

**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, April 6, 2020 at 6:30 p.m. at the
Town Hall, 3715 Highland Drive, Port Washington, WI.

1. Roll Call & Pledge of Allegiance

Present: Mike Didier, Gary Schlenvogt, Dale Noll, Randy Noll, Chuck Beranek, Ed Potokar, Heather Krueger- Clerk

Present remotely by Zoom – Christy DeMaster

Absent: Jim Melichar, Rick Fellenz

Residents present: 3, Members of the Press: 1

Roll call taken by Supervisor Didier: the agenda was posted timely and correctly; the press was notified and the hall is handicap accessible.

2. Approval of March Plan Commission minutes. Motion to approve March Plan Commission minutes made by Baranek, second by Schlenvogt. Motion passed unanimously.

3. Public Comments. None

4. Old Business. None.

5. Town Chairman's report. None.

6. Town Zoning Administrators report. None.

7. Town Planning and Engineering report. Newman Development contacted DeMaster regarding land they own adjacent to the Graystone Subdivision. They would like to create 9 lots on the 3-acre parcel. They would be using City sewer and water, but do not want to annex to the City. Didier suggests contacting the City to see if they would approve the land division without objection. If so, then we need to rezone the area

8. Discussion and possible action to approve second consideration of Dixie Highlands final subdivision plat review. Per DeMaster there was one item noted on the first review, which has been revised and resubmitted to the State for approval. The final plat was certified by the WI Dept. of Administration on March 24, 2020. DeMaster recommends approving. **Motion made by Randy Noll to approve the final subdivision plat, and to send to the Town Board for approval, second by Schlenvogt. Ayes- 5, Nay – 0, Didier abstains from voting.**

9. First consideration or Certified Survey Map for Paul Gantner, 2550 Hillcrest Dr. DeMaster notes that lot #4 may have limitations due to water retention. Lots 2 & 3 could potentially be corner lots if the back unplatted lands would be developed, and a road put in between lots 2 & 3. The dimensions of the lots should be adjusted accordingly. Didier recommends lots 2 & 3 conform with current corner lot standards. Randy Noll would also recommend a 50' setback which is also standards.

10. First consideration of ordinance to amend Section 340-32. PUD Planned Unit Development Overlay District. DeMaster is recommending striking the line making the PUD applicable on within the Town Center District and Highway 33 Corridor District as depicted in the Land Use Plan. This would now allow a PUD in other areas of the town. The Plan Commission can always turn down a PUD if they don't feel it would meet the goals and objectives of the town. Didier: The City would need to approve this

as well, correct? DeMaster, yes and the City is in favor of approving. DeMaster will contact the City to see if there would be any objections. Second consideration will be on May agenda.

11. **Consideration of a public participation plan for updating the Town's Comprehensive Plan.** Per DeMaster, the town will need to formally adopt a Public Participation Plan, which needs to be approved by the Town Board. The time schedule in the schedule may need to be amended because of the Covid 19 virus. Paul Gantner states that he feels the town should put this out to bid, as this could cost the town a substantial amount of money. How much is budgeted for this? The town also needs a full board to do this as well. Didier: The town is statutorily bound to update the Comprehensive Plan and it is in our budget. The Plan Commission is not planning on redoing the entire plan, but updating. The Plan Commission does not plan on making any substantial changes. DeMaster states the current Plan can be adopted without any changes. There are no ramifications as to how much or little change is made to the plan. **Motion made by Randy Noll to give to the Town Board for approval of the Planner to begin to update the Comprehensive Plan, second by Dale Noll. Motion passed unanimously.**
12. **Adjourn. Motion made by Schlenvogt to adjourn the April Plan Commission meeting.**

Heather Krueger, Clerk