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: Meinel, Frazer, Myrin, Wuttke, Hunter, Neumann, Reynolds
Absent: None
Also Present: Zon. Adm. Schaeffer, City Adm. Heilman, City Eng. Calhoun, City Attny. Phillips,
Visitors: Samantha Mahoney, Eric Gostomski

APPROVAL OF MINUTES
Motion (Neumann/Frazer) to approve the minutes of the Architectural Review Board and City Plan Commission Meeting of October 17, 2019. Motion carried unanimously.

PUBLIC HEARING/CONDITIONAL USE PERMIT/977 KOOPMAN LANE/WE SAY SO LLC
Public hearing convened at 6:02 p.m., purpose of hearing all interested parties, their attorneys or agents with respect to the application for proposed conditional use permit to allow Indoor Recreation or Entertainment/DIY Craft Studio located at 977 Koopman Lane (Tax Key No. YVSE000017C4) submitted by We Say So, LLC (Samantha Mahoney). Chairman Reynolds asked if anyone wished to be heard regarding this matter. 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 closed at 6:04 p.m.

CONDITIONAL USE PERMIT/977 KOOPMAN LANE/WE SAY SO LLC
The Zoning Administrator provided the Staff Report dated October 31, 2019. The applicant is requesting approval of a Conditional Use Permit allowing indoor recreation/entertainment in the 3,000 square foot office area of the existing building at 977 Koopman Lane (Tax Key No. YVSE000017C4). The proposed use is for a DIY franchise studio where customers can complete craft projects.

Staff recommends that the Plan Commission approve the Conditional Use of Indoor Recreation/Entertainment with the following conditions: a) The hours of operation shall be 5:00 pm to 10:00 pm Monday thru Friday and weekends from 9:00 am to 10:00 pm or shall be modified as needed to not overlap with the hours of the Elkhorn Driveshaft Company operation; b) There shall be no beer, wine, or alcohol sales or consumption on the premises; c) The project shall be developed in accordance with the submitted plan of operations. Any deviation from the approved plans shall require zoning administrator and/or Plan Commission approval.

Samantha Mahoney, We Say So LLC, made a brief presentation regarding the business plan. The application includes a request for a beer/wine license to provide customers with the option and will be included in the project package cost. There will be 2 full-time and 2 part-time employees. Over 20 parking spaces will be available to share with Elkhorn Driveshaft operating out of the backside of the building. The hours of operation will not primarily overlap with the other company.
The City Attorney did not believe that retail sales or the serving of alcohol is allowed in the M-1 Manufacturing Zoning District. Brief discussion. The applicant asked what the difference was in the zoning for the Evergreen Business Park vs the Elkhorn Industrial Park. The City Attorney explained that the Evergreen Business Park is zoned B-6 Business District that allows for retail sales and serving alcohol with a Conditional Use permit, however, the M-1 Manufacturing Zoning District does not allow for either of these uses within that zoning district or a conditional use for alcohol. The applicant asked if the property at 977 Koopman Lane could be rezoned to a similar use as the B-6 Business District zoning of the Evergreen Business Park. The City Attorney responded that would be spot zoning which is not allowed. The applicant asked if she could request a variance and the response was that there is no hardship. Additional discussion regarding possible code changes to the City’s zoning code to allow the business to include beer and/or wine in the DIY project packages. Member Myrin suggested forwarding this to the City Council for code change. The City Attorney said the code change would have to come before the Plan Commission with recommended to the City Council.

At this time the applicant withdrew her application for a Conditional Use Permit application. Discussion regarding options for applicant which included a request for a public hearing to change to the City’s ordinance to allow beer and/or wine in the M-1 zoning but with stringent restrictions. No action taken.

**SITE PLAN/1300 S. LINCOLN ST/KUNES ELKHORN C PROPERTY LLC**

The Zoning Administrator provided the Staff Report dated October 10, 2019. The applicant is requesting site plan approval for expansion of automobile sales/display parking for up to 220 vehicles for property located at 1300 South Lincoln Street (Tax Key No. YUSW00062B). Staff recommends that the Plan Commission recommend approval of the Site Plan with the following conditions: a) Staff approval of a revised site plan in compliance with all standards of Section 17.6 of the Municipal Code UNLESS the applicant can provide evidence that the parking space dimensions and aisle widths meet the industry standard for auto sales display; b) The parking lots shall be paved and striped as well as required landscaping installed within one (1) year of approval or this site plan shall become null and void; c) City Engineer approval of the storm water management plan.; d) Applicant is responsible for planning, design, and implementation of the grading plan for the site. The City of Elkhorn shall not be held responsible for any deficiency in the grading plan.

Eric Gostomski, Kunes Elkhorn C Property LLC, presented the site plan for a parking lot for service vehicles and employee vehicles, and any overflow of vehicles. Discussion. Member Neumann suggested leaving the display lot alone and not striping it, just striping the areas along the building and Kunes would only be using the lot for storage. Members agreed to strike out the words “and striped as well as” from Item (b) from the Zoning Administrator’s Staff Report.

Motion (Reynolds/Neumann) to approve the proposed site plan for storage and display of vehicles as submitted by Kunes Elkhorn C Property LLC striking out the words “and striped as well as” from the Zoning Administrator’s Staff Report dated October 10, 2019. Motion carried unanimously.
MEETING DATES
Meeting dates: Next meeting is scheduled for Thursday, December 5, 2019.

ADJOURNMENT
Motion (Fraser/Meinel) to adjourn. Motion carried. Meeting adjourned at 6:45 p.m.

Shari McKinney
Plan Commission Secretary