

FILED

02-16-2023

Clerk of Circuit Court

Cindy R. Hamre Incha

2022CV000334

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**DECISION MEETING**

*George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow*

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** March 28, 2022  
**TIME:** 8:30 a.m.  
**PLACE:** Room 202 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI  
 OR Via Zoom Videoconference

**YOU MAY ATTEND VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:**

Register in advance for this meeting:

[https://zoom.us/join/zoom/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB\\_1Qxy](https://zoom.us/join/zoom/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)

Meeting ID: 959 8698 5379

Passcode: Zoning

After registering, you will receive a confirmation email containing information about joining the meeting

1. **Call to Order**
2. **Roll Call (Establish a Quorum)**
3. **Certification of Compliance with 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 17, February 28, March 4 and March 10 Meeting Minutes**
7. **Communications**
8. **February Monthly Financial Report for Register of Deeds – Staci Hoffman**
9. **February Monthly Financial Report for Land Information Office-Matt Zangl**
10. **March Monthly Financial Report for Zoning – Matt Zangl**
11. **Discussion on Solar Energy Facilities**
12. **Discussion on WE Energies Liquefied Natural Gas (LNG) Facility in the Town of Ixonia**
13. **Discussion and Possible Action on R4379A-22 & CU2108-22 for Donald & Nancy Brunson, PIN 006-0716-1642-000 near W1432 County Road B in the Town of Concord. These petitions were presented in public hearing on February 17, 2022 and subsequently postponed on February 28, 2022.**
14. **Discussion and Possible Action on CU2101-21 for Brian & Jennifer Statz, PIN 014-0615-0221-029 at N4885 County Rd D, Town of Jefferson. This petition was presented in public hearing on December 16, 2021 and subsequently postponed on January 3, 2022.**
15. **Discussion and Possible Action on R4361A-21 for Jeffery and Rebecca Weber, PIN 014-0615-0441-000 for a 1.00 acre A-3 lot on Paradise Road in the Town of Jefferson. This petition was previously postponed on February 28, 2022.**
16. **Discussion and Possible Action on Petitions Presented in Public Hearing on March 10, 2022:**
  - R4391A-22 –Jeanette C Poulson Family Trust:** Create a 4.71-ac lot around the home & buildings at **N795 Tamarack Rd**, Town of Palmyra from part of PIN 024-0516-2713-000 (40 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.
  - R4392A-22 –Jeanette C Poulson Family Trust:** Rezone approximately 2.8 ac of PIN 024-0516-2742-000 (37.8 ac) to add it to an adjoining 2.2-ac A-3 zoned lot at **N683 Tamarack Rd**, Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4393A-22 – James E Gilbert:** Create a 2.47-ac building site **at the intersection of Bakertown Rd and Pioneer Dr** from part of PIN 006-0716-2942-000 (40.703 ac), Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4394A-22 – Richard Helman:** Create three new building sites, one of 1.9 ac and two of 1.89 ac, all on **Switzke Rd** in the Town of Farmington from part of PIN 008-0715-0432-004 (5.6 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4395A-22 – Connie & Jerry Wolf/Jay & Deloris Kogle Trust Property:** Rezone approximately 1.5 ac of PIN 022-0613-3122-002 (15.443 ac) to add it to an existing adjacent A-3 zone owned by the Wolfs at **N2803 County Rd C**, Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4396A-22 – Barry & Pauline Stephan:** Create a 2-ac lot around the home at **N4062 County Road E** from part of PIN 026-0616-1422-000 (33.965 ac) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4397A-22 – Heidi Kabat & Wayne Meier/RNH Trust Property:** Create a 3-ac lot around the home at **N7691 Newville Rd** in the Town of Waterloo from part of PIN 030-0813-3321-001 (30.25 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4398A-22 – Heidi Kabat & Wayne Meier/RNH Trust Property:** Create two new 1-ac building sites from part of PIN 030-0813-3321-001 (30.25 ac) **near N7691 Newville Rd**, Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4399A-22 – Kyle Skalitzky:** Create a 3-ac lot around the home & buildings at **W8968 Kenny Ln**, Town of Waterloo, from part of PIN 030-0813-1744-000 (38.859 ac) This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**CU2111-22 – Scott Construction Inc:** Conditional use for an update to an existing non-metallic mineral extraction operation in an A-1 zone at **W7161 County Road J**. The site is on PINs 014-0614-1921-002 (9.99 ac), 014-0614-1924-001 (38.852 ac), 014-0614-1931-001 (20 ac) and 014-0614-1923-002 (21.972 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

**CU2112-22 – David & Jean Anich Trust:** Conditional use for repair services in a Community zone at the **intersection of County Rd E and County Rd CI**, Town of Sullivan, on PIN 026-0616-3441-008 (0.504 ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**17. Possible Future Agenda Items**

**18. Upcoming Meeting Dates**

**April 8, 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 202**

**May 13, 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 p.m. – Decision Meeting in Courthouse Room 202**

**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](http://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.*

**MINUTES OF THE  
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE  
DECISION MEETING**

*George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow*

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** March 28, 2022  
**TIME:** 8:30 a.m.  
**PLACE:** Room 202 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI  
OR Via Zoom Videoconference

**YOU MAY ATTEND VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:**

Register in advance for this meeting:  
[https://zoom.us/meeting/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB\\_1Qxy](https://zoom.us/meeting/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)  
Meeting ID: 959 8698 5379  
Passcode: Zoning

After registering, you will receive a confirmation email containing information about joining the meeting

- 1. Call to Order**  
The meeting was called to order by Supervisor Jaeckel at 8:30 a.m.
- 2. Roll Call (Establish a Quorum)**  
Supervisor Foelker was absent. All other Committee members were present. Also present were County Administrator Ben Wehmeier and Zoning Department staff Matt Zangl, Sarah Elsner, Deb Magritz and Brett Scherer. Attending via Zoom were Joan Callan and Brian?
- 3. Certification of Compliance with Open Meetings Law**  
Supervisor Poulson verified compliance with Open Meetings Law.
- 4. Approval of the Agenda**  
Motion by Supervisors Nass/Poulson to approve the agenda. Motion passed 4-0.
- 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)**  
Larry Oliverson stated that consistency should be a factor when making decisions, and that Town plans should trump Town decisions. Town Board makeup changes frequently, but Plans stay in effect longer.  
  
Pete Gross also briefly spoke, noting he agrees that consistency is important.
- 6. Approval of February 17, February 28, March 4 and March 10 Meeting Minutes**  
Motion by Supervisors Poulson/Nass to approve the February 17 meeting minutes. Motion passed 4-0.  
  
Motion by Supervisors Poulson/Nass to approve the February 28 meeting minutes. Motion passed 4-0.  
  
Motion by Supervisors Poulson/Nass to approve the March 4 meeting minutes. Motion passed 4-0.  
  
Motion by Supervisors Poulson/Nass to approve the March 10 meeting minutes. Motion passed. 4-0.
- 7. Communications**  
There were no communications.

8. **February Monthly Financial Report for Register of Deeds – Staci Hoffman**  
Hoffman noted that recording numbers and revenues were back down near those of 2020. Her office is working on back indexing in preparation for the Courthouse renovation project.
9. **February Monthly Financial Report for Land Information Office-Matt Zangl**  
Zangl added that Land Information fees were also down, following the pattern of Register of Deeds Office.
10. **March Monthly Financial Report for Zoning – Matt Zangl**  
Zangl further reported that there have been busy spurts in the Zoning Department, but revenues are \$10,000 down from March 2021. Counter traffic in the Department has picked up.
11. **Discussion on Solar Energy Facilities**  
Crawfish River Solar is currently working on grading according to Zangl. They have finished up their permits; a monthly meeting will be held later this week.  
  
Badger State Solar is working on funding and permitting.
12. **Discussion on WE Energies Liquefied Natural Gas (LNG) Facility in the Town of Ixonia**  
Zangl explained that WE Energies has finished up the permitting for the project. They are working on impoundment and later on pouring concrete. Wehmeier added that repairs necessary on County Road SC will be done and billed to WE Energies.
13. **Discussion and Possible Action on R4379A-22 & CU2108-22 for Donald & Nancy Brunson, PIN 006-0716-1642-000 near W1432 County Road B in the Town of Concord. These petitions were presented in public hearing on February 17, 2022 and subsequently postponed on February 28, 2022.**  
Zangl explained the situation to date. He noted that if the Town wishes to, they can file a resolution to overturn a rezoning. Motion by Supervisors Jaeckel/Poulson to take the petitions off the table. Discussion ensued among Committee members on their thoughts. Motion by Supervisors Jaeckel/Nass to approve R4379A-22. Motion passed 4-0. Motion by Supervisors Poulson/Jaekel to approve CU2108-22. Motion passed 4-0. Please see individual files for a more detailed record of the decisions.

Corporation Counsel Blair Ward arrived at this point.

14. **Discussion and Possible Action on CU2101-21 for Brian & Jennifer Statz, PIN 014-0615-0221-029 at N4885 County Rd D, Town of Jefferson. This petition was presented in public hearing on December 16, 2021 and subsequently postponed on January 3, 2022.**  
Zangl explained the proceedings to date. Motion by Supervisors Nass/Jaekel to approve CU2101-21 as presented. Motion passed 4-0.
15. **Discussion and Possible Action on R4361A-21 for Jeffery and Rebecca Weber, PIN 014-0615-0441-000 for a 1.00 acre A-3 lot on Paradise Road in the Town of Jefferson. This petition was previously postponed on February 28, 2022.**  
The petitioner asked that his request be brought up at the April decision meeting. No action was taken.
16. **Discussion and Possible Action on Petitions Presented in Public Hearing on March 10, 2022:**  
***PLEASE SEE INDIVIDUAL FILES FOR A COMPLETE RECORD OF THE FOLLOWING DECISIONS:***

**APPROVE WITH CONDITIONS R4394A-22 – Richard Helman** on a motion by Supervisors Nass/Poulson to create three new building sites, one of 1.9 ac and two of 1.89 ac, all on **Switzke Rd** in the Town of Farmington from part of PIN 008-0715-0432-004 (5.6 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**Supervisor Poulson left the room.**

**APPROVE WITH CONDITIONS R4391A-22 – Jeanette C Poulson Family Trust** on a motion by Supervisors Nass/Jaeckel to create a 4.71-ac lot around the home & buildings at **N795 Tamarack Rd**, Town of Palmyra from part of PIN 024-0516-2713-000 (40 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 3-0 with Supervisor Poulson out of the room.

**APPROVE WITH CONDITIONS R4392A-22 – Jeanette C Poulson Family Trust** on a motion by Supervisors Nass/Jaeckel to rezone approximately 2.8 ac of PIN 024-0516-2742-000 (37.8 ac) to add it to an adjoining 2.2-ac A-3 zoned lot at **N683 Tamarack Rd**, Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 3-0 with Supervisor Poulson out of the room.

**Supervisor Poulson returned to the meeting.**

**APPROVE WITH CONDITIONS R4393A-22 – James E Gilbert** on a motion by Supervisors Zastrow/Jaeckel to create a 2.47-ac building site **at the intersection of Bakertown Rd and Pioneer Dr** from part of PIN 006-0716-2942-000 (40.703 ac), Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVED WITH CONDITIONS R4395A-22 – Connie & Jerry Wolf/Jay & Deloris Kogle Trust Property** on a motion by Supervisors Nass/Poulson to rezone approximately 1.5 ac of PIN 022-0613-3122-002 (15.443 ac) to add it to an existing adjacent A-3 zone owned by the Wolfs at **N2803 County Rd C**, Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVED WITH CONDITIONS R4396A-22 – Barry & Pauline Stephan** on a motion by Supervisors Nass/Jaeckel to create a 2-ac lot around the home at **N4062 County Road E** from part of PIN 026-0616-1422-000 (33.965 ac) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVED WITH CONDITIONS R4397A-22 – Heidi Kabat & Wayne Meier/RNH Trust Property** on a motion by Supervisors Nass/Zastrow to create a 3-ac lot around the home at **N7691 Newville Rd** in the Town of Waterloo from part of PIN 030-0813-3321-001 (30.25 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**POSTPONED ACTION ON R4398A-22 – Heidi Kabat & Wayne Meier/RNH Trust Property** on a motion by Supervisors Nass/Poulson to create two new 1-ac building sites from part of PIN 030-0813-3321-001 (30.25 ac) **near N7691 Newville Rd**, Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**POSTPONED ACTION ON R4399A-22 – Kyle Skalitzky** to create a 3-ac lot around the home & buildings at **W8968 Kenny Ln**, Town of Waterloo, from part of PIN 030-0813-1744-000 (38.859 ac) This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. No action was taken because the petitioner did not attend public hearing.

**APPROVED WITH CONDITIONS CU2111-22 – Scott Construction Inc** on a motion by Supervisors Jaeckel/Poulson for conditional use for an update to an existing non-metallic mineral extraction operation in an A-1 zone at **W7161 County Road J**. The site is on PINs 014-0614-1921-002 (9.99 ac), 014-0614-1924-001 (38.852 ac), 014-0614-1931-001 (20 ac) and 014-0614-1923-002 (21.972 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**APPROVED WITH CONDITIONS CU2112-22 – David & Jean Anich Trust** on a motion by Supervisors Poulson/Jaeckel for conditional use for repair services in a Community zone at the **intersection of County Rd E and**

**County Rd CI**, Town of Sullivan, on PIN 026-0616-3441-008 (0.504 ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance. Motion passed 4-0.

**17. Possible Future Agenda Items**

**18. Upcoming Meeting Dates**

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**May 23, 8:30 p.m. – Decision Meeting in Courthouse Room 202**

**19. Adjourn**

Motion by Supervisors Nass/Zastrow to adjourn the meeting. Motion passed 4-0 and the meeting adjourned at 9:39 a.m.

**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](http://www.jeffersoncountywi.gov).**

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