

Special Board Meeting Agenda
Farmington Town Board
Tuesday September 2, 2025, at 8:30am
E913 Prairie View Ln
www.farmingtonwaup.gov

Call to Order

Open Meeting Statement: This meeting and all meetings of this Town Board are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes, so the citizens may be aware of the time, place, and agenda of this meeting.

Roll Call

Approve Agenda

Public Input

New Business:

1. Approve Temporary Class “B” Beer License for Toto Foundation’s event on September 7, 2025.
2. Plan Commission Recommendations from their July 2, 2025, meeting.
 - a. Review and Approve Comprehensive Plan Amendment for parcel #05-30-44-3 (N2939 Hartman Creek Rd), to change the Preferred Land Use designation from Forestry to Agriculture, for the purpose of splitting the parcel and adding a second dwelling.
 - b. Review and Approve Ordinance No. 9/2/2025(2025) Ordinance Adopting an Amendment to the Comprehensive Plan for the Town of Farmington.
 - c. Review and Approve Zone Map Amendment for parcel #05-30-44-3 (N2939 Hartman Creek Rd), from Private Recreation and Forestry (PVRF) to Agriculture and Woodland Transition (AWT). Allows for a higher level of development.
3. Review and approve letter of recommendation for the Lakes District’s DNR grant.
4. Review and approve letter of recommendation for Habitat and Humanity USDA grant.
5. Discuss creating a special event parking policy and review Resident Request Policy #4.01.
6. Discussion on Farmington’s role as the accepting township for the Boundary Agreement at E1136 Snug Harbor Lane.
7. Review of recent resident complaints, ongoing issues, and status updates from Town Board and staff. No official action required. (Road maintenance and signage, tree maintenance, land use and local ordinance violations, local ordinances/policy and procedure, permits, upcoming meetings, and important updates from Clerk, Treasurer, or Maintenance Supervisor).
8. Consideration of items for future meeting agendas.

Adjournment

Posted, August 21, 2025, at Farmington Town Hall
& Website www.farmingtonwaup.gov
Publish 8-28-2025

The Town Board may conduct a roll call vote, a voice vote or otherwise decide to approve, reject, table, or modify any item on this agenda.

If special accommodations are necessary, please contact the Town Clerk at 715-258-2779 for arrangements 24 hours prior to meeting.

**Town of Farmington – Waupaca County
Temporary Alcohol Beverage License**

Temporary Class “B” Beer License

- Toto Foundation, Inc
 - Event Date: 9-7-2025
 - Premise: Outdoor music event at Tails and Trails dog park located at E1595 County Road Q, Waupaca, WI 54981.

TOWN RECOMMENDATION FORM

Waupaca County Comprehensive Plan Amendment Map Petition

THIS TOWN RECOMMENDATION FORM MUST BE SUBMITTED TO THE PLANNING & ZONING OFFICE WITH THE COMPREHENSIVE PLAN MAP AMENDMENT APPLICATION. PLEASE NOTE THAT INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. PLEASE CONTACT THE WAUPACA COUNTY PLANNING & ZONING OFFICE WITH ANY QUESTIONS AT 715-258-6255,

Petitioner Information

Owner: _____ E-mail Address: jar.rusch@gmail.com
 Last Name: Rusch First Name: James Phone #: 920-655-1719
 Address: N 2939 Hartman Cr. City: Waupaca State & Zip: WI, 54981

If you wish to appoint an agent to speak at the hearing, please complete the following:

Agent: _____ E-mail Address: _____
 Last Name: _____ First Name: _____ Phone #: _____
 Address: _____ City: _____ State & Zip: _____

Property Information (attach list if multiple properties)

Check if part of a parcel ☐

Parcel Number: 05 - 30 - 44 - 3 Size of Parcel: 18.0 Acres

Physical Address: N 2939 Hartman Cr. Waupaca, WI, 54981

Location: (Gov. Lot ____ or SE ¼, SE ¼), Section 30, T 22N, R 11E, Town of Farmington

Current Preferred Land Use District: Forestry

Describe existing use of property: Single Family Dwelling

Proposed Preferred Land Use District: Agriculture

Describe Proposed Use of Property: Split parcel & add a second Dwelling

- THE FOLLOWING QUESTIONS SHALL BE ANSWERED BY THE TOWNSHIP -

What are the existing use(s) of adjacent lands to this parcel and are they compatible?

Adjacent lands are used for Forestry, Agriculture, and Residential. This is compatible with the proposed land use of Agriculture.

JUN 05 2025

Is the proposal consistent with the Preferred Land Use Map as found in the Town Comprehensive Plan? ☒ Yes ☐ No
Explain:

yes, surrounding areas allow for and have a higher level of development.

Is the proposal consistent with the Town Goals, Objectives & Development Strategies as found in the Town Comprehensive Plan? ☒ Yes ☐ No (Please give detailed information including page numbers from the comprehensive plan supporting the recommendation) Explain:

Section 2 - Population + Housing,
- Goal #1 and appropriate objectives.

Please attach any additional comments, minutes, or information further supporting the recommendation.

Town Planning Commission

☒ Recommend Approval ☐ Recommend Denial

Rob O'Keefe
Planning Commission Chairperson

Date: 7-2-2025

Town Board

☐ Recommend Approval ☐ Recommend Denial

Town Chairman

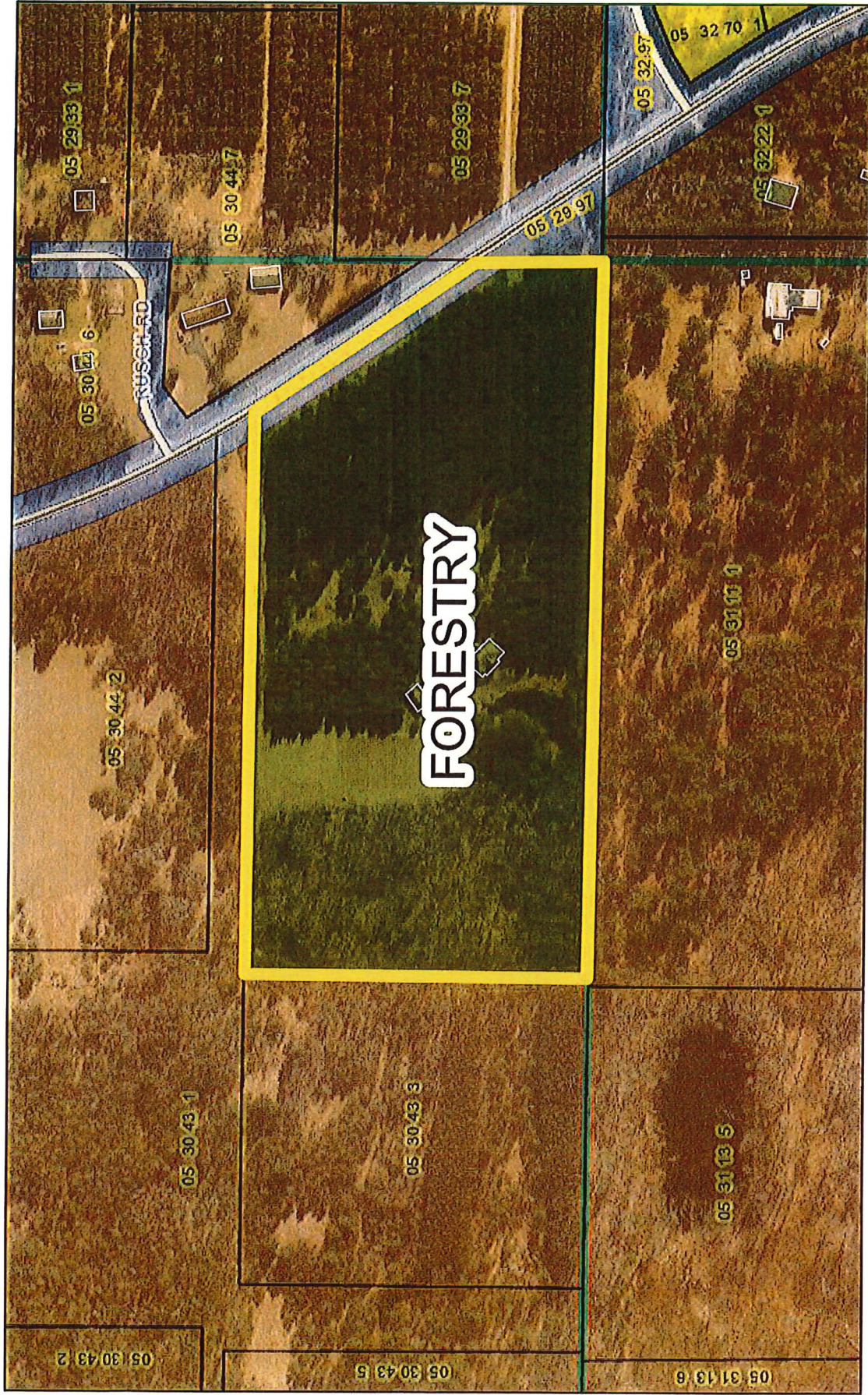
Date: _____

Town Clerk

Date: _____

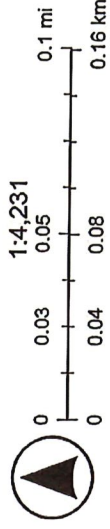
Remit along with application to: Waupaca County Planning & Zoning – 811 Harding St., Waupaca WI 54981

CURRENT PREFERRED LAND USE DISTRICT: FORESTRY



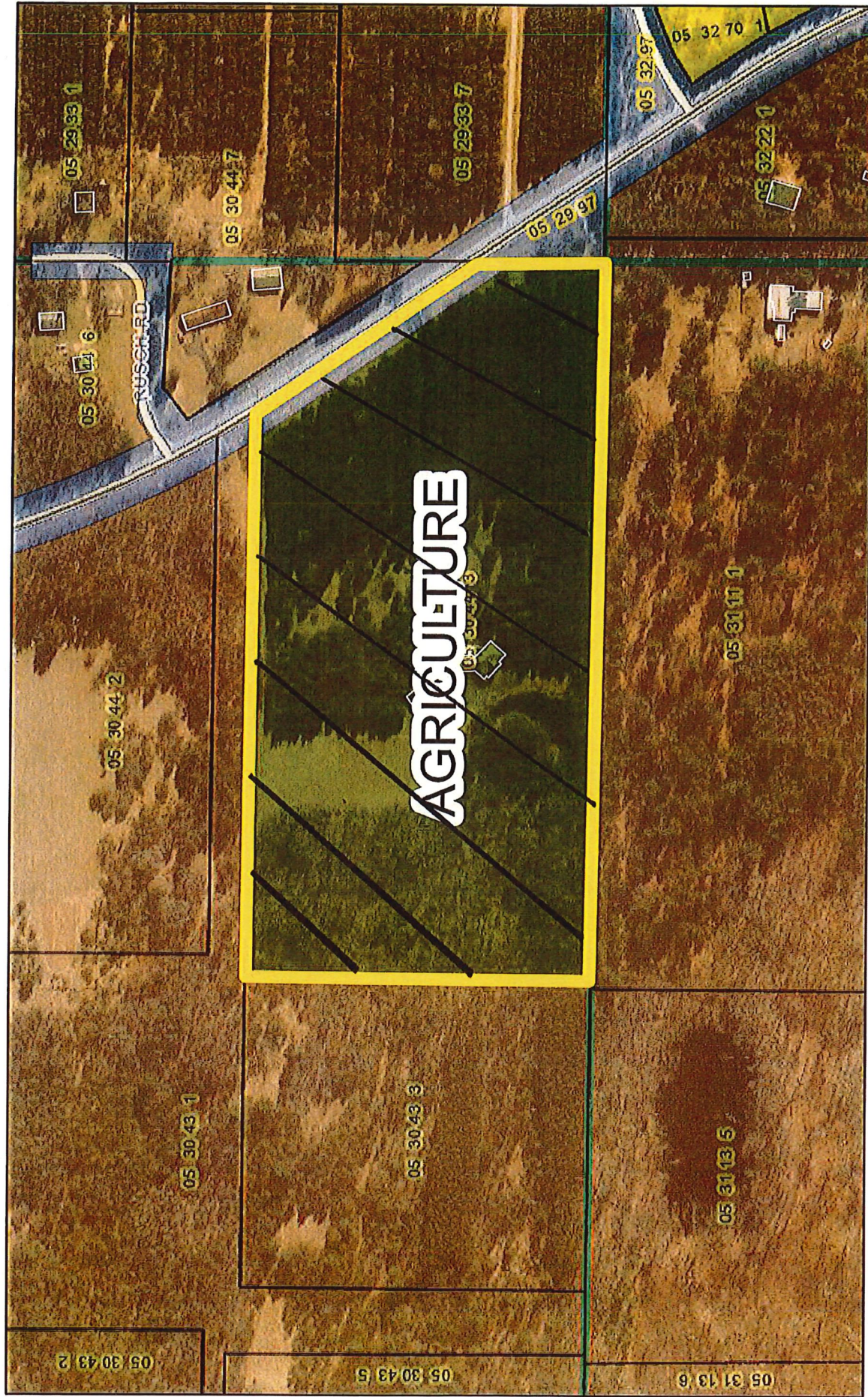
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- Facilities - Building (2018 LIDAR)
- Parcel Numbers
- Parcel Boundary
- Road Right of Way
- Section Line
- Comprehensive Planning - Preferred Land Use
- Agriculture
- Forestry
- Residential
- Unincorporated Areas < 18K
- Public Access: 18K
- Public Access
- Public Access - Boat Launch
- Public Access - Boat Launch
- Airport Localities < 38K
- Airport Footprints



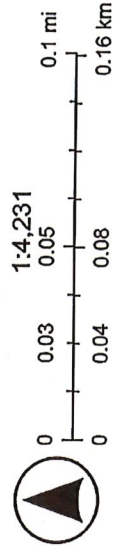
Waupaca County Land Information

PROPOSED PREFERRED LAND USE DISTRICT: AGRICULTURE



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- Facilities - Building (2018 LIDAR)
- Parcel Numbers
- Parcel Boundary
- Road Right of Way
- Section Line
- Comprehensive Planning - Preferred Land Use
- Agriculture
- Foresty
- Residential
- Unincorporated Areas: < 18K
- Public Access: 18K
- Public Access
- Public Access - Boat Launch
- Airport Locations: < 30K
- Airport Footprints



Waupaca County Land Information

Ordinance No. 9/2/2025(2025)
Ordinance Adopting an Amendment to the
Comprehensive Plan for the Town of Farmington

The Town Board of Farmington – Waupaca County, Wisconsin, do ordain as follows:

SECTION 1. Pursuant to Section(s) 60.22(3) of the Wisconsin Statutes, the Town of Farmington is authorized to prepare and adopt a Comprehensive Plan as defined in Sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

SECTION 2. The Town Board, by the enactment of an Ordinance, formally adopted the document titled **Ordinance No. 8/7/07(2007) An Ordinance to Adopt the Town of Farmington Year 2030 Comprehensive Plan** as the Town Comprehensive Plan on August 7, 2007.

SECTION 3. The Planning Commission, by a majority vote of the entire Commission at a meeting held on July 2, 2025, recommended to the Town Board the adoption of an amendment to change the Preferred Land Use designation of a parcel/parcels of land located at **parcel #05-30-44-3 (N2939 Hartman Creek Rd)** or of a parcel(s) of land as described or mapped on attached Exhibit A from **Forestry to Agriculture** on the Preferred Land Use Map adopted as part of The Comprehensive Plan.

SECTION 4. The Town published or posted a Class 1 public notice and held a public hearing regarding the proposed Comprehensive Plan Amendment.

SECTION 5. The Town Board of Farmington – Waupaca County, Wisconsin hereby adopts the proposed Comprehensive Plan Amendment.

SECTION 6. The Town Clerk is directed to send a copy of this Ordinance and the Comprehensive Plan Amendment to the parties listed in Section 66.1001(4)(b) of the *Wisconsin Statutes*.

SECTION 7. This Ordinance shall take effect upon passage by a majority vote of the full membership of the Town Board and publication or posting as required by law.

Adopted this ____ day of _____, 2025.

Ayes____ Noes____ Absent____

Date Posted: _____

Date Published: _____

Town of Farmington

Town Chair

Supervisor 1

Supervisor 2

Attest:

Town Clerk

JUN 05 2025

TOWN RECOMMENDATION FORM

For Waupaca County Zoning Map Amendment Petition

THIS TOWN RECOMMENDATION FORM MUST BE SUBMITTED TO THE PLANNING & ZONING OFFICE WITH THE REZONE APPLICATION PACKET. PLEASE NOTE THAT INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. PLEASE CONTACT THE WAUPACA COUNTY PLANNING & ZONING OFFICE WITH ANY QUESTIONS AT 715-258-6255.

Petitioner Information

Owner: _____ E-mail Address: Jan. rusch @ gmail . com
Last Name: Rusch First Name: James Phone #: 920 - 655-1719
Address: N 2939 Hartman Cr City: Waupaca State & Zip: WI. 54981

If you wish to appoint an agent to speak at the hearing, please complete the following:

Agent: _____ E-mail Address: _____
Last Name: _____ First Name: _____ Phone #: _____
Address: _____ City: _____ State & Zip: _____

Property Information (attach list if multiple properties)

Check if part of a parcel ☐

Parcel Number: 05 - 30 - 44 - 3 Size of Parcel: 18.0 Acres

Physical Address: N 2939 Hartman Cr. Waupaca, WI. 54981

Location: (Gov. Lot _____ or SE ¼, SE ¼), Section 30, T 22 N, R 11 E, Town of Farmington

Current Zoning District: PURF Current Use and Improvements: Single Family Dwelling

Zoning Information

Current Zoning District: (check)

- ☐ Conservancy (CV)
- ☐ Public Recreation & Forestry (PURF)
- ☒ Private Recreation & Forestry (PVRF)
- ☐ Agriculture Enterprise(AE)
- ☐ Agriculture Retention (AR)
- ☐ Agriculture & Woodland Transition (AWT)
- ☐ Rural Residential (RR)
- ☐ Sewered Residential (SR)
- ☐ Planned Residential Development (PD)
- ☐ Hamlet (H)
- ☐ Rural Commercial Neighborhood (RC-N)
- ☐ Rural Commercial General (RC-G)
- ☐ Rural Industrial General (RI-G)
- ☐ Rural Industrial Intensive (RI-I)

Proposed Zoning District: (check)

- ☐ Conservancy (CV)
- ☐ Public Recreation & Forestry (PURF)
- ☐ Private Recreation & Forestry (PVRF)
- ☐ Agriculture Enterprise(AE)
- ☐ Agriculture Retention (AR)
- ☒ Agriculture & Woodland Transition (AWT)
- ☐ Rural Residential (RR)
- ☐ Sewered Residential (SR)
- ☐ Planned Residential Development (PD)
- ☐ Hamlet (H)
- ☐ Rural Commercial Neighborhood (RC-N)
- ☐ Rural Commercial General (RC-G)
- ☐ Rural Industrial General (RI-G)
- ☐ Rural Industrial Intensive (RI-I)

All Town Overlays will be amended to the overlays of the proposed district unless noted otherwise.

For Parcel and Zoning Maps go to: [https://www.waupacacounty-wi.gov/departments/land information/maps and apps.php](https://www.waupacacounty-wi.gov/departments/land%20information/maps%20and%20apps.php)

- THE FOLLOWING QUESTION SHALL BE ANSWERED BY THE OWNER/AGENT -

What will be the proposed use(s) of the parcel if the rezoning is approved?

Split parcel + add second dwelling.

- THE FOLLOWING QUESTIONS SHALL BE ANSWERED BY THE TOWNSHIP -

What are the existing use(s) of adjacent lands to this parcel and are they compatible?

Adjacent lands are agriculture just up the road. Just down the road is a residential subdivision with single family homes.

Is the proposal consistent with the Preferred Land Use Map as found in the Town Comprehensive Plan? ☒ Yes ☐ No

Explain:

Is the proposal consistent with the Town Goals, Objectives & Development Strategies as found in the Town Comprehensive Plan? ☒ Yes ☐ No (Please give detailed information including page numbers from the Comprehensive Plan supporting the recommendation) Explain:

- Section 2 - Population + Housing
- Section 8 - Land Use, 8.5

Please attach any additional comments, minutes, or information further supporting the recommendation.

Town Planning Commission

☒ Recommend Approval ☐ Recommend Denial

[Signature]
Planning Commission Chairperson

Date: 7-2-2025

Town Board

☐ Recommend Approval ☐ Recommend Denial

Town Chairman

Date: _____

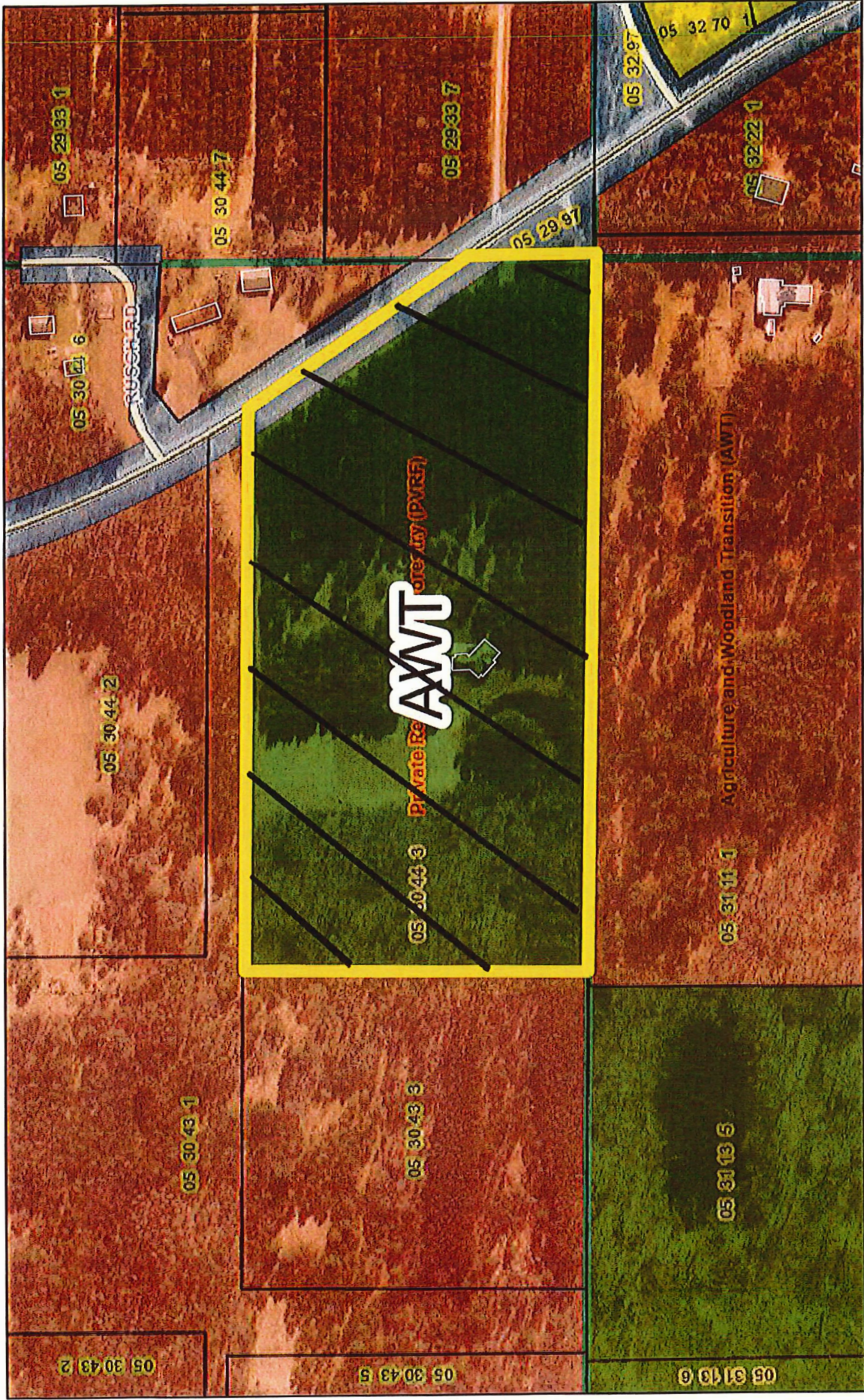
Town Clerk

Date: _____

Remit along with application to: Waupaca County Planning & Zoning – 811 Harding St., Waupaca WI 54981

Please Note: Pursuant to Section 14.06 of the Waupaca County Zoning Ordinance, the Town has 45 days to provide a written recommendation on Rezoning and Conditional Use Permits to the Waupaca County Planning & Zoning Director. If the Director has NOT received a written recommendation within 45 days, the County review process will continue without Town feedback.

PROPOSED ZONING DISTRICT: AGRICULTURE AND WOODLAND TRANSITION (AWT)



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Facilities - Building (2018 LDMR) Zoning Colors
Parcel Numbers
Parcel Boundary
Road Right of Way
Section Line
Zoning Code Labels
Agriculture and Woodland Transition (AWT)
Private Recreation and Forestry (PVRF)
Rural Residential (RR)
Unincorporated Areas < 18K
Public Access: 18K
Public Access
Public Access - Boat Launch

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0 0.03 0.05 0.08 0.16
0 0.04 0.08 0.16
Waupaca County Land Information

Town of Farmington - Waupaca County
Resident Requests for Speed Limit Changes and Road Sign Placement Policy
Policy #4.01

The Town of Farmington values resident input regarding roadway safety and traffic concerns. To ensure that requests for speed limit changes and road sign placement are considered in a fair, consistent, and efficient manner, the following policy establishes the process residents must follow when submitting a formal request.

- 1.** Eligible requests may include but are not limited to: Changes to posted speed limits on town roads, installation, removal, or modification of traffic control signs. Examples of road sign requests include but are not limited to: “Children at Play” signs, “Deer Crossing” signs, “Stop” signs, “Yield” signs, “No Parking” signs, “Dead End” or “No Outlet” signs, “Hidden Driveway” signs, or curve or intersection warning signs.
- 2.** Any resident requesting a change must submit a petition showing neighborhood support. The petition must include at least four (4) verified signatures from residents living on the affected road. One of these signatures may be the requesting resident, while at least three (3) others must come from different residents of the same road and Township. Signatures from members of the same household are acceptable. All signers must be 18 years or older and provide their printed name, address, signature, and date. In addition, each petition must include a clear blanket statement describing the requested change. (Example: “We, the undersigned residents of [Road Name], support the installation of a ‘Stop’ sign at the intersection of [Road A] and [Road B].)”)
- 3.** Completed petitions must be submitted to the Town Clerk by mail, email, or in person at the Farmington Town Hall. The Clerk will review the petition to verify that all required information and signatures are provided. Once verified, the Clerk will place the petition on the agenda for the next available Town Board meeting and, when appropriate, coordinate with the Waupaca County Sheriff’s Department for their input on the request.
- 4.** Submitting a petition does not ensure approval by the Town Board. All decisions will be made based on traffic safety standards, demonstrated need, Department of Transportation regulations, and Wisconsin State Statutes, along with consideration of resident input.



Town of Farmington – Waupaca County

E913 Prairie View Lane

Waupaca, WI 54981

715-258-2779

clerk@farmingtonwaup.gov

September 2, 2025

Waupaca Chain O' Lakes District, PO Box 123, King, WI 54946

Subject: Letter of Support for the I-Lids Project Installation at Taylor Lake Landing

Dear Members of the Waupaca Chain O' Lakes District Board,

As the landowner, the Town of Farmington Board is writing to express its enthusiastic support for the proposed I-Lids project installation at the Taylor Lake Landing. We understand this initiative is a crucial step in preventing the spread of aquatic invasive species (AIS) and protecting the ecological health of the Chain O' Lakes.

The Chain O' Lakes is a vital natural resource for our community, providing significant recreational and economic benefits. The threat posed by AIS is a serious concern, and proactive measures are essential to preserve the long-term health of our lakes and the surrounding ecosystem. The I-Lids project, with its innovative boat cleaning technology, represents a forward-thinking and effective solution to this problem.

We believe that installing an I-Lids system at the Taylor Lake Landing will:

- **Enhance AIS Prevention:** The system will provide a convenient and effective way for boaters to clean their watercraft before and after use, significantly reducing the risk of introducing or spreading invasive species.
- **Promote Public Awareness:** This installation will serve as a visible reminder to all lake users about the importance of AIS prevention and the "Clean, Drain, Dry" protocol.
- **Protect Our Natural Resources:** By safeguarding the Chain O' Lakes from invasive species, we are protecting our native plants, fish, and wildlife, ensuring the lakes remain a healthy and beautiful place for future generations to enjoy.
- **Demonstrate Community Commitment:** This project showcases a shared commitment from the Town of Farmington and the Waupaca Chain O' Lakes District to responsible environmental stewardship.

The Town of Farmington Board is committed to working collaboratively with the Waupaca Chain O' Lakes District on initiatives that benefit our shared resources. We fully support the District's efforts to secure the necessary funding and implement this important project. We are confident that the I-Lids installation will be a valuable asset in the ongoing effort to preserve the Chain O' Lakes.

Thank you for your leadership in addressing this critical issue. We look forward to seeing this project come to fruition and stand ready to assist in any way we can.

Sincerely,

Kevin Will, Town Board Chairman, Town of Farmington Board



Town of Farmington – Waupaca County

E913 Prairie View Lane

Waupaca, WI 54981

715-258-2779

clerk@farmingtonwaup.gov

**Greater Fox Cities Area Habitat For Humanity
Letter Of Support from the Town of Farmington – Waupaca County**

9-2-2025

To Whom It May Concern,

On behalf of the Town of Farmington, we express our strong support for the Greater Fox Cities Area Habitat for Humanity and their application for funding through the USDA Rural Development Program.

Habitat for Humanity has consistently shown its commitment to helping families achieve affordable homeownership while supporting the growth of rural communities. We value the positive impact their efforts have made in Waupaca County and stand behind their mission to expand access to safe, affordable housing. Their vision is to create a world where every person has a decent place to call home.

We are proud to support their USDA grant application and look forward to collaborating with Habitat for Humanity to benefit the residents of our community.

Sincerely,

Kevin Will , Chairman
Town of Farmington – Waupaca County