

Town of Eldorado Plan Commission (EPC) Meeting Minutes

December 12, 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)		Aaron Rickert, Town Supervisor #2 (Town Board Liaison) (4/18/2023 - 4/18/2025)
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:

x	Cheryl Pionke, Town Clerk (Appointed position) Temporary Permit Officer		Dave Jahns, Town Chairman (4/18/2023 - 4/18/2025)		Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman	x	Joe Kopf, Town Supervisor #1 (4/18/2023 - 4/18/2025)		

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.

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.

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

Review & Approve Minutes: EPC reviewed the public hearing (Alliant) & EPC meeting minutes from November 14, 2023. Five copies circulated to public per May 2021 decision. Motion made by Yoder/White to approve minutes. Motion carried 3-0-1 (Brenner abstained since absent 11/14/23).

Continued Discussion of Comprehensive Plan Update 2040 Ch. 2 (Action Items for Goals included in the Comprehensive Plan Update 2040 adopted 9/28/2020): Resumed discussion on action items. EPC reviewed summary of Feb-Nov 2023 discussions and action items. The Town will continue the increase in communications. Pionke reported there will be a monthly email newsletter starting in January 2024 that will also be posted to the Town’s Facebook page. The newsletter will feature Town events, highlight Town duties, explain how citizens can get involved and other Town news. Pionke will also try to get the ability to modify the website. Jerry Borski, Fire Chief, reported the Fire Department / Emergency Medical Responders Facebook page has been well received.

Status Update of Applications/Permits in Progress of Completion:

- a. Wisconsin Power & Light Company (Alliant) application for extension of deadline for completing conditions of Conditional Use Permit (CUP) #ELD-20-001 – EPC tabled a decision at the November 2023 hearing pending additional information from Alliant. A Special Hearing will be needed in 2024 to resume review of the application.
- b. Chris & Keetra Baker and Aaron & Melissa Wagner application for CSM – W7786 Dike Rd / T07-16-16-35-13-003-00 & W7762 Dike Rd / T07-16-16-35-13-008-00 - the Town Board approved the CSM at the November 27, 2023 Town Board meeting. Updated EPC on public complaints verbally communicated to Town Board in November for awareness.
- c. Existing Conditional Use Permits –

1. Newcastle Property Investments, CUP #ELD-22-002 – Pionke sent a violation letter via email and mail to the property owner to clean up the property and that no business can operate out of the storage buildings.

Review of General Inquiries Since November 14, 2023: Jenna Borski reported the Fond du Lac County Steering Committee for the County Subdivision Ordinance had an initial meeting that afternoon (12/12/23). The Committee includes representatives from various perspectives to review proposed revisions to the ordinance and provide feedback to the Planning Department. Borski was invited to serve on the committee, representing Township perspective. The committee will meet over the next several months to review the proposed revisions to the ordinance. Brenner asked this to be a standing agenda item at future EPC meetings.

On a separate note, Borski also shared information learned from the County regarding the review process for certified survey maps (CSMs). The County revised their process in May 2023 to include 20 days opportunity for review agents to provide comment to the County. Following this time period, the County will compile the comments into an official letter review and share with the property owner, agent & Town Clerk. This is important as it affects the Town's application and review process for CSMs. The Town will need to either proceed with holding the public hearing in advance of the review agent and County input or extend the Town's application process another month. If the hearing is held prior to County review and comment, any recommendation by the EPC will need to be contingent upon no substantial changes to the CSM. This needs to be considered further by EPC.

Borski also shared a suggestion received by the County to consider adding a GIS layer of Conditional Use Permit locations & numbers (e.g., #ELD-22-002) to the official Town Zoning Map as a mechanism to assist keeping track of CUPs issued in the Town. Borski will research this option further with East Central Wisconsin Regional Planning Commission (ECWRPC) to supplement the Town's current administrative records.

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 Jerry Borski.

Next Meeting Date & Tentative Agenda: January 9, 2024

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

Adjourn: Motion made by Brenner/White to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 8:09 p.m.

Respectfully submitted,

Jenna Borski
Member/Secretary
Town of Eldorado Plan Commission