

TOWN OF PORT WASHINGTON OFFICE OF CLERK MINUTES

Minutes of the regular meeting of the Town of Port Washington Plan Commission will be held on
Wednesday, November 18, 2015 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, Jim Rychtik Dave Murphy, Randy Noll, Chuck Baranek,
Rick Fellenz, and Cheryl Karrels- Clerk

Absent: Dale Noll and Steve Cain, Town Lawyer

Residents present: 4

A quorum of the Town Board is present

Melichar states let the record show that the agenda was posted timely and correctly.

2. Approval of previous months Plan Commission minutes.

**Motion to approve the minutes as presented, made by Randy Noll, seconded by Rychtik.
Motion carried.**

3. Public Comments. none

4. Old Business.

Boondoxx lawyer, Mr. Mike McMorrow called to see if the liquor license can be transferred and also asked how long the Boondoxx has been closed. Rychtik states they have been closed for more than 60 days and Didier states the Town Code says more than 120 days is grounds for removal. Melichar states the date can be traced by to their distributors by the last time they ordered alcohol. Atty McMorrow was giving the town attorney Steve Cain's phone number by the town clerk.

5. Town Chairman's report.

Melichar states he worked at dump for Van Hoogen on Saturday, November 14. Mink Road resident asked about ditch retaining water. Resident asked if there was something we can do to dry out the ditch. D Murphy asked if the pitch is enough away from the ditch? Melichar states it does and that it will be looked at again in spring.

6. Town Zoning Administrator report.

Fellenz states he had contractors call about building on some roads possibly building on Burbach site. Also Bostwick road bond can be returned.

Fellenz also states, we only need to post the agendas on one site and on the website, for class B postings.

7. Town Planning and Engineering report.
No calls and nothing to report

8. Second consideration of sign permit for Memories Ballroom.

Melichar states county approved the placement of the sign. Cramer questioned if it can be moved 10 feet from the road, the sign placement is on the property line. Cramer proposed to have sign 50 feet from the Lake Drive. Melichar states he will accept a motion to place the sign where they have proposed.

Motion to approve the permit for the Memories Ballroom sign as proposed by Cramer, made by Dave Murphy, seconded by Didier. Motion carried.

9. First consideration of draft ordinance for restrictions on placement of sex-offenders in the Town.

Ordinance was written by town attorney. Department of Corrections requested for exception #4 page 6.

Didier states now we all know the buffer zones and in addition if someone lives in the town of Port Washington and commits a crime then only they can come back to the Town of Port Washington. Melichar states this needs a public hearing and Second consideration at the December meeting.

10. Pre-application of building permit for Gary Smith.

Smith has .8 acre lot that he would like to talk to R. Fellenz about a building permit. Fellenz states it was just a sketch and building looks like it was going to be put on the lot line. Gary Smith gave Fellenz a new sketch with the building to be 20 feet off the lot line, it's just a preliminary drawing. Murphy asks if they are building it themselves. Smith states they are building it themselves with the intention for home storage. Fellenz states this will still need a plan, and needs to be put on next month's agenda for the planning commission.

11. Review Town of Port Washington fee schedule and planning, engineering and related services fees.

Melichar states to put resolution on December town board meeting.

Motion to send to the Town Board for approval made by Randy Noll, seconded by Chuck Baranek. Motion carried.

Motion to adjourn, made by Randy Noll, seconded by Rychtik. Motion carried.

Meeting adjourned at 8:16 pm.

Cheryl A. Karrels
Town Clerk/ Plan Commission Secretary

