

**CITY OF PORT WASHINGTON
DESIGN REVIEW BOARD MINUTES
September 10th, 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: Bob Harris, Director of Planning & Development Excused: Mike Ehrlich

1. **ROLL CALL:** Rob Vanden Noven called the meeting to order at 4:13 p.m. and a quorum was present.
2. **MINUTES:** Motion made by Melissa Didier and seconded by Mark Mitchell to approve the minutes as shown. All voting aye, the minutes were approved.
3. **PUBLIC APPEARANCES AND COMMENTS:** At the request of Ald. Gasper and with no objections from the Board, Public Appearances and Comments were moved up on the agenda. Ald. Gasper, whose District contains the proposed Port Washington townhomes, presented to the Board a handout from Walkable City Rules and indicated his concern regarding the potential for a monolithic façade along E Jackson Street from a “single-building” appearance from the proposed townhomes. In addition, Ald. Gasper expressed his support to move the right-of-way line 1’ in order to facilitate a tree lane.
4. **BUSINESS SITE AND OPERATIONS PLAN – New out-building for Cans-to-Go. 751 W Oakland Avenue.** Lidran Taylor, representing Cans-to-Go, described the building and layout. She explained the proposed building will be for office operations that currently occur in the building presently on site. The building will be similar to the one approved a few years ago. It will be a pitched-roof, metal shed style of building, gray with white trim and windows on three sides. Due to the nature of the business and its location, the business owners want a low-profile that attracts as little attention as possible. Water and sewer will be off of Oakland.

A motion of recommendation to the Plan Commission to approve the Building, Site, and Operations Plan was made by Mark Mitchell and seconded by Jeremy Hartline. The motion to approve included the following conditions: 1) Provide to staff complete elevations showing all sides of the building and elevations from the street prior to the Plan Commission meeting

All voting aye, the motion was approved.

5. **FINAL BUSINESS, SITE AND OPERATIONS PLAN – Proposed Multi-Family mixed use redevelopment of the Newport Shores restaurant site at 324 N**

Lake Street and 407 E Jackson Street. Bob Harris reported this item will be held until the October meeting per the applicants' request.

6. **CONCEPT PLAN – Nine townhouse units to be located at 306-314 E Jackson Street.** The design team from Continuum Architects presented the Concept Plan to the Board. The project area encompasses 18,000 square feet between 306 and 314 E Jackson Street. Each townhome will contain roof gardens and second floor balconies with light wells. To address the potential monotony of nine townhomes and street fronting garages, the building facades are well articulated and the garages appear to be recessed back behind front entry vestibules. Landscaped frontages are also provided. The design team explained the relationship between the facades and the downtown context and how this context informed the color choices of gray masonry, brown Nichiha, and white fiber cement panels. A lengthy discussion ensued on the façade architecture and the relationship with the surrounding context.

Following a question from Bob Harris, the project architects confirmed that the townhouses will be single family residences by means of individual lots and units will have a 4" separation from one another – the façade materials will overlap the gaps. Mike Ehrlich, via an emailed question, expressed concern about the length of the driveways and cars parked on the driveway will encroach into the sidewalk. In reply, the applicant team stated the driveways are not intended for parked cars. Melissa Didier asked about the possibility of a more walk-up type front entrance. Jeremy Hartline requested that the architecture take more cues from the surrounding context as the current design is too strong a departure from the adjacent area. After further discussion the Board suggested a Special meeting to continue the Concept Plan review.

A motion to schedule a Special Design Review Board meeting within the next two weeks was made by Rob Vanden Noven and Seconded by Jeremy Hartline.

All voting aye, the Motion was approved.

7. **FORTHCOMING EVENTS:** None.
8. **ADJOURNMENT:** A Motion to adjourn was made by Rob Vanden Noven and seconded by Melissa Didier. All voting aye, the motion carried and the meeting was adjourned at 5:25 pm.