

PROPERTY INFORMATION

Applicant:	Kevin Burkhamer	Date:	May 27, 2026
Property Owner:	Robert Simpson	Parcel No:	276-2100-0930
Site Address:	243 E Court Street	District:	Commercial DT

REQUEST TYPE

Kevin Burkhamer DBA Pine River Tire and Auto LLC requests a **Conditional Use Permit** to operate a tire and auto repair shop at 243 E Court Street.

PROJECT DESCRIPTION

The business owner/operator proposes to operate a tire sales and light auto repair shop at 243 East Court Street. The proposed use continues the former operation/use at this location, which includes new tire sales, tire installation, tire repair, and light mechanical services. The facility operates Monday through Friday, 8:00 AM to 5:00 PM. No structural modifications to the existing building are proposed. The applicant has submitted a Hazardous Waste and Materials Management Plan detailing indoor storage and licensed disposal procedures for waste oil, used tires, scrap metal, and general waste.

STAFF REVIEW AND FINDINGS

Comprehensive Plan Alignment: YES NO

The request supports key Comprehensive Plan goals related to:

- **Economic Development:** The proposal supports the Plan's goal to build a resilient economy by supporting existing local businesses and fostering entrepreneurship. Pine River Tire and Auto LLC represents a small business investment that retains an active commercial use within the downtown district.
- **Economic Development:** The Plan calls to keep downtown first-floor commercial spaces actively occupied and commercially viable. The continuation of a service-oriented business at this location is consistent with that goal, preventing vacancy in the downtown core.

Public Works / Utilities / Zoning Input: ADEQUATE INADEQUATE

Environmental / Site Conditions: SUITABLE UNSUITABLE

Recommended Conditions:

1. All standard automotive maintenance and repair services, including tire installations, brake work, and alignments, must be conducted entirely within the enclosed service bays of the building.
2. Repair work performed outside the building shall be strictly limited to vehicles or agricultural equipment that exceed the physical dimensions of the service bay doors (e.g., large tractors, combines, or oversized trailers).
3. All inventory, including new tires and tires awaiting installation, must be stored inside the primary structure. Outdoor display of tires for sale is prohibited.
4. All waste tires must be stored inside the building and disposed of in accordance with all applicable federal, state and local regulations.

5. All hazardous materials, including new and used motor oil, must be stored inside the building. Waste oil repurposed for heating is permitted provided it is handled in compliance with applicable federal, state, and local regulations.
6. No dismantled vehicles, "parts cars," or salvaged automotive components may be stored outside the building at any time.
7. All floor jacks, pneumatic tools, and other mobile shop equipment must be moved inside the building at the close of each business day.
8. Scrap metal shall be stored in a designated on-site dumpster and removed by a licensed hauler. No scrap metal shall be stored outside the building or dumpster.
9. Should operations cease for twelve (12) or more consecutive months, the permit shall be deemed null and void.

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: Kevin Burkhamer **Parcel Number:** 276-2100-0930 **Meeting Date:** May 27, 2026

Plan Commission Review WI §62.23(5)

Review Criteria	Standard Met	
	YES	NO
Is the proposal consistent with the City of Richland Center Comprehensive Plan (2022–2032) and the Future Land Use Map?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Can adequate public facilities and utilities be made available to serve the proposed area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the property environmentally suitable for the proposed use, with no significant floodplain, wetland, or slope constraints?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the proposed use be detrimental to or endanger the public health, safety, comfort, or general welfare of the City? <i>The proposed automotive use involves waste oil and used tires; however, the applicant has submitted a Hazardous Waste and Materials Management Plan detailing indoor storage and licensed disposal through P and J Tire Disposal (used tires) and Runick Metals (scrap metal). Conditions requiring indoor-only storage and compliance with applicable DNR regulations sufficiently mitigate environmental and fire safety risks.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the uses, values, and enjoyment of neighboring properties for purposes already permitted be substantially impaired or diminished by this specific use? <i>The facility operates during standard business hours with no on-street deliveries and minimal noise, as tire sales is the primary activity. Conditions requiring all operations and storage to occur indoors protect neighboring properties and the downtown streetscape</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the establishment of this conditional use impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district? <i>The proposal maintains active commercial use of an existing downtown building, consistent with the Plan's Strategy 3 emphasis on keeping downtown first-floor spaces occupied. No new infrastructure is required.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are adequate measures taken to provide ingress and egress designed to minimize traffic congestion and ensure safety on public streets? <i>The site utilizes existing access on East Court Street. The applicant represents there are no traffic-related impacts and no on-street deliveries. Customer traffic is consistent with a neighborhood auto service operation.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has the applicant provided substantial evidence that all requirements and conditions established by the City are or shall be satisfied?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Plan Commission Acknowledgement and Action

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

1. All standard automotive maintenance and repair services, including tire installations, brake work, and alignments, must be conducted entirely within the enclosed service bays of the building.
2. Repair work performed outside the building shall be strictly limited to vehicles or agricultural equipment that exceed the physical dimensions of the service bay doors (e.g., large tractors, combines, or oversized trailers).
3. All inventory, including new tires and tires awaiting installation, must be stored inside the primary structure. Outdoor display of tires for sale is prohibited.
4. All waste tires must be stored inside the building and disposed of in accordance with all applicable federal, state and local regulations.
5. All hazardous materials, including new and used motor oil, must be stored inside the building. Waste oil repurposed for heating is permitted provided it is handled in compliance with applicable federal, state, and local regulations.
6. No dismantled vehicles, "parts cars," or salvaged automotive components may be stored outside the building at any time.
7. All floor jacks, pneumatic tools, and other mobile shop equipment must be moved inside the building at the close of each business day.
8. Scrap metal shall be stored in a designated on-site dumpster and removed by a licensed hauler. No scrap metal shall be stored outside the building or dumpster.
9. Should operations cease for twelve (12) or more consecutive months, the permit shall be deemed null and void.

The Plan Commission has completed its review based on the findings of fact, conclusions of law, and the record, as required by WI §62.23. The Plan Commission recommends **APPROVAL** of the Conditional Use Permit for Kevin Burkhamer DBA Pine River Tire and Auto LLC to operate a tire and auto repair shop at 243 E Court Street, subject to the conditions stated.

Suggested Motion: *To recommend to the Common Council the approval of Conditional Use Permit Application Kevin Burkhamer DBA Pine River Tire and Auto LLC to operate a tire and auto repair shop at 243 E Court Street (Tax Parcel 276-2100-0930), subject to the specific Conditions of Approval as presented.*

Chair's signature

Date: _____