

CITY OF ELKHORN
ARCITECTUAL REVIEW BOARD/CITY PLAN COMMISSION MEETING
Council Chambers, 9 S. Broad St., Elkhorn, WI
October 6, 2016

The Architectural Review Board/City Plan Commission Meeting was called to order at 7:00 p.m. by Chairman Reynolds followed by the Pledge of Allegiance and Roll Call.

ROLL CALL

Present: Myrin, Frazer, Meinel, Stotko, Reynolds

Absent: Baur, Hunter

Also Present: City Administrator Tapson, City Attorney Murphy, City Engineer Feucht

Visitors: Warren Hansen, P.E., Mr. & Mrs. Frank Luchsinger, Doug Wheaton, Lakes Area Real Estate Assoc. Rep., Elkhorn Independent Rep., and Alderman Kathy Bensaid

APPROVAL OF MINUTES

Motion (Meinel/Myrin) to approve the minutes of the Architectural Review Board/City Plan Commission Meeting September 15, 2016. Motion carried unanimously.

CONCEPT PLAN/504 W. COURT ST./NEW LIFE OF ELKHORN SR LIVING/WANG

Chairman Reynolds provided a brief overview of the previous concept plans that have been presented to the Plan Commission on behalf of the New Life of Elkhorn Senior Living LLC. Many concepts have been presented to the Plan Commission as well as time devoted to staff meetings for this project. The Plan Commission has addressed their concerns as well as the neighboring property owners. At this point in time there is a need to come to an agreement to satisfy the applicant as well as the residents of the West Court Street neighborhood.

Warren Hansen, P.E., Farris, Hansen & Associates, representing applicant, presented the **revised** concept plan for the New Life Senior Campus with reduced density as requested by the Plan Commission and the City's Comprehensive Plan. The concept plan has been revised to remove two independent Senior Duplex Homes (four units) to lessen the overall density to 5.0 units/acre. A note has been added for the option to build Adult Family Duplex Homes in place of Independent Senior Duplex Homes No. 15, 16, 17 and 18. The drive connection to Greenfield Street has been removed and replaced with a curb turnaround cul-de-sac, revised access easement, and additional dense vegetative screening. The width of the through road has been lessened to 27 feet, back of curb to back of curb, and total parking provided has been lessened to 84 cars with the removal of 10 spaces. The storage shed has been relocated between the Adult Family Duplex homes and Independent Senior Duplex homes. The reductions have lessened the proposed green space to 61.7 percent.

The City Administrator agreed that decisions are needed to be made regarding this project. He mentioned that there were notes made on the **revised** concept plan and noted in Mr. Hanson's letter for the option to build Adult Family Duplex Homes in place of Independent Senior Duplex Homes No. 15, 16, 17 and 18. The City Administrator questioned these notes. Mr. Hansen responded that he was told to add these notes by the applicant. Discussion regarding the additional notes. After further discussion Plan Commission felt that the proposed project was still too dense for the parcel of land and, therefore, not a good fit for the neighborhood. The Plan Commission directed Mr. Hansen to take this information back to the applicant. No action taken.

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SIGN ORDINANCE AMENDMENT

The City Administrator reported that real estate signs and temporary signs were not included in the changes to the sign ordinance. The Zoning Administrator believed that the language in proposed Section 18.8-3(8)(b) of the sign ordinance was vague and could be interpreted to allow a temporary sign advertising one business at a location separate from that business at an entirely different business. The City Attorney had responded via letter suggesting to change the language to include the phrase “on the premises of the business or manufacturer erecting such temporary sign”. Plan Commission agreed with the suggested language change regarding temporary signs.

Doug Wheaton, representative for the Lakes Area Realtors Association Board of Directors, addressed the proposed amendment to the sign ordinance regarding real estate signs. He presented his questions and concerns via written documentation which was distributed prior to the meeting. The Board of Directors of the Lakes Area Realtors Association believe there should be at least one sign allowed per street frontage, for corner lots and lots with frontage on more than one street, larger signs (32 sq. ft. – 4 ft. by 8 ft.) should be allowed on large tracts of land and commercial properties, as is common practice, and are concerned the ordinance amendment would prohibit the common practice of placing an “Open House” sign during open houses, in cases where there is a “Fore Sale” sign located on the property. After some discussion Plan Commission agreed that Mr. Wheaton’s concerns with real estate signs were valid and should be addressed within the sign ordinance amendment. The City Administrator requested the City Attorney to incorporate these revisions into the sign ordinance amendment. A revised document will be brought back to the next Plan Commission meeting for review and discussion prior to scheduling a public hearing before the City Council.

MEETING DATES

Meeting dates: October 20, 2016, and November 3, 2016.

ADJOURNMENT

Motion (Myrin/Frazer) to adjourn. Motion carried. Meeting adjourned at 7:30 p.m.

Shari McKinney
Plan Commission Secretary