

1. Meeting called to order

President Weatherston called the meeting to order at 6:00 pm at the Village Hall, 5043 Chester Lane, Racine, WI.

2. Roll Call/Introductions

Members present: Tom Knitter, Joe Kiriaki, Michael Moore, Ami May, Trustee Pierce and President Weatherston. Ron Bocciardi was excused.

Absent: None.

Also present: Development Director Peter Wagner, Director of Public Services Tony Bunkelman, Village Engineer Ryan Schmidt, and Village Administrator Kathy Kasper. Trustee Martin was also present.

3. Approval of Minutes

Motion by Pierce to approve the minutes from August 28, 2023. Seconded by May. Motion carried unanimously.

4. Public Hearing and Possible Action on Items set for Public Hearing

4A. REZONE REVIEW – Review a request to rezone ±0.535-acre parcel located at 4913 7 Mile Road from B-3, Highway Business District and A-2, Agricultural District to R-3, Single-Family Residential district for the future development of a residential home submitted by Nellie & Franscico Rodriguez, Applicants and Owners. (Parcel ID No. 104-04-22-12-004-000)

The applicant has a property located at 4913 7 Mile Road and it is currently split zoned commercial and agricultural. There was a home that was previously on the property that was in bad shape and has been torn down. Since then, they have been marketing the property and with the current zoning, they feel that they are having a hard time selling the parcel. Staff recommend that they apply for a rezone for the site. The applicant is seeking to change the zoning to R-3 rezone which fits within the rezone category. Staff looked into this request and recommends approval.

Public Hearing opened at 6:02PM

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

In Favor:

None.

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

Against:

None.

Public Hearing closed at 6:03PM

4A. Commission Deliberation

None.

Motion by Pierce to recommend approval to the Village Board the Rezone of parcel ID 104-04-22-12-004-000 to R-3. Seconded by Knitter.

Motion carried unanimously.

4B. LAND USE MAP AMENDMENT REVIEW – Consider an amendment to the Village’s Land Use Plan Map as part of the Multi-Jurisdictional Comprehensive Plan for Racine County: 2035 for the parcel located at 12800 Adams Road changing the land use category from Industrial/Business Park to Transportation, Communications, & Utilities submitted by Andy Schultz, Applicant, Village of Caledonia, Owner. (Parcel ID No. 104-04-22-30-015-224)

The applicant is requesting the land use category to be changed from industrial business park to the transportation, communications, and utilities category for a future development of a water tower to provide water service into that area.

Public Hearing opened at 6:05PM

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

In Favor:

None.

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

Against:

None.

Public hearing closed at 6:06PM

4B. Commission Deliberation

Motion by Pierce to recommend approval to the Village Board to adopt Resolution PC2023-002 amending the land use plan based out of Racine County for the 2035 land use for parcel 104-04-22-30-015-224 to Transportation, Communications, & Utilities. Seconded by Moore.

Motion carried unanimously.

4C. REZONE REVIEW – Review a request to rezone a ±1.89-acre parcel located at 12800 Adams Road from M-3, Heavy Manufacturing District to I-1, Institutional District for the future

construction of a municipal water tower submitted by Andy Shultz, Applicant, Village of Caledonia, Owner. (Parcel ID No. 104-04-22-30-015-224)

This is the second part of the entitlement process to allow for the future construction of the water tower at 12800 Adams Road. The zoning category that is being requested is I-1, Institutional district which is for utilities and governmental type construction. This request is consistent with the land use plan.

Public Hearing opened at 6:11PM

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

In Favor:

Keith Thornton, 12845 Adams Road – Questions if water hookup will be required for the installation of this water tower.

Merritt Rhoads, 12820 Adams Road – States that he is worried about allergies, that the current state of this property gets a lot of weeds.

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

Against:

None.

Public Hearing closed: 6:13PM

4C. Commission Deliberation

Motion by Pierce to recommend approval to the Village Board to approve the rezoning from M-3, Heavy Manufacturing District, to I-1, Institutional District on parcel ID 104-04-22-30-015-224. Seconded by Knitter.

Motion carried unanimously.

5. New Business

5A. BUILDING, SITE, AND OPERATION PLAN REVIEW – Review a building, site, and operation plan for the construction of a municipal water tower at 12800 Adams Road submitted by Andy Schultz, Applicant, Village of Caledonia, Owner. (Parcel ID No. 104-04-22-30-015-224).

Wagner states that there is a site plan that includes two rows of arborvitae that are being proposed on the east and west lot lines to reduce the visibility of the water tower from the abutting residential homes. A gravel or asphalt pad would also be prepped for the future development of a cell tower addition, for the equipment to be added to the ground. A paved driveway will also be added from Adams Road to the water tower.

Motion by Kiriaki to recommend approval to the Village Board that the building, site, and operation plan for the construction of a 137-foot-tall municipal water tower located at 12800 Adams Road be approved for the following reason:

1. The proposed use is allowed by underlying zoning through the building, site, and operation plan review process.

Seconded by Pierce.

Motion carried unanimously.

5B. PRELIMINARY CERTIFIED SURVEY MAP REVIEW – Review a proposed certified survey map creating two lots for the parcel located at 7 Mile Road submitted by Ken Rusch, Applicant, SAM & TOM, Owners. (Parcel ID No. 104-04-22-08-005-000)

Staff received a concept certified survey map for the property located approximately 1500 feet west of HWY 38 on the south side of 7 Mile Road. The applicant is looking to split the existing 20.11 acre property into two lots.

Randy Thomas, 7804 HWY 38 – Asked staff to clarify the amount of acreage that the lots will be split into.

Eda Thomas, 7800 HWY 38 - Questions if Mr. Salam has the approval from the co-owner to split the lots. She also asked if the Village would require the current owners to control their weeds in a timely manner when it is not being farmed.

Walter Thomas, 7800 HWY 38 – Questions what will happen to the land behind the current parcel, as it is landlocked, and if you split the 20-acre parcel into two, it will cut off of the Caledonia drainage district and water way. He is concerned about access to the back part of the east parcel.

Motion by Kiriaki to recommend approval to the Village Board to include the Conditions subject to the following:

1. A Final CSM is brought before the Planning Commission and Village Board.
2. The Owners agree to execute any and all agreements and make the necessary deposits for the approval of the CSM.
3. The Owners mutually agree to the development deposit and sign the CSM as required by state statutes.
4. The Final CSM is subject to the Land Division per Lot fee.
5. The approval of Waiver/Modification Request #1.
6. The Final CSM dedicates 45' for public road purposes. A note shall be provided stating as such on the Final CSM.
7. The Surveyor locates the drainage channels in coordination with the Village provided Master Drainage Plan and shows it on the CSM.
8. The Owner provides a 40' storm water drainage easement over the drainage channel on the north section of the property and a 30' drainage easement on the south end of the property. These shall be shown on the CSM. A separate exhibit may be required to provide detail and clarity.
9. The Surveyor shall locate the low point on the Northwest corner of the property, if not determined to be a wetland, and modify the drainage easement as determined by the Village Engineer.
10. The Zoning Requirements for A-2 Zoning are written and displayed on the CSM (setbacks, etc.).
11. Locate and display a cross access and maintenance agreement on the Final CSM for both properties. The original parcel is limited to one shared access, or a Modification Waiver will be required to create individual access to each newly created lot.
12. Soil boring locations on the sites that will be served with an on-site waste disposal system shall be shown on the Final CSM.

13. The CSM must conform to all Ordinances in Titles 9, 14, & 18 as necessary.
14. If Storm Water thresholds are met for either lot, an individual Site Grading and Drainage Plan and Storm Water Management Plan will need to be reviewed and approved by the Village. A note shall be placed on the Final CSM.
15. A Wetland Delineation is submitted, and all wetlands shall be shown on the Final CSM.
16. The Final CSM is submitted and recorded within 1 year of approval by the Village Board.

Seconded by Knitter.

Motion carried unanimously.

5C. CONCEPT SUBDIVISION PLAT REVIEW – Review a concept subdivision plat creating 14 lots for the parcel located at 5908 4 Mile Road submitted by Nancy Washburn, Applicant, TNG 23 LLC, Owner. (Parcel ID No. 104-0422-24-036-020)

A new concept subdivision between Bluffside and Short Road has been submitted to the Village. This concept came before the Plan Commission in 2019. The plan was reviewed and was slightly altered than what was presented in 2019. Due to the timing between applications and modifications to the zoning code, it was advised that the developer resubmit the proposal and begin with the concept plan. This currently does not meet the 40% open space requirement per Ordinance. A site distance study will be required to be performed because the proposed subdivision is in an area where site distance is a concern. Schmidt states that a turn lane will also have to be added to accommodate the traffic on 4 Mile Road.

Weatherston asks what the current open space of the subdivision is if it is not 40%.

May questions the turning lane and asks if the Village will have to pay for the road construction work to include a turning lane into the subdivision.

Nancy Washburn, agent for the developer, states that she believes that they can meet all the requirements.

Motion by May to recommend to the Village Board to approve a Modification Waiver from Ordinance 14-3-4(c)(4)(b)(ii) for the Concept Subdivision Plat- Crawford Subdivision to allow the subdivision to develop with less than 40% Open Space within the Sanitary Sewer and Water Service Area subject to the following:

1. The Village is in the process of reviewing and may revise the Ordinance Title 14 Chapter 3 regarding Subdivisions for Open Space and Conservation Easements.
2. The 40% Open Space requirement has been restrictive and prohibitive for the development of land within the Sanitary Sewer and Water Service Area

Seconded by Knitter.

Thomas Knitter	Aye
Trustee Pierce	Nay
Amy Mai	Aye
Michael Moore	Aye
President Weatherston	Aye

Motion carried 5/1.

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Motion by May to recommend to the Village Board to approve a Modification Waiver from Ordinance 14-3-S(b) for the Concept Subdivision Plat- Crawford Subdivision to allow the subdivision to develop without Conservation Easements within the Sanitary Sewer and Water Service Area subject to the following:

1. The Village is in the process of reviewing and may revise the Ordinance Title 14 Chapter 3 regarding Subdivisions for Open Space and Conservation Easements.

Seconded by Knitter.

Thomas Knitter	Aye
Trustee Pierce	Nay
Amy Mai	Nay
Michael Moore	Aye
President Weatherston	Aye

Motion carried 5/2.

Motion by Kiriaki to recommend approval of the Concept Plat for the Crawford Subdivision subject to the following:

- Approval of Modification Waivers from Ordinance 14-3-4(c)(4)(b)(ii) and 14-3-S(b)
- Approval of a rezoning from R-2 to R-5.
- The Crawford Subdivision must conform to all Ordinances in Title 9, 14, and 18.
- The Crawford Subdivision Preliminary and Final Plat is updated to include all features as listed in Title 14-3-3(f) and 14-3-3(i).
- Right-of-Way is provided to be 45' wide along 4 Mile Road for the length of the property.
- Add a name for the new Road.
- Addition of all platted Right-of-Ways within 300' of the Plat.
- Addition of all public and private easements within 300' of the Plat.
- Provide Ownership information for lots within 100' of the Plat.
- Provide a wetland delineation or proof that no wetlands exist on the property.
- Provide a right turn lane into the development from 4 Mile Road.
- Provide a sight distance study and exhibit for the proposed access.
- Modify plans to include curb and gutter at the radii for the development.
- Granting of a minimum 12' Drainage and Utility Easement along the exterior boundary of the subdivision. This is not required along Outlot 1. Easement may
 - need to be large in the rear portion of lots with a large drainage swale.
 - Provide utility easements as required when Utility layouts have been completed.
 - Provide a note on the plat restricting trees, plantings, buildings, berms, fences, patios, etc in easement areas and Right-of-Ways.
 - Provide a note on the Plat that driveways shall not have a centerline slope greater than 6%.
- Review and approval of Sanitary Sewer, Watermain, and a Storm Water Management Plan by the Caledonia Utility District.
- Review and approval of the Site Grading, Drainage and Road Construction Plans by the Engineering Department, Utility District, and Village Board.
- Execute a Development Agreement with appropriate securities for the infrastructure required for the site at time of the Final Plat.
- Prior to construction of any infrastructure or earthmoving activities, the Developer shall obtain a Land Disturbance Permit from the Village of Caledonia.

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- Obtain any and all State or County Permits as required
- Final as-builts for all infrastructure shall be prepared, submitted, reviewed and approved prior to the release of any building permits.
- All comments from Village Department Heads, Committees, and Commissions addressed as necessary.

Seconded by Knitter.

Thomas Knitter	Aye
Trustee Pierce	Nay
Amy Mai	Aye
Michael Moore	Aye
President Weatherston	Aye

Motion carried 5/1.

Vanessa Seymour, 5831 4 Mile Road – Is concerned with the traffic on 4 Mile Road and how the site will impact traffic.

5D. FINAL CONDOMINIUM PLAT REVIEW – Review a final condominium plat creating five buildings and ten condominium units for Briarwood Condominium Addendum No. 2 Subdivision submitted by Nancy Washburn, Applicant, Briarwood of Caledonia LLC, Owner. (Parcel ID Nos. 104-04-23-21-061-000)

This is the 3rd and final addendum to the plat to include the northern most and final phase of the Briarwood Condominiums.

Motion by Pierce to approve the final condominium plat for parcel ID 104-04-23-21-061-000. Seconded by Knitter. Motion carried unanimously.

5E. BUILDING, SITE, AND OPERATION PLAN – Review a site plan for the expansion of a telecommunication tower and ground equipment with fencing for the property located at 8451 USH 41 submitted by Bailly McGrew, Applicant, American Transmission Company, Owner. (Parcel ID No. 104-04-22-06-041-000)

Motion by Pierce to mark the building, site, and operation plan as received and filed. Seconded by May. Motion carried unanimously.

6. Adjournment

Meeting adjourned at 6:48 PM

Respectfully submitted,
Megan O'Brien
Public Services Administrative Coordinator