

Trustee Wanggaard called the meeting to order at 4:30 p.m. In attendance were:

**Committee Members:** Trustee Kevin Wanggaard, Trustee Dave Prott

**Department Managers:** Village Administrator Tom Christensen, Attorney Elaine Ekes

**In Attendance:** Howard Stacey, Fran Martin, Wendy McCalvy

**1. Approval of minutes**

Trustee Prott moved to approve the minutes from the April 11, 2016 meeting. Seconded by Trustee Wanggaard. Motion carried.

**2. Discussion regarding revisions to certified survey map requirements in Chapter 1 of Title 14 and revisions required by Title 18 for roads and public improvement requirements due to statutory changes as well as revisions to modify Title 13, Title 14, Title 16 and Title 18 to address the Village's 2035 Comprehensive Plan and deleting references to the 2006 neighborhood plans and maps previously adopted by the Village**

Attorney Ekes explained the revisions. Ekes and the Village Engineer, Anthony Bunkelman, met and went over the CSM Ordinance and Title 13, 14, 16 18. The changes to the statute reflects flexibility to the CSM code being able to exceed more than 4 spits in a 5 year period, which the committee was in favor of. Revisions in Title 13, 14, 16 and 18 will address the Village's comprehensive plans. There is a public hearing scheduled for Plan Commission on May 31 to modify Title 13 that adopted the 2035 Plan. The 2035 Plan was adopted by ordinance. Language will be referencing the 2006 Land Use Plan and associated Neighborhood Plan writing in a statement that those provisions will no longer apply, to make it clear. 2006 Plan and Neighborhood Plan are considered a refinement and this change will lift that language out. That change is going to the Public Hearing. Title 16 will delete reference to Neighborhood Plan and Land Use Plan.

Wanggaard stated the bottom line is to simplify the development process. Conservation Subdivision Code and density factor are going to take more time.

Title 18, Public Road Design Standards, will have the same kind of changes, adding language dealing with Village's official map. The statutes specify the Village should have a map, specifying planned road location.

Prott stated first we have to understand the necessity to make these changes because a lot of people did a lot of work on the Plan and after that Plan was introduced and approved by the Village it might have morphed into more than what it should have been. It was to be more of a guide for the Village instead it turned into stone. When you have two plans, you need to know which one is to lead, there should only be one plan. Prott would like to have a solid statement made so folks who were part of putting the 2006 Plan together will know

why we have to do this. Basically the County wants one plan to use. The 2035 Plan is what the Village went to by Resolution.

Pratt stated any changes to new development still has to come through Plan Commission and the Village Board. There are checks and balances. The Plan Commission can recommend, the Village Board can change it. Discussion followed on the benefits of a broader plan for encouraging development verses a more restrictive land use plan. Having two different plans makes it difficult for the Caledonia Zoning administrator.

Howard Stacey ask that an overlay map be done so the 2006 Plan and 2035 Plan could be compared. Wanggaard asked the Village Engineer to prepare maps so a comparison could be done before the Public Hearing on May 31<sup>st</sup>. Legislative and Licensing will have another meeting on May 16 at 4:15 to show an overlay, or two maps side by side, for a comparison of the two plans.

Christensen stated right now the 2035 plan is the "go to" plan by ordinance. Pratt would like an outline to the case as to why we are removing this and how we are doing business. Policy is committed to the 2035 Plan and 2006 Plan was a refinement. There is a list of inconsistencies that need to be addressed that came to light as part of the Walmart proposal.

Ekes addressed the CSM ordinance. Revisions to the statutes are allowing flexibility to CSM code. Part of the revisions relate to the Comprehensive Plan. Open space does not apply as a requirement for a CSM. Caledonia always called a minor land division a land split and other communities do not use that term. Ekes would like to use what everyone else is using. Another change under the statute is to allow more lots to be created with a CSM. Bunkelman recommended that for mixed use parcels, allow up to 10 splits to be created in a 5 year period. A couple of provisions added to the CSM code would address impacts that would require owner coming in to do an overall development plan as well as a conceptual storm water plan for the overall parcel and lots being divided. The definition, land splitter, will just be called a minor land division v. major land division. Under section 14-1-5, pages 4 to 6, is the process for initial application. This will streamline the process making Caledonia more developer friendly. Developers' deposits are recommended at \$1000 for standard, \$2000 for commercial, industrial or mixed use. The Village Engineer has to sign off to make sure payment is received. There was a requirement that every CSM submit a title report and the Village Engineer would like that eliminated. If a developer is doing the work for an owner, they need a Letter of Agency. Other policy decisions on page 10 is lots shall comply with sewer and water requirements. The way the code is written if in an urban service area, as well as district, you are to hook up to sewer and water. Caledonia requires deed restrictions putting folks on notice, not intending to trigger that kind of a residential hookup requirement. Bunkelman feels there should be an exception for residential. Last item option under the CSM code is to do lot averaging. A landowner could do small lots and a preservation of open space, by deed restriction or conservation easement, or a land trust. Bunkelman wanted to eliminate conservation easement. Revisions suggested will streamline this process.

Pratt made a motion that the revisions proposed to Chapter 1 of Title 14 be forwarded to the Plan Commission for public hearing and recommendation on May 31<sup>st</sup>. Wanggaard second. Motion carried.

**3. Adjournment**

There being no further business, Trustee Pratt moved to adjourn the meeting at 6:14 p.m. Trustee Wanggaard seconded. Motion carried.

Respectfully submitted,

Mary Jo Schmidt  
Eng./Bldg. Adm. Asst. II  
Village of Caledonia