

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

**September 10, 2015**

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

**ROLL CALL**

Present: Alderman Gregory Huss, Plan Commission Members Ken Meinel, Ray Baur, Tom Stotko and Jason Hunter

Also Present: Administrator Sam Tapson, City Attorney Ward Phillips, City Engineer Paul VanHenkelum, Zoning Administrator Bonnie Schaeffer, City Clerk Cairie Virrueta, other interested persons

**Approval of Minutes**

Motion (Huss/Hunter) to approve the minutes of the August 20, 2015 Architectural Review Board/City Plan Commission Meeting. Motion carried.

**Public Hearings**

***Rezone of approximately 0.82 acres from B-3 Neighborhood Business District to B-2 Community Business District for the parcel at 630 E. Court St. (YA291400002).***

No comments. Hearing closed.

***Regarding an Ordinance to amend the Elkhorn Municipal Code at Chapter 17 titled "Zoning" to accommodate "Farm Stands" in certain zoning districts.***

No comments. Hearing closed.

**Rezone for Harold and Laura Wilson Trust (Owner) – 630 E. Court St. (YA291400002)**

Owners seek to rezone from B-3 to B-2. To rezone this property would allow for additional uses, which are mainly conditional uses; two nearby properties are also zoned B-2. **Motion (Stotko/Meinel) to recommend approval of the rezoning to B-2 for 630 E. Court St. (YA291400002). Voice vote, motion carried.**

**Site Plan, Architectural Review, Land Transfer for Elkhorn Area School District-West Side Elementary School, Colleen O'Meara, Eppstein-Uhen Architects (Agent) (YUNW00063)**

Parking stalls were added to the plan and a certified survey map was submitted for approval for the 12 ft. strip on the north side of property and an easement to the retention pond was included. The walking path goes from the apartments up to the school property where it will end. City Engineer VanHenkelum said the Mayor may want to see the plans as they have changed regarding the path. He recommended approval of the rest of the plan subject to the engineer's contingencies. City Attorney Phillips instructed the school district to send the CSM/Deed/Descriptions to him. Tadlock said he and the Mayor discussed where the path should go and they agreed to the location. City Attorney Phillips asked for a copy of the path agreement between Howarth and the School District. When asked why the path had changed since the last meeting, Tadlock said it was a safety and security issue and the path creates access to the school grounds. Lighting was added along the back of the building. The commission members discussed the path and also a sidewalk from the school to the apartments and and Tadlock said the School District would be agreeable to it. City Engineer VanHenkelum said it could be

constructed. **Motion to approve with no sidewalk or pathway but with the City Engineer's contingencies. Roll call vote: Huss, yes; Stotko, no; Baur, yes; Meinel, no; Hunter, yes. Motion carried.**

**Site Plan, Architectural Review for City of Elkhorn (Owner), Great Lakes Components (Applicant/Lessee) – 203 W. Centralia St. (YA453100002)**

Plans were submitted for a fourth building. The 2,500 sq. ft. building will be placed on City property. It will be storage for trucks, a boiler room and emergency shelter for employees. City Administrator Tapson said the property was still owned by the City due to contaminants and the DNR would need to approve the plan. The building will be built on a slab and the building will alleviate trucks from backing in from Centralia. **Motion to approve upon receiving approval from the DNR and to not issue building permits until the DNR approval is received. Voice vote; motion carried.**

**Proposed Zoning Ordinance Text Amendment – Farm Stands**

Motion (Meinel/Baur) to approve the zoning code amendment regarding farm stands. Vice vote; motion carried.

**Next Meeting Date**

October 1 and October 15 at 7:00 p.m.

**Adjournment**

Motion (Huss/Stotko) to adjourn at 8:03 p.m.

Cairie Virrueta

Plan Commission Secretary