TOWN OF JEFFERSON
PLAN COMMISSION
Monday September 29, 2025 at 5:30PM
Town of Jefferson Meeting Hall, St Coletta Cabin
434 County Road Y Jefferson, WI 53549

Meeting Minutes

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

APPOINT A MEETING CHAIR
Member Scott Barnhart moved to nominate Gregg Hill as Meeting Chair. Member Mike Steptoe seconded the the motion. Asked three times for any other nominations. None heard; motion passed with voice vote.

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

OTHERS PRESENT
Zoning Request- Mallory Bohling, John Roth, Residents Mike Hollinger, Dave Robu

CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETING LAW
Meeting Chair Hill said the Plan Commission meeting was in compliance with the open meeting law. The agenda was posted 9-22-25.

APPROVE SEPTEMBER 29, 2025 MEETING AGENDA
Member Doeberlein moved to approve the September 29, 2025 Plan Commission meeting agenda. Member Davis seconded the motion; carried on voice vote.

APPROVE MAY 19, 2025 MEETING MINUTES
Member Barnhart moved to approve the May 19, 2025 Plan Commission meeting minutes. Member Stade seconded the motion; carried on voice vote.

PUBLIC COMMENT
Clerk Barnes gave updates on the Badger State Solar project. The construction activities are: site preparation, surveying and installing driveways and entrances.

Resident Bill Vogel, W5101Vogel Rd., questioned the neighboring property request for a home occupation for lawn care/snow removal. Meeting Chair Hill said the request will be discussed soon.

Resident Dave Robu, N3782 Duck Creek Rd., is in favor of the zoning request submitted by John Roth. Dave is the neighboring property selling the.5 acres to the Roths.

ZONING REQUEST:

- Request by James & Mallory Bohling for conditional use to allow for a home occupation for lawn care/snow removal in an A-1 zone at W5093 Vogel Road, Jefferson, parcel 014-0614-1312-000

Mallory Bohling was in attendance to answer questions. Mallory stated they started a lawn care/snow removal business in 2011. She and her husband are 50/50 owners in the business. They have 6 total employees. Mallory said they will be storing the equipment in an existing garage with no customers visiting the business. There will be no flashing lights, beeping or signage on the property. The hours of operation will be 7am-5 pm except for times of snow removal.

Member Stade moved to approve the request by James & Mallory Bohling for conditional use to allow for a home occupation for lawn care/snow removal in an A-1 zone at W5093 Vogel Road, Jefferson, parcel 014-0614-1312-000 with the stipulations of no flashing lights, beeping, signage on the property and hours of operation will be 7am-5 pm except for times of snow removal. Member Barnhart seconded the motion; carried on voice vote.

- Request by John & Shelly Roth to rezone 1.340-acres from A-1 to A-3 from parcel 014-0615-1333-001 and part of parcel 014-0615-1333-005 at W2890 County Road Y, Jefferson

John Roth was in attendance to answer questions. John said his .849-acre parcel is non-conforming for A-1or A-3. John said the County purchased land for ROW in 1983; this purchase made the parcel non-conforming. John said his propane tank and small shed are over the property line. John said he worked with his adjoining property owner, Dave Robu, to come up with a .5-acre parcel to purchase from him. The .5-acre purchase would put his parcel at 1.340-acres, bringing the parcel in compliance while leaving the Robu parcel at 13 acres. John spoke to Matt Zangl, Jefferson Co. Zoning Dept., about the best way to handle this situation. The Robu property already has the maximum splits taken off. The .5-acre A-1property purchase has not been completed; the .5-acre can't be rezoned from A-1 to A-3. Meeting Chair Hill said they can't approve a rezone on property that isn't owned by the petitioner. John said he has worked with County Zoning for several hours and this is the route that was chosen; the Preliminary CSM and rezoning of the parcel. Member Stade questioned if the propane tank was actually over the lot line. John said he wants to buy the .5-acres so there are no questions as to where the lot line is.

Member Barnhart moved to approve request by John & Shelly Roth to rezone 849-acre parcel from A-1 to A-3 from parcel 014-0615-1333-001. Member Doeberlein seconded the motion; carried on voice vote.

Member Barnhart moved to approve the Preliminary CSM combining the two parcels, 1.340-acres A-3 parcel 014-0615-1333-001 and part of parcel 014-0615-1333-005 subject to the sale of the land, the final CSM being completed, the second rezoning request being completed, and recorded by December 31, 2025. Member Doeberlein seconded the motion; carried on voice vote.

DISCUSS POTENTIAL AGENDA ITEMS FOR THE OCTOBER 27, 2025 MEETING

1. Zoning Request

ADJOURN

Member Barnhart moved to adjourn at 6:08 p.m. Seconded by Member Doeberlein; carried on voice vote.

Respectfully submitted,

Tina Barnes, Clerk
Town of Jefferson