

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, January 10, 2024, at 7:00 p.m. at Town Hall, 3715 Highland Drive, Port Washington, WI.

1. Roll Call & Pledge of Allegiance

Present: Mike Didier, Gary Schlenvogt, Greg Welton, Ed Potokar, Melissa Alexander, Randy Noll, Chuck Baranek, Christy DeMaster- Town Zoning Administrator/Planner, Heather Krueger – Clerk
Public present: 4, Members of the Press: 0

2. Approval of December Plan Commission minutes. Didier moved to approve the December Plan Commission minutes, second by Potokar. Motion passed unanimously.

3. Public Comments. None

4. Old Business. None

5. Correspondence/Reports from the previous month: None

6. Second Consideration of Certified Survey Map (CSM) to create four lots and a commercial site plan for Lot 4 of the proposed CSM, Harbor City Holdings Owner, Nick Suddendorf Agent.

DeMaster recently received the revised CSM, it needs to be reviewed by the town engineer (Ayres). Some “housekeeping” issues need to be cleaned up on the CSM and need to be addressed. Didier: Is the city okay with this? DeMaster: She has not gotten any comments back from the city for the CSM. Ozaukee County reviewed it because it was considered shoreland zoning, they don’t require approval by the National Resource Committee. DeMaster recommends sending this to the Town Board for approval subject to getting all the comments resolved by Ayres. **Noll moved to approve per the planner's recommendation, seconded by Didier. Motion passed unanimously.**

7. Second Consideration for Business Barn development on CTH KW in Knellsville Overlay Standards District, tax key 07-016-08-001.00, Harbor City Holdings Owner, Nick Suddendorf Agent.

DeMaster received a revised stormwater plan and a revised landscaping plan, which was received last week and has been forwarded to the town engineer (Ayres) for review. Changes from last month’s discussion:

- Wells: The Town code states each primary structure requires a separate well. DeMaster spoke with the DNR agent that represents Ozaukee County and he did not have any big concerns with this. There are different categories of wells, this would be classified as non-residential but non-community wells. The DNR would like to know where the wells will be located and will come to check on them but has no other requirements of the town. Suddendorf: The Condo Association will own all the wells and be responsible for them.
- An access permit has been obtained for CTH KW from Ozaukee County.
- Garbage and Refuse storage: Discussion at the first consideration about having no exterior garbage and refuse storage, if one or more dumpsters will be provided for common use, the location must be shown on the plan, and plans for enclosure and screening must be submitted for review by the Plan Commission. No individual dumpsters are allowed outside the buildings.
- Color schemes of the buildings were discussed, and the applicant submitted a plan to vary the colors by building. The applicant submitted images of the proposed building with the colors reversed but no plan indicating which, if any, of the buildings would have this color scheme.

Alexander: this plan is very different from the original Knellsville plan and the intent; it is not welcoming or creates an environment that creates future quality development, attraction for visitors, and more business to come in. This will just be a block of buildings surrounded by trees.

Welton: getting traffic down in this area may help increase it and may support more development in the area.

Baranek: The Plan Commission developed the Knellsville Overlay Standard Plan in 2006, the plan is on one extreme of planning which has not happened in the town since the plan was developed. The Business Barns are a different kind of plan that technically is a permitted use, but it's not what the 2006 plan intended. Do we just abandon the 2006 plan even though a lot of thought and consideration was put into this plan? The Plan Commission hoped there would be city water and sewer and developed this plan to look like the City of Kohler. Do we just do this without the public input? It's a massive change in a short period.

Alexander: Part of the zoning code in the overlay district is the quality of the future development, what quality is this project going to bring in? What kind of atmosphere is for the future of Knellsville? Are we going to be able to expand or is going to be a block of building and we have to figure out what to do around it? Do we abandon everything we have done in the 2006 plan? It was because of the current storage sheds that the 2006 Plan was created, to then move forward from it, not go back and say that we already have storage sheds, let's allow more. Do we take the first project that comes in or do we hold off and wait for the right project that goes along with the Knellsville Plan?

Baranek: The philosophy of the vision of the town would be totally changing if we allow something like this. Other people wanted to build storage sheds in the past and were turned down. What is going to get other people to want to come here aesthetically? The people who helped come up with this plan wanted bigger and better things for the Knellsville area, and those people are still around.

Didier: The Knellsville Plan was confident there was going to be sewer and water coming soon. The only way that would happen is if the town took the initiative.

Baranek: They have three other blocks of property that they could develop which is also a concern.

Welton: According to different realtors, this area north of the I-43 / Hwy 57 split is difficult to market for retail because the traffic count drops off. The area south is developed much more because there is more traffic volume, and no city sewer and water are not attracting any development. Viewing it from that, shopping and big box will be south. We could have businesses that could be different; development breeds other development, and traffic helps support other businesses. This may be a step into getting something going in this area and the next project may be a step up.

DeMaster: The Comprehensive Plan is the plan that governs this area. The Comp Plan states the following regarding the Knellsville area: *The eastern side of CTH KW is the location of several existing light industrial uses. These uses have been accounted for and are included in the business park / light industrial area. West of CTH KW is also included in the business park / light industrial portion of Knellsville. It would be a desirable location for peripheral uses to the light industrial uses to develop. Shared access and parking as well as an internal road network will enable developments to be easily accessible.* That's all the Comp Plan says about this area, more focus was placed on the town hall area, the Knellsville area didn't get a lot of attention in the overall Comp Plan.

Didier: That plan was never going to and never will happen unless the town takes the initiative to bring water, sewer, and roadways in.

Noll: the thought at the time was that since everything south was building rapidly, the town needed to have some type of plan in place if development moved to this area.

Alexander: This plan before us feels too dense for the proposed space.

Didier: I agree, it is dense, but it is allowed with the percentage of green space.

Suddendorf: I'm surprised we are having this conversation tonight when previously you asked us to bring in a plan more relaxed, which we did. You asked us to clarify with the City of Port Washington the sewer and water, and they said that if the town is not paying for this it's not going on CTH KW. This will be an opportunity to bring traffic to this area, which is something you are looking for. The landscaping is different, and the screening will be helpful.

Didier: This is the first proposal the town has seen in over 20 years; the Commission needs to have a general conversation regarding this proposal.

Potokar: We are a small town trying to figure out what direction to go in, and this is the kind of discussion you have to have. We can't meet in private to discuss, so this seems appropriate.

Welton: This could generate an increased tax base for the town. We need a balance of residential and business in the town.

- Didier: Going back to the design and color of the buildings, some contrast is good, but not every other building should be a different color. The interior buildings could be one color scheme and the exterior could be another color scheme.
- Lighting: If site lighting is added in the future, a lighting plan must be submitted to the Plan Commission for approval.
- Landscaping: Vision triangles are shown on the landscaping plan. Per Ozaukee County Code 6.04(7)(j), vision corners are to be maintained free of obstructions.
- Grading & Drainage: the proposed grading and drainage of the parking areas are subject to engineering review (Ayres) and have not been completed yet.
- Parking: The Plan Commission determined that the parking area is not a parking lot subject to parking lot landscaping.
- Landscaping: The Plan Commission required that some trees be placed along the south side of Lot 4, on the SE corner of the property to provide sufficient visual screening.
- Stormwater: the stormwater management plan has been submitted for engineering review (Ayres) and has not been completed yet.
- Erosion: the erosion control plan has been submitted for engineering review (Ayres) and has not been completed yet.
- Address: Fire Chief Mitchell submitted comments; he noted that the buildings must have two exists and requested that the property have one street address with each building given a suite number.

Suddendorf: There will be an access door on the back of each building with a service road going around the parameter. The utility companies requested the driving lane, it will be grass not paved or gravel.

Didier: The only item that doesn't comply with the zoning, is the wells as mentioned in the first consideration.

DeMaster: I wanted to mention that section of the code that deals with commercial/industrial site plan reviews needs to be improved because it's labeled commercial/industrial building permits. If you approve a site plan for something and they want to make a change or vary from that plan, they will need a building permit, but they would also need Plan Commission approval for the changes.

DeMaster suggests that the Feb. 14, 2024 meeting for the final review, which is 63 days after the first consideration because we are waiting for the erosion, stormwater, grading, and drainage plans to be reviewed by Ayres.

Didier: If the engineer states that the submitted plans are good then that's fine, but if they come back with comments and need discussion then the applicant would have to start over. We can issue an extension if the applicant requests, we can accept as is or with conditions, or deny the proposal before us. The Plan Commission needs to be the body to take action.

Noll moved to approve the Commercial Site Plan for the KW Business Barns pending the engineering approval of the erosion, stormwater, grading, and drainage plans, seconded by Potokar. Voice vote: Noll, yes. Baranek, no. Welton, yes. Didier, yes. Schlenvogt, no. Alexander, no. Potokar, yes. Total vote: 4 – yes, 3 – no. Motion carries.

Didier moved to adjourn the January Plan Commission meeting at 8:35 PM.

Heather Krueger, Clerk