

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Plan Commission Meeting Minutes
March 3, 2022
7:00 PM

1. Call to Order/Determination of quorum

Chairman Jim Otto called the meeting to order at 7:00PM, noting there was a quorum present.

Present: Chairman Otto, Trustee Wolff, Vice-Chairman Lalk and Commissioners Bartel, Berghammer, and Coté.

Also Present: Village Administrator Jim Healy

Excused Absent: Commissioner Woelfel

2. Verification of Open Meetings Law compliance

Administrator Healy stated that the agendas were posted at the Richfield, Hubertus, and Colgate U.S. Post Offices as well as Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

3. Pledge of Allegiance

4. Approval of Minutes

a. October 7, 2021 – Joint Plan Commission & Village Board Meeting

Motion by Commissioner Cote to approve the minutes of October 7, 2021, as drafted; Seconded by Vice-Chairman Bob Lalk; Motion passed without objection.

b. December 2, 2021 – Joint Plan Commission & Village Board Meeting

Motion by Vice-Chairman Bob Lalk to approve the minutes of December 2, 2021, as drafted; Seconded by Commissioner Bartel; Motion passed without objection.

c. January 12, 2022 – Plan Commission Meeting

Motion by Trustee Wolff to approve the minutes of January 12, 2022, as drafted; Seconded by Commissioner Bartel; Motion passed without objection.

d. February 3, 2022 – Joint Plan Commission and Village Board Meeting

Motion by Commissioner Bartel to approve the minutes of February 3, 2022, as drafted; Seconded by Vice-Chairman Bob Lalk; Motion passed 4-0-1, Trustee Wolff Abstained.

5. DISCUSSION/ACTION ITEMS

a. Discussion/Action regarding the proposed Lighting Plan fo Four Seasons Power Sports proposed to be located on property identified by Tax Key: V10_0882004 – Kyle Pritchard, Petitioner

Administrator Healy discussed the proposed site will have 12 wallpack lights that are full cut-off. The photometric plans comply with Chapter 234 of the Village Code and do not exceed 0.2fc at the property boundary lines. The lumens for net acre standard is also met.

Motion by Commissioner Cote to approve the proposed Lighting Plan for Four Seasons Power Sports, as proposed, for property identified by Tax Key: V10_0882004; Seconded by Vice-Chairman Lalk; Motion passed without objection.

b. Discussion and possible recommendation to the Village Board regarding the approval of a Two-Lot CSM for properties identified by Tax Keys: V10_006800A, V10_0068, and V10_006900F – Herb and Sharon Lofy, Petitioners.

Administrator Healy gave an overview of the property CSM to combine the three (3) properties into two Lots. Both Lots meet the minimum Lot size requirements, and each has physical access to the Village's rights-of-way. Administrator Healy discussed a minor modification to the CSM to have the eastern boundary of Lot 1 line up with the eastern boundary of Elsie's Drive so avoid the curvature being shown on the proposed CSM. The petitioners have agreed to the modification of the lots which would add approximately 1-acre to Lot 2 and deduct 1-acre from Lot 1.

Motion by Trustee Wolff to recommend to the Village Board the approval of the proposed Two-Lot CSM for properties identified by Tax Keys: V10_006800A, V10_0068, V10_006900F, owned by Herb and Sharon Lofy, subject to the following Specific and General Conditions of Approval:

Specific Conditions of Approval:

1. The eastern boundary of Lot 1 be moved east to line up with the limits of the right-of-way for Elsie's Drive with approximately 1-acre of land being added to Lot 2.

General Conditions of Approval:

1. Staff and Governmental Approval: Subject to the developer satisfying all comments, conditions, and concerns of the Village Planner, Village Engineer and all reviewing, objecting and approving bodies, which may include but not limited to the State of Wisconsin Department of Safety and Professional Services per Ch. 236, Wisconsin Statutes and Ch. SPS 385, Wisconsin Administrative Code; the State of Wisconsin Department of Transportation per Ch. Trans. 236, Wisconsin Statutes, and Washington County; in regard to the Final Plat, and obtaining all necessary permits and approvals,

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- and satisfaction of applicable requirements of State, Federal, and Village Codes, statutes, lawful orders, prior to commencing recording of the Final Plat, whichever is earlier.
2. Professional Fees: Petitioner shall, on demand, reimburse the Village of all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
 3. Payment of Charges: Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators, or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permits fees or any other fees owed to the Village shall be placed upon the tax roll for the Subject Property if not paid within 30 days of billing by the Village, pursuant to Section 66.0627, Wis. Stats. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of the conditional approval.

Seconded by Vice-Chairman Bob Lalk; Motion passed without objection.

6. ADJOURNMENT

Motion by Trustee Wolff to adjourn the meeting at 7:09PM; Seconded by Vice-Chairman Lalk; Motion carried without objection.

Respectfully Submitted,

Jim Healy
Village Administrator