

**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
Wednesday, February 12, 2020 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, Randy Noll, Dale Noll, Chuck Beranek, Ed Potokar, Christy DeMaster-Planner, Rick Fellenz – Building Inspector, Heather Krueger- Clerk
Absent: None
Residents present: 4

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 minutes as presented made by Schlenvogt, second by Randy Noll. Motion passed unanimously.

3. Public Comments. None

4. Old Business. Krueger reports that Charter Communication has taken out a permit and are doing work to install cable on bluff roads, there have been several calls inquiring as well as questioning where the equipment can be located.

5. Town Chairman's report. None.

6. Town Zoning Administrators report. None.

7. Town Planning and Engineering report. Harbor City Plumbing has inquired about adding on to the existing building rather than building an additional building. DeMaster will need to address the standards issued when the permit is submitted.

8. First Consideration of Certified Survey Map application submitted by Robert Goebel, Goebel Woodworking to divide two existing parcels at 2561 and 2563 State Road 32, Port Washington. Per DeMaster, Goebel would like to divide the property into 3 lots, keeping lots 1 and 3, and selling lot 2 to his son to continue operating Goebel Woodworking. There will be a shared driveway agreement and a shared well agreement. The lots are non-conforming, and with the plan submitted it will not make it more non-conforming, and she does not see any issues with the plans as submitted. Didier: does this need City approval? DeMaster: Yes, but no objections are expected. Didier: Do you plan on selling lot 1 for farmland? Goebel: No, Plan on keeping it. DeMaster states this will be on the March agenda for a second consideration, and then go to the Town Board for approval.

9. Discussion and possible action on construction plans and deed restrictions for Dixie Highlands. Per DeMaster, the final plat review plans are not back from the State. We are also waiting on EMCS and the Town Attorney for the developer agreement.

10. Discussion and possible action regarding boundary agreement with the Town of Grafton regarding parcel 07-051-0011.004 and 06-003-05-004.00, 2502 N. Lakeshore Rd. Mark Nelson, owner would like to add a mother-in-law unit and combine the properties. Per DeMaster, this would be an Intergovernmental agreement between the towns, as towns cannot annex land, Grafton

is willing to sign off on the parcel. A zoning permit should be submitted to make sure everything is documented. DeMaster will send the application to Nelson. No survey will be needed.

- 11. Discussion and possible action on Ordinance revision to make cul-de-sac requirements consistent with diagram in the appendices.** Per DeMaster, the updated ordinance will update the language to match the diagram in the appendix, as it is slightly different as of now. Melichar states this is what was discussed and approved at the last Plan Commission meeting, and now it can go to Public Hearing and the Town Board for approval. **Motion made by Randy Noll to send the ordinance as drafted to the Town Board for approval, second by Dale Noll. Motion passed unanimously.**
- 12. Discussion regarding potential ordinance change to allow commercial development on private roadways.** Per DeMaster, this is within the City zoning and approval would be needed, which they would be apposed to. By using the current Planned Unit Development (PUD) and making modifications to it, the PUD could work for this area. **Motion made by Dale Noll to have a recommendation by the Town Board to approve the Town Planner adding the PUD to the Knellsville District Overlay, and other districts that may apply, second by Randy Noll. Motion passed unanimously.**
- 13. Discussion regarding updating the Town of Port Washington Comprehensive Plan.** Per DeMaster, the plan needs to be updated every 10 years, and the last update was 2009. At the minimum it would have to be readopted. Melichar states the entire plan should be gone through as there are changes that should be made. A time line of the work needed would be helpful. DeMaster will put together a timeline to present to the Plan Commission. **Motion made by Dale Noll to get approval from the Town Board to have the Town Planner and Plan Commission move forward on updating the Comprehensive Plan for the Town of Port Washington, second by Randy Noll. Motion passed unanimously.**
- 14. Adjourn. Motion made by Randy Noll to adjourn February Plan Commission, second by Schlenvogt. Motion passed unanimously.**

Heather Krueger, Clerk