

Village of Richfield  
4128 Hubertus Road, Hubertus, WI  
Plan Commission Meeting Minutes, June 6, 2019  
7:00 PM

### **1. Call to Order/Determination of quorum**

Chairman Jim Otto called the meeting to order at 7:05 PM, noting there was a quorum present.

In attendance were Chairman Otto, Vice-Chair Berghammer, Commissioners Bartel, Coté, Lalk, Melzer, and Trustee Collins.

Also Present: Village Administrator Jim Healy, Deputy Clerk Donna Cox and Village Planning Consultant Tim Schwecke.

Excused Absent: None

### **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. March 14, 2019 – Regular Meeting
- b. April 4, 2019 – Regular Meeting
- c. May 2, 2019 – Regular Meeting

Motion by Commissioner Coté to approve the March 14, 2019 Regular Meeting Minutes, Seconded by Vice-Chair Berghammer; Motion passed 6-0-1. Commissioner Lalk abstained.

Motion by Commissioner Coté to approve the April 4, 2019 Regular Meeting Minutes, Seconded by Commissioner Melzer, Motion passed without objection.

Motion by Commissioner Coté to approve the May 2, 2019 Regular Meeting Minutes, Seconded by Commissioner Lalk, Motion passed 6-0-1. Chairman Otto abstained.

### **5. DISCUSSION/ACTION**

- a. **Discussion/Action regarding the appointment of the position of Plan Commission Vice-Chairman**

Motion by Commissioner Lalk to appoint Donald Berghammer to the position of Vice-Chairman of the Plan Commission for a term of one (1) year; Seconded by Commissioner Bartel; Motion passed without objection.

- b. **Discussion and possible recommendation to the Village Board regarding a petitioned land donation for property identified by Tax Key: V10\_096200C**

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Motion by Trustee Collins to recommend to the Village Board to not accept the proposed property donation for land identified by Tax Key: V10\_096200C; Seconded by Commissioner Cote; Motion passed 6-0-1. Commissioner Lalk abstained.

- c. Discussion and possible recommendation to the Village Board regarding a rezoning petition for property identified as Lot 19 in the Endeavor Business Park (Tax Key: V10\_0008022) from A-1, Exclusive Agricultural District to M-4, Industrial Park District – *Brown-Campbell Co., Petitioner***

Presentation provided by Chris Wenzler and Dom Ferrante with Briohn Building Corporation, located at 3885 N. Brookfield Road.

Mr. Wenzler explained that Brown Campbell Co. is looking to put a 121,000 sq'ft building on Richfield Pkwy. The office component is proposed to be on the NE corner of the building. There will be two (2) separate entries into the lot, one entry for the vehicles and one entry for the trucks. The north entry will be designated for the office. The SE entry will be designated for the trucks. The proposed plan would include four (4) recessed loading docks and two (2) doors that would be oriented to the east. A proposed future area addition is planned for the south, no immediate plans are available at this time, but discussion has taken place for a future need as part of Brown Campbell's business plan. Access by the Fire Department was addressed.

Motion by Vice-Chair Berghammer to recommend to the Village Board the proposed rezoning of the subject property identified by Tax Key: V10\_0008022 from A-1, Exclusive Agricultural District to M-4, Industrial Park District for Brown-Campbell Co.; Seconded by Commissioner Cote.

Motion by Vice-Chair Berghammer to amend the original motion; Seconded by Commissioner Lalk; Motion passed without objection.

Motion by Vice-Chair Berghammer to recommend to the Village Board the proposed rezoning of the subject property identified by Tax Key: V10\_0008022 from A-1, Exclusive Agricultural District to M-4, Industrial Park District; Seconded by Commissioner Cote; Motion passed without objection.

- d. Discussion/Action regarding a Site, Building and Plan of Operation petition for Brown-Campbell, for property identified by Tax Key: V10\_0008022, Lot 19, Endeavor Business Park – *Brown-Campbell Co., Petitioner***

**Architectural Review:**

Motion by Vice-Chair Berghammer to accept the recommendation of the Architectural Review Board for Brown-Campbell Co., on property identified by Tax Key: V10\_0008022, as presented, subject to the following Conditions of Approval:

1. The Village Board approve the proposed Rezoning Application
2. The Village's Consultant Engineer provide written confirmation that his concerns addressed in his May 8, 2019 letter have been satisfied.
3. The Village's Consultant Aqua Hydrologist, Dr. Cherkauer, grant the petitioner a Groundwater Protection Permit.

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4. All professional fees associated with the development be paid for by the petitioner prior to the issuance of a building permit.
5. The petitioner must pull the required permits with the Building Inspection Department and Richfield Volunteer Fire Company.

Seconded by Commissioner Lalk; Motion passed without objection.

Commissioner Melzer questioned as to whether or not the Richfield Fire Department has looked at the plans and inquired if the proposed building was sprinkled.

#### **Site, Grading and Erosion Control Plan:**

Motion by Vice-Chair Berghammer to approve the proposed Site, Grading and Erosion Control Plan for Brown-Campbell Co., on property identified by Tax Key: V10\_0008002 subject to the following Conditions of Approval:

1. The petitioner must satisfy the concerns of the Village Engineer's letter dated May 8, 2019.
2. The petitioner must satisfy the concerns of the Village Consultant Planner regarding the necessity of the storm water maintenance agreement.

Seconded by Commissioner Cote; Motion passed without objection.

#### **Landscaping:**

Motion by Vice-Chair Berghammer to accept the recommendation of the Village's Consultant Planner for the Landscaping Plan prepared for Brown-Campbell Co., on property identified by Tax Key: V10\_0008002 subject to the petitioner satisfying the concerns of the Consultant Planner to add an additional decorative tree and subject to the final review and approval of Commissioner Kurt Bartel;

Seconded by Commissioner Lalk; Motion passed without objection.

#### **Lighting:**

Motion by Commissioner Melzer to accept the recommendation of the Village's Consultant Planner for the Lighting Plan prepared for Brown-Campbell Co., on property identified by Tax Key: V10\_0008002, as presented. Seconded by Commissioner Cote; Motion passed without objection.

#### **Plan of Operation:**

Motion by Vice-Chair Berghammer to approve the proposed Plan of Operation for Brown Campbell Co., on property identified by Tax Key: V10\_0008002, as presented.; Seconded by Trustee Collins; Motion passed without objection.

#### **e. Discussion and update regarding the Chapter 70 Zoning Code Recodification**

**(Insert Discussion Here)**

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**6. ADJOURNMENT**

Motion by Commissioner Melzer to adjourn; Seconded by Commissioner Bartel; Motion passed without objection at 9:06 p.m.

Vice-Chair Berghammer and Commissioner Lalk left the meeting at 9:00 p.m.

Respectfully Submitted,

Jim Healy  
Village Administrator

DRAFT