

CITY OF PORT WASHINGTON
DESIGN REVIEW BOARD MINUTES
October 15, 2013
Lower Level Conference Room, City Hall

Present: Chief Mitchell, Brenda Fritsch, Jorgen Hansen, and Jeremy Hartline. Also Present: Randy Tetzlaff, Director of Planning & Development. Absent and Excused: Robert Vanden Noven.

1. ROLL CALL. Meeting called to order at 3:05 p.m. and noted a quorum was present.
2. MINUTES: **Motion made by Mitchell to approve the minutes of the last meeting. All voting aye, the minutes were approved.**
3. PUBLIC APPEARANCES: None.
4. SOLAR PANEL INSTALLATION AT 812 NORIDGE TRAIL: By ordinance, the City is required to review solar and energy systems but by federal law, cannot deny them. Applicant desires to install units on the front and rear roof elevations. There would be 6 panels on each and would lie flat against the roof. The panels would be pushed as far north as possible to avoid tree shading. **Motion by Hartline to recommend approval as presented. All voting aye, motion carried.**
5. AUTO GAS DISPENSER AT 333 N. MOORE ROAD: The Police Department wants to convert some vehicles to propane. The tank location would be next to the yard fence just north of the gate. It would be placed on a concrete slab and surrounded by bollards to protect the unit. There were no objections to the unit or its location. **Motion made by Mitchell to recommend approval as presented. All voting aye, motion carried.**
6. ELECTRONIC MAILINGS: The Common Council is going paperless. Each committee may choose to do the same. After discussion, the members agreed to try going to all electronic mailings. All large scale drawings and plans would be reduced and scanned prior to mailing. Hard copies could still be presented at the meetings.
7. FORTH COMING EVENTS: None
8. ADJOURNMENT: **The meeting adjourned at 3:30 pm.**