



MINUTES OF THE PLANNING COMMISSION AND ETZ BOARD

MONDAY, MARCH 30, 2026 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 5:30 PM. Members present: Todd Coppernoll (left at 6:36 PM), Karin Tepley, Lisa Miller, Chris Jarvis, and Ray Wilson. Members absent: Ryan Cairns, Mark Jelinek. ETZ Board Members present: Lisa Miller, Ray Wilson, Ed Wells, and Kevin Burkhamer. ETZ Board Members absent: Mark Jelinek and Tiffany Thompson. Perkins affirmed proper notice.

APPROVAL OF MINUTES Motion by Tepley to approve the January 28, 2026 meeting minutes as presented. Seconded by Jarvis. Motion carried by voice vote.

DISCUSSION AND ACTION ITEMS

Public Hearing for the Conditional Use Permit Application of Brent & Alyssa Gaffney to build a private garage/accessory building exceeding 3,000 sq. ft. of floor area at 23936 CTY Hwy AA (Tax Parcel 022-0934-2000)

Staff presented the application, noting the structure is approximately 4,800 sq. ft. and will be used for private storage. Recommended conditions were reviewed, including limitations on use, prohibition of commercial activity, stormwater management, and sanitary compliance if applicable. The applicant confirmed the structure will be used for storage only.

The public was offered to speak three times prior to closing the public hearing. Motion by Tepley to close the public hearing. Seconded by Miller. Motion carried by voice vote. The public hearing was closed at 5:40 PM.

Conditional Use Permit Application of Brent and Alyssa Gaffney to build a private garage/accessory building exceeding 3,000 sq. ft. of floor area at 23936 CTY Hwy AA (Tax parcel 022-0934-2000)

Motion by Coppernoll to recommend to the Common Council approval of the Conditional Use Permit for Brent & Alyssa Gaffney at 23936 County Hwy AA for a private garage/accessory building exceeding 3,000 sq. ft., subject to the conditions presented. Seconded by Miller. Motion carried 7-0 by roll call vote.

ADJOURNMENT OF THE ETZ BOARD Motion to adjourn by Wells, seconded by Burkhamer. Motion carried by voice vote. The ETZ Board adjourned at 5:42 PM.

Public Hearing for the Conditional Use Application of Brad Wegner to allow tire sales and auto repairs at 780 N Orange St (Tax parcel 276-1651-1000)

The applicant described the proposed use, including tire sales and light auto repair (oil changes, brakes, minor services). Staff reviewed the application and recommended approval with conditions, including indoor operations, restrictions on outdoor storage, proper handling of materials, and permit limitations tied to the operator.

The public was offered to speak three times prior to closing the public hearing. Motion by Coppernoll to close the public hearing. Seconded by Miller. Motion carried by voice vote. The public hearing was closed at 5:48 PM.

Conditional Use Application of Brad Wegner to allow tire sales and auto repairs at 780 N Orange St (Tax parcel 276-1651-1000)

Motion by Coppernoll to recommend to the Common Council approval of the Conditional Use Permit for Brad Wagner at 780 N. Orange Street for tire sales and auto repair, subject to the conditions presented, including a one-year review. Seconded by Tepley. Motion carried 5-0 by roll call vote.

Public Hearing for Land Division by Certified Survey Map (CSM) Application of Enke Properties, LLC for creation of an eight-duplex housing development (Tax parcel 276-1664-1000)

Staff presented the request, noting the CSM facilitates development of approximately 16 dwelling units and includes dedication of public right-of-way and approximately 1.49 acres of green space to the City.

Daniel Higby inquired whether his former property was included in the proposed development. Staff clarified that it was not part of the project area.

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Ruth Wilson raised concerns regarding a previously submitted petition and lack of follow-up, noting her comments were not directly related to the land division but to the broader process.

Barbara Cliffe asked for clarification on how much of the total site would be occupied by development versus retained as green space. Staff responded that approximately 3.35 acres would be developed, 1.49 acres dedicated as public green space, and approximately 0.87 acres as public right-of-way.

Ellen Keller-Evans requested clarification on how the green space would be conveyed and whether it would be owned by the City. Staff confirmed the land would be dedicated to and owned by the City of Richland Center.

Deb McCoy read a statement on behalf of Susan Stori, expressing concern with the overall development process and public input. Speaking on her own behalf, McCauley raised additional concerns including:

- Responsibility for storm sewer relocation and infrastructure costs
- Potential standing water and mosquito concerns related to stormwater facilities
- Status of water rights/easements associated with the property
- Safety concerns related to lack of sidewalks and school bus access
- Potential utility easements (We Energies/Wisconsin Power & Light) not reflected on plans
- Whether unresolved infrastructure and easement issues could result in future costs to taxpayers

Staff and engineering representatives responded that the developer is responsible for infrastructure improvements, stormwater systems are designed to meet code requirements, and easements/utilities are being reviewed and addressed.

Greg Dettman expressed concern that there are outstanding questions, including utility and infrastructure issues (e.g., anode field), that should be resolved prior to action being taken.

Mike [last name not provided] raised concerns regarding increased traffic, particularly near 4th Street and Cedar Street, and questioned whether the development would create circulation and safety issues. He also asked about the process for addressing rezoning, noting it is a separate action from the land division.

Al Matteson questioned how the proposal is considered consistent with current zoning while also requiring rezoning. Staff clarified the land division is consistent with residential use, while rezoning is required to allow duplex development.

Unidentified Speaker (Male) commented on the loss of the existing sledding hill/open space historically used by neighborhood children.

Unidentified Speaker (Female) questioned the size and layout of the development, including why eight duplexes were proposed and whether a smaller development was considered.

Alayne Hendricks expressed concern that the property was sold prior to being rezoned and stated that the community's input had not been adequately considered.

Peter Lawrence expressed concern regarding the loss of the sledding hill and asked how that portion of the property would be used and why it was not included in the preserved green space.

Unidentified Speaker (Female) asked for confirmation that the property is currently zoned residential, which staff confirmed (R-1 Single-Family Residential), and questioned the timing of rezoning relative to the sale and development process.

The public was offered to speak three times prior to closing the public hearing. Motion by Tepley to close the public hearing. Seconded by Coppernoll. Motion carried by roll call vote. The public hearing was closed at 6:30 PM.



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Land Division by Certified Survey Map (CSM) Application of Enke Properties, LLC for creation of an eight-duplex housing development (Tax parcel 276-1664-1000)

Motion by Tepley to recommend approval of the Certified Survey Map for the Stori Field development and forward to the Common Council. Seconded by Wilson. Motion carried 5-0 by roll call vote.

Rezoning Application of Enke Properties, LLC for Creation of an Eight-Duplex Housing Development (Tax parcel 276-1664-1000)

Staff presented the request and General Development Plan, noting consistency with the Comprehensive Plan, provision of moderate-density housing, and adequate infrastructure.

Motion by Tepley to recommend approval of the rezoning and forward to Common Council. Seconded by Jarvis. Motion carried 4-0 by roll call vote, with Coppernoll abstaining due to absence.

Specific Implementation Plan for Stori Field PUD

Staff and a representative from Vierbicher Engineering presented the Specific Implementation Plan, detailing site design, utilities, stormwater, and building plans.

Motion by Tepley to recommend approval of the Specific Implementation Plan and forward to Common Council. Seconded by Miller. Motion carried 4-0 by roll call vote, with Coppernoll abstaining due to absence.

SET NEXT MEETING DATE The next meeting was scheduled for Wednesday, April 22nd at 5:30 PM.

ADJOURNMENT Motion to adjourn by Miller, seconded by Jarvis. Motion carried by voice vote. The meeting adjourned at 6:44 PM.

Minutes recorded by Darcy Perkins.