

1. Call to Order

Dale Stillman called the meeting to order at 4:00 p.m. at the Caledonia Village Hall, 5043 Chester Lane, Racine, Wisconsin.

Present: Village Trustee Stillman and Village Trustee Hammes. Also in attendance was Nancy Washburn and Don Veselik (with spouse).

Absent: None.

Staff present: Public Services Director Anthony Bunkelman, Village Engineer Ryan Schmidt, Village President Weatherston, Village Administrator Kathy Kasper

2. Approval of Minutes

Motion by Trustee Hammes to approve the minutes from the May 8, 2023, meeting. Seconded by Trustee Stillman. Motion carried, unanimously.

3. Welcome Sign – 7 Mile Road

Village Engineer presented an update to the previous agenda item for the monument “Caledonia” sign at 7 Mile just east of Hageman. It was determined that there is a \$10,000 set of donation funds for this type of project. The concerns of the median installation were reiterated to not be in the best interest of the Village. Discussion occurred about the placement of a small sign on the side of the road and that additional locations should be looked at Village wide at another meeting. Hammes described the airport/Green Bay Road area would be a good location.

4. Waiver Request to Title 15-5-3 – Parcel ID 104-04-22-06-060-001 St Nikolas Cemetery

The Village Engineer explained that Staff has received a fence permit to install a decorative 6’ fence at the St Nikolas Cemetery right against the Right-of-Way line. There is an existing chain link fence in this location that did not have a permit on file or it may have been installed prior to the fence ordinance requirements.. Village Engineer emphasized that the ordinance states any fence in the front street yard has to be 4’ tall unless it is 75’ back from the ROW line. The committee discussed fencing regulations as they pertained to this site and potential ramifications of granting variance or changing regulations.

Motion by Trustee Hammes to deny the fence variance as listed in the Village Engineer’s memo dated June 9, 2023. Seconded by Trustee Stillman. Motion carried, unanimously.

5. Waiver Request to Place Structures in an easement at 5920 Sunshine Lane.

Staff received a request to complete construction of a retaining wall and shed partially located in a storm sewer easement. Upon a field inspection for a grading and drainage bond, staff discovered the owner was constructing a retaining wall and shed base d in what appeared to be the easement. There is an 18” storm sewer in this easement and the Building Permit issued for these projects specifically calls out that these structures are not allowed in any easements. The owner, in attendance, explained that he was unaware of the easements and requested the Village allow the retaining wall to remain as it only encroaches 1-2’ into the easement. The shed would be fully relocated outside of the stormwater easement. Owner has also received a waiver from We Energies for the retaining wall. Staff recommended that the request for a variance be denied

and everything be removed from the easement. Discussion ensued and it was discussed that if the homeowner acquired a Hold Harmless Agreement for the retaining wall, that it could be allowed to encroach in the easement.

Motion by Trustee Hammes to Deny the request for the shed, allow the retaining wall if the owner executes a Hold Harmless Agreement with the Village, and forward to the Utility District Commission for approval. Seconded by Trustee Stillman. Motion carried, unanimously.

6. Request to Modify Road Cross Sections – Title 18-1-4 (c) (5)

Ray Leffler and Nancy Washburn of Newport have requested Staff to look into pavement modifications for future subdivision roads to allow for a more cost-effective approach to paving. Village Engineer described the existing local cross section (6” asphalt and 41’ back-to-back for urban) and how that compares to neighboring communities. Most communities vary between 4 and 5 inches of asphalt. Staff believed that reducing the cross section to 5” for local roads only would be acceptable, with 3” being binder and 2” of surface. The local urban road cross section could also be narrowed to have 32’ of asphalt (37’ back-to-back). Staff were not comfortable modifying any other sections at this time and did not want to allow any modifications to the shoulders on local rural roads.

Motion made by Trustee Hammes to recommend the modified cross section as proposed on the Village Engineer’s Memo dated June 9, 2023, to L&L. Seconded by Trustee Stillman. Motion carried unanimously.

7. Request to Issue Building Permits Prior to Infrastructure Acceptance – The Glen @ Water’s Edge

Cornerstone Development requested the installation of a model home and to get permits while working off a “hard surface”. A short discussion occurred about allowing permits before and after road installation and what Title 15-1-6 (f) (4) requires. Staff had some misunderstanding of the request from the developer, and it was recommended that this item be brought up at the next meeting when further details are provided. Staff recommended that this item be laid over to the next meeting.

Motion made by Trustee Hammes to lay over this item to next meeting. Seconded by Trustee Stillman. Motion carried unanimously.

8. Adjournment

Trustee Hammes motioned to adjourn. Seconded by President Weatherston. Motion carried unanimously. Meeting adjourned at 4:56 p.m.