

**CITY OF PORT WASHINGTON  
DESIGN REVIEW BOARD MINUTES  
June 11<sup>th</sup>, 2019  
Lower Level Conference Room, City Hall**

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

1. **ROLL CALL:** Rob Vanden Noven called the meeting to order at 4:02 p.m. and a quorum was present.
2. **MINUTES:** Motion made by Chief Mitchell and seconded by Melissa Didier to approve the minutes as shown. All voting aye, the minutes were approved.
3. **MINOR REVIEW – Exterior alterations to the historic Port Washington Fire Engine House. 102-110 E Pier Street.** Justin Behm and Brian Barber of Lake Financial, the future tenants of the building, summarized the exterior improvements to the Board. The work will include a re-do of the gutters, minor roof tile replacement, dark brown window trim color, and a new kneewall to replace the metal railing at the entrance.

**A motion to recommend to the Plan Commission to approve the Minor Review as presented was made by Chief Mitchell and seconded by Jeremy Hartline. Melissa Didier abstained. All voting aye, the motion was approved.**

4. **FINAL BUILDING & SITE PLAN – New 35-unit apartment building and three duplex units at the Hidden Hills subdivision. 150 North Sweetwater Blvd.** John Donovan of Bielinski Homes appeared before the Board to summarize the project. He described the apartment exterior will be a cement fiber board while the duplexes will be vinyl. The color scheme of the apartment building will also be the same for the age 55+ apartment approved earlier. Jeremy Hartline requested the rear roof line of the duplex units be given a gable to break up the flat elevation. The Board requested the garage doors from the January submittal be used in place of the doors shown in the June submittal. A discussion on the apartment color scheme ensued with the Board eliminating the dark blue color and switching the remaining colors.

**At the end of the review a motion was made by Jeremy Hartline and seconded by Melissa Didier to recommend to the Plan Commission to approve the Final Building & Site Plan with the added recommendations for the duplex units: 1) Add a gable or pitch to the rear roof line; 2) Use the garage doors as shown in the January submittal. For the apartment units: 1) Eliminate the dark blue color and replace with the cobblestone color; 2)**

**Switch the cobblestone color with the slate gray color; 3) On the East and West elevations, replace the dark blue on the gable with the slate gray color; 4) On the North and South elevations, replace the dark blue with the cobblestone and use slate gray below it; 5) Use the garage doors shown in the January submittal.**

**All members present voted, 'aye' and the motion passed unanimously.**

- 5. CONCEPT PLAN – Multi-Family redevelopment of the former St. Mary's school and parish house. 430-446 and 451 Johnson Street.** Craig Huebner of GRAEF, summarized the project for the Board. The project will contain 25-35 apartments. Parish parking will be on-street and resident parking will be on the school lot. In addition a one-way loop from Johnson Street around the parish house and back onto Johnson will be created. Following a question from Jeremy Hartline, Craig Huebner described the on-street parking on Johnson Street will increase from 23 to 40 stalls by switching from parallel to angle parking.

**A motion to recommend to the Plan Commission to approve the Concept Plan as presented was made by Melissa Didier and seconded by Marc Eernisse. All voting aye, the motion was approved.**

- 6. CONCEPT PLAN – Seasonal outdoor eating venue (Airstream). Located at the southwest corner of N Franklin and E Pier streets.** Nick and Melissa Suddendorf summarized the project for the Board. It will consist of landscaping the vacant lot, including the use of overhead lighting, picnic tables and a fire pit, and placing a removable Airstream trailer to serve as a seasonal concession stand. The Board inquired about the ratio of grass to gravel on the site plan.

**A motion to recommend to the Plan Commission to approve the Concept Plan with the added recommendation to increase the amount of grass on the site was made by Jeremy Hartline and seconded by Melissa Didier. All voting aye, the motion was approved.**

- 7. CONDITIONAL USE – Outdoor eating and drinking venue and out building at Harbor Hills Recreation Center. 101 N. Freeman Drive.** Tom Goode, the project architect briefed the Board. The project will consist of a small outbuilding to serve as both a storage shed and a concession stand for a new outdoor patio. A brief discussion on the operations followed.

**A motion was made by Jeremy Hartline and seconded by Rob Vanden Noven to recommend to the Plan Commission to approve the project with the added recommendations to: 1) Add a gable vent to the west face of the outbuilding; and 2) Use concrete for the seating area rather than asphalt. All voting aye, the motion was approved.**

8. **MINOR REVIEW – Interior lit sign for Tellos. 200 W Grand Avenue.** Bob Harris noted the significance of the proposed sign was one of adding an interior lit sign to a historic building on Grand Avenue and noted such signs are not present on Franklin Street. Josh Brown of SignEffectz described the sign for the Board. **A motion was made by Rob Vanden Noven and seconded by Jeremy Hartline to recommend to the Plan Commission to approve the Minor Review as presented. All voting aye, motion was approved.**
  
9. **PUBLIC APPEARANCES:** Ald. Mike Gasper was present to comment on two projects on the agenda. For the Franklin Street concession trailer, he wanted to note that a WeEnergies guide wire obstructs the planned curb cut for moving the Airstream trailer. He also inquired if water and sewer will be run from the street. In addition he asked if and when the Airstream and meters will be removed to prevent freezing. Lastly he noted there is a small walkway behind the lot to serve the apartments and mailboxes in the adjacent buildings and wondered if the Airstream will impede this access. For the St. Mary's project, he supported the concept of a woonerf design for Johnson Street between the church and school and parish house. Lastly, he noted that reverse angle parking is safer than traditional angle parking.
  
10. **FORTHCOMING EVENTS:** None.
  
11. **ADJOURNMENT:** A Motion to adjourn was made by Rob Vanden Noven and seconded by Jeremy Hartline. All voting aye, the motion carried and the meeting was adjourned at 5:10 pm.