

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, AUGUST 21, 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, Sova, Becker, and Voigt. Also present were: City Planner Randy Tetzlaff, City Engineer Rob Vanden Noven, City Administrator Mark Grams, and City Building Inspector Dennis Wiese. Absent and excused: Commissioner Haacke.
- 2. APPROVAL OF MINUTES OF JULY 17, 2008. MOTION BY COMMISSIONER SOVA AND SECONDED COMMISSIONER VOIGT to approve as presented. Motion carried unanimously.**
- 3. PHASE II BUILDING AND SITE PLAN FOR ELLEN'S HOME CBRF LOCATED AT 1800 GRANITE LANE:** City Planner Randy Tetzlaff reviewed this item with the Commission members. He stated that New Haven Development is proposing to begin construction on Phase II of Ellen's Home. The first 20-unit building is nearing completion and it will be fully occupied. Therefore, the owner and developer want to get started on the next building. City Planner Tetzlaff informed the Plan Commissioners that when this project was first reviewed, the plans included a dashed area for the second building as well as the driveway and parking area. The building for Phase II is identical to the first building. Other aspects of the project included trash receptacles, storm detention were discussed and handled during the Phase I review. The landscaping and lighting will duplicate Phase I. **MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER VANDEN NOVEN to approve the building and site plan as presented with the understanding that the landscaping and lighting be similar to Phase I and approved by staff. Motion carried (5 Ayes (Sova abstained)).**
- 4. CONCEPTUAL DEVELOPMENT PLAN FOR NEW SENIOR LIFESTYLE DEVELOPMENT ALONG CARDINAL DRIVE AND EAST SAUK ROAD (LOT3):** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that the original plan for residential area just west of Cardinal Drive included nine (9) four-unit condominium buildings. They were to back-up to Cardinal Drive and have access off of a driveway off East Sauk Road. Since that time, a new developer by the name of Brendan Sullivan purchased the property known as Woodridge and received Plan Commission approval to modify the single and two-family areas to the west of this parcel. Those areas have now been sold to 2 other builders who will begin construction once the economy and market improves. Mr. Sullivan in response to a non-existent market for four-unit condominiums is now proposing housing for seniors. At first, he contemplated condos but later, after doing more research, feels that a development more like Lincoln Village Apartments is what is needed in Port Washington. Mr. Sullivan has hired Kubala Washatko Architects to design a development that is not just nice looking buildings, rather a place that folks 55 and older want to live; more of a lifestyle. They want to create a place that is pedestrian friendly, one that has sensible vehicle access, and one that is "green" with much landscaping, solar access, and lots of pervious surfaces. They propose a style of the buildings that will be diverse and interesting. There would be a clubhouse with a Post Office where residents could gather and socialize. The key questions for

the Plan Commission to consider when reviewing this concept plan are: 1) type of use (55+ vs. families); 2) apartments vs. condominiums; 3) density (as many as 150 units); 4) building design; and 5) the type of development (lifestyle vs. mass of buildings). The DRB reviewed the plan and were pleased as to what was presented. The land has been zoned with a Planned Development Overlay and therefore allows for flexibility and better design. The DRB recommended approval of the concept plan. The Plan Commissioners discussed this item. **MOTION BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER VOIGT to approve the Conceptual Development Plan for senior housing as presented. Motion carried (4 Ayes to 2 Nays (Huebner and Sova)).**

5. **AMEND SECTION 20.29.20 TO ALLOW THE PLAN COMMISSION TO GRANT SPECIAL EXCEPTIONS FOR SIGNS:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that in 2005, the Sign Ordinance was amended to “tighten-up” on the granting approval of signs that did not meet the limitations and restrictions. At first, the Plan Commission thought that perhaps these matters could be reviewed or appealed to the Common Council. The City Attorney recommended that special exceptions be reviewed by the Board of Zoning Appeals following a recommendation by the Plan Commission. From the standpoint of staff and some members of the Plan Commission, this process is not working the way it was intended. Perhaps in the past, approving signs that did not meet the sign regulations was too easy; now it is too difficult, cumbersome, and inflexible. Examples that come to mind where the new ordinance does not work are the EVS monument sign, the Manitowoc Crane sign and now the Harris Bank signs. The latter will be discussed more in the next agenda item. The current zoning ordinance allows the Plan Commission flexibility when reviewing and approving landscaping and parking. Further, the ordinance allows the Commission to grant a special exception cases, a sign is far more benign than parking or landscaping. This item is on the agenda because the Design Review Board unanimously recommended that the sign ordinance be amend to include language similar to Section 20.11.060 which allows the Plan Commission to grant special exceptions. In this case, it is suggested that special exceptions may be granted for height, size, type, landscaping, and setback as related to signs. The DRB recommended approval. **MOTION BY COMMISSIONER BECKER SECONDED BY COMMISSIONER VANDEN NOVEN to approve allowing the Plan Commission to grant special exceptions for certain signs. In some cases, special exceptions for signs will be granted for height, size, type, landscaping, and setbacks. Motion carried (5 Ayes to 1 Nay (Kelley)).**

6. **RECONSIDERATION OF THE HARRIS BANK SIGN LOCATED AT 623 WEST GRAND AVENUE:** City Planner Randy Tetzlaff reviewed this item. He stated that this is our third attempt at reviewing the main Harris Bank sign along West Grand Avenue. The first time at the recommendation of the DRB, it was suggested to combine this sign in some way with the community event sign. That led to their suggestion to remove the event sign. Later it was agreed to retain the event sign and place a new monument sign just south of the existing sign in an area now occupied by a parking space. Harris has concerns for the loss of the parking and but more importantly the other communities in the county have expressed concerns over the proposed “corporate monument” signs and now want the existing signs to remain with just new sign faces. So now, the latest proposal is to move the pylon or pole sign to a location just south of the community even sign and just replace the sign face. Staff has contacted Mequon, Thiensville, Cedarburg, and Grafton and confirmed that those communities have approved leaving the pylon signs and just replacing the sign faces. It is felt that the signs are more consistent with the building architecture and character; none seemed to like the monument

signs which appear to “clash” with bank’s settings. For obvious reasons, it is apparent that Harris does not want the Port branch to be inconsistent with the others. This is one of the reasons why the DRB agreed that the Plan Commission needed more flexibility in approving signs. In an attempt to resolve this matter, one way if the sign ordinance is amended is to approve leaving the sign and replacing the sign face. A right-of-way encroachment could be granted to permit the sign extending over the sidewalk. A second option is to approve a modified pylon in a location just south of the event sign. Some kind of stone base would be provided and it would be higher than 12 feet, but, it would still be the same pylon sign. Plan Commission members discussed their concerns regarding this item. Ms. Ruth Lansing of Harris Bank voiced her concerns to the Plan Commission members. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER VANDEN NOVEN to approve allowing the pylon sign to stay where it is and only changing the face of the sign. Motion carried unanimously.**

7. **RECONSIDERATION OF THE HARRIS BANK SIGN LOCATED AT 1510 CARDINAL DRIVE:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that at the last Plan Commission meeting, a monument sign was approved on the parcel of land where the bank is located in an area between the Sauk Road ROW and the detention pond. The approval was contingent on sidewalk installation and improvements to the detention pond. The City Planner and City Engineer have since had conversations with Harris Bank and their legal counsel to discuss what leverage they had on the property. Staff encouraged them to meet with the developer, Trudy, LLC and they have now done so. Both now agree that rather than piecemeal additional future new signs, one master, multi-tenant sign would work best for the building that the bank occupies and a future new development on the lot adjacent to STH 32. This is a good idea and one that was suggested early on; however, neither party had spoken to one another. **MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER BECKER to approve the proposed multi-tenant monument sign. Motion carried unanimously.**
8. **DISCONTINUANCE OF A PORTION OF MAIN STREET WEST OF NORTH MILWAUKEE STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that Mr. Ross Larsson appeared at our last Plan Commission meeting requesting guidance on how to obtain some West Main Street ROW adjacent to his property at 123 North Milwaukee Street. The additional land would allow him to add an off-street parking stall and/or deck to the property. The existing 80 foot ROW consists of a steeply pitched wooded slope. There is a City stairway located on the north edge of the ROW. Some of the ROW and the area behind Mr. Larsson’s property and the adjacent property experienced some slides and washouts during the massive rainfall back in the mid-1999’s. The City may discontinue or vacate only a portion of the ROW or, it may issue a ROW encroachment as was done for the Hoffman House and the Port Hotel. The Plan Commissioners discussed this item. No action was taken at this time. Mr. Larsson was asked to meet with the City Planner for direction.
9. **INTERGOVERNMENTAL ELEMENT OF THE COMPREHENSIVE PLAN:** City Planner Tetzlaff reviewed the Intergovernmental Cooperation Element with the Commissioners. He also reviewed the time line for the Port Washington Comprehensive Plan. He hopes to have the Comprehensive Plan adopted by December 16, 2008.
10. **PUBLIC APPEARANCES AND COMMENTS:** There was none.

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

12. **ADJOURNMENT: MOVED BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER BECKER to adjourn the meeting at 8:54 p.m. Motion carried unanimously.**