

**VILLAGE OF CALEDONIA  
VARIANCE FOR  
OVERSIZED GARAGE**

For Village Use  
Permit Number: \_\_\_\_\_  
Receipt Number: \_\_\_\_\_  
Account Number: 100-00-44310  
Approved  / Denied   
Date Issued: \_\_\_\_\_

Date: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_

Your request for a variance for an oversized garage has been reviewed by the Village Board. Your request has been approved with the following conditions:

1. Payment of \$175.00 fee to the Village of Caledonia.
2. See the attached memo from the Village Engineer, which is incorporated herein by reference, regarding construction requirements, grading criteria, or other such matters deemed appropriate.
3. **ANY AND ALL BUSINESS AND/OR COMMERCIAL ACTIVITY IS PROHIBITED WITHIN THE GARAGE APPROVED HEREIN. THE GRANTING OF THIS VARIANCE AND ANY RELATED BUILDING PERMIT IS DONE SO IN ACCORDANCE WITH THE CODE OF ORDINANCES OF THE VILLAGE OF CALEDONIA WHICH PROHIBITS BUSINESS AND/OR COMMERCIAL ACTIVITY IN RESIDENTIAL AREAS.**
4. If you are found to be performing or engaged in any business or commercial activity within this garage, the Village can order the garage to be removed at your cost.
5. Approval of a "Variance for an Oversized Garage" does not guarantee that the Village will issue a Building Permit. This is a separate process that must be completed by the applicant.
6. This Variance will expire one year from the date of approval by the Village Board unless a completed Building Permit application is submitted.

**ACKNOWLEDGEMENT**

I, \_\_\_\_\_, have requested a variance to construct an over-sized garage at the above indicated parcel. I fully understand that the granting of said variance and any related building permit is done so in accordance with the Code of Ordinances of the Village of Caledonia. I fully understand the Village of Caledonia Code as it relates to oversized structures and understand that I am not allowed to perform or engage in any business or commercial activity within this garage. I further understand that if I am found to be performing or engaged in any business or commercial activity within this garage the Village can order the garage to be removed at my cost.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

The variance is hereby issued in accordance with the approval of the Village Board and the applicant may proceed to obtain a Building Permit.

\_\_\_\_\_  
Public Works Director      Date

## PROCEDURES FOR VARIANCES TO ALLOW OVERSIZED GARAGES OR ACCESSORY STRUCTURES

The residential maximum size of garages or accessory structures supported by masonry bearing walls is 1200 square feet and for all other detached structure construction methods is 1,050 square feet. Any detached structure exceeding these limits or an addition to any detached structure, can only be constructed after receiving a variance from the Village. Village of Caledonia Zoning Ordinances also further limits accessory structures in residential areas to a height of 17 feet and an area of not greater than 20% of the rear yard area.

### **An applicant must follow the following procedures as related to the approval of any oversized garage.**

1. Applicant shall first contact the Village of Caledonia Zoning Department to ensure that the proposal meets all zoning requirements. Zoning Department can let you know what is allowed for each zoning designation within the Village.
2. Applicant shall fill out the Village of Caledonia Accessory Building Permit Application form and submit it to the Caledonia Engineering Department. Form can be found online on the Village's website or at the Village Hall.
3. Applicant shall pay \$175.00 engineering / review fee to the Village of Caledonia.
4. Applicant is to supply a list of names and addresses of abutting property owners including the parcels across the street. This list can be acquired from the Racine County Real Estate Description Department or found on the Racine County GIS website.
5. Applicant is to supply a written reason why the building or building addition needs to be larger than 1200 square feet or 1,050 square feet depending on construction methods and what the building will be used for.
6. Applicant shall submit a scaled site plan showing parcel boundaries, existing buildings, proposed building location, existing drainage and utility easements, all abutting streets and existing and proposed driveway.
7. Building plans showing all dimensions of the structure, including height, shall be submitted to the Engineering Department. Building elevation views showing the materials of construction, type of construction and distinguishing features shall also be provided.
8. After the application and supporting information is received, the Village shall notify all abutting property owners of the proposal and advise such owners of the opportunity to be heard at a Village Board General Business Meeting. The applicant must submit all information to the Caledonia Engineering Department at least three weeks prior to the Village Board General Business Meeting.
9. The owner or his representative must be present at the Village Board Meeting should any questions arise concerning the proposed construction.
10. The Engineering Department and/or Building Department shall provide its written comments to the Village Board.
11. The Village Board, after receiving input from the applicant, shall make the final decision regarding approval, conditional approval, or disapproval concerning the oversized garage or accessory structures.

## CHECKLIST FOR OVERSIZED STRUCTURE VARIANCES

- \_\_\_\_\_ 1.) Owner to bring in application to Village of Caledonia for review by the Zoning and Engineering Departments.
- \_\_\_\_\_ 2.) Owner to pay \$175.00 fee to the Village of Caledonia.
- \_\_\_\_\_ 3.) Owner to submit the names and addresses of all of the abutting properties, including those across the street.
- \_\_\_\_\_ 4.) Owner to submit a written reason why the structure needs to be bigger than 1,050 square feet.
- \_\_\_\_\_ 5.) Owner to submit a scaled site plan showing boundaries, existing buildings, easements, existing/proposed driveways, and all abutting streets.
- \_\_\_\_\_ 6.) Owner to submit building plans showing all dimensions of the building and showing front and side views of the building, including type of construction.
- \_\_\_\_\_ 7.) Owner to sign attached Variance for Oversized Structure waiver form.
- \_\_\_\_\_ 8.) Village Board meeting selected. Date of meeting: \_\_\_\_\_
- \_\_\_\_\_ 9.) Memo to Village Board from Public Works Director
- \_\_\_\_\_ 10.) Original memo given to Clerk's Office (in hand). Date: \_\_\_\_\_
- \_\_\_\_\_ 11.) Copy of Memo in this file.
- \_\_\_\_\_ 12.) Letters sent to abutting property owners Date:  
minimum of 1 ½ weeks before the above meeting date. \_\_\_\_\_
- \_\_\_\_\_ 13.) Date of approval by Village Board:  
Date: \_\_\_\_\_



Permit #: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Construction Location: \_\_\_\_\_

Zoning Approval	Zoning Administrator	Date:
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DESCRIPTION	AMOUNT	RECEIPT NO.	TREASURER'S SIGNATURE	DATE
Drainage Impact				
Zoning Fees				
Engineering Fees				
Road Access (Culvert)				
Grading & Drainage Bond				
Grading & Drainage Bond Inspection Fee				
Cal. #1 Water Impact				
Sewer Connection				
Park Development				
* Building				
* Heating – HVAC (or) AC				
* Erosion Control				
Neighborhood Planning				
Surcharge * <i>subject to add'l. 13%</i>				
TOTAL				

Site Grading & Drainage Bond posted by: \_\_\_\_\_

Estimate Cost of Job: \$ \_\_\_\_\_

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