TOWN OF JEFFERSON
PLAN COMMISSION
Monday, March 31, 2025 at 5:30PM
Town of Jefferson Meeting Hall, St Coletta Cabin
434 County Road Y Jefferson, WI 53549

Meeting Minutes

CALL TO ORDER
Chair Jon Bound called the meeting to order at 5:30 pm.

ROLL CALL/ESTABLISH A QUORUM
Plan Commission Members present were: Chair Jon Bound, Members- Scott Barnhart, Matt Davis, Kelly Stade, Michael Steptoe Alternate Member Tom Doeberlein, Gregg Hill, Clerk & Plan Commission Secretary, Tina Barnes. Chair Bound confirmed there was a quorum present.

OTHERS PRESENT
Zoning Request- Yvonne Duesterhoeft, Dave Lemke

CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETING LAW
Chair Bound said the Plan Commission meeting was in compliance with the open meeting law. The agenda was posted 3-24-25.

APPROVE MARCH 31,2025 MEETING AGENDA
Member Doeberlein moved to approve the March 31, 2025 Plan Commission meeting agenda. Member Stade seconded the motion; carried on voice vote.

APPROVE JANUARY 27, 2025 MEETING MINUTES
Member Barnhart moved to approve the January 27, 2025 Plan Commission meeting minutes. Member Steptoe seconded the motion; carried on voice vote.

PUBLIC COMMENT
None

ZONING REQUEST:

- Request by Gregg Harrom to rezone a total 1.9-acre lot from A-T to A-2 for .9 acres to allow for graphics and fabrication business and rezone 1.0-acre from A-T to A-3 for a residential lot at N4870 County Road D, parcel 014-0615-0212-000. Property is owned by Yvonne R Duesterhoeft Trust

Yvonne Duesterhoeft, Dave Lemke were present to answer questions. Member Doeberlein moved to approve the request by Gregg Harrom to rezone a total 1.9-acre lot from A-T to A-2 for .9 acres to allow for graphics and fabrication business and rezone 1.0-acre from A-T to A-3 for a residential lot at N4870 County Road D, parcel 014-0615-0212-000. Property is owned by Yvonne R Duesterhoeft Trust. Member Barnhart seconded the motion; carried on voice vote.

- Request for Conditional Use by Gregg Harrom to allow for a graphic design and fabrication business on .9 acre lot at parcel 014-0615-0212-000

Member Barnhart moved to approve the request for Conditional Use by Gregg Harrom to allow for a graphic design and fabrication business on .9 acre lot at parcel014-0615-0212-000. Member Doeberlein seconded the motion; carried on voice vote.

DISCUSS AD HOC COMMITTEE TOWN HALL
Clerk Barnes said Chair Hollinger, Supervisor Habeck and herself visited the Town of Union on Saturday March 29th. Clerk Barnes said Devin, from Keller, did a presentation at the March 3rd Town Board meeting. The Town of Union built a new Town hall 6 years ago. They worked with Keller and had nothing but positive feedback about the company. The Town of Union is about the same size as the Town of Jefferson. They built a Town hall and shop together. Many positive ideas came from the meeting at the Town of Union.

DISCUSS POTENTIAL AGENDA ITEMS FOR THE APRIL 28, 2025 MEETING
1. Zoning Request

ADJOURN
Member Barnhart moved to adjourn at 5:55 p.m. Seconded by Member Doeberlein ; carried on voice vote.

Respectfully submitted,

Tina Barnes, Clerk & Plan Commission Secretary
Town of Jefferson