

Town of Eldorado Plan Commission (EPC) Meeting Minutes

May 13, 2025

Plan Commission Member Attendees (5 members) and terms:

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

Staff or Town Board Member Attendees:

	Vacant, Town Clerk (Appointed) xx/xx/xxxx – 04/20/2027	x	Dave Jahns, Town Chairman (4/18/2023 - 4/18/2025)		Attorney Matt Parmentier
	Mike Pionke, Highway Patrolman		Joe Kopf, Town Supervisor #1 (4/18/2023 - 4/18/2025)		Jason Weinke, Permit Officer (Appointed 1/27/2025)

Note: As of June 2021, minutes no longer include public attendance. Names will be included for agenda items or contributions under public comments or as deemed necessary by EPC. As of May 2022, public comments are limited to the designated times during the meeting.

Call to Order, Pledge of Allegiance and Agenda Review: Meeting called to order by Brenner at 7:00 p.m. followed by pledge of allegiance.

Introduction of new Plan Commission member – Town Board Liaison: Todd Stahmann elected Town Board Supervisor #2 / Town Board Liaison on Plan Commission in April 2025 for two-year term. Replaces Aaron Rickert.

Jahns informed EPC the Town Clerk, Kristy Weinke, resigned May 12, 2025. The Town is working to refill this position.

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 notes from April 8, 2024 recorded by Brenner in Borski’s absence. Five copies circulated to public per May 2021 decision. Motion made by Brenner/White to approve content with addition of date, attendance and other formatting requested for Borski to perform. Motion carried 2-0-2 (Borski & Stahmann abstained since not present 4/8/25).

Tracking # CP-2025-04-07-Hinz Family Farm LLC

Concept Plan – Application for Minor Land Division of A-1 Land without Rezone – Applicant: Hinz Family Farm LLC

Location/Description of Property: Vacant land on Lone Elm Rd / T07-16-16-03-02-005-00

Parent parcel acres: 34.425 +/-

Current zoning: A-1

Proposed parcel acres: 5.646 +/-

Area of dedication acres: unknown for Lone Elm Rd

Proposal: split and sale for future expansion of W8232 Lone Elm Rd

Base Farm Tract (BFT) Acres: 231.3 +/-

Minimum Acres Required to be Maintained as Farm (20:1 ratio) (BFT acres/1.05): 220.286 +/-

Maximum Nonfarm Residential Acres Allowed (BFT – BFT/1.05): 11.014 +/-

Lynn & Rhoda Hinz attended in addition to Kelsie Lally, a representative for the prospective purchaser, TJRVJM Real Estate, LLC (Highland Farm). TJRVJM is interested in purchasing the land for potential future expansion of their farm operation. They do not intend to merge it with the existing 5-acre Highland Farm (zoned A-2 with a Conditional Use Permit (CUP) for customers). Hinz intends to continue farming the land through 2027. Highland Farm may use the land in the future for livestock. EPC discussed possible future use as A-1, including a non-farm residence, and requirements for rezone and need for two parcels to be zoned the same if merged. EPC provided Hinz's with an application for a CSM.

Tracking # CP-2025-04-30-CSB Trailer Holdings LLC

Concept Plan – Application for Rezone and Site Plan – Applicant: CSB Trailer Holdings, LLC (Charlie Becker)

Location/Description of Property: northeast corner of Hwy 23 & Cty Rd C / T07-16-16-99-EW-130-00

Parent parcel acres: 2.18 +/-

Current zoning: Residential

Proposed parcel acres: N/A

Area of dedication acres: N/A

Proposal: potential rezone to Industrial (or Commercial) for construction of a building for school bus garage with holding tanks for bathroom and floor drain and building for RV storage

Borski summarized that since the last EPC meeting, Dale ("Charlie") Becker, registered agent for CSB Trailer Holdings, LLC, submitted a letter application to amend this parcel on the Future Land Use Map (FLUM) of the Comprehensive Plan Update 2040, along with a \$350 application fee (Tracking # *Amend-Comp-Plan-2025-05-07-CSB Trailer Holdings LLC*). Since the application requires a Class 1 legal notice (30 days), Borski worked with Town Attorney Matt Parmentier and Town Clerk Kristy Weinke to publish the notice on May 11, 2025 for a public hearing on June 10, 2025. Borski and Parmentier reviewed the Zoning Ordinance and suggest consideration of rezone to Commercial District with a Conditional Use Permit to provide the most flexibility for the proposed and future use of the property. Becker also submitted this concept plan application to discuss his intentions for this property and process.

CSB Trailer Holdings, LLC owns the vacant parcel in the northeast corner of Hwy 23 and Cty Rd C, zoned Residential, and the property in the northwest corner of the same intersection, zoned Commercial, where Eldorado Trailer Sales operates (N7332 Cty Rd C). The vacant parcel is Lot 13 ("013") of the Eldorado Wildlife ("EW") Estates in Section 31, T16N, R16E. Becker recalls the vacant property was zoned Commercial at one time, same as N7332 Cty Rd C, and is unclear when or how the property was zoned Residential as he is unable to find documentation.

Becker explained the proposal to construct a 56 ft x 89 ft building in the southeast portion of the vacant parcel for a bus company garage that just received a 7-year contract with the Rosendale-Brandon School District. The garage will include a bathroom and a floor drain and two additional shops to use by self or lease to other businesses or used for storage. Parking will accommodate a maximum of 14 buses during non-school months. No septic system is proposed. One holding tank can accommodate up to 10 people at 150 gal/day. There will be a holding tank for the bathroom and a second holding tank for the floor drain with a catch basin for the salt drippings. The bus shop in Unit 1 will be on the west end. Units 2 and 3 will have plumbing stubbed in and no floor drains. The building will need to meet the building requirements from the state.

Becker also proposes to construct a 60 ft x 200 ft building along the north side of the vacant parcel for a storage building. The property will need to be graded and a stormwater retention pond constructed. Becker talked with the County and submitted a permit for a driveway and culvert. The County prefers the driveway come off Cty Rd C vs. Deer Vue Rd due to the size of the buses and is working with Becker.

EPC discussed the proposal, Commercial vs. Industrial District permitted and conditional uses, and the need to minimize conflict with residences to the north and east with this proposal and any future use of the property. EPC recommends rezone to Commercial District with a Conditional Use Permit. This recommendation will guide the

application for amendment of the Future Land Use Map during the public hearing on June 10, 2025 to allow consideration for rezone from Residential. EPC noted that the amendment to the FLUM will also need to be approved by the Town Board by signature of a resolution, likely at the June Town Board meeting.

EPC provided Becker with applications for rezone and a conditional use permit and the application process instructions. However, these applications should not be submitted (including the combined \$700 application fee) until after the June 10th public hearing. Applications need to be submitted by June 16th to allow for the Class 2 legal notice publication for a hearing on July 8, 2025. In addition, if the property is intended to be rezoned to Commercial, a Site Plan Permit/Review will be needed by the Permit Officer with a \$100 application fee. EPC will discuss process with the Permit Officer.

Continued Discussion of Comprehensive Plan Update 2040 Ch. 2 (Action Items for Goals included in the Comprehensive Plan Update 2040 adopted 9/28/2020): White summarized an informational meeting held by the East Central Wisconsin Regional Planning Commission (ECWRPC) that reviewed their services for hire, including drone capabilities and grant writing. Discussion took place regarding grants for some of the items in the Comp Plan Update 2040 including trails. Jahns indicated the Town is more inclined to work with Cedar Corp. Jahns will contact Cedar Corp regarding grant-writing and will report out at the Town Board meeting on May 19, 2025.

Status Update of Applications/Permits in Progress of Completion:

- a. Existing Conditional Use Permits:
 - i. Wisconsin Power & Light Company (Alliant) Conditional Use Permit #ELD-20-001 & First Amendment – Brenner reported that Town Attorney Parmentier was going to follow-up with Alliant’s attorney regarding the neighbors Wi-Fi and cellular service but the Town due diligence on this issue is resolved.

Review of Inquiries / Complaints Since April 8, 2025:

- Brenner met with a prospective purchaser of the Will farm at the northeast corner of Lincoln Rd & Jahns Rd (28.56 acres at T07-16-16-09-04-003-00) following the April 8, 2025 Plan Commission meeting to view from the road and better understand topography, existing driveway off Lincoln Rd and drainage ditches/water flow. No additional information has been submitted to the EPC for review.
- Borski (not present at EPC meeting in April) spoke in March with Lynn & Rhoda Hinz regarding vacant land zoned A-1 owned by Hinz Family Farm LLC on Ridge Rd where they propose to build a new farm residence. In March, Borski discussed definition of a permitted “farm residence” on A-1 land and the Farmland Preservation Program regarding their future and current residences for their consideration and family/estate planning. Borski also discussed criteria to rezone to A-2, General Ag, with Hinz’s in March. In reviewing the parcel information on the County GIS for EPC during the meeting, EPC noted the parcel with road frontage on Ridge Rd is approximately 130 ft deep (6.78 acres at T07-16-16-03-07-001-00) with a 40-acre parcel behind it (T07-16-16-03-08-001-00), under same ownership. Hinz’s propose to build their house on the 40-acre lot (set back more than 130 ft from the road). Brenner highlighted that setbacks from property lines need to be met and Brenner is unclear if common ownership of the two parcels would qualify as meeting the road frontage requirement. After EPC discussion, EPC recommended Hinz’s (present at the meeting) merge the two parcels prior to construction. EPC agreed this conversation sufficed as a concept plan review and another discussion is not needed prior to submittal of an application. EPC provided Hinz’s with another application for CSM for submittal with application fee and signatures by June 5, 2025 to be added to the EPC agenda for June 10, 2025. No public hearing is required for this application.

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 10, 2025 – Public Hearing for Amendment to the Comprehensive Plan Update 2040 (Future Land Use Map); anticipate two applications for CSM by Hinz Family Farms, LLC.

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

Adjourn: Motion made by Stahmann/White to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 9:32 p.m.

Respectfully submitted,

Jenna Borski
Member/Secretary
Town of Eldorado Plan Commission