

**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 29, 2010**

- 1. Call to Order**
The meeting was called to order by Vice-Chairman David at 8:30 a.m.
- 2. Roll Call**
Committee members present at 8:30 included David, Jones, Reese and Zastrow. Zoning Department staff members in attendance were Rob Klotz and Deb Magritz. Guests included Mark Roffers and Jessica Schmiedicke of Vandewalle and Associates, Mike Burow, Dennis Heling, John Molinaro, Sharon Schmeling, Gary Petre, Andy Erdman and Phil Ristow.
- 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 March 1, March 12 and March 18, 2010 Meeting Minutes**
Motion by Reese/Zastrow to approve all of 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.

Steve Nass arrived at 8:33 a.m.

- 7. Introduction to Chapter 91 Farmland Preservation Plan and Ordinance Recertification Process with Vandewalle and Associates**
Mark Roffers and Jessica Schmiedicke of Vandewalle and Associates introduced themselves to those in attendance; introduction of the Committee and guests was conducted. Roffers explained that Vandewalle and Associates was retained to help the County meet requirements of the Working Lands Initiative by updating the A-1 and A-3 zones. Ristow noted that deliverables are due 8 months prior to 12/31/11. Klotz noted that the intention is to make changes to be in compliance with Chapter 91, but to keep most of the current plan. Roffers expressed that it is highly doubtful that changes would be considered comprehensive, but that 9 of the 16 towns must not disapprove or the changes cannot occur. Handouts were distributed comparing the current plan and Working Lands Initiatives. Roffers spoke about process, including establishment of a steering committee. It was determined that the steering committee would be advisory to the Zoning and Planning Committee, with the Zoning and Planning Committee as the decision-making body. A motion was made by Jones/Zastrow to form a steering

committee comprised of the Planning and Zoning Committee, three Town representatives, one crop farmer, one livestock farmer, one Land and Water Conservation Committee representative, one Farmland Conservation Easement Commission representative and one Economic Development representative. Motion carried on a voice vote with no objection. Committee chairpersons of Land and Water Conservation Committee, Economic Development and Farmland Conservation Easement Commission will each appoint a representative; farm community representatives will be chosen by Petre from a list of potential appointees to be provided by Farm Bureau; Town representatives will be suggested by the Towns Association. Motion by Zastrow/David to compensate steering committee members with a per diem and mileage at the same rate as is paid current County Board member. Motion carried on a voice vote with no objection. Motion by David/Reese to approve the public participation plan submitted by Vandewalle and Associates with review by Corporation Counsel and with minor corrections as discussed. Motion carried on a voice vote with no objection.

A break was taken at 10:22 a.m. The meeting resumed at 10:30 a.m.

9. Final Notification to Owners of Substantially Damaged Residences Required to be Removed as a Result of the 2008 Flood

Klotz noted that over 500 assessments were completed, with over 200 residences sustaining damage. After reassessment, approximately 50 homes remained substantially damaged. Klotz suggested starting the removal process with those that are not in line for buyout; Zoning will work with Emergency Management on the issue. Motion by Jones/Reese to proceed as suggested; motion carried on a voice vote with no objection.

8. Wisconsin's Shoreland/Wetland Protection Program/Chapter NR115 Model Ordinance Discussion

Klotz reported that Greg Breese, head of the state shoreland/wetland program has been working closely with Wisconsin County Code Administrators on the model; a draft came out on March 23, 2010, and a second draft is in the working stage. We have two years to adopt the new regulations; Klotz suggested adopting a good working model and revise it as needed. The state has \$5,000 per in county in grant monies available; Klotz feels we could apply for the grant to rewrite or publish the ordinance. Molinaro suggested using the model, taking the current ordinance and melding them with assistance from Patricia Cicero, Land and Water Conservation Department and Paul Dearlove, Lake Ripley Management District. Motion by Nass/David have LWCD write the grant now if in fact the deadline for the use of the money is in more than twelve months, potentially the total twenty-four months. If the deadline for using the grant money is in less than twelve months, we will wait for the second application period to apply. Motion carried on a voice vote with no objection.

10. Septic Maintenance Program – Discussion Regarding Fees, Failures, Floodplain Private On-site Waste Treatment Systems (POWTS), High Groundwater POWTS, and State Determinations of Failure

Klotz explained the situation and asked the Committee for input on what dictates a failure and order for replacement; currently the standards include discharge onto ground surface, buildings or zones of seasonal saturation. If none of these exist, there's no statutory provision for the county to fail the system. He suggested adopting a text amendment to adopt the maintenance program, beginning an inventory and start sending letters out to property owners. Discussion regarding paying for administration of the program followed.

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

11. Decisions – Petitions Presented in Public Hearing on March 18, 2010:

APPROVED WITH CONDITIONS 3452A-10 on a motion by Zastrow/Reese & CU1608-10 on a motion by Jones/Reese – Ronald Klement, Town of Koshkonong. Motions carried on voice votes with no objection.

APPROVED WITH CONDITIONS 3453A-10 on a motion by Reese/Jones & CU1609-10 on a motion by Jones/Reese – Terry & Mary O’Connor/Lake Mills Country Farm, LLC Property, Town of Jefferson. Motions carried on voice votes with no objection.

APPROVED WITH CONDITIONS 3454A-10 on a motion by Zastrow/Reese & CU1610-10 on a motion by Jones/David – Dale Weis Trust, Town of Farmington. Motions carried on voice vote with no objection.

APPROVED WITH CONDITIONS 3455A-10 – Hwy D, LLC, Town of Watertown on a motion by Zastrow/Jones. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS 3456A-10 – Lewis Tripi Sr, Town of Watertown on a motion by Reese/David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS 3458A-10 - Susan Meske/Frank & Jennie Meske Property, Town of Sumner on a motion by Zastrow/Reese. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS 3459A-10 – John Prisk, Town of Sumner on a motion by Reese/Zastrow. Motion carried on a voice vote with no objection.

POSTPONED 3460A-10 – Alice Kemna, Town of Oakland on a motion by Nass/David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS 3461A-10 – Digi-Star/Dennis & Mary Brant Properties, Town of Koshkonong on a motion by Reese/Zastrow. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS 3462A-10 – Jeffrey A Kind, Town of Jefferson on a motion by David/Jones. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS 3464A-10 – Ben Jasper, Town of Concord on a motion by David/Zastrow. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS 3465A-10 on a motion by Reese/Zastrow & 3466A-10 on a motion by Reese/David – Ben Jasper, Town of Concord. These amendments will not be sent to County Board until the farm consolidation lot is approved and recorded. Motions carried on voice votes with no objection.

APPROVED WITH CONDITIONS 3467A-10 on a motion by Zastrow/David & 3468A-10 and a motion by David/Jones – Steve Knoebel, Town of Farmington. Motions carried on a voice vote with no objection.

APPROVED WITH CONDITIONS 3457A-10 – Tom Stade/Thomas & Michael Stade Property, Town of Waterloo on a motion by Reese/David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS 3463A-10 – ABC Acres, Inc., Town of Hebron on a motion by Reese/Jones. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1611-10 – John Prisk, Town of Sumner on a motion by Reese/David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1612-10 – Wardland Inc/Union Cemetery Association Properties, Towns of Oakland and Jefferson on a motion by Reese/David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1613-10 – Jane Schuett, Town of Milford on a motion by Zastrow/David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1614-10 – Bonnie Crawford, Town of Farmington on a motion by Jones/David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1615-10 – Christopher Veldkamp, Town of Cold Spring on a motion by Zastrow/Nass. Motion carried on a voice vote with no objection.

12. Upcoming Meeting Dates

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

May 14, 8 a.m. – Site Inspections Leaving from Courthouse Room 203

May 20, 7 p.m. – Public Hearing in Courthouse Room 205 (Klotz will be gone)

DECISION REGARDING THIS DATE, 8:30 am. – Decision Meeting in Courthouse Room 203 – May 24, 2010

13. Adjourn

Motion by Nass/Reese to adjourn at 12:53 p.m. Motion carried on a voice vote with no objection.

Don Reese, Secretary