

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/CITY PLAN COMMISSION MEETING
Council Chambers, 9 S. Broad St., Elkhorn, WI
March 8, 2018

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, Frazer, Meinel, Reynolds

Absent: Hunter, Myrin

Also Present: City Adm. Tapson, Zoning Adm. Schaeffer, City Eng. Calhoun, City Attny. Murphy

Visitors: John Donovan, Frank & Barbara Luchsinger, Jeremy Hinds, Frank Ille, Matt Lindstrom, DPW Oprs. Mgr. and Unidentified residents

APPROVAL OF MINUTES

Motion (Wuttke/Neumann) to approve the minutes of the Architectural Review Board/City Plan Commission Meeting of February 22, 2018. Motion carried unanimously.

REVISED CONCEPTUAL PLAN/GDP AMENDMENT/HARVEST PT CONDOS/BIELINSKI

John Donovan, Bielinski Homes, provided a brief background regarding the property that Bielinski Investments LLC would like to develop 6.7 acres located on State Highway 67 North and Harvest Way (Tax Key: YA405200002) which is on the east side of North Wisconsin Street between Harvest Way and West Market Street. He said the Harvest Pointe Condominiums II concept plan calls for 28 condominium units which consist of fourteen (14) 2-unit buildings located on 6.7 acres, leaving 7.36 acres for future commercial development. He said these condos would be 1,400 square foot ranch style homes with handicapped accessibility (no steps). Each unit would have its own garage with a private entrance from each condo with access to a private road within the condo complex which would have its own condo association. Mr. Donovan reported to the Plan Commission that Bielinski Homes has been very successful with the marketing/selling condominiums in Elkhorn.

The Zoning Administrator reported that Bielinski Investments, LLC, applicant, is requesting feedback on a revised conceptual site plan amendment to the approved PUD General Development Plan (GDP) for property located at State Highway 67 North & Harvest Way (Tax Key: YA405200002) currently zoned B-2 Community Business District and the current GDP shows the entire site as future commercial development. The revised concept plan has 28 condominium units in fourteen (14) 2-unit buildings located on 6.7 acres with the remaining 7.36 acres remaining as future commercial development. The purpose of this conceptual plan review is for the Plan Commission to provide feedback to the developer regarding the overall concept of the proposed development. The Commission may comment on the general acceptability of the proposed general development plan amendment or on specific aspects that should be included, excluded, altered, or otherwise addressed as the project moves through the formal review process.

Plan Commission did not have an objection to the conceptual plan reviewed for Harvest Pointe Condominiums II consisting of fourteen (14) 2-unit condominiums presented by John Donovan on behalf of Bielinski Homes, but questioned the building marked/identified as a 6-unit. He assured members that Bielinski Homes has no current plan for the construction of the 6-unit building. Brief discussion. Plan Commission consensus was that the applicant should return for formal action for the 2-unit condominiums identified on the concept plan but not the 6-unit building. No action taken.

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SIP/E & M STRATEGIC DEVELOPMENT-LOVE'S TRAVEL/S. LINCOLN ST. & S.T.H. 67S

Jeremy Hinds, Key Engineering Group, representing E&M Strategic Development and Love's Travel Shops & Country Stores and Frank Ille, Love's Travel Stops & Country Stores, Inc. presented the Specific Implementation Plan (SIP) for properties located at the intersection of Tasch Drive and Commerce Drive (Tax Key No. YUSW-00062D) and the north side of O'Connor Drive west of Tasch Drive (YUSW-00062) for a mixed-use commercial development located west of S.T.H. 67, south of Interstate 43. Jeremy Hinds continued by reviewing with the Plan Commission the Specific Implementation Plan page by page describing the wetlands, grading, elevations, and utilities for this project. The Zoning Administrator presented both Staff Reports for E & M Strategic Development and Love's Travel Shops dated March 1, 2018. The applicant is requesting Specific Implementation Plan (SIP) approval as part of the previously approved Planned Unit Development. The proposed conditions of approval include compliance with City Engineer memorandum dated March 6, 2018, project shall be developed in accordance with the approved plans. Any deviation from the approved plans shall require zoning administrator and/or Plan Commission approval, compliance with any additional requirements from City Fire Chief review of the plans, and parking space dimensions shall be revised as needed to comply with City Municipal Code.

Motion (Wuttke/Neumann) to recommend to Council to approve both of the Specific Implementation Plans (SIP) for properties located at the intersection of Tasch Drive and Commerce Drive (Tax Key No. YUSW-00062D) and the north side of O'Connor Drive west of Tasch Drive (YUSW-00062) for a mixed-use commercial development located west of S.T.H. 67, south of Interstate 43, subject to the Zoning Administrator's recommendations outlined in the Staff Reports dated March 1, 2018 and the City Engineer's Memorandum of March 6, 2018. Motion carried unanimously.

FINAL PLAT/CITYOF ELKHORN & LOVE'S TRAVEL STOPS /I 43 & S LINCOLN ST

E & M Strategic Development, applicant, is requesting final plat approval for property located at the southwest corner of Interstate 43 and South Lincoln Street (Tax Key No. YUSW00062, YA238500002 and YA238500004) and owned by the City of Elkhorn for a new commercial development which includes a fuel travel plaza, hotel, and retail development. Plan Commission approved the preliminary plat with a favorable recommendation to the City Council at the February 1, 2018 Plan Commission meeting. The preliminary plat was then approved at the February 5, 2018 City Council meeting. Chairman Reynolds said the final plat is the last step in this process and has now been submitted for approval. Brief discussion.

Motion (Reynolds/Meinel) to recommend to Council to approve the final plat for property located at the southwest corner of Interstate 43 and South Lincoln Street (Tax Key No. YUSW00062, YA238500002 and YA238500004) subject to the Department of Administration's (DOA) approval and certification of Final Subdivision Plat. Motion carried unanimously.

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SITE PLAN & ARCHITECTURAL REVIEW/PRESS BOX/HARRIS FIELD/EASD BOOSTER

Chairman Reynolds reported that the Elkhorn Area School District Booster Club has requested to construct a press box/concession stand at Harris Field located on Wright Street (YUNE-00026) which is City owned property. Brief discussion.

Motion (Reynolds/Neumann) to recommend to Council to approve the site plan and architectural review of the proposed press box and concession stand at Harris Field on Wright Street (YUNE-00026). Motion carried unanimously.

CONDITIONAL USE PERMIT REVIEW

Brief discussion regarding the review of Conditional Use Permits relative to Act 67.

MEETING DATES

Meeting dates: Next meeting is scheduled for next Thursday, March 22, 2018.

ADJOURNMENT

Motion (Wuttke/Frazer) to adjourn. Motion carried.

Meeting adjourned at 7:00 p.m.