

**CITY OF PORT WASHINGTON
DESIGN REVIEW BOARD MINUTES
April 9th, 2019
Lower Level Conference Room, City Hall**

Present: Rob Vanden Noven, Director of Public Works; Mark Mitchell, Fire Chief; Jeremy Hartline, Melissa Didier, and Adele Richert. Also Present: Marc Eernisse, Advisor, Mayor Marty Becker, and Bob Harris, Director of Planning & Development

1. **ROLL CALL:** Rob Vanden Noven called the meeting to order at 3:05 p.m. and a quorum was present.
2. **MINUTES:** Motion made by Adele Richert and seconded by Chief Mitchell to approve the minutes as shown. All voting aye, the minutes were approved.
3. **FINAL BUILDING & SITE PLAN – Reserve at High Bluff; Proposed Multi-Family Subdivision; New Port Vista Drive Extended; NPV Villas I, LLC, Applicant.** Craig Raddatz and Paul Schmitter from Fiduciary Real Estate Development, and Leah Teske from JLA Architects, appeared to represent the Reserve at High Bluff development team. Leah Teske explained the 6-unit buildings and their bedroom mixes along with the three different styles of color, floor plans, and masonry that the 4-unit buildings will also share. Melissa Didier suggested augmenting the second story projections in order to avoid a long street front of flat garage faces. Other suggested details to add to the apartment buildings included clipped gables and garage windows. The development team then explained the clubhouse design and position. Chief Mitchell noted the clubhouse as proposed did not contain masonry unlike the existing clubhouse for Newport Vista. Melissa Didier concurred about adding masonry to the proposed clubhouse to match the existing. Rob Vanden Noven inquired if the pool and clubhouse could be flip flopped in order to secure a side street garage entrance or if not feasible then push the garage back from the clubhouse proper. Jeremy Hartline added that some “lighter touches” should be added to the clubhouse such as brackets, vents, gable lines, etc. Melissa Didier added that a window should be added to the blank face of the garage. Following a showing of masonry samples for the buildings, Jeremy Hartline inquired about the use of non-earth tone colors. Craig Raddatz indicated the development team wished to remain consistent in color palette with Newport Vista and High Bluff developments. Melissa Didier and Jeremy Hartline suggested switching some of the brick and color combinations. Parking counts were discussed and Rob Vanden Noven asked of the development team if pedestrian easements would be needed for future development phases.

At the end of the review **a motion was made by Melissa Didier and seconded by Jeremy Hartline to recommend approval to the Plan Commission to approve the Final Building & Site Plan with the added recommendations of: 1) add masonry to the clubhouse; 2) added architectural details to the**

clubhouse including venting, brackets, hips; 3) add a side window to the clubhouse garage; 4) push the garage back from the clubhouse; 5) increase garage depths to the apartment buildings; 5) add garage windows to the garage doors; and 6) keep parking as presented but consider lessening the parking counts. All members present voted, 'aye' and the motion passed unanimously.

4. **Consideration of New Starting Time:** Bob Harris inquired if the Board members would be open to having a 4:00 PM starting time for the Design Review Board in order to better accommodate members' work schedules. After a brief discussion whether a later start time might run into other board meeting times, members agreed that for large agendas the meeting location could be moved to the council chambers. With that, the Board agreed to schedule future meetings at 4:00 beginning with the May, 2019 meeting.
5. **PUBLIC APPEARANCES:** Mayor Becker voiced support for the later starting time if it would benefit the volunteer members' schedules and attract other candidates in the future.
6. **FORTHCOMING EVENTS:** It was noted that this meeting would be the last for Adele Richert and all Board members present thanked her for her service.
7. **ADJOURNMENT:** Motion by Rob Vanden Noven and seconded by Jeremy Hartline to adjourn the meeting at 4:07 pm. All voting aye, the motion carried.