

**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
8:30A.M. ON MONDAY, JULY 27, 2015**

1. **Call to Order**
The meeting was called to order by Chairman Nass at 8:30 a.m.
2. **Roll Call (Establish a Quorum)**
All Committee members were present at 8:30 a.m. Also present were Rob Klotz, Michelle Staff and Deb Magritz of the Zoning Department.
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. **Approval of the Agenda**
It was determined that decision items would be moved up in order after the financial reports to accommodate guests 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 June 29, July 13 and July 16 Committee Minutes**
Motion by Reese, seconded by Rinard to approve the June 29 minutes as presented.
Motion carried on a voice vote with no objection.

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

Motion by Jaeckel, seconded by Reese to approve the July 16 minutes as presented.
Motion carried on a voice vote with no objection.
7. **Communications**
There were no communications.
8. **June Monthly Financial Report for Land Information Office – Andy Erdman**
Erdman noted that June was a good revenue month for the Land Records business unit. The Surveyor's revenues are down from last year, but Erdman thought it would still make projections.
9. **July Monthly Financial Report for Zoning – Rob Klotz**

Klotz reported that, at this point in time, revenues are down for the month as compared with July 2014, but by the end of the week we may still make projections.

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

10. Request for Reconsideration of and Possible Action on R3798A-15 for Cindy Krull, Postponed by the Planning and Zoning Committee on April 27, 2015

Klotz read Ken Wilkowski's letter of June 25, 2015 aloud. There was considerable discussion, with the end result being a motion by Reese, seconded by Nass to allow only two one-acre lots, removing the flag lot and clustering them on the east lot line. Motion carried on a voice vote with no objection.

11. Discussion and Possible Action on Petitions Presented in Public Hearing on July 16, 2015:

APPROVED WITH CONDITIONS R3816A-15 – Joel Hebbe, Town of Koshkonong on a motion by Jaeckel, seconded by Reese. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1831-15 – Richard Rozelle/Ronald Drost Property, Town of Cold Spring on a motion by Jaeckel, seconded by David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1835-15 – Keith & Maureen Kolb, Town of Oakland on a motion by Jaeckel, seconded by David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS R3814A-15 – Steve Aschbrenner, Town of Oakland on a motion by Nass, seconded by Reese. Motion carried on a voice vote with no objection.

POSTPONED – PETITIONER DID NOT ATTEND PUBLIC HEARING - R3815A-15 – Eldyn Pitzner, Town of Farmington

APPROVED WITH CONDITIONS R3808A-15 – Josh & Christine Wickland/David & Harriet Wickland Property, Town of Palmyra on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS R3817A-15 – Dale Hardtke/Leon & Dale Hardtke Property, Town of Watertown on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

POSTPONED R3818A-15 & R3819A-15 – Dane Hartwig, Town of Farmington on a motion by Nass, seconded by Reese. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1832-15 – Daniel Horvatin, Town of Hebron on a motion by Jaeckel, seconded by Reese. Motion carried on a voice vote with no objection.

POSTPONED CU1833-15 – Dale Jenkins, Town of Lake Mills on a motion by Reese, seconded by Nass. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1834-15 – Stephen M Gardner/Douglas Wollin Property, Town of Milford on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1836-15 – Michael & Sonya Theis, Town of Oakland on a motion by Nass, seconded by Jaeckel. Motion carried on a voice vote with no objection.

POSTPONED CU1837-15 – Robert Dunham & Dwan Schuck, Town of Waterloo on a motion by Nass, seconded by David. Motion carried on a voice vote with no objection.

12. **Salvage Yard Licensing for 2015-2016**
Klotz gave a brief report, noting that there are 13 or 14 licensed yards in the county. Motion by Rinard, seconded by Reese to approve licensing of all the yards subject to maintaining all salvage material and unlicensed vehicles behind fences. Motion carried on a voice vote with no objection.
14. **NR115 Update**
Klotz explained that the new law is in effect, and therefore DNR is working on a model ordinance with which to regulate.
15. **Towns Association Meeting Update**
Klotz will be attending the next meeting, on July 28 at 7 p.m. at Palmyra High School. He spoke of topics that he will bring forward.
16. **Possible Future Agenda Items**
17. **Upcoming Meeting Dates**
August 17, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
August 20, 7:00 p.m. – Public Hearing in Courthouse Room 205
August 31, 8:30 a.m. – Decision Meeting in Courthouse Room 203
September 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
September 17, 7:00 p.m. – Public Hearing in Courthouse Room 205
September 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203
13. **2016 Budget**
Klotz explained his 2016 proposed budget. He is projecting revenues to be \$148,000. Targeted expenditures are at \$365,000, and Klotz is proposing expenditures to be \$319,000. Motion by Nass, seconded by David to approve the preliminary numbers. Motion carried on a voice vote with no objection.
18. **Adjourn**
At 10:30 a.m., a motion was made by Reese and seconded by Jaeckel to adjourn the meeting. 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.

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.