

**CITY OF PORT WASHINGTON  
PLAN COMMISSION  
MINUTES  
THURSDAY, JUNE 21, 2007**

1. **ROLL CALL:** Mayor Huebner called a duly convened meeting of the Plan Commission to order at 6:31 p.m. Members present were: Commissioners Becker, Sova, and Vanden Noven. Also present were: City Planner Randy Tetzlaff and City Building Inspector Dennis Wiese. Absent and excused: Commissioners Haacke, Voigt, Kelley and City Administrator Mark Grams
2. **APPROVAL OF MINUTES OF MAY 17, 2007. MOTION BY COMMISSIONER SOVA AND SECONDED COMMISSIONER BECKER to approve the minutes as presented. Motion carried unanimously.**
3. **PUBLIC APPEARANCES & COMMENTS:** Mr. Lloyd Smith of 1312 West Grand Avenue stated that he had concerns regarding an animal clinic at 1330 West Grand Avenue. He would like the Plan Commissioners to deny this request. He also offered advice on Hwy. C in the Town of Port Washington.
4. **MAJOR HOME REMODELING IN THE NEIGHBORHOOD PRESERVATION OVERLAY DISTRICT AT 450 NORTH POWERS STREET:** City Planner Randy Tetzlaff reviewed this item with the Commissioners. He stated that this is the first major remodeling review undertaken in the Neighborhood Preservation District Overlay. The applicants are proposing a major remodel of the existing duplex. The structure will be converted to a single family residence and the work includes removing the upper floor; adding a new roof; adding a garage; and adding-on to the rear of the existing home. New doors and windows are included. The home will be re-sided with fiber cement. Mr. and Mrs. Gerald Gruen, Jr. presented their plans to the Commission. The Design Review Board reviewed the plans for the home and felt the home as proposed would not negatively impact the neighborhood. Care should be taken however, to not overly disrupt the hillside to cause erosion and runoff; the applicants should attempt to minimize the removal of trees on the site. One architectural suggestion was for the applicants to consider the roof returns on the front elevation as shown on the plants. The intensive Survey Report of 1998 was reviewed and this home was not identified as having any historic or architectural significance. The DRB recommended approval for the proposed remodeling. **MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER SOVA to approve the site plan presented. Motion carried unanimously.**
5. **OFFICE AND MANUFACTURING BUILDING ADDITION AT 1220 MINERAL SPRINGS DRIVE:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that J & H Heating is proposing to build a 1,600 SF addition to its offices and a 3,200 SF addition to its industrial building shop. The plans reviewed by the Design Review Board also included an area for some parking on the north side near the new addition. The proposed addition would match the building materials of the existing building. The Board noted however, that the windows shown were 2 panes while the existing windows were 3 panes. The applicant stated he wanted the same windows and would see that the windows were revised. The Board also felt that it would be difficult to accommodate much parking on the north side.

Different alternatives were discussed. Some additional landscaping at the driveway entrances was also suggested. The Design Review Board recommended approval of the building addition subject to 1) modifying the windows; 2) adding more landscaping at the driveway entrances; and 3) adding 4 parking stalls with curbing on the north side of the building. After meeting with the DRB, the applicant chose to eliminate the parking on the north side of the building as well as to remove the existing driveway and replace it with lawn. **MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER BECKER to approve the office and manufacturing building addition as presented. Motion carried unanimously.**

6. **CONDITIONAL USE GRANT TO PERMIT AN ANIMAL HOSPITAL AT 1440 WEST GRAND AVENUE:** City Planner Tetzlaff stated that the applicant was not present at this time. Mayor Huebner suggested tabling this item. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER VANDEN NOVEN to table this item. Motion carried unanimously.**

7. **BUILDING AND SITE PLAN FOR THE VILLAS AT NEW PORT VISTA:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that previously the Plan Commission approved a concept plan for this property that included 114 attached ranch condominium units targeted for persons 55+ in age. The plan also included an area to be dedicated as a neighborhood park that would be adjacent to the Ozaukee Interurban Trail. The development will have a mix of private and public roadways and like New Port Vista, villas will be a planned development, therefore, overlay zoning is required. The applicant has decided to reduce the number of units from 114 to 100 and to increase the open space. More open space is to be located on the southeastern corner of the site as well as along the north and south property lines. An elongated storm water detention area is also proposed. All but one of the private cul-de-sacs have been eliminated. The Design Review Board was generally pleased with the new plan, particularly the reduced density and that less grading will now be needed. There was some concern regarding the number of front-loaded garages proposed and the architectural diversity. The parking area was also discussed. Suggestions were made to modify the building locations to open-up the park along the street. The project will be done in phases. It was agreed that the applicant would come back to receive detail building approval for each phase. The General Development submitted is self explanatory. Proposed base zoning is RM-2, the City's least intensive multi-family zoning district. The density of the project is only 3 du/acre, which is low for a multi-family development. Proposed setbacks are 20 feet as opposed to 25 feet under regular RM-2 zoning. Future trails and prairie plantings are also proposed. The Design Review Board recommended approval of the building and site plan subject to: 1) the submission of alternative building and site layouts for the area around the future city park including a pedestrian connection on parkland from Misty Ridge lane to the Ozaukee Interurban Trail; 2) maximizing all opportunities for re-designing the building with either side-loaded garages or shared driveways; 3) optimizing architectural variety and modifications to the front building facades; 4) submission of an approved storm water management plan; and 5) that final architectural building and site plans will be submitted for each phase. Staff also suggested revising the bike path location and using alternative plan #1. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER BECKER to approve the building site plan with the suggestions from the Design Review Board and the change to the bike path location as presented. Motion carried unanimously.**

- 8. PLANNED DEVELOPMENT OVERLAY ZONING FOR THE VILLAS AT NEW PORT VISTA:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. Staff recommends that the property be permanently zoned RM-2, Multi-Family with a Planned Development Overlay. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER SOVA to recommend to the Common Council approval of the rezoning of this property RM-2, Multi-Family with a Planned Development Overlay as presented. Motion carried unanimously.**
- 9. HOUSING DEVELOPMENT AS DRAFTED BY THE CITIZENS ADVISORY COMMITTEE:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He reviewed several items in the Housing Development Drafted. He asked that the Plan Commissioners reviewed this item and email any suggestions that they might have.
- 10. CREATION SCHEDULE FOR TAX INCREMENTAL DISTRICT #4 PROJECT PLAN:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He stated that our consultant, Ruckert-Mielke has completed a draft of the new tax increment district plan for the north side area (the Weiss property or Ashbury Hills). The Plan Commission will play an important role in reviewing and recommending the plan to the Common Council. City Planner Tetzlaff reviewed the schedule of actions and milestones that need to be completed with the Commissioners. The goal is to get the project plan and district approved before October 1, 2007 because the base value of the district is retroactive to January 1, 2007.
- 11. FORTHCOMING EVENTS:** The Mayor wanted to remind Commissioners of the concerts being held down at Veterans Park on Thursday nights and also of the 4<sup>th</sup> of July celebration, also being held down at the lake front.
- 12. ADJOURNMENT: MOVED BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER BECKER to adjourn the meeting at 7:20 p.m. Motion carried unanimously.**