

CITY OF PORT WASHINGTON
DESIGN REVIEW BOARD MINUTES
December 15, 2015
Lower Level Conference Room, City Hall

Present: Robert Vanden Noven, Brenda Fritsch, Chief Mark Mitchell, Jorgen Hansen and Jeremy Hartline. Also Present: Randy Tetzlaff, Director of Planning & Development and Marc Ernisse, Advisor.

1. ROLL CALL. Meeting called to order at 3:04 p.m. and a quorum was present.
2. MINUTES: **Motion made by Fritsch to approve the minutes of the November meeting. All voting aye, the minutes were approved.**
3. PUBLIC APPEARANCES: None.
4. SITE PLAN AND BUILDING ADDITION TO DUNWIDDIE ELEMENTARY SCHOOL, LINCOLN AVENUE, BRAY ARCHITECTS, APPLICANT. The architect reviewed plans for the new building addition to Dunwiddie as well as a new site plan that includes new parking area. The addition is similar and compatible in design to the late 50's architecture. The exiting prairie area will be replaced with parking for staff and visitors. It will also include a new separated lane for parents who are dropping-off their children. An entirely new parking area is to be constructed to the west for staff. It will also include a separated lane for bus drop-offs. Landscaping is proposed for both parking areas. The committee discussed the plan and noted that the addition's design was compatible with the late 1950's architecture. A future sidewalk along the south edge of the property that would connect Second Avenue and Port View was also discussed. **A motion was made by Mitchell to recommend approval of the building and site plans as submitted. All voting aye, the motion carried.**
5. SITE PLAN AND BUILDING ADDITION TO MAD MAX, 1100 S. SPRING STREET, KELLER, INC., APPLICANT. Mad Max South, will undergo a major renovation to include a new coffee shop and phone store. The car wash will be converted to a kitchen, prep area, drive-thru window, a new phone store, and office. The remaining inside floor plan of the will be completely re-worked and will include a new beer cave. Outside the changes are minor but include closing in some openings, as well as adding some new windows and doors. Materials will match the existing masonry. Landscaping will replace the carwash entry and exit areas. **A motion was made by Fritsch to recommend approval of the building and site plans as submitted. All voting aye, the motion carried.**
6. BUILDING ADDITION TO CANS TO GO, 751 W. OAKLAND AVENUE, JOE TAYLOR, APPLICANT. The proposed addition is 2,800 SF in size; the existing building is 4,200 SF. The building is an all metal facility; the new addition will match those materials. The color chosen is a grey; the existing building will be painted the same in the future. The location is very industrial; it is tucked away off Oakland Avenue surrounded by the Union Pacific RR, and outdoor storage area, Port Recycling, and Schmitz Ready Mix. Normally, an all metal building is not preferred, however, in this case because of the location that is not visible from the street, the members agreed it was acceptable. The members agreed that future improvements to the site including landscaping and paving should be considered. **A motion was made Mitchell to recommend approval of the building addition as submitted. All voting aye, the motion was approved.**

7. RECONSIDERATION OF A SPECIAL EXCEPTION TO THE BUILDING DESIGN STANDARDS (§15.06.020) FOR A NEW SINGLE FAMILY HOME AT 217 W. JACKSON STREET, GREG WELTON, APPLICANT. The builder was present requesting ideas and suggestions in order to seek a resolution to the house design. The concerns of the Board revolve around the front elevation. He noted the owner and her representative are not too willing to compromise. Members pointed out that if the owner chooses to go with a 4:12 roof pitch, the Board no longer has any leverage or involvement. It was agreed that with the cold weather approaching the basement needed to be capped. It was suggested that the builder apply for a building permit and proceed with the work. If a compromise can be reached, the plans can then be amended.
8. REVISED BUILDING DESIGN STANDARDS FOR ONE AND TWO-FAMILY RESIDENCES. The previous item has caused a need to revise the design standards for one and two-family structures. Hansen took the lead on this discussion and noted he reached out to several nearby communities and noted the most have some type of administrative or committee review. Tetzlaff reminded the members that such review is not part of Port's culture; hence the why we have a point system. He said he does not see that changing. The members discussed this at length but in the end, Hansen said he would take into account any ideas members have and would have suggestions or ideas ready for more discussion at the next meeting. Members are encouraged to forward their ideas to him.
9. FORTHCOMING EVENTS: None.
10. ADJOURNMENT: **The meeting adjourned at 5:25 pm.**