

# 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, November 8, 2023, at 7:30 p.m. at Town Hall, 3715 Highland Drive, Port Washington, WI.

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

Present: Mike Didier, Gary Schlenvogt, Ed Potokar, Melissa Alexander, Randy Noll, Chuck Baranek, Christy DeMaster- Town Zoning Administrator/Planner, Heather Krueger – Clerk

Absent: Greg Welton

Public present: 12, Members of the Press: 0

**2. Approval of October Plan Commission minutes. Noll moved to approve the August Plan Commission minutes as presented, second by Schlenvogt. Motion passed unanimously.**

**3. Public Comments.** None

**4. Old Business.** None

**5. Correspondence/Reports from the previous month:** Didier noted that there will be a Zoning Board of Appeals hearing soon as the Building Inspector denied a permit that was submitted by Chad Arendt former Iron Hog. Arndt had a survey of his property done and he is interested in putting storage sheds on the property, which is allowed in the B-1 zoning, but did not meet the setbacks. DeMaster did some research on whether a property owner could run a firearms business as an allowed home occupation, as no stock or trade would be allowed on premises. DeMaster suggested Didier ask for a similar use interpretation from the homeowner. Didier: There are issues with water at St Simon church on Green Bay Rd. and they have contacted the town and Open-Door Bible Church to find out why the town did not require a stormwater management plan at the time they did remodeling. DeMaster explained that the town does not require a stormwater management plan or approval by the town, even if one was drawn up, which is shown on the CSM. This is not the action that was taken by Open Door, Kalvin Larson with St Simon feels the issue is the surface drainage that was explained in the planner's report. DeMaster explained that approval was not required even if it was shown on the plans submitted to the town. Per Didier, this will be on the November town board agenda for discussion.

**6. First Consideration of a Conditional Use Permit for a Home Industry for 4145 CTH LL.** Per DeMaster: the property is currently the site of JJ's Lawn Services. The applicant is requesting a permit to operate a home industry as a conditional use in the A-1 District in order to operate Pitbull Towing, a towing and auto service business. Per Didier, the current owner is not operating under a conditional use permit, towing and salvage are different than the current use. Per Randy Simmons, applicant, he does not do salvage work, it's just in the name of the business. Cars are not held on the property longer than 21 days. Cars will not be sold as a business on this property. The only sign on the property will be an entrance sign. There are landscaping plans for privacy. Plan Commission added conditions to require a privacy fence or landscaping along the western edge of the property, require improvements listed on the permit to be completed within 12 months, limit to 30 junked or impounded vehicles on site, limit to five vehicles temporarily stored to the east of the buildings, prohibit advertising of on site sales, and prohibit dismantling of vehicles on site for salvage. DeMaster will update the current draft, the Conditional Use Permit would require a review in 2 years to make sure all conditions are being met. Per Didier, a public hearing will be held on November 8, 2023, at 7:00 p.m. before the second consideration.

**7. First Consideration of Certified Survey Map for Blakesville Real Estate, Lake Drive.** Per DeMaster: Blakesville owns all the parcels shown on the CSM. They want to separate the building that is on lot #1, and the current lots are too narrow; they are adjusting so they are all conforming.

Ozaukee County Shoreland Zoning has been approved, with slight modifications recommended to the CSM. Soil testing has not been conducted on these lots, so it is unclear if they are suitable for septic. Lot #2 would have a building on the property, which is a non-conforming lot because there is a building but no house. There are several outbuildings on the lots, DeMaster will check with the applicant if any of the structures are houses. DeMaster suggests the CSM includes dedicating the road right-of-way to the town, so adjustments will need to be made to the CSM to allow for this modification. The second consideration will be scheduled in November.

8. **Consideration for business Barn development on CTH KW in Knellsville.** DeMaster has not received an application for this project and has not prepared a planners report yet. They will be submitting a CSM for the parcel. Nick Suddendorf showed preliminary engineering, stormwater plans, plot maps, and building design plans for feedback prior to submitting his application to the planner.
9. Adjourn. **Didier moved to adjourn the October Plan Commission meeting at 9:55 PM.**

Heather Krueger, Clerk