



**MINUTES OF THE MEETING OF THE
PLANNING COMMISSION
WEDNESDAY, DECEMBER 18, 2024 AT 6:15 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 6:15PM. Members present: Todd Coppernoll, Karin Tepley, Lisa Miller, Ray Wilson, Mark Jelinek, Chris Jarvis. Members absent: Ryan Cairns. Glasbrenner affirmed proper notice.

APPROVAL OF MINUTES Motion by Jelinek to approve the Meeting Minutes from November 20, 2024, seconded by Wilson. Motion carried unanimously.

PUBLIC HEARING FOR THE APPLICATION OF RICHLAND HOSPITAL FOR A CONDITIONAL USE PERMIT TO ALLOW A PHARMACY AT 431 N PARK ST (TAX PARCEL ID 276-1696-0900)

Chair Coppernoll opened the public hearing at 6:16 PM. Zoning Administrator Matt Williams provided an overview of the request for a conditional use permit to allow for a pharmacy at 431 North Park St. Williams confirmed a public posting was made as well as a mail-out to neighbors regarding the application.

Citizen Paul Corcoran inquired about spot zoning and Zoning Administrator Matt Williams affirmed that this is not an instance of spot zoning.

Bruce Roesler, Chief Executive Officer of The Richland Hospital and Clinics, explained that the Hospital did not have an awareness of improper zoning and are applying for the CUP to become compliant. He supplied that customers have appreciated the convenience of having a retail pharmacy adjacent to the clinic and hospital and they are glad to be able to offer that service to the patients that they serve.

Committee Member Karin Tepley asked whether the CUP is to have an expiration date or a time frame to which Williams answered that it would be indefinite for the life of the pharmacy. He clarified that the CUP is specific to the business, not the property.

Motion to close the public hearing by Tepley, seconded by Miller. The public hearing was closed at 6:28 PM.

CONSIDER THE APPLICATION OF RICHLAND HOSPITAL FOR A CONDITIONAL USE PERMIT TO ALLOW A PHARMACY AT 451 N PARK ST (TAX PARCEL ID 276-1696-0900)

Williams advised of his recommendation to approve the CUP under the two conditions that the completed project be consistent with the plans and specs submitted at the time of the application and at the public hearing of the plan commission as well as the applicant shall allow the building inspector and city zoning staff to access the project site for inspection purpose to verify compliance with local, state, and federal regulations.

Committee Member Mark Jelinek inquired as to whether the hospital be zoned R34. Williams answered that considering the Comprehensive Plan, zoning is as it should be. Director of Public Works Jasen Glasbrenner advised that it is not atypical for a zoning ordinance to allow things such as emergency services, church, public schools, etc. to fall under various residential zoning categories.

Motion by Miller to recommend to the City Council to grant the request for the application of Richland Hospital for a Conditional Use Permit to allow a pharmacy at 431 N Park St. Seconded by Wilson. Motion carried unanimously.

PUBLIC HEARING FOR THE APPLICATION OF RICHLAND COUNTY FOR A CONDITIONAL USE PERMIT TO ALLOW A COMMUNICATION STRUCTURE ON TOWER HILL (TAX PARCEL ID 276-1696-0900)



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Chair Coppernoll opened the public hearing at 6:36 PM. Zoning Administrator Matt Williams provided an overview of the request for a conditional use permit to allow for a communication structure on Tower Hill. Williams advised that it is currently zoned as R1, wherein a mobile service facility isn't permitted unless presented with a CUP. The service is for the new communication system that our emergency service will be using. The land is owned by the city and the county is authorized to use that land.

Williams supplied that the building permit has already been issued and they're working with the City's building inspector on the structure. Williams confirmed a public posting was made as well as a mail-out to neighbors regarding the application.

Williams advised of his recommendation to approve the CUP under the conditions that the project is consistent with the plans as you presented. He confirmed that they've met all the setbacks as well as the erosion control.

Motion to close the public hearing by Wilson, seconded by Miller. The public hearing was closed at 6:40 PM.

CONSIDER APPLICATION OF RICHLAND COUNTY FOR A CONDITIONAL USE PERMIT TO ALLOW A COMMUNICATION STRUCTURE ON TOWER HILL (TAX PARCEL ID 276-1696-0900)

Motion by Tepley to recommend to the City Council to grant the request for the application of Richland County for a Conditional Use Permit to allow a communication structure on Tower Hill. Seconded by Miller. Motion carried unanimously.

COMPREHENSIVE PLAN REVIEW & UPDATES

Glasbrenner provided informational material on the role of the Planning Commission by UW-Steven's Point Center for Land Use. Glasbrenner advised that he provided Committee Member Tepley with the spreadsheet of items currently being working towards in the comprehensive plan and can provide this to other Committee Members upon request.

REPORTS/UPDATES

- Glasbrenner advised the committee of the development agreement signed for Panorama Estates Buildings 2 & 3.
- Glasbrenner advised the committee of the TIF report that was presented earlier in the evening at the Joint Review Board meeting.

FUTURE AGENDA ITEMS

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

ADJOURNMENT Motion to adjourn by Tepley, seconded by Miller. Motion carried unanimously. The meeting adjourned at 6:46 PM.