

CITY OF ELKHORN  
ARCHITECTURAL REVIEW BOARD/  
CITY PLAN COMMISSION MEETING  
FEBRUARY 5, 2009

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:

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

The following members were absent:

T. Shiroda

Also present:

Sam Tapson, City Adm.  
Randy Leece, City Attorney  
Gary Welsh, City Engineer  
Audrey Boss, Zoning Adm.

Visitors:

Gene Shilts  
Len Shilts  
Kevin Parker  
Gerry Abbe  
Gary Wallem  
Lee Brown  
Ben Carlyle  
Joe Mesler  
Dave Cole  
Maureen Mayrand

APPROVAL OF MINUTES

Member Snyder moved to approve the minutes of the January 15, 2009, as written. Motion seconded by Member Martinson. Motion carried unanimously.

CERTIFIED SURVEY MAP/EVERGREEN BUSINESS PARK/SHILTS

Member Knorr moved to deny a one lot Certified Survey Map for a mixed use commercial building located in the Evergreen Business Park (Tax Key No. YEB-00004 and YEB-00005) requested by Len and Gene Shilts. Seconded by Member Snyder. At this time Member Knorr withdrew his motion and Member Snyder withdrew his second.

Member Snyder moved to deny the entire project which includes the one lot Certified Survey Map for a mixed use commercial building located in the Evergreen Business Park (Tax Key No. YEB-00004 and YEB-00005) requested by Len and Gene Shilts. Seconded by Member Snyder. Roll Call Vote. Member Snyder-Yes; Member Dorgan-Yes; Member Davidson-Yes; Member Taylor-Yes; Member Knorr-Yes; Member Giese-No. Motion carried 5-1 to deny the project because building plans do not meet business park covenants.

SPECIFIC IMPLEMENTATION PLAN/EVERGREEN BUSINESS PARK/SHILTS

Member Knorr moved to deny the Specific Implementation Plan for a mixed use commercial building located in the Evergreen Business Park (Tax Key No. YEB-00004 and YEB-00005) requested by Len and Gene Shilts. Seconded by Member Snyder. At this time Member Knorr withdrew his motion and Member Snyder withdrew his second.

Member Snyder moved to deny the entire project which includes the Specific Implementation Plan for a mixed use commercial building located in the Evergreen Business Park (Tax Key No. YEB-00004 and YEB-00005) requested by Len and Gene Shilts. Seconded by Member Snyder. Roll Call Vote. Member Snyder-Yes; Member Dorgan-Yes; Member Davidson-Yes; Member Taylor-Yes; Member Knorr-Yes; Member Giese-No. Motion carried 5-1 to deny the project because building plans do not meet business park covenants.

SITE PLAN REVIEW/ EVERGREEN BUSINESS PARK/SHILTS

Member Knorr moved to deny the site plan review for a mixed use commercial building located in the Evergreen Business Park (Tax Key No. YEB-00004 and YEB-00005) requested by Len and Gene Shilts. Seconded by Member Snyder. At this time Member Knorr withdrew his motion and Member Snyder withdrew his second.

Member Snyder moved to deny the entire project which includes the site plan for a mixed use commercial building located in the Evergreen Business Park (Tax Key No. YEB-00004 and YEB-00005) requested by Len and Gene Shilts. Seconded by Member Snyder. Roll Call Vote. Member Snyder-Yes; Member Dorgan-Yes; Member Davidson-Yes; Member Taylor-Yes; Member Knorr-Yes; Member Giese-No. Motion carried 5-1 to deny the project because building plans do not meet business park covenants.

ARCHITECTURAL REVIEW/ EVERGREEN BUSINESS PARK/SHILTS

Member Knorr moved to deny the architectural review for a mixed use commercial building located in the Evergreen Business Park (Tax Key No. YEB-00004 and YEB-00005) requested by Len and Gene Shilts. Seconded by Member Snyder. At this time Member Knorr withdrew his motion and Member Snyder withdrew his second.

Member Snyder moved to deny the entire project which includes the architectural review for a mixed use commercial building located in the Evergreen Business Park (Tax Key No. YEB-00004 and YEB-00005) requested by Len and Gene Shilts. Seconded by Member Snyder. Roll Call Vote. Member Snyder-Yes; Member Dorgan-Yes; Member Davidson-Yes; Member Taylor-Yes; Member Knorr-Yes; Member Giese-No. Motion carried 5-1 to deny the project because building plans do not meet business park covenants.

REZONE/N. JACKSON & N. LINCOLN STREETS/WALLEM

Member Giese moved to recommend to Council to approve the rezone (Rd-1, Rm-2, and Rs-1) for properties located at 623-625 North Jackson Street and 621 North Lincoln Street (Tax Key No. YA118900003 and YUNE-00008B) requested by Gary Wallem. (Note: A public hearing was held prior to this meeting regarding the rezone.) Seconded by Member Snyder. Motion carried unanimously.

CERTIFIED SURVEY MAP/ N. JACKSON & N. LINCOLN STREETS WALLEM

Member Giese moved to recommend to Council to approve the Certified Survey Map for properties located at 623-625 North Jackson Street and 621 North Lincoln Street (Tax Key No. YA118900003 and YUNE-00008B) requested by Gary Wallem. Motion seconded by Member Taylor and carried unanimously.

ARCHITECTURAL REVIEW/ST. PATRICK'S CATHOLIC CHURCH

No action, second appearance for the architectural review of a handicap entrance enclosure for St. Patrick's Church located at 107 West Walworth Street (Tax Key No. YOP-00245). It was noted that due to a miscommunication no revised plan had been submitted by the applicant. The applicant agreed to resubmit revised plans to Staff for review prior to the next Plan Commission meeting.

ARCHITECTURAL REVIEW/SIGN/WALWORTH COUNTY AGRICULTURAL SOCIETY

It was the consensus of the Plan Commission to approve the architectural review of the revised "Fair" sign with new logo for the Walworth County Agricultural Society. Sign to be donated to the Ag Society by Gary Wallem.

## DOWNTOWN ZONING DISTRICTS

Lee Brown, Teska Associates, presented a memorandum regarding suggestions for revisions to the B-1 Central Business District and surrounding area's zoning regulations along with some additional handouts.

Members had expressed at previous meetings their concern with the existing single-family homes in the B-1 Central Business District, the B-4 Office District, and the I-1 Institutional District considered to be non-conforming uses and made it difficult for new home buyers to purchase these properties and current property owners to refinance their mortgages. At the direction of the Plan Commission, zoning amendments are being suggested so that those properties would become conforming uses. After reviewing the current downtown zoning, it was apparent that there are two main areas where the zoning amendments should be addressed which include district boundaries and design guidelines.

Recommendations on zoning map amendments being presented this evening by Teska Associates include remapping the B-1 Central Business District, combining and renaming the I-1 Institutional District and B-4 District, remap both districts and, revise the purpose statement of the combined district, along with several other zoning amendments. It was also recommended to revise the use list regarding B-1 Central Business District and DT "Downtown Transition" zoning districts, and to adopt design guidelines for these districts.

Plan Commission members indicated that they will review all the information submitted by Lee Brown for discussion at a future meeting.

## MEETING DATES

The next Plan Commission meeting is Thursday, February 19, 2009 at 7:00 p.m.

## ADJOURNMENT

Member Giese moved to adjourn. Seconded by Member Knorr. Motion carried unanimously. Meeting adjourned at 8:30 p.m.

Shari McKinney  
Plan Commission Secretary