

# TOWN OF PORT WASHINGTON

## OFFICE OF THE CLERK

Official Minutes of the regular meeting of the Town of Port Washington Planning Commission was held on Wednesday, June 14, 2017 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, Dale Noll, Christy DeMaster – planner, Heather Krueger – clerk

Absent: Randy Noll, Brian Verheyen, Chuck Baranek

Residents present: 2, zero members of the press.

**2. Approval of previous month Plan Commission minutes**

**Motion to approve March Planning Commission minutes made by Schlenvogt, second by Didier. Motion passed unanimously**

**3. Public Comments**

None

**4. Old Business**

None

**5. Town Chairman's report**

Road bid was submitted to the Village of Saukville for their portion of the Northwoods Road repair. They will submit the bid with the 2018 budget. We will need to rebid the road again for next year.

**6. Town Zoning Administrators report**

Hometown Dental is well under construction and having no issues. Open Door Bible has all necessary permits and fees to begin their construction project. Fellenz reported doing three in-home septic repairs.

**7. Town Planning and Engineering report**

There was an inquiry regarding a lot on Green Bay Road. The potential buyer is wondering if they could make the entire 1.43 acre parcel into a garden, and eventually add a greenhouse. It does not fit into a current category, as it is not a home business or industry. Fellenz advised they talk to the neighbors to see if there would be any opposition before perusing. DeMaster attended the City Council meeting, they were discussing adding a TIF, developing the Weiss property, bringing water and sewer. This could impact the Town at some point.

**8. Great Lakes Boat Storage**

Public hearing was held earlier this evening, no oppositions to updating the CUP for Great Lakes storage. DeMaster noted that the original site plan should be used as master. The amended plan with the storage is in addition to the original, not replacing. CUP was signed by DeMaster and Burt. **Motion made by Didier to approve the**

**amended CUP for Great Lakes Storage, second by Schlenvogt. Motion passed unanimously.**

- 9. Steve Neumann, 4206 County Road KK consideration for a Conditional Use Permit to build a garage over 800 square feet.** Fellenz advised the board that Neumann has an existing garage, and he would like to build a larger garage over the top. The new garage would be 36' wide x 54' long and 12/5' high. There may be an issue of encroachment, Fellenz advised Neumann to get a survey of the lot line to make sure he is within 20' of the lot line. Didier advises he check with all neighbors to make sure there is not an issue. DeMaster advises once the line is established, he should fill out an application for the Conditional use permit, and feels along with the \$250 admin fees, he should pay \$250 for Planner services.

- 10. Adjourn. Motion made by D.Noll to adjourn the June Planning Commission meeting, second by Schlenvogt. Motion passed unanimously.**

Heather Krueger,  
Town Clerk/ Plan Commission Secretary

\*\*\*Persons with disabilities who may require assistance to attend the meeting should contact Chairman Jim Melichar, Phone (262) 206-1731.

\*\*\*Notice is hereby given that a majority of governmental bodies may be present at this meeting to gather information about a subject, over which they have decision-making responsibility. This may constitute a meeting of those governmental bodies pursuant to State ex rel. Badke v. Greendale Village Rd. 173 Wis. 2d 553, 494 N.W. 2d 408 (1993), and must be noticed as such, although they will not take any formal action at this meeting.

\*\*\*Notice of Town Board Quorum. Pursuant to the requirements of section 19.84, Wis. Stats., notice is hereby given that the three members of the Town Board are also members of the Plan Commission. Plan Commission Chair to announce that a quorum of the Town Board is in attendance at the meeting, and ask that the minutes reflect that a quorum of the Town Board is present.