

## Town of Eldorado Plan Commission (EPC) Meeting Minutes

February 13, 2024

**Plan Commission Member Attendees (5) and terms:**

x	Jeremy Brenner, Chairperson (5/1/2022 - <b>4/30/2025</b> )	x	Jenna Borski, Secretary (5/1/2021 - <b>4/30/2024</b> )	x	Aaron Rickert, Town Supervisor #2 (Town Board Liaison) (4/18/2023 - <b>4/18/2025</b> )
x	Dennis Yoder, Member (5/1/2022 – <b>4/30/2025</b> )	x	Jeff White, Vice Chairperson (5/1/2021 – <b>4/30/2024</b> )		

**Staff or Town Board Member Attendees:**

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

*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, and Agenda Review:** Meeting called to order by Brenner at 9:09 p.m. following public hearing.

**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 EPC meeting minutes from January 16, 2024. Five copies circulated to public per May 2021 decision. Motion made by Yoder/Rickert to approve minutes. Motion carried 4-0-1 (Brenner abstained due to absence).

**Tracking # CP-2024-01-23-Chesney**

**Concept Plan – Application for Certified Survey Map or Plat Map and Rezone – Applicant:** Norbert Chesney

**Location/Description of Property:** W7775 Coyne Rd / T07-16-16-35-16-004-00 (Parcel A with existing house, outbuilding & farmland), T07-16-16-35-16-006-00 (Parcel B with outbuildings & farmland) & T07-16-16-35-16-002-00 (Parcel C vacant with “Little Lake Chesney” pond and farmland)

**Parent parcel acres:** 3.35 +/- (Parcel A), 3.88 +/- (Parcel B) & 11.37 +/- (Parcel C shown on hand-drawn map as 11.77 acres)

**Current zoning:** Residential (Parcels A & B) & A-1 Farmland Preservation (Parcel C)

**Proposed parcel acres:**

- Option 1: 4.75 +/- (new Parcel A with existing house and outbuildings), 2.5 +/- (new Parcel B vacant with farmland) & 12.77 +/- (new Parcel C vacant with pond and farmland) OR
- Option 2: 4.75 (new Parcel A with existing house and outbuildings), 2.5 (new Parcel B vacant with farmland) & up to six 2-3 +/- acre parcels (split up new Parcel C vacant with pond and farmland for future residential)

**Area of dedication acres:** unknown for Coyne Rd

**Proposal:** Owner has three parcels, of which the A-1 parcel is land-locked. Re-align residential lots to put all existing buildings on one lot and create vacant residential lot without rezone. Expand farmland to allow A-1 access frontage to Coyne Rd and either:

- Option 1: rezone remnant portions from residential to A-1 for continued farming OR

- Option 2: rezone all farmland to Residential and create multiple residential lots with “Lake Chesney Drive” to create road frontage for future new residential lots.

Owner is uncertain if he will choose to proceed with option 1 at this time and option 2 at a later date.

**Base Farm Tract (BFT) Acres:** 11.37 +/- (only Parcel C zoned A-1)

**Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):** N/A – not enough acreage in BFT

**Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):** N/A – not enough acreage in BFT

Chesney presented his application as described above. EPC noted that the hand-drawn sketch of the proposed residential lots (new Parcels A & B) include 200 ft frontage which is more than the required 150 ft minimum for residential, and that the minimum frontage for the A-1 lot (new Parcel C) only lists 108 ft frontage. This is less than the minimum frontage of 200 ft for it to be a buildable A-1 lot. EPC noted that a single parcel cannot be split-zoned and that rezone will be required to create new Parcel C. Chesney acknowledged that creation of the new A-1 lot (new Parcel C) would require rezone of the portion currently zoned Residential to A-1.

EPC informed Chesney that Option 2 (creation of multiple residential lots) will require a Plat (vs. a Certified Survey Map) and the Future Land Use Map (FLUM) of the Town’s Comprehensive Plan Update 2040 to be amended for existing Parcel C to be shown as “Residential” vs. “Agricultural” in order for the Town to consider rezone of Parcel C from A-1 to Residential. EPC explained the process for Chesney to initiate application for an amendment to the FLUM. EPC further explained that creation of a Plat with “Lake Chesney Drive” would require Chesney to construct the road to Town specifications and that it would be a private drive (not a Town Road) until at least there were multiple landowners along the drive. Chesney acknowledged he understood the construction of the road and cost would be his responsibility. Chesney will consider options and decide how to proceed.

**Status Update on Fond du Lac County Subdivision Ordinance Steering Committee:** next meeting is scheduled for February 15, 2024

**Continued Discussion on Department of Agriculture, Trade & Consumer Protection (DATCP) (10-year) Re-certification Process for Town Zoning Ordinance** – no update

**Continued Discussion of Comprehensive Plan Update 2040 Ch. 2 (Action Items for Goals included in the Comprehensive Plan Update 2040 adopted 9/28/2020):** Pionke is looking into an email domain such as “.org” that is more professional and secure than Gmail per the recommendation of Yoder. At many businesses, Gmail is automatically screened as Junk Mail. The Town Board will consider a hosted domain on a cloud server that is separate from the website.

**Status Update of Applications/Permits in Progress of Completion:**

- a. Application by Wisconsin Power & Light Company (Alliant) for Extension of Deadline for Completing Conditions of Conditional Use Permit #ELD-20-001 – public hearing held immediately prior to EPC meeting. Decision on application tabled again for additional information. The hearing is scheduled to continue on March 12, 2024, following posting of the required legal notice. EPC will schedule a closed session meeting with the Town Attorney to discuss enforcement.
- b. Existing Conditional Use Permits
  1. Hass CUP #ELD-18-001 3-year review, due in March 2024, will be scheduled for a future date.
  2. TJRVJM Real Estate LLC (Highland Farms) CUP #ELD-22-001 submitted their annual report of events - reviewed by EPC.

**Review of Inquiries / Complaints Since January 16, 2024:** Borski followed up to the complaint received regarding a pond constructed in the A-2 General Agricultural district on Dike Rd without a conditional use permit. The property owner did inquire with the EPC prior to constructing the pond and was advised no permit was needed. However, it has been brought to the attention of the EPC that section 17.34(5)(p) states “artificial lakes and ponds” are a listed

conditional use in the A-2 district. Borski spoke with Town Attorney Matt Parmentier regarding after-the-fact permitting and the property owner has submitted an application for a conditional use permit. The hearing will be scheduled for March 12, 2024 following posting of the required legal notice.

**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 12, 2024

*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 5-0. Meeting adjourned at 9:47 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission