

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
JULY 19, 2007

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

The following members were present:

J. Taylor
D. Snyder
B. Knorr
J. Giese
D. Dorgan
M. Davidson

The following members were absent:

None

Also present:

Sam Tapson, City Administrator
Rob Bedrosian, Zoning Administrator
Ward Phillips, City Attorney

Visitors:

Lowell Sweet
Mr. Brown
Mr. & Mrs. Eugene Boeger
Russell Boeger
Ron Amann
Jamie Stilling
Pastor Kurt Verhoeven

APPROVAL OF MINUTES

Member Snyder moved to approve the minutes of the July 5, 2007, meeting with the noted correction. Seconded by Member Dorgan. Motion carried unanimously.

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CERTIFIED SURVEY MAP/REMER ROAD/BOEGER

Member Giese moved to recommend to Council to approve the two-lot Certified Survey Map for property located on Remer Road (Tax Key Nos. YVSE-00028 & YVSE-00029) requested by Eugene and Russell Boeger. Seconded by Member Knorr. Motion carried unanimously.

CERTIFIED SURVEY MAP/ETP - TOWN OF LAYFAYETTE/CHURCH

Member Snyder moved to recommend to Council to approve the one-lot Certified Survey Map for property located off Cobb Road and C.T. H. "ES" (Tax Key No. KLF-00007-6A) requested by Al Church. Seconded by Member Taylor. Motion carried unanimously.

SITE PLAN & ARCHITECTURAL REVIEW/3-UNIT OFFICE-15 S. LINCOLN/AMANN

Member Snyder moved to approve razing the existing dwelling at 15 South Lincoln Street and the site plan for the proposed 3-unit office building to be located at 15 South Lincoln Street (Tax Key No. YRW-00027) owned by Ron Amann subject to Staff approval of the architectural review plan. Seconded by Member Taylor and carried unanimously.

DOWNTOWN FAÇADE GRANT-HPC/17 W.WALWORTH/SUGAR CREEK MUTUAL

Member Taylor moved to approve the façade improvements through the Downtown Façade Grant Program which include repairing and replacing doors, panels, windows, sign, and removing exterior materials to expose brick/masonry for Sugar Creek Mutual located at 17 West Walworth St. (Tax Key No. YOP-00227) as requested by Jim Viney and Larry Bray. Seconded by Member Knorr. Motion carried unanimously.

ANNEXATION/LIVING WATERS CHURCH/VERHOEVEN

Member Dorgan moved to recommend to Council to approve the 10 acre annexation with 6.55 acres being dedicated for a church site (Living Waters Church) to be located on Remer Road in the Town of Geneva as presented by Pastor Kurt Verhoeven subject to the property being rezoned I-1 Institutional with no residences to be located on this site. Seconded by Member Davidson. Motion carried 5-1 with Member Snyder voting no.

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CITY POLICE DEPARTMENT/RELOCATON

The City Administrator reported on the proposal by the City to relocate the existing Police Department at 404 North Washington Street to the vacant park land across the street currently known as Tasch Park. He explained that although the City would like to construct a new police department with a parking facility at this location, an area at the north end of the lot will remain designated for a public park. The City Administrator referred to the map of the area was distributed prior to the meeting illustrating the proposal. Mr. Tapson further explained the events that led up to this point, which include a Space Needs Study that was performed by Strang & Associates. After the study was completed, the Police Department along with City personnel followed up with an evaluation of possible sites throughout the City. Three possible sites were selected for the relocation which included the West Wing of the Walworth County Courthouse, Lakeland School and the Tasch Park site. The Tasch Park site was ultimately chosen as the number one site due to the fact that it is owned by the City and there would be no additional cost to the taxpayers for the land purchase.

The City Administrator noted that by State Statutes the Plan Commission is responsible for reviewing and commenting on this proposal. Although the Commission may make comments and/or recommendations, the City Council is the final authority for taking action on the proposal. He said that RFP's for the new Police Department facility would be sent out as soon as possible if the Plan Commission makes a favorable recommendation to the City Council.

Member Knorr moved to recommend to Council to approve the proposal to relocate the Elkhorn Police Department to the existing vacant land on North Washington Street as presented to the Plan Commission and illustrated by a block area location map. Seconded by Member Giese and carried unanimously.

MEETING DATES

The next Plan Commission meeting will be held on Thursday, August 2, 2007 at 7 p.m.

ADJOURNMENT

Member Dorgan moved to adjourn. Seconded by Member Davidson. Motion carried unanimously. Meeting adjourned 7:45 p.m.

Shari McKinney
Deputy Clerk/Plan Commission Secretary