

MINUTES
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, APRIL 27, 2015

1. **Call to Order**
The meeting was called to order at 8:30 by Chairman Nass.
2. **Roll Call**
All Committee members were present. In addition, Rob Klotz, Michelle Staff and Deb Magritz from the Zoning Department were in attendance.
3. **Certification of Compliance with the Open Meetings Law**
Reese verified that the meeting was being held in compliance with open meetings law requirements.
4. **Review of the Agenda**
It was determined that order of agenda items could be modified to accommodate members of the audience in attendance.
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 March 30, April 13 and April 16 Committee Minutes**
Motion by Jaeckel, seconded by Rinard to approve the March 30 minutes as presented.
Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Rinard to approve the April 13 minutes as presented.
Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Rinard to approve the April 16 minutes as presented.
Motion carried on a voice vote with no objection.
7. **Communications**
There were no communications.
11. **Decisions on Petitions Presented in Public Hearing on April 16:**
APPROVE WITH CONDITIONS CU1817-15 – Kyle Webb, Town of Concord on a motion by Nass, seconded by David; motion carried on a voice vote with no objection.
13. **Request by David Raymond to Waive Requirement for Town Input on Variances**
Klotz explained the history of this request. Mr. Raymond further explained his situation. After discussion it was determined that Klotz will follow through with the Board of

Adjustment and will send Mr. Raymond notice of their action. It was also decided that this would be a good agenda item for the Towns Association.

8. **Monthly Financial Report for Land Information Office – Andy Erdman**
Erdman was unavailable, but his report was shown.
9. **Monthly Financial Report for Zoning – Rob Klotz**
Klotz explained his report, and suggested that it may indicate the first sustained uptick in several years.
10. **Final Plat Review for Autumn Ridge III, Town of Ixonia (Preliminary Plat Approved on March 28, 2005)**
Staff explained the review. She spoke of having to change a road name and listed recommended provisions of approval in a memo dated April 27, 2015. Motion by Nass, seconded by Jaeckel to approve the final plat; motion carried on a voice vote with no objection. Staff explained the next steps in the process for the subdivision.
11. **Decisions on Petitions Presented in Public Hearing on April 16:**
POSTPONED R3798A-15 – Cindy Krull-Begeman, Town of Aztalan on a motion by Nass, seconded by David; motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3799A-15 – William & Kathleen Olszewski, Town of Aztalan on a motion by Reese, seconded by Jaeckel; motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3800A-15 – Michael R Wells/Raymond J & Lucille M Wells Trust, Town of Waterloo on a motion by Reese, seconded by David; motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3801A-15 – Timothy Strobel, Town of Watertown on a motion by Reese, seconded by David; motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS R3802A-15 – John Turner/Don & Catherine Turner Property, Town of Watertown on a motion by David, seconded by Jaeckel; motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS CU1818-15 – Michael Dittmann, Town of Farmington on a motion by Jaeckel, seconded by Reese; motion carried on a voice vote with no objection.
DENIED CU1819-15 – Jaye Haberman/Suzanne B Chadwick Trust Property, Town of Milford on a motion by Jaeckel, seconded by Nass; motion carried on a voice vote with no objection.
APPROVED WITH CONDITIONS CU1820-15 – William & Vicki Gridley, Town of Sullivan on a motion by Jaeckel, seconded by Reese; motion carried on a voice vote with no objection.
12. **Policy for Dedication of Public Roads by Certified Survey Map**
There was nothing new to report-no action was taken.
14. **Discussion and Possible Action on NR115 and Adoption of 2014 Wetland Maps and Ordinance Adoption – Sewered Areas Modification**
Klotz explained an option for regulation in sewerred, high density areas. Staff and Klotz added information regarding impervious surface area as it pertains to lot coverage. Motion by Nass, seconded by Rinard, to remain with the single level of regulation. Motion carried on a voice vote with no objection.

- 15. Discussion and Possible Action on Changes to Existing Fee Schedule to Support Purchase of Ag Easements by Jefferson County**
Klotz reported that in order to gain \$25,000, A-3 rezoning application fees would have to increase by \$250, assuming 100 applications are taken per year. He spoke of other options, such as adding \$42 to each land use permit assuming 600 land use permits are issued per year. Nass wondered how other counties charge. This led to a discussion regarding overall fee increases by percentage. Nass asked Klotz to put together a simple chart for options.
- 16. Discussion and Possible Action to Change the Definition of “Single-Family Dwelling” to Exclude Short-Term Leases or Rentals for Less Than a Specified Time Period, ie. 3 Months, 6 Months, 1 Year**
Klotz gave the history to date. The Committee asked that this go to the Towns Association.
- 17. Possible Future Agenda Items**
None were listed.
- 18. Upcoming Meeting Dates**
May 18, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
May 21, 7:00 p.m. – Public Hearing in Courthouse Room 205-**Klotz will be absent**
June 1, 8:30 a.m. – Decision Meeting in Courthouse Room 203
June 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
June 18, 7:00 p.m. – Public Hearing in Courthouse Room 205-**David will be absent**
June 29, 8:30 a.m. – Decision Meeting in Courthouse Room 203
- 19. Adjourn**
Motion by Jaeckel, seconded by David to adjourn at 10:29 a.m. Motion carried on a voice vote with no objection.



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.jeffersoncountywi.gov.

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.

