

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, NOVEMBER 20, 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 Becker, Williams, Kelley, Sova, and Voigt. Also present were: City Administrator Mark Grams, City Planner Randy Tetzlaff and Rob Vanden Noven.
2. **PUBLIC APPEARANCE & COMMENTS:** There were none.
3. **APPROVAL OF MINUTES OF OCTOBER 23, 2014 MEETING. MOTION BY DAN BECKER AND SECONDED BY EARL KELLEY to approve the minutes as presented. Motion carried unanimously.**
4. **BUILDING AND SITE PLAN REVISION FOR PROPOSED RESIDENTIAL DEVELOPMENT AT 539-541 NORTH WISCONSIN STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that in 2009, the applicant razed the former Whitman Brewery and received approval to construct a 4-unit development consisting of a single family home fronting onto North Harrison Street and a 3-unit row house fronting onto North Wisconsin Street. The development was envisioned to be a condominiums and the site was approved as a Planned Unit Development. The front setbacks off North Wisconsin Street were reduced to 3 feet and the side yards to 3 feet 6 inches. The single family “craftsmen style” home was built but the applicant had trouble selling it as a condominium; therefore. A certified survey map was created to separate the home from the other proposed units. It was then sold as a single family residence. The applicant is now coming before the Plan Commission with a plan that replaces the 3-unit row house with two detached units. The site plan conforms to the OPD zoning. Normally, the City does not approve one and two-family residence plans; however, because this is part of a redevelopment site with OPD zoning, both the DRB and Plan Commission need to review the building plans. The new home will have lap siding and standing seam metal roofs. Colors will be similar but one will be a bit darker. There were questions raised about how the applicant will sub-divide the lots once construction is complete. The driveway off Harrison cannot be a common area; staff verified that it must be connected to one of the units. It would be preferable that it be joined with the current home on Harrison and access easements given to the two new homes. The DRB recommended approval of the buildings and the site plan subject to submittal of a new certified survey map creating two additional lots. **MOTION BY RON VOIGT AND SECONDED BY ROB VANDEN NOVEN to approve the building and site plan revision subject to submitting a new Certified Survey Map creating 2 lots and 1 outlot. The outlot would be owned by 1/2 or 1/3 of the units involved. Motion Carried Unanimously.**
5. **CERTIFICATE OF APPROPRIATENESS FOR THE RAZING OF THE FORMER BANK VAULT, NORTH VESTIBULE, AND DRIVE-THRU CANOPY AT 122 NORTH FRANKLIN STREET:** City Planner Randy reviewed this item with the Plan Commissioners. He stated that normally, no special permission is required for razing a structure other than a permit issued by the Building Inspector. Except in the case of designated building or landmark, §20.30.040 requires that the Design Review Board review and make recommendation for such razing; and that the Plan Commission must then issue a *Certificate of Appropriateness* before a razing permit can be issued. The applicant desires to move forward with his proposed Harbour

Lights project. The demolition of these items was proposed during the concept approval phase of the Harbour Lights project. The historic character and architecture of the former bank building will not be impacted by the removal of these items. The DRB recommended issuance of a Certificate of Appropriateness for the razing of the former bank vault, the north vestibule, and the drive-thru canopy. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY DAN BECKER to approve issuing the Certificate of Appropriateness for the razing of the former bank vault, the north vestibule and the drive-thru canopy for the Harbour Lights project. Motion Carried Unanimously.**

6. **APPROVAL OF FAÇADE PLANS FOR 122 NORTH FRANKLIN STREET:** City Planner Tetzlaff reviewed this item with the Commissioners. He stated that the renovation of the former bank building is defined as phase 1 of the Harbour Lights project. In order to proceed under the development agreement signed with the City, the applicant needs approval of the building façade plans. The façade plans were originally reviewed and approved when the applicant purchased the building from the previous owner, Port Harbor Investments, in order to prevent demolition of the entire structure. His architect has indicated on the plans that only minor changes proposed; including restoration of the existing windows and the front entry alcove; adding new accent lighting on the columns; and installing a decorative sign bracket. The DRB recommended approval of the proposed façade plans. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY RON VOIGT to approve the façade plans as presented. Motion carried unanimously.**
7. **OUTDOOR GENERATOR INSTALL AT THE COMMUNICATIONS TOWER SITE AT 412 NORTH WISCONSIN STREET:** City Planner Randy Tetzlaff reviewed this item with the Commissioners. He stated that AT&T is proposing to install a ground mount diesel generator just south of the existing fenced-in enclosure at the base of the communications tower on North Wisconsin Street. The generator is self-enclosed and has a lock-pad on the generator itself. The existing fence compound will be expanded to accommodate the generator. The noise levels will be 66 decibels (normal conversation equivalent) from 7 meters away. Unlike the approval of wireless communication equipment installation which circumvents local control, the installation of equipment on the ground is left to the local community to review and approve under its normal review authority. Staff recommends approval of submittal noting that the generator will be self-enclosed; will be locked; and will be located inside a fenced-in area. **MOTION BY RON VOIGT AND SECONDED BY BUD SOVA to approve the installation of the outdoor generator as recommended. Motion carried unanimously.**
8. **DECLARE CITY-OWNED PARKING LOT AND THE END OF THE NORTH SLIP AS SURPLUS PROPERTY:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that after last night's CDA meeting, the members discussed the results of the public information meeting regarding the redevelopment sites as well as the reactions and comments from the Plan Commission and the Common Council. As part of the discussion on "next steps," the members were concerned with some of the comments that the parking lot next to the North Slip be "green space" or kept open for views of the water. There is an agreement that the use proposed for the site as a waterfront dining destination is sound and that the City needs to move ahead on implementation. The CDA voted to recommend that the Plan Commission declare the parking lot be surplus property. If the Common Council concurs, the CDA would work on preparing a Request for Proposals. Should a prospective buyer/developer come forward with a proposal that meets the development objective for the site; after proper vetting by the CDA, the Council would then be in a position to either accept or reject the offer. Staff recommends declaring the parking lot as surplus City property. The Plan Commissioners discussed the pros and cons of declaring this property as surplus.

MOTION BY DAN BECKER AND SECONDED BY RON VOIGT to declare the City-owned parking lot next to the North Slip as surplus property as presented. Motion carried unanimously.

9. PUBLIC APPEARANCES AND COMMENTS: There were none.

10. FORTHCOMING EVENTS: Mayor Mlada wished everyone a Happy Thanksgiving. He also mentioned that Christmas on the corner would be December 6th and the City Staff Christmas party would be December 4th.

11. ADJOURNMENT: MOTION BY ROB VANDEN NOVEN AND SECONDED BY DAN BECKER to adjourn the meeting at 7:40 p.m. Motion carried unanimously.