

CITY OF PORT WASHINGTON
DESIGN REVIEW BOARD MINUTES
November 17, 2015
Lower Level Conference Room, City Hall

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

1. ROLL CALL. Meeting called to order at 3:05 p.m. and a quorum was present.
2. MINUTES: It was noted that Hansen was in attendance. **Motion made by Mitchell to approve the minutes of the October meeting as amended. All voting aye, the minutes were approved.**
3. PUBLIC APPEARANCES: None.
4. NEW AWNING ON 327 N. FRANKLIN STREET, FINE LINE CARPENTRY, APPLICANT. A new retail business recently opened at this address. They did minor painting to the exterior as well as installing an awning. The installation of an awning requires design review because the building is in the downtown historic district. There are downtown Port Washington Guidelines that suggest awnings should be attached below the cornice and not cover the piers on either side of the storefront. It was noted by the applicant that the cornice is really a metal drip cap. In addition, the awning was added by the rental tenant; if they owned the building, the work would be more extensive and more closely mirror the design guidelines. The members agreed the awning was not offensive and hope there are more improvements made in the future. **Motion was by Fritsch to approve the awning as installed. All voting aye, the motion carried.**
5. SPECIAL EXCEPTION TO THE BUILDING DESIGN STANDARDS (§15.06.020) FOR A NEW SINGLE FAMILY HOME AT 217 W. JACKSON STREET, LYNN COSENTINE, APPLICANT. New homes are required to meet a point total consisting of various exterior design attributes. The design submitted by the applicant has difficulty meeting the minimum point totals as well as not having a minimum 4:12 pitch roof. The ordinance provides for the Design Review Board to consider when the point totals falls short; the Building Inspector's opinion is that there is 5 rather than the required 6 points. Also, there is no appeal of the roof pitch but staff is of the opinion that this too should be a Design Review Board decision.

The applicant's representative reviewed the home plans and noted the 3:12 roof is in the rear and not seen from the street. They are of the opinion the house is attractive; Board members felt otherwise. Some were adamant that the appearance is not appropriate for the neighborhood. Some alternative design modifications were suggested but the applicant was not initially accepting of those suggestions. It was explained that even if the design somehow meets the 6 point requirement, a special exception is still required. In the end, the applicant agreed to work with the builder and possibly the neighbor who is an architect to make the necessary revisions to satisfy the Board's concerns. The plan would be revisited at the next meeting. **No action taken.**
6. FORTHCOMING EVENTS: None.
7. ADJOURNMENT: **The meeting adjourned at 4:08 pm.**