

**CITY OF PORT WASHINGTON  
PLAN COMMISSION MEETING  
MINUTES  
THURSDAY, NOVEMBER 18, 2021**

**ROLL CALL:** Mayor Theodore Neitzke IV called a duly convened meeting of the Plan Commission to order at 6:02 p.m. at the Common Council Chamber of City Hall. Member present were City Engineer Rob Vanden Noven, Alderman Paul Neumyer, Tony Matera, Eric Ryer (on the phone), and Kyle Knop. Also, present was Planner Bob Harris. Absent and excused: City Administrator Tony Brown and Mike Ehrlich. In the audience were Alderpersons Dan Benning, Deb Postl, Mike Gasper, and John Sigwart.

**APPROVAL OF MINUTES FOR THE OCTOBER 21, 2021: MOTION BY PAUL NEUMYER AND SECONDED BY TONY MATERA approve the minutes as presented. Motion carried unanimously.**

**PUBLIC APPEARANCE & COMMENTS:**

Barb Jansen of 912 Greystone Drive stated that she had concerns for traffic on Willow Drive. She was concerned about the construction truck wearing out the road and also the sanitary sewer. She does not want to have water backflowing into low areas. In 2018, basement was flooded.

Michelle Klug of 910 Greystone Drive stated that she has concerns with the water retention ponds. She is worried about the impact on the Greystone ponds. She also has concerns on the sewer system and sanitary discharges. She stated that B&N still owns all the ponds, yet the HOA is maintaining them. Construction and planning should be put on hold until everything is sorted out.

Pauline O'Keefe of 598 Greystone Drive stated that she expressed her concerns on September 16, 2021 at that Plan Commission meeting. She is very concerned about traffic for the children and elderly. She agreed with what Scott Ziegler stated. She stated that the basements were flooded in 2018. She had concerns with the entrance to the subdivision at Sunset and Greystone and Greystone and Second Avenue. They should have sign that say, "No Construction Vehicles".

Sandra Bates of 837 Greystone Drive stated that she likes the neighborhood. She is concerned with the safety of the children and traffic. She does not want to have construction traffic in their neighborhood and this subdivision should have their own entrance.

Terri Reissman of 1792 Shalestone Drive stated she has the same concerns just like the other people here tonight. The ponds need improvement whether they are detention or retention ponds. She would like to know where the ponds flow to. She stated that B&N own the ponds and yet the HOA pays to maintain them. They should be paying for them. She, also, wants an entrance for the new subdivision on Sunset Road and not in their subdivision.

Jered McGivern of 1776 Shalestone Drive stated he agreed with the others especially with young children. He also stated they need green space in their subdivision or in this new subdivision. Something like a small park.

Eric K of 879 Amber Lane stated that he lives on Amber Lane and does not like the idea of his backyard being torn up to put a lateral in his backyard.

Patrick Phillips of 574 Greystone Drive stated that Greystone is a great neighborhood. He is concern with the traffic and entrances and exits. Between Sunset Road and Second Avenue is about 1 mile and it is a speed way. The city needs to put in some stop signs or yield signs. There is speeding go on all the time.

Tim Blakeslee of 791 Amber Lane stated that he liked the new design. It is much improved. The entrance at Sunset Road is very important.

Ross Brooks of 1029 Greystone Drive stated that he echoes everything everyone said. He would like something done about Ellen's Home. There are sirens at all times of the day and night.

Dan Benning stated that there needs to be an entrance on Sunset Road for this new subdivision.

**CONCEPT PLAN FOR CONSIDERATION AND POSSIBLE ACTION ON THE PROPOSED FREIER FIELDS SUBDIVISION LOCATED NORTH OF SUNSET ROAD AND WEST OF AMBER LANE IN THE TOWN OF PORT WASHINGTON:** City Planner Bob Harris reviewed this item with the Commissioners. He stated that the Taylor family owns a 31-acre parcel of land directly west of Greystone subdivision and is working with Scott Batzler, 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 new subdivision projects on the front end, the City conducted a subdivision” discussion” as part of the September Plan Commission meeting to get resident input prior to any formal votes or action by the Plan Commission. Key issues mentioned by residents of the Greystone Subdivision at that meeting included the following: 1) The layout as presented at the September meeting; 2) No permanent connection to Sunset Road which would instead funnel all traffic from that subdivision into Greystone via Willow Drive; and 3) The entirety of the subdivision lacked connections and was comprised primarily of long dead-end streets. In response to the above concerns, the development team has revised the layout with the following changes: 1) There is a permanent connection to Sunset Road; 2) The future connecting dead-ends at the west end of the subdivision contains an internal north-south street significantly reducing the length of the dead-end streets; 3) Two future connecting streets on the north end of the subdivision are shown on the plat; and 4) The north-south road on the east end of the property has been shifted west to eliminate the condition of 791 Amber Lane having three streets on three sides or close to three sides of the lot. The Commissioners discussed these issues. Staff stated that the proposed plan adequately addresses the three main points. The issue of the right-of-way abutting the barn remains a concern and should be addressed as the plan is modified further before any final subdivision approval. A neighborhood park serving this subdivision and Greystone remains an issue that should be addressed. Scott Batzler was present to answer any questions. Staff recommends moving forward with Concept Plan. **MOTION BY TONY MATERA AND SECONDED BY ROB VANDEN NOVEN to approve the concept plan as presented subject to the developer accessing Sunset Road and an area for green space. Motion carried unanimously.**

**SPECIAL EXCEPTION FOR A REQUEST FOR AN EIGHT SQUARE FOOT OPERATION SIGN FOR THE NEW PORT VISTA CLUBHOUSE WHERE FOUR SQUARE FEET IS THE MAXIMUM ALLOWED BY THE PORT WASHINGTON SIGN CODE LOCATED AT 1640 NEW PORT VISTA DRIVE:** City Planner Harris reviewed this item with the Plan Commissioners. He stated that the request for an eight square foot sign for the New Port Vista Clubhouse where four square feet is the maximum allowed by the Port Washington Sign Code. The New Port Vista Condominium Associating is requesting to affix an operational sign to the front of the existing clubhouse. The subject sign is considered an operation sign as opposed to a wall sign which are not permitted in residential zoning districts. Staff recommends approval of the proposed operational sign as presented. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY TONY MATERA to approve the Special Exception as presented. Motion carried**

**MINOR REVIEW FOR A REQUEST FOR A PROPOSAL FOR A PRIMARY CARE MEDICAL CLINIC IN AN EXISTING COMMERCIAL SUITE LOCATED AT 195 SWEETWATER BLVD.:** City Planner Bob Harris reviewed this item with the Plan Commissioners. He stated that this is a request for a proposed primary care medical clinic in an existing commercial suite. The Froedtert and Medical College of Wisconsin (Froedtert) is proposing to locate an approximate 3,800 square foot primary care clinic in the existing commercial building off of Sweetwater Blvd at the entrance to the Hidden Hills subdivision. Specifically, Froedtert would occupy the majority of the western half of the commercial center which is currently vacant and un-finished in the interior. The zoning for this building is B-2, Business and medical clinics are classified as permitted uses by right, subject to approval by the Plan Commission. The hours of operation would be 7 am to 6 pm. There would be up to 14 staff, pending scheduled hours. Froedtert does not expect to have more than 4 providers (physicians/PA’s) onsite on any given day. Some exterior work will need to be done. Staff recommends approval subject to Plan Commission consideration and

approval of current parking conditions and spandrel glass. The Commissioners discuss this item. **MOTION BY PAUL NEUMYER AND SECONDED BY ROB VANDEN NOVEN to approve this item as presented. Motion carried unanimously.**

**REZONING FOR CONSIDERATION AND POSSIBLE ACTION TO RECOMMEND A PERMANENT ZONING DESIGNATION OF RS-4 SINGLE FAMILY RESIDENTIAL FOR A POSSIBLE ANNEXATION OF 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 for the Plan Commissioners. He stated that this item is to recommend permanent zoning for RS-4 single family residential 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. The applicants are seeking to annex the subject property into the City of Port Washington for the purpose of acquiring sewer and water 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 recommended permanent zoning designation for the subject property is successfully annexed into the City of Port Washington. The Plan Commission reviewed the Concept Plan for the proposed subdivision at its April 2021 meeting. The Plan Commissioners unanimously recommended annexation at its August 2021 meeting and unanimously recommended a temporary annexation zoning of RS-4 Single Family at its September 2021 meeting. The owner of the subject 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. Staff recommends establishing RS-4 Single Family Residential as a permanent zoning designation upon any final annexation. Plan Commissioners discussed this item. **MOTION BY ROB VANDEN NOVEN AND SECONDED BY PAUL NEUMYER to approve the permanent zoning designation of RS-4 Single Family Residential for this property as presented. Motion carried unanimously.**

**PRE-CONCEPT PLAN DISCUSSION-DISCUSSION ITEM ONLY ON A PROPOSED INDUSTRIAL DEVELOPMENT ON APPROXIMATELY 45 ACRES OF LAND LOCATED NORTHWEST OF I-43 AND EAST OF KNELLSVILLE ALONG HIGHLAND DRIVE IN THE TOWN OF PORT WASHINGTON:** City Planner Bob Harris reviewed this item with the Plan Commissioners. He stated that the proposed industrial development on approximately 45 acres of land located northwest of US 43 and east of Knellsville along Highland Drive in the Town of Port Washington. This is a discussion item only. Similar to the “pre-concept discussion” the city conducted with the Freier Field subdivision to provide an initial introduction, this item is also being treated as such given both the scale of the project and the project location in the Town and City of Port Washington’s cooperative planning area. At this early stage, the applicants are proposing a development consisting of three light manufacturing buildings totaling approximately 567,000 square feet. Two road connections are shown; to Highland Drive on the southwest and west to, possibly, County Hwy. KW. The Plan Commissioners discussed the following issues; existing roadways and paths and positing of the buildings. Both the City and the Town’s Future Land Use Maps identify the subject property for industrial and industrial-commercial use. Town Chairman Mike Didier was present to answer any questions the Plan Commissioners might have. This is discussion only.

**FORTHCOMING EVENTS:** Plan Commissioner Tony Matera stated that the 29<sup>th</sup> County Road Rally will be held at Schooner’s Pub.

**ADJOURNMENT: MOTION BY ROB VANDEN NOVEN AND SECONDED BY TONY MATERA to adjourn the meeting at 7:22 pm. Motion carried unanimously.**