

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, JULY 21, 2011**

1. **ROLL CALL:** Mayor Huebner called a duly convened meeting of the Plan Commission to order at 6:32 p.m. Members present were: Commissioners Becker, Voigt, Sova, Mlada, and Kelley. Also present were: City Planner Randy Tetzlaff. Absent and excused was Commissioner Rob Vanden Noven and City Administrator Mark Grams.

2. **APPROVAL OF MINUTES OF JUNE 16, 2011 MEETING. MOTION BY COMMISSIONER KELLEY AND SECONDED BY COMMISSIONER BECKER to approve the minutes as presented. Motion carried unanimously.**

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

4. **SPECIAL EXCEPTION FOR A SIGN AT 125 WEST GRAND AVENUE:** City Planner Tetzlaff reviewed this item. He stated that the owner of the Chocolate Chisel has erected a 4' x 12' sign on the east side of the building that is visible to westbound traffic along Grand Avenue. It is a tasteful looking sign that has attracted many new customers for the business. In terms of construction, the sign meets the definition of a banner; that is what the owner originally considered it. However, the Inspection Department considers it more of a permanent or semi-permanent sign. If it is considered a banner, than it is larger than the ordinance permits and may only be erected for a very limited time; if it is considered a sign, than it's also too large for the side of the building. In either case, for it to remain in-place, the Plan Commission will need to grant a special exception if it deems it is a banner or a sign. If it is deemed a banner, then a special exception shall be granted allowing it to exceed the maximum size (from 32 SF to 48 SF); and the time limit may be extended from a maximum of 14 days to a determined number of days. In this case, no sign permit is required. If deemed a wall sign, a special exception shall be granted to allow the sign to be placed on the "side" of the building and the maximum size permitted to be increased from 17 feet (50% of the area allowed on the front) to 48 SF. In this case, a sign permit is required. This is a large jump in size; however, when looking at the building, the sign looks small on the building side wall. A concern, if allowed to be considered, a more permanent sign is that because the sign is constructed on vinyl fabric, it will not last as long as a sign made of a durable material such as metal or wood. However, if the sign begins to fade or becomes ratty, this particular business owner is one that will not allow it to detract from his business. If it is not maintained, the ordinance has a maintenance provision. **MOTION BY COMMISSIONER SOVA AND SECONDED BY COMMISSIONER VOIGT to approve the use of a banner for a period not to exceed one year. Motion carried unanimously.**

5. **REZONING OF LAND AT 2081 COUNTY TRUNK "C" FROM A-1, AGRICULTURE DISTRICT TO RESIDENTIAL DISTRICT ZONING:** City Planner Randy Tetzlaff reviewed this item with the Commissioners. He stated that the property was once owned by VK Development. It consists of two 2 acres parcels; one with a farmhouse and out buildings, the other with a barn. When it was on the market, our office had conversations with several potential buyers regarding use of the property. Many inquires were about whether animals were permitted. All inquires asked about the future zoning. All were told that the property would either remain Agriculture if the new owner was engaged in some permitted use, or R-1, a more rural single-family zoning where sewer service is not available or contemplated. The new owner now desires to add a second unit as part of the farmhouse remodeling. Our office had

conversation with the new owner prior to the purchase. The plans for the property included renovation of the farmhouse including an addition to the house and a garage; repair of the out building; and on the second parcel, an addition to the barn of a second housing unit. The latter would be a long-term project. The new owner was advised that in order to do this, the lot lines would need to be re-drawn so that the barn and future dwelling would be conforming. In order to add the second unit in the farmhouse, the property must be rezoned to the lowest density two-family zoning district (RS-6). There is nothing us from rezoning to two-family, other than all residential zoning districts except R-1 contemplate sewer service. It is extremely unlikely that this property being at the far southern edge of the City limits will ever see municipal water and sewer. If the owner is creating a second unit in the farmhouse to accommodate a parent or other family member, then the property could be rezoned to R-1 as long as the second unit did not have a separate entrance. A second entrance would allow the unit to be rented in the future to a non-family member. At this time according to the Building Inspector, the owner has not provided him with plans for the first floor renovation. The inspector agrees that if a second entrance is not provided, he would not deem this to be a two-family unit. Staff recommends approving the rezoning of both parcels to R-1, Single Family Detached Residence. Mr. Richardson was present at the Plan Commission meeting to answer any questions the Commissioners might have. **MOTION BY COMMISSIONER VOIGT AND SECONDED BY COMMISSIONER BECKER to approve the rezoning of this property containing the farmhouse on it to RS-6 as presented. Motion carried unanimously.**

6. **PUBLIC APPEARANCES AND COMMENTS:** There were none.
7. **FORTHCOMING EVENTS:** There were none.
8. **ADJOURNMENT: MOTION BY COMMISSIONER BECKER AND SECONDED BY COMMISSIONER SOVA to adjourn the meeting at 6:51 p.m. Motion carried unanimously.**