

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, JULY 19, 2007**

1. **ROLL CALL:** Mayor Huebner called a duly convened meeting of the Plan Commission to order at 6:44 p.m. Members present were: Commissioners Haacke, Vanden Noven, Voigt, Sova, and Kelley. Also present were: City Planner Randy Tetzlaff and City Administrator Mark Grams. Absent and excused: Commissioner Becker and Building Inspector Wiese.
2. **APPROVAL OF MINUTES OF JUNE 21, 2007. MOTION BY COMMISSIONER VANDEN NOVEN AND SECONDED MAYOR HUEBNER to approve the minutes as presented. Motion carried unanimously.**
3. **PUBLIC APPEARANCES & COMMENTS:** There was none.
4. **NEW PATIO AREA FOR THE YACHT CLUB IN VETERANS' PARK:** City Planner Randy Tetzlaff reviewed this item with the Commissioners. The Yacht Club operates its facility under a conditional use grant. The CUG makes reference that the use is permitted as per the approved site plan. The club is proposing to construct a 12 x 42 ½ foot concrete patio on the east side of their building. The new patio is needed to handle the member and patron overflow from their 6 to 10 functions held per year. The plan shows an optional decorative border consisting of posts and ropes (ala nautical venue). This would help to keep those consuming alcohol to stay within the confines of the patio. Approval of the site plan will require the Common Council to amend the conditional use grant. Staff recommends approval of the patio with the decorative border as shown on the plan. **MOTION BY COMMISSIONER KELLEY AND SECONDED BY COMMISSIONER SOVA to recommend approval to the Common Council to amend the Conditional Use Grant to include the patio as presented. Motion carried unanimously.**
5. **CERTIFIED SURVEY MAP FOR THE PROPERTY ON THE CORNER OF STH 32 AND SAUK DRIVE (FORMERLY PORT MOTEL):** City Planner Tetzlaff reviewed this item with the Commissioners. This property, the site of the former Port Motel has a new multi-tenant commercial building under construction (Lot 1) and the Plan Commission has given concept approval for a convenience store on Lot 2. The property also contains some surplus State ROW that was acquired by the applicant/owner. The owner now wishes to sell some of the property and is requesting a certified map survey approval. This 2-lot survey contains dedicated ROW for Cardinal Drive as we previously requested. There is also shown cross access easements so customers will be able to access Lot 2 from Cardinal Drive. Access restrictions as required by the State DOT are also shown. The survey as drafted complies with Chapter 236 Wis. Statutes and with our City Subdivision Ordinance. Staff recommends approval. **MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER VANDEN NOVEN to recommend approval to the Common Council subject to review by the City Attorney of the Declaration of Covenants. Motion carried unanimously.**
6. **CONDOMINIUM PLAT FOR 1231 WEST GRAND AVENUE:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that the Plan Commission approved a

certified survey for this property. The applicant renovated the home that fronts onto West Grand Avenue and planned to construct a new home on the rear lot. However, because of the size and age of the surrounding homes and because the lot is so large, the applicant thought that the highest and best use would be to construct 2 smaller homes. The applicant later came back to the Plan Commission and was given conceptual approval to build 2 single-family homes as part of a condominium plat. A plat is now being presented to the Commission. The condominium plat shows 3 units (one being the original home) with a common shared driveway. The two new units would be 1-story each with 2 stall garages. The location of the units conforms to the zoning district standards. The design of the units will be subject to the one and two-family design standards. The plat has shown conforms to Chapter 703 Wis. Statutes and to our Subdivision Ordinance. Staff recommends approval. Commissioners discussed the new plat and suggested that the homes be moved so that they are parallel to each other and that they have added green space in the driveway area. **MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER HAACKE to recommend approval to the Common Council subject to the realignment of the two new units and staffs' review. Motion carried unanimously.**

7. **ANNEXATION OF LAND IN THE TOWN OF PORT WASHINGTON:** City Planner Randy Tetzlaff reviewed this item with the Commissioners. He stated that the applicant recently came before the Plan Commission to discuss possible annexation of a 1 acre parcel of land in order to build a new home. Road and utility access to the parcel were concerns. The applicant was provided two options for obtaining sewer and water; one running north from Shalestone Drive via an easement and the other running south from Willow Drive. The Plan Commission was in favor of the annexation as long as Ozaukee County would grant a driveway access from CTH LL. The Plan Commission acknowledged that annexation of the parcel meant that an exception would be granted because there would be no street frontage. The applicant has been in discussion in regards to both items. **MOTION BY COMMISSIONER VOIGT AND SECONDED BY COMMISSIONER HAACKE to approve the annexation as presented. Motion carried unanimously.**

8. **BUILDING AND SITE PLAN FOR PROPOSED ASHBURY HILLS CONDOMINIUMS:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. This was originally platted and planned to be White Tail Hills. To recap what was previously approved for White Tail Hills: Terrace Drive was to be extended north to connect with a new east-west road accessing CTH LL; there would be 4 single family lots along Terrace immediately north of Birchwood Hills (zoned RS-4); along the new east-west street there would be 10 lots to accommodate 20 duplexes (zoned RS-5); and one large site zoned to accommodate up to 32 multi-family units (zoned RM-2). The remainder of the development was to have 56 single family lots and a 14 acre business park with access only from CTH LL. The new developer is Sal Palmisano who intends to do the development in 3 phases. He will not be involved with the proposed business park. The first phase is in the vicinity of Terrace Drive and CTH LL; the second is for single family lots along the new east-west street; and the third is for all the remaining single lots down along Groeschel Road. Mr. Palmisano is now proposing to move the east-west road so that it is adjacent to the business park; all of the remaining land would consist of 36 side-by-side condos; one 4-unit townhouse condo; and two 6-unit townhouse condos. The buildings are arranged so that 40% of the site is devoted to green space and there is one private street. The design of the units is attractive upscale. Much of the existing topography would be maintained; many of the units will have lower level exposures. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER**

KELLY to approve the Building and Site Plan for the proposed Ashbury Hills condominiums as presented. Motion carried unanimously.

- 9. REZONING OF LANDS (ASHBURY HILLS CONDOMINIUMS) FROM RS-3 AND RS-5 TO RM-2 WITH AN OPD, PLANNED DEVELOPMENT OVERLAY:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. To accommodate the new plan for Ashbury Hills, the area needs to be rezoned. There are 2 options: one is to rezone the entire area to RM-2 which allows for 2, 4, and 6-unit structures; the other option is to rezone the 2-units to RS-5 and the other to RM-2. RS-2 is more appropriate for lots and since we rezoned the Misty Ridge condos to RM-2, making this the same appropriate. **MOTION BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER VOIGT to recommend to the Common Council approval of the rezoning of this property from RS-3 and RS-5 to RM-2, with an OPD, Planned Development Overlay as presented. Motion carried unanimously.**
- 10. REVISED CONCEPT PLAN FOR LAND DIVISION OF THE CITY INCINERATOR PROPERTY ON NORTH PARK STREET:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He stated that staff had revised the lots on North Park Street. **MOTION BY COMMISSIONER KELLEY AND SECONDED BY COMMISSIONER VOIGT to recommend to the Common Council approval of the revised concept plan for the property on North Park Street as presented. Motion carried unanimously.**
- 11. ECONOMIC DEVELOPMENT ELEMENT FOR THE COMPREHENSIVE PLAN AS DRAFTED BY THE CITIZENS ADVISORY COMMITTEE:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He asked the Commissioners to review this portion and email any comments to him. This is informational only.
- 12. FORTHCOMING EVENTS:** Commissioners commented on the trailer park on South Spring Street and the number of used cars at 925 South Spring Street. Commissioners would like to see a review of the Conditional Use Grant for 925 South Spring Street at the next meeting.
- 13. ADJOURNMENT: MOVED BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER VOIGT to adjourn the meeting at 7:58 p.m. Motion carried unanimously.**