

**CITY OF PORT WASHINGTON
DESIGN REVIEW BOARD MINUTES
April 13, 2021
Common Council Chambers, City Hall**

Present: Rob Vanden Noven, Director of Public Works; Jeremy Hartline; Mark Mitchell, Fire Chief; Marc Eernisse; Hank Mehcz (via phone). Also Present: Bob Harris, Director of Planning & Development.

1. **ROLL CALL:** Rob Vanden Noven called the meeting to order at 4:03 p.m. and a quorum was present.
2. **MINUTES:** Motion made by Mark Mitchell and seconded by Marc Eernisse to approve the previous meeting minutes as shown. All voting aye, the minutes were approved.
3. **BUILDING, SITE & OPERATIONS PLAN:** Two-Story Residential Addition; 313-317 W Grand Avenue; Scott Bretl, Applicant.

Bob Harris summarized the project and differences between the previously approved Concept Plan and the proposed final plans before the Board. Responding to a question, the applicant pointed out the change in siding pattern and use of an exterior staircase. After a brief discussion on building codes relating to exterior exits, the discussion turned to the change in siding from a shaker style in the Concept Plan to the current horizontal pattern as shown. The Board generally preferred the current pattern. Rob Vanden Noven commented a preference for clear glass glazing and the project builder, who was present, concurred that clear glass is being used. Overall, the Board was in support of the project.

A Motion was made by Jeremy Hartline to recommend approval as presented. The Motion was Seconded by Mark Mitchell. All members voting 'Aye', the Motion was passed.

4. **CONCEPT PLAN:** Duplex Townhouse; 200-Block of N. Milwaukee Street; Robert Bach, Applicant.

Bob Harris presented the Concept Plan to the Board and stated the applicant wanted to get feedback from the Board for both the design and also for a potential request to seek a Special Exception for the balconies to encroach into the front setback prior to drawing up final plans. After a summary of the project Jeremy Hartline commented the gables as shown are too small and should be better proportioned. In reply to several questions the applicant stated the balcony guards will be clear glass panel inserts; Hardi board will be the exterior material, patio doors will be used for balcony entrances, and the units will be rentals. Jeremy Hartline suggested horizontal banding be used to break-up the verticality. Robert Bach agreed and also stated a vertical band will be used to show a separation between the two units. Rob Vanden Noven stated he wanted to make sure the applicant was aware there is no sanitary sewer line on Milwaukee Street near the subject property.

A Motion was made by Mark Mitchell to recommend approval of the Concept Plan with the following additional recommendations: 1) Use of larger, better proportioned gables; 2) Use of horizontal banding; 3) Use of a vertical element to show a break

between the two units. The Motion was Seconded by Jeremy Hartline. All members voting 'Aye', the Motion was passed.

5. **CONCEPT PLAN:** Whitetail Subdivision; North of Terrace Drive and Groeschel Road and East of Seven Hills Road. Northport Group LLC, Applicants.

Bob Harris summarized the 70- lot, primarily single-family, project as similar to the subdivision proposed for the site in 2005. Mark Mitchell asked for a confirmation the plans show a connection to Groeschel Road and the project engineer replied it does and the Town of Port Washington had been notified. Rob Vanden Noven made several comments about the Concept Plan. They were: the woods on the northeast portion of the site are classified as a conservation area and should be zoned as such; the cul-de-sac on the northeast corner of the site may require a lot of undesired clear cutting of the woods due to the grade; the use and overall layout is good; the loop street and cul-de-sac needs further study; Street "B" shows a cul-de-sac only showing four lots, a street may be a better alternative. Marc Eernisse asked about the process when a City street is connected to a Town street – Rob Vanden Noven replied it is not unusual and City Street Commissioner works with the Town counterpart.

A Motion was made by Rob Vanden Noven to recommend approval of the Concept Plan with the condition of further engineering refinements and applying a conservation overlay over the isolated natural resource area. The Motion was Seconded by Marc Eernisse. All members voting 'Aye', the Motion was passed.

6. **CONCEPT PLAN:** Highland Pointe Subdivision; Located North of New Port Vista Drive and South of E Sauk Road in the Town of Grafton; Neumann Development, Inc., Applicants.

Bob Harris summarized the proposed 82-unit, single-family subdivision for the Board. Steve De Cleen of Neumann Development asked for Board feedback. In reply, Rob Vanden Noven commented a Pre-Annexation agreement will be needed; a storm water meeting will be needed; the number of cul-de-sacs was too high and opined the City views cul-de-sac's as a last resort only; asked if the western cul-de-sac should be a connecting street; and asked if the adjacent property owner has been contacted by the developer. Steve De Cleen stated they have reached out to the property owners. A longer discussion on the pro's and con's of cul-de-sac's followed.

Rob Vanden Noven made a Motion to recommend approval of the subdivision Concept Plan conditioned on the need for a Developer's Agreement, a preliminary storm water plan meeting, a Developer's Agreement, and to eliminate the cul-de-sac's. The Motion was seconded by Jeremy Hartline. The Motion was approved unanimously.

7. **PUBLIC APPEARANCES AND COMMENTS:** None.
8. **FORTHCOMING EVENTS:** None.
9. **ADJOURNMENT:** A Motion to adjourn was made by Mark Mitchell and seconded by Marc Eernisse. All voting aye, the motion carried, and the meeting was adjourned at 5:15 pm.