

**CITY OF PORT WASHINGTON
PLAN COMMISSION
MINUTES
THURSDAY, SEPTEMBER 15, 2016**

1. **ROLL CALL:** Plan Commission Mayor Mlada called a duly convened meeting of the Plan Commission to order at 6:05 p.m. Members present were: Commissioners Williams, Voigt, Sova and Matera. Also present was: City Engineer Rob Vanden Noven, and City Planner Randy Tetzlaff. Absent and excused: Commissioners Becker and City Administrator Mark Grams.
2. **PUBLIC APPEARANCE & COMMENTS:** There was none.
3. **APPROVAL OF MINUTES: MOTION BY AMANDA WILLIAMS AND SECONDED BY TONY MATERA to approve the minutes from July 21, 2016 as presented. Motion carried unanimously.**
4. **RESOLUTION 2016-1: LAND USE PLAN AMENDMENT TO CHANGE CITY-OWNED PROPERTY AND SURROUNDING LANDS LOCATED ON THE SOUTH BLUFF FROM LOW DENSITY RESIDENTIAL TO MIXED USE:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that State Statutes specifies the process on how to amend the Land Use Plan, The Plan Commission must take action by resolution and the Common Council must approve the resolution by ordinance. In July, the Commission agreed that the parcel owned by We Energies and the 44 acres owned by the City should be changed from low density residential to mixed-use. On September 6th, the Council reviewed the first reading of an ordinance approving the resolution; a public hearing is scheduled for September 20th after which, the Council is expected to take action. **MOTION BY RON VOIGT AND SECONDED BY TONY MATERA to approve Resolution 2016-1, the Land Use Plan Amendment to change City-owned property and surrounding lands located on the south bluff from low density residential to mixed use as presented. Motion carried unanimously.**
5. **AMENDING THE CONDITIONAL USE GRANT FOR PORT RECYCLING LOCATED AT 728 SCHMITZ DRIVE:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that in 1987 Port Recycling (Mark Wildhagen) was granted a conditional use permit to allow a recycling operation at the current location on Schmitz Drive. That business has been in operation since and the City has had no issues to contend with or complaints. At that time, the property was a single parcel accessible via West Oakland Avenue. A new building was planned on the north end of that site. In 1988, plans were approved to erect the building on the site end of the parcel with access from Schmitz Drive. In 1990, a certified survey map was approved to split the property into two (2) parcels. Mr. Wildhagen now has an offer to sell the property and business to a recycling business with operations in the West Bend area. That business is A&W Iron & Metal, Inc. and is a more comprehensive recycling operation; a clean operation; and one that has community involvement. The attorney for A&W Iron & Metal has identified some issues with the current CUG and the prospective owners would like to revise some of the conditions. They reviewed these new conditions with the Plan Commissioners. While the current operation has no sewer and water and therefore no onsite restrooms, the new owners would like to extend utilities to the property. **MOTION BY BUD SOVA AND SECONDED BY AMANDA WILLIAMS**

to approve the Conditional Use Grant with the new changes contingent on the City Attorney review. Motion carried unanimously.

6. **AMENDING THE CONDITIONAL USE GRANT TO PERMIT AUTO REPAIR AT 927 SOUTH SPRING STREET:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that this is the former Ray Flaherty property and has a long history with conditional uses grants; the 3rd CUG approved in 2008 is currently in use on this property. The property was purchased by JWH Investment who until recently operated Heba Motors. Currently, Lighthouse Auto is selling used cars from this location. The current CUG allows for the sale of autos but only the repair of autos sold on the premises. The applicant owns and operates Lighthouse Auto at two locations; he does auto repair at 740 West Oakland Avenue (in the former Modern Equipment building) and the sale of the autos at the location under consideration. He is having difficulty with his landlord on the Oakland property and would like to consolidate his operations at 927 South Spring Street. Staff has concerns regarding his request. We have had issues with his temporary signs, which are on the adjacent property and the randomness of the parked vehicles on this premise. Mr. Charles Isaacson explained his business to the Plan Commissioners and his plans for combining his operations into one location. He also explained his issues with his current landlord and the changes he would make at the Spring Street location. The Plan Commissioners discussed this item and decided that no action would take place at this time. They would like to have the Building Inspector, the Fire Chief and the City Planner meet with Mr. Isaacson at this new location and review the changes together. **NO ACTION AT THIS TIME.**

7. **CONDOMINIUM PLAT AND ASSOCIATED APPROVALS FOR HARBOUR LIGHTS:** City Planner Randy Tetzlaff reviewed this item with the Plan Commissioners. He stated that Renew Port Holdings is planning to close on the first three units in Harbour Lights at the end of September. Upon reviewing all of the loose ends, it was discussed that the final CSM was not approved and that a municipal force main easement needs to be shown on the map. The Commissioners reviewed the CSM. Mr. Bruce McIlroy reviewed this information with the Plan Commissioners. Staff reviewed with the Commissioners that a License Agreement would be needed for the Main Street Force Main, an Easement Agreement would be needed for the Alley and Storm Water Lateral, and a License Agreement would be needed by the trash receptacle. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY RON VOIGT to approve the Condominium Plan and associated approvals contingent on all easement and license agreements being approve. Motion carried unanimously.**

8. **REVISED CERTIFIED SURVEY MAP FOR CEDAR VINEYARDS:** City Planner Randy Tetzlaff reviewed the Revised Certified Survey Map for Cedar Vineyard with the Plan Commissioners. He explained that the new CSM had changes to 2 lots. Plan Commissioners reviewed and approved the changes. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY TONY MATERA to approve the Revised Certified Survey Map as presented. Motion carried unanimously.**

9. **FORTHCOMING EVENTS:** Denis Sullivan will be in Port Washington during the last week in September. The Beer Garden in Upper Lake Park is scheduled for this weekend.

10. ADJOURNMENT: MOTION BY ROB VANDEN NOVEN AND SECONDED TONY MATERA to adjourn the meeting at 7:10 p.m. Motion carried unanimously.