

**1. Call to Order**

Dale Stillman called the meeting to order at 4:30 p.m. at the Caledonia Village Hall, 5043 Chester Lane, Racine, Wisconsin.

Present: Village Trustee Stillman and Village Nancy Pierce standing in for Anthony Hammes. Alan Peters – The Glen @ Waters Edge LLC

Absent: Anthony Hammes (Excused)

Staff present: Village Engineer Ryan Schmidt

**2. Approval of Minutes**

Motion by Trustee Pierce to approve the minutes from the July 10, 2023, meeting. Seconded by Trustee Stillman. Motion carried, unanimously.

**3. Request to Issue Early Building Permits – The Glen @ Water's Edge**

Village Engineer presented a request from Developer John Wahlen of The Glen at Waters Edge LLC to the committee for the request to issue building permits early prior to the road being paved in the newly approved subdivision that is currently undergoing construction. Discussion ensued amongst the members and the Village Engineer. Staff reiterated that this type of review for Developers is something that will only be done on a case-by-case basis and is not a blanket approval for similar requests. Staff expressed that this property had frontage abutting an improved road, but not on the road currently under construction where the access would occur. Staff presented the 9 conditions that an approval would require and recommended that it should also have Village Board approval before this would be considered. Developers representative Alan Peters in the audience presented his considerations for allowing the early building permits which included allowing the model to be built for presales and that the only work to be completed would be footing and foundations since paving would occur in October.

Motion made by Trustee Pierce to recommend approval to the Village Board for issuing an early building permit per the Village Engineer's Memo dated July 6, 2023. Seconded by Trustee Stillman. Motion carried unanimously.

**4. Request to Grade into Wetland Setback – Lot 16 Karen Jean North Subdivision**

The Village Engineer explained the memo by Public Services Director Anthony Bunkelman regarding the inquiry received about Lot 16 in Karen Jean North. The prospective buyer brought forth the request to build a home on this lot which requires disturbing an area labeled as a wetland setback. The Declaration of Restrictive Covenants for the subdivision states that the setback is not to be disturbed. The HOA, DNR and Utility District have since approved the request to allow the home to be constructed by disturbing the setback. Trustee Stillman had concerns about the home being built so close to a wetland. The Village Engineer described that the approval was for allowing for the work in the setback to be disturbed, contrary to the Restrictive Covenants, and that Village Staff would follow the standard building permit process for all other concerns regarding footing and foundations, etc.

Motion by Trustee Pierce to allow a single-family home to be constructed on Lot 16 per the Public Service Directors memo dated June 29, 2023. Seconded by Trustee Stillman. Motion carried, unanimously.

**5. Welcome Sign Location**

The Village Engineer recommended this carry-over discussion from a previous meeting be laid over to a later date to await direction from the committee working on the branding and modifications to the Village Logo font. Directions were given to Staff by Dale Stillman to have a plan showing access points to the Village and what signs are currently in place available for the next meeting.

Motion made by Trustee Pierce to lay over the meeting to a later date. Seconded by Trustee Stillman. Motion carried unanimously.

**6. Adjournment**

Trustee Pierce motioned to adjourn. Seconded by Trustee Stillman. Motion carried unanimously. Meeting adjourned at 4:55 p.m.