

**CITY OF PORT WASHINGTON
PLAN COMMISSION MEETING
MINUTES
TUESDAY, SEPTEMBER 17, 2020**

ROLL CALL: Mayor Marty Becker called a duly convened meeting of the Plan Commission to order at 6:01 p.m. Member present were: Rob Vanden Noven, Alderman Paul Neumyer, Eric Ryer, Tony Matera, Mike Ehrlich, and Ron Voight. Also, present was: City Planner Bob Harris and City Administrator Tony Brown. In the audience was Alderman John Sigwart.

APPROVAL OF THE MINUTES FOR JULY 16, 2020: MOTION BY MIKE EHRLICH AND SECONDED BY PAUL NEUMYER to approve the minutes as presented. Motion carried unanimously.

PUBLIC APPEARANCE & COMMENTS: John Sigwart of 230 West Theis Street wanted to comment on Special Exceptions. He stated that Special Exceptions are being used instead of going to the Zoning Board of Appeals. The ZBA used to grant variances on declared hardships, not financial hardships. The item on the agenda wants a 3.7 offset instead of a 6 ft offset. He wants to build an 840 sq. ft garage instead of a 720 sq ft garage. This group, the Plan Commission cannot grant oversize garages the ZBA would have to find a hardship for an oversize garage. Do we want Special Exceptions to come to the Plan Commission for a decision? It should come to the ZBA. He thinks it is more appropriate for the Special Exceptions to go to the Zoning Board of Appeals.

SPECIAL EXCEPTION-REQUEST TO ALLOW FOR A LARGER DETACHED GARAGE AREA AND REDUCTION OF A SIDE SETBACK LOCATED AT 527 WEST FOSTER STREET: City Planner Bob Harris reviewed this item with the Plan Commissioners. He stated that the applicant intends to construct a new detached garage and is requesting a Special Exception from two zoning requirements. The first one is a side offset of 3.7 ft., the offset of the existing garage whereas 6 ft. is required. The second one is the construction of an 840 sq. ft. garage, 28' x 30', whereas 720 sq. ft. is the maximum permitted. The Commissioners discussed this item. Mr. Richard Dobrogowski was also present and he informed the Commissioners why he needed a Special Exception. The City Planner informed the Commissioners that a notice was sent to the neighbors that lived within 200 ft. of 527 West Foster Street. Nobody from the neighbor has called or stopped in to discuss this item. **MOTION BY MIKE EHRLICH AND SECONDED BY ROB VANDEN NOVEN to approve the Special Exception to approve the offset of 3.7 ft. and 840 sq. ft for the size of the garage with the storage shed being removed. Motion carried unanimously.**

BUILDING, SITE & OPERATIONS PLAN-BUILDING AND PARKING LOT RENOVATIONS TO CULVER'S RESTAURANT LOCATED AT 1407 WEST GRAND AVENUE: City Planner Bob Harris reviewed this item with the Commissioners. He stated that Culver's is in the process of updating its building and grounds with the following planned renovations: 1) Resurfacing its parking lot to allow for a double drive-thru and additional waiting areas; 2) Replacement of its existing vinyl siding; 3) Adding stone accents to the building corners; and 4) Painting and masonry staining. Also being replaced is the existing signage featuring updated logos. The logos will be reviewed and approved in house by staff. The Plan Commissioners reviewed and discussed this item. A representative from Culver's was present to answer any questions. The Design Review Board unanimously recommended approval for the building and parking lot changes. The DRB has also approved the Planner's recommendations to the landscaping Portview parking lot perimeter and the SE corner of the property with additional landscaping. Staff recommends approval of the BSOP subject to submittal of a

landscape plan for the east parking lot street edge (street yard) and southeast lot corner, and installation within 12 months of plan approval. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY TONY MATERA to approve the Building, Site, and Operations Plan for Culver's Restaurant located at 1407 West Grand Avenue as presented. Motion carried unanimously.**

PUBLIC WAY DISCONTINUANCE-PROPOSED DISCONTINUANCE OF EAST JACKSON STREET RIGHT OF WAY EAST OF NORTH LAKE STREET TO ITS EASTERN TERMINUS: City Planner Bob Harris Planner reviewed this item with the Plan Commissioners. He stated that Newport Shores mixed use development received building and site approval in 2019 and the Developer's Agreement for the project was also approved and signed by all parties in 2019. The Developer's Agreement, Section 3.5, calls for the City to commence vacation proceedings of East Jackson Street, between North Lake Street and its eastern terminus at Lake Michigan. The development team consisting of property owner John Weinrich and Ansay Development is now ready to commence demolition and construction of the Newport Shores development and has requested the City initiate discontinuance proceeding of East Jackson Street. As per State Statutes governing the public way discontinuance process, the Common Council begins by referring the proposed discontinuance request to the Plan Commission for its review and a formal recommendation. The Plan Commissioners discussed this item. If this item is approved by Plan Commission and the Common Council, four easements will be created and executed, they are 1) A temporary construction easement; 2) A permanent public access agreement; 3) A permanent utility access agreement; and 4) A parking space easement agreement. The Plan Commission agreed to declare the portion of East Jackson Street identified from the right of way of North Lake Street to its eastern terminus as surplus property and recommended to the Common Council to discontinue that portion of East Jackson Street as it relates to the Newport Shores redevelopment plan. **MOTION BY MIKE EHRLICH AND SECONDED BY PAUL NEUMYER to declare the portion of East Jackson Street as surplus land and to recommend to the Common Council to vacate or discontinuance of East Jackson Street with four easements as noted in the City Planner's report. Motion carried unanimously.**

FORTHCOMING EVENTS: There was none.

ADJOURNMENT: MOTION BY ROB VANDEN NOVEN AND SECONDED BY TONY MATERA to adjourn the meeting at 7:52 p.m. Motion carried unanimously.