

CITY OF ELKHORN
ARCHITECTURAL REVIEW BOARD/
CITY PLAN COMMISSION MEETING
JUNE 20, 2013

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
R. Baur
T. Stotko
M. Roberts
B. Olson
H. Reynolds

The following members were absent:

T. Shiroda

Also present:

John Murphy, City Attorney
Bonnie Schaeffer, Zoning Adm.

Visitors:

Dennis Witte
James Boardman
Kevin Fiess
Hether Fiess
Earl Hodek
Artie Lawrence
Christy Doffek
Mike Lngan
Jerry Condill
Steve Ingram
Kathy Ingram

APPROVAL OF MINUTES

Member Olson moved to approve the minutes of the June 6, 2013 meeting as written. Motion seconded by Member Baur. Motion carried unanimously.

CONDITIONAL USE PERMIT/230 SOUTH WISCONSIN ST./WITTE SUPPLY CO.

Dennis Witte, Witte Supply, presented his original conditional use permit request at the June 6th Plan Commission meeting. Plan Commission discussed the conditional use permit at length and requested the applicant to return for a second appearance with a revised plan for outdoor sales and storage to be located at 230 South Wisconsin Street (Tax Key No. YUSW-00013). Issues to be addressed included: inside/outside sales, storage of materials and equipment, fencing, parking, paving of the parking lot ingress/egress, traffic safety, noise levels of vehicles used to load and unload supplies and hours of operations as requested by the Plan Commission.

At this time Plan Commission members discussed the various issues and concerns addressed by neighboring property owners which included inside/outside sales, inside/outside storage of materials and equipment, fencing, parking, paving of the parking lot, ingress/egress, traffic safety, noise levels (truck deliveries loading and unloading supplies), and hours of operation. Discussion regarding the installation of fence and fence materials or whether large trees and landscaping would be sufficient to address safety issues of neighboring property owners. Also the Plan Commission's request to the applicant to install a gate at the South Wisconsin Street entrance of the property. Further discussion regarding hours of operation, noise, and the paving of the parking lot. The Zoning Administrator reported that as of this date, Ward Phillips, City Attorney, has not rendered an opinion regarding the minimum requirements for paving of parking lot and what triggers increased intensity of use for parking spaces as outlined in the City's Municipal Code. Mr. Witte agreed to abide by any conditions or requirements placed on his proposed business by the Plan Commission.

Member Reynolds moved to recommend to Council to approve the Conditional Use Permit requested by Dennis Witte, Witte Supply, for outdoor sales and storage to be located at 230 South Wisconsin Street (Tax Key No. YUSW-00013) subject to planting large trees for screening the business from neighboring properties, construction of a gate for access by emergency vehicles only onto South Wisconsin Street, defer the surfacing issue to the City Attorney for opinion on minimum paving requirements, hours of operation to be 7 a.m. to 6 p.m. daily, Monday thru Friday, and Saturdays from 8 a.m. to Noon with no major loading/unloading of product by large trucks after 5 p.m. daily (excluding forklifts or skid steers). Seconded by Member Stotko. Some discussion. Roll Call Vote.

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Roberts-No; Olson-No; Taylor-No; Baur-Yes; Stotko-Yes; Reynolds-Yes. Motion died due to 3-3 tie vote.

Member Roberts moved to recommend to Council to approve the Conditional Use Permit for outdoor sales and storage at 230 South Wisconsin Street (Tax Key no. YUSW-00013) requested by Dennis Witte, Witte Supply, subject to planting large trees for screening the business from neighboring properties, construction of a gate for access by emergency vehicles only onto South Wisconsin Street, defer the surfacing issue to the City Attorney for an opinion and applicant meeting minimum paving requirements for heavy traffic lanes and parking, hours of operation to be 7 a.m. to 7 p.m. daily, Monday thru Friday, and Saturdays from 8 a.m. to Noon with no major loading/unloading of product by large trucks after 5 p.m. daily (excluding forklifts or skid steers). Seconded by Member Baur. Discussion. Roll Call Vote: Roberts-Yes; Olson-No; Taylor-No; Baur-Yes; Stotko-No; Reynolds-No. Motion failed on 4-2 vote.

Member Olson moved to recommend to Council to approve the Conditional Use Permit for outdoor sales and storage at 230 South Wisconsin Street (Tax Key no. YUSW-00013) requested by Dennis Witte, Witte Supply, subject to planting large trees for screening the business from neighboring properties, construction of a gate for access by emergency vehicles only onto South Wisconsin Street, defer the surfacing issue to the City Attorney for an opinion on minimum paving requirements, hours of operation to be 7 a.m. to 7 p.m. daily, Monday thru Friday, and Saturdays from 8 a.m. to Noon with only 6-wheeled vehicles maximum loading/unloading of product after 5 p.m. daily (excluding forklifts or skid steers). Seconded by Member Stotko. Discussion. Roll Call Vote: Roberts-No; Olson-Yes; Taylor-No; Baur-Yes; Stotko-Yes; Reynolds-Yes. Motion passed on 4-2 vote.

MEETING DATES

The next Plan Commission meeting is scheduled for Thursday, July 11, 2013.

ADJOURNMENT

Member Olson moved to adjourn. Seconded by Member Stotko. Motion carried unanimously. Meeting adjourned at 8:50 p.m.

Shari McKinney
Plan Commission Secretary