lane Farm wishes to use the basin of the

manure storage facility for temporary storage during the time when land spreading is prohibited by WPDES permit. Ristow added information. Motion by David/Reese to accept partial certification of the facility based upon February 6, 2009 information from Resource Engineering Associates, Inc., with population not to increase until certification is complete for the entire structure. A roll call vote was taken, with David, Zastrow, Nass and Reese all voting “aye.”

- 9. Discussion Regarding 1/23/09 Correspondence From Woodman & Associates Concerning Bed & Breakfast Establishments and Tourist Rooming Houses**
Klotz explained current regulations. Tim Anderson, Jefferson County Sanitarian, handed out Department of Health and Family Services (DHFS) regulations regarding hotels, motels and tourist rooming houses; a permit application and hotel-motel or tourist rooming house inspection report. He went on to explain the differences between bed & breakfasts and tourist rooming houses. Terry O'Connor also spoke.

- 10. Discussion Regarding Temporary Campgrounds and Festival Grounds**
Tim Anderson handed out DHFS regulations regarding campgrounds, a campground plan approval application and a campground inspection report. He spoke about state and county regulations and what he looks for to maintain safety for campers.

The previous two agenda items will be placed on next month's agenda for further consideration.

- 16. Request for Extension of Time Allowed for a Temporary Holding Tank on Renew Energy Property, N5355 Junction Road, Town of Aztalan**
A two-year extension for use of the temporary holding tank was requested. Motion by Zastrow/Reese to grant the two-year extension with the condition that the owners continue to pump the tank regularly. The motion carried on a voice vote with no objection.

PLEASE SEE INDIVIDUAL FILE FOR A COMPLETE RECORD OF THE FOLLOWING DECISION:

- 20. Decision on Petition Presented in Public Hearing on 10/16/08 and Subsequently Postponed:**
MODIFY AND APPROVE WITH CONDITIONS 3366A-08 – Mark Krause, Town of Jefferson
Don Bigelow, Town of Jefferson Chairman spoke. He felt that the Committee-requested lot placement did not offer the best location for road access, but stated that access could be granted on that modification. Motion by Nass/Reese to approve the modification as suggested by the Committee, on the southwest corner of the parcel. The motion carried on a voice vote with no objection.

A short break was taken at 9:36 a.m. The meeting resumed at 9:41 a.m.

- 11. Correspondence from Consolidated Koshkonong Sanitary District Regarding Flood Related Zoning Matters**
Klotz reviewed for the Committee a letter dated December 15, 2008 from the Consolidated Koshkonong Sanitary District and WI Department of Natural Resources.
- 12. Interdepartmental Sharing of Copier-Paper, Toner, Maintenance Costs**
Motion by Nass/David to use the department code system for copier use and to charge each department accordingly. Motion carried on a voice vote with no objection.
- 13. Charges to Other County Departments, Municipalities and Non-Profits for Public Hearings and Permits**
Motion by Nass/David to approved charging other departments, municipalities and non-profit organizations for public hearings and for permits. Motion carried on a voice vote with no objection.
- 14. Elimination of Re-issuance of Expired Sanitary Permits**
Motion by Reese/Zastrow to approve elimination of “re-issuance of expired sanitary permits” from the Zoning Department fee schedule. Motion carried on a voice vote with no objection. This will result in holders of expired permits having to reapply for new permits.
- 15. Land Use Permit Revision Fee**
Motion by David/Reese to institute a \$50 land use permit revision fee for changes to approved, processed permits. Motion carried on a voice vote with no objection.
- 17. Request by Ganos Holdings LLC to be Allowed Outside Storage at N8216 Oak Drive, Town of Ixonia**
Motion by Reese/David to approve the outside storage as per plan submitted by Morton Buildings. Motion carried on a voice vote with no objection.
- 18. Consideration of Five-Acre Farm Consolidation for Nate Holland, N4753 Paradise Road, Town of Jefferson**
Motion by Nass/David to deny the request, in keeping with the scope and language adopted in the Jefferson County Zoning Ordinance. Motion carried on a voice vote with no objection.
- 19. Consideration of Home Replacement for Gary Anderson, W4382 Emerald Dr., Town of Watertown, at More Than 100 Feet From Its Existing Location**
Motion by Nass/David to approve the request for home replacement as per plan and narrative submitted by Dale Weis of Weis Excavating. Motion carried on a voice vote with no objection.

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

- 20. Decision on Petition Presented in Public Hearing on 12/18/08 and Subsequently Postponed:**
APPROVE WITH CONDITIONS CU1539-08 – Michael Kramer/Michael & Patricia Kramer, Greg Campbell Trust Property, Town of Palmyra on a motion by Zastrow/David. Motion carried on a voice vote with no objection.
- 21. Decisions on Petitions Presented in Public Hearing on 2/19/09:**
APPROVE WITH CONDITIONS 3386A-09 – Dean & Diane Evenson/Arlene Evenson Property, Town of Oakland on a motion by Nass/Reese. Motion carried on a voice vote with no objection.
APPROVE WITH CONDITIONS 3385A-09 – Dennis Storck/Dennis Storck & Ronald Rew Property, Town of Koshkonong on a motion by Nass/Reese. Motion carried on a voice vote with no objection.
APPROVE WITH CONDITIONS 3384A-09 – Cliff Fuller/Thomas & Rhonda Fuller Property, Town of Cold Spring on a motion by Reese/David. Motion carried on a voice vote with no objection.
- 22. Upcoming Meeting Dates**
March 13 @ 8 a.m. – Site Inspections Leaving From Courthouse Room 203
March 19 @ 7 p.m. – Public Hearing in Courthouse Room 205
March 30 @ 8 am. – Decision Meeting in Courthouse Room 203
MONDAY, April 13 @ 8 a.m. – Site Inspections Leaving From Courthouse Room 203
April 16 @ 7 p.m. – Public Hearing in Courthouse Room 205
April 27 @8 a.m. – Decision Meeting in Courthouse Room 203
- 23. Adjourn**
Motion by Zastrow/David to adjourn at 10:45 a.m. Motion carried on a voice vote with no objection.

Don Reese, Secretary