

**CITY OF PORT WASHINGTON
PLAN COMMISSION MEETING
MINUTES
THURSDAY, AUGUST 19, 2021**

ROLL CALL: Alderman Paul Neumyer called a duly convened meeting of the Plan Commission to order at 6:01 p.m. Member present were: City Engineer Rob Vanden Noven, Mike Ehrlich, Eric Ryer, and Kyle Knop. Also, present was: Planner Bob Harris. Absent and excused: Mayor Theodore Neitzke, IV, and Tony Matera. On the phone: City Administrator Tony Brown.

APPROVAL OF MINUTES FOR THE JULY 15, 2021: MOTION BY MIKE EHRLICH AND SECONDED BY ERIC RYER approve the minutes as presented. Motion carried unanimously.

PUBLIC APPEARANCE & COMMENTS: There was none.

SPECIAL EXCEPTION FOR A REQUEST FOR AN OFF-SET AND SQUARE FOOTAGE EXCEPTION FOR A PROPOSED DETACHED GARAGE LOCATED AT 814 NORTH BENJAMIN STREET: City Planner Bob Harris reviewed this item with the Plan Commissioners. The request is for a Special Exception to construct a detached garage with a 1.5' north side offset and square footage of 768 square feet located at 814 North Benjamin Street. Ms. Denver Smith is the applicant and she is present at the meeting. The applicant is requesting a Special Exception from two zoning requirements: 1) A side offset of 1.5' (the approximate offset of the existing garage) whereas 6' is required; and 2) Construct a 768 square foot garage (24' x 32') whereas 720 square feet is the maximum. The purpose for the north property line offset is to use the placement of the existing driveway and approximate current offset to avoid necessitating a wider driveway. The purpose for the large square footage is to accommodate the applicant's multiple cars and equipment. If granted, the garage will be approximately 2' wider (east to west) and 16' longer (north to south) than the current garage. City Planner Harris reviewed the zoning for this neighborhood with the Commissioners. He also reviewed his recommendation with the Commissioners to: 1) Approve the request for 1.5' north offset request to match the current offset as the offset would not create a more undesirable or adverse condition; and 2) Approve a max garage area of 720 square feet. The rationale for this recommendation is based on the following: Given the lack of a true hardship unique to the site, a 720 square foot garage would still be 368 square feet larger than the existing garage and be consistent with the most recent garage size Special Exception recommendation of a similar nature. In addition, granting the larger garage size without a unique condition could adversely affect other properties by allowing larger garages city-wide. The Plan Commissioners discussed this item and asked the applicant several questions. The Commission explained to the applicant that a 720 square foot garage could also have a 150 square foot shed attached to it. **MOTION BY MIKE EHRLICH AND SECONDED BY ROB VANDEN NOVEN to approve the Special Exception for the 1.5' north side off set as presented, but are denying the Special Exception for the size of the garage and only approving a 720 square foot garage as requested by staff. Motion carried unanimously.**

BUILDING, SITE AND OPERATIONS PLAN FOR A PROPOSED ADDITION TO THE OZAUKEE COUNTY JUSTICE CENTER LOCATED AT 1201 SOUTH SPRING STREET.: City Planner Harris reviewed this item for the Plan Commissioners. He stated that Ozaukee County is proposing to construct an approximately 10,000 square feet, 24' tall building addition at the southeastern corner of the existing Justice Center facility. The primary purpose of the addition is to provide indoor parking for vehicles. The property is zoned PUL, Public and Utility Lands. The proposed addition meets required minimum site requirements. Mr. Jon Wallencamp was present to answer any questions

the Commissioner had. City Planner Harris reviewed the site plan, design, materials and landscaping with the Commissioners. City Planner Harris reviewed the Design Review Board recommendations with the Commissioners. He stated that the Design Review Board would like to see the incorporation of additional landscaping along the west exterior wall facing the employee walkway and staff concurs with that recommendation. Plan Commissioners discussed the exterior material and color. Several of the Commissioners suggested that part of the building have inset brick to match the building. The Commissioner discussed this idea. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY ERIC RYER to approve the Business, Site and Operation Plan as presented with the suggestion to consider the precast brick forms to the upper and lower part of the building and to include the Design Review Boards suggestion for landscape. Motion carried unanimously.**

ANNEXATION AND ZONING REQUEST FOR A RECOMMENDATION FOR ANNEXATION AND ZONING FOR 31-ACRES OF LAND IN THE TOWN OF GRAFTON LOCATED NORTH OF NEW PORT VISTA DRIVE AND SOUTH OF EAST SAUK ROAD FOR THE PROPOSED HIGHLAND POINTE SUBDIVISION: City Planner Bob Harris reviewed this item with the Plan Commissioners. The applicants are Kenneth Dommer and Neumann Development, Inc. The applicants are seeking to annex the subject property into the City of Port Washington for the purpose of acquiring sewer and water services from the City of Port Washington for a proposed 82-Unit single-family subdivision. As part of the annexation process the Plan Commission is being asked to provide a recommendation to the Common Council on both the question of annexation and a recommended zoning designation for the Subject property if successfully annexed into the City of Port Washington. The Plan Commission reviewed the Concept Plan for the proposed subdivision at its April 2021 meeting and recommended approval. The owner of the property has submitted a petition of annexation which has been forwarded to the Wisconsin Department of Administration (DOA) for a required review. On June 24, 2021, the City was notified by the DOA that the proposed annexation was determined to be in the public interest and eligible for annexation. The proposed use of the property is single-family residential which is consistent with the "City of Port Washington Planned Land Use Map: 2035: as part of the City of Port Washington Comprehensive Plan. The site is presently an undeveloped 31-acre tract of land located in the Town of Grafton adjacent to the city limits of Port Washington and immediate north of the New Port Vista multi-family apartment subdivision. If the property is annexed into the City, the applicant would like to have the property zoned RS-4, Single Family Residential. Staff recommends both approval of the request for annexation and establishing RS-4 Single-Family Residential as a zoning designation upon any final annexation. **MOTION BY MIKE EHRLICH AND SECONDED BY ROB VANDEN NOVEN to approve annexation request as presented. Motion carried unanimously. MOTON BY MIKE EHRLICH AND SECONDED BY ERIC RYER to approve the zoning designation upon final annexation of RS-4 Single-Family Residential as presented. Motion carried unanimously.**

SPECIAL EXCEPTION FOR POSSIBLE MOTION RENEWAL FOR REQUEST FOR ELECTRONIC MESSAGE CENTER SIGN LOCATED AT 1800 NORTH WISCONSIN STREET: City Planner Harris reviewed this item for the Plan Commissioner. He stated that this item was St John XXIII had requested an Electronic Message Center Sign to be located at 1800 North Wisconsin Street. That requested was vote down at a previous meeting, 4 to 3. This Motion could be retaken up by a Plan Commission member to bring this item back to the Plan Commission for a revote. A motion would be needed to place it on the agenda for discussion and a vote. **MOTION BY KYLE KNOP AND SECONDED BY MIKE EHRLICH to bring back the Electronic Message Center for St. John XXIII Parish and School for approve as presented. Motion carried unanimously.** City Planner Harris review this item. He stated that it is in an RS-4 Residential District which is not current listed as a permitted use, but that there are signs like this at school in residential districts. The Plan

Commission discussed this use of this side. **MOTION BY ERIC RYER AND SECONDED BY KYLE KNOP to approve the electronic message signs as presented. Motion carried unanimously.**

FORTHCOMING EVENTS: There was none.

ADJOURNMENT: MOTION BY ROB VANDEN NOVEN AND SECONDED BY MIKE EHRLICH to adjourn the meeting at 7:05 pm. Motion carried unanimously.