

AGENDA
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, MARCH 28, 2016

1. **Call to Order**
2. **Roll Call (Establish a Quorum)**
3. **Certification of Compliance with the Open Meetings Law**
4. **Approval of the Agenda**
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)**
6. **Approval of February 18 text amendment public hearing, February 18 map amendment public hearing, February 22, March 14 and March 17, 2016 Committee Minutes**
7. **Communications**
8. **February Monthly Financial Report for Land Information Office – Andy Erdman**
9. **Discussion and Possible Action on Remote Access Fee Changes-Andy Erdman**
10. **March Monthly Financial Report for Zoning – Rob Klotz**
11. **Request by Midwest Electric for a Holding Tank Waiver at N6997 Old 26 Road in the Town of Farmington, on PIN 008-0715-0643-007**
12. **Request by Edward Dionne, Circle K Campground, for a Holding Tank Waiver on the Entire Property at W1316 Island Road, Town of Palmyra, on PINs 024-0516-0941-000 and 024-0516-0944-000**
13. **Request by Aric and Kory Mindemann to Replace the Former Home at N6650 County Road X in the Town of Farmington, on PIN 008-0715-1032-000, at Approximately 250 Feet from its Previous Location**
14. **Discussion and Possible Action on Petitions Presented in Public Hearing on March 17, 2016:**
R3869A-16 – James Schroedl/James & Susan Schroedl Trust and Raymond & Cheryl Ruppert Trust Property to create a 3-acre farm consolidation lot at N4895 County Road Y in the Towns of Aztalan, Farmington and Jefferson

R3870A-16 – Kurt Reed to create a 1-acre building site on Schwemmer Lane in the Town of Koshkonong

R3871A-16 – Robin Schroepfer to create a 1-acre building site on County Road Y in the Town of Watertown

CU1869-16 – Eric & Tricia Wiesneth, conditional use for conversion to duplex at N6170 Grey Fox Trail in the Town of Concord

CU1870-16 – Eric & Tricia Wiesneth, conditional use for an extensive on-site storage structure in an R-2 zone at N6170 Grey Fox Trail in the Town of Concord

CU1871-16 - William Stroupe Trust, conditional use to allow a conditional home occupation/insurance office at W7462 County Road C in the Town of Oakland

CU1782-16 – Jacqueline A Weber & Julie K West, conditional use to allow greater cutting than is allowed by ordinance within the 35-foot shoreland buffer at W9259 Ripley Road in the Town of Oakland

15. Discussion and Possible Action on Resolution for Legislation that Impacts Planning and Zoning Land Use Laws

16. Discussion and Possible Action on Creation of a Wind Energy Ordinance

17. Possible Future Agenda Items

18. Upcoming Meeting Dates

April 18, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203

April 21, 7:00 p.m. - Public Hearing in Courthouse Room 205

April 25, 8:30 a.m. - Decision Meeting in Courthouse Room 203

May 16, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203

May 19, 7:00 p.m. - Public Hearing in Courthouse Room 205

May 23, 8:30 a.m. – Decision Meeting in Courthouse Room 203

19. Adjourn

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.

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: Text Amendment to the Jefferson County Zoning Ordinance

DATE: Thursday, February 18, 2016

TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. Call to Order

Meeting called to order @ 7:00 p.m. by Nass

2. Roll Call

Members present: Nass, Jaeckel, Rinard, Reese, David

Members absent: -----

Staff: Rob Klotz, Laurie Miller

Nass explained the hearing was in two parts. First there is the text amendment, and then they will take attendance for those on the agenda and hear those petitions.

3. Certification of Compliance with Open Meetings Law Requirements

Reese verified.

4. Approval of Agenda OK

5. Explanation of Process by Committee Chair – See above

6. Public Hearing on R3868T-16

The following was read into the record by Klotz:

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, February 18, 2016, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposal to update the Jefferson County Zoning Ordinance to include changes made in NR115 and Wisconsin Act 55. In addition, this amendment is to adopt the Wisconsin Wetland Inventory Maps using 2008 aerial photography, received by this office on March 17, 2015.

Any interested person is invited to attend this hearing. Written comments may be submitted to: Jefferson County Planning and Zoning Committee, Steve Nass, Chairperson. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

Klotz noted that notice was published twice in the paper according to the requirements, and all townships were mailed a copy. We do accept any input or comments the townships may have; however, this is under County jurisdiction.

Klotz read the Executive Summary into the record. Because this is a Shoreland Ordinance, the County does not have to require approval or adoption by the towns which is statutory. A copy of the proposed ordinance, however, will be mailed to the town clerks as well as the hearing notice. As always, we welcome their input.

There were no questions or comments in favor or opposition. Klotz made staff comments. He explained where they were in the process in getting the model ordinance in place. The final draft will be forwarded to the Committee by Monday on the decision date. He noted that the shoreland regulations have been in effect since July 2015. Legislation has changed several times since that time, and there may also be some additional changes. By adopting this model, the County will be in compliance, and any additional changes can be added.

All information regarding the model ordinance is in the file for review. Klotz noted that this will be going in front of the Planning & Zoning Committee on Monday, February 22, 2016 for recommendation and then to the County Board on March 8, 2016 for approval.

Nass again asked if there was anyone present in favor or opposed. With no one to speak, Nass closed this portion of the hearing at 7:10 p.m.

Don Reese, Secretary

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DRAFT

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: Thursday, February 18, 2016

TIME: **APPROXIMATELY 7:30 p.m.** (*Courthouse doors will open at 6:30*)

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

Nass called each petition on the agenda to verify everyone was present so they could proceed with the second part of the hearing. The Plautz petition had no one present at the time they were called.

1. **Call to Order** - This portion of the hearing began @ 7:15 p.m.
2. **Roll Call**
3. **Certification of Compliance with Open Meetings Law Requirements**
4. **Approval of Agenda**
5. **Explanation of Process by Committee Chair** – Nass explained. Decision meeting is on Monday, February 22, 2016 and County Board is March 8, 2016.
6. **Public Hearing**

NOTE: Nass addressed items 1-4 in the first part of the hearing.

The following was read into the record by Klotz:

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at approximately **7:30 p.m.** on Thursday,

February 18, 2016, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin, or immediately following the public hearing to update the Jefferson County Zoning Ordinance to include changes made in NR115 and Wisconsin Act 55, and to adopt the Wisconsin Wetland Inventory Maps using 2008 aerial photography. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL AND RURAL RESIDENTIAL

R3865A-16 – G5 CHS LLC: Create a 4-acre farm consolidation lot around the home and buildings at **N7430 North Shore Road** in the Town of Waterloo on PIN 030-0813-3541-000 (40 Acres).

Brad Koenig from ReMax Realty presented the petition. They were asking to split off 4 acres around the existing buildings. There is an offer pending on the property.

There were no questions or comments in favor or opposition of the petition. There were no questions from the Committee.

Klotz noted the corn cribs do not meet the setbacks and asked if they have been removed. Koenig stated that they will be once they have approval. Klotz asked the petitioner about access to the lot. Koenig stated that they would be using the driveway to the north. The driveway to the south will be for the remaining land. Klotz informed the petitioner that the septic location was needed and added to the site plan. Koenig stated it was west of the house. Koenig took the site plan to include the septic on the plan in the file.

There was a town response in the file in favor of the petition which was read into the record by Klotz. Klotz reiterated that the request was for a 4 acre lot around the buildings and established yard area.

R3866A-16 – G5 CHS LLC: Rezone to create building sites of 1.5 acres, 1.4 acres and 1 acre along **North Shore Road** in the Town of Waterloo from part of PIN 030-0813-3544-000 (40 Acres).

Brad Koenig from ReMax Realty presented the petition. He stated they were asking for 3 building parcels on the south side of the property. They chose this site because of the visibility off of North Shore Road, and takes up the least amount of A-1 zoned lands. They tried to cluster the lots and stay out of the wetlands as much as possible.

There were no questions or comments in favor or opposition of the petition. There were no questions or comments from the Committee.

Klotz asked if the access to the remaining land was on the south side of the proposed 4 acre lot. Koenig stated yes. Klotz reiterated the property features and proposed lots.

There was a town response in the file approving the petition which was read into the record by Klotz.

Klotz presented the acreage of the land, allowable lots, the soil classification, and the features of the land, and noted that the floodplain was shown on the preliminary survey. The survey also shows the access. Lots 2 and 3 are proposing a shared access. The remaining lands have access to the north.

NOTE: Koenig returned the site plan for the creation of a 4 acres lot around the existing structures for the file which now included the septic area location.

A-3 ZONE MODIFICATION

R3867A-16 – John & Sally Mason Property/Danny & Bridget Nelson: Modify the A-3 zone approval granted by R3046A-05 to allow the combination of Lots 2 & 3 of CSM 4868A-25-185. The site is along **County Road H** in the Town of Palmyra.

John Mason, W2296 Piper Road, along with his wife, Sally, presented their petition. Mr. Mason stated that in 2006, they broke up the land into lots. The purchaser of the lots would like to combine the lots into 1 lot.

There were no questions or comments in favor or opposition of the petition. Larry Kau, Town of Palmyra Chair, stated the town has no problem with this petition. Klotz noted that a written response was also in the file.

Klotz asked the petitioners if the potential buyers understood that once these lots are combined, they will not be able to re-separate them. The petitioner stated yes. Klotz gave staff report noting that they will be combining the 2 lots into 1 for a potential sale.

CONDITIONAL USE PERMIT APPLICATIONS

CU1865-16 – Mark D Nicholson/Betty Klocic Trust Property: Allow an extensive on-site storage structure of 6,000 square feet, 35 feet in height in a Residential R-1 zone at **W1315 South Shore Drive** in the Town of Palmyra on PIN 024-0516-3422-004 (1.4 Acres).

Mark Nicholson presented his petition. He stated that where he lives currently, he has a 5,000 square foot building. He is looking to sell this property and moving to the lake. The proposed building will be on the south east corner of the lot, and is proposed at 6,000 square feet. He stated he needs a larger building for his boats and motor home. After talking with his builder, he would only need 27' in height. He would be planting evergreens, and would assure that the building would blend in with the surroundings.

In favor was Dick Natrop from Shorewest Realtors. He stated that they received an accepted offer on January 5, 2016 and that Betty Klocic is in full support. Mr. Natrop handed out a map of the property to the Committee. The parcel is 1.4 acres. The map showed the proposed location of the building which was surrounded mainly by woods. The front of the building would be approximately 174' from South Shore Drive. There is a slight hill, and is pretty heavily wooded. He explained pictures he had taken which showed the building would be shielded by the existing trees. The trees are anywhere from 25'-35' high. He stated he also had pictures from the house to the west towards the site in which the structure would be blocked by existing vegetation.

Larry Kau, Town of Palmyra Chair, asked the petitioner if there would be dawn to dusk lights. Mr. Nicholson stated there would be inside lights. Kau asked if there would be any outside lights. Mr. Nicholson stated there may be motion lights.

Mr. Nicholson noted that he would not be putting in any type of bathroom in the building.

Eileen Oelke, W1286 South Shore Drive, stated that she was a resident of Blue Spring Lake, and was opposed to the huge structure. It was not a residential structure. It's a residential area, not commercial. She wants to preserve and protect what they have.

William Goldberg, W1296 South Shore Drive, also spoke in opposition of the petition. He stated that the Ordinance provides for 2 accessory structures associated with a residential use. This was a mammoth building way beyond the limits of the Ordinance. He felt that Mr. Nicholson had other options without putting this

building in an R-1 Residential Zoning district, and this would be inconsistent with the R-1 zone.

Kyle and Cindy Leonard, W1292 South Shore Drive, were also opposed. They noted the structure is enormous and were concerned about the trees that would have to be removed. This size of a building was too much for the area.

Daron McDowell, W1248 South Shore Drive, also spoke in opposition. She stated that this was 6 times larger than allowed, and was also concerned about the trees being removed. She questioned the need this size of a building for personal use. She also submitted her letter of concern for the file.

Klotz made note that there were also letters of opposition in the file from those who had already spoken. Klotz read a letter of opposition that was in the file from Mike and Kathy Ziarniak, W1229 South Shore Drive, into the record.

Dick Natrop responded by stating that the use of the building would be limited to the storage of personal property. The Ordinance does provide for exceptions to the requirements under a Conditional Use Permit request, and they would be bound to any conditions. He explained that some trees would have to be cut down, but this area is more open and mainly underbrush. The more mature trees are at the front and west side of the lot. There will be a driveway that will lead up to the building where trees may need to be removed, and this building does not impinge upon the nature of Blue Spring Lake. The building will be barely noticeable if noticeable at.

Rinard asked the petitioner about the pitch/height of the roof. Was it 35' or 27' in height. The petitioner stated after talking with his builder, it would be 27'. Reese stated that with a building of this size, there would be no outside storage. The petitioner stated that was correct. Reese asked that if the building were smaller, would there be storage outside. The petitioner stated yes.

Larry Kau, Town of Palmyra Chair, stated the town approved the request.

Klotz asked the petitioner if there would be water service to the building. The petitioner stated there wouldn't be. Klotz asked the petitioner if he understood there is no residential use such as living quarters, mother-in-law apartment, carriage house, and was not permitted without a conditional use for multi-family. Also, because he was asking for a large size building with increased height, that no residential or business use or storage would be allowed in the building. Klotz asked the petitioner if there would there be multiple floors. The petitioner stated that there wouldn't be and further explained.

Klotz noted that all the letters and e-mail were in the file including the documents that were talked about already as well as Dick Natrop's submittal.

CU1866-16 – Frederick & Jennifer Plautz Trust: Allow a duplex in an A-3, Agricultural and Rural Residential zone at **W3315 Ranch Road**, Town of Farmington. The site is on PIN 008-0715-1011-002 (1.049 Acres).

Frederick Plautz presented his petition. He stated wanted to change the structure from single family to a duplex. They were looking for flexibility for the future either for additional income or living quarters for family.

There were no questions or comments in favor or opposition of the petition. There were no questions from the Committee. Klotz asked about the existing driveway. The petitioner explained. Klotz asked if each lot would have its own frontage and access. The petitioner stated yes. Klotz noted that no floor plan was submitted, and that we would need the floor plan by 4:30 on Friday because the Committee will be meeting on Monday.

Klotz asked if there would be any modifications to the structure needed. The petitioner stated no. Klotz noted there was a sanitary permit on file sized for 4 bedrooms, and asked how many bedrooms they were proposing. The petitioner stated there were 3. There was 1 on the upper floor and 2 on the main level.

Klotz noted that there was a response from the town in file in favor of the petition.

CU1867-16 – Frank & Rebecca Smale: Allow multiple dwelling unit structures in a Residential R-1 zone at **W1251 North Blue Spring Lake Drive** in the Town of Palmyra. The site is on PIN 024-0516-2731-028 (0.537 Acre).

Larry Kau, Town of Palmyra Chair, presented the petition. He stated they have their own house and the additional building with their own sewer laterals. He noted there were pictures in the file of the structures.

Dick Natrop, Shorewest Realty, was in favor. He stated that this building has existed as an apartment for at least 23 years which has been used for family and visitors during that time. There was plenty of parking and there would not be significant increase in traffic.

There were no questions or comments in opposition of the petition or questions from the Committee.

Klotz asked if the sewer lateral was stubbed in realizing this was a residential structure. Kau stated that the lateral was there when the house done. Klotz stated the existing is 642 square feet, and that a minimum 850 square feet was required. In order to rectify this, they may need to put on an addition, but it would be up to the Committee. Kau stated it is connected to a garage that the entire building was about 1,200 square feet.

Reese made motion, seconded by David, motion carried 5-0 to adjourn @ 7:55 p.m.

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A recording of the meeting will be available from the Zoning Department upon request.

Secretary

Date

**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, FEBRUARY 22, 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)**
All Committee members were present at 8:30 a.m. Also present were Lavern Georgson, Agricultural Agent of University of Wisconsin-Extension; Andy Erdman, Director of the Land Information Office; and Rob Klotz 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**
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 Revised Minutes from January 21, 2016**
Motion by Reese, seconded by David to approve the revised minutes. Motion carried on a voice vote with no objection.
7. **Approval of January 25, February 15 and February 18 Committee Minutes**
Motion by Jaeckel, seconded by David to approve the January 25 minutes as presented. Motion carried on a voice vote with no objection.

Motion by Jaeckel, seconded by Reese to approve the February 15 minutes as presented. Motion carried on a voice vote with no objection.

There were no February 18 minutes available at this time.
8. **Communications**
There were no communications presented.

The Committee moved to agenda item 13 for the convenience of those present.

13. **Discussion on Mini-Pigs Being Designated as Household Pets**

Nicole Miller spoke on her wish to be allowed mini-pigs in a residential zone. The Dexter, Missouri ordinance was reviewed. Georgson explained that this type of pig is slow-growing, but with unknown upper weight limits. After discussion, it was determined that the matter should be taken up at the next Towns Association meeting, likely in April.

9. Discussion and Possible Action on County Board Adoption of the Updated Land Information Plan

Erdman reported that the updated Land Information Plan, approved by this Committee in December, received Department of Administration approval. He would like to proceed with it to County Board. Motion by Nass, seconded by Rinard to pass this on to County Board. Motion carried on a voice vote with no objection.

10. January Monthly Financial Report for Land Information Office – Andy Erdman

Erdman showed his January revenues and noted that they are close to last year's figures.

11. February Monthly Financial Report for Zoning – Rob Klotz

Klotz presented his February revenues to date. They are down a bit from last year, but still looking okay.

12. Discussion and Possible Action on Modification of Permit CU1438-06 for WD Hoard & Sons/Hoard's Dairyman Farm to Reflect Changes Required to Maintain Compliance with the Siting Standards ATCP51 Regarding the Manure Storage Structural Repair Plan

There was no discussion and no action.

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

14. Discussion and Possible Action on Petitions Presented in Public Hearing on February 18:

APPROVED WITH CONDITIONS R3865A-16 – G5CHS LLC to create a 4-ac farm consolidation lot at N7430 North Shore Rd, Town of Waterloo on a motion by Jaeckel, seconded by David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS R3866A-16 – G5CHS LLC to create building site of 1.5 ac, 1.4 ac and 1 ac along North Shore Rd in the Town of Waterloo on a motion by David, seconded by Jaeckel. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS R3867A-16 – Danny & Bridget Nelson/John & Sally Mason Property to modify the A-3 zone previously approved by R3046A-05 along County Road H in the Town of Palmyra on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1865-16 – Mark D Nicholson/Betty Klopceic Trust Property for an extensive on-site storage structure in an R-1 zone at W1315 South Shore Drive in the Town of Palmyra on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1866-16 – Frederick & Jennifer Plautz Trust to allow a duplex in an A-3 zone at W3315 Ranch Rd, Town of Farmington on a motion by Nass, seconded by David. Motion carried on a voice vote with no objection.

APPROVED WITH CONDITIONS CU1867-16 – Frank & Rebecca Smale to allow multiple dwelling unit structures in an R-1 zone at W1251 North Blue Spring Lake Dr in the Town of Palmyra on a motion by Reese, seconded by Jaeckel. Motion carried on a voice vote with no objection.

APPROVED R3868T-16 – Repeal and Recreate Sec. 11.10 of the Jefferson County Zoning Ordinance/Shoreland Ordinance. Klotz recommended approval with two minor changes. He explained some of the provisions of this ordinance such as mitigation and impervious surface regulation. Motion by Nass, seconded by David to approve and to forward it to County Board. Motion carried on a voice vote with no objection.

15. **Discussion on Door County Recommendation as to Legislation that Impacts Planning, Zoning, and Land Use Laws**
Motion by Nass, seconded by David to approve. Motion carried on a voice vote with no objection.
16. **Possible Future Agenda Items**
Junk and salvage on the Bienfang property at N5775 Ziebell Road
17. **Upcoming Meeting Dates**
March 14, 8:00 a.m.- Site inspections beginning in Courthouse Room 203
March 17, 7:00 p.m. - Public hearing in Courthouse Room 205
March 28, 8:30 a.m. – Decision meeting in Courthouse Room 203
April 18, 8:00 a.m. – Site inspections beginning in Courthouse Room 203
April 21, 7:00 p.m. – Public hearing in Courthouse Room 205
April 25, 8:30 a.m. – Decision meeting in Courthouse Room 203
18. **Adjourn**
Motion by Nass, seconded by Reese at 9:36 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.

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A digital recording of the meeting will be available in the Zoning Department upon request.

**MINUTES OF THE
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTIONS**

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
8:00 A.M. ON MONDAY, MARCH 14, 2016**

1. **Call to Order**
The meeting was called to order by Vice-Chair David at 8:12 a.m.
2. **Roll Call (Establish a Quorum)**
Committee members present at 8:12 were David, Rinard, Jaeckel and Reese. Also present from the Zoning Department were Rob Klotz and Deb Magritz.
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**
Because Nass was planning to attend the site inspections, but had not yet arrived, and because David proposed to leave at 8:22 a.m. to attend another meeting, there was discussion as to whether the site reviews could be done virtually, using GIS. Klotz said that he was available to drive the Committee to the sites, but it was determined instead that the virtual inspections would be done from the office. Klotz volunteered that Nass and David could come into the office at a time convenient for each for their own virtual inspections. Because of that, the order in which the properties were viewed would follow the public hearing notice order.
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. **Communications**
There were no communications.
7. **Site Inspections for Petitions to be Presented in Public Hearing on March 17, 2016**
R3869A-16 – James Schroedl to create a lot around the existing home at N4895 County Road Y in the Towns of Aztalan, Farmington and Jefferson from property owned by the James & Susan Schroedl Trust and the Raymond & Cheryl Rupprecht Trust

R3870A-16 – Kurt Reed to create a 1-ac lot on Schwemmer Lane in the Town of Koshkonong

R3871A-16 – Robin Schroepfer to create a 1-ac building site at N8287 County Road Y in the Town of Watertown

David left at 8:22 a.m.

CU1869-16 – Eric & Tricia Wiesneth for a conditional use duplex at N6170 Grey Fox Trail in the Town of Concord

CU1870-16 – Eric & Tricia Wiesneth for a conditional use extensive on-site storage structure at N6170 Grey Fox Trail in the Town of Concord

CU1871-16 – William Stroupe Trust for a conditional use home occupation/insurance office at W7462 County Road C in the Town of Oakland

CU1872-16 – Jacqueline A Weber & Julie K West for greater shoreland cutting than is allowed within the 35-foot shoreland buffer at W9259 Ripley Rd in the Town of Oakland

8. Adjourn

Motion by Jaeckel, seconded by Rinard at 8:34 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.

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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.

**MINUTES OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: Thursday, March 17, 2016

TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
The meeting was called to order by Vice-Chair David at 7 p.m.
2. **Roll Call**
Committee members present included David, Reese, Rinard and Jaeckel. Nass was absent and excused. Also present were Rob Klotz and Deb Magritz from the Zoning Department.
3. **Certification of Compliance with Open Meetings Law Requirements**
Reese verified that the meeting was being in compliance with open meetings law requirements.
4. **Approval of Agenda**
No changes were proposed to the agenda.
5. **Explanation of Public Hearing Process by Committee Chair**
David explained.
6. **Public Hearing**

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, March 17, 2016, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.\

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, RURAL RESIDENTIAL

R3869A-16 – James Schroedl: Create a 3-acre lot around the existing home at **N4895 County Road Y** in the Towns of Aztalan, Farmington and Jefferson from PINs 002-0714-3644-000 (39.144 Acres), 008-0715-3133-001 (0.12 Acre), 014-0614-0111-000 (26.66 Acre) and 014-0615-0622-002 (1 Acre) owned by the James & Susan Schroedl Trust, and 008-0715-3133-000 (14.836 Acres) owned by the Raymond & Cheryl Rupprecht Trust.

Petitioner: James Schroedl of W4719 F&J Townline Road spoke for the petition. He said his son would like to buy the proposed 3-acre parcel.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Town of Jefferson approved 2/1/16, Town of Farmington approved 1/11/16. Both responses are in the petition file.

Staff Report: Given by Rob Klotz and now in the petition file. Klotz asked the petitioner why they want to include the cropland beyond the building area. Schroedl responded that his son may want to build a shop there.

Ray Rupprecht of 1277 North Main Street spoke up to say that he doesn't want to rezone his entire 14-acre parcel. Klotz explained that this was understood.

R3870A-16 – Kurt Reed: Create a 1-acre lot on **Schwemmer Lane** in the Town of Koshkonong from part of PIN 016-0514-1844-001 (47.166 Acres).

Petitioner: Kurt Reed of W6225 Apple Lane spoke. He noted that last year they had rezoned the old farmstead and restored some of the farmland to prairie. Now they are asking for a new building site.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Town of Koshkonong approved 2/10/16; their response is in the file.

Staff Report: Given by Rob Klotz and now in the petition file. Klotz asked the petitioner why he oriented the lot perpendicular to the lot instead of parallel to it, and the petitioner replied that it was how his wife told him it should be.

R3871A-16 – Robin Schroepfer: Rezone to create a 1-acre building site at **N8287 County Road Y** from part of PIN 032-0815-1941-002 (22.3 Acres) in the Town of Watertown.

Petitioner: Rob Schroepfer of N9394 Beulah Park Road, East Troy, spoke for the petition, saying that they want to rezone from A-1 to A-3 to build a home.

Comments in Favor: Mr. Schultz of N8323 County Road Y was in favor.

Comments Opposed: None

Questions from the Committee: None

Town Response: Town of Watertown approved on 2/8/16; their response is in the file.

Staff Report: Given by Rob Klotz and now in the Zoning file. Klotz noted, among other things, the need for extraterritorial plat review and airport protection zone approval.

CONDITIONAL USE PERMIT APPLICATIONS

CU1869-16 – Eric & Tricia Wiesneth: Conditional use for a duplex at **N6170 Grey Fox Trail** in the Town of Concord on PIN 006-0716-1534-005 (3.63 Acres). The property is zoned Residential R-2.

Petitioner: Eric Wiesneth of N6170 Grey Fox Trail would like to put an addition onto his house for a mother-in-law suite.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Town of Concord approved on 2/8/16; their response is in the file.

Staff Report: Given by Rob Klotz and now in the Zoning file. Klotz noted that the private on-site waste treatment system is sized for 3 bedrooms and asked how many bedrooms would be the end result of this proposal. Wiesneth reported that there would be four bedrooms-he is willing to sign an affidavit to that effect.

CU1870 –16 – Eric & Tricia Wiesneth: Conditional use to allow an extensive on-site storage structure at **N6170 Grey Fox Trail** in the Town of Concord on PIN 006-0716-1534-005 (3.63 Acres). The property is zoned Residential R-2.

Petitioner: Eric Wiesneth, N6170 Grey Fox Trail spoke. The reason he is asking for 16-foot height was to give the building the proper pitch to make it look something like the house.

Comments in Favor: None

Comments Opposed: None

Questions from the Committee: None

Town Response: Town of Concord approved on 2/8/16; their response is in the file.

Staff Report: Given by Rob Klotz and now in the Zoning file. Klotz asked about placement of the structure in relation to the floodplain. In response, Wiesneth explained the proposed location and need for fill.

CU1871-16 – William Stroupe Trust: Allow a home occupation/insurance office at **W7462 County Road C** in the Town of Oakland on PIN 022-0613-3612-000 (29.9 Acres) in an A-1 Agricultural zone.

Petitioner: William Stroupe, W7462 County Road C spoke. He moved his insurance office out of his house to a 34' X 24' area in a detached structure. He replaced some windows and a door, but there were no other structural changes. There is no bathroom.

Comments in Favor: None

Comments Opposed: Judy Leikness of W6031 Star School Road voiced her opposition. She was concerned, among other things, that there was no ADA entrance, no commercial plans approval, no permits obtained and no inspections completed.

Questions from the Committee: None

Town Response: Town of Oakland approved on 2/17/16; their response is in the file.

Staff Report: Given by Rob Klotz and now in the Zoning file.

CU1872-16 – Jacqueline A Weber & Julie K West: Conditional use to allow greater cutting than is allowed within the 35-foot shoreland buffer at **W9259 Ripley Road** in the Town of Oakland. The site is on PIN 022-0613-0822-044 (0.632 Acres) and is zoned Residential R-1.

Petitioner: Jacqueline Weber of W9259 Ripley Road spoke for the petition. The owners hired McKay Nursery to design a landscape including replacement to the deteriorating retaining wall, stairs and walkway.

Comments in Favor: Paul Haffley ,McKay Nursery landscape designer was hired by the owners. They are using native species and working to make the walkways, stairs and wall more user-friendly.

Comments Opposed: None

Questions from the Committee: Rinard asked if some of this cutting has already been done, and when, to which Weber replied yes-she's weed-wacked some vegetation, and some dead trees were removed last summer.

Town Response: Town of Oakland approved on 2/17/16; their response is in the file.

Staff Report: Given by Rob Klotz and now in the Zoning file.

Motion by Reese, seconded by Jaeckel, at 7:36 p.m. to adjourn the meeting. Motion carried on a voice vote with no objection.

Don Reese, Secretary

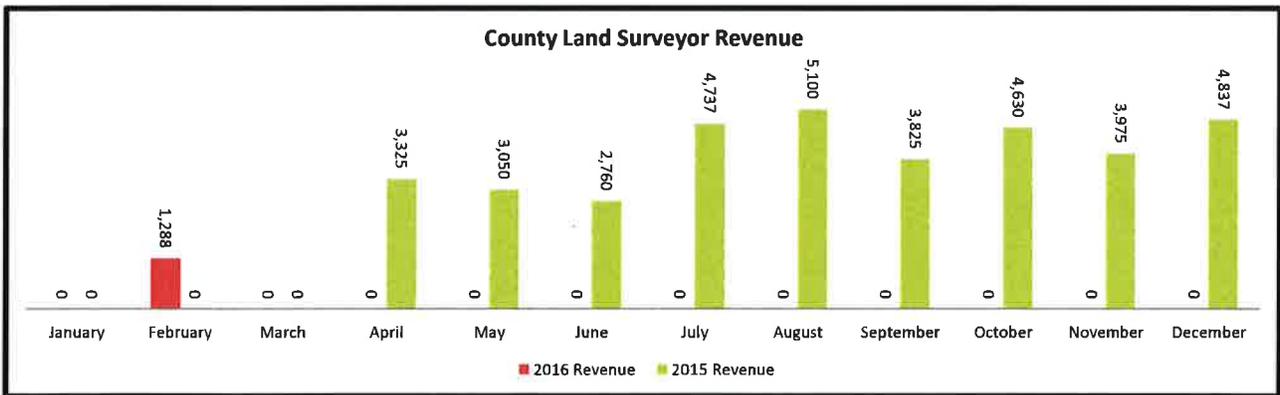
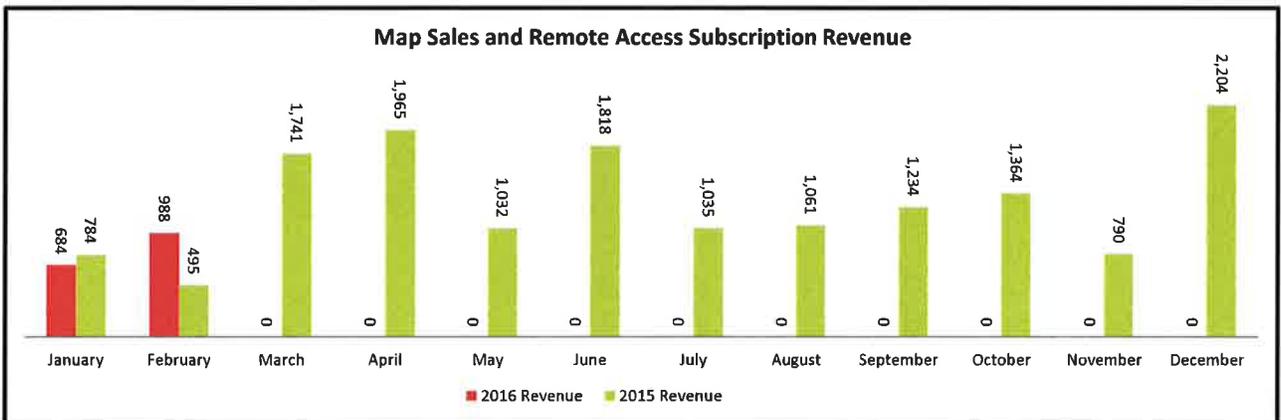
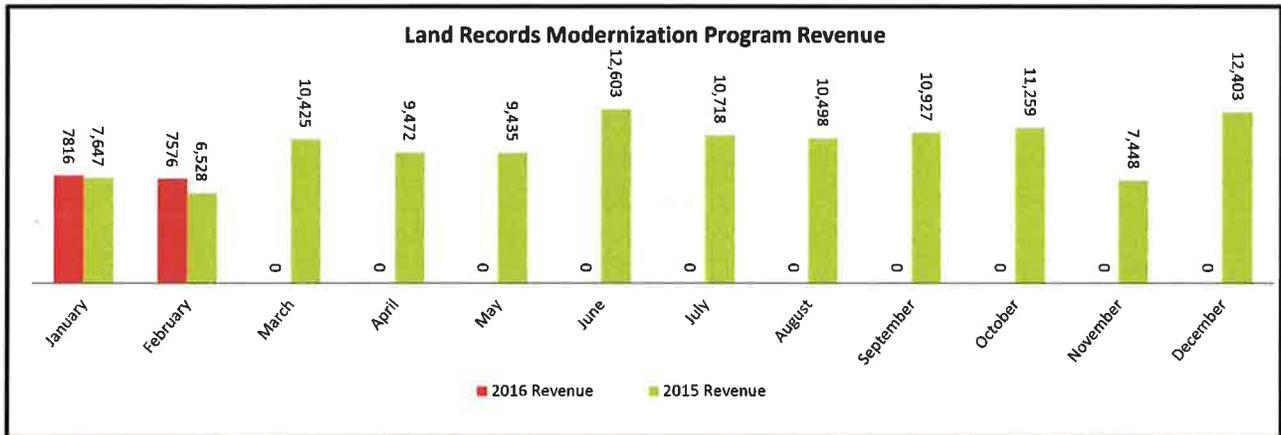
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Further information about Zoning can be found at www.jeffersoncountywi.gov

2016 Land Information Office Monthly Revenue Chart Comparison to Prior Year





Staci M. Hoffman

Jefferson County Register of Deeds

311 S. Center Ave. Jefferson WI 53549 –
 stacih@jeffersoncountywi.gov

March 23, 2016

Register of Deeds and Land Information Fee Change Schedule

Beginning Monday April 18th, 2016 Jefferson County Register of Deeds Office will be implementing a new software that will replace the existing online Land Records searching system. As we move closer to our implementation date I wanted to take a moment and further explain how these changes may impact our fee schedule for remote subscribers and monthly data purchases.

Resolution 98-57 - Sale of Optical Images requires a 30 day written notice to our customers to terminate the current contract. The previous price for the contract was \$400 per month per CD. The new contract prices will be based on the number of images (pages) and the numbers of documents recorded each month, these fees are based off the state average. This procedure will affect account # 1001.451303; there may be a slight increase in revenues based on the new fee structure.

- Day Forward Images - \$0.20/image
- Day Forward Index - \$0.15/doc
- Historic Bulk Images - \$0.15/image
- Historic Bulk Index - \$0.15/image

Resolution 2008-65 and 2005-79 – Setting Fees, Private Remote Access and Internet Access, land records and copy fee subscriptions will also be affected by the implementation of the new system. Current charges are \$45/month for index viewing, \$30/month plus \$1/page to view the images. The current contract requires a 30 day notice to our customers for changes to the fee structure. The new land records system charges the subscriber based on the number of minutes they utilize searching our records; these fees are based off of the state average:

Avid's Laredo Subscription

Minutes	Subscription/Month	Overage	Print Charge
0-250	\$ 75.00	.25/min	.50/page
251-500	\$ 125.00	.25/min	.50/page
501-1000	\$ 200.00	.25/min	.50/page
1001-2000	\$ 300.00	.25/min	.50/page
unlimited	\$ 500.00	n/a	.50/page

Fiscal Estimate: The account numbers affected by this change are:

Account #	Description	Budgeted	Anticipated	Difference
1001.451303	Copy Fees	\$72,000.00	\$ 53,000.00	\$(19,000.00)
1001.451305	Land Info/Deeds Fees (new account)	\$ -	\$ 37,500.00	\$ 37,500.00
1301.451008	Land Information Budgeted Revenue	\$ 5,300.00	\$ 5,300.00	\$ -
1303.451008	Land Information Program Budgeted Revenue	\$10,560.00	\$ 2,262.00	\$(8,298.00)
	Totals	\$87,860.00	\$ 98,062.00	\$ 10,202.00

Jefferson County Planning and Zoning Department

Enter Year:

PDF:

Enter 2015 Actual Zoning Deposit:

Enter 2016 Budget Revenues:

	Other Permits/LI 7101.432099	Private Parties Copies/Maps 7101.451002	Municipal Copies/Printing 7101.472003	Private Sewage System (County) 7101.432002	Soil Testing Fee 7101.458010	Farmland Qualifying Acreage Schedule 7101.458015	Farmland Agreement App 7101.458014	Farmland Preservation Fee/Certs 7101.458001	Septic Replacement Fee/Wis Fund 7101.458002	Wisconsin Fund Grants 7102.421001	Refunds	2016 Totals	2015 Totals	2015-2016 Difference
Jan	4,965.00	847.05		2,025.00	800.00							8,637.05	8,804.30	-167.25
Feb	15,245.00	27.37	3.75	1,000.00	250.00							16,526.12	12,225.00	4,301.12
Mar	9,610.00	11.58		400.00	50.00							10,071.58	13,723.08	-3,651.5
Apr													21,084.94	-2,1084.94
May													18,699.86	-1,8699.86
June													23,338.49	-2,3338.49
July													19,649.36	-1,9649.36
Aug													23,391.58	-2,3391.58
Sept													15,947.01	-1,5947.01
Oct													19,384.08	-1,9384.08
Nov													9,650.29	-9,650.29
Dec													8,370.42	-8,370.42
Total	29,820.00	886.00	3.75	3,425.00	1,100.00							35,234.75	194,268.41	-1,59033.66

2015 Actual Zoning Deposit: \$188,608.41

2016 Budget Revenues: \$191,400.00

2016 Deposits YTD: \$35,234.75

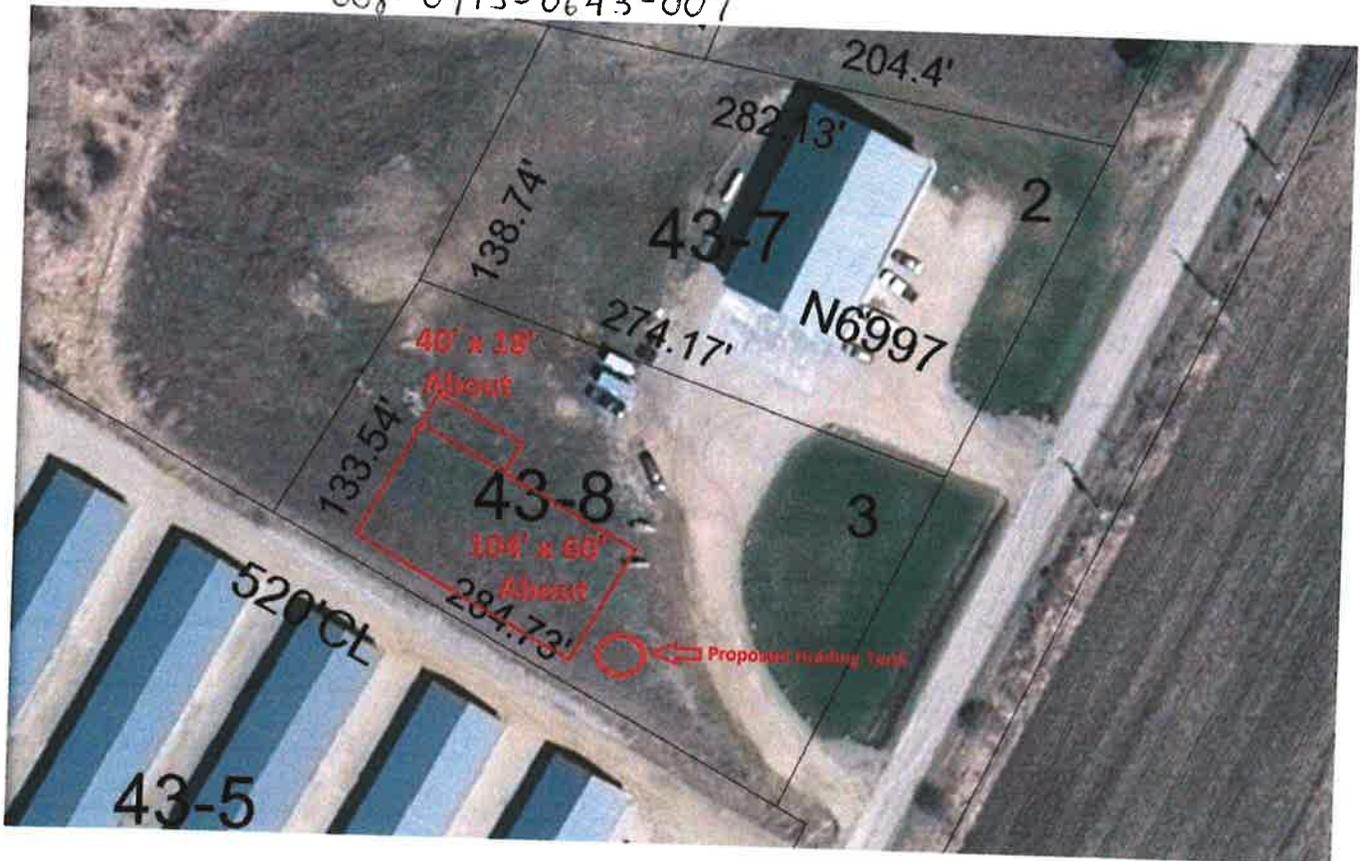
2/26/2016

Midwest Electric Holding Tank

Attention: Rob Klotz,

Midwest Electric is planning to expand our facilities by constructing an additional building. With that being said, we are proposing a holding tank to go along with that new building. We are aware that there are predictions that the Johnson Creek community will expand northbound. With that in consideration, we would like to install a holding tank rather than a sewage system. We are willing to sign an agreement to connect with city sewer and water when it becomes available. The image below shows the layout of the new construction proposal.

N6997 Old 26 Road, Johnson Creek WI, 53038
008-0715-0643-007



Troy Blakey *Troy Blakey* Date: 3-1-16

Thank you for your consideration.

MAR 3 2016

Jefferson County Zoning,

I Edward Dionne of W1316 Island Road, Palmyra Wi 53156 (Circle K Campground), is requesting permission to install 2, 5000 gal holding tanks behind my new bathhouse. I would also like to install a new dump station which would have 2. 3000 gal holding tanks.

After talking with Pat Shandorf of Wisconsin, DSPS, Powts plan and Review. Pat calculated everything out and came up with 2-5000 gal tanks for the bath house and 2-3000 gal tanks for the new dump station, with weekly pump outs.

The property did not perk correctly and it would have been a mound system of over 300' by 60, and a cost of over \$100,000.00. Pat informed me going with a mound system was not the correct approach for this, for the simple reason we are only seasonal. Once a mound is shut down for the winter their might be issues bringing it back to life. Pat informed me the correct way is with holding tanks. Pat informed that if you need to get in touch with her, please call her 1-715-634-7810.

Thanks

Edward Dionne

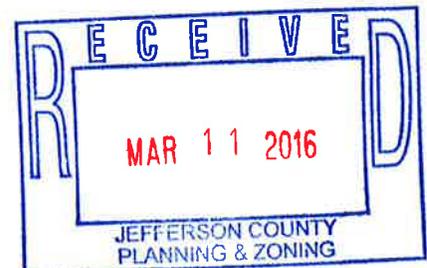
Circle K Campground

W1316 Island Road

1-262-495-2896 home

1-414-758-8677 cell

2/29/16



Aric and Kory Mindemann
N5963 Jefferson Rd
Johnson Creek, WI 53038
(920) 988-5815

Jefferson County Zoning Office
ATTN: Rob Klotz
311 S Center Ave. Room 201
Jefferson, WI 53549

Dear Jefferson County Zoning Office,

We are requesting to build a new home on the property located at N6650 County Trunk X in the town of Farmington; tax key number 008-0715-1032-000. We would be replacing an existing home that was razed in 2001. It is our understanding that we would be able to construct the new residence in the proximity within ^{AM 100} 150 feet from the previous foundation. With that being said, we are requesting a build site located roughly 250 feet southeast of the previous home site and the reasons below are as follows:

- 1) When we had an initial survey done to locate a build site on the north side of the barn, the freeway setbacks would push the house to close to the barn in which we raise cattle in. This would put us around 20-25ft between structures. We feel this would not only be an unattractive site but a safety concern as well.
- 2) The old home foundation, septic field, and tanks are located northwest of the barn in another possible building spot. We feel it would not be a desirable site for a new home. ^{However, we would not be able to meet the road setbacks @ this location.}
- 3) We would not be able to put the home northeast of the barn as it is too wet and does not have suitable soils to build in. ^{AM}

My wife and I are asking you to please consider our request to build the new residence south of the barn. We would be utilizing the existing driveway, the soils in this location are suitable to build in, and we will not be encroaching on any wetlands, environmental corridor, or roadway setbacks.

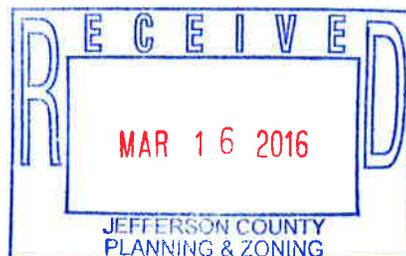
Please see the included map of the proposed location and septic field.

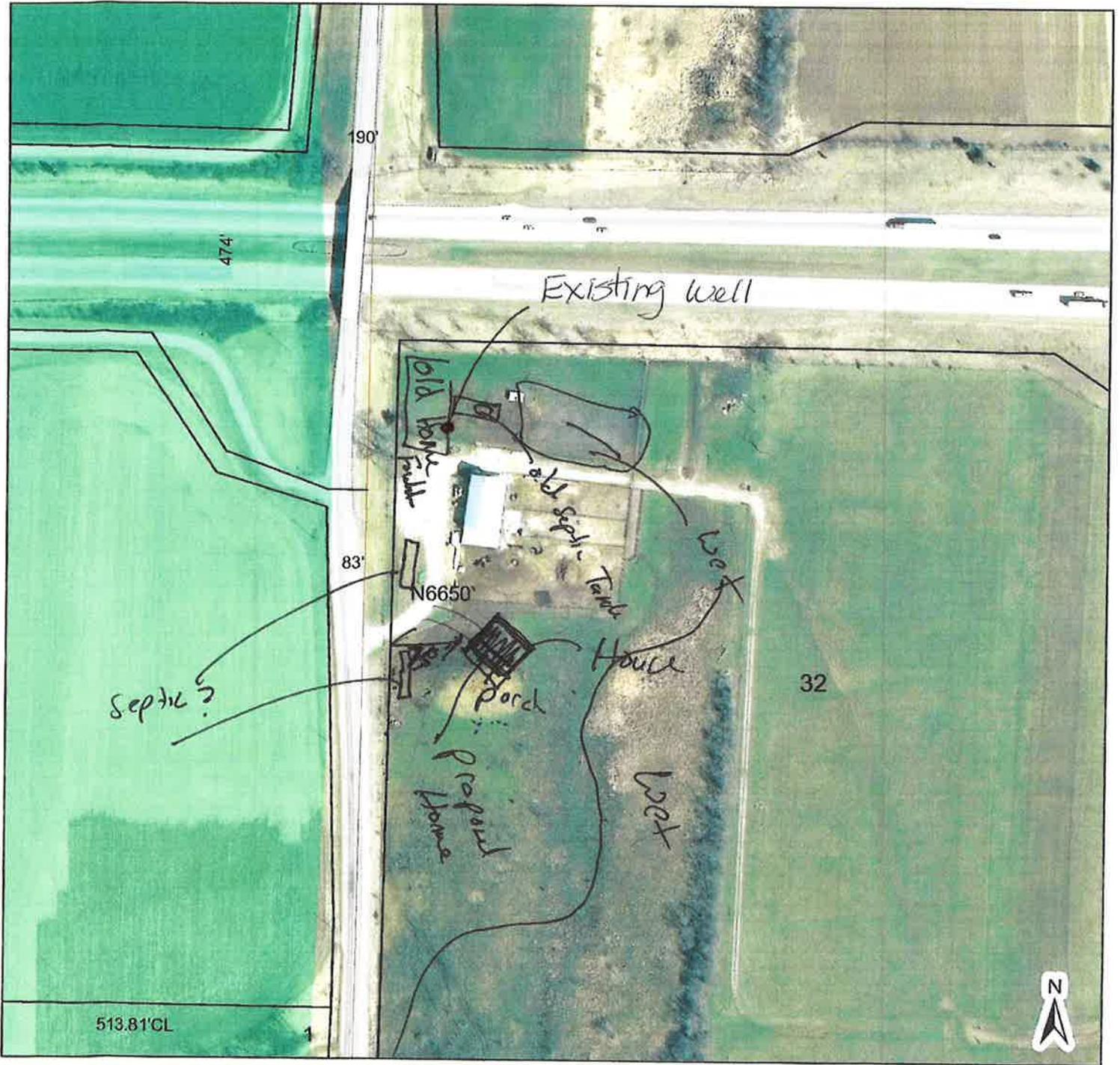
I would like to thank you for your consideration in this matter and look forward to hear from you.

Sincerely,

Koreen Mindemann
Koreen Mindemann

Aric & Kory Mindemann





- | | | | |
|-----------------------|---------------------|-----------------------------|-------------------------|
| Municipal Boundaries | Section Lines | 1.5 mi Review Not Exercised | Extraterritorial Zoning |
| Property Boundary | Surface Water | 3 mi Review Not Exercised | Red: Band_1 |
| Old Lot/Meander Lines | Map Hooks | S66.0105 Overlap | Green: Band_2 |
| Rail Right of Ways | Tax Parcels | 1.5 mi Plat Review | Blue: Band_3 |
| Road Right of Ways | Streams and Ditches | 3 mi Plat Review | |

200 100 0 200 Feet

1 inch = 201 feet

Jefferson County Geographic Information System

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

Printed on: March 15, 2016

Author:

RESOLUTION NO. 2016-_____

Recommendations on Legislation that Impacts Planning, Zoning and Land Use Laws

Executive Summary

Although opposed by many Wisconsin counties, including Jefferson County, 2015 Wisconsin Act 55 (the biennial budget bill), including the revisions to §59.692, Wis. Stats., was enacted by the state of Wisconsin on July 12, 2015. These revisions to shoreland zoning significantly changed the state's shoreland zoning policy and purpose and were enacted without meaningful public notice, public input or review by and input from local units of government or analysis by the Wisconsin Department of Natural Resources. This resolution requests that the legislature discontinue the practice of fast-tracking piecemeal bills regarding planning, zoning, and land use and instead adopt a systematic review by a group of primary stakeholders of state laws (existing or proposed) that impact planning, zoning and land use, with a concurrent process involving notice and public input opportunities that will ensure thoughtful and deliberate consideration.

WHEREAS, Wisconsin counties have been authorized by state statutes since 1968 to enact and administer general zoning regulations including shoreland zoning regulations in towns choosing to be subject to those regulations, and

WHEREAS, Jefferson County requested by adoption of Resolution 2015-58 on June 23, 2015, that the proposed revisions to § 59.692, Wis. Stats., Zoning of Shorelands, be removed from the biennial budget bill and instead be addressed in stand-alone legislation, and

WHEREAS, this request, although echoed by dozens of other Wisconsin counties, was ignored and 2015 Wisconsin Act 55 (the biennial budget bill), including the revisions to §59.692, Wis. Stats., was enacted by the State of Wisconsin on July 12, 2015, and

WHEREAS, these revisions to shoreland zoning significantly changed the state's shoreland zoning policy and purpose, and were enacted without meaningful public notice, public input or review by and input from local units of government or analysis by the Wisconsin Department of Natural Resources, and

WHEREAS, the manner in which this legislation came about has resulted in a general state of confusion as to interpretation and implementation of the new law resulting in uncertainty as to the implementation, administration and enforcement of shoreland zoning at the county level, and

WHEREAS, State Statutes dictate the process by which counties may revise general zoning and shoreland zoning regulations which typically involves numerous steps and notifications including opportunities for town board and public input, and

WHEREAS, after the enactment of the 2015 Wisconsin Act 55, a number of bills were proposed impacting planning, zoning and land-use at the local level that were introduced one week, and sent to public hearing the next week, offering little or no opportunity for public input or analysis

by state or local regulators of the meaning of the bills or how the proposed laws would interact with existing laws, and

WHEREAS, the development community and property owners typically seek information from county zoning administrators regarding pertinent zoning regulations months before submitting final applications, relying on the zoning administrators to provide accurate information as to the zoning regulations surrounding a project, and

WHEREAS, the changes brought about by the 2015 Wisconsin Act 55 shoreland zoning revisions and the piecemeal bills subsequently introduced and fast-tracked have created a climate of uncertainty and frustration for the development community, property owners and county zoning administrators, all of which contribute to a loss of efficiency and productivity.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors respectfully requests that the legislature discontinue the practice of fast-tracking piecemeal bills regarding planning, zoning, and land use.

BE IT FURTHER RESOLVED that the state legislature adopt a systematic review by a group of primary stakeholders of state laws (existing or proposed) that impact planning, zoning and land use, with a concurrent process involving notice and public input opportunities that will ensure thoughtful and deliberate consideration.

BE IT FURTHER RESOLVED that Jefferson County would welcome the opportunity to participate in discussions and public listening sessions and hearings regarding state shoreland and comprehensive zoning regulations to discuss ways in which each could be improved.

BE IT FURTHER RESOLVED that the County Clerk forward copies of this resolution to Governor Scott Walker, the Secretary of the DNR of the State of Wisconsin and the state legislators for Jefferson County.

Fiscal Note: This resolution has no fiscal impact

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Administration & Rules Committee

04-19-16

J. Blair Ward: 03-21-16

REVIEWED: Administrator____; Corp. Counsel ____; Finance Director ____