

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

January 10, 2023

**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> )		Aaron Rickert, Town Supervisor #2 (Town Board Liaison) (5/1/2021 - <b>4/30/2023</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:**

	Cheryl Pionke, Town Clerk (Appointed position)	x	Gary Miller, Town Chairman (5/1/2021 - <b>4/30/2023</b> )		Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman	x	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 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 December 13, 2022. Five copies circulated to public per May 2021 decision. Motion made by Yoder/White to approve minutes. Motion carried 4-0.

**Tracking # CP-2022-12-05-Rickert Bros LLC**

**Concept Plan – Application for Minor Land Division of A-1 Land without Rezone – Applicant:** Rickert Bros LLC selling to Joshua and Jillian Pipping (signed by Josh Pipping)

**Location/Description of Property:** Vacant land / T07-16-16-04-13-002-00 & T07-16-16-04-16-001-00 (Jahns Rd north of Lincoln Rd)

**Parent parcel acres:** 37.61 & 7.26+/-

**Current zoning:** A-1

**Proposed parcel acres:** 17-18 +/-

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

**Proposal:** Split and combine parcels for sale to Josh Pipping to build a shop for JP Tank, Inc. and Wisconsin Farm Drainage, Inc., etc.

**Base Farm Tract (BFT) Acres:** 545.7+/-

**Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):** 519.714+/-

**Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):** 25.986+/-

EPC continued discussion of the concept plan from December 2022 including information obtained from Terry Dietzel, Fond du Lac County Planner, by Borski following the December meeting:

1. Creation of landlocked parcels is allowed if the owner is provided access to a public road through either an adjacent parcel with road access under common ownership or an access easement is recorded at the Register of Deeds.
2. The County has no max parcel size limit but the County Subdivision Ordinance addresses creation of parcels less than 35 acres.
3. Two businesses with two separate addresses on a single parcel with a shared driveway is not prohibited by County ordinances or State rules but not recommended by Dietzel for the following reasons:
  - a. Complications with 9-1-1 emergency response
  - b. Property assessment is more complicated to track
  - c. Addressing is more straight forward when on two separate parcels
  - d. It is more complicated if something happens to one of the businesses

Item #3 was shared with Josh Pipping by email prior to the meeting with a recommendation he and the property owners attend for continued discussion of options. Neither the landowners nor prospective purchaser attended the meeting.

**Farmland Preservation Report 2022:** Borski shared a copy of the Town of Eldorado's Farmland Preservation 2022 Report just submitted to the Department of Agriculture, Trade and Consumer Protection (DATCP). The Report identifies the number of acres the Town rezoned out of the Farmland Preservation District (A-1) along with other details. Note that land zoned into A-1 is not included in the report. EPC also reviewed documents provided by DATCP, *Rezoned out of Farmland Preservation Zoning for Jurisdictions in 2021*, and *Farmland Preservation Local Jurisdictions with Zoning for 2022 Tax Year*. EPC noted the Town of Nekimi is not listed as being included in the Farmland Preservation District. EPC briefly discussed the potential for construction of future large scale solar energy panels in the Town and possible implications for the state's Farmland Preservation Program in the Town. However, EPC has no application or directive regarding this issue from the Town Board at this time.

**Status Update of Applications/Permits in Progress of Completion:** Existing Conditional Use Permits -

- a. TJRVJM Real Estate, LLC (Highland Farm) CUP # ELD-22-001 for W8232 West Lone Elm Road submitted their first annual report with very limited information. More detail is needed to understand what events took place. Borski will request the Town Clerk contact Highland Farm for this information.
- b. Vis, N9177 Town Hall Rd (CUP #ELD-16-001) – The update documents for the Register of Deeds have yet to be prepared.
- c. Isaac, W9509 Rose-Eld Rd (CUP #ELD-14-001) – The update documents for the Register of Deeds have yet to be prepared.

**Review of General Inquiries Since December 13, 2022:** None

**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 Rosalind Lyness and Dave Jahns.

**Next Meeting Date & Tentative Agenda:** February 14, 2023 including Comp Plan Update 2040 Ch. 2 discussion, Highland Farm Annual Report follow-up, Vis & Isaac deed restriction document updates, and any applications.

*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 4-0. Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

February 14, 2023

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) (5/1/2021 - <b>4/30/2023</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:

	Cheryl Pionke, Town Clerk (Appointed position)	x	Gary Miller, Town Chairman (5/1/2021 - <b>4/30/2023</b> )		x	Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman	x	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 comments or as deemed necessary by EPC. As of May 2022, public comments are limited to the designated times during the meeting.*

<p><b>Call to Order, Pledge of Allegiance and Agenda Review:</b> Meeting called to order by Brenner at 7:00 p.m. followed by pledge of allegiance.</p>
<p><b>Public Comments</b> <i>(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.):</i> None</p>
<p><b>Review &amp; Approve Minutes:</b> EPC reviewed the EPC meeting minutes from January 10, 2023. Five copies circulated to public per May 2021 decision. Motion made by Yoder/White to approve minutes. Motion carried 4-0.</p>
<p><b>Tracking # CP-2023-01-23-Rickert</b> (missing pg 2 of application and signatures of property owners)  <b>Concept Plan – Application for UNKNOWN – Applicant:</b> Jim and Kelly Rickert</p> <p>Note: Assumed information is based on map of ag land and copy of June 8, 2021 EPC minutes (pg 2 only) provided with pg 1 of concept plan application  <b>Location/Description of Property:</b> Olden Rd / Tax Parcel not provided but assumed T07-16-16-18-08-002-00  <b>Parent parcel acres:</b> Acres not provided but assumed 59.856 +/-.  <b>Current zoning:</b> A-1 for assumed parent parcel  <b>Proposed parcel acres:</b> 3.47 +/-  <b>Area of dedication acres:</b> unknown  <b>Proposal:</b> unknown but assumed creation of a 3.47-acre lot for construction of a non-farm residence</p> <p><b>Base Farm Tract (BFT) Acres:</b> 72.8 +/- based on assumed parent parcel  <b>Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):</b> 69.33 +/- based on assumed parent parcel  <b>Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):</b> 3.47 +/- based on assumed parent parcel</p> <p>The concept plan application is incomplete and the applicants were not in attendance. Brenner tabled discussion until additional information can be provided and applicants or a representative present.</p>

**Tracking # CP-2023-02-03-Albrecht**

**Concept Plan – Application for Rezone – Applicant:** Michael Albrecht

**Location/Description of Property:** N7876 Town Hall Rd / T07-16-16-29-09-007-00

**Parent parcel acres:** 2.45 +/-

**Current zoning:** Residential

**Proposed parcel acres:** same

**Area of dedication acres:** none

**Proposal:** Rezone to A-2 for existing ag business & residence

Mike Albrecht explained he would like the rezone to increase the flexibility for land use. Current use is a residence and ag-related business. Albrecht agreed he is willing to rezone to A-1, Exclusive Ag, since the parcel does not meet the minimum lot size for A-2, General Ag, of 3.0 acres but does meet the minimum road frontage for either ag district. EPC discussed future buildings will need to meet setbacks requirements for the A-1 district. Borski checked in with Attorney Matt Parmentier prior to the meeting to discuss the existing structures and non-compliance with current Residential District side-yard setback requirements. Borski's understanding is since these structures are currently legal, non-conforming, EPC can choose to rezone since the non-conformance with side-yard setback already exists. The Future Land Use Map of the Comprehensive Plan Update 2040 was recently revised to include this parcel as future agricultural which allows for the rezone. EPC provided Albrecht with an application for rezone and instructions on the application process. The application is due with fee by February 27, 2023 to hold a public hearing on March 21, 2023.

**Tracking # CP-2023-02-03-Sievert**

**Concept Plan – Application for Rezone – Applicant:** Michele (Simon) Sievert & Tim Sievert

**Location/Description of Property:** N7889 Cty Rd C / T07-16-16-29-10-004-00

**Parent parcel acres:** 5.5 +/-

**Current zoning:** Residential

**Proposed parcel acres:** same

**Area of dedication acres:** none

**Proposal:** Rezone to A-2 for hobby farm

Michele Sievert was not in attendance. However, Mike Albrecht provided comment he believes Sievert wants the rezone to allow construction of larger outbuildings than currently allowed under the Residential District and to add animals for a hobby farm. Current use is a residence. EPC discussed the current buildings meet setback requirements for the A-2 District and the parcel meets the minimum lot size & property dimensions for A-2. The Future Land Use Map of the Comprehensive Plan Update 2040 was recently revised to include this parcel as future agricultural which allows for the rezone. EPC provided Albrecht with an application for rezone and instructions on the application process to provide to Sievert. The application is due with fee by February 27, 2023 to hold a public hearing on March 21, 2023.

**Discussion of Comprehensive Plan Update 2040 Chapter 2:**

EPC reviewed Chapter 2 of the Comp Plan for action items:

Issues & Opportunities: Community Engagement, Social Infrastructure and Communication

- The Town Clerk should have administrative rights to the website for more timely updates & flexibility.
- Continue information-sharing via the Town's Facebook page, website, Town scrolling board, bulletin boards.
- Consider evaluating Facebook and website statistics to gauge interest.
- Consider official Town email addresses vs. individual personal (Gmail) addresses for professionalism, continuity, and security.

- Consider benefits of a quarterly newsletter & distribution. Would first need to increase staffing resources to provide a quality quarterly newsletter.
- Welcome packet an excellent idea but unrealistic with current staffing resources.

#### Issues & Opportunities: Aging in Place and Livability

- Aging population option is to live in their current house until unable to do so. Make it known aging in place options needed on social media and call for solutions and opportunities at Town Board meetings.
- Consider a Focus Group of persons in this situation to identify needs.
- Next round of Comp Plan review & input will likely change the Townspeople's ideas for future culture & growth of the Town based on two major up-coming items: potential for solar panels; and outcome of the current operational and capital school referendums for April 2023.

#### Land Use

- The current Zoning Ordinance is consistently followed and there is no recommendation to rewrite at this time.
- Town Map is completed.
- Recommend the Town Board give EPC permission to create a Dark Sky Ordinance.

#### Economic Development

- Mention desire for downtown redevelopment at Town Board meetings.
- Continue partnerships & collaboration with community but economic development difficult without willing sellers.

#### Rural Tourism

- Recommend promote Community Center rental opportunity in the school paper.
- Recommend more promotion of desire to develop in specific areas of the Town.
- Recommend promote the marsh and state trail on the Town website and in other communications.

#### Housing Choices

- Repeat of Aging in Place.
- Suggested Property Maintenance Ordinance addressed by the existing Nuisance Ordinance.
- **Action by EPC: Develop district-specific fact sheets.**

#### Transportation

- Repeat of Aging in Place.
- Sidewalks have been enhanced in the hamlet.
- Recommend a bike lane south of the bridge to the bike trail.

#### Community Facilities

- Substantial investment in parks completed – expanded property, dugout improvements, removal of dead trees, etc.
- Recommend adding a photo of Lions Park at Christmas to Town website.
- Recommend highlighting the parks in a Town newsletter, if started.
- Broadband is progressing.
- Promote volunteerism on Facebook page, website, email distribution list mentioning the EFD & First Responders picnic, parade, spaghetti dinner, etc. New volunteers welcome with contact information.

#### Protect Agriculture and Farming

- On-going
- **EPC Action Item: Develop fact sheet for A-1 & A-2 Districts and promote on website.**
- **EPC Action Item: Update CSM & Rezone application forms to include statement/notice that neighbors are farmers with right to farm. Expect noise, dirt, odors, large equipment on roads, etc. to limit conflicts.**
- Recommend include same statement/notice in the annual newsletter with tax statements.

#### Water Management

- Encourage, cooperate, partner, seek.
- Contact DNR for manure spreading violations.

#### Intergovernmental Cooperation

- Maintain current relationships.
- Consider proactive outreach and partnerships with local fire departments, Sheriff's Dept, school principal, local Town Clerks, etc. just to see what is going on that may be of joint interest. Create a surrounding support network through the Town Clerk.

Plan Consistency

- On-going. EPC actively striving to be consistent with the local Towns and overlaps with the County.

Comp Plan Evaluation & Updates

- **EPC Action Item: First annual review taking place – continue annually as workload allows.**
- The 5 and 10-year review is anticipated to be dramatically impacted by the solar plan and school referendum mentioned above.
- Change of three parcels on Future Land Use Map initiated by residents.

EPC will continue to contemplate these items for continued discussion next month. The goal is to begin to implement what EPC has power to do now and make recommendations for additional actions at a future Town Board meeting following the April 2023 elections.

**Status Update of Applications/Permits in Progress of Completion:** Existing Conditional Use Permits -

- a. TJRVJM Real Estate, LLC (Highland Farm) CUP # ELD-22-001 for W8232 West Lone Elm Road submitted their first annual report with very limited information. More detail is needed to understand what events took place. Borski will request the Town Clerk contact Highland Farm for this information.
- b. Vis, N9177 Town Hall Rd (CUP #ELD-16-001) – The update documents for the Register of Deeds have yet to be prepared.
- c. Isaac, W9509 Rose-Eld Rd (CUP #ELD-14-001) – The update documents for the Register of Deeds have yet to be prepared.

**Review of General Inquiries Since February 14, 2023:**

- White received an inquiry regarding the Rickert concept plan
- Borski received an inquiry for a property on Hass Rd

**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 21, 2023 including Comp Plan Update 2040 Ch. 2 continued discussion, Highland Farm Annual Report follow-up, Vis & Isaac deed restriction document updates, and any applications

*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 4-0. Meeting adjourned at 9:52 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

March 21, 2023

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) (5/1/2021 - <b>4/30/2023</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:

	Cheryl Pionke, Town Clerk (Appointed position)	x	Gary Miller, Town Chairman (5/1/2021 - <b>4/30/2023</b> )		Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman	x	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 comments or as deemed necessary by EPC. As of May 2022, public comments are limited to the designated times during the meeting.*

<p><b>Call to Order and Agenda Review:</b> Meeting called to order by Brenner at 7:25 p.m. following public hearings.</p>
<p><b>Public Comments</b> <i>(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.):</i> Public comments made by Rosalind Lyness</p>
<p><b>Review &amp; Approve Minutes:</b> EPC reviewed the EPC meeting minutes from February 14, 2023. Five copies circulated to public per May 2021 decision. Motion made by White/Yoder to approve minutes. Motion carried 4-0 (Rickert abstained due to absence 2/14/23).</p>
<p><b>Tracking # CP-2023-02-27-Kemnitz</b>  <b>Concept Plan – Application for Rezone from A-1 to A-2 – Applicant:</b> Wayne &amp; Shannon Kemnitz   <b>Location/Description of Property:</b> Vacant Land East of N7678 County Rd I / T07-16-16-35-01-007-00  <b>Parent parcel acres:</b> 7.678 +/-  <b>Current zoning:</b> A-1  <b>Proposed parcel acres:</b> 7.678 +/-  <b>Area of dedication acres:</b> none – dedicated with last CSM in 2019  <b>Proposal:</b> Rezone from A-1 to A-2 for the future   <b>Base Farm Tract (BFT) Acres:</b> 33.9 +/- (Wayne Kemnitz BFT)  <b>Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):</b> 32.29 +/-  <b>Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):</b> 1.61 +/-</p> <p>Kemnitz presented his application for the approximately 7-acre parcel surveyed in 2019 as Lot 1. He since sold Lot 2. A perc test has not been done. There are grass and trees on the property with a sliver of land in the Crop Rotation Program (CRP) with the Department of Agriculture, Trade and Consumer Protection (DATCP). In 2019, at the time of the initial application to split Kemnitz’s 17.060 +/- acre parcel, EPC understood Kemnitz did not have an option to rezone this land from A-1 and the only option for a residence was to split off land for one non-farm residence.</p>

However, subsequent applications for rezone of other properties from A-1 to A-2 (i.e., Douglas and Judy Rehm on Olden Road), revealed through working with the Town Attorney that landowners do have the potential to rezone land from A-1 to A-2 under the current Zoning Regulations if the property is not tillable ag land and meets dimensional requirements. This would allow for one or two homes to be built on this land under A-2 (minimum lot size of 3.0 acres). Kemnitz has no plans for the property at present but is interested in rezoning at this time to allow more flexibility in the future.

After discussion by EPC and agreement that this parcel likely meets the criteria for rezone from A-1 to A-2, Borski provided Kemnitz with an application for a rezone and application process instructions. The earliest a public hearing can be held is at the May 2023 EPC meeting due to public notice requirements. Kemnitz is not currently interested in an application for a CSM (i.e., land division).

**Tracking # CP-2023-03-13-Stahmann**

**Concept Plan – Application for CSM – Applicant:** Marian Stahmann (Deceased – represented by son Roger Stahmann)

**Location/Description of Property:** N9101 Hass Rd / T07-16-16-11-08-004-00 & Vacant land on Hass Rd / T07-16-16-11-07-002-00

**Parent parcel acres:** 10.0 & 20.0 +/-, respectively

**Current zoning:** A-1

**Proposed parcel acres:** 7.678 +/-

**Area of dedication acres:** TBD

**Proposal:** to sell the driveway off the 20-acre parcel & house, yard & tower off from the tillable land on the 10-acre parcel to retain the tillable land

**Base Farm Tract (BFT) Acres:** 29.9 +/- (Marian Stahmann BFT)

**Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):** N/A – less than 31.5 acres

**Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):** N/A – less than 31.5 acres

R. Stahmann presented the application. His brother, Stanley Stahmann has leased the tillable land for 15-18 years and previously purchased the adjoining farmland to the east (T07-16-16-11-08-003-00, 10 +/- acres) and other lots to the east. S. Stahmann is interested in purchasing the remainder of the tillable land from these two parcels, leaving the driveway, house and yard for sale. The Oshkosh airport leases part of the yard for their FAA outer perimeter tower. The long driveway along the south side of the 20-acre parcel (T07-16-16-11-07-002-00) that leads to the house and tower on the 10-acre parcel (N9101 Hass Rd / T07-16-16-11-08-004-00), used to be a Town Road. However, the Town recently turned all roads with one single landowner over to the property owner. S. Stahman is not interested in retaining the driveway or having a driveway easement.

Borski informed R. Stahmann that the Land Division/Sub-division Regulations do not allow creation of a flag lot. EPC also discussed the need to create parcels that are more squared off and not irregular shapes that follow natural features or yard/field boundaries. EPC noted that the Town turning over the road may have created a hardship at this location and discussed potential options. Discussion included a recent application by Frank Mazanka on Lincoln Road with a similar situation (where Town turning over the single road/driveway resulted in creating a hardship). However, EPC could not identify a solution that would allow the land division without a driveway easement during the meeting discussion. EPC encouraged R. Stahmann & family to consider this information and submit a revised concept plan with straighter property boundaries and either 200 feet road frontage for the proposed house parcel or consider a driveway easement. R. Stahmann indicated neither option discussed is desired.

**Continued Discussion of Comprehensive Plan Update 2040 Ch. 2** – Brenner informed attendees that EPC is reviewing goals and their respective action items included in the Comp Plan Update adopted in 2020. Recommendations for

these actions are intended to be presented by EPC to the Town Board at a future meeting for their consideration. There is no formal step for a public hearing on the action items included in the Comp Plan Update other than the routine opportunity for public input at the beginning and end of each EPC and Town Board meeting, as appropriate. There was opportunity for public review and input of the proposed goals and action items during the Comp Plan Update process (Mar 2019-Sept 2020).

EPC reviewed notes from the Ch. 2 discussion in February 2023. EPC noted the upcoming Town Board election, school referendums and proposed large scale solar farm will likely influence future decisions for the Town. The goals & respective action items will remain a recurring agenda item on the monthly EPC agenda.

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

- a. TJRVJM Real Estate, LLC (Highland Farm) CUP # ELD-22-001 for W8232 West Lone Elm Road submitted their first annual report with very limited information in January 2023. Borski since obtained additional information that there were no attendees at the two events listed. Borski informed Highland Farms that future reports need to include what permitted land use activity each event fits under.
- b. Vis, N9177 Town Hall Rd (CUP #ELD-16-001) – The update documents for the Register of Deeds have yet to be prepared.
- c. Isaac, W9509 Rose-Eld Rd (CUP #ELD-14-001) – The update documents for the Register of Deeds have yet to be prepared.

**Review of General Inquiries Since February 14, 2023:**

Rickert & Brenner updated EPC that Jim Rickert intends to submit a complete concept plan for Olden Road for April.

**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:** April 11, 2023 – Jim Rickert concept plan if received and keep review of Ch 2 of Concept Plan Update 2040 on agenda. Kemnitz rezone in May.

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

**Adjourn:** Motion made by Yoder/Rickert to adjourn the meeting. Motion carried 5-0. Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

April 11, 2023

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

Staff or Town Board Member Attendees:

	Cheryl Pionke, Town Clerk (Appointed position)		Gary Miller, Town Chairman (5/1/2021 - <b>4/18/2023</b> )		Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman	x	Dave Jahns, Town Supervisor #1 (5/1/2021 - <b>4/18/2023</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 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. Agenda repair included re-ordering agenda items and adding verbal discussion of Concept Plan by Jim Rickert.

**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 hearings & EPC meeting minutes from March 21, 2023. Five copies circulated to public per May 2021 decision. Motion made by Brenner/Yoder to approve minutes with revisions noted by Borski. Motion carried 4-0.

**Review of General Inquiries Since March 21, 2023:**

- Brenner spoke with Jim Rickert who is present for follow-up discussion of a previously submitted Concept Plan. Brenner followed up with Roger Stahmann the morning following the last EPC meeting (CP-2023-03-13-Stahmann) to share information obtained by Borski/Brenner with a clarification on options moving forward.
- White spoke with Doug Rehm regarding concern with driveway distance requirements with his existing property if the County takes over Olden Rd. Joint driveways may be a possibility.

**Tracking # CP-2023-01-23-Rickert** (missing pg 2 of application and signatures of property owners)

**Concept Plan – Application for Minor Land Division of A-1 Land for construction of residence – Applicant:** Jim & Kelly Rickert

**Location/Description of Property:** Vacant / T07-16-16-18-08-002-00

**Parent parcel acres:** 59.856 +/-

**Current zoning:** A-1

**Proposed parcel acres:** 3.47 +/-

**Area of dedication acres:** none for Olden – dedicated on previous CSM (2021)

**Proposal:** Create one parcel of less than 3.47 +/- acres for a non-farm residence

**Base Farm Tract (BFT) Acres:** 72.8 +/- (Doug Rehm BFT)

**Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):** 69.33 +/-

**Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):** 3.47 +/-

J. Rickert explained he and Kelly own the vacant parcel across from Doug & Judy Rehm on Olden Rd and currently farm the land. The northwest corner of the property has a pond that J. Rickert believes would be good to sell with the surrounding land for creation of one non-farm residence parcel of no more than 3.47 +/- acres as discussed at the Rehm concept plans and public hearing. J. Rickert will work with surveyor, Eric Freiburg but has not yet started surveying.

EPC also discussed the potential for this land to be rezoned General Agricultural, A-2, for the homeowner to have a hobby farm and also that more than 3.47 acres may be needed for adequate room to construct a house due to setback requirements and location of the pond in the center of the proposed lot. J. Rickert intends to continue farming the remnant and is not interested in reserving the non-farm residence. EPC reviewed the Fond du Lac County GIS map and reviewed options for parcel dimensions. It looks from the GIS that more than 3.47 acres will be needed. EPC reviewed criteria for rezone and believe this parcel with the pond and limited ag land between the pond and property lines would meet the criteria to rezone out of A-1. EPC provided applications for a certified survey map and rezone. The applications must be submitted by April 17, 2023 for a public hearing on May 9, 2023 or by May 22 for a public hearing on June 13, 2023.

**Continued Discussion of Comprehensive Plan Update 2040 Ch. 2 (Action Items for Goals included in the Comprehensive Plan Update 2040 adopted 9/28/2020):**

Information:

- The Town of Lamartine is currently going through their Comprehensive Plan Update just now.
- The Rosendale-Brandon School District Referendums both passed (Operational & Capital).
- Town Board elections resulted in Dave Jahns as Chairperson, Joe Kopf as Town Supervisor & Aaron Rickert as Town Supervisor.
- Silver Maple Solar project submitted their application to the Public Service Commission (PSC).
- Another senior living option is opening in Rosendale that will assist the local aging population with staying in the area when they can no longer stay in their home.

EPC will focus on starting with 5 to 6 recommendations based on the Comp Plan Update 2040 to the new Town Board for continuous improvement such as Town email addresses (vs. personal Gmail accounts), website presence, Facebook postings, annual newsletter, etc. EPC noted a desirable wish item is a bike connection from the hamlet to the bike trail.

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

- a. Mike Albrecht Rezone, N7876 Town Hall Rd - Town Board approved the rezone on April 27, 2023. The Town Clerk will email the Town Board and EPC minutes to the County.
- b. Michele (Simon) Sievert Rezone, N7889 County Road C - Town Board approved the rezone on April 27, 2023. The Town Clerk will email the Town Board and EPC minutes to the County.
- c. Existing Conditional Use Permits
  1. Mitch & Jenna Vis, CUP #ELD-16-001 – The deed doc is ready for signature by the Town and recording.
  2. Ben & Sarah Isaac, CUP #ELD-14-001 – Town Attorney Matt Parmentier is working on the deed restriction correction. Borski anticipates this will be revised in time to do the next CUP review in May 2023.
  3. Newcastle Property Investments, CUP #ELD-22-002 – Some containers have been moved to the property and there was supposed to be an on-site meeting with the Permit Officer ahead of that. Jahns will discuss with whoever is assigned temporary Permit Officer since Dave Jahns is not able to serve as Permit Officer when he officially becomes the Town Chairman.

4. Alliant, CUP #ELD-20-001 –Alliant currently has an open building permit application for construction of the building and the Permit Officer needs to contact Alliant. Borski will review the CUP to see if there are other items for follow-up if the sub-station is not yet constructed. EPC recalls that Alliant reported the only item remaining to complete for this substation was the landscaping in spring 2023 when the weather allows.

**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:** May 9, 2023 – Wayne Kemnitz rezone (public hearing) & Isaac CUP review (public hearing) with other standing agenda items.

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

**Adjourn:** Motion made by Yoder/White to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 8:44 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

May 9, 2023

**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> )		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		Dave Jahns, Town Chairman (4/18/2023 - <b>4/18/2025</b> )		Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman		Joe Kopf, Town Supervisor #1 (4/18/2023 - <b>4/18/2025</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 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 7:26 p.m. following public hearings. Agenda repair included re-ordering the Rickert Bros. LLC Certified Survey Map (CSM) application and Stahmann Concept Plan application due to attendance.

**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 April 11, 2023. Five copies circulated to public per May 2021 decision. Motion made by Brenner/White to approve minutes. Motion carried 4-0.

**Membership Update: Town Board Liaison with Plan Commission (2-year term):** New Town Chairman Dave Jahns re-appointed Aaron Rickert for a two-year term on the Plan Commission as Town Board Liaison at the April 24, 2023 Town Board meeting.

**Informational Update from County Planning regarding Concept Plan – Jim and Kelly Rickert, vacant land on Olden Rd, Parcel # T07-16-16-18-08-002-00:**  
On April 11, 2023, EPC reviewed a concept plan by Jim and Kelly Rickert to split approximately 3 acres from their existing lot that includes the pond and surrounding partially inaccessible farmland. After review and discussion, EPC provided J. Rickert with applications for a Certified Survey Map (CSM) and Rezone to create a lot and rezone from A-1 to A-2 to sell for construction of a residence/hobby farm. However, J. Rickert was informed by his Surveyor that this cannot be done at this time. Borski inquired with Terry Dietzel, Fond du Lac County Planner, who explained there is a limitation in the Fond du Lac County Subdivision Ordinance that limits land divisions to four per five-year period without platting. Since the Jim and Kelly Rickert lot was Lot 4 of a CSM created in 2021 by Doug & Judith Rehm and sold to Jim and Kelly Rickert, the proposed division would be creation of a fifth lot within the footprint of the CSM within a five-year time period. This land division could not be approved until at least 2026, when the County Ordinance allows creation of up to another four lots. Borski shared the email chain with EPC members and added it to the general file for future reference.

**Tracking # CP-2023-03-13-Stahmann**

**Concept Plan – Application for CSM – Applicant:** Marian Stahmann (Deceased – represented by son Roger Stahmann)

**Location/Description of Property:** N9101 Hass Rd / T07-16-16-11-08-004-00 & Vacant land on Hass Rd / T07-16-16-11-07-002-00

**Parent parcel acres:** 10.0 & 20.0 +/-, respectively

**Current zoning:** A-1

**Proposed parcel acres:** more than 3 acres

**Area of dedication acres:** TBD

**Proposal:** to sell the driveway off the 20-acre parcel & house, yard & tower off from the tillable land on the 10-acre parcel to retain the tillable land and rezone the house, buildings & yard to A-2

**Base Farm Tract (BFT) Acres:** 29.9 +/- (Marian Stahmann BFT)

**Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):** N/A – less than 31.5 acres

**Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):** N/A – less than 31.5 acres

Continued discussion from initial concept plan review on March 21, 2023 with brief update on April 11, 2023. Since the last meeting, Borski reviewed the file for Frank Mazanka at W7518 Lincoln Road. Mazanka's property and application for a land division with rezone was a similar situation to Stahmanns where the Town returned a Town road to the property owner (creating a hardship related to road frontage) and a residence exists at the far end of the road. In the case of Mazanka, the EPC worked closely with the Town Attorney to understand the Town's authority within the existing Land Division/Sub-division Ordinance and the Zoning Ordinance. Based on the information obtained from the Town Attorney on the Mazanka applications for a CSM and rezone, EPC was able to find an agreeable path forward for the Stahmanns. A CSM can be created to split the former road (now driveway), existing house, buildings, airport tower and untilled land from the tillable land with a minimum road frontage of 30 feet (per County Subdivision Ordinance) and include at least 3.0 acres for rezone to A-2. However, the approval will have to be contingent upon the Board of Appeals issuing a variance for the minimum road frontage requirement of 200 feet. Borski provided Roger Stahmann with applications for a CSM and rezone. If applications and \$650 fees are received by May 22, 2023, a public hearing can be held by EPC on June 13, 2023. The next opportunity will be on July 11, 2023. Following a recommendation for conditional approval of both CSM and rezone by the EPC and conditional approval of both by the Town Board, Stahmanns will need to submit an application for a variance to the Board of Appeals with an additional \$350 application fee for a separate hearing. Stahmanns intend to proceed with creating a CSM and submitting the applications.

**Tracking # CSM-2023-04-26-Rickert Bros LLC**

**Certified Survey Map – Applicant:** Rickert Bros LLC

**Location/Description of Property:** Vacant land / T07-16-16-04-13-002-00 & T07-16-16-04-16-001-00 (Jahns Rd north of Lincoln Rd)

**Parent parcel acres:** 37.61 & 7.26+/-

**Current zoning:** A-1

**Proposed parcel acres:** 16.510 +/-

**Area of dedication acres:** none for Jahn Rd

**Proposal:** Split portions from two lots and combine parcels along Jahn Rd with sale to JP Tank, Inc. for new location for the existing ag-related business

**Base Farm Tract (BFT) Acres:** 545.7+/-

**Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):** 519.714+/-

**Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):** 25.986+/-

Applicant or Surveyor not in attendance. Brenner summarized previous concept plan discussions from December 13, 2022 & January 10, 2023 regarding permitted use of an ag-related business in the A-1 district. EPC reviewed the proposed CSM which meets minimum lot dimensions for a buildable lot. The CSM includes 30' wide non-exclusive easement for use of owner of Lot 1 and owner of adjacent land, west of Lot 1 along the southern edge of the proposed lot. This easement allows Rickert Bros LLC continued use of the existing driveway to the pit on the remnant lot without creation of a flag lot. Borski contacted Fond du Lac County Planner Terry Dietzel prior to the meeting and confirmed the two remnants, although less than 35 acres, do not need to be shown on the CSM as separate lots since the remnants to be retained by Rickert Bros LLC are directly adjacent and connected to additional land owned by Rickert Bros LLC (approximately 160 acres). This is an exception to the requirement in the County Ordinance for remnants less than 35 acres to be surveyed as separate lots on a CSM.

Motion made by Yoder/White to recommend approval to the Town Board of application for a certified survey map regarding T07-16-16-04-13-002-00 & T07-16-16-04-16-001-00 for creation of 16.510 +/- acre Lot 1 with no acres dedicated to Jahns Road without rezone. Motion carried 4-0. The CSM will be further reviewed by the Town Board at the next meeting on May 22, 2023. If approved, the CSM will be signed by the Town Board.

**Continued Discussion of Comprehensive Plan Update 2040 Ch. 2 (Action Items for Goals included in the Comprehensive Plan Update 2040 adopted 9/28/2020):** No additional information or further discussion this month.

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

a. Existing Conditional Use Permits

1. Alliant, CUP #ELD-20-001 – Alliant currently has an open building permit application for construction of the building and the Town has an uncashed check from two years prior for the permits. Pionke contacted Alliant regarding the permit fees and time frame for construction completion, including landscaping, which was to be completed by March 22, 2023 per the CUP. Alliant informed Pionke there are some lines that need to be extended yet and the landscaping will be done by January 2024. Pionke drove by the property and confirmed landscaping is not completed, including on the adjacent residential properties. Borski will review the CUP to see if there are other items for follow-up. EPC recalls that Alliant reported the only item remaining to complete for this substation was the landscaping in spring 2023 when the weather allows. Borski and Pionke will follow-up with Alliant as landscaping needs to be completed now as they are out of compliance with their CUP.
2. Ben & Sarah Isaac, CUP #ELD-14-001 – Town Attorney Matt Parmentier continues to work on the deed restriction correction. The CUP was reviewed and renewed at a public hearing prior to this meeting until March 2026.
3. Mitch & Jenna Vis, CUP #ELD-16-001 – The deed doc is signed and recorded. The recorded version will be returned to Town Attorney Matt Parmentier following assignment of a document number by the County.
4. Newcastle Property Investments, CUP #ELD-22-002 – Some containers have been moved to the property and there was supposed to be an on-site meeting with the Permit Officer ahead of that. Cheryl Pionke was temporarily assigned Permit Officer at the April 24, 2023 Town Board meeting and will reach out to Eric Borseth, property owner for an on-site meeting.

**Review of General Inquiries Since April 11, 2023:** None

**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:** June 13, 2023 (Brenner will be absent for the June & July meetings so Vice Chair Jeff White will facilitate)

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

**Adjourn:** Motion made by Borski/Yoder to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 8:57 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

June 13, 2023

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

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**Staff or Town Board Member Attendees:**

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*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 White at 7:37 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.):*

Public comments made by Dave Jahns.

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

- a. Wayne & Shannon Kemnitz, Rezone, Vacant Land on Cty Rd I, T07-16-16-35-01-008-00 – Town Board approved the rezone on May 22, 2023.
- b. Rickert Bros. LLC, Certified Survey Map, Vacant Land on Jahns Rd, Parcels # T07-16-16-04-16-001-00 and # T07-16-16-04-13-002-00 – Town Board approved the CSM on May 22, 2023
- c. Existing Conditional Use Permits
  1. Alliant, CUP #ELD-20-001 – Pionke spoke with Jessica Barr with Alliant. Barr suggested the Town attempt to cash the personal check from Tom Erstadt from two years ago for the building permit. Landscaping is reportedly to now occur in fall 2023 or spring 2024 at the latest. White commented he saw some landscaping occurring on neighboring land, but it is unclear if this is being done by the property owner or Alliant.
  2. Newcastle Property Investments, CUP #ELD-22-002 – Pionke met on site with Eric Borseth. More changes are planned by Borseth.

**Review of General Inquiries Since May 9, 2023:** None

**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:** July 11, 2023 – Aaron & Melissa Wagner hearing for rezone.

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

**Adjourn:** Motion made by Yoder/White to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 7:51 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

July 11, 2023

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

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**Staff or Town Board Member Attendees:**

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*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 White at 7:20 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 Kemnitz public hearing & EPC meeting minutes from May 9, 2023 (excluding the incomplete Isaac public hearing minutes), and Stahmann public hearing and EPC meeting minutes from June 13, 2023. Five copies circulated to public per May 2021 decision. Motion made by Rickert/Yoder to approve minutes excluding the Isaac public hearing minutes from May 9, 2023. Motion carried 4-0.

**Information on Department of Agriculture, Trade and Consumer Protection (DATCP) (10-year) Re-certification Process for Town Zoning Ordinance:**

Borski shared the May 10, 2023 reminder letter from DATCP to the Town regarding the Farmland Preservation Zoning Ordinance Certification from 2013 that will expire December 31, 2023 along with the application for recertification. Per the letter, if not re-certified by December 31<sup>st</sup> of 2024, landowners will not be able to claim farmland preservation tax credits for tax year 2024. An extension to the certification is available for up to two years. Borski informed the Town Board of this letter and action needed at the June Town Board meeting. At the direction of the Town Board, Borski reached out East Central Wisconsin Regional Planning Commission (ECWRPC) to request assistance with the application process and obtain a cost estimate for Town Board consideration. ECWRPC connected Borski with County Planner Dan Teaters to assist with re-certification and confirmed Teaters can assist with this process. The contact at DATCP is Tim Jackson.

EPC reviewed the letter and application packet and briefly summarized the Farmland Preservation statute for the benefit of all EPC members and public attendees. EPC members questioned whether this is an opportunity to review the pros and cons of the Farmland Preservation statute for the Town considering potential impacts to the Town by the proposed Silver Maple Solar Project. EPC also discussed whether requesting an extension is appropriate. Borski stated the Town Board needs to direct the EPC on re-certification actions including whether to request an extension. These items will be added to the July Town Board meeting agenda. In addition, if the Town would like to consider not

re-certifying the Zoning Ordinance, the Town will need to present the options to Town citizens and follow the process for public input or direct the EPC to take these actions and make a recommendation for Town Board decision.

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

- a. Roger Stahmann and Rachel Hutter on behalf of Marian Stahmann Certified Survey Map (CSM) and Rezone, N9101 Hass Rd / T07-16-16-11-08-004-00 & Vacant land on Hass Rd / T07-16-16-11-07-002-00- On June 26, 2023, the Town Board approved the applications for CSM and rezone contingent upon obtaining a variance from the Board of Appeals (for lot dimensions).
- b. Existing Conditional Use Permits
  - 1. Alliant, CUP #ELD-20-001 – Pionke attempted to cash the check from two years ago but is unsure if it cleared. The landscape has not yet occurred. A review of the road needs to be performed by the Town when the construction & landscaping are complete. Pionke is unsure when the substation will be up and running.
  - 2. Ben & Sarah Isaac, CUP #ELD-14-001 – Borski reported the deed restriction amendment is done and can be sent to Isaac’s for signature.
  - 3. Newcastle Property Investments, CUP #ELD-22-002 – Pionke reported Eric Borseth is starting to line up the storage units. There is a question on business activity vs. hobby activity being performed on the property.

**Review of General Inquiries Since July 11, 2023:**

Borski spoke with Cathy Rabe regarding the conversion fee charged for their non-farm residence. This is state regulated under Farmland Preservation and not the Town’s jurisdiction.

**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 8, 2023. Standing agenda items. Application for a CSM by Baker/Wagner (2 lots) with single \$300 application fee is anticipated soon.

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

**Adjourn:** Motion made by Yoder/Rickert to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 8:03 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

August 8, 2023

**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		Joe Kopf, Town Supervisor #1 (4/18/2023 - <b>4/18/2025</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 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 7:03 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.):* Public comments made by Jerry Borski and Dave Jahns

**Review & Approve Minutes:** EPC reviewed the public hearing (Wagner) & EPC meeting minutes from July 11, 2023 as well as the June 13, 2023 hearing (Stahmann) minutes revised August 8, 2023 to update a non-substantial change in the Certified Survey Map (CSM) since the public hearing. Five copies circulated to public per May 2021 decision. Motion made by White/Rickert to approve minutes with edits to the July 11, 2023 EPC minutes. Motion carried 4-0 (Brenner abstained due to absence).

**Tracking # CP-2023-07-26-Weed**

**Concept Plan – Application for Certified Survey Map – Applicant:** Jordan & Amanda Weed

**Location/Description of Property:** W9640 Olden Rd / T07-16-16-18-10-005-00 & Vacant land / T07-16-16-18-07-002-00

**Parent parcel acres:** 12.58 & 5.3 +/-

**Current zoning:** Rural District (RD)

**Proposed parcel acres:** 1.5 (W9640 Olden Rd ) & 16.38 (proposed for new home & outbuildings) +/-

**Area of dedication acres:** unknown for Cty Rd I

**Proposal:** split off existing house for sale and merge open land with existing vacant parcel for construction of new home and outbuildings

**Base Farm Tract (BFT) Acres:** N/A – parcels not zoned Ag at the time of DATCP certification in 2013

**Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):** N/A

**Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):** N/A

Borski provided EPC with copies of previous concept plan discussion minutes with Jordan Weed from June 20, 2018 and August 8, 2018 for the same parcels where a similar proposal was discussed under the current 2013 Zoning Ordinance to split the existing house and outbuilding into a 1.8 ac. parcel and merge the remaining vacant land for construction of a new house and outbuildings. In 2018, Weed came to the EPC to discuss a 2009 restriction filed to the deed limiting the minimum lot size for each parcel to 5.3 acres and a maximum of two parcels. In 2018, EPC worked with Town Attorney Matt Parmentier (same in 2023) and County Planner Sam Tobias (currently Terry Dietzel) to establish the process for extinguishing the restriction prior to creating a new CSM under the 2013 Land Division / Subdivision Ordinance and Zoning Ordinance.

Weed proceeded to explain his current proposal to split the existing house and outbuilding into a 1.5-acre lot for sale and merge the vacant land surrounding it to now construct a new house and outbuildings. Weed stated he is not interested in rezoning and intends to keep the same land use. EPC reviewed minimum lot dimensions for a parcel in RD under the 2013 Zoning Ordinance.

EPC reviewed the differences in minimum lot size, frontage, side yard and rear yard setbacks, and between allowed square footage for outbuildings for RD and A-2, General Agricultural. Weed stated he is interested in rezoning the vacant parcel to A-2 for more flexibility with the max size of outbuildings. Weed will work with his surveyor to submit a preliminary CSM based on discussion for continued review of the concept plan and submit a formal request to the Town to extinguish the deed restriction for discussion at the September EPC meeting. EPC informed Weed he will be responsible for all Town Attorney costs associated with the applications for CSM, rezone & to extinguish the deed restriction.

**Information on Department of Agriculture, Trade and Consumer Protection (DATCP) (10-year) Re-certification Process for Town Zoning Ordinance:**

Borski shared the new August 7, 2023 reminder letter from DATCP to the Town regarding the Farmland Preservation Zoning Ordinance Certification from 2013 that will expire December 31, 2023. At the July 24, 2023 Town Board meeting, the Town Board made a motion for EPC to submit a request for an extension for the certification, delaying the need to recertify and giving the Town time to consider how to proceed. Prior to the meeting, Borski drafted a letter of request, reviewed during the meeting by EPC & Jahns. Borski finalized the letter based on input and submitted the request for a two-year extension for the Zoning Ordinance to remain certified through December 31, 2025. The Town Board needs to take further action on the issue.

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

- a. Stahmann and Rachel Hutter on behalf of Marian Stahmann, Certified Survey Map (CSM) and Rezone, N9101 Hass Rd / T07-16-16-11-08-004-00 & Vacant land on Hass Rd / T07-16-16-11-07-002-00- the Board of Appeals met on July 19, 2023 and granted a variance for the lot dimensions. The CSM was signed by the Town following the hearing as the Town's condition of approval was met. Borski summarized that the (preliminary) CSM was updated following the EPC's public hearing at the request of the County to reflect creation of two unbuildable lots to both be labeled as "Outlots" which altered the proposed lot names. There were no changes to the proposed lot lines or acreage. After consulting with Town Attorney Matt Parmentier, Borski updated the EPC's hearing minutes to reflect the unsubstantial change to the CSM so EPC's minutes can be tied to the final CSM lot names and will be provided to the County.
- b. Aaron & Melissa Wagner, Rezone, W7762 Dike Rd / T07-16-16-35-13-008-00 – the Town Board approved this rezone at the July 24, 2023 Town Board meeting.
- c. Existing Conditional Use Permits (CUPs)
  1. Alliant, CUP #ELD-20-001 for substation– Pionke received a revised check from Alliant for the building permit from a couple years ago and the Town has now been paid. The landscaping will not occur this year so Alliant will be submitting a request for an extension of the CUP (with \$350 application fee).

2. Ben & Sarah Isaac, CUP #ELD-14-001 for non-farm residence (NFR) – Borski drafted a cover letter for the deed restriction amendment and will be sent by Pionke to Isaac’s for signature.
3. Gary Rabe (original applicant), CUP # ELD-21-001 for NFR, N7462 Cty Rd I / T07-16-16-36-10-006-00 (3.168 ac. owned by Kimberly & Craig Shesky), – Kathi Rabe contacted Pionke requesting a copy of the signed CUP for the assessor. Borski & Pionke reviewed the file and were unable to locate a signed version. EPC provided Jahns with an unsigned version to meet with Gary and Kathi Rabe at their home as an example and attempt to locate a signed version or repeat necessary signatures (Brenner & G. Rabe).

**Review of General Inquiries Since July 11, 2023:** None

**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:** September 12, 2023. Continued discussion of Weed’s concept plan and request to extinguish the deed restriction.

*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 5-0. Meeting adjourned at 8:22 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

September 12, 2023

**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> )
	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:**

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		Joe Kopf, Town Supervisor #1 (4/18/2023 - <b>4/18/2025</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 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 7:02 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 minutes (Isaac Conditional Use Permit Renewal) from May 9, 2023 & EPC meeting minutes from August 9, 2023. Five copies circulated to public per May 2021 decision. Motion made by White/Brenner to approve minutes. Motion carried 3-0 (Rickert not yet arrived).

**Request by Jordan Weed for Removal of December 16, 2009 Deed Restriction for Lot 1 of Certified Survey Map (CSM) #4292 (W9640 Olden Rd L& vacant land on Olden Rd):**

EPC reviewed the following:

- Weed’s August 18, 2023 email request to extinguish the deed restriction;
- Deed Restriction Doc # 951682, recorded December 18, 2009;
- CSM # 4292 recorded October 13, 1992, Doc # 519447; and
- Current property boundaries for Lots 1 and 2 of CSM # 7507-55-13 that together are listed as Vacant land / T07-16-16-18-07-002-00 (Lot 1) and W9640 Olden Rd / T07-16-16-18-10-005-00 (Lot 2).

Jordan Weed presented his request. The Deed Restriction limits the land to no more than two parcels at no less than 5.0 acres each. Weed believes the restriction is no longer needed due to the current Zoning Ordinance. Borski explained this restriction was filed at a time when the Zoning Ordinance required a minimum of 1.5 acres in the Rural District (RD) but a minimum of five acres for animals in RD or a minimum 35 acres in the Agricultural District. This was prior to the existing Zoning Ordinance certified by DATCP in 2013 that created a new agricultural district for General Agricultural (A-2) with a minimum 3.0 acres.

EPC agreed the current property boundaries are the same as shown on CSM #4292 that is part of Deed Restriction Doc #951682 by reference. The current Zoning Ordinance appears to address the concern from 2009. As written in the

Deed Restriction, the Town has the authority to decide to extinguish the restriction. No additional documentation is needed from Weed. All Town Attorney costs and recording fees will be the responsibility of the applicant.

Motion made by Brenner/White to recommend approval of the request to extinguish Deed Restriction Doc # 951682, recorded December 18, 2009. Motion carried 3-0 (Rickert not yet arrived).

The request will be further reviewed by the Town Board on September 25, 2023.

**Tracking # CP-2023-07-26-Weed**

**Concept Plan – Application for Certified Survey Map – Applicant:** Jordan & Amanda Weed

**Location/Description of Property:** W9640 Olden Rd / T07-16-16-18-10-005-00 & Vacant land / T07-16-16-18-07-002-00

**Parent parcel acres:** 12.58 & 5.3 +/-

**Current zoning:** Rural District (RD)

**Proposed parcel acres:** 1.736 (W9640 Olden Rd ) & 16.156 (proposed for new home & outbuildings) +/-

**Area of dedication acres:** none for Cty Rd I – previously dedicated

**Proposal:** split off existing house for sale and merge remnant open land with existing vacant parcel for construction of new home and outbuildings with rezone of vacant new parcel from RD to A-2

**Base Farm Tract (BFT) Acres:** N/A – parcels not zoned Ag at the time of DATCP certification in 2013

**Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05):** N/A

**Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05):** N/A

Continued discussion of the Concept Plan from August 2023. Jordan Weed presented a preliminary CSM and explained the reasoning behind the irregular proposed lot lines surrounding the existing house (proposed Lot 2) and answered EPC questions. Reasons included the location of an existing power transformer, existing septic, existing berm around the back of the lot with the house, need to meet rear yard and side yard setbacks from the existing structures and setbacks for future buildings and septic on the vacant lot that is proposed to be rezoned to A-2, and minimum lot dimensions (lot size, frontage & rear and side yard setbacks) for each respective zoning district. The existing potable well will be sold with the existing house. Weed will install a potable well and septic on the vacant lot prior to occupancy. The existing driveway for the vacant land will be used for the new house and buildings. There were no further questions from EPC.

Borski provided Weed with applications for a CSM and Rezone along with Application Process Instructions. Totals fees due with submittal of the applications is \$650. If Weed chooses to move forward with submitting the applications in advance of a decision by the Town Board on the 2009 Deed Restriction, he does so at his own risk as application fees cannot be refunded. If Weed would like to move forward with holding the public hearing in October, applications and fees are due September 18, 2023. The ability to approve the applications is also dependent upon extinguishing the 2009 Deed Restriction.

[Note Rickert joined meeting at 7:25 pm at this agenda topic]

**Update on Department of Agriculture, Trade & Consumer Protection (DATCP) (10-year) Re-certification Process for Town Zoning Ordinance:**

Borski shared that the request for the maximum two-year extension of the Town’s certification of the Zoning Ordinance was submitted to DATCP following the August 2023 EPC meeting and was approved by DATCP under “DARM Docket No 039-23150-O-13 E-0823” dated August 14, 2023. The Town’s Zoning Ordinance is now certified by DATCP through December 31, 2025. It is now up to the Town Board to decide how to proceed. Dave Jahns, Town Chairman, joined discussion on the certification and asked general questions regarding Farmland Preservation

Program, Zoning Ordinance, Land Division/Sub-division Ordinance, Smart Growth (Comprehensive Planning requirements), Comprehensive Plan Update 2040 and the Future Land Use Map.

Brenner opened discussion for public comment. Jerry Borski, Charlie Becker and Rosalind Lyness provided comments. Note during discussion, a recommendation was made to place an advertisement/notice in the Annual Tax Bill to come talk with EPC with questions on what can be done with a person's property or with ideas on what they want to do with a property. EPC decided to resume monthly conversation on the Comprehensive Plan Update 2040 Action Items outlined in Ch. 2 that have been set aside for a couple months. According to Jahns & Rickert, the Town Board will discuss additional options further.

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

a. Existing Conditional Use Permits (CUP):

1. Alliant, CUP #ELD-20-001 for substation– Alliant not yet submitted a request for an extension of the CUP (with \$350 application fee). If nothing received by next month, EPC will consult with Town Attorney regarding non-compliance with the CUP.
2. Ben & Sarah Isaac, CUP #ELD-14-001 for non-farm residence (NFR) – Waiting on signature by Isaac on the deed restriction amendment. Once received, the Town will file with the Register of Deeds.
3. Gary Rabe (original applicant), CUP # ELD-21-001 for NFR, N7462 Cty Rd I / T07-16-16-36-10-006-00 (3.168 ac. owned by Kimberly & Craig Shesky) – Jahns was able to obtain a signed copy of the CUP and provided it to the Town Clerk. Rabe is working with the Town Assessor on dispute over one-time land use Conversion Fee. The Town has no authority regarding a Conversion Fee under Wisconsin Statutes.
4. Rickert Bros LLC (original applicant), CUP # ELD-22-003 for NFR, N9113 Town Hall Rd / T07-16-16-09-07-006-00 (3.005 ac. owned by Kieran & Apryl Weed) – K. Weed is working with Town Assessor on dispute over one-time land use Conversion Fee. The Town has no authority regarding a Conversion Fee under Wisconsin Statutes.

**Review of General Inquiries Since August 9, 2023:** None

**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:** October 10, 2023 – Jordan Weed CSM & rezone hearing; Return on-going discussion on Ch 2 of Comprehensive Plan 2040 Action Items; & Continued discussion of DATCP re-certification process for Zoning Ordinance.

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

**Adjourn:** Motion made by Borski/Rickert to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 9:07 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

October 10, 2023

**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		Joe Kopf, Town Supervisor #1 (4/18/2023 - <b>4/18/2025</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 comments or as deemed necessary by EPC. As of May 2022, public comments are limited to the designated times during the meeting.*

<p><b>Call to Order and Agenda Review:</b> Meeting called to order by Brenner at 7:22 p.m. following public hearing.</p>
<p><b>Public Comments</b> <i>(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.):</i> None</p>
<p><b>Review &amp; Approve Minutes:</b> EPC reviewed the EPC meeting minutes from September 12, 2023. Five copies circulated to public per May 2021 decision. Motion made by Rickert/Brenner to approve minutes with corrections noted. Motion carried 4-0 (Yoder abstained due to absence in September).</p>
<p><b>Update on Department of Agriculture, Trade &amp; Consumer Protection (DATCP) (10-year) Re-certification Process for Town Zoning Ordinance:</b> Zoning Ordinance remains certified through December 31, 2025 as discussed last month. No further direction from Town Board at this time.</p>
<p><b>Continued Discussion of Comprehensive Plan Update 2040 Ch. 2 (Action Items for Goals included in the Comprehensive Plan Update 2040 adopted 9/28/2020):</b> Resumed discussion paused after May 2023 on action items.</p> <ul style="list-style-type: none"> <li>• Borski and Rickert will work with Cheryl Pionke, Town Clerk, on information about EPC for the flyer attached to the end-of-year tax bill.</li> <li>• Pionke is working with Village of Rosendale and Tower View on marketing ideas (e.g., Facebook posts, email distribution list updates, website updates) and will include information for Town residents on how to get on EPC agenda to discuss options for their property.</li> <li>• Rickert will make an announcement at Town Board meetings under the Plan Commission Report on how residents can get on the EPC agenda to discuss options for their property.</li> <li>• The Town Board will consider ways to obtain input from residents regarding the Future Land Use Map, Zoning Ordinance, Land Division/Sub-division Ordinance, Farmland Preservation Program, etc. (e.g., listening session, Town open house) for winter 2023/2024 or early spring 2024.</li> </ul> <p>Continue discussion next month.</p>

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

- a. Request by Jordan Weed for Removal of December 16, 2009 Deed Restriction for Lot 1 of CSM #4292 (W9640 Olden Rd & vacant land on Olden Rd, Parcel #: T07-16-16-18-010-05-00 & T07-16-16-18-007-02-00) – Town Board approved the request at the September 25, 2023 Town Board meeting. A Resolution and affidavit for removing the restriction was drafted by Town Attorney Sam Jack (for Matt Parmentier). The signed Resolution and affidavit packet was provided to Weed in advance of the meeting for signature with a notary. After payment of legal & recording fees and receipt of the signed & notarized affidavit, the Town will record the packet at the Register of Deeds to remove the restriction.
- b. Alliant, Conditional Use Permit (CUP) # ELD-20-001 for substation submitted an application for an extension to the CUP to complete landscaping. A public hearing will be held next month.
- c. Existing Conditional Use Permits (CUP):
  - 1. Ben & Sarah Isaac, CUP #ELD-14-001 for non-farm residence (NFR) – Deed restriction amendment signed by Isaac’s and recorded at Register of Deeds.
  - 2. Gary Rabe (original applicant), CUP # ELD-21-001 for NFR, N7462 Cty Rd I / T07-16-16-36-10-006-00 (3.168 ac. owned by Kimberly & Craig Shesky) – Jahns believes the issue regarding the Conversion Fee has been resolved. The Town has no authority regarding a Conversion Fee under Wisconsin Statutes.

**Review of General Inquiries Since September 12, 2023:** none

**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:** November 14, 2023 (Brenner will be absent) – Alliant CUP extension public hearing, Comp Plan Update 2040 Ch. 2 action items.

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

**Adjourn:** Motion made by Rickert/White to adjourn the meeting. Motion carried 5-0. Meeting adjourned at 8:14 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

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

November 14, 2023

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

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*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.*

<p><b>Call to Order and Agenda Review:</b> Meeting called to order by White at 8:10 p.m. following public hearing.</p>
<p><b>Public Comments</b> <i>(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.):</i> None</p>
<p><b>Review &amp; Approve Minutes:</b> EPC reviewed the public hearing (Jordan &amp; Amanda Weed) &amp; EPC meeting minutes from October 4, 2023. Five copies circulated to public per May 2021 decision. Motion made by Rickert/Yoder to approve minutes. Motion carried 4-0.</p>
<p><b>Tracking # CSM-2023-11-06-Baker &amp; CSM-2023-11-14-Wagner (two owner applications for single CSM)</b>  <b>Certified Survey Map – Applicants: Chris &amp; Keetra Baker and Aaron &amp; Melissa Wagner</b></p> <p><b>Location/Description of Property:</b> W7762 Dike Rd / T07-16-16-35-13-008-00 (Wagner) &amp; W7786 Dike Rd / T07-16-16-35-13-003-00 (Baker)  <b>Parent parcel acres:</b> 9.67 +/- (Wagner) / 9.62 +/- (Baker)  <b>Current zoning:</b> both properties zoned A-2  <b>Proposed parcel acres:</b> 5.568 +/- for Lot 1 at W7762 Dike Rd (Wagner) &amp; 13.717 +/- for Lot 2 at W7786 Dike Rd (Baker)  <b>Area of dedication acres:</b> none for Dike Rd  <b>Proposal:</b> Create a 5.568 +/- ac. Lot 1 at W7762 Dike Rd (Wagner) &amp; a 13.717 +/- acre Lot 2 at W7786 Dike Rd (Baker) by a minor land division to accomplish transfer of approximately 4 acres of vacant land from Wagner parcel to merge with Baker parcel for creation of two lots for eventual construction of a residence and another storage building on the Baker lot.</p> <p>Chris &amp; Keetra Baker attended to represent the applications. K. Baker provided the CSM application signed by Aaron &amp; Melissa Wagner immediately prior to the meeting to complete the application packet. C. Baker explained the application as described above under the proposal. The CSM presented has been submitted to Fond du Lac County Planning Department for review but Baker’s have not yet received comments from the County. Substantial changes to the proposed lot lines and acres is not anticipated. Bakers had a percolation test done that passed but may need to be</p>

repeated prior to construction of their residence depending on how long that takes to start. Construction of their residence is a few years out yet.

EPC reviewed minimum lot size & dimensions for both lots with proposed lot lines along with setbacks for existing and proposed buildings in the A-2 district. A variance to the 350 ft maximum setback for Baker's future residence will need to be obtained prior to construction in the anticipated location but does not need to be a condition for approval of the CSM. EPC noted the driveway to Baker's new storage building was constructed with extra width anticipating the requirement to support emergency fire vehicles when they are ready to build the residence.

Motion made by Yoder/Rickert to recommend to the Town Board approval of application for a CSM regarding T07-16-16-35-13-008-00 at W7762 Dike Rd and T07-16-16-35-13-003-00 at W7786 Dike Rd for creation of a 5.568 +/- acre Lot 1 and 13.717 +/- acre Lot 2 with no dedication to Dike Road without rezone, conditional upon no substantial changes to the CSM by Fond du Lac County. Motion carried 4-0.

The CSM will be further reviewed by the Town Board at the next meeting on November 27, 2023, following receipt of the final CSM after review by Fond du Lac County. If approved, the CSM will be signed by the Town Board.

**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.

Rickert presented example proposed changes to the Future Land Use Map (FLUM) with extended Transitional Residential District (TRD) northwest of the hamlet of Eldorado, location of proposed Silver Maple Solar Project and mixed commercial and light industrial along I-41 on CR I. Rickert stated the Town Board is considering holding a workshop open to the public in spring 2024 paired with a local fundraiser such as chili with the local 4H club. The Town Board is no longer considering an early 2024 workshop. Rickert questioned what could be added to the FLUM, such as the Solar Project and how the Town would reflect this if approved by the Public Service Commission (PSC). Rickert provided copies of the current FLUM to EPC members to sketch proposed changes. After further discussion, it was agreed Borski will assist the Town Clerk with an informational flyer regarding EPC to include with the tax bill mailing.

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

- a. Jordan & Amanda Weed application for CSM & Rezone - W9640 Olden Rd / T07-16-16-18-10-005-00 & Vacant land / T07-16-16-18-07-002-00 - the Town Board approved the CSM & rezone at the October 23, 2023 Town Board meeting.
- b. Existing Conditional Use Permits – Alliant submitted an application for an extension to complete the conditions of CUP #ELD-20-001 by July 2024. A public hearing was held immediately prior to this meeting. EPC tabled a decision pending additional information from Alliant. A Special Hearing will be needed in 2024 to resume review of the application.

**Review of General Inquiries Since October 10, 2023:** None

**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:** December 14, 2023 – standing agenda items only at this time

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

**Adjourn:** Motion made by Rickert/Yoder to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 8:40 p.m.

Respectfully submitted,

Jenna Borski  
Member/Secretary  
Town of Eldorado Plan Commission

## 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 - <b>4/30/2025</b> )	x	Jenna Borski, Secretary (5/1/2021 - <b>4/30/2024</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> )		Aaron Rickert, Town Supervisor #2 (Town Board Liaison) (4/18/2023 - <b>4/18/2025</b> )

**Staff or Town Board Member Attendees:**

x	Cheryl Pionke, Town Clerk (Appointed position) Temporary Permit Officer		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.*

<p><b>Call to Order, Pledge of Allegiance and Agenda Review:</b> Meeting called to order by Brenner at 7:00 p.m. followed by pledge of allegiance.</p>
<p><b>Public Comments</b> <i>(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.):</i> None</p>
<p><b>Review &amp; Approve Minutes:</b> EPC reviewed the public hearing (Alliant) &amp; 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).</p>
<p><b>Continued Discussion of Comprehensive Plan Update 2040 Ch. 2 (Action Items for Goals included in the Comprehensive Plan Update 2040 adopted 9/28/2020):</b> 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.</p>
<p><b>Status Update of Applications/Permits in Progress of Completion:</b></p> <ol style="list-style-type: none"> <li>a. Wisconsin Power &amp; 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.</li> <li>b. Chris &amp; Keetra Baker and Aaron &amp; Melissa Wagner application for CSM – W7786 Dike Rd / T07-16-16-35-13-003-00 &amp; 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.</li> <li>c. Existing Conditional Use Permits –</li> </ol>

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