

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
OCTOBER 21, 2010

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 Reynolds.

The following members were present:

B. Knorr
D. Snyder
D. Dorgan
T. Shiroda
H. Reynolds

The following members were absent:

J. Taylor
M. Roberts

Also present:

Sam Tapson, City Administrator
Bonnie Schaeffer, Zoning Adm.
Gary Welsh, City Engineer
Ward Phillips, City Attorney

Visitors:

Fred Carlson
Lee Brown
Ben Carlisle
Dr. Hall
Mr. & Mrs. Ed Mentzer
Maureen Vander Sanden

APPROVAL OF MINUTES

Member Dorgan moved to approve the minutes of the October 7, 2010 meeting as written. Motion seconded by Member Knorr. Motion carried unanimously.

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
OCTOBER 21, 2010
PAGE 2

CONDITIONAL USE PERMIT/HERITAGE/NATHAN LANE/REINKE

Member Knorr moved to recommend to Council to approve the amendment to the Conditional Use Permit allowing automobile repair, sales and installation of automobile and truck equipment and accessories which includes auto detailing, restoration of older vehicles, and limited fabrication of parts for Heritage Auto located at 502 Nathan Lane (Tax Key No. YA34700002) subject to the 10 (ten) conditions outlined in the Zoning Administrator's October 14, 2010 Staff Review which addresses such issues as: hours of operation, vehicle parking in front of building and outside of fenced-in area, outside storage, salvage of vehicles, collision repair, dismantling, body work and painting, sales and installation of aftermarket parts, fabrication of custom made parts and proper handling and disposal required by local, state and federal codes. Seconded by Member Dorgan. Carried unanimously.

SITE PLAN/WEST CENTRALIA STREET/ADVANCE FITTINGS

No action, first appearance regarding the site plan to construct a 4,000 square foot building for storage of production material and fabrication and adding a loading dock and is reconfiguring and paving the parking lot for Advance Fittings located at 218 West Centralia Street (Tax Key No. YA275200002). Discussion regarding whether there would be issues with parking in the front of the building and access for emergency response vehicles by the fire department.

The Zoning Administrator recommended approval as outlined in the October 14, 2010 Staff Report with two conditions that include the submittal of a revised site plan in compliance with Section 17.6-3(4) regarding parking space length and the applicant is responsible for planning, design and implementation of the grading plan for the site and the City not to be held responsible for any deficiency in the grading plan.

LANDSCAPE PLAN/WEST CENTRALIA STREET/ADVANCE FITTINGS

No action, first appearance regarding the landscape plan submitted for Advance Fittings, 218 West Centralia Street (Tax Key No. YA275200002). Plan Commission had no objections to the landscape plan as presented.

ARCHITECTURAL REVIEW/WEST CENTRALIA STREET/ADVANCE FITTINGS

No action, first appearance regarding the architectural review plan submitted for Advance Fittings for 218 West Centralia Street (Tax Key No. YA275200002). Plan Commission had no objections to the architectural review as presented.

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
OCTOBER 21, 2010
PAGE 3

ZONING/E-1 EMPLOYMENT DISTRICT/TESKA ASSOCIATES

The City Administrator referenced the memorandum dated August 16, 2010, written by Teska Associates regarding Elkhorn Zoning: Bulk, Parking, and Design Standards which references the newly created E-1 Employment District. Lee Brown, Teska Associates, was requested by the City to review the existing City Zoning Ordinance and Zoning Map regarding applicability and potential to implement the Employment District as envisioned in the 2030 Comprehensive Plan.

Lee Brown, and Ben Carlisle, Teska Associates, briefly outlined intent of the new zoning district referenced on Page 4 of the memorandum. They explained that the E-1 Employment zoning district is designed for employment-intensive uses such as light manufacturing, or large offices and research and development complexes in campus-like settings. Some commercial uses are allowed, within limits, with the primary purpose of serving those employment uses. It was noted that additional language was added as a purpose and intent statement. This would include expanding employment opportunities, assisting in the implementation of the City's Comprehensive Plan, allowing for limited commercial uses, maintaining harmonious relationships between buildings and sites, promoting development in large areas, minimizing impact upon neighboring properties, contributing to a positive and healthy environment and serve as an economic development tool. Discussion on the list of permitted and/or conditional uses for the new zoning district. Lee Brown pointed out that one of the purposes of the E-1 Employment District is to eliminate non-conforming uses.

Plan Commission discussed several issues regarding the E-1 Employment zoning district which include location of boundary lines, areas that may retain the manufacturing zoning classification (M-1, M-2), if retail sales are allowed in the district and areas that may not be deemed suitable for this zoning district. After some discussion, members noted that the Proctor farm property was an area that should be further discussed at a future meeting. No action taken.

MEETING DATES

The next Plan Commission meeting is scheduled for Thursday, November 4, 2010.

ADJOURNMENT

Member Knorr moved to adjourn. Seconded by Member Snyder. Motion carried unanimously. Meeting adjourned at 8:15 p.m.

Shari McKinney
Plan Commission Secretary