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|--------------------------|-------------------------------------------------------|-------------------------|----------------------|
| <b>APPLICANT / AGENT</b> | Excel Engineering Inc.                                | <b>BUSINESS NAME:</b>   | Schreiber Foods Inc. |
| <b>SITE ADDRESS:</b>     | 930 Sextonville Road                                  | <b>ZONING DISTRICT:</b> | (IND) Industrial     |
| <b>TAX PARCEL:</b>       | 276-2154-1000                                         | <b>REQUEST:</b>         | Land Division by CSM |
| <b>DESCRIPTION:</b>      | NE1/4, SW1/4 Sec 21, T10N, R01E                       |                         |                      |
| <b>MEETINGS:</b>         | Plan Commission 09/23/2026; Common Council 10/06/2026 |                         |                      |

### **Request / Background**

Request for approval of a CSM to divide 0.27 acres from the northwest corner of 930 Sextonville Road (Parcel No 276-2154-1000) and combine it into the southwest corner of 920 Sextonville Road (Parcel No 276-2100-7630).

- **Lot 1 (920 Sextonville Rd):** Increases to 6.992 acres.
- **Lot 2 (930 Sextonville Rd):** Decreases to 3.612 acres.

Both properties will remain zoned Industrial with no changes to current intended land use. The land transfer is requested to establish required setbacks and ensure safe, efficient access for vehicles, semis, and emergency services around a proposed Intake Bay addition on Lot 1.

### **Authority and Basis for Review**

The request is a land division under Chapter 448, requiring a certified survey map (CSM). Section 448.04(7)(d) directs the Plan Commission to review the draft CSM for conformity with this ordinance, other applicable ordinances, and the master plan, and to recommend approval, conditional approval, or rejection to the City Council. The Council must act within sixty (60) days of filing under §448.04(7)(e).

### **Zoning District and Land Division Requirements**

|                                     |                                                                                                                                              |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Lot Size</i>                     | No minimum/maximum                                                                                                                           |
| <i>Lot Width</i>                    | No minimum/maximum                                                                                                                           |
| <i>Lot Depth</i>                    | Minimum Average Depth of 100ft                                                                                                               |
| <i>Lot Area &amp; Dimensions</i>    | Must conform to Zoning Code<br>Large parcel must allow for future subdivision into standard lots                                             |
| <i>Setbacks</i>                     |                                                                                                                                              |
| • <i>Street</i>                     | 15ft from ROW                                                                                                                                |
| • <i>Sideyard - abutting street</i> | 15 ft                                                                                                                                        |
| • <i>Sideyard - Interior</i>        | None                                                                                                                                         |
| • <i>Rear Yard</i>                  | None for principal structures                                                                                                                |
| <i>Traffic Visibility Triangle</i>  | 33ft along the curb lines at intersections                                                                                                   |
| <i>Detached Accessory Buildings</i> | 3 ft from rear lot line (1.5 ft for eaves)<br>3 ft side if entirely in the rear yard<br>8 ft if any portion is in a side yard (6.5 ft eaves) |

|                                        |                                                                                                                                                   |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Frontage</i>                        | Lot must front or abut public street                                                                                                              |
| <i>Parking</i>                         | Shall be adequate to provide for off-street service and parking required by use                                                                   |
| <i>Yard &amp; Open Space</i>           | Each building's required yard must lie entirely on its own lot — a new lot line cannot cut through the setback area serving an existing structure |
| <i>Screening</i>                       | If resulting lot abuts "R" District, screening is required                                                                                        |
| <i>Access to Public Infrastructure</i> | Layout adequately provides for city services and utilities, access to adequate public highways, and interior streets and sidewalks                |

### **Comprehensive Plan**

The subject property is designated Industrial on the Future Land Use Map of the *Comprehensive Plan for Richland Center, Wisconsin 2022-2032* (adopted December 21, 2021) and is zoned IND. The proposed division would create an approximately 7-acre parcel to accommodate the expansion of a dairy processing use on the adjoining parcel. Both resulting parcels remain a conditional use, and the division requires no rezoning or change to the Future Land Use Map.

The Land Use chapter directs the City toward "land use policies and zoning that maximize the available opportunities and encourage residential, commercial, and industrial development," and the Economic Development chapter sets a goal to "build a resilient economy by supporting local businesses." Accommodating the expansion of an existing employer on land already designated Industrial and already zoned IND, advances both objectives and reflects the plan's emphasis on making use of existing and underutilized sites rather than extending development into new areas.

Staff find the proposed land division consistent with the Comprehensive Plan.

| CRITERIA FOR CONSIDERATION                                                                                                                                    | Yes                                 | No                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------|
| Is the project consistent with the Comprehensive Plan?                                                                                                        | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Can the request demonstrate adequate public facilities, including roads and drainage, and utilities?                                                          | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The division creates no nonconforming lot, structure, or use.                                                                                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| All resulting parcels, existing structures, parking, and loading areas conform to the requirements of the zoning district as measured from the new lot lines. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The request conforms to all applicable provisions of the code.                                                                                                | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

### **RECOMMENDED CONDITIONS FOR APPROVAL**

1. The certified survey map (CSM) shall conform to the plans and specifications submitted with the application dated 8/5/2026 and as presented at the Plan Commission public hearing on 09/23/2026. Any material change requires resubmittal.
2. The final CSM shall comply with Wis. Stat. § 236.34 and shall bear the surveyor's certification that the land division complies with all provisions of Chapter 448.
3. All resulting parcels and all existing structures shall comply with the setback, yard, and traffic visibility requirements of Zoning Code as measured from the proposed lot lines. No parcel shall be created that renders an existing structure, parking area, or loading area nonconforming.
4. Utility and drainage easements shall be shown on the face of the map.
5. The approved certified survey map shall be promptly recorded with the Richland County Register of Deeds, and two copies of the recorded map showing recording data shall be transmitted to the City.
6. Approval of this CSM does not authorize construction or a change in use.

**Staff Recommendation**

It is recommended that the land division be approved with the conditions as presented and be forwarded to the Common Council for approval.

**Recommended Action**

Motion to recommend that the Common Council approve the CSM submitted by Schreiber Foods, Inc., which transfers 0.27 acres from 930 Sextonville Road, Parcel No. 276-2154-1000, to the adjacent parcel at 920 Sextonville Road, Parcel No. 276-2100-7630, based on the following findings:

1. The land division is permitted to proceed by certified survey map under §448.04(7)(a), fewer than five parcels being proposed.
2. Notice of public hearing was given to owners of property within 300 feet of the exterior boundaries as required by §448.04(7)(c), and a public hearing was held.
3. The certified survey map conforms to Chapter 448, the Zoning Ordinance, and the master plan and master plan components as required by §448.04(7)(d).
4. The resulting parcels comply with the requirements of the Industrial district, and the division creates no nonconforming lot, structure, or use.

subject to the conditions of approval set forth in the staff report dated 09/23/2026.