

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, August 9, 2023, 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, Gary Schlenvogt, Ed Potokar, Melissa Alexander, Randy Noll, Chuck Baranek, Christy DeMaster- Town Zoning Administrator/Planner, Heather Krueger – Clerk
Absent: None

Public present: 5, Members of the Press: 0

2. Approval of July Plan Commission minutes. Welton moved to approve the July Plan Commission minutes as presented, second by Schlenvogt. Motion passed unanimously.

3. Public Comments. None

4. Old Business. None

5. Correspondence/Reports from previous month: Didier was contacted by Chad Arndt, owner of the former Iron Hog. Arndt had a survey of his property done and he is interested in putting storage sheds on the property, which is allowed in the B-1 zoning. DeMaster was contacted by a potential buyer for Omernick property on Hwy KW, they would like to put up cabins for short term rentals. DeMaster advised them that this is not a permitted use in this area. DeMaster notified the Plan Commission that the city will be discussing plans for the North side of the city, which includes an area near the town, it is an open meeting on 8/17/23 at 6:00PM if anyone wants to attend.

6. Second Consideration of rezoning tax key 07-016-15-002.00 from (BP-2) Business to (I) Institutional, Town of Port Washington property. Per Didier, first consideration was held with very little discussion, this is house cleaning as it should have been done when the town purchased the property. A public hearing will take place prior to the September town board meeting. **Didier moved to recommend the rezoning from BP-2 to Institutional to the Town Board, second by Alexander. Motion passed unanimously.**

7. Discussion and possible action updating the Conditional Use Permit (CUP) granted in 2021 for Matt Gaulke, 3185 Green Bay Road 07-030-02-003. Per DeMaster, this should be reviewed by the Plan Commission as there are some changes to the original CUP that was granted regarding building size. Gaulke has applied for this change, but DeMaster did not charge the application fee or have him submit an escrow. The new CUP would include building two buildings, in two phases. The overall size is slightly smaller than the original CUP. This is not a significant change so DeMaster feels the Plan Commission could approve without a second consideration or a public hearing. **Welton moved to approve the amended CUP for Gaulke, 3185 Green Bay Road as presented, seconded by Potokar. Motion passed unanimously.**

8. Discussion and possible action regarding Ordinance 2023-01 To Amend Chapter 340 Zoning and Subdivision Code. Per DeMaster, this was sent to the City of Port Washington Planner, he feels it looks good and is a nice compromise. This was not an approval by the City, the town will need to submit once the Ordinance is passed. Didier: Since there was not a full board at the last meeting, we put this on the agenda to extend debate. Much consideration was discussed regarding the wording and number of exterior building material and features. **Welton moved to approve Ordinance 2023-01, noting item #9, the exterior building material shall incorporate at least FOUR features and add language to approve subject to Plan Commission approval, second by Noll. Didier**

moved to amend the motion on the floor, second by Potokar. Discussion followed. **Friendly amendment: Welton moved to approve the Ordinance 2023-01, noting item #9 the exterior building material shall incorporate at least but not limited to FIVE of the following features, but not limited to (list to follow) and is subject to Plan Commission approval, second by Alexander. Voice vote: Aye – 6, Opposed – 1. Motion carried.**

9. Adjourn. **Motion made by Potokar to adjourn the July Plan Commission meeting at 9:03 PM, seconded by Alexander.**

Heather Krueger, Clerk