

Owner: JAMES C. JORGENSEN

Applicant/Agent: JAMES C. JORGENSEN

Town: DOVER

Zoning district(s): A-2

TO THE RACINE COUNTY ECONOMIC DEVELOPMENT & LAND USE PLANNING COMMITTEE:

The undersigned requests a conditional use / site plan review permit to (specify use, project, structure, size, etc.)
convert an existing barn and construct a +/- 20' x 60' addition to the existing barn to be utilized as an event barn

AT (site address): 2200 S. BRITTON RD, KANSASVILLE, WI 53139

Subdivision: Lot(s): Block:

Parcel # 006-03-20-23-012-000 Section(s) 24 T 03 N R 20 E

If served by municipal sewer, check here: Sanitary permit #: WILL BE PROVIDED AFTER CUP

Attached are:

- X zoning permit application
X 12 SETS: drawn-to-scale site plan that is based on a survey (10 of the 12 should be sized or folded to 8.5" x 11")
N/A letter of agent status
X hearing/review fee (Fees are non-refundable, & re-publication/amendment fees will be charged where applicable.)
X 3 SETS: landscaping/lighting plan
X 12 SETS: report/cover letter & operations plan
X abutting property owners' names & mailing addresses
N/A other

print name: JAMES C. JORGENSEN
address: 2200 S. Britton Road
Kansasville, WI 53139

e-mail address: jamesjorgenson@gmail.com
telephone #: 262-539-5673

RECEIVED
NOV 21 2022
RACINE COUNTY
signed: James Jorgenson

STAFF USE ONLY:

BASED ON CURRENT MAPPING, check applicable statement(s) below & underline or circle the word "all" or "partially".

- The property is all / partially located in the shoreland area.
The project is all / partially located in the shoreland area.
The property is all / partially located in the floodplain.
The project is all / partially located in the floodplain.
The property is all / partially located in the wetland.
The project is all / partially located in the wetland.

The applicant is subject to the following Racine County Ordinance provisions (specify article/section):

Shoreland contract: yes no [checked]
Public hearing date: December 19, 2022
Submittal received by: JCC
cash or check #: 3273

Site plan review meeting date: N/A
Date petition filed: 11-21-2022
amount received: \$ 475.00

**APPLICATION FOR ZONING PERMIT**  
**RACINE COUNTY, WISCONSIN (Rev. 02/22)**

PERMIT NO. \_\_\_\_\_  
 DATE PERMIT ISSUED \_\_\_\_\_

OWNER JAMES C. JORGENSEN  
 Mailing Address 2200 S. BIRTON RD  
*Bri Hwy*

KANSASVILLE WI 53129  
 City State Zip

Phone 262-539-5673

Email jamesjorgenson@gmail.com

Parcel Id. # 006-03-20-23-012-000

Municipality TOWN OF DOVER Section(s) 23 Town 03 North, Range 20 East

Lot — Block — Subdivision Name — CSM # —

Proposed Construction/Use Event Barn and ± 20' x ± 60' covered

*deck addition*

*(conversion)* covered  
 BARN UPDATES PROPOSED DECK

New Addition	Principal Bldg.	Size ( 40' x 60' )	( 20' x 60' )	( — x — )
Alteration	Accessory	Area (sq ft) ( 2400 SF )	( 1200SF )	( — )
Conversion	Deck	Peak Ht. (ft.) <u>35' Exist. Barn</u>	100-Yr. Floodplain Elev. <u>N/A</u>	
Temporary	Sign	Eave Ht. (ft.) <u>—</u>	Flood Protection Elev. <u>—</u>	
	Other	Building Ht.-Avg. (ft.) <u>—</u>		

Contractor TBD Est. Value w/Labor \$ TBD ZONING DISTRICT A-2

Existing Nonconforming?	N/A	Yes	No <u>x</u>	Yard Setbacks	Proposed	OK?
Structure in Shoreland? (per map)		Yes	No <u>x</u>	Street-1 <sup>st</sup>		
Mitigation or Buffer Needed?		Yes	No <u>x</u>	Street-2 <sup>nd</sup>	<u>—</u>	<u>—</u>
Structure in Floodplain? (per map)		*Yes	No <u>x</u>	Side-1 <sup>st</sup>		
*Structure's Fair Market Value \$ <u>—</u>	Cumulative % <u>—</u>	Side-2 <sup>nd</sup>		Shore	<u>—</u>	<u>—</u>
*>50% of Fair Market Value? <u>N/A</u> ✓	Yes	No		Rear		
Structure in Wetland? (per map)	Yes	No <u>x</u>		Total Acc. Structures	<u>—</u>	
Substandard Lot?	Yes	No <u>x</u>		Date of Approval		
BOA Variance Needed?	Yes	No <u>x</u>		Date of Approval		
Conditional Use/Site Plan Needed?	Yes <u>x</u>	No		Date of Approval		
Shoreland Contract Needed?	Yes	No <u>x</u>				

Additional Zoning Permit Stipulations Listed on Back of this Form? Yes x No — (If "Yes," see back)

The applicant hereby acknowledges receipt of notice contained herein and certifies that submitted information/ attachments are true and correct to the best of the knowledge and belief of the signer, and that all construction/ use will be done in accordance with the Zoning Ordinance, applicable stipulations, and Wisconsin laws.

BOA/Conditional Use/Site Plan Pd: \$ 475.00  
 CC Date/Check#/Cash 3 2 7 3  
 Signature of Owner/Applicant/Agent James Jorgenson Date 11-20-22

Shoreland Contract Fee Pd: \$ \_\_\_\_\_  
 CC Date/Check#/Cash \_\_\_\_\_  
 Print Name(s) James Jorgenson

*150 occ. permit + 4125 covered deck*  
 Zoning Permit Fee Pd: \$ 275.00  
 CC Date/Check#/Cash \_\_\_\_\_

Other: \_\_\_\_\_ Pd: \$ \_\_\_\_\_  
 Notes (revisions, extensions, etc.) \_\_\_\_\_

✓  if shoreland erosion review fee is included above Zoning Administrator

Make checks payable to "Racine County Development Services" - Note: ALL FEES ARE NON-REFUNDABLE (OVER)

RECEIVED  
 (Staff Initials)  
 NOV 21 2022  
 RACINE COUNTY

PN 0060320 - 23 - 012000

**APPLICATION FOR ZONING PERMIT**  
**RACINE COUNTY, WISCONSIN (Rev. 02/22)**

PERMIT NO. \_\_\_\_\_  
 DATE PERMIT ISSUED \_\_\_\_\_

**OWNER** JAMES C. JORGENSEN  
**Mailing Address** 2200 S. BIRTTON RD

**APPLICANT** MENDOTA CONSULTING LLC  
**Mailing Address** 7 N PINCKNEY ST SUITE 300

KANSASVILLE WI 53129  
 City State Zip

MADISON WI 53703  
 City State Zip

**Phone** 262-539-5673

**Phone** 608-618-3742

**Email** jamesjorgenson@gmail.com

**Email** eric@mendota-consulting.com

**Parcel Id. #** 006-03-20-23-012-000

**Site Address** 2200 S. BRITTON RD

**Municipality** TOWN OF DOVER **Section(s)** 23 **Town** 03 **North, Range** 20 **East**

**Lot** \_\_\_\_\_ **Block** \_\_\_\_\_ **Subdivision Name** \_\_\_\_\_ **CSM #** \_\_\_\_\_

**Proposed Construction/Use** BARN UPDATE (NO EXPANSION) & DECK WITH ROOF ADDITION

	BARN UPDATES		PROPOSED DECK	
New	Principal Bldg.	Size ( 40' x 60' )	( 20' x 60' )	( _____ x _____ )
Addition	Accessory	Area (sq ft) ( 2400 SF )	( 1200SF )	( _____ )
Alteration	Deck	Peak Ht. (ft.)	100-Yr. Floodplain Elev.	N/A
Conversion	Sign	Eave Ht. (ft.)	Flood Protection Elev.	_____
Temporary	Other	Building Ht.-Avg. (ft.)	_____	_____

Contractor	Est. Value w/Labor \$	TBD	ZONING DISTRICT
Existing Nonconforming?	N/A	Yes _____ No <u>x</u>	<u>Yard Setbacks</u> <u>Proposed</u> <u>OK?</u>
Structure in Shoreland? (per map)		Yes _____ No <u>x</u>	Street-1 <sup>st</sup> _____
Mitigation or Buffer Needed?		Yes _____ No <u>x</u>	Street-2 <sup>nd</sup> _____
Structure in Floodplain? (per map)		*Yes _____ No <u>x</u>	Side-1 <sup>st</sup> _____
*Structure's Fair Market Value \$	Cumulative %	Side-2 <sup>nd</sup> _____	Shore _____
*>50% of Fair Market Value?	N/A	Yes _____ No _____	Rear _____
Structure in Wetland? (per map)		Yes _____ No <u>x</u>	Total Acc. Structures _____
Substandard Lot?		Yes _____ No <u>x</u>	Date of Approval _____
BOA Variance Needed?		Yes _____ No <u>x</u>	Date of Approval _____
Conditional Use/Site Plan Needed?		Yes <u>x</u> No _____	Date of Approval _____
Shoreland Contract Needed?		Yes _____ No <u>x</u>	
Additional Zoning Permit Stipulations Listed on Back of this Form? Yes <u>x</u> No _____ (If "Yes," see back)			

The applicant hereby acknowledges receipt of notice contained herein and certifies that submitted information/ attachments are true and correct to the best of the knowledge and belief of the signer, and that all construction/ use will be done in accordance with the Zoning Ordinance, applicable stipulations, and Wisconsin laws.

BOA/Conditional Use/Site Plan Pd: \$ \_\_\_\_\_  
 CC Date/Check#/Cash \_\_\_\_\_  
 Signature of Owner /Applicant/Agent James Jorgenson Date 11-20-22

Shoreland Contract Fee Pd: \$ \_\_\_\_\_  
 CC Date/Check#/Cash \_\_\_\_\_  
 Print Name(s) James Jorgenson

Zoning Permit Fee Pd: \$ \_\_\_\_\_  
 CC Date/Check#/Cash \_\_\_\_\_  
 Notes (revisions, extensions, etc.) \_\_\_\_\_

Other: \_\_\_\_\_ Pd: \$ \_\_\_\_\_

✓  if shoreland erosion review fee is included above Zoning Administrator \_\_\_\_\_ (Staff Initials)

Make checks payable to "Racine County Development Services" - Note: ALL FEES ARE NONREFUNDABLE (OVER)



PIN



**Staff Use Only**

If a private onsite wastewater treatment system (POWTS) serves the property, check here  and complete #1-6 below:

- 1) Sanitary Permit # \_\_\_\_\_ Date issued \_\_\_\_\_ Year installed \_\_\_\_\_ Failing? \_\_\_\_\_
- 2) **If zoning permit is for an accessory structure without plumbing, check here \_\_\_\_\_ and go to #4 below.**
- 3a) If a commercial facility, public building, or place of employment, will there be a change in occupancy of the structure; or will the proposed modification affect either the type or number of plumbing appliances, fixtures or devices discharging to the system? Yes\*  No \_\_\_\_\_ N/A \_\_\_\_\_
- 3b) If a dwelling, will the addition/alteration change the number of bedrooms? Yes\* \_\_\_\_\_ No \_\_\_\_\_ N/A 

\*If "Yes" above, documentation must be submitted per SPS 383.25 (2) (d) to verify system can be used.
- 4) Will construction interfere with the setback requirements to the POWTS per SPS 383.43 (8) (i)? Yes \_\_\_\_\_ No 

If "Yes," provide variance approval date: \_\_\_\_\_
- 5) Has a new sanitary permit been issued to accommodate the structure or proposed modification in wastewater flow or contaminant load **and/or** County sanitary approval granted? Yes \_\_\_\_\_ No  - TO BE SUBMITTED AFTER CUP APPROVAL
- 6) Comments \_\_\_\_\_

POWTS Inspector's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ZONING PERMIT REQUIREMENTS**

A Plat of Survey shall be prepared by a Land Surveyor registered in Wisconsin illustrating new principal structure's location on lots less than five (5) acres in size. All zoning permit applications shall be accompanied by plans drawn to scale, showing the location, actual shape and dimensions of the lot to be built upon and any primary and accessory buildings, the lines within which the building shall be erected, altered or moved, the existing and/or intended use of each building or part of a building and the number of families and/or employees the building is intended to accommodate. Include floodplain, wetlands, environmental corridors, easements and such other information with regard to the lot and neighboring lots or buildings as may be necessary to determine and provide for ordinance enforcement. Adequate driveway access and off-street parking stalls must be provided in accordance with Sec. 20-1088, Racine County Code of Ordinances. In addition, if a private sewage system exists, the location of the tank(s), system and vent shall be shown on the plan with setback distances to the closest part of the proposed construction.

All dimensions shown relating to the location and size of the lot shall be based upon an actual survey. Lot area shall not contain road right-of-way. NOTE: All street yard, side yard, and rear yard setbacks shall be measured from the closest property lines. Shore yard setbacks shall be measured from the closest point of the ordinary highwater mark of a navigable body of water. All elevations shall be provided in mean sea level datum.

All zoning permits issued pursuant to this ordinance are valid for nine (9) months unless substantial construction has commenced and is continuing, otherwise such zoning permits shall become null and void and a new zoning permit is required. It is the responsibility of the applicant to secure all other necessary permits required by any federal, state or local agency. The issuance of a zoning permit is not a guaranty or warranty that the requirements have been met for other necessary permits, or that the site is otherwise suitable for construction.

**NOTICE: YOU ARE RESPONSIBLE FOR COMPLYING WITH STATE AND FEDERAL LAWS CONCERNING CONSTRUCTION NEAR OR ON WETLANDS, LAKES, AND STREAMS. WETLANDS THAT ARE NOT ASSOCIATED WITH OPEN WATER CAN BE DIFFICULT TO IDENTIFY. FAILURE TO COMPLY MAY RESULT IN REMOVAL OR MODIFICATION OF CONSTRUCTION THAT VIOLATES THE LAW OR OTHER PENALTIES OR COSTS. FOR MORE INFORMATION, VISIT THE DEPARTMENT OF NATURAL RESOURCES WETLANDS IDENTIFICATION WEB PAGE OR CONTACT A DEPARTMENT OF NATURAL RESOURCES SERVICE CENTER. See DNR web site <http://dnr.wi.gov/wetlands/locating.html> for more information.**

**ADDITIONAL ZONING PERMIT STIPULATIONS (check all that apply)**

- Proposed structure is for owner residential use only and not to be used for human habitation or separate living quarters. No business, commercial or industrial use is allowed.
- All disturbed soils must be reseeded and mulched or sodded immediately upon completion of project.
- Must install the following within 14 days of completion of roof: gutters and downspouts which outlet onto splashblocks or into drain tiles; or a hard surface material that extends at least 16" beyond the dripline of the structure.
- All excess soil not used for backfilling project must be removed from the shoreland area within 10 days of excavation.
- A hard surface material must be placed beneath the deck to prevent soil erosion.
- All existing yard grade elevations will remain unchanged.
- Firmly anchor, no floor < \_\_\_\_\_'; Buoyant, flammable, explosive or injurious materials/utilities/electric & 1<sup>st</sup> floor ≥ \_\_\_\_\_'



CONDITIONAL USE / SITE PLAN REVIEW APPLICATION

Racine County, Wisconsin

Owner: JAMES C. JORGENSON

Applicant/Agent: JAMES C. JORGENSON

Town: DOVER

Zoning district(s): A-2

TO THE RACINE COUNTY ECONOMIC DEVELOPMENT & LAND USE PLANNING COMMITTEE:

The undersigned requests a conditional use / site plan review permit to (specify use, project, structure, size, etc.)

UTILIZE EXISTING\* BARN FOR EVENTS

\*UPDATE BARN & PROVIDE ROOFED DECK

AT (site address): 2200 S. BRITTON RD, KANSASVILLE, WI 53139

Subdivision: Lot(s): Block: Parcel # 006-03-20-23-012-000 Section(s) 24 T 03 N R 20 E

If served by municipal sewer, check here: Sanitary permit #: WILL BE PROVIDED AFTER CUP

- Attached are: X zoning permit application X hearing/review fee (Fees are non-refundable, & re-publication/amendment fees will be charged where applicable.) X 12 SETS: drawn-to-scale site plan that is based on a survey (10 of the 12 should be sized or folded to 8.5" x 11") X 3 SETS: landscaping/lighting plan X 12 SETS: report/cover letter & operations plan X abutting property owners' names & mailing addresses other N/A letter of agent status

print name: JAMES C. JORGENSON e-mail address: jamesjorgenson@gmail.com

address: 2200 S. Britton Road Kansasville, WI 53139 telephone #: RECEIVED NOV 21 2022 RACINE COUNTY

signed:

STAFF USE ONLY:

BASED ON CURRENT MAPPING, check applicable statement(s) below & underline or circle the word "all" or "partially".

- The property is all / partially located in the shoreland area. The project is all / partially located in the shoreland area. The property is all / partially located in the floodplain. The project is all / partially located in the floodplain. The property is all / partially located in the wetland. The project is all / partially located in the wetland.

The applicant is subject to the following Racine County Ordinance provisions (specify article/section):

Shoreland contract: yes no Public hearing date: Site plan review meeting date: Submittal received by: Date petition filed: cash or check #: amount received: \$



WISCONSIN LICENSED DESIGNS: Civil | Plumbing | Certified Soil Testing  
SPECIALTIES: Site Designs | Stormwater | Infiltration | POWTS/Septic

Eric Christensen, P.E., LMP, CST  
7 N Pinckney St., Suite #300  
Madison, WI 53703  
Office: 608-618-3742 / Cell: 414-405-2648  
[eric@mendota-consulting.com](mailto:eric@mendota-consulting.com)

**CLIENT:**

James C Jorgenson  
2200 S. Britton Rd  
Kansasville, WI 53139

Date: Thursday, November 17, 2022

**Conditional Use Permit Application**

**Project:**

Proposed Event Barn Venue

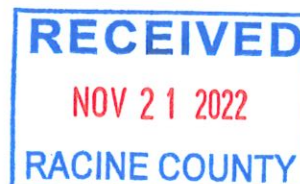
PARCEL: 006-03-20-23-012-000

Town of Dover, Racine County

**Narrative describing the proposed project:**

*Event barns in the A-2 District. For the conversion of existing farm buildings constructed prior to 1965 on a farm, with the presence of a principal residence, for organized meetings and/or reception space as a gathering place for weddings, private parties, and corporate events.*

- a. Town board approval shall be required prior to the issuance of a conditional use permit for an event barn.**  
SEE EXHIBIT A – Town of Dover Public Meeting Minutes, November 10, 2021 Item 9.
- b. The minimum parcel size shall be three (3) acres.**  
SEE EXHIBIT D – Overview & Neighbor Plan – 3.5 ACRE SITE
- c. Event barn must be located no less than two hundred fifty (250) feet from any abutting residence on an adjoining parcel of land.**  
SEE EXHIBIT D – No existing residence on abutting properties
- d. Buffer plantings shall be provided along a property line where there is an abutting residence and that are intended to screen views, lights and noise from the operation. A landscaping plan shall be submitted with the application for review and approval.**  
SEE EXHIBIT B – Existing tree line at S. Britton Road Right of Way will be maintained and SEE EXHIBIT D – there are no residences to be screened from light / noise.





- e. **Parking areas may be graveled or paved. Overflow parking on grass or hay areas is permissible. Parking on public right-of-way is prohibited.**

SEE EXHIBIT B

A driveway entrance is proposed on the south side of the property to improve the sight lines to the property for access/egress. The existing residence driveway will be temporarily closed with removable barricades for events to be available for use and improved if necessary to provide emergency / fire access as needed.

The proposed gravel parking lot in the southeast corner of the property will minimize grading to maintain existing drainage patterns. A culvert will also be provided at the driveway to maintain existing roadway drainage.

Finally, for large events there is additional areas on the property for parking on the grass on the west side of the property to avoid any street parking.

- f. **Parking areas shall meet the minimum standards of [section 20-1088](#).**

Based on the parking requirements places of entertainment required 1 stall for each 150 sf of floor area for a total requirement of 16 stalls (2400 SF Barn). Based on the attached plan the minimum amount of parking stalls provided will be 30 on a gravel surface (almost double the minimum required).

Additionally, as noted above in item e., there will be additional parking on the grass to avoid any on-street parking. All event parties will be aware that street parking is not allowed and be managed accordingly to avoid issues.

- g. **Signage shall comply with County ordinances and obtaining the necessary permit and approval.**

No permanent signage is currently planned for the barn event venue.

- h. **A lighting plan shall be submitted for review and approval. Lighting fixtures shall be shielded in such a manner as to prevent light from shining directly onto abutting rights-of-way and adjacent properties.**

SEE EXHIBIT B – Proposed lighting will be provided for safe use of site and be shielded to avoid lighting Right of Way or neighboring properties.

- i. **Parcels not served by public sanitary sewer shall be served by a code-complying Private Onsite Wastewater Treatment System (POWTS) and shall meet all state and county ordinances.**

SEE EXHIBIT B – A private onsite wastewater Treatment System will be designed & approved meeting all requirements pending this CUP approval.

- j. **It is the responsibility of the applicant to comply with all state and local regulations regarding public health.**

All requirements will be met.

- k. **It is the responsibility of the applicant to comply with all federal, state, and local building codes that apply to public use of a barn.**

All requirements will be met.

- l. **Music, dining and dancing permitted only within the barn structure.**

Correct.

- m. ***Fires may only be within a contained area made specifically for outdoor fires and must be illustrated on accompanying site plan if applicable. Outdoor fires must also comply with local municipality regulations and local fire department.***

SEE EXHIBIT B for proposed fire pit location and will meet all requirements / regulations.

- n. ***Overnight camping is prohibited.***

*Correct.*

**ADDITIONAL VENUE OPERATION NOTES:**

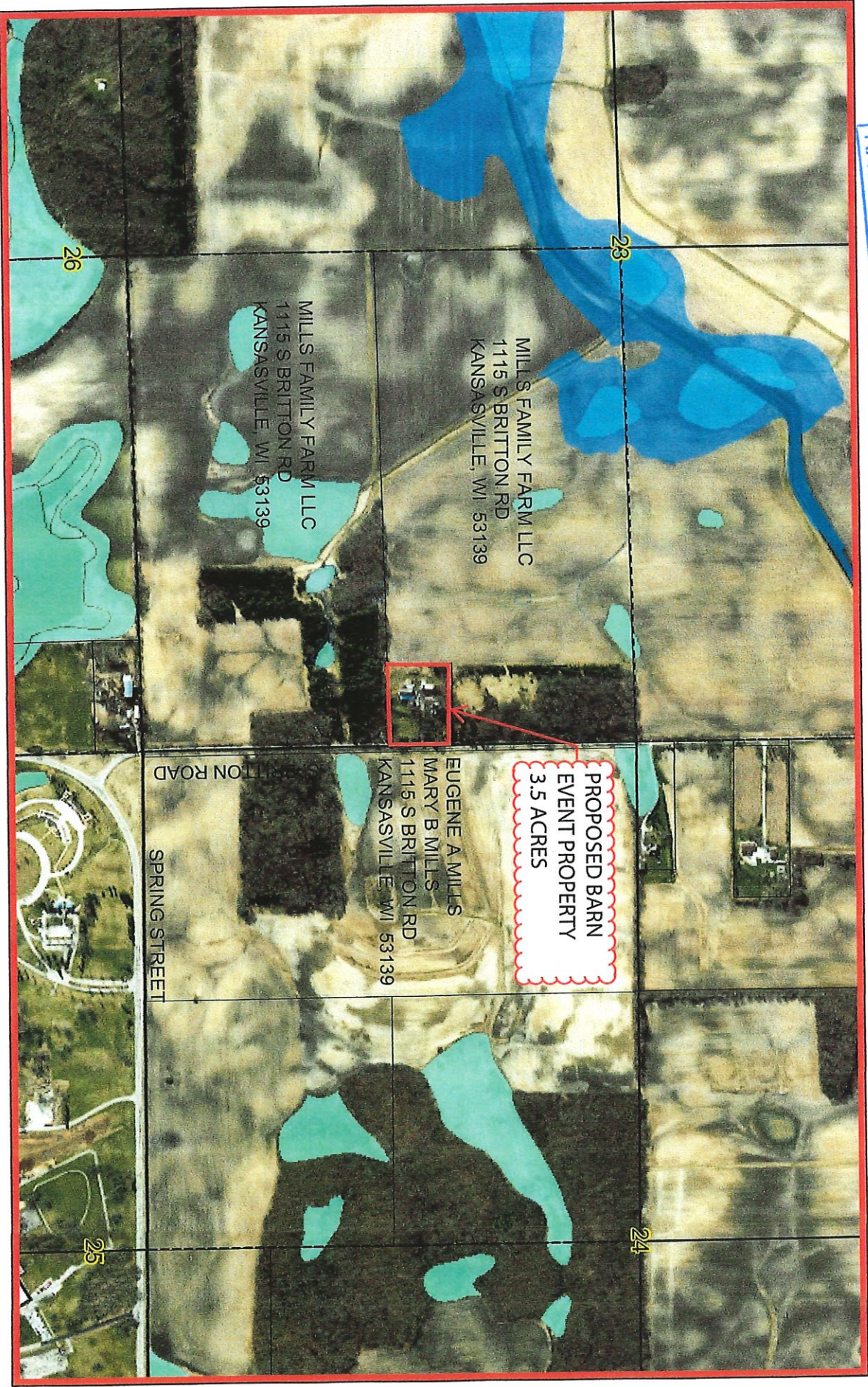
Venue is anticipated be to used primarily on weekends and only during the summer / spring / fall (no heat).

Venue will be staffed / managed accordingly to not create a nuisance, but it is also noted that there are no residences on the adjacent properties in or the general area of the proposed event barn venue.



**RECEIVED**  
 NOV 21 2022  
 RACINE COUNTY

**EXHIBIT D**



November 17, 2022

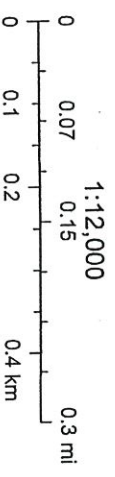
Quarter Quarter Section  
 Quarter Section  
 Sections

Tax Parcels  
 Municipal Boundaries  
 Water lines

Waterbody  
 Fema Floodplain  
 2010 DNR Wetland Survey

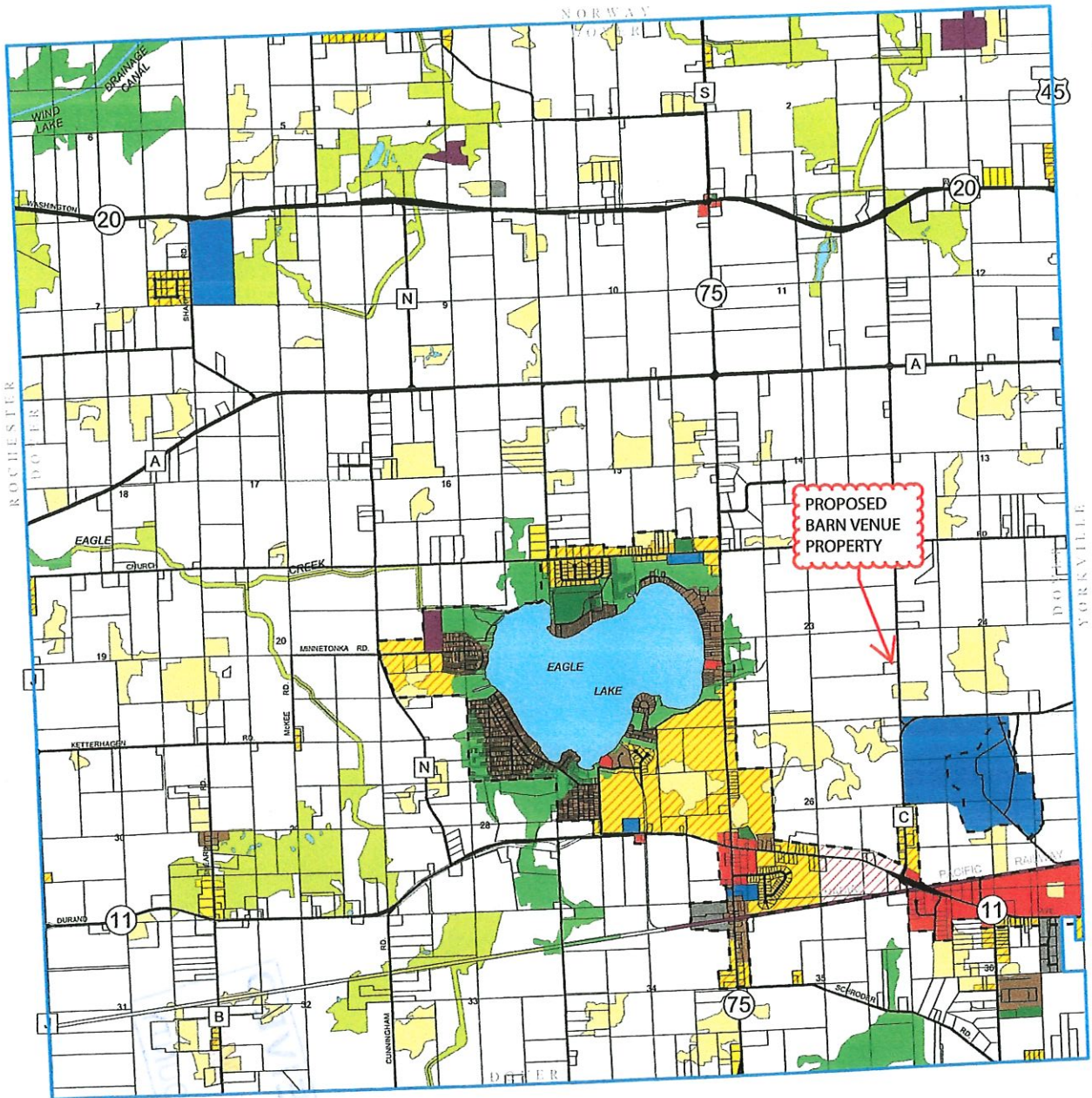
2020 Spring Aerial  
 Red: Band\_1  
 Green: Band\_2  
 Blue: Band\_3




















Racine County, SEWRPC, Southeastern Wisconsin Regional Planning Commission, Wisconsin DNR, Esri, Canada, Esri, HERE, Garmin, ArcGIS WebApp Builder

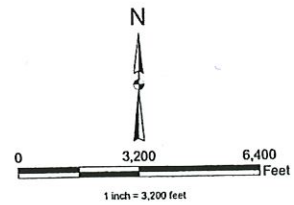




RECOMMENDED LAND USE PLAN FOR THE TOWN OF DOVER: 2035



- |   |  |
|---|--|
|  SUBURBAN RESIDENTIAL<br>(1.5 TO 2.99 ACRES PER DWELLING UNIT)                                 |  RECREATIONAL   |
|  LOW DENSITY RESIDENTIAL (40,000 SQUARE FEET TO 1.49 ACRES PER DWELLING UNIT)                  |  URBAN RESERVE  |
|  MEDIUM - LOW DENSITY RESIDENTIAL (19,000 SQUARE FEET TO 39,999 SQUARE FEET PER DWELLING UNIT) |  AGRICULTURAL LAND, RURAL RESIDENTIAL LAND (3.0 ACRES OR MORE PER DWELLING UNIT), AND OPEN LAND |
|  MEDIUM DENSITY RESIDENTIAL (6,200 SQUARE FEET TO 18,999 SQUARE FEET PER DWELLING UNIT)        |  PRIMARY ENVIRONMENTAL CORRIDOR   |
|  COMMERCIAL  |  SECONDARY ENVIRONMENTAL CORRIDOR   |
|  INDUSTRIAL  |  ISOLATED NATURAL RESOURCE AREA   |
|  TRANSPORTATION, COMMUNICATION, AND UTILITIES  |  SURFACE WATER  |
|  STREETS AND HIGHWAYS  |  PLANNED URBAN SERVICE AREA BOUNDARY  |
|  GOVERNMENTAL AND INSTITUTIONAL  |  TOWN BOUNDARY  |
|  PARCEL LINE   |  |

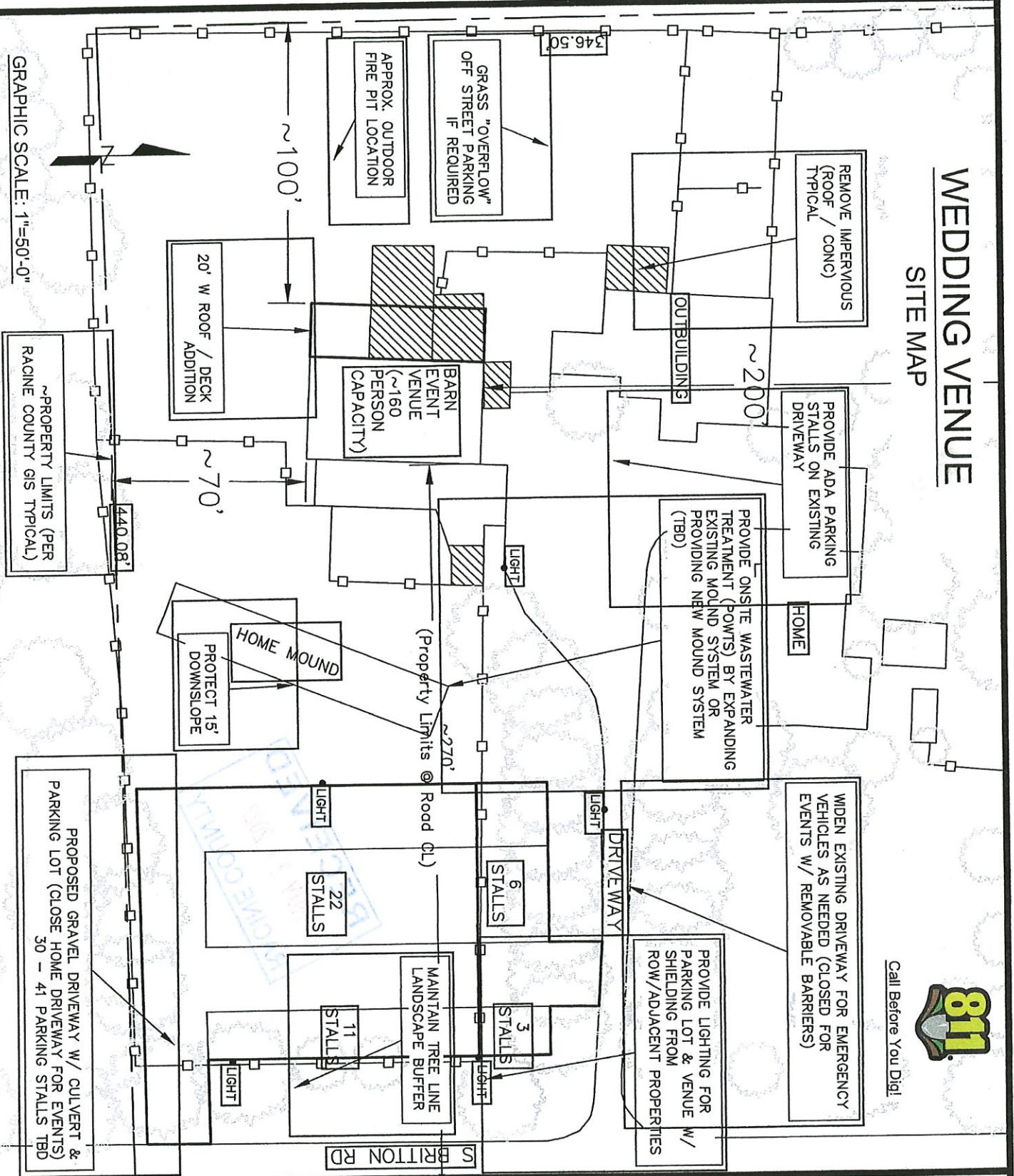




# WEDDING VENUE

## SITE MAP

Call Before You Dig!



Project No. 22-032

Sheet Title: CUP PLAN EXHIBIT B

Project Name and Address: BARN EVENT VENUE, 2200 S BRITTON RD, TOWN OF DOVER, RACINE COUNTY

No.	Revision/Issue	Date
1	PRELIM	9/6/22
2	CUP	11/17/22

Full Service Civil Engineering Design Specializing In:  
 SITE DESIGN | STORMWATER | PLUMBING | SOIL TESTING  
 eric@mendota-consulting.com - 608-618-3742

EXHIBIT A

# TOWN OF DOVER

4110 South Beaumont Avenue Kansasville, WI 53139  
Phone (262) 878-2200 Fax (262) 878-2595  
www.townofdoverwi.com

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Chairman Sam Stratton 262 206-4843	Supervisor #1 Mike Shenkenberg 262 661-9932	Supervisor #2 Jared Guillien 262 994-6975	Roads Dept DHD Maintenance Inc. 878-2200 Ext 12	Clerk/Treasurer Camille Gerou 878-2200 Ext 10	Municipal Judge Heather Niski 878-2200 Ext11
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**JOINT DOVER TOWN BOARD AND PLAN COMMISSION  
PUBLIC MEETING MINUTES  
WEDNESDAY, NOVEMBER 10, 2021 – 7:00 P.M.  
4110 SOUTH BEAUMONT AVENUE (DOVER TOWN HALL)  
KANSASVILLE, WI 53139 RACINE COUNTY**

- 1. Call to Order:** Chairman Sam Stratton called the Plan Commission Meeting to order at 7:00pm.
- 2. Pledge:** The Pledge of Allegiance was recited.
- 3. Roll Call:** Present: Chairman Sam Stratton, Supervisor #1 Mike Shenkenberg, and Supervisor #2 Jared Guillien. Plan Commissioners: Audrey Van Dyke, Bill Shenkenberg, , Michael Newholm, and Richard Goetsch. Building Inspector Ben Peters. Fire Department Johns Dahms. Absent with prior notice: Plan Commissioner David Dubiel and Stormwater President Karen Dubiel.
- 4. Review of Previous October 13, 2021, Plan Commission/Joint Town Board Meeting Minutes:** Richard Goetsch made the motion to accept the October 13<sup>th</sup> minutes as presented, seconded by Michael Newholm. VOTE: 6/0 Motion carried.
- 5. Subdivision of 41.62 Acres on Mealy Road Parcel #00603200502000 Requested by Seth Fields:** Richard Goetsch stated that minor land divisions cannot have more than four divisions. Final submitted design now creates a tree flag lot. As stated at the last meeting, the deed would need to have a restriction stating no further division of the large lot in back. Seth stated that the bank is requiring the five-acre divisions and it would also provide open space between any future homes. The Plan Commission suggested that Mr. Fields consult a surveyor and check with the county. Dover's Plan Commission would like to see the surveyors CSM, certified survey map.
- 6. Certified Survey Map (CSM) Approval for Clover Run Stables LLC 715 Cox Road:** The CSM was reviewed. Discussion took place regarding the neighbor's wetland concerns, road flooding in prior years, farmers drainage tile, and an overflowing pond. Mr. Palecek at 909 Cox Road discussed their concern with the potential drainage tile damage once this property is developed. It was stated the local farmer, Roundtree's, had made repairs to the field tile in the area already to assist with the ongoing drainage concerns. The Attorney, Andrew Raymonds, for Clover Run Stables stated that the DNR (Department of Natural Resources) had been consulted regarding the 2010 map on Racine County's GIS, (Geographic Information System) regarding any wet areas. A conservation expert hired by Clover Run Stables conducted a study of the area in 2021 which was submitted to the DNR and the DNR agreed to accept those updated findings. Dover's Building Inspector, Ben Peters, stated he was contacted by the DNR Conservation Warden regarding the fill that has been added to the property. The landowners stated that the clay fill was brought in for the future building base of the stall barn and driveway, not to fill in the wet area. A fill permit was then discussed. Nathan Burton at 915 Cox Road discussed the pond breach onto the 715 Cox Road property, stating that he felt the water is draining from the surrounding properties, naturally expanding the pond. All parties stated they would work together to mitigate the drainage water issues. After discussion, the Plan Commissioners stated they would like to see the DNR correspondence approving the 2021 study and also the updated CSM with delineations. Richard Goetsch made the motion to recommend approval of the CSM, seconded by Michael Newholm. Vote 6/0 Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes. A motion was made by Mike Shenkenberg to accept the recommendation of the Plan Commission, seconded by Jared Guillien. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried. Discussion occurred that Chairman Stratton would be out of the area for final signature but Supervisor #1, Mike Shenkenberg, could sign the document in his absence.



7. **Add Level Parking Area to Commercial Property 21021 Durand Avenue Requested by John Fonk:** The Town of Dover's Engineer, Will Hein, did visit the site and provided a report. In Mr. Hein's report he recommends that Racine County Zoning be consulted for proper zoning of the parcel. Mr. Fonk stated that since Mr. Hein's visit the parcel has been surveyed with stakes if anyone would like to stop over. Discussion occurred that the driveway is very close to the property line. Discussion took place that a surveyor should create an erosion plan showing the pitch and flow of stormwater. Curb should then be placed to avoid flooding of the storage facility, based on the developed erosion plan. Mr. Fonk should contact Dover's Building Inspector, Ben Peter's, to complete the fill permit which has been added to date. Mr. Fonk should provide an update to the Plan Commission once he has completed the above steps before starting any other project endeavors.
8. **Road Acceptance Casandra Court:** Eighty percent occupancy of the subdivision has been achieved. Dover's engineer, Will Hein, did inspect the Casandra Road during re-construction this month. The road was milled to the subbase. The road is complete except for one foot of shoulder which still needs to be added. The contractor has stated that the shouldering will be completed before this winter. Richard Goetsch made the motion to recommend approval of road acceptance one day after the shouldering is completed, seconded by Michael Newholm. Vote 6/0 Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes. A motion was made by Mike Shenkenberg to accept the recommendation of the Plan Commission, seconded by Jared Guillien. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried.
9. **Conditional Use for a Wedding Barn at 2200 S. Britton Road Requested by James Jorgenson:** Mr. Jorgenson stated that they are interested in converting their old barn into a wedding venue. He also stated that he has contacted Racine County already regarding the project rezoning. Plan Commission discussion took place that based on the age of the barn an engineer should be contacted first to verify if the building is structurally sound. Town Board discussion took place regarding that there are no more liquor licenses available, not even the reserve, if in the future that becomes a requirement. Richard Goetsch recommended conceptual approval, seconded by Michael Newholm. Vote 6/0 Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes. A motion was made by Mike Shenkenberg to accept the recommendation of the Plan Commission, seconded by Jared Guillien. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried.
10. **Public Comments:** The board was questioned how to prove wetlands do exist. The board explained that the DNR handles wetlands issues. Recourse to prove wetlands exist would be to have a delineation completed and take pictures date and time stamped documenting the flooding concerns. It was also noted that there is a Town of Dover's Ordinance in place stating that you cannot push water onto neighboring property.
11. **Building Inspectors Report for October 2021 by Inspector Ben Peters:** October 2021 monthly permit total was \$2,204.00, year-to-date total is \$65,509.32. Discussion took place regarding 11/75 Bar and Eatery's engineer report for the deck which is now scheduled to be fixed. Discussion regarding Baggers Bar not pulling permits before work was started or inspected before projects completed occurred. The owner is blaming the contractors for not pulling permits. Various updates to the establishment have been documented on Facebook. One of the current owners of Baggers requested paperwork to transfer the liquor license as the establishment is being sold. Inspector Peters suggested that the liquor license transfer not be allowed until fines and inspections are completed. A certified letter was sent to the establishment by the Inspector asking for payment of the items that has been inspected to date. The Clerk was instructed by the Town Board to send a follow up certified letter with documented outstanding permits to date. Discussion took place that outstanding permit fines could be put on the tax roll if not paid in full. Inspector Peters stated he would make it a priority to get the remaining inspections completed.
12. **Stormwater Commission Updates Presented by President Karen Dubiel:** Karen emailed in a report.
13. **Review/Approval of Dover's Chapter 16 Ordinance Enhancements/Table of Contents:** David Dubiel provided an updated chapter via email.
14. **Motion to Enter into Closed Session Under Wisconsin State Statute 19.85(g) Concerning Legal Advice Related to Litigation. Estimated Time of Closed Session will be Approximately One-Half Hour.:** Motion to adjourn was made by Jared Guillien to go into closed session at 8:25pm, seconded by Mike Shenkenberg.
15. **Motion to Enter into Open Session:** Motion to adjourn was made by Mike Shenkenberg to go into open session at 8:38pm, seconded by Jared Guillien.
16. **All Business of Closed Session:** Nothing to note.
17. **Adjournment:** Motion to adjourn was made by Jared Guillien at 8:39pm., seconded by Mike Shenkenberg.

Dated this 19th day of November 2021  
Camille Gerou Clerk/Treasurer