



MINUTES OF THE PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 27, 2023 AT 5:30 PM

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

CALL TO ORDER: Chair Coppernoll called the meeting to order at 5:30PM. A quorum was present. Oliphant affirmed proper notice.

PRESENT: Chair Todd Coppernoll, Karin Tepley, Ray Wilson, Ryan Cairns (arrived at 5:39PM), Lisa Miller, and Mark Jelinek. **ABSENT:** Candace Fagerlind.

APPROVAL OF MINUTES: Minutes were not available. No action taken.

DISCUSSION AND POSSIBLE ACTION ITEMS:

Traffic Study Update – Bids were solicited with MSA being awarded the contract to complete a traffic study on Highway 14 from Bohman Drive to Highway 58. A preliminary report tentatively scheduled to be provided to the Common Council on December 5th and the Planning Commission on December 27th.

Wayfinding Signage Update – A map with the design and placement of signs has been submitted to the DOT for review with a tentative completion date of 10/6/23. After the DOT completes their review, a request for proposal will be published for signage.

Sale of 460 W First Street – Official closing held on 9/21/2023. A performance guarantee deposit was required and received. ENS development will be commencing work before the frost but are still finalizing construction plans.

Submission of Letter to Campus Reconfiguration Committee – A letter expressing a willingness and desire to collaborate was submitted on behalf of the Planning Commission on 9/13/2023. No response received to date.

Future Rezone of Jefferson Elementary School – An offer to purchase was accepted contingent upon a request for rezoning. The new owner has met with City personnel to discuss development plans. Based on the proposed uses, a rezone is likely necessary which may also require an amendment to the comprehensive plan. More information to be provided as it becomes available.

TID Planning – City Personnel have been in discussion with several firms to determine options for tax increment district (TID) planning services. As part of this process, Southwestern Wisconsin Regional Planning Commission offered their assistance in developing two TIDs through the utilization of grant funding. It is estimated the grant will result in savings of more than \$10,000 for the City. However, some costs may be incurred by the City related to survey work and/or the establishment of legal descriptions. The Commissioners reviewed map imagery of potential TIDs in various locations within the City. Motion to recommend to the Common Council to accept the proposal from SWWRPC to develop a TID plan for the City of Richland Center. Motion by Jelinek, seconded by Wilson. Voting Yea: Coppernoll, Cairns, Tepley, Wilson, Miller, Jelinek. Motion carried.

FUTURE AGENDA ITEMS: Status of hotel study and an update on the EPA study.

SET NEXT MEETING DATE: The next regular meeting was scheduled for October 25, 2023 at 5:30PM.

ADJOURNMENT: The meeting adjourned at 6:17PM. Motion to adjourn. Motion made by Tepley Seconded by Miller. Voting Yea: Coppernoll, Cairns, Tepley, Wilson, Miller, Jelinek. Motion Carried.