

CALL TO ORDER: Chair Coppernoll called the meeting to order at 5:33PM. A quorum was present. Coppernoll affirmed proper public notice.

PRESENT: Chair Todd Coppernoll, Alderperson Ryan Cairns, Alderperson Karin Tepley, Citizen Member Ray Wilson, Citizen Member Lisa Miller, Citizen Member Mark Jelinek, and Candace Fagerlund.

OTHERS PRESENT: Economic Development Director Glasbrenner

APPROVAL OF MINUTES: Motion to approve the April 26, 2023 meeting minutes made by M. Jelinek, Seconded by R. Wilson. Voting Yea: Coppernoll, Cairns, Tepley, Wilson, Miller, Jelinek and Fagerlund. Motion carried.

DISCUSSION AND ACTION ITEMS

Comprehensive Plan: A copy of the plan was uploaded to the Planning Commission document packet. Discussion on the task and goal matrix. An excel version of the task list will be sent out so that each Commission member can edit the list and prioritize items. It was suggested that Commission members could look at the green category topics and send in their top 3 to 5 items to Ashley for the next meeting. Staff can also update the list with items that have been completed or that are partially complete.

STATUS UPDATES & FUTURE AGENDA ITEMS

Zoning Modernization & Ordinance Matrix: Review of the first draft of the new zoning ordinance table that was created by Vierbicher Engineering who is providing consulting services towards the repeal, update, and replacement of the city zoning ordinance. The Planning Commission and staff will need to review the table and make suggestions for changes. After moving through a draft process there will need to be public meetings regarding the changes and then the City Council will ultimately need to adopt the new ordinance.

Stori Field: We have worked to circulate the Request for Proposal to developers in the regions through our website, phone calls and Vierbicher Engineering contacts. We have had some conversations with developers or contractors but do not have significant interest currently. We discussed the possibility of needing to consider small footprint single family homes rather than duplexes to offer a less expensive sale price. We discussed how many smaller communities are developing land themselves and are offering lots for sale at very low prices... sometimes as low as \$1. Examples of progressive marketing of lots by municipalities are Hillsboro, Benton, and Shullsburg. We are battling against market conditions where there is a high demand for builders / developers and the closer they get to major population bases the higher return on investment they will experience. This likely means that Richland Center will have to be more aggressive in assisting with development costs. June 2nd, 2023 is the closing date of the RFP.

City Owned Lots for Sale: We have for sale signs up at 460 W. 1st Street as well as 291 N Jefferson St. Glasbrenner has taken some calls from interested parties, but no one is near writing an offer yet. We discussed requiring a performance guarantee as part of the development agreement that would be a part of the sale / purchase agreements on the lots. A brief discussion was had regarding the RDA lot that is available on Hwy 14.

Wayfinding Signs: K. Tepley talked about signs for city parking lots as well as the Hwy 14 and Hwy 80 wayfinding signs. J. Glasbrenner, K. Tepley, and Jodi Mieden are working on the Request for Proposal document that will go out to possible sign suppliers. There are 8 current (old) wayfinding signs, and we are looking at increasing the number of signs to 24. The DOT must review each sign location on Hwy 14 or 80 and we are close to being able to send documentation to them.

MINUTES OF THE PLANNING COMMISSION

WEDNESDAY, MAY 24, 2023 AT 5:30 PM

COUNCIL ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

Hospital: There will be a public hearing on June 28th that will be conducted by the Hospital and will be providing updated information on the new construction project.

The City is likely going to need to invest in traffic and development studies in the area of the hospital development and Glasbrenner has further information coming on approximate costs of the studies. The City Administrator and Economic Development will bring a request forward for appropriate funding.

There have been several in-depth planning meetings with the Hospital Development Team and there will be many more as the project advances.

Panorama: On Monday, May 22nd the City had a meeting with D. Kleinsasser on Panorama 2 and we were able to review funding models that were provided by Ehlers Financial Services. Kleinsasser continues to work on private financing for the construction of building two. Another meeting with the city has been set for June 1st.

Other: Glasbrenner reported that work continues on other potential multifamily housing and that he is hopeful that there will be a presentation to City Council in the near future regarding a possible project and the participation, financial and otherwise, that may be requested from the City. The first meeting on this will likely take place with the full City Council.

SET NEXT MEETING DATE: The next meeting scheduled for Wednesday, July 5, 2023 at 5:30PM.

ADJOURNMENT: The meeting adjourned at approximately 7:40PM. Motion to adjourn made by L. Miller, Seconded by M. Jelineck. Voting Yea: Coppernoll, Cairns, Tepley, Wilson, Miller, Jelinek and Fagerlund. Motion carried.

Minutes recorded by Jasen Glasbrenner