

Planning and Zoning Department

2019 Annual Report

DEPARTMENT STAFF

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The Planning and Zoning Department is responsible for the implementation and enforcement of the Jefferson County Comprehensive Plan, the Jefferson County Agricultural Preservation and Land Use Plan, and the ordinances adopted related to these plans. Ordinances administered by the Zoning Department include the Jefferson County Zoning Ordinance, which also includes the Shoreland –Wetland regulations, the Private Sewage System Ordinance, which includes the Wisconsin Fund Program and POWTS Maintenance Program, the Land Division and Subdivision Ordinance, and the Floodplain Ordinance.

Our work is conducted under the guidance of the Jefferson County Planning and Zoning Committee and Solid Waste Committee. We also work with the Zoning Board of Adjustment, which is a Board made up of three county residents who are appointed. The Board grants or denies petitions for variances from the terms of the Zoning Ordinance.

Planning and Zoning Department Revenues

2016	\$235,106
2017	\$240,847
2018	\$219,297
2019	\$235,168
2020	\$131,341

Department revenues has stayed relatively constant over the past few years. While COVID-19 has had an impact on the Department and operations, the year-to-date revenues for 2020 are comparative to past years. As the year progresses, we will continue to monitor revenues and expenses.

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Private On-site Waste Systems (Septic Systems)

Number of Sanitary Permits Issued			
TYPE OF SYSTEM	2017	2018	2019
Conventional Systems	74	81	88
Mound Systems	46	52	50
Holding Tanks	14	7	9
Permits issued	134	140	147

The Planning and Zoning Department implements Wi. Stat. Ch. NR 145 and related DSPS Codes for new and replacement private on-site waste systems or septic systems. The Department issues permits for new systems, replacement systems and work to repair existing system. The Department also inspects, reviews and verifies soil tests to ensure the proper septic is being installed and for characteristics such as adequate separation to ground water.

Zoning Permits Report

Shown below is a table illustrating the number of zoning permits that the department has issued. Overall, the number and type of permits issued has been consistent the past few years with a few exceptions. The number of new home permits and total permits remain almost identical between 2018 and 2019.

As we begin to review the 2020 data, we notice a few changes. So far, in 2020, we have issued 45 new home permits, which is slightly below our yearly average. In a typical year, I would expect to have issued 55-65 new home permits by this time. However, the remainder of the land use categories are slightly above previous year's levels. For example, 328 – other non-residential (agricultural barns/structures), 434 – residential additions and 437 – non-residential additions (agricultural additions) are near end of the year values. While we have seen a slight decrease in new home permits, we are seeing an increase in other development such as decks, garages, additions to homes, agricultural structures, etc.

Number of Zoning Permits Issued and Estimated Value of Construction

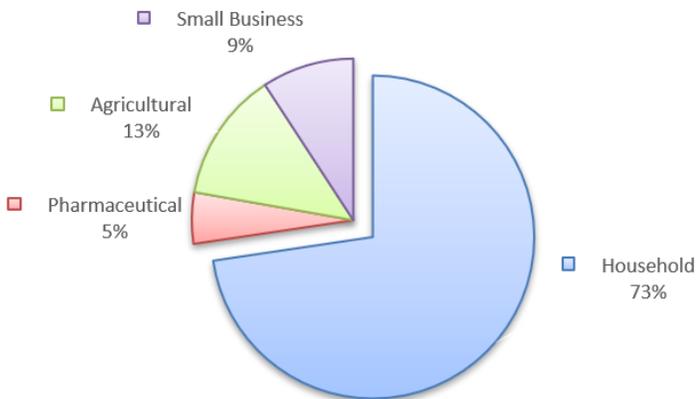
Land Use Code	Type of Construction	2017		2018		2019		2020*	
		Permits	Value/Cost	Permits	Value/Cost	Permits	Value/Cost	Permits	Value/Cost
101	New Single Family	119	34,471,237	100	100	100	34,471,237	45	15,308,787
103	New Multi-Family	1	-	8	-	-	-	-	-
107	MH in MH Park	18	533,400	3	12	12	533,400	-	-
320	Industrial	2	3,210,400	1	3	3	3,210,400	3	417,692
325	Public Works/Utilites	19	948,400	9	16	16	948,400	4	100,500
328	Other Non-Residential Buildings	106	4,931,037	134	95	95	4,931,037	77	2,736,442
329	Structures other than Buildings	28	649,450	20	26	26	649,450	28	443,127
330	MH in MH Park- Accessory Structure	3	0	4	0	0	0	2	4,300
350	Moved/Relocated Detached Building	-	10,000	1	1	1	10,000	3	3,300
434	Residential- Additions, Alterations, Conver.	128	2,921,092	135	108	108	2,921,092	95	2,715,239
436	MH in MH Park- Additions, Alterations, Cover.	8	12,100	5	1	1	12,100	3	32,332
437	Non-Residential-Add, Alterations, Conversion	35	1,115,304	27	44	44	1,115,304	30	939,800
438	Additions of Garages & Carports	90	2,596,407	75	82	82	2,596,407	36	1,058,375
439	Tower/Antenna Additions	10	330,000	6	12	12	330,000	6	365,000
645	Demolition (Razing of Residential Bldgs)	2	-	2	5	5	-	1	0
649	Demolition (Razing) of Non-Residential Bldgs	2	0	2	0	0	0	1	0
700	Sign Permit	1	0	6	3	3	0	3	0
800	Shoreland/Wetland Permit	18	216,401	28	29	29	216,401	27	26,840
900	Floodplain Permit	5	133,817	29	57	57	133,817	33	74,117
901	Floodplain Damage Permit	1	-	-	-	-	-	-	-
*as of July 2020	Total	597	\$52,079,045	595	594	594	\$52,079,045	397	\$24,225,851

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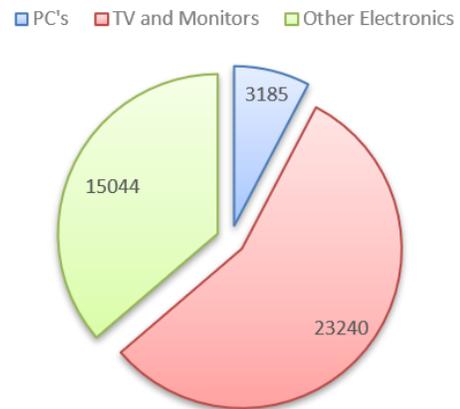
Solid Waste and Clean Sweep Program

Housed under the Planning and Zoning Department is the County’s Solid Waste Program. In 2019, the program continued to provide the County’s residents with recycling information, education and clean sweep events for the proper and legal disposal of hazardous waste. The program includes providing collection sites for medication, prescription drugs, and electronic waste. These recycling efforts are for residents, farms, and businesses in Jefferson County. The program is supported by non-levy tax dollars. Most of our support comes from the host fees generated by the agreement between Deer Track Park Landfill, the Town of Farmington, and Jefferson County. For 2019 the program received \$77,133 from this agreement. The City of Watertown also contributes \$20,000 and is a big supporter of the program and is a great partner in recycling efforts in the County. Additional support comes from state grants which continue to shrink. In 2018, grant funding was \$17,560 for the program. We also receive donations from multiple Towns, Cities, Villages, and local businesses within the County totaling approximately \$5,000 for the year. In 2019, 479 residents took part in three Clean Sweep Events, spanning five days. Also in 2019, 403 residents participated in the one day Electronic and Appliance Disposal Event. In 2020, we will be expanding the Electronic and Appliance Disposal events to include three events throughout the year. We continue to look for ways to further expand the Electronic and Appliance disposal by searching for a permanent site location.

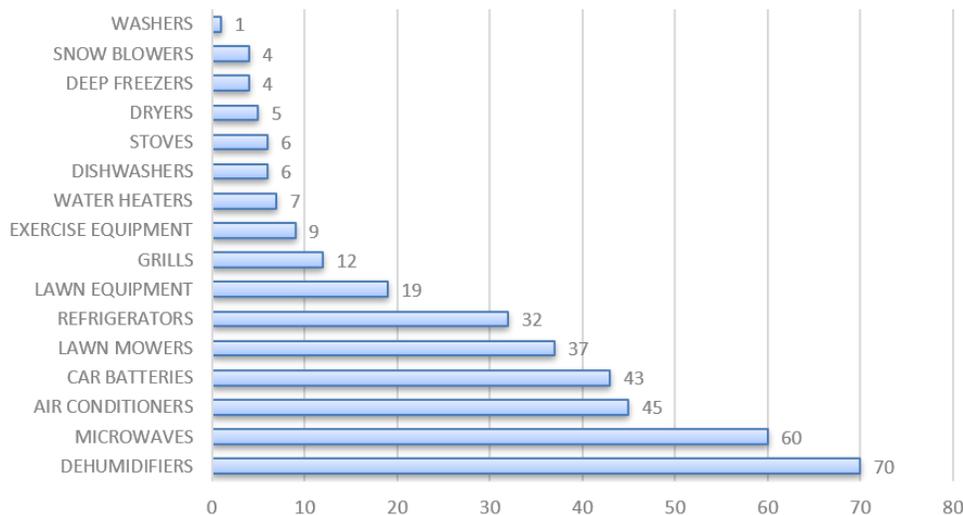
Total Pounds Collected at 2019 Clean Sweep Events - By Waste Type



Total Electronics Collected in Pounds



Number of Appliances Recycled During 2019 Event



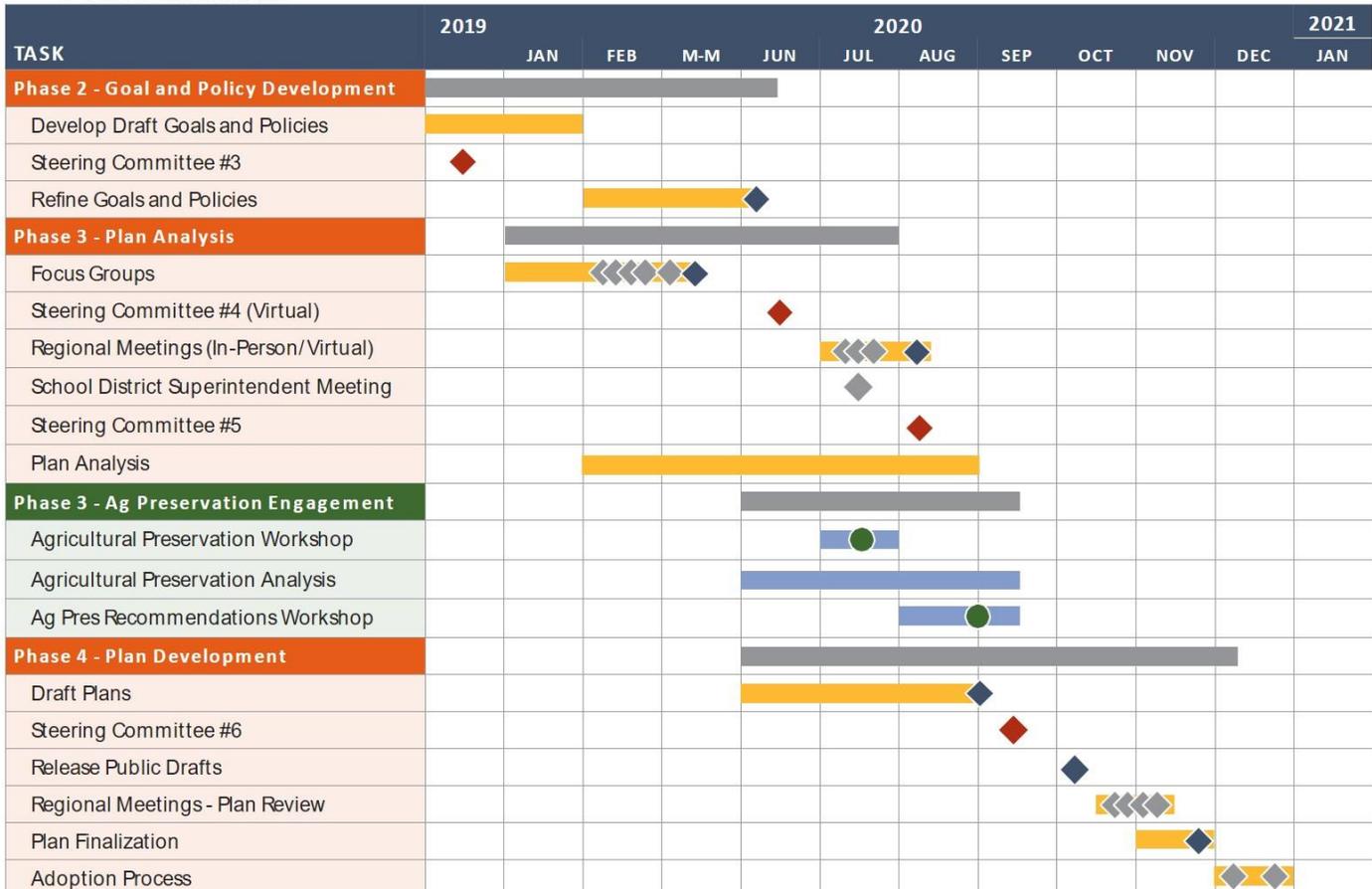
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Comprehensive Plan and Farmland Preservation Plan Update

In 2019, the Planning and Zoning Department, along with multiple other departments, contracted with SRF Consulting Group LLC., to update two important guiding documents for the County: The Jefferson County Comprehensive Plan and the Agricultural Preservation and Land Use Plan (Farmland Preservation Plan). Both documents are required to be updated at least once every 10 years and both were last updated in approximately 2010. The County is required by Wis. Stats. Ch. 66.1001 to have a comprehensive plan and all decisions made by the County Board must align with the Comprehensive Plan. Jefferson County has a long history of farmland preservation planning and was one of the first counties to have a State Certified Farmland Preservation Plan under Wis. Stats. Ch. 91. One benefit of having a state certified plan is landowners are eligible for a tax credit based on their participation in the program.

The updated plans are scheduled to be completed at the end of 2020 or beginning of 2021. The Plans will be presented to the County and ultimately adopted by the Board.

Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan Schedule



◆ Deliverable ◆ Steering Committee Meeting ◆ Public Input Opportunity ● Agricultural Engagement