

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, DECEMBER 15, 2011**

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

2. **APPROVAL OF MINUTES OF OCTOBER 18, 2011 MEETING. MOTION BY COMMISSIONER KELLEY AND SECONDED BY COMMISSIONER VOIGT to approve the minutes as presented. Motion carried unanimously.**

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

4. **CONSIDER 80 FOOT OBSERVATION TOWER AT UPPER LAKE PARK:** City Planner Tetzlaff reviewed this item. He stated that an 80' observation tower in Upper Lake Park's Scout Overlook area is being proposed. Since this location is within a City park, the Park and Recreation Board reviewed the proposal in October and recommended approval by a unanimous vote. The specific location is on the site of the former Boy Scout Encampment or north bluff lookout. The wood structure would be built on a 30' x 30' concrete pad surrounded by landscaping, bike rack(s), and signage. A nearby parking lot is just east of the proposed location. Upper Lake Park is zoned PUL, Park and Utility Land and the maximum height for an accessory structure is 85 feet. The tower could become a destination offering residents and tourists to see a panoramic view of Lake Michigan and the surrounding Port Washington countryside. The Commission needs to decide whether the tower is an appropriate accessory use in the park and if the proposed location is the best one available. The Common Council will decide the fate of the tower because it must grant permission to build it on City property. By its vote, the Park and Recreation Board is willing to accept the tower as park property and maintain in the future. Mr. Pat Poole is a representative of a group called "Friends of the Tower" and he reviewed his plans for the 80' observation tower. Some of the Plan Commissioners had concern with the observation tower being too high, but overall liked the idea. **MOTION BY COMMISSIONER VOIGT AND SECONDED BY COMMISSIONER VANDENOVEN to approve the consideration of an 80' observation tower in Upper Lake Park as presented. Motion carried (5 Ayes; 1 Nay (Huebner)).**

5. **CONSIDER SMOKERS ENCLOSURE AT HARBOR HILLS RECREATION CENTER LOCATED AT 101 FREEMAN DRIVE:** City Planner Randy Tetzlaff stated that this item was tabled.

6. **CONSIDER CSM FOR THE FIRE ENGINE HOUSE LOCATED AT 102 EAST PIER STREET:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that the Common Council has accepted an offer to purchase the historic Fire Engine House. The offer includes the building and the first row of parking stalls just east of the building. The building and a large portion of the municipal parking are considered one parcel of land. To divide off the building and one row of parking will require a certified survey map. **MOTION BY MAYOR HUEBNER AND SECONDED BY COMMISSIONER BECKER to approve the CSM for the Fire Engine House located at 102 East Pier as presented. Motion carried unanimously.**

7. **PUBLIC APPEARANCES AND COMMENTS:** There were none.
8. **FORTHCOMING EVENTS:** Commissioners wanted to wish everyone a Merry Christmas!
9. **ADJOURNMENT: MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER VANDEN NOVEN to adjourn the meeting at 6:51 p.m. Motion carried unanimously.**