

CITY OF ELKHORN  
ARCHITECTURAL REVIEW BOARD/  
CITY PLAN COMMISSION MEETING  
JANUARY 6, 2011

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:

T. Shiroda  
D. Dorgan  
M. Roberts  
J. Taylor  
D. Snyder  
B. Knorr  
H. Reynolds

The following members were absent:

None

Also present:

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

Visitors:

None

### APPROVAL OF MINUTES

Member Taylor moved to approve the minutes of the December 2, 2010 meeting as written. Motion seconded by Member Knorr. Motion carried unanimously.

### ZONING VARIANCES, EXCEPTIONS & INTERPRETATIONS OF USE/TESKA MEMO

Plan Commission members had requested that Teska Associates, City Planners, submit information regarding the consideration of amendments to the City's Zoning Ordinance in the procedural and review requirements of zoning variances, exceptions, and interpretations of use. More specifically, the memorandum dated December 16, 2020 addressed the following: 1) variation review process-establishing an "administrative relief process"; 2) consideration of establishing process to allow limited list of zoning exceptions to be considered by the Plan Commission; and 3) consideration of establishing a "determination of use" process.

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Members discussed the memorandum in length for the purpose of determining whether there would be an improved method of streamlining the City's development process. Chairman Reynolds requested that each member submit a list of comments and/or suggestions as focus points to be presented for continued discussion at the next meeting. No action taken.

MEETING DATES

The next Plan Commission meeting is scheduled for Thursday, January 20, 2011.

ADJOURNMENT

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

Shari McKinney  
Plan Commission Secretary