



MINUTES OF THE PLANNING COMMISSION

WEDNESDAY, AUGUST 28, 2024 AT 5:30 PM

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

CALL TO ORDER – Chair Coppernoll called the meeting to order at 5:34PM. Members present: Todd Coppernoll, Lisa Miller, Karin Tepley, Candace Fagerlind, Mark Jelinek, and Ray Wilson. Members absent: Ryan Cairns. Oliphant affirmed proper public notice.

PUBLIC HEARING ON THE APPLICATION OF MARION M CARLEY REVOCABLE TRUST TO DIVIDE A PARCEL OF LAND LOCATED AT 286 W. 6TH STREET (TAX ID 276-1645-7000) – Chair Coppernoll opened the public hearing at 5:35PM. Surveyor Shawn Walsh explained the property owner desired to divide their lot to separate existing housing from the existing commercial business and raze the existing multifamily housing. A member of the public expressed concern regarding parking. Shawn Walsh advised the existing driveway and building will be removed which will mitigate potential parking issues. After three requests for comment, Tepley moved to close the public hearing. Seconded by Jelinek. Motion carried unanimously.

CONSIDER THE APPLICATION OF MARION M CARLEY REVOCABLE TRUST TO DIVIDE A PARCEL OF LAND LOCATED AT 286 W. 6TH STREET (TAX ID 276-1645-7000) – Motion by Tepley to recommend to the Common Council to approve the application of Marion M Carley Revocable Trust to divide a parcel of land located at 286 W. 6th Street (*Tax ID 276-1645-7000*). Seconded by Wilson. Motion carried 6-0.

UPDATE AND ACTION ON FINALIZATION OF PROJECT MODIFYING INDUSTRIAL PARK PARCEL BOUNDARIES – Matt Muchow of Vierbicher appeared virtually and addressed the Commission. Muchow presented a proposed CSM. Muchow advised two out lots depicted in the CSM may be disposed of by combining them with adjacent parcels. A utility easement may be obtained to address the utility infrastructure in the out lots rather than the city maintaining ownership. Motion by Coppernoll to recommend to the Common Council to approve the disposition of existing out lot 12 and out lot 13 of the new CSM. Seconded by Tepley. Motion carried 6-0.

LAMONT SUBDIVISION - PRELIMINARY DISCUSSION – Mike Lamont and Ellen Keller Evans addressed the Commission to provide an overview of their conceptual plan for a new subdivision in Allison Park. They plan to develop the area to allow for 21 new homes, some of which will be zero step. Current estimated infrastructure costs are \$1.3 million resulting in a per lot cost of approximately \$65,000. Director Glasbrenner explained that the city has a need for a new subdivision, and he is actively pursuing the creation of a tax incremental district (TID) which may provide support for this project. Lamont and Keller advised they would like to begin this project as early as this fall but more likely next year. Motion by Tepley to report the preliminary review of the Lamont Subdivision with support for continued City collaboration with the developer to the Common Council. Seconded by Wilson. Motion carried 6-0.

CONSIDER RICHLAND AIRPORT (93C) PROPOSAL FOR AIRPORT IMPROVEMENTS AID – Director Glasbrenner reviewed items identified for improvement aid at the Richland Municipal Airport. The items included: Land Acquisition; Procure Snow Removal Equipment; Reconfigure, reconstruct, or rehabilitate taxiways, taxiway connectors & associated lighting and signs; Reconfigure, reconstruct, or rehabilitate Apron; Reconfigure, reconstruct, or rehabilitate Runway 17/35 & associated lighting; Taxi lanes rehabilitation/reconstruction; Conduct Airport Master Plan/Exhibit A/ALP Update; T-Hangar Construction; Construct Maintenance building; and Crack fill and sealcoat Runway 17/35. Motion by Fagerlind to report

the consideration and approval of the improvement items as listed to the Common Council. Seconded by Tepley. Motion carried 6-0.

FUTURE AGENDA ITEMS

- Economic Impact of Municipal Airports. Consider joint meeting with the Public Works Committee.
- Comprehensive Plan
- Panorama Estates Development

SET NEXT MEETING DATE – The next meeting was scheduled for September 25, 2024.

ADJOURNMENT – Motion to adjourn by Tepley. Seconded by Fagerlind. Motion carried unanimously. The meeting adjourned at 7:13PM.

Minutes recorded by Ashley Oliphant