

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
APRIL 7, 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:

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

The following members were absent:

None

Also present:

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

Visitors:

Dan Etzel
Richard Etzel
Cory Englebert
Kristine Englebert
Lisa Selje
John Henderson
Dennis Spankowski
Maureen VanderSanden

APPROVAL OF MINUTES

Member Knorr moved to approve the minutes of the March 17, 2011 meeting as written. Motion seconded by Member Taylor. Motion carried unanimously.

CONDITIONAL USE PERMIT/WEST SECOND AVENUE/ETZEL

No action, first appearance regarding a Conditional Use Permit for property located at 236 West Second Avenue (Tax Key No. YE-00006). Daniel Etzel, applicant, is requesting a conditional use permit to allow a 964 square foot detached garage (adding 612 square feet to the existing 352 square feet detached garage).

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The Zoning Administrator noted in the March 31st Staff Report that the zoning ordinance only allows for a 775 square foot structure on the residential lot. Four conditions of approval were recommended that includes not leasing or renting to any person or entity other than the occupant of the main structure, building and architecture and materials be similar to the main structure, the building not be used for any storage other than vehicles or similar equipment and the building not be used for the operation of any business or storage related to any business. Members were concerned with the size of the proposed addition to the existing garage and that it seemed to be too large for the residential lot. Brief discussion.

REZONE/NATHAN LANE/ADAMS

Member Dorgan moved to recommend to Council to approve the rezone of .663 acres of land located at 502 Nathan Lane (Tax Key No. YA34600002) to rezone this parcel of land from M-2 Heavy Manufacturing District to M-1 Light Manufacturing District requested by Ben Adams. Seconded by Member Roberts. It was noted that the City's Land Use Plan shows a portion of the property zoned low density residential, however, property to east is zoned M-1, to the north and south zoned M-2 and to the west zoned R-4. Motion carried unanimously.

CONDITIONAL USE PERMIT/NATHAN LANE/ADAMS

Member Taylor moved to recommend to Council to approve the conditional use permit for property located at 502 Nathan Lane (Tax Key No. YA34600002) to allow indoor recreation or entertainment over 3,000 square feet on this property in the M-1 Light Manufacturing District requested by Ben Adams. Seconded by Member Knor and carried unanimously.

MONUMENT SIGN/MATHESON MEMORIAL LIBRARY/ELKHORN ROTARY CLUB

John Henderson, Elkhorn Rotary, presented a monument sign to be installed in the front corner of the Matheson Memorial Library facing South Wisconsin Street. Members requested that the proposed sign be no more than 6 feet in height and that the lower brick materials be removed to meet the height requirements. Plan Commission felt that the brick could be replaced with a suitable construction material due to its similarity in color and construction to the existing library building. It was recommended that a mound be placed under the sign. The location and placement of the proposed sign was acceptable. Members authorized the Zoning Administrator to provide final approval without another appearance before the Plan Commission.

DOWNTOWN HISTORIC FAÇADE GRANT/EAST WALWORTH ST./LANSER

Member Snyder moved to waive the first appearance and approve the Downtown Façade Grant Program application submitted by Bob Lanser. Seconded by Member Dorgan. Motion carried unanimously.

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Member Snyder moved to recommend to Council to approve the Downtown Façade Grant Program application submitted by Bob Lanser for property located at 25 East Walworth Street (Tax Key No. YOP-00192) formerly Elkhorn Auto Parts which includes covering the exterior of the front and east side of the building with face stone, painting the rear exterior wall and installing cement board over the vertical metal at the roof subject to the conditions outlined in the Zoning Administrator's Staff Report. Seconded by Member Snyder. Motion carried unanimously.

CHAPTER 17 (ZONING) AMENDMENT/LIMITED LIST OF MODIFICATIONS

Members discussed additions and/or corrections to Chapter 17 of the City's Zoning Code to consider a limited list of zoning modifications per proposed ordinance revision. Removal of language in Section 17.7-8(1)(e) and replacing Section 17.7-8(3)(a)(ii) with the same language already contained in Section 17.12-7(2)(e) of the Elkhorn Municipal Code. Revised documents to be drafted and distributed at a future meeting. No action taken.

TESKA MEMORANDUM/EMPLOYMENT DISTRICT DESIGN STANDARDS

Plan Commission discussed the Employment District Design Standards Memorandum dated April 4, 2011 submitted by Lee Brown, Teska Associates, City Planner. Members noted some additions and/or corrections to this document. It was noted that the word "consistent" should be replaced with the word "compatible" and that any references made to "campus setting" should be replaced with "inner connectivity". Any additional comments can be sent and revised documents to be drafted and distributed at a future meeting. No action taken.

MEETING DATES

The next Plan Commission meeting is scheduled for Thursday, April 21, 2011.

ADJOURNMENT

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