

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, SEPTEMBER 20, 2007**

1. **ROLL CALL:** Mayor Huebner called a duly convened meeting of the Plan Commission to order at 6:35 p.m. Members present were: Commissioners Haacke, Sova, Vanden Noven, Voigt, Becker, and Kelley. Also present were: City Planner Randy Tetzlaff, City Building Inspector Dennis Wiese, and City Administrator Mark Grams.
2. **APPROVAL OF MINUTES OF AUGUST 16, 2007. MOTION BY COMMISSIONER HAACKE AND SECONDED COMMISSIONER BECKER to approve the minutes subject to a few grammatically corrections. Motion carried unanimously.**
3. **PUBLIC APPEARANCES & COMMENTS:** There was none.
4. **CERTIFIED SURVEY MAP FOR THE VILLAS OF NEW PORT VISTA:** City Planner Randy Tetzlaff reviewed this item with the Commissioners. Previously, the Plan Commission reviewed a concept plan for this new development and also recommended planned development zoning, which has been approved by the Common Council. The Certified Survey Map contains three lots, two of which will become phase 1 and dedicated roadway segments for New Port Vista Drive and Misty Ridge Lane. Also, shown on the CSM is a drainage easement for the storm water and the easement for the overhead utility lines. The CSM as submitted conforms to the approved concept plan as well as our land division ordinance and Chapter 236, WI Statutes. Staff recommends approval of the CSM subject to a review by a registered land surveyor. **MOTION BY COMMISSIONER VOIGT AND SECONDED BY COMMISSIONER KELLEY to approve the Certified Survey Map as presented. Motion carried unanimously.**
5. **FINAL BUILDING AND SITE PLAN FOR PHASE I OF THE VILLAS OF NEW PORT VISTA:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that this item consists of the overall site plan, a detailed site plan for phase 1, a grading and erosion plan for phase 1, architectural rendering of a proposed 3-unit building, an architectural rendering of the proposed entrance feature, and a list of exterior finishes. The building and site plans also incorporate the recommendations made in June. The Design Review Board's opinion of the plans is favorable. Some concerns were raised regarding the street corner radii, the non-asphalt areas between the garages, that building #4 should be pulled back, some street trees shown in the overhead highline easement, and that there be some different vinyl siding used, particularly one with some texture. The developer has agreed to these points. Staff recommends the approval of the building and site plans subject to: a) modifying the location of building #4; b) adding lower height street trees to the area under the overhead highline; c) landscape the non-asphalted areas between the garages; and d) use a texture (more wood-like) vinyl siding product. Some Commissioners would like to see different style garages doors. **MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER BECKER to approve the plans subject to a) modifying the location of building #4; b) adding lower height street trees to the area under the overhead highline; c) landscape the non-asphalted areas between the garages; d) use a texture (more wood-like) vinyl siding product; and e) different style garages doors. Motion carried unanimously.**

- 6. NEW PARKING LOT ON THE CORNER OF SOUTH MILWAUKEE STREET AND MORGAN STREET:** City Planner Tetzlaff reviewed this item with the Commissioners. A representative from Haag Muller reviewed the plan for the Commissioners. The area where a new improved parking lot is proposed is located behind the title company offices and the new Reichert Studios that front onto West Grand Avenue. It is currently an unkempt graveled lot with overgrown vegetation. The new owner, Bill Farrell, proposes to clean up the site and construct a new parking lot. The proposed parking lot would be compatible to the design and layout of the Harbor Square parking lot. Efforts will be made to use at least 6 of the existing trees after pruning and maintenance. New landscaping will be added to this area as well as the adding of 2 new islands. The point totals as shown are less than required by ordinance, however, the Design Review Board felt that because of the parking layout, and the landscaping proposed, satisfied the spirit and the intent of the ordinance. The parking stall layout coincides with the lot to the east, where vehicles access the stalls from Morgan Street. The lot as proposed will have more green areas than the surrounding lots. The Design Review Board suggested increasing the width of the buffer area along the south edge and that has been incorporated into the new plan. **MOTION BY COMMISSIONER HAACKE AND SECONDED BY COMMISSIONER BECKER to approve the site plan subject to curbing being added around the islands and the north edge of the buffer area. Motion carried unanimously.**
- 7. PLANNED DEVELOPMENT OVERLAY ZONING FOR 539-541 NORTH WISCONSIN STREET:** City Planner Randy Tetzlaff reviewed this item for the Plan Commissioners. Last month, the Commission approved a concept plan for this property (site of the former Whitman Brewery). The Common Council is to consider approving the site as a redevelopment area and therefore eligible for planned development overlay zoning. The Common Council is expected to approve such at its meeting on September 18th, the matter before you is to now specifically recommend rezoning this property to OPD, Planned Development Overlay with a base zoning of RM-1, Single and Two Family and CCM, Central City Mixed. The OPD will allow for the project to be developed as presented and allow for relief of the following development standards: front setbacks off North Wisconsin Street (from a 10 foot average down to as little as 3 feet), side yards (from 6 feet to 3'6"); open space (from 70% to 28%); and floor area ratio (from 40% to 45%). Staff recommends approval. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER VANDEN NOVEN to approve OPD overlay zoning of 539-547 North Wisconsin Street as presented. Motion carried unanimously.**
- 8. CONDITIONAL USE GRANT TO PERMIT ANIMAL SURGICAL CENTER AT 207 WEST SEVEN HILLS ROAD:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He stated that early this year, the building inspector was contacted about reconstructing some vacant space in the North Port Shopping Center. It was for an animal care business. At the time, we discussed it and did not think it qualified as an "animal hospital." They have been open now for several months and there have been no issues or complaints raised regarding their operation. However, in hindsight, now that they are in operation, they probably should have been classified as a conditional use. Now, because they would like to expand the operation, we feel it is necessary that they apply for a conditional use grant. The location is in an existing shopping center where there is available parking. It appears to be a low traffic operation. It appears to be a well-run operation fulfilling a community need. They are requesting an upfront permanent or a 3 year term CUG. That cannot be done, however, as with all CUG's, if there are no problems or issues raised during the first year, the CUG may be

made permanent. Staff recommends approval. **MOTION BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER HAACKE to approve a Conditional Use Grant for an animal surgical center at 207 West Seven Hills Road as presented. Motion carried unanimously.**

9. **MOTION TO GO INTO CLOSED SESSION ACCORDING TO WISCONSIN STATE STATUTE 19.85 (1) (g) TO CONFER WITH LEGAL COUNSEL REGARDING POSSIBLE LITIGATION THE CITY MAY BECOME INVOLVED IN: MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER VOIGT to go into closed at 7:14 p.m. Motion carried; Haacke, Aye; Sova, Aye; Becker, Aye; Voigt, Aye; Kelley, Aye; Vanden Noven, Aye; and Mayor Huebner, Aye.**
10. **RECONVENE INTO OPEN SESSION: Mayor Huebner reconvened the Plan Commission meeting into open session at 7:40 p.m.**
11. **POSSIBLE RECONSIDERATION OF A CERTIFIED SURVEY MAP FOR 863 HALES TRAIL: MOTION BY COMMISSIONER BACKER AND SECONDED BY COMMISSIONER KELLEY to rescind prior action on the CSM for 863 Hales Trail. Motion carried unanimously. MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER KELLEY to approve the CSM for 863 Hales Trail as presented. Motion carried unanimously.**
12. **FORTHCOMING EVENTS: There was none.**
13. **ADJOURNMENT: MOVED BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER VOIGT to adjourn the meeting at 7:47 p.m. Motion carried unanimously.**