

CITY OF ELKHORN
ARCITECTUAL REVIEW BOARD/CITY PLAN COMMISSION MEETING
Council Chambers, 9 S. Broad St., Elkhorn, WI
September 15, 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: Frazer, Myrin, Stotko, Baur, Hunter, Reynolds

Absent: Meinel

Also Present: City Administrator Tapson, Zoning Adm. Schaeffer, City Attorney, City Engineer

Visitors: Barbara Luchsinger, Bill Sigmund, Tim Voeller, Thom Rodgers, Rick Ruby, Leann Rodgers, Michael Roberts, Warren Hansen, Bob Frazer, Gene Krauklis, Trisha Renji, Lynn Harkness, Derek Harkness, Kurt Harkness

APPROVAL OF MINUTES

Motion (Stotko/Hunter) to approve the minutes of the Architectural Review Board/City Plan Commission Meeting of September 1, 2016. Motion carried unanimously.

PUBLIC HEARING/CUP/801 E CENTRALIA ST/ CENTRALIA ST PROPERTY GROUP

Public Hearing convened at 7:02 p.m. with respect to the application submitted by Centralia Street Property Group LLC for a Conditional Use Permit for outdoor storage to be located on the parcel of land at 801 East Centralia St. more precisely identified by Tax Key No. YVSE-00004F1. Chairman Reynolds asked if anyone wished to be heard. Rick Ruby, 827 North Sandy Lane, and Derek Harkness, 12 South Jackson St., both spoke in favor of allowing outdoor storage at the proposed mini-warehouse location. Chairman Reynolds then asked three times if anyone else wished to be heard. No one else wished to be heard. The public hearing was closed at 7:05 p.m. by Chairman Reynolds.

CUP/801 E CENTRALIA ST / CENTRALIA ST. PROPERTY GROUP LLC

The Zoning Administrator presented the Staff Report dated September 8, 2016. She noted that the applicant was previously granted a Conditional Use Permit for mini-warehousing to convert the existing 17,000 square foot building into 80 indoor climate controlled storage units to be located at 801 East Centralia Street (Tax Key No. YVSE-00004F1). The overall project would include converting the other existing building to indoor storage (28 units) and construction of up to 5 additional buildings for outside access storage units (up to 246 units). The applicant is now requesting a Conditional Use Permit for outside storage in what is designated as the Phase 2 area of the project and possibly a portion of Phase 1. Staff recommends that Plan Commission consider whether the use of outdoor storage at this location meets the City standards as noted under the Fact of Findings on the Staff Review. It was noted by the Zoning Administrator that the previous application that was approved by the Plan Commission as well as the City Council did not include permission for outside storage and it had not been noted on the application.

Thom and LeAnn Rodgers, applicants, representing Centralia Street Property Group LLC, made a presentation briefly outlining their mission to establish a secure, well-maintained, cost effective indoor climate-controlled and ambient self-storage facility for Elkhorn residents and the surrounding community. Mrs. Rodgers said they did not realize that the previous application did not include outside storage and has submitted an additional Conditional Use Permit application for non-enclosed, outdoor parking in secure gated lot (outside storage) for the proposed mini-warehousing to be located at 801 East Centralia St. (Tax Key No. YVSE-00004F1). She provided a brief history of the property explaining that a project feasibility study by Capacity Development Corporation concluded that the project is favorable. The objective consists of providing a mixture of several storage options to include indoor climate-controlled, ambient enclosed and ambient non-enclosed. This combination will allow them to offer affordable storage selections at varying price points while creating storage options. They intend to offer amenities and services more sophisticated such as indoor unloading/loading area for the climate controlled storage section. Construction is planned in phases, Phase I and II, which include landscaping with all phases being subject to the seasonal weather conditions. Their plan includes renovating the interior of the 17,000 square foot existing building to accommodate the change over into 80 indoor climate-controlled storage units.

Discussion on outside parking included in the designated parking area. Mrs. Rodgers explained there would be no trailers for sale parked in the designated parking area. Additional discussion regarding surfacing the parking areas and the completion of construction phases. Mrs. Rodgers explained the phasing of the project. Phase I would include the renovation of the inside of the existing building, Building No. 1, followed by construction of Buildings No. 3, 4 & 5 (Building No. 2 will remain as it exists during this phase), parking area around Building No. 1. Phase II would include working on Buildings 2 and 6, landscaping behind Building No. 5.

Discussion regarding meeting the DNR's MS-4 Permit requirements relative to the parking surfaces for outside storage areas. The City Attorney pointed out that the Plan Commission would not be able to approve the outside storage due to the ordinance adopted by the City Council that calls for hard surface parking areas within a year of construction. The Zoning Administrator read aloud the code which allows the DPW Manager to approve materials of parking surfaces. Mrs. Rodgers requested a 3 year extension for the requirement of hard-surface for parking areas.

Motion (Hunter/Myrin) to recommend to Council to approve the Conditional Use Permit for outdoor storage for the mini-warehousing at 801 East Centralia St. (Tax Key No. YVSE-00004F1) with a 3 year window to pave/concrete the parking area prior to an agreement to construct Phase II. Brief discussion. Motion and second withdrawn.

Motion (Hunter/Myrin) to recommend to Council to approve the Conditional Use Permit for outdoor storage for the mini-warehousing at 801 East Centralia St. (Tax Key No. YVSE-00004F1) for Phase I, conditionally and subject to paving the parking area in accordance with the current City ordinance regarding parking lot surfaces which provides a deadline of one year from date of construction. Roll Call Vote. Member Frazer-Yes; Member Myrin-Yes; Member Stotko-Yes; Member Baur-Yes; Member Hunter-yes; Member Reynolds-Yes. Motion carried unanimously by majority of those present.

CONCEPTUAL SITE PLAN/GDP AMENDMENT/HARVEST POINTE /BIELINSKI

The Zoning Administrator presented the Staff Report dated September 8, 2016. The Zoning Administrator said the applicant is requesting feedback on a revised conceptual site plan amendment to the approved PUD General Development Plan (GDP) for the Harvest Pointe Commercial property located on S.T.H. 67 North and Harvest Way (Tax Key No. YA405200002). The current GDP shows the entire site as future commercial development. For the February 4, 2016 Plan Commission, the applicant submitted a concept plan with 156 multi-family units along the east side of the site while maintaining commercial on the remainder of the site. This revised concept plan has 78 multi-family units including a play area, 4.3 acres of commercial, and 2.47 acres of future commercial. The current revised plan is at a lower density than previously presented. She also noted that Teska Associates had been requested to provide a recommendation which included reconfiguring the site plan to separate the commercial and residential traffic, improve the visibility and accessibility to the commercial buildings, and improve the character and sense of place for each of the uses.

Tim Voeller, representing Bielinski Investments LLC, presented the revised concept General Development Plan with amendments for the Harvest Pointe Commercial property located on S.T.H. 67 North and Harvest Way (Tax Key No. YA405200002). The revised plan does illustrate a reduced density. The General Development Plan concept has been changed. The commercial areas have been revised to show two (2) commercial parcels with one being 4.3 acres (Area B) and the other 2.47 acres (Future Commercial). It is Bielinski's current belief that a smaller footprint of commercial land is appropriate for this parcel. Area B shows distinct future commercial buildings with a total of 150 parking spaces and 1.27 acres of green space. The Future Commercial area shows one future building and an open area for future commercial development. The storm water management area has been moved to the area behind Area B to bring the proposed commercial development closer to STH 67 and to provide buffer between the proposed residential and the commercial land. Also 7.37 acres of the parcel has been shown for the development of 78 market rate multifamily units. These would be in three (3) 26-unit buildings along with storm water management area for the entire parcel and a play area. There would be 4.69 acres of green space within the area and 117 surface parking spaces with underground parking in each of the buildings. Multiple sidewalk connections are shown to link all components of the development.

Plan Commission discussed the revised site plan. Members felt conditions should be put on the construction. They felt that Bielinski should construct one apartment building as they are building the commercial retail allowing a one-to-one balance for residential and commercial retail build out. Also that it be noted that only 2 bedroom apartments are allowed not 3 bedroom apartments. Members also felt that additional recreation area should be provided with this development, specifically to be located at the north side of Area A or south side of Area B. Other concerns included pedestrian traffic, parking and no place for school buses to turn around. Plan Commission members requested Bielinski to submit a revised plan illustrating all the changes outlined by Plan Commission members. No action taken.

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

The Zoning Administrator presented a Staff Report dated September 8, 2016, for the New Life of

Elkhorn Senior Living LLC, which is proposed for the property located at 504 West Court Street (Tax Key No. YUNW-00131). The applicant is requesting feedback on the concept plan to create a senior living campus by converting the former Lakeland School into a 34 unit CBRF for assisted living and memory care, constructing 8 additional units accommodating up to 32 residents for advanced level memory care, and constructing 11 duplex buildings for independent senior living. She also noted that the applicant will be requesting R-4 zoning with a conditional use permit for Senior housing. The R-4 residential mixed use district is intended to provide for balanced mixed-use neighborhoods, which may include single-family residential, townhouses and duplexes, multi-family residential, limited commercial, institutional, employment areas and parks, recreation and open spaces. The district is further intended to be consistent with the 2040 Comprehensive Plan, contain a balanced and sustainable mix of uses, and provide a wide-range of housing options, in addition to limited retail and other commercial uses.

Warren Hansen, P.E., Farris, Hansen & Associates, representing applicant, presented the concept plan for the New Life Senior Campus. New Life Senior Campus will provide independent living, assisted living, and memory care services to residents from Walworth and the neighboring counties. New Life's objective is to renovate the former Lakeland School facility through a two phase process into a Senior Care Campus providing a continuum of care through independent living, assisted living, and memory care to members of the community. The former Lakeland School facility was built and expanded in three phases, Building A (the pitched roof section) was built in the late 1950's, Building B (the 2-story north wing) was built in the 1960's, and Building C (the south wing) was built in the 1970's. Previously, New Life demolished Buildings A and B. Phase I would be to renovate Building C into a 34-unit community based residential facility (CBRF) for assisted living and memory care and to add 8 additional units in duplex buildings for advanced level of memory care. Building C is approximately 24,500 square feet and will take about 6-8 months to renovate. Each duplex building will be approximately 2,860 square feet. Phase II will be built as independent senior duplex homes to complete the senior living campus. Phase II would have 11 duplex homes with a total of 22 units. The residents of these buildings will be 65 years old and older (possibly 55) without need for assisted care. The Phase I and II units are intended to exist in harmony with each other, so that a continuum of care can be provided to the residents of New Life Senior Campus. If a Phase II resident's needs become more advanced, so that living independently is no longer viable, the resident could move across campus to the Phase I units.

Plan Commission felt that there were no issues with the buildings outlined in Phase I, however, with Phase II, there are too many buildings and felt the applicant should submit a revised plan with less density by elimination of 2-3 buildings. Members also noted there is no place for emergency vehicles to turn around on Greenfield Street. The revised plan should include a cal-du-sac at the T intersection of Greenfield Street. Plan Commission members requested applicant to submit a revised plan prior to rezone and PUD Overlay. Zoning Administrator advised submittal of a General Development Plan and a Specific Improvement Plan. No action taken.

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MEETING DATES

Meeting dates: October 6, 2016, and October 20, 2016.

ADJOURNMENT

Motion (Myrin/Baur) to adjourn. Motion carried. Meeting adjourned at 8:40 p.m.

Shari McKinney
Plan Commission Secretary