

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/CITY PLAN COMMISSION MEETING
Council Chambers, 9 S. Broad St., Elkhorn, WI
December 7, 2017

The Architectural Review Board/City Plan Commission Meeting was called to order at 6:00 p.m. by Chairman Reynolds followed by the Pledge of Allegiance and Roll Call.

ROLL CALL

Present: Neumann, Wuttke, Hunter, Myrin, Frazer, Reynolds

Absent: Meinel

Also Present: City Adm. Tapson, Zon. Adm. Schaeffer, City Atty. Phillips, City Eng. Greg Calhoun

Visitors: Mark Meyer, Frank Ille, Jeremy Hines, John Maier, John Henderson, Colleen Lord, Scott Dahlberg, Jim Campbell, DPW Dir. Lindstrom

APPROVAL OF MINUTES

Motion (Neumann/Hunter) to approve the minutes of the Architectural Review Board/City Plan Commission Meeting of November 16, 2017. Motion carried unanimously.

PUBLIC HEARING - AMEND ZONING MAP & PUD/GDP/S. LINCOLN ST./S.T.H. 67 SOUTH

Public hearing convened at 6:04 p.m. with respect to the application submitted by the City of Elkhorn to amend the Zoning Map to establish a Planned Unit Development Overlay District and General Development Plan for approximately 42.9 acres of land located west of South Lincoln Street and north of O'Connor Drive (Tax Key No. YUSW00062, YA238500002, YA238500004). Chairman Reynolds asked if anyone wished to be heard. No one wished to be heard. Chairman Reynolds asked three times if anyone else wished to be heard. No one else wished to be heard. Public hearing was closed at 6:05 p.m.

PUBLIC HEARING-CONDITIONAL USE PERMIT-324 N. WISCONSIN ST/HENDERSON

Public hearing convened at 6:05 p.m. with respect to the application submitted by John Henderson for a Conditional Use Permit to allow automobile repair to be located at 324 North Wisconsin Street (Tax Key No. YD00007 and YDOOO 11). Chairman Reynolds asked if anyone wished to be heard. No one wished to be heard. Chairman Reynolds asked three times if anyone else wished to be heard. No one else wished to be heard. The public hearing was closed at 6:06 p.m.

AMEND ZONING MAP/PUD OVERLAY DISTR./GDP/S. LINCOLN ST./S.T.H. 67 SOUTH

The Zoning Administrator stated that a public hearing was convened earlier this evening with respect to the application submitted by the City of Elkhorn to amend the City of Elkhorn's Zoning Map to establish a Planned Unit Development Overlay District and General Development Plan for approximately 42.9 acres of land located west of South Lincoln Street and north of O'Connor Drive (Tax Key No. YUSW00062, YA238500002, YA238500004) within the B-5 zoning district. The Zoning Administrator explained that the Planned Unit Development (PUD) process is intended to allow the City and the developer flexibility in formulating major development proposals and is not strictly bound by use, density, and area restrictions of the underlying zoning district in which it is located. Part of the PUD process allows for modifications to development standards which may be approved by the Plan Commission and/or Common Council. More specifically, the applicant is requesting exceptions to signage standards including the height and area of the proposed pole sign and the location of the wall sign for the hotel. Recommendations are outlined in the Zoning Administrator's November 29, 2017 report.

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Mark Meyer, applicant and agent representing the Tasch Development Corporation, property owner, presented a site plan for the Planned Unit Development Overlay District (PUD) and General Development Plan (GDP) to introduce a mixed-use commercial development on an approximately 43 acre tract of land located west of S.T.H. 67, south of Interstate 43, and north of O'Connor Drive. The property consists of 29 acres of developable land and 14 acres of undevelopable land. Of the 29 acres of developable land, approximately 17 acres would be anchored by a Love's Travel Stop and Country Store, and a Holiday Inn Express and Suites. The remaining 12 acres will be marketed and sold for a future "dine-in" restaurant and future retail. The undevelopable 14 acres will contain a walking path, as well as other outdoor uses such as flood plain, wetlands, and/or storm water retention which will be managed and maintained. The majority of the 41.7 acre parcel is located to the west of Tasch Drive and is currently under one tract but there is also a 1.3 acre parcel to the east of Tasch Drive that is currently identified as a separate parcel but will be part of the PUD plan. The project will provide increased employment opportunities, as well as more travelers and guests to the Elkhorn area. The entire proposed development is consistent with the goals and objectives of the Elkhorn 2040 Comprehensive Plan.

Frank Ille, representing Love's Travel Shop and Country Store, explained that Love's is a highly regarded provider of fuel, convenience foods, road side repairs, and travel related items. There are over 430 locations in 41 states and Love's is the national leader to motorists and professional truck drivers since 1964. Love's is independently owned and is headquartered in Oklahoma City, Oklahoma, with six existing locations in Wisconsin. He is proposing Elkhorn as the 7th location. The proposed development includes an entire plaza which would be completed in two phases. The first phase to be located on the northern most parcel of the development is Love's Travel Stop and Country Store includes providing fuel, convenience store, tire shop and a recognized food franchise, along with a highly regarded and desirable hotel, Holiday Inn Express and Suites, to be located on the southwest corner of the parcel. He is also representing this hotel franchise that is well-respected by business and leisure travelers. The second phase of the development contains parcels to be marketed and sold for a future restaurant and retail. Improvements to the first phase of the development includes signage. The planning request includes three exceptions to signage standards including the height and area of the proposed pole sign and the location of the wall sign for the Holiday Inn. The proposed pole sign is 80 feet in height and 523 square feet on each side. The hotel signs are proposed to be located on the upper corners of the four story building as is standard for this brand of hotel. In addition to the signage proposed, other smaller and less tall signage would consist of business and gas signs and scales. Also, to create a higher degree of usability and visibility of the site, some trees would have to be removed or relocated within State controlled property along Interstate 43. A state issued permit has been filed for the removal of these trees which exist due to uncontrolled growth. Love's proposes to provide future plantings that will be more appealing to offset their removal and will embrace the existing natural habitat. Love's construction is proposed for Spring/Summer of 2018 with completion in 2019. Holiday Inn Express's construction is slated for April 2018 with completion date of March 20 19. He thanked the City and asked for consideration in approving the request for the approval of the Planned Unit Development Overlay District (PUD) and General Development Plan (GDP). The City Administrator mentioned that the City's code allows the Plan Commission to approve the exceptions for signage because the PUD Overlay District sets the standards for the zoning district which allows for flexibility/exceptions. He noted the next step in this process is that every parcel within the mixed-use commercial development will be required to make site plan presentation to Plan Commission.

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Discussion followed by the Plan Commission regarding the mixed-use commercial development proposed for the Tasch property on S.T.H. 67 which includes exceptions for signage and traffic concerns.

Motion (Neumann/Frazer) to recommend to Council to approve the rezone of approximately 42.9 acres of land located west of South Lincoln Street and north of O'Connor Drive (Tax Key No. YUSW00062 , YA238500002, YA238500004) to establish a Planned Unit Development Overlay District or subject to the Zoning Administrator's recommendations outlined in the Staff Report dated November 29, 2017. Motion carried unanimously .

Motion (Myrin/Hunter) to recommend to Council to amend the City of Elkhorn's Zoning Map to establish a General Development Plan for approximately 42.9 acres of land located west of South Lincoln Street and north of O'Connor Drive (Tax Key No. YUSW00062 , YA238500002 , YA238500004) subject to the Zoning Administrator's recommendations outlined in the Staff Report dated November 29, 2017 along with the request to include three exceptions to the City's signage standards for Love's tower signs and Holiday Inn Express's one wall sign. Motion carried unanimously.

CONDITIONAL USE PERMIT/324 N. WISCONSIN ST/HENDERSON

The Zoning Administrator stated that a public hearing was convened earlier this evening with respect to the application submitted by John Henderson for a Conditional Use Permit to allow automobile repair to be located at 324 North Wisconsin Street (Tax Key No. YD00007 and YDOOO1 1). The applicant is requesting a Conditional Use Permit to allow automobile repair in the existing 3,800 square foot building at 324 North Wisconsin Street and recommends approval with the conditions outlined in the Staff Report dated November 29, 2017.

John Henderson, applicant and property owner of 324 North Wisconsin Street, explained that his father constructed the building in 1940 and has had similar auto and truck maintenance operations ever since with only two short vacancies in 1992 and this year. The zoning for some reason was changed to B-2 Community Business District and currently only allows auto repair as a conditional use within that zoning district. Mr. Henderson would like to allow the continuation of automobile and truck repair and service at this location to allow his new tenant, Precision Auto and Tire Repair, to operate their business.

Precision Auto and Tire Repair representative made a brief presentation. Discussion regarding hours of operation. The tenants are requesting that the hours be extended to Saturday mornings from 8 am until Noon, which may be needed from time to time in order to timely complete service requests. Plan Commission agreed to the extension of hours for Saturday mornings.

Motion (Wuttke/Frazer) to recommend to Council to approve Conditional Use Permit to allow automobile repair to be located at 324 North Wisconsin Street (Tax Key No. YD00007 and YDOOO11) subject to the conditions outlined in the Zoning Administrator's Staff Report dated November 29, 2017 and subject to the extension of hours of operations to include Saturday mornings from 8 am until Noon as needed. Motion carried unanimously .

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SITEPLAN/ARCHITECTURAL REVIEW -DURAMAXLLC/GLC-205W.CENTRALIA

The Zoning Administrator noted that the Duramax/Great Lakes Components, applicant, is requesting site plan and architectural review for property located at 205 West Centralia Street (Tax Key No. YA453100001). The applicant is requesting approval to construct a 4,650 square foot addition to their existing manufacturing building and an 800 square foot addition to the existing maintenance building. The Zoning Administrator recommends approval subject to the two conditions outlined in the November 29, 2017 Staff Report.

Scott Dahlburg, representing Duramax/Great Lakes Components, applicant, presented the site plan and architectural review of the proposal for a 4,650 square foot addition to the existing manufacturing building and 800 square foot addition to their existing maintenance building at 205 West Centralia Street. He said the color of the buildings will be the same as the existing buildings. Mr. Dahlburg also mentioned that he plans to submit an offer to purchase to the City for the soon-to-be vacant old water plant facility which is adjacent to his property. He would like to purchase and remodel the building as a daycare facility for their employees. Brief discussion.

Motion (Myrin/Hunter) to approve the site plan and architectural review to construct a 4,650 square foot addition to the existing manufacturing building and an 800 square foot addition to the existing maintenance building located at 205 West Centralia Street (Tax Key No. YA453100001) submitted by Duramax/Great Lakes Components. Motion carried unanimously.

MEETING DATES

Meeting dates: Next meeting is scheduled for next Thursday, December 14, 2017.

ADJOURNMENT

Motion (Neumann/Frazer) to adjourn. Motion carried. Meeting adjourned at 6:45 p.m.