

Town of Port Washington
Office of the Clerk
Unofficial Minutes

Of the regular meeting of the Town of Port Washington Planning Commission was held on
Wednesday, March 14, 2018 at 7:30 p.m. at the
Town Hall 3715 Highland Drive, Port Washington, WI

1. Roll Call and Pledge of Allegiance

Present: Jim Melichar, Mike Didier, Gary Schlenvogt, Rick Fellenz, Randy Noll, Chuck Baranek, Dale Noll, Christy DeMaster-Planner, Heather Krueger - Clerk

Absent: Brian Verheyen

Residents present: 3, zero members of the press.

Melichar states the agenda was posted timely and correctly, the press was notified and the hall is handicap accessible.

2. Approval of February Public Hearing and Plan Commission minutes

Motion to approve February Public Hearing and Planning Commission minutes made by R Noll, second by Baranek. Motion passed unanimously

3. Public Comments

Matthew Littau, 2639 Sunset Road is questioning the shared driveway agreement he has from the developer Dave Murphy. Angel Tello, 2621 & 2623 Sunset Road has taken it upon himself to put cement on a majority of the shared driveway. He has 2 of the 5 lots and did not like the dust of the gravel drive. He has used mesh along with a 6" base of cement to cover 90% of the driveway. Littau said this is not in the agreement of the shared driveway, and would have liked to have some say it how the driveway was paved. Melichar states that the shared drive is not a town issue. The town will contact Murphy, the developer and ask to present the current owners with Declaration of Restrictions pertaining to a shared driveway document. There have been several versions written up, but the owners are not aware if the copy they have is the most current. Littau would also like to know the process to turn the drive into a town road. Melichar states it is very expensive and there are very strict procedures that would need to take place, but the board can look into this if it is everyone's wish to do so.

4. Old Business. None

5. Town Chairman's report. None

6. Town Zoning Administrators report. None

7. Town Planning and Engineering report. Paul Gantner, 2550 Hillcrest Drive, contacted DeMaster regarding rezoning and a CSM. She has sent him the applications to begin the process. Briggs and Stratton called regarding a sign on the property, and DeMaster feels they would need to take out an application because of the size and placement.

8. Discussion of land usage regarding parcel 07-016-15-013.00, Steve Jentges owner of Mack's Storage would like to rezone property to B-1 and build storage sheds on the property. Steve Jentges presented the Plan Commission a plan that was drawn up 16 years ago for his parcel to house storage sheds. Per DeMaster the comprehensive plan does not allow for this type of development in the Knellsville district. Jentges would like feedback on what he can do with his parcel, as not much has

changed in the last 16 years and he feels his land is unusable with the current zoning. DeMaster recommends the Plan Commission can do: 1. Leave the plan as to what is written. 2. Change the plan, take some of the smaller parcels and rezone so there can be development. 3. Be proactive and try to get development into the area. Jentges would like to get a consensus on what the Board would like to see done. Per R.Noll, this will be a large time commitment on behalf of the board members and they will need some time to discuss what direction they would like to see things go. **COURSE OF ACTION:** Agenda item for the Town Board for the Plan Commission to address the Knellsville district for rezoning.

Mike Didier recuses himself from the Plan Commission

- 9. Second consideration of certified survey maps for Plier Farm LLC (a re-division of Adrienne Acres)** Per DeMaster this CSM is not much different from the CSM submitted in January. The drainage easement and culverts have been added. DeMaster recommends once the Road Discontinuance has been approved by the Town Board, approval of the CSM, along with a shared driveway agreement and homeowner agreement should also be approved by the Town Board. **Motion made by Dale Noll to send Plier Farm LLC, Certified Survey Map to the Town Board for approval, after approval of Road discontinuance, second by Schlenvogt. Motion passed unanimously.**

Didier rejoins the Plan Commission

- 10. Update the Plan Commission members on purchase of property 3703 Highland Drive and 3709 Highland Drive.** Didier explains that the Town Board has made offers on the properties next door to the Town Hall. The blue house next door is inhabital and will be tore down. The house on the corner is being used as a rental property, and a home inspection was done, finding significant issues. The main issues are the roof is leaking and needs to be replaced. There are two layers, one being cedar will need to be tore off and the sublayer will also need to be replaced as there are soft/wet spots that are already decaying the roofing, ceiling and some of the walls. According to Didier this needs to be replaced at once. There are other defects according to the home inspection, Roof, knob & tube wiring, front door stoop not connected to the house, window and also a pipe outside the house. There is a defect clause in the offer, and the Town can counter the offer prior to accepting or presenting to the electors. Didier will counter the offer with a replace/repair or reduce in the offer.
- 11. Adjourn.** Motion made by Randy Noll to adjourn the March Plan Commission meeting, second by Noll. Motion passed Meeting adjourned at 9:20 p.m.

Heather Krueger - Clerk