

COMMUNITY DEVELOPMENT AUTHORITY (CDA) MEETING

**Wednesday, March 24, 2021 at 4:00 p.m.
Caledonia Village Hall – 5043 Chester Lane**

THIS WILL NOT BE AN IN-PERSON MEETING

AUDIO & VIDEO CONFERENCE VIA ZOOM

ACCESS VIA DIAL-IN NUMBER IS: 1-(312) 626-6799; ACCESS CODE IS: 863 9450 1884 OR

ACCESS VIA ONE-TOUCH TELEPHONE IS: +16465588656,, 86394501884# OR

ACCESS VIA INTERNET IS: <https://us02web.zoom.us/j/86394501884>

1. Meeting called to order
2. Approval of Minutes from the January 27, 2021 meeting
3. Caledonia Douglas Avenue Business Association - Martha Hutsick
4. Brief Blight update - Pete Wagner
5. Timeline and extent of Strategic Planning - Bill, Jim
6. Grant's subgroup - Bill
7. New CDA members - Jim
8. Treasurer's Report - Kjell Erlandsson
9. Adjourn

Dated March 19, 2021

Joslyn Hoeffert
Village Clerk

Only Community Development Authority members are expected to attend. However, attendance by all Board members (including non-members of the CDA) is permitted. If additional (non-committee) Board members attend, three or more Board members may be in attendance. Section 19.82(2), Wisconsin Statutes, states as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that three or more members of the Caledonia Village Board actually attend, this meeting may be rebuttably presumed to be a "meeting" within the meaning of Wisconsin's open meeting law. Nevertheless, only the committee's agenda will be discussed. Only committee members will vote. Board members who attend the committee meeting do so for the purpose of gathering information and possible discussion regarding the agenda. No votes or other action will be taken by the Village Board at this meeting.

**Community Development Authority (CDA) Meeting Minutes
February 24, 2021 Zoom Meeting**

Committee Members Present: William Streeter, Dave Gobis, Kjell Erlandsson, Jim Dobbs
Others in Attendance: Martha Hutsick, Helena Dowd
Not Present: Fran Martin

- 1) Meeting called to order
Zoom meeting called to order by at 4:05 p.m. by William Streeter
- 2) Approval of Minutes from the January 27, 2021 meeting.
Motion to approve minutes after making corrections noted by Hutsick, by Erlandsson
Seconded by Gobis
Approved unanimously
- 3) Caledonia Douglas Avenue Business Association
The CDABA met on zoom on February 9, 2021. The minutes have been sent to all CDA members. Hutsick submitted this report: “Martha emphasized that she asked members of the CDABA to submit photos, etc., to present to the CDA for possible inclusion in promotional ideas.”
- 4) Resolution 2021-14 -- Streeter noted the measure was approved by the Legislative and Licensing Committee and read part of the resolution, which is posted on the Village website [2021-14](#). Erlandsson asked if the directive includes residential development. Dobbs said the focus was on business but it is to make the whole community better so it would not be limited to just business development. If there is a desire to change the wording, the resolution could be brought back to the Legislative & Licensing Committee to add the term residential development to the text. Erlandsson asked that the specific term be added.
- 5) Brief Blight Update – Streeter referenced a note from Wagner stating there was a pre-trial hearing for the case against the truck repair business at 7915 US Hwy 41. This sets up the case for future court hearing dates and likely means it could take a substantial amount of time for the case to be resolved. The Caledonia Police Department can now issue additional citations for noncompliance with the Conditional Use Permit. The owners of the property at 6121 Hwy 31 have been drawing out the court process as well. The Court Clerk is looking into the status of the case and will provide an update for next month’s meeting.
- 6) Report from Ad Hoc Marketing Group – Hutsick read a report from the group: “We recommend the Village do short-term marketing, to get photos and other materials to Laura Million, and then we encourage the Village to develop a strategic plan, which could include marketing strategy.” Streeter asked Dobbs if there is any sentiment on the part of the Village Trustees to do a strategic plan. Dobbs said he envisions the CDA would suggest a plan since they talked about hiring a consultant. Erlandsson said he reviewed the vision and plan Oak Creek has for their city and said it may be a good model to review to see if the Village could use a similar structure. He said for the Village to market itself, it must first figure out “what are we, what kind of a place are we are.” To market, you have to have a product to market, and then decide what you want to do, he added. For instance, does the Village want to attract business regardless of what they do to, or for, the Village? Or does it want to be more

specific and attract business to certain places? If it is the latter, the Village must define the product and have a plan for what it wants to do.

Gobis asked Dobbs if the Village would want to wait and see what the skill set the new Village Administrator has before charting a course as the new hire may have strengths in this area.

Dobbs said the administrator likely will be a member of the CDA the committee can start to come up with a plan of what to ask the Board to provide as far as money, resources, ideas of what we want to do and get their blessing for whatever we do as far as spending money on things down the road.

Gobis said he would like to wait for the Administrator to be hired, since the expected start date is June 1.

Erlandsson said he will forward the materials he has to the Village Clerk for distribution to members.

Streeter said a facilitator would be needed for a strategic planning process. While a Village Administrator should be good at implementing the plan. That person will be called upon to administer the plan while also incorporating his or her own ideas and vision.

Erlandsson agreed with having a facilitator; he said in his experience it makes the process easier.

7) Status of Recruitment of new CDA members

Discussion of possible candidates and how to attract volunteers.

8) Treasurers Report – Kjell Erlandsson

No spending by CDA this month.

9) Adjourn

Adjourn 4:30 p.m.

Motion to adjourn by Gobis

Seconded by Erlandsson

Meeting adjourned

Respectfully submitted by Helena Dowd

From: [Martha Hutsick](#)
To: [Joslyn Hoeffert](#)
Cc: [bill streeter](#); [Helena Dowd](#); [Peter Wagner](#)
Subject: Report from the CDABA to CDA for the March 24, 2021 CDA meeting
Date: Tuesday, March 16, 2021 3:02:29 PM

Joslyn,

Report from the Caledonia Douglas Avenue Business Association to the Community Development Authority for the March 24, 2021 CDA meeting:

"The Caledonia Douglas Avenue Business Association met on zoom on March 9, 2021. Discussion included the updated flower pot brochure, restaurant guide update, informational brochure update, which new businesses in the corridor to contact, and marketing ideas."

Martha Hutsick

ZONING CODE ENFORCEMENT REPORT TO CDA

The Village has received four new complaints in 2021 and all four have been resolved. Two involved illegal dumping of furniture, one was for an agricultural property where no permits were obtained for cargo containers being used for storage sheds, and one was a lighting complaint.

LIGHTING – 6028 MIDDLE ROAD

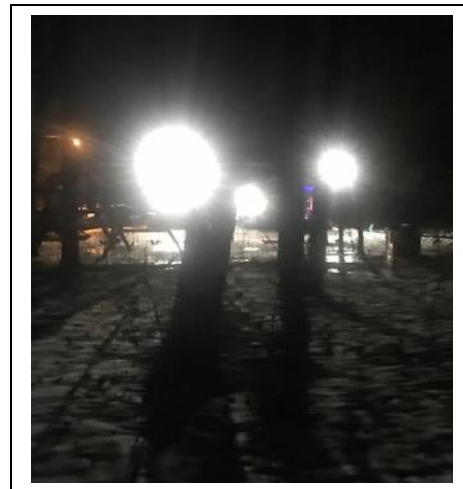
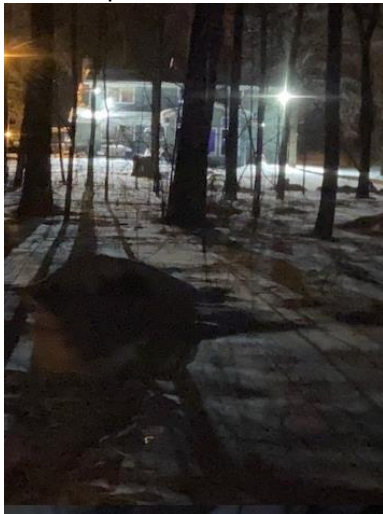
The owner of a property on Fayette Drive submitted a complaint about excessive light emanating from the back of the house at 6028 Middle Road. The complainant emailed pictures showing how the light looked from the back of her house. It appeared the light was spilling over the shared property line.

Village Ordinance 20-1065 LIGHTING states:

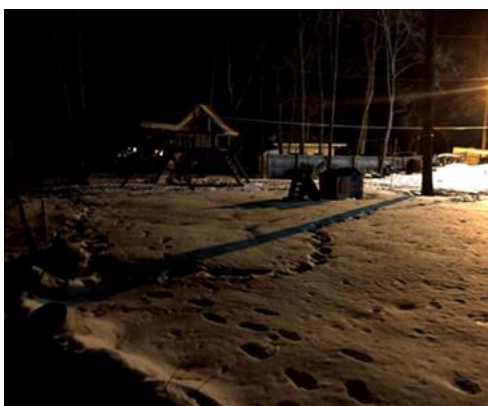
Any lighting source on any use, lot or parcel which is for the purpose of illuminating any... outdoor area shall be established in a manner which satisfies the following condition(s):

(1) Such lighting shall be arranged, oriented or shielded in such a manner that direct radiation or glare from such source does not penetrate adjacent or nearby parcels...

The complainant submitted these pictures:



A notice of violation was sent to the owner of 6028 Middle Road. Upon receipt of the letter, the owner phoned and talked to staff about the situation. After several phone calls and emails, he adjusted the lights on the back of his house so that they point down into his yard. He submitted pictures from the back of his property showing that the light was no longer spilling over the lot line.



Staff sent an email to both parties stating the case was closed, and both owners were agreeable to the solution.

CONDITIONAL USE PERMIT -- 6156 DOUGLAS – GAMINO’S AUTO – PROPERTY OWNER RICHARD KONECKO

After receiving a letter about violations on the site, the property owner contacted Peter Wagner to discuss the actions needed to bring the site into compliance. Wagner is working with the owner to address ways to accommodate his requests, including a parking area behind the building, a fence, and cargo container storage sheds. The case is on hold.

SITE CHANGES -- 5306 DOUGLAS – FINISHING TOUCH AUTO BODY -- PROPERTY OWNER RICHARD KONECKO

While investigating the property at 6156 Douglas, staff learned that the mailing address for the property is the address for Finishing Touch Auto Body. The business appears to operate on four parcels, 5236, 5246, 5306 and 5336 Douglas Ave. The 2020 aerial map on the Racine County Mapbook shows a whole site was converted from grass to an impervious surface, fences were erected with no permits, and numerous cargo containers are situated along lot lines and appear to encroach on an adjacent parcel. There are no Accessory Structure permits on file for these storage containers, and the locations do not meet the required setbacks for sheds. No complaint has been received and no enforcement action has yet been taken. Enforcement would involve Engineering staff because the paving was done without a permit or a storm water management review, and the aerial photo shows a bridge has been constructed over a drainageway between two of the parcels.

2020



2015



PARKING -- 7931 DOUGLAS – SPLIT ZONING B-3 & A-2 -- PROPERTY OWNER FRANCISCO J RODRIGUEZ RUBIO

CDA Member Dave Gobis noted there are four dump trucks routinely parked on the property at 7931 Douglas, which has a dwelling on it and no registered business operation. The area where the trucks are parked is zoned B-3. **Sec.20-1009 Parking states:** “No other vehicular equipment of a commercial or industrial nature... shall be parked or stored... on any lot in any zoning district **except business and industrial districts...**” The section of code pertaining to B-3 Zoning lists the principal uses for the district and references conditional uses; it does not have a separate section on rules for off-street parking on lots zoned B-3. Staff will review the case again after the new Village Zoning Code is enacted.

