

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, SEPTEMBER 18, 2008**

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, Becker, and Voigt. Also present were: City Planner Randy Tetzlaff, City Engineer Rob Vanden Noven, and City Administrator Mark Grams. Absent and excused: Commissioner Kelley and City Building Inspector Dennis Wiese.
2. **APPROVAL OF MINUTES OF AUGUST 21, 2008. MOTION BY COMMISSIONER SOVA AND SECONDED COMMISSIONER VOIGT to approve as presented. Motion carried unanimously.**
3. **DESIGN APPROVAL OF NEW RESIDENCE IN A NEIGHBORHOOD PRESERVATION OVERLAY AREA ON THE CORNER OF CATALPA AND VAN BUREN STREETS:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that the neighborhood surrounding St. Mary's Church was designated as a Neighborhood Preservation Overlay area which requires the review and approval of new construction and major remodeling. Sandstone Homes which has built and sold several homes in and around Port Washington has purchased the vacant lot on the corner of Catalpa and Van Buren Streets. A plan for a 2-story, 1,726 SF home with corner turret and front porch has been submitted for review and approval. The proposed home fits well in the neighborhood and compliments the adjacent Queen Anne style home. It will front onto Van Buren and will have garage access of Catalpa. It will use high quality materials such as Hardi-plant siding. The DRB spoke highly of the design, however, questioned its placement on the lot. Some members felt that the Catalpa elevation looked like the back and the front faced the adjacent home. Those members suggested that the home be flipped so that the turret and porch are seen from the street corner. Since the home will sit behind the adjacent Queen Anne, it may be difficult to see the lake as desired by the applicant. The applicant wanted the home to be approved but be given the opportunity to decide on which orientation works best. The DRB made no recommendation since there was a split vote to approve the plan and give the applicant the choice of placing the home on the lot. Staff has strongly suggested to the applicant to get in a lift and take pictures looking to the east and to the west and then showing the Commission those views. The Applicant has done so. **MOTION BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER SOVA to approve the house plans as submitted. Motion carried unanimously.**
4. **BUILDING AND SITE PLAN APPROVAL FOR USE OF A RESIDENCE AS A BED AND BREAKFAST AT 313 JOHNSON STREET:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He stated that Mike and Ruth Schmit are proposing to use a portion of their home on Johnson Street as a bed and breakfast. They have up to 3 rooms with private bath facilities available. Their plan is to start small with one room and if all goes well, to expand up to 3. The proposed location is an excellent one for B & B guests as the home overlooks the downtown and the marina. It is close to downtown via the adjacent public stairs and it is across the street from the historic Light Station. The DRB agreed that the location and use is desirable, however, some members were concerned about the parking. The home has a 3-car garage so there is parking in the driveway. However, the City has plans to redo Johnson and Powers Street and that may create some future parking problems. **MOTION BY COMMISSIONER VOIGT AND**

SECONDED BY COMMISSIONER VANDEN NOVEN to approve the building and site plan as presented for use of a residence as a bed and breakfast as presented. Motion carried unanimously.

- 5. REPLACEMENT OF EXISTING CELLULAR ANTENNAS AND THE ADDITION OF A NEW CABINET AT 412 NORTH WISCONSIN STREET:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He stated that when we review the plans for Cricket Communication, we were informed that eventually, all of the cellular carriers would be back because they needed to update their antennas due to changing technology. Now AT&T is back proposing to update their equipment at the City Tower on North Wisconsin Street and the Water Tower on Thomas Drive. At the City Tower site, the plan proposed is to replace 9 antennas on the existing tower with 6 new antenna units. In addition, a new cabinet that is 25% smaller would replace an existing cabinet inside the fenced area. At the Water Tower site, six antennas will be replaced with 6 new ones. A new cabinet will be placed inside the fenced area. Cricket Communication is still planning to replace the fence. AT&T will be responsible for overall maintenance of the fence and the landscaping. At the Design Review Board, it was suggested that the agreement between the City and AT&T be amended to ensure that there is long-term maintenance agreement. The City Administration stated that his office is working on this. The DRB recommended approval of both subject to review by the City's structural engineering consultant. **MOTION BY COMMISSIONER VANDEN NOVEN SECONDED BY COMMISSIONER BECKER to approve replacing the existing cellular antennas and the addition of a new cabinet at 412 North Wisconsin Street subject to the City's structural engineer's approval. Motion carried unanimously.**
- 6. REPLACEMENT OF EXISTING CELLULAR ANTENNAS AND THE ADDITION OF ANEW CABINET AT 500 THOMAS DRIVE:** City Planner Randy Tetzlaff reviewed this item. **MOTION BY COMMISSIONER VANDEN NOVEN SECONDED BY COMMISSIONER SOVA to approve replacing the existing cellular antennas and the addition of a new cabinet at 500 Thomas Drive subject to the City's structural engineer's approval. Motion carried unanimously.**
- 7. BUILDING, SITE, AND OPERATIONAL PLAN FOR A SPORTS CENTER ON MARITIME DRIVE:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that the sports center was originally planned for a site in the Town of Grafton along CTH V. However, it became evident that the site was too small, therefore, the applicant moved ahead with acquiring the site along Maritime Drive in the Industrial Park. In order to receive approval to locate in the I-2, Industrial Park District, a conditional use grant must be obtained for recreational uses. As proposed, the center will be a multi-purpose facility housing both indoor and outdoor activities. The building will be approximately 100,000 SF in size. The front of the building will have a heavy emphasis on masonry, particularly the entrance. The other sides of the building will be a metal structure. The site makes the best use of the existing storm detention pond and overhead utility lines. The building is located on the SE corner of the site and parking and outdoor activity areas are under the utility lines. There is parking for 119 vehicles and during tournament times, there will be street parking along Maritime Drive. The site will be landscaped as per code with emphasis along the east side to screen the fenced area owned by Construction Forms. A photometric plan was not available at the DRB meeting. Construction Forms expressed some concern regarding traffic. They have several semi-trucks who park and then back into their facility late in the day. In addition, Manitowoc Crane has occasional wide loads leaving their plant and turn onto Maritime. Staff met with Construction Forms and came away with the idea of limiting on-street parking during the daytime hours; allowing it during the

evenings and on weekend. The proposed uses will help to satisfy a youth activity demand both in the community, the county, and the region. It will draw families from a wide area which should be beneficial economically to Port Washington. The DRB recommended approval of the building and site plan subject to submittal of a storm water management plan, a landscape plan and a photometric plan. **MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER BECKER to approve the building, site, and operational plan as presented subject to the submittal of a storm water management plan, a landscape plan and a photometric plan with staff's approval. Motion carried unanimously.**

8. CONDITIONAL USE GRANT TO PERMIT A SPORTS CENTER IN THE I-2, INDUSTRIAL PARK DISTRICT: City Planner Tetzlaff reviewed this item with the Plan Commissioners. **MOTION BY COMMISSIONER HAACKE AND SECONDED BY COMMISSIONER VANDEN NOVEN to recommend to the Common Council to approve the Conditional Use Grant to permit a sports center in the I-2, Industrial Park District as presented. Motion carried unanimously.**

9. PLACING THE FIRE ENGINE HOUSE (PORT SENIOR CENTER) AT 102 EAST PIER STREET ON THE NATIONAL REGISTER OF HISTORIC PLACES: City Planner Tetzlaff informed the Plan Commissioners that the Port Washington Historical Society and the Maritime Heritage Experience agreed to proceed to hire a consultant to prepare the nomination forms to place the Fire Engine House, the building now occupied by the Senior Center on the National Register of Historic Places (NRHP). The Historical Society is bringing forth the nomination for the City's approval. As per our ordinance, the City Council must approve the nomination. The building was identified on the historic inventory completed in 1998. The same consultant who completed the inventory and the nomination forms for the downtown historic district prepared this nomination form. Whether the building is placed on the Register or not will have no bearing on what can be done to the building. Since it was identified in the 1998 inventory, structural alterations would need to follow the procedure recently approved for historic properties, namely obtaining a Certificate of Appropriateness. The benefit of NRHP status is for recognition and promotion and, if the property is privately acquired, it would be eligible for tax credits to help finance renovations. **MOTION BY COMMISSIONER HAACKE AND SECONDED BY COMMISSIONER VOIGT to approve nominating the Fire Engine House for the National Register of Historic Places. Motion carried unanimously.**

10. PUBLIC APPEARANCES AND COMMENTS: The owner of the Subway shop appeared before the Plan Commission. His concerns were that the Sports Center was on the south side of town and businesses were not building on the north side of town. John Sigwart of Theis Street stated that he had concerns regarding the Senior Center. He stated that the City should be looking at all vacant land for a new Community Center.

11. FORTHCOMING EVENTS: There was none.

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