

# VILLAGE OF OSCEOLA PLAN COMMISSION MEETING

**Date:** Tuesday, November 7, 2023  
**Time:** 6:00 p.m.  
**Place:** Large Conference Room (Rm 205), 310 Chieftain Street, Osceola WI 54020

## AGENDA

1. Call the meeting to order
2. Approval of agenda
3. Approval of minutes
  - a. October 3, 2023
4. Discussion and possible action re:
  - a. Comprehensive Plan kickoff with MSA
5. Future agenda items and updates
6. Adjourn

**NOTE:** It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. 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.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Village Hall at (715) 294-3498.

## **PLAN COMMISSION MEETING PROCEEDINGS**

### **October 3, 2023**

The Plan Commission of the Village of Osceola met on October 3, 2023, to hold a regular monthly meeting. Chair Gilliland called the meeting to order at 6:02 p.m.

Present: Bruce Gilliland, Brad Lutz, Kim O’Connell, Dennis Tomfohrde, Rob Bullard, and Mike Sine

Absent: Bill Chantelois V

Others present: Devin Swanberg, Tanya Batchelor, Caleb See, and Russ Kiviniemi

Motion to approve the agenda was made by O’Connell, second by Bullard. Motion passed 6-0

Motion to approve the minutes of the previous meeting, September 5, 2023, was made by Bullard, second by O’Connell. Motion passed 6-0

#### **Discussion and possible action re:**

##### **a. Public Hearing – Site Plan for PID 165-00582-0200**

Motion to open the public hearing was made by O’Connell, seconded by Bullard.

Motion passed 6-0

Chairman Gilliland read the public hearing notice for development of property located at 103 Ridge Road. A memo from Village Engineer, Angela Popenhagen, dated 9-25-2023 and included in the packet, addressed the zoning requirements, design and site requirements, stormwater management and erosion control. There were no questions from the public. Lutz moved to close the public hearing, seconded by Bullard. O’Connell was opposed. Motion passed 5-1

Discussion followed. Russ Kiviniemi, from Cedar Corporation, answered questions.

Applications have been submitted to the FAA and the WI DNR for approval. Sine asked about the requirement for recreation space. The developer requested to pay a fee in lieu of parkland. Per ordinance, the fee is \$440 per residential unit. This building has 12 units, so the total fee will be \$5,200.00, to be paid with the building permit. There was also discussion regarding lighting on the site and the street. The building will have carriage lights and any street lights will be the village’s responsibility. Street lights can be added when the street is extended in the future.

Motion by Bullard to recommend Village Board approval of the site plan, seconded by Sine.

Motion passed 6-0

##### **b. Plan Introduction Industrial Park**

Russ Kiviniemi, of Cedar Corporation, explained that Xcel Energy is purchasing a lot on the corner of Simmon Drive and Pheasant Run Drive. The price has been agreed upon. Tim Mossett, a real estate consultant with Xcel Energy, explained the concept drawings. This site will replace the existing site in St. Croix Falls. It will be 8,000 square feet, including 2,500 square feet of warehouse space, 4 truck bays, crew quarters, locker space, a small conference room and some office space for a couple office employees. Xcel Energy plans to be there for 30-40 years. Outside the building will be a storage yard with a drive through. A landscape plan will be submitted and will address the fencing and trees. They plan to close on the property in December, have the final site plan ready in January and construction to begin in the spring. A 40 x 60 fully enclosed storage shed will also be on the lot.

c. Preliminary Site Plan Review - Caleb See

Caleb See explained his plans to build a 16-unit apartment development with 4 buildings having 4 units each on Lot 5 next to Kwik Trip on Ridge Road. Each building will have an attached garage. Lots 3 & 4 are empty, outlot 1 is the senior living center, and outlot 171 is Kwik Trip. This project and the other apartment building just approved tonight are in the TID. Ridge Road will be engineered and extended with money from the TID as soon as it is feasible. Caleb plans to start building in the spring. There are buildings on the site that will need to be renovated and those costs can be covered by the TID. Details will be addressed in the purchase and development agreement.

d. Preliminary Site Plan Review – Precision Steel

Administrator Swanberg did not receive plans in time for this meeting. The owners have agreed to the purchase price, but need to make sure they can get utilities to the site. If an easement is not acceptable, the purchase price may need to be lowered.

e. Public Input Discussion

Administrator Swanberg explained the minutes from the June meeting when the Planning Commission voted to remove public input from the agenda. O’Connell requested to have it back on the agenda but limit each person to 3 minutes and a maximum of 30 minutes per meeting. Bullard left the meeting at 6:55 p.m. Discussion followed. Motion by O’Connell to have public comment on the agenda limited to 3 minutes per person and 30 minutes total, seconded by Sine.

Motion passed 5-0

f. Comprehensive Plan Update and Recreation Plan

The village board approved hiring MSA to complete the Comprehensive Plan. Administrator Swanberg stated they will kick things off in late October or early November. Public input will be held at certain meetings. It will be an 8 – 12-month process. A schedule will be sent out to Planning Commission members for this process. Extra meetings may be needed each month to address items.

Future Agenda Items

Kim O’Connell would like to have a better procedure for public hearings with a list of items to be addressed before items can be approved. Discussion followed. Swanberg will create a process to follow for public hearings to keep things consistent. He will also look at lighting standards within our ordinances.

The meeting was adjourned at 7:08 p.m.

Minutes Respectfully submitted by Tanya Batchelor, Village Treasurer