

AMENDED

LEGISLATIVE/LICENSING COMMITTEE MEETING

Tuesday, June 6, 2023, at 4:15 p.m.

Caledonia Village Hall – 5043 Chester Lane

1. Call to Order
2. Approval of Minutes
3. **Resolution 2023-XX** – Resolution Of The Village Board Of The Village Of Caledonia Requesting Legislative Action To Change The Allocation Of Reserve “Class B” Liquor Licenses Within The State Of Wisconsin
4. Discussion and Potential Action of Revision of Sec. 16-11-6 – Temporary Sign Regulations
5. Adjournment

Dated June 5, 2023

Joslyn Hoeffert
Village Clerk

Only committee members are expected to attend. However, attendance by all Board members (including non-members of the committee) 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.

LEGISLATIVE/LICENSING COMMITTEE MEETING

CALEDONIA VILLAGE HALL

5043 CHESTER LANE, RACINE, WI 53402

Tuesday, May 16, 2023

1. Call to Order

Trustee Martin called the meeting to order at 4:15 p.m. In attendance were:

Committee Members: Trustee Martin, Trustee Pierce, and Trustee Hammes.

Absent: None.

Staff/Others Present: Also present were Village Administrator Kathy Kasper, Public Services Director Anthony Bunkelman, and Village Attorney and HR Manager Tyler Helsel. Village Attorney Rebecca Shepro was also present.

2. Approval of minutes

Trustee Pierce motioned to approve the minutes as printed from April 4, 2023. Seconded by Trustee Hammes. Motion carried unanimously.

3. Approval of New Class B Combo Liquor License/Saloon at Hwy H, LLC/Trade Name – Tavern on H – 3311 County Road H/Jori Antonneau, Agent

The applicant was present, and it was reported by the Clerk's office that all the required applications and inspections have been deemed acceptable.

Trustee Pierce motioned to forward Approval of New Class B Combo Liquor License/Saloon at Hwy H, LLC/Trade Name – Tavern on H – 3311 County Road H/Jori Antonneau, Agent to the Village Board. Seconded by Trustee Hammes. Motion carried unanimously.

4. Title 15, Chapters 3, 4, 5, 6, 7, 8 & 12 - proposed revisions

Bunkelman presented the revisions made in Title 15 and provided the rationale behind these changes.

During the discussion of Chapter 3, Trustee Martin raised questions about the methodology and authority for processing involuntary raze permits. Staff provided insight and the mechanisms for how they are handled. Trustee Pierce suggested addressing these concerns when considering blighted property issues brought to the Board, particularly through the quarterly code enforcement updates.

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Attorney Shapiro explained the revisions made to fair housing under Chapter 7 and provided an overview of how the ordinance was updated section by section in accordance with State Statutes.

Trustee Hammes recommended changing the term "gender" to "gender identity" in SEC. 15-7-1.

Trustee Pierce inquired about the definition and referenced definition of "major life activities" and confirmed with staff that it is implied within the code. Attorney Helsel provided a definition in accordance with the ADA.

Chapter 8 is slated for repeal, while Chapter 9 did not undergo any changes and will be revisited at a later date.

Bunkelman will review Chapter 12, previously known as Chapter 7, to ensure its compliance with Title 16. The finalized version will be brought back to this Committee for further review and approval.

Trustee Pierce motioned to accept and approve the presentation of Title 15, Chapter(s) 3,4,5,6,7, & 8 for approval and when Title 15 is fully reviewed and approved, then consideration will be forwarded to the Village Board and lay over Chapter 12 for further clarification by Legislative and Licensing Committee. Seconded by Trustee Hammes. Motion carried unanimously.

5. Future of Ad-Hoc Committee Formed in 2011 – Committee Selections

The Committee discussed Ordinances and Resolutions that relate to committee selection. The possibility of revising the existing Title 2, Chapter 3 was recommended.

Trustee Pierce motioned to recommend the dissolution of the Ad Hoc Committee as currently formatted and requested staff to review Title 2 Chapter 3 and bring it back to the Legislative and Licensing Committee for further consideration. Seconded by Trustee Hammes. Motion carried unanimously.

6. Discussion - Ad-hoc committee(s) for specialized tasks

This topic arose as a result of the suspension of the CDA (Community Development Agency), and it was recognized that there might be a need for additional subcommittees to address specific issues that were previously handled by the CDA. It was suggested that an Ad Hoc Committee could be better suited to handle these matters.

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One of the topics discussed by the CDA was branding/marketing. Trustee Martin expressed the need for a committee dedicated to addressing the physical formatting and ensuring consistency in the Village's consistency in the logo utilized.

The Committee recommended to forward an item to the next Village Board meeting under "New Business" for "Communication Standards for the Village of Caledonia" as a potential formation of an Ad Hoc Committee to tackle this issue.

7. New Business

Trustee Martin requested that the Sign Ordinance be placed on the following Committee agenda for further discussion.

8. Adjournment

There being no further business, Motion by Trustee Pierce to adjourn the meeting at 5:14 p.m. Seconded by Trustee Hammes. Motion carried unanimously.

Respectfully submitted,
Joslyn Hoeffert
Village Clerk

RESOLUTION NO. 2023-XX

**RESOLUTION OF THE VILLAGE BOARD OF THE VILLAGE OF CALEDONIA
REQUESTING LEGISLATIVE ACTION TO CHANGE THE ALLOCATION OF RESERVE
“CLASS B” LIQUOR LICENSES WITHIN THE STATE OF WISCONSIN**

The Village Board for the Village of Caledonia resolves as follows:

WHEREAS, the State of Wisconsin has a law in effect limiting the number of Reserve “Class B” Liquor Licenses that may be issued by local municipalities (*See* §125.51(4), Wis. Stat.); and

WHEREAS, under state law, a municipality may arrange for a transfer of a Reserve “Class B” Liquor License from a municipality that is contiguous with, or is located within two miles of, the requesting municipality, with a statutorily required issuance fee, typically the payment of at least \$10,000.00, to the transferring municipality for the transferred license (*See* §§125.51(3)(e)(4) and (4)(e), Wis. Stat.); and

WHEREAS, municipalities in the State of Wisconsin desire to increase their tax base through development and growth of businesses and provisions that hamper these efforts are detrimental to not only the municipalities but also the residents and taxpayers; and

WHEREAS, it is our belief that the two provisions above are unnecessarily limiting and prevent new businesses from establishing and growing in our municipality; and

WHEREAS, municipalities of Racine, Walworth and Kenosha Counties have been asked to support a change in these laws;

NOW, THEREFORE, BE IT RESOLVED that the Village of Caledonia respectfully requests the State of Wisconsin to allow municipalities to request a transfer of a Reserve “Class B” liquor license throughout an entire county rather than being limited to a 2-mile contiguous radius.

BE IT FURTHER RESOLVED by the Caledonia Village Board, that the Village President is directed to transmit a copy of this Resolution to the Governor of the State of Wisconsin and the Racine County’s State legislative delegation.

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this ____ day of June 2023.

VILLAGE OF CALEDONIA

By: _____
Thomas Weatherston
Village President

Attest: _____
Joslyn Hoeffert
Village Clerk

and provide examples of Signs that meet the requirements of this Chapter. These guidelines are available from the Village Clerk.

- (d) **Sign Permit Application.** A Sign Permit application for a Sign must be submitted to the Village Zoning Administrator on forms provided by the Zoning Administrator for review and approval. The Sign Permit application must contain or have attached thereto at least the following information:
- (1) Applicant's name, address, and telephone number.
 - (2) Location of building, structure, or lot to which or upon which the Sign is to be located.
 - (3) Type of Sign applicant wishes to erect.
 - (4) Zoning district in which the Sign will be erected.
 - (5) Name of person, firm, corporation, or association erecting the Sign.
 - (6) Written consent of the owner or lessee of the building, structure, or land to or upon which the Sign is to be located. Owner or lessee's Signature on the Building Permit application is considered written consent. The Signature of an owner's representative or agent is acceptable provided a letter of agency is on file with the Village.
 - (7) A drawing of such Sign indicating the materials to be used, the type of illumination, if any, and the method of construction and attachment. Said drawing must be drawn at a scale no smaller than one-tenth (1/10) inch equals one (1) foot or dimensions must be shown on the drawing.
 - (8) A drawing indicating the location and position of such Sign in relation to parcel boundary lines, nearby buildings and structures. Said drawing must include the Sign's height above finished yard grade. Said drawing must be at a scale no smaller than one (1) inch equals fifty (50) feet or dimensions must be shown on the drawing.
 - (9) A landscape plan for landscaping surrounding the base of applicable ground level signs as required by the Zoning Administrator.
 - (10) Signs requiring state or federal approval must provide a copy of such approval with the Sign permit application.
 - (11) Additional information as may be required by the Zoning Administrator.
 - (12) For all Signs in excess of thirty-two (32) square feet, a photograph with the proposed Sign included in a digital representation that shows the Sign from a distance of 150 to 300 feet.
 - (13) All Submittals for a master sign plan shall also include the type, construction, location and height of each proposed sign. Approval of the master sign plan is required before issuance of the first sign permit for the property. After approval of a master sign plan, no sign shall be erected, placed, painted, or maintained, except in conformance with such plan, and such plan may be enforced in the same way as any provision of this Chapter.

SEC. 16-11-6 TEMPORARY SIGN REGULATIONS

- (a) **Permits and Regulations.** All temporary signs require a permit issued by the Planning & Zoning Department. Fees for this permit are outlined in the approved Review and Zoning Fee Schedule which is updated from time to time.

- (1) A Temporary Sign Permit allows the use of one (1) sign that does not exceed thirty-two (32) square feet in area on one side and sixty-four (64) feet in area on all sides and does not exceed eight (12) feet in height, measured from the ground to the top of the sign.
- (2) A sign permit allows a temporary sign to be displayed for a maximum of fifteen (15) consecutive days and must be removed within twenty-four (24) hours of the expiration of the permit.
- (3) Temporary signs, if illuminated, shall not flash, blink, or fluctuate in light intensity and not change copy more than every ten seconds.
- (4) Temporary signs, if wind borne, can be only of a feather or tear drop flag design.
- (b) Location. Temporary signs shall not be located in any public right-of-way, shall not be closer than five (5) feet to a property lint, shall not cause a hazard to traffic or adjoining properties, shall not be located within the vision triangle of intersecting streets or driveways, and shall not be attached to utility poles and structures, traffic signs, rocks, trees, or other vegetation.
- (c) Temporary Construction Signs. Temporary Construction Signs for the purpose of designating a new building or development or for promotion of a subdivision may be permitted for a period up to two (2) years, and extensions may be granted for a period not to exceed five (5) years total. Signs may not exceed forty-eight (48) square feet in area on one (1) side and ninety-six (96) square feet in area on all sides; may not exceed eight (8) feet in height, and must be located not closer than fifteen (15) feet from any street right-of-way, nor closer than ten (10) feet to any side or rear lot line. Only one (1) such Sign is permitted per street frontage.
- (d) Temporary Event Sign. Temporary Event Signs for events sponsored by non-profit organizations or for a non-profit charitable event shall not exceed four (4) square feet in area and not more than five (5) feet in height. Such Signs must be located at least one (1) foot from the outer limits of the street right-of-way and one (1) foot from a side or rear lot line and outside of any Vision Clearance Triangle. Such Signs may be erected thirty (30) days prior to the event, and must be removed within three (3) days after the event.
- (h) Maintenance. All temporary signs shall be kept neatly finished and repaired, including all parts and supports. The Zoning Administrator or designee will inspect and have authority to order the painting, repair, alteration, or removal of a sign that constitutes a hazard to safety, health or public welfare by reason of inadequate maintenance, dilapidation, or obsolescence if it violates the provisions of this section.

SEC. 16-11-7 CONSTRUCTION AND MAINTENANCE STANDARDS

- (a) All Signs must be designed and constructed to withstand wind pressure of not less than forty (40) pounds per square foot of area and must be constructed to receive dead loads as required by the Village.
- (b) The temporary occupancy of a sidewalk or street or other public property during construction, removal, repair, alteration, or maintenance of a Sign is permitted subject to the approval of the jurisdictional authority, provided that the space occupied is roped off, fenced off, or otherwise isolated as directed by said authority.
- (c) The owner of any Sign must keep it in good maintenance and repair which includes restoring, repainting, or replacing a worn or damaged Sign to its original condition; and