

Plan Commission 2023



Meeting Minutes- July 20, 2023, 6:00 P.M.

- 1. ROLL CALL:** Mayor Ted Neitzke called the Plan Commission to order at 6:02 P.M. in the Common Council Chamber at the City Hall. Members present were Mayor Ted Neitzke, Alderman Paul Neumyer, City Engineer Roger Strohm, and Commissioners Eric Ryer, Kyle Knop, and Mike Ehrlich. Absent and excused was Commissioner Chad Mach. Also present was Director of Planning and Development Bob Harris.
- 2. APPROVE MINUTES OF PREVIOUS MEETING: MOTION BY ALD. NEUMYER AND SECONDED BY COMM'R RYER TO APPROVE THE MINUTES FROM JUNE 15, 2023, AS PRESENTED. Motion carried unanimously.**
- 3. PUBLIC COMMENTS/APPEARANCES:** None.
- 4. CONDITIONAL USE GRANT:** City Planner Bob Harris reviewed this item with commissioners. Yamaha of Port Washington Inc. is seeking to construct an additional warehouse on the north side of their 123 N Park Street property to store additional inventory. Three staff-recommended conditions were presented; 1) inclusion of a landscape plan for the eastern edge of the property 2) Suggested masonry belt for the front portion of the building, and 3) No outdoor storage of materials. Comm'r Knop disagreed with the condition of a masonry belt with the desire to maintain a uniform appearance along Park Street. No other buildings in the area have one. Comm'r Knop questioned the definition of "materials" in context to condition number three, stating that there are currently trailers parked outside on the property. City Planner Bob Harris clarified that "materials" extended to inventory and not to trailers. **MOTION BY COMM'R KNOP TO APPROVE THE CONDITIONAL USE GRANT WITH THE CONDITIONS OF THE INCLUSION OF A LANDSCAPE PLAN FOR THE EASTERN EDGE OF THE PROPERTY AND NO OUTDOOR STORAGE AND SECONDED BY COMM'R EHRLICH. Motion carried unanimously.**
- 5. MINOR REVIEW AMENDMENT:** City Planner Bob Harris reviewed this item with commissioners. Holiday Inn Express & Suites, located at 350 E Seven Hills Road, received approval from the Plan Commission in August of 2022 for exterior alterations including the switch from vinyl siding to EIFS including the banquet hall. Changes were applied to the hotel portion of the building. Approval is now being sought to withhold the use of the EIFS from the banquet hall and continue with the current cladding. **MOTION TO APPROVE THE RETENTION OF THE EXISTING CLADDING BY COMM'R NEUMYER AND SECONDED BY COMM'R RYER. Motion carried unanimously.**
- 6. SPECIAL EXCEPTION:** City Planner Bob Harris reviewed this item with commissioners. Holiday Inn Express & Suites, located at 350 E Seven Hills Road, wishes to deviate from Port Washington sign code by exceeding design standards and limits. These deviations would be applied to their wall signs located on the North and West exterior walls of the building, and to the monument sign posted at the front entrance. Larger wall signage would take advantage of the abutting Highway 43. A larger monument sign at the front entrance would assist wayfinding. **MOTION BY COMM'R KNOPE TO APPROVE THE SPECIAL EXCEPTION AND SECONDED BY COMM'R NEUMYER. Motion carried unanimously.**
- 7. BUILDING, SITE, & OPERATIONS PLAN AMENDMENT:** City Planner Bob Harris informed commissioners that the previously approved red brick secondary color for the addition to the Ozaukee County Justice Center, located at 1201 S Spring Street, is no longer manufactured. Alternatives found to match the existing red brick closest are cost prohibitive and cost-effective alternatives appear pink when placed beside the existing red bricks. The County is seeking approval to replace the red brick secondary color

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with the primary brown brick color for the entirety of the addition. Comm'r Knop expressed concern and disappointment for the unremarkable appearance. He worried for the project's cost management. The applicant clarified that the primary cause of the problem was with color-matching. After searching for months, the closest alternative found still appeared pink in contrast to the existing red. **MOTION TO APPROVE THE REPLACEMENT OF THE RED BRICK WITH THE BROWN BRICK FOR THE ENTIRETY OF THE ADDITION MADE BY COMM'R RYER AND SECONDED BY COMM'R NEUMYER.** Motion approved 5-1 (Knop).

8. **DISCUSSION ITEM:** City Planner Bob Harris presented on accessory dwelling units (ADUs) and garage sizes as a response to the Plan Commission charter adopted in 2023 which identified the goal "Adjust Detached Garage Heights and ADU Consideration." Mayor Neitzke posed questions regarding how addressing ADUs would be coordinated, safety concerns, and water and plumbing coordination. City Planner Bob Harris discussed his responsibility to assign addresses to any new dwelling units and confirmed that any ADUs constructed must adhere to fire and building codes. City Engineer Roger Strohm confirmed the Engineering, Water Utility, and Wastewater departments' clear understanding of the capacity of water-related challenges and their confidence in coordinating said challenges. Mayor Neitzke requested additional sample ordinances to be presented at the next occurring meeting of the Plan Commission specific to small, tourist-based towns. Mayor Neitzke and Comm'r Ehrlich both expressed concern with the possible violation of the intended purpose of ADUs as rental units or duplexes. City Planner Harris stressed the term's definition of being an accessory to a residential lot and conferred the need for specific ordinances if the City were to pursue ADUs. **FOR DISCUSSION ONLY.**
9. **ADJOURNMENT: MOVEMENT TO ADJOURN AT 6:50 P.M. BY ALD. NEUMYER AND SECONDED BY COMM'R EHRLICH.** Motion carried unanimously.