Town of Eldorado Plan Commission (EPC) Meeting Minutes

July 14, 2026

Plan Commission Member Attendees (5 members) and terms:

x	Jeremy Brenner, Chairperson (5/1/2025 - **4/30/2028**)	x	Jenna Borski, Secretary (5/1/2024 - **4/30/2027**)	x	Todd Stahmann, Town Supervisor #2 (Town Board Liaison) (4/18/2025 - **4/18/2027**)
x	Dennis Yoder, Vice Chairperson (5/1/2025 – **4/30/2028**)	x	Jeff White, Member (5/1/2024 – **4/30/2027**)		

Staff or Town Board Member Attendees:

	Cheryl Pionke, Town Clerk (Appointed 5/19/2025 to finish term thru **4/20/2027**)	x	Dave Jahns, Town Chairman (4/18/2025 - **4/18/2027**)		Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman		Joe Kopf, Town Supervisor #1 (4/18/2025 - **4/18/2027**)	x	Jason Weinke, Permit Officer (Appointed 1/27/2025)

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 EPC meeting minutes from June 9, 2026. Five copies circulated to public per May 2021 decision. Motion made by Stahmann/Yoder to approve minutes. Motion carried 4-0-1 (Borski abstained as absent in June).

Tracking # *CP-2026-07-07-Fox Revocable Trust*
Concept Plan – Application for Minor Land Division of A-1 Land without Rezone – Applicant: James and Debra Fox

Location/Description of Property: W7379 Cty Rd OO / T07-16-16-36-16-002-00
Parent parcel acres: 8.55 +/-
Current zoning: A-1
Proposed parcel acres: 1.5 – 5.5 +/-
Area of dedication acres: none for Cty Rd OO
Proposal: split land from farmland for house for son

Base Farm Tract (BFT) Acres: 46 +/-
Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05): 43.8 +/-
Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05): 2.2 +/-

Jim and Debra Fox attended and explained they would like to split between 1.5-5.5 acres from the farm for their son with new disabilities & family to build a house with outbuildings and possibly have animals. The plan is for construction of a zero-clearance ranch with an attached garage of approximately 1,500 sq. ft. A variance to the max size may be needed to accommodate for the disability. No rezone is requested and they understand 200 ft road frontage is required for a buildable lot. A non-farm residence under the A-1 District is not requested. They'd like to

have their existing farmhouse and farm buildings on a lot of about 3 acres for potential future rezone to A-2 if split from the farm in the future. Foxes would like their son's house built contiguous to their property, and to minimize disruption to the existing farm fields. For these reasons, they do not want to put the new lot on the corner of Townline Rd & Cty Rd OO. Additional land on Townline Rd to the north is owned four-ways with siblings and is not preferred. Foxes also don't want to put their son's house in the middle of a farm field. A percolation test has not yet been done to determine if a conventional or mound system is needed. Timing is not a concern and they are open to having another concept plan discussion as their plans evolve.

EPC reviewed Zoning Ordinance options for the proposal:

- EPC agreed land division and construction of a residence for the son of a farmer is a permitted use in A-1 district. No rezone needed.
- EPC noted based on questions asked there is a minimum of 800 sq. ft. required for a residence. A basement is not required.
- EPC informed on min/max setbacks from the road, side yard and rear yard setbacks for dwelling/attached garage and outbuildings in A-1 district for both new construction and existing structures on what will remain the Fox property.
- EPC noted due to the current parcel size (less than 35 acres) that the CSM will need to include survey of the full parcel and will result in creation of three lots: Fox's current residence (with min 200 ft frontage); Fox's son's lot (with min 200 ft frontage); remnant farmland lot at NE corner of Townline Rd & Cty Rd OO. Note there is currently 1,200 ft road frontage along Cty Rd OO.
- Septic and well are permitted through the County but the well must be 50 ft from the septic on both the same property and the adjacent property. There may also be a minimum required distance between septic systems.
- The driveway culvert is also done through the County since this is on a County road. Jim Fox spoke with Mike Born with the County regarding obtaining a culvert/driveway permit where 600 ft is needed between driveways on a County Rd. There is an existing culvert for a snowmobile crossing that they could maybe hook onto. Fox continues to work with the County on options.

The applicants will continue to evaluate options with their son & family and the County. They will contact Borski with additional questions or when ready to return to EPC for another concept plan discussion. No applications for CSM or Rezone were distributed at this time.

Tracking # *CP-2026-07-09-Krueger*
Concept Plan – Application for Minor Land Division without Rezone – Applicant: Terri Krueger

Location/Description of Property: W7401 Lincoln Rd / T07-16-16-99-TO-090-00
Parent parcel acres: 1.374 +/-
Current zoning: Residential
Proposed parcel acres: 0.5 +/-
Area of dedication acres: none for Lincoln Rd
Proposal: Split 0.5 acres for sale to adjoining neighbor

Krueger's parcel is approximately 150 ft wide (E-W) by 400 ft long (N-S) with Van Dyne Creek running through the parcel cutting off the northern 1/3 of the lot from the southern 2/3. The northern portion is only accessible by bridge. The Creek frequently floods and makes the northern portion of her property inaccessible at times. Krueger spoke with the adjoining neighbor to the north, Bill Qualmann at W7589 Townline Cir (T07-16-16-99-TO-090-00), who moved to the home in 2024. Qualmann expressed interest in purchasing the approximately 0.5-acre area north of the Creek from Krueger. Qualmann was in attendance as well. Qualmann plans to construct a playset for his kids, plant a garden and possibly add an 8 ft x 10 ft garden shed but has no plans for larger construction.

EPC discussed:

- both parcels are zoned Residential District and no rezone would be required
- reviewed minimum parcel size, rear yard and side yard setbacks for Krueger & Qualmann to consider if they have the lots surveyed
- noted that since the lots are less than 35 acres, the entirety of both lots will be need to be surveyed for creation of two new lots 1 & 2 for the two existing addresses
- EPC recommends the 0.5-acre area be merged with Qualmann's current 1.296-acre parcel as opposed to creating a separate 0.5-acre parcel so there is no question regarding access moving forward.
- EPC recommends both banks of the creek stay with the owner that the water affects the most for water control, as opposed to splitting the ownership of the creek.

Borski will discuss with the Town Attorney whether there is a different process for land division and parcel merge when dealing with a Plat or if the traditional CSM is acceptable.

Fond du Lac County Staffing Update: Borski received an automatic reply to Terry Dietzel, Director of Land Information, that he retired. The new Director, Dean Kaderabek, started June 29, 2026 and can be reached at dean.kaderabek@fdlco.wi.gov. Other staff in Lands remain:

- Property splits and Land Divisions: Lisa Vercauteren, 920-929-7021, lisa.vercauteren@fdlco.wi.gov
- GIS and Digital Data Request: Josh Thomas, 920-929-6151, joshua.thomas@fdlco.wi.gov
- Planning, Parks and Snowmobiles: Sarah Van Buren, 920-929-3138, sarah.vanburen@fdlco.wi.gov
- New Address Request: Russ Raube, 920-929-6831, russ.raube@fdlco.wi.gov

Status Update on Department of Agriculture, Trade & Consumer Protection (DATCP) (10-year) Re-certification Process for Town Zoning Ordinance: Borski contacted Alex Ackerman with the Town Attorney's office to submit the request to DATCP for re-certification of the Ordinance and learned that they need a list of all properties zoned out of A-1 since last certification in 2013. This was not previously communicated as needed and will take some time for Borski to generate.

Status Update of Applications/Permits in Progress of Completion:

a. David Brenner, Certified Survey Map (CSM), SE corner of Cty Rd I & Brenner Rd / Parcel #T07-16-16-22-13-007-00 (10.73 ac.) & N8257 Cty Rd I / Parcel #T07-16-16-22-13-004-00 (1.25 ac.) – The CSM is signed and recorded at the Register of Deeds.
b. Existing Conditional Use Permits –
    i. TJRVJM Real Estate, LLC (Highland Farm) CUP # ELD-22-001 for W8232 West Lone Elm Road - annual reports have not been submitted for a couple years as required by their CUP. The Town just re-approved the liquor license but it is unknown what, if any, activities are happening with this license. Pionke will follow up with Tabatha to get a report out on what activities are taking place on the property with the CUP and liquor license and future plans by the property owner. If the CUP is no longer applicable and/or the liquor license is not being used, the Town should pull this permit and/or not renew the liquor license.

Review of Inquiries / Complaints Since June 9, 2026:

- Borski:
    - Pionke met with Zach Frank and Dick Langenfeld at W9350 Frank Rd (owned by Zach Frank) to notarize their signatures on the CSM generated to create the required 200 ft road frontage for this property. Borski communicated to Pionke that the applications & fees for the CSM and rezone from A-1 to A-2 have not yet been submitted. As such, the Town cannot sign the CSM. Without the CSM filed, the Frank Rd property remains with no legal access to the road and a building permit cannot be

issued. Borski mailed the applications for CSM (one for Zach Frank and one for Dick Langenfeld) and Rezone to Zach Frank at his current address with instructions.

- Borski contacted Stella regarding N9455 Ridge Rd (Michael Van Rossum Living Trust property) at the phone number provided by Weinke. Borski verbally confirmed that EPC discussed this property a few months back with Jahns and Weinke and agreed that a building permit to replace the residence can be issued without need for rezone. No further involvement is needed by the EPC or Town Board for them to move forward with obtaining the building permit.
- Borski provided additional information about inquiry by a prospective purchaser regarding a 2.57-acre parcel owned by Jane Lyness for sale at the SE corner of Sales Rd & Hwy 41 (parcel #T07-16-16-25-06-002-00). Borski discussed options for current permitted use as A-1 land and general process on amending the Future Land Use Map, rezone, possible Commercial uses, and potential for Conditional Use Permits for various proposed uses. The prospective purchaser will contact Borski with any further questions but does not intend to submit a Concept Plan application at this time.

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.*): None

Next Meeting Dates: August 11, 2026, September 8, 2026 & October 20, 2026 due to conflict the second Tuesday

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

Adjourn: Motion made by White/Yoder to adjourn the meeting. Motion carried 5-0. Meeting adjourned at 8:43 p.m.

Respectfully submitted,

Jenna Borski
Member/Secretary
Town of Eldorado Plan Commission