

**1. Meeting called to order**

President Dobbs called the meeting to order at 6:00 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, Bill Folk, Joseph Minorik and Tim Just.

Absent: None

Also Present: Development Director Peter Wagner and Trustee Fran Martin.

**3. Approval of Minutes**

Motion by Wanggaard to approve the minutes from the January 25, 2021. Seconded by Folk. Motion carried unanimously.

**4. Citizens' Comments**

None.

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

**5A. TEXT AMENDMENT – Consider the repeal of Section 20-1339(b) of the Racine County Code of Ordinances as adopted under Section 16-1-1(a) of the Code of Ordinances of the Village of Caledonia pertaining to the conditional use requirement for development within set distances of a freeway, road interchange, State or County Trunk Highways as set forth in that subsection.**

Peter Wagner read from his report:

“The Village is requesting that Section 20-1339(b) be repealed regarding the requirement for a conditional use for developments based on the criteria of set distances from a freeway, road interchange, state or county trunk highways. This section of code comes from the Racine County Zoning Code. This code section creates an unnecessary review process which includes a public hearing for permitted uses within a zoning district abutting specific roadway types. By removing this section of code, future development and redevelopment of our non-residential areas of the Village will become less time consuming to review.

The repeal of this section will not remove the conditional use review process for those uses considered to be conditional uses, and new permitted uses will still be required to go through the building, site, and operations review prior to submitting building permits.

Staff believes that this section of code is outdated and conflicts with Act 67 as it pertains to conditional uses. Although staff is in the process of updating the zoning code and is proposing to eliminate this requirement, staff felt that proceeding with this text amendment will provide immediate relief from this requirement and provide a streamlined and less time consuming review process for new businesses looking to locate in the Village.”

Public Hearing Opened 6:05 p.m.

*President Dobbs asked three times if anyone wanted to speak in favor of this proposal.*

**In favor:**

None.

*President Dobbs asked three times if anyone wanted to speak against this proposal.*

**Against:**

None.

Public Hearing Closed: 6:08 p.m.

**5A. Commission Deliberation**

Plan Commission Members expressed concern why wouldn't the Village consider doing a Conditional Use for businesses that utilize a drive-thru.

Motion by Folk to approve and recommend to the Village Board that Section 20-1339(b) of the Municipal Code be repealed.

Seconded by Knitter.

**ROLL CALL**

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

**Motion carried unanimously.**

**5B. CONDITIONAL USE & BUILDING, SITE & OPERATIONS PLAN – Review a request for a conditional use and site plan review for a construction of a quick service restaurant for the property located at 4542 Douglas Avenue submitted by Tom Haman, Applicant, MRUP LLC & JL Storage LLC, Owners. (Parcel ID No. 104-04-23-29-168-000)**

Peter Wagner read from his report:

“The purpose of this consultation is to provide the applicant guidance prior to submitting a request to amend an existing conditional use to operate a firewood production facility on the property located at 8700 Foley Road. In addition, the applicant will submit a site plan showing where the use will occur on the property. This request is being made because of a complaint regarding the importing of timber to the site and processing it into firewood. Before the applicant proceeds with a hiring a professional to draw a site plan, the applicant is looking for guidance.

The property is currently zoned A-2, Agriculture and has been granted a conditional use permit allowing the storage and maintenance of equipment and vehicles associated with “Great Lakes Tree & Clearing.” This zoning district permits the property owner to operate a farming operation and forestry use on the site. Forestry is generally defined as the growing and/or harvesting of trees on a property for commercial or related purposes. It does not include the import of timber for commercial production of forestry products, such as lumber or firewood. These uses would be conducted off site. As stated early, this property has a conditional use. Condition No. 7 includes the prohibition of commercial processing of firewood on site and that only trees harvested on the parcel

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are permitted to be processed on-site into firewood. Condition No. 8 states that the storage and processing of logs from job sites are not allowed.

The applicant is proposing to amend the conditions of approval of the conditional use permit. The applicant is requesting that Conditions No. 7 & 8 from the conditional use permit be deleted and replaced with a condition allowing logs from job sites to be brought on site and be stockpiled, stored, and processed into firewood. Included is a report from the applicant's lawyer making the case that firewood processing is a permitted forestry use. Staff has reviewed the submitted letter and conferred with Village Counsel and have come to the conclusion that firewood processing is not a forestry use when importing timber to the site. Only on-site trees harvested and processed into firewood would meet the definition of incidentally forestry use.

Village Code Section 20-1011 provides the Village the authority to review unclassified or unspecified uses for a zoning district and decide that a use is similar in character to a principal use permitted in a zoning district is permitted. It is up to the Plan Commission and ultimately the Village Board to determine whether the importing of timber and processing it into firewood is similar in character to other permitted uses in the A-2 District.

No action is required by the Plan Commission. The Plan Commission may provide the applicant with concerns, comments, or suggestions regarding the proposed conditional use permit modifications. The applicant may or may not choose to move forward with the amendment request based on the discussion of the Plan Commission.”

Public Hearing Opened 6:23 p.m.

*President Dobbs asked three times if anyone wanted to speak in favor of this proposal.*

**In favor:**

Lori Jensen 4630 Douglas Ave, Racine, 53402 – approved of the removal of a blighted building and partial replacement of a structure to construct a viable business with appropriate landscaping and building facades in turn agreed with the idea of creating an additional place to dine.

Martha Hutsick 4502 Harvest Ln, Racine, 53402 - approved the removal of some unsightly buildings and replacing them with a well thought out aesthetically pleasing business.

Fran Martin – wonderful addition and agreed with the business association.

*President Dobbs asked three times if anyone wanted to speak against this proposal.*

**Against:**

None.

Public Hearing Closed: 6:28 p.m.

**5B. Commission Deliberation**

Plan Commission Members questioned if the applicant did a Transportation Impact Analysis (TIA) and asked if the traffic of larger vehicles would make the turn into the parking lot with the curb into the lot. The concern was if vehicles entering the north entrance cross over the south bound lane of Hwy 32 to make that turn back towards the north area of the parking lot or drive thru. Nielsen Madsen & Barber stated it may be tight but can be done and larger vehicles for deliveries would have to enter at the farthest South entrance. Engineering department said no TIA was needed due to the preexisting commercial lot. Plan Commission Members expressed concern regarding the drive-thru and the backups it may create on Douglas Ave. They asked if the applicant would consider closing

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some of the stalls in the parking lot. The applicant said they don't see an issue with keeping the parking spots open and adjust anything if needed.

Motion by Knitter recommends to the Village Board that a conditional use and a building, site, and operations plan for a quick-service restaurant with drive-thru be approved with conditions outlined in Exhibit A for the property located at 4542 Douglas Avenue for the following reasons:

1. The proposed use is allowed through the conditional use review process and is a permitted use in the B-2 & B-3 Zoning District.
2. This use will not adversely affect the surrounding property values.

Seconded by Folk.

**ROLL CALL**

Thomas Knitter	Aye
Trustee Wanggaard	Aye
Tim Just	Aye
Joseph Minorik	Technical Difficulty
President Dobbs	Aye
Bill Folk	Aye

**Motion carried 5-0.**

**6. Non-Public Hearing Items**

**6A. SIGN PLAN REVIEW – Review a proposed sign plan to allow for the construction of a 10'2" tall and 96.95 square-foot monument sign for the parcel located at 12725 4 Mile Road, submitted by Don Nummerdor, Applicant, Central Storage Warehouse, Owner. (Parcel ID No. 104-04-22-30-015-201)**

Peter Wagner read from his report:

“The applicant is requesting approval of a master sign plan for a commercial building located at 12725 4 Mile Road. The applicant is proposing to construct a monument sign that exceeds both the sign height and size maximums. Per Code Section 16-7-8(c): Measuring Signs, a monument sign may exceed 100 square feet if recommended by the Plan Commission and approved by the Village Board. This provision allows the opportunity for the Village to consider on a case-by-case situation if a sign can exceed the existing 48 square-foot maximum.

The proposed sign plan contains only one monument sign that is to be located on the northwest corner of the site. No other signs are being proposed at this time. The proposed sign will be 10'2" tall and 97 square feet in area and located five feet from the north property line.

Included with this report is a spec sheet for the sign illustrating how the sign will look along with dimensions. Included with this report is the applicant's rationale for the allowing the oversized monument sign at this location. If approved, the sign will be required to meet all other zoning regulations as outlined in Title 16, Chapter 7: Signs.

The proposed sign plan intends to improve the visibility of the business by increasing size and height of the monument sign, with the result that trucks looking for the business does not miss the entrance. If the Plan Commission is comfortable with the proposed sign plan, a suggested motion has been prepared at the beginning of this report.”

**6A. Commission Deliberation**

Erica-Nicole Harris with Wispark LLC stated it was reviewed and from the associations standpoint it does comply.

Plan Commission Members had no comment.

Motion by Knitter recommends to the Village Board to approve the sign plan submitted by Don Nummerdor on behalf of CSW Company as presented for the property located at 12725 4 Mile Road for the following reason:

1. The proposed height and size are 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

**Motion carried unanimously.**

**6B. COOPERATIVE BOUNDARY AGREEMENT REVIEW - Review a conditional use to construct a 50’x120’ commercial building and occupy with a utility/cargo trailer accessory business (DBA Anderson Trailers LLC) for the property located at 4365 27th Street submitted by Kay Friesema, Applicant, Anderson Trailers LLC, Owner. (Parcel ID No. 168-04-21-36-005-000)**

Peter Wagner read from his report:

“The applicant has received approval for a proposed commercial development in 2018 and in 2019. Since that time, the applicant has not completed significant work within six months of approval, resulting in the applicant reapplying for review and approval of the same commercial development. Included with this report is a review conducted by FOTH regarding the proposal. Since the last time, the applicant has made one change to the building, increasing the length of the building from 104’ to 120’. Another minor modification is decorative dock doors on the north side of the building. This increase is still in compliance with the standards outlined in Exhibit K. Any required modifications to the stormwater management will be reviewed and approved by the Village of Raymond.”

**6B. Commission Deliberation**

Plan Commission Members asked the status of where the Village of Raymond is on this proposed project. Chris Bower from Bower Design & Construction (“new Developer”) stated the applicant was in a meeting at that current moment with Raymond waiting on that determination. Plan Commission expressed concern being the lot consisting of a gravel and dust control. Bower said that traffic driving into the lot would be asphalt and the gravel portion is in the fenced storage lot area with not a lot of traffic entering or exiting.

Motion by Knitter recommends to the Village Board to approve the conditional use and building, site, and operational plan for the construction of a 6,000 square-foot commercial building with outdoor display or merchandise located at 4365 27th Street be approved for the following reasons:

1. The proposed use is allowed by underlying zoning through the Cooperative Boundary Agreement review process.
2. The proposed use will not adversely affect the surrounding property values.
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.

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4. The applicant is required to comply with all applicable local, state, and federal regulations, including the Cooperative Plan between the Village of Caledonia and the Village of Raymond which incorporates various design requirements from Title 16 of the Village of Caledonia Code of Ordinances, including but not limited to requirements for signage, layout, design, building materials, screening, outside storage/display of equipment and landscaping on the property.
5. The proposed use will comply with conditions outlined in Exhibit A.
6. Suggest a recycled material to Raymond if they approve project and take that into consideration.

Seconded by Minorik.

**ROLL CALL**

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

**Motion carried unanimously**

**6C. BUILDING, SITE, & OPERATIONS REVIEW – Review a building, site, and operation plan to construct a 4,000 square-foot maintenance building located at 8425 STH 38 submitted by B Squared Construction, Applicant, Bear Country Holdings LLC, Owner. (Parcel ID No. 104-04-22-04-017-000)**

Peter Wagner read from his report:

“The applicant is requesting approval of a 4,000 square foot maintenance pole building located in the central portion of the 222 acres site at 8425 STH 38. Accessory buildings within the P-2 District require a BSO review prior to being issued building permits.

The proposed building is designed to be used as a storage facility for equipment and materials associated with the maintenance of the campground. The building will include heated floors, a bathroom, a mechanical room, and have the potential for the buildout of offices in the future. A 10’x80’ portion of the building on the eastern elevation will be open-air as illustrated in your packet. The building exterior will consist of metal panels with a green painted footwall and roof, establishing a bottom, middle and top design which meets the Village design standard for the exterior. Metal panels for accessory buildings are an acceptable exterior material. This building is in the south-central portion of the property (Figure 1) and will not be seen from the road and will be located to the west of existing maintenance buildings on the property. The building will be connected to water and sewer and will need to meet all fire code regulations. The Caledonia Utility District does not have concerns with installation of water to the building as the property has a master meter serving the entire park. Storm water management is addressed by several existing onsite ponds. There will be no requirement for storm water management plan amendments as the result of this building being constructed with the expectation that the building will have gutter and downspouts directing runoff to the north towards the existing storm water ponds. Prior to any building permits being issued, the applicant will need to submit a grading plan and have it approved by the Engineering Department. No lighting is being proposed at this time, however, if lighting were to be installed, it would need to meet the Village standards and is outlined in Condition #8 in Exhibit A. No additional parking is being requested or is required as part of this development as it is a storage building and not being used for retail or commercial use. This site is a campground and has full foliage on site, therefore, no additional landscaping is being proposed.”

**6C. Commission Deliberation**

No comments.

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Motion by Knitter to approve and recommends that the Village Board approve the building, site, and operational plan for the construction of a 4,000 square-foot maintenance building located at 8425 STH 38 be approved with conditions outlined in Exhibit A for the following reasons:

1. The proposed use is allowed by underlying zoning through the building, site & operation plan review process.
2. The proposed use will not adversely affect the surrounding property values.
3. The proposed building is consistent with the existing use on the property.

Seconded by Folk.

**ROLL CALL**

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

**Motion carried unanimously**

**6D. CERTIFIED SURVEY MAP – Review a certified survey map creating seven lots for a parcel located on DeBack Lane submitted by Adam Artz, Applicant, Wispark LLC, Owner. (Parcel ID No. 104-04-2-30-015-202)**

Tom Lazcano read from his Memorandum:

“The Engineering Department has received a Certified Survey Map (CSM) from Adam Artz of Pinnacle Engineering Group on behalf of Wispark, LLC. The CSM was prepared by John Konopacki of the Pinnacle Engineering Group. This is the third CSM for the DeBack Farms Business Park located in TID #4. The property is located between Four Mile Road and Adams Road and East of the East Frontage Road. The existing parcel is 146.865 acres. The proposed CSM is to split the parcel into multiple Lots and Outlots for future development. This CSM is for the creation of 4 Lots and 3 Outlots. Lot 2 is for a proposed development that is currently in the process of being reviewed by the Village. This CSM is in conformance with the DeBack Farms Business Park Development Plan that has been submitted and used for the proposed Business Park. The existing parcel is currently vacant. The parcel is located within the Sanitary Sewer & Water Service Area. All Lots will need to be connected to Sanitary Sewer & Water service. These connections will be the responsibility of the developers and may be subject to connection fees. The parcel has proposed sanitary sewer, water, and storm sewer easements that need to be signed and recorded to allow for services to future developments on the numbered Lots. The Village Board has approved a Development Agreement with WisPark LLC for the development of the DeBack Farms Business Park. All requirements of that Development Agreement shall be followed with the review and approval of this CSM.”

**6D. Commission Deliberation**

No comments.

Knitter moved to conditionally approve the WisPark LLC / DeBack Farms Business Park CSM subject to the following:

1. Address the Village’s comments/changes to the draft CSM prior to recording.
2. The necessary sanitary sewer, water, and storm water easements be executed by WisPark prior to recording of the CSM.
3. All conditions of the Development Agreement and Addenda between WisPark LLC and the Village of Caledonia for the development of the DeBack Farms Business

Park shall be incorporated as necessary.

4. There shall be a Conditional Use Review in which all future developments building on Lots 1, 2, 3, 4 and any future Lot divisions shall conform.
5. There shall be a Building Design Standards Review in which all future developments building on Lots 1, 2, 3, 4 and any future Lot divisions shall conform to Title 16 Chapters 3 & 4.
6. The CSM is subject to the Land Division per Lot fee.
7. All development on this CSM must conform to all Ordinances in Titles 9, 14, 15, 16 and 18.

Second by Just.

**ROLL CALL**

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

**Motion carried unanimously**

**6E. BUILDING, SITE, & OPERATIONS REVIEW – Review a building, site, and operation plan to construct a 320,000 square-foot industrial building located on Lot 2 located east of DeBack Lane submitted by Christopher Carlino, Applicant, WisPark LLC, Owner. (Parcel ID No. 104-04-22-30-015-200)**

Peter Wagner read from his report:

“The applicant is proposing to construct a ±320,000 square-foot industrial building on the eastern portion of Pad F identified in the DeBack Business Park. The Plan Commission has reviewed a proposed CSM prior to this review identifying seven lots in this business park. Lot 2 is the location which this building will be constructed upon. This industrial building is intended to be used as a distribution facility which is a permitted use in the M-3 District. This development will have outdoor parking for semi-tractors and trailers as part of their operation.

The proposed building will be located in the eastern portion of the parcel and will have an exterior consisting primarily of concrete wall panels that will be painted varying shades of gray with blue accents. The entrance portion of the building will incorporate glass and metal accents to draw focus to the entrance. The eastern portion of the building will consist of 51 dock doors that do not face a public road.

Parking for this development consists of 182 stalls which include 6 ADA stalls which exceeds the minimum required for the size building. Parking stalls are required to be a minimum of 180 square feet in area. Proposed stalls are 9’x18’ which does not meet code requirements. Staff will work with the applicant to revise the plans to meet the minimum requirements of 180 square feet per stall. Since the applicant has surplus stalls, any reduction in parking stalls as a result of this modification will likely remain code complaint. There are 181 tractor trailer stalls on the eastern portion of the site. A guardhouse is located on the southern elevation of the building and will be the main access to the dock doors. The perimeter of the trailer parking lot will have a chain link fence.

Landscaping on the site incorporates a combination of deciduous and evergreen vegetation along with some perennials and ornamental grasses. Due to the topography of the site, most of the landscaping is located along the southern lot line with heavy vegetation abutting residential homes. In addition, there will be trees planted alongside the southern building elevation to break up the long elevation of the building. This lot does not directly abut upon a public right-of-way therefore does not have to meet the same landscaping requirements of parking lots abutting a public road. For any parking lot with over 25 stalls,



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landscaping is required in the parking lot. The parking lot incorporates bump outs that will be heavily vegetated. Since Lot 2 will likely be further developed, any landscaping on the west would likely be removed. Therefore, staff is not requiring additional landscaping on the western portion of the site. On the north portion of the site, there are wetlands, which should not be landscaped. Overall, the plan meets the minimum requirements for landscaping. The Plan Commission does have the discretion to modify the proposed landscape.

The lighting of the site will consist of down-cast, cutoff, LED fixtures throughout the development. The submitted photometric plan complies with the Village code lighting requirements that no more than a 0.5 foot-candle be cast at the lot line.

Prior to any building permits being issued, the applicant will need to get approvals for stormwater management, erosion control, and grading plans from Water Utility Department and Engineering Department. The Fire Department indicated no concerns regarding the proposed site plan; however, they will work with the applicant to ensure compliance with sprinkling requirements for this building type.”

**6E. Commission Deliberation**

Chris Carlino from Scannell Properties - Overview of Scannell Properties a privately held real estate development and investment company founded in 1990, located in multiple locations in the US nationwide and a few locations in Europe. Scannell averages 35 build-to-suits per year and has developed in 46 States, Canada and Western Europe.

Adam Artz P.E from Pinnacle Engineering Group explained overview of the project, this type of facility would be a warehouse/distribution in size of 320,000+ square feet using 21+ acres of the 71+ acre parcel. The target schedule for Phase I is planned to start construction in April 2021 with a completion of January 2022. The building will run North to South with natural barriers continued by a retaining wall between five to ten feet in height and a fence located on top of the retaining wall on the South end of the property to separate the current residences and the new facility.

Plan Commission Members asked what type of material would be used for the parking lot and asked if the grade was lower in the dock area. Artz responded that the grade would indeed be lower in the dock area presented and the use of reinforced concrete would be used for the parking lot.

Motion by Knitter to approve and recommends to the Village Board that a building, site, and operations plan for a 320,000 square-foot industrial building be approved with conditions outlined in Exhibit A for the property located at Deback Lane, Lot 2 for the following reasons:

1. The proposed use is allowed through the building, site, and operation plan review process and is a permitted use in M-3 Zoning District.
2. This use will not adversely affect the surrounding property values.

Seconded by Just.

**6F. ZONING CODE DISCUSSION – Review draft Chapters 1-5 of the Village of Caledonia Zoning Code.**

Peter Wagner read from his report:

“When the Town of Caledonia became the Village of Caledonia in 2005, the Village adopted Racine County’s Zoning Code as their own. Since that time, the Village has amended its code several times and has created zoning code Title 16. As a result, staff has had to reference both Title 16 of the Village Code and Racine County’s Zoning Code that was adopted in 2005 when applying the zoning code for development projects and code enforcement. This split in regulations is difficult for developers, residents, and businesses to understand what the rules and regulations are for the Village. Staff has been working on merging the two code sections into one unified Village code Title. This process has been more

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time consuming than originally anticipated.

Staff has prepared the first five chapters for review and discussion. A binder has been prepared with the first five chapters and will be available at Village Hall on Monday morning, February 22nd. Chapters for discussion will be:

- Chapter 1: Introduction; Authority and Adoption
- Chapter 2: Administration & Enforcement
- Chapter 3: Board of Appeals
- Chapter 4: Required Plans and Design Guidelines
- Chapter 5: General Provisions and Requirements

The purpose of this agenda item to review and discuss the content of the chapter and answer questions or take suggestions as to what should be and not be included in these chapters. No action is required at this time. Over the next few Plan Commission meetings, staff will be presenting new chapters for your review and input. It is anticipated that the Title 16 will include eighteen chapters. Some of the chapters have few, if any, changes and others will have significant changes or reorganization than what currently exists. Staff is choosing this approach as not to overwhelm the Commission with lots of information at one time. Staff hopes to complete this review with the Plan Commission and have the final review complete by June 2021.”

**6F. Commission Deliberation**

No action required.

**7. - Adjournment**

Motion by to adjourn Trustee Wanggaard. Seconded by Minorik. Motion carried unanimously. Meeting adjourned at 8:35 p.m.

Respectfully submitted,  
Erika Waege  
Administrative Assistant Building/Engineering