

**E-MAIL MEMORANDUM**

**TO:** Michael McKinney (Michael@villageofyorkville.com)  
Village of Yorkville Administrator/Clerk

**FROM:** Shaun T. Maiter  
Senior Development Services Specialist

**SUBJECT:** ADK Racine LLC, Owner  
Chuck Minesal, Applicant  
Parcel Id. No. 194032101001011  
2808 N. Sylvania Avenue

July 8, 2024 Conditional Use Request to convert existing industrial building into a multi-tenant building and occupy a portion of the existing building and site with a semi tractor sale and leasing business known as “Rolling Equity Leasing”.

**DATE:** July 1, 2024

Overview:

The subject ±9.82-acre parcel is located at 2808 N Sylvania Avenue. The property is zoned M-3, Heavy Industrial District, and is serviced by holding tanks and private well. On September 10, 2018, the Village of Yorkville Board granted conditional use approval to construct and utilize a ±20,000 square-foot warehouse and production building (Kriete Truck Center), including relocated outside storage area. On January 14, 2019, the Village of Yorkville Board approved an amendment to the September 10, 2018 conditional use approval to add an additional ±5,000 square feet to the proposed warehouse and production building. At this time, the applicant is requesting conditional use approval from the Village of Yorkville Board to convert existing industrial building into a multi-tenant building and occupy a portion of the existing building and site with a semi tractor sale and leasing business known as “Rolling Equity Leasing”. The proposed business would add one part time employee, and the hours of operations will match the hours of operation of Kriete Truck Center (Monday – Friday 7:00 am – 12 am; Saturday 7:00 am – 3:00 pm). No construction or alterations are proposed for either the building or site.

If the Village feels that the proposed use is appropriate approval is recommended as:

1. The proposed use is allowed by underlying zoning through the conditional use process.
2. Based on other things going on in the area, the proposed use appears to fit with the uses in the zoning district.

If the Village feels that the proposed use is appropriate approval is recommended subject to **\*\*DRAFT CONDITIONS\*\***:

1. **Zoning Permit.** The applicant must obtain a zoning permit from the Racine County Development Services Office after paying the zoning permit fee of \$250.00. This card must be displayed in a prominent location at the project site, and a copy of these conditions must be kept at the project site at all times until the project has been completed.
2. **Compliance.** Failure to comply with the terms and conditions stated herein could result in the issuance of citation(s) and/or revocation of this permit.
3. **Binding Effect.** These conditions bind and are applicable to the Property Owner, Applicant, and agents of the Property Owner (collectively referred to herein as "Applicant" or "Property Owner") with respect to the uses on the Property.
4. **Compliance with Previous Conditions of Approval.** All applicable conditions from previous approvals shall remain in effect, unless otherwise amended herein.
5. **Expiration.** This approval will expire nine (9) months from the date of the Village of Yorkville's final approval unless substantial work has commenced following such grant. If this office determines that no substantial work has commenced, the project may not occur unless the Village of Yorkville grants a written extension. Written extension requests must be submitted to the Racine County Development Services Office thirty (30) days before permit/approval expiration.
6. **Plans.** The proposed project shall be located, constructed, and utilized in accordance with the plans and documents received by the Racine County Development Services Office on June 10, 2024, unless otherwise amended herein.
7. **Performance Standards.** The applicant must comply with the provisions of Article VII, Division 4, Performance Standards of Chapter 20, Zoning, Racine County Code of Ordinances (copy attached).
8. **Property Requirements.** This site must be kept neat and orderly at all times, with all refuse dumpsters out of view of passersby. All disposed items must be done in an environmentally safe manner. The continued positive appearance of buildings and property is dependent upon proper maintenance attitudes and procedures. Maintenance programs must be established that include watering, maintaining, and pruning all landscape planting areas; cleaning up litter and emptying trash containers in a timely fashion; sweeping, cleaning, and repairing paved surfaces; replacing broken and vandalized parts; replacing burned out light bulbs; and cleaning, painting, and repairing windows and building facade.

9. **Operation Requirements.** The operation shall not locate, store, discharge, or permit the discharge of any treated, untreated, or inadequately treated liquid, gaseous, or solid materials of such nature, quantity, obnoxiousness, toxicity, or temperature that might run off, seep, percolate, or wash or be harmful to human, animal, plant or aquatic life. Any oil or other hazardous fluids must be stored in a designated containment area that complies with all Wisconsin Department of Natural Resources (WI-DNR) regulations.
10. **Signs.** Any advertising sign on this property must conform to Racine County Ordinance standards and will require a separate zoning permit(s) prior to installation. Contact the Racine County Development Services Office at 262-886-8440 for further information regarding sign permits.
11. **Parking.** Parking must be provided as shown on the submitted site plan. Each automobile parking space must be a minimum of nine feet wide and 180 square feet in area, exclusive of the space required for ingress and egress. Handicapped spaces must be provided in accordance with State requirements. Aisles and spaces must be clearly marked. The driveways serving this operation must be located according to the submitted plan. The driveways and all parking areas must be maintained in an all-weather, dust-controlled condition.
12. **Outside Storage.** Except for the vehicle parking area as shown on the submitted plans, outside storage is prohibited, and this property must be kept free of any accumulation of refuse or debris. Refuse bins and/or scrap material (recycle) bins must be screened from public view. This includes the Village of Yorkville's prohibition on the outside storage of aged vehicles, wrecked vehicles, or parts vehicles.
13. **Access.** The applicant must allow any Racine County or Village employee full and unlimited access to the project site at a reasonable time to investigate the project's construction, operation, or maintenance.
14. **Compliance with Law.** The applicant is responsible for obtaining all necessary federal, state, and local permits, approvals, and licenses. The applicant is required to comply with all applicable local, state and federal regulations.
15. **Amendments to Conditional Use Permit.** No additions, deletions, or changes may be made to the project, site plan, or these conditions without the Village of Yorkville's prior approval. All addition, deletion, and/or change requests must be submitted to the Village of Yorkville or the Racine County Development Services office in writing. A minor change to the conditions of this permit, as deemed by the Zoning Administrator, may be made at a staff level, if authorized by the Zoning Administrator.

16. **Reimburse Village Costs.** Applicant shall reimbursement to the Village all costs incurred by the Village for review of this conditional use including but not limited to engineering, legal and planning review that occurred prior to permit issuance and during the implementation of the plans and construction of the improvements.
17. **Agreement.** Your accepting the conditional use approval/zoning permit and beginning the project means that you have read, understand, and agree to follow all conditions of this approval. Therefore, ADK Racine LLC, Chuck Minesal, their heirs, successors, and assigns are responsible for full compliance with the above conditions.
18. **Subsequent Owners.** It is the property owner's responsibility to inform any subsequent owner or operator of these conditions.

c: Tim Pruitt, Eileen Zaffiro, Sherry Gruhn, Mark Madsen  
File