

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Agenda Item: Consideration of Access Easement – Tracy Conner Use of South Larson Street Right-of-Way

Requested & Presented by: DPW Jasen Glasbrenner

Meeting Date: Public Works Committee on 10-16-2025

Committee Review:

Background: Mr. Tracy Conner, property owner of Parcel #276-2100-8350 has requested permission to utilize the unimproved City-owned right-of-way south of East South Street (the South Larson Street extension) to provide driveway access to his lot, on which he plans to build a new home. The right-of-way has not been developed or maintained as a public street. Currently two other adjacent property owners use this portion of South Larson St. to access accessory buildings on their properties. The Public Works staff mailed each of the affected property owners seeking their comment and no responses were received.

Department Recommendation: Staff supports proceeding with formal authorization of this use through an Access Easement Agreement.

Requested Action:

PUBLIC WORKS: Motion to recommend to the Planning Commission the authorization of the use of the City-owned South Larson Street right-of-way for access to the Conner property via Resolution and Access Easement Agreement as drafted by the City Attorney.

PLANNING COMMISSION: Motion to recommend to the Common Council the authorization of the use of the City-owned South Larson Street right-of-way for access to the Conner property as outlined by the presented Resolution and Access Easement Agreement.

COUNCIL: Motion to authorize the use of the City-owned South Larson Street right-of-way south of East South Street for driveway access to the Conner property as outlined by the Resolution and Access Easement Agreement as presented.

Attachment(s):

- Larson St. ROW Easement Letter
- 999 South Larson St - Property Access and Easement Map