

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

1. Call to Order/Determination of quorum

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.

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

Present Plan Commissioners: Chairman Otto, Commissioner Lalk, Commissioner Cote, Trustee Wolff, Commissioner Bartel, Commissioner Berghammer.

Absent Plan Commissioners: NONE

Present Village Board: President Jeffords, Trustee Brandner, Trustee Collins, Trustee Neu

Absent Village Board: NONE

Also Present: Village Administrator Jim Healy and Administrative Services Coordinator Katherine Gehl

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.

Affidavit of Posting was provided to Village President John Jeffords.

3. Pledge of Allegiance

4. Plan Commission Approval of Minutes

- a. August 5, 2021 – Joint Plan Commission & Village Board Meeting
- b. September 16, 2021 – Plan Commission Meeting

Motion by Vice-Chair Lalk to approve the Minutes of the Joint Plan Commission and Village Board Meeting held on August 5, 2021; Seconded by Commissioner Bartel; Motion passed without objection.

Motion by Commissioner Cote to approve the Minutes of the Plan Commission Meeting held on September 16, 2021; Seconded by Commissioner Berghammer; Motion passed 5-0. Chairman Otto abstained.

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5. Discussion/Action Items

a. Discussion/Action regarding Ordinance 2021-10-01 an Ordinance to repeal and recreate Sec. 26-1 entitled “Ward Boundaries Established”

Administrator Healy introduced the item and explained that redistricting is done after every 10-year census. Administrator Healy stated that the community had 10 wards but now has 9 (nine) wards after combining sections from the Town of Erin. Administrator Healy explained that the decision tonight might change due to changes that could be made by the State in the coming months. There will be four (4) county supervisory districts in the Village of Richfield. The plan drafted by Staff was created by focusing on arterial roads and railroad track boundaries. The Village is legally obligated to have this ordinance prepared by October 15th, 2021.

Motion by Trustee Wolff to approve Ordinance O2021-10-01, An Ordinance to Repeal and Recreate Section 26-1 of the Village Code entitled “Ward Boundaries Established”; Seconded by Trustee Neu

Village President Jeffords asked for discussion.

Administrator Healy questioned the legality of Trustee Wolff making the “Motion” for a Village Board agenda item while contemporaneously sitting on the Plan Commission during the same meeting. Given the stringent timeline imposed by the State and County, Administrator Healy asked to suspend the rules to allow Trustee Wolff to rescind his motion to avoid any potential for questions of lawfulness.

Trustee Wolff rescinded his motion to approve Ordinance O2021-10-01, An Ordinance to Repeal and Recreate Section 26-1 of the Village Code entitled “Ward Boundaries Established”.

Trustee Neu rescinded his second to approve Ordinance O2021-10-01, An Ordinance to Repeal and Recreate Section 26-1 of the Village Code entitled “Ward Boundaries Established.”

Motion by Trustee Neu to approve Ordinance O2021-10-1, An Ordinance to Repeal and Recreate Section 26-1 of the Village Code entitled “Ward Boundaries Established”; Seconded by Trustee Brandner; Motion passed without objection.

6. Plan Commission Discussion/Action Items

a. Discussion and possible recommendation to the Village Board regarding the Preliminary Plat review for Monches Highlands Subdivision (Tax Keys: V10_1216 & V10_1209) – Hartford Land Development, LLC, Petitioner

Administrator Healy introduced the subdivision development. A Community Sensitivity Meeting was held at Village Hall on October 6th for nearby residents to come and ask questions of the developer and his engineer. The Preliminary Plat has been reviewed and approved by the Village Engineer. This development is hoped to mitigate historically present drainage issues in this area. Trustee Neu inquired how the stormwater will be carried from the east side to the west side of the development. Engineer Tony Zannon explained that there were ponds and swales added to the development to hold large volumes of water.

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Motion by Trustee Wolff to recommend approval to the Village Board for the Preliminary Plat for Monches Highland Subdivision documents dated October 6th, 2021, subject to the following Specific and General Conditions of Approval:

Specific Conditions of Approval:

1. The plat must show all required features listed in the Village's land division regulations (Chapter 330), including but not limited to the following:
 - a. signature blocks for surveyor, property owner, village clerk-treasurer, county treasurer, and village board.
 - b. mortgagee certification block if the property owner has a mortgage on the property.
2. Prior to any land-altering activity, the subdivider shall submit a Stormwater Management Agreement to the Village Board and obtain approval of the same which is to be recorded at the Washington County Register of Deeds against all properties. Any necessary access easements shall be described with a legal description acceptable to the Village Engineer.
3. Prior to any land-altering activity, the subdivider shall submit to the Village Board and receive approval for a Developer's Agreement which is to be recorded at the Washington County Register of Deeds against all properties to provide for the financial guarantee for all improvements as may be required by Chapter 330 of the Village Code.
4. Prior to the filing of the Final Plat, the subdivider shall submit to the Village and receive approval from the Village Board for Deed Restrictions which is to be recorded at the Washington County Register of Deeds against all properties and shall address open space area ownership and maintenance requirements, including vegetation management and permissible uses of such open space lands.
5. Prior to any land-altering activity, the subdivider shall submit approval from the Department of Administration and Washington County's Planning and Parks Department for the Preliminary Plat approval [(as specified in ss. 236.34(1)].
6. The subdivider shall install all improvements prior to submitting the Final Plat as required by Chapter 330 of the municipal code sections 330-60 and 330-60A.
7. The subdivider must comply with the Village's Groundwater Protection Ordinance (Article III, Chapter 167) and receive written approval from Dr. Douglas Cherkauer.
8. The subdivider must obtain the approval of the Village Engineer and satisfy comments from his letter dated September 22, 2021 or any other separate communication to his satisfaction related to construction plans, stormwater management, and erosion control.
9. The "Temporary T-Turnaround on Fox Knoll Lane" will be removed and restored to grass to the satisfaction of the Department of Public Works Supervisor.
10. The subdivider must provide documentation from Washington County indicating that each of the vacant residential lot has a suitable site for a septic system.
11. The subdivider must provide documentation to the Village indicating that the existing septic system serving the existing house on Lot 6 is in good order and complies with all setback requirements.
12. The subdivider must submit a Preliminary Plat showing the adjusted boundaries to Lots 18 and 19, as shown on the Slopes and PEC exhibit which accompanied the Preliminary Plat prepared by Pinnacle Engineering Group.
13. A Notice of Intent permit is required by NR 216.42, Wis. Stats. for construction sites of one acre or more of land disturbance. The subdivider must provide a copy of the same to the Village Engineer as soon as that has been issued.

14. The subdivider shall install all improvements consistent with the approved Developer Agreement and/or provide a letter of credit to guarantee completion of the required work.
15. The final plat will not be recorded if any portion or part of the subject property has any unpaid taxes or outstanding special assessments per s. 236.21(3), Wis. Stats.
16. The final plat must show all required features listed in the Village's land division regulations Chapter 330.
17. Sec. NR 812.08 (4)(d)6 requires a 100-foot separation between a stormwater basin and wells. This should be noted on the face of the plat across the applicable lots with a corresponding notation. Any lot (potentially Lot 7) depicted on the preliminary plat that does not have a suitable location for well must be redesigned accordingly.
18. The following notes substantially as follows must be shown on the final plat:
 - The titleholders of Lots 1 through 5 and Lots 7 through 19 own a 1/18th undivided and nontransferable interest in Outlots 1, 2, 3 and 4. The use and maintenance of the outlots is governed by a land management plan approved by the Village of Richfield.
 - The titleholders of Lots 1 through 5 and Lots 7 through 19 are responsible for the maintenance of the stormwater facilities in the subdivision consistent with the stormwater management plan recorded for this subdivision in the Washington County register of deeds office.
 - Stormwater management practices are located in one or more of the outlots in the subdivision. There are one or more separate documents recorded on the property title through the Washington County register of deeds entitled "stormwater management practice maintenance agreement" ("maintenance agreement") that apply to outlots. The maintenance agreement subjects this subdivision plat, and all lot owners therein, to covenants, conditions and restrictions necessary to ensure the long-term maintenance of the storm water management practice. The agreement also outlines a process by which the Village of Richfield may levy and collect special assessments or charges for any services the community might provide relating to enforcement of the maintenance agreement.
 - All private driveways must be designed and constructed in compliance with Village ordinances.
 - All lands within areas labeled "well setback" are restricted from the placement of any well due to potential risk of contamination in accordance with the storm water ordinance and Wisconsin Administrative Codes.
 - All lands within areas labeled "drainage easement" are reserved for stormwater collection, conveyance, treatment or infiltration. No buildings or other structures are allowed in these areas. No grading or filling is allowed in these areas that may interrupt stormwater flows in any way. The maintenance agreement may contain specific maintenance requirements for these areas. The Village of Richfield or their designee are authorized access in these areas for purposes of inspecting the storm water management practices or enforcing the terms of the maintenance agreement.
 - Lot 19 has a building envelope. All buildings must be located within that area regardless of any zoning setbacks that may be less restrictive.
19. Show any existing easements and include the document number of the instrument of origin.

20. There are a number of vision corner easements in the subdivision. A note should be added to the final plat to indicate the easements are granted to the Village of Richfield.
21. If the property is currently mortgaged, a consent of mortgage certificate with a notary is required because land is being dedicated to the public for road purposes.

General Conditions of Approval:

1. **Staff and Governmental Approval:** Subject to the developer satisfying all comments, conditions and concerns of the Village Planner, Village Engineer and all reviewing, objecting and approving bodies, which may include but not limited to the State of Wisconsin Department of Safety and Professional Services per Ch. 236, Wisconsin Statutes and Ch. SPS 385, Wisconsin Administrative Code; the State of Wisconsin Department of Transportation per Ch. Trans. 236, Wisconsin Statutes, and Washington County; in regard to the Final Plat, and obtaining all necessary permits and approvals, and satisfaction of applicable requirements of State, federal and Village Codes, statutes lawful orders, prior to commencing recording of the Final Plat, whichever is earlier.
2. **Financial Guarantee and Agreement:** Subject to the Developer submitting to the Village Clerk and receiving approvals as to form from the Village Attorney and as to amount from the Village Engineer, a letter of credit, cash, or other approved financial guarantee, and subject to the Developer submitting to and receiving from the Village Board, Village Administrator, Village Attorney, and Village Engineer, approval of a Developer's Agreement for the improvements (including all public, private and site development improvements), prior to commencing construction of any improvement, whether public or private or site development or recording of the Final Plat, whichever is earlier.
3. **Professional Fees:** Petitioner shall, on demand, reimburse the Village of all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
4. **Payment of Charges:** Any unpaid bills owned to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permits fees or any other fees owned to the Village shall be placed upon the tax roll for the Subject Property if not paid within 30 days of billing by the Village, pursuant to Section 66.0627, Wis. Stats. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of the conditional approval.

Seconded by Vice-Chair Lalk; Motion passed without objection.

b. Discussion and possible recommendation to the Village Board regarding an Extraterritorial Preliminary Plat review for Bark River Preserve Subdivision in the Town of Lisbon for property identified by Tax Key: LSBT015-0997 – Mike Kaerek, Petitioner

Administrator Healy introduced the topic. There will be a pocket park/tot lot included in this development. The Village has extraterritorial review authority and it is standard that the Village approves if the Plat is consistent with the Town's code.

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Motion by Commissioner Berghammer to recommend to the Village Board the approval of the proposed Bark River Preserve subdivision for Mr. Mike Kaerek for property identified by Tax Key: LSBT015-0997, in the Town of Lisbon, subject to the following Specific and General Conditions of Approval:

Specific Conditions of Approval:

1. The petitioner receives all necessary approvals that may be required from the Town of Lisbon, Waukesha County, and the Department of Administrator Plat Review Team.

General Conditions of Approval:

1. **Staff and Governmental Approval:** Subject to the developer satisfying all comments, conditions and concerns of the Village Planner, Village Engineer and all reviewing, objecting and approving bodies, which may include but are not limited to the State of Wisconsin Department of Safety and Professional Services per ch. 236, Wisconsin Statutes and Ch. SPS 385, Wisconsin Administrative Code; the State of Wisconsin Department of Transportation per ch. Trans. 236, Wisconsin Statutes, and Washington County; in regard to the Final Plat, and obtaining all necessary permits and approvals, and satisfaction of applicable requirements of State, Federal and Village Codes, statutes lawful orders, prior to commencing recording of the Final Plat, whichever is earlier.
2. **Professional Fees:** Petitioner shall, on demand, reimburse the Village of all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. **Payment of Charges:** Any unpaid bills owned to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permits fees or any other fees owned to the Village shall be placed upon the tax roll for the Subject Property if not paid within 30 days of billing by the Village, pursuant to Section 66.0627, Wis. Stats. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of the conditional approval.

Seconded by Trustee Wolff; Motion passed without objection.

- c. **Discussion and possible recommendation to the Village Board regarding an Extraterritorial Two-Lot CSM Review in the Town of Lisbon for land located at N94 W23611 Hermitage Drive (Tax Key: LSBT015-002-002) – Richard Swanson, Petitioner**

Administrator Healy introduced the subject and stated that the Village has spoken with Town of Lisbon Staff and Administrator Healy stated that Staff recommends approval because this is consistent with the Town's Comprehensive Plan.

Motion by Trustee Wolff to recommend to the Village Board the approval of the proposed Two-Lot CSM for Richard Swanson for property located at N94 W23611 Hermitage Drive, identified by Tax Key: LSBT015-002-0002, in the Town of Lisbon, subject to the following Specific and General Conditions of Approval by:

Specific Conditions of Approval:

1. The petitioner receives all necessary approvals that may be required from the Town of Lisbon and Waukesha County.

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2. The Signature Block on page 3 of 4 be modified to show the approval by the Village Board and not the Plan Commission. The names “John Jeffords, Village President” and “Jim Healy, Village Administrator” should be added and “James Otto, Chairman” should be omitted.

General Conditions of Approval:

1. **Staff and Governmental Approval:** Subject to the developer satisfying all comments, conditions and concerns of the Village Planner, Village Engineer and all reviewing, objecting and approving bodies, which may include but are not limited to the State of Wisconsin Department of Safety and Professional Services per ch. 236, Wisconsin Statutes and Ch. SPS 385, Wisconsin Administrative Code; the State of Wisconsin Department of Transportation per ch. Trans. 236, Wisconsin Statutes, and Washington County; in regard to the Final Plat, and obtaining all necessary permits and approvals, and satisfaction of applicable requirements of State, Federal and Village Codes, statutes lawful orders, prior to commencing recording of the Final Plat, whichever is earlier.
2. **Professional Fees:** Petitioner shall, on demand, reimburse the Village of all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. **Payment of Charges:** Any unpaid bills owned to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permits fees or any other fees owned to the Village shall be placed upon the tax roll for the Subject Property if not paid within 30 days of billing by the Village, pursuant to Section 66.0627, Wis. Stats. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of the conditional approval.

Seconded by Commissioner Berghammer; Motion passed without objection.

d. Discussion and possible recommendation to the Village Board regarding the approval of a One-Lot CSM for a property located at 2900 STH 167 (Tax Key: V10_034800A & V10_034800Z) – Kwik Trip, Petitioner

Administrator Healy introduced the topic and explained that the CSM is being done to add additional parking spaces for semi-trailer parking. The Village Engineer has reviewed the CSM and has recommended approval with Conditions of Approval including the creation of a Developer’s Agreement and Stormwater Management Plan which are currently being drafted. The CSM meets the Village’s design, lot, acreage criteria.

Commissioner Berghammer recused himself from discussion due to his position with the WisDOT.

Motion by Trustee Wolff to recommend to the Village Board the approval of the proposed One-Lot CSM for Kwik Trip for property located at 2900 STH 167, identified by Tax Key: V10_034800A, subject to the following Specific and General Conditions of Approval:

Specific Conditions of Approval:

1. The petitioner satisfy the comments from the Village Engineer in his letter dated September 22, 2021.

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2. Prior to the Village signing the CSM, the petitioner must receive approval for a Developer's Agreement from the Village Board for the construction and installation of public right-of-way and provide a financial guarantee in an amount to satisfy the Village Engineer.
3. The petitioner receive Site Plan approval from the Plan Commission for the proposed parking lot expansion.
4. The petitioner add to the face of the CSM, additional language regarding the publicly dedicated right-of-way to the satisfaction of the Village Engineer.

General Conditions of Approval:

1. **Staff and Governmental Approval:** Subject to the developer satisfying all comments, conditions and concerns of the Village Planner, Village Engineer and all reviewing, objecting and approving bodies, which may include but are not limited to the State of Wisconsin Department of Safety and Professional Services per ch. 236, Wisconsin Statutes and Ch. SPS 385, Wisconsin Administrative Code; the State of Wisconsin Department of Transportation per ch. Trans. 236, Wisconsin Statutes, and Washington County; in regard to the Final Plat, and obtaining all necessary permits and approvals, and satisfaction of applicable requirements of State, Federal and Village Codes, statutes lawful orders, prior to commencing recording of the Final Plat, whichever is earlier.
2. **Professional Fees:** Petitioner shall, on demand, reimburse the Village of all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. **Payment of Charges:** Any unpaid bills owned to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permits fees or any other fees owned to the Village shall be placed upon the tax roll for the Subject Property if not paid within 30 days of billing by the Village, pursuant to Section 66.0627, Wis. Stats. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of the conditional approval.

Seconded by Vice-Chair Lalk ; Motion passed 5-0, Commissioner Berghammer abstained.

e. Discussion/Action regarding the Site, Grading, and Erosion Control Plans for the proposed Kwik Trip parking lot expansion, located at 2900 STH 167 (Tax Key: V10_034800A) – Kwik Trip, Petitioner

Administrator Healy introduced the subject and noted that primary access will be off Holy Hill Road. There are 77 adequately spaced parking stalls with a circular traffic pattern and includes back-in stalls. There will be no pedestrian walkways in this parking lot. Administrator Healy noted that Commissioner Bartel noted that the choice of plant species is adequate. 31 shrubs have been proposed; however, 37 shrubs are required. Staff has requested that changes be made to the Site Plan to make these changes which will then be given to Commissioner Bartel and Staff for review. The lighting plan has been reviewed and all lights are full cut-off lights, 610 lumens, which comply with the foot candle requirements and lighting chapter of Village Code.

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Chairman Otto inquired if the Plan Commission can substitute shrubbery in the Plan.

Commissioner Bartel noted that shrubs were placed in islands and said this could be of concern due to snow being plowed in these areas; the chance of survival may not be high.

Administrator Healy noted that in the Village Zoning Code these substitutions in shrubbery/trees are allowable. Representative from Kwik Trip is amendable to this.

Motion by Trustee Wolff to approve the proposed Site, Grading and Erosion Control Plans for the proposed Kwik Trip parking lot expansion, located at 2900 STH 167, identified by Tax Key: V10 034800A, subject to the following Specific and General Conditions of Approval as found in the October 7th, 2021 documents:

Specific Conditions of Approval:

1. The Village Plan Commission and Village Board approve the proposed Certified Survey Map to add the additional land to the parent parcel and that it be registered at the County Register of Deeds prior to any land disturbing activity.
2. Prior to any land-disturbing activity, the petitioner must enter into a Developer's Agreement with the Village and approved by the Village Board for the extension of Richfield Parkway and register the same with the County Register of Deeds.
3. Prior to any land-disturbing activity, the petitioner must receive approval by the Village Engineer and the Village Board for an established Stormwater Maintenance Agreement with the Village for the continued maintenance of stormwater management facilities, which also provides easement to the Village, on the property and register the same with the County Register of Deeds.

General Conditions of Approval:

1. **Staff and Governmental Approval:** Subject to the developer satisfying all comments, conditions and concerns of the Village Planner, Village Engineer and all reviewing, objecting and approving bodies, which may include but are not limited to the State of Wisconsin Department of Safety and Professional Services per ch. 236, Wisconsin Statutes and Ch. SPS 385, Wisconsin Administrative Code; the State of Wisconsin Department of Transportation per ch. Trans. 236, Wisconsin Statutes, and Washington County; in regard to the Final Plat, and obtaining all necessary permits and approvals, and satisfaction of applicable requirements of State, Federal and Village Codes, statutes lawful orders, prior to commencing recording of the Final Plat, whichever is earlier.
2. **Professional Fees:** Petitioner shall, on demand, reimburse the Village of all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. **Payment of Charges:** Any unpaid bills owned to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permits fees or any other fees owned to the Village shall be placed upon the tax roll for the Subject Property if not paid within 30 days of billing by the Village, pursuant to Section 66.0627, Wis. Stats. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of the conditional approval.

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Seconded by Commissioner Bartel; Motion passed 5-0. Commissioner Berghammer recused.

Motion to Trustee Wolff to conditionally approve the proposed Landscaping Plan for the proposed Kwik Trip parking lot expansion, located at 2900 STH 167, identified by Tax Key: V10_034800A, subject to the following Conditions of Approval:

1. The petitioner revises the Landscape Plan to include the required number of shrubs and obtains the approval of Commissioner Kurt Bartel.

Seconded by Commissioner Bartel. Motion passed 5-0. Commissioner Berghammer recused.

Motion by Trustee Wolff to approve the proposed Lighting Plan, as drafted, for the proposed Kwik Trip parking lot expansion, located at 2900 STH 167, identified by Tax Key: V10_034800A; Seconded by Vice-Chair Lalk. Motion passed 5-0. Commissioner Berghammer recused.

7. Joint Plan Commission and Village Board Discussion Items

a. Chapter 70 Zoning Code Recodification – Articles 12 through 17

Article 12: There were no questions regarding Article 12.

Article 13: Page 13-5; add “Elm Hybrid”. Administrator Healy stated that Article 13 will be reviewed again in the future. The “landscape guarantee” will be readdressed in the future to see what the pleasure of the Board and Commission is; currently it is listed as the first two (2) growing seasons. Representative from Kwik Trip said that he is used to seeing a “landscape guarantee” of one (1) year. Page 13-2 line 11; remove the word “sketch”. Page 13-6 lists the Zoning Administrator the reviewer of the landscape plans; Chairman Otto inquired if the Board and Commission agree with this. Administrator Healy noted that this is the responsibility of the Zoning Administrator in the Zoning Code currently but often defers to the Plan Commission for these types of plans. This topic will be deferred to 2022.

Article 14: Page 14-3; removing the picture with the tree and car.

Article 15: There were no questions regarding Article 15.

Article 16: There were no questions regarding Article 16.

Article 17: There were no questions regarding Article 17.

Administrator Healy noted that Village Staff will be sending an email to the Board and Plan Commission to attempt to finalize a date for a Special Meeting to review Appendices and also expressed thanks to the Trustees and Commissioners for all their help; President Jeffords also shared his thanks.

8. Adjournment

a. Plan Commission

Motion by Commissioner Berghammer to adjourn the Plan Commission Meeting at 7:57PM; Seconded by Vice-Chair Lalk; Motion passed without objection.

b. Village Board

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Motion by Trustee Neu to adjourn the Village Board Meeting at 7:57PM; Seconded by Trustee Brandner;
Motion passed without objection.

Respectfully Submitted,

Jim Healy, Village Administrator