

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Joint Plan Commission and Village Board Meeting Minutes
November 4, 2021
7:00 PM

1. Call to Order / Determination of Quorum

a. Plan Commission

The Plan Commission meeting was called to order at 7:00 PM by Chairman Otto. A quorum of the Plan Commission was present.

Present Plan Commission: Chairman Otto, Vice-Chair Lalk, Commissioners Berghammer and Cote.

Excused Absence Plan Commission: Trustee Wolff and Commissioner Bartel

b. Village Board

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 Village Board: Village President John Jeffords and Board of Trustees; Bill Collins and Rock Brandner.

Excused Absence Village Board: Trustee Neu

Also Present: Village Administrator Jim Healy and Consultant Planner Schwecke

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 Discussion/Action Items

- a. Discussion and possible recommendation to the Village Board regarding an extraterritorial One-Lot Certified Survey Map (CSM) review in the Town of Lisbon for property located at N95 W23853 CTH Q (Tax Key: LSBT_0150996 & LSBT_0150997) – Anthony and Sara Vilorio, Petitioners**

The purpose of this proposed CSM is to adjoin the parcels together into a single parcel. This is being done in concert with the Kaerek Homes Bark River Preserve Subdivision that was previously reviewed and approved by the Plan Commission and Village Board last month. The CSM is proposing to dedicate approximately 16,548sqft (0.3799-acres) for public right-of-way. The combination of these two (2) Lots creates a single 6.0537-acre parcel. The subject property has multiple zoning designations.

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Motion by Vice-Chair Lalk to approve the proposed One-Lot CSM for properties identified by Tax Keys: LSBT 0150996 & LSBT 0150997 in the Town of Lisbon, subject to the petitioners receiving all approvals necessary from the Town of Lisbon and Waukesha County; Seconded by Commissioner Berghammer; Motion carried without objection.

5. Joint Plan Commission and Village Board Discussion Items

a. Discussion regarding the Chapter 70 Zoning Code Recodification

Vice-Chairman Lalk discussed how he believes compliance continues to be an issue within the Village. Vice-Chairman Lalk asked what would happen if Arby's came to town with our current Code. Vice-Chairman Lalk expressed concerns regarding special exemptions and them going before the Plan Commission.

Administrator Healy stated that as our Code is presently written, special exemptions go through the Plan Commission. Healy also discussed the Site, Building, and Plan of Operation process currently in our Code.

Chairman Otto echoed the concerns of Vice-Chairman Lalk and questioned if whether this drafted version should be run parallel with our existing Code for a period of time.

Commissioner Berghammer disagreed and stated that the Plan Commission knows how the Code functions.

Commissioner Cote noted that it's possible the Village may not see any issues with the Code, by running them side-by-side. He further stated its nearly impossible to have a Code that considers "everything".

Administrator Healy went through several dozen changes that were made at the request of the Plan Commission to Appendix B. Discussion then started on Appendix C and the potentiality of changing the heights of accessory structures in larger minimum acreage districts.

Members of the Plan Commission and Village Board expressed support for allowing larger accessory structures.

6. Adjournment

a. Plan Commission

Motion by Vice-Chairman Lalk to adjourn the Plan Commission meeting at 10:47 PM; Seconded by Commissioner Berghammer; Motion carried without objection.

b. Village Board

Motion by Trustee Brandner to adjourn the Village Board meeting at 10:47 PM; Seconded by Trustee Collins; Motion passed without objection.

Respectfully Submitted,

Jim Healy, Village Administrator