

LEGISLATIVE/LICENSING COMMITTEE MEETING
CALEDONIA VILLAGE HALL
5043 CHESTER LANE, RACINE, WI 53402
Tuesday, August 1, 2023

1. Call to Order

Trustee Martin called the meeting to order at 4:10 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, Development Director Peter Wagner, H.R. Tyler and Attn. Ekes. Clerk Hoeffert was presented via teleconference.

2. Approval of minutes

Trustee Martin motioned to approve the minutes as printed from July 18, 2023.
Seconded by Trustee Pierce.
Motion carried unanimously.

3. Discussion on Change To Zoning Code to Allow Parking Lots As Not Just An Accessory Structure

Wagner highlighted the potential need for off-street parking and shared similar practices in other municipalities. The Committee thoroughly examined concerns about specifying it for day use only. Attorney Ekes suggested exploring the concept of flex zoning, and Wagner identified schools, colleges, churches, and other establishments as potential considerations for this change. The Committee also discussed examples from neighboring communities, distance from the principal use, safety precautions, usage, and limitations. Staff sought direction before proceeding, considering some members' concerns about the broad necessity for this code change and potential unintended consequences. Attorney Ekes explained "Flex Parking" in the City of Racine as an approach to prevent misuse of the intended use.

Trustee Martin proposed further examination and discussion of the pros and cons of the proposed amendment at the next meeting. Staff was directed to move forward and bring back pros/cons and additional information for consideration. However, no formal action was taken during the meeting.

4. Ordinance No. 2023-XX - An Ordinance To Amend Section 7-2-17(B)(1) Of The Code Of Ordinances For The Village Of Caledonia, Racine County, Wisconsin, Relating To Restrictions On The Issuance Of Liquor Licenses (Legislative & Licensing Committee: 7/18/2023)

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The committee deliberated on clarifying language 7-2-17(b)a and 7-2-17(b)b concerning the nonuse of licenses by owners. The committee addressed the numbering issue as well.

Trustee Martin asked to direct Staff to clarify Ordinance No. 2023-XX - An Ordinance To Amend Section 7-2-17(B)(1) Of The Code Of Ordinances For The Village Of Caledonia, Racine County, Wisconsin, Relating To Restrictions On The Issuance Of Liquor Licenses (Legislative & Licensing Committee: 7/18/2023).

5. Ordinance No. 2023-XX - An Ordinance To Create A New Chapter 21 Of Title 7, Weights And Measures Program Of The Code Of Ordinances Of The Village Of Caledonia, Racine County, Wisconsin

The Committee was not interested in exploring this at this time.

Motion by Trustee Hammes to table Ordinance No. 2023-XX - An Ordinance To Create A New Chapter 21 Of Title 7, Weights And Measures Program Of The Code Of Ordinances Of The Village Of Caledonia, Racine County, Wisconsin indefinitely. Seconded by Trustee Pierce. Motion carried unanimously.

6. Ordinance No. 2023-XX – An Ordinance Of The Village Board Of The Village Of Caledonia To Amend Section 7-1-26(D)(4) Relating To Chicken Coops (Legislative & Licensing Committee: 7/18/2023)

Motion by Trustee Pierce to approve and forward Ordinance No. 2023-XX – An Ordinance Of The Village Board Of The Village Of Caledonia To Amend Section 7-1-26(D)(4) Relating To Chicken Coops (Legislative & Licensing Committee: 7/18/2023). Seconded by Trustee Hammes. Motion carried unanimously.

7. Public Hearing Document Review

The Committee reviewed and discussed changes to the document that included:

- "Landowners" to "Landowner and/or current occupant" and added Astrick within 300 feet with a link to the Zoning Hub.
- Replaced "Testifying" with "Speaking."
- Applied the concept for public comments to the citizen report related to items on the agenda but not public hearings.
 - Include citizen report language in document that states “for anything that is not on the agenda, you have up to two minutes...”
- Moved Citizens' comments to the beginning of the meeting, and Public Comments to the respective agenda items.

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- The Planning Commission didn't understand citizen comments and their inability to respond after information was presented; rearranging the speaking order was suggested.
- The committee discussed how the President could establish a better placement for public comments to ensure the public is heard and the perception is clear.
 - The committee will speak to the President to address preferences for public comments placement.
- Public Hearing document can be made specific to the Planning Commission and used as educational pieces for public engagement.

Kasper liked the framework and suggested sending it back to staff for further review and modification. Trustee Pierce confirmed that she will also be included in the process.

Motion by Trustee Pierce to layover the decision until the next meeting. Seconded by Trustee Hammes. Motion carried unanimously.

8. Title 2 Chapter 6 – Ethical Standards Discussion on Language Revisions to the Ordinance (Legislative & Licensing Committee: 7/18/2023)

The committee discussed updating the language and revising the ethics code due to a recusal issue and concerns about conflicts of interest. Trustee Martin confirmed that the state statute, Chapter 19, was relevant. However, the goal is to reference the state more specifically to avoid confusion or accusations related to recusal and to provide clearer guidelines.

Motion by Trustee Hammes to have the staff bring forth a revised ethic code. Seconded by Trustee Pierce. Motion carried unanimously.

9. Committee and Commission Attendance Discussion on Ordinance Language Addition or Policy Formation (Legislative & Licensing Committee: 7/18/2023)

There was a consensus that a policy was needed to ensure accountability for meeting attendance, with the President or Chair having discretion for imposing punishment or excusing absences. The preference for a policy was established over an ordinance.

It was suggested to include this policy in the orientation packet for new members and have them sign it. Hoeffert and Kasper investigated the matter and were able to gather relevant language for a potential policy. The policy would address reporting procedures, the reporting authority, and the time frame for reporting call-ins. It would also outline board members' expectations regarding meeting attendance.

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Motion by Trustee Pierce to proceed with the policy. Seconded by Trustee Hammes.
Motion carried unanimously.

10. Suggested Agenda Items To Be Placed On The Next Meeting Agenda (With No Action)

Moonlighting or taking a second job in the Village is prohibited per policy. However, exceptions for part-time positions or public safety employees could be made whereas salary positions will remain disallowed.

11. Adjournment:

There being no further business, Motion by Trustee Hammes to adjourn the meeting at 5:39 p.m. Seconded by Trustee Pierce. Motion carried unanimously.

Respectfully submitted,
Joslyn Hoeffert
Village Clerk