

PROPERTY INFORMATION

Applicant/Agent: Excel Engineering Inc.

Date: August 26, 2026

Property Owner: Schreiber Foods Inc.

Parcel No: 276-2100-7630

Site Address: 920 Sextonville Rd

District: Industrial

REQUEST TYPE

Schreiber Foods Inc requests a **Conditional Use Permit (CUP)** to process dairy products in accordance with 409.04(3a) at 920 Sextonville Road.

Upon issuance of a CUP, Schreiber will obtain zoning permits for two projects: whey silo additions on the eastern side of the property, and a new intake bay on the south side of the property.

STAFF REVIEW AND FINDINGS

Comprehensive Plan Alignment: ☒ YES ☐ NO

Schreiber Foods is a long-established employer in Richland Center whose operation sits at the intersection of the two industries the Comprehensive Plan identifies as the city's largest economic drivers — manufacturing and agriculture — and reflects the community's longstanding ties to the Wisconsin dairy industry. The plan calls on the City to build strong partnerships with existing industries and documents a decline in local manufacturing employment over the past decade. This request represents reinvestment by an established employer at an existing facility with existing infrastructure, on land already designated Industrial. It retains jobs and processing capacity in the city and requires no conversion of undeveloped land. Staff find the request consistent with applicable provisions of the Comprehensive Plan.

Public Works / Utilities / Zoning Input: ☒ ADEQUATE ☐ INADEQUATE

Environmental / Site Conditions: ☒ SUITABLE ☐ UNSUITABLE

Recommended Conditions:

1. This permit authorizes the processing of dairy products at 920 Sextonville Road Parcel No. 276-2100-7630, as described in the application.
2. Dairy processing operations shall not encroach upon required parking, fire lanes, or public sidewalks.
3. All fuel, chemicals, and other hazardous or flammable materials associated with the use shall be stored in appropriate leak-proof containers in compliance with applicable Wisconsin DNR, EPA, and fire code requirements.
4. All industrial waste materials, including empty chemical containers, shall be disposed of in accordance with all applicable federal, state, and local regulations per Ord. 409.06(e).
5. This permit is granted as a Specific Conditional Use and runs with the land.

Staff Recommendation

- ☐ Approve the application for a Conditional Use Permit as presented.
- ☒ Approve the application for a Conditional Use Permit with conditions as presented.
- ☐ Deny the application for Conditional Use Permit.

Applicant: Schreiber Foods

Parcel Number: 276-2100-7630

Meeting Date: Aug 26, 2026

Plan Commission Review Criteria (§400.05(7)(h))	YES	NO
1. The request is consistent with applicable provisions of the Comprehensive Plan (2022–2032) and the Future Land Use Map.	☒	☐
2. The request is compatible with the existing or allowable uses of adjacent properties. <i>The use has long operated at this location and adjoins other industrial uses.</i>	☒	☐
3. The request can demonstrate adequate public facilities (roads, drainage, potable water, sanitary sewer, and police and fire protection) exist or will exist to serve the use at the time such facilities are needed. <i>Existing structure and use with infrastructure in place. Wastewater is treated by RCRE rather than City Utilities.</i>	☒	☐
4. The request can demonstrate adequate provisions for maintenance of the use and associated structures approved under the permit. <i>The applicant is an established operator that maintains the facility and associated structures as part of ongoing operations.</i>	☒	☐
5. The request has minimized, to the degree possible, adverse effects on the natural environment. <i>The property presents no significant floodplain, wetland, or slope constraints. Operations are conducted within enclosed structures.</i>	☒	☐
6. The request will not create undue traffic congestion. <i>The site uses existing access onto Sextonville Road, requiring no new access points or modifications to traffic circulation.</i>	☒	☐
7. The request will not adversely affect public health, safety and welfare. <i>The use involves cleaning chemicals, ammonia, fuel and other hazardous materials; conditions requiring storage in appropriate containers and disposal in compliance with applicable DNR, EPA, and fire code regulations sufficiently mitigate risk to the public.</i>	☒	☐
8. The request conforms to all applicable provisions of this code. <i>The use complies with the performance standards of §409.06.</i>	☒	☐

Finding under Wis. Stat. § 62.23(7)(de): The applicant has demonstrated by substantial evidence that all requirements and conditions established by the City are or shall be satisfied. ☒ YES ☐ NO

Plan Commission Acknowledgement and Action

Based on the substantial evidence provided in the application and the testimony at the public hearing, the Plan Commission finds that all criteria have been met, subject to the following conditions:

1. This permit authorizes the processing of dairy products at 920 Sextonville Road Parcel No. 276-2100-7630, as described in the application.
2. Dairy processing operations shall not encroach upon required parking, fire lanes, or public sidewalks.
3. All fuel, chemicals, and other hazardous or flammable materials associated with the use shall be stored in appropriate leak-proof containers in compliance with applicable Wisconsin DNR, EPA, and fire code requirements.
4. All industrial waste materials, including empty chemical containers, shall be disposed of in accordance with all applicable federal, state, and local regulations per Ord. 409.06(e).
5. This permit is granted as a Specific Conditional Use and runs with the land.

Having reviewed the application against the criteria in §400.05(7)(i), and finding the applicant has demonstrated by substantial evidence that the applicable requirements are or will be satisfied as required by Wis. Stat. § 62.23(7)(de), the Plan Commission recommends **APPROVAL** of a Specific Conditional Use Permit to Schreiber Foods, Inc. for the processing of dairy products at 920 Sextonville Road, Parcel No. 276-2100-7630, subject to the conditions set forth below.

Suggested Motion: *Motion to recommend that the Common Council approve a Specific Conditional Use Permit for Schreiber Foods, Inc. at 920 Sextonville Road (Tax Parcel No. 276-2100-7630) for the processing of dairy products in accordance with §409.04(3a), subject to the Conditions of Approval set forth in the Plan Commission report dated 8/26/2026.*

Signature: _____
Chris Jarvis, Chair

Date: _____