

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Plan Commission Meeting Minutes, August 5, 2019
7:00 PM

1. Call to Order/Determination of quorum

Administrator Healy called the meeting to order at 7:06 PM, noting there was a quorum present.

Due to the absence of the Chair and Vice-Chair Person, Administrator Healy requested a motion to appoint an Interim Chair Person for tonight's meeting.

Motion by Commissioner Lalk to appoint Commissioner Bartel as Interim Chairperson for tonight's meeting; Seconded by Commissioner Melzer; Motion passed without objection.

Present: Commissioners Bartel, Coté, Lalk, and Melzer

Also present: Village Administrator Jim Healy

Excused Absence: Chairman Otto, Vice-Chair Berghammer and Trustee Collins

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. July 11, 2019 – Regular Meeting

Motion by Commissioner Cote to approve the July 11, 2019 Regular Meeting Minutes; Seconded by Commissioner Melzer; Motion passed without objection.

5. DISCUSSION/ACTION

a. Discussion/Action regarding a Lighting Plan and Plan of Operation review for an outdoor classroom pavilion on property identified by Tax Key: V10_138600B – Germantown School District, petitioner

Plan of Operation:

Motion by Commissioner Melzer to approve the proposed Plan of Operation for the Germantown School District's outdoor classroom pavilion on the subject property identified by Tax Key: V10_138600B subject to the following Specific Conditions of Approval:

1. The applicant must pay all professional fees associated with the development of the subject property and Amy Belle Elementary School.
2. The applicant must provide Village Staff a copy of the filed deed restrictions for the subject property prohibiting the construction of any enclosed building for a period of 20-years.

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3. The applicant must provide Village Staff with sufficient funds to cover the cost of solar powered signs to be located on Willow Creek Road in each of the traveling directions as determined by the Village's Public Works Supervisor along with the reimbursement for a painted crosswalk across Willow Creek Road.

Seconded by Commissioner Lalk; Motion passed without objection.

Lighting Plan:

Motion by Commissioner Melzer to approve the proposed Lighting Plan for the Germantown School District on property identified by Tax Key: V10 138600B, subject to the following conditions of approval:

The proposed lighting must cease at 10PM per Chapter 234; Seconded by Commissioner Lalk; Motion passed without objection.

- b. Discussion/Action regarding a Site and Building expansion petition for the Messer-Mayer Mill in the Richfield Historical Park, for property identified by Tax Key: V10_0188 – *Richfield Historical Society, petitioner***

Motion by Commissioner Lalk to approve the proposed site plan modification for the construction of the engine shed addition to the Messer-Mayer Mill, located in the Richfield Historical Park; Seconded by Commissioner Melzer; Motion passed without objection.

- c. Discussion/Action regarding a Site plan modification for a parking lot expansion for Northbrook Church, located at 4014 STH 167 and identified by Tax Key: V10_0217 – *Northbrook Church, petitioner***

Motion by Commissioner Cote to approve the proposed Site Plan modification for the addition of 50 parking stalls for Northbrook Church, located at 4014 STH 167 (Tax Key: V10_0217); Seconded by Commissioner Lalk; Motion passed without objection.

- d. Discussion and possible recommendation to the Village Board regarding a Rezoning petition for property identified by Tax Key: V10_013500B from Rs-1b, Single-Family Cluster/Open Space Residential District to Rs-1, Country Estates District - *Mr. Jeff Hassinger, petitioner***

Motion by Commissioner Lalk to recommend to the Village Board the approval of the petitioned rezoning by Mr. Jeff Hassinger for property identified by Tax Key: V10_013500B from Rs-1b, Single-Family Cluster/Open Space Residential District to Rs-1, Country Estates District; Seconded by Commissioner Melzer; Motion passed without objection.

6. ADJOURNMENT

Motion by Commissioner Melzer to adjourn; Seconded by Commissioner Cote; Motion passed without objection at 7:20 p.m.

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Respectfully Submitted,

Jim Healy
Village Administrator