

**TOWN OF PORT WASHINGTON  
OFFICE OF THE CLERK  
Official Minutes**

Of the regular meeting of the Town of Port Washington Plan Commission was held on  
Monday, September 16, 2019 at 7:30 p.m. at the  
Town Hall, 3715 Highland Drive, Port Washington, WI.

**1. Roll Call & Pledge of Allegiance**

Present: Jim Melichar, Gary Schlenvogt, Mike Didier, Dale Noll, Chuck Baranek, Christy DeMaster-Planner, Heather Krueger- Clerk

Absent: Randy Noll, Rick Fellenz-Building Inspector

Residents present: 3, 1 member 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 August Plan Commission minutes. Motion to approve August Planning Commission minutes made by Didier, second by Schlenvogt. Motion passed unanimously.**

**3. Public Comments.** Eric & Jackie Oleson, 3370 Terry Lane, are wondering if the town has any restrictions or regulations regarding shipping containers. They are concerned that they could have neighbors put up a structure or get containers on their property. Melichar states there currently are no regulations or restrictions. This item was on the agenda earlier this year, and the building inspector brought it up last month. Per Melichar, it can be added to an agenda at a later date.

**4. Old Business.** None

**5. Town Chairman's report.** Dynna Drive has been pulverized and will be paved this week. Melichar will be meeting with Payne & Dolan to show them the repair work that needs to take place on some town roads.

**6. Town Zoning Administrators report.** None

**7. Town Planning and Engineering report.** DeMaster had an inquiry regarding a CUP for a cell tower off of Hwy LL near the Safe Harbor site. DeMaster had an inquiry regarding a farmland consolidation at 4394 Highland Dr., and some questions from a realtor trying to sell the property at 3302 Hwy KK, if the property can be rezoned and if they can build another house on the property with a CUP.

*[Didier stepped down for this portion of meeting.]*

**8. First consideration for Dixie Highlands Conservation Subdivision, tax key #07-004-05-000.00, Pete Didier applicant, for preliminary plat review and rezoning.** Per DeMaster, Didier is requesting rezoning of 36.29 acres of the parcel from A-1 to ACS-1 and approval of a preliminary plat to divide the 92.06 acre parcel into a 36.29 acre agricultural conservation subdivision with a 26.52 acre conservation out lot, and a 55.77 acre remainder parcel. DeMaster will need a deed restriction as well as a developer agreement submitted. Second consideration to be held at the October Plan Commission meeting. Public Hearing will be scheduled prior to November Town Board meeting.

*[Didier rejoins the meeting]*

**9. First consideration for Pleasant View Farm, Inc Farmland Consolidation, 4155-4157 County Road H, tax key # 07-008-15-000.00, Lee Schlenvogt applicant, for Certified Survey map and**

**Conditional Use Permit.** Lee Schlenvogt is requesting to divide the property to separate the homestead from the tillable land, with the sale of the tillable land. The homestead parcel will be retained by Pleasant View Farm. DeMaster states this proposal conforms to the policies of the Comprehensive Plan to promote continued agriculture uses, and complies with the Town zoning code. Second consideration to be held at the October Plan Commission meeting.

- 10. First consideration for Welton Holdings, LLC, tax key #07-016-09-010.00 and #07-016-09-011.00, Greg Welton applicant, for Certified Survey Map.** DeMaster has several concerns regarding the CSM; setbacks are not shown, the proposed CSM does not include dedication of public ROW for future new road, and the layout of the proposed lots is not consistent with the planned future road network for the business park area west of HWY H.

**11. Review of Conditional Use Permit for:**

- **Steve Neumann, accessory building over 800 square feet.** Per Melichar, the review of the CUP is to make sure Neumann has met the requirements of the CUP, which according to the building inspector, he has. **Motion made by Dale Noll to move the CUP for Steve Neumann to inactive, second by Schlenvogt. Motion passed unanimously.**
- **Dave & Melissa Didier, farmland consolidation** *[Didier stepped down for this portion of the meeting]* Melichar states this is being reviewed to make sure all CUP requirements are still being met. **Motion made by Dale Noll to approve and review in 2 years, second by Baranek. Motion passed unanimously. [Didier rejoins meeting]**

**Review of Temporary Use Permit for:**

- **Jim Champeau, Bait Box.** Melichar states this TUP is to be reviewed annually to make sure all of the requirements of the TUP are being met, which they currently are. **Motion made by Dale Noll to approve and review annually, second by Schlenvogt. Motion passed unanimously.**

- 12. Discussion and possible action regarding §340-33 Knellsville Overlay District (KOD), (F) Building Standards and (H) Site Standards.** DeMaster has made changes to the original KOD building standards. The members of the plan commission are in agreement with the changes. DeMaster will send the ordinance to the City. She is unsure if we need the City's approval or if it is just a courtesy, she will research. The ordinance will be on the October agenda for approval.

- 13. Reappointment of Plan Commission members Randy Noll, Dale Noll and Chuck Baranek for a three year term beginning September 2019.** Melichar reappoints Randy Noll, Dale Noll and Chuck Baranek to the Plan Commission for a three year term, and thanks them all for their service. Krueger swears in each member.

- 14. Adjourn.** Motion to adjourn September Plan Commission meeting made by Dale Noll, second by Baranek. Motion passed unanimously.

Heather Krueger – Clerk