

## TOWN OF PORT WASHINGTON OFFICE OF THE CLERK

Official Minutes of the regular meeting of the Town of Port Washington Plan Commission held on Wednesday, June 8, 2022, at 7:30 p.m. at Town Hall, 3715 Highland Drive, Port Washington, WI.

**1. Roll Call & Pledge of Allegiance**

Present: Mike Didier, Greg Welton, Randy Noll, Ed Potokar, Christy DeMaster, Roger Kison, Heather Krueger - Clerk

Absent: Gary Schlenvogt, Chuck Baranek, Dale Noll

Public present: 2, Members of the Press: 0

Didier: This is the first meeting of the Plan Commission without Dale Noll, as he has passed away. Dale served on the Plan Commission for over 20 years, and he will be missed.

**2. Approval of May 2022 Plan Commission minutes. Motion to approve May Plan Commission minutes made by Welton, second by Noll. Motion passed unanimously.**

**3. Public Comments.** None

**4. Old Business.** None.

**5. Town Chairman's report.** Jacque CSM has been recorded; the driveway agreement still needs to be filed.

**6. Town Zoning Administrators report.** none

**7. Town Planning and Engineering report.** DeMaster received a call from Sucker Brook LLC regarding an easement on the property and if it connects to a vacant lot on the property. Roger Kison should inspect the driveway easement when he looks at any future building permits.

**8. Second consideration for James McCaughn 4822 Upper Forest Beach Rd for a conditional use permit for an accessory structure more than 1,200 square feet.** Per Didier, a public hearing was held prior to this meeting and there were no comments or objections. Welton states the rear yard does not work, nor does the side yard, this really is the only spot available. **Motion made by Noll to approve the CUP and its location due to lot dynamics site Motion passed unanimously.**

**9. Discussion regarding having the Town Planner create a Land Use information packet for the Town.** Per Didier, he would like a condensed version of the information found in the Comprehensive Plan, highlighting the planning area. Some examples would include land use map and the meaning of each item on the legend. DeMaster: Do you want to update the land use plan or use the current information? Welton: it would be good to update the zoning code at some point. Didier: just use what we currently have including talking point. DeMaster will draft and bring to the next Plan Commission meeting.

**10. Adjourn. Motion made by Potokar to adjourn June Plan Commission meeting at 8:00 PM, second by Noll.**

Heather Krueger, Clerk