



Village Board & Planning Commission Joint Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Monday, January 13, 2025

1. Doug Nelson called the meeting to order at 6:32 p.m.

2. Roll Call

Trustees/Commissioners	Administration	Community
Doug Nelson, Village President	Michael McKinney, Administrator	Susan Kost
Robert Funk	Janine Carls, Clerk	Chad Thur
Dan Maurice	Nick Carriker, Public Works Manager	Brad Kemen
Steve Nelson		Julie Kessler
Cory Bartlett		Richard Polum
Aaron Alby		
Tim DeGarmo		
Absent: Barb Geschke		

3. Consent Agenda - approval of:

- a. December 9, 2024, joint Village Board/Plan Commission, December 17, 2024, special Village Board, and December 17, 2024, joint Sewer and Water Commission/special 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

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

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

a. **2024-2025 license applications for Refuel Pantry - Sturtevant, 611 South Sylvania Avenue (West Frontage Road), Suite A:**

- I. **Combination Class A Beer and Liquor License (Agent: Harinder Singh)**
- II. **Cigarette, electronic vaping device, and tobacco product retail license**

Carls explained that this license would only be issued if the real estate sale closed and the business re-opened after repairs were completed. She recommended requiring Department of Revenue approval of a premise map that clearly delineates the separation of the convenience store from the restaurant.

Motion (S. Nelson, Bartlett) to approve a Combination Class A Beer and Liquor License and Cigarette retail license for Refuel Pantry subject to purchase of property, granting of occupancy, and Department of Revenue approval of premise map, MC.

b. **2024-2025 license applications for Cheese and Cheers Bistro, 611 South Sylvania Avenue (West Frontage Road), Suite B:**

- I. **Class “B” Beer License (Agent: Mellisa M. Jacobson)**

Carls stated that the discussion in 4.a. applies to this license application as well.

Motion (S. Nelson, Bartlett) to approve the Combination Class B Beer License for Cheese & Cheers Bistro subject to purchase of property, granting of occupancy, and Department of Revenue approval of premise map, MC.

c. **Extension request for a conditional use permit originally approved on December 13, 2021, and extended on August 8, 2022, June 12, 2023, and April 8, 2024, to construct a nine-building self-service storage facility on the two vacant parcels located immediately to the west of 19411 Washington Avenue (STH 20), Sec. 07, T3N, R21E, Village of Yorkville, County of Racine, State of**

Wisconsin (Parcel ID #'s 194-03-21-07-001-022 and 194-03-21-07-001-023); Storage Authority, LLC, Owner; Storage Authority, LLC/Brian Depies/Short Elliott Hendrickson, Applicant/Agent

McKinney noted that the original application was approved in December of 2021 and extensions were granted in August 2022, June 2023, and April 2024.

Motion (Alby, DeGarmo) to recommend a one-month extension and ask Storage Authority to attend and provide more information at the February 10, 2025, meeting, MC.

Motion (Maurice, S. Nelson) to accept the Plan Commission recommendation and grant a one-month extension and ask Storage Authority to attend and provide more information at the February 10, 2025, meeting, MC.

- d. Extension request for a site plan request originally approved on August 14, 2023, and extended on April 8, 2024, to construct two self-service storage buildings (one 30-foot by 210-foot and one 40-foot by 192-foot) associated with an existing self-service storage facility known as "Storage Authority" at 19039 Spring Street (CTH C), Sec. 20, T3N, R21E, Village of Yorkville, County of Racine, State of Wisconsin (Parcel ID # 194-03-21-20-020-005); Storage Authority/MABKGP NB LLC, Owner; Brian Depies/Short Elliott Hendrickson, Applicant/Agent**

McKinney stated that this application had only been granted 1 extension since original approval and that there are positive signs that construction will be moving forward.

Motion (Alby, DeGarmo) to recommend a one-month extension and ask Storage Authority to present their request at the February 10, 2025, meeting, MC.

Motion (Maurice, Funk) to accept the Plan Commission recommendation and grant a one-month extension and ask Storage Authority to present their request at the February 10, 2025, meeting, MC.

- e. Site plan request submitted by 105 Properties, LLC/Tony Kutzler (with G&S Truck Service, Inc./Glen Kost and Susan Kost as applicant/agent) for the parcel located at 2738 North Sylvania Avenue (West Frontage Road) (Parcel ID # 194-03-21-01-001-012) in the M-3 (Heavy Industrial) Zoning District to occupy an existing building and site with a semi-truck detail and tractor trailer repair business known as "G&S Truck Service, Inc."**

Susan Kost stated that she and her husband are moving their business from Racine to Yorkville. Storage will be outside; repair work will be inside.

- f. Resolution 2025-01 Approving a site plan request to occupy an existing building and site with a semi-truck detail and tractor trailer repair business known as "G&S Truck Service, Inc." at 2738 North Sylvania Avenue (West Frontage Road), Sec. 01, T3N, R21E, Village of Yorkville, County of Racine, State of Wisconsin (Parcel ID # 194-03-21-01-001-012); 105 Properties, LLC/Tony Kutzler, Owner; G&S Truck Service, Inc./Glen Kost and Susan Kost, Applicant/Agent**

Motion (DeGarmo, Alby) to recommend adoption of Resolution 2025-01, approving a site plan request for "G&S Truck Service, Inc." at 2738 North Sylvania Avenue to operate a semi-truck detail and tractor trailer repair business, MC.

Motion (S. Nelson, Maurice) to accept the Plan Commission recommendation and adopt Resolution 2025-01, approving a site plan request for "G&S Truck Service, Inc." at 2738 North Sylvania Avenue to operate a semi-truck detail and tractor trailer repair business, MC.

- g. Final 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 # 194-03-21-01006-050) 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 reviewed drain tile and drain tile easement updates to the certified survey map and noted that the drain tile language had also been updated. An additional page had been added to the CSM including legal descriptions for each of the three drain tile easements.

- h. Resolution 2025-02 Approving a final certified survey map to allow for the division of the parcel located at 14700 50th Road into a 3.01-acre parcel, a 4.47-acre parcel, and a 3.01-acre parcel, Sec.**

01, T3N, R21E, Village of Yorkville, County of Racine, State of Wisconsin (Parcel ID # 19403-21-01-006-050); Chad and Amy Thur, Owner; Satter Surveying, LLC/Thomas Satter, Applicant/ Agent

Motion (Alby, DeGarmo) to recommend adoption of Resolution 2025-02, MC.

Motion (Bartlett, S. Nelson) to accept the Plan Commission recommendation and adopt Resolution 2025-02, approving the certified survey map division of the parcel located at 14700 50th Road into a 3.01-acre parcel, a 4.47-acre parcel, and a 3.01-acre parcel, MC.

i. 14700 50th Road Storm Water Easement Agreement

McKinney highlighted the basics of this agreement which places the responsibility of maintenance, repair, or replacement as necessary to be that of the property owner. If the owner fails to comply, the Village may, but is not obligated to, go onto the property to make the repair and charge the cost back to the owner.

Motion (Alby, DeGarmo) to recommend approval of the Storm Water Easement Agreement for 14700 50th Road, MC.

Motion (Maurice, Bartlett) to accept the Plan Commission recommendation and approve the Storm Water Easement Agreement for 14700 50th Road, MC.

j. 2025 Union Grove Parks and Recreation contribution

Discussed the contribution request made by Union Grove and the benefits to our residents.

Motion (Funk, S. Nelson) to approve a \$2000.00 contribution to Union Grove Parks and Recreation, MC.

k. Resolution 2025-03 Designating and appointing a resident to the Yorkville Board of Appeals

McKinney stated that Kara Vyvyan will be replacing Mike DeGarmo on the Board of Appeals. Vyvyan will be coming off the Long-Range Planning Commission.

Motion (S. Nelson, Bartlett) to adopt Resolution 2025-03, appointing Kara Vyvyan to the Board of Appeals, MC.

l. Ordinance 2025-01 Amending Article VI of Chapter 14 of the Code of Ordinances of the Village of Yorkville, County of Racine, State of Wisconsin, relating to manufactured homes, mobile homes, and manufactured and mobile home communities

McKinney reviewed key changes: updating definitions to conform with state, prohibiting parking on streets or public places, allowing outside of mobile home park (sq. footage requirements must be met), and clarifying who is responsible for collecting fees.

Motion (S. Nelson, Funk) to adopt Ordinance 2025-01, amending Article VI of Chapter 14 of the Code of Ordinances of the Village of Yorkville, MC.

m. Stark Pavement pay request # 1 for the 2024 59th Drive paving and drainage program project

Motion (Funk, Maurice) to approve the Stark Pavement pay request #1 as presented, MC.

n. L & L Clearing, LLC pay request # 3 for the East Branch of the Root River Canal maintenance project

McKinney stated that this project was completed on January 3, 2025, and this will be the final pay request in the amount of \$42,307.31.

Motion (Funk, Bartlett) to approve the L & L Clearing pay request #3 as presented, MC.

5. Reports

a. Engineer's Report | No Report

b. Yorkville Stormwater Utility District Report

c. Roads/Public Works Committee Report

Funk reported on a meeting with Racine County Highway Department.

d. Village President's Report | No report

e. Public Works Manager's Report | No report

f. Clerk's Report

Carls provided upcoming newsletter and election information and suggested a group Board of Review Training. Fonk's Mobile Home Park sale anticipated this week.

g. Administrator's Report

McKinney stated that the bridge on 52nd near 67th DR is in rough shape. Upcoming agenda items:

- Conditional Use Permit application for 2626 S Sylvania Ave – TCTS, LLC
- Certified Survey Map preliminary review for 2404 59th DR - Nelson
- Continued review of CUP/Site Plan for signage at 611 S Sylvania – CATP, LLC
- Public Hearings for ordinance changes to solar zoning code,
- Potential Pre-Application conference for Hribar concrete plant proposal

6. Public Comments, Questions, and Suggestions

Neighboring residents expressed concerns about 20614 Spring St including excessive noise, loose animals, paid events, the addition of multiple new structures to the property.

7. Adjournment

Motion (Funk, Bartlett) to adjourn the meeting at 7:48 pm, MC.

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.