



Village Board & Planning Commission Joint Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Monday, June 10, 2024

1. Village Administrator, Michael McKinney, called the meeting to order at 6:00 pm

2. Roll Call

Village Trustees	Plan Commission	Administration	Community
Robert Funk Dan Maurice Steve Nelson Cory Bartlett Absent: Douglas Nelson	Aaron Alby Tim DeGarmo Barb Geschke	Michael McKinney, Administrator Janine Carls, Clerk Mark Madsen, Engineer Mark Eberle, Engineer Tim Pruitt, Attorney James DeLuca, Building Inspector	Matt Johnson, Daniels Sharpsmart Ted Petri, Stericycle

3. Appointment of temporary joint Village Board/Plan Commission chairperson

Motion (Bartlett/Maurice) to appoint Steve Nelson as temporary chairperson, Motion Carried (MC).

4. Consent Agenda - approval of:

- a. 5/28/2024, Village Board Meeting Minutes
- b. Financial reports
- c. Village invoices
- d. Stormwater Invoices
- e. Building Inspector’s Report
- f. Code Enforcement Officer’s Report
- g. License and Permit Applications for the period of July 1, 2024 – June 30, 2025 (please see meeting agenda for the full list of license applications)

Motion (Maurice, Funk) to approve the Consent Agenda items as presented, MC.

5. Business - Discussion and possible action on the following:

- a. **Site plan amendment request submitted by the Burchell Family Trust (with Stacy Burchell as applicant/agent) for the parcel located at 2631 Raymond Avenue (CTH U) (Parcel ID # 194-0321-04-030-000) in the A-2 (General Farming and Residential II) Zoning District to amend the site plan request approved on July 11, 2022, by exceeding the accessory structure maximum aggregate total footprint area by an additional ±3,049 square feet due to a lot size reduction resulting from a lot line adjustment with an adjoining parcel**

McKinney explained that due to recent lot line adjustments between Stacey and a neighbor, the lot size was further reduced. This amendment will approve the structures that are on the lot to be there, even though the lot is now smaller than it was when the original site plan was approved in 2022.

- b. **Resolution 2024-14 Approving a site plan amendment request to amend the site plan request approved on July 11, 2022, by exceeding the accessory structure maximum aggregate total footprint area by an additional ±3,049 square feet due to a lot size reduction resulting from a lot line adjustment with an adjoining parcel, at 2631 Raymond Avenue (CTH U), Sec. 04, T3N, R21E, Village of Yorkville, Racine County, State of Wisconsin (Parcel ID # 194-03-21-04-030000); Burchell Family Trust, Owner; Stacy Burchell, Applicant/Agent**

Motion (Alby/Geschke) to recommend approval of Resolution 2024-14, as presented, MC.
Motion (Maurice/Funk) to approve Resolution 2024-14, as presented, MC.

- c. **Public Hearing - The Village Board will hold a public hearing to hear public comment on an application submitted by Stericycle, Inc., for a Solid Waste Disposal, Storage or Treatment Permit for the period of July 1, 2024, through June 30, 2025, to operate a regulated medical waste treatment facility utilizing Electro-Thermal Deactivation (shredding and thermal inactivation by use of low frequency radio waves) technology at 14035 Leetsbir Road and 14114 Leetsbir Road (Parcel ID #'s 194-03-21-24-002-130, 194-03-21-24-002-120, and 19403-21-24-002-008) in the M-3 (Heavy Industrial) Zoning District**

S. Nelson opened the public hearing at 6:08 p.m. Ted Petri of Stericycle stated that there have been no changes and that the annual DNR visit went well, no compliance issues. They remain in good standing with Racine wastewater, all limits within criteria. No public comments were made. S. Nelson closed the public hearing at 6:09 p.m.

d. **Application submitted by Stericycle, Inc., 14035 Leetsbir Road and 14114 Leetsbir Road, for a Solid Waste Disposal, Storage or Treatment Permit for the period of July 1, 2024, through June 30, 2025**

Motion (Alby, Geschke) to recommend approval of the permit for Stericycle as presented, MC.
Motion (S. Nelson, Funk) to approve issuance of a Solid Waste Disposal, Storage or Treatment Permit to Stericycle as presented, MC.

e. **Public Hearing - The Village Board will hold a public hearing to hear public comment on an application submitted by Daniels Sharpsmart, Inc., for a Solid Waste Disposal, Storage or Treatment Permit for the period of July 1, 2024, through June 30, 2025, to operate a regulated medical waste treatment facility utilizing Autoclave (steam sterilization treatment) technology at 1340 Grandview Parkway (Parcel ID # 194-03-21-13-029-070) in the M-3 (Heavy Industrial) Zoning District**

Matt Johnson, representing Daniels Sharpsmart, stated that they are in compliance with DNR standards. S. Nelson opened the public hearing at 6:10 p.m. No public comments were made. McKinney noted that Carriker was concerned that Daniels Sharpsmart PH test numbers were often lower than those obtained by Kerkman and that Kerkman's samples often approached the allowable limit. Carriker had offered to walk through the calibration testing with their staff but had not received a response. Carriker is recommending that Daniels Sharpsmart be required to submit a monthly log of their testing. Nelson closed the hearing at 6:21 p.m.

f. **Application submitted by Daniels Sharpsmart, Inc., 1340 Grandview Parkway, for a Solid Waste Disposal, Storage or Treatment Permit for the period of July 1, 2024, through June 30, 2025**

Motion (Maurice, Bartlett) to approve the Daniels Sharpsmart Solid Waste Disposal, Storage or Treatment Permit, with the condition that calibration records are shared with the villages Public Works Manager monthly, MC.

g. **1020 61st Drive building permitting and preliminary certified survey map**

McKinney stated the discussion would focus on building permitting rather than the CSM. He noted that Racine County Zoning does not require a zoning permit for "recreational space" but if the village required a permit in this case to document the status of this remodel as being something other than residential or commercial, they would be willing to require the permit. Essentially, the space could be used but not slept in. Anthony Fox stated that their intention is to eventually present a CSM that will allow the space to become residential, but he would like to be able to obtain permits and inspections on the work already completed. DeLuca noted that inspections may require opening walls. He expressed concerns about sanitary permitting, bedroom counts, and enforcement. Discussed requiring a deed restriction in addition to the zoning permit so that it is recorded clearly that the space is not to be used for residential/commercial purposes. Discussed penalties for obtaining permits after the work was completed.

Motion (Bartlett, DeGarmo) to move forward with a requirement for a zoning permit and deed restriction stating that space may not be used for residential/commercial purposes in order that Mr. Fox can pull building permits and obtain inspections, MC.

Motion (Funk, Maurice) to approve the Plan Commission's recommendation, as stated above, MC.

h. **Public Hearing - The Village Board and Plan Commission will hold a joint public hearing to hear public comment on proposed revisions to Chapter 28 of the Village of Yorkville's Municipal Code of Ordinances pertaining to lot line adjustments**

S. Nelson opened the public hearing at 7:02 p.m. McKinney stated this amendment will require that before a lot line adjustment can be recorded it would need to be approved by the Village Administrator and the Zoning Department to ensure that the adjustment adheres to the Village's Land Division code. If either deny the request, it would trigger the possibility of a waiver request or appeal process. A lot line adjustment application will be created for applicants to submit a proposed lot line

adjustment. Pruitt noted that state statute says we do not have the authority to require lot line adjustments to come in through the land division code. By doing it this way we are not requiring a CSM, only an application to ensure sub-standard lots are not created. No public comments made. S. Nelson closed the public hearing at 7:06 p.m.

i. Ordinance 2024-07 Amending Section 28-8 of the Code of Ordinances of the Village of Yorkville, Racine County, State of Wisconsin, pertaining to lot line adjustments

Motion (Alby, DeGarmo) to recommend approval of Ordinance 2024-07 as presented, MC.
Motion (Maurice, Funk) to approve Ordinance 2024-07 as presented, MC.

j. Resolution 2024-16 Resolution of Necessity for Fire and EMS station facility construction at the property depicted in Exhibit A

McKinney stated that this is the start of the eminent domain process for the parcel located north of 58th Road on Highway 45, the northwestern portion of the parcel. Madsen's office has completed the survey and Eric Larson (A.T.T.Y.) drafted the resolution. Discussed the necessity of the new station and consideration of other potential projects on the horizon that may impact taxpayers.

Motion (Maurice, Bartlett) to approve Resolution 2024-16 for Fire and EMS station facility construction at the property depicted in Exhibit A, MC. *Robert Funk abstained from the vote.*

k. Fire and EMS station site acquisition appraisal proposal

McKinney stated the proposal cost as \$5,500.00.

Motion (Maurice, Bartlett) to approve the Fire and EMS station site acquisition appraisal proposal as presented, MC. *Robert Funk abstained from the vote.*

6. Reports

a. Engineers Report

Madsen provided updates on the road projects. According to Stark, the 59th Road project may begin mid-July to late July. The water tower access drive may begin at the end of July. Madsen to follow up with the contractor regarding the deadline of June 30th for completion of the walking trail at Racine Metal Fab. Yorkshire Highlands is beginning work. The east frontage road between Hwy 20 and Hwy C is being developed and Madsen was contacted by the Mount Pleasant Village Engineer; Madsen provided him with information related to easements over the tiles lines as our sewer discharges to that area. Madsen introduced Mark Eberle who will replace him when he retires.

b. Yorkville Stormwater Utility District Report | No report

c. Roads/Public Works Committee Report

Funk reported that dirt piles on 58th Road had been removed. Update provided on the televised cleaning of the tile on 67th south of 58th RD noting some tree roots were removed but the line was otherwise clear. S. Nelson mentioned that Dombrowski began mowing and pointed out that there are three tree stumps in a ditch on 59th that are an obstacle we may want to remove. McKinney reported that Evergent is almost done restoring the ditch on 67th.

d. Village President's Report

No report.

e. Clerk's Report

Carls mentioned that Route 20 may be under new ownership sometime in August if a sale goes through.

f. Administrator

McKinney stated that June 18th will be a joint Village Board/Sewer and Water Commission meeting to discuss and possibly decide on whether to proceed with an amendment to the Sewer Service Area. SEH and Lansing will also be attending to talk about the study for extending the Yorkville sewer infrastructure down to Hwy 11.

7. Public Comments, Questions, and Suggestions

No comments

8. Adjournment

Motion (Maurice, Bartlett) to adjourn the meeting at 7:46 p.m., MC. The next scheduled Village Board meeting at the time of this submission is June 24, 2024, at 6:00 pm.

Respectfully submitted,
Janine Carls, Village Clerk