

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Agenda Item: Consider the Conditional Use Permit Application of Kevin Burkhamer DBA Pine River Tire and Auto LLC for the Operation of a Tire and Auto Repair Shop at 243 E Court St (Tax Parcel 276-2100-0930)

Meeting Dates: Plan Commission on 5/27/2026 and Common Council on 6/2/2026

Background: 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 (Parcel No. 276-2100-0930) in the Commercial Downtown district, on property owned by Robert Simpson. The business would offer new tire sales, tire installation, tire repair, and light mechanical services, continuing the former use at this location, operating Monday through Friday, 8:00 AM to 5:00 PM, with no structural modifications 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 found the request consistent with the City's Comprehensive Plan goals for economic development and keeping downtown first-floor commercial spaces actively occupied, environmentally suitable, and adequately served by existing public facilities and utilities. The Plan Commission reviewed the application under WI §62.23(5), found all applicable criteria met, and recommends approval subject to the conditions below.

Conditions of Approval

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.

Commission Recommendation: *"Motion by Jarvis, second by Jelinek, 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.*

Suggested Action: Motion to approve the Conditional Use Permit Application of 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.

Attachments: CUP application materials