

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, March 12, 2025, at 7:00 p.m. at Town Hall, 3715 Highland Drive, Port Washington, WI.

Roll Call & Pledge of Allegiance

Present: Mike Didier, Greg Welton, Gary Schlenvogt, Melissa Alexander, Ed Potokar, Chuck Baranek, Mark Doll, Clerk- Heather Krueger, Town Zoning Administrator/Planner – Christy DeMaster, Building Inspector – Roger Kison
Public present: 6

Approval of October Plan Commission minutes. Alexander moved to approve the October Commission minutes, seconded by Welton. The motion passed unanimously.

Public Comments.

Jesse Monroe 2023 Dixie Rd. They got a notice from the American Transmission Company (ATC) regarding the power lines that will potentially be going through the Town of Port Washington. They attended the public meeting and are wondering if the town can make any recommendations or if they have any say as to where the power lines will be placed. Didier: The State regulates that they submit five different plans; they are not asking any municipalities for permission or advice; they will do what is most economical and valued for their purposes.

Old Business. Didier: ATC sent a letter to residents who would be directly affected by the placement of the lines and to town representatives. Didier attended the open house, which was informative, but ATC didn't ask for opinions or give residents choices. Krueger: The Wisconsin Towns Association District meeting will be held on April 24, 2025, at the Port Washington Town Hall. Krueger reminded the Plan Commission of the upcoming election and the available in-person absentee hours.

Correspondence/Reports from the previous month:

Didier: The Town Board revised the Boundary Agreement with the City of Port Washington. If the annexation goes into effect, water and sewer will be brought to the town, promoting growth in Knellsville. DeMaster: We received inquiries about a cell tower on County Road LL and 2nd Avenue. Safe Harbor Storage already has a cell tower, but she has not heard back from them. St. Vincent property was asking if they could further develop their land.

Consideration of a sign permit for Harbor City Holdings at 3860-3864 County Road H, Port Washington, tax key 07-016-09-007.00, to replace the existing sign for the Harbor City Plumbing business with a sign for Mile Rock Site Solutions and Harbor City Plumbing. DeMaster: The sign they would like to replace the current sign with complies with the code. There is an issue with the current placement of the sign and the zoning. To comply with the Town code, the sign should be set back from the western property line by 40 feet to comply with the street yard requirement. This would require moving the sign location to the north. Didier: That would put the sign in the applicant's driveway. DeMaster: The proposed sign is 40 feet from the edge of pavement for County Road H and only 2 feet from the edge of the property line and right of way for County Road H. The town code has a lot of inconsistencies on sign permits, which should be looked at to clarify the code. **Alexander moved to issue a one-year temporary sign permit to Harbor City Holding until the wording regarding sign placement in the code can be amended or updated so this doesn't happen in the future, seconded by Baranek. Motion carried 6-0.**

Further Discussion:

Per Schlenvogt: In the Knellsville Planning area booklet from 2006, in prohibited uses, it states that excavating is prohibited for this area.

Scott Nelson: Mile Rock works with Harbor City for plumbing contracts; we are a plumbing contractor.

Alexander: Can they run a secondary business out of an accessory structure?

Didier: It is the same lot and has the same tax key. The code states plumbing businesses are allowed, and excavating businesses aren't; how do we define that if they work together as one entity?

DeMaster: This refers to the BP-1 zoning, where excavating is not permitted. However, the BP-2 code allows for an excavation business. Harbor City is in the BP-2 code, so it is allowed.

The Plan Commission updated the code in 2024 that any nonresidential property must have a formal site plan review before the Plan Commission.

Explanation and Discussion on Extraterritorial Platting and Zoning in the Town regarding the City of Port Washington's proposal to become a third-class city and its implications for the town.

Didier: Currently, the city has a 1.5-mile radius from the border to approve developments, and becoming a third-class city would allow them to have approval within a 3-mile radius from the border, which is the entire town.

DeMaster: The Village of Saukville also has rights, and Ozaukee County may require approval as well. Extraterritorial zoning is not used often because of the rules; the city would have to adopt a resolution stating that that's what they wanted to do, and their planning commission would put together a tentative zoning they would like to do in the town, then a joint planning committee would be formed. If that committee doesn't have a majority-approved plan, then the plan won't move forward. The Plat Review is significantly different, as it takes effect immediately. There are guidelines on what the City can and cannot impose for approval or denial.

Didier moved to adjourn the March Plan Commission meeting at 8:10 PM.

Heather Krueger, Clerk