

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Joint Plan Commission and Village Board Meeting Minutes
June 3, 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 7:02 PM by Village President John Jeffords. A quorum of the Village Board was present.

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

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

Also Present: Village Administrator Jim Healy and Deputy Clerk Donna Cox

Excused Absences: Plan Commissioner – R. Melzer
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 and possible recommendation to the Village Board regarding an Extraterritorial Two-Lot and One (1) Out Lot CSM review in the Town of Polk for land identified by Tax Key: T9_104800G- Hoffman Bros Realty, LLC, Petitioner**

Motion by Commissioner Cote to approve the petitioned extraterritorial Two-Lot and One Out Lot Certified Survey Map Hoffman Bros Realty LLC, for property identified by Tax Keys: T9_104800G in the Town of Polk, subject to the following Conditions of Approval:

Conditions of Approval:

1. That the applicant must meet all other conditions of approval issued by the Town or any other objecting/commenting governmental entity.

Seconded by Commissioner Bartel; Motion passed without objection.

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b. Discussion regarding a concept Rs-1b, Single Family Cluster/Open Space Residential District subdivision review for “Elmwood Highland Estates” for land identified by Tax Key: V10_117100B – Tracy Weber, Petitioner

Administrator Healy introduced Item 7b.

The proposed subdivision is approximately 94-acres and is on the southeast intersection of STH 164 and Elmwood Road. This parcel has been on and off the market for the last several years and was recently purchased by Mr. Tracy Weber with the intent to create a conservation subdivision in the Village which carries a 3.0-acre density. The proposed development has 31 single-family homes.

Several members of the Plan Commission expressed support for the project and the connectivity of the roadways.

c. Discussion and possible recommendation to the Village Board regarding a proposed partial rezoning of subject property identified by Tax Key: V10_117100B from A-1, Exclusive Agricultural District to Rs-1b, Single-Family Cluster/Open Space Residential District– Tracy Weber, Petitioner

Motion by Commissioner Bartel to recommend to the Village Board the partial rezoning of the subject property identified by Tax Key: V10_117100B from A-1, Exclusive Agricultural District to Rs-1b, Single Family Cluster/Open Space Residential District subject to the following Specific Conditions of Approval:

Specific Conditions of Approval:

1. The Village Board approve both the Preliminary and Final Plat for the subject property within 18 months of the Ordinance adoption.

Seconded by Commissioner Lalk; Motion passed without objection.

d. Discussion/Action regarding the Appointment of a Plan Commission Vice-Chair for a period of one (1) year

Motion by Trustee Wolff to appoint Commissioner Bob Lalk 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.

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

a. Discussion regarding Chapter 70 Zoning Code Recodification

Village Staff led the Plan Commission and Village Board through an extended discussion on Appendix B, which related to the definitional terms and standards for the “uses” in the proposed Zoning Code.

Village President Jeffords thanked Plan Commission Chairman Otto and the Plan Commissioners for the thoughtfulness of their comments and the time they’ve put into this discussion.

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6. Adjournment

a. Plan Commission

Motion by Trustee Wolff to adjourn the Plan Commission Meeting at 10:30 PM; Seconded by Commissioner Lalk; Motion passed without objection.

b. Village Board

Motion by Trustee Collins to adjourn the Village Board Meeting at 10:30 PM; Seconded by Trustee Brandner; Motion passed without objection.

Respectfully Submitted,

Jim Healy, Village Administrator