

**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, SEPTEMBER 26, 2016**

- 1. Call to Order**
The meeting was called to order by Chairman Nass at 8:30 a.m.
- 2. Roll Call (Establish a Quorum)**
Rinard was absent. All other Committee members were in attendance. Also present were Rob Klotz, Deb Magritz and Matt Zangl 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**
No changes were proposed.
- 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 August 29, September 12 and September 15, 2016 Committee Minutes**
Motion by Jaeckel, seconded by David to approve the August 29 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by David to approve the September 12 meeting minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by David to approve the September 15 meeting minutes as presented. Motion carried on a voice vote with no objection.
- 7. Communications**
Klotz noted that a tabled petitioner, the Schweighardts, were cooperating and supplying the information requested. They are working on a septic system with their plumber.
- 8. August Monthly Financial Report for Land Information Office – Andy Erdman**
Erdman was not present, but his financial report was included in the packet previously sent to the Committee.
- 9. September Monthly Financial Report for Zoning – Rob Klotz**
As of September 26, Zoning revenues are down \$2,300 from this point in 2015. Revenues to date are \$175,900 heading toward the \$191,000 budgeted for the year. There has been a slight drop of late, Klotz noted, showing some stagnation, but we are hanging in to reach the projected budget amount.
- 10. Final Subdivision Plat Review for Shorewood Hills Northwest**
Klotz explained the situation to date and read aloud the August 12, 2016 approval letter from the Committee. He also read September 16 correspondence from Kory Anderson of General Engineering Company on behalf of Kason LLC, September 19 correspondence from Hope Oostdik, Chair of the Town

of Lake Mills, and September 16 correspondence from the Town's engineer. The final plat was recommended for approval on a motion by Nass, seconded by Reese, conditioned upon completion of engineering work as approved by the Town and its engineer. If changes are required, submittal of a new final plat will be necessary. All other conditions required by the County's replat approval and correspondence dated August 12, 2016 are still in effect. Motion carried on a voice vote with no objection.

11. Review and Possible Decision on Modification to CU456-91 for Reduction on Unit 7, PIN 022-0613-0742-067 in the Town of Oakland to Go from Six Units to Two Units

Klotz explained this request and previous action on the property. The original approval was for ten units; it was revised to allow for six units, but the current request is to allow just two units. This is part of a condo association. Pat Finn spoke, asking that this go through a public hearing process. The Committee deliberated, and agreed that because the proposal decreases the number of units, and as long as it meets setbacks and fits within its designated condo plat area, no action will be taken by them. They did note that it must meet state law requirements.

Please see individual files for a complete record of the following decisions:

12. Discussion and Possible Action on Petition R3914A-16 for Wilbur Miller on PIN 008-0715-0222-002, Presented in Public Hearing on August 18 and Postponed by the Committee on August 29, 2016
Motion by Jaeckel, second by David to approve as revised for a 1.2-acre lot. Motion carried on a voice vote with no objection.

The Committee went to discussion and action on CU1892-16:

13. Discussion and Possible Action on Petitions Presented in Public Hearing on September 15, 2016:

APPROVE WITH CONDITIONS CU1892-16 on a motion by Nass, second by David for Ryan Dehnert/B2B Lawns LLC Property: Conditional use to allow retailing that is freestanding in an Industrial zone at **N8656 Jefferson Rd**, Town of Watertown on PIN 032-0815-1731-002 (1.43 Ac). Motion carried on a voice vote with no objection.

The Committee went to discussion and action on the Gross/Burow petitions:

APPROVE WITH CONDITIONS R3924A-16 on a motion by Reese, second by David for Michael Burow: Create a 1.2-ac building site on **Riess Rd** in the Town of Aztalan from part of PIN 002-0714-2733-003 (5.431 Ac). Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3925A-16 on a motion by Jaeckel, second by Reese for Carol Gross: Rezone to create a 1-ac building site on **Popp Rd** from part of PIN 002-0714-2842-000 (16.113 Ac) in the Town of Aztalan. Motion carried on a voice vote with no objection.

APPROVE WITH CONDITIONS R3926A-16 on a motion by Jaeckel, second by David & R3927A-16 on a motion by Reese, second by Jaeckel for Michael Burow & Carol Gross: Create a 1.8-ac building site on **Riess Rd**, a 4-ac A-3 zone around the home at **W6064 Riess Rd** and a 5.6-ac Natural Resource zoned lot adjacent, all from PIN 002-0714-2733-000 (46.3 Ac) in the Town of Aztalan. Both motions carried on voice votes with no objection.

A brief break was taken at 9:33 a.m.; the meeting resumed at 9:36 a.m.

APPROVE WITH CONDITIONS R3921A-16 on a motion by Reese, second by Jaeckel & CU1888-16 on a motion by Jaeckel, second by David for Valley View Recreation Club Inc: Rezone PINs 022-0613-3024-000 (32 Ac), 022-0613-3013-001 (4.8 Ac), 022-0613-3021-002 (15.435 Ac) and 022-0613-3031-000 (2.1 Ac) with conditional use to sanction the existing campground and allow for associated activities under storage of non-farm equipment, public & semi-public uses, tourist rooming house, recreational facility related to open space uses, recreation facility, conference center, banquet hall and event facility. The site is in the Town of Oakland at **N3080 East Rockdale Rd**. Both motions carried on a voice votes with no objection.

APPROVED WITH CONDITIONS R3922A-16 on a motion by Jaeckel, second by David for George Sayre: Rezone to allow for the creation of a 1.9-ac lot around the home at **W6892 County Road J** in the Town of Jefferson from PIN 014-0614-1732-000 (36.6 Ac) and 014-0614-1733-000 (39.4 Ac). Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS R3923A-16 on a motion by Jaeckel, second by David for Michael Wells/Raymond & Lucille Wells Trust Property: Create a 1.2-ac lot around the home at **W7602 Island Church Rd** from PIN 030-0813-1333-000 (39.229 Ac) and a 5.8-acre lot around the farm buildings across the road on PIN 030-0813-2422-000 (40 Ac). The site is in the Town of Waterloo. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS R3928A-16 on a motion by Reese, second by David for Dennis Jones/Jerry Brokl & Dennis Jones Property: Rezone 10 ac of PIN 016-0514-0232-000 (40 Ac) for transfer of ownership. The site is in the Town of Koshkonong on **Bark River Rd**. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1889-16 on a motion by Nass, second by Reese for Emmanuel Valadez/Steve & Theresa Schluter Property: CU to allow for an extensive on-site storage structure in a Community zone on PIN 004-0515-1921-001 (5.445 Ac). The property is along **County Road N** in the Town of Cold Spring. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1890-16 on a motion by Nass, second by Jaeckel for Emmanuel Valadez/Steve & Theresa Schluter Property: CU to allow for applicant's semi-truck storage, repair and maintenance on **County Road N** in the Town of Cold Spring from part of PIN 004-0515-1921-001 (5.445 Ac). The property is zoned Community. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1891-16 on a motion by Jaeckel, second by David for Daniel Dudley: CU for an extensive on-site storage structure in a Residential R-1 zone at **N4047 Marina Ln**, Town of Oakland, on PIN 022-0613-1811-025 (1.46 ac). Motion carried on a voice vote with no objection.

14. Possible Future Agenda Items

Corporation Counsel will attend the October decision meeting to talk about after-the-fact permitting issues.

15. Upcoming Meeting Dates

October 17, 8:00 a.m. – Site Inspections Beginning Courthouse Room 203

October 20, 7:00 p.m. – Public Hearing in Courthouse Room 205

October 31, 8:30 a.m. – Decision Meeting in Courthouse Room 203

November 14, 8:00 a.m. – Site Inspections Beginning Courthouse Room 203

November 17, 7:00 p.m. – Public Hearing in Courthouse Room 205

November 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203

16. Adjourn

Motion by Jaeckel, second by David to adjourn the meeting. Motion carried on a voice vote with no objection, and the motion carried.


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.

