

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, January 13, 2021 at 7:30 p.m. at the  
Town Hall, 3715 Highland Drive, Port Washington, WI.

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

Present: Mike Didier, Gary Schlenvogt, Greg Welton, Ed Potokar, Dale Noll, Chuck Baranek, Rick Fellenz, Christy DeMaster, Heather Krueger- Clerk

Absent: Randy Noll

Residents present: 14; Members of the Press: 0

**2. Approval of December Plan Commission minutes. Motion to approve December Plan Commission minutes made by Schlenvogt, second by Welton. Motion passed unanimously.**

**3. Public Comments.** None.

**4. Old Business.** None.

**5. Town Chairman's report.** Didier has received several calls regarding the zoning on the Driftwood Motel that is currently for sale, all interested parties would like to have multi- family zoning

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

**7. Town Planning and Engineering report.** DeMaster reports that Welton has submitted a CSM application for Lange Estates Phase 3. DeMaster also reports that in November she had a conversation with the City of Port Washington regarding updating the town's stormwater and erosion plan, the town engineer offered to do a side-by-side comparison with the City. DeMaster has also created an ordinance to transfer the Mark Nelson property from the Town of Grafton to the Town of Port Washington which needs to be passed at the town board.

**8. Consideration and possible approval of a Conditional Use Permit for Steve Boyea, 2498 State Road 33, to move his locksmith business from the hardware store into his home. The public hearing will be held prior to the Plan Commission meeting. Per Didier, the public hearing had no objections. Motion made to approve the CUP for a homebased business for Steve Boyea made by Potokar, second by Schlenvogt. Motion passed unanimously.**

**9. Consideration and possible action of a Conditional Use Permit application submitted by Andrew & Meg White for an accessory structure over 1200 square feet to be located on their property at 4881 Dixie Court. The public hearing will be held prior to the Plan Commission meeting. Per Didier, there were comments made for and against the CUP, the Plan Commission need to approve based on facts and zoning requirements. They have met the requirements. Motion made by Didier to approve the CUP for an accessory structure over 1200 square feet, second by Potokar. Motion passed unanimously.**

**10. Second consideration of a Certified Survey Map for Brian Conrad, parcel 07-031-01-002.00.** Per DeMaster, Conrad submitted a revised CSM per recommendations. They have also submitted plans for the driveway. They submitted the shared driveway agreement, which needs to be approved by the Town Attorney. Conrad is concerned that a 20' driveway will look like a town road; can he make it 15'. Didier does not recommend, it is not a requirement to pave the road, he can do what he needs to do to make it look like a private drive. Conrad also commented that there will be a

declaration filed that the land can never be split again. **Motion made by Welton to approve the CSM presented and send to the town board for approval and send the Shared Driveway Agreement to the town attorney for approval, second by Schlenvogt. Motion passed unanimously.**

- 11. Discussion of potential agricultural conservation subdivision for Seth Omernick, 4211 County Road KW.** Omernick presented a map of where he would like the lots to be placed. Per DeMaster, the railroad tracks split the parcel so it can't be used. Didier suggests he check with the County to see if driveways can come off the County Road. Didier does not feel the plan would work the way shown.
- 12. Discussion regarding the Town of Port Washington Comprehensive Plan updates.** Discussion regarding the Knellsville Plan and word changes.
- 13. Adjourn. Motion made by Schlenvogt to adjourn January Plan Commission meeting, second by Dale Noll.**

Heather Krueger, Clerk