

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, APRIL 28, 2011**

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 Vanden Noven, Becker, Voigt, Sova, and Kelley. Also present were: City Planner Randy Tetzlaff and City Administrator Mark Grams. Absent and excused was Commissioner Mlada.

2. **APPROVAL OF MINUTES OF FEBRUARY 17, 2011 MEETING. MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER VOIGT to approve the minutes as presented. Motion carried unanimously.**

3. **PUBLIC APPEARANCE & COMMENTS:** There were done.

4. **NEW DECK, STAIRS, AND CANOPY AT THE PATIO LOCATED AT 601 N. WISCONSIN STREET:** City Planner Tetzlaff reviewed this item. He stated that the canopy was constructed to provide shelter for smokers and doing so, the upper level deck and stairs needed to be rebuilt. The Building Inspector found that the deck, canopy and stairs were constructed without permits and were not up to code and orders were issued. The orders required the applicant to get Plan Commission approval of the work and to submit engineered plans for the stairs, railings, and deck. Since the orders were issued, the applicant has submitted the required engineered drawings and they were approved. Pictures are shown of the project completed prior to the orders; currently, the railings have been removed and replaced with code compliant ones. The Design Review Board while noting this was an “after-the-fact” review, they would have recommended the project in any case. City Planner Tetzlaff also noted that the applicant still needs to apply for some additional building permits. Commissioner Kelly questioned what control the City has if the work is done without approval. Commissioner Sova responded that the City may impose double fees on all required permits. **MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER VOIGT to approve the new deck, stairs, and canopy as presented. Motion carried unanimously.**

5. **BUILDING AND SITE PLAN FOR A NEW TAXI STORAGE BUILDING FOR OZAUKEE COUNTY LOCATED ON OAKLAND STREET:** City Planner Randy Tetzlaff reviewed this item with the Commissioners. He introduced Architect Daniel J. Wiitanen to explain the County project. Mr. Wiitanen explained that Ozaukee County is proposing to raze the former Modern Equipment building adjacent to the Highway Garage facility on Oakland Avenue. A new LEED designed storage facility will be constructed to store taxi vehicles. The plans also include a rest stop for users of the Interurban Trail. Inside there will be space for restrooms, a dispatcher, an area for ticket sales, and storage for 30 vehicles. The building façade fronting onto Oakland will be covered with brick and will take on a “depot” appearance. The other three facades will be covered with metal siding with brick accents; the roof will be metal; and there will be clear windows for day-lighting. The site will be restored and there will be “no mow” areas consistent with sustainable practices. The bike trail will be extended along the frontage. Both City Planner Tetzlaff and Commissioner Vanden Noven added that this is a good time for the City to look at improving Oakland Avenue. **MOTION BY COMMISSER KELLEY AND SECONDED BY COMMISSER SOVA to approve the building and site plan subject to the submittal of landscaping and lighting plans for staff review and approval. Motion carried (5 Ayes, 1 Abstained (Becker)).**

- 6. OUTDOOR PATIO AREA AT TELLO'S GRILL AND CAFÉ LOCATED AT 200 W. GRAND AVENUE:** City Planner Tetzlaff reviewed this item with the Commissioners. He explained that both the property owner and the business owner would like for the City to consider allowing a seasonal patio area on the west side of the building. Although the business currently has permission to have tables on the sidewalk, both are in agreement, that a concentrated patio area would work better. The proposal is to create a movable platform near the existing concrete slab and over two parking stalls. At the end of the season, the platform would be removed and the parking would again be used. The deck will be covered with pressure treated pine that will be painted a color that will match the cream city brick, siding, and trim. A railing will be installed as well as new landscaping; the deck will be tethered to keep the wind from lifting it; and as needed, table awnings will be used. It was also noted by the Design Review Board that curb stops are needed to prevent vehicles from blocking the sidewalk. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER BECKER to approve the patio deck plan as presented. Motion carried unanimously.**
- 7. CONDITIONAL USE GRANT TO PERMIT OUTDOOR DINING AT LOCATED 200 W. GRAND AVENUE:** City Planner Tetzlaff reviewed this item with the Commission. He stated that the use of the outdoor deck requires a conditional use grant. **MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER VOIGT to recommend approval of a conditional use grant to permit outdoor dining subject to the same conditions imposed on other similar establishments. Motion carried unanimously.**
- 8. REVISE CONDITIONAL USE GRANT FOR THE HOLIDAY INN LOCATED AT 135 E. GRAND AVENUE:** City Planner Tetzlaff explained that the current conditional use grant for the Holiday Inn allows the serving of food and beverages on the outdoor patio from 7 AM to 10 PM. The applicant is now requesting that the hotel be permitted to extend hours until 11 PM for special events such as Pirate Fest, Fish Days, and Maritime Heritage Festival. All other conditions would remain the same. **MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSION VOIGT to recommend that the conditional use grant be amended to revise the hours of operation during special events (Pirates Fest, Fish Day, and Maritime Heritage Festival). Motion carried unanimously.**
- 9. CERTIFIED SURVEY MAP FOR 215 S, PARK STREET:** This item was withdrawn by the applicant.
- 10. PUBLIC APPEARANCES AND COMMENTS:** There were done.
- 11. FORTHCOMING EVENTS:** There were none.
- 12. ADJOURNMENT: MOTION BY COMMISSIONER VANDEN NOVEN AND SECONDED BY COMMISSIONER BECKER to adjourn the meeting at 7:15 p.m. Motion carried unanimously.**