

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
SEPTEMBER 8, 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:

M. Roberts
D. Dorgan
T. Stotko
H. Reynolds
J. Taylor
R. Baur

The following members were absent:

T. Shiroda

Also present:

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

Visitors:

Gary Wallem
Jerry Anderson

APPROVAL OF MINUTES

Member Dorgan moved to approve the minutes of the August 11, 2011 meeting as written. Motion seconded by Member Robert. Motion carried with new Member Baur abstaining.

POST-MOUNTED ENTRANCE SIGN/WALWORTH COUNTY FAIR/AG SOCIETY

First appearance regarding a 70.5 square foot, 20 foot high post-mounted sign proposed for the Walworth County Fairgrounds to be located at the entrance located next to the Elkhorn Area Middle School on East Court Street. The Zoning Administrator noted in the August 30, 2011, Staff Report that the sign should not exceed 200 square feet in area. After some discussion Plan Commission members felt that the proposed sign was not consistent with the style and theme of the Walworth County Fair. The proposed sign style is modern with illumination. Members requested that a timer be installed on the sign and suggested limiting the time of illumination from 8 a.m.- 10 p.m. on a daily basis. Matter will be placed on the next meeting agenda for second appearance. No action taken.

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ETP PLAT REVIEW/CERTIFIED SURVEY MAP/AMOS ROAD/JEAN AMOS

First appearance regarding an Extraterritorial Plat request for property located at N5416 Amos Road (Tax Key No. GSC-3500008), Town of Sugar Creek, owned by Jean Amos. The request is for approval of the Certified Survey Map for a farm separation to split off the existing buildings on a 5 acre parcel. The Zoning Administrator noted in the August 25, 2011, Staff Report that the Certified Survey Map meets the City's requirements. It was noted by Jerry Anderson, representing his father (Jay Anderson) who is the agent for the applicant, that approvals have already been given by Walworth County and Town of Sugar Creek. Brief discussion. Matter will be placed on the next meeting agenda for second appearance. No action taken.

RESOLUTION/DEVELOPMENT DESIGN GUIDELINES/E-1 EMPLOYMENT DISTRICT

Member Roberts moved to approve the Resolution to adopt the development design guidelines for the E-1 Employment District subject to a change in the language used to describe the purpose and intent of the district (Teska & Associates May 17, 2011 memorandum, pg. 2). Seconded by Member Stotko. Motion carried unanimously.

MEETING DATES

The next Plan Commission meeting is Thursday, October 6, 2011 at 7:00 p.m.

ADJOURNMENT

Member Roberts moved to adjourn. Seconded by Member Taylor. Motion carried unanimously. Meeting adjourned at 7:20 p.m.