

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, APRIL 20, 2009**

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, Haacke, and Sova. Also present were: City Planner Randy Tetzlaff. City Engineer Rob Vanden Noven and City Administrator Mark Grams. Absent and excused: City Building Inspector Dennis Wiese, Commissioner Ron Voigt, and Commissioner Becker.
2. **APPROVAL OF MINUTES OF MARCH 19, 2009 AND THE AMENDED MINUTES FOR ITEM #7 OF THE MARCH 19, 2009. MOTION BY COMMISSIONER HAACKE AND SECONDED COMMISSIONER VANDNEN NOVEN to approve as presented. Motion carried unanimously.**
3. **PUBLIC APPEARANCES & COMMENTS:** Mr. Merton Lueptow stated that he was in favor of Mr. Pat Wilborn's plan. He stated that it would be good for the community and would bring more people into the downtown area if done right.
4. **SITE PLAN FOR SIDEWALK DINING FOR TELLOS GRILL AND CAFÉ LOCATED AT 200 WEST GRAND AVENUE:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that the Angel who operates Tellos Grill and Café is requesting approval to place tables and chairs on the sidewalk for the purpose of serving food and alcoholic beverages. He also met with the Design Review Board to discuss placing tables and chairs next to the building and the parking lot; a review of that item was tabled over concerns for safety and accessibility. If approved, Tellos would join Beanies, the Schooner Pub, and the Pasta Shoppe with similar sidewalk dining that permits serving of alcoholic beverages. The approve parameters for outdoor sidewalk dining allowing the sale of alcoholic beverages is: 1) Sidewalk area dining is limited to the public ROW immediately abutting the establishment with which it is affiliated; 2) A "through sidewalk passage" for general public use must be maintained at all time. This passage should be no less than four (4) feet wide and must be kept clear of all obstructions or obstacles; 3) A removable divider or fencing must be provided to separate the dining area from the sidewalk passage and to prevent patrons from leaving the dining area and enter the public ROW; 4) All materials and equipment used should be of such weight or be secured to prevent being blown over by winds or being easily displaced; 5) All food and beverages should be stored and prepared within the establishment. No storage or preparation should take place in the sidewalk dining area; 6) The sidewalk dining area operator shall maintain the premises in a neat and clean condition at all time; and 7) Cash register operators must be located within the establishment. The dining area is restricted on the east side due to an existing fire hydrant, which limits the available area to approximately 17 feet. This will still allow for the placement of at least two 2-seat tables. On the west side, there is more room with almost 35 feet of linear area permitting up to five 2-seat tables. The sidewalk is pitched downward towards the curb; however, the area is till flat enough along the building where the tables and chairs will be placed. A similar situation exists in front of Beanies. The applicant is proposing to use decorative rope to serve as a divider. The Design Review Board suggested that pictures of the proposed rope be submitted for Plan Commission review as well as a scaled site plan. In addition, the applicant was requested to provide the Plan Commission

with an operation plan that includes: 1) The expected starting date and ending date of the sidewalk area dining facility; 2) The proposed daily hours; 3) The planned capacity of the sidewalk area dining facility; and 4) Whether any of the proposed sidewalk area dining facility improvements would be physically attached to public infrastructure and if so, how. Staff recommends approving the site plan contingent upon submission of a scale drawing and operation plan; and further to recommend that the Common Council approve a right-of-way license. **MOTION BY COMMISSIONER HAACKE AND SECONDED BY COMMISSIONER SOVA to approve the site plan as presented and to recommend approval of a right-of-way license. Motion carried unanimously.**

5. **SITE PLAN FOR OUTDOOR DINING IN FRONT OF VINES TO CELLAR LOCATED AT 114 EAST MAIN STREET:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He stated that the owners of Vines to Cellars, the community's only micro-winery desires to offer outdoor seating for its customers on the patio area in front of their business. The customers may then enjoy the wine offered inside the premises. The proposed seating area already exists as a concrete patio that is shielded from the sidewalk with landscaping. Chairs and barrel top would be provided. No more than 30 persons would be seated and the hours of use would be as follows: 1) Monday to Thursday, 3:00 p.m. to 8:00 p.m.; 2) Friday, 3:00 p.m. to 9:00 p.m.; 3) Saturday, 12:00 p.m. to 9:00 p.m.; and 4) Sunday, 1:00 p.m. to 5:00 p.m. The Design Review Board agreed that this would be a great addition to the downtown as well as the farm market which is placed in front of the business along East Main Street. Staff recommends approving the site plan as presented. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER HAACKE to approve the site plan as presented. Motion carried unanimously.**
6. **CONDITIONAL USE GRANT TO PERMIT OUTDOOR DINING LOCATED AT 114 EAST MAIN STREET:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. Staff recommends approval of a conditional use grant subject to the approved site plan and hours of operation. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER VANDEN NOVEN to recommend approval to the Common Council for the conditional use grant as presented. Motion carried unanimously.**
7. **SITE PLAN FOR PARKING LOT IMPROVEMENTS FOR DREWS HARDWARE LOCATED AT 1653-1655 NORTH WISCONSIN STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that recently, Paul Drews, owner of Drews Hardware acquired the duplex property adjacent to his store at 1653-1655 North Wisconsin Street. He would like to add some additional paved parking and connect into the existing driveway to provide additional egress. In the long-term, he would like to remove the duplex and develop a garden center on the property. To expand his commercial parking, he needed to rezone the property from residential to business, which the Plan Commission dealt with at the last meeting and the Common Council will take formal action on April 21st. His short-term plan of expanding the parking area is not-controversial. He will keep the grassy areas and mature trees. The Design Review Board viewed his future plans favorable; especially since the garden center activities would be contained on the north end and the equipment rental would be handled on the south end. Staff recommends approval of the expansion of the parking lot as presented subject to the rezoning of the property. **MOTION BY COMMISSIONER HAACKE AND SECONDED BY MAYOR HAACKE to approve the site plan as presented. Motion carried unanimously.**

- 8. REVISED SITE PLAN FOR THE OZAUKEE SPORTS CENTER LOCATED AT 955 MARITIME DRIVE:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that construction on the sports building is likely to be delayed for a year. In the meantime, work on the mini-golf area continues. City Planner Tetzlaff reviewed the plans for a golf starter shack, new monument sign, laser tag area and a picnic area with the Commissioners. The starter shack will be an attractive smaller structure sided with Hardi-Plank similar to a 20' x 20' garage. The laser tag area, the picnic area, and play fields are self-explanatory. The monument sign design falls within the sign standards regarding size and height. It is unclear as to whether the base as shown totally meets our definition. However, it is attractive and like the Manitowoc Crane sign as presented since it is located in an industrially zoned area. Staff recommends approval of the revised site plan including the location of the laser tag and picnic areas, the starter shack, and monument sign as presented; landscaping to be provided the base of the sign as per sign ordinance. **MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER HAACKE to approve the revised site plan as presented. Motion carried unanimously.**
- 9. POSSIBLE REZONING OF TWO LOTS ON THE NORTHWEST CORNER OF SOUTH SPRING STREET AND PORTVIEW DRIVE (DISCUSSION ONLY):** City Planner Randy Tetzlaff reviewed this item for the Commission Members. He stated that this property contains a small single-family home and vacant lot. It was recently purchased and the home renovated and the lot is available for sale. The property is zoned RS-4, Single Family Detached Residence; the land to west is zoned RM-2, Multiple Family and contains a large apartment complex; to the east across South Spring Street, the land is also zoned RM-4; and to the north, the land is zoned RS-4. The owners are finding it difficult to sell the vacant lot since it abuts the large apartment complex. They are approaching the Plan Commission in effort to discuss possible rezoning. Rezoning options include: 1) RM-2, since these are the contiguous zoning districts. A side-by-side duplex would be a permitted use. Rezoning would allow the current or future owner to remove the single family home and construct a 4-unit building; and 2) RM-1, which would allow either a single or two-family use. This would allow for the vacant lot to be developed as a duplex and prevent a future multiple family building. The land area is large enough to not be considered a "spot zone"; there are two areas to the west in Westport Meadows that are smaller zoning islands. If the Commission decides that rezoning is in best interest of the community, then the owner would need to file a rezoning application and come back to a future meeting for formal approval. The Commissioners discussed this item and agreed that the rezoning to RM-2 was preferable. **No action was taken.**
- 10. PUBLIC APPEARANCES & COMMENTS:** Mr. John Sigwart of 230 Theis Street discussed the trailer park on the south end of the City. City Planner Randy Tetzlaff stated that the trailer park was located in the Town of Port Washington and not the City.
- 11. FORTHCOMING EVENTS:** Mayor Huebner wanted to thank Commissioner Haacke for his time and service on the Plan Commission.
- 12. ADJOURNMENT: MOTION BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER SOVA to adjourn the meeting at 7:13 p.m. Motion carried unanimously.**