

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

September 14, 2021

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

x	Jeremy Brenner, Chairperson (5/1/2019 - <b>4/30/2022</b> )	x	Jenna Borski, Secretary (5/1/2021 - <b>4/30/2024</b> )	x	Aaron Rickert, Town Supervisor #2 (Town Board Liaison) (5/1/2021 - <b>4/30/2023</b> )
x	Lee Wenker, Vice Chairperson (5/1/2019 – <b>4/30/2022</b> )	x	Jeff White, Member (5/1/2021 – <b>4/30/2024</b> )		

**Staff or Town Board Member Attendees:**

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

*Note: As of June 2021, minutes no longer include public attendance. Names will be included for agenda items or contributions under public input or as deemed necessary by EPC.*

**Call to Order and Agenda Review:** Meeting called to order by Brenner at 7:15 p.m.

**Review & Approve Minutes:** EPC reviewed the public hearing & EPC meeting minutes from August 10, 2021. Five copies circulated to public per May 2021 decision. Motion made by Wenker/White to approve the EPC minutes. Motion carried 5-0. Motion made by Brenner/Wenker to approve the public hearing minutes. Motion carried 5-0.

**Status Update – Frank & Jeni Mazanka Minor Land Division (MLD), Rezone & Variances:** Frank Mazanka worked with an attorney to draft the shared driveway easement for proposed Lots 1 and 2 (condition of approval) sans the certified survey map (CSM) number and document number. Mazanka provided the signed easement to the Town along with a \$30 filing fee to be recorded by the Town upon receipt of the outstanding information per an agreement by Borski, Town Attorney, Matt Parmentier, Mazanka and his attorney. The Town moved forward with signing the CSM for Mazanka to record. Pionke will insert the CSM and document numbers into the driveway easement when received from the County and record the driveway easement which will finalize processing of these applications. Brenner commented that this was a good learning experience for the Town and appreciated the hard work on these applications.

**Review of General Inquiries Since October 10, 2021:**

- Rickert – Adam Roseau plans to submit a concept plan this fall for potential creation of a lot.
- Borski -
  - Continued conversation with Terry Dietzel, Fond du Lac County Planner, about properties that appear split zoned on the County GIS map (August 2021 agenda item). Dietzel researched and found that in 2011, the County approved combining lots on CR N on either side of Totz Rd for tax purposes but the combined parcels remain separate legal descriptions and zoned differently. It is unclear who requested this but Borski does not believe it was Town-initiated (no benefit to the Town to merge these parcels for tax purposes) and not part of one of the two formal Town-initiated rezone efforts. EPC will need to decide how to proceed with these parcels (e.g., contact owners to merge by CSM and rezone, allow continued discrepancy, other options). Borski will review historical notes and create a list of other locations with this situation and bring this back to the EPC for further discussion.
  - Borski also received some information from East Central Wisconsin Regional Planning Commission (ECWRPC) about process for the Town when an individual requests an amendment to the Future Land Use Map (FLUM) (Comprehensive Plan); however, ECWRPC has yet to respond with an estimated cost. Once this is received, Borski will inquire on costs with the Town Attorney to provide the information to Chuck Boyd who requested the process and cost estimate information in August 2021.

**Public Input:** Wayne Kemnitz, N7678 CR I, inquired about the rules for the one non-farm residence (NFR) regarding his vacant property on the east side of CR I. Kemnitz previously came to the EPC for a MLD in December 2019 to split the lot where he retained about 7.5 acres and sold approximately 8 acres of land in the Conservation Reserve Program (CRP). A percolation (“perc”) test was done for that application. At that time, EPC informed Kemnitz that only one NFR could be constructed on one of the two new lots due to the size of the base farm tract. During this September 2021 meeting, EPC informed Kemnitz that EPC since learned through other applications (e.g., Rehm) about options to rezone land from A-1 to A-2 and believe Kemnitz has additional opportunities on this parcel beyond the single NFR discussed in 2019. Essentially, there is no longer urgency to construct the single NFR. EPC encouraged Kemnitz to consider options and submit a concept plan for discussion at a future EPC meeting.

**Next Meeting Date & Tentative Agenda:** October 12, 2021 – possible application by Tom & Theresa Schultz to merge properties by CSM, updated info on apparent split zoned properties (merged for tax purposes) and amendment to the FLUM.

[Note: Regular EPC meetings are tentatively scheduled for 7:00 p.m. the second Tuesday of each month, pending agenda items.]

**Adjourn:** Motion made by Wenker/White to adjourn the meeting. Motion carried 5-0. Meeting adjourned at 7:58 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission