

Village of Richfield  
4128 Hubertus Road, Hubertus, WI  
Joint Plan Commission and Village Board Meeting Minutes  
April 8, 2021  
7:00 PM

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

The Plan Commission meeting was called to order at 7:02 PM by Chairman Otto. A quorum of the Plan Commission was present.

The Village Board meeting was called to order at 7:01 PM by Village President John Jeffords. A quorum of the Village Board was present.

Present: Plan Commissioners; Chairman Otto, Vice-Chair Berghammer, Commissioners Bartel, Coté, Lalk and Melzer.

Present: Village President John Jeffords, Village Board of Trustees; Tom Wolff, Rock Brandner, and Bill Collins.

Also Present: Village Administrator Jim Healy, Village Attorney John Macy, Consultant Planner Tim Schwecke, Deputy Clerk Donna Cox, and Administrative Services Coordinator Katherine Gehl.

Excused Absence: Village Trustee Dan Neu

### **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. Plan Commission Discussion / Action Items**

- a. Discussion/Action regarding a proposed Site and Building expansion request for property located at 2075 STH 175 (Tax Key: V10\_ 0259) – Willis Investments, Petitioner**

Motion by Commissioner Melzer to accept the recommendation of the Architectural Review Board for the approval of the proposed building addition for Carmex Precision Tools LLC, with the proposed prohibited building materials consisting of corrugated metal paneling, located at 2059 STH 175 (Tax Key: V10\_ 0259); Seconded by Commissioner Lalk; Motion passed without objection.

Motion by Commissioner Lalk to approve the proposed Site Plan for Carmex Precision Tools LLC located at 2059 STH 175 (Tax Key: V10\_ 0259) Seconded by Commissioner Melzer and to make any corrections to the address if needed; Motion passed without objection.

- b. Discussion and possible recommendation to the Village Board regarding a petitioned Ordinance Amendment to the A-1, Exclusive Agricultural District for “Farm Entertainment and Recreation” as a listed Conditional Use – Ms. Kris Jacklin, Petitioner**

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Motion by Commissioner Lalk to accept the recommendation of the Village Attorney regarding the proposed Ordinance amendment and to recommend denial to the Village Board; Seconded by Commissioner Melzer; Motion carried 6-1, Commission Bartel opposed.

- c. Discussion and possible recommendation to the Village Board regarding a petitioned Ordinance Amendment to create the B-8, Agri-Tourism Business District – *Basse Trust, Petitioner***

Motion by Commissioner Lalk to accept the recommendation of the Village Attorney regarding the proposed Ordinance amendment and to recommend denial to the Village Board, Seconded by Commissioner Melzer; Motion passed without objection.

## **5. Joint Plan Commission and Village Board Discussion / Action Items**

- a. Discussion regarding the Chapter 70 Zoning Code Recodification**

Village Staff and the Joint Board discussed the Zoning Code and the proposed various revisions thereof. The discussion centered around Articles 6 through 10 of the Code. Articles 9 and 10 are taken directly from the Village Code and were the recommended model language from FEMA and the DNR.

## **6. Adjournment**

Motion by Commissioner Lalk to adjourn the Plan Commission meeting at 9:50 PM; Seconded by Commissioner Melzer; Motion passed without objection.

Motion by Trustee Brandner to adjourn the Village Board meeting at 9:52 PM; Seconded by Trustee Wolff; Motion passed without objection.

Respectfully Submitted,

Jim Healy  
Village Administrator