

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, JULY 24, 2014**

1. **ROLL CALL:** Mayor Mlada called a duly convened meeting of the Plan Commission to order at 6:30 p.m. Members present were: Commissioners Sova, Becker, and Williams. Also present was: City Planner Randy Tetzlaff, and City Engineer Rob Vanden Noven. Absent and excused: Ron Voigt, Earl Kelley and City Administrator Mark Grams.
2. **PUBLIC APPEARANCE & COMMENTS:** There was none.
3. **APPROVAL OF MINUTES FOR JUNE 12, 2014: MOTION BY BUD SOVA AND SECONDED BY DAN BECKER to approve the minutes as presented. Motion carried unanimously.**
4. **CERTIFIED SURVEY MAP FOR THE AMERICAN LEGION AT 435 NORTH LAKE STREET:** City Planner Tetzlaff reviewed this item with the Plan Commissioners. He stated that both the American Legion Post and staff prefer to see that the Legion own and control all their property (their building and surrounding environs). Currently they own some of the land while the City owns the remainder. We have requested a survey that includes their building in its entirety as well as the lawn area and dumpster enclosure on the north side of the building. The sidewalk area and all parking would remain City property. Our objective is that once the CSM is approved, the Common Council would convey the remaining lands to the Legion. Staff recommends approving the Certified Survey Map. Plan Commissioners discussed this item. **MOTION BY BUD SOVA AND SECONDED BY DAN BECKER to recommend to the Common Council to approve the Certified Survey Map as presented. Motion carried unanimously.**
5. **DECLARE LANDS COVERED BY THE AMERICAN LEGION CSM AS SURPLUS PROPERTY:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that in order for the City to convey lands to the Legion, the Plan Commission must declare the lands as surplus property. The Plan Commissioners discussed this item. Staff recommends that the lands referenced in the Legion CSM be declared as surplus City property. **MOTION BY DAN BECKER AND SECONDED BY AMANDA WILLIAMS to recommend to the Common Council to approve the lands referenced in the American Legion CSM be declared as surplus City property. Motion carried unanimously.**
6. **SPECIAL EXCEPTION FOR AN OFF-PREMISE SANDWICH BOARD SIGN FOR YUMMY BONES LOCATED AT 117 E MAIN STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated this is the third special exception that has come before the Commission. Yummy Bones operates in the lower level of the bowling alley. The request is to allow a sandwich board to be located on the SW corner of North Franklin and East Main Street. The sign conforms to the new sandwich board standards. Staff recommends that a special exception be granted to Yummy Bones to allow a sandwich board to be placed on the SW corner of Franklin and Main. Plan Commissions discussed this item. **MOTION BY DAN BECKER AND SECONDED BY BUD SOVA to grant approval for a special exception for Yummy Bones to place a sandwich board on the SW corner of Franklin and Main as presented. Motion carried unanimously.**

- 7. SPECIAL EXCEPTION FOR A FRONT YARD PARKING SPACE AT 838 GREYSONE DRIVE:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that the homeowner is requesting permission to create a paved parking space next to the existing driveway. The Parking Ordinance does not allow parking that does not lead to a garage; in normal circumstances, a parking space could be placed on the side of the garage. This is not possible in this situation because the land is not level; it drops off to the back and filling and building a retaining wall is not practical. A special exception would not negatively impact the neighborhood. Staff recommends that a special exception be granted to permit a paved parking space in the front yard. Plan Commission members discussed this item. **MOTION BY BUD SOVA AND SECONDED BY TOM MLADA to grant approval for a special exception to permit a paved parking space in the front yard at 838 Greystone Drive as presented. Motion carried unanimously.**
- 8. VACATING A PORTION OF MICHIGAN STREET EAST OF SOUTH WEBSTER STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated in 2011, Ross Larrison acquired a dilapidated house at 316 S Division Street that had been abandoned for several years. He later completed a total remodel of the property and sold it. Prior to the sale, he submitted a certified survey map that created one lot for the house and a second one of 50 feet. Immediately to the south is a 64 foot wide used portion of Michigan Street. At the time of the approval of the CSM, staff discussed the future vacation of the street which would add an additional 32 feet to the lot for a total of 82 feet. In 2012 staff inquired with the adjoining owner, WE Energies about the street vacation and they requested that staff hold off because they were planning to raze the home immediately south of Michigan and needed to complete some remediation. The Larrison's are now back asking about the street vacation. For some reason, WE Energies is still not interested; however, we think that there is no reason to not move ahead with vacating the north half of the street to the Larsson's. Staff is working with the City Attorney on how to vacate only half of the street and the required notifications and other documentation. Staff wants the Plan Commissioners to review and take action. Staff recommends that the Plan Commissioners declare a portion of Michigan Street ROW to be surplus property and the Common Council can move forward with vacating it. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY AMANDA WILLIAMS to recommend approval to the Common Council to declare a portion of Michigan Street ROW to be surplus City property. Motion carried unanimously.**
- 9. REVISING ARTERIAL GATEWAY STANDARDS:** City Planner Randy Tetzlaff reviewed this item with the Plan Commission. The Plan Commissioners discussed this item. **THIS IS FOR DISCUSSION ONLY.**
- 10. AMENDING MAXIMUM HEIGHT PROVISION IN THE B-4, CENTRAL BUSINESS DISTRICT:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that sometime in the 1970's, the City created a downtown overlay district that allowed in certain areas for the maximum building height to be increased from 35 to 85 feet. It was under that provision that permitted construction of the high-rise Lighthouse Condominiums on North Lake Street. Due to the backlash created by that development, the overlay district was repealed in 2001. After much discussion that the 35 foot height was too restrictive and that several older existing buildings exceeded that height, the Plan Commission and Common Council again reviewed the height regulations. At the insistence of an alderman who was then a member of the Plan Commission, a provision was created that allowed for the

granting of a special exception to increase the building height up to 61 feet; the average height of the Harbor Square building (A. N. Ansay). Last year, a special exception was granted for the newly proposed Harbour Lights project. During and after the Plan Commission discussion, some members questioned the 61 foot provision. If we are doing due diligence in the first place while considering a special exception, should we not be able to consider any project over 61 feet? With the recent discussion regarding form-based zoning, it seems logical that we now consider removing the 61 foot provision. As a public body, we all know the backlash created by the Lighthouse Condominiums but we also need to trust ourselves in reviewing and approving good development projects with good design elements. Staff recommends that the 61 foot provision be eliminated as related to maximum building heights. The Plan Commissioners discussed this item. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY AMANDA WILLIAMS to recommend to the Common Council that the 61 foot provision be eliminated as related to maximum building heights. Motion carried unanimously.**

11. REZONING 235 WEST GRAND AVENUE FROM I-1, GENERAL INDUSTRIAL TO B-4, CENTRAL BUSINESS DISTRICT: City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that Jadair, Inc. has operated an industrial business in this location for several years. It sits on 3.24 acres of land that was once a part of the Kwik Mix operation. I-1 is the most permissive zoning district and would allow many undesirable land uses. In 2004, the City proposed rezoning the property from I-1, General Industrial to B-4, Central Business District. Rezoning would allow the business to continue but not expand. The owner requested that the rezoning be tabled because he had intentions to relocate a part of his business operation from Ravine Street to the Grand Avenue location; this would constitute an expansion. The City acquiesced to his request. In our Comprehensive Plan 2035, the property was identified as a redevelopment site for mixed-use. The downtown TID plan also identifies this as an area for future redevelopment. This is also a site that the CDA has looked at and will be one of the areas that CDS will review as part of the downtown visioning effort. During the last 10 years, the business never expanded the operation at this location; the business and employment have actually shrunk in size and number. Jadair is still a valued business but we would like to see it located in an industrial area outside the downtown. While the owner will likely oppose any change or rezoning, it is clearly in the community's best interest to do so. The business can continue operation and rezoning will likely increase the property value. Staff recommends that the Common Council rezoning the property from I-1, General Industrial to B-4, Central Business. The Plan Commissioners discussed this item. **MOTION BY BUD SOVA AND SECONDED BY DAN BECKER to recommend to the Common Council to approve rezoning the property located at 235 West Grand Avenue from I-1, General Industrial to B-4, Central Business. Motion carried unanimously.**

12. FORTHCOMING EVENTS: The Mayor mentioned that Lions Fest, Maritime Heritage Festival and The Port Washington Historical Society Preview will be coming up shortly and the Public Visioning is Monday, August 18, 2014 between 6 pm and 8 pm.

13. ADJOURNMENT: MOTION BY ROB VANDEN NOVEN AND SECONDED BY DAN BECKER to adjourn the meeting at 8:00 p.m.