

**CITY OF ELKHORN**  
**Architectural Review Board/City Plan Commission Meeting**  
**Council Chambers, 9 S. Broad Street, Elkhorn, Wisconsin**

**June 19, 2014**

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The Architectural Review Board/City Plan Commission Meeting was called to order at 7:00 p.m. by Chairman Olson followed by roll call.

**ROLL CALL**

Present: Mayor Brian Olson, Alderman Jim D'Alessandro, Plan Commission Members Mike Roberts, Ray Baur, Ken Meinel and Jason Hunter

Also Present: City Engineer Gary Welsh, Zoning Administrator Bonnie Schaeffer, Plan Commission Secretary Cairie Virrueta, Randy Lindenberg (FCL Builders), Phill Sikkenga (Sweetener Supply), Dan Gunderson (Sweetener Supply), Dave Kromray (SPEC Engineering), Caitlin O'Brien (FCL Builders), Grant Duchac (Excel Engineering, Inc.), Matt Magill (Magill Construction Company, Inc.), Mike Reader (Precision Plus)

**Approval of Minutes**

Motion (Meinel/Hunter) to approve the minutes of the May 15, 2014 Architectural Review Board/City Plan Commission Meeting. Motion carried.

**Public Hearing**

None.

**Site Plan – Building Addition, Architectural, Landscape Plan: Sweetener Supply Corp. (Owner), Caitlin O'Brien (Agent) – 1080 Proctor Dr. (YA369300001)**

Zoning Administrator Schaeffer informed commission that setbacks for the building addition are met and Police Chief Rod Smith approved the site plan for any fire issues. Randy Lindenberg, construction manager, stated this in an unheated addition with a dry sprinkler system, using the same materials. An asphalt turn-around is planned to allow access to addition and for fire access. City Engineer Welsh stated it's a redevelopment site with no increase in impervious surface so there is no new storm water requirement; therefore it complies with our ordinance. Motion to recommend approval of the site plan-building addition, architectural and landscape plan for Sweetener Supply Corp. subject to conditions listed in the staff report dated June 5, 2014. Roll call vote: Olson, yes; D'Alessandro, yes; Roberts, yes; Baur, yes; Meinel, yes; Hunter, yes. Motion carried.

**Site Plan – Storage Silo, Architectural, Landscape Plan: Sweetener Supply Corp. (Owner), Spec Engineering, Paul Kromray (Agent) – 1080 Proctor Dr. (YA369300001)**

Paul Kromray explained to commission that the new silo to be constructed on the Sweetener Supply Corp. site will be the same height and have the same equipment as the other two silos on site to facilitate bulk storage. Dust will be captured with a filter receiving system and air released into the environment is clean. Motion to recommend approval of the site plan-storage silo, architectural and landscape plan for Sweetener Supply Corp. subject to conditions listed in the staff report dated June 5, 2014. Roll call vote: Olson, yes; D'Alessandro, yes; Roberts, yes; Baur, yes; Meinel, yes; Hunter, yes. Motion carried.

**LANCO LLC/Precision Plus (Owner), Excel Engineering (Agent) – 840 Koopman Ln. (YA311900001)**

Grant Duchac informed commission that the proposed project will consist of an 80,000 sq. ft. addition to the west side of the existing facility. The addition will provide additional manufacturing space and offices. Site improvements will include 31 additional parking stalls, extended drive lanes, fire lane and a loading area. Existing zoning is M2 and will remain the same for the project. Proposed stormwater management will be treated in an area designated in the southwest corner of the parcel. In order to maintain required building setbacks on the north side, Precision Plus is pursuing the purchase of 1,413 sq. ft. of land along Elkhorn Lake from the City of Elkhorn to maintain a 25' year yard building setback.

Owner Mike Reader explained that the extension of the parking lot is to meet a constraint on parking and seeks an exception to the landscape area requirement for every ten parking spaces. The proposed addition is expected to create 30+ new jobs. He is also looking to implement a pond loop system for cooling power rather than using the electrical grid.

City Engineer Welsh recommended receiving approval from the WI DNR for the project, or clarification of who has jurisdiction. He felt that water from the roof could be drained into the lake as it would be clean water.

Plan Commission members did not object to the conceptual plans presented.

Motion (D'Alessandro/Baur) to recommend sale of City of Elkhorn owned property to Precision Plus for the building addition project. Motion carried.

### **Chapter 17 Zoning Ordinance Delete and Re-Crete**

City Engineer Welsh would like to see increased consistency for Chapter 17 Zoning Ordinance as it is outdated and cumbersome to enforce. Member Roberts would like to look at changes regarding the requirement to have an island for every ten parking spaces. It was asked that staff resend comments for review. PC chose to table discussion until more data is presented.

### **2030 Comprehensive Plan – Teska & Associates**

Mayor Olson suggested workshops no more than 90 minutes in length, prior to PC meetings, for 2030 Comprehensive Plan discussions. Members agreed. Member Roberts feels that Teska & Associates doesn't give guidance on what the transition zones are and where they should evolve to. It was suggested to see what other companies are available.

### **Next Meeting Date**

Thursday, July 10<sup>th</sup>, 7:00 p.m. (Plan Commission Members Tom Roberts and Ken Meinel will be absent this date.)

### **Adjournment**

Motion (D'Alessandro/Baur) to adjourn at 8:14 p.m.

Cairie Virrueta  
Plan Commission Secretary

**Approved 07/10/14**