



156 East First Street
New Richmond, WI 54017
Ph 715-246-4268 Fax 715-246-7129
www.newrichmondwi.gov

December 1, 2016

TO ALL PLAN COMMISSION MEMBERS:

Fred Horne	Ron Volkert
Jim Zajkowski	David Wilford
Mike Kastens	Kyle Hinrichs
MaryKay Rice	Sarah Skinner (ex officio)

This is to notify you that there is a Plan Commission meeting scheduled for Tuesday, December 6, 2016 at 5:00 p.m. in the Council Chambers of the Civic Center, 156 East First Street, City of New Richmond, WI.

AGENDA:

- 1. Roll Call**
- 2. Adoption of Agenda**
- 3. Approval of the Minutes of the Previous Meeting, November 1, 2016**
- 4. Public Hearing to consider the following:**
- 5. A Petition for Annexation from the City of New Richmond for the following properties to be annexed from the Town of Star Prairie:**
 - a) 038-1096-50-000 SEC 23 T31N R18W NE SE BEING LOT 1 OF CSM 8/2285 (5 ACRES) Property address is 2032 County Road CC, New Richmond, WI 54017**
 - b) 038-1096-50-200 SEC 23 T31N R18W NE SE BEING LOT 2 OF CSM 8-2285 (14.71 ACRES) Property address is 2028 County Road CC, New Richmond, WI 54017.**
 - c) 038-1102-80-000 SEC 25 T31N R18W S ½ NE SE EXC PT TO CITY OF NEW RICHMOND & EXC HWY (9.29 ACRES)**
 - d) 038-1103-30-000 SEC 25 T31N R18W N ½ SW SE EXC PT TO CITY OF NEW RICHMOND (15 ACRES)**
 - e) 038-1103-50-000 SEC 25 T31N R18W N ½ SE SE FRL (20 ACRES)**
- 6. Action on Public Hearing Agenda**
- 7. Recommendation for Comprehensive Plan Consultant**

8. Communications and Miscellaneous

9. Adjournment

**Fred Horne
Mayor**

cc:

The News

Mike Darrow

Bob Meyer

Jim VanderWyst

Steve Skinner

Northwest Cable

Nick Vivian

Tom Rickard

Craig Yehlik

City Website

Mike Demulling

Dan Licht

Beth Thompson



3601 Thurston Avenue N, Suite 100
Anoka, MN 55303
Phone: 763.231.5840
Facsimile: 763.427.0520
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 30 November 2016

RE: New Richmond – City Property Annexation

TPC FILE: 164.01

BACKGROUND

The City of New Richmond has initiated annexation of five parcels owned by the City that are within Star Prairie Township. Two parcels are located northwest of the New Richmond Regional Airport along County Road CC, and will be leased by the School District of New Richmond for a District Farm project. The three parcels located southeast of the airport on either side of Highway 65, north of Highway 64 are mostly wetlands that will be incorporated as part of the overall airport property.

Exhibits:

- A. Site Location Map

ANALYSIS

The Highway 64/65 Corridor Plan guides the parcels northwest of the airport for future commercial uses. The use of the subject site for the planned District Farm project is an appropriate interim use in this area until such time as urban development consistent with the Land Use Plan occurs. The parcels located southeast of the airport are not designated for future land uses on the Highway 64/65 Corridor Plan based on their existing natural features that restrict development; inclusion of these parcels as part of the overall airport property within the City is appropriate. The proposed annexation is therefore consistent with the policies of the Comprehensive Plan.

The parcels are all within the Urban Reserve Area defined by the City of New Richmond/Town of Star Prairie Cooperative Plan dated 31 July 2012. The Cooperative Plan establishes criteria and procedures for annexation of property within the Urban Reserve Area to the City. Paragraph 3.2.1 states that property within the Urban Reserve Area may be annexed to the City upon the request of the property owner. All of the parcels to be annexed are owned by the City of New Richmond. The City is initiating the annexation for the purposes of including property owned by the City within its municipal boundaries.

Section 3.6 of the Cooperative Plan outlines notification requirements for the proposed annexation. As the annexation is being initiated by the City as the property owner of all of the parcels, no direct notification to Star Prairie Township is required. The City has scheduled a public hearing for the Plan Commission meeting on 6 December 2016 at 5:00PM to provide opportunity for public comment regarding the proposed annexation. Notice of the public hearing was mailed to Star Prairie Township.

Annexation of the parcels is to occur by adoption of an ordinance by the City Council as provided for in Section 3.8 of the Cooperative Plan. The annexation will be effective upon the date after the annexation ordinance is published. The annexation ordinance will be recorded with the Secretary of State (there are no State costs to be incurred) and St. Croix County Recorder. In addition to providing for annexation of the parcels, the annexation ordinance will establish the zoning district designation for each of the parcels so as to be regulated by the City's Zoning Ordinance. Two different zoning district designations are being recommended based on the planned use of the parcels:

Parcels		Area	Intended Use	Zoning District Designation
Northwest	038-1096-50-000	5.00ac.	Agriculture (crops / livestock)	Z1 District
	038-1096-50-200	14.70ac.		
Southeast	038-1102-80-000	9.29ac.	Wetlands/airport facility	Z7A District
	038-1103-30-000	15.00ac.		
	038-1103-50-000	20ac.		

RECOMMENDATION

The proposed annexation of five parcels within Star Prairie Township owned by the City is consistent with the City's Comprehensive Plan and the City/Star Prairie Township Cooperative Plan. City staff recommends approval of an ordinance annexing the City owned parcels within Star Prairie Township.

POSSIBLE ACTION

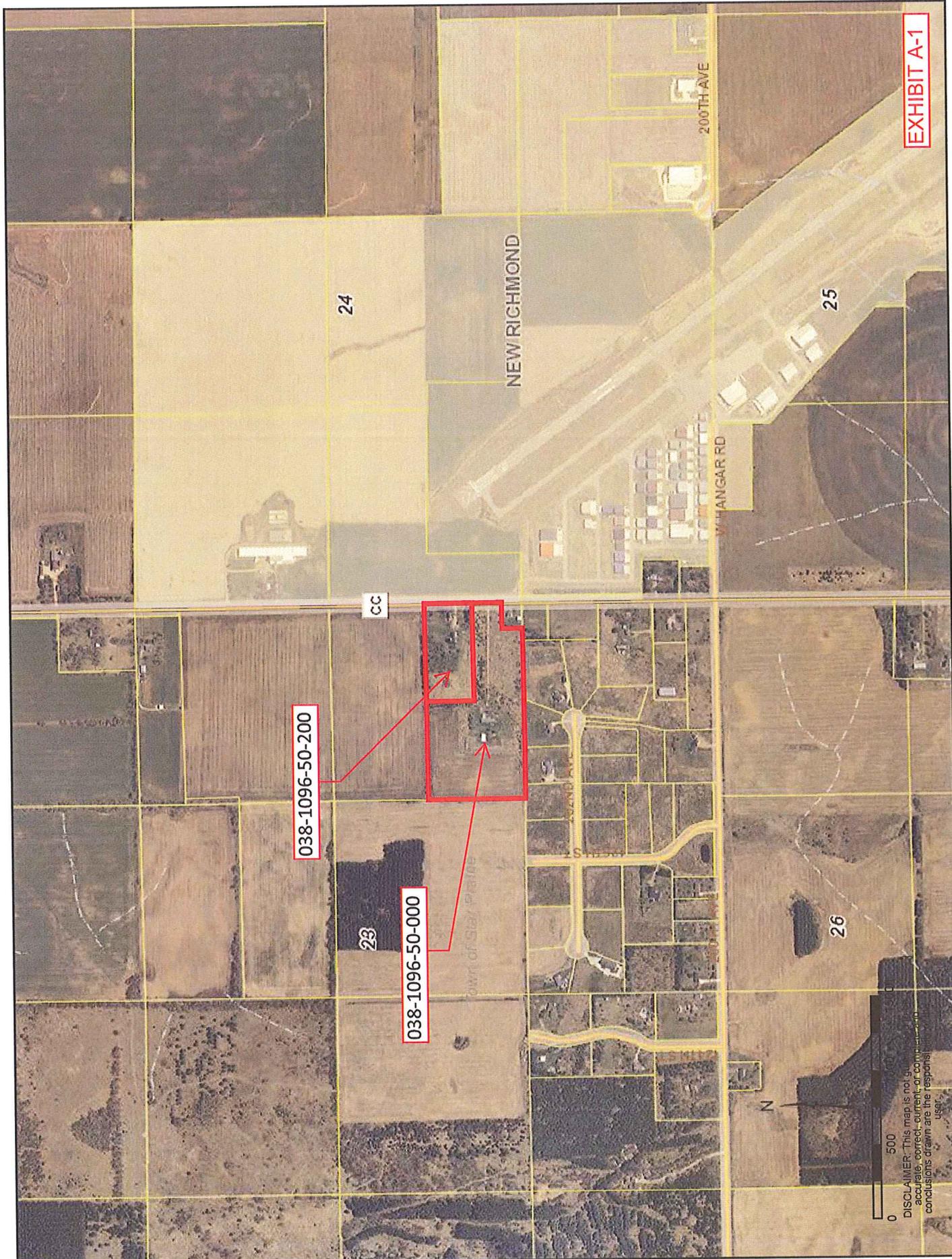
- A. Motion to recommend City Council **approval** of an ordinance annexing City owned parcels to the City of New Richmond and establishing zoning district designations for each parcel as outlined below:

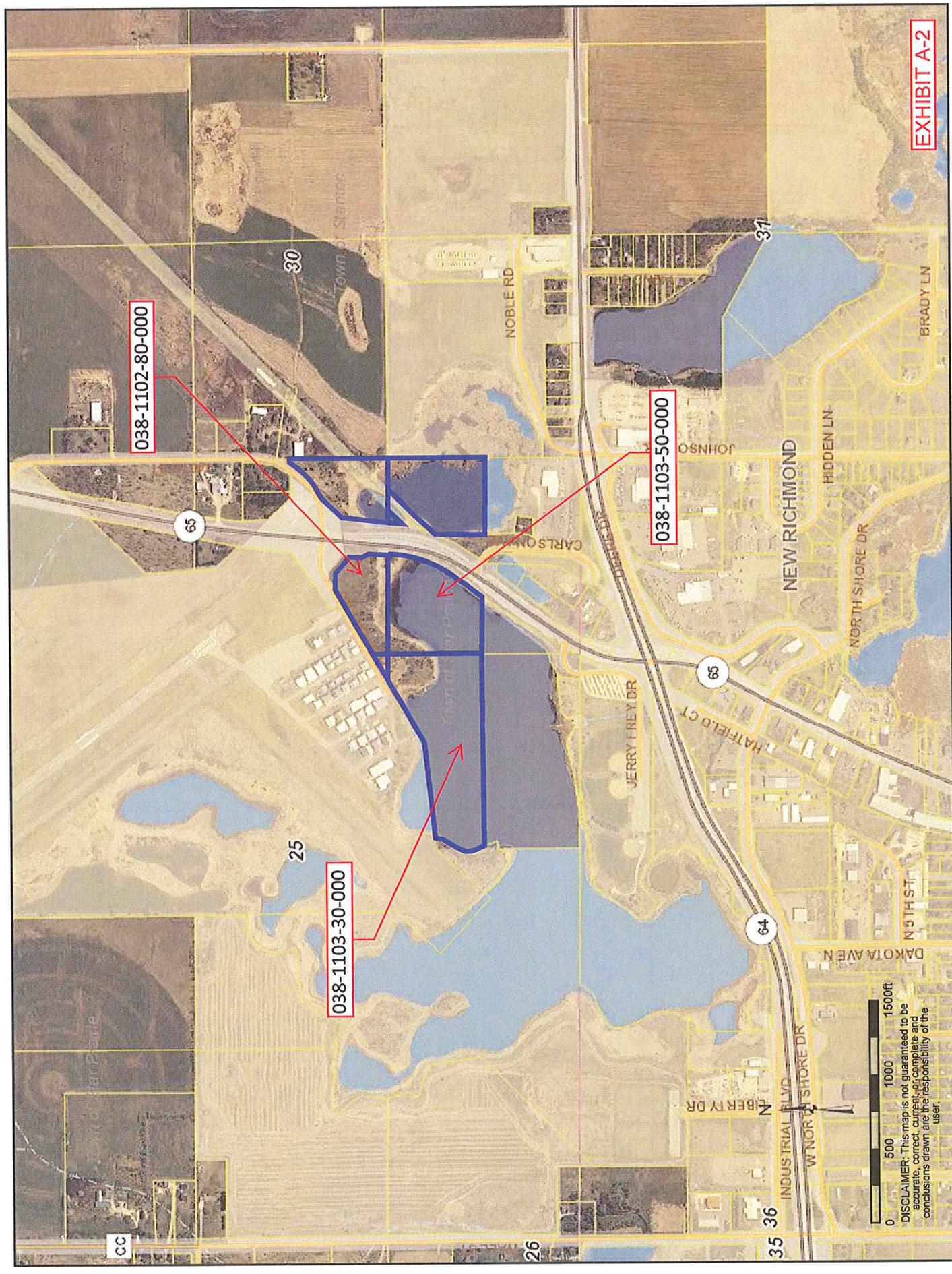
Parcels	Zoning District Designation
038-1096-50-000 038-1096-50-200	Z1 District
038-1102-80-000 038-1103-30-000 038-1103-50-000	Z7A District

- B. Motion to recommend the City Council **deny** the annexation petition based on a finding that such action is not consistent with the policies of the Comprehensive Plan.

- C. Motion to **table**.

- c. Michael Darrow, City Administrator
Tanya Batchelor, City Clerk
Nick Vivian, City Attorney





#A

Parcel #: 038-1096-50-000

Valid as of 11/10/2016 01:27 PM

Alt. Parcel #: 23.31.18.401B

TOWN OF STAR PRAIRIE
ST. CROIX COUNTY,
WISCONSIN

Owner and Mailing Address:

CITY OF NEW RICHMOND
156 E 1ST ST
NEW RICHMOND WI 54017

Co-Owner(s):

Physical Property Address(es):

* 2032 CTY RD CC

Districts:

Dist#	Description
3962	SCH DIST NEW RICHMOND
1700	WITC

Parcel History:

Date	Doc #	Vol/Page	Type
08/25/2015	1017542	/	WD
10/14/2003	743679	2435/574	QC
		686/67	
		775/320	

more...

Legal Description:

Acres: 5.000

SEC 23 T31N R18W 5AC NE SE BEING LOT 1 OF
CSM 8/2285

Plat	Tract (S-T-R 40¼ 160¼ GL)	Block/Condo Bldg
* 2285-CSM 08-2285 038-90	23-31N-18W NE SE	LOT 01

2016 Valuations:

Values Last Changed on
09/13/2011

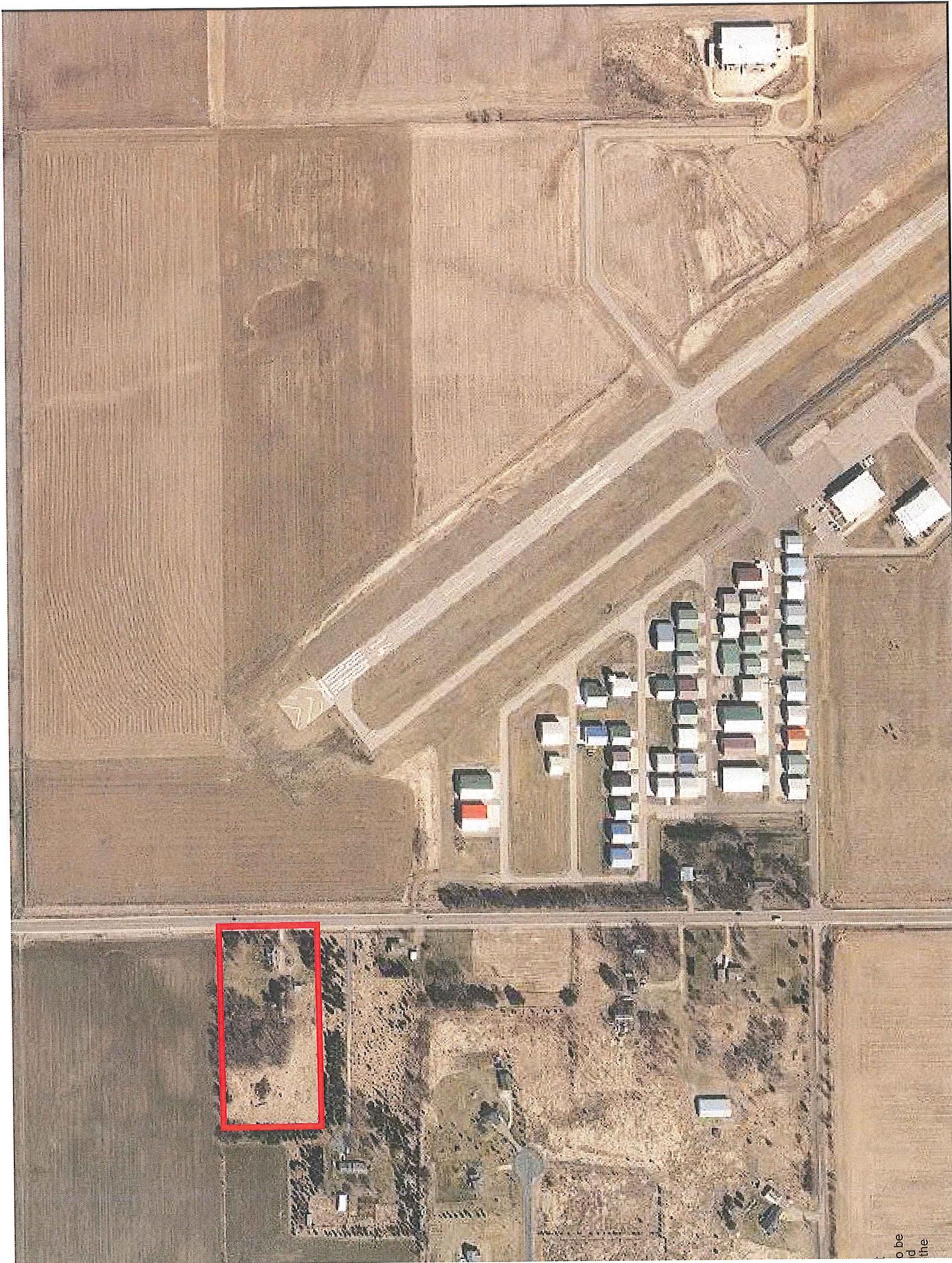
Class and Description	Acres	Land	Improvement	Total
G1-RESIDENTIAL	5.000	34,000.00	86,000.00	120,000.00
Totals for 2016				
General Property	5.000	34,000.00	86,000.00	120,000.00
Woodland	0.000	0.00	0.00	0.00
Totals for 2015				
General Property	5.000	34,000.00	86,000.00	120,000.00
Woodland	0.000	0.00	0.00	0.00

2016 Taxes

Taxes have not yet been calculated.

Key

* -
Primary



o be
id
the

#B

Parcel #: 038-1096-50-200

Valid as of 11/10/2016 01:25 PM

Alt. Parcel #: 23.31.18.401B-10

TOWN OF STAR PRAIRIE
ST. CROIX COUNTY,
WISCONSIN

Owner and Mailing Address: CITY OF NEW RICHMOND 156 E 1ST ST NEW RICHMOND WI 54017		Co-Owner(s):	
Districts:		Physical Property Address(es): * 2028 CTY RD CC	
Dist#	Description	Parcel History:	
3962	SCH DIST NEW RICHMOND	Date	Doc #
1700	WITC	08/25/2015	1017543
		Vol/Page	Type
		/	WD
Legal Description: SEC 23 T31N R18W 14.71AC NE SE BEING LOT 2 CSM 8/2285		Acres: 14.710	

Plat	Tract (S-T-R 40¼ 160¼ GL)	Block/Condo Bldg
* 2285-CSM 08-2285 038-90	23-31N-18W NE SE	LOT 02

2016 Valuations: Values Last Changed on 09/13/2011

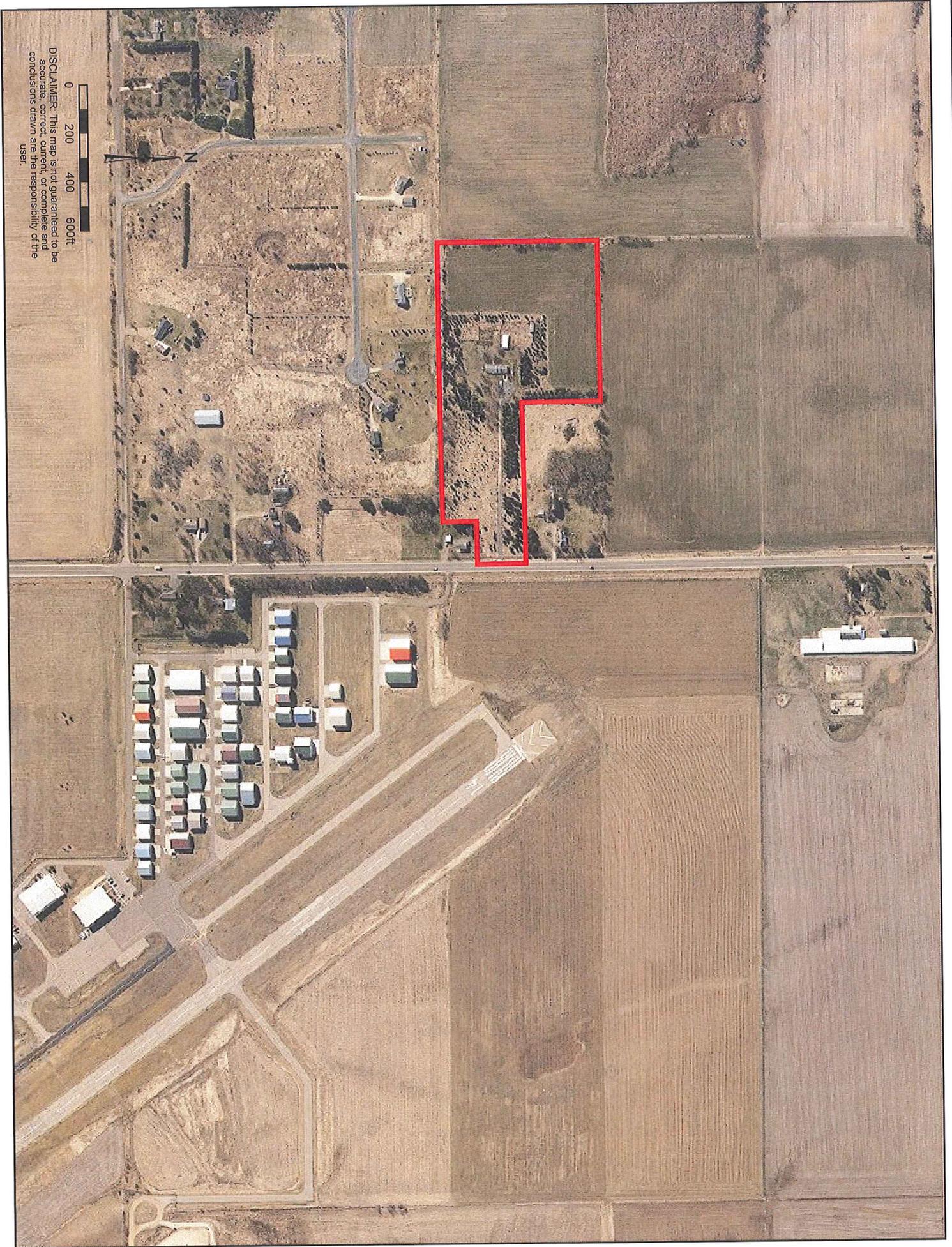
Class and Description	Acres	Land	Improvement	Total
G1-RESIDENTIAL	14.710	20,000.00	150,800.00	170,800.00
Totals for 2016				
General Property	14.710	20,000.00	150,800.00	170,800.00
Woodland	0.000	0.00	0.00	0.00
Totals for 2015				
General Property	14.710	20,000.00	150,800.00	170,800.00
Woodland	0.000	0.00	0.00	0.00

2016 Taxes

Taxes have not yet been calculated.

Key

* -
Primary



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

0 200 400 600ft

#C

Alt. Parcel #: 25.31.18.433B

TOWN OF STAR PRAIRIE
ST. CROIX COUNTY,
WISCONSIN

Owner and Mailing Address: CITY OF NEW RICHMOND 156 E 1ST ST NEW RICHMOND WI 54017		Co-Owner(s):	
Districts:		Physical Property Address(es): Information Not Available	
Dist#	Description	Parcel History:	
3962	SCH DIST NEW RICHMOND	Date	Doc #
1700	WITC	07/23/1997	727/261
8020	UPPER WILLOW REHAB DIST	07/23/1997	967/567
Legal Description: SEC 25 T31N R18W S 1/2 NE SE EXC PT TO CITY OF NEW RICHMOND & EXC HWY		Acres: 5.000	

Plat	Tract (S-T-R 40¼ 160¼ GL)	Block/Condo Bldg
* N/A-NOT AVAILABLE	25-31N-18W	

2016 Valuations: Values Last Changed on 06/23/1993

Class and Description	Acres	Land	Improvement	Total
X4-OTHER	5.000	0.00	0.00	0.00
Totals for 2016				
General Property	0	0.00	0.00	0.00
Woodland	0.000	0.00	0.00	0.00
Totals for 2015				
General Property	0.000	0.00	0.00	0.00
Woodland	0.000	0.00	0.00	0.00

2016 Taxes

Taxes have not yet been calculated.

Key

* -
Primary



0 200 400 600ft
DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

#0

Alt. Parcel #: 25.31.18.435A

TOWN OF STAR PRAIRIE
ST. CROIX COUNTY,
WISCONSIN

Owner and Mailing Address: CITY OF NEW RICHMOND 156 E 1ST ST NEW RICHMOND WI 54017		Co-Owner(s):	
Districts:		Physical Property Address(es): Information Not Available	
Dist#	Description	Parcel History:	
3962	SCH DIST NEW RICHMOND	Date	Doc # Vol/Page Type
1700	WITC	07/23/1997	727/261
8020	UPPER WILLOW REHAB DIST	07/23/1997	967/567
Legal Description: SEC 25 T31N R18W N 1/2 SW SE EXC PT TO CITY OF NEW RICHMOND		Acres: 15.000	

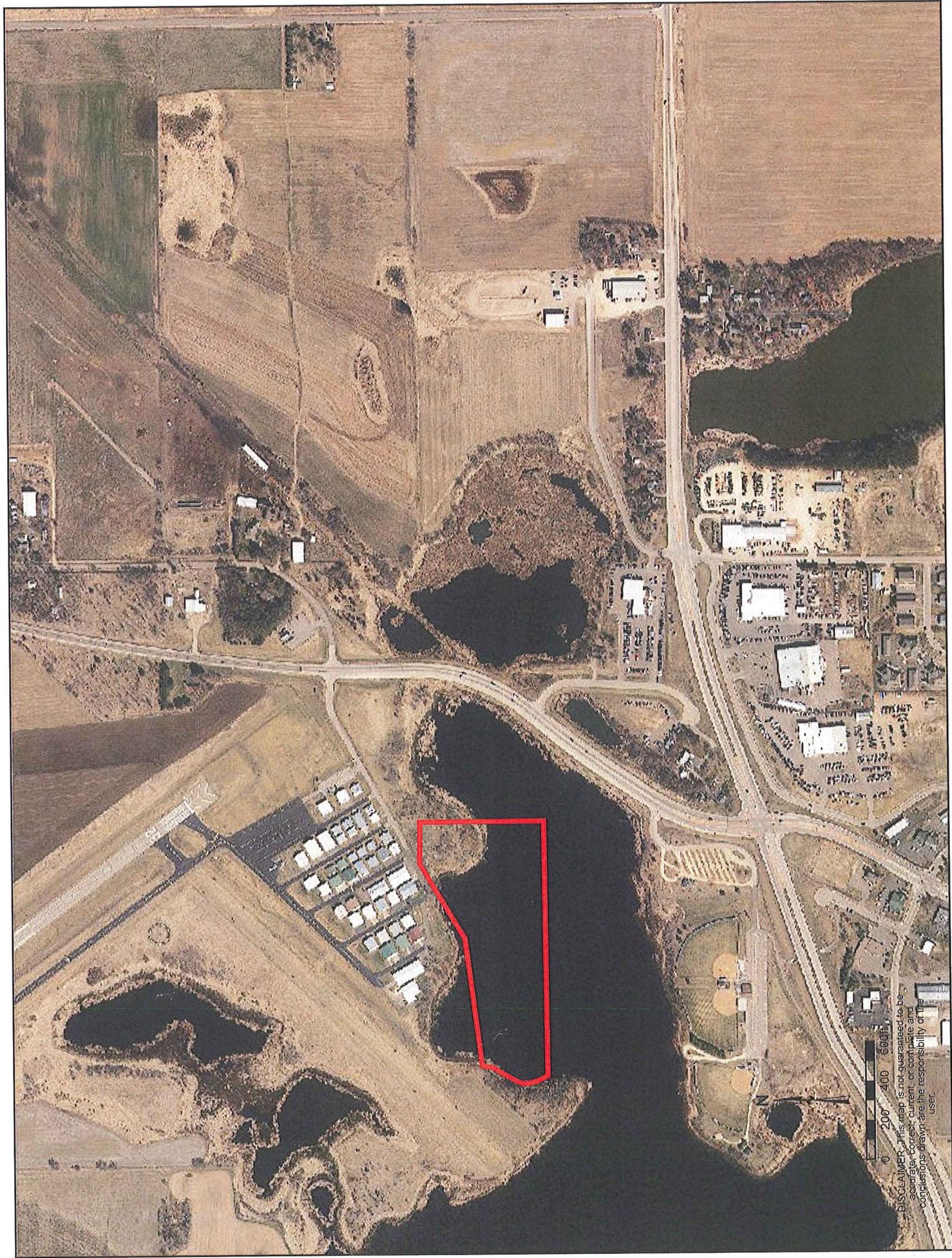
Plat	Tract (S-T-R 40¼ 160¼ GL)	Block/Condo Bldg
* N/A-NOT AVAILABLE	25-31N-18W	

2016 Valuations: Values Last Changed on 06/23/1993

Class and Description	Acres	Land	Improvement	Total
X4-OTHER	15.000	0.00	0.00	0.00
Totals for 2016				
General Property	0	0.00	0.00	0.00
Woodland	0.000	0.00	0.00	0.00
Totals for 2015				
General Property	0.000	0.00	0.00	0.00
Woodland	0.000	0.00	0.00	0.00

2016 Taxes
Taxes have not yet been calculated.

Key * -
Primary



0 200' 400' 600'

DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

#E

Parcel #: 038-1103-50-000

Valid as of 11/11/2016 08:30 AM

Alt. Parcel #: 25.31.18.436A

TOWN OF STAR PRAIRIE
ST. CROIX COUNTY,
WISCONSIN

Owner and Mailing Address: CITY OF NEW RICHMOND 156 E 1ST ST NEW RICHMOND WI 54017		Co-Owner(s):	
Districts:		Physical Property Address(es):	
Dist#	Description	Information Not Available	
3962	SCH DIST NEW RICHMOND		
1700	WITC		
8020	UPPER WILLOW REHAB DIST		
Legal Description: SEC 25 T31N R18W N 1/2 SE SE FRL		Parcel History:	
Acres: 20.000		Date	Doc #
		07/23/1997	727/261
		07/23/1997	967/567
		Vol/Page	Type

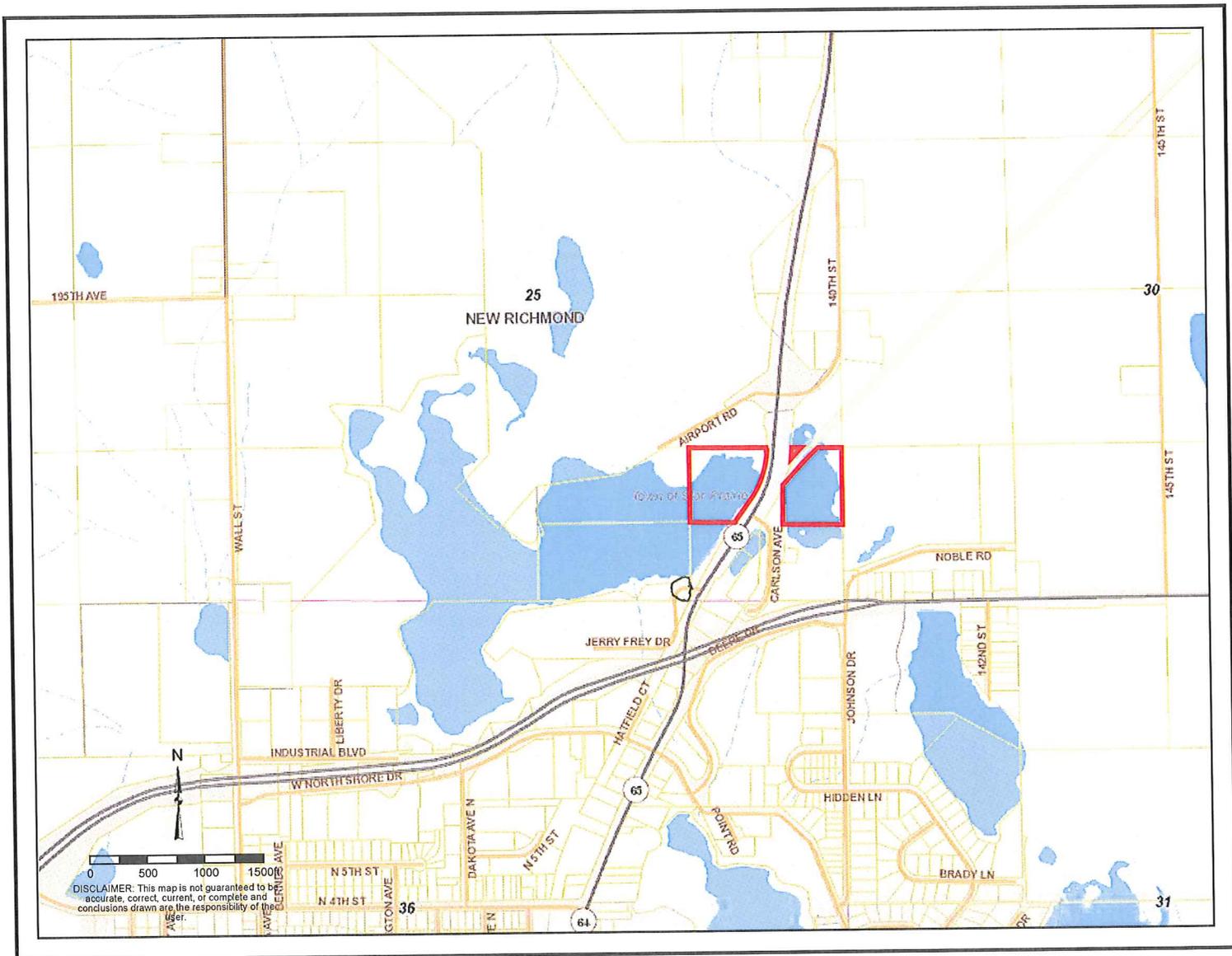
Plat	Tract (S-T-R 40¼ 160¼ GL)	Block/Condo Bldg
* N/A-NOT AVAILABLE	25-31N-18W	

2016 Valuations: Values Last Changed on 06/23/1993

Class and Description	Acres	Land	Improvement	Total
X4-OTHER	20.000	0.00	0.00	0.00
Totals for 2016				
General Property	0	0.00	0.00	0.00
Woodland	0.000	0.00	0.00	0.00
Totals for 2015				
General Property	0.000	0.00	0.00	0.00
Woodland	0.000	0.00	0.00	0.00

2016 Taxes
Taxes have not yet been calculated.

Key * - Primary





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TO: Mayor and Plan Commission Members

FROM: Beth Thompson, Community Development Director

DATE: December 1, 2016

RE: Comprehensive Plan Update

Background

The City of New Richmond's Comprehensive Plan was last updated in 2005. Per State Statute 66.1001, each municipality must update their Comprehensive Plan every 10 years. Per this Statute, the City of New Richmond would like to complete a Comprehensive Plan update in 2017.

The purpose of the Comprehensive Plan is to identify issues, opportunities, needs and organize public policy to address them in a manner that makes the best and most appropriate use of City resources. It will describe a desired future for the community over the next 20 years and establish goals to move toward that future. The Comprehensive Plan is meant to be used by elected and appointed officials and City staff in the ongoing process of making decisions, creating ordinances and allocating funds.

For the second time in 2016 the City put out an RFP for Consultants to lead this Comprehensive Plan process. The first time around the City did not pick a group to lead this process as we did not get the response needed to complete this major project. The second RFP and interviewing process went much better. The City formed an interviewing committee consisting of two City Council Members, one Plan Commission member and four City staff members. Interviews were held on November 17th for four different consulting groups that responded to our RFP. Staff also formed a Citizen's Advisory Group to assist with the interviewing process by taking part in four public engagement activities, then they reported back to the interviewing committee.

Recommendation

As a result of the interviewing process the City would like to recommend hiring Weber Community Planning Group. This was the first choice of both the interviewing committee and the Citizens Advisory Group. City staff would like the Plan Commission to recommend hiring Weber Planning Group to the City Council.