

SPECIAL COMPREHENSIVE PLAN REVIEW COMMITTEE AGENDA

Wednesday, August 6, 2025 at 6:00 p.m. Caledonia Village Hall – 5043 Chester Lane Caledonia, WI 53402

- 1. Meeting Called to Order
- 2. Introduction of Committee Members
- 3. New Business
 - A. **COMMITTEE ROLE & RESPONSIBILITIES REVIEW** Review and discuss the committee's purpose, authority, and responsibilities in relation to the Comprehensive Plan Update.
 - B. **COMPREHENSIVE PLAN PROCESS REVIEW** An overview provided by the Village consultant, Southeastern Wisconsin Regional Planning Commission (SEWRPC), outlining the comprehensive planning process.
 - C. **PUBLIC PARTICIPATION PLAN REVIEW** Evaluate the proposed plan outlining engagement activities and strategies for engaging residents and stakeholders in the comprehensive plan update process.
 - D. **COMPREHENSIVE PLAN PUBLIC SURVEY REVIEW** Review and consider approval of the proposed public survey related to the Comprehensive Plan.
 - E. SCHEDULE FUTURE MEETING DATES Committee members will identify and confirm upcoming meetings to ensure continued progress on the Comprehensive Plan Update.

4. Adjournment

Dated August 1, 2025 Jennifer Bass Caledonia Village Clerk

Only Committee members are expected to attend. However, attendance by all Village Board members (including non-members of the Plan Commission) is permitted. If additional (non-commission) 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, and 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.



Meeting Date: July 28, 2025

Item No. 3A

Proposal: Special Comprehensive Plan Review Committee Appointments

Description: The Plan Commission President will provide suggested appointments to the Special

Comprehensive Plan Review Committee for Plan Commission approval. The purpose of this committee is to assist in the development, review, and recommendation of updates to the Village's Comprehensive Plan. This committee

will serve in an advisory capacity to the Plan Commission.

Applicant(s): n/a

Address(es): 5043 Chester Lane

Suggested That the Plan Commission approve the proposed appointments to the Special

Motion: Comprehensive Plan Review Committee as presented.

Background: At the June 23rd Plan Commission meeting, the Commission approved the formation of the special review committee and that the Village President would provide a list of people, not to exceed twelve, who have expressed interest in volunteering on this committee. Below are the list of proposed members to the committee for your review. Proposed members are Village residents. If you have specific questions regarding who these people are, please contact the Village President or Village Hall.

Appointment Members:

1) Micheal Moore 2) Josh Sobczak 3) Laura Million 4) Dave Pennings 5) Chris Tribbey 6) Marla Wishaw 7) Bob Prochaska 8) Kim Hood

9) Roger Therkelsen 10) Torben Christensen 11) Nate Haig

Following the Special Review Committee approval, the next step will be for the committee to convene in mid-August to learn more about the process, timeline, meeting commitment, and responsibilities as a member. In addition, the Village Board will also be informed of the committee and how the Comprehensive Plan update process will proceed. Throughout this process the Plan Commission will be provided updates as to the progress of the update and will review the work of the committee.

June 23, 2025 Report Background:

The Special Comprehensive Plan Committee is a temporary advisory group formed to assist the Plan Commission in updating the Village's 16-year-old Comprehensive Plan. This update is essential to ensure future planning reflects current data, community values, and emerging trends that support smart growth, resilience, and a high quality of life.

The current plan, A Multi-Jurisdictional Comprehensive Plan for Racine County: 2035, will be updated with a focus exclusively on the Village.

The committee's main role is to provide diverse community input and help shape a long-term vision that reflects the priorities of residents, businesses, and other Village stakeholders. Acting as a bridge between the public and the planning process, the committee will offer recommendations but will not make final decisions.

Meeting Date: July 28, 2025 Item No.: 3a

Committee members will collaborate with Village staff and the Southeastern Wisconsin Regional Planning Commission (SEWRPC), the professional planning consultant for this project. SEWRPC will lead the technical work, while the committee ensures community perspectives are integrated throughout the process.

The planning effort is expected to take 18 to 24 months, resulting in an updated Comprehensive Plan to guide the Village's growth and development for the next 10 to 20 years.

Per Municipal Code Section 2-5-3(c), the Plan Commission President has the authority to appoint members to a special committee. Appointments will be made with an emphasis on achieving a diverse and representative membership drawn from various stakeholder groups throughout the Village.

Scope of Work

The committee's responsibilities and scope of work will include the following key components:

1. **Community Engagement and Outreach** (Public Participation Plan)

- Collaborate with staff and SEWRPC to design and implement public engagement strategies, such as surveys, workshops, open houses, and stakeholder interviews.
- Help promote engagement opportunities to ensure diverse community participation.
- Review and provide feedback on community input to ensure that it is accurately reflected in planning documents.

2. Review of Existing Conditions

- Evaluate existing data, reports, and background information including land use, housing, transportation, economic development, natural resources, infrastructure, and demographics.
- Identify trends, challenges, and opportunities relevant to the Village's future growth and development.

3. Vision and Goal Setting

- Assist in drafting a long-term vision statement that reflects community values and aspirations.
- Recommend goals and guiding principles to support the vision and inform the direction of the Comprehensive Plan.

4. Policy and Strategy Development

- Provide input on proposed policies, programs, and strategies related to:
 - Land use and zoning
 - Transportation and mobility
 - Housing and neighborhood development
 - · Parks, open space, and environmental sustainability
 - Economic development and job creation
 - Public services and infrastructure
- Review alternatives and scenarios to help shape future land use patterns.

5. Plan Review and Recommendations

- Review draft sections of the Comprehensive Plan and provide comments and recommendations.
- Ensure consistency with regional plans, state requirements, and community priorities.
- Support the Plan Commission in identifying potential implementation tools and actions.

6. Final Report and Presentation

Meeting Date: July 28, 2025 Item No.: 3a

- Assist in preparing a summary of the committee's findings and recommendations.
- Present the final recommendations to the Plan Commission.

Composition and Meetings

The committee will consist of approximately seven members representing various stakeholder groups including but not limited to: residents, business owners, civic leaders, environmental advocates, developers, and institutional partners. If a Plan Commissioner is aware of a resident or stakeholder that would be a good fit for this project, please provide the name and contact information to the Village President as soon as possible. Once formed, a kickoff meeting will be scheduled sometime in mid-July.

Meetings will be held on a regular basis (e.g., monthly or bi-monthly) throughout the planning process.

The committee will be disbanded upon completion of the Comprehensive Plan update.

The Special Comprehensive Plan Committee will play a crucial role in the building of a vision for the future of the Village by ensuring that the planning process is inclusive, transparent, and responsive to the needs of all community members. Through its work, the committee will help update the Village's Comprehensive Plan that will guide growth, development, and investment in a way that supports a thriving, sustainable, and equitable community.

Respectfully submitted:

Peter Wagner, AICP Development Director



Public Participation Plan

Village of Caledonia Comprehensive Plan Update

Introduction & Purpose

Public participation is a vital component of the comprehensive planning process. It helps ensure that the plan reflects the community's shared vision for the future and gives residents a meaningful role in shaping local priorities. Through open dialogue, decision-makers and community members exchange ideas, share perspectives, and build a foundation of shared knowledge that informs the plan's goals, policies, and strategies.

The purpose of this Public Participation Plan is to provide a guide for public involvement during the update process for the Village of Caledonia Comprehensive Plan. This plan fulfills the requirements of Section 66.1001(4) of the Wisconsin Statutes and serves as a guide to ensure transparency, inclusiveness, and meaningful citizen input during every phase of the process.

Comprehensive Plan Special Review Committee

A Comprehensive Plan Special Review Committee was formed at the onset of this process. This group serves in an advisory capacity to the Plan Commission to update the Village's 16-year-old Comprehensive Plan. The committee's main role is to provide input on strategies to effectively reach out to a broad and diverse range of stakeholder groups. It also helps ensure that public feedback is effectively captured to create a vision that reflects the priorities of residents, businesses, and other Village stakeholders. Therefore, this committee will act as a bridge between the public and the planning process. Committee members will collaborate with Village staff and the Southeastern Wisconsin Regional Planning Commission (SEWRPC), the professional planning consultant for this project.

Goals

This Public Participation Plan is based on five main goals:

- 1. Ensure that the public is informed of the planning process.
- 2. Provide opportunities for all residents, landowners, business owners, and other stakeholders to participate.
- 3. Encourage open communication between citizens and officials.
- 4. Gather meaningful public input at all stages of the planning process.
- 5. Foster public understanding of the comprehensive plan content and purpose.

Public Notification

All meetings and events related to the comprehensive plan will be open to the public, and the Village of Caledonia will provide advance notice of public participation in accordance with Chapter 985 of the Wisconsin Statutes. Public participation opportunities will be announced through multiple channels, including:

- Village website postings
- Local newspapers
- Social media platforms
- Public bulletin boards at the Village Hall

Public Participation Methods

The Village will use a variety of methods to encourage public participation. Village staff will coordinate all public engagement activities throughout the comprehensive planning process. The table below outlines each method, along with its intended purpose, target audience, and proposed timing.

Activity	Purpose	Target Audience	Timing
Community Survey	Solicit broad public input on goals, priorities, and issues	Residents, businesses, property owners	Early stage of planning process
Workshop sessions	Build a community vision	General public	Early stage of planning process
Plan Commission and Village Board Meetings	Discuss, review, and act on planning issues and documents	Officials, stakeholders, interested citizens	Throughout plan preparation
News Releases / Social Media / Newsletters	Notify the public of events, updates, and opportunities to engage	General public	At each milestone
Public Meetings & Open Houses	Present information and receive feedback	General public	At major project milestones
Website Updates	Provide project materials and updates; offer a platform for feedback	All community members	Ongoing
Comment Forms and Written Feedback	Provide a structured method for public input	All interested participants	Available throughout process

Activity	Purpose	Target Audience	Timing
Focus Groups/ Pop-up Events or Stakeholder Interviews	Gather detailed input from key groups or interests	Business leaders, developers, institutions	As needed during planning phases
Public Hearing	Allow formal input on the final draft of the plan	General public	Prior to plan adoption

Community Survey

An online survey will be publicized to Village residents using the channels specified in the Public Notification section. QR Codes will also be placed in Caledonia parks and other public spaces. The survey will gather public input on key topics addressed in the comprehensive plan.

Workshop sessions

Workshop sessions will use visual mapping, quick polls, and other participatory tools to build public awareness about the planning process and help create a shared vision for the future. Participants will identify their top priorities for the short-, medium-, and long-term future by ranking key issues and opportunities. These exercises will serve as the foundation for the development of plan goals and objectives.

Documentation of Public Participation

All public input and participation efforts will be documented and included in the final comprehensive plan. This documentation may include meeting summaries, photographs, survey results, public comments, and attendance records, demonstrating how public feedback informed the comprehensive planning process.

Opportunities for Public Review and Comment

Draft plan materials will be made available for public review both online and at Village offices. A formal public hearing will be held before the adoption of the comprehensive plan, allowing citizens to ask questions and provide comments about the final draft.

Adoption

This Public Participation Plan is adopted by the Village of Caledonia Village Board via resolution, in accordance with Wis. Stat. § 66.1001(4)(a). Copies of this adopted plan are available both online and at Village offices for consultation.



Comprehensive Plan Community Survey

The Village of Caledonia is currently working on a **comprehensive plan update** which will help shape our community through 2050.

The Comprehensive Plan for the Village of Caledonia will outline **existing conditions**, describe **future goals and objectives** for development, and include an **action plan** on how to achieve these goals and objectives. Several topics will be addressed—some of which are reflected in the following sections.

We invite you to participate in our community's planning process!

Your responses will be a valuable resource and will help guide the plan's recommendations. Please read each question carefully and answer it as accurately as possible. To help ensure the accuracy of results, each person may only submit the survey once.

The questionnaire should take less than 20 minutes to complete. Participation is voluntary, and you may exit the survey at any time.

About You

What is your connection to Caledonia? Select.all.that.apply ☐ I live in Caledonia (East of Douglas Ave) ☐ I live in Caledonia (West of Douglas Ave and South of 4 Mile Rd) ☐ I live in Caledonia (West of Douglas Ave and North of 4 Mile Rd) ☐ I work in Caledonia ☐ I regularly visit Caledonia (e.g., shopping, recreation, family) ☐ Other / None of the above What is your age? ☐ Under 18 □ 18-24 □ 25-34 □ 35-44 □ 45-54 □ 55-64 ☐ 65 or older How many people live in your household? ☐ One ☐ Two ☐ 3-4 people ☐ 5 or more people What type of home do you currently live in?

☐ Single-family home

 \square Townhome or duplex

 \square Apartment or condo

☐ Mobile or manufactured home
☐ Other
Do you own or rent your home?
□ Own
□ Rent
☐ Other
Community Strengths and Challenges
What do you see as Caledonia's biggest strengths?
Select.up.to.9
☐ Friendly or welcoming people
☐ Community identity or reputation
☐ Access to parks or nature
☐ Walkability or bikeability
☐ Local businesses
\square Quality public services (e.g. schools, safety)
\square Rural or small-town feel
\square Affordable cost of living
What are the biggest challenges facing Caledonia?
☐ Lack of affordable housing
☐ Limited housing variety
☐ Aging infrastructure
☐ Traffic or unsafe streets
☐ Inadequate bike/walk facilities
\square Lack of jobs or economic growth
\square Loss of farmland or open space
☐ Vacant or underused properties

Are there other strengths or challenges not listed above that you feel are important to Caledonia?						
			 			
Housing and Resid	ential Neig	(hborh	<u>oods</u>			
When considering existing housing and resid each of the following.	ential neighl	borhood	ds in C	aledon	ia, please rate	
	Excellent	Good	Fair	Poor	Not sure Don't Know	
Character of residential neighborhoods						
Quality of housing stock (appearance, cost,	П			П	П	
property maintenance)						
Variety of housing options						
Housing options for seniors Housing that appeals to young professionals						
Housing that appeals to young professionats Housing that appeals to new families						
Value and cost of homes						
Affordability of housing						
Where should new housing be encouraged in	Caledonia?					
Select.up.to.9						
☐ In existing neighborhoods						
\square Near existing commercial areas						
\square New suburban-style development in rural are	eas					
\square Evenly throughout the Village						
☐ Other						
What types of homes would you prefer to see	more of in C	Caledon	ia?			
Select.all.that.apply						
\square Small single-family homes (starter or "downs"	sizing" house	s)				
\square Mid-sized single-family homes						
☐ Large single-family homes						

☐ Duplexes
☐ Townhouses
☐ Multi-unit condominiums (4 or more units)
\square Accessory dwelling units (e.g. basement apartments, carriage houses)
☐ Other
How affordable is housing in Caledonia for you?
☐ Very affordable
☐ Somewhat affordable
☐ Difficult to afford
\square Not affordable at all
☐ Not sure / Don't know
Do you know people who want to live in Caledonia but cannot due to housing costs?
□ Yes
□ No
☐ Not sure / Don't know
Do you know people who want to live in Caledonia but cannot due to lack of housing availability?
□ Yes
\square No
☐ Not sure / Don't know
Which groups do you feel are most affected by housing challenges in Caledonia?
Select.all.that.apply
\square Young adults or first-time buyers
☐ Seniors
\square Low- or fixed-income households
☐ People with disabilities

☐ Larger families								
\square People who work in the community but live elsewhere								
□ Not sure / Don't know								
Would you support or oppose the Village of Caledonia adopting the following strategies to address housing needs?								
		ongly oose	Oppose	Support	Strongly support	Not sure Don't Know		
Planning for construction housing for young famil	ies							
Planning for construction affordable housing Planning for construction								
housing for early-caree professionals								
Limiting new housing construction	I							
Do you have any addition Caledonia?	onal comments a	about	housing ai	nd resider	ntial neighb	orhoods in		
Economic Development								
How would you rate the areas?	economic heal	th of th	ne Village (of Caledo	nia in each	of the following		
			Excellent	Good F	air Poor	Not sure Don't Know		
Quality of jobs Availability of jobs Strength of local econo	•							
Access to a variety of be services that meet your								
How satisfied are you with Caledonia's commercial areas (shopping areas, dining and entertainment areas, etc.)								
Very dissatisfied So	omewhat satisfie	ed N	Neutral	Somewha [t satisfied	Very satisfied		

When considering existing commercial and industrial areas in Caledonia, please rate each of the following.

		Excellent	Good	Fair	Poor	Not sure Don't Know
Character of commercial areas						
Character of business/office parks						
Character of industrial areas						
Mix and availability of shopping opt						
Access to everyday goods and serv						
Opportunities for new developmen					Ш	
Impact of industrial uses on the sur community	rounding					
Employment and job opportunities						
What would improve Caledonia's o	commercia	l areas?				
Select.all.that.apply						
\square More local or independent busine	esses					
\square Beautification or streetscaping in	nprovement	ts				
\square More places to gather or socialize	•					
\square Events and activities						
\square Safer streets and sidewalks						
\square More parking						
\square More restaurants or entertainmen	nt					
\square More jobs or office space						
Would you support or oppose the f Caledonia?		trategies fo	or comm	iercia	develo	
	Strongly oppose	Oppose	Suppor	T .	rongly pport	Not sure Don't Know
Allow a greater mix of uses (e.g.,						
homes, offices, retail) when						
redeveloping existing commercial areas						
Have the Village buy land, as it						
becomes available, to redevelop	Ш	Ш	Ш		\Box	Ш

	Strongly oppose	Oppose	Support	Strongly support	Not sure Don't Know		
Encourage new commercial buildings in vacant lots designated for commercial use							
Turn vacant commercial sites into public green spaces with shops and restaurants							
Develop new suburban-style strip malls							
Do you have any additional comm	ents about	commerc	ial and indu	ıstrial area	as in Caledonia?		
Com	munity Fa	cilities a	ınd Parks				
Which of the following do you or o	ther memb	ers of you	r household	d use?			
☐ Parks							
☐ Trails							
\square Public schools							
Libraries							
☐ Recreation centers							
☐ Senior services							
☐ Child care							
\square Arts or cultural venues							
How much should the Village of Caledonia prioritize the following goals?							
	Not at all	Slightly	Moderate	ly Highly	Not sure / Don't know		
Expand the pedestrian and bike public trail network Preserve historically and							
architecturally significant sites and buildings							

	Not at all	Slightly	Moderately	Highly	Not sure / Don't know
Offer a range of cultural activities and events					
Provide more cultural, civic, and					
public gathering spaces (e.g.,					
splash pad, botanical garden, beer gardens)					
Establish unique identities for	П	П	П	П	П
different parts of the trail system Define a unique architectural	Ш	Ш			
character for different parts of Caledonia					
Are there community facilities or	services th	at you beli	eve are miss	ing from C	aledonia?
Tra	ansportati	on and M	lobility		
In a typical week, how do you get	around Cal	edonia?			
\square Drive alone					
☐ Carpool					
☐ Walk					
□ Bike					
☐ Public transit					
\square Taxi or rideshare (e.g. Uber, Lyft)					
When considering existing transpostering following.	ortation inf	rastructur	e in Caledon	ia, please	rate each of the
		Excellent	Good Fai	r Poor	Not sure Don't Know
Sidewalk availability and condition	n				
Bike lanes or trails					
Road maintenance and safety Public transit access					
Crosswalk safety					
Winder accessibility for walking/b	iking				

What transpor	tation improvement	ts are most needed in	Caledonia?	
Select.up.to.9				
\square Additional si	dewalks			
\square Additional a	nd improved bike lan	es		
☐ Improved tra	iffic flow			
\square Better public	transit service			
☐ More parking	3			
☐ Traffic calmi	ng or speed reductio	n measures		
☐ Better conne	ections between neig	hborhoods and destina	ations	
\square Improved sa	fety for pedestrian cr	rossings		
\square Additional or	ff-street trails			
\square Better lighting	ng and visibility			
If there were a 5 to 10 minutes		il, how likely would yo	ou be to walk to	locations near (within
Very likely	Somewhat likely	Somewhat unlikely	Very unlikely	Not sure / Don't know
Do you have ar	ny additional comm	ents about transporta	tion and mobili	ty in Caledonia?

Final Thoughts

Are you satisfied with the overall quality of life in Caledonia?

•	, , , , , , , , , , , , , , , , , , , ,			
Very dissatisfied	Somewhat satisfied	Neutral	Somewhat satisfied	Very satisfied
What are very ton 2		of Colodo	a: a 2	
what are your top 3	priorities for the future	of Caledor	ııa <i>:</i>	
Select.up.to.9				
\square Improving housing	g options and affordabilit	ty		
\square Attracting and sup	oporting businesses			
\square Protecting natura	l and rural areas			
☐ Making it easier to	get around without a ca	r		
\square Improving streets	and roads			
\square Enhancing parks a	and community spaces			
☐ Supporting school	ls and families			
\square Revitalizing comn	nercial areas			
\square Preparing for natu	ıral hazard resilience			
Do you have any ad	ditional comments, con	ncerns, or i	deas you'd like to share	?