VILLAGE BOARD / PLANNING COMMISSION----------JOINT MEETING

WEDNESDAY, SEPTEMBER 8, 2026
6:00 P.M.
Pioneer Building
102 South Main Street
Woodville, WI

PRESENT: Kellie Holm**,** Erika Jordahl, Dennis Lawson Jr., Roger Leque, Dave Larson, Allen Stene, Randy Gossel

ABSENT: Dennis Lawson Jr., Loren Knegendorf

VISITORS: Brent Knegendorf, Parker Standaert, Lynn McIntyre, Kevin Oium, Juanita Ikuta, Geoff Schoudde, Dan Peterson, Tom Elbert, Ben Campbell

- Trustee Russett called the meeting to order at 6:00 p.m.
- Motion made by Trustee Lohmeier, seconded by Trustee Jordahl to approve the Planning Commission and Village Board agenda as presented. Motion carried by voice vote.
- **APPROVAL OF THE MINUTES FROM THE AUGUST 12, 2026 MEETING** Motion made by Trustee Leque, seconded by Trustee Jordahl to approve the minutes from the August 12, 2026 Joint Village Board and Planning Commission meeting. Motion carried by voice vote.
- **PUBLIC HEARING TO CONSIDER A REZONE FOR THE PROPERTY AT 341 N. LOCKWOOD STREET, WOODVILLE, WI (PID: 192-1021-10-025) INVOLVING APPROXIMATELY 1.18 ACRES. A PORTION OF SAID PARCEL, APPROXIMATELY 0.19 ACRES AND CONTAINING THE EXISTING ACCESSORY BUILDING KNOWN AS SUITE 400 IS SUBDIVIDED FROM THE PARENT PARCEL AND IS THE SUBJECT OF THIS REZONING REQUEST. THE BOUNDARIES OF SAID PORTION ARE DEPICTED AS LOT 2 ON A CERTIFIED SURVEY MAP. TO REZONE THE ABOVE-DESCRIBED PORTION OF THE PROPERTY FROM THE B-1 COMMERCIAL DISTRICT TO THE B-2 COMMERCIAL DISTRICT/RESTRICTED INDUSTRIAL DISTRICT, PURSUANT TO WOODVILLE CODE § 525-83 AND § 525-84. THE REZONING IS SOUGHT TO MAKE THE PROPERTY ELIGIBLE FOR A CONDITIONAL USE PERMIT TO ALLOW FOOD PROCESSING (COFFEE ROASTING, PACKAGING, STORAGE AND DISTRIBUTION) UNDER WOODVILLE CODE § 525-18(B)(5)** Trustee Russett opened the public hearing. Lynn McIntyre presented background information on the rezoning request. Trustee Russett called for public comments. Tom Alberts spoke in favor of the rezone request and the applicants seeking the conditional use permit. Trustee Russett closed the public hearing on the rezone request at 6:05 p.m.
- **PUBLIC HEARING TO CONSIDER A CONDITIONAL USE PERMIT FROM RIVER MOON COFFEE ROASTING COMPANY (GEOFF SCHODDE / JUANITA IKUTA) FOR 341 N. LOCKWOOD STREET, WOODVILLE, WI (PID: 192-1021-10-025) INVOLVING APPROXIMATELY 1.18 ACRES. A PORTION OF SAID PARCEL, APPROXIMATELY 0.19 ACRES AND CONTAINING THE EXISTING ACCESSORY BUILDING KNOWN AS SUITE 400. THE BOUNDARIES OF SAID PORTION ARE DEPICTED AS LOT 2 ON A CERTIFIED SURVEY MAP, TO ALLOW FOOD PROCESSING (COFFEE ROASTING, PACKAGING, STORAGE AND DISTRIBUTION) UNDER WOODVILLE CODE § 525-18(B)(5)** Trustee Russett opened the Public Hearing on the proposed conditional use permit. Lynn McIntyre presented background information on the proposed conditional use permit. Trustee Russett called for public comments three times. Hearing no public comments, Trustee Russett closed the public hearing on the conditional use permit at 6:07 p.m.
- **PLAN COMMISSION-CONSIDERATION AND RECOMMENDATION TO VILLAGE BOARD ON A REZONE FOR THE PROPERTY AT 341 N. LOCKWOOD STREET, WOODVILLE, WI (PID: 192-1021-10-025) INVOLVING APPROXIMATELY 1.18 ACRES. A PORTION OF SAID PARCEL, APPROXIMATELY 0.19 ACRES AND CONTAINING THE EXISTING ACCESSORY BUILDING KNOWN AS SUITE 400 IS SUBDIVIDED FROM THE PARENT PARCEL AND IS**

THE SUBJECT OF THIS REZONING REQUEST. THE BOUNDARIES OF SAID PORTION ARE DEPICTED AS LOT 2 ON A CERTIFIED SURVEY MAP. TO REZONE THE ABOVE-DESCRIBED PORTION OF THE PROPERTY FROM THE B-1 COMMERCIAL DISTRICT TO THE B-2 COMMERCIAL DISTRICT/RESTRICTED INDUSTRIAL DISTRICT, PURSUANT TO WOODVILLE CODE § 525-83 AND § 525-84. THE REZONING IS SOUGHT TO MAKE THE PROPERTY ELIGIBLE FOR A CONDITIONAL USE PERMIT TO ALLOW FOOD PROCESSING (COFFEE ROASTING, PACKAGING, STORAGE AND DISTRIBUTION) UNDER WOODVILLE CODE § 525-18(B)(5) The Planning Commission reviewed and discussed the proposed rezone request. Motion made by Randy Gossel, seconded by Dave Larson to recommend that the Village Board approve the petition to rezone the 0.19-acre portion of 341 N. Lockwood Street depicted as Lot 2 on the pending Certified Survey Map from the B-1 Commercial District to the B-2 Commercial District/Restricted Industrial District, based on the following findings:

1. The Planning Commission conducted a duly noticed public hearing on September 8, 2026, under § 525-84(C) and § 62.23(7)(d), Wis. Stats., and considered all oral and written testimony received.
2. The requested B-2 designation is consistent with the stated intent of § 525-18(A).
3. The rezoning is requested to make the property eligible for a conditional use permit for food processing under § 525-18(B)(5), considered concurrently with this petition.
4. As of the date of the hearing, no valid protest petition has been filed under § 525-85(A).

Motion carried by voice vote.

- **VILLAGE BOARD- CONSIDERATION ON A REZONE FOR THE PROPERTY AT 341 N. LOCKWOOD STREET, WOODVILLE, WI (PID: 192-1021-10-025) INVOLVING APPROXIMATELY 1.18 ACRES. A PORTION OF SAID PARCEL, APPROXIMATELY 0.19 ACRES AND CONTAINING THE EXISTING ACCESSORY BUILDING KNOWN AS SUITE 400 IS SUBDIVIDED FROM THE PARENT PARCEL AND IS THE SUBJECT OF THIS REZONING REQUEST. THE BOUNDARIES OF SAID PORTION ARE DEPICTED AS LOT 2 ON A CERTIFIED SURVEY MAP. TO REZONE THE ABOVE-DESCRIBED PORTION OF THE PROPERTY FROM THE B-1 COMMERCIAL DISTRICT TO THE B-2 COMMERCIAL DISTRICT/RESTRICTED INDUSTRIAL DISTRICT, PURSUANT TO WOODVILLE CODE § 525-83 AND § 525-84. THE REZONING IS SOUGHT TO MAKE THE PROPERTY ELIGIBLE FOR A CONDITIONAL USE PERMIT TO ALLOW FOOD PROCESSING (COFFEE ROASTING, PACKAGING, STORAGE AND DISTRIBUTION) UNDER WOODVILLE CODE § 525-18(B)(5)** The Village Board reviewed and discussed the proposed rezone request. Parker Standaert addressed the trustees on the permitted uses in both B-1 and B-2 zoning districts. Discussion was held on future use of the property under the proposed B-2 zoning district and the definition of laboratories. Moton made by Trustee Lohmeier, seconded by Trustee Jordahl to adopt an ordinance, under § 525-84(D), amending the Official Zoning Map to rezone the 0.19-acre portion of 341 N. Lockwood Street depicted as Lot 2 on the recorded Certified Survey Map from the B-1 Commercial District to the B-2 Commercial District/Restricted Industrial District, consistent with the PlanningCommission's recommendation, effective upon recording of the Certified Survey Map 1212615. Motion carried by voice vote.
- **PLAN COMMISSION- CONSIDERATION AND RECOMMENDATION TO THE VILLAGE BOARD ON A CONDITIONAL USE PERMIT FROM RIVER MOON COFFEE ROASTING COMPANY (GEOFF SCHODDE / JUANITA IKUTA) FOR 341 N. LOCKWOOD STREET, WOODVILLE, WI (PID: 192-1021-10-025) INVOLVING APPROXIMATELY 1.18 ACRES. A PORTION OF SAID PARCEL, APPROXIMATELY 0.19 ACRES AND CONTAINING THE EXISTING ACCESSORY BUILDING KNOWN AS SUITE 400. THE BOUNDARIES OF SAID PORTION ARE DEPICTED AS LOT 2 ON A CERTIFIED SURVEY MAP, TO ALLOW FOOD PROCESSING (COFFEE ROASTING, PACKAGING, STORAGE AND DISTRIBUTION) UNDER WOODVILLE CODE § 525-18(B)(5)** The Planning Commission reviewed and discussed the proposed conditional use permit from River Moon Coffee Roasting Company. Discussion was held on hours of operation and ventilation. Moton made by Trustee Leque, seconded by Dave Larson, to recommend that the Village Board approve a conditional use

permit for River Moon Coffee Roasting Company to allow food processing (coffee roasting, packaging, storage and distribution) at 341 N. Lockwood Street under § 525-18(B)(5), subject to the conditions in Section 5 above, based on the Planning Commission's finding that all eight standards of § 525-27(A) are satisfied:

1. The use will not be detrimental to or endanger public health, safety, morals, comfort or general welfare.
2. The use, as conditioned, will not substantially impair or diminish the use, value or enjoyment of other property in the neighborhood and is compatible with adjacent land uses.
3. The use will not impede the normal and orderly development and improvement of surrounding property.
4. Adequate utilities, access, drainage, and site improvements are in place.
5. Adequate measures are in place to provide ingress and egress that minimizes traffic congestion.
6. The use, contingent on the rezoning in Section 2, conforms to the applicable regulations of the B-2 District.
7. The use does not violate floodplain regulations.
8. Adequate measures are in place to prevent and control water pollution, sedimentation, erosion and runoff.

Motion carried by voice vote.

- **VILLAGE BOARD- CONSIDERATION ON A CONDITIONAL USE PERMIT FROM RIVER MOON COFFEE ROASTING COMPANY (GEOFF SCHODDE / JUANITA IKUTA) FOR 341 N. LOCKWOOD STREET, WOODVILLE, WI (PID: 192-1021-10-025) INVOLVING APPROXIMATELY 1.18 ACRES. A PORTION OF SAID PARCEL, APPROXIMATELY 0.19 ACRES AND CONTAINING THE EXISTING ACCESSORY BUILDING KNOWN AS SUITE 400. THE BOUNDARIES OF SAID PORTION ARE DEPICTED AS LOT 2 ON A CERTIFIED SURVEY MAP, TO ALLOW FOOD PROCESSING (COFFEE ROASTING, PACKAGING, STORAGE AND DISTRIBUTION) UNDER WOODVILLE CODE § 525-18(B)(5)** Motion made by Trustee Holm, seconded by Trustee Lohmeier, under §§ 525-22 and 525-23, to grant a conditional use permit to River Moon Coffee Roasting Company for food processing (coffee roasting, packaging, storage and distribution) at 341 N. Lockwood Street under § 525-18(B)(5), subject to the following conditions:
  1. The conditional use is limited to coffee roasting, packaging, storage and distribution as described in the application, conducted within the building known as Suite 400.
  2. Any expansion of building footprint, intensification of use, addition of impervious surface, or addition of outdoor storage or work areas shall require further Planning Commission and Village Board review.
  3. Roasting equipment shall incorporate emissions/odor-control measures reasonably calculated to prevent offensive odor to adjoining property, consistent with § 525-18(A).
  4. Hours of roasting operation shall be from 8:00 a.m. to 10:00 p.m.
  5. Off-street parking shall be maintained consistent with § 525-40.
  6. The conditional use permit shall reference the legal description of Lot 2 as shown on the recorded Certified Survey Map; the Village Clerk-Treasurer is authorized to update the legal description upon recording.
  7. This conditional use permit shall not take effect unless and until the rezoning of the affected portion to the B-2 District becomes effective.
  8. All other applicable provisions of Chapter 525, including the performance standards of Article VIII, shall apply.

  Findings are consistent with the Commission's recommendation and the § 525-27(A) findings above, effective upon the rezoning in Section 2 becoming effective. Motion carried by voice vote.
- **PLAN COMMISSION- CONSIDERATION AND RECOMMENDATION TO VILLAGE BOARD ON A CERTIFIED SURVEY MAP FOR BENJAMIN AND KARI CAMPBELL, 321 ROSENLUND STREET** The Planning Commission reviewed and discussed the proposed

certified survey map for Benjamin and Kari Campbell. Motion made by Dave Larson, seconded by Randy Gossel to recommend the Village Board approve the certified survey map for Benjamin and Kari Campbell. Motion carried by voice vote.

- **VILLAGE BOARD- CONSIDERATION ON A CERTIFIED SURVEY MAP FOR BENJAMIN AND KARI CAMPBELL, 321 ROSENLUND STREET** Motion made by Trustee Lohmeier, seconded by Trustee Jordahl to approve the certified survey map for Benjamin and Kari Campbell. Motion carried by voice vote.
- **ADJOURNMENT** There being no further business, motion made by Trustee Finn, seconded by Trustee Leque to adjourn. Motion carried by voice vote; meeting adjourned at 6:40 p.m.

Respectfully Submitted,
Julie A. Wathke,
Village Clerk-Treasurer