

OFFICIAL PUBLIC NOTICE



MEETING OF THE PLANNING COMMISSION

WEDNESDAY, FEBRUARY 22, 2023 AT 5:30 PM

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

AGENDA

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

APPROVAL OF MINUTES:

1. Approval of January 18, 2023 Meeting Minutes

DISCUSSION AND POSSIBLE ACTION ITEMS:

2. Chicken Keeping - *Referred by the Public Safety Committee*
3. Ongoing Projects - *Stori Field, Panorama, Wayfinding Signage, Land Sales, etc.*

SET NEXT MEETING DATE: *Fourth Wednesday of the month - March 22, 2023*

ADJOURNMENT:

Posted this 21st day of February, 2023 by 4:30 PM.

Copy to the official newspaper the Richland Observer.

A handwritten signature in cursive script, appearing to read "Aaron Joyce", written over a horizontal line.

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.

MINUTES OF THE PLANNING COMMISSION

WEDNESDAY, JANUARY 18, 2023 AT 5:30 PM

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

CALL TO ORDER: *Roll Call for the meeting; determine whether a quorum is present; affirm proper public notice.*

Chair Coppernoll called the meeting to order at 5:34PM. A quorum was present. Oliphant affirmed proper public notice of the meeting.

PRESENT

Chair Todd Coppernoll
Aldersperson Ryan Cairns
Aldersperson Karin Tepley
Citizen Member Ray Wilson
Citizen Member Candace Fagerlund
Citizen Member Lisa Miller
Citizen Member Mark Jelinek

APPROVAL OF MINUTES:

1. Approval of January 4, 2023 meeting minutes.

Motion to approve January 4, 2023 meeting minutes. Motion made by Citizen Member Jelinek, Seconded by Aldersperson Tepley. Voting Yea: Chair Coppernoll, Aldersperson Cairns, Aldersperson Tepley, Citizen Member Wilson, Citizen Member Fagerlund, Citizen Member Miller, Citizen Member Jelinek. Motion Carried.

DISCUSSION AND POSSIBLE ACTION ITEMS:

2. Stori Field Conceptual Development Planning
Matt Muchow presented the updated development concepts. Muchow highlighted the requested changes made which included adjusting the street width to the standard 36 feet required by City ordinance, and adding curb, gutter, and sidewalk around the full perimeter. He removed the parking stalls, sidewalk, and stairway improvements from the southside of the parcel.

The Commissioners discussed obtaining data regarding the maximum allowable density the current infrastructure could support at Stori Field. It was determined that while the proposed concepts provided the desired level of development for the site, additional infrastructure data should be obtained to assist in making fully informed decisions. This data will also provide benefit to interested developers in determining their final plans if considering a deviation in design from what has been provided by Vierbicher.

Glasbrenner explained that a request for qualifications (RFQ) process is generally used to identify developers that would be willing and qualified to engage in a development. Muchow added that an RFQ process has become less common due to developers preferring a less formal process. While RFQs may be utilized less now than in the past, it was determined that a formal RFQ process should be pursued. Glasbrenner requested consideration be given to

seeking assistance from Vierbicher for the RFQ process. Glasbrenner indicated additional spending of up to \$5,000 would be necessary for the additional services from Vierbicher.

Glasbrenner provided an overview of the public hearings that will be required for Stori Field related to a rezone and land split. Although public hearings will be necessary to develop this site, they occur late in the process. As such, Glasbrenner recommended an open house or other efforts to engage with the public earlier on in the process. An open house would allow the public the opportunity to review the conceptual designs and provide feedback. The Commission was in support of public engagement with many members wishing to participate.

Motion to recommend to the Finance Committee and the Common Council to authorize the Economic Development Director and City Administrator to engage with the public to solicit input on the project by way of an open house and to pursue potential developers for Stori Field housing with an additional spending authorization of up to \$5,000 from the Business RLF Fund for the purpose of professional consulting services, including an RFQ, and related project costs needed to execute the process. Motion made by Citizen Member Fagerlund, Seconded by Alderperson Tepley. Voting Yea: Chair Coppernoll, Alderperson Cairns, Alderperson Tepley, Citizen Member Wilson, Citizen Member Jelinek, Citizen Member Fagerlund. Motion Carried.

3. Closed Session – Development Incentive

Motion to enter closed session.

Motion made by Alderperson Tepley, Seconded by Citizen Member Jelinek.

Voting Yea: Chair Coppernoll, Alderperson Cairns, Alderperson Tepley, Citizen Member Wilson, Citizen Member Fagerlund, Citizen Member Miller, Citizen Member Jelinek. Motion carried. Entered into closed session at 7:42 PM.

Motion to reconvene into open session.

Motion made by Alderperson Tepley, Seconded by Citizen Member Jelinek.

Voting Yea: Chair Coppernoll, Alderperson Cairns, Alderperson Tepley, Citizen Member Wilson, Citizen Member Fagerlund, Citizen Member Miller, Citizen Member Jelinek. Motion carried. Reconvened into open session at 8:31 PM.

4. Closed Session – Land Procurement

Motion to enter closed session.

Motion made by Alderperson Tepley, Seconded by Citizen Member Wilson.

Voting Yea: Chair Coppernoll, Alderperson Cairns, Alderperson Tepley, Citizen Member Wilson, Citizen Member Fagerlund, Citizen Member Miller, Citizen Member Jelinek. Motion carried. Entered into closed session at 7:02PM.

Motion to reconvene into open session.

Motion made by Citizen Member Wilson, Seconded by Citizen Member Fagerlund.

Voting Yea: Chair Coppernoll, Alderperson Cairns, Alderperson Tepley, Citizen Member Wilson, Citizen Member Fagerlund, Citizen Member Miller, Citizen Member Jelinek. Motion carried. Reconvened into open session at 7:41PM.

5. Closed Session – Development Incentive

Motion to enter closed session.

Motion made by Alderperson Tepley, Seconded by Citizen Member Jelinek.

Voting Yea: Chair Coppernoll, Alderperson Cairns, Alderperson Tepley, Citizen Member Wilson, Citizen Member Fagerlund, Citizen Member Miller, Citizen Member Jelinek. Motion carried. Entered into closed session at 8:32PM.

Motion to reconvene into open session.

Motion made by Citizen Member Miller, Seconded by Citizen Member Wilson.

Voting Yea: Chair Coppernoll, Alderperson Cairns, Alderperson Tepley, Citizen Member Wilson, Citizen Member Fagerlund, Citizen Member Miller, Citizen Member Jelinek. Motion carried. Reconvened into open session at 8:42PM.

UPDATES ON ONGOING PROJECTS

No updates were provided.

SET NEXT MEETING DATE: *Fourth Wednesday of the month - February 22, 2023*

The next meeting of the Planning Commission was scheduled for Wednesday, February 22, 2023 at 5:30PM.

ADJOURNMENT:

Meeting adjourned at 8:43PM.

Motion to adjourn. Motion made by Alderperson Tepley, Seconded by Citizen Member Wilson. Voting Yea: Chair Coppernoll, Alderperson Cairns, Alderperson Tepley, Citizen Member Wilson, Citizen Member Fagerlund, Citizen Member Miller, Citizen Member Jelinek. Motion carried.