

**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, February 14, 2018 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, Randy Noll, Chuck Baranek, Brian Verheyen, Heather Krueger - Clerk

Absent: Dale Noll, Christy DeMaster-Planner

Residents present: 3, zero members of the press.

Melichar states the agenda was posted timely and correctly, the press was notified and the hall is handicap accessible.

2. Approval of January Plan Commission minutes

Motion to approve January Planning Commission minutes made by Schlenvogt, second by Baranek. Motion passed unanimously

3. Public Comments

Paul Gantner, 2550 Hillcrest Drive inquired about splitting his land into additional parcels. Gantner would like to create additional lots on the frontage of Hillcrest, he would leave the driveway the required 66' wide to use as a shared driveway for the lots. The land he has would need to be rezoned and he would like to know if there would be any objections by the Plan Commission to pursue this. Didier states this would be zoned residential transitional, and does not see any issues with the rezoning, but he should contact DeMaster, the planner to find out specifics that need to be addressed.

4. Old Business. Krueger received a call from Briggs & Stratton, they would like to put a sign on Hillcrest for directions to their facility and were wondering if the town had any restrictions. Fellenz said if it is under 4x6 there are no restrictions. It is advised to check with DeMaster. Krueger also noted that Tom Winker invited the Plan Commission members to the annual WTA meeting held in Belgium this year, they will be discussing junk cars, short term rentals and nuisance ordinance.

5. Town Chairman's report. None

6. Town Zoning Administrators report. None

7. Town Planning and Engineering report. None

8. Second consideration of an application by John & Mary Sampont for a Conditional Use Permit for a second house to be located on their property at 2354 Willow Road. Public hearing was held prior to this meeting and there were no objections or concerns. Per planner, there are no additional restrictions or conditions. **Motion made by Didier to approve the Conditional Use Permit land division and certified survey map for Sampont, 2354 Willow Road, Second by Schlenvogt, Motion passed unanimously.**

Mike Didier recuses himself from the Plan Commission

9. **Second consideration of certified survey maps for Plier Farm LLC (a re-division of Adrienne Acres).** Mike Didier has submitted an updated Certified Survey Map, however, the map does not include the ditches. Didier and DeMaster do not want the ditches excluded from the CSM, otherwise the owners can do what they want with the ditches, they also need to be included as part of the storm water plan. A new plan will need to be submitted. **Motion made by Randy Noll to table the second consideration of the certified survey map for Plier Farm LLC, second by Baranek. Motion passed unanimously.**
10. **Update on purchase of property 3709 Highland Drive and 3703 Highland Drive.** Didier explains this is not a Plan Commission item, but if there was anything to report, he would do so. As of today, the offer to purchase has not been returned by the sellers.
11. **Adjourn. Motion made by Baranek to adjourn the February Plan Commission meeting, second by Noll. Motion passed unanimously.**

Meeting adjourned at 8:05

Heather Krueger - Clerk