

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, JUNE 12, 2014**

1. **ROLL CALL:** Mayor Mlada called a duly convened meeting of the Plan Commission to order at 6:37 p.m. Members present were: Commissioners Sova, Kelley, Becker, and Williams. Also present was: City Planner Randy Tetzlaff, City Administrator Mark Grams, and City Engineer Rob Vanden Noven. Absent and excused: Ron Voigt.
2. **PUBLIC APPEARANCE & COMMENTS:** There was none.
3. **APPROVAL OF MINUTES FOR MAY 15, 2014: MOTION BY DAN BECKER AND SECONDED BY EARL KELLEY to approve the minutes as presented. Motion carried unanimously.**
4. **SPECIAL EXCEPTIONS TO ALLOW A MONUMENT SIGN TO BE PLACED WITHIN THE REQUIRED SETBACK AREA AND TO EXCEED THE SIZE FOR CHANGEABLE COPY AT 504 WEST GRAND AVENUE:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He stated the Masonic Temple is proposing to erect a substantial monument sign made of granite and marble in the front of the lodge on West Grand Avenue. The required setback is 10 feet and as proposed would be approximately 6 feet. They also want to integrate the flagpole into the sign and then illuminate the flag from a fixture atop the sign. The changeable copy as proposed would be 32 SF; the code now requires a maximum of 24 SF. In all other aspects, the monument sign complies with the sign code. Recently, the City amended the sign code to allow signs in the CCM District which is to the east of this property to have no setback. Moving the sign back to 10 feet will push the sign too close to the building. The location of the sign and being placed closer to the sidewalk will not adversely impact the surrounding properties. The copy sign is rather large; yet based on the size of the sign is not unreasonable. Staff recommends a special exception to reduce the setback to 6 feet. **MOTION BY DAN BECKER AND SECONDED BY BUD SOVA to approve the special exception to allow a monument sign to be placed with a 6 foot setback as presented. Motion carried unanimously.**
5. **SPECIAL EXEMPTION TO ALLOW PARKING SPACES IN THE SETBACK AREA AT 705 SOUTH SPRING STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that this request is unusual for two reasons. The owner has several children and there are four cars in the household. There is an existing garage with several older additions where one car is already parked. A portion of the existing garage and approximately four feet of the existing house are already located in the setback area. There is also an unimproved alley ROW west of the garage but is not accessible due to the placement of a power pole and guy wire. The proposal is to pave an area east of the existing driveway pad where two cars would park and extend a paved area back between the garage and house where the 3rd car would be parked. Approving a special exception would not adversely impact the neighborhood because a hedge screens the property from the neighbor on the west; the new driveway would be approximately 120 feet from Spring Street; and the neighbor across the street faces east. Staff recommends a special exception to allow two parking spaces in the front setback area. Plan Commission discussed this item and decided that the applicant has two options. Option 1 is allowing two parking spaces in the front setback area as presented and

Option 2 would be petitioning the City to vacate the unpaved alley to the west of the applicant's property and the applicant and his neighbor would each receive 8 feet each of the 16 foot unpaved alley. The applicant would then attempt to purchase the 8 feet from his neighbor and allowing the applicant to own the 16 foot unpaved alley. The applicant could then request WE Energies to remove the guy wire and move the electric pole to the west several feet. The applicant would then have another area to park his vehicles. **MOTION BY EARL KELLEY AND SECONDED BY DAN BECKER to approve the special exception to allow two parking spaces in the front setback area as presented. MOTION AMENDED BY EARL KELLEY AND SECONDED BY DAN BECKER to approve both Options for the applicant. The applicant should try for Option 2 allowing the applicant to park in the unpaved alley as presented. If that option fails, the applicant would be allowed to park in the front setback as presented. Motion carried unanimously.**

- 6. EXTERIOR FAÇADE RENOVATION AT MOLDED DIMENSIONS:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that Molded Dimensions is proposing to remodel the entrances for visitors and employees on the east side of building #1. The changes will include adding a new door, window, canopy, sidewalk, and landscaping the area. They will also be modifying the signage. Plan Commissioners discussed this item. **MOTION BY BUD SOVA AND SECONDED BY DAN BECKER to approve the exterior façade renovations as presented. Motion carried unanimously.**
- 7. NEW ACCESSIBLE ENTRY AND PATIO AREA FOR BLUE HERON ARTISANS GALLERY AT 102 EAST PIER STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that currently there is a driveway down to the lower level that once served as garage bays when the building was used as a fire station. Now the asphalt is broken and there are drainage problems. In addition, this now serves as the entrance to the lower level banquet/meeting space. There is also no accessible way of getting down to the lower level. The proposal is to remove much of the asphalt and replace it with a ramp and drop-off. A new patio and new landscaping would be added to this area. Mike Ehrlich of 6E6S reviewed the plans for the accessible entry, patio and landscaping with the Plan Commissioners. **MOTION BY DAN BECKER AND SECONDED BY EARL KELLEY to approve the new accessible entry, patio area and landscape as presented. Motion carried unanimously.**
- 8. STOREFRONT FAÇADE RENOVATION FOR 318 NORTH FRANKLIN STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that this façade was last remodeled in 2002. The new plan is to create a more historical façade include cornice detailing and to replace the residential type ones. A new awning would be added. Mike Ehrlich of 6E6S reviewed the plans with the Plan Commissioners. He stated that the building has been remodeled several time and Cedar Road Capital would like to remodel it once more to a more historic façade. Mr. Ehrlich reviewed the windows, the awning, the trim and the new signage. He stated that the front door would not be removed. **MOTION BY DAN BECKER AND SECONDED BY BUD SOVA to approve the new changes to the storefront façade renovations for 318 North Franklin Street as presented. Motion carried unanimously.**
- 9. CONSIDERATION OF A PROPOSAL FOR DOWNTOWN VISIONING PROCESS BY COMMUNITY DESIGN SOLUTIONS (CDS):** City Planner Randy Tetzlaff reviewed this item with the Plan Commission. He stated that a few months ago, Jason Wittek gave a

presentation on form based zoning which was warmly received by the Commissioners. Also, the consultant hired by the Business Improvement District completed a parking study which found that the downtown has an abundance of parking and that there were public parking lots that could be developed. The CDA has been looking at different redevelopment sites in the City including some downtown. With a goal of getting a plan for the reuse of these lots and possibly in the future and after some discussion to move in the direction of form-based zoning standards; the CDA has recommended that Community Design Solutions (CDS) be engaged to prepare a downtown visioning process. The CDA recommend approval at its meeting on June 11, 2014; after Plan Commission took action at this meeting, and then Common Council could review and take action on June 17, 2014. Time is of the essence because the CDS is comprised of students at UWM under the direction of Carolyn Esswein, Director and Faculty Associate. A future phase may involve the development of form based zoning standards. Staff recommends to approval this item. **MOTION BY AMANDA WILLIAMS AND SECONDED BY DAN BECKER to recommend approval to the Common Council to have the City engage the services of CDS as presented. Motion carried unanimously.**

- 10. FORTHCOMING EVENTS:** The Mayor mentioned that Waddlepalooza would be June 14th and 15th, 224 Gallery is having an event about the Harbor, Farmers Market, Father's Day, and the City Band is playing in Veterans' Park.
- 11. ADJOURNMENT: MOTION BY ROB VANDEN NOVEN AND SECONDED BY DAN BECKER to adjourn the meeting at 7:50 p.m.**