

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
MAY 21, 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:

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

The following members were absent:

None

Also present:

Ward Phillips, City Attorney
Audrey Boss, Zoning Adm.
Gary Welsh, City Engineer

Visitors:

Mr. & Mrs. Schultz
Scott Christian
Frank Luchsinger
Al Young
Steve Hensel
Luann Dahl
Kerry Brahm
Bridget Linhart
John Czerwinski
Steve Remington
Joe Kopecky
Maureen Maynard
Dave Cole

APPROVAL OF MINUTES

Member Snyder moved to approve the minutes of the May 7, 2009 as written. Motion seconded by Member Knorr. Motion carried unanimously.

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SITE PLAN REVIEW/ELKHORN SENIOR WELLNESS CENTER

Member Knorr moved to approve the modified site plan to include expanded parking, walking paths, for the Elkhorn Senior Wellness Center previously occupied by Lakeland School located on West Court Street. Discussion regarding traffic, parking, egress, and ingress on the site. Seconded by Member Davidson and carried unanimously.

CONDITIONAL USE PERMIT/ELKHORN SENIOR WELLNESS CENTER

Member Shiroda moved to recommend to Council to approve the conditional use permit for the Elkhorn Senior Wellness Center previously occupied by Lakeland School located on West Court Street to allow an adult daycare center and indoor civic, cultural or institutional use subject to the conditions outlined in the Staff Report dated May 7, 2009. The proposed conditions are: 1) The applicant shall submit a revised site plan which shall then be reviewed by staff to verify compliance with the Zoning Ordinance. No permit for construction shall be issued until all site plan items have been addressed to the satisfaction of staff. 2) A utility easement shall be required. The location of the easement will be determined by the City of Elkhorn and the applicant; 3) The entrance at the northeast corner of the property off Hazel Ridge Road shall be permanently closed and restored to standard right-of-way; 4) The daycare facility shall have a designated primary entrance for all traffic directly opposite of Spencer Street; 5) All deliveries shall take place between the hours of 6 a.m. and 6 p.m. and shall be limited to enter and exit off Hazel Ridge Road and use the west side of the building for access; 6) The building shall be limited to thirty-seven (37) living units and 40 daycare participants; 7) The hours of operation of the daycare and spa shall be between 7 a.m. and 6 p.m., Monday through Friday. No weekends; 8) Spa services shall be provided as a Medicare provided service only (prescribed by a physician only); 9) Any change to the plan of operations will require a modification to the conditional use. Seconded by Member Dorgan and carried unanimously.

PUD AMENDMENT/ELKHORN WRESTLING CLUB/EVERGREEN BUSINESS PARK

No action, first appearance regarding the Planned Unit Development Amendment to allow the Elkhorn Youth Wrestling Club to relocate to 200-230 Evergreen Parkway (Tax Key Nos. YEBP-00004 and YEBP-00005) in the Evergreen Business Park to allow wrestling practice and teaching wrestling to youth. Discussion regarding the relocation of this facility from the Walworth County Fairgrounds to the Business Park.

AMEND CHAPTER 17-ZONING CODE/PUD OVERLAY DISTRICT STANDARDS

Member Knorr moved to recommend to Council to approve the amendment to Chapter 17 of the Zoning Code to include a provision for flexible development standards for the PUD Overlay District. Seconded by Member Davidson and carried unanimously.

PUD OVERLAY DISTRICT & ACCESSORY STRUCTURES/THE PINES SUBDIVISION

No action taken. The Pines Subdivision is located on the east side of C.T.H. "H" and currently zoned Rm-3, Manufactured Home District. At the time the subdivision was originally developed the homes were manufactured units as defined by the City's Zoning Code. When the subdivision changed ownership, the new developer requested and the City agreed to future homes of "stick built" construction with zoning setbacks and densities maintained which was incorporated into a developer's agreement. Although the procedure for changes to the City's Code would be a Zoning Code Amendment, the Zoning Administrator is recommending a PUD Overlay District. In order to accomplish this task, the City needs to open discussions with the current developer. It was noted that no changes to the developer's agreement are being proposed only putting the changes into a compatible format with the ordinance. A second issue regarding accessory structures was discovered while researching this matter. The Zoning Administrator is recommending that a language change also be made for accessory structures which will be prepared for presentation to the Plan Commission at their next meeting. The Zoning Administrator had distributed a copy of the State of Wisconsin's definition of manufactured homes and modular homes. After a brief discussion, members agreed to further discuss this matter at the June 18, 2009 agenda.

LANGUAGE MODIFICATIONS/CENTRAL BUSINESS DISTRICT/ZONING CODE

No action taken. The Zoning Administrator had advised modifying the existing language of the Zoning Code at Section 17.7-2 Yards, Section 5. Members were provided with a copy of the Teska Associates May 11, 2009 memorandum with recommendations for language modifications to the Central Business District Zoning. Comments and/or questions can be forwarded to the City Administrator or Zoning Administrator and forwarded to Teska Associates. Members agreed to review the recommendations prior the June 18, 2009 Plan Commission meeting for further discussion.

MEETING DATES

The next Plan Commission meeting is Thursday, June 4, 2009 at 7:00 p.m. Note: Due to the Fourth of July holiday, the July 2nd meeting is cancelled.

ADJOURNMENT

Member Giese moved to adjourn. Seconded by Member Knorr. Motion carried unanimously. Meeting adjourned at 8:10 p.m.

Shari McKinney
Plan Commission Secretary