

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, DECEMBER 16, 2010**

1. **ROLL CALL:** Mayor Huebner called a duly convened meeting of the Plan Commission to order at 6:31 p.m. Members present were: Commissioners Vanden Noven, Becker, and Kelley. Also present were: City Planner Randy Tetzlaff and City Administrator Mark Grams. Absent and Excused: Commissioners Voigt, Sova, and Mlada.
2. **APPROVAL OF MINUTES OF NOVEMBER 18, 2010. THE MINUTES WERE TABLED UNTIL THE NEXT MEETING.**
3. **PUBLIC APPEARANCE & COMMENTS:** Mr. Merton Lueptow wanted to know how long the City will be selling off City land. Would buildings be expanding on to the parking areas?
4. **BUILDING, SITE, AND OPERATIONAL PLAN FOR RAY OF LIGHT MASSAGE THERAPY LOCATED AT 704 NORTH WISCONSIN STREET:** City Planner Tetzlaff reviewed this item. He stated that the Ray of Light Massage Therapy has cleared the zoning hurdle for its new location at 704 North Wisconsin Street, by ordinance it needs to have a building, site, and operational plan approved. The applicant is making very minimal changes to its property and the building inspector has already made a “change in occupancy” inspection. Customer parking will be on the street in front of the business; therapists on duty will park in the rear off the alley. Usually, only one or two therapists are on duty at any one time. The first floor will be used for offices and a reception area; upstairs will be the treatment rooms. The Aldermen commented that this is a good business for the area and the community. Staff recommends approval. **MOTION BY COMMISSIONER KELLEY AND SECONDED BY COMMISSIONER BECKER to approve the building, site and operational plan for Ray of Light Massage Therapy as presented. Motion carried unanimously.**
5. **DECLARE A SMALL PARCEL OF LAND LOCATED BEHIND 325-327 NORTH FRANKLIN STREET AS SURPLUS PROPERTY (REFERRED BY THE COMMON COUNCIL):** City Planner Randy Tetzlaff reviewed this item. He stated that at the last Common Council meeting, the owner of 325-327 North Franklin Street appeared and requested that the City sell her a small parcel of the municipal parking lot containing two stalls. The reason for her request is that she acquired the building with the understanding that the 2 stalls immediately behind the building was her property. Furthermore, she requested from the City that “no parking” signs be erected which was done by the Street Department. Both the Street Department and the Police Department were of the understanding that the area was privately-owned. Immediately adjacent to these 2 stalls to the south is a private parcel owned by Dr. Perez who allows the Pasta Shoppe to use. To the north, patrons of Pier 6 park in 2 stalls. What has occurred most recently is that another downtown property owner complained to the City and pointed out that the 2 stalls in question, were in fact on City-owned land and a letter went out pointing out the error. Since the owner has tenant leases in place stating that parking was included, she now would like to correct the situation and legally acquire the property. Whereas City staff believes selling this small parcel will not create a precedent because of the mistaken belief of private ownership by the owner and several City Departments, this action will certainly create more requests or demands from other downtown property owners to sell

Motion carried (3 Ayes, 1 Nay (Kelley)).

6. **PUBLIC APPEARANCES AND COMMENTS:** There was none.
7. **FORTHCOMING EVENTS:** There was none.
8. **ADJOURNMENT: MOTION BY COMMISSIONER VANDEN NOVEN BY AND SECONDED BY COMMISSIONER BECKER to adjourn the meeting at 6:44 p.m. Motion carried unanimously.**