

Town of Eldorado Plan Commission (EPC) Meeting Minutes

July 8, 2025

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)
	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:

x	Cheryl Pionke, Town Clerk (Appointed 5/19/2025 to finish term thru 4/20/2027)	x	Dave Jahns, Town Chairman (4/18/2023 - 4/18/2025)		Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman		Joe Kopf, Town Supervisor #1 (4/18/2023 - 4/18/2025)	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 and Agenda Review: Meeting called to order by Brenner at 9:04 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 public hearing (CSB Trailer Holdings LLC to Amend the Comprehensive Plan Update 2040 – Future Land Use Map) & EPC meeting minutes from June 10, 2025. Five copies circulated to public per May 2021 decision. Motion made by Brenner/White to approve minutes. Motion carried 4-0.

Tracking #SPP-2025-07-03-CSB Trailer Holdings LLC

Site Plan Permit – Applicant: CSB Trailer Holdings, LLC

Location/Description of Property: vacant property at NE Corner of STH 23 & Cty Rd C / T07-16-16-99-EW-130-00, Lot 13 of the Eldorado Wildlife Estates in Section 31

Acres: approximately 2.18 +/- per Fond du Lac County GIS map (measured on website by Borski)

Current zoning: Residential – *public hearing immediately prior to EPC meeting with approved motion for recommendation by EPC for rezone to Commercial and will be acted upon by the Town Board on July 28, 2025*

Attendance for the application: Dale (“Charlie”) Becker

Borski explained that section 17.35 of Zoning Ordinance (Commercial District) requires a Site Plan Permit in accordance with section 17.52 for new construction. The Site Plan Permit is issued by the Town Board after review by EPC. There is no specific form for this application and a separate packet with the required components listed in the ordinance (17.52(6)(a)-(r)) was submitted by Becker on July 3, 2025 with the application fee per the Fee Schedule. No public hearing is required for this application. Reference the July 7, 2025 minutes from the public hearing for rezone and issuance of a conditional use permit for the same property for detailed discussion of the proposed construction. Becker confirmed there will be parking in front of each unit in the primary building (56 ft x 89 ft) for workers. EPC discussed review criteria under 17.52(9)(a)-(i) and reviewed the application packet submitted by Becker. No concerns by EPC. Motion made by Brenner/Borski to recommend Town Board approval of the application for a Site Plan Permit. Motion carried 4-0.

The application for a Site Plan Permit will be further considered by the Town Board on July 28, 2025.

Tracking # CP-2025-06-27-Newcastle Property Investments

Concept Plan – Site Plan – Applicant: Newcastle Property Investments, LLC (Eric Borseth)

Location/Description of Property: N8030 Sales Rd / T07-16-16-26-01-003-00

Parent parcel acres: 5.217 +/-

Current zoning: Commercial

Proposed parcel acres:

Area of dedication acres:

Proposal: New buildings to expand self-storage and move the shipping containers

Eric Borseth, New Castle Properties, presented his concept plan for future growth and development. Borseth is allowed up to 250 shipping containers under his existing CUP #ELD-22-002, but is moving toward construction of additional buildings. EPC noted new self-storage buildings will need a separate Conditional Use Permit (for additional self-storage on Commercial property, section 17.35(3)(o)). The existing buildings with self-storage are allowed as a legal, non-confirming use due to pre-dating current Zoning Ordinance. Borseth proposes to raise the grade at the site up three feet with gravel. The existing gravel yard is considered “impermeable” cover by the state and no stormwater retention pond is required with construction of additional buildings. However, EPC and the Town Board members expressed concern over where the water is going to go with the additional development including raising the grade three feet.

Borseth needs to submit a site plan permit application for EPC review. Borseth will either do all proposed at once or two phases over time, beginning probably next year. EPC reviewed the minimum road frontage of 75 feet in Commercial District to allow issuance of a building permit. Borseth believes the parcel he purchased from the DOT along the cul-de-sac earlier this year was merged with his existing parcel but will confirm. The Town did not receive a notice from the County that this took place. EPC informed Borseth the Town’s Land Division/Subdivision Ordinance requires any merge of parcels to be performed by CSM and reviewed/approved by the Town. Borseth will look into this further.

The Town (Dave Jahns, Mike Pionke, Jason Weinke and Fire Chief Jerry Borski) will meet Borseth at the site at 10:30 am on July 14th to review the proposed locations for placement of additional storage containers per his existing Conditional Use Permit, #ELD-22-002.

Continued Discussion of Comprehensive Plan Update 2040 Ch. 2 (Action Items for Goals included in the Comprehensive Plan Update 2040 adopted 9/28/2020) – Cedar Corp is planning to join EPC at the August meeting for initial discussions on existing setbacks and garage sizes listed in the current Zoning Ordinance.

Status Update of Applications/Permits in Progress of Completion:

- a. CSB Trailer Holdings, LLC (Dale “Charlie” Becker), Amendment to Future Land Use Map of Comprehensive Plan Update 2040, Rezone, Conditional Use Permit, and Site Plan Permit, northeast corner of Hwy 23 & Cty Rd C, Parcel # T07-16-16-99-EW-130-00, Lot 13 of Eldorado Wildlife Estates –Town Board reviewed and approved the amendment to the Future Land Use Map on June 23, 2025. Public hearing held on the Rezone and CUP applications immediately prior to this meeting. EPC recommended approval of the application for rezone from Residential to Commercial. EPC issued a CUP, conditional upon Town Board approval of the rezone. EPC reviewed the application for Site Plan Permit during this meeting.
- b. Hinz Family Farm, LLC, Certified Survey Map (CSM), vacant land off Lone Elm Rd / Parcel ID # T07-16-16-03-02-005-00 (34.425 ac.) – Town Board reviewed and approved on June 23, 2025 and CSM recorded.
- c. Existing Conditional Use Permits – No discussion

Review of Inquiries / Complaints Since June 10, 2025:

- Brenner – call from property owner Dave Rix regarding his property on the southwest corner of Townline Rd & Lone Elm Rd
- Borski:
 - traded emails the previous month with Eric Freiberg of ET Surveying and Brenner regarding Hinz Family Farm, LLC property off Ridge Rd where they propose to construct a farm residence. They will no longer pursue merging the parcels prior to construction.
 - Met with Zach Frank regarding property recently acquired on Frank Rd and plans for the property. They currently have no road frontage or legal access to the property. A concept plan application has not yet been submitted.
 - Email from an entity regarding construction of a solar farm on property off Townline Rd. Directed them to the May 2021 Zoning Ordinance amendment – creation of section 17.22 Solar Energy Systems.
 - Call regarding Chris Schumacher’s property at the southwest corner of Townline Rd and Lincoln Rd. A concept plan application has not yet been submitted.
 - Call from property owner Dave Rix regarding his property on the southwest corner of Townline Rd & Lone Elm Rd. A concept plan application has not yet been submitted.

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 Date & Tentative Agenda: August 12, 2025

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

Adjourn: Motion made by White/Borski to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 10:35 p.m.

Respectfully submitted,

Jenna Borski
Member/Secretary
Town of Eldorado Plan Commission