



**CITY OF ELKHORN
COMMON COUNCIL MEETING AGENDA**

January 7, 2019, 5:30 p.m.

Council Chambers, City Hall, 9 S. Broad St., Elkhorn, Wisconsin

- 1) **Call to Order**
- 2) **Pledge of Allegiance**
- 3) **Roll Call**
- 4) **Public Comment** *Although the public may speak on any item that is not included on this agenda as a "Public Hearing or Forum", the Council may not respond or discuss the issue brought forward at this time. In accordance with open meeting laws, the Council must notice an item on the agenda to allow discussion on that matter. Your comments will be considered and may be placed on a future agenda for further discussion.*
- 5) **Council Minutes**
 - a) Minutes of December 17, 2018 Council Meeting
- 6) **Report of City Officers**
 - a) Mayor
 - b) City Administrator
- 7) **Plan Commission**
 - a) Recommendation to approve Certified Survey Map for Jean Brummel Trust for a 2-lot land division at W4057 Potter Road in the Town of Lafayette
 - b) Recommendation to approve Certified Survey Map for Bielinski Investments, LLC for a 2-lot CSM located on the east side of Wisconsin St. between Harvest Way and Market St.
 - c) Recommendation to approve General Development Plan Amendment for Bielinski Investments, LLC
 - d) Recommendation to approve Conditional Use Permit for Elkhorn Auto Parts/Manjit Singh for a Liquor Store
- 8) **New Business**
 - a) Strand Contract Amendment No. 1-Nettesheim Pumping Station Study
 - An amendment to extend completion date to February 28, 2019
- 9) **Adjourn**

DATED at Elkhorn, Wisconsin, this 4th day of January 2019

Corrie Daly, Deputy Clerk

Should you have any questions or comments regarding any items on this agenda, please contact the City Clerk's office at 723-2219. Upon reasonable notice to the City Clerk, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services.

CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
December 17, 2018
COUNCIL CHAMBERS, 9 S. BROAD ST., ELKHORN, WI 53121

The Common Council meeting was called to order by Mayor Reynolds at 5:30 p.m. in the Council Chambers followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor Howie Reynolds, Aldermen Tim Shiroda, Frank Boggs, Ron Dunwiddie, Karel Young, Scott McClory, Tom Myrin; Junior Council Members Alex Johnson and Megan Degner

Others present: City Administrator Sam Tapson, Attorney Ward Phillips, Finance Director James Heilman, City Clerk Cairie Virrueta, Police Chief Joel Christensen, Utility Director John Murphy, Fire Chief Rod Smith, City Engineer Greg Calhoun, Kellen Olshefski, Ben Dahlberg, Tom Bushey and family, Todd Hanson, other interested persons

PUBLIC COMMENT

None.

COUNCIL MINUTES

Motion (Dunwiddie/Young) to approve the minutes of the December 3, 2018 Common Council meeting. Voice vote, all approved, motion carried.

BILLS PAYABLE

Motion (McClory/Shiroda) to approve the City and Utility Bills in the amount of \$3,252,439.57 (Check numbers 158137-15828). Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes; Advisory Vote: Degner, yes; Johnson, yes. Motion carried.

REPORT OF CITY OFFICERS

MAYOR'S REPORT

Mayor Reynolds presented plaques to Todd Hanson and Tom Bushey, thanking them for their years of service to the City.

CITY ADMINISTRATOR'S REPORT

Administrator Tapson introduced the new Recreation Director, Karl Sorvick, to the Council. He will start January 7th.

Contract Renewal: ICI Commercial

There are no changes to the contract. *Motion (Myrin/Shiroda) to approve renewing the contract with ICI Commercial. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes; Advisory Vote: Degner, yes; Johnson, yes. Motion carried.*

Administrator Tapson informed the Council that the Babe Mann Park planning process is complete and will be back in January or February to present the plan and the elements and related costs for each. He said the plan includes six phases, which doesn't necessarily mean it will take six years and more than one phase can be done at a time, but is at the discretion of the Council.

LIAISON MEETING REPORTS

Fire Advisory Board – no report

Library Board – Alderman Shiroda reviewed future events taking place at the library

Chamber – Alderman Myrin reminded the Council of the Christmas Day meal hosted by the Chamber; it may have to move in the future due to growth

Recreation Advisory Board – no report

COMMITTEE REPORTS

PUBLIC SAFETY

Recommendation to Approve Police Department Policies Updates: Temporary Custody of Juveniles, Child Abuse, and Subpoenas and Court Appearances and Temporary Custody of Juveniles (Resolution under New Business)

Alderman McClory said the committee conditionally agreed to approve the updates; and asked about the D.O.C. response to what juveniles can be attached to. Chief Christensen said that was left out of the updates but the interview section was updated.

FINANCIAL AND JUDICIAL

Recommendation to Purchase Rigid Push Camera for Public Works

Alderman McClory said the cameras are needed by DPW and included in the 2018 budget. ***Motion (McClory/Myrin) to approve the purchase of a rigid push camera in an amount not to exceed \$13,000. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes; Advisory Vote: Degner, yes; Johnson, yes. Motion carried.***

Recommendation to Increase Sewer Rates for 2019 (Resolution under New Business)

The sewer rate would increase 10% over WALCOMET's loadings, which is an average of \$4 a month more for the average household.

MUNICIPAL SERVICES & UTILITIES

Recommendation to Approve 50' Easement Request for Ben and Brooke Dahlberg

Administrator Tapson said this is for an easement east of the NE Water Treatment Plant. The original agreement provided for a 20' easement, however, the County requires a 50' easement. Dahlberg would like to put up an agricultural building and a residential in the future. Utility Director Murphy said the easement would not impede City operations and he had no objections to Dahlberg making any improvements to the easement road, which is currently pulverized blacktop. ***Motion (Boggs/Dunwiddie) to approve the 50' easement on the City's NE Water Treatment Plant property for Ben and Brooke Dahlberg. Voice vote, all approved, motion carried.*** City Attorney Phillips will draft the easement agreement; Ben Dahlberg said he has a copy of the first agreement and will provide it to Attorney Phillips.

HUMAN RESOURCES

Consideration and Possible Action on Recommendation to Proceed with Administrative Services Reorganization Combining Duties of City Administrator and Finance Director Positions

Alderman Myrin said he feels the City should interview for the position and he has received some phone calls stating the same. He said the committee voted to proceed with combining the current positions however he voted against it. Alderman Shiroda said he also received calls saying the City should stick with the traditional Administrator and Finance Director positions. He said he agreed with some of their comments and not with others. He said the Council needed to make a decision and stick with it and there isn't a lot of time to start the process. Alderman McClory said the motion from the committee was to merge the positions and he would take the committee's recommendation. ***Motion (McClory/Shiroda) to merge the City Administrator and Finance Director positions and proceed with the transition. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, no; Advisory Vote: Degner, yes; Johnson, no. Motion carried.***

NEW BUSINESS

Resolution No. 18-21 A Resolution to Adjust Sewer Use Charges

Motion (McClory/Dunwiddie) to approve Resolution No. 18-21. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes; Advisory Vote: Degner, yes; Johnson, yes. Motion carried.

Resolution No. 18-22 A Resolution Amending the Elkhorn Police Department Policy

Motion (Boggs/Young) to approve Resolution No. 18-22. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes; Advisory Vote: Degner, yes; Johnson, yes. Motion carried.

Paratech Fire/EMS Staffing Contract

Fire Chief Smith said this is an extension of the contract currently in place. **Motion (Shiroda/Young) to approve the 2019 Paratech Fire/EMS Staffing Contract. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes; Advisory Vote: Degner, yes; Johnson, yes. Motion carried.**

Police Department Declaration of Surplus Vehicle

Police Chief Christensen said this is to sell a 2010 Crown Victoria that was recently replaced. The vehicle will be put on an online surplus website. **Motion (Dunwiddie/Boggs) to approve declaration of PD surplus vehicle. Voice vote, all approved, motion carried.** All of the equipment has been removed from the vehicle.

City – County Facility Use Agreement

Mayor Reynolds said this is to put an ice skating rink on Veteran's Park through the EEDA. The EEDA has some difficulty obtaining the insurance the County requires. Administrator Tapson contacted the City's insurer and it can provide the insurance as long as there is a User Agreement with the County. Alderman McClory asked for more details on the skating rink; Dave Fleming said it will be across from Friends on the Square, it will be 40'x75', have lighting, a warming shelter and plywood access to the rink and shelter. It is funded through sponsorships. Attorney Phillips asked if there was something to monitor for safety; Fleming said yes and they are not renting out skates. Alderman McClory asked if it is for hockey or open skate; Fleming said for open skate to any member of the public. Administrator Tapson said the agreement is similar to the one the City has with the school district. The agreement in the packet was updated to add liability language for the City if the County is negligent. **Motion (Myrin/Young) to approve the City-County Facility Use Agreement for an ice skating rink in Veteran's Park. Voice vote, all approved, motion carried.**

Kapur Task Order #11 to Provide Engineering Services for Sanitary Sewer Pipe, Invert and Manhole Rim Elevation Data

City Engineer Calhoun said this task order is related to the Strand Study, which is looking to see if Nettesheim can be taken off-line. He said the information on the GIS is not sufficient for Strand to do their study so Kapur will update the information and upload it to the GIS. Mayor Reynolds asked if this would help with the Cook property; as it is part of the drainage basin it will. **Motion (McClory/Myrin) to approve Kapur Task Order #11 to Provide Engineering Services for Sanitary Sewer Pipe, Invert and Manhole Rim Elevation Data in the amount of \$7,895. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes; Advisory Vote: Degner, yes; Johnson, yes. Motion carried.**

ADJOURN

Motion (Dunwiddie/Shiroda) to adjourn at 6:01 p.m. Voice vote, all approved, motion carried.

PLAN COMMISSION – FINDING OF FACT

DATE: January 3, 2019
PROJECT: Brummel ETP CSM
PC ID: E18.12.022

ACTION: 2 Lot CSM

The City of Elkhorn Plan Commission officially convened on December 13, 2018 to consider the Certified Survey Map dated 10/24/2018, submitted by Jean Brummel Trust for a 2-lot land division at W4057 Potter Road in the Town of Lafayette.

After considering the Certified Survey map, the staff reports, oral and written testimony, the Elkhorn 2040 Comprehensive Development Plan, the Zoning on the subject property, and other materials presented at the meeting, the Plan Commission does hereby make the following "finding of fact":

FINDING OF FACT

1. The CSM is in conformance with Chapter 236 of the Wisconsin State Statutes.
2. The CSM is in conformance with the intent of the Elkhorn 2040 Community Development Plan.
3. The CSM is in conformance with the requirements of Chapter 18 (Subdivisions) of the City of Elkhorn Municipal Code.
4. The extension of public utilities to the parcel is cost-prohibitive or otherwise infeasible.
5. The parcel to be divided was not created by a Minor Subdivision (Certified Survey Map) within the preceding ten (10) years.
6. No Minor Subdivision that is used to create a lot of less than five (5) acres under this Paragraph may include more than one such lot. Only one vacant lot is being created. The other 2 lots are improved.

Based upon the "Findings of Fact", the Plan Commission motioned, seconded and voted to recommend **APPROVAL** of the Certified Survey Map dated 10/24/2018 to the Common Council.

PLANNING REQUEST

FOR OFFICE USE ONLY

PC# E18.12.022

CITY OF ELKHORN - DEPARTMENT OF BUILDING AND ZONING

9 S. BROAD ST., P.O. BOX 920 • ELKHORN, WI 53121

PHONE: (262)741-5124 • FAX: (262) 741-5135

Notice: This document is an Official City of Elkhorn Document. All submittals must be made on Official City of Elkhorn Documents.

1. General Project Information:

Project Tax Key #: KA479200001 Project Address: W4057 Potter Road, Elkhorn
Project Title (if any): _____

2. Applicant, Agent & Property Owner Information:

Applicant's Name: Jean Brummel Trust Company: _____
Street Address: 5664 State Rd. 11 City/State: Elkhorn, WI Zip: 53121
Telephone: (262) 723-3669 Fax: () Email: _____

Agent: Clancy Green Company: Keefe Real Estate
Street Address: 751 Geneva Pkwy N City/State: Lake Geneva, WI Zip: 53147
Telephone: (262) 729-2500 Fax: () Email: cgreen@keefe realestate.com

Owner, if different from Applicant: _____
Street Address: _____ City/State: _____ Zip: _____
Telephone: () Fax: () Email: _____

3. Planning Request (Check all that apply)

- Site Plan and Architectural Review _____ \$175.00 plus \$.04 per sq. ft. (Floor Area)
- Conditional Use Permit _____ \$275.00
- Rezone _____ \$325.00
- Land Use Amendment _____ \$350.00
- Planned Unit Development _____ \$325.00
- Preliminary Plan _____ \$200.00 plus \$20.00 per lot
- Final Plat _____ \$200.00 plus \$20.00 per lot
- Certified Survey Map _____ \$200.00 plus \$20.00 per lot
- Project Concept Review _____ \$150.00
- Conceptual Land Division _____ \$100.00 plus \$3.00 per acre
- Joint Conditional Use & Rezoning _____ \$575.00
- Joint Rezoning & Certified Survey Map _____ \$500.00 plus \$20.00 per each new lot
- Zoning Board of Appeals/Adjustment _____ \$325.00

CERTIFIED SURVEY MAP No.

A redivision of Lot 1 of Certified Survey Map No. 4792, located in the Southeast 1/4 of the Southeast 1/4 of Section 20 and the Northwest 1/4 and the Southwest 1/4 of the Southwest 1/4 of Section 21, all in Town 3 North, Range 17 East, Town of LaFayette, Walworth County, Wisconsin.

Owner: **Norman L. Brummel and Jean A. Brummel**
Declaration of Trust dated 11/24/92.

5664 State Road 11 Elkhorn, Wisconsin 53121



45 South Wisconsin Street | P.O. Box 322
Elkhorn, Wisconsin 53121
Telephone: (262) 723-3434
Facsimile: (262) 723-8044
Email: doug@olsonsurveying.com
Website: www.olsonsurveying.com

Reserved for Walworth County Register of Deeds

Legal Description

A redivision of Lot 1 of Certified Survey Map No. 4792, located in the Southeast 1/4 of the Southeast 1/4 of Section 20 and the Northwest 1/4 and the Southwest 1/4 of the Southwest 1/4 of Section 21, all in Town 3 North, Range 17 East, Town of LaFayette, Walworth County, Wisconsin, described as follows: Begin at the West 1/4 Corner of said Section 21; thence North 89°44'44" East, along the North line of said Southwest 1/4 of Section 21 and the centerline of Potter Road, 331.72 feet to the Northwest corner of Certified Survey Map No. 4574; thence South 2°09'30" East, along the West line of said Certified Survey Map No. 4574, 600.00 feet to an iron pipe; thence South 38°35'33" East, along said Certified Survey Map, 89.19 feet to an iron pipe; thence North 89°44'44" East, along the South line of said Certified Survey Map, 275.00 feet to an iron pipe at the Southeast corner of said Certified Survey Map No. 4574; thence South 2°09'30" East 1981.07 feet to an iron rod on the South line of said Southwest 1/4 of Section 21; thence South 89°36'13" West, along said South line, 661.58 feet to the Southwest corner of said Section 21; thence South 89°37'30" West, along the South line of said Southeast 1/4 of Section 20, 1331.94 feet to an iron rod; thence North 2°12'33" West, along the West line of the East 1/2 of said Southeast 1/4 of Section 20, 991.12 feet to an iron pipe; thence North 89°28'03" East 1333.42 feet to an iron pipe on the West line of said Southwest 1/4 of Section 21; thence North 2°07'02" West, along said West line, 1657.90 feet to the Point of Beginning

Said parcel contains 65.563 acres (2,855,943 sq.ft.) of land, more or less.

Said parcel contains 65.312 acres (2,845,001 sq.ft.) of land, more or less.

Surveyor's Certificate

I, Douglas G. Olson, Wisconsin Professional Land Surveyor, do hereby certify that the property hereon described has been surveyed under my direction and that the map shown hereon is a correct representation of all of the exterior boundaries of the land surveyed and the division thereof and that I have fully complied with the owner's/agent's instructions, Section 236.34 of the Wisconsin Statutes, the Subdivision Control Ordinance, Walworth County, Wisconsin, the Land Use and Land Division Ordinance, Town of LaFayette, Walworth County, Wisconsin, and the Subdivision Regulations, City of Elkhorn, Walworth County, Wisconsin.

Date: 10-24-18

Revised: _____



Douglas G. Olson, P.L.S. 2093

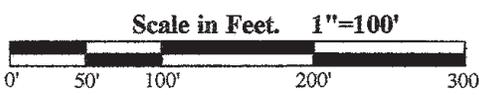
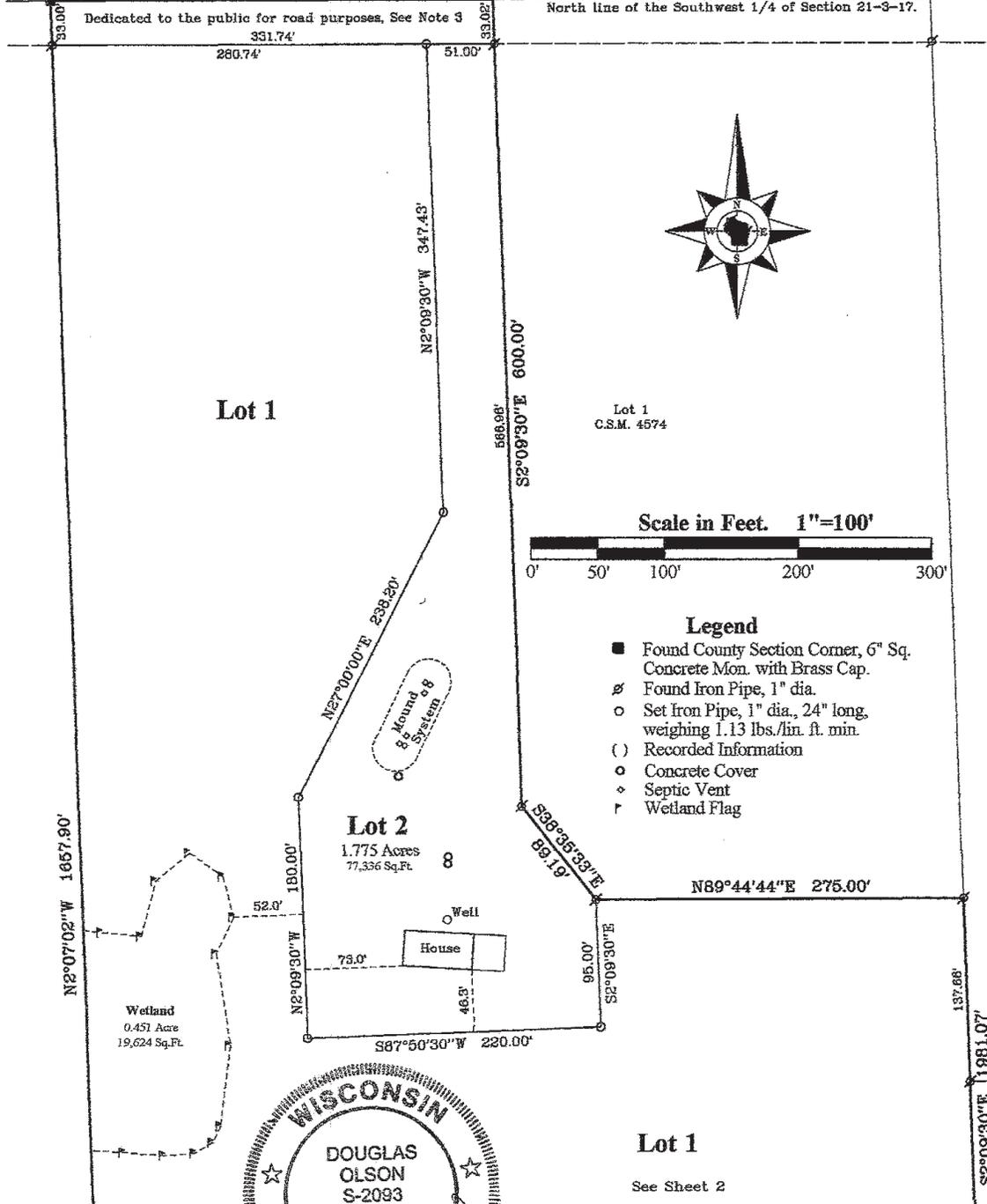
CERTIFIED SURVEY MAP No. _____

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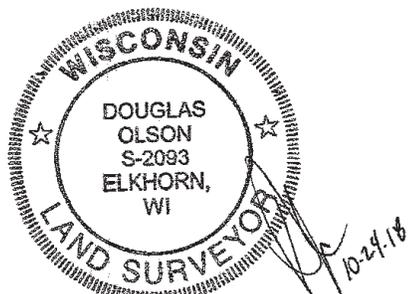
West 1/4 Corner
Section 21-3-17.
N. 261,032.34
E. 2,402,313.67

Potter Road (66' Wide)
N89°44'44"E 331.72'

North line of the Southwest 1/4 of Section 21-3-17.



- Legend**
- Found County Section Corner, 6" Sq. Concrete Mon. with Brass Cap.
 - ⊗ Found Iron Pipe, 1" dia.
 - Set Iron Pipe, 1" dia., 24" long, weighing 1.13 lbs./lin. ft. min.
 - () Recorded Information
 - Concrete Cover
 - ◇ Septic Vent
 - ⌞ Wetland Flag



Lot 1
See Sheet 2

PLAN COMMISSION – FINDING OF FACT

DATE: January 3, 2019
PROJECT: Harvest Pointe CSM
PC ID: E.17.07.017
ACTION: 2 Lot CSM

The City of Elkhorn Plan Commission officially convened on December 13, 2018 to consider the Certified Survey Map dated November 15, 2018, submitted by the Bielinski Investments, LLC for a 2-lot CSM located on the east side of Wisconsin St. between Harvest Way and Market St. in the City of Elkhorn.

After considering the Certified Survey map, the staff reports, oral and written testimony, the Elkhorn 2040 Comprehensive Development Plan, the Zoning on the subject property, and other materials presented at the meeting, the Plan Commission does hereby make the following "finding of fact":

FINDING OF FACT

1. The CSM is in conformance with Chapter 236 of the Wisconsin State Statutes.
2. The CSM is in conformance with the intent of the Elkhorn 2030 Community Development Plan.
3. The CSM is in conformance with the requirements of Chapter 18 (Subdivisions) of the City of Elkhorn Municipal Code.

Based upon the "Findings of Fact", the Plan Commission motioned, seconded and voted to recommend **APPROVAL** of the Certified Survey Map dated November 15, 2018 to the Common Council.

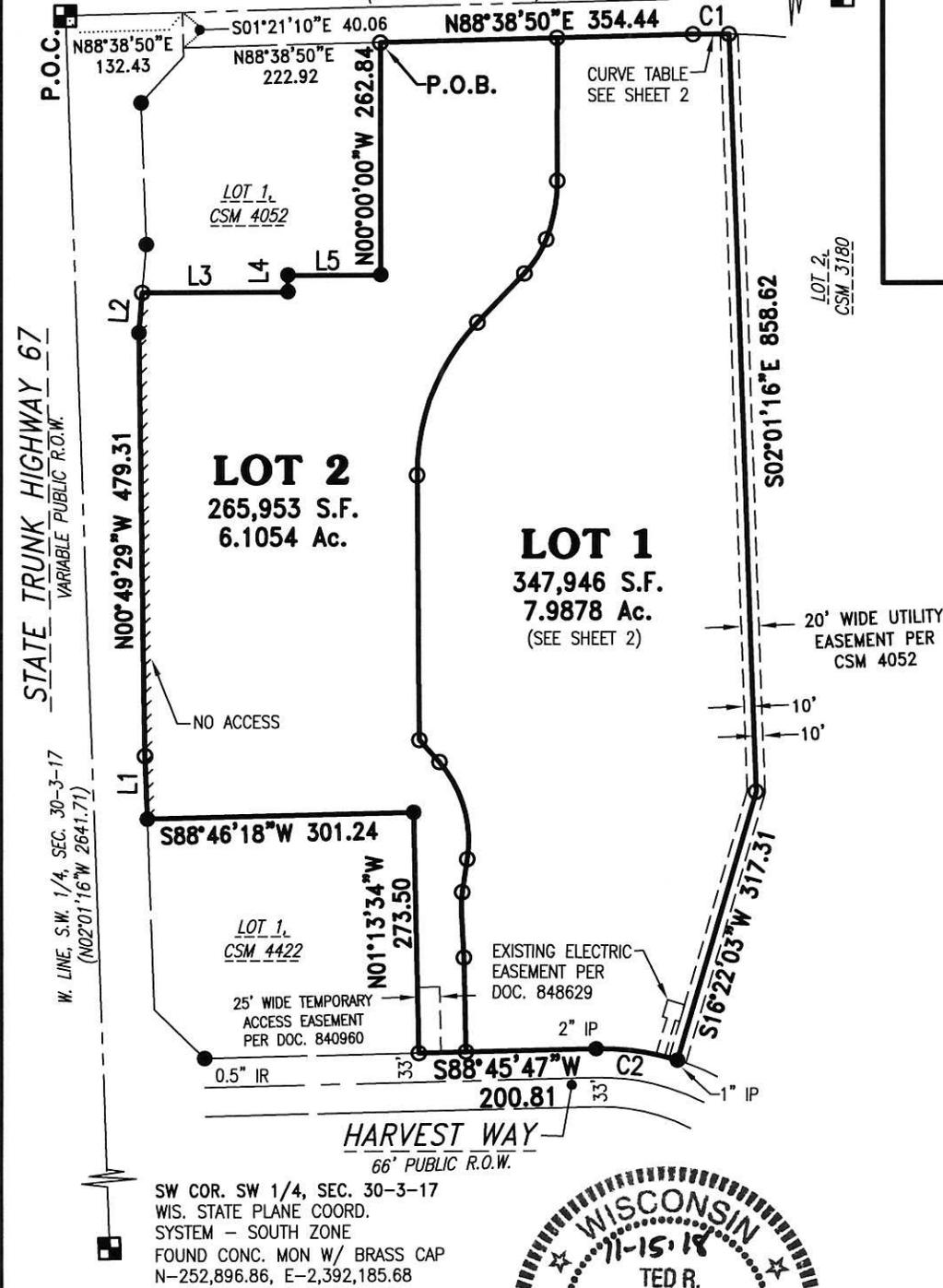
CERTIFIED SURVEY MAP NO.

BEING A REDIVISION OF LOT 2 OF C.S.M. NO. 4052, LOCATED IN A PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWN 3 NORTH, RANGE 17 EAST, IN THE CITY OF ELKHORN, WALWORTH COUNTY, WISCONSIN.

NW COR. SW 1/4, SEC. 30-3-17
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
FOUND CONC. MON W/ BRASS CAP
N-255,536.83, E-2,392,092.51

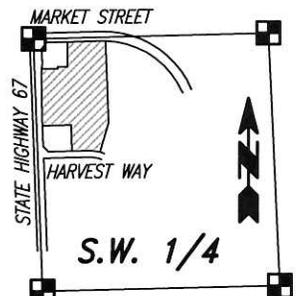
MARKET STREET
VARIABLE PUBLIC R.O.W.
N. LINE, S.W. 1/4, SEC. 30-3-17
(N88°38'50"E 2452.98)

NE COR. SW 1/4, SEC. 30-3-17
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
FOUND CONC. MON W/ BRASS CAP
N-255,594.79, E-2,394,544.72



LINE TABLE:

Line #	BEARING	LENGTH
L1	N02°01'16"W	71.63'
L2	N04°49'21"E	45.60'
L3	S90°00'00"E	164.71'
L4	N00°00'00"W	19.00'
L5	S90°00'00"E	105.00'



LOCALITY MAP:

S.W. 1/4, SEC. 30,
T. 3 N., R. 17 E.
SCALE: 1"=2000'

OWNER:

BIELINSKI DEVELOPMENT, INC.
12660 MEADOW LN. SUITE A
PEWAUKEE, WI 53072

PREPARED BY:

TRIO ENGINEERING, LLC
12660 W. NORTH AVE., BLDG "D"
BROOKFIELD, WI 53005
PHONE: 262-790-1480

GENERAL NOTES:

- ALL BEARINGS ARE REFERENCED TO GRID NORTH OF THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD-27), IN WHICH THE NORTH LINE OF THE S.W. 1/4 OF SECTION 30, TOWN 3 NORTH, RANGE 17 EAST, BEARS NORTH 88°38'50" EAST.
- NO DIRECT VEHICULAR ACCESS TO STATE HIGHWAY 67 PER CERTIFIED SURVEY MAP 3180 AND DOCUMENT NUMBER 381224.

DRAFTED THIS 15th DAY OF NOVEMBER, 2018
THIS INSTRUMENT WAS DRAFTED BY TED R. INDERMUEHLE, S-3119



NORTH

SCALE: 1" = 200'



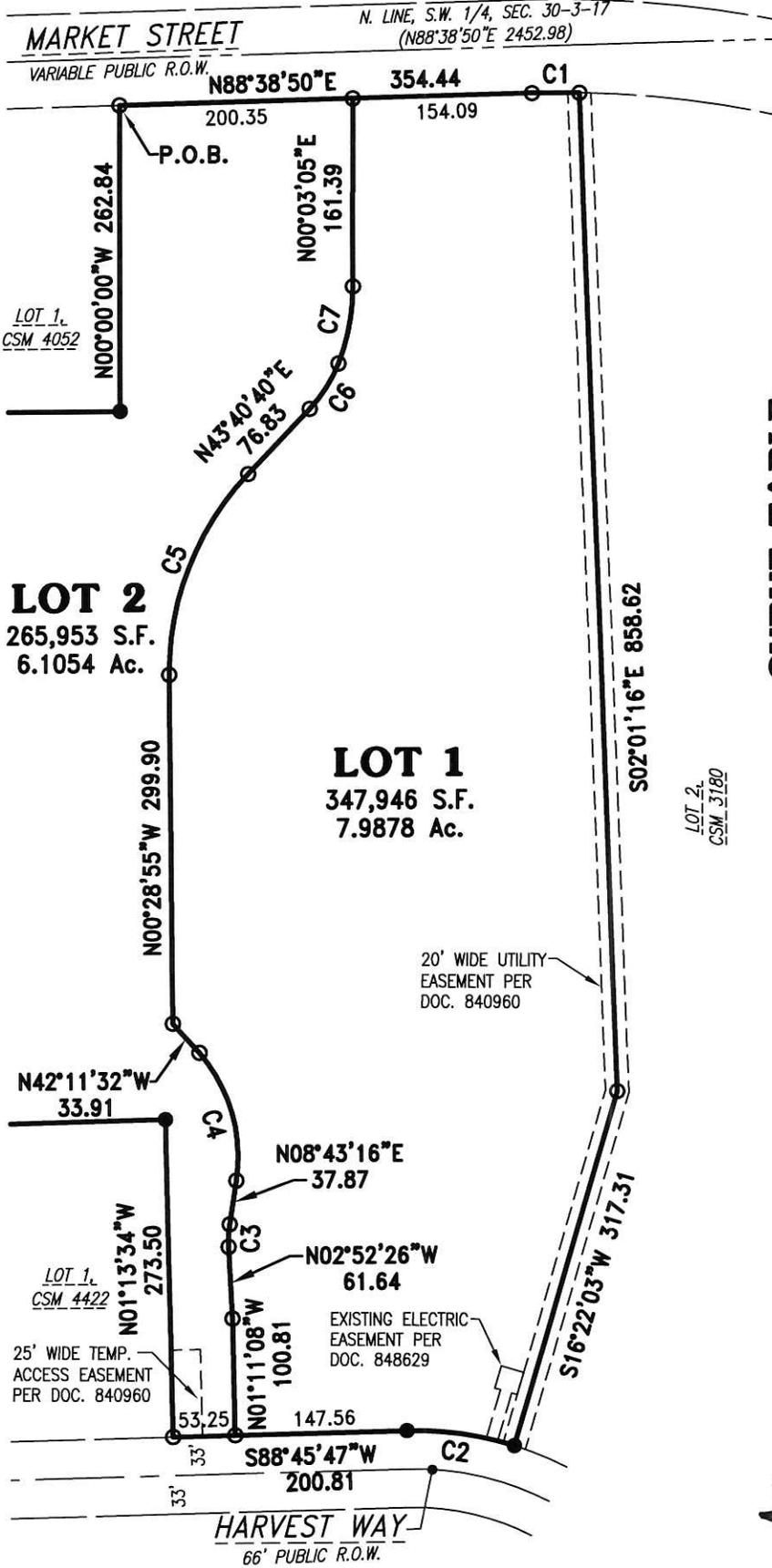
PIPING LEGEND:

- - INDICATES "SET" 0.750" O.D. X 18" LONG REINFORCING BAR WEIGHING 1.502 LBS. PER LINEAL FOOT.
- - INDICATES "FOUND" 5/8" IRON ROD. (UNLESS OTHERWISE STATED)

JOB NO. 16-045-966-01
SHEET 1 OF 4

CERTIFIED SURVEY MAP NO. _____

BEING A REDIVISION OF LOT 2 OF C.S.M. NO. 4052, LOCATED IN A PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWN 3 NORTH, RANGE 17 EAST, IN THE CITY OF ELKHORN, WALWORTH COUNTY, WISCONSIN.



CURVE TABLE:

NO.	RADIUS	CENTRAL ANGLE	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
C1	895.00	2°36'04"	40.63	40.63	N89°54'55"E	N88°47'03"W	S88°36'53"W
C2	283.00	18°56'20"	93.55	93.12	N81°45'51"W	N72°17'41"W	S88°45'59"W
C3	102.00	10°52'47"	19.37	19.34	S03°16'52.5"W	S08°43'16"W	S02°09'31"E
C4	138.00	49°02'32"	118.12	114.55	N15°48'00"W	N08°43'16"E	N40°19'16"W
C5	247.00	44°09'35"	190.37	185.69	N21°35'52.5"E	S43°40'40"W	S00°28'55"E
C6	120.00	22°07'17"	46.33	46.04	N32°37'01.5"E	N43°40'40"E	N21°33'23"E
C7	180.00	21°30'17"	67.56	67.16	N10°48'13.5"E	N21°33'23"E	N00°03'05"E



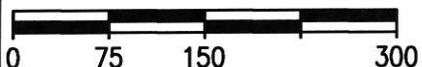
Ted R. Indermuehle

PIPING LEGEND:

- - INDICATES "SET" 0.750" O.D. X 18" LONG REINFORCING BAR WEIGHING 1.502 LBS. PER LINEAL FOOT.
- - INDICATES "FOUND" 5/8" IRON ROD. (UNLESS OTHERWISE STATED)



SCALE: 1" = 150'



H:\C900\966\16045-01\Survey\530CSM01.dwg

SITE DATA SUMMARY

Total Area: 17.57 acres
(Includes Areas A & C)
14.1 acres
(All areas excluding A & C)
Business B-4

Existing Zoning: Business B-4

Building Setbacks:
Front/Street = 25'
Side and Rear Yards = 5'

Existing Developed Areas:
Area A: 1.63 acres
Area C: 1.84 acres

FUTURE PHASE - Area B: 4.92 acres
Greenspace: 1.44 acres
Proposed Development: Commercial
Proposed Parking: 150 spaces

Area D:
Existing Zoning: Business B-4
Rezoning: Mixed-Use R-4

Building Setbacks:
Front: = 10'
Side = 10'
Rear = 25'

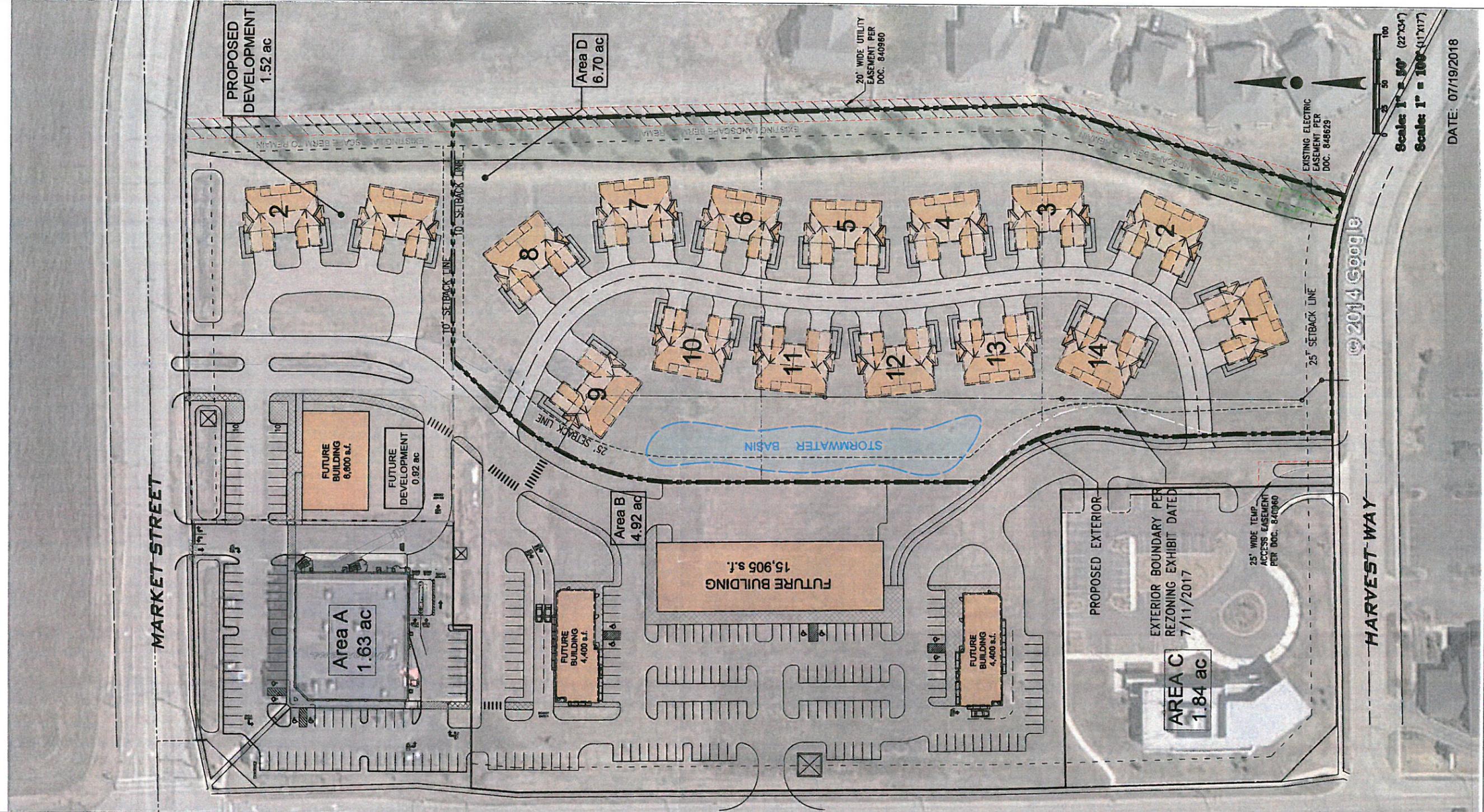
Parcel Area: 6.70 acres
Greenspace: 4.42 acres
Proposed Units: 28
Density: 4.18 units/acre
(0.28 acre POND within easement)

Future Development: Commercial
Parcel Area: 0.92 acres

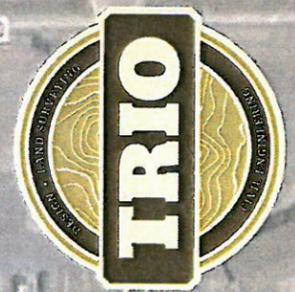
Proposed Development: Mixed-Use R-4
Parcel Area: 1.52 acres
Building Setbacks* (See Area D)
Proposed Units: 4
Density: 2.63 units/acre

SITE PLAN
"Villas at Harvest Pointe"
ELKHORN, WI

DEVELOPMENT BY:
BIELINSKI
HOMES



STATE HWY 67
CENTER IDENTIFICATION



12660 W. NORTH AVE., BLDG D
BROOKFIELD, WI 53005
PHONE: (262) 790-1480
FAX: (262) 790-1481
EMAIL: jjudetko@trioeng.com

CITY OF ELKHORN
ORDINANCE NO: _____

AN ORDINANCE TO REZONE A PROPERTY LOCATED
WITHIN THE BOUNDARIES OF THE CITY OF ELKHORN:
E. SIDE OF WISCONSIN ST. BETWEEN HARVEST WAY & MARKET ST.

WHEREAS, City of Elkhorn proposes to rezone Tax Key Parcel: YA405200002, within the City of Elkhorn, and;

WHEREAS, the Plan Commission did convene a public hearing on the matter of proposed rezone, and;

WHEREAS, the Plan Commission recommended approval of the proposed rezone.

BE IT ORDAINED by the Common Council of the City of Elkhorn as follows:

1. The zoning classification shall be changed from B-2 Community Business District to R-4 Residential Mixed Use District for Tax Key Parcel YA405200002 described as:

LOT 2 OF CERTIFIED SURVEY NO. 4052 AS RECORDED IN VOL 25 OF C.S. ON PAGE 143 WCR. LOCATED IN NW 1/4 SW 1/4 SEC 30 T3N R17E. EXC CSM #4422 CITY OF ELKHORN OMITS CSM #4009

2. The Zoning Map of the City of Elkhorn shall be amended in accordance with the above classification of properties.
3. This ordinance shall be in force from and after its introduction and publication as provided by statutes.

APPROVED AND ADOPTED this _____ day of _____ 2019.

Howie Reynolds, Mayor

ATTEST:

Cairie Virrueta, City Clerk

1st Reading: _____
2nd Reading: _____
Adopted: _____
Published: _____

PLAN COMMISSION – FINDING OF FACT

DATE: January 3, 2019
PROJECT: Harvest Pointe Neighborhood Center
PC ID: E17.07.017
ACTION: General Development Plan Amendment

The City of Elkhorn Plan Commission officially convened on December 13, 2018 to consider the General Development Plan Amendment submitted by Bielinski Investments, LLC.

After considering the GDP, the staff report, oral and written testimony, the Elkhorn 2040 Comprehensive Development Plan, the Zoning on the subject property, and other materials presented at the meeting, the Plan Commission does hereby make the following “finding of fact”:

FINDING OF FACT

- 1) The requested amendment is in accordance with the intent and purpose of Chapter 17 (Zoning) of the City of Elkhorn Municipal Code.
- 2) The requested amendment is compatible with other uses permitted in the same zone of vicinity.
- 3) The requested amendment will not be hazardous, harmful, offensive or otherwise adverse to the environment.
- 4) The requested amendment will not be detrimental to the value of the neighborhood or community.

Based upon the “Findings of Fact”, the Plan Commission motioned, seconded and voted to recommend **APPROVAL** of the General Development Plan Amendment to the Common Council.

PLAN COMMISSION – FINDING OF FACT

DATE: January 3, 2019
PROJECT: Elkhorn Auto Parts/Manjit Singh – 23 E. WALWORTH ST.
PC ID: E18.11.019
ACTION: Conditional Use Permit

The City of Elkhorn Plan Commission officially convened on December 13, 2018 to consider the Conditional Use Permit submitted by Elkhorn Auto Parts/Manjit Singh for a Liquor Store.

After considering the Conditional Use Permit application, the staff report, oral and written testimony, the Elkhorn 2040 Comprehensive Development Plan, the Zoning on the subject property, and other materials presented at the meeting, the Plan Commission does hereby make the following “finding of fact”:

FINDING OF FACT

- 1) The construction, maintenance and operation of Liquor Store on the subject property, as conditioned, is in accordance with the intent and purpose of Chapter 17 (Zoning) of the City of Elkhorn Municipal Code.
- 2) The construction, maintenance and operation of Liquor Store on the subject property, as conditioned, is compatible with other uses permitted in the same zone of vicinity.
- 3) The construction, maintenance and operation of Liquor Store on the subject property, as conditioned, will not be hazardous, harmful, offensive or otherwise adverse to the environment.
- 4) The construction, maintenance and operation of Liquor Store on the subject property, as conditioned, will not be detrimental to the value of the neighborhood or community.

Based upon the “Findings of Fact”, the Plan Commission motioned, seconded and voted to recommend **APPROVAL** of the Conditional Use Permit application to the Common Council.

CITY OF ELKHORN
CONDITIONAL USE PERMIT No. 19-01
ELKHORN AUTO PARTS/MANJIT SINGH – 23 E. WALWORTH ST.

Pursuant to Section 17.5-1 of the City of Elkhorn Municipal Code, "Liquor Store" located at 23 E. Walworth St, Tax Key Parcel YOP00192 shall be permitted as a Conditional Use. The operation at said location shall be subject to the following conditions:

1. Applicant shall apply for and obtain the appropriate liquor license.

Failure to fully comply with the above stated conditions shall be considered grounds for revocation of this permit.

Common Council of the City of Elkhorn

By: _____
Howie Reynolds, Mayor

Attest: _____
Cairie Virrueta, City Clerk

State of Wisconsin
County of Walworth
Subscribed and sworn/affirmed to before me
this _____ day of _____ 20____,

State of Wisconsin
County of Walworth
Subscribed and sworn/affirmed to before me
this _____ day of _____ 20____,

Notary Public
My Commission Expires: _____

Notary Public
My Commission Expires: _____

By: _____
Owner

Printed Name

State of Wisconsin
County of Walworth
Subscribed and sworn/affirmed to before me
this _____ day of _____ 20____,

Notary Public
My Commission Expires: _____

This instrument was drafted by:
Bonnie Schaeffer
Zoning Administrator