

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Plan Commission Meeting Minutes, October 3, 2019
7:00 PM

1. Call to Order/Determination of quorum

Vice-Chairman Don Berghammer called the meeting to order at 7:04 PM, noting there was a quorum present.

Present: Vice-Chair Berghammer, Trustee Collins and Commissioners Bartel and Coté

Also present: Village Administrator Jim Healy

Excused Absence: Chairman Jim Otto; Commissioners Lalk and Melzer

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. August 5, 2019 – Regular Meeting

Motion by Commissioner Coté to approve the August 5, 2019 Regular Meeting Minutes as presented;
Seconded by Commissioner Bartel; Motion passed without objection.

b. September 5, 2019 – Regular Meeting

Motion by Commissioner Coté to approve the September 5, 2019 Regular Meeting Minutes as presented;
Seconded by Commissioner Bartel; Motion passed without objection.

5. DISCUSSION/ACTION

a. Discussion and possible recommendation to the Village Board regarding a proposed redivision of Lot 2 of CSM 6868, a 28.07-ac parcel identified by Tax Key: V10_008800M – Steven Schmidt, petitioner

Administrator Healy discussed the proposed redivision of CSM 6868, a 28-acre parcel, into Two (2) Lots and one (1) 600sqft Out Lot . The subject property is zoned Rs-1, Country Estates District. Discussion ensued regarding the shared driveway access on the Out Lot and how the use is not consistent with the Zoning Code's definition of how Out Lots are to be used.

Motion by Commissioner Bartel to accept the recommendation of the Village's Consultant Planner for the recommendation of denial to the Village Board of the proposed Certified Survey Map for property identified by Tax Key: V10_008800M; Seconded by Commissioner Coté;

Vice-Chairman Berghammer called for discussion.

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Commissioner Bartel questioned where “Lot 1” was on the CSM 6868.

Administrator Healy discussed the access to the previous CSM 6868 and how Lot 1 is accessed off Whitetail Run and a developer’s agreement was formed to ensure the extension of the t-turnaround would be constructed. The discussion then shifted to the Out Lot, who would own it and maintain it. It was stated the Wisconsin Department of Transportation is allowing the petitioner a singular access to the property which would be a driveway or a full Village road.

Commissioner Coté questioned if the Consultant Planner believed the use of the Out Lot as a shared driveway access was not permissible by Code.

Administrator Healy confirmed that it is not consistent with the Village’s Zoning Code.

Trustee Collins stated that if this is the opinion of the Village Attorney and the Village’s Consultant Planner he is satisfied with their recommendation.

Motion passed without objection.

6. ADJOURNMENT

Motion by Trustee Collins to adjourn; Seconded by Commissioner Bartel; Motion passed without objection at 7:20 p.m.

Respectfully Submitted,

Jim Healy
Village Administrator