

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, MARCH 20, 2008**

1. **ROLL CALL:** Mayor Huebner called a duly convened meeting of the Plan Commission to order at 5:01 p.m. Members present were: Commissioners Kelley, Haacke, Sova, Vanden Noven, Voigt, and Becker. Also present were: City Planner Randy Tetzlaff. Absent and excused: City Building Inspector Dennis Wiese and City Administrator Mark Grams.
2. **APPROVAL OF MINUTES OF FEBRUARY 21, 2008. MOTION BY COMMISSIONER SOVA AND SECONDED COMMISSIONER BECKER to approve as presented. Motion carried unanimously.**
3. **PUBLIC APPEARANCES & COMMENTS:** There was none.
4. **GENERATOR INSTALLATION AT EXISTING WIRELESS COMMUNICATION FACILITY (WEST SIDE WATER TOWER):** City Planner Randy Tetzlaff reviewed this item with the Commissioners. He stated that Verizon Wireless is proposing to add a free-standing generator within the fenced leased area next to the west side water tower in Hidden Hills. The purpose of the generator is to provide back-up power in the event of a power failure. The diesel generator would only run if the power goes out. It would utilize quiet technology, emitting about 65 dB of noise, similar to an automobile idling. The generator would be tested 1 hour each week. The DRB was not concerned about the noise created by the generator. The Board was concerned however with the looks of the generator. They requested that a picture of the proposed generator be available to the Plan Commissioners. Although the current building within the fenced area looks fine with its brick-like cladding, the chain link fence and wire atop does not look aesthetically pleasing. The area will be surrounded with new homes and a future park. The Board agreed that adding some landscaped screening was appropriate. The DRB recommended approving this item subject to adding 6 feet tall landscaped screening, 4 feet on center around the perimeter of the existing fence. Pictures of the generator were shown to the Plan Commissioners. **MOTION BY COMMISSIONER VOIGT AND SECONDED BY COMMISSIONER BACKER to approve the generator installation at the west side water tower as presented subject to adding 6 feet tall landscaped screening, 4 feet on center around the perimeter of the existing fence. Motion carried unanimously.**
5. **ADDING ANTENNA TO AN EXISTING WIRELESS TOWER LOCATED AT 412 NORTH WISCONSIN STREET:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that Cricket Communications, a new wireless provider, is proposing to add 3 new antennas to the existing City-owned communication tower located on the top of hill on North Wisconsin Street. The towers will be located at a height of 60 feet. In addition, a box cabinet is to be located on the ground behind the existing buildings and within the security fencing. Cricket is negotiating a lease with the City Administrator and will be forwarded to the Common Council for approval. A structural analysis of the tower has been completed and recommendations are made in the report. The DRB has no issues with the antenna or box cabinet location. They did have concerns about some previous screening that was approved by a prior user and that it had not been completed. Cricket agreed to provide such screening. The DRB recommends approval to 1) adding 6 feet tall landscaped screening, 4 feet on center on

the east and southeast side of the perimeter fencing (the sides viewed by the condominium owners and those using the public stairs); and 2) following the recommendations contained in the Tower Analysis Report dated January 18, 2008.. **MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER VANDEN NOVEN to approve the adding of an antenna to the existing wireless tower located at 412 North Wisconsin Street subject to adding 6 feet tall landscaped screening, 4 feet on center on the east and southeast side of the perimeter fencing (the sides viewed by the condominium owners and those using the public stairs); and following the recommendations contained in the Tower Analysis Report dated January 18, 2008. Motion carried unanimously.**

- 6. BUILDING AND SITE PLAN FOR NEW OFFICE/MANUFACTURING FACILITY FOR MOLDED DIMENSIONS LOCATED AT 701 SUNSET ROAD:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that Molded Dimensions recently received approval of an Industrial Revenue Bond to finance the construction of a 24,180 SF expansion to their existing operations in the industrial park. The expansion consists of a 20,000 SF manufacturing facility and a 4,180 space for new offices. The new facility will be a free-standing building; the current site is constrained by the overhead utility easement which dissects the site. The plan also shows areas for possible future additions including over 17,000 SF to the new building and over 15,000 SF to the existing facility. One new driveway will be created to serve the parking area. The DRB agreed with the architect that it was appropriate to exclude a masonry wainscoting where a new future addition is proposed. However, in the meantime, it was recommended that 2-tone paint be used to simulate the look of the masonry that will surround the remaining perimeter of the building. The DRB also mentioned that curbing is required around the new parking lot; the architect has added that to the revised plans. This is a large site and the landscaping requirements are rather excessive. Also, it was noted that the area around the existing facility is rather scant. Working with landscaper, a plan is shown that is impressive and exceeds our ordinance requirements. It adds additional plant materials and berms in and around the existing facility; adds materials around the new facility; adds materials around the new facility; shows new plantings in and around the storm water detention facility; and then adds prairie plantings to much of the undeveloped area, particularly under the utility lines. **MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER HAACKE to approve the building and site plan as presented subject to approval of the storm water management plan by staff. Motion carried unanimously.**

- 7. BUILDING DEMOLITION REGULATIONS FOR HISTORIC BUILDINGS AND SITES:** City Planner Randy Tetzlaff reviewed this item for the Plan Commissioners. He stated that at last month's Plan Commission meeting, it was agreed that no special approvals should be required for building demolitions, except for those that affect historic buildings or sites. Further, it was agreed that new standards or regulations are needed to describe the review and approval process for those demolitions. Staff and the Mayor have done some research on this issue and it appears that almost all of the communities having regulations and standards for historic properties base their ordinances on use as the *Model Historic Preservation Ordinance for Small Communities, 2003* by the Wisconsin Historical Society's Division of Historic Preservation. It does state in the introduction that the model "can be modified to conform to the needs of a village, county, or town." The key points or elements of the model ordinance are: 1) the creation of a local landmarks or historic preservation commission; 2) the regulations cover not just demolition but also new construction, reconstruction, and alteration; 3) the regulations also include review of improvements to streets, alleys, sidewalks, curbs, and

lighting; 4) there are specific standards or criteria that must be addressed during the review; 5) there is an issuance of a Certificate of Appropriateness, which constitutes the approval of new construction, reconstruction, alteration, and demolition; standards or criteria for review; 6) it includes a timeline requiring action on the Certificate of Appropriateness' and 7) there is an appeal process. Staff seems to remember that about 10 years ago there was discussion on creating a local landmark commission. The decision was to not go that route; we already had a design review board in-place. Do we really want to review all changes to historic properties regarding construction, alteration, and reconstruction? This would apply to not just commercial buildings in the historic district, but also extend to any structure such as a private residence that is deemed historic. Do we really want to review "public improvements" such as streets, alleys, sidewalks, etc. that affect historic properties? Staff's response to these questions is, NO. Staff recommends that we continue to use the Design Review Board in-lieu of a landmarks commission. Staff also suggests that 1) the DRB will use the recommended criteria when reviewing modifications (construction, reconstruction, and alterations) to buildings in the historic district as well as to other historically commercial or industrial buildings in the City. The DRB will also follow the Downtown Port Washington Design Guidelines that were adopted in 2004. Staff suggests that page 1 of the Guidelines be amended to include reference to the historic district (underlined in italics). Properties to be covered under this review are identified in the Intensive Survey Report dated 1998 or in the Downtown Historic District Nomination Form. No Certificates of Appropriateness will be issued; the DRB will continue to make their recommendations to the Plan Commission, which will give final approval. 2) A Certificate of Appropriateness will only be required for demolition. The Certificate will be required of all properties, including residential, that are identified in the Intensive Survey Report. These include individual properties that are currently listed on the National Register; others that are listed as potentially eligible to the National Register; and those contributing buildings or sites in a historic district. After using the review criteria in their decision-making, the DRB will make a recommendation to the Plan Commission (the properties subject to this review are also attached). 3) The Plan Commission must render a decision on the Certificate of Appropriateness within forty-five (45) days of the DRB meeting (this gives the Plan Commission up to 2 meetings to decide). No building permit may be issued until the Certificate is approved. The only exception to this is if the building is deemed unsafe and then according to the State Statutes, the Building Inspector must issue raze orders. This is what occurred with the old Stelling Grist and Four Mill of South Milwaukee Street. 4) If the Plan Commission fails to approve the Certificate, the decision may be appealed to the Board of Zoning Appeals. However, like stated in the model ordinance, it is intended that the application will negotiate with City officials to obtain the Certificate. The City should try to work out something prior to the building falling into disrepair and being forced to have it demolished. **MOTION BY COMMISSIONER VOIGT AND SECONDED BY COMMISSIONER BECKER to approve a modified version of the building demolition regulations for historic buildings and sites as recommended by the City Planner. Motion carried (6 Ayes; 1 Nay (Haacke)).**

8. **WE ENERGIES POWER GENERATING STATION FAÇADE UPDATE:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that back in December staff reported that there were some concerns regarding the new façade on the new addition to the power generating station. Most people including staff envisioned something other than the metal siding look. Staff reported that the City had no control or say over the façade, only the landscaping, parking areas, etc. Staff reported our concerns to WE Energies and they agreed to revisit some options regarding the façade. WE Energies worked with their

architects and are now proposing to paint the lower 2/3rds of the east and north facades. The paint color would closely match the color of the pre-cast masonry panels that are on the southeast corner and southern exposures of the building. Staff asked them whether the paint would last; we did not want it to peel in a few years. They too had the same concerns; they did not want a maintenance headache and were concerned about the future appearance. They were reassured by the architect who researched the paint and primer manufacturer. They felt that it may have a 20-year life. WE Energies is unable to commit to a timetable; however, the painting will be completed sometime during 2008. **No action required; this is for information only.**

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

10. **ADJOURNMENT: MOVED BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER BECKER to adjourn the meeting at 5:57 p.m. Motion carried unanimously.**