

## PLAN COMMISSION REPORT

Proposal: Conditional Use

Description: Review a request for a conditional use allowing for the operation of a contractor's yard with outdoor storage located at 4950 Memco Lane

Applicant(s): Robert Gleason

Address(es): 4950 Memco Lane

**Suggested Motion:** That the Plan Commission recommends to the Village Board that a conditional use allowing for the operation of a contractor's yard with outdoor storage of equipment, with conditions outlined in Exhibit A, for the parcel located at 4950 Memco Lane (Parcel ID: 104-04-23-30-008-000) be approved for the following reasons:

1. The proposed use is allowed by underlying zoning through the conditional use review process.
2. The parcel is currently developed and previously utilized as a landscaping contractor's yard and the proposed use is similar in nature.

Owner(s): 4950 Memco, LLC

Tax Key(s): 104-04-23-30-008-000

Lot Size(s): ± 7.47 acres

Current Zoning District(s): B-3, Highway Business; C-1, Resource Conservation

Overlay District(s): Floodplain                      SWO, Shoreland-Wetland

Wetlands:                       Yes     No                      Floodplain:                       Yes     No

Comprehensive Plan: Industrial / Primary Environmental Corridor

**Background:** The applicant is requesting a conditional use permit to allow for the operation of a contractor's yard with outdoor storage of related equipment on the parcel located at 4950 Memco Lane. This use is permitted as a conditional use under the B-3, Highway Business Zoning District.

The site previously operated as a landscape contractor business and contains an existing office building and a storage building formerly used for landscape-related equipment. The applicant proposes to operate a contractor's yard that includes property management activities, roll-off dumpster operations, and a maintenance shop for business-related equipment. The southeast portion of the parcel is proposed to be

used as outside storage for empty roll-off dumpster containers and other business-related equipment. This area is also planned for roll-off truck and equipment parking.

The applicant provided a brief narrative describing how the business is proposed to operate on-site. The applicant has explained that the roll-off dumpsters stored outside will remain empty when not in use, and no refuse is proposed to be stored on-site. Roll-off truck and equipment maintenance will be limited to minor repairs, such as basic mechanical work and routine inspections. Business operations will be Monday through Saturday from 6:00 a.m. to 5:00 p.m., with roll-off trucks departing in the morning during those hours to complete scheduled work. The applicant also stated that approximately 12 employees are proposed to be on-site, including office staff, drivers, and a maintenance technician.

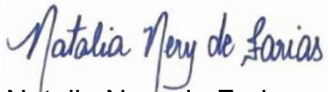
This report includes a site plan illustrating the proposed outdoor storage areas for equipment, roll-off trucks, and roll-off dumpsters. The site plan also includes 56 existing parking stalls located on the north side of the property, which are dedicated to employees and customers. All proposed business activities are contained within the portion of the parcel zoned B-3, Highway Business District and outside of the C-1, Resource Conservation District.

Parcels on 4 Mile Road abutting the north side of the subject property are zoned R-3, Single-Family Residential. As such, the applicant is required to comply with applicable Municipal Code provisions regarding nuisances, including sound and odors.

Staff has outlined the conditions for approval of the requested conditional use in Exhibit A. If the Plan Commission is comfortable with the proposed conditional use, staff has drafted a suggested motion shown on the first page of this report.

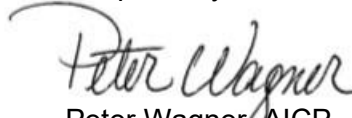
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Prepared by:



Natalia Nery de Farias  
Planner & Zoning Administrator

Respectfully submitted:



Peter Wagner, AICP  
Development Director

**Exhibit A**  
**Conditions and Restrictions 4950 Memco Lane**  
**Contractor's Yard with Outdoor Storage**

Applicant: Robert Gleason (Gleason Properties/Enterprise)  
Property Address(es): 4950 Memco Lane  
Parcel ID No.: 104-04-23-30-008-000

Approved by Plan Commission:  
Approved by Village Board:  
Ordinance No.

**1. LEGAL DESCRIPTION**

Parcel 1 of "Certified Survey Map No. 1019," being a part of the Northeast ¼ of Section 30, Town 4 North, Range 23 East, Town of Caledonia, Racine County, Wisconsin.

Excepting therefrom the South 75.00 feet thereof. Also excepting therefrom Parcel 3 of "Certified Survey Map No. 1093," recorded in Volume 3 of Certified Survey Maps on pages 222 through 224 as Document No. 1180566.

**2. REQUIRED PLANS, EASEMENTS, AGREEMENTS AND PUBLIC IMPROVEMENTS**

- A. All requirements of the Village of Caledonia Municipal Code are in effect and apply to this conditional use unless modified as set forth herein.
- B. The conditional use as set forth in the application, narrative, and concept site plans received December 29, 2025, are incorporated hereby by reference, and shall be modified to comply with these conditions and restrictions.
- C. A precise detailed site plan for the area affected by the conditional use, shall be submitted to, and approved by, the Plan Commission and Village Board prior to the issuance of any building or occupancy permits. This plan shall show and describe the following:

**1) General Development Plan**

- a) Detailed building/structure location(s) with setbacks
- b) Square footage of all buildings/structures
- c) Area(s) for future expansion
- d) Area(s) to be paved
- e) Access drive(s) (width and location)
- f) Sidewalk location(s)
- g) Parking layout and traffic circulation
- h) Location(s) and future expansion
- i) Number & type(s) of dwellings
- j) Number of garage & surface parking spaces
- k) Dimensions
- l) Setbacks
- m) Location(s) of loading berth(s)
- n) Location of sanitary sewer (existing & proposed)
- o) Location of water (existing & proposed)
- p) Location of storm sewer (existing & proposed)
- q) Location(s) of wetlands (field verified)
- r) Location(s) and details of sign(s)
- s) Location(s) and details of proposed fences/garages

**2) Landscape Plan**

- a) Screening plan, including parking lot screening/berming

- b) Number, initial size, and type of plantings
- c) Percentage open/green space

**3) Building Plan**

- a) Architectural elevations (w/dimensions)
- b) Building floor plans
- c) Materials of construction (including colors)

**4) Lighting Plan**

- a) Types & color of fixtures
- b) Mounting heights
- c) Types & color of poles
- d) Photometrics of proposed fixtures

**5) Grading, Drainage and Stormwater Management Plan**

- a) Contours (existing & proposed)
- b) Location(s) of storm sewer (existing and proposed)
- c) Location(s) of stormwater management structures and basins (if required)

**6) Fire Protection**

- a) Locations of existing & proposed fire hydrants
- b) Interior floor plan(s)
- c) Materials of construction

- D. All plans for new buildings, additions, exterior remodeling, site modifications, and landscaping shall be submitted to the Plan Commission and Village Board for their review and approval prior to the issuance of a building permit.

- E. For any new buildings, additions, structures, and site modifications, site grading and drainage, stormwater management, and erosion control plans shall be submitted to the Caledonia Utility District Board approval. The Utility District Board approval must be received prior to the issuance of any building permits.
- F. All new electric, telephone and cable TV service wires or cable shall be installed underground within the boundaries of these properties.

3. SITE & USE RESTRICTIONS, MAINTENANCE & OPERATION REQUIREMENTS

- A. Uses allowed on this property shall be limited to a contractor’s yard with outdoor storage of related equipment, and those allowed in the B-3, Highway Business District, and all applicable sections of the Municipal Code. Seasonal storage of recreational vehicles and trailers is prohibited.
  - i. Storage of refuse on site is prohibited.
  - ii. Outdoor storage shall be limited to the parking of empty roll-off dumpsters, roll-off trucks, and equipment used by the business.
  - iii. All business roll-off dumpsters, roll-off dumpster trucks, and equipment shall be located in designated areas as approved by the Plan Commission on January 26, 2026.
- B. Solid waste collection and recycling shall be the responsibility of the applicant.
- C. Removal of snow from off-street parking areas, walks, public sidewalks, private roads, and access drives shall be the responsibility of the applicant. Snow shall not be stored in the public right-of-way.

4. PARKING AND ACCESS

Parking areas shall be in accordance with Title 16, Chapter 12 of the Municipal Code.

5. LIGHTING

Plans for new outdoor lighting shall be submitted for review and approval by the Electrical Inspector and/or Development Director in accordance with SEC. 16-10-4 of Municipal Code. All lighting at the site must be full cut-off lights that may not glare onto abutting properties or onto any public roadway.

6. SETBACKS

The external setbacks for the development, per SEC. 16-6-12 B-3 Highway Business District, shall be at least as follows:

	Street Setback	Rear Setback	Side Setback
Principal Structure	40 ft	40 ft	10 ft
Accessory Structure	40 ft	40 ft	10 ft
Parking	15 ft	0 ft	0 ft

7. TIME OF COMPLIANCE

The operator of the conditional use shall commence work in accordance with these Conditions and Restrictions within twelve (12) months from the date of adoption of the resolution authorizing this Conditional Use. This Conditional Use approval shall expire within twelve (12) months after the date of adoption of the resolution if an occupancy permit has not been issued for this use and substantial work has not commenced. The applicant shall re-apply for a Conditional Use approval prior to recommencing work or construction.

8. OTHER REGULATIONS

Compliance with all other applicable Village, State, DNR and Federal regulations, laws, Code, ordinances, and orders, as amended, not heretofore stated, or referenced, is mandatory.

9. STORMWATER

The applicant must contact the Village of Caledonia Stormwater Utility District regarding Stormwater regulations for this site. Compliance with all regulations and requirements, as determined by the Village of Caledonia Stormwater Utility District is required. Stormwater management plans shall be submitted for approval and be in compliance with all Village requirements, as determined by the Village Engineer before permits are issued.

10. FIRE DEPARTMENT APPROVAL

Applicant shall obtain approval from the Village of Caledonia Fire Department and meet applicable codes.

11. CALEDONIA SEWER AND WATER UTILITY DISTRICTS

Applicant must contact the Caledonia Sewer and Water Utility Districts regarding Utility District regulations for this site. Compliance with all regulations and requirements, as determined by the Caledonia Sewer and Water Utility Districts is required. All buildings shall connect to public sanitary sewer and water prior to occupancy.

12. SIGNAGE

The Village's signage requirements are set forth in Title 16 of the Village's Code of Ordinances. Any proposed advertising sign at the site will require a separate sign permit prior to installation. Please contact Village Zoning staff for sign regulations and permit procedures. Banners, balloons, flashing, or animated signs are prohibited.

13. NO ACCUMULATION OF REFUSE AND DEBRIS

Any fence, wall, hedge, yard, space, or landscaped area must be kept free of any accumulation of refuse or debris. Plant materials must be kept in a healthy growing condition and structures must be maintained in a sound manner.

14. PROPERTY MAINTENANCE REQUIRED

A complete and thorough maintenance program must be established to ensure attractiveness. 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 including removal and replacement of dead or diseased landscaping; cleaning up litter; sweeping, cleaning, and repairing paved surfaces; and cleaning, painting, and repairing windows and building façade. All drives shall be paved with asphalt. Parking areas shall be paved. All drives and parking areas shall be maintained in a dust free condition.

15. PERFORMANCE STANDARDS

The applicant must comply with the provisions of Title 16, Chapter 10, Section 4 of the Municipal Code, as adopted by the Village of Caledonia and any conditions established by subsequent Conditional Use Approvals.

16. ACCESS

The applicant must allow any Village or Racine County employee full and unlimited access to the project site at a reasonable time to investigate the project's construction, operation, or maintenance.

17. 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, including Titles 9, 14, 16 and 18 of the Village of Caledonia Code of Ordinances.

18. REIMBURSE VILLAGE COSTS

Applicant shall reimburse the Village all costs incurred by the Village for review of this Conditional Use approval 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.

19. AMENDMENTS TO THE CONDITIONAL USE

No additions, deletions, or changes may be made to the project, site plan, or these conditions without the Village of Caledonia's prior approval. All addition, deletion, and/or change requests must be submitted to the Village of Caledonia 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.

20. BINDING EFFECT

These conditions bind and are applicable to the Applicant, property owner, successor and assigns, owner's association(s) and any other users of the Property with respect to the uses on the Property.

21. VIOLATIONS & PENALTIES

Any violations of the terms of these conditions and restrictions of this Conditional Use shall be subject to enforcement and the issuance of citations in accordance with Village Code of Ordinances. If the owner, applicant, or operator of the Conditional Use is convicted of two or more violations of these conditions and restrictions or any other municipal ordinances within any 12-month period the Village shall have the right to initiate revocation procedures for this Conditional Use, subject to the provisions of paragraph 9 herein. Nothing herein shall preclude the Village from commencing an action in Racine County Circuit Court to enforce the terms of this Conditional Use or to seek an injunction regarding any violation of this Conditional Use or any other Village ordinances.

22. REVOCACTION

Should an applicant, its heirs, successors or assigns and any other users of the property fail to comply with the conditions and restrictions of the approval issued by the Village Board, the Conditional Use approval may be revoked. The process for revoking an approval shall generally follow the procedures for approving a Conditional Use as set forth in the Municipal Code.

23. AGREEMENT

The approval and execution of these conditions and restrictions shall confirm acceptance of the terms and conditions hereof by the owner, and these conditions and restrictions shall run with the property unless revoked by the Village or terminated by mutual agreement of the Village and the owner, and their subsidiaries, related entities, successors, and assigns. Therefore, 4950 Memco, LLC; its heirs,

successors, and assigns, including all users, future owners, occupants, and owner's association(s), are responsible for full compliance with the above conditions.

24. SUBSEQUENT OWNERS

It is the property owner's responsibility to inform any subsequent owner or operator of these conditions.







## **Commercial Use Narrative for Permit Application**

**Property Address:** 4950 Memco Ln Caledonia Wi

**Business Name:** Gleason Properties/Enterprise and Gleason's Roll Off

**Type of Use:** Property Management Office, Roll Off Operations, and Shop.

### **Description of Use:**

The property will be used as the operational center for our business, which includes property management services, roll offs, and a shop/garage area for maintaining roll-off trucks and containers. The property will serve as the office headquarters for administrative work and customer coordination, as well as the storage and dispatch location for roll off trucks.

### **Property Management Office:**

A portion of the building will be used for office functions such as bookkeeping, tenant communication, scheduling, and management of multiple commercial and residential properties. Office use is low-traffic, with visitors coming by appointment only.

### **Roll Off Operations:**

The exterior yard will be used to store empty containers when not in use. Containers are delivered to and retrieved from customer sites by our roll-off trucks. No waste or refuse is ever stored on-site—only empty containers.

### **Roll-Off Truck Shop / Garage:**

The shop will be used for minor maintenance on our roll-off trucks and equipment, including basic mechanical repairs and routine inspections. No heavy industrial work is performed. All maintenance activities will follow environmental and safety guidelines.

### **Hours of Operation:**

Monday through Saturday, 6:00 AM to 5:00 PM.



Roll-off trucks may depart in the morning within these operating hours to complete scheduled work.

**Employees & Occupancy:**

The business will have approximately 12 employees on-site, including office staff, drivers, and a maintenance technician. The property contains sufficient parking for all employees and occasional visitors.

**Parking & Traffic:**

Traffic is limited to staff vehicles, occasional customer visits, and truck departures/returns. The number of truck trips per day is modest and consistent with other service-based commercial operations. All parking and truck movement take place on-site without impacting public roads.

**Deliveries & Equipment Movement:**

Most vehicle movement involves company roll-off trucks. Supplier deliveries (such as parts or office supplies) are minimal and will occur during normal business hours.

**Exterior & Property Maintenance:**

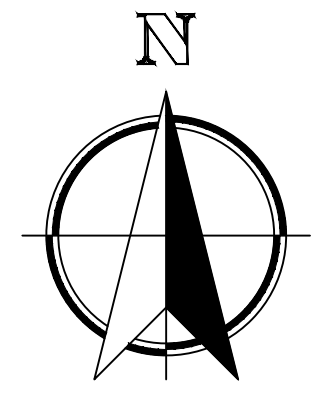
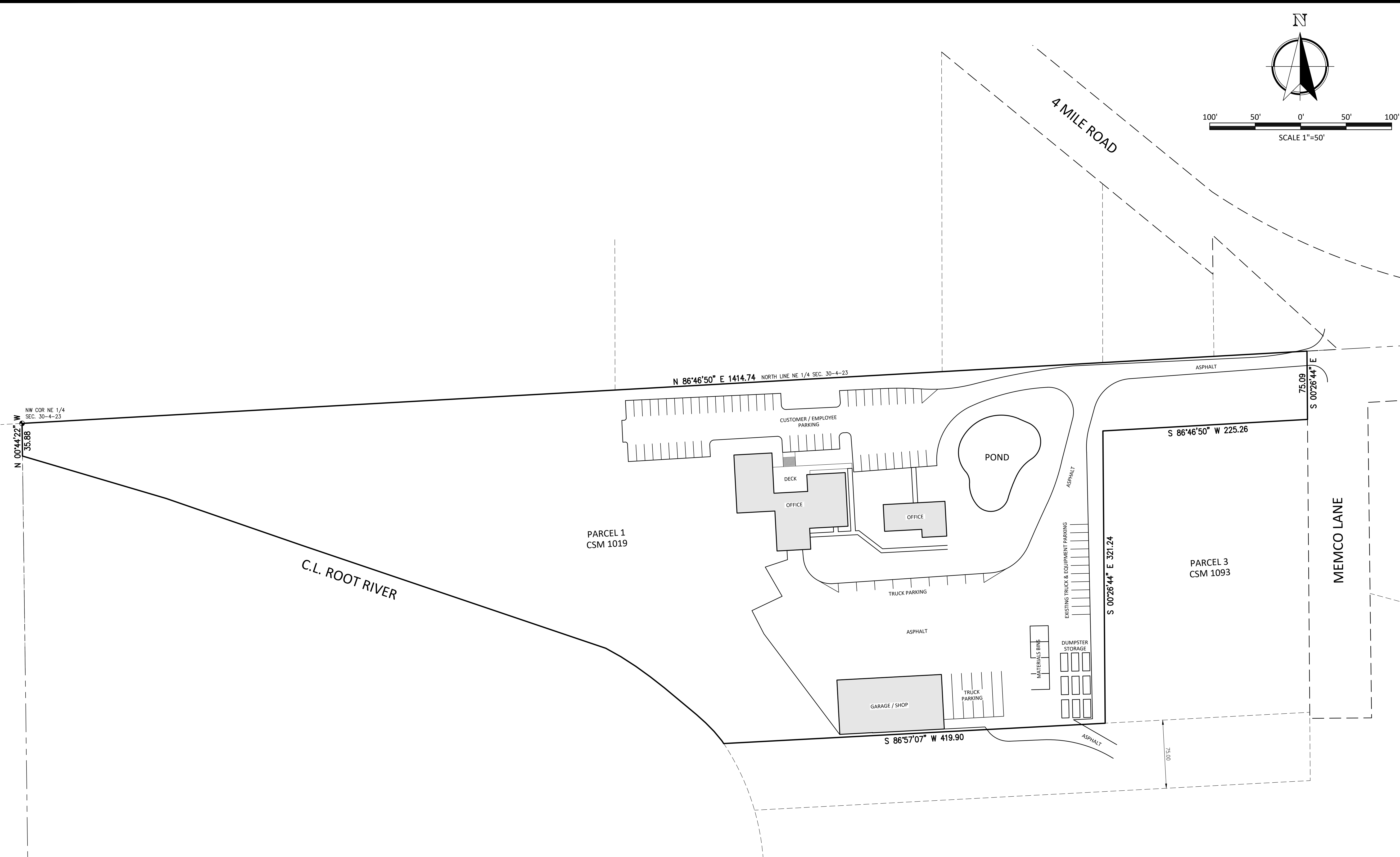
No major exterior changes are planned at this time. The property will be kept organized and clean, with containers stored neatly and trucks parked in designated areas. Any signage will follow city requirements.

**Safety, Noise, and Environmental Compliance:**

Noise will remain within normal commercial limits. All vehicle fluids and materials used in the shop will be stored and disposed of properly. The business will comply with all applicable zoning, building, and codes.

**Summary:**

The business will operate safely, maintain the property to a high standard, and will not create negative impacts related to noise, traffic, or environmental concerns.



100' 50' 0' 50' 100'  
SCALE 1"=50'

**mb**  
 Nielsen Madsen + Barber  
 CIVIL ENGINEERS AND LAND SURVEYORS  
 1458 Horizon Blvd., Suite 200, Racine, WI. 53406  
 Tele: (262)634-5588 Website: www.nmbssc.net

**SITE PLAN**  
 FOR  
**4950 MEMCO LANE, LLC**  
**PARCEL 1 CSM 1093**  
 VILLAGE OF CALEDONIA, COUNTY OF RACINE, WISCONSIN

NO.	REVISION	BY	DATE

**NOTES**  
 BEARING BASE: GRID NORTH, WISCONSIN  
 COORDINATE SYSTEM: SOUTH ZONE.  
 BASED UPON NAD 1983 / 2011.  
 ALL ELEVATIONS REFER TO NAVD 1988 (12).

**LEGEND**  
 ● 3/4" REBAR SET  
 ○ 1" IRON PIPE FOUND  
 ⊗ 1-1/4" IRON PIPE FOUND  
 ⊗ 2" IRON PIPE FOUND  
 ▲ "PK" NAIL

PROJ. MGR: \_\_\_\_\_ MDE  
 DRAFTED: \_\_\_\_\_ SCB  
 DATE: \_\_\_\_\_ 1-6-2026  
 CHECKED: \_\_\_\_\_ MDE  
 DATE: \_\_\_\_\_ 1-6-2026

**2025.0223.01**

SHEET  
**1** OF **1**



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**SITE PLAN**  
 FOR  
**4950 MEMCO LANE, LLC**  
**PARCEL 1 CSM 1093**  
 VILLAGE OF CALEDONIA, COUNTY OF RACINE, WISCONSIN

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SHEET  
**1** OF **1**