

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
JANUARY 5, 2012

The Architectural Review Board/City Plan Commission Meeting was called to order at 7:00 p.m. in the Council Chambers at City Hall by Chairman Reynolds.

The following members were present:

J. Taylor
M. Roberts
T. Shiroda
T. Stotko
R. Baur
D. Dorgan
H. Reynolds

The following members were absent:

None

Also present:

Sam Tapson, City Adm.
Bonnie Schaeffer, Zoning Adm.
Ward Phillips, City Attny.
Gary Welsh, City Engineer

Visitors:

Jim Betts
Doris Reinke
Doug Snyder
John Henderson
Dewayne Egly
Glen Miller
Dan Nettesheim
Maureen VanderSanden

APPROVAL OF MINUTES

Member Taylor moved to approve the minutes of the December 1, 2011 meeting as written. Motion seconded by Member Shiroda. Motion carried with Member Baur abstaining.

REZONE/103 EAST ROCKWELL ST./WALWORTH CO. HISTORICAL SOCIETY

Member Taylor moved to waive the second appearance regarding the rezone of .46 acres of property located at 103 East Rockwell Street (across the street from the Webster House Museum-Walworth County Historical Society facility) from B-3 Neighborhood Business District to I-1 Institutional District (Tax Key No. YRW2-00002) requested by Jim Betts, property owner. Seconded by Member Shiroda. Motion carried unanimously.

Member Taylor moved to recommend to Council to approve the rezone of .46 acres of property located at 103 East Rockwell Street (across the street from the Webster House Museum-Walworth County Historical Society facility) from B-3 Neighborhood Business District to I-1 Institutional District (Tax Key No. YRW2-00002) requested by Jim Betts, property owner. Seconded by Member Shiroda and carried unanimously.

SIGN REVIEW/103 EAST ROCKWELL ST./WALWORTH CO. HISTORICAL SOCIETY

Member Taylor moved to approve the sign presented by the Walworth County Historical Society to be installed at the property located at 103 East Rockwell Street subject to property purchase. Seconded by Member Baur. Motion carried unanimously.

CONDITIONAL USE PERMIT/501 NATHAN LANE/DEWAYNE EGLY

Member Roberts moved to waive the second appearance regarding the conditional use permit request submitted by Dewayne Egly (owner) to operate office and professional services located at 501 Nathan Lane, Units 3, 4, and 5 (Tax Key Nos. YNAT-00003, YNAT-00004, and YNAT-00005) currently zoned M-1. Seconded by Member Dorgan. Motion carried unanimously.

Member Roberts moved to recommend to Council to approve the conditional use permit request submitted by Dewayne Egly (owner) to operate office and professional services located at 501 Nathan Lane, Units 3, 4, and 5 (Tax Key Nos. YNAT-00003, and YNAT-00004, and YNAT-00005) currently zoned M-1. Seconded by Member Taylor Seconded by Member Dorgan and carried unanimously.

CONCEPTUAL PLAN REVIEW/420 EAST COURT STREET/MILLER

First appearance regarding the conceptual plan review presented by Glen Miller, Agent, for a 16-unit multi-family complex with garages to be constructed on property located at 420 East Court Street (Tax Key No. YUNE-00007N). Plan Commission consensus was that a 16-unit complex (or two 8-units) would exceed the density of the parcel and does not meet the requirements of the City's 2030 Comprehensive Land Use Plan (65%/35% single family/multi-family ratio for residential developments). Applicant requested to return with a less dense, alternative plan. No action taken.

CERTIFIED SURVEY MAP/U.S.H "12"/SIMONS TRUST (WELL NO. 10)

Member Roberts moved to waive second appearance of the Certified Survey Map of a parcel of land located west of Cobb Road (YUNE-00041) previously annexed to the City of Elkhorn. Seconded by Member Dorgan. Motion carried unanimously.

Member Roberts moved to recommend to Council to approve the Certified Survey Map of a parcel of land located west of Cobb Road (YUNE-00041) subject to corrections in the legal description to read City of Elkhorn (formerly located in the Town of LaFayette). Seconded by Member Dorgan. Motion carried unanimously.

CERTIFIED SURVEY MAP/U.S.H "12"/SIMONS TRUST (WELL NO. 9)

Member Roberts moved to waive second appearance of the Certified Survey Map of a parcel of land located west of Cobb Road (YUNE-00039) previously annexed to the City of Elkhorn requested by Ronald A. and Mary R. Simons Trust. Seconded by Member Stotko. Motion carried unanimously.

Member Roberts moved to recommend to Council to approve the Certified Survey Map of a parcel of land located west of Cobb Road (YUNE-00039) subject to corrections in the legal description to read City of Elkhorn (formerly located in the Town of LaFayette) requested by Ronald A. and Mary R. Simons Trust. Seconded by Member Stotko. Motion carried unanimously.

CERTIFIED SURVEY MAP/U.S.H "12"/SIMONS TRUST (WELL NO. 11)

Member Roberts moved to waive second appearance of the Certified Survey Map of a parcel of land located west of Cobb Road (YUNE-00040) previously annexed to the City of Elkhorn. Seconded by Member Dorgan. Motion carried unanimously.

Member Roberts moved to recommend to Council to approve the Certified Survey Map of a parcel of land located west of Cobb Road (YUNE-00040) subject to corrections in the legal description to read City of Elkhorn (formerly located in the Town of LaFayette) by Ronald A. and Mary R. Simons Trust. Seconded by Member Dorgan. Motion carried unanimously.

CONCEPTUAL PLAN REVIEW/135 WEST GENEVA ST./ROBERTS

First appearance regarding a conceptual plan review for property located at 135 West Geneva Street owned by Michael Roberts. At this time Member Roberts stepped down as a Plan Commission member. Mr. Roberts is requesting approval to allow a total of 4 one-bedroom apartment units (three on second floor, one on first floor, and first floor is occupied with 1,500 square feet office space) and 8 on-site parking spaces with room for one additional parking space.

The City's 2030 Land Use Plan identifies this as a downtown mixed use property currently zoned T-1 Transitional District, a newer district. Members agreed that the three apartment units on the second floor would be allowable but questioned whether the additional unit should be allowed on the first floor with the occupied office space. Some further discussion. Members agreed to review the new T-1 Transitional District and what would be appropriate to include within this district before making any determination on this concept plan. No action taken.

INTERPRETATION OF USE/1390 NORTH WISCONSIN ST./NETTESHEIM

First appearance regarding the request of Dan Nettesheim, applicant, for an interpretation of use in order to construct a meat market on farmland located north of Elkhorn just off Highways 12 and 67, 1390 North Wisconsin Street (Tax Key No. YUNE-00036), and owned by Gordon Stade. The applicant is proposing a meat market from raw product to retail product on this farmland property zoned B-5 and B-6, and identified as highway oriented commercial use by the City's 2030 Land Use Plan. After some discussion, Plan Commission members agreed that the proposed meat market would be allowable but not the kill facility. The City Administrator pointed out that the kill facility use is not allowed in any zoning district within the City limits. The City Attorney advised the Plan Commission that if they did allow the kill facility that the City would have to change its zoning code and policies to include this use. Dan Nettesheim, applicant, said that he wished to perform both functions at the proposed meat market, starting the meat processing from the raw product (kill facility) to the retail product, to be sold at his proposed meat market. When polled for their response to this interpretation of use request, the majority of the members agreed that the meat market would be allowable as a proposed use in the B-5 or B-6 zoning districts but not the kill facility. Members suggest that the applicant proceed with the proposed meat market but withdraw the request for the kill facility or find another location outside City limits. No action taken.

GENERAL DISCUSSION ITEM/CHAPTER 14.03/FOUR-SIDED ARCHITECTURE

Chapter 14.03, City's Municipal Code, outlining four-sided architecture, decorative masonry and other natural materials discussed along with alternatives that would address flexibility and the use of varied construction materials. No action taken.

ETZ BOARD/PLAN COMMISSION MEMBERS

Chairman Reynolds reported that there currently two vacancies on the City's Extraterritorial Zoning Board. Three of the four citizen members of the Plan Commission serve on the Extraterritorial Zoning Board. Members Shiroda and Stotko agreed to join Member Dorgan to represent the City on the ETZ board.

MEETING DATES

The next Plan Commission meeting is Thursday, February 5, 2012 at 7:00 p.m.

ADJOURNMENT

Member Shiroda moved to adjourn. Seconded by Member Dorgan. Motion carried unanimously. Meeting adjourned at 9:10 p.m.

DRAFT