



Village Board & Planning Commission Joint Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Monday, December 9, 2024

1. Doug Nelson called the meeting to order at 6:20 p.m.

2. Roll Call

Trustees/Commissioners	Administration	Community
Doug Nelson, Village President	Michael McKinney, Administrator	Joseph Bergs
Robert Funk	Janine Carls, Clerk	Jerry Werner
Dan Maurice	Nick Carriker, Public Works Manager	Chad Thur
Steve Nelson	Tim Pruitt, A.T.T.Y	Lakhbir Singh
Cory Bartlett	Mark Eberle, Engineer	Scott Laage
Barb Geschke		
Absent: Aaron Alby Tim DeGarmo		

3. Consent Agenda - approval of:

- a. November 25, 2024, Village Board meeting minutes
- b. Financial reports
- c. Village invoices
- d. Stormwater invoices
- e. Building Inspector’s Report - report on building permits issued and other activity
- f. Code Enforcement Officer’s Report - report on activities and issues
- g. Special Event Permit application for Racine County 4-H Horse Project on June 14 & 15, 2025

Motion (S. Nelson, Maurice) to approve the Consent Agenda items as presented, Motion Carried (MC).

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

- a. **Site plan request submitted by NLP II Grandview V, LLC (with Progressive Companies/Jeff Owens as applicant/agent) for the parcel located at 1925 Grandview Parkway (Parcel ID # 194-03-21-24-001-300) in the M-3 (Heavy Industrial) Zoning District to construct a new ±1,575 square foot building on the existing parking lot to house automated vehicle inspection (AVI) equipment**

Jeff Owens joined virtually and confirmed the following: the building is not manned, there are no hazardous chemicals being stored, the building will only contain electrical equipment for vehicle inspection, there will be no water or sewer connections.

- b. **Resolution 2024-37 Approving a site plan request to construct a new ±1,575 square foot building on the existing parking lot to house automated vehicle inspection (AVI) equipment at 1925 Grandview Parkway, Sec. 24, T3N, R21E, Village of Yorkville, County of Racine, State of Wisconsin (Parcel ID # 194-03-21-24-001-300); NLP II Grandview V, LLC, Owner; Progressive Companies/Jeff Owens, Applicant/Agent**

Motion (Geschke, Bartlett) to recommend approval of Resolution 2024-37, MC.

Motion (Maurice, S. Nelson) to accept the Planning Commission’s recommendation and approve Resolution 2024-37, MC.

- c. **The Village Board and Plan Commission held a joint public hearing to hear public comment on a conditional use request submitted by CATP, LLC (with BL Signs, LLC and Lakhbir Singh as applicant/agent) for the parcel located at 611 South Sylvania Avenue (West Frontage Road) (Parcel ID # 194-03-21-13-003-000) in the B-3 (Commercial Service) Zoning District to establish a master sign plan and to construct a 100-foot-tall pole sign**

D. Nelson opened the Public Hearing at 6:24 p.m. Scott Laage described the proposed sign noting the existing Citgo sign would be used on the proposed 100 ft pole. Discussed whether the pole height would

be an issue with the FAA or the Aurora helipad. McKinney noted the proposed sign height deviates from limitations for signs located within 100 feet of the right-of-way of a state highway, however, the subsection of the ordinance does provide for submission of a "master sign plan" for approval by the Village Board to allow for the deviation. Mr. Singh stated that he is purchasing the site and is investing a lot of money in the site. He believes the sign height will help attract more business from the interstate. Pruitt raised concerns about work taking place at the site without building permits. Singh stated he believed the contractor had pulled the permits. Singh also stated that he has other sites in Wisconsin with even taller signs and that the state laws allow for up to 150 ft tall signs. D. Nelson closed the public hearing at 6:32 p.m.

- d. Conditional use request submitted by CATP, LLC (with BL Signs, LLC and Lakhbir Singh as applicant/agent) for the parcel located at 611 South Sylvania Avenue (West Frontage Road) (Parcel ID # 194-03-21-13-003-000) in the B-3 (Commercial Service) Zoning District to establish a master sign plan and to construct a 100-foot-tall pole sign**

Geschke asked about pole sign design related to fall zone and whether approving a sign of this height would prompt other businesses to raise their sign height as well. Laage responded that this would be part of the engineering design and building permit inspection process. McKinney stated that requiring liability insurance is an option. Pruitt recommended a 5-year review of this type of coverage. Considered extending the Public Hearing to January 13, 2025.

- e. Resolution 2024-38 Approving a conditional use request to establish a master sign plan and to construct a 100-foot-tall pole sign at 611 South Sylvania Avenue (West Frontage Road), Sec. 13, T3N, R21E, Village of Yorkville, County of Racine, State of Wisconsin (Parcel ID # 194-03- 21-13-003-000); CATP, LLC, Owner; BL Signs, LLC and Lakhbir Singh, Applicant/Agent**

McKinney cited Shaun Maiter's recommendation that the Village Board consider requiring engineering certification showing that the proposed poll site is designed to collapse within a smaller area than the setback to the road right-of-way and requiring the sign owner agree to hold the village harmless and obtain and maintain in force liability insurance for such a sign in an amount of at least one million dollars (in accordance with the zoning code). Discussed potential negative impacts from a lighted sign of this height on the Modine-Benstead Observatory. Singh thanked the Village Board for their consideration and stated that he would be willing to decrease the sign height to 85'.

Motion (Bartlett, Geschke) to recommend continuing the public hearing at the January 13, 2025, Village Board and Planning Commission meeting, MC.

Motion (S. Nelson, Funk) to accept the recommendation and continue the public hearing at the next meeting, MC.

- f. Preliminary certified survey map request submitted by Chad and Amy Thur (with Satter Surveying, LLC/Thomas Satter as agent) for the parcel located at 14700 50th Road (Parcel ID # 194-03-21-01-006-050) in the A-2 (General Farming and Residential II) Zoning District to allow for the division of this parcel into a 3.01-acre parcel, a 4.47-acre parcel, and a 3.01-acre parcel**

McKinney stated that the proposal is straightforward except for the drain tile studies. Village ordinances require an easement over known drain tile mapping. The Yorkshire Highlands subdivision drain tile study did show tiles entering the Thru parcel but where they go from there is unknown. Thur is working to obtain mapping from a previous study. Eberle noted that to craft an easement a starting and end point are needed. Discussed road to lot access, leaving it up to the lot owner. McKinney will follow up with Thur on drain tile mapping before the next meeting. No action taken.

- g. Wisconsin Sportsman's Association (16010 Durand Avenue (STH 11)) shooting facility berm improvements**

Mr. Werner was asked to provide an update on the project to the board following reports concerning the height and amount of fill. Werner stated they were nearing completion on the east end of the berm and just getting started on the west end, with the goal being to be 40' higher than the walking trail. Getting dirt has been the biggest delay. The original drawing did not indicate this height. Discussed having the Village Engineer visit the site to determine necessity of a grading and erosion plan.

Motion (S. Nelson, Bartlet) to have an associate of Nielsen, Madsen and Barber meet with Mr. Werner on-site to evaluate the berm project and any erosion control measures that may be needed, MC.

h. Draft updates to Section 20-1475 of Section 55-1(A) of the Village of Yorkville Zoning Ordinance pertaining to Solar Energy Systems

Pruitt is recommending moving away from any proclaimed oversight of large entities because they are subject to the PSC jurisdiction. Instead, the Village may gain leverage by becoming a party to the PSC proceeding to be able to speak into use-by-use review processes. This draft removes the requirement of an MOU with the Village. The draft removes “one-size-fits-all language and instead requires setbacks to be consistent with the underlying zoning district and plans to be reviewed on a case-by-case basis. Lastly, he made changes to clarify that accessory use does require a site plan review, not just a site plan. A public hearing will be scheduled in January 2025. S. Nelson stated that we should consider adding language that provides the Village with a right-of-way to maintain the drainage district canal. Discussed whether a large-scale project can begin in one county/municipality and continue into the next without an opportunity for the 2nd municipality to review the project. Furthermore, if the extension of the project is less than 100-megawatt production in the Village of Yorkville, can you argue that that's a conditional use? Maurice asked if the definition could be amended to clarify that it is megawatts generated from Yorkville. Pruitt will research these questions further.

i. L & L Clearing, LLC pay request # 1 for the East Branch of the Root River Canal maintenance project

McKinney clarified that the pay request is \$45,600.00 and noted that a special meeting may be scheduled for approval of a recently submitted second pay request. S. Nelson stated that L&L Clearing is continuing to do a good job on this project.

Motion (S. Nelson, Maurice) to approve the L & L Clearing, LLC pay request #1, MC.

j. 2025 Racine County Economic Development Corporation (RCEDC) economic development agreement

McKinney state there are no changes to this contract.

Motion (S. Nelson, Bartlett) to approve the RCEDC agreement as presented, MC.

k. Resolution 2024-39 Approving the 2025 Racine County zoning-related Professional Services Agreement and zoning fee schedule

McKinney stated there are no changes to this contract.

Motion (Maurice, S. Nelson) to approve Resolution 2024-39 as presented, MC.

l. Resolution 2024-40 Adopting a fire prevention inspection fee schedule for the Union Grove Yorkville Fire Department

McKinney noted that inspections are planned for twice a year, except for churches which will be inspected annually. The Fire Department plans to first bill inspection fees and apply unpaid amounts to the property tax roll. Union Grove and Yorkville must adopt like resolutions.

Motion (S. Nelson, Funk) to approve Resolution 2024-40, as presented MC.

5. Reports

a. Engineer's Report

Eberle stated that Jason Christensen has reported all is going well with L & L Clearing. Remaining items on the Yorkshire Highlands punch list are on hold until spring. Restoration of the water tower driveway is planned this week. They plan to open project bidding for 58th Road on January 7th with submission required by January 27th. It was decided that drain tile investigation will be included in contractor bid specifications instead of being handled separately to try to keep costs lower.

b. Yorkville Stormwater Utility District Report | No report

c. Roads/Public Works Committee Report

Funk reported a meeting is scheduled with Racine County on Tuesday. Maurice reported that guardrails on 61st Drive and 52nd Road need attention (Carriker will take pictures tomorrow.) McKinney reported that John Holloway (Town of Paris) reached out regarding the condition of 1st Street (County Line RD/KR) to begin a conversation about project sharing and grant applications.

d. Village President's Report | No report

e. Public Works Manager's Report

Carriker stated that while the gravel was finished for the water tower driveway, he did not feel it was done well, noting that the drain is at the highest spot on the driveway. He is concerned about asphalt near the tower being at risk because of the steep incline where the gravel transitions to the asphalt.

f. Clerk's Report

Carls stated that In-Person Absentee voting for the December 19th Special Election begins Tuesday and goes through Friday.

g. Administrator's Report

McKinney mentioned recent title searches for two large parcels in the process of being purchased by the Zenner family, affiliated with Microsoft. He also noted that Carls was contacted regarding transferring alcohol licenses from Racine Petro and Blue Badger to a potential new owner.

6. Public Comments, Questions, and Suggestions | No comments

7. Adjournment

Motion (Bartlett, Funk) to adjourn the meeting at 8:28 pm, MC.
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Respectfully submitted,
Janine Carls, Village Clerk

Village Board Meetings are normally held on the 2nd and 4th Mondays of each month, jointly with the Planning Commission on the 2nd Monday. Schedules and agendas are available at villageofyorkville.com.