

STAFF REPORT – PLAN COMMISSION

(For use by the Plan Commission and Common Council)

Project Review Type

- Land Sale / Acquisition
 Change of Use/CUP
 Dedication
 Easement
 Other: _____

Property Information

Owner/Applicant:	Brent & Alyssa Gaffney	Parcel Number(s)	022-0934-4000
Site Address / Location Description	23936 County Hwy AA		
Zoning District	ETZ – Ag/Residential (A/R)	Lot Size	≈ 22 acres

Project Description

Requesting a conditional use permit for a 4,800ft² private garage/accessory building

Staff Review and Findings

Comprehensive Plan Alignment: YES NO

The proposal supports key Comprehensive Plan goals related to:

- Supports the construction of outbuildings that facilitate agricultural activities or large-lot residential storage, as this prevents the "cluttering" of smaller residential lots and keeps equipment indoors.
- The A-R district acts as a buffer between the high-density city center and the Exclusive Agriculture (E-A) lands. A storage building of this size is considered a compatible "intermediate" intensity use for this buffer.
- No new infrastructure is needed.

Public Works / Utilities / Zoning Input: ADEQUATE INADEQUATE

Environmental / Site Conditions: SUITABLE UNSUITABLE

Recommended Conditions:

1. The building shall be used strictly for the storage of personal vehicles, residential maintenance equipment, or agricultural equipment. It shall not be used as a primary residence or a standalone commercial warehouse.
2. No commercial business operations, retail sales, or "mini-warehousing" (leasing space to outside parties) shall be permitted within the structure.
3. The structure shall not be used for human habitation. Any future conversion into a "shouse" (shop-house) or accessory dwelling unit would require additional permitting and compliance with plumbing and sanitation codes.
4. The applicant must ensure that roof runoff is managed on-site via gutters, downspouts, or grading to prevent increased drainage or erosion onto adjacent agricultural lands or public rights-of-way.
5. If the building is to include a bathroom or utility sink, the applicant must provide proof of a compliant private onsite wastewater treatment system (POWTS) permitted by Richland County.

Staff Recommendation

- Approve the application for a Conditional Use Permit as presented.
- Approve the application for a Conditional Use Permit with conditions as presented.
- Deny the application for Conditional Use Permit.

January 28, 2026

Project Information

Applicant	Brent & Alyssa Gaffney	Parcel #	022-0934-4000	Meeting Date	March 30, 2026
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Plan Commission Review WI §62.23(5)

Review Criteria	Standard Met	
	YES	NO
Is the proposal consistent with the City of Richland Center Comprehensive Plan (2022–2032) and the Future Land Use Map?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Can adequate public facilities and utilities be made available to serve the proposed area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the property environmentally suitable for the proposed use, with no significant floodplain, wetland, or slope constraints?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the proposed use be detrimental to or endanger the public health, safety, comfort, or general welfare of the City?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the uses, values, and enjoyment of neighboring properties for purposes already permitted be substantially impaired or diminished by this specific use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the establishment of this conditional use impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are adequate measures taken to provide ingress and egress designed to minimize traffic congestion and ensure safety on public streets?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has the applicant provided substantial evidence that all requirements and conditions established by the City are or shall be satisfied?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Plan Commission Acknowledgement and Action

Based on the substantial evidence provided in the application and the testimony at the public hearing, the Commission finds that all criteria have been met, subject to the following conditions:

1. The building shall be used strictly for the storage of personal vehicles, residential maintenance equipment, or agricultural equipment. It shall not be used as a primary residence or a standalone commercial warehouse.
2. No commercial business operations, retail sales, or "mini-warehousing" (leasing space to outside parties) shall be permitted within the structure.
3. The structure shall not be used for human habitation. Any future conversion into a "shouse" (shop-house) or accessory dwelling unit would require additional permitting and compliance with plumbing and sanitation codes.

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4. The applicant must ensure that roof runoff is managed on-site via gutters, downspouts, or grading to prevent increased drainage or erosion onto adjacent agricultural lands or public rights-of-way.
5. If the building is to include a bathroom or utility sink, the applicant must provide proof of a compliant private onsite wastewater treatment system (POWTS) permitted by Richland County.

The Plan Commission has completed its review based on the findings of fact, conclusions of law, and the record, as required by WI §62.23. The Plan Commission recommends **APPROVAL** of the Conditional Use Permit for Brent & Alyssa Gaffney at 23936 County Hwy AA., subject to the conditions stated.

Motion: *To recommend to the Common Council the approval of the Conditional Use Permit for Brent & Alyssa Gaffney at 23936 County Hwy AA for a private garage/accessory building exceeding 3,000ft², subject to the specific Conditions of Approval as presented.*

Todd Coppernoll, Chair: _____ **Date:** _____