

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
August 7, 2008

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

The following members were present:

T. Shiroda, Member
J. Taylor, Alderman & Member
B. Knorr, Member
M. Davidson, Member
D. Snyder, Member
J. Giese, Mayor & Member

The following member was absent:

D. Dorgan, Member

Also present:

Rob Bedrosian, Zoning Adm.
Randy Leece, City Attorney Representative
Gary Welsh, City Engineer
Sam Tapson, City Administrator
Nancy Jacobson, City Clerk
Dave Cole, Videographer

Visitors:

Jim Kerkl Jr., 502 Nathan Lane
Lorie Hodny, 502 Nathan Lane
J.R. Hertel, 502 Nathan Lane
Zachary Artrip, 502 Nathan Lane
Braden Wadicka, 502 Nathan Lane
Kirk Magill, 977 Koopman Lane
Todd Ovard, N58W6181 Columbus Rd., Cedarburg, WI
Gary Huss, 979 Koopman Lane
Warren Hansen, 7 Ridgway Court
Maureen Mayrand, Elkhorn Independent

PUBLIC HEARING

The Public Hearing regarding the PUD Amendment Application submitted by Bielinski Investments, LLC was cancelled and No. 5 (a) regarding the PUD Amendment was removed from the agenda due to the withdrawal of the item by Bielinski Investments.

APPROVAL OF MINUTES

Motion (Knorr/Shiroda) to approve the minutes of the July 17, 2008, Plan Commission meeting. Motion carried by the majority present.

PETE'S TIRE SERVICE/SITE PLAN AMENDMENT

Motion (Snyder/Knorr) to waive the first appearance of Pete's Tire Service Site Plan Amendment to allow for action. Motion carried by the majority present.

In discussion, Kirk Magill, representing Peter Brock, told Commission members that a request has been made to expand the asphalt, parking count and further open the curb cut on the cul-de-sac. City Zoning Administrator reported that staff recommends approval to the site plan. Member Knorr expressed concern about the drainage approaching the detention pond. Magill said drainage would not approach the detention pond.

Motion (Knorr/Snyder) to approve the Pete's Tire Service Site Plan Amendment for property located at Lot No. 12 of Fairways Edge Business Park, Tax Key No. YFE100002. Motion carried by the majority present.

CONTINUOUS MOTION/SITE PLAN/ARCHITECTURE

Warren Hansen, representative for Continuous Motion Packaging, LLC, presented to Commission members a revised site plan and architecture. The Continuous Motion project began in 2007 with the approval of the Conditional Use Permit. Hansen proposed a change in the siding to stucco metal panel which has been used on other businesses in the park. The site plan was modified to reflect a revision in elevations. Hansen said the landscape near N. Country Club Parkway will be changed and the building area behind the dock squared off. The entrances will be at grade with 20 feet of pavements. When asked if deliveries would be made at those entrances, the answer was no. However, vehicles may stop for a brief time at those entrances.

Member Knorr asked about parking. He was concerned that if the business increases would more employees be needed. Six employees would be employed at this time. The business involves a process of remanufacturing shrink wrap equipment.

The Commission said that the site plan/architecture for Continuous Motion be brought back for its second appearance with the site plan revised to include an area marked reserve parking spaces.

HUDAPACK METAL TREATING/SITE PLAN/ARCHITECTURAL APPROVAL

Motion (Snyder/Taylor) to waive the first appearance of the site plan and architectural approval for Hudapack Metal Treating. Motion carried by the majority present.

In discussion, the proposed 2,500 square-foot addition will use the same building materials as the present building. Staff recommended to the Commission approval of the site plan and architectural.

Motion (Knorr/Taylor) to approve the site plan and architecture for an addition to Hudapack Metal Treating located at 979 Koopman Lane, Tax Key No. YVSE00017C3. Motion carried by the majority present.

HAMPTON INN/SITE LIGHTING PLAN AMENDMENT

Rob Williams, representative for Hampton Inn presented an amendment to the lighting plan for the parking lot. The proposed lighting would increase the wattage to 400 and use fewer poles. City Zoning Administrator Bedrosian reported that staff had a concern over upgrading the lights. He asked Patrick Carroll, electrical inspector, for an opinion. The memo received stated that the inspector had no problems after reviewing the photometric plan; however, he said final occupancy would only be approved when a night inspection is done after installation and fc levels are checked.

City Engineer asked about the lighting on the building. The original plan was wall sconces but is now up-lighting. He asked that this be checked with the City's light ordinance before the second appearance.

The Lighting Plan Amendment will come back for its second appearance.

WALTER AUTO SALES/JOINT CUP AND REZONE/SITE PLAN

Jon Walter, applicant for a joint Conditional Use Permit and rezone, and site plan approval, presented his request for an auto-sales facility at 910 W. Walworth Street, Tax Key No. YUNW00136. Walter said that he expects to have approximately 20 cars. He said that the location was formally an auto dealership. He would like to mover forward as soon as possible, because he has to move out of his present location.

In discussion, the Zoning Administrator stated that n auto-sales facility is only allowed with a CUP in the B-2 and B-5 zoning districts. Concerning the site plan, he said in the staff development report that the site plan was reviewed and customer parking adjacent to West St. does not meet the parking ordinance. Staff was uncomfortable with the display parking and feels it does not have enough parking space for the intent. Lighting was another issue and the Electric Utility Director asked for a photometric plan.

City Administrator Tapson reminded the Commission to look at the 2030 Plan and take that into consideration as to whether the location is suitable for a car dealership. Alderman Taylor expressed her concern about the type of business and the level of detriment to the adjoining properties which are mostly residential. Walter said he would try to keep the hours down. He said some of the vehicles would be in the showroom inside the building and he the boats he is presently selling would be in storage. If his business grew, he would use other sub-lots. However, there is room in the back for growth.

Mayor Giese said that based on the comments, the site may not be good for auto sales. Walters said that at one point it was a dealership and currently it is not being used at all.

The Joint CUP, Rezone and Site Plan will come back for its second appearance.

MEETING DATES

The next Plan Commission meeting is Thursday, August 21, 2008 at 7:00 p.m.

ADJOURNMENT

Motion (Taylor/Snyder) to adjourn at 7:40 p.m. Motion carried by the majority present.

Nancy Jacobson
City Clerk