



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes - Draft

Planning Heritage and Design Commission

Monday, September 15, 2025

4:30 PM

City Hall, Room 205

Call To Order

Due to the absence of Mayor Mason, Alder Peete chaired the meeting due to the absence of Mayor Mason.

Alder Peete called the meeting to order.

Mayor Mason, not listed in the attendance, was excused from the meeting.

PRESENT: 4 - Hefel, Kohlman, Chambers and Peete

Approval of Minutes for the August 18, 2025 Meeting.

A motion was made by Hefel, seconded by Kohlmann, to approve the minutes of the August 18, 2025, meeting. The motion PASSED by a Voice Vote.

4:30 P.M. PUBLIC HEARINGS

[0788-25](#)

Subject: Consideration of a request from Alex Lambert for a major amendment to a conditional use permit to allow for a takeout/carryout restaurant at 1919 Mead Street, classified as a "retail use in an existing commercial building", as allowed by Sec. 114-308 of the Municipal Code and the construction of accessory structures for the purpose of housing meat smokers associated with the restaurant use.

Attachments: [Review and Recommendation](#)

[Public Hearing Notice](#)

[Applicant Submittal](#)

Alder Peete opened the public hearing.

The owner of the property, Scott Underwood, explained that he was present to answer any questions. He explained that he was informed that the Wisconsin Department of Natural Resources (DNR) does not regulate smoke for commercial meat smokers.

Jeff Hintz, Assistant Director of City Development, explained that Sadie Schuldt from the City's Health Department was present in case the Commission had any questions. He explained that the DNR does not regulate anything specifically related to meat smokers.

Ms. Schuldt explained that smokers and outdoor cooking equipment is at the discretion of the sanitarian that is doing the inspection. She stated that the actual

smoking/grilling apparatus needs to be an approved material. She explained that drums that held chemicals or those with painted interiors could not be used; everything must be smooth and easily cleanable. She explained that the biggest concern is that there is enough cold storage inside the restaurant to hold the meat safely and that the components of the grill that are touching the raw meat product can be washed, rinsed, and sanitized in the provided sinks in the kitchen. Ms. Schuldt explained that there are no wear washing sinks yet, but in speaking with the applicant, that would be Phase II of his business plan.

Kohlmann asked about any of the regulations regarding smoke.

Ms. Schuldt stated not that she is aware of, as far as it being an environmental concern. She explained it could be a nuisance if the smoke gets too heavy and the neighbors have concerns.

Hefel apologized and explained that she now understands how smoking works and that the smoke is what cooks the meat. She stated she no longer has concerns about air quality and that she appreciates the applicant's patience.

Chambers stated he did not notice any chimneys in the images that were shown to the Commission in the previous meeting. He stated, however, Hintz did inform him that there would be chimneys on the proposed smokers.

Kohlmann's asked the zoning of the other properties that had smokers in the city of Racine.

Hintz stated – the one on State Street in particular – was zoned B2 – Community Shopping District.

In response to Kohlmann, Hintz stated that this property is zoned R3, however it is a commercial building and has never been used for residential purposes. Brief discussion ensued about the history of the property and its zoning.

In response to Kohlmann, Hintz explained that we are not changing the zoning of this property. The R3 zoning allows for certain commercial uses for certain properties built and used for commercial purposes.

Kohlmann expressed concern about someone else coming forward with the same request.

In response to Kohlmann, Attorney Brian VanSchyndel explained that each application is taken on its own. He explained everyone has different information and different plans, and the commission has a right to look at that.

Kohlmann expressed further concern about the smoke from the smoker units.

Ms. Schuldt stated that it would fall under the jurisdiction of the Health Department. She explained if it is causing issues, the way the food establishment is allowed to operate could be limited or there could be limited hours of outdoor grilling. She stated that it is something that the Health Department has approval through the Department of Trade, Agriculture, and Consumer Protection to regulate.

Further discussion ensued by the Commission regarding the potential impacts of the smoke from the meat smoker units.

Peete closed the Public Hearing.

A motion was made by Chambers, seconded by Hefel, to approve the request subject to conditions a. – h. The motion PASSED by a Voice Vote. Kohlmann voted no.

Discussion after the motion:

In response to Kohlmann, Michelle Cook, Associate Planner, stated that the conditions were amended to allow one smoker due to the residential character of the neighborhood. She explained the applicant could come back to the Commission if he wanted to add the additional smoker.

END OF PUBLIC HEARINGS

[0919-25](#)

Subject: Consideration of a request from Larry Shepard, representing Tulip Tavern, for design review and approval of a fence at 509 - 6th Street.

Attachments: [Design Review](#)
 [Recommendation](#)
 [Applicant Submittal](#)

Cook explained the request and stated that the privacy fencing would be located at the rear of Tulip Tavern at 509 – 6th Street. She showed a picture of the fencing, stating that the fence is eight feet high – six feet of solid wood and two feet of lattice. Kohlmann asked if the fence was plain wood or treated lumber.

Cook stated that it is treated lumbar and that it would be weathered.

In response to Peete, Cook stated that it would not be blocking any traffic and that the fence was setback from the sidewalk.

Cook explained the possible actions of the Commission and stated that staff is recommending approval of the fence subject to a. – c.

Kohlmann asked if about the gate and whether it was blocking a second exit/entry and whether the gate was locked.

Hintz stated that could be looked at once it goes through the Building Permit review.

A motion was made by Kohlmann, seconded by Chambers, to approve the request subject to conditions a. – c. The motion PASSED by a Voice Vote.

[0920-25](#)

Subject: Consideration of a request from L Street Properties, LLC, for design review and approval of facade changes at 505 - 6th Street.

Attachments: [Recommendation](#)
 [Applicant Submittal](#)

Cook explained the request and the property's location. She stated the applicant is proposing design changes including painting, signage, and lighting. There will also be changes to the rear of the façade facing 7th Street. She showed and explained the proposed colors for the project. Two signs, including a wall and projecting sign, are proposed for 505 – 6th Street. The colors for 507 – 6th Street will also be changed to

a tan color with blue accents. She stated the brick on the rear of the building is already painted so the applicant is proposing to repaint that portion of brick. Cook showed images of the light fixtures that are being proposed.

In response to Hefel, Cook stated that the buildings are on the same parcel.

Peete asked if the lighting, painting and sign conform to the Downtown Design District guidelines.

Cook stated yes.

Hintz pulled up the image of the full 6th Street design and showed commission members.

Cook explained the possible actions of the commission and stated that staff is recommending approval of façade changes subject to conditions a. – f.

A motion was Hefel, seconded by Kohlmann, to approve the request subject to conditions a. – f. The motion PASSED by a Voice Vote.

[0921-25](#)

Subject: Consideration of a request from North Pointe Methodist Church, Inc. for approval of a 2-lot Certified Survey Map as prepared by Aaron T. Friess of Nielsen Madsen and Barber, for the property at 1013 Harmony Drive.

Attachments: [Recommendation](#)
 [Applicant Submittal](#)

Cook explained the request. She showed the existing lot configuration and stated that there is a house the lot that belongs to the church, however, because of the pending sale of the church property the request is to separate the house from the church property. Cook showed the proposed lot configuration along with the proposed certified survey map.

Cook stated staff is recommending approval of the certified survey map subject to conditions a. – c. Cook reviewed the conditions of approval.

[0923-25](#)

Subject: Consideration of a request from the Community Development Authority of the City of Racine for review and approval of a 3-lot Certified Survey Map, as prepared by Aaron T. Friess of Nielsen Madsen and Barber, for the property at 2504 - 16th Street.

Attachments: [Recommendation](#)
 [Applicant Submittal](#)

Cook explained the request and showed the current lot configurations. She stated that the purpose of the CSM is to divide the lot into three to make way for three single-unit dwellings. Cook showed how the lot would be configured and the certified survey map being requested for approval.

Cook stated staff is recommending approval of the request subject to conditions a. – d. Cook reviewed the conditions of approval.

A motion was made by Chambers, seconded by Kohlmann, to approve the request subject to conditions a. – d. The motion PASSED by a Voice Vote.

Adjournment

There being no further business, Alder Peete adjourned the meeting.