



## OFFICIAL PUBLIC NOTICE

### MEETING OF THE PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 27, 2023 AT 5:30 PM

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

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#### AGENDA

**CALL TO ORDER** *Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

#### APPROVAL OF MINUTES

#### DISCUSSION AND POSSIBLE ACTION ITEMS

1. Traffic Study Update
2. Wayfinding Signage Update
3. Sale of 460 W First Street
4. Submission of Letter to Campus Reconfiguration Committee
5. Future Rezone of Jefferson Elementary School
6. TID Planning

#### FUTURE AGENDA ITEMS

**SET NEXT MEETING DATE** *Fourth Wednesday of the month*

#### ADJOURNMENT

Posted this 26th day of September, 2023 by 5:30 PM.

Copy to the official newspaper the Richland Observer.

Aaron Joyce, City Clerk/Treasurer

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.

**September 13, 2023**

The Richland County Campus Reconfiguration Committee convened on Wednesday, September 13, 2023 in person and via WebEx on the UW-Platteville Richland campus.

Committee members present included County Board Supervisors Marty Brewer, Richard McKee, Gary Manning, Ingrid Glasbrenner, David Turk, Bob Frank, Steve Williamson, and Julie Fleming. Supervisor Linda Gentes was absent.

Chair Turk called the meeting to order at 6:56 PM.

Clerk Kalish confirmed the meeting had been properly noticed.

Motion by Manning second by Glasbrenner to approve the agenda. Motion carried and agenda declared approved.

Motion by McKee second by Williamson to approve the minutes of the August 15, 2023. Motion carried and the August 15, 2023 minutes declared approved.

Discussion & Possible Action - Removal Of Trees On Campus: Administrator Pesch noted the preferred way to move forward with the removal of trees on campus was to advertise for services and to have the wood removed serve as payment for the removal. Motion by Brewer second by Manning to proceed with the solicitation of services to remove the trees from campus. Motion carried.

Discussion & Possible Action - Vendors For Campus Facilities Assessment: Administrator Pesch noted that Consultant Hochkammer has been in contact with various vendors that provide facility assessment services. Hochkammer noted that he will be walking through the campus buildings on 9/14/2023 with a company that provides comprehensive facility assessment services. Hochkammer noted that at this point, everything will be looked at, all options are on the table, and he would report his findings to the committee at the next meeting. No action taken on this agenda item.

Discussion & Possible Action - Transfer Of Education Standing Committee Duties To The Public Works Standing Committee: Administrator Pesch stated that increased oversight of the buildings on campus may be needed and feels this oversight aligns more closely with duties performed by the Public Works Standing Committee. Motion by Manning second by McKee to transfer duties regarding the oversight of the buildings on campus from the Education Standing Committee to the Public Works Standing Committee. Motion carried.

Discussion & Possible Action – Prioritization Of Campus Winterization Needs: Administrator Pesch questioned how the buildings should be prepared for the upcoming winter. Pesch stated there are still many unknowns involving the campus and that the proposed facilities assessment(s) may help in determining if winterization of buildings is needed or if it is better to maintain them as they are now. Consultant Hochkammer noted that a staff member does a daily walk-through of all buildings on site. Turk stated that a facilities assessment would be helpful in determining needs and should be considered before taking the next steps. No action taken on this agenda item.

Discussion & Possible Action – Reconfiguration Proposal Submittal Process: Administrator Pesch stated an established proposal submittal process is still a work in progress and that more information is needed before a formal process can be established. No action taken on this agenda item.

Reports – Status Of The Condition Of The UW Campus: Attorney Windle confirmed that the Richland County has no control over the facilities and that uses of it are still determined by UW System at the present moment.

Next meeting date set for October 24, 2023 at 6 PM in the Banquet Room of the Phoenix Center

# Richland County

Campus Reconfiguration Committee

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Item 4.

located in Richland Center. Brewer noted that the existence of the Campus Reconfiguration Committee is significant.

Future agenda items were requested as follows:

Report: Update on status of the UW Campus

Report: Removal of trees

Report: Facility assessment findings

Motion by Manning second by Frank to adjourn. Motion carried and the meeting adjourned at 7:32 PM.



Derek S. Kalish  
Richland County Clerk

**CITY OF RICHLAND CENTER**  
*Office of the Zoning Administrator*  
450 S. Main Street, Richland Center, WI 53581

Item 5.

**Rezoning of Jefferson Street School**

September 27, 2023

RE: Rezoning of Jefferson St. School, 586 N. Main St.

The property located at 586 N. Main St., commonly known as Jefferson Street School, is currently zoned as R3/4. The property consists of 1 parcel that encompasses the entire 500 block on the west side of N. Main St. The property is surrounded on all sides by properties zoned R3/4 with 2 parcels to the southwest, 341 2<sup>nd</sup> St. and 486 N. Jefferson St, being zoned as R1. The city's comprehensive plan shows this area as residential for future use.

The closest Commercial-General (C-G) lots to the property are located on N. Orange St., one block west from this property. Being that this property is not contiguous to any other zoning districts, zoning the property as anything outside of the Residential categories would require spot zoning and amending the City's comprehensive plan or rezoning numerous properties and amending the City's comprehensive plan.

If the property were to be rezoned as C-G, parking may be an issue. Zoning ordinance 400.08 (13) states:

*Required parking facilities serving two or more uses may be located on the same lot or in the same structure provided that the total number of parking spaces furnished shall be not less than the sum of the separate requirements for each use, during any peak hour parking period when the parking facility is utilized at the same time by two or more uses. Conditions required for joint use:*

*(a) The proposed joint parking space is within five hundred (500) feet of all of the uses it will serve.*

*(b) The applicant shall show that there is no substantial conflict in the principal operation hours of the two buildings or uses for which joint use of off-street parking facilities is proposed.*

*(c) A properly drawn legal instrument approved by the City Council executed by the parties concerned, for joint uses of off-street parking facilities shall be filed with the City Clerk. Said instrument may be a three-party agreement including the City and all private parties involved.*

A multiple dwelling unit would need 1 ½ parking spaces per dwelling unit, retail and service establishment would require 1 space for every 100 sq ft of floor space, and a restaurant would require 1 parking space for every 80 sq ft of public floor area.

Converting the property to a Planned Unit Development (PUD) would not be allowed under current ordinance 400.12 (26) (b), a PUD is defined as:

Planned Unit Development: A large scale development, consisting of more than one lot or parcel, which permits alternative standards for development, as defined in Section 400.04 (21) of the Ordinances of the City of Richland Center. It is individually granted to the owner or developer by the City Council after completion of all studies, review, and public hearings on the application therefore, which are required by this Zoning Ordinance. A Planned Unit Development shall be deemed to run with the land.

**CITY OF RICHLAND CENTER**  
*Office of the Zoning Administrator*  
450 S. Main Street, Richland Center, WI 53581

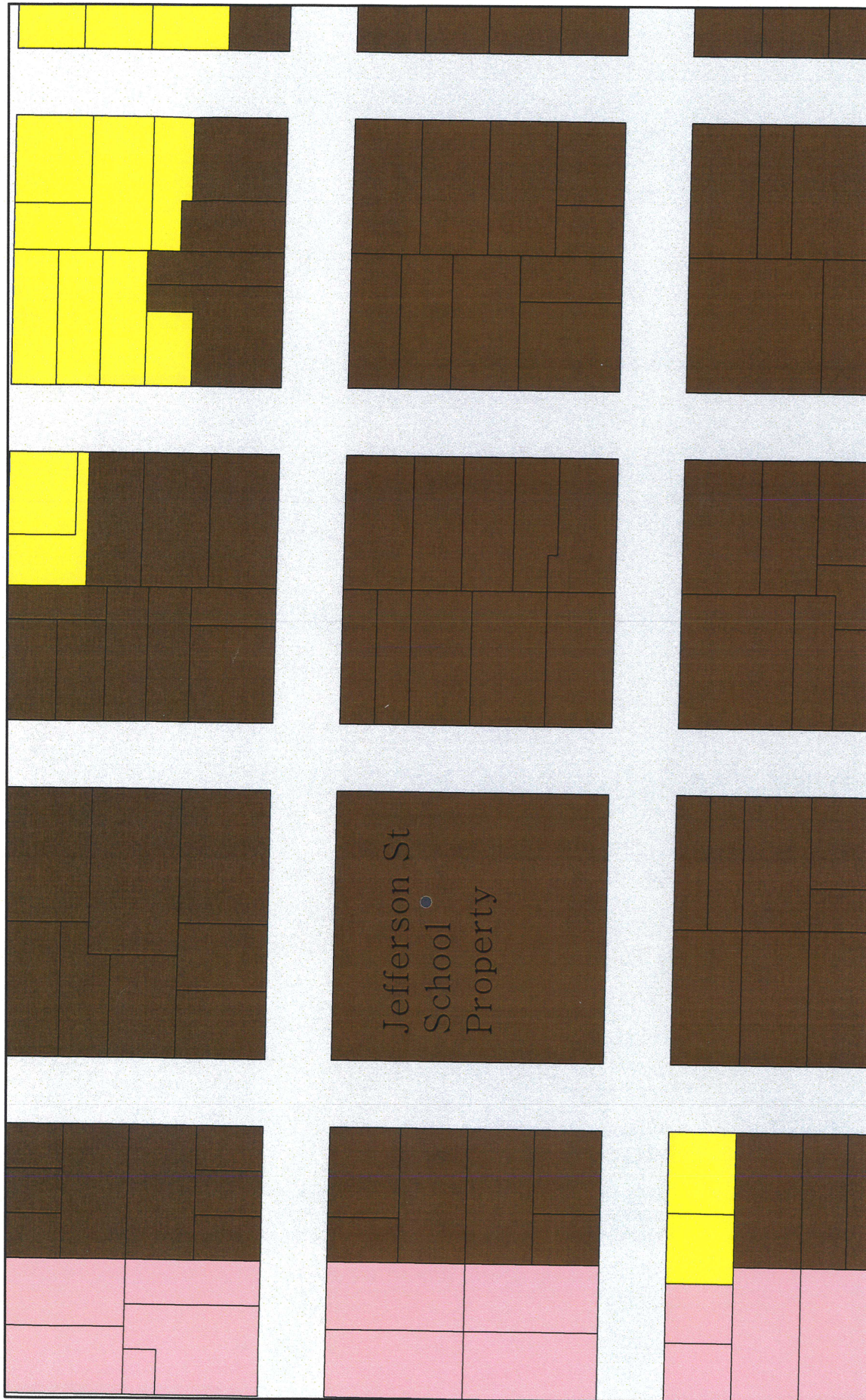
Item 5.

Leaving the property zoned as R3/4 leaves its use restricted to strictly residential, much like the rest of the neighborhood, with a few conditional uses as outlined in section 404.04 of the current zoning ordinance.

This is intended as a guide to what may be allowed under current ordinances, what may be considered best practices, and is not intended to be an exclusive list. For any further questions, please contact Zoning Administrator Mark Steward at [zoning@richlandcenterwi.gov](mailto:zoning@richlandcenterwi.gov) or (608) 402-6391.



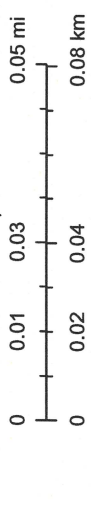
# City of Richland Center



9/27/2023, 2:46:48 PM

- City Zoning
- (R-3/4) Residential, Three and Four Family
  - (CG) Commercial General
  - (R-1) Residential, Single-Family
  - (ROW) Right-of-Way
  - Parcel Lines
  - Municipalities
  - Roads
  - City Streets

1:2,257



By Richland County GIS, Richland County, WI

Item 5.

Staff  
By Richland County GIS | Richland County, WI |







20 S. Court St.  
 Platteville WI 53818  
 p: 608.342.1636 • f: 608.342.1220  
 e: info@swwrpc.org  
 www.swwrpc.org

September 25, 2023

Ashley Oliphant, Administrator  
 City of Richland Center  
 450 South Main Street  
 Richland Center, WI 53581

Administrator Oliphant:

The Southwestern Wisconsin Regional Planning Commission (SWWRPC) is pleased to submit this proposal for the creation of a Tax Increment District (TID) plan.

#### About SWWRPC

For 53 years, SWWRPC has been assisting communities develop tools that incentivize growth, community development, and long-range planning. We are a not-for-profit partner of county and local government in southwestern Wisconsin, and provide cost-effective, community-specific solutions focused on your specific needs. Our work is grounded partnerships that reduce cost through collaboration, local knowledge, and the expertise of our staff.

#### Scope of Work

Development of a TID plan conforming to state requirements and achieving the following goals:

1. Capture increment from current or proposed development projects.
2. Enable the city to fund incentives related to the new hospital development and other options along U.S. Highway 14.
3. Enable incentives and infrastructure for new development or redevelopment.
4. Include priority lots currently vacant or with redevelopment potential.

We will also draft a second TID Plan that can be used to incentivize new housing development at Stori Field and enable future redevelopment of the existing hospital site.

#### Schedule and Cost

Our staff can begin this fall and will perform all tasks required for creation of the TID plan. The cost to create each plan is \$8,000. Due to the current EDA-funded Economic Recovery Grant funding our work in Richland County, we can perform this work at no-cost if it is completed prior to March 31, 2024. The cost associated with creation of a legal description is typically excluded from our estimate, however we may be able to cover it as an eligible expense of the grant.

Thank for working with us on this project.

Sincerely,

A handwritten signature in blue ink, appearing to read "T. Maggied".

Troy Maggied, Executive Director  
 Southwestern Wisconsin Regional Planning Commission