

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, April 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, Melissa Alexander, Chuck Baranek, Town Zoning Administrator/Planner – Christy DeMaster, Building Inspector- Roger Kison, Clerk- Heather Krueger.

Excused: Randy Noll, Ed Potokar

Public present: 3, Members of the Press: 0

2. Approval of March Plan Commission minutes. Welton moved to approve the March Plan Commission minutes, second by Baranek. Motion passed unanimously.

3. Public Comments. None

4. Old Business. Didier noted that the March minutes stated that the town did not have an ordinance regulating solar farms, which is incorrect as we do have this in our ordinance under §340-43.

5. Correspondence/Reports from the previous month: 1) Didier reported that there are parcels on Hwy KW that are being marketed incorrectly. There is one parcel for sale that has two tax key numbers because the railroad is dividing the property. One parcel is 15 acres and can not be sold as a buildable lot. 2) Pitbull Towing contacted Didier because he is building a berm around his property and would like to build it 8' rather than 5' which is what the code allows. Krueger reported that Randy Simmons stopped at the town hall and requested the Plan Commission review his Conditional Use Permit as there are some changes he would like to make. He will be contacting DeMaster.

6. Update on Town Engineering report for Business Barn development on CTH KW in Knellsville Overlay Standards District, regarding erosion, stormwater, grading, and drainage plans. Per DeMaster, the Plan Commission has approved the Business Barn development pending the stormwater/erosion review report from Ayres. Ayres and EMCS have been communicating and all the required changes were made. Dave Brose, EMCS (Business Barns engineer) explained the stormwater and erosion plan to the Plan Commission and answered questions. **Welton moved to approve the stormwater and erosion plan as presented to the Town Board, seconded by Didier. Motion passed 5-1.**

7. Second Consideration for a sign permit for Pitbull Towing, 4145 CTH LL, Port Washington, Randy Simmons owner. Per DeMaster, the sign is up and is in the County Road right-of-way, the size of the sign is allowed per code. He will have to move the sign or work with Ozaukee County on placement. The sign above the door of his building is too big, and adjustments need to be made. DeMaster advises the Plan Commission to deny or postpone the sign application as he also wants to make changes to his current Conditional Use Permit. **Didier moved to delay the second consideration of the sign permit for Pitbull Towing until the May 8, 2024 meeting, seconded by Welton. The motion passed unanimously.**

8. Discussion regarding updating the Town code regarding solar energy facilities. The Plan Commission discussed the current zoning under §340-43 and agreed that some updates are needed. Currently, any type of solar is allowed and it does not specify if it is for residential or commercial use. There are also State regulations, and the town can't be more restrictive than those. **Didier moved to have the town planner start a proposed draft to update §340-43 Energy Conservation Uses in the town code, seconded by Alexander. Motion passed unanimously.**

9. **Discussion regarding updating the town code regarding commercial/industrial site plan reviews and occupancy permits.** DeMaster has begun working on the update but had some questions for the Plan Commission, a draft of the updates will be on the May agenda.

Didier moved to adjourn the April Plan Commission meeting at 8:45 PM.

Heather Krueger, Clerk