

Trustee Wanggaard called the meeting to order at 4:00 p.m. In attendance were:

Committee Members: Trustee Kevin Wanggaard, Trustee Kathy Trentadue. Also present Trustee Jay Benkowski

Department Managers: Clerk Karie Torkilsen, Attorney Elaine Ekes, Village Engineer Tony Bunkelman, PD Chief Dan Warren

1. Approval of minutes

Trustee Trentadue moved to approve the minutes as printed from July 10, 2017, Trustee Wanggaard second. Motion carried.

2. Establish distant restrictions between Class A Liquor Licenses

There is a need to review distances between stores with liquor licenses. As of now, there is no distance restriction or quota on Class A retail licenses. If you adopt restrictions the current establishments will be grandfathered in. If a grandfathered establishment is sold and holds an active Class A license, the new owner could retain a license if qualified. If there was a cessation of business you could look at it as new. A waiver procedure could be developed.

The article that was attached in the packet for review "Outlet Density: Limiting the Concentration of Retailers Selling & Serving Alcohol In Your Community" shows a correlation between the number of establishments and addictions. A goal would be to decrease alcohol related problems.

Discussion followed on distance between licenses that could be set in different corridors. Torkilsen explained fees are statute driven.

Tony Bunkelman will develop a map showing the locations of all Class A licenses.

This will come back for further discussion at the next Legislative/Licensing meeting on Sept. 11, 2017.

3. Revise zoning height adjustment to self-storage service facility buildings

Plan Commission sent this to Legislative/Licensing committee recommending to allow a maximum height to 20 feet. This would be consistent with the increased size of recreational vehicles. It will require a simple ordinance change.

An email was received from Jarmin Czuta at Racine County in support of the proposed zoning ordinance amendment

Trentadue moved to send recommendation for approval for revised zoning height adjustment to self-storage service facility buildings to Plan Commission and then to Village Board. Wanggaard second. Motion carried.

This will move to the next Plan Commission meeting on August 28th, then to the Sept. Village Board meeting on Tuesday, September 5th.

4. Sex offender residency restriction ordinances

This was put back on the agenda to review forms needed for the appeals process. The forms will be given to the new Appeals Board to consider.

Ekes presented forms that other cities use for discussion purposes.

Information given by the applicant will need to be substantiated, i.e. proof as to where they are living currently, like a utility bill in their name, contact information for persons listed as their support network. Wanggaard would like to see names of people in their past support network, and all treatments in the past, if applicable, also that a/k/a of the applicant be added. Ekes explained a large part of the application will be public record (in redacted form) because it will need public approval. Treatment records or anything medical would be denied as public information. Time lines for appeals will need to be set.

Discussion followed on information that could be asked. The application sets the stage for the hearing. Police Chief Warren stated questions should be consistent, same questions to everyone and confirm they are accurate. For example confirm with the persons listed in the support network face to face. Applicant has an obligation to present their case to the Appeals Board, not the Board doing the work for them. The process would start in the Clerk's office then turned over to Detective Stardy. Pending charges will need to be substantiated and if an untruthful statement is made, it could be grounds for denial. There will be a need to ask for all previous criminal conviction/criminal history, and to provide documents for treatments completed.

Recommendations for applicants for the Appeals Board should be referred to Village President Bob Bradley. Committee members will be volunteers.

Ekes would like to see a sex offender page be put on the Village's website.

Ekes will revamp and get forms ready and deadlines set. This needs to be ready before the Board is seated. The committee sets form of appeal and procedures. It was recommended to have a witness present when taking the application and to always following up with a letter. Everything should be date stamped.

A joint meeting with the Appeals Board and Legislative/Licensing could be set for Sept. 11th.

Trentadue moved to table sex offender ordinance while forms and procedures are being revised. Wanggaard second. Motion carried.

5. Adjournment

There being no further business, Trustee Trentadue moved to adjourn the meeting at 5:34 p.m. Trustee Wanggaard seconded. Motion carried.

The next Legislative & Licensing meeting will be Monday, September 11 at 4:00 p.m.

Respectfully submitted,

Mary Jo Schmidt
Eng./Bldg. Adm. Asst. II
Village of Caledonia