

**1. Meeting called to order**

President Dobbs called the meeting to order at 6:03 p.m. at the Village Hall, 5043 Chester Lane, Racine, Wisconsin via ZOOM.

**2. Roll Call/Introductions**

Members present: Thomas Knitter, Trustee Wanggaard, President Dobbs, Jonathan Schattner, Bill Folk, Joseph Minorik and Tim Just. Trustee Stillman and Trustee Martin were also present.

Absent: None

Also Present: Development Director Peter Wagner and Public Works Director Tom Lazcano

**3. Approval of Minutes**

Motion by Bill Folk to approve the minutes from the September 28, 2020. Seconded by Jonathan Schattner. Motion carried unanimously.

**4. Citizens' Comments**

Don Ford – 5044 Hearthsides Ln – concerned about the one entrance/exit to the Briarwood and had not been informed previously about the public hearings for development.

Tony Yocco – 5029 Candlelight Dr - expressed concern with the increase of traffic and the safety of the 24 children currently living in the subdivision.

Jane Ford – 5044 Hearthsides Ln - concerned with the safety of the families and higher amount of traffic this will bring in on a road not suitable for higher traffic volume. She spoke about the stopping of development 15 years ago and were not informed that development was going to start again.

Shawn Niemiec – 5036 Heathside Ln – also voiced her concern about the traffic and safety of the residents and families in the subdivision. She spoke about the difficulty that residents currently struggle with the Tennis club traffic and the accessing of 4 Mile Road currently due to traffic. Lack of communication from the Village.

Matt Albrecht – 5040 Candlelight Dr – expressed his concern for the traffic and asked to consider additional options like adding in an additional entrance/exit into the subdivision for everyone's safety. He said the residents are currently cleaning up the debris from the tree removal that has started.

Tim Kleppin – 5023 Hearthsides Ln – concerned about the current accessibility vehicles are barely able to by-pass two cars by adding more vehicles there are more safety concerns for the community.

Aggie Finfrock – 806 4 Mile Rd – expressed concern for the storm sewer/ water & sewer issues currently in the subdivision. She also had concern for the children and their safety with not only the traffic but the development plans showing the retention pond and the depth of it.

Jana Kim – 5113 Briarwood Ln – spoke of her concerns for the traffic safety for the children and families in the community.

Peg Pulice – 5034 Candlelight Dr – expressed safety concerns for the children with the amount of traffic and the installation of the retention pond.

Clint Wiedholz-5104 Briarwood Ln- had concerns for the safety of the children in-regards to the traffic, the retention pond and the entrance/exit in and out of the subdivision.

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

**5A. REZONE – Review a request to rezone the property located directly east of 6001 6 Mile Road from R-2, Suburban Residential District (Unsewered) to A-2, Agriculture and Rural Residential District II, submitted by Travis and Rebecca Dove, Applicant and Owner. (Parcel ID No. 104-04-2213-022-000)**

Peter Wagner read from his report:

The subject property is a vacant ±8.0-acre lot which is currently zoned R-2, Suburban Residential District (unsewered). The current R-2 zoning has been in place since Caledonia adopted the zoning maps in 1970. At this time, the applicant is requesting that the subject property be rezoned to A-2 General Farming and Residential District II. The reason for this rezoning request is to recognize the current and future agricultural uses of the property. The applicant intends to utilize the parcel for agricultural and dog breeding purposes and would like to preserve the rural atmosphere of the Village as described in the submitted narrative along with this report.

Adjacent properties to the west and north are currently zoned A-2, Agriculture, and to the east R-2, Suburban Residential. The 2035 Land Use Plan designates this property and all surrounding properties as Agricultural, Rural Residential and Open Land. The proposed rezoning is in accord with the 2035 Land Use Plan designation for the subject property.

If the Village feels that this request is appropriate approval is recommended as:

1. This rezoning will not adversely affect the surrounding property values.
2. This rezoning will recognize the current and future agricultural uses of the property.
3. The 2035 Land Use Plan designates this property and adjacent properties as Agricultural, Rural Residential and Open Land. The proposed rezoning is in accord with the 2035 Land Use Plan designation for the subject property.

Public Hearing 6:44 p.m.

In favor:

Applicant Rebecca Dove- would like to preserve and not over-populate Bernese Mountain Running dogs. Would just like to have the capability to have and own other animals on their property. They are not requesting this rezone to commercialize the breeding of dogs.

Against: None

Public Hearing Closed: 6:49 p.m.

**5A. Commission Deliberation**

Plan Commission Members asked if there would be a Conditional Use Plan for the breeding of dogs. Peter Wagner explained a Kennel License would have to be obtained for the dogs and if a conditional use was needed the neighbors would be notified. Commission Members asked if raising these animals were for business or recreational use. They also were concerned about the Racine County Ordinance in place for number of animals and if the applicant knew their limitations. Wagner stated it was 3 horses on 7 acres of agricultural or 4 horse on 9 acres, first 2 acres of agricultural allows 33 chickens and 10 goats for every 2 acres for agricultural.

Motion by Schattner to approve and recommends to the Village Board that the property east of 6001 6 Mile Road (Parcel ID No. 104-04-22-13-022-000) be rezoned from R-2, Suburban Residential District (unsewered) to A-2, General Farming and Residential

District II for the following reasons:

1. This rezoning will not adversely affect the surrounding property values.
2. This rezoning will recognize the current and future agricultural uses of the property.
3. The 2035 Land Use Plan designates this property and adjacent properties as Agricultural, Rural Residential and Open Land. The proposed rezoning is in accord with the 2035 Land Use Plan designation for the subject property.

Seconded by Folk.

**ROLL CALL**

Thomas Knitter	Aye
Trustee Wanggaard	Aye
Tim Just	Aye
Joseph Minorik	Aye
President Dobbs	Aye
Bill Folk	Aye
Jonathan Schattner	Aye

**Motion carried unanimously.**

**5B. ORDINANCE TEXT AMENDMENT – Ordinance No. 2020-16 — An Ordinance To Amend Chapter 1 Of Title 14 And Chapter 3 Of Title 14 Of The Code Of Ordinances For The Village Of Caledonia Governing Minor Land Divisions And Subdivisions Pertaining To The Shape And Orientation Of Flag Lots In Minor Land Divisions (Via Certified Survey Map) And Subdivisions And Setting Forth Criteria That The Village May Consider In Granting A Waiver To Allow A Flag Lot**

From: Tom Lazcano P.E.  
Public Works Director

Re: Title 14, Chapter 1  
Flag Lots and Length to Width Ratio

The Planning Commission requested modifications to the Land Division Regulations regarding Flag Lots and Length to Width ratio requirements. Currently, the Ordinance states Flag Lots are not allowed and puts a maximum Length to Width ratio at 2.5:1 for all properties, with no exceptions. These rules work well for most cases, however, there are times when a lot cannot meet one of these requirements but can meet all other requirements and in those instances, we have given waivers. Some Commissioners feel waivers are warranted but the Ordinance is very rigid, so they do not vote for the waivers, even if they support them. The Commissioners recommended modifying the Ordinance to allow for waivers in certain instances and with the recommendation of staff.

The Public Works Director and Planning Director have come up with changes that would allow Flag Lots and exceeding the maximum length to width ratio, under certain circumstances. These changes will allow Commissioners to vote for waivers that meet certain criteria as outlined in the proposed changes.

The Department of Public Works recommends approval of the proposed changes on the attached document.

Public Hearing Open 7:03 p.m.

*In favor: None*

*Against: None*

Public Hearing Closed 7:06 p.m.

**5B. Commission Deliberation**

Plan Commission questioned condition number 5 if this would be allowed in all zoning locations. Tom Lazcano said all would be allowed with the waiver but if it was outside of the sanitary and sewer service area the Village would give more leeway to.

Motion by Knitter to approve and recommends to the Village Board that the Ordinance To Amend Chapter 1 Of Title 14 And Chapter 3 Of Title 14 Of The Code Of Ordinances For The Village Of Caledonia Governing Minor Land Divisions And Subdivisions Pertaining To The Shape And Orientation Of Flag Lots In Minor Land Divisions (Via Certified Survey Map) And Subdivisions And Setting Forth Criteria That The Village May Consider In Granting A Waiver To Allow A Flag Lot.

Seconded by Minork.

**ROLL CALL**

Thomas Knitter	Aye
Trustee Wanggaard	Aye
Tim Just	Aye
Joseph Minorik	Aye
President Dobbs	Aye
Bill Folk	Aye
Jonathan Schattner	Aye

**Motion carried unanimously.**

**6A. Non-Public Hearing Items**

**6A. COOPERATIVE BOUNDARY AGREEMENT REVIEW – Consider a request to construct and utilize an 1,800 square-foot commercial building and parking lot located at 3500 Fourteen Point Lane, Daniel Oakes, Applicant, Top Flight LLC, Owner. (Parcel ID No. 168-04-21-25-004-000)**

Peter Wagner read from his report:

The applicant is proposing to construct an 1,800 square-foot commercial building and parking lot for truck trailers for the property located at 3500 Fourteen Point Lane in the Village of Raymond. Any development located within the Village of Raymond cooperative boundary area is reviewed by the Village of Caledonia. This is a third phase of development for the 79-acre site. This development is approximately 0.4 miles west of the Interstate and the view of this development from the freeway is obstructed by existing commercial development to the east. The building exterior is white metal panels with a four-foot brick wainscoting and a gray, steel roof. The metal panels walls are broken up with windows and will have an overhang at the front entrance. The purpose of this building is an office building for Premier Leasing, a tractor-trailer leasing company. The business will utilize much of the site for outdoor storage of trailers with a 142-trailer stall parking lot. The intent of the Boundary Agreement is to ensure that development occurring along the Interstate has a

consistent and high-quality appearance. The following is a review of the proposed development as to relates to the design standards included in Exhibit K of the boundary agreement. It is the Plan Commission’s discretion to determine whether the proposed development meets the standards and should be considered a “spectacular” development.

**6A. Commission Deliberation**

Plan Commission Members wondered where the road/entrance to the property is. Wagner stated the private drive is on the NE corner. Plan Commission expressed concern with the elevation change among the property and questioned the typed of material used in the parking lot. Dan Oakes said the grade on the parking lot is only 1.5%, the Berms are almost 25 feet high and the lights shine straight down. Oakes explained that there would only be 10 to 15 trailers staying overnight and the parking lot is recycled concrete with black top mix not gravel.

Motion by Knitter to approve and recommends to the Village Board that the conditional use and site plan for the construction of an 1,800 square-foot office building and parking lot for the operation of a truck trailer leasing business located on the property at 3500 Fourteen Point Lane be approved for the following reasons:

1. The proposed use is allowed by underlying zoning through the conditional use review process.
2. Based on other uses in the area, this use appears compatible with current uses in the area.
3. The proposed use meets the intent of the Village of Caledonia development standards and find that the proposed use is a spectacular use for this parcel without connecting to sewer and water in accordance with the Cooperative Boundary Agreement between the Villages of Caledonia and Raymond.
4. Any change of use will require review by the Village of Raymond and the Village of Caledonia.
5. The proposed use will comply with conditions outlined in Exhibit A.

Seconded by Schattner.

**ROLL CALL**

Thomas Knitter	Aye
Trustee Wanggaard	Aye
Tim Just	Aye
Joseph Minorik	Aye
President Dobbs	Aye
Bill Folk	Aye
Jonathan Schattner	Aye

**Motion carried unanimously.**

**6B. SIGN PLAN REVIEW – Review a proposed sign plan for the multi-tenant commercial building located at 4917 Douglas Avenue, submitted by Steve Prochaska, Applicant, True North Commons, Owner (Parcel ID No. 104-04-23-29-138-200)**

Peter Wagner read from his report:

The applicant is requesting approval of a master sign plan the multi-tenant commercial building located at 4917 Douglas Avenue. The applicant is wishing to install more signs than is permitted by code which is one wall sign per tenant and one monument sign. The sign code does allow for additional signs to be installed if a master sign plan is reviewed and approved by the Village if the total square footage of all proposed signs do not exceed 1,200 square feet.

The proposed sign plan only has details for the southernmost tenant. The other tenant did not have specifics, but six sign placeholders were illustrated on the elevation drawings. O&H Bakery would like to install a total of four wall signs in its tenant space. All four signs comply with size and design codes. A monument sign is proposed for this site, but no specifics were submitted. Overall, the applicant is requesting a total of nine wall signs and one monument sign. Although the square footage of the other tenant is unknown, staff has calculated that if all proposed signs were designed at the largest permissible size, the total square footage of all signs would not exceed 1,200 square feet.

The proposed sign plan intends to maximize the visibility of the businesses by increasing the number of permitted wall signs. It is common for corner tenants to utilize both facades for signage purposes. Staff has some concern regarding the proposed south elevation wall sign as it faces a residential dwelling. However, the distance between the building and residential dwelling is approximately 100 feet or more and will have vegetative screening at the lot line to reduce the visual impact of the development and any glare from the sign.

Suggested

Motion:

That the Plan Commission recommends that the Village Board approve a sign plan submitted by Stephen Prochaska on behalf of True North Commons as presented for the property located at 4917 Douglas Avenue for the following reasons:

1. The sizes and locations of proposed signs meet the regulations of the zoning district.
2. The proposed number of signs is permissible through the sign plan review process.

### **6B. Commission Deliberation**

Plan Commission Members questioned the height size of building sign requirements on the building. Plan Commission asked if this was on a per applicant basis or over all sign code requirement maximum of 1200sqft total for 2 or more tenants in a commercial building. Wagner stated the sign code requirement is for all commercial buildings with 2 or more tenants, which is why the applicants turned in a master sign plan instead of just having the 32sqft sign requirement per sign.

Motion by Knitter to approve and recommends that the Village Board approve a sign plan submitted by Stephen Prochaska on behalf of True North Commons as presented for the property located at 4917 Douglas Avenue for the following reasons:

1. The sizes and locations of proposed signs meet the regulations of the zoning district.
2. The proposed number of signs is permissible through the sign plan review process.

Seconded by Just.

### **ROLL CALL**

Thomas Knitter	Aye
Trustee Wanggaard	Aye
Tim Just	Aye
Joseph Minorik	Aye
President Dobbs	Aye
Bill Folk	Aye
Jonathan Schattner	Aye

**Motion carried unanimously**

**6C. CERTIFIED SURVEY MAP – Review a certified survey map submitted by Jerome Bartley to combine the three following Parcel ID Nos. 104-04-23-21-029-000 104-04-23-21-030-000 & 104-04-23-21-031-000 located along 5725 Charles Street**

From: Tom Lazcano P.E.  
Public Works Director

Re: Bartley – Certified Survey Map  
Parcel ID's: 104-04-23-21-029-000; 104-04-23-21-030-000 & 104-04-23-21-031-000

The Engineering Department has received a Certified Survey Map (CSM) from Jerome Bartley. The CSM is to condense three properties located along Charles Street in the Village of Caledonia into 2 Lots. The existing properties are approximately 8.369 acres in size. There is approximately 323 feet of frontage along Charles Street.

The existing parcels currently contain two homes with outbuildings, farm field, a small area of wetlands and a large wooded area on a landlocked parcel.

This CSM is for the creation of two lots on the parcel. Lot 1 would be ~7.673 acres and would remain as a single-family home with outbuildings and the farm field and large wooded area. Lot 2 would be ~.696 acres in size and would contain a single-family home with outbuildings.

The property is located within the Sanitary Sewer & Water Service Area. Both lots are already built out and are connected to utilities.

The properties currently have R-3 and R-4 Zoning Classifications. R-3 Zoning requires 100 feet of frontage and 20,000 square feet size. R-4 Zoning requires 75 feet of frontage and 10,000 square feet size. The Village's 2035 Land Use Plan shows that the recommend use for the land as Low Density Residential. Both Lots on the CSM would stay in line with the Zoning and Comprehensive Land Use Plan.

With this submittal there is 1 Waiver/Modification requests that needs to be considered/reviewed on behalf of the CSM. This Wavier/Modifications is for:

1. Approving a flag lot.

In regards to Waiver/Modification request #1, the CSM is proposing the creation of flag lot for Lot 1. The owner of the three properties wishes to combine the rear portion of one lot and a large landlocked parcel with the center lot. Doing so would create a flag lot but would also eliminate a landlocked parcel. The opportunity to eliminate a landlocked parcel is why the Engineering Department is in support of this CSM.

**6C. Commission Deliberation**

Plan Commission Members asked if this would violate condition #5 in the ordinance change regarding flag lots. Lazcano said no these parcels are family owned.

Motion by Knitter to approve the CSM subject to the following:

- The Final CSM is subject to the Land Division per Lot fee.
- The approval of Wavier/Modification Request #1.
- Address the Village's comments/changes to the draft CSM prior to recording.
- An approved grading will be needed and the storm water management plan may need to be needed if disturbance or impervious surface area thresholds are met.

**Plan Commission Meeting  
Monday, October 26, 2020**

- A wetland delineation will need to be performed on the entire property and the CSM will need to be amended. A wetland delineation deposit will be held until the delineation and CSM amendment are completed.
- The Final CSM must conform to all Ordinances in Titles 9, 14, & 18 as necessary.

Seconded by Schattner.

**ROLL CALL**

Thomas Knitter	Aye
Trustee Wanggaard	Aye
Tim Just	Aye
Joseph Minorik	Aye
President Dobbs	Aye
Bill Folk	Aye
Jonathan Schattner	Aye

**Motion carried unanimously.**

**6D. CONDOMINIUM PRELIMINARY PLAT EXTENSION – Consider a request to extend the approval for the preliminary condominium plat for Briarwood Condominiums located at 5102 Briarwood Lane (Parcel ID No. 104-04-23-21-061-000)**

From: Tom Lazcano P.E.  
Public Works Director

Re: Briarwood of Caledonia Plat  
Parcel ID: 104-04-23-21-061-000

The Engineering Department has received a condominium plat for Briarwood Condominium from Briarwood of Caledonia, LLC. Briarwood is a Condominium located at the north end of Candlelight Drive in the Village of Caledonia. The property that makes up Briarwood of Caledonia is approximately 7.92 acres in size. This condominium is located within the sanitary sewer service area and this plat is for the creation of 30 units.

As background for the Plan Commission, Briarwood of Caledonia has previously been through the Concept Plan and Preliminary Plat process. The Preliminary Plat was approved by the Village Board in 2005. Due to the downturn in the economy and the housing market, the development and improvements were not constructed. Several extensions have been granted and the Developer is now ready move forward with the project. It should be noted that when the preliminary plat was approved, private roads were allowed. The Village has agreed to allow a private road for the condominium.

The property currently has a R-6 PUD Zoning Classification on it. R-6 Zoning requires 100 feet of frontage and 20,000 square feet size. The Planned Unit Development Overlay (PUD) allows flexibility in the overall development design. The Developer will use the allowed flexibility to maximize the units in the condominium.

**6D. Commission Deliberation**

Plan Commission Members asked for the history on this development in question. Lazcano said he has Plan Commission Minutes from June 29, 2005 – the concept plan for land density was approved unanimously. There were 7 people who commented during that public hearing with some of the same concerns as heard earlier tonight during the public comments. At the August 31, 2005 Plan Commission meeting approved the rezoning from P2 to R6, PUD, 2-Family Residential District to allow fifteen 2-Family residential units. During that meeting there were concerns brought to attention about the traffic they said it was likely to decrease not increase and at that time there were 9 tennis courts, large pool, running track, a banquet hall and a 270' x 120' parking lot that has since



**Plan Commission Meeting  
Monday, October 26, 2020**

been taken down after 2005. In September 2005 the preliminary plat was approved by Plan Commission and the Village Board and had been given extensions 4-times since that meeting every three years.

Plan Commission Members asked if during any of the 2005 meeting if there were any emergency service issues with one-way in/out if not then ask police and fire what their comments would be. Lazcano said the fire department had been talked to about this in the past and stated they had no issues with accessibility. Plan Commission stated they have been wrestling with this development but let's make this extension the last one. They asked if Nancy Washburn can address some of the comments the neighbors had. Nancy Washburn stated she was in agreeance that Newport Builders or she would out-reach and meet with the neighbors about these concerns.

Motion by Knitter to approve the Briarwood Condominium Plat subject to the following:

- Payment of the per lot division fee.
- All comments from Village of Caledonia staff and any technical corrections will need to be addressed prior to recording.
- The plat must conform to all Ordinances in Titles 9, 14, & 18 as necessary.
- In addition this will be the last extension granted for this development.

Seconded by Waanggard.

**ROLL CALL**

Thomas Knitter	Aye
Trustee Wanggaard	Aye
Tim Just	Nay
Joseph Minorik	Aye
President Dobbs	Aye
Bill Folk	Aye
Jonathan Schattner	Aye

**Motion carried 6/1.**

**7. - Adjournment**

Motion by Trustee Wanggaard to adjourn. Seconded by Bill Folk. Motion carried unanimously. Meeting adjourned at 8:16 p.m.

Respectfully submitted,  
Erika Waege  
Administrative Assistant Building/Engineering