



MINUTES OF THE MEETING OF THE

PLANNING COMMISSION

WEDNESDAY, JANUARY 22, 2025 AT 5:30 PM

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

CALL TO ORDER Karin Tepley called the meeting to order at 5:36 PM. Members present: Karin Tepley, Lisa Miller, Mark Jelinek, Chris Jarvis and Ryan Cairns. Members absent: Todd Coppernoll and Ray Wilson. Perkins affirmed proper notice.

APPROVAL OF MINUTES Motion by Jelinek to approve the Meeting Minutes from December 18, 2024, seconded by Cairns. Motion carried 5 – 0.

PUBLIC HEARING FOR THE APPLICATION OF BINDL TIRE & AUTO FOR A CONDITIONAL USE PERMIT TO ALLOW AN AUTO REPAIR GARAGE OR FACILITY AT 243 E COURT ST (TAX PARCEL ID 276-2100-0930)

Tepley opened the public hearing at 5:37 PM. Zoning Administrator Matt Williams provided an overview of the request for a conditional use permit to allow for an auto repair garage at 243 E Court St.

A citizen raised concerns about encroachment by Vendor Tire and Auto, affecting access to their garage due to equipment blocking an alleyway. He inquired whether the alley is public. Williams advised that he would investigate further.

The public was offered to speak 3 times prior to closing the public hearing. Motion to close the public hearing by Tepley, carried 5 – 0. The public hearing was closed at 5:40 PM.

CONSIDER THE APPLICATION OF BINDL TIRE & AUTO FOR A CONDITIONAL USE PERMIT TO ALLOW AN AUTO REPAIR GARAGE OR FACILITY AT 243 E COURT ST (TAX PARCEL ID 276-2100-0930)

Williams advised Bindl Tire and Auto's conditional use permit expired in 2021, and they have been operating without a valid permit since. Violations include storing prohibited items outside. Some efforts have been made to address compliance issues, but full compliance has not been achieved. Williams advised that the permit is contingent on compliance with local and state regulations. It is valid for one year and non-transferable.

Williams recommended the approval of the permit contingent upon compliance by the next council meeting on February 4th, 2025.

Motion by Jelinek to recommend to the City Council to grant the request for the application of Bindl Tire & Auto for a Conditional Use Permit to allow an auto repair garage at 243 E Court St. Seconded by Miller. Motion carried 5 – 0.

PUBLIC HEARING FOR THE APPLICATION OF GURU RAMDAS SHAA LLC FOR A CONDITIONAL USE PERMIT TO ALLOW AN AUTO REPAIR GARAGE OR FACILITY AT 789 SEXTONVILLE RD (TAX PARCEL ID 276-2100-7581)

Tepley opened the public hearing at 5:45 PM. Zoning Administrator Matt Williams provided an overview of the request for a conditional use permit to allow for an auto repair garage at 789 Sextonville Rd.

Williams advised he has received positive feedback regarding improvements in the property's condition. Concerns about future compliance were addressed by explaining permit conditions.

The public was offered to speak 3 times prior to closing the public hearing. Motion to close the public hearing by Miller, carried 5 – 0. The public hearing was closed at 5:48 PM.



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CONSIDER THE APPLICATION OF GURU RAMDAS SHAA LLC FOR A CONDITIONAL USE PERMIT TO ALLOW AN AUTO REPAIR GARAGE OR FACILITY AT 789 SEXTONVILLE RD (TAX PARCEL ID 276-2100-7581)

Williams advised Shamrock Services began operations without transferring the existing permit from the previous business. A notice of violation was issued, prompting the application for a new permit. The business has addressed initial compliance issues, maintaining the property in accordance with permit conditions. The permit is valid for one year, non-transferable, and contingent on maintaining compliance.

Williams recommended the approval of the permit contingent upon compliance by the next council meeting on February 4th, 2025.

Motion by Jelinek to recommend to the City Council to grant the request for the application of Guru Ramdas Shaa LLC for a Conditional Use Permit to allow an auto repair garage at 789 Sextonville Rd. Seconded by Miller. Motion carried 5 – 0.

COMPREHENSIVE PLAN REVIEW & UPDATES

- Tepley advised that Land Use and Implementation is well underway. She provided that the Richland Center assessment level is currently at 86.93% of full market value. A community-wide evaluation is underway to better reflect reality.
- Tepley suggested bringing together various community organizations, such as the Chamber, tourism, and historic preservation groups in order to set a unified agenda.

REPORTS/UPDATES

- Municipal Services Specialist Darcy Perkins advised that the City of Richland Center’s Hotel RFP was released in December and is currently gaining traction with various developers. She advised that the RFP is set to close at the end of February.
- Perkins advised that TIF discussions are still in progress.
- Perkins advised that RDA discussions are still in progress.

FUTURE AGENDA ITEMS

- Cairns requested “Status of TIF” be included as a standing item in the Reports/Updates section moving forward.
- Jelinek requested “Status of RDA” be included as a standing item in the Reports/Updates section moving forward.

SET NEXT MEETING DATE The next meeting was scheduled for Wednesday, February 26th at 5:30PM.

ADJOURNMENT Motion to adjourn by Jelinek, seconded by Miller. Motion carried 5 – 0. The meeting adjourned at 5:59 PM.