



MINUTES OF THE PLANNING COMMISSION AND ETZ BOARD

TUESDAY, SEPTEMBER 19, 2023 AT 5:30 PM

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

AGENDA

CALL TO ORDER: Meeting was called to order at 5:33 PM. Members of the Planning Commission present were Todd Coppernoll, Ryan Cairns, Karin Tepley, Ray Wilson, and Candace Fagerlund. Commission members Lisa Miller and Mark Jelinek were absent. Members of the ETZ Board present were Matt Williams and Aaron Palmer. Matt Schmitz was absent.

PUBLIC HEARING FOR THE REQUEST OF A CONDITIONAL USE PERMIT ON TAX PARCEL 022-2833-7000 AT 26635 ROCKY BRANCH LANE:

Todd Coppernoll opened the public hearing and asked for comments about the proposed project related to the permit request. Sheila Troxel spoke and said she is likely Gerald and Belinda Granger's closest neighbor. She indicated that she has no issue with the proposed project. Troxel said the Grangers keep their property in good condition and are good stewards of the land. She shared photos of the property and felt it would be a beautiful addition to the neighborhood. Howard Nelson spoke and said he agreed with Troxel but wasn't certain what would be built nor the size of the structure. Dustin Wilson spoke and said he would be the closest neighbor to the proposed structure. He said he had no issues with what was being proposed and was looking forward to the Granger's project. No additional individuals freely offered comments. Coppernoll asked three times if there were any additional comments before a motion to close the public hearing. There were none. Karin Tepley motioned to close the public hearing. Seconded by Fagerlund. Motion carried by voice vote without opposition.

CONSIDER THE REQUEST FOR A CONDITIONAL USE PERMIT ON TAX PARCEL 022-2833-7000 AT 26635 ROCKY BRANCH LANE:

City Administrator Ashley Oliphant shared the site plan and dimensions of the proposed building. It was noted in the staff report that the property is zoned "Extraterritorial Zoning – Agricultural-Residential" and an accessory building that exceeds 3,000 square feet in an "R" district may only be erected after obtaining a conditional use permit. Owner Gerald Granger explained that the proposed building would be 50' X 80' and would be used to store collector cars. He noted that excavation had already started, and trees and brush have been cleared out. Granger moved an electrical pole and constructed retaining walls to hold the bank. There were no concerns from the ETZ board members present regarding the project. Oliphant said the Zoning Administrator has proposed several conditions for the project. Those conditions are: The project must be consistent with the plans and specifications submitted at time of application and at the public hearing of the Plan Commission; The applicant shall obtain a permit from the building inspector and allow for inspections throughout the project; The project shall meet all setbacks; The project shall provide erosion control measures before and during construction and shall maintain erosion control until the site is stabilized; The applicant shall allow the Building Inspector and City Zoning Staff to have access to the construction site for inspection purposes to verify compliance with City Code, Ordinances and State Code; The permit is not transferable; The permit is not renewable without another public hearing of the Plan Commission and final decision by the Common Council; Project must start within 6 months of Plan Commission and Common Council approval; Project must be completed within 1 year of Plan Commission and Common Council approval; Any denial of a conditional use may be appealed to Circuit Court. Motion by Tepley to recommend to the Common Council the approval of the conditional use permit on tax parcel 022-2833-7000 located at 26635 Rocky Branch Lane. Seconded by Fagerlund. Motion carried with Coppernoll, Cairns, Tepley, Wilson, and Fagerlund of the Planning Commission voting Yea. ETZ Board members Matt Williams and Aaron Palmer voted Yea. Motion carried.

ADJOURNMENT OF THE ETZ BOARD:

Palmer motioned to adjourn the ETZ Board. Williams seconded. Motion carried 2-0 at 5:53 PM.

CONSIDER THE REQUEST TO REZONE TAX PARCEL 276-1645-7000 AT 286 W. SIXTH STREET:

Administrator Oliphant reported the request is to rezone the property from Commercial-General to R-5 Residential. The Carley family, representing the owner/applicant Marion M. Carley Revocable Trust, would like to raze the existing structure utilized for housing and construct a duplex. The Dairy-O business is located in the front portion of the lot and the intent is to not close, move, or raze the Dairy-O portion of the property. The rezone would apply to the entire parcel. The housing structure is considered beyond repair. Oliphant noted that there is some concern that if the parcel is rezoned to R-5 it would be in conflict with the future land use map and the possibility of the Dairy-o being a non-conforming structure. In addition, if the Dairy-O was ever removed, it would need to comply with R-5 zoning. The future land use map would have to be amended in the comprehensive plan. It was noted that the parcel cannot be split because of potentially cutting off access for the buildings in the rear and challenges in the dimensions and required setbacks. The property owners would need to work with the Zoning Administrator and builder to make sure the project would fit on the space allowed. Economic Development Director Jasen Glasbrenner said he feels the best path forward is to do a land split and see if the proposed structure will fit on the land with the required setbacks. Glasbrenner felt that the Zoning Administrator should review the proposal again. The Carley family said they would work with Zoning Administrator Mark Steward on a solution. Motion by Coppernoll to place this topic on the next Planning Commission meeting. Wilson seconded. Motion carried 5-0.

ADJOURNMENT:

Motion to adjourn made by Tepley. Seconded by Fagerlund. Motion carried 5-0 at 6:21 PM.

Minutes respectfully submitted by Aaron Joyce, City Clerk/Treasurer