

SPECIAL PLANNING COMMISSION AGENDA

**Tuesday, March 9, 2021 at 5:00 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: 816 8969 2841 OR

ACCESS VIA ONE-TOUCH TELEPHONE IS: +13126266799,, 81689692841# OR

ACCESS VIA INTERNET IS: <https://us02web.zoom.us/j/81689692841>

1. Meeting called to order

2. Roll Call/Introductions

3. Non-Public Hearing Items

- A. PRELIMINARY PLAT REVIEW – Review a preliminary plat submitted by Nancy Washburn for the proposed Bluffside Subdivision located at 4727 Park Ridge Road (Parcel ID No. 104-04-22-25-029-000)
- B. ZONING CODE DISCUSSION – Review draft Chapters 1-5 of the Village of Caledonia Zoning Code

4. Adjournment

Dated March 5, 2021

Joslyn Hoeffert
Village Clerk

Only Commission members are expected to attend. However, attendance by all Board members (including non-members of the Plan Commission) is permitted. If additional (non-commission) 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 commission’s agenda will be discussed. Only commission members will vote. Board members who attend the commission 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.

MEMORANDUM

Date: March 4, 2021

To: Plan Commission
Village Board

From: Tom Lazcano P.E. *Tom Lazcano*
Public Works Director

Re: Bluffside Preliminary Plat
Parcel ID's: 104-04-22-25-027-040 & 104-04-22-25-029-000

The Engineering Department has received a Preliminary Plat for Bluffside Subdivision from Newport Development, Inc. on behalf of Thomas Antonneau.

Bluffside Subdivision is located south of 4 Mile Road along Bluffside Drive and Park Ridge Drive in the Village of Caledonia. This subdivision is located within the sanitary sewer service area and this Preliminary Plat is for the creation of 19 Lots and 3 Outlots.

As background for the Plan Commission, the owners of the property had previously sold off a few parcels at a time in the past creating an unplatted subdivision without a subdivision plat or Homeowner's Association. This also created several parcels that are disconnected and share the same parcel ID. Village Ordinance now requires a Subdivision Plat to divide the property further. The developer plans to create a Homeowner's Association for the 19 Lots to care for the Outlot and stormwater pond maintenance.

The property currently has a R-2S Zoning Classification on it. R-2S Zoning requires 150 feet of street frontage and 40,000+ square feet size. The Village's 2035 Land Use Plan shows that the property shall be Low Density Residential, 19,000 square feet to 1.49 acres in size. The Preliminary Plat meets or exceeds the requirements of the Land Use Plan.

The layout for Bluffside Subdivision is for 19 units at approximately 1.26 dwelling units per acre. This overall subdivision plan does have approximately 2.9 acres of open space for an overall open space percentage of 12.15%. The Developer is asking for a waiver to the 40% Open Space rule. The Developer stated the owner is looking into ways to make the southern 17.2-acre parcel into Park or Conservancy as it is in the Primary Environmental Corridor. If this land was an Outlot, a waiver would not be required. If the concept plan is acceptable to the Plan Commission and Village Board then the Developer will need to submit for a Final Plat.

The Plan Commission and Village Board will need to approve a waiver modification for a Subdivision with less than 40% Open Space.

If the Plan Commission and Village Board **are willing** to support the Preliminary Plat the following motion is recommended.

Move to approve the Preliminary Plat subject to the following:

- **The southern 17.2-acre parcel with the 104-04-22-25-029-000 parcel ID should be addressed by the Final Plat.**
- **Preliminary Plat is subject to comments and technical corrections from Village staff.**
- **Approving the Open Space waiver modification.**
- **All new Lots will need to connect to Sanitary Sewer and Water facilities.**
- **An approved stormwater management and grading plan will be needed.**
- **Any Easements required by the Utility District.**
- **The Bluffside Preliminary Plat must conform to all Ordinances in Titles 9, 14, & 18 as necessary.**

If the Plan Commission and Village Board **are not willing** to support the Preliminary Plat the following motion is recommended.

Move to deny the Preliminary Plat subject to the following:

- **Preliminary Plat does not meet the Open Space requirement.**



Meeting Date: March 9, 2021

Item No. **3B**

PLAN COMMISSION REPORT

Proposal: Status Review Zoning Code Revisions

Description: Review proposed draft Chapters 1-5 of the Village Zoning Code.

Applicant(s): Village of Caledonia

Address(es): n/a

Suggested Motion: No action required.

Background: 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 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's 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.

Respectfully submitted:

A handwritten signature in black ink that reads "Peter Wagner".

Peter Wagner, AICP
Development Director