

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

1. **ROLL CALL:** Mayor Huebner called a duly convened meeting of the Plan Commission to order at 6:30 p.m. Members present were: Commissioners Kelley, Sova, and Voigt. Also present were: City Planner Randy Tetzlaff and City Engineer Rob Vanden Noven. Absent and excused: Commissioner Haacke, Commissioner Becker, City Building Inspector Dennis Wiese, and City Administrator Mark Grams.
2. **APPROVAL OF MINUTES OF JUNE 19, 2008. MOTION BY COMMISSIONER KELLEY AND SECONDED COMMISSIONER VOIGT to approve as presented. Motion carried unanimously.**
3. **BUILDING ADDITION TO AN EXISTING MANUFACTURING FACILITY LOCATED AT 1190 MINERAL SPRINGS DRIVE, MANITOWOC CRANE, INC.:** City Planner Randy Tetzlaff reviewed this item with the Commission members. He stated that the applicant is proposing to add a 5,976 SF addition to their facility. It would be added to their 24,556 addition that was completed last year. This would have a similar exterior as the rest of the building; a metal façade with a 16 x16 foot overhead door. No new landscaping is proposed because under the ordinance, there is an exception for additions that are less than 10% of the total floor area of the existing building. The Design Review Board agreed that the addition was compatible with last year's addition. The Board also agreed that no additional landscaping was required. Mr. Peter Janus of Manitowoc Crane presented their new addition to the Board. **MOTION BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER SOVA to approve the building addition as presented. Motion carried unanimously.**
4. **ANNEXATION OF THE WITZLIB PROPERTY IN THE TOWN OF PORT WASHINGTON:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that previously, the Witzlib's annexed a one acre parcel on the southeast corner of their driving range (Raymonds). They originally planned to gain driveway access to the east via CTH LL (Heritage Road). Unfortunately, the Ozaukee County Highway Department did not grant an access permit, therefore, the Witzlibs now need to obtain access from Willow Drive which dead-ends on the west edge of the driving range. Sewer and water were already planned to extend from Willow. The small parcel they are proposing to annex is the new driveway area and the area where the utilities will be located. Staff has met with Town officials and they are in agreement with the need to annex this parcel. **MOTION BY COMMISSIONER VOIGT AND SECONDED BY COMMISSIONER KELLEY to recommend to the Common Council to approve the annexation of the Witzlib's property as presented. Motion carried unanimously.**
5. **DETERMINATION THAT A BUILDING FAÇADE MURAL IS EXEMPT FROM THE SIGN CODE LOCATED AT 114 EAST MAIN STREET, VINES TO CELLAR:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that Vines to Cellar is a new business that is located at 114 East Main Street. They would like to paint a mural on the north side of the building with the name of their business at the top of the mural. Their name

would be part of the mural and the size would be 2' x 10'. The Building Inspector is looking for some direction. He would like the Plan Commissioners to determine if the mural would be under the Sign Ordinance or only the wording of the business. Commissioners discussed this issue and decided that only the wording of the name of the business would be considered the sign. Commissioners also stated that these types of signs should come before the Plan Commission. **MOTION BY COMMISSIONER SOVA SECONDED BY COMMISSIONER VOIGT to approve the mural and the name of the business as a sign. Motion carried unanimously.**

6. **UTILITIES AND COMMUNITY FACILITIES ELEMENT OF THE COMPREHENSIVE PLAN:** City Planner Randy Tetzlaff reviewed this item. He stated that pages 7 to 8 are overviews. If the Commissioners have any comments or corrections that they should contact him. He stated that they are getting to the end and the next section would be Intergovernmental. Commissioner Kelley suggested that they start thinking about moving the Wastewater Treatment Plant for the future. The Mayor agreed and asked City Planner Tetzlaff to bring this up at a future meeting. This is informational only.
7. **PUBLIC APPEARANCES AND COMMENTS:** Mr. Ross Larsson of 228 North Garfield Avenue, Port Washington stated that he agreed with moving the Wastewater Treatment Plant. Mr. Larsson also stated that he owned 123 North Milwaukee Street and that he would like the City to vacate the Main Street ROW. He would like to add a parking space and possibly a deck to this building. Mayor Huebner stated that this would be placed on the next Plan Commission agenda.
8. **FORTHCOMING EVENTS:** There was none.
9. **ADJOURNMENT: MOVED BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER VOIGT to adjourn the meeting at 6:57 p.m. Motion carried unanimously.**