1. Call to Order/ Roll Call
2. Verification of Compliance with Open Meeting Law
3. Pledge of Allegiance
4. PUBLIC COMMENTS (Public comments are an opportunity for citizens to voice concerns to the Board regarding reports and discussion/action items on the agenda, only. Public comments are not a public hearing and are typically a one-way conversation from a citizen to the Board. Individual comments shall not exceed 3 minutes, with a total time limit of approximately 20 minutes. Unless part of a Public Hearing, handouts will not be accepted by the Village. Comments beyond 20 minutes will be moved to the end of the meeting at the discretion of the President.)
5. CONSENT AGENDA
   a. Vouchers for Payment
   b. Treasurer’s Report
   c. Meeting Minutes:
      i. July 30, 2018 – Special Meeting
      ii. January 17, 2019 – Regular Meeting
   d. New Operators License Applications
   e. Resolution R2019-02-01, A Resolution Honoring Eagle Scout Robert Wolff
6. PUBLIC HEARING
   a. Discussion regarding a rezoning petition for property located at 4231 STH 167 (Tax Key: V10_0430025003) from Rs-2, Single Family Residential District to A-2, General Agricultural District – Ordinance O2019-02-01
   b. Discussion regarding proposed amendments to multiple Sections of Chapter 70.193, Single-Family Cluster/Open Space Residential District and multiple Sections of 70.209, Upland Conservancy District of the Zoning Code-Ordinance O2019-02-02
7. DISCUSSION/ACTION ITEMS
   a. Discussion/Action regarding proposed Contract with Wellntel Inc. for 2019
   b. Discussion/Action regarding a rezoning petition for property located at 4231 STH 167 (Tax Key: V10_0430025003) from Rs-2, Single Family Residential District to A-2, General Agricultural District – Ordinance O2019-02-01
   c. Discussion/Action regarding proposed amendments to multiple Sections of Chapter 70.193, Single-Family Cluster/Open Space Residential District and multiple Sections of 70.209, Upland Conservancy District of the Zoning Code-Ordinance O2019-02-02
   d. Discussion/Action regarding a Preliminary Plat for Highland Ridge Subdivision (Tax Keys: V10_1250 and V10_1255)
   e. Discussion/Action regarding Alcohol Beverage Retail Application for a new Reserve “Class B” Liquor License for establishment - Basses Taste of Country, located at 3190 County Line Road
8. PUBLIC COMMENTS (...Continued)
9. CLOSED SESSION
   a. Discussion/Action to enter into Closed Session under Wis. Stats. 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategies to be adopted by the body with respect to litigation in which it is or is likely to become involved. Specifically: Scenic Pit, LLC. v. Village of Richfield and Jim Healy Circuit Court No. 2015CV374
10. RECONVENE IN OPEN SESSION
    a. Discussion/Action regarding matters addressed in Closed Session outlined above
11. ADJOURNMENT
    Additional explanation of items on the agenda (Communication Forms) can be found on the village’s website at www.richfieldwi.gov. Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk’s office at 628-2260 or www.richfieldwi.gov with as much advanced notice as possible.
MEETING DATE: February 21, 2019

SUBJECT: Consent Agenda
DATE SUBMITTED: February 15, 2019
SUBMITTED BY: Donna Cox, Deputy Clerk

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO APPROVE THE ATTACHED CONSENT AGENDA?

ISSUE SUMMARY:
Included for your review are the Vouchers for Payment, Treasurer’s Report, Minutes of the July 30, 2018 Special Meeting Minutes of the January 17, 2019 Regular Meeting, New Operators License Applications and Resolution No. R2019-02-01, A Resolution Honoring Eagle Scout Robert Wolff.

FISCAL IMPACT:
Initial Project Costs:
Future Ongoing Costs:
Physical Impact (on people/space):
Residual or Support/Overhead/Fringe Costs:

ATTACHMENTS:
1. Vouchers for Payment
2. Treasurer’s Report
3. Minutes > July 30, 2018 Special Meeting & January 17, 2019 Regular Meeting
4. Application for New Operators Licenses (see attached list), Copy of Applications and Background Investigation Reports.
5. Resolution No. R2019-02-01, a Resolution Honoring Eagle Scout Robert Wolff

STAFF RECOMMENDATION:
Motion to approve the Vouchers for Payment, Treasurer’s Report, Minutes of the July 30, 2018 Special Meeting, Minutes of the January 17, 2019 Regular Meeting, New Operators Licenses Applications per the attached list and Resolution No. R2019-02-01, A Resolution Honoring Eagle Scout Robert Wolff.
**BATCH #1**

<table>
<thead>
<tr>
<th>Date</th>
<th>Payee</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/28/19</td>
<td>ACH</td>
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<td>UNITED HEALTHCARE</td>
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<td>1/29/19</td>
<td>ACH</td>
<td>$21,384.46</td>
<td>ELECTRONIC FEDERAL TAX DEP.</td>
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<tr>
<td>1/30/19</td>
<td>ACH</td>
<td>$210.00</td>
<td>PLAN 457- BWEEDFINGER</td>
</tr>
<tr>
<td>1/30/19</td>
<td>ACH</td>
<td>$121.56</td>
<td>STATE WITHHOLDING TAX- PE 1/31/19</td>
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**BATCH #2**

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<tr>
<th>Date</th>
<th>Payee</th>
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<tr>
<td>2/13/19</td>
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<td>PLAN 457- BWEEDFINGER</td>
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<td>2/13/19</td>
<td>ACH</td>
<td>$121.56</td>
<td>STATE WITHHOLDING TAX- PE 1/31/19</td>
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</table>

TOTAL BATCH #1: $147,733.92

TOTAL BATCH #2: $130,830.27

Checks written end of January and February.
**VILLAGE OF RICHFIELD**

**VOUCHERS FOR PAYMENT**

**FEBRUARY 2019**

**BATCH #3**

<table>
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<tr>
<th>CHECK #</th>
<th>INV / PO#</th>
<th>DATE</th>
<th>PAYEE</th>
<th>AMOUNT</th>
<th>COMMENTS</th>
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<tr>
<td>14921</td>
<td></td>
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<td>WASHINGTON COUNTY TREASURER</td>
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<td>14924</td>
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<td>2/13/19</td>
<td>HOLY HILL AREA SCHOOL DISTRICT</td>
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<td>14925</td>
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<td>2/13/19</td>
<td>SLINGER SCHOOL DISTRICT</td>
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<td>MILWAUKEE AREA TECH COLLEGE</td>
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<td>MORaine PARK TECHNICAL COLLEGE</td>
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<td>14928</td>
<td>140678</td>
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<td>ASSOCIATED APPRAISAL</td>
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<td>MENARDS</td>
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<td>VILLAGE HALL BUILDING &amp; OFFICE SUPPLIES</td>
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<td>14934</td>
<td>12444</td>
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<td>MUNICIPAL LAW &amp; LITIGATION</td>
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<td>DECEMBER &amp; JANUARY LEGAL SERVICES</td>
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<td>QUILL CORPORATION</td>
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<td>OFFICE SUPPLIES</td>
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<td>JOSH SHIEWANN- ELGL</td>
<td>416.44</td>
<td>REIMBURSE ELGL NDOSC DINNER- JEN KELLER &amp; JIM HEALY</td>
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<td>14938</td>
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<td>WASHINGTON COUNTY TREASURER</td>
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<td>WMCA</td>
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<td>WISC DEPT OF JUSTICE</td>
<td>200.00</td>
<td>JANUARY BACKGROUND CHECKS</td>
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**TOTAL BATCH #3**

2,657,897.04 Checks written February

**TAX REFUNDS 2018**

<table>
<thead>
<tr>
<th>CHECK #</th>
<th>INV / PO#</th>
<th>DATE</th>
<th>PAYEE</th>
<th>AMOUNT</th>
<th>COMMENTS</th>
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<tbody>
<tr>
<td>14921-14939</td>
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<td>14962-14971</td>
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<td>TAX REFUNDS TO TAX PAYERS</td>
<td>8,104.83</td>
<td>TAX REFUNDS 2018</td>
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**TOTAL BATCH(S) TAX REFUNDS**

44,780.87 Checks written January & February
# VILLAGE OF RICHFIELD
Treasurer's Report for January 31, 2019

## BANK ACCOUNT BALANCES

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Interest Rate</th>
<th>Beginning Balance January 1, 2019</th>
<th>Interest Earned January 31, 2019</th>
<th>Ending Balance January 31, 2019</th>
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<tr>
<td>Landmark Checking Account</td>
<td>0.25%</td>
<td>$3,132,266.12</td>
<td>$1,292.02</td>
<td>$3,693,948.17</td>
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<tr>
<td>LGIP General Fund</td>
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<td>$10,689,370.72</td>
<td>$11,769.45</td>
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<td>LGIP Fire Impact Fees</td>
<td>2.47%</td>
<td>$58,946.36</td>
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<td>LGIP Park Impact Fees</td>
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<td>$110.30</td>
<td>$52,673.57</td>
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<tr>
<td>LGIP Tax Account</td>
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<tr>
<td>FNB Entrepreneur Plus Account</td>
<td>0.10%</td>
<td>$127,798.85</td>
<td>$10.85</td>
<td>$127,809.70</td>
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<td>FNB Platinum MMDA Account</td>
<td>0.30%</td>
<td>$259,138.80</td>
<td>$66.03</td>
<td>$259,204.83</td>
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<tr>
<td>Westbury Bank MM Account</td>
<td>0.60%</td>
<td>$256,283.35</td>
<td>$143.24</td>
<td>$256,426.59</td>
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</tbody>
</table>

## CERTIFICATES OF DEPOSIT

<table>
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<tr>
<th>Bank</th>
<th>Purchase Date</th>
<th>Expiration Date</th>
<th>Interest Rates</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westbury Bank</td>
<td>April 24, 2018</td>
<td>October 24, 2019</td>
<td>2.00%</td>
<td>$263,666.18</td>
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<td>Westbury Bank</td>
<td>December 7, 2018</td>
<td>September 9, 2019</td>
<td>2.58%</td>
<td>$259,083.28</td>
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</table>

**All CD’s are fully FDIC insured**

## LETTERS OF CREDIT/PERFORMANCE BONDS/DEVELOPER GUARANTEES

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Purchase Date</th>
<th>Expiration Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hartford Land Development, LLC (Bridlewood Estates)</td>
<td>April 17, 2017</td>
<td>April 17, 2019</td>
<td>$84,011.25</td>
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<tr>
<td>Ogden Midwest Funding II LLC (Bark Lake Estates)</td>
<td>April 20, 2017</td>
<td>April 20, 2018</td>
<td>$30,000.00</td>
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<tr>
<td>US Bank National Association (Kwik Trip Inc)</td>
<td>January 4, 2019</td>
<td>January 4, 2020</td>
<td>$1,353,000.00</td>
</tr>
<tr>
<td>Horicon Bank (Steven Schmidt- Whitetail Run Road Ext)</td>
<td>January 17, 2019</td>
<td>January 17, 2020</td>
<td>$33,600.00</td>
</tr>
</tbody>
</table>
Village of Richfield
4128 Hubertus Road, Hubertus, WI

Village Board Meeting Minutes July 30, 2018
5:00 pm OR SOON THEREAFTER AS CAN BE HEARD

1. Call to Order/ Roll Call
The meeting was called to order by Village President John Jeffords at 9:06 PM. A quorum of the Village Board was present. Present: Village Board of Trustees; Bill Collins, Dan Neu, Tom Wolff, and Rock Brandner.

Also present: Village Administrator Jim Healy and Village Attorney John Macy

2. Verification of Compliance with Open Meeting Law
Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the 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. PUBLIC COMMENTS

Danah Zoulek, 609 Scenic Rd, Ms. Zoulek stated she would like to see an “end” to litigation and have the issues go to Court of Appeals. Ms. Zoulek commented that it would be nice to work together.

Peter LaLonde, 3350 Willow Creek Rd, Operator of Scenic Pit, LLC. Peter stated he would like to operate the property in a professional manner and wants to help the environment.

5. CLOSED SESSION

a. Discussion/Action to enter into Closed Session under Wis. Stats. 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategies to be adopted by the body with respect to litigation in which it is or is likely to become involved. Specifically: Scenic Pit, LLC v. Village of Richfield and Jim Healy Circuit Court No. 2015CV374

President Jeffords read aloud

Motion by Trustee Wolff to enter into Closed Session pursuant to Wisconsin State Statutes, Section 19.85(1)(g); Seconded by Trustee Neu; Motion carried unanimously by voice vote.

6. RECONVENE IN OPEN SESSION

a. Discussion/Action regarding matters addressed in Closed Session Outlined above

Motion by Trustee Collins to reconvene in Open Session; Seconded by Trustee Brandner; Motion carried unanimously by voice vote.

No action taken

7. ADJOURNMENT

Motion by Trustee Wolff to adjourn the meeting at 10:21 PM; Seconded by Trustee Brandner; Motion carried without objection.
Respectfully Submitted,

Jim Healy
Village Administrator
1. Call to Order/ Roll Call
The meeting was called to order by Village President John Jeffords at 7:00 PM. A quorum of the Village Board was present. Present: Village Board of Trustees; Bill Collins, Dan Neu, Tom Wolff and Rock Brandner.

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

2. Verification of Compliance with Open Meeting Law
Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the 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. PUBLIC COMMENTS:
Ms. Danah Zoulek, 609 Scenic Road, Ms. Zoulek stated that she is fed up and believes that we as a Village can do better. Ms. Zoulek noted that while she understands the Village of Richfield taxes are lower, she feels there are no services offered in the community. Lastly, Ms. Zoulek stated that money could be saved by cutting staff and salaries.

5. CONSENT AGENDA
   a. Vouchers for Payment
   b. Treasurer’s Report
   c. Meeting Minutes:
      i. December 20, 2018 - Regular Meeting
   d. New Operators License Applications
   e. Resolution R2019-01-01, A Resolution Honoring the Public Service of Deputy Keith Kiupelis
   f. Resolution R2019-01-02, A Resolution to Petition for the Alteration and Improvement of an at-grade Crossing

Motion by Trustee Brandner to approve the Vouchers for Payment, Treasurer’s Report, Minutes of the December 20th Regular Meeting, New Operators License Applications per the attached list, Resolution No. R2019-01-01, A Resolution Honoring the Public Service of Deputy Keith Kiupelis and Resolution No. R2019-01-02, A Resolution to Petition for the Alteration and Improvement of an at-grade Crossing; Seconded by Trustee Neu; Motion carried without objection.

6. DISCUSSION/ACTION
   a. Discussion/Action regarding the authorization to purchase Plow Truck #12 per the adopted 2019 Village Budget

Motion by Trustee Wolff to authorize the Village Administrator to execute an agreement for the purchase of an International Truck chassis as outlined in the proposal outlined herein for the cost of $97,805 and to execute a second agreement with Burke Truck and Equipment for a 2019 Multi-Purpose Patrol Truck Package as outlined in their proposal for the cost of $79,050, with direction to authorize the Deputy Treasurer to issue a
down-payment in the amount of $39,525 to receive a 1.5% discount on the package body all per the adopted 2019 Village Budget; Seconded by Trustee Neu; Motion carried without objection.

b. Discussion/Action regarding the establishment of a Developer's Agreement with Mr. Steven Schmidt for the extension of Whitetail Run

Administrator Healy provided the following information:

One legal question that was raised by Attorney John Macy was whether an agreement exists between the Village and the homeowner's association for Whitetail Hideaway for that portion of the T-Turnaround which occupies space on Outlot 3 and Outlot 4 as referenced on the prepared CSM. The surveyor for the applicant believes there may be an existing easement for the benefit of road construction, but that has yet to be determined. The goal would be to ensure that the work done by the Developer is either duly authorized by the HOA or consistent with any previously established agreements. Additionally, a warranty for one (1) year as oppose to two (2) years should be included in the Final Developers Agreement as well as granting them the ability to perform the work in a single lift given the smaller scope of the project.

Motion by Trustee Neu to conditionally authorize the Village President and Village Clerk to sign the proposed Developer's Agreement subject to the following Specific and General Conditions of Approval:

Specific Conditions of Approval:

1. Prior to the execution of the Developer's Agreement the applicant shall satisfy all previously issued Conditions of Approval for the attached Certified Survey Map. The Certified Survey Map shall then be registered at the County Register of Deeds contemptuously with the Developer's Agreement.

2. The Village shall receive in writing, to the satisfaction of the Village Attorney, the proposed legal method from the Developer intends to utilize for the proposed construction outside of the Village's right-of-way in the Whitetail Hideaway Outlots or that their work is duly authorized by the HOA.

General Conditions of Approval:

1. The subdivision shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, the Village Attorney, the Village Administrator, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.

2. The subdivision shall, on demand, reimburse the Village 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. Any unpaid bills owed 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, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. 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 this approval.

Seconded by Trustee Brandner; Motion carried without objection.
c. **Discussion/Action regarding the utilization of Fire Impact Fees towards the annual BCPL loan payment for the Richfield Volunteer Fire Company Station No. 2**

President Jeffords thanked the anonymous donor for their donation.

Trustee Dan Neu recused himself due to his involvement with the Richfield Volunteer Fire Company.

Motion by Trustee Collins to authorize the Village Administrator to advise the BCPL of the Village’s desire to make an additional payment in the total amount of $134,907.95 which is comprised of $58,946.36 from the Village’s accumulated Fire Impact fees, $2,000 from an anonymous donation, and $73,961.59 from the Richfield Volunteer Fire Company to be paid on or before March 15, 2019; Seconded by Trustee Wolff; Motion passed 4-0.

d. **Discussion/Action to create a License Agreement to Farm Public Lands on portions of Village-owned parkland identified by Tax Keys: V10_025200B, V10_0193, V10_019300A, and V10_0184**

Administrator Healy provided the following information:

For decades, the Village has operated on “handshake deals” regarding the farming of Village land. We have traditionally held relationships with our local farms that benefit the Village in a number of ways. For instance, the land directly east of Fireman’s Park is maintained by Mr. Terry Kohl is not planted with crops, but rather, is cut twice a year with the grass bailed and removed prior to Richfield Days where cars are parked. This saves the Village a considerable amount of time and money as well as provides a pure community benefit at zero cost to the taxpayer.

During the November Park Commission meeting, it was agreed upon by the Commissioners that there should be a land use agreement drafted for the purpose of formalizing terms between the individuals who farm public land and the Village of Richfield. It is the recommendation of the Village Attorney that rather than create a “lease agreement” to instead pursue the matter in the form of a “license agreement”. That way, there are no “landlord-tenant” relationships which could complicate matters should the agreement turn sour.

Trustee Brandner stated that both Mr. Kohl and Mr. Lofy do a great job and he hopes that they will continue doing it.

Trustee Wolff stated that he likes the protection of having a License Agreement for the Farming.

Trustee Collins asked Administrator Healy if there is any liability to the Village with this type of agreement.

Administrator Healy said he was working with the Village Attorney regarding any liability issues.

**Motion by Trustee Brandner to conditionally approve the proposed “License Agreement to Farm Public Land” and to openly allow Staff to negotiate with Mr. Herb Lofy and Mr. Terry Kohl regarding the farming on public land identified by Tax Key: V10_025200B, V10_0193, V10_019300A, and V10_0184; Seconded by Trustee Collins: Motion carried without objection.**
Village of Richfield  
4128 Hubertus Road, Hubertus, WI  
Village Board Meeting Minutes January 17, 2019  
7:00 pm

c. Discussion/Action regarding the execution of a contract with Accurate Surveying & Engineering LLP for surveying services

Motion by Trustee Neu to authorize Village Staff to execute an agreement for services as outlined in the proposal dated December 11, 2018 from Accurate Surveying and Engineering LLP for land identified by Tax Keys: V10_015500F and V10_018700Z; Seconded by Trustee Wolff; Motion carried without objection.

7. PUBLIC COMMENTS – No Additional Comments

8. ADJOURNMENT

Motion by Trustee Wolff to adjourn the meeting at 7:57 PM; Seconded by Trustee Brandner; Motion carried without objection.

Respectfully Submitted,

Jim Healy  
Village Administrator
5 d
2018-2019

"NEW"

OPERATOR’S LICENSE

APPLICATIONS

• See Attached List
# 2018-19 NEW OPERATORS LICENSES

**Meeting Date:** February 21, 2019  
**Submitted by:** Deputy Clerk, Cox

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<td>Sarah</td>
<td>Held</td>
<td>Pioneer Bowl</td>
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5e

Will be forthcoming
6a & 7b
VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM
MEETING DATE: February 21, 2019

SUBJECT: Rezoning —Michael E. and Dawn M. Shea— Property located at 4231 STH 167 (Tax Key: V10_0430025003) from Rs-2 to A-2

DATE SUBMITTED: February 15, 2019

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO ACCEPT THE RECOMMENDATION OF THE PLAN COMMISSION FOR THE REZONING PETITION FOR THE PROPERTY LOCATED AT 4231 STH 167 (TAX KEY: V10_0430025003) FROM Rs-2 SINGLE FAMILY RESIDENTIAL DISTRICT TO A-2, GENERAL AGRICULTURAL DISTRICT?

ISSUE SUMMARY:

The Village was approached by the petitioner during the month of December regarding the zoning of the subject property and its allowable uses located at 4231 STH 167 (Tax Key: V10_0430025003). The property is presently zoned Rs-2, Single Family Residential District which is intended to provide for single-family residential development at densities not exceeding 0.67 dwelling unit per net acre.

The subject property currently has 10.02 acres and has several agricultural buildings such as barns and siloes. It was once a part of the Mr. Thomas Wiedmeyer farm. At one-time, this property was 13.2 acres and was rezoned by Ordinance as A-2. The minutes from the May 6, 1993 Plan Commission meeting are attached herein for your convenience. The 13.2 acres were then subsequently subdivided by CSM 4363. The parcels that were created were Parcel 1 at 1.58ac, Parcel 2 at 1.61ac, and Parcel 3 at 10.02ac (total of ~13.2). These parcels were likely created and all rezoned to Rs-2 as they are presently noted on our Zoning Map. Why the "parent parcel" at 10.02ac was ever rezoned to Rs-2 remains a mystery to Staff. Anecdotally, from speaking with former Plan Commission Vice-Chairman Jeff Klug, it was always his understanding that the subject property remained A-2 because there was a business “Country House Coffee” which had a Conditional Use Permit to operate a “roadside stand”.

However, for a longer period of time, the subject property was a well-known horse boarding facility that went by the name of “Great Day Acres”. The primary function of this property has historically been the keeping and raising of horses. Additionally, a Conditional Use was granted to the Shea family in 2011 to expressly allow for the use of horse stables which remain on the property to this day. They could petition for the Conditional Use because they were a property of more than 4 acres, were not in a residential subdivision and met the criteria applicable to all single-family residential homes for the keeping and raising of livestock. Unfortunately, now, circumstances have changed and the property owner is looking to sell the property, which in-turn, vacates the existing Conditional Use. It is the desire of the property owner that the “stables” on the property be a listed permitted use.

At the Plan Commission meeting held on February 12, 2019, the Village Plan Commission voted to recommend to the Village Board to rezone the subject property to A-2, General Agricultural District. The vote was without objection while several of the Commission members stated their belief that the most appropriate zoning of the property was indeed A-2 based on the long-standing features on the subject property. This type of a petitioned rezoning is permissible pursuant to the Village's Future Land Use Map and has been done by this body on several occasions.

A-2, Intent. “The A-2 General Agricultural District is intended to provide for, maintain, preserve, and enhance agricultural lands historically utilized for crop production but which are not included within the A-1 Exclusive Agricultural District and which are generally best suited for small farm units, including truck farming, horse farming, hobby farming, orchards, and other similar agriculture related farming activities.”
VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: February 21, 2019

SUBJECT: Rezoning —Michael E. and Dawn M. Shea— Property located at 4231 STH 167 (Tax Key: V10_0430025003) from Rs-2 to A-2

DATE SUBMITTED: February 15, 2019

SUBMITTED BY: Jim Healy, Village Administrator

A Public Hearing is scheduled for February 21st, and pursuant to our Village Code, a Class II Notice ran for two (2) consecutive weeks in the Daily News. Property owners were also notified in excess of 10 days prior to the meeting subject to the direction from Mr. Jeff Klug which have been included for your convenience.

FISCAL IMPACT:

| Initial Project Costs: N/A |
| Future Ongoing Costs: N/A |
| Physical Impact (on people/space): Continued equestrian use. |
| Residual or Support/Overhead/Fringe Costs: N/A |

ATTACHMENTS:

1. Class II Public Hearing Notice
2. Ordinance O2019-02-01, an Ordinance to rezone parcel V100430025003 from Rs-2 to A-2
3. Conditional Use Application 2011-7-1
4. Certified Survey Map 4363
5. Washington County GIS Aerial Overview from approximately 1990
6. Plan Commission meeting minutes from May 6, 1993
7. Letters of Support for A-2 Zoning (undated)

STAFF RECOMMENDATION:

Motion to approve Ordinance O2019-02-01, an Ordinance to rezone the property located at 4231 STH 167, identified by Tax Key: V10-0430025003, from Rs-2, Single Family Residential District to A-2, General Agricultural District.

<table>
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<th>APPROVED FOR SUBMITTAL BY:</th>
<th>VILLAGE CLERK USE ONLY</th>
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NOTICE OF PUBLIC HEARING
VILLAGE OF RICHFIELD
Thursday, February 21, 2019

PLEASE TAKE NOTICE:

Notice is hereby given, pursuant to Section 19.84, Wis. Stats., and provisions of the Village of Richfield Code of Ordinances, that the Village of Richfield Village Board will conduct two (2) public hearings on Thursday, February 21, 2019 at 7:00 p.m. at the Village Hall, located at 4128 Hubertus Road, Hubertus, WI 53033 to consider the following:

1) Rezoning Petition by Mr. Michael E. and Dawn M. Shea for an Rs-2, Single Family Residential District property located at 4231 STH 167 (Tax Key: V10_0430025003) to be Rezoned to A-2, General Agricultural District.

2) Petitioned Ordinance amendments from Monches Investments LLC. to amend various sections of Section 70.193 entitled Rs-1B, Single-Family Cluster/Open Space Residential District and 70.209 entitled UC, Upland Conservancy District.

For information regarding these petitions, please contact Jim Healy, Village Administrator at (262)-628-2260. This application is available during normal business hours. All interested parties will be heard.

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's Office at (262)-628-2260 with as much advanced notice as possible.

Dated this 4th day of February 2019

Publication Dates:
February 7, 2019
February 14, 2019

Jim Healy
Village Administrator
Village of Richfield
4128 Hubertus Road
Hubertus, WI 53033
(262)-628-2260
AN ORDINANCE TO REZONE THE FOLLOWING PARCEL V10_0430025003 VILLAGE OF RICHFIELD AND TO AMEND THE ZONING MAP OF THE VILLAGE OF RICHFIELD PURSUANT TO SECTION 70.163 OF THE MUNICIPAL CODE

WHEREAS, the property owner is acting as the petitioner to rezone the following parcel of land, Tax Key: V10_0430025003 from Rs-2, Single Family Residential District to A-2, General Agricultural District; and

WHEREAS, the subject properties contain the minimum acreage required for properties in the A-2, Exclusive Agricultural District with 10.02 Acres; and

WHEREAS, the rezoning petition has been submitted to the Village of Richfield Plan Commission for report and recommendation; and

WHEREAS, the required public notice of the public hearing has been provided consistent with Section 62.23 of the Wisconsin Statutes and the Village’s zoning regulations; and

WHEREAS, the Village Board conducted a public hearing on February 21, 2019; and

WHEREAS, the Plan Commission has recommended to the Village Board that the rezoning change be made; and of the recommendation of the Plan Commission, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, having determined that the rezoning is consistent with the Village’s Comprehensive Plan, and having based its determination on the effect of granting of said rezoning on the health, safety, and welfare for the community, and the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved, as well as the impact on the surrounding properties as to the noise, dust, smoke, odor and others, has hereby determined that the rezoning will not violate the spirit or intent the zoning ordinance for the Village of Richfield, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of noise, dust, smoke odor or other similar factors and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the development is conducted pursuant to the following conditions and is in strict compliance with the same.

NOW, THEREFORE, the Village of Richfield Village Board, Washington County, Wisconsin ordains as follows:

Section 1. Zoning Map Change
The subject property is hereby rezoned as described above and depicted in Exhibit 1, attached hereto, and the zoning map of the Village of Richfield is hereby amended to incorporate the zoning of the subject property.

Section 2. Effective Date
This ordinance shall be in full force and effect from and after its passage and posting or publication as provided by law.

Adopted this 21st day of February 2019

Attest:

________________________
John Jeffords, Village President

Attest: Jim Healy, Village Administrator/Clerk
February 15, 2019

ArcGIS WebMap
The Village Board of the Village of Richfield, Washington County, Wisconsin DO ORDAIN AS
FOLLOWS:

Whereas, a petition has been filed by MICHAEL E. SHEA ("Petitioner"); and

Whereas, the Petitioner seeks a Conditional Use Permit to be issued for his property located at
4231 STH 167 (Tax Key: V10-0430-025-003); Hubertus, WI 53033; and

Whereas, the property is zoned Rs-2, Single Family Residential District; and

Whereas, Petitioner seeks a Conditional Use Permit to raise horses; and

Whereas, upon receipt of a written application for a Conditional Use Permit filed by the
Petitioner, the Village Clerk properly referred such petition to the Plan Commission for the
Village of Richfield for determination; and

Whereas, upon receipt of the petition by the Village Clerk, the Plan Commission for the Village
of Richfield scheduled a public hearing thereon as soon as practical; and

Whereas, upon publication of the required "Notice of Public Hearing" and mailing of said
"Notice of Public Hearing" to all property owners that are within 300 feet of Subject property, the
Plan Commission and Village Board for the Village of Richfield held a joint public hearing on
July 7, 2011, as required by Section 70.241 of the Zoning Code for the Village of Richfield; and

Whereas, the raising of horses is one of the Conditional Uses allowed in all zoning districts as
stated in 70.301(E)(6) of the municipal code; and

Whereas, the Petitioner meets all the minimum standards and criteria for the granting of this
Conditional Use; and

Whereas, the Plan Commission for the Village of Richfield, following the public hearing and
necessary study and investigation, have given the matter due consideration, and having based its
determination on the effect of granting such Conditional Use Permit on the health, general
welfare, safety and economic prosperity of the Village and specifically of the immediate
neighborhoods surrounding said location, and having given due consideration to the municipal
problems involved, as well as impact on the surrounding properties hereby determine that the use
of a restaurant will not violate the spirit or intent of the Zoning Ordinance for the Village of
Richfield, will not be contrary to the public health, safety or general welfare of the Village of
Richfield, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of smoke,
dust, odor or other similar factors and will not for any other reason cause a substantial adverse
effect on the property values and general desirability of the neighborhood as long as the
Conditional Use is operated pursuant to the following conditions and in strict compliance with the
same.
THEREFORE IT IS ORDERED AS FOLLOWS:

Commencing upon the date hereof, a Conditional Use Permit for the subject premises is hereby granted. The Conditional Use Permit shall continue in existence only so long as the Use is operated in compliance with this permit.

A. This Conditional Use Permit is granted to Michael E. Shea subject to the following conditions:

1. **Subject Property:** This Conditional Use Permit is limited to 4231 STH 167.
2. **Use Restricted:** The use of Subject Property is subject to the following limitations:
   a. The keeping and raising of livestock shall be an accessory use to the lot or parcel exclusively for the personal enjoyment and/or consumption of the owner(s) of the property and not related to nor part of a commercial business or operation.
   b. The Petitioner is restricted to the following:
      - One horse per whole acre or 10 horses total
3. **Structure:** The horses will be kept in an 8 stall barn located on the Petitioner's property designed specifically for horses.
4. **Acceptance:** The property owner is required to accept the terms and conditions of this order in its entirety, in writing.

B. In addition to the use authorized by this conditional use order, the subject property may be used for those uses authorized by the zoning regulations applicable to the zoning district in which the subject property is located. Such uses shall, however, be subject to the prior approval of the Plan Commission through the plan of operation approval process and shall be depicted on the site plan as may be amended from time-to-time with the approval of the Plan Commission.

C. No Use is hereby authorized unless the Use is conducted in a lawful, orderly, and peaceful manner. Nothing in this order shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption or exception to any law, ordinance, order or rules of either the municipal governing body, the County of Washington, the State of Wisconsin, the United States of America or other duly constituted authority, except only to the extent that it authorizes the use of the subject property above described in any specific respects described herein. This order shall not be deemed to constitute a building permit, nor shall this order constitute any other license or permit required by the Village Ordinance or other law.

D. This Conditional Use hereby authorized shall be confined to the subject property described, without extension or expansion other than as noted here, and shall not vary from the purposes herein mentioned unless expressly authorized in writing by the Plan Commission as being in compliance with all pertinent ordinances.

E. If the property owner does not establish the use authorized by this approval within 6 months of the approval date, this order is null and void. Prior to expiration, the property owner may request an extension and the Village Board may approve an extension with good cause.

F. Should the permitted Conditional Use be abandoned in any manner, or discontinue in use for twelve (12) months, or continued other than in strict conformity with the conditional of the original approval, or should the petitioner be delinquent in payment of any monies due and owing to municipality, or should a change in the character of the surrounding area or the use itself cause it to no longer be compatible with the surrounding area or for similar cause based upon the consideration of public health, safety or welfare, the Conditional Use may be terminated by action of the Plan Commission, pursuant to the enforcement provisions of this Conditional Use Order.
G. Any change, addition, modification, alteration and/or amendment of any aspect of this conditional use, including, but not limited to an addition, modification, alteration and/or amendment to the use, premise, structures, lands or owners, other than as specifically authorized herein, shall require a new permit and all procedures in place at the time must be followed.

H. Unless this Conditional Use Permit express states otherwise, plans that are specifically required by this conditional use order may be amended to be minor and consistent with the Conditional Use Permit. Any change in any plan that the Plan Commission feels, in its sole discretion, to be substantial shall require a new permit, and all procedures in place at the time must be followed.

I. Should any paragraph or phrase of this Conditional Use Permit be determined by a Court to be unlawful, illegal or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the Conditional use and the remainder shall continue in full force and effect.

J. If any aspect of this Conditional Use Permit or any aspect of any plan contemplated and approved under this Conditional use is in conflict with any other aspect of the Conditional Use or any aspect of any plan of the Conditional Use, the more restrictive provision shall be controlling as determined by the Plan Commission.

Passed this 21st day of July, 2011

[Signatures]

Joshua Schiemann, Village Administrator/Clerk/Treasurer

ACCEPTANCE BY PROPERTY OWNER

We, Michael E. Shea and Dawn M. Shea, accept the terms stated herein.

Dated this 21st day of July, 2011

Michael E. Shea
Property Owner

Dawn M. Shea
Property Owner
CERTIFIED SURVEY MAP NO.

BEING A REDIVISION OF LOT 25, HOLY HILL ESTATES, LOCATED IN THAT PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 16, TOWN 9 NORTH, RANGE 19 EAST, IN THE TOWN OF RICHFIELD, WASHINGTON COUNTY, WISCONSIN.

LAND TECH ENGINEERING, INC.
530 HARTHROOK DRIVE HARTLAND, WI 53029
(414)367-7599

SCALE: 1"=200'

LOCATIONS MAP
N.E. 1/4 OF
SECTION 16, T9N, R19E
SCALE: 1"=2000'

UNPLATTED LANDS
ISHNALA SUBDIVISION
S.T.H. "167"

PARCEL 3
436,993 S.F.
10.02 AC.

PARCEL 1
200.00

PARCEL 2
277.77

PARCEL 1
168.22

PARCEL 3
308.15

508.15

50' SETBACK LINE

60' HIGHWAY
SETBACK LINE

20' STORM
DRAINAGE EASEMENT

60' HIGHWAY
SETBACK LINE

66'

N.E. CORNER
OF THE N.E. 1/4
SECTION 16

N.E. CORNER
OF THE N.W. 1/4
SECTION 16

S.T.H. "167"

191.63

S.89°55'32"E. 627.14

S.89°55'32"E. 363.56

S.89°55'32"E. 1320.90

0' 50' 100' 200' 300' 400'

S.89°44'49"W. 508.15

S.89°55'32"W. 363.56

S.00°15'11"E. 50.00

S.00°15'11"E.

33'

33'
CERTIFIED SURVEY MAP NO.

Being a redivision of lot 25, Holy Hill Estates, located in that part of the Northwest 1/4 of the Northeast 1/4 of Section 16, Town 9 North, Range 19 East, in the Town of Richfield, Washington County, Wisconsin.

CURVE DATA

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SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN ) SS
WAUKESHA COUNTY )

I, Norbert F. Stachowski, Registered Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped a redivision of lot 25, Holy Hill Estates, located in that part of the Northwest 1/4 of the Northeast 1/4 of Section 16, Town 9 North, Range 19 East, in the Town of Richfield, Washington County, Wisconsin, being more particularly bounded and described as follows:

Commencing at the Northeast corner of the Northeast 1/4 of Section 16, thence South 89°55'32" West along the North line, of the said Northeast 1/4 Section, 1320.90 feet to a point in the Northeast corner of Holy Hill Estates; thence South 00°15'11" East, 50.00 to the South line of S.T.H. "167", thence South 89°55'32" West along the South line of S.T.H. "167", 363.56 feet to the place of beginning of the lands hereinafter described:

Running thence South 15°45'11" East, 493.56 feet to a point in a curve; thence Southwesterly, 445.99 feet along the arc of said curve, whose radius is 343.00 feet, whose center lies to the Southeast and whose chord bears South 36°59'49" West, 415.23 feet to a point of tangency; thence South 00°15'11" East, 109.54 feet to a point; thence South 89°44'49" West, 508.15 feet to a point; thence North 00°13'29" West, 917.63 feet to a point in the South line of S.T.H. "167"; thence North 89°55'32" East along the South line of S.T.H. "167", 627.14 feet to the point of beginning.

That I have made such a survey, land division and plat under the direction of Jerome A. Bence, Jr., Thomas Wiedmeyer and Patricia Wiedmeyer, owners of said land.

That such a plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the.
4. The land referred to in this Commitment is situated in the County of WASHINGTON, State of Wisconsin, and described as follows:

Lot Three (3) of Certified Survey Map No. 4363, as recorded in the office of the Register of Deeds for Washington County in Volume 29 of Certified Survey Maps page 28, as Document No. 674493, being a redivision of Lot Twenty-five (25), Holy Hill Estates, located in that part of the Northwest One-quarter (1/4) of the Northeast One-quarter (1/4) of Section Sixteen (16), Township Nine (9) North, Range Nineteen (19) East, in the Town of Richfield, Washington County, Wisconsin.

Tax Key No. T10-0430-025-003

SHOWN FOR REFERENCE ONLY
4231 HWY 167
HUBERTUS, WISCONSIN 53033
Plan Commission Meeting

Town Hall, Town of Richfield, Washington County, WI
May 6, 1993
7:30 P.M.

Present: Chairman Edward Stuesser, Commissioners James Berenz, Jerry Becker, John Jeffords, George Schlesinger, Jack Kreuser and William Neureuther. Also present were Town Supervisors Richard Becker, Daniel Goetz, David Radermacher, Ralph Schulteis, Town Engineer Carl Rowlands, Town Planner Russell Knetzger and Clerk Joyce M. Jung.

Call to Order, determination of quorum and proper notices.
Chairman Stuesser called the meeting to order at 7:30 P.M. noting that a full quorum of both the Plan Commission and Town Board were present. He also noted that the notices of the meeting had been properly posted and publicity notified.

Pledge of Allegiance.
Chairman Stuesser asked everyone in attendance to stand and recite the Pledge of Allegiance.

Approval of Agenda. Communications. Mr. Elder requested to present a brief update on Red Oaks Subdivision in Section 14 and John Geisler, possible sale of fire works 167 & 41. A motion was made by William Neureuther, seconded by George Schlesinger to approve the agenda as printed and posted with the two (2) above additions listed under communications. Motion Carried.

Minutes of April 1, 1993 Meeting. There being no corrections, a motion was made Jack Kreuser, seconded George Schlesinger to approved the minutes as printed and adopted. Motion Carried.

Consideration of the Rezoning of Thomas Wiedmeyer property in Section 16 from Agricultural to RS-2 and RS-1.
Carl Rowlands letter dated April 8, 1993 recommended the following zoning categories from A-1 Agricultural to:
A-2--13.93 acres...RS-1--8.0 acres...RS-2--130.6 acres.
This would be consistent with our policy to rezone areas as they are being used and would require a future rezoning based on a submitted CSM for Leo Wiedmeyer and a plat for the owner of outlot 1 (the 13.93 acres). Because the A-2 zoning was not listed on the rezoning petition the Commission discussed whether it could vote a change the petitioner had not requested. It was decided the Commission could leave the 13.93 acre area as A-1. A motion was made by William Neureuther, seconded by John Jeffords to rezone the Thomas Wiedmeyer property in Section 16 from A-1 Agricultural as follows:
Outlot #1/13.2 acres remain in A-2 Agricultural....
Outlot #2/08.0 to RS-1.... and 130.6 acres to RS-2.
Motion Carried.
Hello Neighbors,

I’m sure you’ve heard by now that Tony and I are moving to Montana. The good news is that Great Day Acres will be open again. In fact, it is already open.

Your new neighbors, Marc and Lee Ann will be selling produce and crafts much as we did; well they’re a little neater than we were.

Anyway, we’d appreciate your support as Marc and Lee Ann apply for a return to A2 zoning (agricultural hobby farm). If you feel that Great Day Acres is an asset to our community, please scribble your name and address on this sheet along with any comments that express your feeling regarding Great Day Acres.

Marc needs to submit these with the proposal early next week, so if you could take a moment this weekend and mail it by Monday it would be most appreciated. Later returns will be hand submitted at the November 3rd and November 18th meetings.

I surely am going to miss y’all.

Thanks for your help, Jean

Name          Address

Anselm Klee    7330 Neary 167

Jennifer Klee

Comments:
It's good having Great Day Acres up and running again—missed it!
Hello Neighbors,

I’m sure you’ve heard by now that Tony and I are moving to Montana. The good news is that Great Day Acres will be open again. In fact, it is already open.

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I surely am going to miss y’all.

Thanks for your help, Jean

Name: Bernad Alberg

Address: 4252 Hy 167
Hubertus, WI

Comments: Great Day Acres has been our nearest neighbor for several years. We consider it an asset to be living across the road from them. Those who live with only people for neighbors are missing the joy of animals – chickens, horses, cats, etc. We hope their ag hobby farm continues.

Bernad Alberg
Hello Neighbors,

I’m sure you’ve heard by now that Tony and I are moving to Montana. The good news is that Great Day Acres will be open again. In fact, it is already open.

Your new neighbors, Marc and Lee Ann will be selling produce and crafts much as we did; well they’re a little neater than we were.

Anyway, we’d appreciate your support as Marc and Lee Ann apply for a return to A2 zoning (agricultural hobby farm). If you feel that Great Day Acres is an asset to our community, please scribble your name and address on this sheet along with any comments that express your feeling regarding Great Day Acres.

Marc needs to submit these with the proposal early next week, so if you could take a moment this weekend and mail it by Monday it would be most appreciated. Later returns will be hand submitted at the November 3rd and November 18th meetings.

I surely am going to miss y’all.

Thanks for your help, Jean

Name
Jennifer

Address
1899 Conestoga Ct., Richfield

Comments:
We really enjoy having Great Day Acres in town and would like to see it continue.
Hello Neighbors,

I’m sure you’ve heard by now that Tony and I are moving to Montana. The good news is that Great Day Acres will be open again. In fact, it is already open.

Your new neighbors, Marc and Lee Ann will be selling produce and crafts much as we did; well they’re a little neater than we were.

Anyway, we’d appreciate your support as Marc and Lee Ann apply for a return to A2 zoning (agricultural hobby farm). If you feel that Great Day Acres is an asset to our community, please scribble your name and address on this sheet along with any comments that express your feeling regarding Great Day Acres.

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I surely am going to miss y’all.

Thanks for your help, Jean

Name: Lee Alder
Address: 4252 Hwy. 167
P.O. Box 103
Hubertus, WI 53033

Comments:

I would love having Great Day Acres open again. Hearing the roosters crow and being able to buy eggs fresh from the roost are real pluses in my life.
Hello Neighbors,

I'm sure you've heard by now that Tony and I are moving to Montana. The good news is that Great Day Acres will be open again. In fact, it is already open.

Your new neighbors, Marc and Lee Ann will be selling produce and crafts much as we did; well they're a little neater than we were.

Anyway, we'd appreciate your support as Marc and Lee Ann apply for a return to A2 zoning (agricultural hobby farm). If you feel that Great Day Acres is an asset to our community, please scribble your name and address on this sheet along with any comments that express your feeling regarding Great Day Acres.

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I surely am going to miss y'all.

Thanks for your help, Jean

Name
NORB BERRES

Address
1318' HILLSDIE RD.

Comments:

GREAT DAY ACRES HAS ALWAYS BEEN AN ASSET TO THE COMMUNITY, BOTH FOR THE NEIGHBORS AND FOR THE HOLY HILL TOURISTS. IT ADDS TO THE COUNTRY FLAVOR AND WE'D LIKE TO SEE IT CONTINUE.
Hello Neighbors,

I’m sure you’ve heard by now that Tony and I are moving to Montana. The good news is that Great Day Acres will be open again. In fact, it is already open.

Your new neighbors, Marc and Lee Ann will be selling produce and crafts much as we did; well they’re a little neater than we were.

Anyway, we’d appreciate your support as Marc and Lee Ann apply for a return to A2 zoning (agricultural hobby farm). If you feel that Great Day Acres is an asset to our community, please scribble your name and address on this sheet along with any comments that express your feeling regarding Great Day Acres.

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I surely am going to miss y’all.

Thanks for your help,  Jean

Name  Address  
Mr. & Mrs. Daniel Maciejewski  4364 Hwy 167

Comments:  Welcome Neighbor
The family was so happy to see the little farm open to share fall experiences. The quadrants allowed the little guy to enjoy the animals and have fun roaming, without the big crowds.
7a
Subject: 2019 Groundwater Monitoring Program – Wellntel
Date Submitted: February 14, 2019
Submitted by: Jim Healy, Village Administrator

Policy Question: Does the Village Board wish to approve the 2019 contract for services with Wellntel for the Richfield groundwater monitoring program?

Issue Summary:

By adopting the Village’s 2019 budget, the Board has indicated a desire to continue its “groundwater monitoring program” for next year. In late 2018, the Village was notified by Dr. Douglas Cherkauer that he wishes to “retire” from doing the groundwater monitoring program which he has been doing on the Village’s behalf since the mid-2000’s when our Groundwater Protection Ordinance was originally adopted. In the 2019FY, the Village has budgeted $16,880 for services that were assumed to be rendered by Dr. Cherkauer.

It is the recommendation of Dr. Cherkauer that he passes the baton of reviewing the groundwater elevation levels to Wellntel, a Milwaukee-based company, which the Village has been working with over the last several years on the purchasing of their hardware and software which remotely monitors the elevation of the groundwater. To date, the Village has 25 units in place and we monitor a total of 41 wells.

Ms. Marian Singer, Co-founder and CEO of Wellntel (https://www.wellntel.com/), will be on-hand to discuss the proposed contract presented before you tonight. It is important to note that Dr. Cherkauer will still be involved reviewing drawdown studies for compliance with our Ordinances and that this proposal is for the process of monitoring the groundwater levels, analyzing the data, and continuing the maintenance on their hardware.

The proposed contract with Wellntel is an estimated cost of expenditures for 2019, which is $22,795. The difference in the budgeted amount from 2019 and the proposed estimated contract amount is $5,915. It would be the recommendation of Staff that we utilize 1/3 of the $18,000 budgeted in 2019FY for Consultant Planner Tim Schwecke to cover the additional costs for contracted services.

Fiscal Impact:

Initial Project Costs: $22,795
Future Ongoing Costs: Variable.
Physical Impact (on people/space): Continuation of Groundwater Monitoring
Residual or Support/Overhead/Fringe Costs: Administrative

Attachments:
1. Groundwater Report to Richfield Village Board – Dr. Douglas Cherkauer, December 2018
2. Village of Richfield Network Operation and Maintenance Proposal - Wellntel

Staff Recommendation:

Motion to direct the Village President to execute an agreement with Wellntel for the continuation of the Village’s Groundwater Monitoring Program for fiscal year 2019.
**Village of Richfield**

**Village Board Communication Form**

**Meeting Date:** February 21, 2019

**Subject:** 2019 Groundwater Monitoring Program – Wellntel

**Date Submitted:** February 14, 2019

**Submitted By:** Jim Healy, Village Administrator

<table>
<thead>
<tr>
<th>Approved For Submittal By:</th>
<th>Village Administrator</th>
</tr>
</thead>
</table>

<table>
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<tr>
<th>Village Clerk’s Use Only</th>
<th>Board Action Taken</th>
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<tr>
<td>Resolution No.</td>
<td>Continued To:</td>
</tr>
<tr>
<td>Ordinance No.</td>
<td>Referred To:</td>
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<tr>
<td>Approved</td>
<td>Denied</td>
</tr>
<tr>
<td>Other</td>
<td>File No.</td>
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</tbody>
</table>

**Staff Member**

[Signatures]
Groundwater Report
to Richfield Village Board

Status of our resource at end of 2018
and
Proposed transition in GW program

Doug Cherkauer
Professor of Hydrogeology Emeritus
December 20, 2018
2018 Richfield Monitoring Array

- Tapedown – no change (6)
- Tapedown – possible (8)
- WellIntel systems (25) (3 are offline)
- Transducers (2)
Village water level is up an average of ~4.0 feet since 2004. [It was 3.0 feet in September]

All regions are also up.

Currently water levels are rising in the fall – very unusual.

But it’s difficult to see differences
Cumulating each region's change from the starting water levels makes differences more apparent.

Shows 2 things:

Groundwater supply is doing well.

No major concerns. All areas increasing or stable, but SE bears watching.
Transition from manual readings to automated system

- Over the past 3 years, goal has been to automate Richfield’s monitoring and go from 6 readings per year to 2 per day

- Have selected WellIntel systems, because they are: unique, local, accurate, well-supported, always improving
  They have the expertise and capability to operate and maintain our monitoring array.

- Following is a brief run-through of the WellIntel system.
  We have 25 already in place.
Dashboard – What WellIntel provides

**Depth to Water**

- Manual data are incomplete
- Caught small spring recharge on only some
- Missed 2 low levels
- Partial capture of fall recharge

**Well 1(SE) - Well 34 (SW)**

- Limited spring recharge
- Unusual fall recharge

**Rank out of 22 years**

- Jan: 1
- Feb: 2
- Mar: 3
- Apr: 4
- May: 2
- Jun: 6
- Jul: 11
- Aug: 12
- Sep: 2
- Oct: 3
- Nov: 18
Plan is to increase automation from 25 to 31 wells by 2020, and for me to retire from monitoring and data handling (soon).

WellInte is the logical organization to continue the monitoring program.

Have asked them to prepare a proposed contract to show what that would cost.

Following is an estimate for the first 2 years.

It assumes:
Continued expansion from 25 to 31 systems,
Continued use of 2 transducers.
### WellIntel’s Proposed Budget

<table>
<thead>
<tr>
<th>Tasks</th>
<th>Year 1 (25 systems; 15 non)</th>
<th>Year 2 (28 systems; 11 non)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarterly manual readings of non-system sites</td>
<td>$5,000</td>
<td>$2,500</td>
</tr>
<tr>
<td>Maintenance/upgrades of WellIntel systems</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Replacement hardware (batteries, sounders, sensors)</td>
<td>$2,325</td>
<td>$3,630</td>
</tr>
<tr>
<td>Dashboard data services &amp; annual report to Board</td>
<td>$7,970</td>
<td>$7,970</td>
</tr>
<tr>
<td>Array review and upgrade at start of contract</td>
<td>$2,500</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total cost</strong></td>
<td><strong>$22,795</strong></td>
<td><strong>$19,100</strong></td>
</tr>
</tbody>
</table>
Asking the Board
to consider this transition and proposed budget
as the way to maintain Richfield’s groundwater
monitoring program into the future.

Tonight we are here to answer questions
from the Board and to provide further information.
Village of Richfield Network Operation and Maintenance Proposal

This proposal is for WelIntel to assume, on an annually renewed contract basis, the operation and maintenance of the Village of Richfield’s groundwater-level monitoring network.

We’ve included monitoring and maintenance for the 41 wells, Data Services for the fleet and Annual Reports to the Village Board and hosting well owners. WellIntel will lead the operations and maintenance activity but will coordinate tightly with well owners and may occasionally ask for assistance with simple tasks like rebooting a gateway after a power failure.

Below are estimates for quarterly manual visits during the first two years of the contract. We anticipate a gain in efficiency in Year 2 and have reflected that in the Option 1 budget below. In Option 2, we’ve reflected the transition of 3 volunteer tapedowns to real-time WellIntel systems.

<table>
<thead>
<tr>
<th>YEAR ONE O&amp;M BUDGET</th>
<th>VISIT SCHEDULE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>WellIntel - one time charge - fleet review, upgrade and ready for O&amp;M contract</strong></td>
<td><strong>QUARTERLY</strong></td>
</tr>
<tr>
<td>Welintel - one time charge - fleet review, upgrade and ready for O&amp;M contract</td>
<td>$2,500</td>
</tr>
</tbody>
</table>

**Well visit schedule and monitoring - 8 full days per year**

- (22) WellIntel real-time systems maintenance and tapedown - 2x/year
- (3) WellIntel logging systems - download and tapedown - 6x/year
- (14) Tapedown wells - 6x/year
- (2) Pressure transducer download - 6x/year

**Consumable parts budget**

- Extreme weather batteries - 5
- Replacement sounders - 5

**Sensor replacement estimate**

- (3) Sensors - based length of service in the field and environmental wear and tear

**Annual board report & presentation and well owner letter**

**Data Services for WellIntel analytics dashboard**

$168/well/year, 40 wells in fleet

**TOTAL YEAR ONE BUDGET**

$22,795
**Village of Richfield Network Operation and Maintenance Proposal**

<table>
<thead>
<tr>
<th>OPTION 1 - YEAR TWO O&amp;M BUDGET</th>
<th>VISIT SCHEDULE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NO CHANGE TO FLEET - MORE EFFICIENT</strong></td>
<td><strong>QUARTERLY</strong></td>
</tr>
<tr>
<td><strong>Well visit schedule and monitoring - 7 full days per year</strong></td>
<td></td>
</tr>
<tr>
<td>(22) WellIntel real-time systems maintenance and tapedown - 2x/year</td>
<td></td>
</tr>
<tr>
<td>(3) WellIntel logging systems - download and tapedown - 6x/year</td>
<td></td>
</tr>
<tr>
<td>(14) Tapedown wells - 6x/year</td>
<td></td>
</tr>
<tr>
<td>(2) Pressure transducer download - 6x/year</td>
<td></td>
</tr>
<tr>
<td><strong>$8,750</strong></td>
<td><strong>$8,750</strong></td>
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<tr>
<td><strong>Consumable parts budget</strong></td>
<td></td>
</tr>
<tr>
<td>Extreme weather batteries - 6</td>
<td><strong>$360</strong></td>
</tr>
<tr>
<td>Replacement sounders - 6</td>
<td><strong>$270</strong></td>
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<tr>
<td><strong>Sensor replacement estimate</strong></td>
<td></td>
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<tr>
<td>(5) Sensors - based length of service in the field and environmental wear and tear</td>
<td><strong>$3,000</strong></td>
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<tr>
<td><strong>Annual board report &amp; presentation and well owner letter</strong></td>
<td><strong>$1,250</strong></td>
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<tr>
<td><strong>Data Services for WellIntel analytics dashboard</strong></td>
<td></td>
</tr>
<tr>
<td>$168/well/year, 40 wells in fleet</td>
<td><strong>$6,720</strong></td>
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<tr>
<td><strong>TOTAL YEAR TWO BUDGET - OPTION 1</strong></td>
<td><strong>$20,350</strong></td>
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## Village of Richfield Network Operation and Maintenance Proposal

### OPTION 2 - YEAR TWO O&M BUDGET

<table>
<thead>
<tr>
<th>Visit Schedule</th>
<th>VISIT SCHEDULE</th>
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<tbody>
<tr>
<td>3 VOLUNTEERS FROM TAPEDOWN TO WELLNTEL</td>
<td>QUARTERLY</td>
</tr>
</tbody>
</table>

**Well visit schedule and monitoring - 6 full days per year**

- (25) WellIntel real-time systems maintenance and tapedown - 2x/year
- (3) WellIntel logging systems - download and tapedown - 6x/year
- (11) Tapedown wells - 6x/year
- (2) Pressure transducer download - 6x/year

$7,500

**Consumable parts budget**

- Extreme weather batteries - 6
  - $360
- Replacement sounders - 6
  - $270

**Sensor replacement estimate**

- (5) Sensors - based length of service in the field and environmental wear and tear
  - $3,000

**Annual board report & presentation and well owner letter**

- $1,250

**Data Services for WellIntel analytics dashboard**

- $168/well/year, 40 wells in fleet
  - $6,720

**TOTAL YEAR TWO BUDGET - OPTION 2**

- $19,100
6b
&
7c
VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: February 21, 2019

SUBJECT: Various Ordinance Amendments to Sections 70.193 and 70.209
DATE SUBMITTED: February 15, 2019
SUBMITTED BY: Jim Healy, Village Administrator

**POLICY QUESTION:** DOES THE VILLAGE BOARD WISH TO ACCEPT THE RECOMMENDATION OF THE PLAN COMMISSION FOR THE DENIAL OF THE VARIOUS PROPOSED ORDINANCE AMENDMENTS TO SECTIONS 70.193 AND 70.209 OF THE ZONING CODE?

**ISSUE SUMMARY:**

The developers of Highland Ridge Subdivision have prepared an Ordinance Amendment for your consideration tonight. The proposed amendment was brought forward because of conversations had by the Plan Commission during the review process for the aforementioned subdivision which you will be considering later tonight. This amendment makes various changes to Village Code Sections 70.193, Single-Family Cluster/Open Space Residential District and to Section 70.209, Upland Conservancy.

The Village of Richfield has 21,507 acres of which, approximately 9.5% or 2,232 acres, are classified as “Woodlands” as defined by SEWRPC’s classifications. Of those 2,232 acres, 964 acres of them are zoned Upland Conservancy District. To help further illustrate the areas of the Village which are zoned “Upland Conservancy”, please refer to the Exhibit titled “Work Map 2” to better identify the areas. At the Plan Commission level on February 12th, lengthy discussion took place regarding the potential impact on the number of lots this proposed amendment would allow community-wide based on the figure of 2,232 acres. The number that should have been utilized to configure the number of potential lots should have been 964 acres. Staff believes that while the context of the discussion at the Plan Commission was appropriately framed, the number of resultant lots discussed was incorrect. However, in both cases and only applicable to the Highland Ridge Subdivision, we are talking about 1.5% of all land in the Village zoned Upland Conservancy versus the 0.68% which was discussed based on the incorrect assumption that overall in the Village there are ~2,200 acres of Upland Conservancy District property.

The Village has 57 parcels Zoned upland conservancy. The larger landmasses of where they are located as depicted below:

![Map of Richfield showing Upland Conservancy areas](image-url)
The policy decision for the Village Board is like the one which was discussed by the Plan Commission and Town Board back in 1996 when the “cluster subdivision” zoning was born in our community. I have included for reference of the Plan Commission key meeting minutes from this period where these types of policy issues were initially discussed. Chief among those decisions were how best to protect those lands in our community which are considered “environmentally sensitive”. It is the considered opinion of Staff that this proposed amendment was drafted in that same spirit. It makes recommendations to modify both the Rs-1b, Single-Family Cluster/Open Space Residential District and UC, Upland Conservancy District.

The proposed Ordinance Amendments that are before you tonight have been reviewed by both the Village’s Consultant Planner and the Village Attorney. Their thoughts and considerations have been incorporated into the draft before you this evening.
VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: February 21, 2019

SUBJECT: Various Ordinance Amendments to Sections 70.193 and 70.209
DATE SUBMITTED: February 15, 2019
SUBMITTED BY: Jim Healy, Village Administrator

A summary of those changes are as follows:

**Rs-1b**

- 70.193(A): The overall “Intent” has been slightly modified in the Rs-1b District. The information deleted were really development standards which otherwise do not illustrate the purpose of the District. These requirements that were Deleted (See MS Word Redline Markup) are still in our Code, but the actual “Intent” of why this District exists is believed to be better clarified.
- 70.193(E)(1): This language was deleted because it is essentially redundant.
- 70.193(E)(1)(a): The inclusion of this provision applies to any such lot of record which has dual zoning of Rs-1b and UC, Upland Conservancy.
- 70.193(E)(1)(b): Self-explanatory, to clarify that the following provisos lead to the “NBA”.
- 70.193(E)(1)(b)(vii): This language was done to be piercingly clear as to what we are referring to. If you refer to the “Work Map 2” Exhibit, you see how closely the UC District and the Environmental Corridor are to one another. For density calculations, this land was be counted at 50%.
- 70.193(E)(1)(c) and (i): Consultant Planner Schwecke believed that a “Step 3” was missing to describe how you arrive at the maximum number of residential lots, even though the “actual” number of lots may vary depending on the listed examples.
- 70.193(I): 100% of UC land must be kept and preserved in open space areas.
- 70.193(K): These terms were added to the “Cluster Design Criteria” to clarify meaning.

**UC**

70.209(E)(5): Created to tie-back to Section 70.193.

70.209(J): The thinking with adding in this language is that it would already be reviewed as a part of the 70.193 series and therefore this language is clarifying the potential for confusion.

Village Staff’s previous recommendation was for approval to the Plan Commission. However, based on the denial from the Plan Commission with their 3-3 vote, Village Staff feels it is appropriate to support the recommendation of the Commission.

**ATTACHMENTS**

1. Draft Ordinance O2019-02-02 various text amendments to Section 70.193 and 70.209
2. Chapter 11: Community Vision and Implementation, Comprehensive Plan (2014)
3. “Work Map 2” draft May 25, 2017
4. Village of Richfield Zoning Map
5. Richfield “Today and Tomorrow” (Revisited)
6. Plan Commission meeting minutes December 7, 1995
7. Town of Richfield Meeting Notice for January 15 and January 17, 1996
8. Plan Commission meeting minutes February 22, 1996
9. Plan Commission meeting minutes March 21, 1996
10. Plan Commission meeting minutes April 18, 1996
STAFF RECOMMENDATION:

Motion to deny Ordinance O2019-02-02, an Ordinance to amend various Sections of 70.193 and 70.209 of the Village Code.
Exhibit A.

70.193 RS-1B Single-Family Cluster/Open Space Residential District

A. Intent. The RS-1B single-family cluster/open space residential district is intended to provide for the development of agricultural and other open space areas that are at least 20 acres into single-family residential lots and permanently protected open space areas to:

i. Maintain and protect the rural character of the Village;

ii. Allow for the continuation of limited agricultural uses in those areas best suited for such activities and when the continuation of such activities would be compatible with adjoining nonfarm uses;

iii. Preserve, protect and minimize disturbance of the natural resources and environmentally sensitive areas in the Village.

B. Permitted principal uses. (NO CHANGE)

C. Permitted accessory uses. (NO CHANGE)

D. Conditional Uses (see section 70.241). (NO CHANGE)

E. Density, parcel size, lot area, width and frontage requirements. Density, parcel size, lot area, width and frontage requirements in the RS-1B district areas follow:

1. Density. The maximum number of residential lots in a proposed land division is calculated as follows:

   a. Step 1. Determine gross development area (GDA) in acres, which includes those lands designated as RS-1B and any adjoining lands within the same parcel that are designated Upland Conservancy (UC) district;

   b. Step 2. Subtract the following from the gross development area (GDA) determined in step 1 to obtain the net buildable area (NBA):

      i. One hundred percent of the land area within existing road, utility and other dedicated rights-of-way and easements;

      ii. Fifty percent of the water surface area located within the ordinary high water mark of navigable lakes, rivers, and streams;

      iii. Fifty percent of the land area designated as being within the one-hundred-year floodplain;

      iv. Fifty percent of the land area designated as wetlands;

      v. Ten percent of the land area having a slope of 12% to 20%;

      vi. Fifty percent of the land area having a slope of 21% or greater; and

      vii. Fifty percent of the land area that is designated, environmental corridor, on the future land use map in the Village's adopted comprehensive plan.
In calculating net buildable area the following shall apply: all areas in acres rounded to the nearest 1/10 of an acre, and where two or more categories overlap, the overlapping area shall be counted only once using the most restrictive category.

Step 3. Divide the net buildable area by 3 and round down to a whole number to obtain the maximum number of residential lots.

The calculated number of residential lots as described in this section sets the maximum number of lots that would be allowed. The actual number of lots in a proposed development may actually be less than that number because of (i) the shape of the parcel, (ii) dimensional standards for new lots, (iii) road requirements, (iv) the location of development constraints, and (v) any number of other factors.

2. Parcel Size. The development of individual residential lots shall be limited to parcels within this district that are not less than 20 gross acres. Existing rights-of-way shall not be included in the determination of gross parcel size.

3. Lot Area. Individual lots shall have a minimum net area of 1.25 acres. Existing, proposed and required rights-of-way and other dedications, easements and reservations of required open space areas shall not be included in the determination of net lot area.

4. Lot Width. Lot width shall be measured at the building setback line and shall be a minimum of 175 feet.

5. Frontage. Lots shall have not less than 50 feet of frontage abutting a public street, road, or highway.

F. Building height and size requirements. (NO CHANGE)

G. Building setbacks, yards, building coverage and lot disturbance. (NO CHANGE)

H. Off-street parking space. (NO CHANGE)

I. Open space requirements. Open space requirements in the Rs-1B district are as follows:

1. A minimum of 40% of the total gross area of a parcel developed under the provisions of this district shall be preserved as open space in one or more open space areas that are either designated, dedicated, reserved, or restricted for public or private use or enjoyment by property owners and/or occupants of adjoining land. If the land division includes land in the Upland Conservancy (UIC) district as allowed under subsection E above, then 100 percent of such area must be included in the open space area. Such open space shall not include areas required for public highways, roads or streets or individual on-site sanitary septic systems intended to serve residential lots.

2. Open space areas shall be comprised of:

   a. Undevelopable and indivisible outlots owned in equal undivided interest by the owners of the other lots or parcels within the subdivision plat or certified survey map as tenants in common (see open space area ownership and maintenance requirements in this section) and
designated as such on the subdivision plat or certified survey map for the parcel being
developed and in the deed of conveyance for each lot or parcel; and/or

b. Portions of lots or parcels under individual ownership within the development that are deed
restricted against further development, division and for perpetual open space or natural
resource protection, agricultural, and/or recreation use provided that:

i. Such lots or parcels under individual ownership are on lots or parcels 10 net acres or
more in area;

ii. Such deed restricted open space areas shall not include those portions of a lot or
parcel required for yards or building setbacks;

iii. Such deed restricted open space areas shall not exceed 50% of the total amount of
open space areas required under the provisions of this Rs-1B district;

iv. The allowance for open space areas on individual lots or parcels is proposed to
accommodate the continuation of an agricultural operation or activity in existence
prior to the effective date of the ordinance from which this section is derived or be
included as part of a recreational business use, including, but not limited to, golf
courses, driving ranges, sports clubs, polo fields, riding academies, horse stables.

J. Open space area ownership and maintenance requirements. (NO CHANGE)

K. Cluster development design criteria. The design and layout of residential lots or parcels and open space
outlots, should to the greatest extent possible satisfy the following:

1. Residential lots and open space outlots shall be designed and arranged to minimize the
destruction or alteration of natural resource features. In order of priority, open space outlots
should include the following natural resource, open space and agricultural features, in whole or in
combination, in order to maximize preservation of the Village’s rural character:

a. Lakes, ponds, rivers, streams, wetlands, shorelands and floodplains;

b. Woodlots and forests;

c. Steep slopes (greater than 12%).

d. Other areas located designated as environmental corridors, on the future land use map in
the Village’s comprehensive plan;

e. Other areas comprised of wet, poorly drained and organic soils;

f. Prairies; and

g. Other drainage and stormwater facilities.

h. Open space areas should be designed and arranged as contiguous areas having a minimum area
not less than 10% of the total gross area of the parcels being developed.

Deleted: in the Rs-1B district
Deleted: Individual
Deleted: , parcels
Deleted: located within the parcels proposed for development

Deleted: within
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Deleted: Primary, secondary and other farmlands as
designated in the county farmland preservation plan; and
3. Open space areas should be designed and arranged to:
   a. Provide a perimeter buffer not less than 50 feet in width between residential lots within the subdivision and adjoining property.
   b. Provide for the continuation of and cross access between existing and future open space areas on adjoining properties.
   c. Provide at least one pedestrian-type accessway or easement from each public subdivision street to each open space area within the development that is not less than 30 feet in width.
   d. Provide a minimum open space buffer not less than 200 feet in width between the nearest property lines for any residential lot and all state highways, county highways, and Village section line roads.
   e. Provide a minimum open space buffer not less than the following between the nearest property lines for any residential lot and the perimeter boundary of all wetlands currently inventoried and designated by the state department of natural resources (DNR), Army Corps of Engineers (ACOE), and/or state natural resources service (NRCS):
      i. Isolated wetlands: 50 feet.
      ii. Connected wetlands: 75 feet.

4. Residential lots should be arranged within the parcels being developed in order to:
   a. Minimize potential conflicts with adjoining agricultural uses and operations.
   b. Minimize the number of abutting residential lots so no more than two lots abut any other lot.
   c. Maximize the number of lots that abut and have access to the open space areas provided within the development.

5. Individual lots, parcels and outlots should be designed and arranged to minimize the amount of land required for additional public roads while providing for the future extension of public streets to adjoining vacant land.

L. Special exception to encourage remediation. (NO CHANGE)
70.209 UC Upland Conservancy District

A. Intent. The UC upland conservancy district is intended to be used to preserve, protect, enhance, and restore all significant woodlands, areas of rough topography, and related scenic areas. Regulation of these areas will serve to control erosion and sedimentation and will promote and maintain the natural beauty of the Village.

B. Permitted principal uses. (NO CHANGE)

C. Permitted accessory uses. (NO CHANGE)

D. Conditional uses (see section 70.241). (NO CHANGE)

E. Residential density; lot area and width. Residential density; lot area and width in the UC district are as follows:

1. Where and when permitted, the development of properties located within this UC district prior to the effective date of the ordinance from which this section is derived, for residential purposes shall be allowed to develop at a gross density of one dwelling unit per four gross acres. The development of properties, located within this UC district after the effective date of the ordinance from which this section is derived, shall be allowed to develop at a gross density of one dwelling unit per 10 gross acres.

2. Lots developed from properties located within this UC district prior to the effective date of the ordinance from which this section is derived shall have a minimum net area of 1.5 acres. Lots developed from properties located within this UC district after the effective date of the ordinance from which this section is derived shall have a minimum net area of 1.5 acres.

3. Lots shall be not less than 250 feet in width at the building setback line.

4. When lands in the LC and/or F-1 district lie adjacent to lands in the UC district and under the same ownership, such lands may be used to meet up to 50% of the lot area requirements of the UC district.

5. Lots created as an integral part of a residential land division as set forth in Section 70.193 of this code shall follow the lot area and width requirements set forth therein.

F. Building height and size. (NO CHANGE)

G. Setback and yards. (NO CHANGE)

H. Off-street parking and loading space. (NO CHANGE)

I. Minimum utility service. (NO CHANGE)

J. Special regulations. To encourage uses that are compatible with the residential character of the Village in the UC district, building/zoning permits for permitted uses in the UC conservancy district shall not be issued without prior review by and approval of the Village Plan Commission, except for those lots that...
are an integral part of a residential land division as set forth in Section 70.193 of this code. Such review and approval shall be concerned with adjacent uses, general layout, building site and operation plans, building materials, ingress and egress, parking, loading and unloading, drainage, and screening and landscape plans.
Forward. Preserving... A Country Way of Life!

We effectively plan and manage Village growth to successfully blend our rural heritage with our modern way of life. We protect our diverse natural and environment. We treasure our small-town feel while investing in thoughtful business development that enhances the vitality of our community. We actively preserve our open spaces, our dark evening skies, and beautiful parklands. We responsibly manage our previous water resources and thoughtfully consider development to protect them.

We value an accessible and efficient government that provides outstanding services to the community financed by the right balance of residential, commercial, and agricultural property. We value civic engagement and community involvement in Village planning and decision making. We proactively anticipate the needs of the community and work hard to ensure that we have safe and well-maintained roads; clean and usable parks; and inviting community buildings. We have a thoughtful and responsible approach to taxation that minimizes the financial burden of living here while supporting the essential government services and programs that sustain the health, safety, and beauty of the Village.

We welcome new residents and honor our long-time residents' way of life and traditions. We have active civic organizations that build community and share our local traditions and events that celebrate our history and our promising future. Our parks and trails provide extensive recreational opportunities for those who live here and those who are just visiting.

A Country Way of Life....worth preserving!

Housing Vision Statement
In 2033, Richfield offers rural residential living choices in harmony with the Village's rolling hills, wetlands, woodlands, farm fields, and lakes. Single-family homes are the primary housing choice, but some additional well-built and maintained alternative housing styles have been built to provide some other choices to young families and seniors. Village codes and ordinances promote attractive residential development with abundant green spaces, scenic views, and trails.

Overarching Policies
1. Utilize the patterns presented on the future land use maps as a guide for development.
2. Require new developments to provide links and access to planned trails where feasible.
3. Encourage the integration of varied housing stock and densities within developments or areas designated for higher density residential on the future land use maps.
4. Encourage a range of housing styles and types to support lifestyle needs and preference, which are consistent with our zoning code.
5. Require new housing developments to be consistent with the preservation of scenic beauty and the protection of the environment.
6. Ensure village codes and ordinances are up-to-date in regard to housing concerns.
Goal 1: Enhance the environmental assets and residential atmosphere of the Village so that it continues to be an attractive place to live.

Specific Policies
1. Continue to enforce floodplain regulations.
2. Encourage “low impact” development within the Village that can help reduce stormwater runoff and flooding.
3. Protect open vistas including views of Holy Hill and designated view corridors.
4. Consider pedestrian access and amenities (e.g., trails and sidewalks) as part of any housing development. This includes considering location choices for developments catering to seniors and families (children) that provide opportunities to walk to important destinations like schools, parks, and shopping.
5. Make green space an integral part of residential neighborhoods.

Goal 2: Maintain the market value of housing over time.

Specific Policies
1. Continue to enforce residential codes and ordinances to ensure that properties are well maintained.
2. Educate residents about the importance of property maintenance.

Goal 3: Encourage a variety of housing densities, consistent with the Village Code, to meet the needs of residents of varying incomes, ages, and lifestyle preferences and to support economic development.

Specific Policies:
1. Support existing county, private, and church efforts and consider new programs that provide needed assistance for elderly and disabled residents who wish to stay in their own homes.

<table>
<thead>
<tr>
<th>Implementation Activity</th>
<th>Potential Funding</th>
<th>Champion/Partner</th>
<th>Milestone Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evaluate (through survey and Census Data) and monitor the need and appropriate location for alternative housing choices and support services for residents, including seniors.</td>
<td>Village budget</td>
<td>Planning &amp; Zoning Administrator</td>
<td>2015</td>
</tr>
<tr>
<td>Review and possibly update existing development controls to encourage housing that is easily adaptable for seniors and residents with disabilities.</td>
<td>Village budget</td>
<td>Building Inspector</td>
<td>2016</td>
</tr>
<tr>
<td>Planning &amp; Zoning Administrator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Create a new Planned Unit Development Zoning District to accommodate a blend of commercial, multiple and single-family development on a single property. This district would include performance standards, as opposed to strict setback requirements, to provide flexibility for developers interested in smaller properties with mixed housing types.</td>
<td>Village budget</td>
<td>Plan Commission</td>
<td>2017</td>
</tr>
<tr>
<td>Plan Commission</td>
<td></td>
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</tbody>
</table>

Transportation

Transportation Vision
In 2033, more residents than ever before take advantage of organized transit choices (including carpooling) to cost-effectively connect Richfield with nearby employment centers and entertainment choices. Trails and walkways are an integral part of the recreation and transportation network - providing connections between neighborhoods, neighboring communities, schools, parks, and the greater region. Personal vehicles remain the primary choice for transportation in the Village. Accordingly, a well-maintained system of neighborhood streets, Village and County roads and State highways provide for the safe and efficient transport of people and goods.

Overarching Policies
1. Provide a greater range of transportation choices (e.g., linkages), including quality roads, highways, sidewalks and trails to meet the diverse needs of the growing residential population.
<table>
<thead>
<tr>
<th>Implementation Activity</th>
<th>Potential Funding</th>
<th>Champion/Partner</th>
<th>Milestone Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Partner with the Land Use Division of the Washington County Planning and Parks Department to educate residents about responsible septic system maintenance and the importance of groundwater quality. Such information can be included with annual tax bills, a periodic newsletter, cable channel broadcasts, or on the Village’s website.</td>
<td>Well Compensation Grant Program</td>
<td>Washington County</td>
<td>2014</td>
</tr>
<tr>
<td>Developer ordinances to require the installation of groundwater test and observation wells (approximate cost $2,000) to measure transivity (i.e., how fast water moves or how much can be pumped) and storivity (i.e., how much water can be stored) for each new subdivision development and for commercial and industrial development.</td>
<td>Village budget</td>
<td>Village Administrator &amp; Planning &amp; Zoning Administrator</td>
<td>2015</td>
</tr>
<tr>
<td>Conduct a comprehensive groundwater assessment study and well-monitoring program.</td>
<td>Village budget</td>
<td>Planning &amp; Zoning Administrator &amp; Consultant Hydrologist</td>
<td>Continuous</td>
</tr>
</tbody>
</table>

Goal 3: Ensure that new development is served by efficient, cost-effective utilities and community facilities within the Village’s capacity to provide such services.

Specific Policies
1. Continue to use a capital improvements program (CIP) as a central tool to implement this comprehensive plan. The CIP should help the Village plan for needed utilities and community facilities improvements, as well as transportation, and other improvements.
2. Continue to educate residents about available community facilities in the area through the Village’s website. Whenever feasible, format posted information so it can be easily printed by residents.
3. Involve service providers to the extent deemed appropriate in the review of development projects to ensure that adequate public services are available to meet the needs of the project.
4. Continue to pursue shared service opportunities when mutually beneficial (i.e., cost savings) to improve the efficiency and quality of utilities and community facilities. This may include shared services with local jurisdictions.
5. Encourage the development of communications infrastructure to support high-speed data transfer in areas planned for future commercial, industrial, and mixed-use development.

Goal 4: As the population grows, continue to ensure that Richfield is a safe community by meeting or exceeding recognized standards for public safety.

Specific Policies
1. When new subdivision, commercial, and industrial development requests are submitted to the Village, have the Richfield Volunteer Fire Company review the applications and provide recommendations with respect to fire systems needs as part of the site plan review process.

<table>
<thead>
<tr>
<th>Implementation Activity</th>
<th>Potential Funding</th>
<th>Champion/Partner</th>
<th>Milestone Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Develop new and upgrade existing facilities consistent with the 2004 Facilities Assessment.</td>
<td>State Trust Fund Loan Program</td>
<td>Refer to 2004 Facilities Assessment</td>
<td>2016</td>
</tr>
<tr>
<td>Develop communication technologies necessary for public safety (e.g., Amber alert, cellular communication, etc.).</td>
<td>State Trust Fund Loan Program</td>
<td>Refer to 2004 Facilities Assessment</td>
<td>Begin in 2014</td>
</tr>
</tbody>
</table>

Agricultural, Natural, and Cultural Resources

Agricultural, Natural & Cultural Resources Vision
In 2033, prime agricultural lands, woodlands, wetlands, lakes, rivers and other natural areas provide recreational opportunities and wildlife habitat. The Village's farmland and natural areas maintain a link to Richfield's rural agricultural past and serve as a buffer between undeveloped uses and residential and commercial areas. Panoramic vistas and scenic outlooks throughout the Village offer unobstructed views of Holy Hill, the Oconomowoc River, and the Milwaukee skyline. Residents enjoy access to many natural areas via a network of local and county trails. The Coney/Oconomowoc Nature Preserve is a cherished community asset providing hiking, skiing, and wildlife viewing opportunities while serving as a natural laboratory for local schools. Canoeing, kayaking, fishing, and hunting are common recreational pursuits. Access to a great variety of cultural facilities and historical resources enriches the lives of residents.

**Overarching Policies**

1. Preserve the most significant aspects of the natural resource base, that is, primary environmental corridors, which contribute to the maintenance of the ecological balance, natural beauty, and economic well being of the Village and environs.
2. Protect floodplains and other areas having severe soil restrictions from development through local ordinances.
3. Protect groundwater and develop programs to ensure the long-term viability of the aquifer as a source of potable water.
4. Encourage the proper handling of wastes and chemicals so that they produce a minimum effect upon ground and surface water.
5. Regulate the type of industrial development in the Village to minimize the chances of groundwater contamination.
6. Discourage development that will interfere with important natural resources, including area lakes and rivers.
7. Provide zoning that supports local family farm operations and small specialty farms to maintain agriculture as a part of the rural landscape.
8. Maintain the Village’s rural character by (1) limiting residential development to areas with soils that support foundations and septic systems, and (2) communicating with local farmers who want to sell their property about options available through land trusts and conservation development design techniques.
9. Support state and federal efforts to protect threatened and endangered species in the Village.
10. Protect wetlands by applying the Lowland Conservancy Zoning District to wetlands in the Village, and requiring wetlands to be preserved in the open space portions of conservation subdivisions.

**Goal 1:** Protect wetlands in the Village.

**Specific Policies**

1. Monitor the adequacy of state laws with respect to wetland protection.
2. Adopt local regulations to protect wetlands if state laws are not adequate.
3. Ensure that development and development-related activities minimize the impact wetlands.

<table>
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<tr>
<th>Implementation Activity</th>
<th>Potential Funding</th>
<th>Champion/Partner</th>
<th>Milestone Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evaluate the need for adopting setbacks to separate different types of development and development-related activities from wetland areas.</td>
<td>Village budget</td>
<td>Planning &amp; Zoning Administrator</td>
<td>2015</td>
</tr>
</tbody>
</table>

**Goal 2:** Preserve the rural character and support the Village’s "Country Way of Life" mentality by maintaining open space, natural areas, and farmland.

<table>
<thead>
<tr>
<th>Implementation Activity</th>
<th>Potential Funding</th>
<th>Champion/Partner</th>
<th>Milestone Date</th>
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</thead>
<tbody>
<tr>
<td>Using the Future Land Use Map as a guide, seek to direct residential and commercial development to certain areas, including those areas least suited for farming, with soils that support foundations and septic systems.</td>
<td>N/A</td>
<td>Planning &amp; Zoning Administrator</td>
<td>Continuous</td>
</tr>
</tbody>
</table>

**Goal 3:** Preserve and enhance wildlife habitat.

1. Encourage local landowners to pursue opportunities to protect their land by working with land trusts.
2. Solicit the input of the Wisconsin Department of Natural Resources during the review of development projects to better identify and protect wildlife habitats, when it makes sense, particularly those unique to the community.
3. Discourage fragmentation of wildlife habitat by encouraging development adjacent to existing development.
4. Continue efforts to establish a network of green corridors throughout the community to act as wildlife corridors. This effort should begin with areas protected through shoreland wetland zoning, open areas preserved in conservation-based subdivisions, and with the establishment of additional trails and greenways in accordance with the future land use maps.

<table>
<thead>
<tr>
<th>Implementation Activity</th>
<th>Potential Funding</th>
<th>Champion/Partner</th>
<th>Milestone Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Partner with local land trusts to protect wildlife habitat areas.</td>
<td>River Protection Grant Program</td>
<td>Land Trusts</td>
<td>Continuous</td>
</tr>
<tr>
<td>Seek to protect environmental corridors through proper zoning to help protect natural resources and plant and wildlife habitat. This effort will include a review of the recommendations of the SEWRPC Natural Areas Plan to help protect important plant and wildlife habitat areas.</td>
<td>N/A</td>
<td>Planning &amp; Zoning Administrator</td>
<td>Continuous</td>
</tr>
</tbody>
</table>

Goal 4: Preserve and protect the historic resources of Richfield to promote the educational, cultural, and general welfare of village residents and provide for a more interesting, attractive, and vital community.

Specific Policies
1. Support the preservation of historic resources in the Village
2. Support the efforts of the Richfield Historical Society and other local preservation groups.
3. Promote Richfield’s unique parks and historic resources to attract new businesses and tourism.

<table>
<thead>
<tr>
<th>Implementation Activity</th>
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</thead>
<tbody>
<tr>
<td>Coordinate with the Richfield Historical Society to catalogue historic properties and locations in the Village. Share this information with the State of Wisconsin Architecture and History Inventory.</td>
<td>State Historical Society</td>
<td>Richfield Historical Society and Park Commission</td>
<td>2016</td>
</tr>
<tr>
<td>Evaluate the feasibility of and support for establishing a historic landmarks commission.</td>
<td>Village budget</td>
<td>Richfield Historical Society and Park Commission</td>
<td>2015</td>
</tr>
<tr>
<td>Distribute copies of community brochures throughout the community and at regional events (e.g., parade of homes, home shows, chamber of commerce, etc.).</td>
<td>Village budget</td>
<td>Richfield Historical Society and Village Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Advertise community events in regional newspapers and other print and digital media, and through the Wisconsin Department of Tourism.</td>
<td>State Historical Society</td>
<td>Various groups</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

Goal 5: Preserve and protect Richfield’s groundwater to ensure a long-term, viable source of potable water for current and future residents.

Specific Policies
1. Continue the ongoing program of monitoring groundwater levels in the Village.
2. Work with adjoining municipalities and Washington County on an overall strategy to protect the regional groundwater supply.

<table>
<thead>
<tr>
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<th>Milestone Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evaluate the feasibility of and need for adopting a requirement that developers would need to install a monitoring well(s) within residential development projects when deemed appropriate.</td>
<td>Village budget</td>
<td>Village Board</td>
<td>2016</td>
</tr>
<tr>
<td>Identify those areas within the Village where susceptibility to groundwater contamination is highest and develop plans to ensure that land use within these areas occurs in a manner consistent with protecting groundwater.</td>
<td>Village budget</td>
<td>Village Board</td>
<td>2016</td>
</tr>
</tbody>
</table>
Goal 4: Improve communication and coordination with local businesses to support the retention of local businesses and establishment of new small, local businesses.

<table>
<thead>
<tr>
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<th>Potential Funding</th>
<th>Champion/Partner</th>
<th>Milestone Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Encourage local business organizations to grow and prosper in order to promote the success of local business enterprises and to more effectively communicate their desires and expectations with the Village.</td>
<td>Village budget</td>
<td>Planning &amp; Zoning Administrator</td>
<td>Continuous</td>
</tr>
</tbody>
</table>

Land Use

Land Use Vision
In 2033, cluster and large-lot development approaches are widely used to accommodate single-family residential neighborhoods while preserving open space, natural areas, wildlife habitat, and some farmland in Richfield.

In addition to economic activity near USH 41/45 in the northeastern corner of the Village, local businesses are concentrated primarily within the Richfield Hamlet and along the STH 175 corridor. To a lesser extent, neighborhood businesses are also found in Hubertus, Plat, and Colgate, as well as the activity centers along STH 164. Other areas have retained their rural, low-density residential character with patches of farmland and woodlands, lakes and river corridors adding to the Village’s charm.

The Village relies on effective land-use ordinances (i.e., zoning, design and subdivision) to conserve the Village’s natural resources, promote quality residential development, and provide development options that are also sensitive to preservation of rural character.

Overarching Policies
1. Review development proposals in accordance with this comprehensive plan, particularly to encourage conservation-based residential developments and to address the design and scale of non-residential uses.
2. Support energy efficient building and design practices when practical.
3. Direct residential development away from primary commercial development areas identified on the Future Land Use Maps to accommodate some commercial development to serve local residents and visitors, provide a stable tax base, and create local employment opportunities, with minimal impact on the Village’s quality residential neighborhoods.
4. Support business designs that respect the residential character of the community.
5. Support infrastructure improvements (e.g., walkways, trails, etc.) to improve the walkability of the hamlet areas and connections between residential developments when feasible.

Goal 1: Protect the Village’s abundant and high quality natural resource areas to maintain Richfield’s natural atmosphere and community character.

Specific Policies
1. Support the use of, and require where appropriate, conservation subdivision design techniques to maintain open spaces, wildlife habitat, scenic vistas, and perhaps some farmland.

Goal 2: Provide effective tools to promote desired development patterns in the Village of Richfield.

<table>
<thead>
<tr>
<th>Implementation Activity</th>
<th>Potential Funding</th>
<th>Champion/Partner</th>
<th>Milestone Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintain a zoning map that accurately reflects existing zoning districts.</td>
<td>Village budget</td>
<td>Planning &amp; Zoning Administrator</td>
<td>Continuous</td>
</tr>
<tr>
<td>Review and update the Village sign ordinance to more accurately reflect changes in sign technology and the need for different signage types (e.g., pedestrian oriented vs. highway oriented) in different areas of the community.</td>
<td>Village budget</td>
<td>Planning &amp; Zoning Administrator</td>
<td>2014</td>
</tr>
</tbody>
</table>
Legend
- LC Lowland Conservancy
- UC Upland Conservancy
- Primary Environmental Corridor
- Secondary Environmental Corridor
- Isolated Natural Resource Area
- Surface Water
- Village Boundary
- Interstate/US Highway
- State Highway
- County Highway
- Village Roads

Village of Richfield
Work Map 2 (2)
U-C and L-C Districts
with 2010 SEWRPC
Environmental Corridor Overlay

May 25, 2017
Richfield
Today & Tomorrow (Revisited)

Public Hearing
Discussion Document

Town of Richfield
Washington County, Wisconsin

March, 1996
INTRODUCTION

In December of 1993, the Town of Richfield adopted a document entitled "Richfield: Today & Tomorrow, A Town Plan for Rural Development and Preservation". This document or "policy plan" set forth a series of fundamental goals, objectives and policies concerning the type, pattern and density of future development, particularly residential development, in the Town of Richfield.

The most fundamental (and controversial) goal or policy contained in that document was to preserve and protect the Town's rural character and natural resources by allowing "rural", non-sewered residential development to continue throughout the Town in a pattern where residential subdivisions would be surrounded by large tracts of farmland and other open spaces and at densities not to exceed one (1) dwelling unit or homesite per three (3) acres. Implementation of this "policy" was accomplished with the creation of a new zoning district that created a "density incentive" for property owners/developers to set aside and preserve open space in large, contiguous outlots within a subdivision in exchange for a slight increase in the number of allowable homesites they could develop (with a resulting increase in overall density to as much as one homesite per 2.4 acres depending on the amount of open space created).

Despite the tremendous amount of development and population growth that has already occurred, Richfield's potential for additional growth is equally as great. Under current development policies, Richfield has the potential of increasing its population from the current estimate of 9,500 to almost 18,500. In terms of actual land development, only (32) percent of the land area in the Town has been "developed" with urban land uses, i.e. (28) percent residential, (3) percent commercial; and (1) percent industrial. The remaining area "undeveloped" areas account for almost (68) percent of the total land area in the Town. For these reasons, the Town is obligated to continually evaluate and, if necessary, revise its development policies if the overall goal of preserving and protecting the Town's rural character and natural resources is to be attained.

Based on our current effort to evaluate the effectiveness of our existing residential development policies, as reflected in the most recent residential subdivisions approved since the open space/density-incentive policy was adopted, Town staff and the Plan Commission are recommending a series of revisions or refinements to the Town's residential development policies.

In addition to revisions to the Town's residential development policies, Town staff and the Plan Commission are recommending adoption of a proposed Land Use Plan Map. The adoption of such a map, intended to serve as a general guide for the location of future residential, commercial, and industrial development in the Town, The adoption of such a plan will satisfy another important goal the Plan Commission set out to accomplish when the original 1993 "policy plan" was adopted.

Details on the proposed Land Use Plan Map and residential development policy recommendations are presented in the following pages.
LAND USE PLAN MAP

The purpose of the Land Use Plan Map is to generally depict the relative amount and location or arrangement of different and often conflicting land uses that will be allowed to develop in the Town. The primary benefits of graphically depicting the relative locations of where existing and future environmental, agricultural, residential, commercial, and industrial land uses are or will be allowed to develop include:

1. creating a greater sense of certainty for property owners, developers, and existing and future residents as to where and what type of development will be allowed to occur over time, and

2. establishing a comprehensive framework to guide decisions by the Plan Commission and Town Board over development proposals and the location of public facilities, e.g. roads, drainage improvements, parks, and other public services and facilities.

The Land Use Plan Map, its generalized land use categories and associated narrative descriptions are intended to set forth and reflect the Town's overall policy with respect to the relative location of future growth and development in the Town. This map has been developed based on the general development policies contained in the "policy plan" adopted by the Town in 1993, recommendations of the Goals 2000 Zoning and Land Use Sub-Committee, and more recently, comments and recommendations resulting from the various public workshops, meetings and discussions held before the Plan Commission and Town Board over the last six (6) months.

The following generalized land use designations or categories are reflected on the proposed Land Use Plan Map (dated March, 1996):

☐ Environmental Corridors
(areas in GREEN on Land Use Plan Map)

The areas contained in the environmental corridors depicted on the Land Use Plan Map are those linear concentrations or contiguous areas at least 100 acres in area, at least 200 feet in width, and approximately one (1) mile in length or more that contain one or more of the following natural resource features categorized as either "lowlands", e.g. lakes, rivers, streams, shorelands, floodlands, wetlands, and other areas covered by wet or poorly drained soils, or "uplands", e.g. woodlands and woodlots, areas of steep slope (≥/≤ 12 %) and rough topography, and other wildlife habitats.

At present, the only regulation or restriction on uses and development of these areas affect "lowland" features including lakes, rivers, streams, shorelands, floodlands, and wetlands.
These regulations are implemented through the State Department of Natural Resources (DNR), Army Corp., and Washington County Land Use & Park Department. Outside of those areas falling under the jurisdiction of the DNR and Washington County, future use and development of properties within these areas will be allowed to continue consistent with existing zoning district and land division regulations that apply to those properties.

Generally, these areas are those within which agricultural, residential, institutional, and park & recreation uses and development will be allowed. Existing commercial, industrial, extractive, and other non-residential uses will be allowed to continue provided no further expansion or increase in intensity of such "non-conforming" uses or activities is proposed. With respect to residential uses and development, encroachment into these areas will be discouraged to the greatest extent practicable through application of appropriate open space design criteria contained in the Town's Zoning Ordinance.

- **Lakes & Streams**
  (areas in BLUE on Land Use Plan Map)

  The four (4) lakes located within the Town, i.e. Friess Lake, Lake Amy Belle, Bark Lake, and Lake Five, are presented primarily for reference purposes. The use and development of such areas is and will continue to be governed by the DNR (where applicable under State Statutes) and other non-development related ordinances adopted by the Town.

- **Agriculture, Open Space & Rural Residential Transition Areas**
  (areas in WHITE on Land Use Plan Map)

  These areas are those that are currently "undeveloped" with predominant uses in farming or other agricultural-related operations, mining and extractive operations, and other areas of open space, e.g. public/private park and outdoor recreation uses. These areas are those within which future residential subdivision development will be allowed (and is likely) to occur. Other uses and development that will be allowed include agricultural, institutional, and park & recreation. Existing commercial, industrial, and extractive will be allowed to continue provided no further expansion or increase in intensity of such "non-conforming" uses or activities is proposed.

- **Rural Residential**
  (areas in YELLOW on Land Use Plan Map)

  These areas are those that have already been divided, developed as, and/or zoned for predominantly single-family residential uses. Other uses and development that is either already in place, or, that will be allowed include agricultural, institutional, and park & recreation uses.
Existing commercial, industrial, and extractive will be allowed to continue provided no further expansion or increase in intensity of such "non-conforming" uses or activities is proposed.

**Commercial Retail/Service Activity Centers**
*(areas in RED on Land Use Plan Map)*

These areas are those that are best suited for commercial retail, professional service establishments, and office uses. These areas include those existing locations that have evolved into such commercial activity centers, including the Hwy 175/Hubertus Road area and the commercial corridor along Hwy 175 through the unincorporated Richfield area north of and along Hwy 167. Other uses and development that will be allowed in Commercial Activity Centers include ongoing agricultural uses or activities (as a transitional use), office and institutional, park & recreation, and two-family residential developments that serve as a "buffer" between more intensely developed commercial uses and adjacent agricultural and single-family residential uses. Existing residential, industrial, and extractive uses will be allowed to continue provided no further expansion or increase in intensity of such "non-conforming" uses or activities is proposed.

Areas of expansion defining the ultimate boundaries for the existing Commercial Activity Centers are depicted on the Land Use Plan Map. Any further expansion of these boundaries proposed for abutting properties would have to be supported with adequate justification for such expansion and reviewed and approved by the Plan Commission through the development review process.

Future Commercial Activity Centers are proposed for four (4) separate locations in the Town. Three (3) of these areas are proposed along Hwy J/Hwy 164 at the intersections of Hwy 167, Elmwood Road, and Hwy Q. "Village" Activity Centers located at the intersections of Hwy 167 and Hwy Q are intended to accommodate commercial retail and service establishments serving the traveling public and neighboring areas. These "village" centers are intended be planned commercial areas developed under strict architectural, appearance, buffering, and construction material guidelines and be served by coordinated road, drainage, and utility systems. Village Activity Centers are intended to "build out" to 10 to 50 acres in area. Another Village Activity Center is located at the intersection of Mayfield Road and Pioneer Road.

A "Community" Activity Center located at the intersection of Elmwood Road is intended to develop in a manner similar to the Village center discussed above, expect for its size. This Community Activity Center is intended to "build out" to 25 to 75 acres in area.
Major Employment Centers
(areas in PURPLE on Land Use Plan Map)

These areas are those that are best suited for light industrial, manufacturing, warehousing and other similar business and service establishments, including larger "corporate-type" office uses, that are not necessarily suited for locating in Commercial Activity Centers. These areas tend to be those located in close proximity to the major transportation corridors located in the east part of the Town and, include the existing industrial areas located along Hwy 175. Other uses and development that will be allowed in the Major Employment Centers include ongoing agricultural uses or activities (as a transitional use), office and institutional, park & recreation, a limited amount of commercial retail or service establishments that depend on or are related to other light industrial uses within the employment center, and finally, two-family residential developments that serve as a "buffer" between the more intensely developed industrial uses and adjacent agricultural and single-family residential uses. Existing residential, commercial, and extractive uses will be allowed to continue provided no further expansion or increase in intensity of such "non-conforming" uses or activities is proposed.

Any further expansion of the Major Employment Centers designated on the Land Use Plan Map proposed for abutting properties or other isolated locations would have to be supported with adequate justification for such expansion and reviewed and approved by the Plan Commission through the development review process.

Future Major Employment Centers are proposed for four (4) separate locations in the Town. These locations include approximately 115 acres within and adjacent to the Pioneer Road/U S. 41/45 interchange, approximately 250 acres south of Pleasant Hill Road, north of Hwy 167, and east of the unincorporated Richfield area, approximately 90 acres south of Hwy 167 and east of Hwy 175, and approximately 75 acres west of Hwy 175 at the existing gravel pit.

Similar to the commercial activity centers, the Major Employment Centers are intended be planned areas, including but not limited to industrial "parks", that are developed under a unified development plan, specific architectural appearance, buffering, and construction material guidelines and be served by coordinated road, drainage, and utility systems.
RESIDENTIAL DEVELOPMENT POLICIES

Town staff and the Plan Commission have proposed the following residential development policies:

1. When agricultural or other undeveloped property is deemed suitable for residential subdivision development, whether it is proposed for single or two-family development, require such development in subdivisions utilizing the cluster development/open space design approach in order to minimize encroachment into environmentally sensitive areas and to preserve, protect, and maintain the rural character of the Town where a minimum forty (40) percent of the gross area of the subdivision has been preserved for open space uses.

2. Continue to allow the creation of individual. larger-lot residential parcels desired for country estate and/or hobby farm purposes provided that the minimum parcel size, shape, and configuration requirements would enable such parcels to be further developed (if and when such development is desirable) under the cluster development/open space design requirements.

3. Discourage individual. "large-lot" single-family residential homesites created by Certified Survey Map (CSM) that cannot be served by planned, coordinated, and relatively more efficient road, utility, and drainage systems.

4. In an effort to create an opportunity for the continuation of agricultural operations or similar activities on agricultural property that might otherwise be proposed for intensive residential development, allow farmers and other large property owners the opportunity to create a limited number of single-family, non-farm residential homesites created by Certified Survey Map (CSM). The density of homesites allowed to develop on a given property shall be limited to one (1) homesite per each (35) gross acres where the homesites are limited to 1.5 to 3.0 acres in area and located on the property in a manner that does not conflict nor impede the continued use of the remaining property for agricultural or related uses.

Once adopted, these broad policy statements will be implemented through specific amendments to the Town's Zoning Ordinance. Proposed Ordinance No. 96-04-05 containing specific amendments recommended by staff and the Plan Commission has been prepared and available for review and inspection. A summary of the proposed ordinance highlighting the "details" of those amendments, including the cluster development/open space requirements, is attached to the proposed ordinance. Proposed Ordinance No. 96-04-05 is made part of this document by reference.

Additional information on "cluster" development, including highlights of the cluster development/open space design requirements proposed for adoption in the Town of Richfield and examples of how such development is intended to develop are attached to this report.
Benefits of Cluster Development Zoning vs. "Conventional" Development Zoning

- Development located on areas best suited for buildings, roads, utilities & on-site septic systems
- Areas less suited for development can be preserved as permanent "open space" for:
  - recreation
  - pedestrian & bicycle circulation trails
  - woodland, wetland, wildlife & scenic vista protection
  - conservation of environmentally sensitive lands
  - agricultural activities
  - other open areas that preserve rural character & rural landscape
- Less expensive given need to construct and maintain less road, utility, and drainage systems
- Fewer environmental impacts given less disturbed area and impervious surfaces
- Greater appreciation in value given greater open space, rural landscape & recreational amenities
FIGURE 1.  
CLUSTER  
vs.  
CONVENTIONAL DEVELOPMENT

Existing Conditions
• 20 acres
• Farm Fields & Wooded Slopes

Conventional Development Zoning
• Minimum 3-acre Zoning
• (6) 3+ acre lots
• 1200' cul-de-sac
• No open space preserved
• Significant encroachment into wooded area

Cluster (Open Space) Development Zoning
• (6) 1+ acre lots
• 600' cul-de-sac
• 12 acres open space preserved
• 60 percent total area
• Minimal woodland encroachment
Figure 2.
Clustering Allows Development to Located
On More Suitable Soils Thereby Accomodating
Better On-Site Septic Systems With Less
Potential for Groundwater Impacts and
System Failure.

(13) 1+ acre lots
All 13 on Better Soils

(13) 2+ acre lots
6 lots on Marginal Soils
6 lots on Better Soils
Highlights of Cluster Development Regulations
Proposed for Town of Richfield

- Minimum Size of Property in Cluster District: 10+ Acres
- Permitted Uses & Density:
  - Single-Family: @ (1) DU per (3) acres
  - Two-Family: @ (1) DU per (1.5) acres
  - Country Estate: @ (1) DU per (10) acres
- Minimum Lot Size Requirement: 1.25 Acre
- Minimum Open Space Requirement: 40 percent (gross acres; no roads or ROW)
- Development Rights for "Unbuildable" Area: 100 percent
- Ownership of Open Space:
  - Common w/ Homeowner's Association (min. 50% of total Open Space Requirement);
  - Private w/ Deed Restriction (not to exceed 50% of total Open space Requirement);
  - or Public when satisfying required and/or optional park dedication
- Open Space Outlet (Common Ownership):
  - indivisible & undevelopable
  - can include recreational areas
  - contiguous areas => 10% of total parcel in area
  - perimeter buffer => 50 feet
  - cross-access provision
Figure 3a.
Cluster vs.
Conventional Development:
80-acre Jung Property
Hubertus Road

Existing Conditions
- 80-acres
- 18 acres woods
- 19 acres floodplain & poor soils
- (2) existing farm dwellings
- limited access to south
Figure 3b.
Cluster vs.
Conventional Development:
80-acre Jung Property
Hubertus Road

Conventional Development
- (1) DU per 3.0 acres
- (20) 3+ acre lots
- (1) 10-acre farmette
- 4,500' road
- (7) acres open space
- (9) acres wood on (9) lots
Cluster/Open Space Development

- (1) DU per 3.0 acres
- (26) 1.25+ acre lots
- 3,000' road
- (33) acres open space (41%)
- (14) acres wood; (26) lots w/ access

Figure 3c.
Cluster vs.
Conventional Development:
80-acre Jung Property
Hubertus Road
Plan Commission Meeting  
Town Hall, Town of Richfield, Washington County, Wisconsin  
December 7, 1995; 7:30 p.m.

Present: Plan Commission  
Bill Neureuther, Chairman  
John Jeffords  
Steve Holzhauer  
Jim Berenz  
Chuck Holzbog  
Bill Gruetzmacher, Town Engineer

Town Board  
Ralph Schulteis  
Dan Goetz

Call to Order, Determination of Quorum, and Proper Notification

Chairman Neureuther called the meeting to order at 7:35 p.m. and read the notice of the meeting. The Chairman noted that a quorum of both the Plan Commission and Town Board were present and that Dick Becker and Imogene Rasmussen were excused.

Pledge of Allegiance

Chairman asked everyone to stand and join in reciting the Pledge of Allegiance.

Approval of Agenda

A motion was made by Berenz and seconded by Holzhauer to approve the agenda. Motion approved; 5-0.

Approval of Minutes

A motion was made by Holzhauer and seconded by Holzbog to approve the November 2 meeting minutes with the addition of Bill Gruetzmacher as being in attendance and inserting Holzbog and Holzhauer as motion and second to adjourn the meeting at 9 p.m. Motion approved; 5-0.

Joint Public Hearing of a petition by Jim Weyer (Property Owner) to approve a Certified Survey Map (CSM) and rezoning for a 18.9 acre parcel from the B-1: Neighborhood Business and B-4: Highway Business Districts to the B-2: Community Business District (Section 24).

Chairman Neureuther asked Retzlaff to introduce the proposal. Retzlaff indicated that the rezoning was necessary to make the existing land uses conforming with the Zoning code and establish the proper zoning in anticipation of the proposed expansion (to be considered as a separate item at a subsequent meeting). Retzlaff indicated that the B-2 Zoning District was consistent with the preliminary land use plan map. Retzlaff indicated that a CSM was filed to combine two separate parcels into one upon which the existing shopping center is now located. Frank Welch, engineer/agent for Piggly Wiggly, indicated they were available to answer any questions. Neureuther asked for public comment. No one in attendance had any comments. Retzlaff indicated that the table of information should be revised to reflect both the proposed and existing land uses. Retzlaff commented that approval of the CSM should be withheld until comments concerning the traffic study and future right-of-way dedication are received. Holzhauer commented that the building location could be shifted to create a more aesthetically desirable layout within the area; a sketch of a potential layout was given to the Applicant for consideration. There being no further comment, a motion was made by Berenz and seconded by Holzbog to close the public hearing. Motion approved; 5-0. Retzlaff recommended that the rezoning being approved and that action on the CSM be continued until the site plan is considered by the Plan Commission. A motion was made by Holzhauer and seconded by Holzbog to approve the rezoning as submitted and continue action on the CSM. Motion approved; 5-0.

Joint Public Hearing of a petition by Gene Wittenberger (Property Owner) to approve a Certified Survey Map (CSM) and rezoning for a 9.8 acre parcel from A-1: Agricultural to RS-1a: Single-Family Residential and Rural Preservation (Section 20).

Retzlaff indicated that this parcel was previously proposed for rezoning and division in 1987 and that access and slopes were an issue. Retzlaff indicated that the Plan Commission then recommended coming back with a revised 2 or 3 lot proposal. Retzlaff indicated that Tom Cole with the WisDOT indicated that they would be obligated to provide access to each lot having frontage on Hwy J if the Town approved such a land division.
He also indicated that, despite their obligations, an additional access onto Hwy J would not be the most desirable situation. Retzlaff indicated that, therefore, approving/denying the proposed land division based on access would be the Town's decision. Retzlaff indicated that he felt an additional access to Hwy J should be avoided. Retzlaff indicated that WisDOT would approve of a shared access onto Hwy J if the Town approved of one and if a perpetual cross-access easement agreement was entered into between the affected lots. Retzlaff indicated that the parcel was entirely within a Regional Planning Commission-designated Isolated Natural Resource Area given the woodlands and steep terrain. Retzlaff indicated that it was his recommendation that the property be rezoned to upland conservancy and that only two lots be created and not three. Jim Elder, agent for the Applicant, indicated that he felt the proposal was consistent with previous Plan Commission recommendations. Discussion ensued concerning the number of proposed lots over time and the issue of additional driveways onto Hwy J. Retzlaff indicated that if the division were approved with access to Hwy J, that access should be a shared driveway as allowed under the Town's regulations. Betsy Wittenberger, agent for the Applicant, indicated that an additional access onto Hwy J would not be a detriment to traffic safety and that it was their desire to have three lots as proposed. Discussion ensued concerning shared access and the configuration of the lots and proposed driveways. Extending the driveway along Hubertus Road further into the lot to avoid traffic close to the road was discussed. Holzhauer indicated that in favor of two lots. Jeffords question the layout of two lots. Retzlaff indicated that access to two lots could be restricted to a shared driveway on Hubertus Road or one driveway each onto Hubertus Road and a shared driveway on Hwy J. Retzlaff indicated that this was a good example of where the Town could benefit from a shared driveway arrangement. Goetz indicated that if the driveways onto Hubertus and Hwy J were shared there wouldn't be any difference between two lots or three. Discussion ensued concerning driveway location and slopes. A motion was made by Holzhauer and seconded by Berenz to close the public hearing. Motion approved; 5-0. Retzlaff recommended to deny the rezoning from A-1 to RS-1a and the CSM, and to rezone the property from A-1 to UC and to revise the CSM for two lots with shared access onto Hubertus Road and/or Hwy J. Discussion ensued concerning different configurations of two lots with shared access. Neureuther indicated that action on the CSM should be continued but that the issue of rezoning should be addressed. A motion was made by Holzhauer and seconded by Holzboq to accept the Planner's recommendation to deny the rezoning and CSM as requested and with the Applicant's concurrence to rezone the property to UC: Upland Conservancy and revise the CSM to create only two lots with access onto Hubertus Road and/or Hwy J with a cross-easement agreement for each shared driveway. Neureuther indicated that the action taken from the previous Plan Commission was to come back with three lots and now the recommendation is to revise that to two lots. Berenz indicated that he felt the Plan Commission was somewhat obligated to approve the three lot proposal as recommended by the previous Plan Commission. Discussion ensued. Motion denied; 3-2. A motion was made by Berenz and seconded by Jeffords to approve the rezoning from A-1 to RS-1a and CSM for three lots as requested and to layover consideration of the CSM for further revision. Holzhauer indicated that he felt he was not obligated to approve the proposal and that this parcel deserves the UC zoning designation. Motion approved; 3-2. Discussion ensued concerning shared access and possibly pulling the north property line between Parcel 1 and 2 further south.

Site/Building Plan Review; Thomas Zachek; 5047 Elmwood Road (Section 30).

Retzlaff indicated that Plan Commission review of the building plans for a lot zoned Upland Conservancy (UC) was required by the Zoning Code. A motion was made by Jeffords and seconded by Holzhauer to approve the site and building plans. Motion approved; 5-0. Discussion ensued concerning the processing of these reviews and the submission of required information.

Certified Survey Map (CSM) Review; Phil Thoma; 1818 Orchard Lane (Section 12).

Retzlaff summarized the proposal and indicated that approval of the CSM was required by the Land Division Code as a redivision of an existing platted lot and that the Board of Zoning Appeals took action previously to approve relocating the property line between these two substandard lots. Discussion ensued concerning the proposed use of the existing vacant building on the north parcel. A motion was made by Holzhauer and seconded by Berenz to approve the CSM as prepared. Motion approved; 5-0.

Discussion of Future Land Use Plan, Map & Development Policies.

Retzlaff discussed two handouts outlining population projections and vacant platted lots. Retzlaff discussed estimates of vacant lots available in the Town and the projection of population for the Town and what the Town can expect as population projections through the Year 2010 and after "buildout" of the Town. Retzlaff discussed the problems the Town of Cedarburg has experienced with its own mandatory open space regulations. Retzlaff discussed the idea of requiring that developers provide more details about soils and other characteristics about a parcel when submitting a cluster development proposal.
Discussion ensued concerning potential features of a cluster development, including open space and septic systems. Discussion ensued concerning the Town's ability to adopt more stringent septic requirements than DIHLR. Discussion ensued concerning a two-step process for identifying the number of lots suitable for development on a parcel and then laying out those lots with respect to soils and septic systems. Discussion ensued concerning the exclusion/inclusion of floodlands and wetlands in the calculation and application of development density. Retzlaff discussed the Park & Conservancy Committee recommendations with respect to cluster development and the calculation of density. Discussion ensued concerning the effect of mandatory open space and the exclusion or inclusion of wetlands from the density calculation on the projection of population for the Town at buildout.

There being no further discussion, a motion was made by Jeffords and seconded by Holzhauer to adjourn the meeting. Motion carried: 5-0. The meeting was adjourned at 10:30 p.m.

Respectfully submitted,
Jeffrey W. Retzlaff,
Planning & Zoning Administrator
MEETING NOTICE

Town of Richfield
Discussion on Future Residential Land Use & Development Policies

Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a series of informational meetings at which a quorum of the Richfield Town Board and/or Plan Commission may attend in order to gather information about a subject which they have decision making responsibility.

The purpose for the meetings is to present information, exchange ideas and answer questions about existing and proposed development policies affecting future residential development and the preservation of agriculture and open space areas in the Town of Richfield. Discussion will focus on the "cluster" or "open space" subdivision development concept currently being discussed by the Town Plan Commission.

These meetings will be held in the lower level meeting room at the Richfield Town Hall located at 4128 Hubertus Road, Hubertus, Wisconsin, on the following dates:

- **Monday, January 15** (7:30 p.m.)
- **Wednesday, January 17** (7:30 p.m.)

Richfield residents, property owners, and other parties interested in the future of residential development and the preservation of agriculture and open space areas are invited to attend and participate in one or both informational meetings.

For further information, please contact Jeff Retzlaff, Planning Commission, at the Richfield Town Hall during regular business hours (628-2260).
Plan Commission Meeting  
Town Hall, Town of Richfield, Washington County, Wisconsin  
February 22, 1996 7:00 p.m.

Present: Plan Commission  
Bill Neureuther, Chairman  
John Jeffords  
Steve Holzhauer  
Chuck Holzbog  
Jim Berenz  
Imogene Rasmussen  
Bill Gruetzmacher, Town Engineer  
Jeff Retzlaff, Planning & Zoning Administrator  

Town Board  
Ralph Schulteis  
Richard Becker  
Joyce Jung, Clerk

Call to Order, Determination of Quorum, and Proper Notification

Chairman Neureuther called the meeting to order at 7:00 p.m. and asked the Clerk to read the notice of the meeting. The Chairman noted that a quorum of both the Plan Commission and Town Board were present.

Pledge of Allegiance.

Chairman asked everyone to stand and join in reciting the Pledge of Allegiance.

Approval of Agenda.

A motion was made by Holzbog and seconded by Holzhauer to approve the agenda. Motion approved; 6-0.

Discussion of future Land Use Plan, Map & Development Policies.

Chairman discussed his concern and desire to see land use plan developed this spring. He indicated this would be last session before public hearing on proposed plan map and development policies. Retzlaff indicated need to have Plan Commission to finalize position with respect to cluster development in preparation for March public hearings. Retzlaff presented a series of handouts concerning population growth and projections, outline of the proposed land use plan map, a series of proposed residential development goals, objectives, and policies, and miscellaneous documents on cluster development. Retzlaff discussed residential cluster development, its characteristics and how it can be applied in the town. Retzlaff discussed need to revise other regulations to be consistent with cluster development concepts. Discussion ensued concerning the minimum size of parcels to be developed as cluster subdivisions. Discussion ensued concerning an allowance or exemption for farmers to split small lots based on a density of 1 per 35 acres and characteristics of that type of lot. Discussion ensued concerning whether or not option to create large lots would still be available. Retzlaff read proposed development policies. Option to develop flag lots was discussed. The type and use of open space in a cluster subdivision was discussed. Community septic systems as an option for use in cluster subdivisions was discussed. Plan Commission members expressed reservations over community septic systems and uncertainty as to ownership and maintenance. Discussion ensued concerning minimum amount of required open space and possible incentives to increase open space. Discussion ensued concerning minimum lot size requirement; 1.5 vs. 1.25 acres, and whether or not there should be a provision allowing only a certain percentage of the total lots to be as small as 1.25 acres. Chairman asked to leave option open on minimum lot size until public hearing. Discussion ensued concerning two-family cluster development and requirements in only certain areas of the town. Discussion ensued concerning the appropriate amount of open space to be required in a two-family cluster development and whether or not a two-family zoning district should remain in the ordinance. Norb Weyer discussed open space requirement in two-family subdivisions and how the 60 percent requirements would not lend itself to a financially feasible two-family project. Agriculture preservation was briefly discussed.

Set Future Meeting Dates/Communications.

Retzlaff indicated that public hearing is set for March 21. Chairman indicated April Plan commission meeting will be on Wednesday, April 3 instead on Thursday April 4 and that there will be no meeting in July.

There being no further discussion, a motion was made by Berenz and seconded by Holzhauer to adjourn. Motion approved; 6-0. Meeting adjourned at 9:40 p.m.

Respectfully submitted,
Jeffrey W. Retzlaff,
Planning & Zoning Administrator
Plan Commission Meeting  
Town Hall, Town of Richfield, Washington County, Wisconsin  
April 18, 1996 7:30 p.m.  

Page 1

Present: 
Plan Commission  
Bill Neureuther, Chairman  
John Jeffords  
Steve Holzhauer  
Jim Berenz  
Imogene Rasmussen  

Town Board  
Dan Goetz  
Richard Becker

Item #1 Call to Order, Determination of Quorum, and Proper Notification

Chairman Neureuther called the meeting to order at 7:05 p.m. and asked the Clerk to read the notice of the meeting. The Chairman noted that a quorum of both the Plan Commission and Town Board were present.

Item #2 Pledge of Allegiance.

Chairman asked everyone to stand and join in reciting the Pledge of Allegiance.

Item #3 Approval of Agenda.

A motion was made by Jeffords and seconded by Rasmussen to approve the agenda. Motion approved; 4-0.

Chairman discussed how hearing would be conducted.

Item #4 Approval of March 21 Meeting & Public Hearing Minutes.

A motion was made by Holzhauer and seconded by Rasmussen to approve the minutes. Motion approved; 4-0.

Item #5 Discussion of March 21 Public Hearing Comments.

Planner Retzlaff summarized the comments received during the March 21 public hearing. He discussed number of attendees and comments. He indicated issues requiring most attention were location of commercial development areas, minimum lot size provisions, cluster development as a means to preserve open space and provide affordable housing and lifestyle for elderly residents, maintenance of open spaces and ownership, and limitations on two-family and multi-family housing to limit impacts. Chairman indicated that he felt not everyone understands what the Plan Commission is trying to do. He asked everyone to try to understand the ordinance and plan map before spreading rumors and misinformation.

Item #6 Joint Public Hearing on Plan Commission revisions to the Proposed Future Land Use Plan Map and Draft Ordinance Amending Section 17.000, i.e. the Zoning Ordinance, of the Municipal Code of Ordinances.

Chairman opened the public hearing. Chairman asked for comments on the land use map. Retzlaff summarized the items being discussed including the land use plan map and its intended purpose and a series of residential development policies. He discussed cluster/open space development requirements for single and two-family subdivisions. He summarized plan map classifications and proposed development policies. Retzlaff discussed proposed revisions made by Plan Commission at April 3 meeting to draft ordinance including reduction in minimum lot size from 1.5 acres to 1.25 acres and prohibition of community septic systems in subdivisions. Chairman asked for speaker cards and comments on plan map.

John Whalen, 689 Amy Belle Lake Road, spoke in favor of plan map. He discussed Goals 2000 Zoning Committee findings and recommendations on land use. He expressed concern with industrial development along Hwy J and septic vs. holding tanks. He expressed desire to have US41/45 interchange at Freistadt Road. He recommends approval of the plan.

Chairman asked for comments on the proposed development policies.

John Tennessen, 1632 Moonlit Drive, indicated his concern with small lots and increasing density.

Mike Rosen, 5218 Boettcher Drive, West Bend, indicated his support for cluster development but disagrees with 1.5 acre lot size. Would like to see smaller lot size to better implement cluster development. He also recommends a minimum parcel size of 10 acres for cluster subdivisions. Discussion ensued concerning minimum lot size issue.
John Whalen indicated that as long as density remained the same smaller lots will improve flexibility in site design; expressed concern with experimental septic systems and agrees with proposed development policies. Discussion ensued concerning community septic system issue.

Grace Hansen, 4461 Hubertus Road, indicated her disgust with continuing changes in zoning codes and lot sizes and the negative impact on farmers.

Jack Lietzau, 1949 Field Cliffe Drive, indicated he was not in favor of deletion of community septic system provision from original draft. Discussion ensued concerning community septic system advantages and disadvantages. He indicated that town prohibition supersedes state code on use community septic systems. Jeffords discussed his concerns with community septic systems. He requested that the town bring in additional experts to discuss this issue and consider making appropriate changes to the code.

Marge Holzbeg, 855 Amy Belle Lake Road, indicated that she would like to see the current plan draft adopted now and accept the challenge of implementing it and making necessary changes as time progresses.

There being no further discussion, a motion was made by Berenz and seconded by Jeffords to close the public hearing; motion approved 4-0.

Item #7 Plan Commission Recommendation and Action concerning Adoption of Proposed Future Land Use Plan Map and Draft Ordinance Amending Section 17.000, i.e. the Zoning Ordinance, of the Municipal Code of Ordinances:

Reitzlaff discussed community septic system and lot size issues. He indicated his desire to move ahead with the plan and collect further information on the septic system issue at a later date. He indicated his desire to have a 1.25 acre minimum lot size provision to improve flexibility in open space design and preservation.

Jeffords discussed his concerns with community septic systems and small lot sizes. Discussion ensued concerning cluster development requirements. Chairman indicated his opinion that an acre lot minimum is appropriate with the cluster development regulations. He indicated his agreement with a 1.25 acre minimum as long as street frontage is reduced from 200 to 175 feet. Jeffords expressed his concern with too many smaller, 1-acre lots if allowed. Rasmussen indicated her support for the 1-acre minimum lot size in order to create affordable lots. Holzhauer also indicated his support for a relatively smaller lot size to improve design considerations and improve flexibility.

Reitzlaff read the proposed resolution adopting the land use plan by the Plan Commission. A motion was made by Jeffords and seconded by Berenz to approve Resolution No. 96-04-01 adopting elements of the Town of Richfield Master Plan; motion approved 4-0.

Reitzlaff indicated need to act on proposed ordinance. He indicated current draft reflects minimum lot size of 1.5 acres and no allowance for community septic systems. A motion was made by Jeffords and seconded by Berenz to recommend approval of proposed Ordinance No. 96-04-05; motion failed 2-3 (Rasmussen, Holzhauer and Neureuther dissenting). A motion was made by Rasmussen and seconded by Holzhauer to recommend approval of proposed ordinance with provision allowing 1.0 acre minimum lot size as long as average minimum lot size in subdivision is 1.5 acres; motion fails 2-3 (Jeffords, Berenz and Neureuther dissenting). A motion was made by Rasmussen and seconded by Holzhauer to recommend approval of proposed ordinance with revision allowing 1.25 acre minimum lot size and 175’ minimum lot width; motion approved 3-1 (Jeffords dissenting).

A motion was made by Holzhauer and seconded by Rasmussen to direct the Plan Commission Chairman and Secretary to sign and certify the resolution and forward a copy to the Town Board; motion approved 4-0.

Chairman thanked Plan Commission and staff for time participating in development of plan and development policies.

There being no further discussion, a motion was made by Jeffords and seconded by Berenz to adjourn. Motion approved; 6-0. Meeting adjourned at 9:00 p.m.

Respectfully submitted,
Jeffrey W. Retzlaff,
Planning & Zoning Administrator
WHEREAS, the Town of Richfield is authorized by Wisconsin Statutes Sec. 60.10(2)(c) to adopt village powers, and, the Town of Richfield having done so is further authorized by Sec. 60.62 to adopt any zoning ordinances under Sec. 61.35, the village planning statute, which in turn establishes Sec. 62.23, the city planning statute, as the enabling statute; and

WHEREAS, said Sec. 62.23 encourages the grant of zoning power to be exercised for the purpose of promoting the health, safety, morals or the general welfare of the community "...in accordance with a comprehensive plan..." under Sec. 62.23(7)(c); and

WHEREAS, said comprehensive plan is defined in Sec. 62.23(3)(b) as being adopted by the Plan Commission "...as a whole, by a single resolution, or, as the work of making the whole master plan progresses, may from time to time by resolution adopt a part or parts thereof, and, such part to correspond generally with one or more functional elements of the comprehensive plan"; and

WHEREAS, since one of the principal elements in Sec. 62.23(7)(a) is the grant of power to "...regulate and restrict by ordinance the...percentage of lot that may be occupied, the size of courts, yards and other open spaces, and the density of population...", the practice of comprehensive planning has evolved at the regional, county, and local government levels to include the statement of broad goals, objectives, and policies underlying the comprehensive plan, especially relating to population density and community character; and

WHEREAS, the Town of Richfield Plan Commission did, on December 9, 1993, adopt as a comprehensive plan element a document dated November, 1993, and entitled Richfield Today & Tomorrow: A Town Plan for Rural Development and Preservation containing broad goal and policy statements concerning the future development and general means through which the rural character and quality of life in the Town of Richfield could be preserved; and

WHEREAS, the Town of Richfield Plan Commission has engaged itself in an ongoing examination of a desirable spatial distribution of the different types and intensity of land uses throughout the Town and the effectiveness of the goals, policies, and resulting zoning and land division ordinance adopted in December, 1993, particularly those development policies and zoning ordinance provisions addressing the protection and preservation of natural resource areas and other open spaces characteristic of the Town's rural character and quality of life; and

WHEREAS, the Town of Richfield Plan Commission has held a series of ten public meetings, four public workshops, and two public hearings on March 21, 1996, and April 18, 1996, jointly with the Town Board to discuss and consider the adoption of a future land use plan map and amending the Town's residential and non-residential development policies and specific zoning and land division regulations; and

WHEREAS, the Town of Richfield Plan Commission has authorized preparation of a proposed Land Use Plan Map and summary document entitled Richfield Today & Tomorrow (Revisited), prepared by the Town Planning & Zoning Administrator and dated March, 1996, reflecting the Plan Commission's recommendations concerning the relative location of different land uses and future development in the Town and a series of residential development policies affecting the type, location, density, and other characteristics of such development;
NOW, THEREFORE, BE IT RESOLVED, that pursuant to Wisconsin Statutes Sec. 62.23(3)(b), the Town of Richfield Plan Commission, at a meeting duly noticed and convened under statute on April 18, 1996, and having the necessary quorum, does hereby adopt as functional elements of the comprehensive master plan for the Town of Richfield the proposed Land Use Plan Map, dated March, 1996, and document entitled Richfield Today & Tomorrow (Revisited), dated March, 1996, to serve as a guide for the future development of the Town of Richfield, Washington County, Wisconsin; and

BE IT FURTHER RESOLVED, that the Secretary of the Town of Richfield Plan Commission transmit a certified copy of this resolution and, by reference, certified copies of the Land Use Plan Map, dated March, 1996, and document entitled Richfield Today & Tomorrow (Revisited), dated March, 1996, to the Town Board of the Town of Richfield.

ADOPTED this 18th day of April, 1996, by a vote of \(\Box\) YES, \(\Box\) NO, and \(\Box\) ABSTAINING, with \(\Box\) absent or excused.

William R. Neureuther, Chairman
Plan Commission and Town Board

ATTTEST and CERTIFIED

Charles W. Holzbog, Secretary
Plan Commission

TOWN OF RICHFIELD PLAN COMMISSION & STAFF MEMBERS

William R. Neureuther, Chairman
John G. Jeffords, Vice-Chairman
Charles W. Holzbog
James Berenz
Stephen D. Holzhauer
Imogene Rasmussen
William C. Gruetzmnacher, Town Engineer

Jeffrey W. Retzlaff, Planning & Zoning Administrator
Joyce M. Jung, Town Clerk
Plan Commission Meeting
Town Hall, Town of Richfield, Washington County, Wisconsin
March 21, 1996 7:00 p.m.

Present: Plan Commission
Bill Neureuther, Chairman
John Jeffords
Steve Holzhauer
Jim Berenz
Imogene Rasmussen
Chuck Holzbog
Bill Gruetzmacher, Town Engineer

Town Board
Ralph Schulteis
Dan Goetz
Richard Becker

Call to Order, Determination of Quorum, and Proper Notification

Chairman Neureuther called the meeting to order at 7:05 p.m. and asked the Clerk to read the notice of the meeting. The Chairman noted that a quorum of both the Plan Commission and Town Board were present.

Pledge of Allegiance.

Chairman asked everyone to stand and join in reciting the Pledge of Allegiance.

Approval of Agenda.

A motion was made by Jeffords and seconded by Holzbog to approve the agenda. Motion approved: 6-0.

Joint Public Hearing of a Proposed Future Land Use Plan Map, Residential Development Policies, and Draft Ordinance Amending Section 17.000, i.e. the Zoning Ordinance, of the Municipal Code of Ordinances.

Chairman Neureuther opened the public hearing, discussed the purpose of the public hearing and commented on how the public hearing was going to be organized. Neureuther asked for remaining speaker cards. Retzlaff discussed purpose of speaker cards as part of organization for meeting.

Planner Retzlaff outlined the two land use proposals that are subject of the public hearing. One being the land use plan map and the other being the proposed development policies and resulting zoning ordinance amendments. Retzlaff summarized previous planning efforts of Plan Commission and Town Board and resulting policy document and zoning ordinance changes that were adopted in 1993.

Retzlaff outlined the purpose of the proposed land use plan map and discussed the six specific components or land use designations of the land use plan map. Retzlaff referred to a document entitled Richfield Today & Tomorrow (revisited) wherein explanations of the various land use plan map designations and locations of those designations are presented. Retzlaff discussed the general nature of the plan and how it is to be used as a guide for future development.

Neureuther asked for comments from the public on the land use plan map. The following persons provided the following comments on the land use plan map:

1. **Ed Stuesser** submitted a card requesting to speak but misunderstood and did not have comments on the plan map but on the development policies (see additional comments below).

2. **Susan Olive** indicated that she felt all future commercial development should be located along Hwy 175 in the east side of town and not any along Hwy J; she indicated she liked the environmental corridor concept and map designation and would prefer that these areas be kept undeveloped.

3. **Matt Catarozzoli** indicated that future industrial development should be kept along the railroad tracks; was concerned how commercial development would work at the intersections of Hwy J with Elmwood Road and Hwy 167 without sewer and water; indicated that the intersection of Hwy J/Pioneer Road would be a suitable location for future commercial development given its function as an interstate connector and future traffic and should be considered as such on the plan map.

Retzlaff commented on the potential suitability of the Pioneer Road intersection as a suitable commercial location when and if Pioneer Road is extended to the west as a by-pass to the Hartford area and industrial park.
4. Ann Griswold expressed concerns about the location of future commercial land uses in relation to a future high school location and asked if there had been any consideration of this issue.

Neureuther commented on future school locations and that the town would not be leading that discussion but would like to have input to the school district. Neureuther commented on the current bill before the State Senate on school district formation.

Retzlaff outlined the proposed residential development policies reflected in the Richfield Today & Tomorrow document and in the proposed zoning ordinance amendments. Retzlaff discussed the policy changes made by the town in 1993 and how those the "voluntary" or open space preservation "option" available to subdivision developers has been relatively ineffective in preserving open space and rural character as characterized by 2 1/2 years of residential developments. Retzlaff outlined the amount and location of the most sensitive areas in the town and indicated that they account for only 15 percent of the town's area. He explained that the most recent developments have only set aside those areas that naturally unbuildable and nothing more. He explained that if this trend were to continue, only 15 percent of the town would ultimately be preserved in an open or natural state. He explained that the current population was about 9,500 persons with developed areas consuming about 32 percent of the town. He explained that the balance, 68 percent is either in agriculture, natural resources, parks, or other open space. Given these facts, he explained that if the town did not alter its policies for future development, the town would not retain its rural character and the type nor amount of open spaces and natural resources that comprise that open space as currently experienced.

Retzlaff discussed the proliferation of lots created by certified survey map (CSM) and how 1/3 of the lots in the town have been created in this manner up and down the town roads and highways. Retzlaff indicated that there are almost 475 existing platted lots in the town and that many are in platted subdivisions where the issues of drainage, traffic, access, and utilities have been dealt with in a comprehensive and more desirable manner vs. the haphazard way that CSM lots have been created. He discussed the desire to curtail CSM activity so that future development can be encouraged to locate in existing and future subdivisions where they are developed comprehensively.

Retzlaff discussed the plight of farming in the community and the need to retain some provision for a limited amount of CSM activity to allow farmers the opportunity to create a limited number of lots outside of subdivisions so that they may realize some equity from their land preferably so to continue the farming operations that comprise the rural character and countryside that we experience today.

Retzlaff discussed two-family development and how the planning effort in 1993 did not address it nor any type of development or zoning district other than single-family development. Retzlaff indicated some of the proposed zoning ordinance changes are to districts other than single-family development. Retzlaff indicated that these changes are being proposed to bring the entire zoning ordinance into alignment or conformance with the underlying goal of the town to preserve its rural character and open spaces. Retzlaff read through the policy statements contained in the Richfield Today & Tomorrow document.

Retzlaff discussed the concept of cluster housing and the highlights of the cluster housing provisions contained in the proposed zoning ordinance as summarized in the document. Retzlaff directed everyone to look at the handout materials and presentation boards on cluster development if they didn't already do so as part of the open house portion of the meeting that was held before the meeting.

Neureuther asked for any additional speaker cards. Neureuther asked for comments from the public on the development policies and zoning ordinance amendments. The following persons provided the following comments:

1. Ed Stuesser indicated that it was a mistake to legislate the requirement for 40 percent open space given that he felt the town already has 40 percent of the town area in the areas designated as environmental corridor on the land use plan map; he indicated that it is ridiculous and that the town is asking for a lot of trouble and that there will be trouble maintaining the open space areas.

Neureuther commented that the Plan Commission looked at the open space and cluster development issue seriously and that took a tour of a number of cluster subdivisions in the area. He indicated that the Plan Commission asked questions about maintenance and viewed how those areas do work without problems in existing subdivisions elsewhere.
2. John Wahlen indicated that he favors the cluster development concept because it is consistent with the way the town currently is and would like it to stay that way. He cited other communities that are having problems because they didn't take appropriate action to retain rural character soon enough. He indicated that he feels what is proposed is fair to property owners and developers. He asked a question about a handout concerning development rights and what that means. Retzlaff indicated that the calculation of density would be based on 100 percent of the gross area proposed for development. Wahlen indicated that he is in favor of stopping CSM activity because of the problems they can create and that subdivision development is the way to go. He indicated that cluster development is desirable.

3. Robert Hinckley indicated that he supports the open areas and other positive aspects of the plan and maintenance of rural character and respects the time put into the proposed plan and policies. He expressed a concern that the plan does not exclude sensitive areas from the calculation of the number of homesites allowed in a given development and that would result in a higher density of homes in the developable portions of the property. He is also concerned that the plan does not restrict open spaces in cluster developments from having other public buildings or parking areas in the most sensitive areas.

Retzlaff commented that by assigning development rights to unbuildable land and allowing those rights to be transferred to the other buildable areas there is an increase in the net density on just that buildable area but not across the overall property.

Hinckley elaborated on his concern for higher density and on his concern over development in the environmental corridors.

4. Susan Olive indicated that the cluster development approach would have a number of benefits for the town and will preserve the rural character of the town.

5. Matt Catarozzoli indicated that he felt the clustering of 1.5 acre lots could have negative impacts on water and septic systems and that it does not fit into the rural character. He indicated that he would like to see less density where lots were clustered on 3 acre lots.

6. George Harrison indicated that he Richfield is all about rural character and our natural resources and that's why people live here. He indicate that the town is on the frontier of significant types of development that surrounds us to the east and south. He indicated that the proposed plan map and development policies are a good step toward preserving the town and that he endorses the proposals.

7. Linda Christian-Smith commended certain features of the plan map and development policies. She indicated that she is concerned about two-family development and would like to see that type of development limited in order to reduce overall density and population in the town. Retzlaff indicated that the proposal addressing two-family development would be limited to certain areas in the town so to serve as a buffer between commercial areas and the agricultural and residential areas. She indicated that the minimum lot size of 1.25 acres would allow more density and population in the town and more stress on the environment and soils. She indicated she is concerned that we may be setting the town up for future water and sewer. She indicated that we need to be clear as to how much land will actually be developed and left as open space. She commended the planning effort.

8. Carol Robinson indicated that she is concerned with minimum lot widths and sizes. She wondered what the open spaces outside the environmental areas would like and who would maintain them. She expressed her concern over the community septic system provision and who will maintain them. Retzlaff discussed the maintenance and use of open spaces areas and how homeowner's associations will have the responsibility and final say for the specific use and maintenance of the open space areas.

Retzlaff discussed the town's limited experience with community septic systems and the various types that exist.

9. Neureuthet read a letter from Boyd & Frances Gutbrod indicating that they are in support of the 40 percent open space concept given that it will keep Richfield scenic and develop in a responsible manner.

10. William Merschdorf indicated that the minimum 1.25 acre lot size provision in the proposed cluster subdivision regulations is too small and may be detrimental to the soils and septic systems given close proximity on smaller lots and the need for alternative septic sites.
Retzlaff pointed out the difference between lot size and density and that the current minimum lot size is 1.5 acres in subdivisions and that the purpose and benefit of cluster housing is to locate on better soils and reduce potential impacts.

11. Marge Holzbog commended the Planner and Plan Commission on their efforts. She discussed how open spaces have value and many benefits. She indicated that the remaining area available to development is on the west side of the town and that it contains the most sensitive and unique areas of the town worth preserving. She indicated that given the amount of current development, the preservation of 40 percent of future developed areas would result in only 16 percent of the town actually left open.

12. Ann Griswold indicated she is in favor of the cluster development concept but would like developers and the town to consider smaller lots for older residents who cannot nor desire large areas or yards to maintain. She indicated that she is not necessarily looking for affordable housing on smaller lots but just less lot area to maintain in individual ownership.

There being no further comments, a motion was made by Berenz and seconded by Holzbog to close the public hearing; motion approved, 6-0.

Neureuther explained that the Plan Commission would not take action this evening but would like the Plan Commission members to at least consider and discuss the comments. Berenz indicated that the Plan Commission spent a lot of time already and considered and discussed all of the issues raised by the public already. Neureuther and Retzlaff discussed how the plan is a generalized plan with no set boundaries of the various land use areas. Retzlaff explained that the plan also builds in some certainty for property owners by designating certain areas for future commercial and industrial development. Rasmussen asked about amending the map given future development requests. Retzlaff explained that the plan will be evaluated regularly and in light of development proposals and that the plan can be amended in the future if the Plan Commission and Town Board feel that it is necessary.

Holzhauer discussed how the plan has been discussed and developed at the Plan Commission and Goals 2000 sub-committee level. He indicated that the town needs to go the next step and revise development standards for commercial and industrial development to ensure quality development in the areas designated on the map. Holzbog supported the idea of examining the town's development and design regulations. Retzlaff indicated that the next step for the Plan Commission is to look into the issues of buffering and design standards for commercial and industrial development.

Neureuther asked the Plan Commission members to consider the public comments and come back to the next meeting on April 3 with any suggestions for revision. Neureuther asked if there were any major changes the members were concerned about. Jeffords explained his concern with community wells and septic systems given problems in other communities. He indicated his fear that if they fail or are not properly maintained that the residents will turn to the town for assistance; which in turn would lead the town down the path toward centralized water and sewer. He indicated the town has excellent soil for on-site septic systems and can support anticipated development and population without central systems. He also indicated he would like to see minimum lot sizes of 1.5 acres vs. the proposed 1.25 acres. He agreed with the idea of trying to accommodate the aged on smaller and more affordable lots. Holzbog explained the benefits of clustering on the soils and water table. Holzhauer discussed the lack of by-pass lanes along Hwy J. Discussion ensued on speed limits in the town and access to state roads.

Goetz discussed the need to have a plan that has some flexibility in it. Goetz agreed that the town keep the elderly population in mind when considering development policies. Neureuther indicated that this effort is not a town-wide rezoning. Neureuther complemented the Plan Commission on their efforts. Retzlaff indicated that final action would be needed on the plan map, policy statements, and proposed zoning ordinance amendments. The meeting for that has been set for April 18.

There being no further discussion, a motion was made by Jeffords and seconded by Holzbog to adjourn. Motion approved, 6-0. Meeting adjourned at 9:35 p.m.

Respectfully submitted,

Jeffrey W. Retzlaff,
Planning & Zoning Administrator
VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: February 21, 2019

SUBJECT: Preliminary Plat — Highland Ridge Subdivision
DATE SUBMITTED: February 15, 2019
SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO ACCEPT THE RECOMMENDATION OF THE PLAN COMMISSION FOR THE DENIAL OF THE PROPOSED PRELIMINARY PLAT FOR HIGHLAND RIDGE SUBDIVISION?

ISSUE SUMMARY:

At the January 10th Plan Commission meeting, a motion to recommend denial to the Village Board was passed with the following action:

Motion by Trustee Collins to recommend to the Village Board the denial of the proposed Preliminary Plat for Highland Ridge Subdivision; Seconded by Commissioner Bartel; Motion to recommend denial passes 4-1-1.

On Friday, January 11th, the Developer for the subdivision contacted Village Staff and granted a 30-day extension to the Village for them to make a decision. The extension gave the Village more time to work with the Developer’s consultants on issues related to density calculations and open space requirements in Section 70.193 of the Village’s Zoning Code.

This took the form of the Ordinance you are considering tonight in the previous agenda item. At the February 12th Plan Commission meeting, the Ordinance amendment failed by a vote of 3-3. The Village had one absence and as a result, the split vote according to Robert’s Rules of Order ends up being a denial. As a result, the Plan Commission had no choice but to also vote for denial of the Preliminary Plat. A motion to recommend the denial to the Village Board of the proposed Preliminary Plat for Highland Ridge Subdivision was passed with the following action for a second time:

Motion by Trustee Collins to recommend to the Village Board the denial of the proposed Preliminary Plat for Highland Ridge Subdivision; Seconded by Commissioner Melzer; Motion to recommend denial passes 6-0.

FUTURE IMPACT AND ANALYSIS: Reviewed By: Village Deputy Clerk

Forward to Village Board: Yes
Additional Approvals Needed: Yes
Signatures Required: No

ATTACHMENTS
1. Preliminary Plat – Highland Ridge Subdivision dated January 30, 2019

STAFF RECOMMENDATION:

Motion to deny the proposed Preliminary Plat for Highland Ridge Subdivision.

APPROVED FOR SUBMITTAL BY: Village Administrator

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VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: February 21, 2019

SUBJECT: Alcohol Beverage Retail Application for a new Reserve “Class B” Liquor License for establishment -- Basse’s Taste of Country, located at 3190 County Rd Q.

DATE SUBMITTED: February 15, 2019

SUBMITTED BY: Jim Healy, Village Administrator & Donna Cox, Deputy Clerk

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO APPROVE THE PETITIONED ALCOHOL BEVERAGE RETAIL APPLICATION FOR A RESERVE COMBINATION “CLASS B” LIQUOR LICENSE FOR BASSE’S TASTE OF COUNTRY AND ITS APPOINTED AGENT?

ISSUE SUMMARY:

Liquor License Discussion:
Property owners Roger and Rebecca Basse applied for and were granted a Class “B” Alcohol Beverage Retail License in August of 2018 to sell / serve beer (fermented malt beverages) at their business, Basse’s Taste of Country, located at 3190 County Road Q in Colgate. Since that time, the Basse’s have met with Village Staff to inquire about applying for a Reserve License, which would allow for the sell and serving of not just beer (fermented malt beverages) but also liquor, wine and cider at their establishment. Additionally, should the petitioned application for a Reserve license be granted, bottles of unopened wine could also be sold to patrons of the business for consumption off-premises. The Basse’s have expressed interest in doing this.

The Village currently has zero Regular Combination “Class B” Licenses and the three (3) Reserve licenses the Village has accumulated over the years all of which are being utilized, with the last license being issued to Logger’s Park in June of 2018.

Wisconsin regulations alcohol beverages under a three-tier system governing production, distribution and sale that is set forth in Chapter 125 of the Wisconsin Statutes. “Alcohol Beverages” means fermented malt beverages and intoxicating liquors. Reserve “Class B” licenses authorize the same sales as non-reserve “Class B” licenses but carry an additional issuance fee, no less than $10,000, and are not eligible for transfer to another premise. Reserve “Class B” licenses were created by the Legislature at the request of the Tavern League of Wisconsin which sought special legislation to protect existing licensees. The number of Reserve “Class B” licenses available to a municipality is determined by engaging in a series of calculations that are described in Wis. Stat. Sec. 125.51(4), entitled “Quotas”. In layman’s term, an increase in a municipality’s quota of Reserve “Class B” licenses may occur through an increase in population, as determined annually by the Department of Administration. 1997 Wisconsin Act 27, the law provided that a municipality’s number of Reserve “Class B” liquor licenses increased by one for each increase of 500 population. Meaning, municipalities only gain an additional Reserve license when the population of the municipality increases by a full 500. At present, the population in the Village of Richfield is 11,703, for the Village to receive an additional Reserve “Class B” license, this number would need to increase by 115.

Per Wisconsin Statute 125.51(4)(e)1, a municipality may make a request to another municipality that is contiguous with, or within 2 miles of, the requesting municipality that the other municipality transfer a Reserve “Class B” license to the requesting municipality. If the request is granted, the Reserve “Class B” license shall be transferred. Deputy Clerk Donna Cox reached out to other communities to purchase from them a Reserve license, the Town of Lisbon was the only municipality willing to sell one to the Village for a fee of $25,000. They provided Village Staff with a “Liquor License Transfer Agreement” between the Village of Richfield and the Town of Lisbon which would also need approval by the Village Board at some date in time. However, Staff has some concerns regarding the contract language and if this matter moves forward, further negotiations would need to take place with the Town of Lisbon.
VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: February 21, 2019

SUBJECT: Alcohol Beverage Retail Application for a new Reserve “Class B” Liquor License for establishment – Basse’s Taste of Country, located at 3190 County Rd Q.

DATE SUBMITTED: February 15, 2019

SUBMITTED BY: Jim Healy, Village Administrator & Donna Cox, Deputy Clerk

For instance, there is a provision in the agreement which states: “In the event the license is not in use for a continuous period of twelve months, such license shall revert back to the Town of Lisbon”. Therefore, the Village never actually obtains this license. It is only on loan from the Town of Lisbon and for whatever reason, if the operations cease for a year or longer, the license goes back to them. At that point in time, it is not even a certainty that they would be willing to sell it back to the Village.

Applications have been filed in the Office of the Clerk for at least 15 days per Wis.Stat.125.04(3)(f)1. and notification was published in the Daily News three (3) consecutive days on February 12th, 13th and 14th. A background investigation of all applicants have been conducted and are included with this Communication Form for your review. Deputy Clerk Donna Cox has confirmed with the Wisconsin Department of Revenue that both the FEIN Number and Sellers Permit for this establishment are valid.

Planning and Zoning Discussion:

Village Staff has been working with the petitioners over the last month on potential modifications to their existing Conditional Use Permit which was executed back in August of 2012 for the establishment of their seasonal business. Their proposal calls for modifications to their existing Site Plan which was previously approved and an expansion of certain uses on the property, such as the utilization of the barn on their property to host weddings and other “life events”. While their original CUP allowed them the ability to host these types of events, their site has seen change since 2012 and likely should be reviewed and updated by working with the Plan Commission. We expect to bring this before the Plan Commission for discussion in March.

Since the Plan Commission has yet to hear how the Site Plan and Plan of Operation may change from what presently exists and their Conditional Use Permit has not been updated, Staff believes it is in the best interests of the Village to allow those discussions to occur first before making any decisions regarding the granting of a Class B Liquor License.

FISCAL IMPACT:

Reviewed By: Village Deputy Treasurer

Initial Project Costs: $25,000
Future Ongoing Costs: N/A
Physical Impact (on people/space): Allowance of a Liquor License at 3190 CTH Q
Residual or Support/Overhead/Fringe Costs: Administrative

ATTACHMENTS:

1. Basse’s Taste of Country GIS Aerial Overview
2. Attachment “B” Operation Plans for Basse’s Taste of Country
3. Attachment “C” CSM of Subject Property
4. Conditional Use Permit Materials, Passed on the 17th day of May 2012
5. Proposed update to Site Plan prepared by Basse’s Taste of Country
6. MS PowerPoint prepared by Basse’s Taste of Country (Forthcoming)
MEETING DATE: February 21, 2019

SUBJECT: Alcohol Beverage Retail Application for a new Reserve “Class B” Liquor License for establishment – Basse’s Taste of Country, located at 3190 County Rd Q.

DATE SUBMITTED: February 15, 2019

SUBMITTED BY: Jim Healy, Village Administrator & Donna Cox, Deputy Clerk

STAFF RECOMMENDATION:

Motion to Table the discussion and action regarding the purchase of a Reserve “Class B” Liquor License from the Town of Lisbon until such time as the Conditional Use Permit has been updated and approved by the Plan Commission and Village Board.

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ATTACHMENT "B"

Operations Plans
Bagge's Farm Market
Richfield WI

SELLING SCHEDULE

May-June
- Bedding Plants and Vegetable Plants
  - season greenhouse
  - hanging baskets
  - bagged soils and compost
  - bulk topsoil
  - compost mixture
  - shredded mulch

June-July
- Asparagus
- Home grown Strawberries
- Pick-your-Own Strawberries

July-August
- Sweet Corn
- Tomatoes
- Pickles
- Cucumbers
- More homegrown vegetable

September-Labor Day
- kick-off the grand opening of our corn maze
- Apples
- Squash

October-October 31st
- Tours: School (Educational), Public
- Hayrides to Pumpkin field

November-December
- Christmas Trees
- Wreaths
- Fruit Baskets

All Season
- Crafts
- Jellies
- Maple Syrup
- Popcorn
- Ice cream and Smoothies

Operational Hours

May-December31
9:00a.m.-6:30p.m. Monday- Saturday
Sunday 9:00a.m.-5:30
Signs and Lighting
- one marquee sign on east side of driveway
- seasonal signs on each end of property on county Q.
- mercury lights on all four corners of pole building.

Pole building
- 5400 sqft
- only extra employees needed during pumpkin time.
- two or three cars on average.
Whereas, Basse Trust ("petitioner") owns two adjoining parcels generally located at 3190 County Line Road designated as Tax Keys V10-1391-00Z and V10-1392-00Z ("subject property"); and

Whereas, the subject property is designated A-2 General Agricultural District, on the Village's official zoning map and contains approximately 77 acres; and

Whereas, Roger and Rebecca Basse applied for and the Village issued a Conditional Use Permit for a seasonal farm-related operation as more particularly described in Ordinance 2000-04-06; and

Whereas, the petitioner now desires to expand the scope of activities allowed under that approval to provide more opportunities for patrons and to also amend other provisions and conditions of approval; and

Whereas, upon receipt of the written petition for an amendment of the 2000 Conditional Use approval filed by the petitioner, the Village Clerk properly referred such petition to the Plan Commission for the Village of Richfield for determination; and

Whereas, upon receipt of the petition by the Village Clerk, the Plan Commission for the Village of Richfield scheduled a Public Hearing thereon as soon as practical; and

Whereas, upon publication of the required "Notice of Public Hearing" and mailing of said "Notice of Public Hearing" to all property owners within 300 feet of the subject property, the Plan Commission for the Village of Richfield held a public hearing on May 3, 2012, as required by section 70.241 of the zoning code for the Village of Richfield; and

Whereas, members of the public at the public hearing were given ample opportunity to provide comment; and

Whereas, the Plan Commission for the Village of Richfield passed a motion without objection recommending that the Village Board approve the conditional use as amended; and

Whereas, the Village Board for the Village of Richfield, having carefully reviewed the recommendation of the Plan Commission for the Village of Richfield, having given the matter due consideration, and having based its determination on the effect of granting such conditional use permit on the health, general welfare, safety and economic prosperity of the Village and specifically of the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved, as well as impact on the surrounding properties as to noise, dust, smoke, odor or other similar factors, hereby determines that the use
will not violate the spirit or intent of the zoning ordinance for the Village of Richfield, will not be contrary to the public health, safety or general welfare of the Village of Richfield, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of smoke, dust, odor or other similar factors and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the conditional use is operated pursuant to the following conditions and in strict compliance with the same.

THEREFORE IT IS ORDERED AS FOLLOWS:

Commencing upon the date of signature of this approval by Village officials and the property owner, whichever occurs last, the Conditional Use Permit approved in 2000 is hereby repealed and a new Conditional Use approval as set forth herein is approved.

The Conditional Use Permit shall continue in existence only so long as the Conditional Use is operated in compliance with this permit. This Conditional Use Permit is subject to initial and continued compliance with each and every one of the following conditions, restrictions, and limitations.

A. This conditional use approval is granted for a seasonal farm-related operation subject to the following conditions:

1. **Subject Property.** This Conditional Use Permit is limited to the subject property.

2. **Presentation Compliance.** The use of the subject property shall be in substantial conformity with the presentation at the Public Hearing before the Village of Richfield Plan Commission held on May 3, 2012.

3. **Use Restricted.** The use of the subject property is limited to (1) a single-family residence as authorized in the A-2 zoning district; (2) farming operations as authorized in the A-2 zoning district; and (3) a seasonal farm-related operation. The seasonal farm-related operation is more particularly described below.
   a. A corn maze may operate in the area designated as “Corn Maze” on Exhibit A.
   b. A miniature train may operate in the area designated as “Miniature Train” on Exhibit A. This area may contain small buildings and similar structures related to the operation of the train. This area may not contain outdoor lighting.
   c. A parking lot may be established with access off of County Line Road (CTH Q) for overflow parking. Such area is designated as “Overflow Parking” on Exhibit A and must be maintained as a pervious surface.
   d. A variety of outdoor activities, buildings, and structures may occur in the area denoted as “Primary Activity Area” on Exhibit A. Such outdoor activities may include pig races; a petting zoo; play areas to include playsets, a ropes course, inflatable play objects, pumpkin blaster, and a jail house/fun fort; pony rides; and group games, such as pumpkin bowling, pony bouncers, and pumpkin golf. Buildings and other structures may be constructed for housing sales operations and for the various activities. All such activities, buildings, and other structures must be consistent with a site plan, building plan, or plan of operation approved pursuant to subparagraph A(4) of this document.
e. Farmfields for pick-your-own activities and low-intensity activities, such as hayrides rides, may occur in the area designated as “Secondary Activity Area” on Exhibit A. All such activities must be approved by the Plan Commission as part of a site plan and plan of operation.

f. Outdoor lighting if not otherwise prohibited is permitted, provided the location and type of lighting is shown on the approved site plan.

g. Signage is permitted, provided it complies with the Village’s zoning code in effect at the time application is made.

h. Should the petitioner, ‘Basse Trust’, ever wish to apply for a separate Zoning Permit to host a ‘special event’ or ‘temporary use’, other than what is approved herein, they may do so; but approval will be at the discretion of the Planning and Zoning Administrator.

4. Site plan, building and operation plan (SBOP). All development on the subject property shall be consistent with the approved SBOP. The petitioner is entitled to amend or change the approved SBOP subject to the aforementioned conditions and subject to approval by the Plan Commission, which may be granted without a public hearing if such amendment or change is not a substantial change from the original plan as approved and as allowed herein. If the petitioner would like to add a new activity to the plan of operation, the zoning administrator is authorized to review such petition and approve the same in writing if he or she determines that the activity is in keeping with the spirit and intent of this Conditional Use approval and is compatible with the approved activities listed in the plan of operation. If the zoning administrator denies the proposed amendment, the petitioner may appeal the administrator’s determination to the Plan Commission for a final determination. Any amendment or change in any plan contemplated herein that the Plan Commission finds, in its sole discretion, to be substantial will require a new permit and all Village procedures in place at the time must be followed.

5. Specific Conditions of Approval. In addition to other requirements as may be contained herein, the following conditions of approval must be satisfied:

a. Within one year of the date of this approval, the petitioner shall submit an application for a site plan, building, and operation plan (SBOP) to the Plan Commission for review and obtain all necessary approvals for the same.

b. Within four months of when the Village Board approves this Conditional Use permit, the petitioner is required to accept the terms and conditions of this approval in writing.

c. The subject property which currently consists of two tax parcels shall be combined under one tax parcel number because they are jointly being used as one parcel for land use/development purposes.

d. The petitioner is required to obtain all access permits as may be required by Waukesha County to access County Line Road (CTH Q).

e. All parking related to this use shall occur on the subject property. Parking on County Line Road (CTH Q) is prohibited.

f. The petitioner is responsible for employing or otherwise retaining individuals responsible for on-site security and/or parking assistance and enforcement who are adequate in number and appropriately trained to direct and otherwise assist
with the parking of vehicles and accommodation of patrons related to the operation.
g. The hours of operation shall be approved by the Plan Commission as part of the plan of operation.
h. The sale of garden and farm-related products shall constitute the most dominant element of this use. The sale of other, non-farm items and activities shall constitute an ancillary element of this use.
i. Roger Basse, Rebecca Basse, or both, or a direct, second-generation descendent of Roger Basse or Rebecca Basse shall reside in the single-family residence on the property.

6. Nature of approval. This Conditional Use Permit shall not be transferred to any subsequent owner of the subject property, in whole or in part. This permit shall expire and become invalid upon the sale or transfer of ownership of the subject property.

7. Licenses/Permits. The petitioner shall be required to obtain any and all required licenses and permits from the Village, county, State, and federal government. If any license or permit is issued, any and all conditions of the same are incorporated herein and made a part of this conditional use permit.

8. Laws. The petitioner shall comply with all federal, state, county, and local rules, codes, ordinances, and regulations in the construction, operation, and maintenance of the subject property as amended from time to time.

9. Junk. No junk as defined in chapter 46 of the Village code of ordinances or disassembled, inoperable, junked or wrecked boats, motor vehicles, truck bodies, tractors, trailers also defined in chapter 46 shall be accumulated or stored on the subject property. No burying or burning of junk is permitted on the subject property.

10. Fees and Expenses. Upon issuance of this Conditional Use Permit, the petitioner shall reimburse the Village for all expenses incurred by the Village including all professional and technical assistance expenses, realized by the Village in reviewing, approving, and granting this Conditional Use Permit. The Village Clerk shall provide the petitioner with copies of all itemized invoices.

11. Cost of Enforcement. Any attorney fees incurred by the Village of Richfield to enforce any of the conditions or requirements of this Conditional Use Permit must be paid by the petitioner.

12. Reversion or Modification of Approval. Whenever the Village Board has reasonable cause to believe that any of the conditions herein imposed are being or have been violated, or any use of the subject property related to the operation becomes hazardous, harmful, noxious, offensive, or a nuisance to surrounding properties, the Village Board shall have the right to revoke or modify this permit, including, but not limited to, imposing stricter conditions upon the use and/or
operation through a revised permit by the following the process as set forth in Section 70-301(D)(2) of the Village code of ordinances.

13. **Right of entry for inspection.** The petitioner and the property owner hereby give village officials, employees, and authorized agents the right to enter the subject property with reasonable notice for purposes of inspecting the premise to ensure compliance with the terms of this permit.

B. Any use not specifically listed as permitted shall be considered to be prohibited except as may be otherwise specifically provided herein. In case of a question as to the classification of use the question shall be submitted to the Plan Commission for determination.

C. No use is hereby authorized unless the use is conducted in a lawful, orderly, and peaceful manner. Nothing in this order shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption or exception to any law, ordinance, order or rule of either the municipal governing body, the county of Washington, the State of Wisconsin, the federal government, or other duly constituted authority, except only to the extent that it authorizes the use of the subject property above described in any specific respects described herein. This order shall not be deemed to constitute a building permit, nor shall this order constitute any other license or permit required by Village ordinance or other law.

D. This Conditional Use hereby authorized shall be confined to the subject property described, without extension or expansion other than as noted herein, and shall not vary from the purposes herein mentioned unless expressly authorized in writing by the Plan Commission as being in compliance with all pertinent ordinances.

E. Should the permitted conditional use be abandoned in any manner, or discontinued in use for twelve (12) months, or continued other than in strict conformity with the conditions of the original approval, or should the petitioner be delinquent in payment of any monies due and owing to municipality, or should a change in the character of the surrounding area or the use itself cause it to be no longer compatible with the surrounding area or for similar cause based upon consideration of public health, safety or welfare, the conditional use may be terminated by action of the Plan Commission, pursuant to the enforcement provisions of this conditional use permit.

F. Any change, addition, modification, alteration and/or amendment of any aspect of this conditional use, including but not limited to an addition, modification, alteration and/or amendment to the use, premises, structures, lands or owners, other than as specifically authorized herein, shall require a new conditional use permit and all procedures in place at the time must be followed.

G. Unless this Conditional Use Permit expressly states otherwise, plans that are specifically required by this conditional use permit may be amended to be minor and consistent with the conditional use permit. Any change in any plan that the Plan Commission feels, in its
H. Should any paragraph or phrase of this Conditional Use Permit be determined by a Court to be unlawful, illegal or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the conditional use and the remainder shall continue in full force and effect.

I. If any aspect of this Conditional Use Permit or any aspect of any plan contemplated and approved under this conditional use is in conflict with any other aspect of the conditional use or any aspect of any plan of the conditional use, the more restrictive provision shall be controlling as determined by the Plan Commission.

J. This Conditional Use Permit may be reviewed by the Plan Commission at any time upon complaint or upon Plan Commission initiative as provided in Section 70.301(D)(2) of the Village of Richfield village code and as amended from time to time.

K. If the conditional use is terminated by the petitioner or by action of the Village, the petitioner shall remove all buildings, structures, and features authorized by this approval within one year from the date of termination or within a time period established by the Village Board, whichever is less. This requirement, however, does not apply to any building, structure, or feature that complies with the zoning regulations for the zoning district in which the subject property is located.

L. Ordinance 2000-04-06 which authorized the conditional use in 2000 is hereby repealed.

Passed this 17th day of May 2012

John Jeffords, President
Rock Brandner, Trustee
Bill Collins, Trustee
Daniel Neu, Trustee
Sandy Voss, Trustee
ACCEPTANCE

I, Roger A. Basse, verify that I am authorized to sign this document on behalf of Basse's Taste of Country, LLC, a Wisconsin limited liability company, and acknowledge that Basse's Taste of Country, LLC shall be bound by the terms of this conditional use approval in its entirety.

Dated this 7th day of August, 2012

Roger A. Basse, registered agent for Basse's Taste of Country, LLC

Personally came before me this 7th day of August, 2012, the above named person, Roger A. Basse, to me known to be the person who executed the foregoing instrument and acknowledged the same.
Exhibit A.

**Map Key**

A — Secondary Activity Area
B — Corn Maze
C — Miniature Train
D — Primary Activity Area
E — Single-family Residence
F — Overflow Parking
Dear Board Members,

We would like to come before the board and update our Conditional Use Permit. In the past 12 years Basse's Taste of Country is continuously striving to improve the quality of our customers experiences. Upon this, we are always looking for new and exciting ideas to incorporate into our "agritainment" business. In turn, we are "growing" lasting memories for our family of customers.

Thank You for making our business "grow" with lasting impressions.

Sincerely,

Basse’s Taste of Country
Roger and Becky Basse
SELLING SCHEDULE

May-June
Bedding Plants and Vegetable Plants
- season greenhouse
- hanging baskets
- bagged soils and compost
- bulk topsoil
- compost mixture
- shredded mulch

June-July
- Homegrown Strawberries
- Pick-your-own Strawberries
- Strawberry Festival

July-August
- Sweet Corn
- Tomatoes
- Pickles
- Cucumbers
- More homegrown vegetables
- PYO RASPBERRIES

September-Labor Day
- Kick-off Grand Opening of the Corn Maze
- Apples
- Squash

October-October 31st
- School Tours, Public
PUMPKIN FEST
- Hayrides to Pumpkin fields
- Corn Maze
- Grain Train
- Thomas the Train
- Jumping Pillow
- Spider Web
- Duck races
- Peddle Carts
- Pig Races
- Petting Zoo
- Play Sets
- Mechanical Bull or Pumpkin
- Zip Line
- Zorb Ball
- Pumpkin Blaster/Corn Cannon
- Grain Box or Bin
- Hot Air Balloon Rides
- Face Painting
- Pony Bouncers
- Barnyard Twister (Mirror Maze)
- Pony rides
- Inflatables
- Milking Cow
- Bee Hive Dens
- Fun Barn / silo slides
- Pumpkin bowling
- Pumpkin Golf
- Ropes Course
- Zombie Paintball
- Campfires
- Jail house / Fun Fort
- Rat Racers
- Gem Stone Mining
- Corn Ball
- Pumpkin Tether Ball
- Chain Link Maze

November-December
- Christmas Trees
- Wreaths
- Fruit Baskets

All Season
Bakery
- Pies
- Donuts (Apple Cider)
- Caramel Apples
Concessions
- Ice Cream
- Hot Dogs
- Sundaes
- Water / Soda
- Different kinds of munchies
Store
- Crafts
- Jellies
- Maple Corn
- Popcorn
- Kettle Corn

Birthday Outings
Corporate Outings

Parking
- Three acres for parking
- New Access
500 feet east of main driveway (used as EXIT only)

Signs and Lightning / Pond Sprayer
- All Pumpkin Fest Walk Way lighting
- All Pumpkin Fest Signage
- Pumpkin Fest Emergency Audio System
- Pond Sprayer and lights
PUMPKIN BLASTER

HISTORY OF THE PUMPKIN BLASTER:
The concept of the pumpkin blaster was 2 years in the making. There were two things we wanted to accomplish in building this product. The first was to build a quality product and the second was to build a safe product. In building this blaster, we feel we have accomplished both.

WHAT YOU GET WITH A PUSH BUTTON FIRED PUMPKIN BLASTER:
1. The complete blaster fully assembled, and the pedestal stand it sets on (you have to mount the blaster to the stand with bolts that are provided).
2. This blaster uses a programmable one shot limit switch. This switch limits the exact amount of air needed to blast a pumpkin out so that every shot is uniform and uses no more air necessary for a great shot.

SAFETY FEATURES:
1. Ground Fault System – Protects customers from electrical shock and also protects the electrical system.
2. Side Loading of Pumpkin – Keeps the customer away from the end of the barrel.
3. Loading Chamber Limit Switch – Blaster can not be fired until loading chamber is completely closed.
4. Foot Switch – Loading chamber limit switch and foot operated switch have to be activated before power is available to the firing button to fire the blaster. The blaster can't be accidentally fired.
5. Side Pumpkin Loading System – Keeps the employees as well as the customers away from the end of the blaster's barrel.
1st FLOOR PLAN
SCALE: 1/8" = 1'-0"

2nd FLOOR PLAN
SCALE: 1/8" = 1'-0"
NORTH END ELEVATION
SCALE: 1/8" = 1'-0"

WEST SIDE ELEVATION
SCALE: 1/8" = 1'-0"
BASSE’S TASTE OF COUNTRY
PUMPKIN FEST 2018
WHAT WE WOULD LIKE TO IMPROVE/ADD ON IN THE FUTURE

- Bigger Corn Bin
- Apple Express Train
- Restrooms
- New sign
- Egg Scrambler
- Tiny Town
- Discovery barn
- Indoor/outdoor concerts
- New entrance on Colgate Road
CORN BIN
APPLE EXPRESS TRAIN

- https://www.youtube.com/watch?v=sSXil_TW6OQ
RESTROOMS
NEW SIGN

[Image of a cartoon truck with a sign that reads "TASTE OF COUNTRY FARM MARKET" and "We Grow Memories!" on the side. The truck is loaded with pumpkins.]
EGG SCRAMBLER
TINY TOWN
DISCOVERY BARN
INDOOR/OUTDOOR COUNTRY CONCERTS
COLGATE ROAD ENTRANCE
• We PLANT and NURTURE
  but it is GOD who makes things GROW
  1 Corinthians 3:7
2018-2019
“NEW”
ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Applicant(s):
• Basses Taste of Country, LLC Agent, Blake Basse
SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of:  

☑ Village of Richfield  

☐ City  

County of Washington

The undersigned duly authorized officer(s)/members/managers of  

Busse's Taste of Country  

(registered name of corporation/organization or limited liability company)

□ a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as  

Busse's Taste of Country  

(trade name)

located at  

3190 County Rd Q  

Colgate, WI 53017

appoints  

Blake Busse  

(name of appointed agent)

3463 N Shore Dr  

Hubertus, WI 53033  

(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes  ☑ No  

If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course?  

☐ Yes  ☑ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin?  

27 yrs

Place of residence last year  

3463 N Shore Dr  

Hubertus, WI 53033

For:  

Busse's Taste of Country  

(name of corporation/organization/limited liability company)

By:  

Blake Busse  

(signature of Officer/Member/Manager)

And:  

Blake Busse  

(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I,  

_____ Blake Busse  

(agent's name)

hereby accept this appointment as agent for the corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

 Владимиров

(signature of agent)  

3463 N Shore Dr  

Hubertus, WI 53033  

(home address of agent)

Agent's age 27  

Date of birth 8/19/91

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY  

(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on  

(date)  

by  

(signature of proper local official)  

Title (town chair, village president, police chief)

Wisconsin Department of Revenue

AT-104 (R. 4-99)  

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CLOSED SESSION