

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, APRIL 17, 2008**

- 1. ROLL CALL:** Mayor Huebner called a duly convened meeting of the Plan Commission to order at 6:32 p.m. Members present were: Commissioners Kelley, Haacke, Sova, Vanden Noven, Voigt, and Becker. Also present were: City Planner Randy Tetzlaff, City Building Inspector Dennis Wiese and City Administrator Mark Grams.
- 2. APPROVAL OF MINUTES OF MARCH 20, 2008. MOTION BY COMMISSIONER BECKER AND SECONDED COMMISSIONER VOIGT to approve as presented. Motion carried unanimously.**
- 3. PUBLIC APPEARANCES & COMMENTS:** Ms. Ann Volesky of 426 Thomas Drive wanted to express her concerns about adding another vendor to the Thomas Drive Water Tower. She stated that the generator is noisy and the fence is in disrepair. She stated that she has a lot of concerns over safety issues and property values. The Plan Commissioners acknowledged her concerns.
- 4. MASTER SIGN PROGRAM AND SPECIAL SIGN EXCEPTION FOR HIDDEN HILLS PLAZA:** City Planner Randy Tetzlaff reviewed this item with the Commissioners. He stated that the owners of the Hidden Hills commercial plaza are proposing a master sign program that includes wall signage on the front façade of their building and a monument sign near STH 33. The sign ordinance allows a maximum of 156.25 SF for a master monument sign and the new sign as proposed at the Design Review Board is 171 SF. The height of the new sign will be 13.5 feet, which is 1.5 feet higher than allowed. If the Plan Commission recommends approval, the new sign will require a special exception to be granted by the Board of Zoning Appeals. The Board agreed that the new sign as proposed was not objectionable and was aesthetically pleasing. Members noted that because of the excess setback required by WDOT, an increase in height was also reasonable. It was also suggested that the "Hidden Hills" part of the sign be more pronounced and that the height of the side masonry caps be lowered. Staff recommends approval of the master sign program as presented and further recommend that a special exception for height and size be granted to the monument sign by the Board of Appeals. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER VOIGT to recommend that the Board of Appeals approve a Special Exception for the monument sign and to approve the Master Sign Program for Hidden Hills as recommended by the Design Review Board if it is within the sign limits. Motion carried (5 Ayes; 2 Nay (Haacke and Kelley)).**
- 5. NEW WIRELESS COMMUNICATION ANTENNAS ON THE NORTHSIDE WATER TOWER LOCATED AT 500 THOMAS DRIVE:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that Cricket Communications is proposing to add 3 new antennas to the City's north side water tower located in Lions Park at 500 Thomas Drive. The new antennas will be located at a height of approximately 95 feet. On the ground, Cricket will be leasing an 8.5 foot by 21 foot area from the City that will be enclosed with fencing and will contain a box cabinet and some equipment. Some of the adjacent neighbors have expressed concerns regarding the condition of the fence which was erected by another communication

provider; noise from this existing facility; noise from the park; vehicles parking on the playground area; kids entering the fenced area; and of possible health hazards. Those concerns are all valid; however, as we they were discussed at the Design Review Board meeting, all but the latter are issues that do not relate to this request. Cricket met with the Park and Recreation Board and rather than erecting its own fence which would not be the same as the existing one, they agreed to erect their own and replace the existing one. There will be no generators so there will be no noise unlike the existing carriers. One of the neighbors complained about the view of the fence; Cricket agreed to install some shrubbery. Regarding the antennas themselves, the Water Utility at first had some concerns about adding them to the side of the water tower. After some research, the Utility and the entity that maintains the towers agreed that this is not unusual, as long as a structural analysis is undertaken. The antennas will lie flat against the tower and may be painted the same color as the tower to be innocuous. As per the Federal Communications Act of 1996, municipalities are limited to site review of these types of facilities; challenging the issue of health hazards usually ends up in court. Finally, City staff will also verify the other issues raised by the neighbors and attempt to resolve them with the existing carriers. The Design Review Board recommends approval subject to (1) replacing all fencing with 8 foot high PVC; (2) providing some landscaping on the east side to screen the view of the fence; (3) a provision of a structural analysis and review by the City's water tower maintainer. Ms. Lisa Bera of Cricket Communication was present to answer any questions and concerns. **MOTION BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER SOVA to approve the adding of an antenna to the existing wireless tower located at 500 Thomas Drive subject to the recommendations of the Design Review Board of (1) replacing all fencing with 8 foot high PVC; (2) providing some landscaping on the east side to screen the view of the fence; (3) a provision of a structural analysis and review by the City's water tower maintainer.** The Plan Commissioners recommended several stipulations to an amended motion. **MOTION AMENDED BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER HAACKE to add the following recommendations: (1) Maintenance vehicles are allowed only on weekday between the hours of 8:00 a.m. and 5:00 p.m. and must have identification on the vehicles; (2) Vehicles must not be running while parked near the site; (3) Carriers must submit maintenance schedules to the City; and (4) Carriers must follow FCC guidelines and provide documents of safety guides and air frequencies. Motion carried unanimously on amended motion. Motion carried unanimously on original motion.**

6. **REVISED BUILDING AND SITE PLAN FOR PHASE 2 OF NEW PORT VISTA CONDOMINIUMS:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that back in 2004 when the Plan Commission reviewed Phase 1 of New Port Vista, the approval of the planned development acknowledged that a revised submittal of new buildings and layout would be acceptable if market conditions changed. The larger 6-unit buildings are not selling in the Port market; smaller and more affordable 4-unit buildings appear to be more acceptable. The revised building and site plan substitutes a new smaller 4-unit building for the larger 6-unit building. The new plan adds 2 more buildings but reduces the number of the larger more massive buildings. The total number of units remains unchanged. The removal of the larger buildings makes the site appear less dense. The new building style will provide a new housing option for a single person or empty nester at a more affordable price. Building renderings and façade materials were discussed. The new building design adds some additional peaked roof lines and green space between the garage units. DRB members also wanted to encourage more green space on the other building units in Phase 2. Because this is a planned unit development, Fiduciary is requesting for some flexibility in the exact mix and sequence of

buildings so they can address the market demands. The Design Review Board recommends approval and encourages more green space between the garage units on future units. Mr. Craig Raddatz was present to answer any questions or concerns. **MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER KELLEY to approve the revised building and site plan subject to having more green space between garage units. Motion carried unanimously.**

7. **REVISED CERTIFIED SURVEY MAP FOR THE FORMER INCINERATOR PROPERTY ON NORTH PARK STREET:** City Planner Randy Tetzlaff reviewed this item for the Plan Commissioners. He stated that after the incinerator was demolished, a concept plan was reviewed and approved. Later, a 2-lot certified survey map was approved along with the dedication of ROW of North Park Street near Moore Road. As recently as February, the Plan Commission recommended approval of a revised certified survey map for this property along with outlots and dedication of a new street ROW. After conducting more research of the old Vails Plat which was recorded in 1874 and of an Assessor's Plat of this area, it is too complicated to vacate and rededicate street ROW in a timely and clean manner. So at this time, staff is asking to collapse the previously approved 2-lot CSM into 2 new lot and to add a 20 foot wide utility easement to the west edge of this new lot. This will allow the new owner, Habitat for Humanity, to construct 2 duplex condominiums. The North Park Street ROW will remain unchanged. Staff recommends approval. **MOTION BY COMMISSIONER VOIGT AND SECONDED BY COMMISSIONER BECKER to approve the revised Certified Survey Map as presented. Motion carried unanimously.**

8. **BUILDING AND SITE PLAN FOR A 4-UNIT PLANNED UNIT DEVELOPMENT ON NORTH PARK STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that Habitat for Humanity is proposing to construct 2 duplex condominiums on the site of the former incinerator property. The site has constraints due to the topography on the north and east (slope) and the existing storm sewer easement on the west side that prohibits the use of 42 feet of the property. The City sold the land to Habitat with the understanding that it would be rezoned to CCM, Central City Mixed and Habitat submitted its bid on the property with the intent to build 4 units. Rather than constructing one 4-unit row house building, Habitat felt that constructing two 2-unit buildings would be more compatible with the neighborhood. The basic Habitat home is a 1,00 SF rectangular box with no garage; they may be enhanced if community codes and standard require more. The building design and architecture of each successive Habitat home improves. This time they are using the services of Plunkett Raysich Architects in Milwaukee to design their project. The 2-story appearance of the units is compatible with much of the original North Park Street neighborhood; which are older 2-story homes. The ranch homes along the west side of Park Street built in the 1990's are the ones that are architecturally incompatible. The units that are proposed have much more architectural details. The development is being proposed as a planned unit development because there will be only a single driveway serving the project and there is need for some setback relief. The proposed building layout makes good use of the site considering the many constraints. The west units are pushed north to not obstruct the views of the home to the south and allow for the residents to have wooded views of the rear yards. The east units are set high overlooking the street with potential rear exposures. The single driveway makes sense because it utilizes the existing drive and a second driveway would be dangerous due to the traffic on the street. The southeastern most unit as shown is only 7 feet from the lot line rather than the 20 feet that is required. The Design Review Board agreed this was reasonable because had we vacated some street ROW, the setback would have been met. In addition, the placement of the

unit as proposed also allows for the buildings to be staggered or offset. The DRB also suggested that a retaining wall be constructed on the north end of the driveway. They also suggested some additional visitor parking be provided; 2 stalls were suggested. Finally, the DRB recommended the outside stairs and handrails be provided for the easternmost units; Staff recommends approve the building and site plan as proposed subject to planned development overlay zoning. Representatives from Habitat for Humanity were present to address any questions or concerns. The Commissioners discuss this item and had concerns with parking and the driveway with. **MOTION BY COMMISSIONER VOIGT AND SECONDED BY COMMISSIONER BECKER to approve the building and site plan as presented subject to the recommendations by the Design Review Board. Motion carried unanimously.**

9. **REZONE LAND FOR HABITAT FOR HUMANITY ON NORTH PARK STREET FROM PUL, PUBLIC AND UTILITY LAND TO CCM, CENTRAL CITY MIXED WITH A PLANNED DEVELOPMENT OVERLAY:** City Planner Randy Tetzlaff reviewed this item with the Commissioners. He stated to accommodate the Habitat for Humanity's new housing development, the land needs to be rezoned from PUL, Public and Utility Land to CCM, Central City Mixed, with an OPD, Planned Development Overlay. The OPD is needed primarily because of the single driveway and setback relief. The proposed development done under the overlay with the base zoning exceeds the base standards in all cases except the setback (on one building corner) and the floor area ratio. It is less dense than what is permitted and there is a bit more green space or open space. Staff recommends approval. **MOTION BY COMMISSIONER HAACKE AND SECONDED BY COMMISSIONER SOVA to recommend to the Common Council to approve the rezoning of land as presented. Motion carried unanimously.**

10. **RIGHT-OF-WAY USE LICENSES FOR RESTAURANTS:** City Planner Tetzlaff reviewed this item with the Commissioners. The Port Business Improvement District is requesting that restaurants be permitted to serve alcoholic beverages on the new wider downtown sidewalks in front of their businesses. Many communities allow this, most notably Milwaukee in our area. The decision to allow the sale of alcoholic beverages will be made by the Common Council. The Plan Commission is now required to review and approve plans for outdoor dining (without alcohol) on the ROW (Chapter 7.11.01). Plans have been previously approved for the Java Dock, Goosey's, the Pasta Shoppe, and Wind Rose. This matter is brought to your attention because if the Common Council does approve the sale of such beverages, a revised ordinance will require the Plan Commission to review a site plan. Such plan will need to consider a number of factors including the amount of sidewalk width that is kept free of obstructions, the need to provide some sort of barricade or divider, etc. Sara Grove of the BID District was present to address any questions or concerns. **No action is required; this is informational only.**

11. **SPECIAL EXCEPTION FOR NEW SIGNS(S) AT HARRIS BANK (A.K.A. OZAUKEE BANK) LOCATED AT 623 WEST GRAND AVENUE:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that Building Inspector Dennis Wiese brought this issue to his attention. With the recent acquisition of Ozaukee Bank and others including the Grafton State Bank by Harris, they are in the process of converting the existing bank signage. Building Inspector Wiese received a request to issue new sign permits. In his review, he noticed that the new large sign in front of the bank on West Grand Avenue will exceed the height requirement and will be located at least 10 feet from the right-of-way. He wanted this matter reviewed by the Plan Commission to see whether it warrants the granting of a special

exception. Building Inspection Wiese reviewed the specifications of the new signs and of his concerns. The Commissioners discussed this item and suggested that the Building Inspector work with Harris to design a possible new signage that conforms to our ordinances.

12. **FORTHCOMING EVENTS:** There was none.

13. **ADJOURNMENT: MOVED BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER SOVA to adjourn the meeting at 8:18 p.m. Motion carried unanimously.**