

**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
8:30 A.M. ON MONDAY, DECEMBER 21, 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. Also present were Rob Klotz, Michelle Staff and Deb Magritz from 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**
Motion by Rinard, seconded by Jaeckel to approve the agenda as presented. Motion carried on a voice vote with no objection.
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 November 30, December 14 and December 17, 2015 Committee Minutes**
Motion by Reese, seconded by Rinard to approve the November 30 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Reese, seconded by David to approve the December 14 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by David to approve the December 17 minutes as presented. Motion carried on a voice vote with no objection.
7. **Communications**
Klotz handed out a preliminary draft of the revised Shoreland/Wetland Ordinance. In the first week of January, Klotz and Staff will attend a meeting with DNR on this topic. He also noted that a repair bill is under consideration. Our plan is to take the ordinance to public hearing in February and to County Board in March.
8. **November 2015 Monthly Financial Report for Land Information Office – Andy Erdman**

Erdman noted that we are a little over last year's revenues in the Land Records Management budget, mostly from recording documents. Map sales and subscription fees are slightly up also. It appears that the surveyor will make up his revenues with billable fees.

- 9. Discussion and Possible Action on the Land Information Plan Update –Andy Erdman**
In order to stay eligible for Department of Administration (DOA) funds, Land Information Plans must be updated every three years, Erdman explained. He presented a draft plan update and spoke of upcoming projects and goals, foundational elements, Land Information systems, Strategic Initiative grants, completed project and long-term projects. If approved, this plan is sent to the DOA and then out for peer review. Erdman expects to bring the plan back to the Planning and Zoning Committee in February or March, and then send it to County Board for final approval. Motion by Reese, seconded by Rinard to approve the plan; motion carried on a voice vote with no objection.
- 10. Discussion and Possible Action on the Strategic Initiative Grant-Andy Erdman**
Erdman explained that there is a \$50,000 grant available, for which we must supply a \$10,000 match. In-kind work is acceptable as a match. Erdman also spoke of using funds from a remote access account for parcel mapping updates. Motion by Reese, seconded by Rinard to approve; motion carried on a voice vote with no objection.
- 11. December 2015 Monthly Financial Report for Zoning – Rob Klotz**
Klotz noted that we have already met annual revenue projections, though revenues for the second half of the year are down.
- 12. Update on Discussion and Possible Modification of Permit CU1438-06 for WD Hoard & Sons/Hoard's Dairyman Farm to Reflect Changes Required to Maintain Compliance with the Siting Standards of ATCP51 Regarding the Manure Storage Structural Repair Plan**
A roll call vote was taken, with David, Rinard, Jaeckel, Nass and Reese in attendance. Also signifying attendance were Mark Watkins of the Land and Water Conservation Department and Klotz. Watkins explained that he had hoped to cover this in January, but a problem arose. Refill of the manure storage structure began in July of 2015, but a November call to Watkins from Hoards indicated issues. Manure is being removed and will be left empty and cleaned. Another repair plan is anticipated. Klotz asked about the plan for manure management meanwhile; Watkins explained that Hoards will use daily haul. David asked if Watkins felt that this situation occurs on other sites. Watkins could not say.
- 13. Consideration of Mini-Pigs as Household Pets**
Klotz reviewed the facts to date. There are zoning concerns about potential size of animals perhaps reaching 150 pounds or more. He explained that a Zoning Ordinance text amendment would be required. Nicole Miller spoke. Jaeckel expressed some concerns. Committee discussion ensued. Nass suggested running the item through a Towns' Association meeting and getting more information from a city that has already approved such an ordinance. Klotz also suggested that we enlist the help of LaVern Georgson, UWExt Ag Agent. This item will be placed on both January and February Committee decision meeting agendas.

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

14. **POSTPONED Reconsideration and Possible Action on Petition R3834A-15 for Saddle Wish Farm LLC, Town of Concord** on a motion by Reese, seconded by David. Motion carried on a voice vote with no objection.

15. **Discussion and Possible Action on Petitions Presented in Public Hearing on December 17, 2015:**
 - POSTPONED** R3858A-15 – Wayne & Joanne Armstrong to rezone approximately 2 acres to add it to an adjoining A-3 zoned lot at W8135 US Highway 12 in the Town of Oakland on a motion by Nass, seconded by David. Motion carried on a voice vote with no objection.
 - APPROVED WITH CONDITIONS** R3859A-15 – Wayne & Joanne Armstrong to create a 2-acre building site on Oestreich Lane in the Town of Oakland on a motion by Jaeckel, seconded by Reese. Motion carried on a voice vote with non objection.
 - APPROVED WITH CONDITIONS** R3860-15 – Lars Hans Lein/Lein Acres LLC Property to create a 2-acre building site on Woodside Road and a 4-acre building site on Rockdale Road in the Town of Sumner on a motion by Reese, seconded by David. Motion carried on a voice vote with no objection.
 - APPROVED WITH CONDITIONS** R3861A-15 – Wilbur Miller to create a 3.5-acre building site at N8402 Witte Lane in the Town of Watertown on a motion by Nass, seconded by Reese. Motion carried on a voice vote with no objection.
 - APPROVED WITH CONDITIONS** CU1862-15 – Frank Pedone/Pedone Investments LLC Property to allow a construction company as a tenant at W1223 Linden Road in the Town of Ixonia on a motion by Nass, seconded by Reese. Motion carried on a voice vote with no objection.

16. **Possible Future Agenda Items**
 - Mini-pigs – invite LaVern Georgson to an upcoming meeting

17. **Change in Meeting Dates in Part to Accommodate a Change in Board of Supervisors Rules of Order:**
 - February 22, 2016 in place of February 29, 2016
 - May 23, 2016 in place of May 30, 2016 (Memorial Day)
 - October 24, 2016 in place of October 31, 2016
 - December 19, 2016 in place of December 26, 2016 (Christmas Holiday)

18. **Upcoming Meeting Dates**
 - January 18, 2016, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203 – **Jaeckel will be absent**
 - January 21, 7:00 p.m. – Public Hearing in Courthouse Room 205
 - January 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203
 - February 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
 - February 18, 7:00 p.m. – Public Hearing in Courthouse Room 205
 - February 22, 8:30 a.m. – Decision Meeting in Courthouse Room 203

19. **Adjourn**
 - Motion by Reese, seconded by David at 10:36 a.m. 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.