

**1. Meeting called to order**

President Bob Bradley called the meeting to order at 6:00 p.m. at the Village Hall, 5043 Chester Lane, Racine, Wisconsin.

**2. Roll Call/Introductions**

Roll call was taken. Members present:

President Bob Bradley, Trustee Kevin Wanggaard, Joseph Minorik, Thomas Knitter, Bill Folk

Excused: Jonathan Schattner, Duane Michalski

Also Present: Village Engineer Anthony Bunkelman and Zoning Administrator Jarmen Czuta.

**3. Approval of Minutes**

Motion by Folk to approve the minutes from the September 25, 2017 Plan Commission meeting. Seconded by Knitter. Motion carried.

**4. Citizens' Comments**

No comments were made.

**5. Public Hearing Items followed by Commission Recommendations**

**5A - Request a conditional use to construct and utilize a +/- 11,751 square-foot office/storage building with a loading dock for Midwest Forms and Supply, 3910 Quick Drive, Sec. 34, T4N, R22E, Village of Caledonia, Racine County, WI/Tom 4 D Investments LLC., Owner/Bower Design and Construction, Agent**

Czuta made reference to the site plan, landscaping plan and the light fixture map enclosed in the packet. Building plans include a covered porch to the building with overhead doors for vehicles/loading dock. Czuta drafted 24 conditions and the applicant did receive a copy of those conditions.

Czuta read what the owner submitted as to what he wants to do with the property:

**“Existing Property Use:** Vacant Land

**Proposed Use:** Warehousing for local Concrete Forms and Supply Business

**Proposed Structure:** 48'x80' conditioned space work area and offices with 66'x120' non-conditioned (cold Storage) warehousing.

**Number of Employees:** 2 Full Time

**Hours & Days of Operation:** Monday through Friday 7:00 a.m. – 5:30 p.m.

**Sewered Development.**

Proposed building of new warehousing facility for concrete forms and supplies. Currently the owners operate the business themselves, but are preparing for future growth. Business mainly consists of the handling of various concrete forms and supplies, with various deliveries to and from the warehouse. The conditioned space (work shop) portion of the proposed building will be used for repairs and inventory. Proposed future building located to the south would be used for future business expansion or tenant leasing space, this building is conceptual only and not considered in the scope of this project at this time. Thank you for your time and consideration.”

**Public Hearing opened** at 6: 05 p.m.

**5A - Public Comments**

No comments were made.

**Public Hearing Closed** at 6:05 p.m.

**5A - Recommendation on Public Hearing**

Bunkelman referred to the landscape plan. There is a need to readjust the trees on the north side and intersection of Quick Drive and Industrial Drive because of the drainage swales and storm water.

Wanggaard commented on the fact the owner was planning for future development potential. Mark Thomforde, Owner, stated they were trying to think of future growth and feels there will be a decent market in the future for poured concrete. Wanggaard stated the Village wants to help their business succeed.

Minorik asked about why there were two curb cuts. Chris Bower, Agent explained after discussion with Bunkelman, in order to accommodate semi traffic, an extra driveway was needed that would have the same landscaping plan as the other driveway. Semi traffic could come from the north and that would be the turning radius to back in, and to the proposed future building as well.

**Knitter made a motion to approve the requestion for a conditional use to construct and utilize a +/- 11,751 square-foot office/storage building with a loading dock for Midwest Forms and Supply, 3910 Quick Drive, Sec. 34, T4N, R22E, Village of Caledonia, Racine County, WI/Tom 4 D Investments LLC., Owner/Bower Design and Construction, Agent, with conditions and revised landscaping plan. Minorik second. Motion carried.**

**6. Non-Public Hearing Items**

**6A – Site Plan Review To Construct A 40’ x 70’ Pole Barn For Storage Of Items Associated With R & B Carpets And Flooring Inc., Brian Ramczyk, 6214 Douglas Avenue**

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Czuta presented. In the packet there is a location map, zoning map and 2015 Spring aerial photograph that illustrates the condition of the property at that time. Czuta read what was submitted by the Owner:

“R & B Carpets & Flooring, Inc. Proposal for Land Use for additional Building on site.

- Current property of R & B Carpets & Flooring, INC to add an out building to site to the North end of current building structure.
- This out building will be free standing to house extra supplies for business, shelter work vans from weather and vandalism prevention and be useable to cut carpeting and vinyl out of the elements.
- Building would be the same color as current business structure; dark tan with light tan or dark cherry trim. It would be of metal material and insulated. The structure will have three large 12 x 12 foot overhead doors and one side entrance service door. Approximate size of 40 ft. wide by 70 ft. long.
- R & B has 6 employees that are full time, 2 employees that are subs.
- Hours of operation are: Monday 9 a.m. – 6 p.m.; Tues. – Thurs. 9 a.m. – 5:30 p.m.; Friday 9 a.m. – 6 p.m.; Sat. 9 a.m. – 2 p.m.
- Construction start is pending approval of plan, possible start Fall 2017 or Spring 2018 and complete within 3 months of starting.
- The structure will have heat, water electricity and floor drain.”

Czuta stated there is a plat of survey in the packet that shows the location of existing building, light fixtures on east side and parking spaces. North of the existing building is where the new pole barn would be located. Czuta drafted 14 conditions and the applicant did receive a copy of those conditions. Based on a discussion with the Village attorney, no architectural images were submitted. Applicant would have to submit architectural drawings of the building, have them reviewed by the Building Inspection Department, and they would have to be in compliance with Title 16.

Discussion followed on location of the dumpster and zoning setbacks. The dumpster would be between the two building and not unsightly. The location of the new building will be in-line with existing building.

Brian Ramczyk, Owner, explained they are maxed out in their existing building and have no room for storage. They want to be able to work inside and put the vehicles inside. Having the new building for storage will reduce the truck traffic coming in for deliveries because they will be able to store more supplies.

**Minorik made a motion to approve the Site Plan Review To Construct A 40’ x 70’ Pole Barn For Storage Of Items Associated With R & B Carpets And Flooring Inc., Brian Ramczyk, 6214 Douglas Avenue, with conditions discussed. Folk second. Motion carried.**

This will move to the Village Board meeting on November 6, 2017.

**6B – Preliminary Plat Extension – Audubon Arboretum, SE ¼ of Section 17, T4N, R23E – Owner Audubon Park – Racine, LLC – Agent Nancy Washburn**

Bunkelman presented. Audubon Arboretum is located on the South side of 5 ½ Mile Road and West of Charles Street. The preliminary plat proposes 106 single family residential lots on 69.7 acres. Site was rezoned in 2005-2006 as R-3/PUD. Renewal is coming up on May 27, 2018 and this is a request for a 3 year Preliminary Plat extension. Bunkelman recommends it be extended until May 27, 2021 with the condition the development is constructed to Village Standards at the time of construction

Washburn explained that Audubon Arboretum is such a large plat that they are going to start off with smaller counts beginning in 2018. They want to cautiously move forward focusing on the immediate demand rather than a bigger picture. The first phase in 2018 will have 22 lots.

**Folk recommended approval of the Preliminary Plat Extension – Audubon Arboretum, SE ¼ of Section 17, T4N, R23E – Owner Audubon Park – Racine, LLC – Agent Nancy Washburn, with condition discussed. Knitter second. Motion carried.**

**6C – Preliminary Plat Extension – Briarwood of Caledonia, SW ¼ Of Section 21, T4N, R23E – Owner Briarwood of Caledonia LLC – Agent Nancy Washburn**

Bunkelman presented. Briarwood of Caledonia is located on the North side of Briarwood Lane, West of Wagon Trail and South of Appaloosa Trail. The property is 9.72 acres Proposed is 15 condo buildings that contain 30 residential units. In 2005-2006 the preliminary plat was approved and site was rezoned as R-6/PUD within the sewer service area. They are asking for a 3 year preliminary plat extension until November 15, 2020. Bunkelman recommended approval with the condition the development is constructed to Village Standards at the time of construction.

**Folk recommended approval of the Preliminary Plat Extension – Briarwood of Caledonia, SW ¼ of Section 21, T4N, R23E – Owner Briarwood of Caledonia LLC – Agent Nancy Washburn, with condition discussed. Knitter second. Motion carried.**

**6D – Preliminary Plat Extension – Catlyn Woods, SW ¼ of Section 17, T4N, R23E – Owner Racine Lane Company LLC – Agent Nancy Washburn**

Bunkelman presented. Catlyn Woods is located on the East side of Middle Road, North of Rebecca Drive and South of Catherine Drive and is approximately 49.94 acres. The preliminary plat for Catlyn Woods proposes 68 single family residential lots. The parcel is located within the sewer service area and is zoned R-4/PUD. This will expire 2/7/2018 and Bunkelman recommends approval of the 3 year Plat Extension for Catlyn Woods until 2/7/2021 with the condition the development is constructed to Village Standards at the time of construction.

**Folk recommended approval of the Preliminary Plat Extension – Catlyn Woods, SW ¼ of Section 17, T4N, R23E – Owner Racine Lane Company LLC – Agent Nancy Washburn, with condition discussed. Knitter second. Motion carried.**

**6E – Preliminary Plat Extension – Homestead Acres, SE ¼ of Section 34 and SW ¼ of Section 35, T4N, R22E – Owner The Newport Group LTF – Agent Nancy Washburn**

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Bunkelman presented. Homestead Acres is approximately 66.8 acres and is located between Dunkelow Road and County Trunk Highway K, immediately East of the Chicago & Northwestern Railroad. The preliminary plat proposed 79 lots of which 53 lots would be for single family residences and 26 lots would be for duplex homes, with a proposed total of 105 units. One thing to note is that the Village of Caledonia purchased 4 acres in the Southwest corner along County Trunk Highway K for the Hoods Creek Attenuation Basin. This will affect the layout of the Southwest corner and at least 5 duplex home sites will be affected. When the developer brings the plat forward, there will be a need for a new preliminary plat and may need a PUD overlay district due to lots and layout. Current plat is valid until 5/17/2018.

Bunkelman recommended approval until 5/17/2021 with two conditions:

- 1) The development is constructed to Village Standards at the time of construction.
- 2) The Preliminary Plat and possibly the PUD Overlay District will need to be amended due to the purchase of land by the Village of Caledonia for the Attenuation Basin.

**Folk moved to approve the Preliminary Plat Extension – Homestead Acres, SE ¼ of Section 34 and SW ¼ of Section 35, T4N, R22E – Owner the Newport Group LTF – Agent Nancy Washburn, with conditions discussed. Knitter second. Motion carried.**

**6F – Last CSM #3067 Corrective Document – Parcel ID 51-104-04-23-19-008-001 – NE ¼ of Section 19, T4N, R23E – Owner AIP Partners LLC**

Bunkelman presented. Owner would like to change Outlot 1 to Lot 2. The reason is the Owner has a potential developer and would like to have a buildable lot. Lot is zoned R-4, high density residential.

Background information for this corrective document. Mr. Last submitted a CSM to the Village for review in November of 2012. Prior Village Engineer Hayek reviewed the CSM and provided a recommendation to the Plan Commission and the Village Board. Per Plan and Village Board minutes, Mr. Last did not agree with the conditions and did not feel that he was developing the property. Ultimately, the CSM came out of the Plan Commission without a recommendation. At the Village Board meeting, the Board moved to have Lot 1 be unbuildable at this time and changed Lot 1 into Outlot 1. In order to make Outlot 1 buildable, the following condition was placed on the CSM.

*Outlot 1 is unbuildable until review and approval of an additional certified survey map of Outlot 1 that complies with the Village of Caledonia Code of Ordinances, including but not limited to a grading and stormwater plan and wetland delineation acceptable to the Village.*

Bunkelman checked with the Wisconsin Department of Transportation and confirmed via e-mail dated 10/9/2017 with Kevin F. Koehnke, that an access would be permitted along Douglas Avenue in the South 50' of frontage.

Bunkelman and Ron Last, Owner, reviewed the conditions for approval and Last agreed.

The conditions that would have to be completed:

1. A copy of the separate Road Reservation Agreement (as noted on the original CSM and corrective document) is to be supplied to the Village of Caledonia. If the Agreement was not done

in 2012, the Agreement will need to be discussed with the Village Attorney. (Bunkelman confirmed that he did receive the agreement in 2012 regarding the road reservation agreement and item 1 has been taken care of.)

2. At the time of development of Lot 1, a specific site grading and drainage plan will need to be submitted, reviewed, and approved, prior to the issuance of a Building Permit.

3. The owner has used a wetland delineator that is not on the DNR's assured delineators list. Submit Wisconsin DNR concurrence of the wetland delineation.

4. If the development proposed for the site does not meet the Land Use Plan or the Zoning of the property, a Land Use Plan Amendment and Re Zoning Request will need to be submitted and approved.

Bunkelman explained the property lines were not changing, just changing the status so the lot can be buildable.

**Knitter made a motion to approve Last CSM #3067 Corrective Document – Parcel ID 51-104-04-23-19-008-001 – NE ¼ of Section 19, T4N, R23E – Owner AIP Partners LLC subject to conditions discussed. Wanggaard second. Motion carried.**

**6G – Creekview Estates Waiver/Modification Request, Eliminating Conservation Easement Requirement Parcel ID 51-104-04-23-21-040-030**

Bunkelman presented. A modification waiver request for Creekview Estates has been received to be able move forward without a conservation easement.

The Legislative & Licensing Committee has been reviewing and looking to propose an Ordinance that does not require Conservation Easements for subdivisions within the Sewer Service Area. Creekview Estates is in the Sewer Service Area.

Bunkelman recommended approval subject to the condition that the Village is currently reviewing and may potentially revise Ordinance Title 14 Chapter 3 regards to Subdivisions for Open Space and Conservation Easements.

**Folk made a motion to recommend approval of Creekview Estates Waiver/Modification Request, Eliminating Conservation Easement Requirement Parcel ID 51-104-04-23-21-040-030 subject to the condition discuss. Knitter second. Motion carried.**

**6H – Creekview Estates Final Plat – NW ¼ Section 21, Range 23 East, Town 4 North, Parcel ID 51-104-23-21-040-030 – Riverview Development LLC**

Bunkelman presented. Creekview Estates is located on the West side of Erie Street approximately 125' South of Kentwood Drive. This subdivision is located within the sanitary sewer service area and this Final Plat is for the creation of 9 lots and 3 Outlots.

The Preliminary Plat for Creekview Estates was before the Plan Commission and recommended for approval on August 28, 2017. The Village Board conditionally approved the Preliminary Plat on September 5, 2017. The Final Plat has addressed many of the conditions of the Preliminary Plat approval. (Not all conditions were Plat related, but process related). One of the conditions

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from the Preliminary Plat was the submission of updated density calculations. A Modification Waive may be needed for the current requirement of 40% of open space. There will need to be a Modification Waiver granted for not requiring Conservation Easements. The Developer will need to apply for the Modification Waiver(s) to be approved prior to/concurrent with the submittal of Final Plat. All conditions would have to be finalized prior to going to the Village Board.

The Engineering Department recommends approval of the Final Plat of Creekview Estates subject to the following conditions.

- The granting of a 12' Drainage & Utility Easement along the exterior boundary of the subdivision. (Outlot 3 shall have a 12' Drainage & Utility Easement on the East, West and South sides.)
- The Drainage & Utility Easement along the North border of the subdivision shall encompass the rear yard swale from top of bank to top of bank. This may increase the width of this easement. (Swale to be centered in easement)
- The addition of a Drainage Easement over the rear yard swale on lots 6 & 7. (current not shown correctly)
- Adjust the Drainage Easement on Lot 3 to be centered over the drainage swale.
- Will need to add Utility Easements to the Plat when Utility layouts have been completed.
- Designate areas of slopes greater than 12% slope.
- Updating the Wetland Buffer as necessary and providing appropriate notes on the plat for the buffer.
- Approval of a Modification Waiver for not requiring a Conservation Easement.
- Update the Density calculations for revisions.
- Approval of a Modification Waiver(s) for a Subdivision in the Sanitary Sewer Service Area with less than 40% of Open Space if necessary and a Subdivision without Conservation Easements.
- Will need to provide a soil compaction certification for the areas of greater than 3 feet of fill.
- Review and approval of updated Road Construction Plans by the Engineering Department and the Village Board.
- Review and approval of updated Sanitary Sewer and Water Plans by the Caledonia Utility District.
- Submission, review, and approval of an updated Storm Water Management Plan.
- Review and approval of an updated Site Grading & Drainage Plans by the Engineering Department, Caledonia Storm Water Utility District and Village Board.
- The execution of a Development Agreement with appropriate securities for the infrastructure required for the site.
- The Sutherland Fence Issue will need to be resolved. Outlot 3 is noted to be quit claimed. This will need to be completed upon recording of the Final Plat. A copy of the recorded document shall be submitted to the Engineering Department.
- Prior to construction of any infrastructure or earthmoving activities the Developer shall obtain a Land Disturbance Permit from the Village of Caledonia and any other Permits as required from the State and County. (i.e. DNR NOI)
- All infrastructure shall be inspected during installation by Village/Utility District inspectors/observers.

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- Final Asbuilts for all infrastructure shall be prepared, submitted, reviewed and approved prior to the release of any Building Permits.
- Recorded copies of the Final Plat are to be submitted to the Engineering Department. (1-24"x36" mylar, 1 - 11"x17" mylar, 2-24"x36" paper, 2-11" x 17" paper, 1 electronic pdf file, 1-electronic AutoCAD file)
- All comments from Racine County in regards to the Creekview Estates Preliminary Plat are addressed and followed as necessary.
- The Creekview Estates subdivision must conform to all Ordinances in Titles 9, 14, & 18 as necessary.

**Knitter made a motion to approve Creekview Estates Final Plat - NW ¼ Section 21, Range 23 East, Town 4 North, Parcel ID 51-104-23-21-040-030 - Riverview Development LLC, subject to conditions and going to the Village Board on 11/20/2017. Folk second. Motion carried.**

**6I - Cascade Ridge Final Plat - NW ¼ Section 30, Range 23 East, Town 4 North, Parcel ID 51-104-04-23-30-059-010 & 51-104-04-23-30-089-010 - Newport Development on behalf of NCS LLC - EFR LLC**

Bunkelman presented. Cascade Ridge is located approximately 300' East and 245' North of West Johnson Avenue, within the sanitary sewer service area and this Final Plat is for the creation of 7 lots and 2 Outlots. The Preliminary Plat was before the Plan Commission and recommended for approval on August 28, 2017. The Village Board conditionally approved the Preliminary Plat on September 5, 2017. The Final Plat has addressed some of the comments from the Preliminary Plat but not all of the comments were Plat related, but procedural. The Engineering Department recommends approval of the Final Plat of Cascade Ridge subject to the following conditions:

- Correct the elevation difference in benchmark for project. (649.02 vs 639.02)
- Correct the Owners Certificate with the correct owners LLC name.
- The granting of a 12' Drainage & Utility Easement along the exterior boundary of the subdivision. (Outlot 1 South, Lot 1 West & South, Lot 2 South & Lot 7 South, East and North)
- The existing temporary tee easement on Outlot 1 will need to be vacated and the tee be removed.
- Lot 7 notes that there is a deed restriction area. Will need to provide the language for the deed restriction.
- Will need to add Utility Easements to the Plat when Utility layouts have been completed.

**Folk made a motion to approve Cascade Ridge Final Plat - NW ¼ Section 30, Range 23 East, Town 4 North, Parcel ID 51-104-04-23-30-059-010 & 51-104-04-23-30-089-010 - Newport Development on behalf of NCS LLC - EFR LLC, subject to conditions and going to the Village Board on 11/20/2017. Minorik second. Motion carried.**

**7. Adjournment**

**Motion by Folk to adjourn. Seconded by Minorik. Motion carried. Meeting adjourned at 6:51 p.m.**



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Respectfully submitted,  
Mary Jo Schmidt  
Adm. Asst. II