

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
TUESDAY, SEPTEMBER 17, 2015**

1. **ROLL CALL:** Plan Commission Member Mayor Mlada called a duly convened meeting of the Plan Commission to order at 6:42 p.m. Members present were: Commissioners Dan Becker Amanda Williams, Ron Voigt, Earl Kelley, Bud Sova and City Engineer Rob Vanden Noven. Also present was: City Planner Randy Tetzlaff and City Administrator Mark Grams. Absent and excused: None.
2. **PUBLIC APPEARANCE & COMMENTS:** There were none:
3. **APPROVAL OF MINUTES FOR AUGUST 20, 2015: MOTION BY DAN BECKER AND SECONDED BY BUD SOVA to approve the minutes as presented. Motion carried unanimously.**
4. **SPECIAL EXCEPTION TO REDUCE THE SETBACK FOR A NEW MONUMENT SIGN FOR WING IT LOCATED AT 620 WEST GRAND AVENUE:** City Planner Tetzlaff stated Wing It would like to replace the existing non-conforming pylon sign with a new monument sign. They would like to replace it in the same location on the corner of West Grand Avenue and North Maple Street. To do so will require a special exception to reduce the 10 foot setback along West Grand Avenue. Being located on a corner, we need to be aware of the need to not encroach into the vision clearance triangle. We were able to locate the SW corner iron for the property; which is actually next to the curb. The required vision clearance triangle is measured 20 feet back from the corner. That leaves a 3 foot setback for the new sign (4 feet from the back of the sidewalk). The plan shows that there is room to locate a new sign base 7 feet 2-3/8 inches wide and not encroach onto the existing patio. Adam Brown from Wing It was present and reviewed the new sign. **MOTION BY ROB VANDEN NOVE AND SECONDED BY RON VOIGT to approve the special exception for a reduced setback for a new monument sign for Wing It from 10 feet to 3 feet along West Grand Avenue; such reduction will not impact surrounding property or vision. Motion carried unanimously.**
5. **BUILDING ADDITION FOR DD WILLIAMSON LOCATED AT 815 SUNSET ROAD:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that the addition is a little over 3,500 SF in size; is entirely clad with masonry; and is mostly, unseen from Mineral Springs Drive. The new addition is compatible with the existing structure. Mr. Tim Bach of Kahl Construction reviewed the plans for the addition. Mr. Bach also informed the Plan Commissioners that DD Williamson would probably be adding more to their building in the future. **MOTION BY BUD SOVA AND SECONDED BY DAN BECKER to approve the building addition for DD Williams as presented. Motion carried unanimously.**
6. **CONCEPT DEVELOPMENT PLAN FOR A NEW 33 LOT SUBDIVISION NORTH OF HARRIS DRIVE:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioner. He stated that the proposed subdivision is located in the Town of Port Washington and will need to be annexed into the City. To the south of this property are the 60 unit Hillside Estate apartments and the Woodridge Subdivision of single family detached condominiums. On the west side is the Ozaukee Interurban Bike Trail; to the north is the

Didier mini-warehouses; and to the east are the wetlands and CTH LL. The main and only road to service the site is an extension of Harris Drive. Staff has discussed possibility of extending Harris Drive to CTH LL in the future. That is problematic because of the adjacent wetlands between the development and CTH LL and there is little room for a new roadway through or across the Didier property. Staff may want to consider having a road stub to the north; in-lieu of that, the developer is agreeable to providing an easement to extend utilities north and east of CTH LL. The lots are smaller in size (many are 60 feet in width). Intended homes are similar to those of Mike Speas is building on South Division Street (smaller, energy efficient, bungalow style with metal roofs). The development will not cross the Interurban; land to the west stays in the Town. There will be access to the bike trail from the street. Much of the remaining land will be common area for detention ponds or garden areas. If the Plan Commissioners approve the concept plan, the next step will be the preparation of the pre-annexation agreement which needs Common Council approval. If approved, the land will be annexed and then the developer will submit a preliminary plat which must be approved by the Plan Commission. This type of new development is needed; smaller, more affordable lots for millennial and empty nesters. The location adjacent to Woodridge Subdivision and Hillside Estates is perfect. Staff recommends approval subject to a street stub going to the north, and that the pathway connection to the Interurban in publically accessible. Mr. Peter Hurth was present to review the plan and to answer the Commissioners' questions. Commissioners reviewed the plan and made several suggestions: 1) a street stub to the north; 2) a street stub/access to the west with a bike trail; 3) a public park, if possible, in the subdivision; and 4) possibly adding another lot on the east side of Harris Drive next to the detention pond. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY RON VOIGT to approve the concept plan contingent with a road reservation for a future road connects to the North and West and that the Park and Rec Board review this subdivision for a public park. Motion carried unanimously.**

7. **FORTHCOMING EVENTS:** The Mayor mentioned the Lions' Beer Garden this weekend, The Drug Task Force Meeting on Monday, September 21st at the County Fair Grounds, OED Breakfast on September 24th, and Port Pumpkin Mania is coming up. Also, the inspection of the Lighthouse is scheduled for Friday, September 25th at 11:30 a.m.
8. **ADJOURNMENT: MOTION BY ROB VANDEN NOVEN AND SECONDED BY DAN BECKER to adjourn the meeting at 7:31 p.m. Motion carried unanimously.**