

**CITY OF PORT WASHINGTON
PLAN COMMISSION MEETING
MINUTES
THURSDAY, SEPTEMBER 16, 2021**

ROLL CALL: Mayor Theodore Neitzke IV called a duly convened meeting of the Plan Commission to order at 6:00 p.m. at the Port Washington Community Room. Member present were: City Engineer Rob Vanden Noven, Mike Ehrlich, Tony Matera, Eric Ryer, and Kyle Knop. Also, present was: Planner Bob Harris. Absent and excused: Alderman Paul Neumyer. On the phone: City Administrator Tony Brown and Doug Forton. Also in the audience was Alderpersons Dan Benning, John Sigwart, (left at 6:40 pm), Mike Gasper, (arrived at 6:46 pm) and Deb Postl.

APPROVAL OF MINUTES FOR THE AUGUST 19, 2021: MOTION BY ERIC RYER AND SECONDED BY MIKE EHRLICH approve the minutes as presented. Motion carried unanimously.

PUBLIC APPEARANCE & COMMENTS:

Tim Blakeslee of 791 Amber Lane stated that he had concerns regarding safety and wants more green space. He is opposed to having one primary entrance. It needs a second entrance. He does not like the idea of having headlights in his backyard. He has a 3-year-old son, and he has concerns for his safety with traffic. He also has concerns regarding density, too many homes for the area.

Scott Ziegler of 1631 Granite Lane stated that he is the farthest away from the development and he has concerns regarding the traffic patterns. He stated that there are at least 1000 vehicles movement to Willow and Amber. As a firefighter for 35 years, access is a nightmare. There was a fire on Sunday at a condo on Wisconsin Street and access was not good. This area needs a second entrance and no dead-end streets. There needs to be connecting streets. Not only for fire trucks and ambulances but for snowplows and garbage trucks. He is not anti-development, but concern of whom is developing.

Pauline O'Keefe of 598 Greystone Drive stated that she expressed her concerns that Greystone will turn into a racetrack with all that traffic. They can really fly through there. There will be lots of increased traffic flow. She also stated that that subdivision needs two entrances and exits. She also had concerns regarding the Fire trucks coming to the area.

Mike Braley of 1664 Shalestone Drive stated that the sewer connection at Greystone and Amber. He stated that it was not designed for extra uses. The detention pond is above the level. If it gets higher it will overflow into the subdivision. He is also concerned about traffic flow and entrances.

Sandy Bates of 837 Greystone Drive stated that she has concerns with the traffic. She wanted to know if the property has been purchased. She stated that she agreed with everyone speaking. She stated that this will be a nightmare.

Terri Reissmann of 1792 Shalestone Drive that she had concerns regarding the wetlands and water levels. The wetlands go right up to her property. If there is higher water in the pond, water could go into their pond and up to her property. She also agreed with what Scott Ziegler said. She has concerns regarding construction trucks and equipment driving on their streets.

Michelle Klug of 910 Greystone Drive stated that she has concerns regarding the retention ponds. She said that they were at their limits. With a 100-year rain, we will start flooding. No addition water is needed. The streets are narrow, and it is like a racetrack. The traffic pattern is a mess and there needs to be more entrances.

Brian Vranek of 1762 Willow Drive stated that they moved from Whitefish Bay. They thought they were moving into a quiet neighborhood. Street can be dangerous. One entrance is not enough, need more. It does not make sense. Need more entrances and exits.

Ethan Deutsch of 821 Amber Lane stated that his biggest concern is safety. They have a 3-1/2-year-old and a baby due. There are lots of kids under 4 years of age. There is only one entrance. He has concerns for the kids in the area. There is no common area to play or a park. Echo what everyone else as said.

Ross Brooks of 1029 Greystone Drive stated he has lived there 6 years. He echoes everything everybody said. He stated that Amber Lane and Second Avenue are dead ends. When is the city going continue those streets? Nothing should be done until the Schanen Farm is completed. More access points are need and dead ends should be completed.

Dan Benning of 1012 Jade Street and an Alderman for Greystone stated no park land was set aside for this area. This area needs a park or common area. There needs to be a separate entrance for Ellen's Home for garbage and ambulances. This new subdivision needs an entrance off of Sunset Road. The dead-end streets are a disaster.

SPECIAL EXCEPTION REQUEST FOR ACCESSORY USE AND OFF-SET ALLOWANCE FOR A HISTORIC LIFEBOAT SHELTER LOCATED AT 402 JOHNSON STREET: City Planner Bob Harris reviewed this item with the Commissioners. He stated that the Port Washington Historical Society wishes to erect a permanent shelter for the S. S. Milwaukee lifeboat that is currently a part of the Port Washington Lighthouse site exhibit. The purpose of the shelter is to protect the lifeboat from the elements as it is showing wear and tear but at the same time keep it visible and accessible to the public. Late last year the PWHS settle on a location east of the lighthouse at 311 Johnson Street. Now, the PWHS has changed their minds and is proposing to place the boat and shelter to the west of the lighthouse on PWHS property located at 402 Johnson Street. The shelter design and previous placement has been approved by the Plan Commission. With the change of location, the PWHS is seeking a Special Exception to 1) Allow for an accessory use on a lot without a principal structure; and 2) Allow for a zero setback and offset to accommodate the shelter at its proposed locations. Staff recommends approval of use of the lot for the accessory use; a zero setback for this specific accessory use; and a zero offset for the accessory use only. The lifeboat and shelter placement as proposed aligns with the present location of the lighthouse and is more accessible to sidewalk pedestrians. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY TONY MATERA to approve the Special Exception per the City Planners recommendation as presented. Motion carried (5 Ayes: 1 Abstained (Ehrlich)).**

CONDITIONAL USE REQUEST FOR USED CAR SALES AS AN ACCESSORY USE IN THE I-2 INDUSTRIAL PARK ZONING DISTRICT LOCATED AT 1112 BYWATER DRIVE: City Planner Harris reviewed this item with the Plan Commissioners. He stated that Maritime Holding LLC, doing business as Maritime Enterprises, owns and operates a boat storage business in the Port Washington industrial park at 1020 Maritime Drive and in the former Allen-Edmonds warehouse at 1112 Bywater Drive when it expanded its operations there in 2019. While Maritime Holdings is primarily in the business of boat storage, apparently the storage services also included automobiles. As part of this storage business, the applicant wishes to acquire a State of Wisconsin Motor Vehicle Dealer License to buy and sell motor vehicles stored within its facility. When instances such as client financial hardship or death occur such situations obviously eliminate the need for the client or estate to store a vehicle and would use the applicant to buy and/or sell it, a service requiring a dealership license, which requires sign off by the local municipality. Earlier this year the applicant filed a petition to amend the city zoning code to allow for such activity in the I-2 District as an accessory use. This petition was approved by the Common Council Ordinance 2021-5. Staff recommends approval as per Ordinance

2021-5. MOTION BY TONY MATERA AND SECONDED BY MIKE EHRLICH to approve the Special Exception per the City Planners recommendation as presented. Motion carried

MINOR REVIEW REQUEST FOR A TEMPORARY BUILDING ADDITION AT 1123 MINERAL SPRINGS DRIVE: City Planner Bob Harris reviewed this item with the Commissioners. He stated that Custom Wire Technologies (CWT) is located at 1123 Mineral Springs Drive and occupies both buildings on the site. CWT desires to construct what is essentially an enclosed exterior hallway between the two buildings which are approximately 30 feet apart. The purpose of the connection is to allow employees to move between the two buildings without the need to go outside. The proposed addition is to be temporary while a permanent atrium addition is planned. The atrium should be finalized in 2 to 3 years. Staff recommends approval. **MOTION BY ERIC RYER AND SECONDED BY MIKE EHRLICH to approve this structure with the atrium being built within 2 to 3 years. Motion carried unanimously.**

SUBDIVISION CONCEPTUAL DISCUSSION-DISCUSSION ONLY FOR A PROPOSED SUBDIVISION LOCATED AT FREIER FILDS ON SUNSET ROAD, WEST OF WILLOW DRIVE: City Planner Bob Harris stated that the Taylor family owns a 31-acre parcel of land directly west of the Greystone Subdivision and is working with Scott Batchelor, the original Greystone developer, to develop a new single-family subdivision on the subject property. As part of a process to further inform residents of the new subdivision projects on the front end, the City is conducting a subdivision “discussion” in a public form to get residents input prior to any formal votes or action by the Plan Commission. At this stage, the applicants are proposing a 57-lot single family subdivision with a direct connection to Greystone via the Willow Drive (currently a dead-end). The subdivision is divided into tow phases and depicts four dead end streets on the west end of the subdivision indicating future residential development and road connections. There are currently no other connections to existing streets except for Willow Drive-a temporary access road to Sunset Road is shown connecting the south end cul-de-sac and primary street to Sunset Road. (Comments regarding this item are in the Public Comments and Appearance Section above). The Commissions had concerns regarding this subdivision on the dead-end roads and of only having one entrance into the Greystone Subdivision. The Commissioners would like to see the street continue and an entrance off of Sunset Road. Scott Batchelor and Jim Hensel of North Shore Engineering did respond to some of the comments from above. This is informational only.

EXTRA TERRITORIAL PLAT REVIEW FOR A REFERRAL FOR RECOMMENDATION FROM THE COMMON COUNCIL FOR A PROPOSED 4-LOT CERTIFIED SURVEY MAP LOCATED AT 4211 COUNTY HIGHWAY KK IN THE TOWN OF PORT WASHINGTON: City Planner Harris reviewed this item for the Plan Commissioners. He stated that Pursuant to Wis. Stat. §236.10(1)(b), the City has authority to review plats that fall within the City or its extraterritorial plat approval jurisdiction. However, proposed plats must first be referred to the Plan Commission by the Common Council for its consideration and report [Wis. Stat. §62.35(5).] The Plan Commission has thirty (30) days to review and report on a proposed plat. Due to the statutory language, the project surveyor is requesting formal approvals from all the eligible jurisdictions, i.e., the County, City, and the Town of Port Washington. The Common Council referred the Subject CSM to the Plan Commission during its September 7, 2021, meeting. Staff has no objections and recommends approval. **MOTION BY TONY MATERA AND SECONDED BY ROB VANDEN NOVEN to approve the 4-lot Certified Survey Map located at 4211 County Highway KK in the Town of Port Washington for an Extraterritorial Plat Review as presented. Motion carried unanimously.**

EXTRA TERRITORIAL PLAT REVIEW FOR CONSIDERATION AND POSSIBLE ACTION ON WAIVING FUTURE EXTRA TERRITORIAL PLAT REVIEWS AS DEFINED BY WISCONSIN STATE STATUES: City Planner Bob Harris reviewed this item with the Commissioners. He stated that the Staff and the Common Council are seeking a recommendation from the Plan Commission as to whether the City should formally review all extra-territorial plats (including CSM's) or to "opt out" and rely instead on a "no comment" position unless in the case of rare, compelling situations requiring a formal review. Pursuant to Wis. Stat. §236.10(1)(b), the City shall review plats that fall within its extraterritorial plat approval jurisdiction. However, proposed plats must first be referred to the Plan Commission by the Common Council for its consideration and report. [Wis. Stat. §62.35(5).] The Plan Commission has thirty (30) days to review and report on a proposed plat. In the past years there have been a very small number of extraterritorial review plats (including CSM's) requiring City action. The City of Port Washington has the option to waive such formal action such as described above and simply work with Town staff with courtesy review's only and provide a "no comment", which has been sufficient in all cases since current Staff has been hired. However, to formally adopt this waiving of the formal process (and adopt the "no comment" option) would require the Common Council to pass a Resolution and recorded at the Register of Deeds. Should the City wish to rescind this waiver, it may do so at any time, subject to adopting a Resolution stating as such and recording this Resolution at the Register of Deeds. Staff recommends the Common Council adopt a resolution allowing the city to waive the extraterritorial review of proposed Plats. This waiver comes with the understanding that a resolution may be adopted in the future to review any plats if circumstances warrant. The Plan Commission discussed this item. **MOTION BY MIKE EHRlich AND SECONDED BY KYLE KNOP to continue to review extraterritorial review of plats as presented. Motion carried unanimously.**

COMPREHENSIVE PLAN FOR CONSIDERATION AND POSSIBLE ACTION ON RESOLUTION 2021-1 RELATING TO THE PROPOSED CITY OF PORT WASHINGTON 2020-2030 FUTURE LAND USE UPDATE: City Planner Bob Harris reviewed this item. He stated that during 2020 and 2021, an update to the City's future land use map section of its Comprehensive Plan has been underway. Over the course of this summer, a Draft future land use map and accompanying text document containing related policy and development recommendations have been created and shared via the City's public website and Facebook page to invite review and input. A Survey Monkey survey was also included as part of the public input process and was likewise provided through the City's Website and Facebook pages. Staff is now submitting this updated Future Land Use Map and associated policy and recommendations to the Plan Commission for review and formal recommendation to the Common Council via a Plan Commission resolution. The City Plan review the approval process with the Plan Commissioners. He also highlighted several areas of the plan with the Commissioners. Staff recommends approval with the added condition to include the location of Primary Environmental Corridors (PEC). The Plan Commissioners discussed several portions of this document. **MOTION BY TONY MATERA AND SECONDED BY MIKE EHRlich to recommend approval to the Common Council as presented. Motion carried unanimously.**

FORTHCOMING EVENTS: City Engineer Rob Vanden Noven is 2-0 coaching his soccer team. He stated that he has a very talent rich team.

ADJOURNMENT: MOTION BY TONY MATERA AND SECONDED BY ROB VANDEN NOVEN to adjourn the meeting at 8:04 pm. Motion carried unanimously.