

**1. Meeting called to order**

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

**2. Roll Call/Introductions**

Members present: Thomas Knitter, Trustee Weatherston, Joseph Minorik, Nancy Pierce, and Tim Just.

Absent: President Dobbs was excused.

Also Present: Development Director Peter Wagner, Public Works Director Tom Lazcano and Trustee Fran Martin

**3. Approval of Minutes**

Approval of June 28, 2021 meeting minutes.

Motion by Trustee Weatherston

Seconded by Pierce. Motion carried unanimously.

**4. Citizens' Comments**

None.

**5. Public Hearing Items**

**A. CONDITIONAL USE REVIEW – Review a request for a conditional use to allow for the blending of food and flavor additives located on the parcel located at the southwest corner of Quick & Storage Drives submitted by Sam Modder, Applicant, Winklers Masonry Inc., Owner. (Parcel ID No. 104-04-22-27-018-060)**

**Withdrawn**

**B. CONDITONAL USE REVIEW – Review a request for a conditional use to allow for the parking of dump trucks associated with the business located at 7931 Douglas Avenue submitted by Nelly Rodriguez, Applicant, Francisco Rodriguez Rubio & Nelly Rodriguez, Owner. (Parcel ID No. 104-04-22-12-009-000)**

Peter Wagner read from his report:

The applicant is requesting approval of a conditional use permit for the outdoor storage yard of five dump trucks for the property located at 7931 Douglas Avenue. Between April and October, three trucks will be regularly parked on the site and during the other months, a total of five trucks will be parked on the site. The applicant indicated that their business is seasonal and that only three trucks will be parked on site from April to October and five trucks will be stored on site from November through March. During their operational season, three trucks will be routinely parked on the site. The trucks typically leave around 7am and return around 4pm. No other business operations will occur on the site which may include, but not limited to dumping or storing of materials on site. During the winter season five dump trucks will be parked and stored outdoors on the site. Their business is conducted off site and the conditional use is for the parking of their business vehicles only. The parcel is split zoned commercial and agriculture. The parking of semi tractors, trailers, and dump trucks are a conditional use in

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both zoning districts. Per code, vehicles should be a minimum of 100 feet from the nearest residential home. The parking of the vehicles will be located on the southern end of the parcel as indicated on the submitted site plan. The trucks will be parked more than 200 feet away from the nearest home. The trucks will be partially screened by existing vegetation.

The intersection of 7 Mile and Douglas Avenue is zoned commercial with agriculture zoned further away from the intersection. Similar uses such as vehicle storage has been requested elsewhere in the Village and has been approved. The Plan Commission has the authority to apply conditions to mitigate any negative impacts this use may have in the area and can require the applicant to screen the vehicles from the road or neighboring properties.

If the Plan Commission is comfortable with the proposed use, staff drafted conditions of approval included in this report and provided a suggested motion for consideration.

Public hearing opened: 6:03 pm

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

**In favor:**

None.

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

**Against:**

None.

Closed public hearing: 6:04pm

**5B. Commission Deliberation**

None.

Motion by Weatherston to approve and recommend to the Village Board approves the Conditional Use Permit allowing the outdoor storage of five dump trucks at 7931 Douglas Avenue with conditions outlined in Exhibit A for the following reason:

1. The proposed use is allowed by underlying zoning through the conditional use process.
2. The proposed use will not negatively impact neighboring parcels.

Seconded by Just.

**ROLL CALL**

Nancy Pierce	Aye
Thomas Knitter	Aye
Trustee Weatherston	Aye
Tim Just	Aye
Bill Folk	Aye
Joseph Minorik	Aye

**Motion carried unanimously.**

**6. Old Business Items**

**A. ZONING TEXT AMENDMENT – Review an amendment to the Village of Caledonia Zoning Code to create Section 16-1-1(a)(10) relating to residential and commercial parking restrictions.**

Peter Wagner read from his report:

At the last Plan Commission meeting, the Commission tabled the proposed text amendment and directed staff to modify the proposed ordinance in response to comments given at the public hearing and Commissioners’ concerns. Included in this report is a revised ordinance that has removed any limit on number and size of trailers or commercial vehicles on a residential parcel. The ordinance has been further revised to eliminate the language that trucks parked in agricultural districts must be owned and used by the farmer. The resulting changes will result in the regulation of off-street parking residential districts to parking on an improved surface and limiting utility trailer size for parcels less than one acre.

If the Plan Commission is comfortable with these modifications, the next step would be to make a motion approving the modifications and send it to the Legislation & Licensing Committee for review with final approval going to the Village Board.

**6A. Commission Deliberation**

Plan Commission Members asked if any residents contacted the Village. Wagner stated staff met with Trustee Martin to discuss possible alternatives to update the Residential/Commercial Parking Restrictions and Accessory Structures Amendments. Members suggested creating a residential equestrian zoning district or change the existing residentially zoned horse farms to an agricultural zoning district.

Some Commission Members and Trustees had the understanding from the previous Plan Commission Meeting a group was going to be revise the proposed amendments to address concerns before bringing these amendments back to Plan Commission. Folk reminded the Commission that at the last meeting a motion was approved directing staff to revise the text amendments and that there was no direction to form a subcommittee.

Trustee Martin said perhaps mention an option to the Village Board on creating a subcommittee group to work on modifying the amendment. She also suggested adding the language –5 acres or more than 5 acres.

Motion by Knitter to hold and refer back to staff.

Seconded by Just

**ROLL CALL**

Nancy Pierce	Aye
Thomas Knitter	Aye
Trustee Weatherston	Aye
Tim Just	Aye
Bill Folk	Nay
Joseph Minorik	Aye

**Motion carried 5-1 .**

**B. ZONING TEXT AMENDMENT – Review an amendment to the Village of Caledonia Zoning Code to create Section 16-1-1(a)(11) relating to accessory structures for residential and non-residential districts.**

Peter Wagner read from his report:

At the last Plan Commission meeting, the Commission tabled the proposed text amendment and directed staff to modify the proposed ordinance in response to comments given at the public hearing and Commissioners' concerns. Included in this report is a revised ordinance that has increased the overall size for accessory buildings in residential districts and limits the number of buildings based on a percentage area of the property. The percentage was taken from the existing code that states no more than 20% of the square footage of the rear yard can be built. For parcels over five acres, the percentage is limited to 3% of the area of an entire parcel. Staff has not modified the height as that is the current regulation. Setbacks from side and rear lot lines were not modified from the five feet as there were no concerns regarding this regulation. A common concern brought up at the meeting pertained to horse farming and the building needs to accommodate such a use. The simplest method to address this concern is to rezone large residential parcels to agricultural. The agricultural district accessory building regulations would allow for stables, barns, shelters, and other horse farm related accessory uses.

If the Plan Commission is comfortable with these modifications, the next step would be to make a motion approving the modifications and send it to the Legislation & Licensing Committee for review.

**6B. Commission Deliberation**

\*Refer back and review - 6A Commission Deliberation\*

Motion by Knitter to hold over and refer back to staff.

Seconded by Weaterston

**ROLL CALL**

Nancy Pierce	Aye
Thomas Knitter	Aye
Trustee Weatherston	Aye
Tim Just	Aye
Bill Folk	Nay
Joseph Minorik	Aye

**Motion carried 5-1.**

**7. Non-Public Hearing Items**

**7A. CERTIFIED SURVEY MAP – Review a certified survey map creating two lots for the parcel located at 8401 Hollander Drive submitted by Nicholas Verhaalen, Applicant, Caledonia Properties II LLC, Owner. (Parcel ID Nos. 104-04-22-34-020-080)**

Tom Lazcano read from his Memorandum:

The Engineering Department has received a Certified Survey Map (CSM) from Nicholas Verhaalen of Caledonia Properties II, LLC. The CSM was prepared by NMB Engineering.

The existing parcel is located at 8401 Hollander Drive in the Caledonia Business Park. The parcel contains 2 flat areas that are ideal for building, 3 small ponds, and a wetland area.

This CSM is for the creation of two lots on the parcel. Lot 1 would be 3 acres in size and Lot 2 would be 6.103 acres in size. Both lots would be used for commercial developments. Lot 2 contains a large area of wetlands and some ponds.

The property is located within the Sanitary Sewer & Water Service area. Both lots would need to connect to these utilities.

The property currently has dual zoning consisting of M-2 and R-2. M-2 requires 150 feet of street frontage and R-2 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 Industrial/Business Park. Lot 1 would have complete M-2 zoning but Lot 2 would have dual zoning and would likely need to be rezoned.

**7A. Commission Deliberation**

Nick Verhaalen -Attorney representing Caledonia Properties II, LLC stated that bullet points 3,4,5 strikes him to be items more done upon development. He said his client was just seeking to split the parcel. No comment made by staff.

Motion by Weatherston to approve and recommend to the Village Board that the CSM subject to the following list except for bullet points 3, 4, 5 striking them out and consider upon time of the parcel development:

- The Final CSM is subject to the Land Division per Lot fee.
- Final Plat is subject to Engineering review comments and technical corrections from Village staff.
- Both Lots will need to connect to Sanitary Sewer and Water facilities.
- An approved storm water management and grading plan will be needed.
- Any Easements required by the Utility District
- The Final CSM must conform to all Ordinances in Titles 9, 14, & 18 as necessary.

Seconded by Pierce.

**ROLL CALL**

Nancy Pierce	Aye
Thomas Knitter	Aye
Trustee Weatherston	Aye
Tim Just	Aye
Bill Folk	Aye
Joseph Minorik	Aye

**Motion carried unanimously.**

**7B. COOPERATIVE BOUNDARY AGREEMENT REVIEW – Review a conditional use to construct a ±4,500 square-foot metal building and a ±21,600 square-foot masonry building for the purpose of a licensed commercial vehicle storage facility and a food product distribution facility located at USH 41 in the Village of Raymond, submitted by Bridget Weasler, Applicant, Raymond 40 LLC, Owner. (Parcel ID No. 168-04-21-25-004-200)**

Peter Wagner read from his report:

The applicant is proposing to construct one ±4,500 square-foot metal building and one ±21,600 square-foot masonry building for the purpose of a licensed commercial vehicle storage facility and a food product distribution facility in the Village of Raymond along USH 41. This site will contain 18 regular parking spaces and 594 trailer parking spaces. The proposed parking lot and buildings meet the zoning setback requirements. Any development located within the Village of Raymond cooperative boundary area is reviewed by both the Village of Raymond and Caledonia. The Village of Raymond approved this development last month.

**7B. Commission Deliberation**

Plan Commission Members expressed concern about the paving off the court/circle. Applicant said yes. Hvac will be next to the building not on top of the building.

Motion by Weatherston to approve and recommends that the Village Board approve

Seconded by Knitter

**ROLL CALL**

Nancy Pierce	Aye
Thomas Knitter	Aye
Trustee Weatherston	Aye
Tim Just	Aye
Bill Folk	Aye
Joseph Minorik	Aye

**Motion carried unanimously.**

**7C. SIGN PLAN REVIEW – Review a proposed sign plan to allow for the construction of multiple wall signs, menu board signs, and a monument sign for the proposed commercial building located at 4542 Douglas Avenue, submitted by Lora Maartinson, Applicant, GiGi North LLC, Owner. (Parcel ID No. 104-04-23-29-168-000)**

Peter Wagner read from his report:

The applicant is requesting approval of a master sign plan for the Culver’s restaurant located at 4542 Douglas Avenue. The applicant is proposing to construct a monument sign, two menu boards for the drive through facility, and four wall signs. Sign code limits the number of signs for a single tenant building to two signs per street frontage not including window signs or directional signs. The applicant is seeking a total of seven signs. The zoning code allows modifications to the sign regulations sign size and number if a master sign plan is submitted and approved by the Village.

**Monument Sign:**

The proposed sign will be 45.75 square feet in area and contain an electronic message board that is 12 square feet in area and be 8 feet in height. Monument signs cannot exceed 48 square feet in area and no more than 30% of the overall sign can be an electronic message board and cannot exceed 8 feet in height. This sign complies with code. The sign will be located in the northeast corner of the parcel meeting minimum setback requirements.

**Menu Board Signs:**

There are two proposed menu boards. Each will be 46.3 square feet in area and be 6’3” in height and have changeable copy panels. These signs comply with height and size regulations. These signs are located on the northeast portion of the building.

**Wall Signs:**

There are four proposed wall signs. On the east elevation of the building there will be one wall sign that is 29.12 square feet in area. On the west elevation of the building there will be a 29.15 and 3.42 square-foot wall sign. On the south elevation there will be a 46.67 square-foot wall sign. The south elevation sign exceeds the 32 square-foot maximum. The other signs meet this requirement.

**Directional Signs:**

There are two proposed directional signs. These signs will be located internally to show where the drive thru entrance is located. The signs are 1'4" in height and 3.24 square feet in area. These dimensions comply with directional sign regulations. These types of signs do not count towards the two sign per street frontage regulation.

**Window Signs:**

There are multiple windows signs proposed on the entry signs. These signs do not cover more than 20% of the window area and complies with code. These types of signs do not count towards the two sign per street frontage regulation.

The proposed sign plan includes the proposed walls signs, monument sign, directional signs, window signs, and menu board signs. This plan does not include interior signs. The applicant is requesting approval of installing a wall sign exceeding the maximum size on the south elevation and for more than two signs per street frontage. Staff recommends approval of the proposed sign plan as it does not create confusion or clutter along the road landscape with signs.

**7C. Commission Deliberation**

Tray Watts (Springfield Sign) - the mini boards are just to give additional information to the guests. Plan Commission Members were concerned if it exceeded the total allowable size for signage. Peter Wagner stated it doesn't exceed the 1200 sq ft allowable per code and Culvers is at 253 sq ft. Watts added the lighting on the monument board sign will adjust with day and night it shouldn't create issues for the residents.

Motion by Folk to approve and recommend that the Village Board approve the sign plan submitted by Lora Martinson on behalf of GiGi North LLC as presented for the property located at 4542 Douglas Avenue for the following reason:

1. The proposed number, height and size of signs are permissible through the sign plan review process.

Seconded by Knitter

**ROLL CALL**

Nancy Pierce	Aye
Thomas Knitter	Aye
Trustee Weatherston	Aye
Tim Just	Aye
Bill Folk	Aye
Joseph Minorik	Aye

**Motion carried unanimously.**

**7D. BUILDING/SITE/OPERATIONS PLAN REVIEW – Review a building, site, and operation plan for the construction and utilization of a ±22,538 square-foot distribution facility located on DeBack Lane, Lot 1 of CSM #3437, submitted by Lindsey Pearson, Applicant, WisPark LLC, Owner. (Parcel ID No. 104-04-22-30-015-210)**

Peter Wagner read from his report:

The applicant is proposing to construct a ±22,538 square-foot distribution facility on the Pad A on Deback Lane identified in the DeBack Business Park. This building is intended to be used as a distribution facility for Badger Liquor which is a permitted use in the M-3 District. This development will have three exterior loading docks and 17 interior loading docks as part of their operation.

The building's exterior consists primarily of concrete wall panels that will be painted varying shades of gray with black accents. The entrance portion of the building will incorporate glass and a back canopy to draw focus to the building's entrance. Windows are incorporated on all elevations of the building which helps breakup the expanse of solid walls. The west elevation of the building will have eight interior dock doors and the east will have nine interior dock doors. The south elevation will have three exterior dock doors that do not directly face a public road. No mechanicals are shown on the plans, however, all mechanicals will have to be screened from public view.

A dumpster is proposed on the eastern portion of the lot and will consist of split face CMU block with metal trim. The dumpster gate will be made of metal panels. Colors of the dumpster will be consistent with the colors on the main building.

Parking for this development consists of 25 stalls which include 2 ADA stalls which meets the required number of stalls for this size building. The proposed dimensions of parking stalls meet the minimum of 180 square feet in area. There is no outdoor parking or storage of vehicles or equipment on the site. The most that will be seen is three trucks that utilize the exterior loading docks on the south side of the building. The improved surface surrounding the facility will consist of standard and heavy asphalt, heavy duty concrete, and loading dock concrete, which should provide a dust free surface on the site.

Landscaping on the site incorporates a combination of deciduous trees, evergreen trees, and shrubs. Deciduous trees spread approximately 50 feet apart will be installed along the perimeter of the site abutting a roadway. Additional trees and shrubs are proposed on the northwest corner of the site at the entrance of DeBack Lane. On the northern portion of the site, there will be a mix of deciduous trees and shrubs along the parking lot. Additional shrubs may be needed to be added between the proposed trees to provide better parking lot screening. This is no proposed landscaping except for turf on the entrance of the building. Overall, the plan meets the minimum requirements for landscaping, however additional landscaping should be provided at the entrance of the building and shrubs installed between the trees on the north parking lot. The Plan Commission does have the discretion to modify the proposed landscape plan. If revisions are requested, the applicant can modify the plan prior to going to Village Board for final approval.

The lighting of the site will consist of down-cast, cutoff, LED fixtures throughout the development. In addition to wall pack lights, there will be five pole lights placed on site. Three will be located on the north side of the site and two on the southern edge of the paved lot. 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.

#### **7D. Commission Deliberation**

Plan Commission Members asked if it was for wholesale or retail sales. Wagner said this facility is for wholesale only.



Motion by Pierce to approve and recommend to the Village Board that a building, site, and operations plan for a ±22,538 square-foot distribution facility be approved with conditions outlined in Exhibit A for the property located at DeBack Lane 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 Folk

**ROLL CALL**

Nancy Pierce	Aye
Thomas Knitter	Aye
Trustee Weatherston	Aye
Tim Just	Aye
Bill Folk	Aye
Joseph Minorik	Aye

**Motion carried unanimously.**

**7E. BUILDING/SITE/OPERATIONS PLAN REVIEW – Review a building, site, and operation plan for the construction and utilization of a ±443,987 square-foot industrial building located at 13300 Carol Court submitted by Christopher Carlino, Applicant, Scannel Properties #513 LLC, Owner. (Parcel ID No. 104-04-22-30-015-222)**

Peter Wagner read from his report:

The applicant is proposing to construct a ±443,987 square-foot industrial building on the central portion of former Pad F identified in the DeBack Business Park. The Plan Commission has reviewed a proposed CSM prior to this review showing Pad F reconfigured into three lots. 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 on Lot 2 of CSM 3438. It 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 north and south portions of the building will consist of 76 dock doors and 4 overhead doors that do not face a public road.

Parking for this development consists of 275 stalls which include 7 ADA stalls which meets the required number of stalls for this size building. The proposed dimensions of parking stalls meet the minimum of 180 square feet in area. There are a total of 114 tractor trailer stalls which are located on the north and south portions of the site.

Landscaping on the site incorporates a combination of deciduous and evergreen vegetation along with perennials, shrubs, and ornamental grasses. 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, landscaping is required in the parking lot. The parking lot incorporates bump outs which will include a deciduous tree. Along the north portion of the site, there will be a combination of deciduous trees with a row of shrubs in between. North of this site is a private road which abuts a wetland area, which will not be developed. On the southern portion of the site, there will be a mix of evergreens and deciduous trees installed atop a six-foot berm which will provide a natural looking screen to the south. A regional detention pond abuts this parcel to the south. The eastern portion of the site abuts the parking lot of an existing development and has the least proposed landscaping. This area is predominately turf grass with shrubs, ornamental grasses, and perennials installed along the building. The western area of the site will have deciduous trees installed every 40 feet and

include clusters of evergreens. Overall, the plan meets the 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.

**7E. Commission Deliberation**

Plan Commission Members concerned about the noise and asked if the berm would block the noise. Christopher Carlino (Scannell Properties) responded with it will reduce the noise level but not all.

Motion by Knitter to approve and recommend to the Village Board that a building, site, and operations plan for a ±443,987 square-foot industrial building be approved with conditions outlined in Exhibit A for the property located at 13300 Carol Court 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 Weatherston

**ROLL CALL**

Nancy Pierce	Aye
Thomas Knitter	Aye
Trustee Weatherston	Aye
Tim Just	Aye
Bill Folk	Aye
Joseph Minorik	Aye

**Motion carried unanimously.**

**F. ZONING CODE DISCUSSION – Review draft Chapter 14, Mobile Tower Siting, and Chapter 15, Shoreland Zoning Ordinance 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 time consuming than originally anticipated.

Staff has prepared draft Chapters 14 & 15 for review and discussion. Chapter topics for discussion will be:

- Chapter 14: Mobile Tower Siting
- Chapter 15: Shoreland Zoning Ordinance

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The purpose of this agenda item to review and discuss the content of the chapters and answer questions or take suggestions as to what should be and not be included in these chapters. These chapters were not revised, but rather reformatted to our current Title/Section/Chapter format. 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. The remaining chapters to review include Signs, Floodplain Regulations, and Definitions. Once all the chapters have been reviewed by the Plan Commission, the next step will be to present it to the Legislation and Licensing Committee for review. Once the Legislation and Licensing Committee is comfortable with the revised zoning code, it will come back before the Plan Commission for a public hearing and recommendation to the Village Board. Staff anticipates final adoption of the revised code will be done in December. At that time, staff will work with our software firm that licenses Zoning Hub and bring the zoning code online.

**7F. Commission Deliberation**

Plan Commission Members questioned Chapter 14- about the mobile tower setting/sitting if there had been any complaints once the tower has been put in place. Wagner stated there currently have been no complaints. Chapter 15 question regarding shoreland review. Wagner said shoreland reviews are done in house by the Engineering Department.

No motion needed.

**8. - Adjournment**

Motion by to adjourn Trustee Weatherston. Seconded by Folk. Motion carried unanimously. Meeting adjourned at 7:30 p.m.

Respectfully submitted,  
Erika Waege  
Administrative Assistant Building/Engineering