

**CITY OF PORT WASHINGTON
DESIGN REVIEW BOARD MINUTES
July 14th, 2020
Lower Level Conference Room, City Hall**

Present: Rob Vanden Noven, Director of Public Works; Jeremy Hartline; Mark Mitchell, Fire Chief; and Marc Eernisse. Absent: Hank Mehciz. Also Present: Bob Harris, Director of Planning & Development.

1. **ROLL CALL:** Rob Vanden Noven called the meeting to order at 4:05 p.m. and a quorum was present.
2. **MINUTES:** Motion made by Mark Mitchell and seconded by Jeremy Hartline to approve the minutes as shown. All voting aye, the minutes were approved.
3. **BUILDING, SITE & OPERATIONS PLAN – Proposed New Office and Warehouse Building; 1206 Sunset Road; Mark Doll and MJD Developments, Applicant.**

Bob Harris summarized the project as a an approximately 11,500 square foot, multi-tenant warehouse with accessory office space. The primary tenant is Professional Serves, a HVAC contractor with current office operations at 434 W Grand Avenue. Professional Services is looking to consolidate their operations into a single site at the proposed location in the Port Washington industrial park.

The site is a visible corner location at the intersection of Sunset and Bywater. The site plan depicts a north-south oriented, four bay warehouse building, with attached office space attached to its Sunset Drive (front) façade. The loading bays are facing west / Bywater Drive. The design depicts a typical two-story, all metal, pitched roof warehouse building with an attached one-story, all metal, office addition with a covered trussed overhang at its entrance. No wainscoting or belt is proposed.

Mark Doll of Professional Services described the business operations by stating 60% of the building will be occupied by his business with the remaining 40% leased out to similar businesses. The office space will be occupied by Professional Services.

A discussion ensued regarding the expanse of an all metal building and lack of wainscoting or masonry belt. The Board expressed concern about the expanse of metal at a visible corner location and discussed options on the type and amount of wainscot. Questions were raised about the color of the exterior office trusses and window trim.

A motion to approve the plan was made by Jeremy Hartline and seconded by Mark Mitchell. The motion included the following recommendations:

- 1) Break up the metal paneling
- 2) Reconsider the use of masonry around the perimeter of the building
- 3) Use a wider window trim
- 4) Approval is dependent on submittal of a stormwater and landscape plan to staff.

All voting aye, the motion passed.

4. **PUBLIC APPEARANCES AND COMMENTS:** Mayor Becker opined on the project and stated the addition of extra masonry is a tough decision based on his previous experience but did support added detail on Bywater Drive.
5. **FORTHCOMING EVENTS:** None.
6. **ADJOURNMENT:** A Motion to adjourn was made by Mark Mitchell and seconded by Jeremy Hartline. All voting aye, the motion carried, and the meeting was adjourned at 4:40 pm.