

Town of Eldorado Plan Commission (EPC) Meeting Minutes

February 14, 2023

Plan Commission Member Attendees (5) and terms:

x	Jeremy Brenner, Chairperson (5/1/2022 - 4/30/2025)	x	Jenna Borski, Secretary (5/1/2021 - 4/30/2024)		x	Aaron Rickert, Town Supervisor #2 (Town Board Liaison) (5/1/2021 - 4/30/2023)
x	Dennis Yoder, Member (5/1/2022 – 4/30/2025)	x	Jeff White, Vice Chairperson (5/1/2021 – 4/30/2024)			

Staff or Town Board Member Attendees:

	Cheryl Pionke, Town Clerk (Appointed position)	x	Gary Miller, Town Chairman (5/1/2021 - 4/30/2023)		x	Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman	x	Dave Jahns, Town Supervisor #1 (5/1/2021 - 4/30/2023) Permit Officer			

Note: As of June 2021, minutes no longer include public attendance. Names will be included for agenda items or contributions under public comments or as deemed necessary by EPC. As of May 2022, public comments are limited to the designated times during the meeting.

<p>Call to Order, Pledge of Allegiance and Agenda Review: Meeting called to order by Brenner at 7:00 p.m. followed by pledge of allegiance.</p>
<p>Public Comments (Please note this is the Plan Commission’s monthly business meeting, not a public hearing. Individuals wishing to speak on any item should present their comments now under this “Public Comments” agenda item. In addition, although the Plan Commission can receive comments on matters not included on this agenda, it cannot discuss or take action on these matters. Each commenter will be limited to a total of three consecutive minutes under this agenda item.): None</p>
<p>Review & Approve Minutes: EPC reviewed the EPC meeting minutes from January 10, 2023. Five copies circulated to public per May 2021 decision. Motion made by Yoder/White to approve minutes. Motion carried 4-0.</p>
<p>Tracking # CP-2023-01-23-Rickert (missing pg 2 of application and signatures of property owners) Concept Plan – Application for UNKNOWN – Applicant: Jim and Kelly Rickert</p> <p>Note: Assumed information is based on map of ag land and copy of June 8, 2021 EPC minutes (pg 2 only) provided with pg 1 of concept plan application Location/Description of Property: Olden Rd / Tax Parcel not provided but assumed T07-16-16-18-08-002-00 Parent parcel acres: Acres not provided but assumed 59.856 +/-. Current zoning: A-1 for assumed parent parcel Proposed parcel acres: 3.47 +/- Area of dedication acres: unknown Proposal: unknown but assumed creation of a 3.47-acre lot for construction of a non-farm residence</p> <p>Base Farm Tract (BFT) Acres: 72.8 +/- based on assumed parent parcel Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05): 69.33 +/- based on assumed parent parcel Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05): 3.47 +/- based on assumed parent parcel</p> <p>The concept plan application is incomplete and the applicants were not in attendance. Brenner tabled discussion until additional information can be provided and applicants or a representative present.</p>

Tracking # CP-2023-02-03-Albrecht

Concept Plan – Application for Rezone – Applicant: Michael Albrecht

Location/Description of Property: N7876 Town Hall Rd / T07-16-16-29-09-007-00

Parent parcel acres: 2.45 +/-

Current zoning: Residential

Proposed parcel acres: same

Area of dedication acres: none

Proposal: Rezone to A-2 for existing ag business & residence

Mike Albrecht explained he would like the rezone to increase the flexibility for land use. Current use is a residence and ag-related business. Albrecht agreed he is willing to rezone to A-1, Exclusive Ag, since the parcel does not meet the minimum lot size for A-2, General Ag, of 3.0 acres but does meet the minimum road frontage for either ag district. EPC discussed future buildings will need to meet setbacks requirements for the A-1 district. Borski checked in with Attorney Matt Parmentier prior to the meeting to discuss the existing structures and non-compliance with current Residential District side-yard setback requirements. Borski's understanding is since these structures are currently legal, non-conforming, EPC can choose to rezone since the non-conformance with side-yard setback already exists. The Future Land Use Map of the Comprehensive Plan Update 2040 was recently revised to include this parcel as future agricultural which allows for the rezone. EPC provided Albrecht with an application for rezone and instructions on the application process. The application is due with fee by February 27, 2023 to hold a public hearing on March 21, 2023.

Tracking # CP-2023-02-03-Sievert

Concept Plan – Application for Rezone – Applicant: Michele (Simon) Sievert & Tim Sievert

Location/Description of Property: N7889 Cty Rd C / T07-16-16-29-10-004-00

Parent parcel acres: 5.5 +/-

Current zoning: Residential

Proposed parcel acres: same

Area of dedication acres: none

Proposal: Rezone to A-2 for hobby farm

Michele Sievert was not in attendance. However, Mike Albrecht provided comment he believes Sievert wants the rezone to allow construction of larger outbuildings than currently allowed under the Residential District and to add animals for a hobby farm. Current use is a residence. EPC discussed the current buildings meet setback requirements for the A-2 District and the parcel meets the minimum lot size & property dimensions for A-2. The Future Land Use Map of the Comprehensive Plan Update 2040 was recently revised to include this parcel as future agricultural which allows for the rezone. EPC provided Albrecht with an application for rezone and instructions on the application process to provide to Sievert. The application is due with fee by February 27, 2023 to hold a public hearing on March 21, 2023.

Discussion of Comprehensive Plan Update 2040 Chapter 2:

EPC reviewed Chapter 2 of the Comp Plan for action items:

Issues & Opportunities: Community Engagement, Social Infrastructure and Communication

- The Town Clerk should have administrative rights to the website for more timely updates & flexibility.
- Continue information-sharing via the Town's Facebook page, website, Town scrolling board, bulletin boards.
- Consider evaluating Facebook and website statistics to gauge interest.
- Consider official Town email addresses vs. individual personal (Gmail) addresses for professionalism, continuity, and security.

- Consider benefits of a quarterly newsletter & distribution. Would first need to increase staffing resources to provide a quality quarterly newsletter.
- Welcome packet an excellent idea but unrealistic with current staffing resources.

Issues & Opportunities: Aging in Place and Livability

- Aging population option is to live in their current house until unable to do so. Make it known aging in place options needed on social media and call for solutions and opportunities at Town Board meetings.
- Consider a Focus Group of persons in this situation to identify needs.
- Next round of Comp Plan review & input will likely change the Townspeople's ideas for future culture & growth of the Town based on two major up-coming items: potential for solar panels; and outcome of the current operational and capital school referendums for April 2023.

Land Use

- The current Zoning Ordinance is consistently followed and there is no recommendation to rewrite at this time.
- Town Map is completed.
- Recommend the Town Board give EPC permission to create a Dark Sky Ordinance.

Economic Development

- Mention desire for downtown redevelopment at Town Board meetings.
- Continue partnerships & collaboration with community but economic development difficult without willing sellers.

Rural Tourism

- Recommend promote Community Center rental opportunity in the school paper.
- Recommend more promotion of desire to develop in specific areas of the Town.
- Recommend promote the marsh and state trail on the Town website and in other communications.

Housing Choices

- Repeat of Aging in Place.
- Suggested Property Maintenance Ordinance addressed by the existing Nuisance Ordinance.
- **Action by EPC: Develop district-specific fact sheets.**

Transportation

- Repeat of Aging in Place.
- Sidewalks have been enhanced in the hamlet.
- Recommend a bike lane south of the bridge to the bike trail.

Community Facilities

- Substantial investment in parks completed – expanded property, dugout improvements, removal of dead trees, etc.
- Recommend adding a photo of Lions Park at Christmas to Town website.
- Recommend highlighting the parks in a Town newsletter, if started.
- Broadband is progressing.
- Promote volunteerism on Facebook page, website, email distribution list mentioning the EFD & First Responders picnic, parade, spaghetti dinner, etc. New volunteers welcome with contact information.

Protect Agriculture and Farming

- On-going
- **EPC Action Item: Develop fact sheet for A-1 & A-2 Districts and promote on website.**
- **EPC Action Item: Update CSM & Rezone application forms to include statement/notice that neighbors are farmers with right to farm. Expect noise, dirt, odors, large equipment on roads, etc. to limit conflicts.**
- Recommend include same statement/notice in the annual newsletter with tax statements.

Water Management

- Encourage, cooperate, partner, seek.
- Contact DNR for manure spreading violations.

Intergovernmental Cooperation

- Maintain current relationships.
- Consider proactive outreach and partnerships with local fire departments, Sheriff's Dept, school principal, local Town Clerks, etc. just to see what is going on that may be of joint interest. Create a surrounding support network through the Town Clerk.

Plan Consistency

- On-going. EPC actively striving to be consistent with the local Towns and overlaps with the County.

Comp Plan Evaluation & Updates

- **EPC Action Item: First annual review taking place – continue annually as workload allows.**
- The 5 and 10-year review is anticipated to be dramatically impacted by the solar plan and school referendum mentioned above.
- Change of three parcels on Future Land Use Map initiated by residents.

EPC will continue to contemplate these items for continued discussion next month. The goal is to begin to implement what EPC has power to do now and make recommendations for additional actions at a future Town Board meeting following the April 2023 elections.

Status Update of Applications/Permits in Progress of Completion: Existing Conditional Use Permits -

- a. TJRVJM Real Estate, LLC (Highland Farm) CUP # ELD-22-001 for W8232 West Lone Elm Road submitted their first annual report with very limited information. More detail is needed to understand what events took place. Borski will request the Town Clerk contact Highland Farm for this information.
- b. Vis, N9177 Town Hall Rd (CUP #ELD-16-001) – The update documents for the Register of Deeds have yet to be prepared.
- c. Isaac, W9509 Rose-Eld Rd (CUP #ELD-14-001) – The update documents for the Register of Deeds have yet to be prepared.

Review of General Inquiries Since February 14, 2023:

- White received an inquiry regarding the Rickert concept plan
- Borski received an inquiry for a property on Hass Rd

Public Comments (*Individuals wishing to speak on any agenda item discussed above should present their comments now under this "Public Comments" agenda item. Each commenter will be limited to a total of three consecutive minutes under this agenda item.*): Public comments made by Dave Jahns

Next Meeting Date & Tentative Agenda: March 21, 2023 including Comp Plan Update 2040 Ch. 2 continued discussion, Highland Farm Annual Report follow-up, Vis & Isaac deed restriction document updates, and any applications

Note: Regular EPC meetings are tentatively scheduled for 7:00 p.m. the second Tuesday of each month.

Adjourn: Motion made by Yoder/Brenner to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 9:52 p.m.

Respectfully submitted,

Jenna Borski
Member/Secretary
Town of Eldorado Plan Commission