TOWN OF JEFFERSON
PLAN COMMISSION
Monday October 27, 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.

APPOINT A MEETING CHAIR
Not Needed

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

OTHERS PRESENT
Zoning Request- Joe & Ashley Adler, Chris Sukow, Dan-Combs Assoc., Residents Mike Hollinger, Scott Adler, Gregg Harrom and others

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 10-21-25.

APPROVE OCTOBER 27, 2025 MEETING AGENDA
Member Barnhart moved to approve the October 27, 2025 Plan Commission meeting agenda. Member Steptoe seconded the motion; carried on voice vote.

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

PUBLIC COMMENT
Scott Adler, Meirkwood Dr., the snow plowing was wonderful last year.

Clerk Barnes received correspondence from Vandewalle & Assoc. The City of Jefferson adopted the amendment to the Comprehensive Plan including land in the Town of Jefferson.

ZONING REQUEST:

- Request from Joe & Ahsley Adler for a variance to allow for the placement of an attached two-car garage at a reduced road setback at N4026 County Road Y, Jefferson, parcel 014-0615-1822-000.

Joe & Ahsley Adler were in attendance to answer questions. Member Hill moved to approve the request by Joe & Ahsley Adler for a variance to allow for the placement of an attached two-car garage at a reduced road setback at N4026 County Road Y, at a reduced road setback at N4026 County Road Y, Jefferson, parcel 014-0615-1822-000. Member Doeberlein seconded the motion; carried on voice vote.

- Request by Kemmeter's Properties LLC to rezone 1-acre from A-T to R-2 to create a total lot size of 2-acres at W5051 US Hwy 18, Jefferson, parcels 014-0614-1212-000 & 014-0614-1212-002.

Chris Sukow and Dan, Combs Assoc., were in attendance to answer questions. Chris said this request is to fix the lot to adhere to the trust that states it must be a 2-acre lot. Member Hill moved to approve the request by Kemmeter's Properties LLC to rezone 1-acre from A-T to R-2 to create a total lot size of 2-acres at W5051 US Hwy 18, Jefferson, parcels 014-0614-1212-000 & 014-0614-1212-002. Member Davis seconded the motion; carried on voice vote.

- Request by Jefferson County Zoning Department Proposed Zoning Ordinance Amendment- Accessory Dwelling Units

Resident Gregg Harrom, N4870 County Road D., asked about septic, electrical etc. on the Accessory Dwelling Units.

It was suggested that he speak to the County Zoning Department. Member Hill moved to approve the request by Jefferson County Zoning Department Proposed Zoning Ordinance Amendment- Accessory Dwelling Units. Member Doeberlein seconded the motion; carried on voice vote.

DISCUSS/APPROVE 2026 MEETING DATES

All Members agreed with the 2026 meeting dates presented.

DISCUSS POTENTIAL AGENDA ITEMS FOR THE NOVEMBER 17, 2025 MEETING

1. Zoning Request

ADJOURN

Member Doeberlein moved to adjourn at 5:46 p.m. Seconded by Member Barnhart; carried on voice vote.

Respectfully submitted,

Tina Barnes, Clerk
Town of Jefferson