

**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  
8:30 A.M. ON MONDAY, MARCH 1, 2010**

**1. Call to Order**

The meeting was called to order by Vice-Chair Greg David at 8:30 a.m.

**2. Roll Call**

Committee members present at 8:30 were David, Zastrow and Reese. Zoning staff in attendance included Rob Klotz and Deb Magritz. Andy Erdman, Land Information Office Director and Mark Watkins, Land and Water Conservation Department were also present.

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

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

**4. Review of Agenda**

There were no changes proposed.

**5. Approval of December 28, February 1 and February 18 Meeting Minutes**

Motion by Reese/David to approve the minutes as presented. Motion carried on a voice vote with no objection.

**Steve Nass arrived at 8:31 a.m.**

**6. Public Comment (Not to Exceed 15 Minutes and Not to Include Petitions Slated for Decision)**

There was no public comment.

**7. Update on SB507 Which Proposes a Flat Amount for Recording of Documents in the Register of Deeds Office and Will Increase Funding for the Land Information Modernization Program – Andy Erdman**

Erdman explained points of the bill and handed out a chart showing the projected results for Jefferson County of a flat \$25 fee and a flat \$30 fee.

**8. Discussion and Possible Action on Resolutions/Contract Regarding Community Development Block Grant Applications**

- Jefferson County-Rock River Restudy Proposal for Updated LIDAR and Orthophotos
- Addition of and Prioritization of Floodplain Studies of Rock River Tributaries

- Lake Ripley Study/Floodplain Map Amendment  
Jefferson County's request for state money for updated LIDAR was denied. Both the "Addition of and Prioritization of Floodplain Studies of Rock River Tributaries" and "Lake Ripley Study/Floodplain Map Amendment" are tied in to a funding request, and there was no new information to present at this time.

**9. Scoping and Contract Discussion and Possible Decision Regarding Vandewalle and Associates' Work on Agricultural Preservation Plan/Chapter 91**

Klotz reported that there would be a teleconference on 3/2/10 including Vandewalle and Associates, Steve Grabow, Dennis Heling, Andy Erdman and he, in which language would be developed for the contract. He noted that an addendum to the existing plan is proposed, rather than recreating a whole new plan. Klotz added that Jefferson County has been approved for grant funding from DATCP, but in order to collect that money, we must present a plan that meets with DATCP approval.

**10. Discussion Concerning DNR Notification Regarding Wetland Delineation**

Department of Natural Resource staff will no longer help counties with wetland delineation, according to information received by Klotz.

**11. Wisconsin Shoreland/Wetland Protection Program/Chapter NR115 Ordinance/Grant Discussion and Possible Decision**

NR115 has been changed, and our county ordinance must be updated by 2/1/12 to comply; Klotz suggested adopting the state model. John Molinaro has asked the Land and Water Conservation Department for help in writing a grant, as up to \$5,000 reimbursement may be requested from the state to help cover costs. Jefferson County could potentially use funds to offset some expenses such as the costs of publication, but if we adopt the state model, that dollar amount may not be necessary. Motion by David/Reese to delay pursuing a grant at this time until the model is available for review.

**12. Discussion Regarding a Possible Business Zone and Conditional Use Request Adjacent to the Glacial River Bike Trail in the Town of Koshkonong**

Chris Swart was in attendance and explained his request to install vending machines under a park-type shelter along the bike trail. He has already approached the Parks Committee and gotten positive response. The area he has in mind is in the urban service area of the City of Fort Atkinson, and the proposal complies with the City's master plan. The Committee determined that this would fit better as a conditional use in an A-2 zone rather than a Business zone. Motion by Nass/David to have staff proceed by taking the unclassified/unspecified use to the Board of Adjustment, and if approved, to proceed with zoning ordinance amendment.

**13. Request by Dale Weis to Replace a Home on Probst Lane Approximately 180 Feet from its Existing Location in the Town of Jefferson**

Klotz read aloud a letter from Weis and further explained the situation. Weis would have been able to replace the existing home within 100 feet of its existing location, but that would still have placed it in prime ag soils without achieving the level of clustering that his proposed location affords. The proposal includes access onto Probst Lane rather than onto USH 18, which results in safer access as well. Motion by Zastrow/David to approve the home replacement 180 feet north of its existing location; motion carried on a voice vote with no objection.

**14. Request by Mark Peterson to Allow a Holding Tank for an Accessory Structure at W2693 Bakertown Rd, Town of Farmington**

A letter written by Dale Weis on behalf of Mark Peterson was read by Klotz. It explained that there was not room to put in a new system, and that it would be cost-prohibitive to hook up to the existing system. Motion by Reese/David to approve the holding tank provided that it is not used to make the building habitable; only accessory residential uses apply. This is only approved due to limitations of the property, including its slope. Motion carried on a voice vote with no objection.

**15. Request by John and Jane Bound to Reconsider Conditions of Approval for Zoning Amendment 2175A-00 in the Town of Jefferson**

After explanation by Klotz and reading the letter from Jim Woodman on behalf of the Bounds dated February 15, 2010, the Committee determined that its initial decision regarding the Bounds' rezoning request was in error. They agreed that the approved lot should not have been considered prime, therefore additional lots could be requested. They directed that information should be obtained from Corporation Counsel as to how to proceed.

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

**16. Decisions – Petitions Presented in Public Hearing on February 18, 2010:**

**APPROVED** 3451T-10 – Jefferson County/Floodplain Ordinance Text Amendment

**APPROVED WITH CONDITIONS** CU525M-10 – B R Amon & Sons, Inc./Eugene Radloff & Wardland Inc Properties

**APPROVED WITH CONDITIONS** CU1607-10 – Terry & Mary O'Connor/Aztalan Fields LLC Property

**17. Upcoming Meeting Dates**

March 12, 8 a.m. – Site Inspections Leaving From Courthouse Room 203

March 18, 7 p.m. – Public Hearing in Courthouse Room 205

March 29, 8:30 a.m. – Decision Meeting in Courthouse Room 203

April 9, 8 a.m. – Site Inspections Leaving From Courthouse Room 203

April 15, 7 p.m. – Public Hearing in Courthouse Room 205

April 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203

**18. Adjourn**

Motion by Reese/David to adjourn at 9:58 a.m. Motion carried on a voice vote with no objection.

**Donald Reese, Secretary**