



OFFICIAL PUBLIC NOTICE
**MEETING OF THE PLANNING COMMISSION AND
ETZ BOARD**

WEDNESDAY, OCTOBER 29, 2025 AT 5:30 PM

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

AMENDED 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 *Entertain a motion to waive the reading of the minutes of the last meeting in lieu of printed copies and approve said minutes or correct and approve said minutes.*

1. 08-27-2025 Minutes

DISCUSSION AND ACTION ITEMS

2. Conner Use of S Larson Street Right-of-Way – Plan Commission Review & Report
3. Stori Field Duplex Development – Plan Commission Review & Report
4. **Public Hearing** for the Conditional Use Permit Application to Allow Mobile Service Facilities and Mobile Service Support Structures at 25079 Maple Grove Road (Tax Parcel 022-1013-2000)
5. Consider the Conditional Use Permit Application to Allow Mobile Service Facilities and Mobile Service Support Structures at 25079 Maple Grove Road (Tax Parcel 022-1013-2000)
6. **Public Hearing** for the Conditional Use Permit Application to Allow Mobile Service Facilities and Mobile Service Support Structures at 27095 Maple Ridge Lane (Tax Parcel 022-3322-1200)
7. Consider the Conditional Use Permit Application to Allow Mobile Service Facilities and Mobile Service Support Structures at 27095 Maple Ridge Lane (Tax Parcel 022-3322-1200)

ADJOURNMENT OF THE ETZ BOARD

COMPREHENSIVE PLAN

REPORTS/UPDATES

FUTURE AGENDA ITEMS

SET NEXT MEETING DATE *Fourth Wednesday of the Month - November 26th at 5:30 PM*

ADJOURNMENT

Original Agenda Posted this 28 day of October, 2025 at 1:00 PM.

Amended Agenda Posted this 28 day of October, 2025 by 4:30 PM.

Copy to the official newspaper the Richland Observer

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.

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 5:30PM. A quorum was present. Members present: Todd Coppernoll, Karin Tepley, Mark Jelinek, Ray Wilson, Lisa Miller. Ryan Cairns arrived at 5:31PM and Chris Jarvis arrived at 5:32PM. Members absent: None. Clerk Keller affirmed proper notice.

APPROVAL OF MINUTES: Correction noted for the previous meeting's attendance. Motion by Willson to approve the amended July 23, 2025 meeting minutes. Seconded by Jelinek. Motion carried unanimously.

DISCUSSION AND ACTION ITEMS

Reconsideration of Application for a Conditional Use Permit by Guru Ramdas Shaa, LLC: Chair Coppernoll reviewed the conditional use application for an auto repair facility submitted by Guru Ramdas Shaa, LLC, which had been referred to the Commission for reconsideration. Attorney Windle provided a written opinion stating that the applicant's stated use of repairing vehicles for a tree service business conflicted with the city ordinance prohibiting such activity within 100 feet of a residence. He recommended denial of the application, while noting the ordinance appeared inconsistent with approvals granted to similar businesses elsewhere in the city. He further suggested the Commission may wish to recommend a future ordinance amendment to the Council. Coppernoll clarified that the permit had not been formally denied by the Common Council in prior proceedings, leaving enforcement uncertain. Commissioners expressed concern regarding the ongoing unpermitted activity at the site and agreed that a formal decision was necessary. Motion by Coppernoll to deny the application for a conditional use permit by Guru Ramdas Shaa, LLC. Seconded by Tepley. Motion carried by roll call 9-0.

Wisconsin Economic Development Connect Communities: Commissioner Tepley presented information regarding the Wisconsin Economic Development Corporation's Connect Community program. The program is competitive, with limited annual entries, and serves as a gateway to the Wisconsin Main Street program. It requires a \$200 annual membership fee and a commitment from local government. Benefits include technical assistance, training, and resources to support downtown revitalization, business attraction, and increased investment. Members discussed prior local revitalization efforts that lacked sustainability and agreed that the program could provide valuable structure and resources for downtown development. Motion by Tepley to recommend Council consideration of application to the Connect Community program. Seconded by Wilson. Motion carried by roll call 9-0.

COMPREHENSIVE PLAN: It was noted that participation in the Connect Community program aligns with economic development goals in the comprehensive plan.

REPORTS/UPDATES: Chair Coppernoll reported that utility locates for fences and driveways at Panorama have been completed, state-approved plans have been received and reviewed, and construction activity is expected to commence shortly. He further noted that a negotiated proposal with Cobblestone will be presented to the City Council at its next meeting, reflecting continued progress on the hotel project.

Commissioner Tepley reported that Neighborhood Housing Services (NHS) will hold a groundbreaking ceremony on Larson Street for the construction of a new single-family home intended for owner occupancy. She noted that the organization is undergoing significant restructuring and expressed optimism about renewed housing development within the community. Tepley further requested that Economic Development Director Jasen Glasbrenner provide

reports directly to the Planning Commission, emphasizing that many initiatives originate in Planning and reach for action in Finance. Coppernoll clarified that the reporting structure was established by the City Council and confirmed he would forward the request for its consideration.

Item 1.

FUTURE AGENDA ITEMS: None

SET NEXT MEETING DATE - September 24, 2025

ADJOURNMENT: Motion by Tepley to adjourn. Seconded by Miller. Motion carried unanimously at 5:59 PM.

Meeting minutes recorded by Clerk Keller

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 2.

Agenda Item: Conner Use of S Larson Street Right-of-Way – Plan Commission Review & Report

Requested & Presented by: DPW Jasen Glasbrenner

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

Plan Commission on 10-29-2025

Common Council on 11-04-2025

Committee Review: Public Works Committee on 10-16-2025 – Motion by Schultz 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. Seconded by Walters. Motion carried unanimously via voice vote.

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 a Resolution and Access Easement Agreement as drafted by the City attorney.

Requested Action:

PLANNING COMMISSION: Motion to forward the Plan Commission Review and Report to the Common Council.

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):

- Plan Commission Staff Report
- Plan Commission Review and Report Form
- Larson St. ROW Easement Letter
- 999 South Larson St - Property Access and Easement Map
- DRAFT Resolution 2025-TBD – Granting Access Easement for Driveway Use within S Larson Street ROW
- Comprehensive Plan pp. 23-24, 46-47
- WI §62.23(5)

Project Review Type

- ☐ Land Sale / Acquisition
 ☐ Change of Use
 ☐ Dedication
 ☒ Easement
 ☐ Other _____

Property Information

Parcel Number(s)	276-2100-8350		
Site Address / Location Description	999 S Larson Street – Use of City-owned S Larson Street ROW south of E South Street for driveway access		
Zoning District	R-1 Single-Family Residential	Acreage / Area Affected	≈ 0.12 acres of unimproved City ROW

Project Description

The proposal involves granting an Access Easement to property owner Tracy Conner to allow the use of the unimproved, City-owned S Larson Street right-of-way for driveway access to his lot for potential development. Two other property owners currently utilize this unimproved segment for access to accessory buildings. The easement will formalize this use while preserving City ownership and establishing construction and maintenance responsibilities at the owner's expense.

Staff Review and Findings

Comprehensive Plan Alignment: ☒ YES ☐ NO

The proposal aligns with the Comprehensive Plan's Housing and Land Use goals by promoting infill residential development on an existing platted parcel within City limits. The S Larson Street corridor is designated Residential on the Future Land Use Map, and the proposed easement is consistent with that designation. (pp. 23-24, 46-47).

Public Works / Utilities / Zoning Input: ☒ ADEQUATE ☐ INADEQUATE

Public Works, City Utilities, and Zoning have reviewed the project area.

Environmental / Site Conditions: ☒ SUITABLE ☐ UNSUITABLE

Site is stable and outside mapped floodplain and wetland areas.

Adjacent Owner Notification: ☒ COMPLETE ☐ INCOMPLETE

Public Works notified adjacent owners by certified mail regarding the easement; no feedback was received.

Staff Recommendation

- ☒ Approve the proposed access easement as presented.
☐ Approve the proposed access easement with conditions.
☐ Deny the proposed access easement as presented.

Comments: The easement appropriately balances private access needs with public ownership interests, ensures maintenance responsibility remains with the property owner, and allows for future assessment if the street is improved.

Project Information

Project Title	Access Easement – Conner Property, S Larson Street ROW		
Parcel Number(s)	276-2100-8350	Meeting Date	October 29, 2025

Plan Commission Review WI §62.23(5)

Review Criteria	Yes	No	N/A
Is the proposal consistent with the City of Richland Center Comprehensive Plan (2022–2032) and the Future Land Use Map?	☒	☐	☐
Does the proposal appear to meet the requirements of Chapter 448 – Subdivision and Land Division Ordinance?	☐	☐	☒
Can adequate public facilities and utilities be made available to serve the property being served by the easement?	☒	☐	☐
Is the property environmentally suitable for the proposed use, with no significant floodplain, wetland, or slope constraints?	☒	☐	☐

Additional Considerations Made: _____

Plan Commission Acknowledgement

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(5). This report is now formally forwarded to Common Council for final action.

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

Plan Commission Action

Motion to forward the Plan Commission Review and Report to the Common Council.

Reference Documents

- Larson St. ROW Easement Letter
- 999 South Larson St - Property Access and Easement Map
- DRAFT Resolution 2025-TBD – Granting Access Easement for Driveway Use within S Larson Street ROW
- Comprehensive Plan pp. 23-24, 46-47
- WI §62.23(5)



City of Richland Center
450 S. Main Street
Richland Center, WI 53581
608-647-3466 Ext. 225

September 23rd, 2025

To: Tracy Conner or Property Owner [REDACTED]

Subject: Notification of Easement Creation for Right of Way Adjacent to Your Property

The City of Richland Center is notifying you that a private citizen has purchased a vacant parcel of land just south of your property, identified as parcel # 27621008350. The new owner plans to improve the property, which may include installing a driveway, clearing the land, and constructing a structure. A map showing the purchased parcel and the adjacent Right-of-Way is attached.

The City is in the process of creating an easement to regulate the use of the City-owned Right of Way land between your property and neighboring properties. An easement is a legal agreement that grants specific rights to use this land, such as for access or utilities, while ensuring it remains under City ownership. Once finalized, the easement will be recorded with the Register of Deeds and attached to both your property and your neighbor's property.

If you have questions or wish to provide input regarding the easement, please contact me at 608-475-0776 within 10 days of receiving this letter.

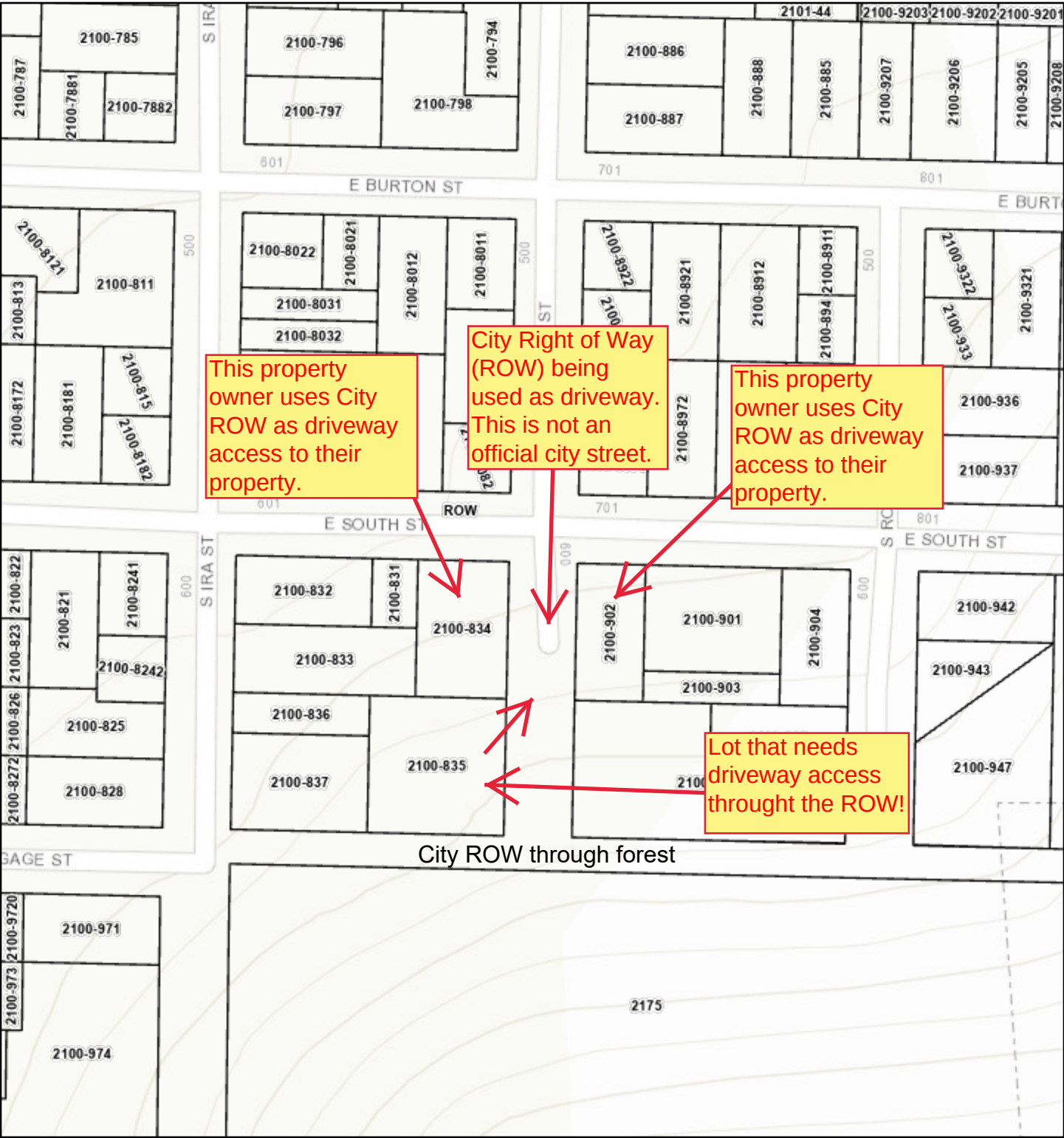
Your feedback is valuable as we finalize this process.

Thank you for your attention to this matter.

Sincerely,

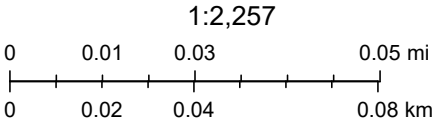
A handwritten signature in black ink that reads "Jasen L. Glasbrenner". The signature is written in a cursive style with a large initial "J".

Jasen Glasbrenner
Director of Public Works



9/17/2025, 7:21:11 AM

Parcel Numbers
Parcel Lines



Iowa DNR, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, By Richland County GIS

**CITY OF RICHLAND CENTER
RESOLUTION 2025-TBD**

Item 2.

**RESOLUTION GRANTING ACCESS EASEMENT FOR DRIVEWAY USE WITHIN SOUTH LARSON STREET
RIGHT-OF-WAY**

WHEREAS, the City of Richland Center owns a platted but unimproved right-of-way extending south from East South Street, known as the South Larson Street extension; and

WHEREAS, Mr. Tracy Conner, owner of Parcel #276-2100-8350, has requested the use of said right-of-way for driveway access to his lot on which a new residence is being constructed; and

WHEREAS, the Common Council of the City of Richland Center finds it appropriate to formalize this use through a recorded easement that preserves the City's ownership rights and establishes clear responsibilities for construction and maintenance; and

WHEREAS, such easement shall include provisions that:

1. The driveway shall be constructed and maintained at the property owner's sole expense;
2. Adjacent property owners may utilize the same access route upon proper agreement with the Grantee concerning maintenance, plowing, and related costs; and
3. If the right-of-way is extended or improved to street standards in the future, the benefited property shall be subject to standard assessments for curb, gutter, and pavement;

NOW, THEREFORE BE IT RESOLVED, that the City of Richland Center does hereby authorize the granting of a perpetual Access Easement to Tracy Conner for the use of the City-owned South Larson Street right-of-way for driveway access to his parcel, as legally described in the Access Easement Agreement; and

BE IT FURTHER RESOLVED, that the City Attorney is directed to prepare the Access Easement Agreement consistent with these terms, and that the Mayor and City Administrator are authorized to execute the same on behalf of the City; and

BE IT FURTHER RESOLVED, that upon execution, the City Clerk/Treasurer shall record said easement with the Richland County Register of Deeds.

ADOPTED by the Common Council of the City of Richland Center on this 4th day of November by the following vote: AYES: _____, NOS: _____

CITY OF RICHLAND CENTER
RICHLAND COUNTY, WISCONSIN

Todd Coppernoll, Mayor

Attest:

Misty Molzof, Deputy Clerk

Action: Consider a 'Downtown Richland Center' focus page for use on the new tourism, social media, and city websites.

Strategy 4: Facilitate stronger community/industry relations

Several large national and local industries call Richland Center home. These companies offer a variety of opportunities for residents of the city and help bring resources to the city. The city also has a strong educational infrastructure with UW-Platteville Richland, Southwest Technical College, and Richland School District all sharing a presence in the city. The city should engage with both employers and educational institutions to solve workforce problems and increase community prosperity.

Action: Engage in regular meetings with both companies and educational institutions. Facilitate conversations that help solve workforce challenges and skills gaps.

Action: Present a united front of the city, educational institutions, and industry when advocating for new residents, housing developments, and marketing initiatives.

Action: Market the city as a location for career growth and opportunity by showcasing the strong relationships between these entities.

Action: Facilitate round table discussions among industry human resource departments to determine their challenges and where the city and schools can help.

Housing Strategies and Actions:

Strategy 1: Aggressively pursue land for new development and redeveloping existing land.

Strategy 1: Aggressively pursue land for new development and redeveloping existing land.

Richland Center's current ability to grow its boundaries are constrained due to both the economics and the adjacent geography. Despite this, the city will need to continue to pursue adjacent land through negotiations with landowners. In the meantime, the city will need to maximize the utilization of its existing land for current and future housing development. In the absence of new annexations, the city will need to focus on increasing density and better utilizing the land within its current boundaries.

Action: Create a 'Housing Task Force' to provide continued attention to this important issue. Include large employers such as Foremost, Rockwell Automation, and Richland Hospital the Housing Task Force along with economic development and real estate professions. The task force will continue to pursue new land and land for redevelopment within the city.

Action: Maintain an inventory of lots that are currently unused, underutilized, and potentially available for development within the city. The accompanying market analysis and action plan has provided a first step in identifying unused and underutilized parcels.

Action: Continue to partner with Richland County to take ownership of tax-delinquent parcels that have the potential for housing development.

Strategy 2: Incentivize development. In addition to determining where the city is able to build new housing the city will need to incentivize housing developers to build in Richland Center. This can be done by developing and advertising a suite of incentives meant to encourage development within the city. It can and should also be done through measures that reinforce the developers return on investment.
Action: Streamline the permitting process for new developments and have parcels prepared “on-paper” ahead of development. Make available land as “shovel-ready” as possible for developers.
Action: Encourage large employers, including those on the ‘Housing Task Force’ to commit to the city’s housing goals through subsidizing housing costs for employees and public statements in support of housing.
Action: Recent actions to become active in code-enforcement are a step in the correct direction. The city needs to continue to pursue code enforcement. Code enforcement will encourage greater property values, incentivizing future housing developers.
Action: Require annual permitting and regular rental unit inspection for all rental property in the city. Encourage landlords who do not adequately maintain their property to sell. Develop a program that encourages the rehabilitation of deferred maintenance properties within the city. The attractiveness of the city as a place to live includes its housing, including its rental housing.
Action: Develop and maintain a listing of financial incentives for developers, new home builders, and new home buyers. Advertise this list.
Action: If the city is unable to attract a neighborhood development through a developer, consider funding the development of a neighborhood and selling lots at a low cost to committed builders.

Transportation Strategies and Actions:

Strategy 1: Increase transportation options through Investment and Partnerships. A strong transportation network provides a reliable, safe, and efficient movement of people and goods within the community as well as to and from the city. Within the community is a network of sidewalks, crossings, and trails which provide a short-distanced alternative to a car-based lifestyle as well as a pleasurable activity, these can be expanded. The city can and should continue to invest in bicycle and pedestrian transportation options, and develop strong partnership to ensure that public transportation and the airport are adequately available to the public
Action: Construct a bicycle and pedestrian path connecting North Park to the north Industrial Park and other points north. See the Existing and Proposed Routes map for future paths and trails.
Action: Complete the construction of the paths identified within the Safe Routes to School Plan and undertake a review and update of this plan.

Figure 13: Richland Center Future Land Use Map, 2022

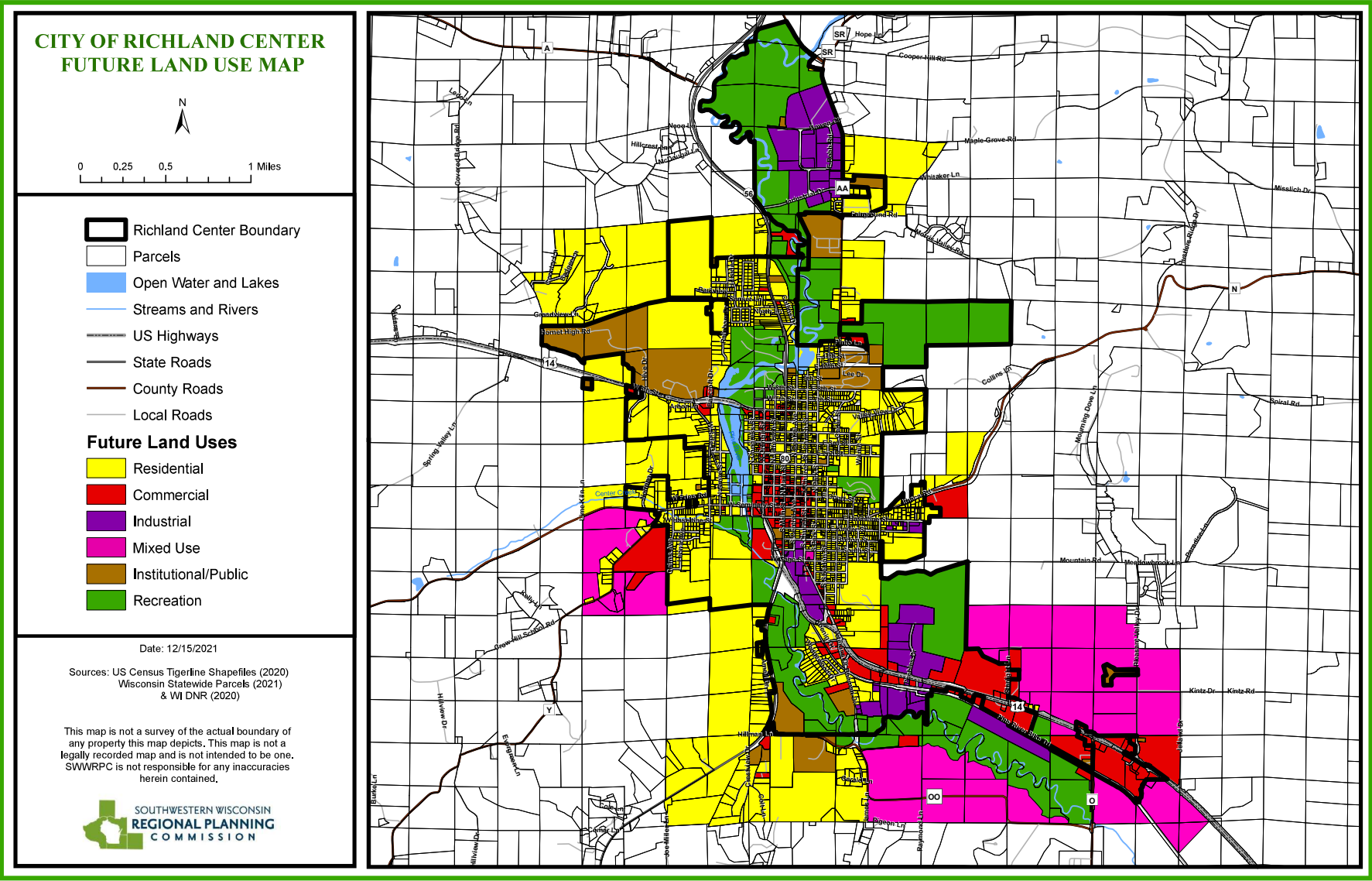
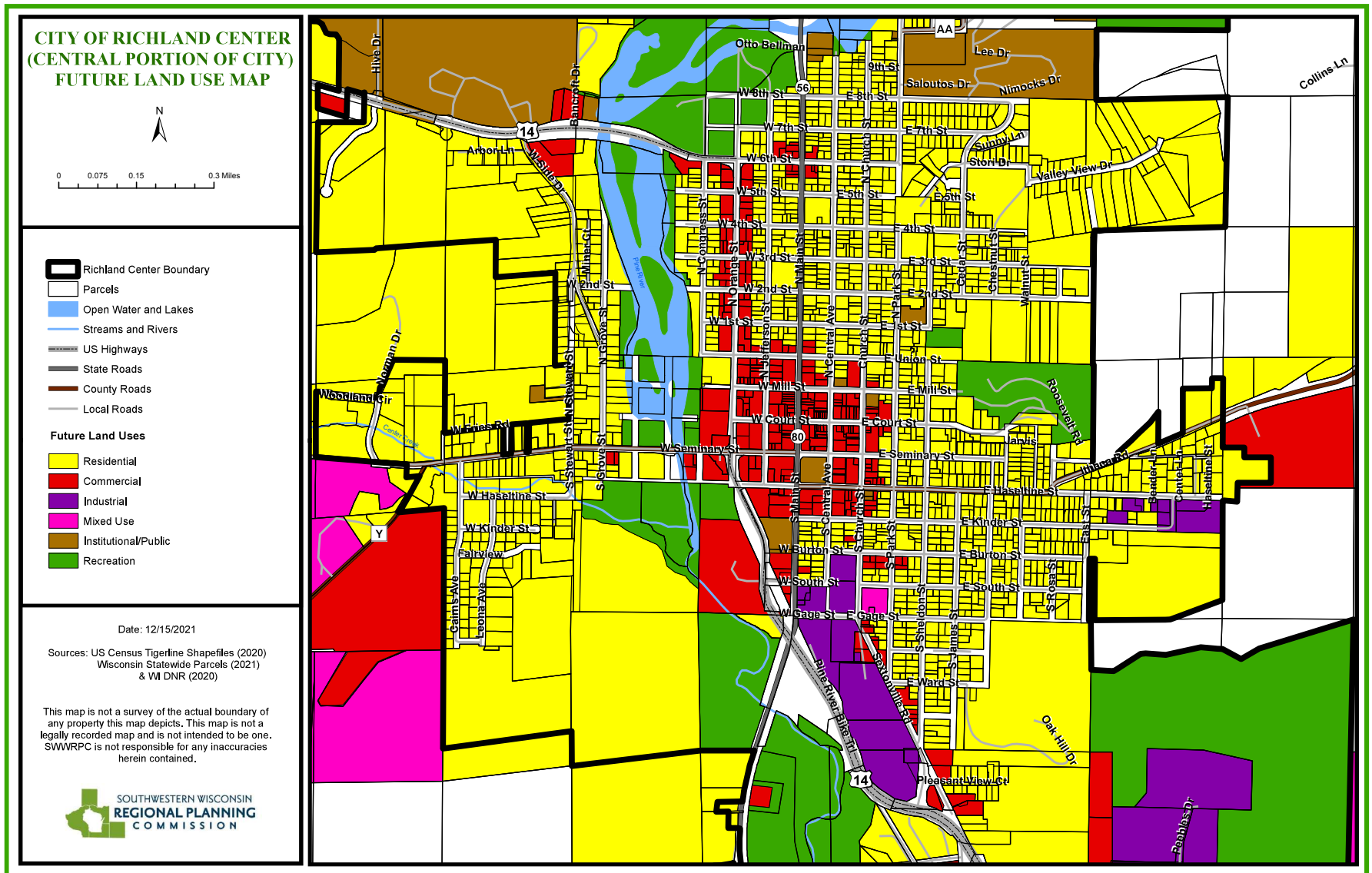


Figure 13: Richland Center Future Land Use Map, 2022



(5) MATTERS REFERRED TO CITY PLAN COMMISSION. The council, or other public body or officer of the city having final authority thereon, shall refer to the city plan commission, for its consideration and report before final action is taken by the council, public body or officer, the following matters: The location and architectural design of any public building; the location of any statue or other memorial; the location, acceptance, extension, alteration, vacation, abandonment, change of use, sale, acquisition of land for or lease of land for any street, alley or other public way, park, playground, airport, area for parking vehicles, or other memorial or public grounds; the location, extension, abandonment or authorization for any public utility whether publicly or privately owned; all plats of lands in the city or within the territory over which the city is given platting jurisdiction by ch. 236; the location, character and extent or acquisition, leasing or sale of lands for public or semipublic housing, slum clearance, relief of congestion, or vacation camps for children; and the amendment or repeal of any ordinance adopted pursuant to this section. Unless such report is made within 30 days, or such longer period as may be stipulated by the common council, the council or other public body or officer, may take final action without it.

Agenda Item: Stori Field Duplex Development – Plan Commission Review & Report

Requested & Presented by: Jasen Glasbrenner, Director of Economic Development

Meeting Date(s): Common Council on 10-07-2025
Plan Commission on 10-29-2025

Background: The Plan Commission has reviewed and discussed the Stori Field Development on numerous occasions throughout 2021, 2022, and 2023, providing guidance that helped shape the conceptual plans that were ultimately acted upon by the Common Council. On September 24, 2025, the Common Council approved a Pre-Development Agreement, followed by approval of a full Development Agreement on October 7, 2025. The proposed development—an eight-duplex (16-unit) zero-step housing project—is now presented to you for your consideration and report.

Plan Commission Report Purpose: The Plan Commission review and report is to offer a recommendation to the City Council to ensure that the development action being proposed is aligned with the City's overall planning goals as outlined in its Comprehensive Plan. This project will return to the Plan Commission for review during both the preliminary and final plat approval process.

- 1) Review of Option C – Stori Conceptual Plan as approved by the City Council for the purpose of change of use and sale of the land.

Requested Action:

PLAN COMMISSION: Motion to forward the Plan Commission Review and Report to the designated City Officer (City Administrator) per Ordinance #2025-08 as passed by the Common Council on 10/7/2025.

Attachment(s):

- Plan Commission Staff Report
- Plan Commission Review and Report Form
- Ordinance #2025-08_Stori Field DA & Sale_10-07-2025
- Public Space Option C 10-7-2025
- Richland Center Stori Field Concept Plan 2 Engineering
- Comprehensive Plan pp. 23-24, 40-48
- WI §62.23(5)

Project Review Type

- ☒ Land Sale / Acquisition
 ☒ Change of Use
 ☐ Dedication
 ☐ Easement
☐ Other _____

Property Information

Parcel Number(s)	Portion of 276-1664-1000		
Site Address / Location Description	South of Stori Drive and East of N. Cedar Street		
Zoning District	R-1 Single-Family Residential	Acreage / Area Affected	≈ 5.65 acres (total); City to retain ≈ 1.43 acres

Project Description

The proposal involves the sale of ≈ 4.2 acres of City-owned land to Enke Properties LLC, represented by Doug and Dylan Enke, for the construction of 8 duplexes (16 total zero-step units) to meet local housing needs. The City will retain ≈ 1.43 acres for storm water management and public space (Option C). All public infrastructure (roads, utilities, sidewalks, storm water facilities) will be constructed by the developer at its expense and dedicated to the City upon completion.

The land will be sold for \$1 to offset developer infrastructure costs estimated at \$800,000–\$1,000,000. The estimated development value is \$4–\$6 million and new annual property taxes ≈ \$100,000.

Staff Review and Findings

Comprehensive Plan Alignment: ☒ YES ☐ NO

The proposal aligns with the Comprehensive Plan's Housing and Land Use goals by supporting infill development, increased density of residential land use, and diverse housing types within existing City limits. The Stori Field area is designated Residential on the Future Land Use Map, and the proposed development is consistent with that designation. (Plan pp. 23-24, 40-48).

Public Works / Utilities / Zoning Input: ☒ ADEQUATE ☐ INADEQUATE

Utilities available along surrounding streets; storm water to be managed on-site via Option C retention area. Access and infrastructure design approved in concept by DPW and Utilities.

Environmental / Site Conditions: ☒ SUITABLE ☐ UNSUITABLE

Site is graded, non-wetland, outside floodplain; no slopes > 20%

Staff Recommendation

- ☒ Approve the proposed land transfer and use as presented.
☐ Approve the proposed land transfer and use with conditions.
☐ Deny the proposed land transfer and use.

Comments: The land sale as described addresses the City's housing goals, supports efficient use of existing infrastructure, addresses stormwater management needs and retains public space in accordance with the Municipal Code of Ordinances.

Project Information

Project Title	Stori Field Development		
Parcel Number(s)	Portion of 276-1664-1000	Meeting Date	October 29, 2025

Plan Commission Review WI §62.23(5)

Review Criteria	Yes	No	N/A
Is the proposal consistent with the City of Richland Center Comprehensive Plan (2022–2032) and the Future Land Use Map?	☒	☐	☐
Does the proposal appear to meet the requirements of Chapter 448 – Subdivision and Land Division Ordinance? <i>Compliance will be formally determined through the platting process at a later date.</i>	☐	☐	☒
Can adequate public facilities and utilities be made available to serve the proposed transfer area?	☒	☐	☐
Is the property environmentally suitable for the proposed use, with no significant floodplain, wetland, or slope constraints?	☒	☐	☐

Additional Considerations Made: _____

Plan Commission Acknowledgement

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(5). This report is now formally forwarded to the designated City Officer for final action.

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

Plan Commission Action

Motion to forward the Plan Commission Review and Report to the designated City Officer (City Administrator) per Ordinance #2025-08 as passed by the Common Council on 10/7/2025.

Reference Documents

- Ordinance #2025-08_Stori Field DA & Sale_10-07-2025
- Public Space Option C 10-7-2025
- Richland Center Stori Field Concept Plan 2 Engineering
- Comprehensive Plan pp. 23-24, 40-48
- WI §62.23(5)

**ORDINANCE #2025-08
APPROVING A DEVELOPMENT AGREEMENT FOR
AND SALE OF STORI FIELD**

WHEREAS, the Common Council of the City of Richland Center recognizes the importance of housing for sustaining the City's population and encouraging economic growth; and

WHEREAS, the City has been approached by a developer interested in building eight duplexes on the property known as Stori Field; and

WHEREAS, the Common Council finds the proposed transfer of Stori Field for the sum of one dollar (\$1.00) for the purpose of this development serves a public purpose; and

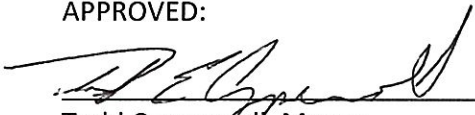
NOW THEREFORE BE IT ORDAINED by the Common Council of Richland Center that the Development Agreement Between the City of Richland Center and Enke Development, LLC for the Development of Stori Field ("Agreement"), attached hereto and incorporated by reference herein, and the sale of Stori Field pursuant to the Agreement are approved; and

BE IT FURTHER ORDAINED that City Administrator Ashley Oliphant is authorized to execute the Agreement and take such further actions as are necessary to effectuate the intent of this Ordinance; and

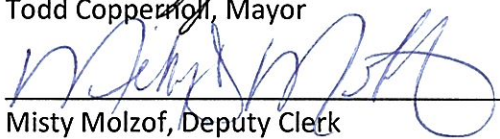
BE IT FURTHER ORDAINED that this ordinance shall take effect upon its passage and publication.

Adopted by the Common Council of the City of Richland Center this 7th day of October, 2025.

APPROVED:



Todd Coppernoll, Mayor



Misty Molzof, Deputy Clerk

AYES: 8

NAYS: 0

Publication Date: 10/16/2025
Effective Date: 10/17/2025

STORI FIELD RICHLAND CENTER, WI

1/11/23

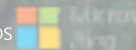
CONCEPT PLAN OPTION #2

Legend

- Duplex
- Stormwater
- Green Space



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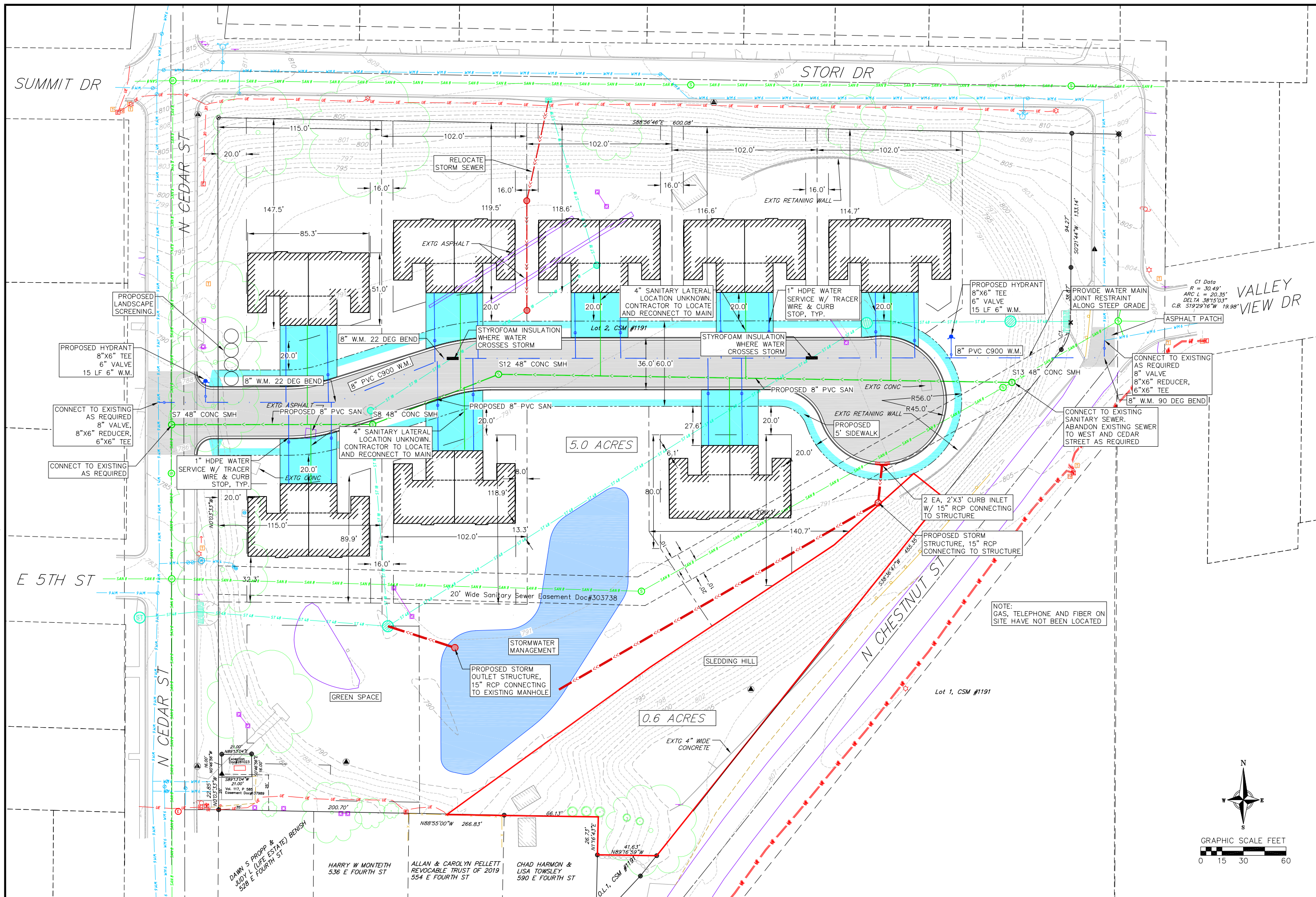


vierbicher
planners | engineers | advisors



CITY OF RICHMOND AND CENTER WISCONSIN

	REVISIONS		REVISIONS	
	NO.	DATE	REMARKS	REMARKS
DATE		NOVEMBER 2022		
DRAFTER				
PUJON				
CHECKED				
MMUC				
PROJECT NO.				
220277				
SHEET	20			



Action: Consider a 'Downtown Richland Center' focus page for use on the new tourism, social media, and city websites.

Strategy 4: Facilitate stronger community/industry relations

Several large national and local industries call Richland Center home. These companies offer a variety of opportunities for residents of the city and help bring resources to the city. The city also has a strong educational infrastructure with UW-Platteville Richland, Southwest Technical College, and Richland School District all sharing a presence in the city. The city should engage with both employers and educational institutions to solve workforce problems and increase community prosperity.

Action: Engage in regular meetings with both companies and educational institutions. Facilitate conversations that help solve workforce challenges and skills gaps.

Action: Present a united front of the city, educational institutions, and industry when advocating for new residents, housing developments, and marketing initiatives.

Action: Market the city as a location for career growth and opportunity by showcasing the strong relationships between these entities.

Action: Facilitate round table discussions among industry human resource departments to determine their challenges and where the city and schools can help.

Housing Strategies and Actions:

Strategy 1: Aggressively pursue land for new development and redeveloping existing land.

Strategy 1: Aggressively pursue land for new development and redeveloping existing land.

Richland Center's current ability to grow its boundaries are constrained due to both the economics and the adjacent geography. Despite this, the city will need to continue to pursue adjacent land through negotiations with landowners. In the meantime, the city will need to maximize the utilization of its existing land for current and future housing development. In the absence of new annexations, the city will need to focus on increasing density and better utilizing the land within its current boundaries.

Action: Create a 'Housing Task Force' to provide continued attention to this important issue. Include large employers such as Foremost, Rockwell Automation, and Richland Hospital the Housing Task Force along with economic development and real estate professions. The task force will continue to pursue new land and land for redevelopment within the city.

Action: Maintain an inventory of lots that are currently unused, underutilized, and potentially available for development within the city. The accompanying market analysis and action plan has provided a first step in identifying unused and underutilized parcels.

Action: Continue to partner with Richland County to take ownership of tax-delinquent parcels that have the potential for housing development.

Strategy 2: Incentivize development. In addition to determining where the city is able to build new housing the city will need to incentivize housing developers to build in Richland Center. This can be done by developing and advertising a suite of incentives meant to encourage development within the city. It can and should also be done through measures that reinforce the developers return on investment.
Action: Streamline the permitting process for new developments and have parcels prepared “on-paper” ahead of development. Make available land as “shovel-ready” as possible for developers.
Action: Encourage large employers, including those on the ‘Housing Task Force’ to commit to the city’s housing goals through subsidizing housing costs for employees and public statements in support of housing.
Action: Recent actions to become active in code-enforcement are a step in the correct direction. The city needs to continue to pursue code enforcement. Code enforcement will encourage greater property values, incentivizing future housing developers.
Action: Require annual permitting and regular rental unit inspection for all rental property in the city. Encourage landlords who do not adequately maintain their property to sell. Develop a program that encourages the rehabilitation of deferred maintenance properties within the city. The attractiveness of the city as a place to live includes its housing, including its rental housing.
Action: Develop and maintain a listing of financial incentives for developers, new home builders, and new home buyers. Advertise this list.
Action: If the city is unable to attract a neighborhood development through a developer, consider funding the development of a neighborhood and selling lots at a low cost to committed builders.

Transportation Strategies and Actions:

Strategy 1: Increase transportation options through Investment and Partnerships. A strong transportation network provides a reliable, safe, and efficient movement of people and goods within the community as well as to and from the city. Within the community is a network of sidewalks, crossings, and trails which provide a short-distanced alternative to a car-based lifestyle as well as a pleasurable activity, these can be expanded. The city can and should continue to invest in bicycle and pedestrian transportation options, and develop strong partnership to ensure that public transportation and the airport are adequately available to the public
Action: Construct a bicycle and pedestrian path connecting North Park to the north Industrial Park and other points north. See the Existing and Proposed Routes map for future paths and trails.
Action: Complete the construction of the paths identified within the Safe Routes to School Plan and undertake a review and update of this plan.

Land Use

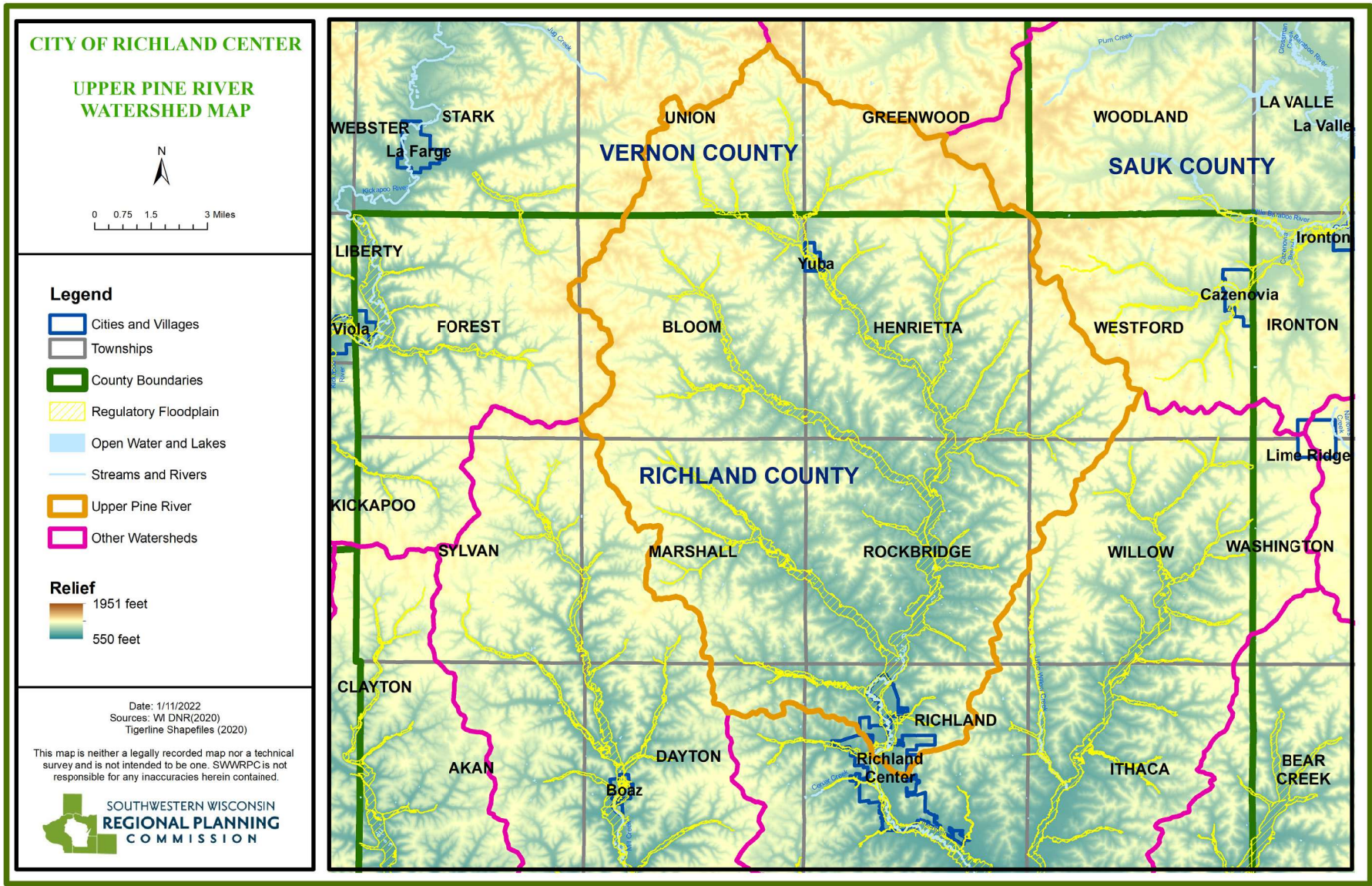
- 🔊 **GOAL:** Use intergovernmental partnerships to reduce the amount of storm water entering the city's infrastructure during heavy rain events.
- 🔊 **GOAL:** Land use policies and zoning that maximize the available opportunities and encourages residential, commercial, and industrial development.
- 🔊 **GOAL:** Follow the Future Land Use identified within this chapter to inform any future zoning and land acquisition.
- 🔊 **GOAL:** Implement continual improvement using the Plan, Do, Study, Act process to ensure the planning work here is implemented and the plan remains a living document.

Stormwater Management

The City of Richland Center has a history of flood events. Due to the surrounding topography and land use changes over time the city is susceptible to flooding during high rainfall events. The city should be proactive and approach the issue on a watershed level, not just at the local level. Approaching this issue comprehensively and in coordination with other municipalities will mitigate future flooding events and help to prevent future property damage. Working on this issue outside of the city will involve slowing the volume and velocity of heavy rainfall events by working to retain water on the landscape. This effort can also be used by the city and other municipalities to achieve the additional benefit of mitigating erosion and reducing phosphorus. Within the city, future developments should address stormwater diversion and infiltration measures such as bio-swales and rain gardens. When possible, previous services are preferred.



Figure 11: Pine River Watershed



Zoning

Richland Center currently uses a traditional zoning code to promote the orderly development of varying land uses, regulating construction and location of those land uses, and providing for the safety, health, and accessibility of the public. Richland Center's zoning ordinance was recently adopted in 2017. During public engagement sessions several items regarding current zoning were brought up as suggestions to encourage additional development, promote additional residential development, or help to ensure the vibrancy of Richland Center's commercial areas.

While the city has long valued its zoning requirements, it should consider potential changes that allow for greater flexibility of local businesses and the expansion of residential units. Richland Center may consider an increasing density of residential units as adjacent property is difficult for the city to acquire or is not appropriate for residential development, as discussed earlier. Examples of this would be allowing accessory dwelling units by right (as long as they meet building and safety requirements) and "up-zoning" certain neighborhoods. "Upzoning" would remove single family residential requirements and allow more units per parcel (again, as long as all building and safety requirements are met).

In relation to providing opportunities for businesses, the city should consider permitting by-right home-based businesses, food trucks, and backyard chickens as long as those uses conform to all other ordinances related to building and public health. Richland Center should be seen as entrepreneur friendly and encourage residents to make use of their skills and talents, allowing businesses to incubate and develop in garages and basements. In addition, public discussions also highlighted the importance of the city's commercial infrastructure and protecting that infrastructure from incompatible uses such as storage or residential. To this extent, the city should pursue all measures to ensure first floors of commercial buildings, in commercial districts, remain open to in-store shopping for goods and services.



Figure 12: Richland Center Zoning Map, 2022

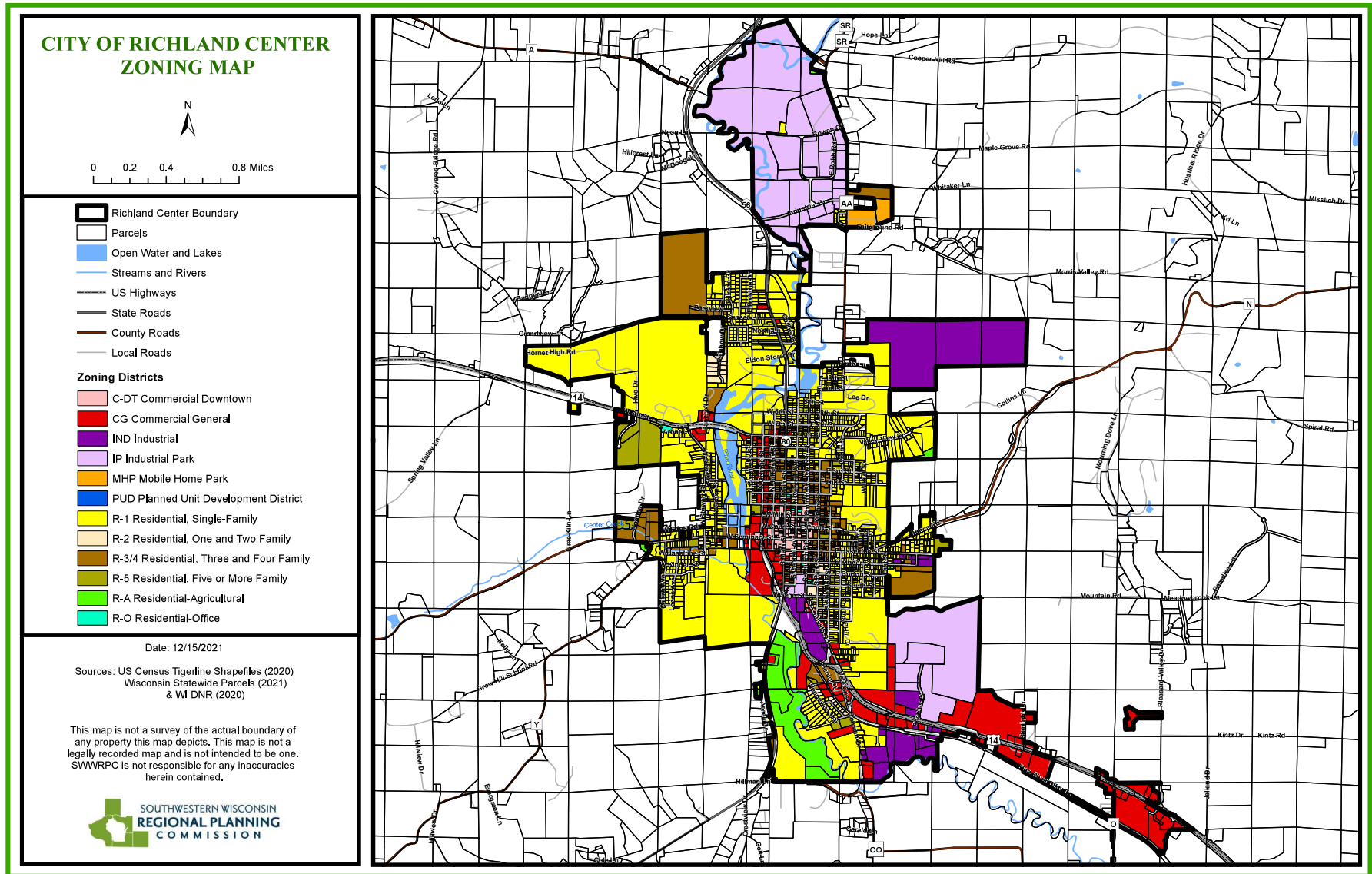
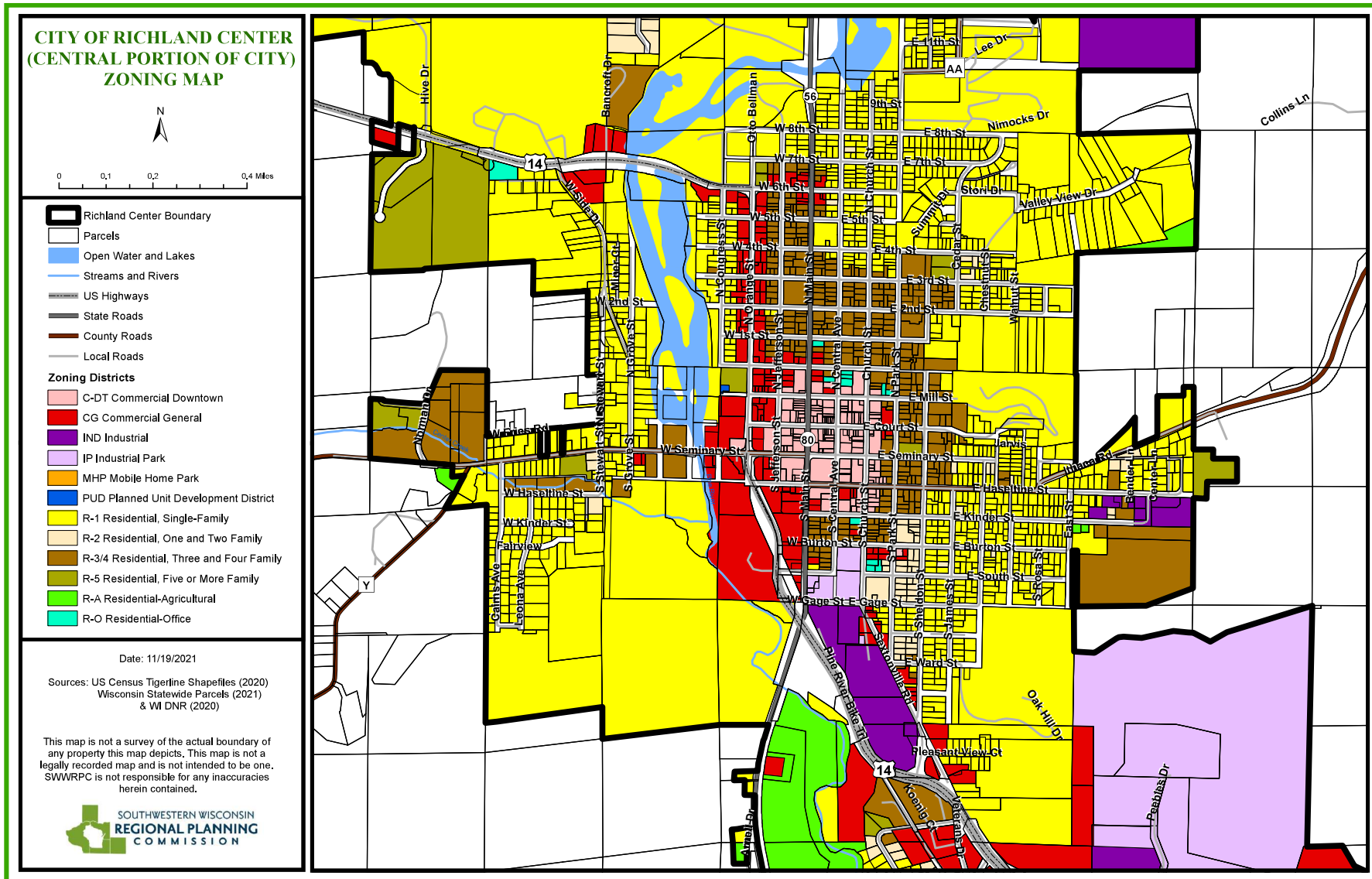


Figure 12: Richland Center Zoning Map, 2022



Future Land Use

During the final public input session, residents were asked how they would like to see the city grow. Residents were not just asked where the city should grow but where they would like to see specific new developments take place, such as where new parks should go and the best place for new housing. The result of these conversations was the Future Land Use Map. The Future Land Use Map is a primary objective of the planning process and the map is required to be followed in any instances of rezoning. The map is truly a guide to the future land use of the city.

In creating the Future Land Use Map, considerations were given to the high priorities placed on additional residential development, the unique geography of Richland Center, avoiding incompatible land uses, and the projects identified throughout the process that have direct land-use impacts, such as a campground.

The Future land use maps provide a general guidance as to where future residential, commercial, industrial, recreational, institutional, and mixed-use development should take place. Actual zoning should conform to these land uses if any zoning changes take place, but the future land use does not designate the density or specific type of use. For example, future land use is designated as residential but does not specify the number of units that can be build on a parcel.

Mixed Use Designation

To provide future flexibility for the city, the future land use map identifies a significant amount of land (all dependent on annexation) as mixed use. Mixed use is short for “Residential Mixed Use” and the intention of this designation is to increasing housing, encourage a variety of businesses which offer consumer goods and services in close proximity to residential neighborhoods, and offer the opportunity to prioritize pedestrian access. The districts should allow for a complementary mix of residential, commercial, as well as “light” industrial uses which will reflect in the permitted and condition uses. Richland Center’s current zoning ordinance does not yet set the specifics of this use. It is recommended the zoning ordinance be updated to provide for the flexibility that a Mixed-Use District allows the city.



Figure 13: Richland Center Future Land Use Map, 2022

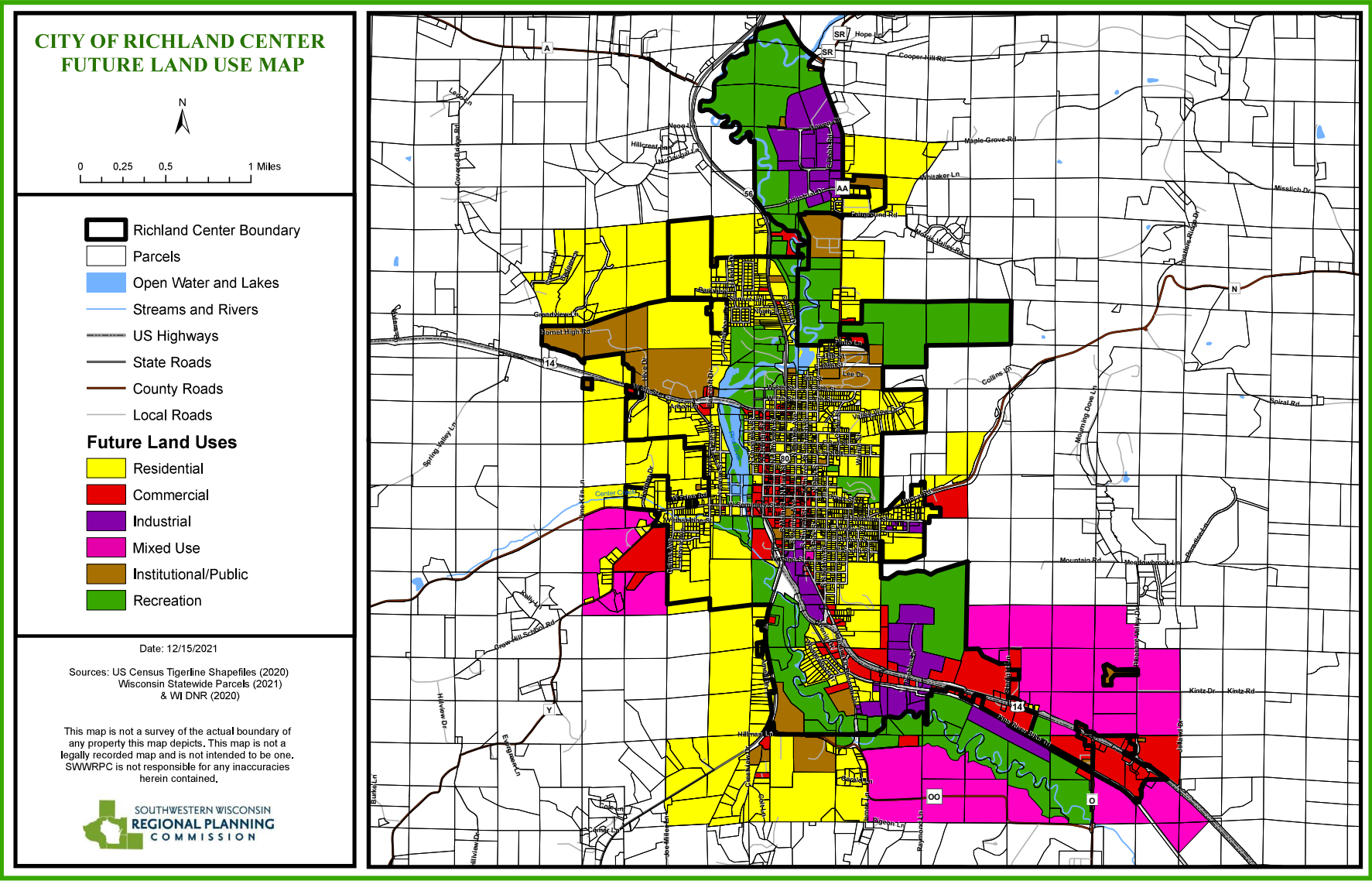
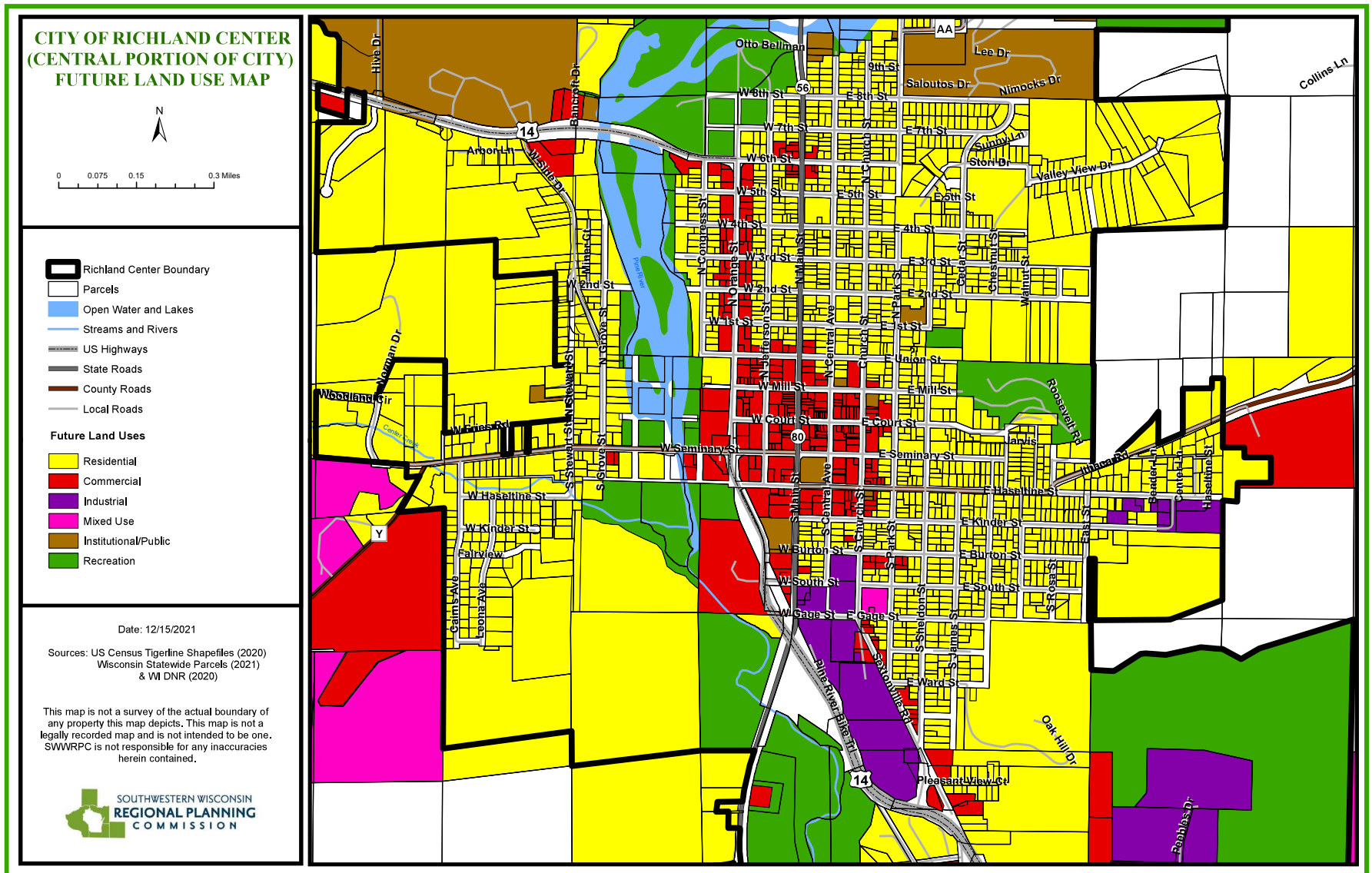


Figure 13: Richland Center Future Land Use Map, 2022



Land Use and Implementation Strategies and Action:

Strategy 1: Maximize the current opportunities

As mentioned, Richland Center has constraints to its expansion which requires the city to take advantage of infill lots and consider an increase in residential density. Additionally, the city should empower residents to take advantage of the resources they have and permit by-right land uses that empower entrepreneurship, attract young families, and allow additional housing units.

Action: Utilize the associated Market Analysis and Action Plan to identify unused and underutilized lots. Pursue additional housing by taking advantage of unused or underutilized lots.

Action: Consider “up-zoning” single family neighborhoods. Prioritize those areas that currently have vacant lots to encourage multi-family investment.

Action: Permit by right, accessory dwelling units on all residential parcels, as long as building code standards and setback are met.

Action: Permit by right home-based businesses, backyard chickens, and food trucks

Action: Enforce all zoning ordinances with a priority on those that prohibit non-commercial uses of first floor commercial spaces within the downtown commercial district.

Action: Seek out Historic Preservation planning grants to designate downtown as an historic district, on the National, State, and Local registers of historic places. Work with the Wisconsin Historical Society to develop a Certified Local Government to oversee the design and redevelopment within the Historic District

Action: Richland Center’s assessment level is currently 86.93% of full market value. A community-wide revaluation should be done to better reflect the reality of the market.

Action: Follow the future land use map adopted with this plan.

Strategy 2: Work with neighboring municipalities to address stormwater issues.

Action: Identify stakeholders within the watershed that want to work to address the problem.

Action: Work upstream on streambank erosion control measures and utilize the multi-benefits of phosphorus reduction and conservation planting.

Action: Mitigate stormwater impacts with the city by encouraging the use of bio-swales and rain gardens in all new development and incentivize introducing these into problematic areas of the city.

(5) MATTERS REFERRED TO CITY PLAN COMMISSION. The council, or other public body or officer of the city having final authority thereon, shall refer to the city plan commission, for its consideration and report before final action is taken by the council, public body or officer, the following matters: The location and architectural design of any public building; the location of any statue or other memorial; the location, acceptance, extension, alteration, vacation, abandonment, change of use, sale, acquisition of land for or lease of land for any street, alley or other public way, park, playground, airport, area for parking vehicles, or other memorial or public grounds; the location, extension, abandonment or authorization for any public utility whether publicly or privately owned; all plats of lands in the city or within the territory over which the city is given platting jurisdiction by ch. 236; the location, character and extent or acquisition, leasing or sale of lands for public or semipublic housing, slum clearance, relief of congestion, or vacation camps for children; and the amendment or repeal of any ordinance adopted pursuant to this section. Unless such report is made within 30 days, or such longer period as may be stipulated by the common council, the council or other public body or officer, may take final action without it.

STAFF REPORT

Request Conditional Use

APPLICANT:	<u>Wisconsin RSA #8 LP</u>	AUTHORIZED AGENT:	<u>Drew Knapek</u>
SITE ADDRESS:	<u>25079 Maple Grove Road</u>	ZONING DISTRICT:	<u>Agricultural-Residential</u>
TAX PARCEL:	<u>022-1013-2000</u>	REQUEST:	<u>Conditional Permit</u>
DESCRIPTION:	<u>Mobile Service structure</u>		
MEETINGS:	<u>Plan Commission Meeting 10/29/25</u>		
	<u>Common Council Meeting on 11/04/25</u>		

Ordinance Language:

475.08(3) CONDITIONAL USES IN AN Agricultural-Residential "A-R" DISTRICT.

475.07(3)(S) Mobile service facilities and mobile service support structures, subject to the limitations set forth in sec. 66.0404 Wisconsin Statutes. [Added by Ord 2016-13]



Comprehensive Plan:

Land Use Goal: Land use policies and zoning that maximize the available opportunities and encourages residential, commercial and industrial development.

Land Use Goal: Follow the Future Land Use Map identified within the Comprehensive Plan to inform any future zoning and land use decisions.

The Future Land Use Map identifies the subject property as Residential.

CRITERIA FOR CONSIDERATION	Yes	No
Is the project consistent with the Comprehensive Plan?	☒	☐
Can the request demonstrate adequate public facilities, including roads and drainage, and utilities?	☒	☐
Will the request minimize adverse effects on the natural environment?	☒	☐
The request will not create undue traffic congestion.	☒	☐
The request will not adversely affect public health, safety, and welfare.	☒	☐
The request conforms to all applicable provisions of the code.	☒	☐
CONDITIONS OF APPROVAL	Yes	No
The completed project must be consistent with the plans and specifications submitted at time of application and at the public hearing of the Plan Commission.	☒	☐
The Certified Survey Map shall be consistent with Wis. Stats. 236.	☒	☐
The Certified Survey Map shall comply with the zoning requirements of the property.	☒	☐
The project shall meet all setbacks	☒	☐
The project shall provide erosion control measures before and during construction and shall maintain erosion control until the site is stabilized.	☒	☐
The applicant shall allow the Building Inspector and City Zoning Staff to have access to the project site for inspection purposes to verify compliance with City Code, Ordinances and State Code.	☒	☐

Staff Recommendation: Approval

It is recommended that the conditional use permit be approved as presented and forwarded to the Common Council for final approval.

STAFF REPORT

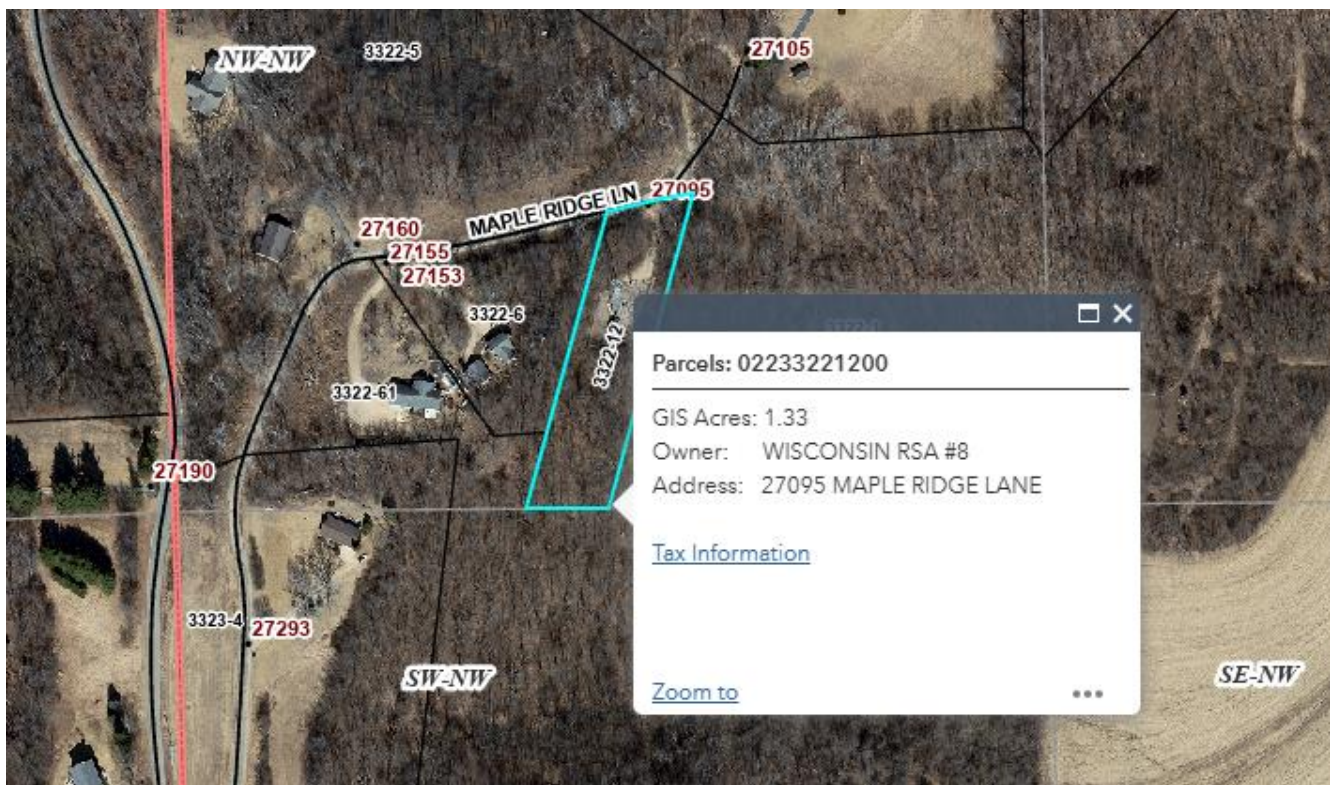
Request Conditional Use

APPLICANT:	Wisconsin RSA #8	AUTHORIZED AGENT:	Drew Knappek
SITE ADDRESS:	27095 Maple Ridge Lane	ZONING DISTRICT:	Agricultural-Residential
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DESCRIPTION:	Mobile Service structure		
MEETINGS:	Plan Commission Meeting 10/29/25		
	Common Council Meeting on 11/04/25		

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