



**AGENDA  
PLAN COMMISSION  
CITY COUNCIL CHAMBERS  
MARCH 3, 2026**

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**CALL TO ORDER – 6:30 p.m.  
PLEDGE OF ALLEGIANCE  
ROLL CALL**

**APPROVAL OF MINUTES**

1. Minutes of the February 3, 2026 Plan Commission meeting

**PUBLIC COMMENTS**

**ORDINANCES AND RESOLUTIONS**

**REPORTS**

2. Presentation on the Downtown Project (2025-2027 Council Strategic Initiative)
3. Planning Update

**ADJOURNMENT**

***Council members may be in attendance for informational purposes only.  
No official Council action will be taken.***

**NOTE:** Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials to be in an accessible location or format, may contact City Clerk Amy White at (715) 426-3408 or in person at 222 Lewis Street, for accommodations. Requests for accommodation should be made at least three (3) business days in advance of the meeting. Every effort will be made to arrange accommodation.

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# Community Development Department

222 Lewis Street  
River Falls, WI 54022  
715.425.0900  
www.rfcity.org



## MINUTES PLAN COMMISSION FEBRUARY 3, 2026 CITY COUNCIL CHAMBERS

**Members Present:** Rob Gormanson, Michael Woolsey, Diane Odeen, Rebecca Prendergast, Steven Severson, Dan Toland  
**Members Absent:** Chris Holtkamp  
**Staff Present:** Emily Shively, Becky Corson, Harley Melhorn, Joe Reardon, Sgt. Denton Anderson

### CALL TO ORDER

Meeting convened at 6:30 p.m.

### APPROVAL OF MINUTES

M/Woolsey, S/Odeen to approve minutes. Motion carried 6/0.

### PUBLIC COMMENTS

### ORDINANCES AND RESOLUTIONS

#### **Specific Implementation Plan and Final Plat for Wildflower Meadows on Powell Avenue at N. Winter Street (JPB Land, LLC)**

Senior Planner Harley Melhorn gave a presentation on the Specific Implementation Plan (SIP) and Final Plat for Wildflower Meadows. Melhorn gave a brief background overview on the project. Melhorn explained the General Development Plan and Preliminary Plat were approved by City Council on November 11<sup>th</sup>, 2025. The request before the Plan Commission tonight is for the Specific Implementation Plan, or SIP. Melhorn explained that the SIP and Final Plat explain how the project will be built in detail, carrying out the ideas approved in the General Development Plan (GDP). The first phase of Wildflower Meadows includes a total of 45 lots, which consists of 37 single-family lots and 8 twinhome lots. Melhorn explained the subdivision will be built to meet City neighborhood standards, as well as having sidewalks on both sides of the street with wide enough roads to support walkability, safety, and neighborhood connectivity. A small pocket park is also included in this phase of the project and will be on the southern portion of the development. Melhorn explained that the Phase 1 site plan is consistent with the General Development Plan that was approved by City Council in 2025. Melhorn explained that a SIP must be substantially conformant to the General Development Plan for a given PUD and must meet all other development and engineering standards of code. Staff review of this SIP finds it to be in substantial conformance to the GDP. Melhorn covered the code requirements for the Final Plat as well. Based on staff analysis, no concerns were found for plat approval. Melhorn indicated next steps would be to go before City Council on February 24<sup>th</sup>. Staff recommends that Plan Commission forward the SIP and Final Plat to City Council with a favorable recommendation.

Diane Odeen made a motion to forward the Specific Implementation and Final Plat for Wildflower Meadows to City Council with a recommendation for approval. **M/Odeen, S/Woolsey – carried 6/0**

Diane Odeen asked when they plan to start building with approval. Paul Tabone spoke and indicated development starting this Spring with home construction mid-summer to late fall.

### **Rezoning of 659 St. Croix Street from I-1 Industrial District to B-3 Highway Commercial District (Wilkens Properties, LLC)**

Senior Planner Harley Mehlhorn gave a presentation on the rezoning request for Jerry's Automotive. Mehlhorn indicated the intent of the rezoning is to allow for the expansion of the existing auto service and repair facility and to unify the zoning of the site to combine the two parcels into one. The subject site is currently zoned I-1 Industrial District and Jerry's is currently zoned B-3 Highway Commercial. The request is to change the site to B-3 Highway Commercial for continuity of the parcel. Mehlhorn discussed the criteria for rezoning and how the Comprehensive Plan identifies this site's future use as Mixed Use. The proposed zoning of B-3 is consistent with this designation since it allows for both commercial and residential uses. Mehlhorn indicated the next steps would be for City Council to hear of the proposed rezoning and requires two meetings, one on February 24<sup>th</sup> and then one on March 10<sup>th</sup>. Mehlhorn summarized that finding conformance with the Comprehensive Plan, staff recommends the Plan Commission forward the ordinance for the rezoning to City Council with a favorable recommendation.

Diane Odeen made a motion to forward the rezoning of 659 St Croix Street from I-1 Industrial to B-3 Highway Commercial to City Council with a recommendation for approval. **M/Odeen, S/Woolsey – carried 6/0**

Conversation was had about what is not able to be done at the property with the current zoning of the parcel, and why the change to the B-3 Highway Commercial zoning would be beneficial to the parcel and ownership of Jerry's Automotive.

### **Proposed ordinance amendments to Title 10 – Vehicle and Traffic**

- a. Creating Chapter 10.20 relating to bicycles; regulating bicycle use on sidewalks**
- b. Creating Chapter 10.21 relating to electric bicycles and scooters**
- c. Creating Chapter 10.22 relating to operation of all-terrain and utility terrain vehicles and off-highway motorcycles**

Sergeant Denton Anderson gave a presentation on the proposed ordinance amendments to Title 10 – Vehicles and Traffic. Sgt. Anderson first covered the sidewalk usage on Main Street in the downtown district. Sgt. Anderson indicated they want to prohibit bicycle usage on the sidewalks to safety allow for pedestrian foot traffic in these areas.

Sgt. Anderson covered a fact sheet on E-Bicycles to help understand the difference with the different level classifications and restrictions for class three e-bikes in order to operate these in the City. Sgt. Anderson indicated that we didn't have an ordinance for OHM (off-highway motorcycles or e-motos) to keep people safe on these and indicate where they can be used on designated paths outside of the City. Sgt. Anderson covered the concerns with young children using these as they do operate fast, and carry a good amount of power, and that these are being operated without turn signals, headlights, etc. Sgt. Anderson indicated the ordinance will not allow

these to be used in City Limits and to be used on designated trails and outside of the City. Sgt. Anderson said ATVs would be included in the ordinance for OHMs.

Diane Odeen made a motion to forward the proposed Chapter 10.20 regulating bicycle usage on sidewalks to City Council for approval. **M/Odeen, S/Gormanson – carried 6/0**

Michael Woolsey made a motion to approve Chapter 10.21 to City Council relating to E-bikes and scooters. **M/Woolsey, S/Gormanson – 0/6 (bring it back to the table and get more clarity around this one)**

Discussion was had on the classification of the e-bikes, and how to identify a path and the appropriate areas these could be used, as well as language on how to regulate behavior that is being witnessed on some of these classifications of e-bikes.

Diane Odeen made a motion to forward Chapter 10.22 relating to the operation of all terrain and utility vehicles to City Council for approval – **M/Odeen, S/Prendergast – carried 6/0**

Discussion was had on if these vehicles could be made to adapt to being considered road eligible with the required items to be able to conform to driving on the streets.

### **Planning Update**

Emily Shively gave a planning update that the City is submitting a federal grant to support infrastructure improvements downtown. She noted that the Plan Commission can anticipate a more formal presentation in March talk about what that grant would cover. Shively indicated that staff is also working on the Safe Streets Action Plan which is anticipated to go to Council in April. Shively also let all of Plan Commission know that we would like to see them at the State of the City on March 3<sup>rd</sup> and how to register for the event.

### **ADJOURNMENT**

Commissioner Woolsey made a motion to adjourn at 7:13 p.m. S/Odeen; motion carried 6/0.

Respectfully submitted,

Becky Corson, Community Development Coordinator

## Introduction

This report is provided monthly to update the Plan Commission, Parks and Recreation Advisory Board, and other interested parties on Community Development efforts of the past month as it relates to the City's Strategic Initiatives and the Department work plan.

## 2026 Community Development Major Projects

\*Denotes a Council Strategic Initiative

### CONNECTED COMMUNITY

#### **Kinnickinnic River Corridor Plan Phase I: Complete USACE Feasibility Study and continue design and access planning work with the National Park Service\***

- USACE is working internally to complete the Feasibility Study review.

#### **Safe Streets Action Plan\***

- Staff is planning a coordination meeting with representatives from St. Croix and Pierce Counties.
- The Safe Streets Task Force Meeting No. 3 is scheduled for March 23.

#### **Glen Park Phase II\***

- At the January Park and Recreation Advisory Board meeting, Staff recommended to the board that \$640,000 of currently available Park Impact Fee funds be used towards funding Glen Park Phase 2, with \$575,000 allocated for the playground and \$65,000 allocated for the multi-use sport court. PRAB approved the recommendation.

#### **Housing code amendments as part of the Comprehensive Plan implementation**

- On February 24, 2026, Council approved several amendments to the zoning ordinance designed to implement the Housing and Land Use Chapters of the Comprehensive Plan. The amendments include allowing accessory dwelling units on single-family properties; changes to lot size and setbacks for residential development to provide more flexibility and efficient use of land; changes to parking and open space requirements for multi-family developments; and several provisions to update the zoning ordinance for clarity.

#### **Locust Street design**

- Preliminary roadway design is complete. Staff is preparing a recommendation to proceed with the project, including proposed sources and uses based on the engineering estimate.

#### **Mapping**

- Map of [available sites](#) for development

### ECONOMIC VITALITY

#### **Downtown Project\***

- Staff are conducting an inventory of opportunities and issues to understand existing conditions in the downtown area. As part of this effort, Toole Design did an analysis of the Riverwalk and the alley between Main Street and Second Street for opportunities and challenges related to alley usage, business access, utility relocation, and placemaking. The study includes recommendations for future usage, improved business access, utility locations, stormwater management, wayfinding, and placemaking both during and after the reconstruction of downtown public infrastructure. Staff will present these findings to Plan Commission on March 3, 2026.
- Staff worked with Merchant Macintyre on potential downtown reconstruction grant funding sources, primarily a Federal USDOT Better Utilizing Investments to Leverage Development (BUILD) grant. As part of this effort, the Utility Advisory Board approved a resolution supporting replacement of select water, wastewater, and electric utilities as part of a comprehensive downtown reconstruction project. The BUILD grant was submitted on February 23, 2026; we expect to learn if the project is awarded sometime in summer 2026. Staff will provide an overview of the downtown project to Plan Commission on March 3, 2026.

**Continued Infill in Corporate Parks/Innovation Center Expansion\***

- o Work with the Economic Development Administration (EDA) continues on the grant to expand the Innovation Center.

**Ensure sustained (re)development of the City from the prospect stage through construction**

- o Brookgreen – Occupancy granted for Buildings 1, 2, 3, 4 and 5 and Clubhouse. Buildings 6-10 are under construction.
- o Oak Hill – 1 permit issued, 2 COs issued.
- o Construction for the Sycamore Two senior housing and 4 duplexes project has begun.
- o Council approved the Specific Implementation Plan and Final Plat for the first phase of the Wildflower Meadows subdivision on Powell Avenue at N. Winter Street at their meeting on February 24, 2026.

<b>BUILDING PERMITS ISSUED</b>				
<b>Permit Type</b>	<b>February</b>	<b>YTD</b>	<b>Permit Value February</b>	<b>Permit Value YTD</b>
Building Permits	9	20	\$1,031,500	\$1,950,950
New Home Permits	1	5	\$300,000	\$1,240,000

**FINANCIAL SUSTAINABILITY**

**Examine Impact Fees\***

- o Finance Dept is working with a consultant to examine impact fees for development

**Economic Development**

- o The Economic Development Manager is a member of RFEDC, WEDA, River Falls Chamber, and St. Croix Valley Innovation Center Management Committee.

**QUALITY MUNICIPAL SERVICES**

**Library Remodel\***

- o Phase II of the library remodel is substantially complete and includes conference room expansion and the Teen Center and Children’s room and is approximately 2/3 complete.

**Fire Station Remodel\***

- o Fire Station demolition began the week of February 9<sup>th</sup> and is ongoing.

**Hoffman Basin Study**

- o The consultant provided a final copy of the Hoffman Basin Study.

**Division Street crosswalks**

- o Staff is working with UW-Madison to develop conceptual plans for improved pedestrian crossings on East and West Division Street to provide safer access to DeSanctis and Hoffman Parks, respectively.

**WiDNR Urban Non-Point Source Pollution grant**

- o MSA Professional Services is completing a City-wide phosphorus model to document compliance with our stormwater MS4 Permit.

**Stewardship of Public Infrastructure**

- o The 2026 Mill and Overlay project is out for bid. The project includes a mill and overlay on portions of Paulson Road that are significantly deteriorated.

**Conservation and Parks Division**

- o Staff have been working with the National Park Service (NPS) to create a Kinni River Greenway Recreation Plan to further develop plans in three core areas, including: Funding, Branding, and Communications.
- o The 2026 Parks and Recreation Activity Guide will be published on Friday, March 06 and online registration will open Monday, March 09.

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The Community Development Department oversees the [Plan Commission](#), [Parks and Recreation Advisory Board](#), [Business Improvement District Board](#), [Historic Preservation Commission](#), [City Board of Appeals](#), [Downtown Design Review Committee](#), [Extraterritorial Zoning Committee \(ETZ\)](#), [Extra Territorial Board of Appeals](#), and [River Falls Economic Development Corporation](#).